

Livingston County Land Bank Corporation
Board of Directors Meeting
February 24, 2022
Meeting Minutes

Members: DANIEL L. PANGRAZIO, Livingston County Board of Supervisors; IAN COYLE, Livingston County Administrator; SHANNON HILLIER, Livingston County Attorney; AMY DAVIES, Livingston County Treasurer; ANGELA ELLIS, Deputy County Administrator & Land Bank Executive Director;

Absent: WILLIAM BACON, Economic Development; WILLIAM FULLER, Real Property Tax Services

Staff: JOSEPH GUNTHER, Community Development Specialist; MEGAN CROWE, Senior Planner; JOCELYN BISHOP, Senior Typist

Guests: MURPHY SMYTH, Bonadio; RANDALL SHEPARD, Bonadio; ALYSON SLACK, MRB Group

Agenda Item

Call to Order and Welcome

Chairman Pangrazio called the meeting to order at 1:30 p.m. and welcomed the group.

Agenda Item

Approval of Minutes from January 27, 2022

Chairman Pangrazio asked if there were any additions, corrections, or deletions to the January 27, 2022 Draft Meeting Minutes. Hearing none, he asked for a motion to approve them.

A motion to approve the January 27, 2022 meeting minutes was made by Ms. Davies and seconded by Ms. Hillier.

The motion carried.

Agenda Item

Treasurer's Report

Ms. Davies reported per the distributed document: The starting balance was \$177,010.35.

Total expenses were \$105,667.77. The Ending Balance equals \$71,342.58.

A motion to accept the Treasurer's Report was made by Ms. Hillier and seconded by Mr. Coyle.

The motion carried.

Agenda Item

Resolution 1-22 Adopting Policies for 2022

Mr. Gunther presented. The board would like to make no changes to the current policies.

A motion to make no changes to the policies for 2022 was made by Ms. Davies and seconded by Mr.

Coyle.

The motion carried.

**Agenda
Item**

Land Bank Financial Audit Presentation

Murphy from Bonadio presented the distributed document to the board. Mr. Coyle asked how many land bank programs in New York State does Bonadio audit? Randy answered twelve. There were no other questions or concerns brought up by the board.

A motion to approve the land bank financial audit was made by Mr. Coyle and seconded by Ms. Hillier.

The motion carried.

**Agenda
Item**

Stratford and Crest Hill Motels- Supportive/Emergency Housing Project

Alyson Slack presented the distributed document to the board. Mr. Coyle asked if the grants were spend first, reimburse later? The answer is, yes. The land bank is expected to make around \$100,000 a year, totaling to \$1,000,000.00 over 10 years. The County will be the applicant for the grants.

**Agenda
Item**

2021 Annual Report and 2022 Work Plan Presentation

Mr. Gunther presented the distributed documents to the board.

Mr. Coyle suggested to remove County from, “County Property Tax Remittance Growth” under the Livingston County Land Bank ROI and replace it with Town and Villages. Mr. Coyle would also like to suggest adding a column for projected property tax remittance growth for the next 5 years. The board members agreed to Mr. Coyle’s suggestions.

A motion to approve the 2021 annual report subject to above mentioned changes was made by Mr. Coyle and seconded by Ms. Hillier.

The motion carried.

Ms. Ellis presented the distributed outline for the presentation to the Ways of Means Committee. Comments by the board include moving the last bullet under “Land Bank Overview” down to rehabs so it stands out more. Mr. Coyle suggested adding something in regards to the K & K stripping project being 10 years in the making. The board would like to add estimated value and a five-year trend for the properties.

The board would like to get a quote from both the new homeowner at the Webster Crossing property and also from Habitat for Humanity to include in the presentation to the Ways of Means Committee.

Agenda Item	Properties
	<p>a) 24 Stanley St. – Mt. Morris Mr. Gunther presented the distributed construction plans. The next step is to review the bid package.</p> <p><i>A motion to approve the bid package subject to Ms. Hillier and Ms. Ellis review was made by Ms. Hillier and seconded by Mr. Coyle.</i></p> <p>The motion carried.</p> <p>b) 32 Jefferson St. – Dansville Mr. Gunther stated that he is currently waiting on the drawings. He will send to the board once received. Afterwards, the bid package will need to be reviewed.</p> <p><i>A motion to approve the bid package subject to Ms. Hillier and Ms. Ellis review was made by Ms. Davies and seconded by Ms. Hillier.</i></p> <p>The motion carried.</p> <p>c) 140 Lima Rd. - Geneseo Mr. Gunther presented. More invoices have been paid out. A template rental agreement has been received. Per the co-development agreement, the land bank will get a split of the rent received. The house is expected to close sometime in July.</p> <p>d) 1920 Buell Ave. K&K Stripping – Lima Mr. Gunther presented. The land bank’s work is done. Waiting on the DEC to go in this spring.</p>
Agenda Item	Other Business
	<p>Enterprise report to be reviewed in own time.</p>
Agenda Item	Next Meeting
	<p>Chairman Pangrazio announced that the next meeting is scheduled for Thursday March 24, 2022, at 1:30 p.m. in Room 205/208 at the Livingston County Government Center.</p>
Agenda Item	Adjournment
	<p>Chairman Pangrazio asked if there was a motion to adjourn.</p> <p><i>A motion to adjourn was made by Ms. Hillier and seconded by Ms. Davies.</i></p>

The motion carried.

Chairman Pangrazio adjourned the meeting at 2:52 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Jocelyn Bishop, Senior Typist.