

Livingston County Land Bank Corporation
Board of Directors Meeting
April 28, 2022
Meeting Minutes

Members: IAN COYLE, Livingston County Administrator; SHANNON HILLIER, Livingston County Attorney; AMY DAVIES, Livingston County Treasurer; ANGELA ELLIS, Deputy County Administrator & Land Bank Executive Director; WILLIAM BACON, Economic Development.

Absent: DANIEL L. PANGRAZIO, Livingston County Board of Supervisors; WILLIAM FULLER, Real Property Tax Services

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

Guests: GARY KONE, Livingston County Habitat for Humanity

**Agenda
Item**

Call to Order and Welcome

Mr. Coyle called the meeting to order at 1:30 p.m. and welcomed the group.

**Agenda
Item**

Approval of Minutes from March 24, 2022

Mr. Coyle asked if there were any additions, corrections, or deletions to the March 24, 2022 Draft Meeting Minutes. Mr. Gunther reported a mistake requiring an edit to the meeting minutes and suggested the minutes be approved with the suggested edit.

A motion to approve the March 24, 2022 meeting minutes with the edit to fix an error 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 \$174,584.29.

Total expenses were \$10,012.34. Total deposits were \$0.00. The Ending Balance equals \$164,571.95.

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

The motion carried.

**Agenda
Item**

140 Lima Road - Geneseo

Mr. Coyle reported that Mr. Kone of the Livingston County Chapter of Habitat for Humanity was invited to provide an update on the 140 Lima Road rehabilitation project and discuss the potential rental of the property before it is sold to a selected purchaser.

Mr. Kone reported that he believes the partnership with the Land Bank has been successful todate and

would like to see the partnership continue. He also stated the reason for needing to rent the property before it is sold is because the property project commenced after a last grant funding round closed. Habitat needs to wait for a new funding round to open up as the organization needs the funds to make the house afford able for a selected purchaser.

Mr. Kone offered to pay the Land Bank’s guaranteed \$50,000 of the sale proceeds split to the Land Bank in advance of the property’s sale. Ms. Hillier stated a written co-development agreement amendment should be executed specifying the terms of such an advance payment. The Board members concurred on the advance payment and co-development agreement amendment.

**Agenda
Item**

Mobile and Manufactured Home Replacement Program

Mr. Gunther reported that he has developed a presentation to be delivered to the Public Services Committee of the Livingston County Board of Supervisors on May 4, 2022. Mr. Gunther went through the presentation and reported he will be asking the Public Services Committee to approve a sub-recipient agreement with Cattaraugus Community Action, Inc. and a co-development agreement with the Land Bank for the project.

**Agenda
Item**

Supportive Housing Project Update

Mr. Coyle reported that the supportive housing working group continues to meet. He further reported that he will be presenting an update to the Human Services Committee of the Livingston County Board of Supervisors on May 3, 2022.

**Agenda
Item**

Properties

a) 24 Stanley St. – Mt. Morris

Mr. Gunther reported that Jeff Perkins from LiRo Engineers said he would get a draft bid package together by Friday April 29, 2022. The goal is to get the bid package complete and published by May 6, 2022, with responses due 4 weeks later.

b) 32 Jefferson St. – Dansville

Mr. Gunther reported that Jeff Perkins from LiRo Engineers said he would get a draft bid package together by Friday April 29, 2022. The goal is to get the bid package complete and published by May 6, 2022, with responses due 4 weeks later.

c) 1920 Buell Ave. K&K Stripping – Lima

Mr. Gunther reported that he has reached out to contacts at the NYS Department of Environmental Conservation (DEC) to get a status update on removal of the building footing and cleanup of hazardous materials. He reported he is waiting on a response and schedule.

d) 2022 Tax Foreclosure List

Mr. Gunther reported he continues to look over the 2022 Livingston County Tax Foreclosure list. He has identified a number of properties that may be eligible and suitable for Land Bank projects. Mr. Coyle suggested that the Land Bank keep a close eye on the list as the last day to remit taxes approaches.

**Agenda
Item**

Other Business

a) Farmworker Housing Grant

Ms. Ellis reported that the Cornell Cooperative Extension (CCE) has approached her to inquire about the NYS Farmworker Housing grant program. The program is designed to renovate dilapidate farmworker housing in New York State. CCE has indicated they may apply for funding, through CDBG, for this program.

b) Land Bank ARPA Funding Strategy Discussion

Mr. Coyle reported that the ARPA funding approved by the Board of Supervisors is working through the approval and transfer process before the money is transferred to the Land Bank.

c) NYS Budget – Land Bank Funding

Mr. Gunther reported that the 2022-2023 NYS Budget signed by the governor includes \$50 million in funding for Land Banks. The funding will come through NYS Homes and Community Renewal (HCR). Mr. Gunther also reported that he is waiting on HCR funding guidance and distribution method information.

**Agenda
Item**

Adjournment

Mr. Coyle asked if there was a motion to adjourn.

A motion to adjourn was made by Mr. Bacon and seconded by Ms. Hillier.

The motion carried.

Mr. Coyle adjourned the meeting at 2:55 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Joseph Gunther, Community Development Specialist