

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

Members: DANIEL L. PANGRAZIO, Livingston County Board of Supervisors; AMY DAVIES, Livingston County Treasurer; WILLIAM FULLER, Real Property Tax Services; WILLIAM BACON, Economic Development; SHANNON HILLIER, Livingston County Attorney.

Absent: IAN COYLE, Livingston County Administrator; ANGELA ELLIS, Deputy County Administrator & Land Bank Executive Director.

Staff: JOSEPH GUNTHER, Community Development Specialist.

Guests:

**Agenda
Item**

Call to Order and Welcome

Mr. Pangrazio called the meeting to order at 1:32 p.m. and welcomed the group.

**Agenda
Item**

Approval of Minutes from June 23, 2022

Mr. Pangrazio asked if there were any additions, corrections, or deletions to the June 23, 2022 Draft Meeting Minutes.

A motion to approve the June 23, 2022 meeting minutes was made by Mr. Fuller and seconded by Ms. Hillier.

The motion carried.

**Agenda
Item**

Treasurer's Report

Ms. Davies reported per the distributed document: The starting balance was \$143,242.20

Total expenses were \$9,299.05. Total deposits were \$0. The Ending Balance equals \$133,943.15.

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

The motion carried.

**Agenda
Item**

NYS BUDGET – Land Bank Funding

a) Action Item: HCR Funding Round 1

Mr. Gunther presented. We can apply for up to \$100,000 a year for up to three years. Applications are due September 14, 2022. Mr. Gunther will have a draft application ready at the next meeting on August 25th for the board to review. Board resolution will be done at the August meeting to submit with the application.

b) ARPA: Downtown Redevelopment

Mr. Gunther presented. Discussed downtown redevelopment, idea of buying a downtown building with a store front on the first floor and apartments on the second floor. Mention of needing some type of management company with the landbank just initiating the purchase. Should define what the role of the Landbank needs to be. How do we make it profitable for the community? Could Landbank play a role in making the property more feasible? What is the profit margin, and when and how do we get this? Suggestion to start using the ARPA money to purchase and flip properties to focus on the profit generating projects. ARPA contract between the county and Landbank has now been executed. Bank of Castile has opened a new account to keep these funds separate. Deposit will be made.

**Agenda
Item**

Properties/Projects

a) Supportive Housing Project

Property Purchase Update

Mr. Hillier reported. The owners of the property have reached out to Ms. Hillier directly to obtain the county's appraisal to the property. Owners hired their own attorney to assess our offer and will be getting their own separate appraisal. There is a 4-6week window to wait on a counter-offer to address purchase price. Owner wanted to make sure we do not make the property vacant until we remove all of our contingencies.

b) 24 Stanley St. – Mt. Morris

Mr. Gunther reported there is no real update at this time, it is "on hold" until we get another property to add to our rehab list to do them both at the same time.

c) 32 Jefferson St. – Dansville

Mr. Gunther reported the contract is ready and can be executed on our end. Mr. Gunther is in contact with LiRo Engineers to schedule the kick off meeting with the contractors to schedule the deconstruction date in August. Up to 7 days will be scheduled for deconstruction but is projected to take 3-7 days.

d) 140 Lima Road – Geneseo

Mr. Gunther reported the roof is finished. Gary would like to schedule a date to do a site visit for the board members to view the property. Habitat signed the amendment to the co-development agreement of \$50,000 by 8/1/22.

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

Mr. Gunther reported the Department of Environmental Conservation has stated the only reason they may want an environmental easement is for ground water that is going to be in the

property to make sure the water is not contaminated with the clean up of the soil which may not be necessary since the home will be connected to the public water system. We are scheduling to meet a new contractor regarding soil clean up. The original contractor that was contracted to do the clean up of the soil has maxed out their contract. Will be meeting with the second lowest bidder to try to contract with them for soil clean up.

f) Mobile and Manufactured Home Replacement Project

Mr. Gunther reported the CCA is working on the applications. There will be a public hearing at the August 10th Board of Supervisors meeting. An ad was placed in the local Penny Saver for applicants to call the planning department to apply. Mr. Gunther has received approximately 9 or 10 calls since the ad was placed last week. The goal is to receive approximately 18 applicants and four will be chosen. An email will be sent to local code enforcers asking them for their help with identifying any possible applicants in their area. Discussion regarding possibly using Sanford Homes in Nunda as a bidder for contractors. The board would like to use a local contractor if possible.

Agenda Item

Other Business

The board would like to come up with a plan to approach Sanford Homes regarding contracting for local projects.

Next Board meeting will be Thursday August 25, 2022 at 1:30p.m. in Room 205/208

Agenda Item

Adjournment

Mr. Pangrazio 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. Pangrazio adjourned the meeting at 2:12 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Stephanie Johnson, Administrative Secretary