

Livingston County Land Bank Corporation
Board of Directors Special Meeting
September 7, 2022
Meeting Minutes

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

Absent: WILLIAM FULLER, Real Property Tax Services;

Staff: JOSEPH GUNTHER, Community Development Specialist; STEPHANIE JOHNSON, Administrative Secretary

Guests: MEGAN CROWE, Senior Planner

Agenda Item

Call to Order and Welcome

Mr. Pangrazio called the meeting to order at 11:32 a.m. and welcomed the group.

Agenda Item

Approval of Minutes from July 28, 2022

Mr. Pangrazio asked if there were any additions, corrections, or deletions to the July 28, 2022 Draft Meeting Minutes.

A motion to approve the July 28, 2022 meeting minutes was made by Ms. Hillier and seconded by Ms. Davies.

The motion carried.

Agenda Item

Treasurer’s Report

Ms. Davies reported per the distributed document: The starting balance was \$133,943.15

Total expenses were \$27.14. Total deposits were \$0. The Ending Balance equals \$133,916.01.

New ARPA Account # 6363 starting balance was \$0. Total expenses were \$0. Total deposits were \$500,00.00. The Ending Balance equals \$500,000.00.

A motion to accept the Treasurer’s Report was made by Ms. Hillier and seconded by Ms. Ellis.

The motion carried.

Agenda Item

NYS BUDGET – Land Bank Funding

a) Budget Review

Mr. Gunther reported proposed budget.

HCR Program Budget allows for \$300,000 for 3 years (\$100,000 a year) The first year is strictly for operating expenses (employee salary, office supplies, etc.) A portion of these funds will cover part of Mr. Gunther’s salary as his time is split between the Land Bank and the County. Mr. Gunther proposed to spend a portion of the LBI funds to cover the liability insurance of \$16,000 per year plus the property insurance. Mr. Gunther will also propose to HCR that we use some of the funding for predevelopment engineering costs. \$15,000 will go towards technical assistance.

The second and third round of funding will be used for capital expenses.

A motion to approve the NYS Budget and Land Bank Funding was made by Ms. Hillier and seconded by Mr. Bacon.

The motion carried.

**Agenda
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ARPA

a) Property Acquisition Update

Mr. Gunther reported he is continuing to research realtor websites and property auctions for available properties. The board will continue discussions on the downtown redevelopment project and 2nd floor housing above businesses.

Hoping to find another property to renovate to pair with the Stanley Street property and do both at the same time.

**Agenda
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Properties/Projects

A) Supportive Housing Project

i) Project Update

Currently still waiting on the counter offer.

Two DSS emergency housing motels in Batavia will be closing. 6 Families needed to be relocated. The need for supportive housing in Livingston County is necessary.

Suggestion to send letters to known landlords regarding possibly letting Land Bank buy them out.

Conversation took place regarding being landlords verses purchasing property, fixing it up and then turning it over to DSS. The board will discuss further in the future when .

B) 24 Stanley St. – Mt. Morris

Still on hold until we find another property to pair it with. Mr. Gunther is continuing to look for properties. A few properties were discussed to look into (Chapel St in Mt. Morris, Big Tree St in Livonia, and Center St in Nunda)

C) 32 Jefferson St. – Dansville

i) Schedule

Demo is scheduled to start 9/12/22 and should take 3-7 days

Discussion on styles of homes that will best fit this property (Small Two-Story or modular)

Because this is funded by Enterprise, we may be limited on who we sell to and how much we sell for. Mr. Gunther is going to look into this for further clarification.

D) 140 Lima Rd – Geneseo

i) Habitat Update

Received the \$50,000 check a few weeks ago and deposited it into a new account.

We are currently waiting on them to sell.

Mr. Gunther would like to set up a time for the board to visit the site.

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

i) DEC Schedule Update

Will not need an easement because it is a requirement that they use the public water and sewer

Currently waiting for the soil to be cleaned up. This was supposed to be done this summer but they had to rebid for a new contractor so this is currently on hold until they find a new one. Possibly won't be done now until Spring 2023.

F) Mobile and Manufactured Home Replacement Project

i) CDBG Update

The application for funding has been submitted. Currently waiting to see if we are approved. If approved, we will receive \$550,000 and will be doing up to 4 homes. We ended up with 12 properties on the wait list.

This project only applies for owner occupied mobile homes.

**Agenda
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Other Business

Next Board meeting will be held September 22, 2022 at 1:30p.m. in Room 205/208

**Agenda
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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 12:10pm.

Respectfully submitted, William Bacon, Secretary

Recorded by, Stephanie Johnson, Administrative Secretary