

**Livingston County Land Bank Corporation**  
**Board of Directors Meeting**  
**February 23, 2023**  
Meeting Minutes

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

**Absent:**

**Staff:** JOSEPH GUNTHER, Community Development Specialist

**Guests:**

**Agenda Item**

**Call to Order and Welcome**

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

**Agenda Item**

**Approval of Minutes from January 26, 2023 Meeting**

Mr. Coyle asked if there were any additions, corrections, or deletions to the January 26, 2023 Draft Meeting Minutes.

*A motion to approve the January 26, 2023 meeting minutes was made by Ms. Hillier and seconded by Mr. Coyle.*

The motion carried.

**Agenda Item**

**Treasurer's Report**

Ms. Davies reported per the distributed document:

Account # 7988 The starting balance was \$160,091.87. Total expenses were \$46,771.00. Total deposits were \$0. The Ending Balance equals \$113,320.87.

Account # 6363 The starting balance was \$493, 000.00. Total expenses were \$0. Total deposits were \$0. The Ending Balance equals \$493,000.00.

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

The motion carried.

<b>Agenda Item</b>	<b>2023 Land Bank Annual Report</b>
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Mr. Gunther presented the Draft 2023 Annual Report for the Board to review and provide input. Mr. Coyle mentioned making sure the Price Street property gets added. Mr. Bacon mentioned adding an after photo of the Lima Rd property. Mr. Coyle also mentioned limiting the remittance to just County.

<b>Agenda Item</b>	<b>ARPA/Property Acquisitions</b>
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**a) 52 W. Main St. – Avon**  
Mr. Gunther reported he spoke with the realtor this morning and mentioned we wanted to put in an offer for \$7,500.00 cash. The realtor is going to put the offer together for us to review before submitting the official offer.

<b>Agenda Item</b>	<b>Properties/Projects</b>
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**a) 1 Price St. – Nunda**  
Mr. Gunther reported we have been waiting for the Village of Nunda to get us the final water bill. Once we receive the final water bill we can submit it to the attorney and they will take it off the final purchase price. We are now waiting for a final pay off statement to submit to the creditor.

**b) 24 Stanley St.- Mt. Morris**  
Mr. Gunther reported him and Ms. Ellis had a meeting with Mr. Flowers from Genesee Valley BOCES last week and discussed potential construction partnerships. They generally prefer to do new constructions but are not opposed to rehab projects. The biggest concerns Mr. Flowers had was the distance of the properties to the school since they would have to bus the students to the projects and back within the school day, and is there enough work for all of the students (two classes, 100 students total). They were very interested in working together for future projects.

Mr. Gunther mentioned he had asked BOCES about the rehab project for this property and they were interested but would not be able to start this project until September 2024 due to already having other projects scheduled.

Suggestion to offer a new build rather than a rehab for BOCES. Mr. Coyle mentioned asking BOCES about the Jefferson St. project in Dansville and see what their timeline would be for a new build on that property and then we can make a decision to proceed with them or not.

Mr. Coyle mentioned there were two contractors to contact to see if they were interested in this project but we have not heard back from either one. Mr. Coyle has been in discussion regarding the County’s special projects team and expanding that department but there are many factors that play into this and we will need to think about if and when this develops.

Suggestion was made for Mr. Gunther to send out an ad to the list of contractors as well as local chambers to advertise our projects to see if we get any offers.

**c) 32 Jefferson St. – Dansville**

Discussion on options for this vacant lot. Suggestion was made to offer BOCES an option to build depending on their timeline. Another suggestion was to have AGL Homes or Sanford Homes place one of their homes on the lot to advertise and possibly do a co-development with them to sell the home and lot together. Mr. Pangrazio suggested to invite someone from Sanford Homes to attend a board meeting so we can sit down and get their thoughts on our ideas.

Mr. Gunther mentioned the Code Enforcement Officer has reached out asking what we planned on doing with the lot. She mentioned the Village would like to see a house put on the lot.

**d) Mobile and Manufactured Home Replacement Project**

Mr. Gunther reported he and CCA are working on the lottery framework to develop the criteria for choosing the applicants to receive the funding. Once this is complete, it will be presented to the Board. We should be able to complete 2-4 homes with the funding we received. CCA will put out a bid for the company to furnish the homes.

**e) 1920 Buell Ave. – Lima**

Mr. Gunther reported DEC was at the property cleaning up the property this week. Mr. Gunther mentioned he received an email from the project manager regarding the excavation of the property stating the excavation would damage two trees on the property and they were looking for permission to remove the two trees. Mr. Gunther received permission to remove the trees so he will notify the project manager that he can proceed with the tree removal and continue the excavation and cleaning up of the soils.

DEC has not gotten back to us regarding if an environmental easement is needed before we can finish up the project.

Discussion took place regarding the size of the lot and different size homes we could put on this lot. This could be a similar situation as the Jefferson Street, Dansville property as far as placing a modular home on the lot and doing a co-development to sell the home and the lot together.

Mr. Coyle asked Mr. Gunther to reach out to the Land Bank Association to see what they have done with vacant land that is single family home eligible and see if they have done modular homes, co-developments, just see what other groups have done to give us an idea.

**f) 140 Lima Rd. – Geneseo**

Mr. Gunther reported we are still just waiting for this property to be sold. We have not heard anything from Habitat in a few months. Mr. Gunther will reach out to see if he can get any updates.

**Agenda Item**

**Other Business**

Mr. Coyle mentioned the Sheriff's office contacted us in regards to a Conesus resident looking to donate 5 acres of land on South Livonia Road to the County. The land has a barn on the property but no home. The Board agreed to be in contact with the resident to move forward with this.

Mr. Gunther mentioned the Land Bank terms are up for renewal in April. These will need to go before the Ways and Means Committee for approval at the end of March. If anyone has any suggested changes we will need these within the next week. The only thing to keep in mind is the number of members needs to be an odd number so if we want to add any vacancies, we will need to add 2. Mr. Coyle suggested to add two openings. Suggestion to reach out to a realtor from Empire Realty Group and a local contractor from Nunda to see if they would be interested in joining the Board.

Next meeting will be March 23, 2023 @ 1:30pm in Room 205/208.

<b>Agenda Item</b>	<b>Adjournment</b>
Mr. Pangrazio asked if there was a motion to adjourn.  <i>A motion to adjourn was made by Mr. Coyle and seconded by Ms. Davies.</i>  The motion carried.  Mr. Pangrazio adjourned the meeting at 2:26 p.m.	

Respectfully submitted, William Bacon, Secretary

Recorded by, Stephanie Johnson, Administrative Secretary