

Livingston County Land Bank Corporation
Board of Directors Meeting
April 27, 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; STEPHANIE JOHNSON, Administrative Secretary

Guests:

Agenda Item	Call to Order and Welcome
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Mr. Pangrazio called the meeting to order at 1:32 p.m. And welcomed the group.

Agenda Item	Approval of Minutes from March 23, 2023 Meeting
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Mr. Pangrazio asked if there were any additions, corrections, or deletions to the March 23, 2023 Draft Meeting Minutes.

A motion to approve the March 23, 2023 meeting minutes was made by Ms. Hillier and seconded by Ms. Davies.

The motion carried.

Agenda Item	Treasurer's Report
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Ms. Davies reported per the distributed document:

Account # 7988 The starting balance was \$109,320.87. Total expenses were \$2,000.00. Total deposits were \$0. The Ending Balance equals \$107,320.87.

Account # 6363 The starting balance was \$493, 000.00. Total expenses were \$500.00. Total deposits were \$0. The Ending Balance equals \$492,500.00.

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

The motion carried.

Agenda Item	Derelict Properties and Brownfield Inventory
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a) LaBella Meeting

Mr. Gunther reported him and Ms. Ellis met with LaBella last week to discuss the scope of work. The work is anticipated to begin in May and should be complete by the end of August. There will be a presentation at the end of August or beginning of September to our Board of Directors. They discussed holding a kick-off meeting in May. LaBella is not available the day of our next scheduled Board meeting on 5/25/23. The Board agreed to hold a special meeting on 5/22/23 at 11:00 a.m. for the kick-off meeting with LaBella.

Ms. Ellis mentioned that during the meeting with LaBella they had mentioned that they have listings that they have purchased to be able to add to the list of properties, that we may not have access to, to use for the project.

Agenda Item	Properties/Projects
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a) 1 Price St. - Nunda (LiRo Site Visit)

Mr. Gunther reported that we officially own the property. Him and Ms. Ellis went and viewed the property and took pictures for the Board to view. There is quite a bit of items left behind in and around the property that will need to be removed/cleared including an RV, swimming pool, a trailer, furniture inside the home, and a large tree down in the front yard. Discussion to hire a company to come in and clear everything out.

Mr. Gunther and Ms. Ellis met with LiRo to discuss projects. They will be doing site visits tomorrow at this property, the Stanley St. property and the W. Main St property in Avon.

There was a discussion with LiRo regarding doing a joint bid for pairing three projects together (Price St rehab, Stanley St rehab, and Jefferson St new build) and potentially bundling that with an RFP to do a design build. LiRo called it a 30% design, where we give parameters as to how we would want the new build to look and then put it out as an RFP and the bidders would come back to us with designs.

Doing the site visits with LiRo tomorrow will give us a better idea of the scope of work and a timeline and have more answers as to how this process works.

Reminder that we do have a specific budget to stick to when it comes to the new build and design of the project.

b) 24 Stanley St. - Mt. Morris (LiRo Meeting on Projects)

Mr. Gunther and Ms. Ellis will be viewing the property tomorrow with LiRo and should have a better idea of bidding out the projects to hopefully begin the rehab.

c) 32 Jefferson St. - Dansville (Update on Final seeding and Grading)

Mr. Gunther reported that the contractor has until April 30th to complete the seeding and grading in order to receive the final 10% of the payment, which has not yet been done. The contractors said they will be out there tomorrow to finish the work. Mr. Gunther and Ms. Ellis plan on stopping by this property tomorrow while doing site visits with LiRo for them to inspect the work if it is complete.

d) 52 W Main St. - Avon (Purchase Update and LiRo Site Visit)

Mr. Gunther reported that the original closing date for this property was supposed to be 5/1/23. The seller had to order a title abstract, survey, and title exam but the seller does not have an attorney so these were never ordered. We have requested a 45 day extension which pushes the closing date to 6/15/23 to allow Ms. Hillier time to receive the documents necessary, she has already ordered them. Once these are received and the seller agrees to them, then we will be clear to close.

The realtor is supposed to be meeting with her client/the seller to get the extension in writing.

Ms. Hillier mentioned there may be financial issues from the seller so it will be up to the realtor to obtain the money from the seller to cover the gap.

Once the property is demolished, the Board's plan is to reach out to the neighboring business owner to see if they would be interested in purchasing the property.

e) Mobile and Manufactured Home Replacement Project (Meeting with CCA)

Mr. Gunther and Ms. Ellis have a meeting scheduled with CCA next week to discuss schedules and lottery selection. The co-development and sub-recipient agreement are almost finalized. OCR is requiring crime and fidelity insurance which Mr. Gunther and Ms. Hillier are looking into.

We will be doing up to 4 home replacements.

CCA handles the applications and the letters for the applicants.

We should have a list of all applicants/properties and a better idea of the lottery/selection process at our next meeting in May.

f) South Livonia Rd. - Conesus (Donation & GV Boces Update)

Mr. Gunther spoke with Tim Flack and Matt Flowers from Genesee Valley Boces a few weeks ago regarding a potential new build on this property. Mr. Gunther will be speaking with the class instructors to discuss a potential partnership with Boces and explore this property a little more.

If we were to go with Boces to do a new build we would be responsible for the cost of materials, and everything else other than the home build (foundation work, electrical, roofing, etc.)

When meeting with Boces we should ask for examples of the different types of homes they can build.

Another option would also be for us to log the trees and sell the vacant property.

Ms. Ellis spoke with the property owner and he is going to have his appraiser write up the appraisal.

g) 1920 Buell Ave. – Lima

No new updates since last month. They are waiting on a contractor to finish up the work. There is no current timeline on when this will be complete.

h) 140 Lima Rd. – Geneseo

Mr. Gunther and Ms. Ellis met and discussed the options for this property. The thought is to run the numbers to see if it would make sense for Habitat to sell the property back to the Land Bank to allow for us to sell it since we have a higher income limit that we can sell it to, but we are still limited by the 30%.

Mr. Gunther is going to run the numbers to see if it would make sense for us to do this.

There was discussion on the option of renting or doing a rent to own if we are unable to sell this property, this is not our preferred option.

Still like the idea of canvassing County employees to try to sell to.

i) Downtown 2nd Floor Redevelopment

Mr. Gunther is going to call the business owner in Dansville to have a discussion to see if this is something she would like to partner with us on.

Mr. Gunther asked if we want to look into CDBG funding for this or should we wait until the next round of funding comes out? Suggestion was made to move ahead since the process could take a while.

Agenda Item	Other Business
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a) 2023 Tax Foreclosure Auction

Mr. Gunther reviewed the foreclosure document and a tentative schedule and asked the Board to review the list for any possible properties we should look into further. We will need to determine which properties we are looking at by our May meeting. We will need to move pretty quickly if we want to pursue any of these properties. Plan to go before Ways and Means on 6/12/23 to let them know which properties we are interested in and let them know our intentions. 6/15/23 is the last day to remit taxes before tax foreclosure. On 6/26/23 we will need to present to Ways and Means the properties we will be purchasing. On 6/28/23 this will go before the Board of Supervisors for resolution.

b) HHTF and Supportive Housing Updates

Mr. Gunther has been meeting regularly with Providence House on supportive housing. They have identified a few key properties to inquire about. The Greenway Motel, and two vacant lots on Columbus Ave in Mt. Morris. Providence House has been in contact with the owners of these properties.

They have continued discussions regarding the scattered site approach to housing. Thoughts on the potential of our Stanley St. Mt. Morris property being sold to Providence House to use for this project. It would be up to Providence House to continue discussion with the Greenway owner and property owners.

Land Bank potentially does not need to be involved, other than potential demolitions.

c) Lawn Maintenance

Discussion regarding lawn maintenance on the Land Bank owned properties. Mr. Coyle suggested looking into each individual community where we have property and see if anyone locally would be interested.

d) State Budget

Mr. Gunther mentioned the Governor’s housing compact has removed the local requirement for the 1% increase from the budget and can override local laws.

Agenda Item	Adjournment
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Mr. Pangrazio asked if there was a motion to adjourn.

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

The motion carried.

Mr. Pangrazio adjourned the meeting at 2:42 p.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Stephanie Johnson, Administrative Secretary