

Livingston County Land Bank Corporation

Board of Directors Meeting

May 22, 2023 11:00 a.m.

Derelict Properties & Brownfield Inventory & Acquisition Strategy

Special Meeting

Meeting Minutes

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

Absent: SHANNON HILLIER, Livingston County Attorney; WILLIAM BACON, Economic Development

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

Guests: ED FLYNN, LaBella Associates

Agenda Item

Welcome & Introductions

Mr. Pangrazio called the meeting to order at 11:00 a.m.

Introductions were made around the table.

Mr. Flynn gave a brief summary of today's meeting.

Agenda Item

Project Scope & Schedule

Mr. Flynn provided an update to the Board regarding the schedule for the project. They will start collecting data from four different sources as soon as possible. Once that data is obtained they will do a Tier 1 review of these properties which will consist of reviewing the data and then move on to a Tier 2 review where they will look at the properties and characteristics of these properties. LaBella will hold Stakeholder meetings which will consist of Town and Village Code Enforcement Officers, Village Mayors, and Town Supervisors to get their input on derelict properties and see if they have any additional properties to add to the list. Once these reviews are done they will come back to our Board in August to come up with priority properties to focus on.

Agenda Item

Initial Derelict & Brownfield Data

Mr. Flynn provided information regarding the data mining using 4 different data sources (Abandoned Properties, Bank Pre-foreclosure/Foreclosure/Foreclosed, County Foreclosure List, and Brownfields & Vacant Properties). The abandoned properties list comes from NYS Financial Services which provides a list of property owners who have missed 3 mortgage payments in a row/pre-foreclosure properties. This information is not public and can only be shared amongst the Board for data purposes. The bank pre-foreclosure/foreclosure/foreclosed, we will need to find a data provider to obtain this information. Mr. Coyle suggested Mr. Flynn check with the County Clerk, Andrea Bailey, as she may have some information on this. The County foreclosure list has been provided by Ms. Davies and Mr. Gunther will continue to forward the weekly list to Mr. Flynn. For brownfield properties they will do a phase 1 environmental screen for the County to find out if there are any properties within the County that are on the DEC list. For vacant properties they will do a real property search to come up with a list of vacant

properties.

Mr. Fuller will forward his list to Mr. Flynn for comparison, as well as a list of Town and Village Clerks.

Ms. Ellis asked if Mr. Flynn will have any of this data ready when he meets with the Code Enforcement Officers, in hopes that this information may encourage their willingness to participate. Mr. Flynn stated they are hoping to meet with them within the next month and should have some data by that time.

Agenda Item

Discussion/Exercise on Land Bank Definition of & Properties for Derelict/Brownfield Properties & Overall Goals-Locations and Types of Properties

Discussion regarding the goals and purpose of our County Land Bank. Mr. Coyle provided some background regarding this and mentioned the main goals are to clear up vacant/abandoned properties, blight reduction and assist with community development.

The Board listed the main target properties being residential as the main preference, commercial properties being our second and possibly municipal/public for the possibility of a connection with DSS. Mr. Flynn asked if there were any specific areas within the County we would like to focus on. Mr. Pangrazio mentioned we try to spread our projects out throughout the County and not specifically look at Villages/Towns or geographic areas but we have found that the Villages seem to rank higher. There is no specific lot size/acreage preference when the Board is looking at properties.

Agenda Item

Next Steps

Mr. Flynn provided the next steps to move forward with this project which are

- Schedule and hold meeting with Stakeholders
- Data mining and mapping
- Review the outcome at the next Land Bank meeting on June 22, 2023 and begin the ranking process.

Agenda Item

Adjournment

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

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

The motion carried.

Mr. Pangrazio adjourned the meeting at 11:51 a.m.

Respectfully submitted, William Bacon, Secretary

Recorded by, Stephanie Johnson, Administrative Secretary