

Livingston County Land Bank Corporation
Board of Directors Meeting
October 26, 2023
Meeting Minutes

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

Absent: DANIEL L. PANGRAZIO, Livingston County Board of Supervisors

Staff: STEPHANIE JOHNSON, Administrative Secretary

Guests: ED FLYNN, LaBella

Agenda Item	Call to Order and Welcome
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Mr. Coyle called the meeting to order at 1:30 p.m. And welcomed the group.

Agenda Item	Approval of Minutes
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Mr. Coyle asked if there were any additions, corrections, or deletions to the September 28, 2023 Draft Meeting Minutes.

A motion to approve the September 28, 2023 meeting minutes was made by Ms. Davies and seconded by Mr. Fuller.

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 \$122,110.70. Total expenses were \$43,011.26. Total deposits were \$0. The Ending Balance equals \$79,099.45.

Account # 6363 The starting balance was \$443,271.42. Total expenses were \$0. Total deposits were \$0. The Ending Balance equals \$443,271.42.

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

The motion carried.

Agenda Item	Derelict Properties and Brownfield Inventory
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Mr. Flynn provided updates on the project.

They have combined all the data together and focused on the six communities identified (Avon, Dansville, Mount Morris, Nunda, Springwater and Portage). They have done a condition analysis and came up with 44 properties in these areas and rated the properties. They went and viewed 17 of those properties and took photos. The disadvantaged community information was added to their report and the Mount Morris properties were the only ones who qualified under that. All of the communities with the

exception of Avon qualify under the Community Development Block Grant-low/moderate income communities. Mr. Flynn was able to speak the Code Enforcement Officers from Dansville, Avon and Mount Morris. Mr. Flynn has suggested sending out some of their Junior Planners to rate all of the properties on the list. They want to look at the rest of the properties and areas to try to add more properties to the list.

The next steps include viewing the additional properties and then having a draft report ready for our board to view at our November meeting.

Agenda Item	2024 Land Bank Budget
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Ms. Ellis presented the 2024 Land Bank Budget.

The Board agreed to increase the property maintenance to \$7,300.00 from the \$4,000.00 that was originally budgeted. Mr. Coyle suggested to disperse the \$118,000.00 evenly among the expenses of demolition projects, rehabilitation projects and new construction. The board was in agreement. With the updates made, the budget ends up being \$687,753.00 for both revenue and expenses.

A motion was made to approve the 2024 Land Bank budget with the mentioned amendments was made by Mr. Bacon and seconded by Mr. Fuller. The motion carried.

Agenda Item	Properties
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a) 1 Price St. – Nunda

Mr. Gunther has been collecting some examples of development proposals. He has reached out to other counties that have done this before to see if they have any insight and ideas on what we need to be sure to include in the proposal that goes out.

The lawn maintenance contract has been signed and received from Farrell’s Lawn Service, Inc. We are just waiting on them to submit proof of their insurance. Suggestion was made to reach out and offer to contact their insurance agent ourselves to save them some time.

b) 24 Stanley St. – Mt. Morris

There was an issue with the initial bid so it was sent back out for a rebid and we received one bid which was accepted. Vonglis Enterprises, LLC was awarded the bid for the bid amount of \$147,000.00.

A motion to award the bid to Vonglis Enterprises, LLC for the rehabilitation of 24 Stanley Street in the Village of Mount Morris was made by Ms. Hillier and seconded by Mr. Coyle. The motion carried.

c) 32 Jefferson St. – Dansville

LiRo is preparing the site plan now. Ms. Ellis is working on scheduling a meeting with the Village of Dansville Code Enforcement Officer on November 3rd to sit down and go over the site plan and see what the approval process will be at the village level. At this time it does not look like we will need any variances. Assuming all goes well, we are hoping to be able to issue bids in January.

d) 52 W. Main St. – Avon

We have officially closed on this property. There were some last minute liens that popped up that we needed to pay for but the Village of Avon agreed to split the shortage with us. Our total cost to acquire the property ended up being roughly \$13,000.00 - \$14,000.00. We now need to figure out the condemnation process. We need the condemnation in order to do a controlled demolition due to the asbestos. Jeff Perkins from LiRo and Ms. Ellis are going to make some calls to see how this needs to be done. Once we get this figured out, LiRo could probably have the package pulled together within a month or so, so hopefully we can get this put out in January.

e) 140 Lima Rd. – Geneseo

Closing is scheduled for November. We should receive \$10,000.00 once the sale is final.

f) Mobile Home Replacement Project

The lottery was done. 1 application has been approved, 1 application is lacking a document so they are waiting on that in order to complete the approval and the other 2 properties dropped out. We are going to wait now for the prices to come in and work with the 2 applications we have now and then we can determine if we are able to pick up a third property or not. Procurements for the manufactured home units are due on 10/30. The bid documents were sent out to 5 or 6 companies. Hoping to begin the work in the Spring and this process needs to be completed by the end of November 2024. As of right now we are on schedule for this.

Agenda Item	Other Business
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a) Lawn Maintenance Services

We are just waiting on Farrell’s Lawn Service, Inc. to submit their insurance documents and they can begin the work, beginning with the Price Street property first.

b) Mr. Bacon mentioned a legal ad that was placed in the LCN yesterday. The Village of Dansville is doing an open bid on 4 properties on Spruce St., Bank St., Liberty St. and Gray/Nelson St. This is a sealed bid due on November 14th if we are interested in bidding on any of these properties. Mr. Fuller will put together information on these parcels and send to the board to review. Suggestion was made for Ms. Hillier to reach out to the Village attorney to see if he had any information. Ms. Ellis will mention it to the Village Code Enforcement officer when they meet on November 3rd.

Next Meeting: Thursday November 16, 2023 at 1:30 p.m. in Room 205/208.

Agenda Item	Adjournment
	<p>Mr. Coyle asked if there was a motion to adjourn.</p> <p><i>A motion to adjourn was made by Mr. Bacon and seconded by Ms. Hillier.</i></p> <p>The motion carried.</p> <p>Mr. Coyle adjourned the meeting at 2:22 p.m.</p>

Respectfully submitted, William Bacon, Secretary

Recorded by, Stephanie Johnson, Administrative Secretary