

Livingston County Land Bank Corporation
Board of Directors Meeting
March 28, 2024
Meeting Minutes

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

Absent: AMY DAVIES, Livingston County Treasurer; WILLIAM BACON, Economic Development

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 1:30 p.m. and welcomed the group.

Agenda Item	Approval of Minutes
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Mr. Pangrazio asked if there were any additions, corrections, or deletions to the February 22, 2024 Draft Meeting Minutes.

A motion to approve the February 22, 2024, meeting minutes was made by Ms. Hillier and seconded by Mr. Coyle.

The motion carried.

Agenda Item	Treasurer's Report
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Mr. Pangrazio reported per the distributed document provided by Ms. Davies:

Account # 7988: The starting balance was \$136,370.11. Total expenses were \$5,789.05. Total deposits were \$0. The Ending Balance equals \$130,581.06.

Account # 6363: The starting balance was \$429,229.88. Total expenses were \$0. Total deposits were \$0. The Ending Balance equals \$429,229.88.

Mr. Coyle noted to ask Ms. Davies about the interest crediting on the ARPA account.

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

The motion carried.

Agenda Item	Properties/Projects
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a) 32 Jefferson St. – Dansville

The RFP was published yesterday and responses are due April 24, 2024 at 10am. Mr. Perkins has already sent the RFP out to at least ten companies including the three local companies, Sanford Homes, Avon

Modular Homes and Key Homes. Avon Modular has reached out letting us know they intend to submit a response to the RFP. Mr. Gunther and Ms. Ellis have reserved the morning of 4/25 to interview some of the respondents prior to our Board meeting that afternoon. Mr. Perkins plans to attend the interviews and any board members are welcome. Mr. Pangrazio would like to attend the opening on 4/24. Once the project is complete it will be up to our Board to sell the property. Ms. Ellis mentioned once the proposals are received and selected we will have a better idea of the budget and can make a determination on disposition.

b) 1 Price St. – Nunda

The Board reviewed the application with the comments provided by Ms. Hillier. At this time we have roughly \$55,000 - \$60,000 invested into this property. There are four potentially interested bidders. The plan is to do a direct solicitation to the four interested bidders and give them a deadline of roughly four weeks to return the application to us. The Board agreed to draft a cover letter with our expectations and other details to send out with the application. As part of the cover letter, we will let the applicants know up front that if they are selected, they will be required to provide proof of finances such as their tax returns and will be required to enter into a purchase agreement. This application process allows us to follow our own criteria and emphasize that the final product is most important and we are not required to select the lowest bidder. Ms. Hillier will review the application once again and update the financial section. The Board agreed to remove the section in the application that says we require a deposit. This will be included as part of the contract once it is awarded.

c) 24 Stanley St. – Mt. Morris

Work is moving along nicely. The second floor has been painted, the kitchen is painted and flooring is in. The new furnace and electrical system has been installed in the basement. The next steps are to do the outside work and construct the new porch and they will sand and refinish all the flooring. We are looking at roughly a May-June timeline for completion.

d) 52 W. Main St. – Avon

The bid package for demolition is being updated and finalized so this can be sent out.

e) 1920 Buell Ave. – Lima

DEC began the additional excavation work on Monday and should be completed next week. Mr. Gunther is still waiting to hear if we will need an easement.

f) Mobile Home Replacement Project

Twin Lakes Homes is almost finished with the initial site inspections on the properties and has determined no additional site work is needed for the properties. Once the site inspections are complete and the title searches are done we will be able to move on with the asbestos surveys. As of right now we have the funds to do at least three homes and our Board has mentioned including some of our ARPA funds to be able to complete a fourth home. Mr. Gunther and Ms. Ellis will be doing a financial analysis to see what our current projects are going to cost us and calculate how much money we will have left over after those projects to determine if we can use funds to complete a fourth mobile home replacement project. CDBG does not have any stipulations regarding mortgages and liens. We have agreed that all liens and mortgages need to be closed out before we can move forward.

Agenda Item

Other Business

a) 2024 Livingston County Tax Foreclosure Auction

The current list was provided to the Board. It was noted that the property owner of 4 and 6 Parker Road in the Village of Mount Morris has been contacting us about potential purchase. The property owner recently told us these properties are now vacant.

Ms. Hillier provided an update on Article 11 which says any negotiated sale has to be a sale for the appraised price. There is a retroactive period that has not yet been determined. It could be anywhere from 3 to 6 years. This is still being disputed.

At this point the County is not moving forward with foreclosures until there is further clarification on the regulations.

b) 2024-2025 NYS Budget Land Bank Funding

The assembly and senate budgets have included funds for Land Banks. The assembly budget is \$10 million for Land Banks and the senate budget is \$50 million to split between Land Banks and Land Trusts.

Next Meeting: Thursday April 25, 2024 at 1:30 p.m. in Room 205/208.

Agenda Item	Adjournment
	<p>Mr. Pangrazio asked if there was a motion to adjourn.</p> <p><i>A motion to adjourn was made by Mr. Fuller and seconded by Ms. Hillier.</i></p> <p>The motion carried.</p> <p>Mr. Pangrazio adjourned the meeting at 2:20 p.m.</p>

Respectfully submitted, William Bacon, Secretary

Recorded by, Stephanie Johnson, Administrative Secretary