

Livingston County Land Bank Corporation
Board of Directors Meeting
November 21, 2024
Meeting Minutes

Members: WILLIAM BACON, AMY DAVIES, ANGELA ELLIS, WILLIAM FULLER, SHANNON HILLIER, DANIEL L. PANGRAZIO

Staff: MEGAN CROWE, Planning Director; NATE COLE, Community Development Specialist, AMY LUTZ, Administrative Secretary

Agenda Item	Call to Order and Welcome
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Mr. Pangrazio called the meeting to order at 1:33 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 October 24, 2024 Draft Meeting Minutes.

A motion to approve the October 24, 2024, meeting minutes was made Ms. Hillier and seconded by Ms. Davies.
The motion carried.

Agenda Item	Treasurer's Report
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Ms. Davies reported for the month of October per the distributed document:

Account # 7988: The starting balance was \$118,083.50 Total expenses were \$9,236.88. Total deposits were \$1,292.01. The Ending balance equals \$110,138.63.

Account # 6363: The starting balance was \$247,860.53. Total expenses were \$242,706.00. Total deposits were \$0.00 The Ending Balance equals \$5,154.53.

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

Agenda Item	Shared Services Resolution
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Ms. Crowe presented Resolution No. 5- 2024.

A motion to accept RESOLUTION NO. 5- 2024, RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF THE LIVINGSTON COUNTY LAND BANK CORPORATION TO SIGN A SHARED SERVICES AGREEMENT WITH THE LIVINGSTON COUNTY: SHARED ADMINISTRATIVE SERVICES, ASSET AND STAFFING was made by Ms. Fuller and seconded by Ms. Ellis. The motion carried.

Agenda Item	Properties/Projects
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Mr. Cole gave an update on the following properties:

A. 52 W Main St- Avon

- Received purchase offer signed from Lou Giorgione 11/15. Mr. Cole will work with Shannon on the sale of the property.

B. 32 Jefferson St. – Dansville

1. House has been delivered and set.

2. Exterior finishes this week, interior starts next week. Mike is not sure if he will be able to do the sidewalk this year or next year. If he is able to get the sidewalks done, the project will be completed before Christmas, if not, we will have to hold back the final draw for the certificate of occupancy and do the sidewalks in March. The potential delay relies upon NYSEG putting their gas line in for Avon Modular Homes to be able to complete the sidewalk and seeding.

Next Steps:

1. Contact NYSEG to get the gas line installed.

2. Start preparing for the sale of the property, Tony's estimate was \$180,000 for the sale price.

C. 1 Price St. – Nunda

1. Land Bank Board decided to list on MLS

2. Met with junk removal company 11/13, they provided a quote of \$2,100 for junk removal with no appliances and \$2,500 with junk removal including appliances.
3. Pete Vongilis gave us a quote of \$400 for small fixes.
4. Options were discussed.
It was decided to add to the LBI Phase II as a property to demolish and sell or redevelop. The junk removal, including the appliances and exterior debris, was discussed. The exterior condition will be reviewed and once the Phase II funding is approved demolition and possible junk removal will be decided. It was suggested that demolition and junk removal can be negotiated with scrap removal trade. The Land Bank funding will decide how to move forward.

D. Stanley Street- Mt. Morris

Sold and received the proceeds.

A press release is created, approved and a quote was received from Mt. Morris.

E. Mobile Home Replacement Project-

1. Submitted letter for extension which should be approved by Friday and the first draw reimbursement for the amount of \$351,051.
2. Anticipated final disbursement being processed the week of 12/2.
3. Springwater project has been completed, final certificate of occupancy is in the mail as of 11/18.
4. Conesus home was inspected 11/12 and has received its certificate of occupancy. Twin Lakes will give them \$300 and a load of dirt for them to re-do their back yard.
5. Working on putting together a story for PR about this project, getting contact info, advice, and pictures from Jeff for this.

Next Steps:

1. Produce PR to highlight program success.
2. Submit final reimbursement forms to the State.
3. Begin the close out process.

Agenda Item	Other Business
	<ul style="list-style-type: none"> • Mr. Cole presented the LBI Phase I & II Budget. Ms. Ellis asked about legal fee costs. Mr. Cole explained that attorney fees for services are included in the Phase II operations budget under program delivery. • A Land Bank Work Plan was presented with potential revenues and expenses. These will be on the LBI Phase II application. Mr. Cole asked for a brief bio from members showing expertise and depth of the team. • Mr. Cole discussed the property being reviewed at 62 Elizabeth in Dansville. Options for the property were discussed. The Board agreed to purchase if the property is feasible and Jeff agrees. • Mr. Cole reviewed the King Cole Bean property in the Village of Avon. The Rochester Cornerstone Group has proposed demolition and building of a mixed assistance senior living apartment complex. They are aware the Land Bank is interested in being a part of the project. • A vacant school for sale in Dansville was discussed. This site could be retrofitted for 12 units. Brownfield money could be combined. • Mr. Cole reviewed a discussion with Wayne County Land Bank. The Wayne County Director recommends a DEC MOA. Mr. Fuller commented that any environmental issues follow a property. Mr. Cole will work with DEC to get a MOA started. Liens on property sold as a tool that could be used to make sure the properties they purchase are taken care of was discussed. Transfers of County proposed property to Land Bank was reviewed and was disapproved. • Lima property was discussed. • Purchasing a property and partnering with DSS was discussed. Mr. Cole stated we are working to get the concept started again and Phase II funding will assist. Location and entity to take care of tenants was discussed. Mr. Pangrazio directed Mr. Cole to inform Tracy that the Board does have interest and a possible property. • Committee Members will be elected in December. • The next meeting will be December 19, 2024.

Agenda Item	Adjournment
	<p><i>A motion to adjourn was made by Mr. Bacon and seconded by Mr. Fuller.</i> The motion carried. Mr. Pangrazio adjourned the meeting at 2:25 p.m.</p>

Respectfully submitted, William Bacon, Secretary
Recorded by, Amy Lutz, Administrative Secretary