



2019 Annual Report

Accomplishments	Status
<p>1) Adopted various policies and procedures:</p> <ul style="list-style-type: none"> a. Property Acquisition Policy b. Disposition Policy c. Property Ranking and Selection Policy d. Procurement of Goods Policy e. Contractor Information Form f. Purchaser/Developer Application Form g. Conflict of Interest Policy 	Completed
<p>2) Conveyed property in Cuylerville, Town of Leicester, to Livingston County Habitat for Humanity for construction of a single-family home.</p>	Completed
<p>3) Developed and adopted a LCLBC logo and approved an official seal for the Corporation.</p>	Completed
<p>4) Opened a checking account with the Bank of Castile and established an operating budget with assistance from the County.</p>	Completed
<p>5) Continued with LCLBC Website development in compliance with Section 2800 of the Public Authorities Law. Authorized an agreement with a website design consultant to help develop the website.</p>	On-going
<p>6) Coordinated compliance with NYS Comptroller's Office and PARIS requirements.</p>	On-going
<p>7) Advocated for NYS funding support through sending letters of support to NYS Attorney General's Office, our State Senate and Assembly representatives, and submitted a letter to the editor of the Livingston County News and Genesee Sun. Support was also provided through the County's Legislative Agenda.</p>	On-going
<p>8) Land Bank staff attended the NYS Land Bank Association Conference in March.</p>	Completed
<p>9) Prepared the 2017 LCLBC Annual Report and 2019 Budget.</p>	Completed
<p>10) Joined and participated in activities of the NYS Land Bank Association</p>	On-going
<p>11) Sent two letters to all municipalities informing about the Property Ranking and Selection Policy and soliciting input on possible properties for consideration for purchase by the Land Bank.</p>	Completed

12) Attended a meeting of municipal code enforcement officials in June to provide information and answer questions about the Land Bank.	Completed
13) Prepared an application and received notice of \$500,000 grant award from the Land Bank Community Revitalization Initiative.	Completed
14) Worked on due diligence documentation and activities for the CRI grant award.	On-going
15) Conducted a presentation on the Land Bank Corporation to a committee in the Village of Mt. Morris dedicated to addressing housing concerns and eliminating community blight.	Completed
16) Generated an inventory and listing of potential properties for review and consideration for purchase by the LCLBC. Updated monthly.	On-going
17) Provided presentation on the status of the Land Bank Corporation to the Board of Supervisors in October.	Completed
18) Distributed letters to various banking institutions regarding certain bank-owned properties for possible purchase by the LCLBC.	Completed

2019 Work Plan Priorities	Status
1) Complete Enterprise grant due diligence checklist. Acquire General Liability insurance.	On-going
2) Hire a land bank staff member.	Completed
3) Submit acquisition offers for properties at 0 South Livonia Road in the Town of Conesus and 7 Grove Street in the Village of Mt. Morris.	On-going
4) Improve and/or dispose of properties through established LCLBC programs, doing so in conformance with adopted LCLBC Property Acquisition Policy.	Upon acquisition
5) Finish LCLBC Website development. Maintain website updates in compliance with Section 2800 of the Public Authorities Law.	On-Going
6) Identify/acquire other properties that meet LCLBC's property selection criteria; improve properties through demolition or rehabilitation in partnership with local organizations and municipalities.	In Process
7) Identify funding sources and secure Land Bank operating capital. Continue to support the efforts of the New York Land Bank Association (NYLBA) in seeking Land Bank funding from New York State. Prepare letters of support for State funding to our State Senate and Assembly representatives.	On-going
8) Prepare the 2018 LCLBC Annual Report. The Report must be	On-going

<p>approved by the Board of Directors and completed in PARIS by March 31, 2019. Prepare Audit, Procurement, and Investment Reports in PARIS; deadline: March 31, 2019.</p>	
<p>9) Finalize/complete organizational documents, policies and procedures in compliance with NYS Public Authorities Law and Not-for-Profit Corporation Law.</p>	<p>In Process</p>