

Chemung County Property Development Corporation
Minutes of the Meeting
December 19, 2018

Present: Jeanne Glass, Amanda Keith, Danielle Kenny, Jill Koski, Bryan Maggs, Emma Miran, Mary Rocchi, Rocco Soda, Thomas Sweet, Nicolette Wagoner

Call to Order/Approval of Minutes

Chairman T. Sweet called the meeting to order at 9:00 AM. On a motion by N. Wagoner, seconded by J. Koski and unanimously carried, the minutes of the November 14, 2018 meeting were approved.

Financial Report

The final disbursement will be submitted in January for \$67,000. This will be for work already done and insurance that we are receiving an updated quote. Arbor talked with LISC. The land bank will continue to generate money from sold properties. 458 Tompkins Street is complete. An offer was made on the house but the interested party's income was too high. Arbor will reach out to ESPRI hubs and Catholic Charities to solicit interest. The house has had many showings and is listed for \$84,900. B. Maggs was asked what typical costs are associated with buying a house. Arbor is trying to give all information up front. There are buyer costs and seller costs and B. Maggs will review them both. The Newtown and Kendall properties will be done by the end of December. Clinton Street has been abated.

304 East Second Street – Arbor is still trying to acquire the property next to 302 East Second Street. The demolition company is concerned about asbestos and trying to protect the other house which is very close to 304 East Second. They may try to put a barrier up between properties. Houses need to be sold to reach goals. January to March of 2019 Arbor will work on Sutton Street property, Second Street property, and John Street property. They hope that Kendall Place is complete in the first quarter. 424 Sullivan and the Grove Street property are still in process. On a motion by N. Wagoner, seconded by E. Miran and unanimously carried, the financial report was approved.

Pending Items

Arbor staff has updated terms and conditions of Distribution Agreement. Properties are sold at or below AMI. On a motion by J. Koski, seconded by N. Wagoner and unanimously carried, the updated terms and conditions of the Distribution Agreement were approved.

510 John Street was approved to be transferred to Arbor who will transfer it to the land bank. Mr. Cooper will donate \$19,500 toward demolition costs. The house has been cleaned out. Arbor should be able to close on this property by year end. Bids have not been sent out yet.

183 Bower Road has been cleaned out.

Newtown – J. Glass will be going on the final walk through of this property. This property has taken additional time.

215 Kendall Place will be done on December 21st. The tank has been removed and the soil tested and sent out. Arbor is waiting to see results of testing to see what needs to be done. The results will take 2 to 3 weeks.

814 W. Clinton Street abatement has been done and furnace has been serviced.

450 West Washington Ave has been cleaned out. Exterior specs are done. Interior specs will be done in a few weeks.

302 East Second Street – The fees will adjusted for the demo fees since the adjacent property cannot be torn down yet. Should Arbor increase the price for the property or walk away and see what happens. There are still people living in 304 East Second. Elm Chevrolet is still interested in the property. On a motion by J. Koski, seconded by N. Wagoner and unanimously carried, Arbor will not continue to pursue purchasing 304 East Second Street for now was approved.

269 West Chemung Place – Demolition is complete. Arbor is working with neighbor interested in buying lot for greenspace. An application was sent to the homeowner to make an offer on the vacant lot.

303 Sutton – Arbor just received the deed on this house and the house will be gutted inside.

ESPRI

406 West Gray Street – Jim Capriotti is close to completion.

357-359 Columbia Street – Jim Capriotti will acquire the property after the first of the year.

454 Sullivan Street – paperwork was submitted to the Legislature. Arbor is waiting for transfer of this property which includes four – three bedroom apartments.

418 West Church Street – Renovations are underway.

454 Sullivan Street and 920 Grove Street are pending transfer.

759 East Second Street – Arbor has requested the Legislature to transfer this property to the land bank but it has not been done. B. Maggs remarked that the County doesn't take possession of some properties usually because of environmental reasons. He will check on this property.

D. Kenny asked about the protocol for Arbor accepting offers on houses. Does a special meeting need to be called? There was discussion. On a motion by N. Wagoner, seconded by E. Miran and unanimously carried, Arbor was authorized to negotiate a sale price was approved. The motion was withdrawn.

End of Year Audit

The EFPR Group has submitted a proposal for \$3,750 to perform the land bank audit. R. Soda will sign the agreement letter.

On a motion by N. Wagoner, seconded by J. Koski and unanimously carried, the resignation of Joseph Sartori was approved. Jennifer Furman, the incoming County Treasurer can fill this position. This will create a vacancy that can only be filled by the Director of Real Property Tax. The appointment is made by the Chairman of the Legislature. County Executive Christopher Moss will have a seat on the board as well. B. Maggs is no longer County Attorney as of January 1, 2019. He will request to be attorney for the Legislature. A. Wandell has created a Power Point presentation on what the land bank can do for the community. The County does not provide any money to the land bank. The properties are donated and rehabbed or demolished. Arbor will request a meeting with the new County Executive. A community investment and breakdown by grant source will be done for LISC, Enterprise funding and ESPRI. The land bank is able to hire six Arbor employees through grants to cover costs. The presentation to the County Executive will include the financial savings to the community, the community improvement, the tax assessed values before foreclosure and anticipated now, property tax revenue. A brief testimonial from people in the neighborhood where a house was rehabbed or demolish was suggested. Employment for local contractors who are buying local and employing local labor force was suggested. The land bank has a positive community impact in mixed income neighborhoods as people will maintain their properties if they see others doing so. The land bank is part of the City's Comprehensive Plan for 2016-2020. The City's goals for this plan are to identify gap funding; reduce impact of vacant properties, meet housing needs to keep people here and proactively support mixed income housing. Mr. Moss felt that the properties should not be donated. Arbor replied that if we have to pay for the properties, then we can do less for the community. B. Maggs suggested holding a press conference on the land bank discussing their first year.

The Enterprise grant will end in 2020.

E. Miran and N. Wagoner are meeting with Tom Skebey about vacant City properties.

An overview of the land banks first year was given. Contractors have completed seven rehabs and three demos with a vacant lot sold to a property owner. By the end of 2020 we should have 22 rehabs and 11 demos complete.

On a motion by N. Wagoner, seconded by J. Koski and unanimously carried, Executive Session convened at 10:15 AM to discuss property and pricing matters.

On a motion by J. Koski, seconded by E. Miran and unanimously carried, Executive Session dismissed at 10:25 AM.

The following policy was adopted by the Land Bank board.

On a motion by J. Koski, seconded by E. Miran and unanimously carried, Rocco Soda as Administrator for the Land Bank has authority to negotiate a sale at a price authorized by resolution of the Board, and upon approval of the list price, will be permitted to negotiate a sale price within 10% above or below the list price and any deviations in price beyond that range need further Board approval was approved.

Next Meeting

The next meeting will be January 16, 2019 at 9:00 am in the 5th floor conference room of the Hazlett building.

There being no further business, the meeting adjourned at 10:30 AM.

Respectfully submitted,

Mary K. Rocchi
Recording Secretary