

Chemung County Property Development Corporation
Minutes of the Meeting
September 16, 2020

A meeting of the Chemung County Property Development Corporation convened on Wednesday, September 16, 2020 at 9:00 AM via Zoom.

Members present were Dawn Burlew, Jennifer Furman and Nicolette Wagoner.

Excused were Emma Miran, Joseph Roman and Thomas Sweet. Also excused was Hyder Hussain, Counsel to the Corporation.

Also present were Jeanne Glass, Danielle Kenny, Rocco Soda and Amanda Wandell from Arbor Housing, and Mary Rocchi, Recording Secretary.

The meeting was called to order at 9:05 AM by Vice Chairman Dawn Burlew. The meeting was an update on projects' as a quorum was not present.

Approval of Minutes

Approval of August 19, 2020 minutes tabled until next meeting due to lack of quorum.

OLD BUSINESS

Land Bank Goals and Objectives

Goals and Objectives tabled until next meeting.

Meeting Format

The open meetings law was extended through October 4, 2020. Hyder Hussain, Counsel suggested keeping the meetings virtual as it seems to be working well and is easier for attendance. Members present agreed with the recommendation.

Press Release Discussion

There was discussion on the press release for the 450 West Washington Avenue property that was recently sold to a minority family. In light of recent events around the country, the members present felt the land bank should not focus on one family but on some of the other 15 properties they have sold through the land bank as well. N. Wagoner suggested getting quotes from other property owners. It is a good story to tell. Corning Housing Project has a video attached to their website showing the accomplishments of their land bank. Before and after pictures of properties, withholding the addresses was suggested. R. Soda commented that he has presented that video at conferences and it is a good tool to have. A. Wandell commented that the cost of making this video was about \$4,000. Members present suggested getting input from the absent board members.

FINANCIAL REPORTS

Monthly Reports

The monthly financials were reviewed by A. Wandell. The budget for 2021 and the five year projections were discussed. It is projected that there is no additional grant revenue coming in for 2021-2024. For operating expenses, Arbor reduced professional services to lower administrative fees. Depending on what types of rehabs we do, whether it's full or partial, it could affect the budget. PARIS reports are due 90 days before end of the year. A. Wandell is submitting an application to Tioga Downs for a grant of about \$500,000. Awards will be given by year end. A. Wandell will share final draft of application, due on November 1, with the board prior to submission. D. Kenny will check with H. Hussain about voting on the budget via email. A. Wandell is preparing the next disbursement. We currently have \$46,000 in expenses but a couple of weeks left for any more invoices to be submitted. The extension request was approved by Enterprise until March 2021. The Clinton Street and Farnham Street projects will probably roll over into 2021 due to the availability of the contractors and COVID. We only have a couple of contractors that bid on jobs making it difficult for rehabs getting done on time. We need to meet our deliverables so we are not in a mad rush. Enterprise has granted extensions to other land banks. D. Kenny commented that the contract with Enterprise was not signed until July, even though it was received in January.

LISC GRANT PROGRESS

450 West Washington Avenue: Arbor closed on this project last month. It is now in the hands of the new owner.

759 East Second Street: There was a party interested in this property for redevelopment. They are from out of town but are planning to move into Elmira. D. Kenny has not heard back from them in a few weeks. There has been some other interest in the property but not much.

ENTERPRISE PROGRESS

506 Franklin Street: After a home inspection, the potential buyers are now concerned about the roof, fascia and paint on the garage. J. Glass is working with the contractor to get a quote on the repair for the roof. The contractor looked at it and felt there was only one layer of shingles on the roof and it would cost between \$1,500 and \$2,000. The roof could be done in a couple of weeks. The realtor would like us to pay for the second inspection at a cost of about \$150. The board members present were not in favor of paying for the inspection. The potential buyers also asked if they could start moving in, but the board members were not in favor. If something happened, it would be on the land bank's insurance. This property was through Mr. Cooper and was donated to the land bank. The land bank also received \$20,000 to put into the rehab from the Mr. Cooper program.

There was discussion on the 6% realtor fee that is charged to the land bank. The members felt this was too high. R. Soda commented that some realtors in Steuben County charge a flat fee per property sale. Maggie Thornton represents many of the land bank properties in Steuben County. The land bank is under contract with Ann Bezio for 329 Lorenzo Place for another 5 months. Arbor lists properties for six

months. Ms. Bezio is contracted by property. Arbor will look into other realtors. R. Soda commented that two houses across the street from 506 Franklin are now being rehabbed. J. Furman commented that this is our goal to get a momentum going so other properties in neighborhoods are fixed up. Arbor hopes to break even once the improvements are complete.

329 Lorenzo Place: The house has been on a market for a couple of weeks for \$115,000. Arbor received an offer of \$95,000. R. Soda felt that was too low. This house has seen a lot of activity. The potential buyers argument was that the windows weren't replaced. R. Soda said he would bring it to the board. The board felt the offer was too low as the house has not been on the market for only 23 days. D. Kenny updated the board to let them know the potential buyer has moved on to another property. The land bank will remain firm on its price.

212 Chapman Place: J. Glass will do a walk through in the next few weeks. There is a full crew in there and they are moving along with the rehab. They are getting the demo work done.

1055 Admiral Place: Permit has been secured. The contractor is slated to start in September. The contractor is also working on the Chapman Place property.

424 Balsam Street: The house has been demolished. Air monitoring is in place for one more day. The lot will be sold to the neighbor soon.

407 West Clinton Street: D. Kenny is ordering environmental and specs. It's a struggle with only two contractors bidding on jobs. Arbor will try to reach out to more contractors. Bids are due Monday, September 21. Overgrown shrubs and tree saplings need to be removed for a better view of the house. Arbor would like to get this project started soon.

D. Kenny will send out a Doodle poll to check availability of board over the next two weeks for a special land bank meeting. The meeting should only last about 15-30 minutes.

909 Farnham Street: J. Glass reported that the draft specs are completed, just being tweaked. D. Kenny sent specs to environmental company. She will get company scheduled. Specs will be done within the week and contractors will be given three weeks to bid on rehab. Arbor will have bids at November meeting for board approval. R. Soda talked with Sylvie Farr from Habitat for Humanity. They are interested in working on the Farnham Street property. R. Soda is concerned that since this is our last Enterprise contract and Chemung County gave us the property, we should keep this rehab for the land bank. R. Soda would like to work with Habitat for Humanity on other properties in the future.

410 & 412-414 Walnut Street: Arbor is waiting on a closing on these properties. A. Wandell has received no updates recently from Andy Hughes. He is having difficulty with his Church Street property and the amount of money he was receiving from rent. Arbor will try to work with him. These properties should have closed months ago. John Maloney, attorney for Andy Hughes is working on a reverter clause. Arbor doesn't want the properties to sit for years. Banks do not want to refinance low rent properties. Banks are worried about repayment. The attorney is trying to figure out another avenue. J. Furman asked if there was any grant money that we could provide Mr. Hughes. He is already receiving a

\$75,000 grant from ESPRI. We can't continue to sit and wait on these properties. R. Soda suggested setting up a meeting with John Maloney and Andy Hughes to discuss this project. Land bank representatives would include Rocco Soda, Hyder Hussain, Amanda Wandell and Danielle Kenny. D. Kenny will get the call scheduled. No one else has expressed any interest in this property and we have not marketed it since Mr. Hughes was interested in it. This project needs to get moving or we could lose our grants.

NEW BUSINESS

Looking Forward

D. Kenny asked the board what they want to do going forward. Do we want to do full rehabs, light rehabs or demos? What does it translate into over the next two or three years? With several members absent, it was decided to table this discussion until the next meeting.

ADJOURNMENT

The next meeting is scheduled for October 21, 2020. On a motion by D. Burlew, seconded by J. Furman and unanimously carried, the meeting adjourned at 10:03 AM.

Respectfully submitted,

Mary K. Rocchi
Recording Secretary