

Finger Lakes Regional Land Bank Corporation

March 22, 2022 at 3:00 PM

**Heroes 9-11-01 Conference Room or
Conference Call via GoToMeeting.com**

Directors Remotely Present: Kyle Barnhart

Directors Present: Les Marquart, Frank Sinicropi, Jill Henry, David Wood

Directors Absent: Don Northrup, Ernie Brownell

Staff: Joe McGrath, Amanda Forney

Other Attendees: Mitch Rowe, County Manager; Esther Dickinson, Attorney at Heaton & Venuti

1. The meeting was called to order at 4:03 PM by Frank Sinicropi, chairperson. A quorum was present.
2. A motion was made by Les Marquart and seconded by Kyle Barnhart to approve the minutes from the 01/24/22, 03/01/22, and 03/18/22 meetings. Motion approved 5-0.

3. Resolutions:

• **22-15: Re-Adopt Policies & Procedures**

Jill Henry made a motion and Les Marquart seconded. Motion approved 5-0.

The Audit & Governance Committees met on 3/18/22 to review the policies and procedures. No changes were made. They require review each year per PAAA requirements. They will be submitted to NYS after the resolution is passed.

• **22-16: Accept 2021 Audit Findings**

Frank Sinicropi made a motion and Jill Henry seconded. Motion approved 5-0.

Each year the process has gotten easier while working with Bowers & Company CPAs. There were multiple findings and issues in 2018 and 2019. The 2021 has only two findings. The first included a transaction that was not counted towards the grant correctly. This transaction was for a salary contribution to Seneca County. The second finding stated that half of the assessed value should always be used during evaluations for the properties. Mr. McGrath stated that this was the first time that the Land Bank had properties with major investments in terms of rehab or new construction. Those numbers were incorrectly added to the evaluation. Both findings were addressed by management.

- **22-17: Authorize Services Agreement with Mozaic for Lawn Maintenance**
Frank Sinicropi made a motion and Jill Henry seconded. Motion approved 5-0.

Mozaic was chosen for lawn maintenance because they are a preferred bid per NYS. They have been used for lawn maintenance, leaf clearing, and snow removal the past few years and the Land Bank is happy with their services. When needed, Mozaic will also complete general property cleanup. Their prices have increased this year due to inflation.

- **22-18: Authorize Co-Development Agreement for 33 Taylor Avenue**
Jill Henry made a motion and Les Marquart seconded. Motion approved 5-0.

The Land Bank acquired 33 Taylor in 2017 when properties were first acquired from the County. A demolition occurred and Habitat for Humanity was interested carrying out a new build. A title issue prevented the work but was recently resolved. The contract will allow the sale of the property to Habitat and allow the Land Bank to commit funds from the existing Enterprise grant that is closing with a March 2022 deadline. The commitment of these funds has been approved by Enterprise. The house will be the same build as the one in Willard but is more expensive due to inflation. A revenue of approximately \$31,000 is expected in 2023.

4. New Business

- **Side Lot Sale in Lodi**

Two properties were acquired in Lodi and were demolished. One is not big enough or suitable for a Habitat build. A side lot sale will be most appropriate. Two adjacent owners are interested in purchasing the property and subdividing the lot. The assessed land value is \$5,800. Mr. Sinicropi stated that 35% of the assessed value would be an appropriate purchase price. Kyle Barnhart stated that he believes the Land Bank should try to sell side lots at closer to 50% of the assessed value for side lot sales. The board discussed and a purchase price of \$2,000 was agreed upon for this lot. Land Bank Board agreed that the interested purchasers should be up to date on their tax payments before finalizing a purchase.

The second property in Lodi is suitable for a new build and will remain with the Land Bank until future funding is available.

5. CEO/Presidents Update & Discussion Items

- **2021 Land Bank Report and Presentation**

The annual report and presentation are required per PAAA compliance. Mr. McGrath reviewed the presentation distributed to the board that will be given to the Board of Supervisors Committee meeting later that night. Mr. McGrath stated that the Land Bank appreciates the \$1 acquisition purchase price of properties because it eases the development costs for demolition, rehabs, and new builds with Habitat for Humanity.

Five property demolitions are occurring in the month of March. The Ovid and Willard properties are being demolished now and Interlaken will be next.

Brownfield properties are tax abandoned and not foreclosed on due to environmental liability concerns. The Land Bank is seeking an agreement between the NYS DEC, Land Bank, and County to eliminate the liability risk.

The County was awarded \$50,000 for a housing needs assessment and is waiting on final approval. The assessment will produce figures on the number of types of housing needed and for which demographics. It will not include a strategy as it is preliminary to a housing plan.

David Wood asked if there were ways to increase sale prices for Land Bank properties that are not committed to income-qualified families through grant funding. As the Land Bank continues to grow, there will be more opportunities to acquire properties, get them back on the tax rolls, and produce revenue for the Land Bank with or without grant funding.

6. CFO/Treasurer Update

Mr. McGrath gave a general financial report. Frank Sinicropi suggested that Michael Scaglione give a half-year report at the next regular meeting.

7. Consideration of Executive Session: None

8. Adjourn: Meeting was adjourned at 4:47 PM by Frank Sinicropi.

The next regular meeting will be held on June 28, 2022 at 4 PM.

Respectfully Submitted,

Amanda Forney
Staff Resources Assistant
Seneca County Department of Planning and Community Development