

# Finger Lakes Regional Land Bank Corporation

January 28<sup>th</sup>, 2020

Planning Dept. Conference Room, 1<sup>st</sup> Floor  
County Office Building  
1 DiPronio Drive  
Waterloo, NY 13165

**Directors Present:** Jill Henry, Melissa Nesbit, Frank Sinicropi, Cindy Lorenzetti, Bob Hayssen, Don Northrup

**Directors Absent:** Kyle Barnhart

**Staff:** Joe McGrath

**Other Attendees:**

1. The meeting was called to order by Chairman Bob Hayssen at 4:01 p.m. A quorum was present.
2. **Resolution 20-01 – Resolution to Elect Frank Sinicropi as Chairman of the FLRLBC** – Moved by Bob Hayssen, Seconded by Cindy Lorenzetti. Motion Passed 6-0
3. The September 24<sup>th</sup>, 2019 meeting minutes were approved by motion of Frank Sinicropi and seconded by Jill Henry. Carried 6 – 0.

**4. Remaining Resolutions:**

**Resolution 20-02 Resolution to Elect Melissa Nesbit as Vice Chairman-** Moved by Sinicropi, Seconded by Lorenzetti – Mr. McGrath introduced Melissa to the new board members. Motion was passed 6-0.

**Resolution 20-03 Resolution to Elect Secretary** – Moved by Sinicropi, Seconded by Lorenzetti – Mr. McGrath introduced Jill Henry who had served as Secretary in 2019. Motion Passed 6-0.

**Resolution 20-04 Resolution to Elect Joe McGrath CEO/President** – Moved by Lorenzetti, seconded by Nesbit – Mr. McGrath thanked the board for the continuing opportunity. Motion passed 6-0.

**Resolution 20-05 Resolution to Elect Bill Bordeau as CFO/Treasurer** – Moved by Lorenzetti, Seconded by Hayssen - Mr. McGrath explained that Mr. Bordeau was absent from the day for his Birthday. Motion Passed 6-0.

**Resolution 20-06 Resolution to Create 2020 Audit Committee** – Moved by Sinicropi, Seconded by Lorenzetti - The Resolution listed Jill Henry, Melissa Nesbit, and Frank Sinicropi as members. Motion passed 6-0.

**Resolution 20-07 Resolution to Create 2020 Governance Committee** – Moved by Sinicropi, Seconded by Lorenzetti - The Resolution listed Jill Henry, Melissa Nesbit, and Frank Sinicropi as members. Motion passed 6-0.

**Resolution 20-08 Resolution to Authorize Check Signers for 2020** – Moved by Sinicropi, Seconded by Lorenzetti – Mr. McGrath explained that according to the by-laws and Land Bank internal controls, the officers and board members authorized to sign checks are the Chairman of the Board, Frank Sinicropi; Vice-Chairman of the Board, Melissa Nesbit; CEO/President, Joe McGrath; and CFO/Treasurer, Bill Bordeau. Motion Passed 6-0.

**Resolution 20-09 Resolution to Establish 2020 Regular Meeting Schedule** – Moved by Frank Sinicropi, Seconded by Nesbit – Mr. McGrath explained that the meetings shall occur on the 4<sup>th</sup> Tuesday of Every Month at 4:00 in the Planning Department Conference Room. Motion Passed 6-0.

## **5. CEO/President's Update and Discussion Items:**

- a. General Land Bank Update – Mr. McGrath welcomed the board to the first meeting of 2020. He went on summarize the mission statement explaining that the Land Bank focuses on acquiring and disposing of vacant, condemned, tax abandoned properties and returning them to beneficial use. Currently, the Land Bank has been focusing on residential properties and related housing issues; this is due to the funding provided by Enterprise Community Partners Inc. and the Local Initiatives Support Corporation providing grant funds for housing development.

Mr. McGrath explained that the grant funding supplied from LISC were for the years 2017 & 2018. The projects have been nearly closed out to date. The largest piece to be spent is roughly \$100,000 committed to the rehab at 16 Barker. This entire grant from LISC was for \$500,000. Funds not expended during the 16 Barker project will be recommitted to 101 Virginia Street.

Mr. McGrath explained that the funding from Enterprise Community Partners Inc. was for the years 2019 & 2020. This funding is being used to redevelop property acquisitions in those years, including the upcoming acquisitions from the 2020 tax foreclosure list. This entire grant from Enterprise was for \$650,000.

Mr. McGrath explained that no other funding source for Land Banks in New York State has been identified for 2020 or beyond. The New York State Land Bank Association is actively pursuing inclusion of funds in the State Budget but there is little reason to expect funding within the next few years from that source. The Enterprise Community Partners grant is the last large influx of funds the FLRLBC is to receive for some time in terms of grant funding. Mr. McGrath explained that the goal over the next year or two will be to finish out all grant funded activities and dispose of properties either through development agreements with Habitat or INHS, side lot sales for demolished properties, or selling properties on the open market. Mr. McGrath stated that he believed that the resources and partnerships created

throughout the course of the Land Bank project are worth maintaining and post dedicated funding stream activities will need to be a point of ongoing conversation. A possible avenue for the Land Bank to focus in the future is working to bring vacant and abandoned environmentally contaminated properties within the County back to beneficial use. Mr. Sinicropi raised the prospect of finding funds from within the County budget in the future to continue Land Bank activities.

Workplace Violence and Sexual Harassment Policies were the next issue that Mr. McGrath raised. Mr. McGrath explained that the state was requiring all public authorities, municipalities, and their contractors to demonstrate their compliance with workplace violence and sexual harassment standards. Mr. McGrath explained that he has received a draft version of a Land Bank policy from the Syracuse Land Bank and would be editing for use at the FLRLBC. Also, Mr. McGrath also explained he had a conversation with the Director of the Personnel Department, Chris Wagner regarding the training requirements and the consensus is that the Land Bank can accept any certificate from a certified training. All board members either serve or are employed by a governmental entity and will be able to produce a certificate. Mr. McGrath asked that as directors complete the trainings and receive documents that he be sent a copy.

Mr. McGrath also updated the board the closing for 5172 State Route 414, Varick was scheduled for February 10<sup>th</sup> and that the closing for 5604 State Route 96 with Habitat would be next.

- b. 101 Virginia Street Update - Mr. McGrath explained the plan over the rest of the winter will be to work towards gaining a Use Variance from the Village of Waterloo Zoning Board of Appeals for four apartments on site above the allowable three. The Land Bank will also be requesting that the assessment be lowered from the current \$76,700 to \$25,000. This would make the project more feasible in utilizing IDA Adaptive Reuse programs in light of the potential \$700,000 rehab cost. The Land Bank is also pursuing getting the property listed on the national register of historic places as either an individual nomination or part of a district. Mr. McGrath also explained that any extra funds from the LISC grant are to be spent on this project. Also, the Land Bank would like to replace the roof of the structure during the warmer months this year and will be working to identify funds to do so.
- c. 16 Barker Street Update – Mr. McGrath stated that the abstract issue had been resolved in late 2019 and the property does indeed have marketable and insurable title. Due to the long time period between the bid announcement and having the ability to get the low bidder under contract, the Land Bank has lost the contractor for the project. Mr. McGrath explained that Habitat is potentially interested in taking the project on this year. Mr. McGrath will be meeting with Habitat to discuss them taking on the project and expending the dedicated LISC grant funding this year. Habitat has long been interested in acquiring the house for one of their program families.
- d. 156 Fall Street Update – Mr. McGrath explained that 156 Fall Street is within the Downtown Reinvestment Initiative boundary for the announced \$10 million grant program in downtown Seneca Falls. Ithaca Neighborhood Housing Services is currently reviewing a co-development agreement with the Land Bank to expend Enterprise grant funds to rehab the property. The goal is to combine Enterprise Funds with DRI funds to fully rehab the

property into two downtown apartment units managed and maintained by INHS.

- e. 2146 W. Seneca Street – Mr. McGrath explained that the demolition was completed utilizing Enterprise Grant funds. Mr. McGrath explained that he reached out to STEPS to discuss a potential community reuse opportunity with this property. The parcel is located directly adjacent to the block building which burned in 2013 and is now a vacant lot. The conversation is in a very early phase but the initial idea is to convert the soon to be vacant lot to some type of community garden. This will allow the Land Bank to make a long development decision while engaging with stakeholders in South County.
- f. 1537 County Road 132 – Mr. McGrath explained that the demolition was completed utilizing Enterprise Grant funds. This property will be the site of a Habitat new build in probably 2021 due to their project capacity being nearly full in 2020. The Land Bank has received committed funds from the Town of Romulus stemming from the closed CDBG revolving loan fund.

**5. CFO Report:**

Mr. McGrath reviewed the financial statements prepared by Bowers & Company, the accounting firm brought onboard in late 2019. These are the first statements to be reviewed by the Board prepared by the firm.

**6. New Business:**

- 7. Adjournment:** A motion was made by Lorenzetti to adjourn at 4:55 p.m. and seconded by Sinicropi. Carried 6 – 0.

Respectfully Submitted,

Joe McGrath  
CEO/President