

**Finger Lakes Regional Land Bank Corporation**

**April 25, 2023 at 4:00 PM**

**Heroes 9-11-01 Conference Room**

**Directors Present:** Kyle Barnhart, Ernie Brownell, Jill Henry, Don Northrup, Frank Sinicropi, David Wood

**Absent:** Les Marquart

**Staff:** Joe McGrath, Amanda Forney

**Other Attendees:** Michael Scaglione, CFO/Treasurer of the FLRLBC; Esther Dickinson, Attorney at Heaton & Venuti; Mitch Rowe, County Manager

1. The meeting was called to order at 4:00 PM by Frank Sinicropi, chairperson. A quorum was present.
2. A motion was made by Ernie Brownell and seconded by Don Northrup to approve the minutes from the regular meeting on March 28, 2023. Motion approved 5-0. Mr. Barnhart was not yet present.

**3. Resolutions:**

- **23-20: Resolution to Request Seneca County Board of Supervisors Authorize Transfer of Vacant, Abandoned, and Distressed Properties to the Land Bank**  
Ernie Brownell made a motion and David Wood seconded. Motion approved 6-0.

This resolution is to request and accept two properties, if granted, from Seneca County post tax foreclosure. Two candidates were identified that met the criteria. Once passed by the Land Bank Board, the properties will officially be requested from the Seneca County Board of Supervisors. The properties include 17 S. Walnut Street in Waterloo and 1473 Pleasant Street in Romulus.

Mr. McGrath also noted that under the recently awarded HCR grant, money is set aside for one demolition and one rehab. The Romulus property will likely be a demolition project and the Waterloo property is likely to be a rehab project. Mr. McGrath will share more information on when to expect HCR funding at the next Land Bank meeting.

**4. CEO/Presidents Update & Discussion Items**

- **Conflict of Interest/Fiduciary Responsibility Signatures**  
Each year members must sign this form as a requirement of the Authorities Budget Office.
- **Strategic Planning & Grant Writing Project Update**

A resolution was passed at the previous meeting to award this project to both MRB Group and MM Development Advisors, Inc. (MMDA). Two meetings have been held to discuss the planning side, and how the development models can bring more revenue to the Land Bank and fulfill mission statement goals.

Mr. McGrath is expecting to invite Land Bank Board members to a workshop to review the consultant's work on model completion. Mr. McGrath will offer potential meeting dates for this event.

The models will consider new construction projects which are what the Land Bank needs to increase vacant lot inventory and receive funding from the state budget to produce new houses.

Mr. McGrath is hopeful that this project will provide the ability to make properties more predictable in their development and create an established pipeline of properties.

- **Seneca County Housing Needs Assessment Update**

The assessment is expected to be completed by the end of May 2023. The assessment will include a lot of data that will be useful to the County Board of Supervisors in determining the next steps for housing.

- **HCR LBI Phase II Grant Update**

The Land Bank has received notice of being awarded \$332,640 from the HCR LBI Phase II Grant. Funding is included for demolition and rehabilitation, as well as predevelopment which includes site plans, blueprints, zoning permitting, environmental assessments, etc. These are all required to apply for further funding for new construction. Mr. McGrath believes that this funding is the only type that is available to pay for this type of work. The grant will allow the Land Bank to reimburse itself for these costs. Mr. McGrath noted that all potential projects for vacant lots will be considered when forming a competitive grant with MRB Group in the summer or end of summer.

Mr. McGrath hopes to have a contract agreement to bring to the Land Bank Board by the next meeting. The Land Bank will use a line of credit to pay for projects and then request reimbursement from NYS to pay it off.

- **Brownfields Update**

The NYS Comptroller's office has signed the agreement that was previously signed by the Land Bank, County Board of Supervisors, and the County Manager. The agreement will receive its final signature by the NYS DEC in which the time frame will begin to produce a list of identified properties for the program.

Mr. McGrath also expects to hear from the Environmental Protection Agency (EPA) regarding Seneca County's application for the Brownfields Assessment Grant.

**5. CFO/Treasurer Update:** Mr. Scaglione delivered the financial report and did not include any issues or concerns. Kyle Barnhart made a motion to accept the report and David Wood seconded. Motion approved 6-0.

**6. Adjourn:** 4:22 PM. The next meeting will be held on Tuesday, May 23, 2023 at 4 PM.

Respectfully Submitted,

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

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