

CHEMUNG COUNTY PROPERTY DEVELOPMENT CORPORATION
MINUTES OF THE MEETING
NOVEMBER 16, 2022

A meeting of the Chemung County Property Development Corporation convened on Wednesday, November 16, 2022 at 9:00 AM in the 5th Floor Conference Room of the Hazlett Building, 203 Lake Street, Elmira, New York.

Members present were John Burin, Jennifer Furman, Emma Miran, Joseph Roman and Thomas Sweet.

Members excused were Dawn Burlew and Kevin Meindl.

Also present were Terra Deitrick, Elizabeth Hunt, Doug Madison from Arbor Housing and Mary Rocchi, Recording Secretary

Chairman T. Sweet called the meeting to order at 9:00 AM.

On a motion by J. Roman, seconded by J. Furman and unanimously carried, the minutes of the October 19, 2022 meeting were approved.

Old Business

Tax List Property Updates: The three properties submitted to the Budget Committee and recommended to the Legislature for acquisition in November were approved by both. The rehabs will begin on these properties once title is transferred to the land bank. J. Furman will meet with Hyder Hussain this week to see whether they have been transferred yet or not. There are no liens on the property when we sell it to a new owner. It is a clear title.

Tioga Downs Grant: The grant has been submitted and grant recipients will be announced this month. Grants are awarded on Giving Tuesday, November 29, 2022. Arbor requested \$250,000.

Financial Reports

Monthly Reports: J. Furman presented the financial report through October. We have total assets of \$544,921.77, which includes cash and prepaid insurance. Liabilities are \$51.32. The fund balance is \$544,870.45. On the income statement, total expenses are \$212,866.60 through October 31, 2022. The fund balance is in good shape. J. Roman commented that if the fund balance remains in good shape, we could possibly demo a couple of properties next year. On a motion by J. Roman, seconded by J. Burin and unanimously carried, the financial report was approved.

HCR Funding: Arbor received final grant approval for \$100,000 and the first disbursement of \$25,000 has been requested.

Properties

525 West First Street: The walls are painted and floor is done. Lighting is being installed. The project is scheduled to be completed by Thanksgiving.

Other Projects

512 Harcourt Drive: There is damage to the back of this house. An investment of \$97,850, which includes acquisition is anticipated for this home. A net profit of greater than \$20,000 is possible. Bids will go out to contractors when property is transferred to Land Bank.

453 Livingston Street: This house needs to be cleaned out. J. Furman does work with a person who appraises and inventories the contents of a house and provides a cost of the items. Arbor could reach out to Habitat for Humanity as well to see if they would like any of the furniture. An investment of \$95,900, which includes acquisition is anticipated for this rehab. A profit of greater than \$10,000 is possible. Bids will go out to contractors once property is transferred to the Land Bank.

216 Walnut Street: There is still a tenant in this house, which will be evicted. The county will charge \$11,150 for the property. Arbor is unable to see the interior at this time but is estimating \$68,500 for rehab costs. A profit of greater than \$20,000 is possible. Bids will go out to contractors when property is transferred to the Land Bank.

New Business

Social Media: E. Hunt reported that Arbor has looked into having a Facebook page and Instagram. Susan Bull, CEO of Arbor expressed concern on who would be monitoring the social media. Arbor commented that they could monitor it and put a Social Media Policy in place. Arbor contracts with CPE to be their IT people. They could also work with Creagent to protect the mission. There was discussion on whether to make the social media pages for informational purposes or for people to comment on. The board felt that Arbor should look into contracting with an outside company to manage the social media platforms. If our sites get hacked, IT could handle it right away. Arbor will contact CPE and Creagent to see what the additional cost would be to outsource monitoring of social media. The social media platforms could be a valuable marketing tool for the Land Bank. The pages could show before and after pictures of rehab projects.

Next Meeting: Since there is nothing pressing to discuss, the December 21, 2022 Land Bank meeting was cancelled. J. Furman requested that a wrap up of 2022 be presented at the January 18, 2023 meeting, which Arbor will work on. A 2023 meeting schedule was part of board packets.

Adjournment: On a motion by J. Burin, seconded by J. Roman and unanimously carried, the meeting adjourned at 9:25 AM.

Respectfully submitted,

Mary K. Rocchi
Recording Secretary