

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

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

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

Excused: Dawn Burlew

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

Chairman T. Sweet called the meeting to order at 9:00 AM and welcomed John Burin as a new member of the board.

**MINUTES**

On a motion by J. Furman, seconded by J. Roman and unanimously carried, the minutes of the November 18, 2020 were approved.

**OLD BUSINESS**

**Land Bank Goals and Objectives:** Arbor would like to finalize the Land Bank's Goals and Objectives. We will use it as a guide going forward. T. Sweet commented that under Item 3, Draft Objectives – developing a strategic process. We are subject to where houses are available. H. Hussain asked if the County Legislature, County Executive and City of Elmira Mayor had any feedback on this document. R. Soda commented that no one from Arbor had sent them out and didn't realize that it was requested. T. Sweet and J. Burin will work together to come up with a game plan and move it forward. T. Sweet and J. Burin will put together an email and send it to the County Legislature, County Executive and Mayor.

**Board Appointments:** John Burin was appointed to the board. Emma Miran was re-appointed. Nicolette Wagoner stepped down from her position as she is no longer with the Chemung County Planning Department. The by-laws state that the position is to be held by a member of the Chemung County Planning Department. H. Hussain will keep board posted on this appointment. J. Furman's position is automatic as she is the County Treasurer.

**Acquisitions:** D. Kenny has talked with other land banks on how they acquire properties outside of a government entity. Some land banks find a bigger project and some funding partners, to help lower costs. A Scope of Work is done on each property to identify costs. Some land banks have comprehensive plans, like a Main Street project where they rehab a neighborhood. Our land bank, for the most part, is trying to provide home ownership opportunities in Census Tracts 6, 7 and 10. A. Wandell asked about the timing of the next property/land sale. J. Furman and H. Hussain commented

that this matter is in the courts right now. It is certainly possible there could be a moratorium on foreclosures depending how you read the Governor's Executive Orders. It is difficult to plan for an auction. Depending on how you read the petition for default judgment, the moratorium is on bank foreclosures, not County foreclosures. Chemung County would like to move forward but there is no clear answer yet. Documents will need to be put together. J. Furman and H. Hussain will discuss further.

### **FINANCIAL REPORT**

J. Furman asked if COVID has changed any of our projections for the land bank? In the unrestricted balance how much is available and how much of the funds cover Arbor's costs? A. Wandell commented that she would have a better idea at the January meeting after the sale of a couple of properties and bids on other properties. A revised projection will be put together. Arbor should have the audit letter in January with the audit being completed by end of March.

### **LISC GRANT PROGRESS**

**759 East Second Street:** D. Kenny received two offers for this piece of land. One offer was from Coty Ferris who owns other rentals in the area and would use the lot for parking. He offered \$500 for the lot. T. Sweet expressed concern over a storm water runoff plan if it was made into a parking lot. Ken and Virginia Brooks, neighbors to the lot, offered \$1,000 for the lot and will make it an extension of their yard, remove a few tree stumps, and do some landscaping. There was discussion. On a motion by J. Furman, seconded by J. Burin and unanimously carried, the offer from Ken and Virginia Brooks for \$1,000 to purchase the lot located at 759 East Second Street, was approved.

### **ENTERPRISE GRANT PROGRESS**

**329 Lorenzo Place:** An offer for \$99,000 was received from Christopher Petrey. He is an AMI qualified buyer. After an inspection there were no concessions. Arbor would like to get it into the homeowners hands soon. R. Soda commented that the price was within 10% contingency that Arbor is allowed to work with per previous board approval. Arbor requires anyone interested in a land bank property to fill out an application. If they own any other properties in Chemung County, Arbor looks into these properties for code violations and past problems. They are also asked if they know any board members as well as a few other questions. Proof of financing and a valid Driver's License is also required.

**212 Chapman Place:** J. Glass reported that this property has been completed. A cleaner will come in to do a final cleaning. The contractor is getting his tools and other equipment cleared out. Arbor will have pictures of the finished project next month. Arbor will ask the realtor to do comps. After discussion on possible listing price, it was decided to wait for the realtor to provide comps on similar properties to be able to provide an accurate listing price. H. Hussain commented that an email vote could be done pending confirmation at the January meeting if the comps are in and an offer is received. The Chairman can sign agreements. On a motion by J. Furman, seconded by J. Roman and unanimously carried, the Chairman of Chemung County Property Development Corporation was given authority to sign papers once sale price is set by realtor if an offer is received prior to the January 20, 2021 meeting, was approved. D. Kenny noted that the realtor we used from Corning is contracted on a property by

property basis. Arbor has not found a realtor that provides a flat fee that is in this area. Realtors charge 6% currently. Larger land banks have a realtor on staff.

**1055 Admiral Place:** J. Glass reported that this property is coming along nicely. The drywall is up and surround in. The contractor is completing mudding and sanding of drywall and will paint by end of week. This project is 60% complete and should be completed in early January.

**407 West Clinton Street:** This property was sent out to bid but only one contractor responded. We have two contractors that usually bid, Griffin Construction and Franzese Construction. Every contract that Arbor sent bids to received a follow up phone call seeking their interest. John Franzese had the low bid at \$122,865, which includes painting of the house, rather than siding as it is less expensive. R. Soda commented that we may be using CDBG and HOMES funding through the City on this project. On a motion by J. Roman, seconded by J. Furman and unanimously carried, the bid of \$122,865 by Franzese Construction was approved.

**909 Farnham Street:** Arbor was hoping bids would come in the \$90,000 range for this property. Griffin Construction came in with the low bid at \$104,150. Arbor will work on reducing scope of work to get bid reduced. There are items in the scope of work that are not necessary. On a motion by J. Burin, seconded by J. Roman and unanimously carried, the bid from Griffin Construction of \$104,150 was approved contingent upon Arbor reducing scope of work and coming back to the board with a new amount. Arbor does not want to delay signing of documents. Additional funds may be available from CDBG and HOMES fund. Additional funds give flexibility.

**410 Walnut Street:** D. Kenny talked with Andy Hughes regarding this property. He is still interested in this property if an extension is given by ESPRI for the \$75,000 in funding. D. Kenny talked with Jill Koski from Southern Tier Economic Growth who administers the ESPRI money. Ms. Koski requested an extension for this money but has not heard back yet.

**412-414 Walnut Street:** A. Hughes would rehab this property for boarding room purposes. Other City financing may be available for this property. This is out of the land bank scope as to who will insure a boarding house. If deed restrictions are accepted, and work starts prior to June 30, 2021, it can count as part of land bank deliverables. Mr. Hughes does not want to accept deed. Mr. Hughes also needs to finish his Columbia Street property. The ESPRI money needs to be used by end of March 2021. If the project isn't finished in that timeframe, he loses the ESPRI money. Arbor can have Enterprise do an amendment to the land banks deliverables, but it doesn't look good for any future funding if you don't meet your goals. They will want to know why we didn't reach our goals. The land bank does not have the money to do two more rehabs. The land bank has held onto this property for over a year. J. Burin commented that it is a rough area with crime, transients and shootings. He has mixed feelings on this property. R. Soda commented that originally these properties were going to be demolished but Code Enforcement would not condemn them. After looking at the properties, Arbor said they were in pretty good shape and boarded up broken windows to keep squatters out until a developer could be found. The land bank is only supposed to rehab single family homes. R. Soda suggested waiting to see if STEG

receives an answer on the ESPRI extension. There was discussion. J. Glass commented that there is another landlord on West Water Street that is interested in the properties. The board recommended giving Andy Hughes a deadline. It was also suggested that we sell the properties on the open market. The maintenance and insurance on this property is costing the land bank money. Arbor has also received bills for the City removing debris that is dumped on this property. E. Miran felt it was important that we don't lose the ESPRI money. The City has received displacement money for rehab work. It will be available in January. This property could be considered a priority project. There was discussion. H. Hussain said it might meet requirements for a Development Enforcement Mortgage. Arbor has about \$9,000 in both properties to date. There was discussion about listing both properties on the MLS for \$15,000 each. We can list with intent to work with Andy Hughes and focus the ESPRI money on the other Walnut Street property. J. Furman does not want to see the property end up a community problem. A buyer could completely renovate the properties and if they do not meet their obligations to complete rehab in allotted time of 12-18 months, the land bank gets them back.

E. Miran commented that with the new City program, the City can insure compliance by having an annual statement submitted. The City does not require an income check more than once.

On a motion by J. Furman, seconded by J. Burin and unanimously carried, the properties located at 410 and 412-414 Walnut Street will be put back on the market at a price of \$15,000 per property was approved. H. Hussain will work on a resolution for this property. The buyer must show proof that they have the funds to rehab these properties.

### **NEW BUSINESS**

**Committee vacancies:** D. Kenny reported that the Audit, Finance and Governance Committees would need to meet prior to year end. There are vacancies on committees as well. The committees are required to meet twice each year but have only met once this year. J. Furman felt the Audit committee meetings should coincide with the audit dates, January and April. T. Sweet suggested the following committee members:

Audit: John Burin, Jennifer Furman and Emma Miran

Finance: John Burin, Jennifer Furman and Emma Miran

Governance: Dawn Burlew, Emma Miran and Joseph Roman

On a motion by T. Sweet, seconded by J. Roman and unanimously carried, the committee appointments were approved.

The next meeting is January 20, 2021.

### **ADJOURNMENT**

On a motion by J. Burin, seconded by J. Roman and unanimously carried, the meeting adjourned at 10:30 AM.

Respectfully submitted,

Mary K. Rocchi  
Recording Secretary