

Chemung County Property Development Corporation
Minutes of the Meeting
July 19, 2023

A meeting of the Chemung County Property Development Corporation convened on Wednesday, July 19, 2023 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, Emma Miran, Theresa Murdock, Joseph Roman and Thomas Sweet.

Members excused were Dawn Burlew and Kevin Meindl.

Also present were Terra Deitrick, Douglas Madison, Arbor Housing; Allison Herman, Chemung County Planning Department 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. Burin and unanimously carried, the minutes of the June 21, 2023 minutes were approved.

Executive Session: On a motion by J. Burin, seconded by J. Roman and unanimously carried, Executive Session convened at 9:02 am to discuss a contract.

On a motion by J. Roman, seconded by J. Burin and unanimously carried, Executive Session dismissed at 9:07 AM.

New Business

Memorandum of Understanding: On a motion by J. Roman, seconded by E. Miran and unanimously carried, the Memorandum of Understanding between the Chemung County Property Development Corporation and Arbor Housing and Development was approved as presented with the recommended increase of payment to \$120,000 with a 5% increase each year through August 31, 2027.

525 West First Street: An offer was received for \$125,000 with up to \$5,000 sellers assist with closing costs. The sale of this house will increase the tax base. The land bank doesn't typically purchase a property for \$25,000, therefore there is a loss of \$10,000 on this house. On a motion by J. Roman, seconded by T. Murdock and unanimously carried, the offer of \$125,000 with an allowance of up to \$5,000 sellers assist with closing costs was approved.

Programmatic Review for LBI Grant: The grant was approved. Phase I was all administrative costs which have been disbursed. Phase II has Programmatic Review which was approved and we are now moving on to the Phase II Site Specific Reviews. The first part is for Non-Capital expenses which covers acquisition, site securing and environmental requests. The second part is for capital expenses which will include Site Specific Reviews more specific to the actual construction side of the projects.

216 South Walnut Street: Arbor is waiting on information from the realtor. We would like to get this house listed quickly. Net gain on this house is approximately \$36,598.00.

PARIS Reporting: Mike Krusen is still listed as having access to the PARIS reporting for the land bank. Arbor will update the account to allow board member Joseph Roman access to the Paris reporting system for compliance purposes and review.

Old Business

NYLBA Conference: Any board member interested in attending the NY Land Bank Association conference should register soon. There is no schedule yet.

Condemnation Letters: Arbor met with City of Elmira Code Enforcement to get condemnation letters on 411 South Walnut Street and 1302 Lackawanna Avenue. Code Enforcement cannot do a letter of condemnation for 1006 Oak Street while someone still lives in it. The utilities were supposed to be turned off July 3, 2023.

Rehabilitation Projects

512 Harcourt Drive: The raccoon was evicted, and specs have been completed. Specs will go out for bid.

453 Livingston Street: Specs have been completed and will go out for bid. This property will be high priority for completion in order to allocate HOME/CDBG funds prior to their expiration.

509 Liberty Street: Arbor cut bushes down to see house better. LBI Phase 2 funds will be used for this rehab. Specs are done. SHPO has approved. HCR approval is pending. Arbor must do commitment log. Between HOME, CDBG and HCR funds, our gain on this property is over \$100,000. These three properties will go out to bid at the same time. Cleanout will be done.

610 Falck Street: Eviction notice has been served. They are getting a housing choice voucher from Arbor. Arbor is trying to get them into Gerard Block. The owner is willing to move and pay all costs for mowing, etc. This rehab should be a net gain of over \$100,000.

Demolition Projects

1302 Lackawanna Avenue: Arbor is waiting for HCR approval. Environmentals have been ordered, condemnation letter received and SHPO approval has been requested. Fagan Engineers was at the house. There might be interest in the property.

411 South Walnut Street: Environmentals have been ordered, condemnation letter has been received and SHPO approval has been requested.

1006 Oak Street: Tenant has been served with notice for eviction. They want to buy the property which is not an option. Updates will be provided as Arbor receives them. J. Roman asked what carrying costs would be if we held onto the land. T. Deitrick commented that carrying costs include taxes, insurance, mowing and snow removal. There was discussion on whether to ask Habitat For Humanity if they are

interested. They are more interested in doing a rehab rather than a demo because of the cost of materials. A. Herman commented that she is talking to Habitat to see what their needs are and would like to make them a subrecipient of a grant she may apply for.

Financial Reports

Monthly Reports: Money is coming in from Phase I. Phase II funds were approved but not received yet. As properties are vetted it will bring in money. The balance sheet is in good shape. On a motion by J. Roman, seconded by J. Burin and unanimously carried, the financial report was approved.

Next Meeting: The next meeting will be August 16, 2023 at 9:00 AM.

Adjournment: On a motion by J. Burin, seconded by T. Murdock and unanimously carried, the meeting adjourned at 9:34 AM.

Respectfully submitted,

Mary Rocchi
Recording Secretary