

Chemung County Property Development Corporation
Minutes of the Meeting
October 18, 2023

A meeting of the Chemung County Property Development Corporation convened Wednesday, October 18, 2023 at 9:00 AM in the 5th floor Legislative Chambers, 203 Lake Street, Elmira, New York 14901.

Members present were Kevin Meindl, Emma Miran, Theresa Murdock, Joseph Roman and Thomas Sweet.

Members excused were Dawn Burlew and John Burin.

Also present were Terra Deitrick, Danielle Kenny and Douglas Madison, Arbor Housing; Alison Herman, Chemung County Planning Department and Mary Rocchi, Recording Secretary.

Call to Order/Approval of Minutes: T. Sweet, Chairman, called the meeting to order at 9:00 AM. On a motion by J. Roman, seconded by T. Murdock and unanimously carried, the minutes of the September 20, 2023 meeting were approved.

Old Business

Sexual Harassment Certifications: T. Deitrick reminded the board that she needs copies of their current certificates for PARIS.

Habitat for Humanity: Emily Barrett, Executive Director of Habitat for Humanity has been invited to our November meeting to discuss working with the land bank on housing projects.

Financial Reports

Monthly Reports: D. Kenny reported that two house sales have been budgeted in and are on track to close by year end. Disbursement can be used on acquisition, construction and environmental costs to date. The land bank will either break even or see a small net surplus by year end. PARIS has been updated for the ABO. On a motion by J. Roman, seconded by K. Meindl and unanimously carried, the financial report was approved. J. Roman asked if any of the funds the land bank has could be put into CD's to gain some interest on our funds. D. Kenny will look into CD's.

Properties – Completed Projects

525 West First Street: An offer of \$119,900 came in. Buyer wants seller assist of up the \$7,194 for closing costs. The sale was approved at the last meeting. We should be able to make up closing cost allowance with grant funding. The previous person backed out of the purchase of the property.

216 South Walnut Street: The house was approved for sale for \$140,000 at the last meeting. Offer came in for \$130,000. It is under contract. We should see a net gain of \$35,921. Resolution will need to be signed.

Properties – Rehabilitation Projects

512 Harcourt Drive: Griffin Construction has been awarded the bid. The contract was signed September 12 and construction will begin in November/December. This property will be added to the LBI Phase II grant to alleviate some of the construction costs and get the net gain into a positive.

453 Livingston Street: CNE is well underway with this rehab. The roof has been replaced and siding has been painted. The garage was torn down. CDBG/HOME money was allocated for this home. There was a change order as the boiler had to be replaced. A combination boiler/hot water tank have been installed and the chimney was eliminated. The rehab is about 60% done. Interior painting and remodeling the bathroom still need to be completed. CDBG/HOME funds will be used. The anticipated minimum sale price is \$125,000. D. Kenny asked if the board would approve a listing price today rather than wait until the November meeting. On a motion by T. Murdock, seconded by K. Meindl and unanimously carried, the house located at 453 Livingston Street will be listed for a minimum of \$125,000 pending realtor appraisal of property was approved.

509 Liberty Street: Clean out is complete. CNE has started construction. The interior is mostly painted. Flooring is on site and cabinets have been ordered. The deck was torn off.

Land Bank Changes: D. Kenny commented on the changes in the Land Bank laws that are being considered. The Assembly and Senate are looking into this proposed legislation that would affect land banks. Land banks would have to pay auction price for properties rather than just pay foreclosure taxes. There has to be an established market analysis upon taking ownership of the property. Many contractors cannot afford upfront costs and insurance cost/requirements. Our contractors are limited to just a few. Enterprise has the right to audit any project at any time. The moratorium for New York has not been signed yet. Our land bank could do 5 demos and 5 rehabs per year.

Properties – Demolition Projects

610 Falck Street: There will be an RFP for bids sent out soon. This house was switched from a rehab to a demo after seeing condition of house. SHPO approval has been confirmed and Phase II Environmental Review checklist is in progress for approval. This property has been added to the LBI Phase II demolition list. No one is set to buy this land once house is demolished. Arbor will talk with Habitat for Humanity or BOCES on a possible collaboration to build a new house there. There is another vacant house near this property Arbor is looking into. We would like to put property back into productive reuse if it is a lot that can be built on. There is not enough room for an infill project. K. Meindl commented that there could be transit funding. He will confirm how close to a bus route this property is. HCR and HOME funds could be used as well.

411 South Walnut Street: LCP Group was awarded the demo. Contracts have been signed. LCP is working through permit process. Demolition collaboration between LCP Group, Paradigm and Arbor is in progress.

1302 Lackawanna Avenue: LCP Group was awarded this demo. Contracts have been signed and demolition collaboration between LCP Group, Paradigm and Arbor are in progress. LCP is waiting on waivers on permits.

1006 Oak Street: There is a court date on October 26th at 11:00 AM to evict the tenant. HCR funds will be allocated for acquisition, demo costs and environmental. The tenant was given 30-60 days to vacate property. The house is not in good condition.

New Business

216 South Walnut Street: Resolution was presented for approval of sale of 216 South Walnut Street for \$130,000. E. Miran will sign resolution.

525 West First Street: Resolution was presented for approval of sale of 525 West First Street for \$119,900 with \$7,194 contingency. E. Miran will sign resolution.

Tours: There will be tours of 216 South Walnut Street and 525 West First Street immediately following today's meeting.

Marketing Study: D. Kenny commented that she is going through the market study A. Herman sent to her. A. Herman commented that the plan is a good starting point. This would make us more aggressive with grant funding. Quality infill development is needed in Chemung County. The land bank would like to pursue a strategic plan for housing. D. Kenny will talk with other landbanks to see who they have used for their strategic plans. The plan is about a six month process. A. Herman suggested sending an RFP to Amarach Planning Service, who did this report. M. Rocchi will email study to board.

Adjournment

The next meeting is Wednesday, November 15, 2023 at 9:00 AM, Legislative Chambers. On a motion by J. Roman, seconded by K. Meindl and unanimously carried, the meeting adjourned at 9:39 AM.

Respectfully submitted,

Mary Rocchi
Recording Secretary