

**CHEMUNG COUNTY PROPERTY DEVELOPMENT CORPORATION (CCPDC)**

*Monday, November 13<sup>th</sup>, 2017*

*9:30 a.m.*

*5<sup>th</sup> Floor*

*Hazlett Building*

*Elmira, New York*

**\*\*AGENDA\*\***

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES**

**III. DISCUSSION / ACTION ITEMS - ARBOR**

**A. Forms Review**

**B. Properties Overview**

**C. Property Recommendations**

**D. Disbursement Review**

**E. Next Steps**

- **Environmentals (requirements and Fagan quote)**
- **Work Scope/Specs**
- **Bid Process**
- **Board Contractor Approval/LISC Approval**

**IV. OTHER BUSINESS**

**A. Next Meeting -**

**VI. ADJOURNMENT**

**CHEMUNG COUNTY LAND BANK**

*Monday, December 20th, 2017*

*9:30 a.m.*

*5<sup>th</sup> Floor*

*Hazlett Building*

*Elmira, New York*

**\*\*AGENDA\*\***

**I. CALL TO ORDER**

**II. APPROVAL OF MINUTES**

**III. DISCUSSION / ACTION ITEMS – ARBOR**

- A. Budget / Disbursement / Funds & Wire Transfers**
- B. Insurance**
- C. Property Status / Schedule**
- D. Espri Funds / Future Properties / Property Evaluation Map**
- E. Marketing / Signs and Website**
- F. Forms / Policy's**

**IV. OTHER BUSINESS**

- A. Next Meeting -**

**VI. ADJOURNMENT**