



GREATER MOHAWK VALLEY LAND BANK

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GREATER MOHAWK VALLEY LAND BANK - GMVLB

Minutes from: Thursday, December 5, 2019 @ 1:00 PM

In Attendance: Karl Gustafson – Chairman; Shane Nickle – Director; Judy Pangman – Director; Mark Domenico – Director; John Piseck – Director; Tolga Morawski – Executive Director; John Mazarella – Project Manager; David Darzinski; Jim Bono; Bernie Peplinski; Helen Caloir; David Hunter; Steven

- The documents provided for the meeting were;
 - Agenda
 - GMVLB Profit & Loss 2019 YTD statement
 - GMVLB Balance Sheet 2019YTD
 - 2019 Budget
 - 2020 Admin Budget, Draft rev.2
 - Email to Helene: Grant Disbursements
 - LISC – remaining Grant Plan
 - Portfolio – plan
 - LISC – Site Visit Summary
 - FGU's IMA, 1st amendment with current officials

-Karl Gustafson called the meeting to order @ 1:03 pm

-Pledge of Allegiance

-Introduction of all in attendance

-Adopt Financial Reports – not adopted

Minutes: none presented at this time

Old Business:

Executive and Finance/Audit Committee:

- Meeting & discussions with LISC/Enterprise & NYS OAG – Updates
 - Status of LISC CRI III funding, release of demo funds owed, Helene's game plan to generate a report in the next week or so to share with GMVLB to get "over the bump in the road" to complete the projects and disburse the remaining funds. Steven will be the lead on the report and Helene & David will be reviewing the spreadsheets. We went off the rails a little bit but there is a big vision of the land bank but not happy that the FGU's do not contribute.
 - Karl suggested that Helene attend the January 7th board meeting.
 - BOD participants needed for weekly LISC Calls going forward
 - Klepper, Hahn & Hyatt Structural Engineering bill
- Status of Enterprise CRI IV funding: Admin & Project
- Draft 2020 Admin Budget
 - Admin Budget and Alternate Admin Budget
 - Come back to the January board meeting with refined budget based on "alternate" 2020 plan and make more realistic revenue projections. Mark, what are the next steps? Need a

Debt reconciliation spreadsheet. Have a conversation after the report is produced. Karl and discussed abeyance of other properties not LISC, not Enterprise and 3rd party.

- Project Disposition Spreadsheet
- Treasurer – remove Joe Marino & replace
- Accounting Firm discussion re role going forward

Policies & Procedures/Legal

- Land bank IMA, re-adopt with corrections for minor errors

Hiring/Personnel

- Admin Assistant Position Search Update, next steps? #Vacation time
- #Vacation Time

Space Committee

- Status re 27/29 Ann Street, Little Falls

Disposition Committee

- *Project Disposition Spreadsheet – Updated (Shane & John), motion to approve the recommendations as presented by the PDC was made by John Piseck, seconded by Brian Thomas and carried unanimously.
 - Also discuss small building participation program (Tolga)
- *Property Tax discussion, procedures followed by other land banks
 - Letters to Assessors from Attorney reiterating our exemption
 - Identify taxes assessed in error to be corrected
 - *Pass through valid lag year taxes to purchasers of properties

Project Selection Committee

- City of Rome
 - December 11th Presentation to the Common Council
 - Rome Clean & Green Property, Glesmann House (site visit)
- City of Utica:
 - January 2020 Presentation to the Common Council
 - Building Permit Costs
- Schoharie County:
 - IMA Passed
- Otsego County:
 - 8 Lancaster Street, Cherry Valley, demolition
 - 26 Canadarago Street, Richfield Springs – Exemption Issue – Resolved
 - IMA Passed, FGU Committed to contribution towards Admin Costs
- Herkimer County:
 - Herkimer
 - Trailer Park, 220 Main Road, Town of Herkimer Update (Tolga)
 - NY (Affordable) Housing Conference (NYHC) Community Impact Award
 - Park-of-the-Future Grant Application status
 - Discussion with NYS HCR
 - Water bills, due Nov. 18th ~\$6,000 (discuss meters)
 - Back Taxes ~\$30,000
 - Interim Budget for acquisition and stabilization
 - Zombie 2.0 Grant Status

- Ilion
 - Lester Avenue Properties – Article 19A Status (Tolga)

New Business

- CPC Meeting 12/10, NYS HCR Meeting re small building program 12/16 – Discuss
- NYS SONYMA Meeting re \$20K per property incentive for homebuyers from land banks
- Monday 12/9/19 – call with LISC @ 3:30 pm

-Confirm date and time for next meeting, January 19th, 2019 @ 1PM.

- Motion to adjourn at 2:38 pm to move to Executive Session to discuss Personnel was made by John Piseck, seconded by Shane Nickle and so carried.
- Entered Executive Session @ 2:38 pm by a motion from John Piseck, seconded by Brian Thomas, and so carried.
- Motion to adjourn Executive Session @ 3:15 pm was made by John Piseck, seconded by Brian Thomas and so carried.

Respectively submitted by Janine Thompson