

A regular meeting of the Broome County Land Bank Corporation was convened in public session remotely through Zoom Video Conferencing on Tuesday, November 16, 2021 at 3:30 p.m., local time.

The meeting was called to order by a Director of the Corporation and the following Directors of the Corporation were:

Present: T. Abdelazim, T. Augostini, K. Davis, M. Decker, C. Dziedzic (arrived at 3:36 p.m.),  
A. Martin, M. Sopchak (arrived at 3:38 p.m.)  
Absent: C. Marchuska (informed Executive Director of conflict prior to meeting)  
Staff: J. Haas  
CAP:  
Other: K. Beebe

1. Call to Order: Chairman Martin called the meeting to order at 3:35 p.m.

2. Approval of Minutes: Chairman Martin asked for a motion to approve the minutes from the November 16, 2021 Board Meeting. On a motion by T. Abdelazim, seconded by T. Augostini, motion carried unanimously.

3. Chairman’s Remarks: Chairman Martin mentioned highlights from the previous round of demolition projects that took place recently.

4. Executive Director’s Report and Financial Statement: J. Haas presented updates on the following items:

33 Linden Street Rehabilitation Project: Contractor has completed internal demolition and is ready to begin framing. The feedback from the neighborhood has been fantastic. The day prior, Chairman Martin and J. Haas joined the contractor and invited neighbor JoAnne Hanrahan to take a look at the progress. As always, all Board members are welcome to schedule a day and time with J. Haas to visit the site.

124 Gaylord Street Rehabilitation Project: As discussed at the last meeting, realtor Mike Rizzo is continuing to show the property. J. Haas had conversations with both Board members M. Decker and M. Sopchak about the challenges the Land Bank is facing with selling this home. Both had suggested scheduling an open house among other suggestions as well which J. Haas has contacted Mike Rizzo about.

15 Birch Street Rehabilitation Project: Final clean-out is being completed. General construction is going out to bid.

J. Haas reported on the previous round of demolition projects. The demolition of 3303 NYS Route 79 in the Town of Colesville, 125 Nowlan Road in the Town of Fenton and 179 Main Street in the Town of Kirkwood all went well. J. Haas thanked Gorick Construction and Delta Engineers for working with the Land Bank. The Land Bank is prepared to close-out these projects prior to the end of the year. Gorick will

need to return in April to lay the topsoil and hydroseed on all three lots. J. Haas reminded the Board that the Land Bank did receive interest for adjacent neighbors on two of the three recently demolished properties. She is awaiting an opinion from the Land Bank's legal counsel on whether he believes the Land Bank should sell the properties to the parties while final site work is still pending.

J. Haas briefed the Board on updates related to the 3 King Ave Redevelopment Project. The developer, Bob Chan, has identified two households that he executed leasing agreements with. She reminded the Board that Mr. Chan is required to lease at least one unit to an income qualified tenant and maintain that unit as affordable for a period of 10 years. The tenant's income must be 80% AMI or lower. Both tenants he has chosen to lease to are closer to the 50% AMI "very low income" threshold. The rate of the affordable unit has been adjusted to ensure the monthly payment of rent and utilities does not exceed 30% of the tenants' monthly income per Mr. Chan's agreements with the Land Bank. This project is considered to be closed out. Mr. Chan is required to certify to the Land Bank on an annual basis for the next 10 years that the tenant residing in the affordable unit is income qualified and that the rent has been adjusted to ensure affordability.

J. Haas provided updates on the Land Bank's Community Development Block Grant (CDBG) with Broome County. On today's agenda, the Board will consider a subrecipient agreement between the Land Bank and Broome County. Additionally, the Department of Homes and Community Renewal (HCR) have approved the grant execution documents and have authorized the County to move forward in submitting our joint Environmental Review Record. Earlier in the day, J. Haas emailed a draft version along to the Land Bank and County's assigned Community Developer at HCR for her preliminary review.

J. Haas briefed the Board on updates related to the City of Binghamton's recent announcement of American Rescue Plan Act (ARPA) funds to the Land Bank. She reminded the Board that several weeks earlier the Mayor's Office announced an initiative with the Land Bank to allocate \$2 million in ARPA funds to expand and support the Land Bank's existing Affordable Homes Program. The City is expecting the Land Bank complete 10 to 12 single-family rehabilitation paired with homeownership projects over a two- or three-year period. City Council will be considering a resolution as second-read legislation at tomorrow evening's business meeting. If passed by City Council, the next steps would be to enter into an agreement with the City and establish program expectations on behalf of the City of Binghamton.

J. Haas provided updates on HCR's Legacy Cities ACCESS Program available to Upstate Land Banks. She reminded the Board that the Land Bank issued a Request for Proposals for an MWBE developer or general contractor to partner with on a joint application to the program. The Land Bank also held an open Q&A Zoom meeting at a time most conducive to contractor schedules. Despite positive turn out, the Land Bank did not receive proposals in response to the request issued. Additionally, she approached the developer on 3 King Avenue to gauge Mr. Chan's interest in partnering with the Land Bank on a joint application. He expressed concerns about the buy, renovate, sell model of the program as his projects are buy, renovate, rent models. Additionally, he expressed concerns about the allowable developer's fee. J. Haas expressed to the Board that she was going to approach HCR with an idea to use the funding through the Land Bank's existing Affordable Homes Program with an emphasis on achieving HCR's priorities of MWBE procurement, renovating existing housing stock in disadvantaged communities and marketing the completed properties to first-time homebuyers. The Board agreed that this would be a good path forward.

J. Haas reported to the Board that she met with Hajra Aziz, Executive Director of Southern Door Community Land Trust, formerly Broome Community Land Trust a few weeks ago. She said they had a great conversation about what the Land Bank is doing in the community and what the Land Trust has been up to. She expressed to the Board that it was great getting to know Ms. Aziz's background and how she intends to lead the Land Trust.

J. Haas reported to the Board that the Land Bank's 2022 adopted budget had been uploaded to the Land Bank's website and the Land Bank's ABO report completed. Final ABO reports are due prior to December 31<sup>st</sup>, 2021.

J. Haas closed with the financial report.

5. Public/Community Advisory Panel Comments: Chairman Martin opened the floor for comments. The Board engaged in a dialogue with Broome County Legislator Karen Beebe. Chairman Martin then moved onto the next agenda item.

6. Resolution Authorizing the Executive Director to Enter into a Subrecipient Agreement with Broome County for the Administration of a New York State CDBG Grant for Housing Rehabilitation and Blight Removal Projects (Resolution 2021-24): J. Haas reviewed the attached subrecipient agreement proposed between Broome County and the Land Bank. She expressed that the Land Bank will be responsible for fulfilling all CDBG grant requirements. Currently, the Land Bank is attempting to identify properties to include the program. Additionally, the Land Bank has requested HCR review it's first draft of the required Environmental Review Record. After a brief discussion, Chairman Martin called for a motion to authorize the Executive Director to enter into a subrecipient agreement with Broome County for the administration of a New York State CDBG Grant for housing rehabilitation and blight removal projects. On a motion by M. Sopchak, seconded by T. Abdelazim, motion carried unanimously.

7. Adjournment: Chairman Martin asked for a motion to adjourn. On a motion by C. Dziedzic, seconded by M. Decker, the motion carried unanimously. The meeting adjourned at 4:20 p.m.