

		
Jill Weyer, Chair		Heather Brown
Jacque Leventoff, Vice-Chair		Nancy Buck
Anna Milucky, Treasurer		Vicky Ferguson
Julian Dawson, Secretary		Susan Harte
		Matthew McPhillips
		George Nikolados
		Nicholas Salamone

## Board Meeting Minutes September 26<sup>th</sup>, 2024

**Board Members:**

**In Attendance:** Jill Weyer, Julian Dawson, Heather Brown, Nancy Buck, Vicky Ferguson, Susan Harte, Matthew McPhillips

**On ZOOM:** Anna Milucky

**Absent:** Jacque Leventoff, George Nikolados, Nicholas Salamone

**Others Present:** Faith Moore, Symone-Jewel Quinones, Gabriella Nolan

**I. Call to Order / Roll Call**

The meeting was called to order at 9:07 AM.

**II. Approval of Bills to Pay**

A motion was made by Heather Brown, seconded by Matthew McPhillips, all present approved the bills.

**III. Approval of Minutes**

A motion was made by Nancy Buck, seconded by Vicky Ferguson, all present approved the minutes of September 26<sup>th</sup>, 2024 Meeting.

**IV. Discussion / Presentations**

1. **Introduction:** New Employee Symone-Jewel Quinones, Office Manager for Rural Sullivan Housing Inc. / Sullivan County Landbank. Her Primary function will be to handle most of the day-to-day duties for Sullivan County Landbank as well as answering emails and calls at the office.
2. **New Dates for November and December:** A discussion was had to cancel November's meeting due to upcoming holidays. Decision has been made that December's meeting be on Tuesday, December 3<sup>rd</sup>, 2024, at 9:00 AM. A discussion was had that if anything should arise, needing another meeting can be discussed for later date in December or early January.
3. **2024 Standing A&D Monthly Meetings:** Jill Weyer provided an update indicating meetings were scheduled for Tuesdays prior to Monthly Board Meetings. Meetings

are on reoccurring schedule to discuss properties and how to move forward, when presented to the Board there is information to present.

4. **Update on Demos:** Faith Moore provided an update indicting demos are completed, invoiced and checks have been signed. Some clean up still being done at 557, once all cleared check will be disbursed. Total cost for Zuke's Excavating, LLC. was \$168,000.00. Environmental testing "air quality monitoring" completed, total cost was \$15,000.00, totality within budget.
5. **Property Sales (A&D Committee):** Faith Moore provided an update indicating that the 4 applicants for 91 Chestnut Steet, Liberty NY 12754 were asked to create a ten-minute presentation "including questions and answering" to the entire Board on October 9<sup>th</sup>, 2024 "in person" at 2:00 PM regarding their overall plan with the property. They must also be prepared to show proof of funds and funding sources. One applicant wants to turn the property into a school, second applicant wants to turn the property into a boutique hotel, third applicant wants to turn the property into apartments and the fourth applicant wants to turn the property into single family permanent home.

Faith Moore discussed 1 applicant for 85 High Street, Monticello NY 12701, indicating we're in the process of determining if the application is thoroughly completed. 1 Applicant for Broadway Theatre on Broadway, Monticello NY 12701 indicting they'd like to turn building into year-round Bowling Alley for the Community, we're in the process of determining if the application is thoroughly completed. 43 High Street, Monticello NY 12701 approved for sale, currently under contract awaiting revised documents from Attorney Rachel Rosenwasser. State Route 55 Property in Bethel NY currently under contract, awaiting revised documents from Attorney Rachel Rosenwasser. Rachel is currently unavailable due to family personal matters, giving grace and Jill Weyer will contact J&G on Monday for updates with all requests.

Faith Moore initiated discussion on applying for funding to assist with building more single-family homes. Discussed with A&D Committee during Tuesday's Meeting which two properties to identify "Balley Commons and 577". Requested that the Board also consider not selling properties until applications are submitted.

## V. **Resolutions**

### 1. **LBI Phase One Year Three Applications:**

A motion was made by Heather Brown, seconded by Matthew McPhillips to authorize the grant application for LBI Phase One Year Three, all present approved.

### 2. **Monticello Manor**

A motion was made by Vicky Ferguson, seconded by Nancy Buck, all present approved the MOU signing.

### 3. **RUPCO, Inc "Broadway"**

A motion was made by Heather Brown, seconded by Julian Dawson, all present approved the formalized agreement for "Strong Building and Key bank Building".

A discussion was had regarding the Black Library during the renovation period. They will have to temporarily move business while construction is being completed. They must also place electricity in their “tenants” name, RUPCO will no longer be responsible to pay the electric bill. Lease will be drawn, for 12month period and back dated to May 2024. Tenants will be responsible to pay monthly rent ad well as back owed rent starting May 2024.

**4. Redevelopment**

A motion was made by Susan Harte, seconded by Matthew McPhillips, all present approved.

**5. Contract Services – RUPCO**

A motion was made by Susan Harte, seconded by Matthew McPhillips, all present approved.

**6. Miscellaneous**

Jill Weyer discussed submitting a letter for support for Adam Bosch “Pattern for Project” as the Sullivan County Land bank for Housing Trust Fund. A motion was made by Matthew McPhillips, second by Julian Dawson. Heather Brown recused from vote, all present approved with one recusal.

Presentation needed for October 10<sup>th</sup>, 2024 @ 9:30 AM, Jill Weyer will present.

Jill Weyer discussed Restoration Church requesting to make improvement to the parking lot. Also mentioned US Post Office uses parking lot during the week.

**VI. Public Comment**

No public were present

**VII. Adjournment**

The meeting was adjourned at 10:08 AM, a motion made by Heather Brown, seconded by Matthew McPhillips, all present approved.



## September 2024 Resolutions

### **RESOLUTION OF THE BOARD OF DIRECTORS OF SULLIVAN COUNTY LAND BANK CORPORATION**

#### **AUTHORIZING THE EXECUTION OF A PURCHASE AND SALE AGREEMENT FOR 15 HIGH STREET, VILLAGE OF MONTICELLO, NEW YORK**

WHEREAS, the Sullivan County Land Bank Corporation (the "Land Bank") is a New York not-for-profit corporation organized to foster the redevelopment of vacant, abandoned, and tax-delinquent properties in Sullivan County, New York; and

WHEREAS, the Land Bank is the owner of real property located at 15 High Street, Village of Monticello, Sullivan County, New York (the "Premises"), which is further identified as Section 107, Block 1, Lot 11.1 on the tax map of Sullivan County; and

WHEREAS, the Land Bank has negotiated a Purchase and Sale Agreement (the "Agreement") with Manor Lofts JV, LLC, a New York limited liability company (the "Purchaser"), for the sale of the Premises, whereby the Purchaser intends to develop and construct a mixed-income housing project (the "Project") on the Premises, as described in the Purchaser's Response to the Land Bank's Request for Expressions of Interest for the Redevelopment of Monticello Manor dated June 10, 2019; and

WHEREAS, the Board of Directors of the Land Bank has reviewed the terms and conditions of the Agreement, including the proposed purchase price of \$100,000.00 and the obligations of the Purchaser related to development of the Premises, including compliance with affordability covenants and the completion of the Project in accordance with applicable laws and approvals;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Land Bank hereby approves the terms and conditions of the Agreement, and authorizes the Executive Director of the Land Bank, or her designee, to execute the Agreement and any and all documents necessary to effectuate the sale of the Premises to the Purchaser in accordance with the terms set forth therein; and

BE IT FURTHER RESOLVED, that the Board of Directors hereby authorizes the Executive Director, or her designee, to take all necessary actions to ensure the completion of the sale and transfer of the Premises, including the execution of any required regulatory agreements and the compliance with all terms of the Agreement; and

BE IT FURTHER RESOLVED, that the Board of Directors of the Land Bank authorizes the filing of any required documents with the appropriate governmental authorities to facilitate the closing of the sale.

**RESOLUTION OF THE BOARD OF DIRECTORS OF SULLIVAN COUNTY LAND BANK CORPORATION**

**AUTHORIZING THE EXECUTION OF AN ADDENDUM TO THE MEMORANDUM OF UNDERSTANDING WITH RUPCO, INC.**

WHEREAS, the Sullivan County Land Bank Corporation (the "Land Bank") is a New York not-for-profit corporation organized to promote neighborhood revitalization, including the redevelopment of vacant and abandoned properties within Sullivan County; and

WHEREAS, the Land Bank and RUPCO, Inc. ("RUPCO") previously entered into a Memorandum of Understanding dated October 29, 2020 (the "MOU") to collaborate on the redevelopment of certain unoccupied historic, mixed-use properties along the Broadway Corridor in the Village of Monticello into affordable apartments and commercial space (the "Project"); and

WHEREAS, RUPCO has identified 418 Broadway and 430 Broadway in Monticello, NY as suitable properties for redevelopment into 16 affordable apartments and ground floor retail space, utilizing Federal and New York State Historic Tax Credits (the "HTC"); and

WHEREAS, the Land Bank and RUPCO have further identified 7 Bank Street, Monticello, NY as an additional property suitable for redevelopment as parking facilities to support the Historic Properties; and

WHEREAS, the Parties have negotiated an Addendum to the MOU (the "Addendum") to include the new property and further outline financial contributions toward the redevelopment, including approximately \$653,031 from the Enterprise Community Revitalization Initiative grant and \$1,700,000 from the Land Bank Initiative grant to be provided by the Land Bank; and

WHEREAS, the Board of Directors of the Land Bank has reviewed the terms of the Addendum and believes it is in the best interests of the Land Bank to proceed with the collaborative redevelopment of these properties as set forth in the Addendum;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Land Bank hereby approves the terms and conditions of the Addendum, and authorizes the Executive Director of the Land Bank, or her designee, to execute the Addendum and any and all documents necessary to effectuate the terms of the Addendum, including the allocation of funds as specified therein; and

BE IT FURTHER RESOLVED, that the Board of Directors authorizes the Executive Director, or her designee, to take all necessary actions to ensure compliance with the terms of the Addendum, including the coordination with RUPCO and relevant grant funders to facilitate the redevelopment of the Historic Properties.

**RESOLUTION OF THE BOARD OF DIRECTORS OF SULLIVAN COUNTY LAND BANK CORPORATION**

**AUTHORIZING THE ACCEPTANCE AND ALLOCATION OF \$200,000 IN PHASE 1 YEAR 3 FUNDING FROM THE LAND BANK INITIATIVE (LBI)**

WHEREAS, the Sullivan County Land Bank Corporation (the "Land Bank") is a New York not-for-profit corporation established to support the redevelopment of vacant, abandoned, and tax-delinquent properties within Sullivan County; and

WHEREAS, the Land Bank has participated in the New York State Land Bank Initiative (the "LBI"), which provides funding to assist in the acquisition, rehabilitation, and redevelopment of properties for community revitalization purposes; and

WHEREAS, the Land Bank has been awarded \$200,000 in Phase 1 Year 3 funding under the LBI, which is intended to support specific activities and initiatives aligned with the Land Bank's mission and objectives for this phase; and

WHEREAS, the Board of Directors has reviewed the budget and allocation plan for the \$200,000 funding, which includes the following charges:

- Property Acquisition: \$80,000 to be allocated toward the acquisition of vacant and abandoned properties in targeted areas within Sullivan County.
- Rehabilitation & Stabilization: \$70,000 to be allocated for the stabilization and rehabilitation of properties to ensure they meet code compliance and are suitable for future sale or redevelopment.
- Demolition & Site Prep: \$30,000 to be allocated for the demolition of unsafe or blighted structures and the preparation of vacant lots for redevelopment.
- Community Outreach & Marketing: \$10,000 to be allocated for outreach activities, including public workshops, community engagement initiatives, and marketing efforts to attract potential buyers and developers.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Land Bank hereby accepts the \$200,000 in Phase 1 Year 3 funding from the Land Bank Initiative and authorizes the Executive Director, or her designee, to execute all necessary agreements and documents to secure and allocate the funds as detailed in the approved budget; and

BE IT FURTHER RESOLVED, that the Executive Director, or her designee, is hereby authorized to implement the approved budget, including property acquisitions, rehabilitation, stabilization, demolition, site preparation, and community outreach activities, and to report to the Board on the progress and use of the funds as required.