

**Monroe County Land Bank Corporation
Meeting Minutes, March 11, 2026**

A meeting of the Monroe County Land Bank Corporation was held on Wednesday, March 11, 2026 at 3:30 p.m. in person, via Zoom, and live streamed on YouTube.

Members Present: Deborah Campanella, Majority Appointment (joined 3:36); Jennifer Cesario, Monroe County Director of Finance (ex-officio); Amy Grande, Monroe County Real Property Director (ex-officio); Ana Liss, Monroe County Director of Planning and Development (ex-officio); Orlando Ortiz, County Executive Appointment; Kevin Purcell, Minority Appointment

Members Excused: Thalia Wright

Alternates Present: None

Others Present: David Grek, Director, EFPR (via zoom); Kim Archie, citizen (via zoom); Bridget Cook, Deputy County Attorney; Chanh Quach, Community Development Manager; Clifton Manhertz, Real Estate Specialist; Patrick Gooch, Sr. Associate Planner; Sea Sigal, Compliance and Grant Specialist; Grace Sherburne, Planner II; Lisa Huntoon, Planning Clerk

Chairperson Purcell called the meeting to order at 3:32 p.m.

Chairperson Purcell noted there is an item we would like to add to the agenda near the end of the meeting to discuss advocacy letters and made a motion to add it.

Motion: Chairperson Purcell **Seconded:** A. Grande **Vote:** Motion Approved

Approval of the February 11, 2026 Meeting Minutes

Motion: J. Cesario **Seconded:** O. Ortiz **Vote:** Motion Approved

Announcements and Communications

- P. Gooch provided some information for the advocacy letters to be discussed later in the meeting. The NY Land Bank Association has reached out to its members to ask if all could provide advocacy letters to their state representatives as some of the land bank funding may not be included in the 2027 state budget.

Introduction to EFPR and Audit Report - Dave Grek

Mr. Grek will be our primary contact at EFPR for MCLBC's audit needs. He joined the meeting on zoom to present the initial audit for the Monroe County Land Bank for the year ended December 31, 2025. The Land Bank will be issued clean, unmodified opinions on the basic financial statements and investment compliance. There were no instances of non-compliance. Chairperson Purcell asked for a motion to accept the results of the Audit Report.

Motion: A. Liss **Seconded:** D. Campanella **Vote:** Motion Approved

Treasurer's Report

A. Grande presented the Treasurer's Report for February 1 -28, 2026. The opening balance was \$18,946.72 and activity consisted of payroll, meeting notice fees and reimbursement expenses for total withdrawals in the amount of \$11,408.97 and an ending balance of \$7,537.75.

Payment Authorizations

There was one payment authorization for EFPR in the amount of \$7,000 for independent PARIS reporting. Chairperson Purcell asked for a motion to approve the payment as the amount is over the Board's \$5,000 threshold for approval.

Motion: O. Ortiz

Seconded: D. Campanella

Vote: Motion Approved.

Board Elections for 2026

- 1) **Nominations for Chairperson:** Chairperson Purcell opened nominations for Chairperson. A. Liss nominated Kevin Purcell; O. Ortiz seconded the nomination. As there were no other nominations, Chairperson Purcell asked for a motion to close the nominations. J. Cesario made a motion to close the Chairperson nominations; O. Ortiz seconded the closure. A. Liss made a motion to name Kevin Purcell to be Chairperson of the Monroe County Land Bank Corporation for the year 2026 for a term of one (1) year; O. Ortiz seconded the motion. The motion was unanimously approved.
- 2) **Nominations for Vice Chairperson:** Chairperson Purcell opened nominations for Vice Chair. Chairperson Purcell nominated Ana Liss; J. Cesario seconded the nomination. As there were no other nominations, Chairperson Purcell asked for a motion to close the nominations. D. Campanella made a motion to close the Vice Chair nominations; A. Grande seconded the closure. Chairperson Purcell motioned to name Ana Liss to be Vice Chair of the Monroe County Land Bank Corporation for the year 2026 for a term of one (1) year; A. Grande seconded the motion. The motion was unanimously approved.
- 3) **Nominations for Treasurer:** Chairperson Purcell opened nominations for Treasurer. D. Campanella nominated A. Grande; Chairperson Purcell seconded the nomination. As there were no other nominations, Chairperson Purcell asked for a motion to close the nominations. A. Liss made a motion to close the Treasurer nominations; J. Cesario seconded the closure. A. Liss motioned to name Amy Grande to be Treasurer of the Monroe County Land Bank Corporation for the year 2026 for a term of one (1) year; D. Campanella seconded the motion. The motion was unanimously approved.
- 4) **Nominations for Secretary:** Chairperson Purcell opened nominations for Secretary. A. Liss nominated Orlando Ortiz; A. Grande seconded the nomination. As there were no other nominations, Chairperson Purcell asked for a motion to close the nominations. A. Liss made a motion to close the Secretary nominations; J. Cesario seconded the closure. A. Grande motioned to name Orlando Ortiz to be Secretary of the Monroe County Land Bank Corporation for the year 2026 for a term of one (1) year; A. Liss seconded the motion. The motion was unanimously approved.

Property Update

P. Gooch stated we are waiting on Insurance quotes from our insurance carrier. Paperwork was submitted to them prior to the Land Bank acquiring the properties. There are some rough quotes but currently waiting to hear back from them.

Accounting Services

P. Gooch shared information regarding quotes from potential accounting services. All quotes received were higher than the Land Bank's budget, however the search has now been narrowed to two firms. Those two quotes are still slightly higher than our budget and therefore we may need to amend the 2026 annual budget based on total cost once an agreement has been signed. The revised quote we received from The Bonadio Group reflects they have reduced their price as well as their services. There would be a change in the software they would be using with us and would also streamline workflow with fewer touchpoints. ProNexus, an outsourced accounting services (OAS) firm rather than a traditional accounting firm, also provided a quote near our budget. They would provide a set number of hours for audit preparation including controller time. Based on the Board's discussion they chose to move forward with The Bonadio Group.

Motion: D. Campanella

Seconded: O. Ortiz

Vote: Motion Approved.

RFP/RFQ Updates

- Modular Home RFP

P. Gooch noted response summaries were sent out via email and in their printed packets. Also included was a comparison of the responses which contain total development costs of the three development sites. Discussion took place while reviewing the comparisons.

D. Campanella suggested the Board back into the vote regarding the Modular Home RFP and discuss the other RFPs & RFQs on the agenda today with the thought it may inform the board's decision on the Modular Home RFP. Members agreed.

- Appraisals RFQ

The Board discussed the Appraisals RFQ. D. Campanella stated she had familiarity with Rynne, Murphy & Associates, citing a great reputation in the community, low cost that works within the Land Bank's budget, and a good timeframe for completion. It was noted they are also a local firm which may partly explain the lower fee. Chairperson Purcell called for a vote to move forward with Rynne, Murphy & Associates, Inc. for the Appraisals RFQ.

Motion: D. Campanella

Seconded: A. Liss

Vote: Motion Approved.

- Surveying RFQ

There was one proposal received for the Surveying RFP, O'Neill-Rodak Land Surveying. All Board members were in agreement to move forward with this firm. Chairperson Purcell called for a motion to accept the quote from O'Neill-Rodak Land Surveying for the Surveying RFQ.

Motion: A. Grande

Seconded: D. Campanella

Vote: Motion Approved.

- Demolition RFP

D. Campanella shared that she had reviewed the information and made a motion to move forward with L&S Excavating. She noted she did not have any knowledge of the company previously but thought the submission was thorough. It provided licensing and insurance information, the schedule and the cost look good, and they have experience with land banks. Additionally, they included air monitoring days and information on the subcontractor. Overall, the bid looked very transparent. O. Ortiz voiced his concern that the cost seemed very low compared to the other quotes received and if there a possibility of price creep. P. Gooch shared similar concerns

