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**Monroe County Land Bank Corporation  
Meeting Minutes, May 13, 2026**

A meeting of the Monroe County Land Bank Corporation was held on Wednesday, May 13, 2026 at 3:30 p.m. in person, via Zoom, and live streamed on YouTube.

Members Present: Deborah Campanella, Majority Appointment (joined 3:37); 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: Clifton Manhertz, Real Estate Specialist

Others Present: Bridget Cook, Deputy County Attorney; Jeff Albanese, Deputy County Attorney; Patrick Gooch, Sr. Associate Planner; Sea Sigal, Compliance and Grant Specialist; Lisa Huntoon, Planning Clerk

Chairperson Purcell called the meeting to order at 3:34 p.m.

**Approval of the April 8, 2026 Meeting Minutes**

**Motion:** A. Grande

**Seconded:** A. Liss

**Vote:** Motion Approved

**Announcements and Communications**

- A. Liss shared that the State of the County (SOTC) is coming up on June 4, 2026 at the Seneca Park Zoo at 2:00 p.m. The Land Bank is expected to be featured as part of the presentation.
- P. Gooch stated the Land Bank has been receiving an increase in calls to the Land Bank. Some are regarding current properties the MCLBC is working on and others are problem properties in their neighborhoods.

**2026 Budget Amendment**

P. Gooch explained that after making an audit payment of \$7,000, we believed there was an excess of \$3,000 in the audit line and moved it, with the Board's approval, to the accounting line where it was needed. We then received an invoice for \$1,500 from our auditor, EFPR, representing the final 20% balance due for work completed. Therefore, an adjustment needs to be made to return \$1,500 of those funds back to audit.

Motion to amend the 2026 Budget as proposed. To move \$1,500 from the accounting line to the audit line. There was no change to the budget total.

**Motion:** D. Campanella

**Seconded:** O. Ortiz

**Vote:** Motion Approved

### **Treasurer's Report**

A. Grande presented the Treasurer's Report for April 1 - 30, 2026. The opening balance was \$537.75. There were deposits of \$16,654.93 and \$501.08. Total expense withdrawals in the amount of \$10,012.16 resulting in an ending balance of \$7,681.60.

### **Travel Authorization**

Chair Purcell noted P. Gooch will be attending the New York State Land Bank Association symposium in Geneva, NY on June 9<sup>th</sup> for Land Bank leaders across the state. The MCLBC Travel and Discretionary Funds Policy requires that all official travel above \$50 be pre-authorized by the Chairperson of the Finance Committee, Amy Grande. This does not need to be approved by the board although this information was shared as a courtesy. The costs will be for travel only and will be approximately \$65.00.

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### **5 Beechwood Drive – Property Acquisition**

Chair Purcell explained this property in Gates is again available for consideration of the MCLBC, after a bidder in last year's auction did not ultimately close on it. It does carry approximately \$54,000 in back taxes. P. Gooch shared that it is a good lot with a condemned structure that will need to come down. Information was shared which included estimated carrying costs, acquisition costs and demo costs to give the board an idea of initial investment costs.

Chairperson Purcell asked for a motion to acquire the property located at 5 Beechwood Drive in the Town of Gates.

**Motion:** A. Liss

**Seconded:** D. Campanella

**Vote:** Motion Approved

### **Updates**

- **Funding:** An ARPA funding advance has been approved by the County. This allows the Land Bank to reduce its reliance on reimbursement-based payments. The ARPA policies have been reviewed, and we are now waiting for the advance to be authorized.
- **Professional Services:** Contracts with Cook Properties and L&S Excavating are completed. They are moving forward with their scopes of work.
- **Property Updates:**
  - **16 Swansea Park** – Eliminated the garage to meet zoning requirements. The variance process could significantly delay the project, jeopardizing our ability to meet the deadline. This will still be an approximately 1,300 sq. ft. house. There is discussion about adding a shed as the storage would be needed for the occupant. The new owner could apply for variance to add a garage in the future. A change order for tree removal is needed. There is a silver maple tree along the neighbor's fence that may potentially be a problem in the future and may need to be removed.
  - **139 Renouf** – Still anticipating an approximately 1,300 sq. ft. house and single car garage as was initially proposed. There is an oak tree that appears to be dead which likely has to be removed and is included in the change order for tree removal along with one at Swansea.
  - **1504 English Road** – Still expected to be a 1,493 sq. ft house with a single car garage. There are additional challenges to the utilities, including a sewer lateral and directional bore under English Road that has to be reviewed and may require a change order soon.

Cook Properties has been working with the respective towns and submitted basic site plans for review and to confirm they have met all of the zoning parameters. Once cleared, they will submit final applications.

- **Marketing:**
  - Good neighbor letters were sent to homes around each property to inform them of what to expect with the added activity and planned work hours. The letters also provided general information on the Land Bank and contact information.
  - Cease & desist letters were sent to request removal of a car parked at 16 Swansea. They were successfully removed without issue.
  - Currently, lawn signs are posted at Renouf and Swansea. English Road will also be posted in the future.

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#### **Other Business**

- Bridget Cook introduced new Monroe County Law Department employee Jeff Albanese. He will be working with Real Property and may be involved with various aspects related to the Land Bank going forward. Welcome Jeff!

#### **Next Scheduled Meeting**

Wednesday, June 10, 2026 at 3:30 p.m.

#### **Adjournment**

**Motion:** O. Ortiz

**Seconded:** A. Grande

**Adjournment:** 4:27 p.m.