

**Monroe County Land Bank Corporation
Meeting Minutes, July 8, 2026**

A meeting of the Monroe County Land Bank Corporation was held on Wednesday, July 8, 2026 at 3:30 p.m. in person, via Zoom, and live streamed on YouTube.

Members Present: 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); Kevin Purcell, Minority Appointment; Thalia Wright, Monroe County Commissioner of Human Services (ex-officio)

Members Excused: Deborah Campanella, Orlando Ortiz

Alternates Present: Clifton Manhertz, Real Estate Specialist; Chanh Quach, Community Development Manager;

Others Present: Bridget Cook, Deputy County Attorney; Jeff Albanese, Deputy County Attorney; Sea Sigal, Compliance and Grant Specialist; Grace Sherburne, Planner II; Lisa Huntoon, Planning Clerk

1. Call to Order

Chairperson Purcell called the meeting to order at 3:35 p.m.

2. Approval of the June 8, 2026 Meeting Minutes

A motion to approve the minutes was made by A. Grande and seconded by J. Cesario. The motion was passed unanimously.

3. Announcements and Communications

- G. Sherburn shared that adjoiner letters were sent out to adjacent neighbors for 1504 English Road. Responses are due by July 30, 2026.
- Board members were asked about availability for the August 12 meeting for quorum purposes.

4. 5 Beechwood Drive

- The MCLBC received a condemnation letter from the Town of Gates. P. Gooch responded and explained the land bank's next steps.
- RG&E termination was scheduled for July 2, however that has yet to be completed.
- Good neighbor letters were mailed at the beginning of July.
- Sent notice to proceed to L&S for demolition.

5. Treasurer's Report

A. Grande presented the Treasurer's Report for June 1 - 30, 2026. The opening balance was \$305,229.27. There was a deposit of \$13.59 and there were expense withdrawals in the amount of \$27,127.36, resulting in an ending balance of \$278,115.50.

6. Payment Authorization

A. Grande stated she is requesting authorization for payment to Cook Properties. The payment request is comprised of two-line items, 30% deposit of the modular homes for each site which accounts for 90% of the payment and the remainder is related to site work. The amount is \$147,037.60 and requires Board approval

because it is over the \$5,000 threshold. A motion to approve the payment was made by A. Liss and seconded by J. Cesario. The motion was passed unanimously.

7. Other Business

- G. Sherburn explained she and P. Gooch spoke with Lewis County, New York which is in process of starting their own Land Bank.
- A. Liss shared that RBJ ran a story in today's Journal about Cook Properties and highlighted work they are doing with the City of Rochester Land Bank.

8. Next Scheduled Meeting

Wednesday, August 12, 2026 at 3:30 p.m.

9. Adjournment

A motion to adjourn the meeting was made by A. Grande and seconded by A. Liss. The motion was passed unanimously and the meeting adjourned at 3:44 p.m.