

**Monroe County Land Bank Corporation
Meeting Minutes, August 12 2026**

A meeting of the Monroe County Land Bank Corporation was held on Wednesday, August 12, 2026 at 3:30 p.m. in person, via Zoom, and live streamed on YouTube.

Members Present: Deborah Campanella, Majority Appointment (joined 3:48); 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

Members Excused: Orlando Ortiz, Thalia Wright

Alternates Present: Chanh Quach, Community Development Manager

Others Present: Bridget Cook, Deputy County Attorney; Jamie Raimondi, Sr. Real Estate Paralegal; Patrick Gooch, Sr. Associate Planner; 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 3:46 p.m.

2. Approval of the July 8, 2026 Meeting Minutes

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

3. Announcements and Communications

- P. Gooch shared that Finance Committee members: Chairperson A. Grande, K. Purcell and J. Cesario, will need to meet soon and will receive scheduling details shortly. The 2027 budget is due to New York State by November 1, 2026 and therefore should be approved no later than the Board's October meeting.

4. Project Updates

- 5 Beechwood Drive
Demo has not begun yet, permits should be approved this week or next, however tree work has been conducted. This property will have a garage. Utility termination by RG&E has been completed but did take several weeks to complete.
- 139 Renouf
Excavation work is ongoing, concrete form work should be completed in a week or soon thereafter, utility work should also be starting this week. Once the prep work is completed the house is ready to be shipped.
- 16 Swansea
Excavation has begun, gravel has been laid and will likely start setting up utilities the following week. This house is similar to Renouf and is also close to being ready to ship. The concrete pad should be poured for the shed soon

5. Acquisition and Disposition Committee

A proposal was made to create an Acquisition and Disposition Committee for the MCLBC. The purpose is to create defined processes for acquiring and selling properties of the Land Bank which is guided by the Land Bank's existing policies and develops others as needed.

A motion to approve the formation of an Acquisition and Disposition Committee was made by A. Grande and seconded by A. Liss. The motion was passed unanimously.

Chairperson Purcell opened nominations for committee members. A. Liss nominated Deborah Campanella; Chair Purcell seconded the nomination. Chair Purcell nominated Orlando Ortiz; D. Campanella seconded the nomination. D. Campanella nominated Amy Grande; Chair Purcell seconded the nomination. Additionally, Chair Purcell nominated Ana Liss as an alternate to the committee; D. Campanella seconded the alternate nomination. Chair Purcell called for a motion to close the nominations. As there were no other nominations, A. Liss made a motion to close the committee member nominations; D. Campanella seconded the closure. The motion was passed unanimously.

Chair Purcell moved a motion for a group vote of the Acquisition and Disposition committee members; Deborah Campanella, Orlando Ortiz, Amy Grande and Ana Liss as an alternate; J. Cesario seconded the nomination. The motion was passed unanimously.

Chairperson Purcell opened nominations for a Committee Chairperson. Chair Purcell made a motion to name Deborah Campanella to be Chair of the Monroe County Land Bank Corporation's Acquisition and Disposition Committee. A. Grande seconded the motion. The motion was unanimously approved.

Information regarding the committee and next steps were provided to the new committee members.

6. Predevelopment and Technical Assistance Grant Application Authorization

Information was provided to board members regarding a grant opportunity. P. Gooch shared in July, New York State Homes and Community Renewal ("HCR") released a request for applications for land bank funding for predevelopment and technical assistance up to \$50,000. If the MCLBC is awarded funding, we will be able to conduct a feasibility study and engineering work on known locations and a limited number of undetermined locations. This funding opportunity is designed to allow land banks to be ready for a capital grant application that would result in development of additional units. A local match is not required and applications are due September 4, 2026. A motion to approve submission and authorize Chairperson Purcell to sign documents to submit an application was made by A. Grande and seconded by A. Liss. The motion was passed unanimously.

7. Treasurer's Report

A. Grande presented the Treasurer's Report for July 1 - 31, 2026. The opening balance was \$278,115.50. There were deposits of \$30,568.74 and there were expense withdrawals in the amount of \$153,144.04, resulting in an ending balance of \$155,540.20.

8. Payment Authorization

Chairperson Purcell stated there were two invoices requiring Board approval as they exceed \$5,000. The first invoice is for professional service hours in the amount is \$9,010.00. A motion to approve the payment was made by A. Grande and seconded by J. Cesario. The motion was passed unanimously. The second invoice is for Cook Properties for ongoing construction work in the amount of \$38,588.19. A motion to approve the payment was made by D. Campanella and seconded by A. Liss. The motion was passed unanimously.

9. Other Business

None

10. Next Scheduled Meeting

Wednesday, September 9, 2026 at 3:30 p.m.

11. Adjournment

A motion to adjourn the meeting was made by J. Cesario and seconded by D. Campanella. The motion was passed unanimously and the meeting adjourned at 4:16 p.m.

Final