MONROE COUNTY LAND BANK CORPORATION

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Monroe County Land Bank Corporation
Acquisition & Disposition Committee
Meeting Minutes, August 25, 2026

A meeting of the Monroe County Land Bank Corporation Acquisition and Disposition Committee was held on Tuesday, August 25, 2026 at 4:00 p.m. in person.

Members Present: Deborah Campanella, Committee Chair; Amy Grande; Orlando Ortiz

Alternates Present: None

Others Present: Patrick Gooch, Sr. Associate Planner; Sea Sigal, Compliance and Grant Specialist; Grace Sherburne, Planner II

1. **Call to Order**
   Chairperson Campanella called the meeting to order at approximately 4:00 p.m.

2. **Cross-Modular Home Sales**
   Discussion ensued regarding the target AMI range. Committee members reviewed the advantages and disadvantages for three potential scenarios as well as AMI household size and income data presented. The Committee recommends the MCLBC target a buyer pool with an AMI of 120% for disposition of MCLBC properties as it includes a larger pool of buyers, addresses a gap in the existing marketplace for buyers who are not currently able to access homes in Monroe County, and requires a lower subsidy from the MCLBC per home.

   - A motion to target purchasers at 120% of the Area Median Income (AMI) was offered by O. Ortiz and seconded by A. Grande. The motion was passed unanimously.

   The Committee discussed the advantages and disadvantages of engaging real estate professionals. The Committee recommends partnering with Pathstone to access their existing buyer pool and also to vet potential buyers. The Committee determined more information is needed about Pathstone's fee involved in verifying applicant income.

   - A motion to explore working with The Housing Council at PathStone was made by D. Campanella and seconded by A. Grande. O. Ortiz abstained due to a potential conflict of interest. The motion was passed.

3. **1504 English Road – Property Disposition**
   Discussion ensued about this location regarding determining the sale process inclusive of competitive listing, listing price, and open bid, conditions/expectations of purchaser, and approach for publicizing the property.

   - The topic was discussed, but no action was taken.

4. **Acquisition and Disposition Process**
   The Committee recommends partnering with Pathstone for the disposition of all property and when considering all buyers, including access to potential buyers and vetting buyer qualifications to ensure a consistent buyer review process. It is recommended that the MCLBC utilize an application developed per the

guidance provided in Schedule A of the MCLBC Disposition of Real and Personal Property Application Process. The Committee recommended updates to the Application, separating out corporate type from individual type qualification requirements.

- The topic was discussed, but no action was taken.

5. Adjournment

Meeting adjourned at approximately 5:30 pm.

FINAL