

BUFFALO ERIE NIAGARA LAND IMPROVEMENT CORPORATION

BOARD OF DIRECTORS MEETING MINUTES

July 21, 2016 – 11:00 AM
Edward A. Rath County Office Building
95 Franklin Street, Room 1004
Buffalo, New York 14202

Call to Order by Brendan Mehaffy, Chair

ATTENDANCE:

Board Members Present: Brendan Mehaffy, Joseph Hogenkamp, , Timothy Ball, Donna J. Estrich, James Comerford Jr., Michael Siragusa

Board Members Excused: Joseph L. Maciejewski, Frank E. Krakowski, Christopher J. Schoepflin, Thomas Hersey, OJ McFoy

Fiscal Agent Present: Robert Keating

BENLIC Counsel Present: Martin Polowy

Executive Director: Jocelyn Gordon

Assistant Program Coordinator: Alex Carducci

Guests: Sheldon Anderson, NYS Assembly; Nate Neuman, BURA

HAND OUTS:

Agenda; Minutes of June 10, 2016 Board Meeting; Treasurer's Report; Bid Approvals: **Resolution #2016-32: 22** Allegany, Kenmore – Complete Project, **Resolution #2016-33: 64** Hedwig, Cheektowaga – Kitchen and Flooring. Dispositions: **Resolution #2016-34 585** Morgan, City of Tonawanda; Property Inspector Job Description; Business Plan Table of Contents

NEW BUSINESS:

1. Roll Call
 - In lieu of roll call, Board Members signed sign-in sheet.
2. Approval of Minutes: The minutes of the June 10, 2016 Board of Directors Meeting were presented and reviewed. A motion was made by James Comerford Jr., to approve, seconded by Tim Ball and unanimously carried as approved.
3. Treasurer's Report: Treasurer's report was reviewed as of June 30, 2016 balance of (M&T Bank) \$1,217,567.37. A motion was made by Donna Estrich, to approve, seconded by Michael Siragusa and unanimously carried as approved.

4. APPROVAL OF BIDS Over \$10,000:

- **Resolution #2016-32 22 Allegany, Kenmore – Complete Project**

Resolution #2016-29 is a request to approve received bids for complete project construction services for BENLIC rehab project at 22 Allegany, Kenmore. The bid was announced on June 24, 2016, with submission deadline of July 21, 2016. The Board discussed the bid and work history of project bidder RJ Properties, the Board discussed that the bidder had issues with on other BENLIC jobs, and that involvement in BENLIC work might be reduced to less challenging engagements. BENLIC architect's estimate for the work was \$80,476. The lowest responsible bid received was from Sunset Builders for \$90,000. A motion was made by Donna Estrich to approve, seconded by Joseph Hogenkamp and unanimously carried as approved.

Resolution #2016-32 ATTACHED.

- **Resolution #2016-33 64 Hedwig, Cheektowaga – Kitchen and Flooring**

Resolution #2016-33 is a request to approve received bids for interior improvement construction services for BENLIC rehab project at 64 Hedwig, Cheektowaga. The bid was announced on June 22, 2016, with submission deadline of July 7, 2016. BENLIC estimate for the work was \$15,000. The lowest bid received was from New Buffalo Impact for \$12,500. A motion was made by Michael Siragusa to approve, seconded by James Comerford Jr., and unanimously carried as approved.

Resolution #2016-30 ATTACHED.

5. DISPOSITIONS:

- **Resolution #2016-34 585 Morgan, City of Tonawanda**

BENLIC acquired the property in the Village of Kenmore via donation from City of Tonawanda's In Rem auction in July 2014. Funding was provided from OAG to rehabilitate the property. 585 Morgan was listed on July 12, 2016 at a price of \$124,900. BENLIC received offers including respective Property Purchase Application & Homebuyer Application. An offer was received from David Stryker for the listed price. A motion to approve the Resolution made by Joseph L. Maciejewski, seconded by OJ McFoy, and unanimously carried as approved.

Resolution #2016-34 ATTACHED.

6. City of Buffalo In Rem Auction/ BENLIC Partnership
 - Overview of City of Buffalo Acquisition Strategy: Buffalo to seek BENLIC bid-right assignment to acquire 400+ properties. In-rem properties will be filtered to pinpoint properties with absentee ownership, assessment of less than \$50K and arrears greater than \$500.00. Properties will then be sold to qualified buyers who will live in the property.

7. Executive Director's Report
 - a. Exploration of BENLIC Relocation Options – Future Planning Committee to Meet

Jocelyn Gordon gave an overview of reasonable available options to relocate. BENLIC staff will expand by more than 100% in coming months and there is currently no available space within Rath Building. Two primary options will be explored: a) primary lease for class B office space, b) sub-lease with organization holding surplus place where BENLIC could find space for some time.
 - b. Overview of Preliminary Business Plan – Future Planning Committee to Meet

A table of contents was distributed of draft business plan being drafted by Alex Carducci. The Business Plan in full draft form shall be distributed soon. The Plan considers funds obtained by BENLIC through donations, property sales, etc.
 - c. Property Inspector Job Description

Jocelyn Gordon explained that the property inspector job description had been advertised, and that some resumes were received. The position is for a part-time inspector responsible for rehab work scopes, inspections, etc. The resumes will be reviewed and some candidates will be brought in for interview. It was commented by Board members to adjust worker's compensation insurance coverage when the inspector is hired to reflect his duties; additionally, Board Chair Mehaffy commented that the job description should be sent out to a diverse pool of candidates.
 - d. Future Funding Potentials

BENLIC will apply for LISC-funded AmeriCorps positions. 24 positions will be made within New York Land Banks.
 - e. 2017 RFF Process

Preparation for 2017 Erie County Request for Foreclosure process is in place. Additionally Joe Hogenkamp from City of Tonawanda commented that a list of foreclosures for the City has been made and that he will work with BENLIC.

Adjournment:

A motion to adjourn was made by Michael Siragusa, seconded by James Comerford Jr., and unanimously carried as adjourned.

NEXT MEETING: Board of Directors – 11 a.m. Thursday, July 18, 2016
Location: Rath County Office Building, Room 1004

Recorded by: Alex Carducci
Submitted for Approval: Frank E Krakowski
Adopted by BENLIC Board Members on _____