



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**January 19, 2017**

**3:00pm – 4:00pm**

- |            |   |
|------------|---|
| 3:00:      | Call to Order   |
| 3:00-3:05: | Approval of 12/19/16 Minutes  |
| 3:05-3:35: | Land Bank SWOT Analysis   |
| 3:35-3:40: | Treasurer's Report & CRI Grant Progress Report                      |
| 3:40-3:50: | Discussion of potential participation in City Environmental Auction |
| 3:50-4:00: | Ongoing Action Plan   |



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**February 16, 2017**

**3:00pm – 4:00pm**

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|------------|--|
| 3:00:      | Call to Order  |
| 3:00-3:05: | Approval of 1/19/17 Minutes  |
| 3:05-3:10: | Treasurer's Report & CRI Grant Progress Report                         |
| 3:10-3:15: | Certificate of Incumbency  |
| 3:15-3:20  | Resolution No. 1 of 2017 to authorize acceptance of grant funding      |
| 3:20-3:30: | Resolution No. 2 of 2017 to amend terms of transfer of 1313 E. Main St |
| 3:30-3:40: | Discussion about Strategic Planning Session                            |
| 3:40-3:50: | Discussion about yearly report to City Council                         |
| 3:50-4:00: | Ongoing Action Plan  |



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**March 16, 2017**

**3:00pm – 4:00pm**

- 3:00: Call to Order
- 3:00-3:05: Approval of 2/16/17 Minutes
- 3:05-3:10: Treasurer's Report & CRI Grant Progress Report
- 3:10-3:20: Resolution No. 4 of 2017 to Amend Resolution No. 26 of 2016 Authorizing Transfer of Certain Properties to RHDFC
- 3:20-3:30: Resolution No. 5 of 2017 to Authorize Sale of Certain Properties to Flower City Habitat for Humanity
- 3:30-3:40: Resolution No. 6 of 2017 to Authorize Donation of 213-219 Conkey Ave to the City of Rochester
- 3:40-3:50: Discussion about Strategic Planning Session
- 3:50-3:55: Report back on yearly report to City Council
- 3:55-4:00: Ongoing Action Plan



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**April 20, 2017**

**3:00pm – 4:00pm**

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|------------|--|
| 3:00:      | Call to Order  |
| 3:00-3:05: | Approval of 3/16/17 Minutes  |
| 3:05-3:10: | Treasurer's Report & Cash Disbursements Report   |
| 3:10-3:15: | Resolution No. 7 of 2017 to Approve Sale of 697 Melville St  |
| 3:15-3:25: | Resolution No. 8 of 2017 to Approve Budget & Financial Plan  |
| 3:25-3:35: | Resolution No. 9 of 2017 to Authorize contract with Enterprise Community Partners to conduct Neighbors for Neighborhoods |
| 3:35-3:45: | Discussion about Comptroller Audit Final Report  |
| 3:45-3:55: | Discussion about Strategic Planning Session  |
| 3:55-4:00: | Ongoing Action Plan  |



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**May 18, 2017**

**3:00pm – 4:00pm**

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|------------|---|
| 3:00:      | Call to Order   |
| 3:00-3:05: | Approval of 4/20/17 Minutes                                   |
| 3:05-3:10: | Treasurer's Report & Cash Disbursements Report                |
| 3:10-3:20: | Resolution No. 10 of 2017 to Amend Procurement Policy         |
| 3:20-3:25: | Resolution No. 11 of 2017 to Authorize Sale of 43 Sterling St |
| 3:25-3:40: | Report back from Strategic Plan Working Group                 |
| 3:35-3:45: | Discussion about Comptroller Audit Final Report               |
| 3:45-3:55: | Discussion about Strategic Planning Session                   |
| 3:55-4:00: | Ongoing Action Plan   |



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**June 15, 2017**

**3:00pm – 4:00pm**

- 3:00: Call to Order
- 3:00-3:05: Approval of 5/18/17 Minutes
- 3:05-3:20 Discussion with Adam Bello and Rebeca Caico of the Monroe County Vacant Property Task Force
- 3:20-3:25: Treasurer's Report & Cash Disbursements Report
- 3:25-3:35: Resolution No. 10 of 2017 to Amend Procurement Policy
- 3:35-3:40: Resolution No. 12 of 2017 to Authorize transfer of 293 Emerson St
- 3:40-3:45: Report of Neighbors For Neighborhoods grant
- 3:45-3:55: Discussion about Comptroller Audit Final Report and CAP
- 3:55-4:00: Ongoing Action Plan



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**July 20, 2017**

**3:00pm – 4:00pm**

- 3:00: Call to Order
- 3:00-3:05: Approval of 6/15/17 Minutes
- 3:05-3:10: Treasurer's Report & Cash Disbursements Report
- 3:10-3:25: Resolution No. 13 of 2017 to Authorize Sale of 2 Land Bank Properties  
402 Ravenwood Avenue & 929 Culver Road
- Resolution No. 14 of 2017 Accepting Grant Funding "CRIII"
- 3:25-3:30: Discussion with Carol for an update on "HOAP" Program
- 3:30-3:50: Discussion re: Neighbors For Neighborhoods grant
- Direct Mailing
  - On-line website
  - RFP for Construction Manager DL – 7/21/17
  - Properties designated for N4N
- 3:50-3:55: Discussion about Land Bank Initiatives
- Land Bank Lawn Signs
  - On-Line People Search
  - Adobe Pro Subscription
- 3:55-4:00: Ongoing Action Plan



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**August 17, 2017**

**1:00pm – 2:00pm**

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|------------|---|
| 1:00       | Call to Order   |
| 1:00-1:05: | Approval of 7/20/17 Minutes   |
| 1:05-1:06  | Treasurer's Report & Cash Disbursements Report  |
| 1:07-1:30: | Resolution No. 15 of 2017 to Authorize Sale of 1193 N Clinton Avenue<br><br>Resolution No. 16 of 2017 Authorize agreement with Greater Rochester Housing Partnership (GRHP) for construction management services related to the Neighbors-For-Neighborhood grant. |
| 1:30-1:50: | Discussion of expansion of RLBC Board/Greening Strategy/ Future RLBC goals and follow up visit by Nyrod Prescod   |
| 1:50-1:55: | Discussion of Annual Report   |
| 1:55-2:00: | Ongoing Action Plan   |





**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**September 21, 2017**

**3:00pm – 4:00pm**

- 3:00 Call to Order
- 3:00-3:05: Approval of 8/17/17 Minutes
- 3:05-3:10: Treasurer's Report & Cash Disbursements Report
- 3:10-3:25: Resolution No. 17 of 2017 to re-approve the adopted policies of the Rochester Land Bank Corp.
- 3:25-3:35: Presentation and approval of Audited Financial Statements
- 3:35-3:45: Presentation and approval Annual Report and constituent reports contained within it:
- Investment Report
  - Procurement Report
  - Mission Statement & Performance Measures Report
  - Operations & Accomplishments Report
  - Board Member Self-Evaluation Report
- 3:45-3:50: Election of Officers
- 3:50-4:00: Ongoing Action Plan



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**October 19, 2017**

**3:00pm – 4:00pm**

- +3:00:** Call to Order
- 3:00-3:10:** Approval of 9/21/17 Minutes
- 3:10-3:15:** Treasurer's Report & Cash Disbursements Report
- 3:15-3:25:** Resolution No. 18 of 2017 authorizing exercise of the Preferred Bid to purchase certain properties at the City Tax Foreclosure Auction
- 3:25-3:35:** Resolution No. 19 of 2017 authorizing the Rochester Land Bank to contract with Flower City Habitat for Humanity for the rehabilitation of 5 structures
- 3:35-3:45:** Discussion of expansion of RLBC Board
- 3:45-3:50:** Discussion of upcoming Reclaiming Vacant Properties Conference
- 3:50-4:00:** Ongoing Action Plan



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**November 16, 2017**

**3:00pm – 4:00pm**

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|-----------|---|
| 3:00      | Call to Order   |
| 3:00-3:05 | Approval of 10/19/17 Minutes  |
| 3:05-3:15 | Treasurer's Report & Cash Disbursements Report  |
| 3:15-3:25 | Resolution No. 21 of 2017 to Authorize Sale of 4 properties sold by auction   |
| 3:25-3:35 | Resolution No. 22 of 2017 Authorize the acquisition of 54 Madison Street for inclusion into the Neighbors For Neighborhoods program                         |
| 3:35-3:45 | Review & discussion of Resolution 20 of 2017 – Authorization to apply and accept grant funds (approved via electronic submission and vote as of 10/27/2017) |
| 3:45-3:50 | Discussion of Land Bank signage   |
| 3:50-3:55 | Miscellaneous   |
| 3:55-4:00 | Ongoing Action Plan   |



**Rochester Land Bank Corporation**

**Meeting Agenda**

**City Hall – Rm. #223-B**

**December 21, 2017**

**3:00pm – 4:00pm**

- 3:00: Call to Order
- 3:00-3:05: Approval of 11/16/17 Minutes
- 3:05-3:15: Treasurer's Report and Cash Disbursements Report
- 3:15-3:25: Resolution No. 23 of 2017 to transfer properties purchased at the 2017 Tax Foreclosure Auction to the RHDFC
- 3:25-3:45: Discussion of Land Bank items:  
(1) Letters to NYS Senators  
(2) Progress of N4N Program  
(3) Nyron Prescod meeting recap  
(4) Revised Land Bank foreclosure acquisition process
- 3:45-3:50: Ongoing Action Plan
- 3:50-4:00: Misc. discussion