



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

January 18, 2018

3:00pm – 4:00pm

- 3:00: Call to Order
- 3:00-3:05: Approval of 12/21/17 Minutes
- 3:05-3:15: Treasurer’s Report and Cash Disbursements Report
- 3:15-3:25: Nomination to fill the position of Board Chair
- 3:25-3:50: Discussion of Land Bank items:
(1) Demonstrate capacity to display properties to target areas/markets/objectives – Gary Kirkmire
(2) Possible acquisition of 142 – 146 University Avenue- Gary Kirkmire
(3) Discussion of Prescod Leadership Enterprise, LLC meeting notes
(4) Land Bank logo signage
- 3:50-3:55: Ongoing Action Plan
- 3:55-4:00: Misc. discussion



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

February 15, 2018

2:30pm – 4:00pm

- 2:30: Call to Order
- 2:30-2:35: Welcome Jackie Ortiz to the Land Bank Board of Directors
- 2:35-2:40: Approval of 1/18/18 Minutes
- 2:40-2:50: Treasurer’s Report and Cash Disbursements Report
- 2:50-3:05: Review and Approval of RLBC Annual Report to City Council
- 3:05-3:25: Discussion of Land Bank items:
(1) Update of partnering meeting
(2) Update of RFP process meeting
(3) CRI III Grant Activities
(4) Discussion of Prescod Leadership Enterprise, LLC meeting notes
- 3:25-3:30: Ongoing Action Plan
- 3:30-4:00: Misc. discussion



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

March 15, 2018

3:00pm – 4:00pm

- 3:00: Call to Order
- 3:00 – 3:05: Approval of 2/15/18 Minutes
- 3:05 – 3:10: Treasurer’s Report and Cash Disbursements Report
- 3:10 – 3:15: Review of meeting with City Council regarding presentation of RLBC Annual Report
- 3:15 – 3:20: Resolution No. 1 of 2018 Approving Sale of 54 – 54.5 Madison Street and related regulatory agreements
- 3:20 – 3:55: Discussion of Land Bank items:
(1) Update of partnering and RFP process meeting
(2) Update of future Foreclosure Auction payment process
 - Community Land Trust – Albany model(3) Discussion of Prescod Leadership Enterprise, LLC meeting notes
- 3:55 – 4:00: Ongoing Action Plan



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

April 19, 2018

3:00pm – 4:00pm

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| 3:00: | Call to Order |
| 3:00 – 3:05: | Approval of 3/15/18 Minutes |
| 3:05 – 3:10: | Treasurer’s Report and Cash Disbursements Report |
| 3:10 – 3:15: | Resolution No. 2 of 2018 – Approve Payment of Annual NYLBA Membership Dues |
| 3:15 – 3:25: | Resolution No. 3 of 2018 - Approve Budget and Financial Plan |
| 3:25 – 3:30: | Resolution No. 4 of 2018 – Approve Transfer of 3 Properties to City for Demolition/Blight Removal |
| 3:30 – 3:55: | Discussion of Land Bank items:
(1) Enterprise Audit
(2) Results of On-Site Auctions
(3) Update of RFQ Process for Development Partners
(4) Potential for new OAG monies
(5) Identification of potential properties for inclusion in N4N Program
(6) Change Board Meeting time
(7) Update to Marketing Meeting |
| 3:55 – 4:00: | Ongoing Action Plan |



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

June 21, 2018

3:00pm – 4:00pm

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| 3:00: | Call to Order |
| 3:00 – 3:05: | Approval of 4/19/18 Minutes |
| 3:05 – 3:10: | Treasurer’s Report and Cash Disbursements Report |
| 3:10 – 3:15: | Resolution No. 5 of 2018 – Approve Purchase of 225-227 Michigan St from City for N4N Program |
| 3:15 – 3:20: | Resolution No. 6 of 2018 – Authorization to Sell 225-227 Michigan St to approved bidder |
| 3:20 – 3:25: | Resolution No. 7 of 2018 – Authorization to Sell 165 Campbell Street |
| 3:25 – 3:30: | Resolution No. 8 of 2018 – Authorization to Sell 470 Driving Park Av to RHDFC |
| 3:30 – 3:55: | Discussion of Land Bank items:
(1) Update of RFQ Process for Development Partners
(2) RVP Conference Debriefing
(3) Reminder of Board Meeting time change to 2:30 – 3:30 for July, August and November |
| 3:55 – 4:00: | Ongoing Action Plan |



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

July 19, 2018

2:30pm – 3:30pm

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| 2:30: | Call to Order |
| 2:30 – 2:35: | Approval of 6/21/18 Minutes |
| 2:35 – 2:40: | Treasurer’s Report and Cash Disbursements Report |
| 2:40 – 2:45: | Resolution No. 9 of 2018 – Authorization to Sell 69-71 Sherwood Av to approved bidder |
| 2:45 – 2:50: | Resolution 10 of 2018 – Authorization purchase of 97 Industrial St from COR |
| 2:50 – 2:55: | Resolution 11 of 2018: - Authorization to transfer 97 Industrial St to City Roots Community Land Trust, Inc. |
| 2:55 – 3:25: | Discussion of Land Bank items:
(1) Update of HOAP Program
(2) Outcome of RFQ for Development Partners Informational Meeting
(3) RVP Conference Debriefing |
| 3:25 – 3:30: | Ongoing Action Plan |



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

August 16, 2018

2:30pm – 3:30pm

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| 2:30: | Call to Order |
| 2:30 – 2:35: | Approval of 7/19/18 Minutes |
| 2:35 – 2:40: | Treasurer’s Report and Cash Disbursements Report |
| 2:40 – 2:50: | Resolution No. 10 of 2018 – Authorization purchase of 97 Industrial St from COR |
| 2:50 – 3:00: | Resolution No. 11 of 2018: - Authorization to transfer 97 Industrial St to City Roots Community Land Trust, Inc. |
| 3:00 – 3:10: | Resolution No. 12 of Authorization to submit RFA for CRI IV |
| 3:10 – 3:25: | Discussion of Land Bank items:
(1) RFQ Application Results
(2) Annual Report
(3) Map of Tax Foreclosure Properties |
| 3:25 – 3:30: | Ongoing Action Plan |



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

September 20, 2018

3:00pm – 4:00pm

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| 3:00: | Call to Order |
| 3:00 – 3:05: | Approval of 8/16/18 Minutes |
| 3:05 – 3:10: | Treasurer’s Report and Cash Disbursements Report |
| 3:10 – 3:15: | Resolution No. 13 of 2018 – Re-approve adopted policies of the Rochester Land Bank Corporation |
| 3:15 – 3:20: | Resolution No. 14 of 2018 – Accept donation of 16 Taft Ave from NCST |
| 3:20 – 3:25: | Presentation and approval of Audited Financial Statements |
| 3:25 – 3:40: | Presentation and approval of Annual Report and constituent reports contained within it: <ul style="list-style-type: none">• Investment Report• Procurement Report• Mission Statement and Performance Measures Report• Operations and Accomplishments Report• Board Member Self-Evaluation Report |
| 3:40 – 3:45: | Election of Officers |
| 3:45 – 4:00: | Ongoing Action Plan |



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

October 18, 2018

3:00pm – 4:00pm

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| 3:00: | Call to Order |
| 3:00 – 3:05: | Approval of 9/20/18 Minutes |
| 3:05 – 3:10: | Treasurer’s Report and Cash Disbursements Report |
| 3:10 – 3:15: | Resolution No. 14 of 2018 – Accept donation of 16 Taft Ave from NCST |
| 3:15 – 3:20: | Resolution No. 15 of 2018 – Authorization to exercise Preferred Bid at City of Rochester Tax Foreclosure Auction |
| 3:20 – 3:25: | Resolution No. 16 of 2018 – Authorization to enter into Shared Services Agreement between COR and RLBC |
| 3:25 – 3:30: | Resolution No. 17 of 2018 – Authorization to enter into Preferred Bid Agreement between COR and RLBC |
| 3:30 – 3:35: | Resolution No. 18 – Authorization to enter into blanket agreement to participate in the NCST REO Acquisition Programs |
| 3:35 – 3:55: | Discussion Items: <ul style="list-style-type: none">• Housing Market Study – Presented by Dorraine Kirkmire• Surveyor under contract• Rescheduling of November meeting |
| 3:55 – 4:00 | Ongoing Action Plan |



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

November 19, 2018

3:00pm – 4:00pm

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| 3:00: | Call to Order |
| 3:00 – 3:05: | Approval of 10/18/18 Minutes |
| 3:05 – 3:10: | Treasurer’s Report and Cash Disbursements Report |
| 3:10 – 3:20: | Resolution No. 19 of 2018 – Approving the CRI IV Grant Agreement |
| 3:20 – 3:30: | Resolution No. 20 of 2018 – Authorization to enter into Program Agreement with Cornerstone Development to provide development subsidy |
| 3:30 – 3:55: | Discussion Items: <ul style="list-style-type: none">• Housing Market Study – Presented by Dorraine Kirkmire• Results of Tax Foreclosure Auction |
| 3:55 – 4:00 | Ongoing Action Plan |



Rochester Land Bank Corporation

Meeting Agenda

City Hall – Rm. #223-B

December 20, 2018

3:00pm – 4:00pm

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| 3:00: | Call to Order |
| 3:00 – 3:05: | Approval of 11/19/18 Minutes |
| 3:05 – 3:10: | Treasurer’s Report and Cash Disbursements Report |
| 3:10 – 3:20: | Resolution No. 21 of 2018 – Authorization to transfer properties purchased at the 2018 Tax Foreclosure Auction to development partners |
| 3:20 – 3:30: | Resolution No. 22 of 2018 Authorization to enter into a License Agreement with Project Phoenix |
| 3:30 – 3:40 | Resolution No. 23 of 2018 Authorizing the sale of 41 Darien Street |
| 3:40 – 3:45 | Discussion Items: <ul style="list-style-type: none">• Rescheduling of board meetings• Website and FAQs |
| 3:45 – 3:50 | On-going Action Plan |
| 3:50 – 4:00 | Miscellaneous |