



TCPDC

TIOGA COUNTY PROPERTY DEVELOPMENT CORPORATION

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**Tioga County Property Development Corporation
Board of Directors Meeting
Wednesday, October 17, 2018 at 6:00 pm
Ronald E. Dougherty County Office Building
Economic Development & Planning Conference Room #201
56 Main Street, Owego, NY 13827**

Agenda

1. Call to Order

2. Attendance

a. Roll Call: M. Sauerbrey; D. Weston; R..Kelsey; M. Baratta; P. Ayres; L. Zorn and S. Yetter.

Absent _____

Excused _____

b. Invited Guests: T. Saraceno

3, Old Business

a. Approval of Minutes May 23, 2018 Board Meeting.

b. 2018 Annual Financial Disclosure of TCPDC Board of Directors are complete. The 2019 Financial Disclosures will be due again before 5/15/19.

c. 2018 Annual Policy Review Attestation of Tioga County Ethics Law, Comprehensive Information Security Policy, Work Place Violence Prevention and Discriminatory Harassment Policy by TCPDC Board of Directors are complete. The 2019 Policy Reviews will be due again prior to 3/31/19.

d. Status of Board of Directors - ABO Training needed to meet mandatory requirements.

A PARTNER OF

TEAM TIOGA

4. New Business

- a. Memorandums of Understanding with Villages of Waverly and Owego in place.
- b. Adopt TCPDC Real Property Acquisition Guidelines
- c. Discussion of submitted 2019/2020 Land Bank Community Revitalization Initiative Grant application
- d. Projected ABO Budget Report approval – Due prior to 11/4/18.

5. Discussion Items

- a. Discussion of amendment of TCPDC ByLaws to increase number of board members.
- b. Review DRAFT Acquisition of Real Property Resolution Approval
- c. Review of DRAFT TCPDC Real Property Inventory List – 2018 approval
These properties were available via the 2018 Tioga County tax foreclosure list. They were set aside and not included in the Real Property Auction with the intent to be transferred to the TCPDC once CRI funding is awarded. Once funding has been awarded and properties are transferred to TCPDC the final listing must be posted on webpage
- d. Review of DRAFT revised Administrative Services Agreement with Tioga County contingent on approval of resolution to accept CRI grant, adoption of Program Budget and authorization by Tioga County Legislature
- e. Review of DRAFT Resolution authorizing acceptance of the 2019/2020 Land Bank Community Revitalization Initiative Program Grant for the Office of Tioga County Economic Development and Planning to adopt a Program Budget and authorizing an Administrative Services Agreement with the TCPDC.

6. Chairman's Remarks

7. Next Meeting

8. Adjournment