

**NYS Office of the Attorney General Land Bank Program**

Program Budget

Tioga County Property Development Corporation

Activity	Total OAG	Total Spent and Projected	2019 Q1			2019 Q2		
			Activity / Deliverable / #	OAG Funds	Total Funds	Activity / Deliverable	OAG Funds	Total Funds
<b>Administration</b>								
Staff/Office Space/Equipment	65,065	65,065	8,133	8,133.12	8,133.12	8,133	8,133.12	8,133.12
Insurance D&O, GL, RP	22,000	22,000	0	0.00	0.00	2,568	2,567.62	2,567.62
Legal Services	20,000	20,000	0	0.00	0.00		0.00	0.00
Accounting/audit services	15,000	15,000	0	0.00	0.00		0.00	0.00
Marketing/Office Supplies	1,500	1,500	267	267.17	267.17	3	2.50	2.50
Dues/Travel/Training/Contingency	3,000	3,000	2,000	2,000.00	2,000.00	246	246.10	246.10
<b>Demolition</b>								
Village of Waverly - Community Stabilization Program								
Acquisition/Demolition - 7 structures								
Acquisition	6	6	6	6.00	60,511.00	0	0.00	0.00
Soft Costs (env assessment/remediation/maintenance)	29,125	29,125	0	0.00	0.00	833	833.34	833.34
Demolitions	197,805	197,805	0	0.00	0.00		0.00	0.00
Village of Owego - Community Stabilization Program								
Acquisition/Demolition - 3 structures								
Acquisitions	3	3	3	3.00	24,285.00	0	0.00	0.00
Soft Costs (env assessment/remediation/maintenance)	8,524	8,524	0	0.00	0.00	248	248.40	248.40
Demolitions	61,479	61,479	0	0.00	0.00		0.00	0.00
Expected Dispositions								
<b>Rehabilitation</b>								
Village of Waverly - Neighborhood Rehabilitation Program								
Rehabilitation - 2 structures								
Acquisitions	3	3	3	3.00	21,904.00	0	0.00	0.00
Soft Costs (env assessment/remediation/maintenance)	40,417	40,417	0	0.00	0.00	417	416.67	416.67
Rehabilitations	36,074	36,074	0	0.00	0.00		0.00	0.00
Expected Sales/Dispositions								
<b>Other/ New Construction</b>								
<b>Total</b>	<b>500,000</b>	<b>500,000</b>	<b>10,412</b>	<b>10,412.29</b>	<b>117,100.29</b>	<b>12,448</b>	<b>12,447.75</b>	<b>12,447.75</b>

**NYS Office of the Attorney General Land Bank Program**

Program Budget

Tioga County Property Development Corporation

	2019 Q3				2019 Q4			2020 Q1		
	Activity / Deliverable	OAG Funds	Total Funds		Activity / Deliverable / #	OAG Funds	Total Funds	Activity / Deliverable	OAG Funds	Total Funds
<b>Administration</b>										
Staff/Office Space/Equipment	8,133.12	8,133.12	8,133.12			8,133.12	8,133.12		8,133.12	8,133.12
Insurance D&O, GL, RP	1,061.01	1,061.01	1,061.01			3,674.27	3,674.27		3,674.27	3,674.27
Legal Services	-	0.00	0.00			4,000.00	4,000.00		4,000.00	4,000.00
Accounting/audit services	-	0.00	0.00			3,000.00	3,000.00		3,000.00	3,000.00
Marketing/Office Supplies	15.00	15.00	15.00		*Marketing involves Property sale signage (244) and legal ads (306) for promotion of RFPs	550.00	550.00		166.96	166.96
Dues/Travel/Training/Contingency	-	0.00	0.00			150.78	150.78		150.78	150.78
<b>Demolition</b>										
Village of Waverly - Community Stabilization Program										
Acquisition/Demolition - 7 structures										
Acquisitions		0.00	0.00			0.00	0.00		0.00	0.00
sts(env assessment/remediation/maintenance/appraisal	19,796.73	19,796.73	19,796.73		Maintenance (780) Assesment/surveys (7,218.40) Engineer (300) @ 429 Chemung	8,495.20	8,495.20		0.00	0.00
Demos	167,805.00	167,805.00	167,805.00		Demo @ 429 Chemung	30,000.00	30,000.00		0.00	0.00
Village of Owego - Community Stabilization Program										
Acquisition/Demolition - 3 structures										
Acquisitions	-	0.00	0.00			0.00	0.00		0.00	0.00
sts(env assessment/remediation/maintenance/appraisal	8,275.17	8,275.17	8,275.17			0.00	0.00		0.00	0.00
Demos	61,479.00	61,479.00	61,479.00			0.00	0.00		0.00	0.00
<b>Rehabilitation</b>										
Village of Waverly - Neighborhood Rehabilitation Program										
Rehabilitation - 2 structures										
Acquisitions		0.00	0.00			0.00	0.00		0.00	0.00

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Program Budget

Tioga County Property Development Corporation

					Assetment/Surveys/ Mantainence/clear out / Engineering (12698.4)					
sts(env assessment/remediation/maintenance/appraisal			0.00		Remediations (27,302)	40,000.00	40,000.00		0.00	0.00
Rehab		0.00	0.00						36,073.68	36,073.68
Expected Sales/Dispositions										
<b>Other/ New Construction</b>										
<b>Total</b>	266,565.03	266,565.03	266,565.03			98,003.37	98,003.37		55,198.81	55,198.81

**NYS Office of the Attorney General Land Bank Program**

Program Budget

Tioga County Property Development Corporation

	2020 Q2		2020 Q3			2020 Q4			
	Activity / Deliverab	OAG Funds	Total Funds	Activity / Deliverable / #	OAG Funds	Total Funds	Activity / Deliverable	OAG Funds	Total Funds
<b>Administration</b>									
Staff/Office Space/Equipment		8,133.12	8,133.12		8,133.12	8,133.12		8,133.12	8,133.12
Insurance D&O, GL, RP		3,674.27	3,674.27		3,674.27	3,674.27		3,674.27	3,674.27
Legal Services		4,000.00	4,000.00		4,000.00	4,000.00		4,000.00	4,000.00
Accounting/audit services		3,000.00	3,000.00		3,000.00	3,000.00		3,000.00	3,000.00
Marketing/Office Supplies		166.96	166.96		166.96	166.96		163.96	163.96
Dues/Travel/Training/Contingency		150.78	150.78		150.78	150.78		150.78	150.78
<b>Demolition</b>									
Village of Waverly - Community Stabilization Program									
Acquisition/Demolition - 7 structures									
Acquisitions		0.00	0.00		0.00	0.00		0.00	0.00
sts(env assessment/remediation/maintenance/appraisal		0.00	0.00		0.00	0.00		0.00	0.00
Demos		0.00	0.00		0.00	0.00		0.00	0.00
Village of Owego - Community Stabilization Program									
Acquisition/Demolition - 3 structures		0.00	0.00		0.00	0.00		0.00	0.00
Acquisitions		0.00	0.00		0.00	0.00		0.00	0.00
sts(env assessment/remediation/maintenance/appraisal		0.00	0.00		0.00	0.00		0.00	0.00
Demos		0.00	0.00		0.00	0.00		0.00	0.00
<b>Rehabilitation</b>									
Village of Waverly - Neighborhood Rehabilitation Program									
Rehabilitation - 2 structures									
Acquisitions		0.00	0.00		0.00	0.00		0.00	0.00
sts(env assessment/remediation/maintenance/appraisal		0.00	0.00		0.00	0.00		0.00	0.00
Rehab		0.00	0.00		0.00	0.00		0.00	0.00
Expected Sales/Dispositions									
<b>Other/ New Construction</b>									
<b>Total</b>		19,125.13	19,125.13		19,125.13	19,125.13		19,122.13	19,122.13

**NYS Office of the Attorney General Land Bank Program**

Scope of Work

Tioga County Property Development Corporation
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Provide a narrative description of each of the activities listed on column A of

Line Item	Deliverables / milestones by end of grant period	Narrative description
Staffing/Office space and Equipment	An Administrative Services Agreement between Tioga County and the TCPDC has been executed to provide services including, staffing, office space and equipment services at a cost of \$65,065.00	Land Bank Director is being staffed by Teresa Saraceno, with Tioga County Economic Development Department. An Administrative Services Agreement between TCPDC and Tioga County has been executed.
Administration	Insurance, Legal, Accounting/audit, Marketing, Office Supplies, Dues, Travel/Training at a cost of \$61,500.00	Professional services for cost of insurance, legal, accounting/audit, marketing, office supplies, dues, travel/training has been contracted/purchased.
Demolition - acquisition	Acquire 10 structures for demolition throughout the municipalities of Village of Owego and Village of Waverly at a cost of \$1.00 each from Tioga County totalling \$10.00.	The structures was acquired through municipal foreclosure processes, which are currently scheduled annually. Back taxes were forgiven for demolitions in Owego (\$24,282) and Waverly (\$60,505).
Demolition - physical demolition	Demolish 10 structures in the municipalities of Village of Owego and Village of Waverly at an average cost of \$25,928 each totaling \$259,284.00 plus soft costs for environmental assessment/remediation/maintenance/appraisals.	Demolition of 9 houses were completed in Quarter 3-2019. The 10th house will be demolished in Quarter 4-2019. Demolition contractors will be selected through a request for qualifications. Costs associated with demolition and environmental assessment/remediation are included. Appraisals have been completed. Outreach for sale of 10 cleared property sites will begin in Q4-2019.
Rehabilitation - acquisition	Acquisition of 2 structures for rehabilitation in the Village of Waverly at a cost of \$1.00 each from Tioga County totaling \$2.00 was made..	The structures were acquired through municipal foreclosure processes, which are currently scheduled annually. Back taxes(\$21,901) were forgiven for two rehabilitations in Waverly.

Scope of Work

Tioga County Property Development Corporation		
Physical Rehabilitation	Rehabilitation of 2 structures in the Village of Waverly at an estimated initial cost of \$7,218.40 to cover environmental assessment/testing leaving estimated \$40,000.00 towards any needed remediation costs and \$33,6073.68 to begin renovation of 207 Howard Street. Estimated renovation costs have been received, \$65,000 for 207 Howard St and \$85,000 for 35 Lincoln St. Hopefully, if additional funding via Enterpirse Community Partners, Inc. is realized to complete renovations it will be set to begin by Q2 2020. In the meantime, other sources of funding are being investigated to complete these two projects and future housing projects.	Environmental assesement and any needed remediation of two renovation projects in Waverly will be completed in Q4-2019. In addition, renovation of 207 Howard Street will begin as funds are available. Completion of renovations will be done once additional funding is available.

**NYS Office of the Attorney General Land Bank Program**

Labor Worksheet

Tioga County Property Development Corporation

Staff / Consultants (List Positions Below):	Annual Salary	Fringe/Overhead Cost	# of quarters billed	Total Budget	Total OAG Portion
Executive Director TCPDC (2 years)	65,065	16,354	8	81,419	65,065
<b>Total Staff Costs</b>				<b>\$81,419</b>	<b>\$65,065</b>