

Agenda

Administrative Services Committee

August 17, 2026, 5:00 p.m., Legislative Chambers

Livestreamed on YouTube

Gerace Office Building, Mayville, NY

- A. Call to Order
- B. Approval of Minutes (07/13/26)
- C. Privilege of the Floor
 - 1. Proposed Resolution – Transfer of Foreclosed Properties to Chautauqua County Land Bank Corporation
 - 2. Proposed Resolution – Authorize Transfer of Tax Foreclosure Property to the Village of Mayville
 - 3. Proposed Resolution – Authorize Transfer of Tax Foreclosure Property to CHQ Transit
 - 4. Other –

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Transfer of Foreclosed Properties to Chautauqua County Land Bank Corporation

BY: Administrative Services and Audit & Control Committees:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.:

WHEREAS, pursuant to Resolution 65-12, Chautauqua County created one of the first five (5) authorized land bank corporations in New York State that was incorporated as the Chautauqua County Land Bank Corporation (CCLBC); and

WHEREAS, the mission of the CCLBC is to “control and manage strategically selected dilapidated and abandoned residential and commercial properties acquired through the County tax foreclosure process, bank foreclosures and/or donations, and facilitate solutions aimed at stabilizing neighborhoods, encouraging private investment, and improving the quality of life throughout Chautauqua County”; and

WHEREAS, the County Legislature has transferred distressed tax foreclosure properties to CCLBC for \$1.00 plus a \$5.00 deed fee, CCLBC cleans the interior and exterior of the properties, secures the properties, has them appraised, and lists them through the Multiple Listing Services (MLS) so that they can be made available to the public for negotiated sale; and

WHEREAS, CCLBC has all properties appraised as-is and lists them for sale at 60% of the appraised value in order to incentivize and maximize investment by the purchasers for the required renovation work; and

WHEREAS, based on historical sales, CCLBC has sold properties for approximately \$12,000 per property on average, and any ‘profits’ realized by CCLBC are being reinvested directly back into improving the County’s housing stock through a range of activities including renovation, side lot disposition, and demolition projects; and

WHEREAS, CCLBC aspires to become self- sustaining as it builds its capacity over time; now, therefore, be it

RESOLVED, that the County Executive is authorized and empowered to execute all necessary documents to transfer the following tax foreclosure properties containing distressed or at-risk structures to the Chautauqua County Land Bank Corporation for \$1.00, and upon such other terms and conditions negotiated by the County Executive:

<u>Offer Number</u>	<u>Municipality</u>	<u>Purchaser</u>	<u>Foreclosed Owner</u>	<u>Offer Amount</u>	<u>Taxes Owing</u>
PA-3-2026	City of Dunkirk	Chautauqua County Land Bank Corporation	Roman Alberto	\$1.00	\$3,594.30
PA-5-2026	City of Dunkirk	Chautauqua County Land Bank Corporation	Bigler Terry M	\$1.00	\$2,113.31
PA-12-2026	City of Dunkirk	Chautauqua County Land Bank Corporation	O'Dea John E	\$1.00	\$8,253.21
PA-18-2026	City of Dunkirk	Chautauqua County Land Bank Corporation	Hebner Donald W	\$1.00	\$12,135.40
PA-29-2026	City of Dunkirk	Chautauqua County Land Bank Corporation	Champlin Sarah M	\$1.00	\$7,951.97
PA-30-2026	City of Dunkirk	Chautauqua County Land Bank Corporation	Champlin Valerie S	\$1.00	\$393.51
PA-44-2026	City of Dunkirk	Chautauqua County Land Bank Corporation	Mirek Michael D	\$1.00	\$10,974.04
PA-46-2026	City of Dunkirk	Chautauqua County Land Bank Corporation	Petersen Richard M	\$1.00	\$10,851.51

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

PA-53-2026	Jamestown	Chautauqua County Land Bank Corporation	Lahnen Stephen D II	\$1.00	\$15,651.20
PA-190-2026	Chautauqua	Chautauqua County Land Bank Corporation	Turck Raymond C	\$1.00	\$3,953.88
PA-321-2026	Westfield	Chautauqua County Land Bank Corporation	Bowman Elizabeth A	\$1.00	\$10,959.33
PA-322-2026	Westfield	Chautauqua County Land Bank Corporation	Kennedy Edwin	\$1.00	\$12,087.38

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Authorize Transfer of Tax Foreclosure Property to the Village of Mayville

BY: Administrative Services and Audit & Control Committees:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.:

WHEREAS, pursuant to Resolution 44-13, the County Legislature established a general policy regarding disposition of tax foreclosure parcels, but retained the authority to impose special requirements, terms, and conditions for the sale of particular tax parcels and determine in its sole discretion to whom a particular tax parcel will be sold; and

WHEREAS, the Village of Mayville has requested that the County convey to the village a tax delinquent property (SBL # 245.20-2-54); now, therefore, be it

RESOLVED, that the Chautauqua County Legislature hereby authorizes the transfer of the County’s property interest in parcel # 245.20-2-54 to the Village of Mayville for \$7,517.31; and be it further

RESOLVED, that the County Executive is hereby authorized to negotiate additional terms and conditions, enter into any necessary agreements to execute all documents to accomplish the aforementioned transaction.

Offer Number	Municipality	SBL	Purchaser	Foreclosed Owner	Offer Amount	Taxes Owning
PA-182-2026	Mayville	245.20-2-54	Village of Mayville	Shepherd Ellen	\$7,517.31	\$7,517.31

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date

**CHAUTAUQUA COUNTY
RESOLUTION NO. _____**

TITLE: Authorize Transfer of Tax Foreclosure Property to CHQ Transit

BY: Administrative Services and Audit & Control Committees:

AT THE REQUEST OF: County Executive Paul M. Wendel, Jr.:

WHEREAS, pursuant to Resolution 44-13, the County Legislature established a general policy regarding disposition of tax foreclosure parcels, but retained the authority to impose special requirements, terms, and conditions for the sale of particular tax parcels and determine in its sole discretion to whom a particular tax parcel will be sold; and

WHEREAS, CHQ Transit has requested that the County convey to them a tax delinquent property (SBL # 371.13-4-19); now, therefore, be it

RESOLVED, that the Chautauqua County Legislature hereby authorizes the transfer of the County’s property interest in parcel # 317.13-4-19 to CHQ Transit for \$1,568.20; and be it further

RESOLVED, that the County Executive is hereby authorized to negotiate additional terms and conditions, enter into any necessary agreements to execute all documents to accomplish the aforementioned transaction.

Offer Number	Municipality	SBL	Purchaser	Foreclosed Owner	Offer Amount	Taxes Owing
PA-77-2026	Jamestown	371.13-4-19	CHQ Transit	Johnson Raymond L	\$1,568.20	\$1,568.20

APPROVED

VETOES (VETO MESSAGE ATTACHED)

County Executive

Date