



ALBANY COUNTY

LAND BANK CORPORATION

Meeting of the Board of Directors

February 18, 2020 | 5:30 PM

Minutes

200 Henry Johnson Blvd; Second Floor Conference Room

Present: Charles Touhey (Chair), Pastor David Traynham (Vice-Chair), Natisha Alexander (Treasurer), Samuel Wells (Secretary), Christopher Spencer, Jeffrey Collett

Staff: Adam Zaranko, Amanda Wyckoff, Irv Ackerman, William Sikula

Counsel: Catherine Hedgeman

The meeting was called to order at 5:30pm by Chair, Charles Touhey, with a quorum of Directors present.

- 1. Public Comment:** No Public Comment.
- 2. Approval of Minutes:** Minutes of the January Board Meeting were approved as presented. The motion was approved unanimously (D. Traynham, J. Collette)
- 3. Financial Statements:** The monthly financial statements as of 1/31/2020 were reviewed and provided to the Board. The Financial Statements were approved as presented.

The Executive Director stated that demo funds will likely be drawn down from the CRI-4 AG Grant no later than mid-year. Recently, the AG's office approved additional funds available to land banks for those that need additional funds and others who have exceeded their milestones for the CRI-4 Grants Year. The Albany County Land Bank applied for \$1 million and are waiting on the grant to be awarded. We are ahead of all milestones on our grant and have asked for \$100,000 of the new grant to be towards stabilization for properties part of our Equitable Ownership Program and have only asked for 8% of the total grant costs to go to administration rather than the allowed 15%. The remaining balance of funds would go towards funding additional demolitions.

4. Adopting a Resolution to approve the sales of multiple properties:

Sales summaries include details for each property and have been reviewed by the Acquisition & Disposition Committee. During discussion, the Executive Director provided an overview of the review of the properties and the recommendations provided by the Acquisition and Disposition Committee for each property sale. The presentation includes 18 properties over five municipalities, consisting of four buildings and 14 vacant lots. 381 & 383 South Pearl Street & 100 Fourth Avenue were approved for sale to Empire City Lots, LLC who will utilize the properties for an urban garden. 11 Jeannette Street located in the City of Albany was approved for sale to CCNY Fund, LLC, who will rehab the building and provide rentals. 15 Albany Street in the City of Albany was approved for sale to Manuel & Paula Pena who will rehab the building and provide rental units. 169 Troy Schenectady Road in the Town of Colonie was approved for sale to 171 Troy-Schenectady Rd, LLC. Capciti Investing, LLC was approved to purchase 184 Second Street in the City of Albany and is the owner of 186 Second Street adjacent to this property. 2 Sparkill Avenue was approved for sale Theresa & Daniel Keenan who will use it as additional yard space for tenants. 3 Rockhill Road in the Town of New Scotland was approved for sale

to Dean & Patricia Alstynne who plan to fully rehabilitate the house on the property. 371 Clinton Avenue, a vacant lot in the City of Albany was approved for sale to adjacent property owner New Covenant Christian Fellowship for additional community space. 64 Alexander Street, a vacant lot located in the City of Albany was approved for sale to 62 Alexander St, LLC for additional yard space for tenants. 96 Bradford Street in the City of Albany was approved for sale to Linda Woytowich. Keith Mahler, Jr. was approved to purchase River Road (Parcel #144.-2-16.3) a vacant lot in the Town of Bethlehem. 78 Ahl Avenue in the Town of Colonie was approved for sale to Hugh Myrtle & Pompallin Sonton, who will be first time homebuyers and primary residents. Shawn Fisher was approved as the back-up buyer for 78 Ahl Avenue if the approved buyer is unable to close on the property. The motion was approved unanimously. (C. Spencer, J. Collette).

5. Adopting a Resolution to enter into a contract with C.T. Male for Environmental Review Services:

The Executive Director presented a resolution to contract with C.T. Male for Environmental Review Services, most notably Phase 1 Environmental Reviews and NEPA compliance reporting for grant funded construction activities. A. Wyckoff noted that procurement for these environmental services are required for all grant-funded construction activities and the Land Bank would not be able to complete these activities including demolitions & stabilizations. The Board of Directors approved the resolution unanimously. (D. Traynham, N. Alexander)

6. Adopting a Resolution to establish a Real Property Donation Policy:

The Executive Director presented the draft Real Property Donation Policy to be adopted. Because the Land Bank is a 501 C(3) not-for-profit, many see the Land Bank as a way to dispose of unwanted property and receive a tax write-off. However, many properties proposed for donations are liabilities to land bank. In order to create a balance, a new form was created to ensure that due diligence is done by staff before potential donation requests are brought to the board. The Executive Director based the template of the new policy off of the existing policy at the Sullivan County Land Bank. This is meant to provide more transparency on how decisions are made or not made regarding donations of property. The Board of Director's approved the resolution unanimously. (S. Wells, J. Collette)

7. New Business: There was no new business.

8. Executive Director Updates:

The Executive Director provided the Board of Director's with updates regarding the Redevelopment Cluster Initiative. The South End Cluster had an RFQ out with a Memorandum Of Understanding that city properties would be conveyed for this project. The Land Bank is looking for this project to be joint venture with the Land Bank included in any project being completed in this cluster for revitalization. The next steps when proposals are returned will be to meet again with stakeholders, community, and the City of Albany regarding the new project. The next cluster that will need an RFQ sent out will be for the Henry Johnson Boulevard Cluster, and then the Ontario Street Cluster, which may be a different type of project.

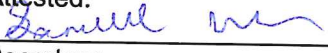
The Executive Director also briefed the Board of Directors on his meetings with the new administrations in the Cities of Watervliet and Cohoes. Both administrations seem excited to work with the Land Bank to better educate residents, create new strategies, and work with the Land Bank for revitalization projects in the future.

9. Executive Session: There was no executive session.

Meeting Adjourned at 5:57PM

Next Meeting:
March 17, 2020 at 5:30 pm
Location: 200 Henry Johnson Boulevard, Albany NY

Respectfully submitted,
William J. Sikula IV
Planning and Projects Coordinator

Albany County Land Bank Corporation
Attested:


Secretary