



ALBANY COUNTY  
LAND BANK CORPORATION

**Meeting of the Board of Directors  
February 15, 2022 | 5:30 PM  
Meeting Minutes**

***A public meeting of the Board of Directors of the Albany County Land Bank Corporation was convened on February 15, 2022, via audioconference in accordance with New York State law.***

**Present:** Charles Touhey (Chair), Natisha Alexander, Anthony Capece, Joseph LaCivita, Juanita Nabors, David Rowley

**Staff:** Adam Zaranko (Executive Director), Amanda Wyckoff (Director of Operations), Erica Ganns (Assistant Director of Operations), Will Sikula (Planning & Projects Coordinator), Elista Gayle (Application Coordinator), Susan Baker (Enforcement and Administrative Coordinator)

**Counsel:** Nicole Green

**The meeting of the public body was called to order at 5:35 PM by Chair, Charles Touhey. A quorum of Directors was present.**

**1. Public Comment:**

There were no public comments. The Executive Director noted that a written comment was received after the posted deadline and will be forward to the Chairman of the Board.

**2. Review and Approval of Prior Meeting Minutes:**

Minutes of the January 2022 Board Meeting were presented. The minutes were adopted unanimously as presented. (N. Alexander, J. Nabors)

**3. Review of Financial Statements:**

The Executive Director provided an overview of the financial reports as of January 31, 2022. The reports were reviewed at the February Financial Committee meeting.



#### **4. Adopting a Resolution to approve the sales of multiple properties (Resolution 5 of 2022):**

Property purchase offers for each property sale presented to the Board of Directors this month have been reviewed and recommended to advance by the Acquisition & Disposition Committee, which convened earlier this month. During the discussion, the Executive Director recommended property dispositions based on recommendations provided by the Acquisition & Disposition Committee and staff review. The presentation includes two vacant lots and two vacant residential buildings in the City of Albany.

- 25 North First Street, a residential vacant building in the City of Albany, was approved for sale to Euphrasia Kippins
- 31 Emmet Street, a residential vacant lot in the City of Albany, was approved for sale to Fruitasia Gause
- 182 Brevator Street, a residential vacant lot in the City of Albany, was approved for sale to Janine Robitaille
- 117 Dove Street, a residential vacant building in the City of Albany, was approved for sale to Multi-Craft Apprenticeship Preparation Program, Inc

The motion was approved unanimously as presented. (D. Rowley, N. Alexander)

#### **5. Adopting a Resolution authorizing a grant administration agreement by and between the County of Albany and Albany County Land Bank Corporation (Resolution 6 of 2022):**

The Executive Director requested authorization to enter into a grant agreement for a \$1 million grant award to the Land Bank to rehab three two-unit buildings located on 2<sup>nd</sup> Avenue in Albany's South End. The grant funds are provided by the Federal Government to the State of New York to Albany County and then to the Land Bank. The agreement governs the funding relationship between Albany County and the Land Bank. The motion was approved unanimously as presented. (N. Alexander, A. Capece)

#### **6. Underserved Communities Committee Updates**

The Executive Director provided an update regarding the Legacy Cities program. The program participants are waiting for the Community Preservation Corporation to finalize its construction loan agreement. The program will fund the full rehab of nine buildings, comprised of four in the South End and five in Arbor Hill. The Executive Director also provided a brief update on the NYS CARES Act grant which will fund the full rehab of 48, 50, 45 2nd Avenue. And, lastly, the Executive Director reported that Land Bank staff and the Land Bank's co-development partner are continuing to conduct broad community outreach to collect feedback on the proposed first phase of the South End Revitalization project.



## 7. Governance Update

a. The Executive Director advised there is still time to submit names of person(s) that maybe interested in serving as a member of the Board of Directors and asked Board Members to provide the names of proposed candidates to either himself and/or the Board Chair.

b. The Executive Director stated the Annual Meeting of the Albany County Land Bank's Board of Directors will be held in March, followed by a meeting of ACLB Holdings, LLC. This meeting will be longer, and members should plan accordingly. This meeting will include election of officers, a review of core policies among other annual items.

c. The Executive Director inquired if every Board Member had received their electronic copy of the land bank's Annual Report.

## 8. Executive Director Updates

The Henry Johnson Boulevard / Clinton Avenue – the 2<sup>nd</sup> redevelopment cluster consisting of 22 properties – the RFP Selection Committee is nearing a decision and expects to provide a recommendation for award soon. The Ontario Street / West Street Request for Qualifications is expected to be released soon. The 2021 Annual Report is at the printers, and production is taking longer than anticipated. Digital copies are available and have been published online. Staff has been working with the auditors and expects that the annual audit will be completed soon and presented to the Board of Director at the March meeting.

A motion was made to adjourn the meeting. (A. Capece, N. Alexander).

**The meeting was adjourned at 6:11 PM**

Respectfully submitted,

Susan Baker  
Enforcement and Administrative Coordinator  
Albany County Land Bank Corporation

Attested:

A handwritten signature in black ink, appearing to be "Dawn", written over a horizontal dashed line.

Secretary