



ALBANY COUNTY LAND BANK CORPORATION

**Meeting of the Board of Directors
January 19, 2021 | 05:30 PM
Minutes**

(Regular meeting of the Board of Directors of the Albany County Land Bank Corporation was convened remotely in accordance with Executive Order 202.1 of New York State)

Present: Charles Touhey (Chair), Natisha Alexander (Treasurer), Samuel Wells (Secretary), Juanita Nabors, Chris Spencer, Joe LaCivita, Anthony Capece, David Rowley, Mark Bobb-Semple.

Staff: Adam Zaranko (Executive Director), Amanda Wyckoff (Director of Operations), Erica Ganns (Assistant Director of Operations), Will Sikula (Planning & Projects Coordinator), Elista Gayle (Applications Coordinator)

Counsel: Nicole Green (Whiteman Osterman Hanna)

The meeting was called to order at 5:34 PM by Chair, Charles Touhey, with a quorum of Directors present.

1. Public Comment:

No public comments were received.

2. Review and Approval of December 2020 Minutes:

Minutes of the December 2020 Board Meeting were approved as presented. The motion was approved unanimously. (N. Alexander, S. Wells)

3. Review of Financial Statements:

The Executive Director provided an overview of the December 2020 financial reports as of December 31, 2020.

The December 2020 financial reports coincide with the 2020 budget year as well as the calendar year. Currently, most of the Land Bank's property improvements are grant funded by NYS Attorney General

funds. However, that money is being spent down and there are not additional funds going into the future. The Land Bank currently has an application under review for forgiveness of \$99,900 received from the Paycheck Protection Act. Money is continuing to be added to unrestricted funds in anticipation of the end of grant funding and COVID-19 related concerns over coming months and year.

The Executive Director informed the Board that the Land Bank's accountants have determined that the Land Bank qualifies for a second Paycheck Protection Program Loan under the terms of the program. Mark Bobb-Semple asked if other Land Banks have applied for the funding. The Executive Director confirmed that other Land Banks in New York were about applying for the loan and they plan to apply.

A motion was made to apply for the maximum eligible amount of Paycheck Protection Program Loan. The motion passed unanimously. (D. Rowley, M. Bobb-Semple)

4. Adopting a Resolution confirming and ratifying Board of Directors

Charles Touhey, Chair of the Board of Directors welcomed all the new board members and summarized the Land Bank's mission statement and what the work of the Board entails. The Executive Director introduced David Rowley from the Town of Colonie; Joe LaCivita, the General Manager of the City of Watervliet; Mark Bobb-Semple, Community Liaison for Global Partners; and Anthony Capece, Executive Director of the Central Avenue Business Improvement District.

The Executive Director explained that the resolution was to appoint the Board of Directors to both the Albany County Land Bank Corporation and ACLB Holdings, LLC.

The motion was approved unanimously as presented. (C. Spencer, D. Rowley)

5. Adopting a Resolution confirming committee appointments

The Executive Director presented the Board committee vacancies including the financial committee, of which Samuel Wells has volunteered to serve on the Human Resources Committee, the Governance Committee, Enforcement and Compliance Committee, the Audit Committee, and the Acquisition & Disposition Committee.

Joe LaCivita and Mark Bobb-Semple volunteered to participate on the Enforcement Committee. David Rowley and Anthony Capece volunteered to participate on the Human Resources Committee. Juanita Nabors volunteered to participate on the vacancy of the Governance Committee. Mark Bobb-Semple and Anthony Capece volunteered to serve on the Audit Committee.

The motion was approved unanimously. (J. Nabors, A. Capece)

6. Adopting a Resolution moving annual meeting to March

The Executive Director noted that the annual meeting of the Albany County Land Bank was typically held in January of each year but due to the appointment of several new Board members in January it was suggested that this year's annual meeting be postponed until March. The motion was approved unanimously as presented. (S. Wells, J. LaCivita)

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

Property purchase offers for each property sale presented to the Board this month have been recommended by the Acquisition & Disposition Committee, which convened remotely earlier in the month in connection with NYS COVID-19 Executive Orders. During discussion, the Executive Director provided a recommended disposition based on the recommendations provided by the Acquisition and Disposition Committee. The presentation includes ten properties located in the City of Albany and the Town of Rensselaerville, consisting of two buildings and eight vacant lots.

217 and 219 Orange Street, two residential vacant lots in the City of Albany were approved for sale to Brenda Barrett pending the demolition of the building at 219 Orange Street and was approved under the "Spend a Little, Get a Lot" program. 24 Judson Street, a recently demolished residential building, was approved for sale to James Scaringe, the adjacent property owner. 250 Shaker Road, a 36-acre landlocked plot of land in the City of Albany, was approved for sale to Eden's Rose Foundation as an expansion of their Arbor Hill community gardens and urban agriculture. 282 Third Street, a vacant lot in Albany's West Hill neighborhood was approved for purchase to James Spooner under the "Spend a Little, Get a Lot" program for \$100. However, the applicant does not qualify for \$500 of closing credits. 366 Sheridan Avenue, a two-family home in Albany's Sheridan Hollow neighborhood was approved for sale to Ruben D. Sierra, who will rehab their first Land Bank property. 396 Livingston Avenue, a residential vacant lot in the City of Albany was approved for purchase to John Mekowski as part of the "Spend a Little Get a Lot" program. 525 First Street, a two-family residential building in Albany's West Hill Neighborhood, was approved for sale to Chy'an Fraser with JAR Development (Jermaine White) as the first alternate buyer. 396 Livingston Avenue, a residential vacant lot in the City of Albany was approved for purchase to Gregory Houston as part of the "Spend a Little, Get a Lot" program. SR 81, a large vacant lot in the Town of Rensselaerville was approved for purchase to Gloria Rosado.

The motion was approved unanimously as presented. (C. Spencer, J. Nabors)

8. Adopting a Resolution to approve purchase of insurance

The Executive Director presented the resolution to purchase General Liability and excess liability insurance for 2021 in accordance with grant requirements from NYS. Although exposure has decreased significantly from 2020, the cost and premium are still similar to what they were in the previous year. General liability for the upcoming year will be \$47,409.74 with excess liability being \$27,043. This is a trend nationally and this was the best option presented by Brown and Brown, the Land Bank's insurance broker.

The Resolution was unanimously adopted as presented. (J. Nabors, M. Bobb-Semple)

9. Underserved Communities Committee (Update on recommendation progress)

The Underserved Communities Committee has been working on a series of changes centered on creating more equity through the Land Bank's work which includes policy change recommendations. The Land Bank continues to adopt Committee recommendations and have begun to connect buyers with funding and alternative financing and have reached all the way out to Syracuse to find lenders. The Land Bank is also ready to close on multiple property sales approved under the Land Bank's

Equitable Ownership Program and continues to dispose of properties under the "Spend a Little, Get a Lot" program. In addition, the Land Bank's new Applications Coordinator has started working with applicants to assist with matching available sources of support for homeownership through our programs and properties.

Anthony Capece asked that the Executive Director send out the summary notes of the Underserved Communities Committee meetings so Board members can learn more about this important initiative.

10. Executive Director Updates

The Executive Director summarized the current projects and the priority projects for the upcoming year. These include the South End Cluster Development, of which a Master Development Agreement was signed in December, the Ontario Street Cluster and the Project Strive buildings redevelopment, and a joint venture with the City of Albany to redevelop Henry Johnson Boulevard and Clinton Avenue.

The meeting was adjourned at 7:15pm.

Next Meeting:

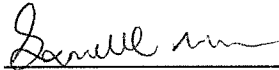
February 16, 2021

Location and Time: TBD

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

Albany County Land Bank Corporation

Attested:



Secretary