



MEETING OF THE BOARD OF DIRECTORS

June 20, 2023 | 5:35 PM

MEETING MINUTES

A public meeting of the Board of Directors of the Albany County Land Bank Corporation was convened on June 20, 2023, at the office of the Albany County Land Bank at 111 Washington Avenue, Suite 100, Albany, NY.

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

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

Counsel: Michelle Marinello

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:** None.
- 2. Review and Approval of Prior Meeting Minutes:** Minutes of the May 20, 2023, Board of Directors Meeting were presented.

A motion to adopt the minutes as presented was approved unanimously. (D. Rowley, A. Capece.)

- 3. Review of Financial Statements:** The Executive Director presented the financial statements and reports for the period ending May 31, 2023. These reports were prepared by the Land Bank's accountants and reviewed at the May meeting of the Finance Committee. The Executive Director updated the Board of Directors on *Tyler v. Hennipen County* Supreme Court Case and recent responses being explored by the State Legislature which includes imposing a one-year moratorium on all tax-foreclosures. A moratorium would cause vacant and abandoned properties to remain in the communities for at least another year resulting in a significant increase to return the properties back to productive use and impact the Land Bank's operation. The Executive Director will keep the Board updated on the various related developments.
- 4. Adopting a Resolution authorizing the sale of real property (Resolution 10 of 2023):** The Executive Director presented a Resolution to approve the sale of property. Property purchase offers for the property disposition presented to the Board of Directors this month have been reviewed by the Acquisition and Disposition Committee, which convened earlier this month. During the discussion, the Executive Director recommended property dispositions based on recommendations provided by the Acquisition and Disposition Committee and staff review. The presentation includes one vacant building in the City of Albany.

- a. **319 Second St (B), Albany:** Applicant 3309 is proposing to rehab this property and operate it as a rental. This Applicant is based locally. Land Bank Staff has discussed the potential costs of the project with the Applicant as requested by the Acquisition and Disposition Committee. After staff review and review from the Acquisitions and Disposition Committee, the Executive Director recommends this property advances to sale.

The motion was approved unanimously as presented. (N. Alexander, M. Bobb-Semple)

5. **Adopting a Resolution authorizing a grant agreement by and between the Housing Trust Fund Corporation and the Albany County Land Bank Corporation (Resolution 21 of 2023):** The Executive Director presented a Resolution authorizing a grant agreement between the Housing Trust Fund Corporation and the Land Bank. The funding was awarded to the Land Bank competitively under Phase II of New York State Homes and Community Renewal's Land Bank Initiative. The total grant award is \$1.8 million dollars and would be used to support pre-development work, property stabilizations and demolitions.

The motion was approved unanimously as presented. (A. Capece, M. Bobb-Semple)

6. **Adopting a Resolution authorizing a mortgage on the property located at 360 Sheridan Avenue, Albany, New York (Resolution 22 of 2023):** The Executive Director presented a Resolution authorizing a mortgage with Home HeadQuarters, Inc. The mortgage will secure the construction loan being provided to the SEAT Center which will build a new small footprint affordable home on a vacant lot owned by the Land Bank at 360 Sheridan Avenue in Albany.

The motion was approved unanimously as presented. (D. Rowley, M. Bobb-Semple)

7. **Adopting a Resolution for approval of award to Baker Contracting for the rehabilitation of 48 Second Avenue and 50 Second Avenue, Albany, New York (Resolution 23 of 2023):** The Executive Director presented a Resolution approving an award to Baker Contracting for the rehabilitation of 48 Second Avenue and 50 Second Avenue in Alban, New York to complete one full rehab and one building stabilization using CARES grant provided by the State of New York through Albany County. The Land Bank is awaiting ratification of a grant extension by the Albany County legislature and final building permits from the City of Albany's Historic Resources Commission.

The motion passed as presented (J. Nabors, M. Bobb-Semple), with one board member opposed (J. Nabors).

8. **Underserved Communities Committee Update:** The Land Bank, through ACLB Holdings, LLC has acquired multiple vacant lots on First and Second Street in Albany. The Land Bank and partners are currently working on redevelopment plans that comport with available grant funding. The South End homeownership clusters are awaiting final permit approvals from the City of Albany, and contractor bids for final construction pricing. Preliminary designs for Ontario Street have been submitted to the City of Albany for initial feedback.

9. Governance Updates: The Executive Director asked that all Board Members complete and return their required annual disclosure forms by the end of July.

10. Executive Director Updates: The Executive Director attended Habitat for Humanity's ribbon-cutting for six new townhomes on Orange Street, two of which were constructed on properties acquired and assembled by the Land Bank. The homes were funded in part by the American Rescue Plan Act funds secured by Habitat and the Land Bank and are part of the 100in5 Homeownership Initiative.

A motion to adjourn the meeting was approved unanimously. (A. Capece, M. Bobb-Semple)

The meeting adjourned at 6:53 PM.

Respectfully submitted,

Amanda Wyckoff
Director of Operations
Albany County Land Bank Corporation

Attested:

Secretary