



ALBANY COUNTY  
LAND BANK CORPORATION

MEETING OF THE BOARD OF DIRECTORS  
FEBRUARY 21, 2023 | 5:30 PM

MEETING MINUTES

*A public meeting of the Board of Directors of the Albany County Land Bank Corporation was convened on February 21, 2023, at the office of the Albany County Land Bank at 111 Washington Avenue, Suite 100, Albany, NY*

**Present:** Charles Touhey (Chair), Samuel Wells, Joseph LaCivita, Joseph Seman-Graves, Juanita Nabors, and David Rowley

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

**Counsel:** Michelle Marinello

**The meeting of the public body was called to order at 5:32 PM by Chair, Charles Touhey. A quorum of Directors was present.**

- 1. Public Comment:** No public comments were provided.
- 2. Review and Approval of Prior Meeting Minutes:** Minutes of the January 17, 2023, Board of Directors Meeting were presented.

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

- 3. Review of Financial Statements:** The Executive Director presented the financial statements and reports for the period ending January 31, 2023. These reports were prepared by the Land Bank's accountants and reviewed at the February meeting of the Finance Committee. The Executive Director informed the Board that the Land Bank has received the second disbursement of \$50,000 from the \$200,000 Phase I Grant awarded to the Land Bank under NYS Homes and Community Renewal's Land Bank Initiative grant program. The Request for Applications for the Phase II Grant has been issued. The Phase II Grant provides for a maximum of \$2,000,000 for 18 months. The executive Director informed the Board that the Land Bank will be applying prior to the deadline for the full amount.
- 4. Adopting a Resolution approving a home builder agreement (Resolution 5 of 2023):** The Executive Director presented a Resolution to enter a home builder agreement with the Social Enterprise and Training Center to construct a small-footprint new construction home on a vacant lot located at 360 Sheridan Avenue in Albany. The design may serve as the prototype for future infill development on smaller sized vacant lots owned by the Land Bank. YouthBuild will be part of the project and Home Headquarters, Inc will be providing the construction financing and may also provide the purchase mortgage to a first-time homebuyer to purchase the property.

The motion was approved unanimously as presented. (S. Wells, J. Seman-Graves)



5. **Adopting a Resolution to approve the sales of multiple properties (Resolution 6 of 2023):** The Executive Director presented a Resolution to approve the sale of multiple properties. Property purchase offers for the property dispositions 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 & Disposition Committee and staff review. The presentation includes one vacant building in the City of Cohoes and 15 vacant lots in the City of Albany.

- **113 Lancaster Street, Cohoes, New York:** one vacant building was approved for sale to Oleksii and Roman Ivanenko
- **525, 527, 529 Second Street, Albany, New York:** three vacant lots were approved for sale to Jacqueline Gonzales
- **7, 9, 11, 13, 15, 17, 19 Groton Street and 94, 96, 98, 100, 102 Oliver Avenue, Albany, New York:** a purchase option agreement with Ahmed Amer for 12 vacant lots in the City of Albany was approved. The purchase option will provide up to 12 months for Mr. Amer to obtain all approvals needed to develop the sites prior to any properties being disposed.

The motion was approved unanimously as presented. (J. Nabors, D. Rowley)

6. **Adopting a Resolution to issue a payment to Albany County (Resolution 7 of 2023):** The Executive Director presented a Resolution to approve payment to Albany County in the amount of \$250,000 pursuant to Albany County Resolution 29 of 2019. The Resolution sets a payment amount due to the County from the Land Bank's sale of tax-foreclosed property transferred by the County. The requested payment amount is the amount requested in Albany County's adopted Budget. The payment was approved the Land Bank's Finance Committee and recommended it go to the Board of Directors for review and approval.

The motion was approved unanimously as presented. (J. LaCivita, J. Seman-Graves)

7. **Underserved Communities Updates:** The Executive Director noted the 360 Sheridan Avenue "City Home" had been discussed in detail earlier in the meeting and the 1<sup>st</sup> Street affordable housing partnership will be discussed further during the upcoming ACLB Holdings, LLC meeting.

8. **Governance Updates:** The Executive Director informed the board that they would be receiving emails for the Annual Board Evaluations which need to be completed and returned prior to the end March.

9. **Executive Director Updates:** There were no Executive Director updates.

A motion to adjourn the meeting was approved unanimously. (S. Wells, D. Rowley).



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**The meeting adjourned at 6:13 PM.**

Respectfully submitted,

Amanda Wyckoff  
Director of Operations  
Albany County Land Bank Corporation

Attested:

A handwritten signature in cursive script, appearing to read "Dana", written over a horizontal dashed line.

Secretary