



## Enforcement and Compliance Committee Meeting Minutes

*A meeting of the Enforcement and Compliance Committee of the Albany County Land Bank Corporation was convened on May 10, 2023, via audioconference.*

**Committee attendance:** Charles Touhey, Sam Wells, Joseph Seman-Graves

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

**The meeting was called to order at 4:32 PM.**

**Review of Minutes:** The minutes from the April 12, 2023, Enforcement and Compliance meeting were reviewed and approved as presented.

**Review of Enforcement and Compliance Actions:** The Director of Operations presented the following requests.

**Buyer Requests:** The following requests were submitted to the Land Bank for review:

**389 Second Street, Albany:** Buyer is requesting an extension until December 31, 2023. Staff has inspected the site and work is proceeding on the property. The lot has been registered as vacant and the taxes have been paid on the property. Staff recommends a six-month extension, based on the time that it took to get the project started. The Committee recommends approving this request.

**366 Sheridan Avenue, Albany:** Buyer is requesting an extension until December 31, 2023. Since the most recent staff visit, buyer has secured permits and work has commenced. Staff recommends a six-month extension and another property inspection to ensure progress is happening at a satisfactory pace. A second extension would be recommended if the buyer remains in compliance. The Committee recommends approving this request.

**50 Edgecomb Street, Albany:** Buyer is requesting an extension until October 9, 2023. Staff recommends a full six-month extension. The Committee recommends approving this request.

**23 Shepard Avenue, Colonie:** Buyer is requesting an extension until December 31, 2023. Staff supports this request. The Committee recommends approving this request.

**153 Fourth Avenue, Albany:** Buyer is requesting an extension until July 2024. The most recent inspection revealed that no progress has been made on the rehab. Staff recommends a six-month extension with a subsequent extension providing buyer makes satisfactory progress. The Committee recommends approving this request.



**52 Delaware Street, Albany:** Buyer is requesting to trade this property for another Land Bank property. The buyer remarked that the property is too difficult to rehab as they don't have access to the backyard. Both the staff and Committee agreed there will be no exchange of property, as there is no precedent for this action notwithstanding any legal or technical considerations. Before any further considerations are made, the buyer will have to provide an engineer's report from an engineer of the staff's choosing and at the buyer's expense. There is a 14-day time limit for providing this report. Once the report is received, it will be brought to the Committee for further review. The Director of Operations will convey to the buyer that if this property is given back to the Land Bank, this would make the buyer ineligible for any future Land Bank property.

**Staff Requests:** The following requests were submitted to the Land Bank for review:

**38 Morton Avenue, Albany:** Buyer has been unresponsive to staff despite multiple attempts to communicate. Staff recommends sending a letter of non-compliance to buyer due to their failure to pay taxes. The Committee recommends approving this request.

**9 Second Street, Albany:** Staff recommends requesting a deed in-lieu of foreclosure of the property. Once it was conveyed to the buyer that they were responsible for costs associated with this action the buyer stated they would secure a loan to complete the rehab. Staff has not received any additional information or proof of loan from the buyer. The Committee is concerned about the amount of time that's elapsed for this project and requests that the buyer submits an engineer's report on the condition of the property within the next 30 days before any further consideration is given to re-acquire the property. Staff and the Committee discussed permitting the buyer to sell the property to a approved buyer as a potential future alternative.

**Updates:** The Executive Director reported staff was working with real estate counsel to identify additional opportunities to strengthen the Land Bank's enforcement and compliance process.

**The meeting adjourned at 5:12 PM.**

Respectfully submitted,

Susan Baker  
Enforcement and Administrative Coordinator  
Albany County Land Bank