



ALBANY COUNTY  
LAND BANK CORPORATION

**RESOLUTION TO ENTER INTO A CONTRACT FOR  
SNOW REMOVAL SERVICES WITH KINGDOM SERVICES, LLC**

**WHEREAS**, the Albany County Land Bank has heretofore requested proposals for snow removal services (hereinafter, the “Services”) to be rendered for various properties, currently owned by the Albany County Land Bank, (hereinafter, the “Property”), said request having been issued and published by the Albany County Land Bank on September 3, 2019 (hereinafter called the “RFP”) requesting proposals to be submitted no later than September 30, 2019; and

**WHEREAS**, in response thereto, Contractor Kingdom Services Unlimited, LLC (the “Firm”) has submitted a proposal with estimates on September 30, 2019 to render the requested Services (hereinafter called the “Proposal”); and

**WHEREAS**, the Land Bank, through its Chief Procurement Officer, has accepted the Proposal of the Firm to provide the aforesaid services as the lowest qualified responsible bidder; and

**WHEREAS**, in furtherance thereof, the parties executed a fully-integrated agreement with respect thereto, attached to this Resolution as Appendix “A”, which is subject to Board approval in accordance with the Land Bank By-laws;

**NOW, THEREFORE, BE IT RESOLVED** by the Albany County Land Bank Corporation that:

1. The Agreement for snow removal services to be performed by Kingdom Services Unlimited, LLC for the benefit of the Land Bank is awarded and approved;
2. The Executive Director or Chief Procurement Officer shall take all actions and sign all documents to execute the contract with Kingdom Services Unlimited, LLC, and;
3. This Resolution shall take effect immediately.

ADOPTED by the Board and SIGNED by the Chair this 19<sup>th</sup> day of November 2019.

A handwritten signature in blue ink, appearing to be 'W. G.', written above a horizontal line.

Chair

ATTEST/AUTHENTICATION:

A handwritten signature in black ink, appearing to be 'Samuel W.', written above a horizontal line.

Secretary



ALBANY COUNTY  
LAND BANK CORPORATION

**RESOLUTION TO ENTER INTO AN AGREEMENT  
WITH WPNT CONSTRUCTION LLC FOR  
DEMOLITION & ABATEMENT SERVICES FOR  
350 SECOND STREET, ALBANY, NEW YORK, AND;  
599 BROADWAY, WATERVLIET, NEW YORK**

**WHEREAS**, a request for proposals (hereinafter the “RFP”) for package, transport & disposal of waste disposal Services was issued by the Albany County Land Bank Corporation (“Land Bank”); and

**WHEREAS**, in response thereto, WPNT Construction LLC (“Firm”), submitted a proposal for services by October 22, 2019; and

**WHEREAS**, the Land Bank, through its Executive Director, has accepted the Proposal of the Firm to provide the aforesaid services as the lowest qualified responsible bidder; and

**WHEREAS**, in furtherance thereof, the parties executed a fully-integrated agreement with respect thereto, attached to this Resolution as Appendix “A”, which is subject to Board approval in accordance with the Land Bank By-laws;

**NOW, THEREFORE, BE IT RESOLVED** by the Albany County Land Bank Corporation that:

1. The Agreement for Abatement and Demolition Services to be performed by WPNT Construction LLC for the benefit of the Land Bank is awarded and approved; and
2. This Resolution shall take effect immediately.

ADOPTED by the Board and SIGNED by the Chair this 19<sup>th</sup> day of November, 2019.

A handwritten signature in blue ink, appearing to be 'C. E. ...', written over a horizontal line.

Chair

ATTEST/AUTHENTICATION:

A handwritten signature in black ink, appearing to be 'D. ...', written over a horizontal line.

Secretary



ALBANY COUNTY  
LAND BANK CORPORATION

**RESOLUTION TO ENTER INTO AN AGREEMENT WITH  
DITONNO & SONS, LLC FOR DEMOLITION & ABATEMENT SERVICES  
FOR 436 THIRD STREET, ALBANY, NEW YORK**

**WHEREAS**, a request for proposals (hereinafter the “RFP”) for package, transport & disposal of waste disposal Services was issued by the Albany County Land Bank Corporation (“Land Bank”); and

**WHEREAS**, in response thereto, Ditonno & Sons, LLC (“Firm”), submitted a proposal for services by October 22, 2019; and

**WHEREAS**, the Land Bank, through its Executive Director, has accepted the Proposal of the Firm to provide the aforesaid services as the lowest qualified responsible bidder; and

**WHEREAS**, in furtherance thereof, the parties executed a fully-integrated agreement with respect thereto, attached to this Resolution as Appendix “A”, which is subject to Board approval in accordance with the Land Bank By-laws;

**NOW, THEREFORE, BE IT RESOLVED** by the Albany County Land Bank Corporation that:

1. The Agreement for Abatement and Demolition Services to be performed by Ditonno & Sons, LLC for the benefit of the Land Bank is awarded and approved; and
2. This Resolution shall take effect immediately.

ADOPTED by the Board and SIGNED by the Chair this 19<sup>th</sup> day of November, 2019.

A handwritten signature in blue ink, appearing to be 'D. Kelly', written above a horizontal line.

Chair

ATTEST/AUTHENTICATION:

A handwritten signature in black ink, appearing to be 'D. Smith', written above a horizontal line.

Secretary



ALBANY COUNTY  
LAND BANK CORPORATION

**RESOLUTION APPROVING THE FILING OF THE  
2018 IRS FORM 990 AND 2018 NYS FORM CHAR500**

**WHEREAS**, the New York State Not-For-Profit Law requires the Board of the Albany County Land Bank Corporation (“Land Bank”) to obtain audited financials and to file IRS Form 990 and NYS Form CHAR500; and

**WHEREAS**, the proposed 2018 IRS Form 990 and 2018 NYS Form CHAR500 were prepared by the Land Bank’s accountants and reviewed by the Finance Committee of the Land Bank and forwarded to the Board for review; and

**WHEREAS**, the Board has received the proposed 2018 IRS Form 990 and 2018 NYS Form CHAR500, and have had the opportunity to review it; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Land Bank that:

1. The Board authorizes the Executive Director to execute and file 2018 IRS Form 990 and 2018 NYS Form CHAR500;
2. This Resolution shall be effective immediately upon passage.

**ADOPTED** by the Board and **SIGNED** by the Chair on the 19<sup>th</sup> of November 2019.

A handwritten signature in blue ink, appearing to be 'C. J.', is written above a horizontal line.

Chair

**ATTEST/AUTHENTICATION:**

A handwritten signature in black ink, appearing to be 'D. M.', is written above a horizontal line.

Secretary



ALBANY COUNTY  
LAND BANK CORPORATION

**RESOLUTION AUTHORIZING THE SALES OF  
MULTIPLE PARCELS OF REAL PROPERTY**

WHEREAS, New York Not-For-Profit Corporation Law §1609(d) authorizes the Albany County Land Bank Corporation, Inc. ("Land Bank") to convey, exchange, sell, or transfer any of its interests in, upon or to real property; and

WHEREAS, New York Not-For-Profit Corporation Law §1605(i)(5) requires that a sale of real property be approved a majority vote of the Board of Directors; and

WHEREAS, all disposals of Land Bank property must be made to qualified buyers pursuant to Section 5 of the Property Disposition Policy; and

WHEREAS, the Land Bank owns certain parcels of real property situate in the County of Albany and State of New York and more particularly identified on the Properties List attached hereto as Schedule A (individually, a "Property" or collectively, the "Properties"); and

WHEREAS, Land Bank staff, after evaluating all purchase offers received for the Properties in accordance with the Property Disposition Policy, have recommended that the Land Bank sell each Property to the corresponding Buyer identified on the Properties List (individually, a "Buyer" or collectively, the "Buyers") in accordance with the terms and conditions set forth therein; and

WHEREAS, Land Bank staff have determined that each Buyer is a qualified buyer; and

WHEREAS, the Land Bank has obtained such competition as is feasible under the circumstances for each Property by advertising the Property on its website and/or listing the Property with a licensed real estate broker; and

WHEREAS, as each Buyer's plans are consistent with the mission, purpose and governing statute of the Land Bank, the Property Disposition Policy permits the Land Bank to sell each Property to the corresponding Buyer by negotiation; and

WHEREAS, if any Property is being disposed of for less than fair market value, the Board of Directors (the "Board") has considered the information set forth in Section 4(g) of the Property Disposition Policy and has determined that there is no reasonable alternative to the proposed transfer that would achieve the same purpose of such transfer; and dated to


WHEREAS, the Land Bank desires to sell each Property to the corresponding Buyer

identified on the Properties List at the price which was offered by each Buyer, as set forth on the Properties List; and

NOW, THEREFORE, BE IT RESOLVED BY THE ALBANY COUNTY LAND BANK CORPORATION AS FOLLOWS:

1. The recitals above are hereby incorporated into this Resolution as if fully set forth herein.
2. The Members of the Board hereby authorize the Land Bank to sell each Property to the corresponding Buyer identified on the Properties List and authorize the Executive Director to enter into a Contract to Purchase with the Land Bank as seller and the Buyer as buyer with respect to each Property. Each Contract to Purchase will be agreeable in form and content to the Executive Director and Land Bank counsel.
3. The Chairman, Vice Chairman and the Executive Director of the Land Bank are each hereby authorized and directed to execute all documents on behalf of the Land Bank which may be necessary or desirable to further the intent of this Resolution and do such further things or perform such acts as may be necessary or convenient to implement the provisions of this Resolution.
4. The other officers, employees and agents of the Land Bank are hereby authorized and directed for and in the name and on behalf of the Land Bank to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing Resolution.
5. This Resolution shall take effect immediately.

ADOPTED by the Board and SIGNED by the Chair this 19th day of November 2019.



\_\_\_\_\_  
Chair

ATTEST/AUTHENTICATION:



\_\_\_\_\_  
Secretary

**Albany County Land Bank - November Sales Matrix - Board of Directors Meeting**

<b>Property Address</b>	<b>Applicant Name</b>	<b>Acquisition Date</b>	<b>Parcel Number</b>	<b>Type</b>	<b>Intended Use</b>	<b>BPO</b>	<b>Sale Recommendations</b>
1101 Delaware Turnpike (New Scotland)	Sean Farrell and William Banahan	10/15/2018	95.-3-52	Property Purchase	Redevelop and Re-sell	\$39,500	<b>Recommend to advance sale to Mr. Farrell &amp; Banahan. Recommend new buyer be vetter per ACLB's resale (flip) policy</b>
1290 Broadway	Fair Ride, LLC	4/4/2019	66.21-2-15	Property Purchase	Operate As Rental	\$15,000	<b>Recommend to advance sale to Fair Ride, LLC</b>
14 South Swan Street	Housing Visions Unlimited, Inc.	4/4/2019	65.81-3-30	Property Purchase	Other	\$1,700	<b>Recommend to advance sale to Housing Visions</b>
16 South Swan Street		10/26/2018	65.81-3-31	Property Purchase	Other	\$1,000	
9 South Swan Street		10/26/2018	65.81-6-83	Property Purchase	Other	\$1,000	
2 Charles Street	Capital City Gospel Mission	2/23/2017	76.57-1-36	Property Purchase	Fence	\$600	<b>Recommend to advance sale to Capital City Gospel Mission</b>
20 Osborne Street	Elizabeth Maldonado and Julio Benitez	2/23/2017	76.56-3-12	Property Purchase	Primary Residence & Rental		<b>Recommend to advance sale to Elizabeth Maldonado and Julio Benitez contingent on submitting engineering report to City of Albany</b>
21 Pennsylvania Avenue	Secura Holdings Inc	4/4/2019	65.57-2-23	Property Purchase	Operate As Rental	\$15,000	<b>Recommend to advance sale to Secura Holdings Inc.</b>
215 Colonie Street	Aung Thu Kyaw and Lin Lin Khaing	2/20/2015	65.66-1-22	Property Purchase	Garden	\$600	<b>Recommend to advance sale to Aung Thu Kyaw and Lin Lin Khaing</b>
217 Colonie Street		2/8/2016	65.66-1-21	Property Purchase	Primary Residence	\$5,000	
311 Livingston Avenue	Anthony Clark	2/23/2017	65.57-2-51	Property Purchase	Garden	\$600	<b>Recommend to advance sale to Anthony Clark</b>

**Albany County Land Bank - November Sales Matrix - Board of Directors Meeting**

<b>Albany County Land Bank - November Sales Matrix - Board of Directors Meeting</b>							
<b>Property Address</b>	<b>Applicant Name</b>	<b>Acquisition Date</b>	<b>Parcel Number</b>	<b>Type</b>	<b>Intended Use</b>	<b>BPO</b>	<b>Sale Recommendations</b>
55 Emmet Street	Nyesha Bates	1/30/2019	65.52-1-26	Property Purchase	Operate As Rental	\$20,000	<b>Recommend to advance sale to Nyesha Bates</b>



**Albany County Land Bank - November Sales Matrix - Board of Directors Meeting**

<b>Property Address</b>	<b>Applicant Name</b>	<b>Acquisition Date</b>	<b>Parcel Number</b>	<b>Type</b>	<b>Intended Use</b>	<b>BPO</b>	<b>Sale Recommendations</b>
56 Beverly Avenue	Walker Enterprises Unlimited LLC	4/4/2019	65.48-2-87	Property Purchase	Garden	\$1,000	<b>Recommend to advance sale to Walker Enterprises Unlimited LLC</b>
58 Columbia Street Extension (Cohoes)	ACC Fabric Inc.	7/1/2016	10.75-1-56	Property Purchase	Personal Business	\$19,999	<b>Recommend to advance sale to ACC Fabrics <u>contingent on general approval of plan by City of Cohoes Economic and Community Development</u></b>
71 Lancaster Avenue (Colonie)	Daniel and Joyce Micare	9/2/2016	16.6-3-33	Property Purchase	Maintain As Is	\$600	<b>Recommend to advance sale to Mr. &amp; Mrs. Micare</b>
73-75 Alexander Street	Stephanie Champagne and Anthony Williams	4/4/2019	76.64-1-26	Property Purchase	Operate As Rental	\$15,000	<b>Recommend to advance sale to Ms. Champagne &amp; Mr. Williams</b>
Johnny Cake Hill Road	Terence and Joanne Fraser	8/24/2018	162.-1-1.40	Property Purchase	Maintain As Is	\$15,000	<b>Recommend to advance sale to Mr. and Mrs. Fraser</b>
River Road	Suzanne Luraas	2/22/2018	122.00-1-19	Property Purchase	Driveway-Parking	\$800	<b>Recommend to advance sale to Ms. Luraas</b>
River Road		1/10/2017	122.00-1-18	Property Purchase		\$1,000	
199 Lark Street	Kim Yat Yeung	4/4/2019	65.80-3-25	Property Purchase	Redevelop & Sell	\$79,999	<b>Recommend to advance sale to Mr. Yeung and <u>remove condition to approve buyer when flipped</u></b>
116 Second Avenue	Ellen Springsteen	4/4/2019	76.71-3-25	Side Lot	Side Lot	\$600	<b>Recommend to advance sale to Ms. Springsteen</b>
401 Wormer Road (Guilderland)	Richard Dawson	8/24/2018	50.00-2-12	Property Purchase	Maintain As-Is	\$25,000	<b>Recommend to advance sale to Mr. Dawson</b>



ALBANY COUNTY  
LAND BANK CORPORATION

RESOLUTION # \_\_\_\_\_

**RESOLUTION APPROVING A REVISED EMPLOYEE HANDBOOK AND  
PERSONNEL POLICIES OF THE ALBANY COUNTY LAND BANK CORPORATION**

**WHEREAS**, the Board of Directors of the Albany County Land Bank Corporation (“Land Bank”) wishes to adopt an revised Employee Handbook and Personnel Policies that shall apply to any and all Employees of the Land Bank; and

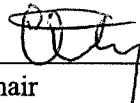
**WHEREAS**, the proposed Employee Handbook and Personnel Policies were drafted and reviewed by the Human Resources Committee of the Land Bank, in consultation with the Land Bank’s human resources consultant, reviewed by counsel, and forwarded to the Board for review; and

**WHEREAS**, the Board of Directors has received the proposed revised Employee Handbook and Personnel Policies, have had the opportunity to review it, and said policy is attached to this Resolution as Appendix “A”.


**NOW, THEREFORE, BE IT RESOLVED**, by the Land Bank that:

1. The proposed revised Employee Handbook and Personnel Policies are attached to this Resolution as Appendix “A” is hereby adopted.
2. This Resolution shall be effective immediately upon passage.

**ADOPTED** by the Board and **SIGNED** by the Chair on the 19<sup>th</sup> day of November, 2019.

  
Chair

**ATTEST/AUTHENTICATION:**

  
Secretary



ALBANY COUNTY  
LAND BANK CORPORATION

**RESOLUTION APPROVING THE APPOINTMENT OF MEMBERS TO THE HUMAN RESOURCES COMMITTEE**

**WHEREAS**, under the Albany County Land Bank Corporation (“Land Bank”) by-laws, the Board Chairperson/President has the authority to appoint Members to the Human Resources Committee;

**WHEREAS**, the Board Chairperson of the Albany County Land Bank Corporation (“Land Bank”) wishes to appoint Pastor David Traynham, Charles Touhey, Jeffery Collett and Todd Curley to the Human Resources Committee; and

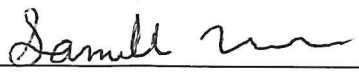
**NOW, THEREFORE, BE IT RESOLVED** by the Albany County Land Bank Corporation that:

1. That the Members of the Human Resources Committee shall be: Pastor David Traynham, Charles Touhey, Jeffery Collett and Todd Curley; and
2. That unless vacated earlier, the Members of the Human Resources Committee shall continue to serve until the election of their successors at the 2020 annual meeting of the Board.
3. This Resolution shall take effect immediately.

**ADOPTED** by the Board and **SIGNED** by the Chair this \_\_\_ day of November, 2019

  
\_\_\_\_\_  
Chair

**ATTEST/AUTHENTICATION:**

  
\_\_\_\_\_  
Secretary



ALBANY COUNTY  
LAND BANK CORPORATION

**RESOLUTION TO ESTABLISH AN ENFORCEMENT AND COMPLIANCE COMMITTEE  
AND APPOINT MEMBERS**

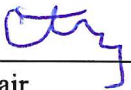
**WHEREAS**, the Board of the Albany County Land Bank Corporation (“Board”) wishes to establish an Enforcement and Compliance Committee to be comprised of not less than three board members, who shall constitute a majority on the committee, and who shall possess the necessary skills to understand the duties and functions of the committee; and

**WHEREAS**, pursuant to the Bylaws of the Corporation the Members of the Enforcement and Compliance Committee shall have the responsibility to: (1) review enforcement notes, deed restrictions and other related instruments to ensure productive and successful outcomes of real estate transactions and rehabilitation projects; (2) review evidence of project completion and to make recommendations for the Discharge of Enforcement Notes to the full board of Directors; and (3) review requests to modify project Completion Date of real property from Developers and make recommendations to the full board of Directors and the Executive Director regarding the same;

**NOW, THEREFORE, BE IT RESOLVED** by the Corporation that:

1. That the Members of the Enforcement and Compliance Committee shall be: Jeffery Collett, Pastor David Traynham, Samuel Wells and Charles Touhey; and
2. That unless vacated earlier, the Members of the Enforcement and Compliance Committee shall continue to serve until the election of their successors at the 2020 annual meeting of the Board.
3. That the duties of the Members of the Enforcement and Compliance Committee are effective immediately.

**ADOPTED** by the Board and **SIGNED** by the Chair this \_\_\_ day of November, 2019

  
\_\_\_\_\_  
Chair

**ATTEST/AUTHENTICATION:**

  
\_\_\_\_\_

Secretary