

---

Troy Community Land Bank Corporation

200 Broadway, Suite 204

Troy, New York 12180

---

Board of Directors Meeting Agenda  
November 15, 2017

The Troy Community Land Bank Corporation will hold a Board of Directors Meeting on Wednesday, November 15, 2017 at 6:00 p.m. at the School One Lofts, 2920 5<sup>th</sup> Avenue, Troy, NY 12180

- I. **Call to Order**
- II. **Roll Call**
- III. **Minutes – attached**
  - Approval of minutes from:
    - September 2017 Board of Directors Meeting
    - October 2017 Board of Directors Meeting
- IV. **President’s Report**
- V. **Treasurer’s Report**
- VI. **Resolution to Authorize the Sale of Real Property**
- VII. **Resolution Authorizing the Troy Community Land Bank to Enter Into a Funding Agreement with Enterprise Community Partners**
- VIII. **Resolution to Enter Into a Lease for Commercial Space**
- IX. **Resolution Approving the Appointment of Directors to the Land Bank Board**
- X. **Old Business**
- XI. **New Business**

**RESOLUTION AUTHORIZING THE SALE OF 3319 Sixth Avenue**

WHEREAS, New York Not-For-Profit Corporation Law §1609(d) authorizes the Troy Community 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 situated in the City of Troy, County of Rensselaer, and State of New York and more commonly known as 3319 Sixth Avenue, Troy, New York 12180.

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.
5. This Resolution shall take effect immediately.

ADOPTED by the Board and SIGNED by the Chair this 15th day of November, 2017.

---

Chair

ATTEST/AUTHENTICATION:

---

Secretary

**PROPERTY LIST**

**3319 Sixth Avenue**

**APPLICANT(S)**

Media Alliance, Inc. – Steve Pierce, Executive Director  
3361 Sixth Avenue  
Troy, NY 12180

**PROPOSED PURCHASE PRICE**

\$7,500.00

Media Alliance  
3319 6th Avenue Purchase Application

**ATTACHMENT #1: APPLICANT'S EXPERIENCE AND  
QUALIFICATIONS TO COMPLETE PROPOSED PROJECT**

Media Alliance has been working for more than a decade on the revitalization of one block on Sixth Avenue, between Glen Avenue and 101<sup>st</sup> Street. We have the qualifications and extensive experience to undertake major renovation projects such as this proposal for 3319 6<sup>th</sup> Avenue. We have an accomplished record of community engagement, and we are proud to be a driving force in the upward trajectory of North Central Troy.

We have decades-old relationships with community development professionals in the City of Troy and throughout the Capital Region, including Joe Fama and Barb Nelson from TAP, the School of Architecture at RPI, CEO YouthBuild, Americorps and numerous other local and regional organizations. In addition, we have a longstanding relationship with Pioneer Bank and the Community Loan Fund of the Capital Region, which has provided long term and short term financing on an as-needed basis. Our executive director, Steve Pierce, has deep experience in economic and urban development, and holds a Ph.D. from the Department of Science and Technology Studies at RPI.

We have broad-based financial support for our ambitious urban rehabilitation activities, ranging from national funders including the National Endowment for the Arts, to state funders including the NYS Department of Environmental Conservation, NYS Council on the Arts, Capital Region Economic Development Council and Community Foundation for the Greater Capital Region, as well as major donors and numerous individual contributors.

We have successfully managed the restoration and renovation of several properties (see Attachment #2 for list). Media Alliance executive director Steve Pierce has supervised all of these projects with high standards of professional excellence, meeting our timelines for completion. With each of these properties, we have secured and insured the property upon closing, promptly begun necessary repairs and improvements, and completed project specifications up to code.

Our significant accomplishments in transforming vacant buildings and abandoned lots into productive infrastructure in North Troy (which demonstrate our qualifications to complete our proposed project at 3319 6<sup>th</sup> Avenue) include:

**Media Alliance**  
**3319 6th Avenue Purchase Application**

- At 3361 6<sup>th</sup> Avenue, we re-purposed an empty church with serious structural problems into The Sanctuary for Independent Media, a community arts center with an international reputation for innovation and quality. We have created world-class programming here for more than a decade, bringing hundreds of artists and tens of thousands of visitors into our North Troy neighbourhood.
- At 3334 6<sup>th</sup> Avenue, we renovated an abandoned, vandalized building on the verge of collapse into a home for artist residencies and the NATURE Lab Art Gallery.
- At 39 5<sup>th</sup> Avenue (at 101<sup>st</sup> Street where 5<sup>th</sup> and 6<sup>th</sup> Avenues meet), we turned an abandoned lot choked with garbage and weeds into the Freedom Square Art Stage, an outdoor venue for free music, art, culture, food and community building activities, attracting a diverse audience including North Troy neighbors as well as residents of Troy and the tri-state region—as far away as Canada!
- At 3341 6<sup>th</sup> Avenue, we renovated an abandoned carriage house and abandoned lot into Collard City Growers, an urban garden oasis growing fresh food to share with our community, and a place for educational workshops on urban sustainability.

We also planted fruit trees (some full size, some young and growing), starting at Freedom Square, continuing at Collard City Growers, and around the block, with the goal of creating an urban “food forest” for our environmental education campus.

- At 3305 6<sup>th</sup> Avenue, we have also transformed abandoned lots into gardens, replacing a jungle of weeds and garbage with sunflowers and plantings to improve the soil, and a community space for environmental education.
- At 3333 6<sup>th</sup> Avenue (adjacent to 3319 6<sup>th</sup> Avenue), we have prepared this lot for the future growth of our Collard City Growers gardens, offering composting education workshops. We anticipate this lot becoming a vibrant area surrounding the 3319 site.

We look forward to the opportunity to apply our experience and qualifications to the renovation of 3319 6<sup>th</sup> Avenue, building on the increasing momentum of our area.

Media Alliance  
3319 6th Avenue Purchase Application

**ATTACHMENT #2: LIST OF PROPERTIES OWNED IN TROY**

- 3361 6<sup>th</sup> Avenue: The Sanctuary for Independent Media
- 3334 6<sup>th</sup> Avenue: NATURE Lab Art Gallery and artist residency space
- 3341 6<sup>th</sup> Avenue: Collard City Growers gardens and carriage house
- 3333 6<sup>th</sup> Avenue: Collard City Growers "Food Cycle" composting center
- 3305 6<sup>th</sup> Avenue: Collard City Growers "L-Lot" perennial garden
- 39 5<sup>th</sup> Avenue: (at 101<sup>st</sup> Street, where 5<sup>th</sup> and 6<sup>th</sup> Avenues meet): Freedom Square

Media Alliance  
3319 6th Avenue Purchase Application

**ATTACHMENT #3: REDEVELOPMENT PLAN**

***BRIEF DESCRIPTION***

Media Alliance is submitting this proposal with a bid of \$7500 for the Troy Community Land Bank-owned building at 3319 6<sup>th</sup> Avenue. It would become the new home for our NATURE Lab project, which promotes sustainability and urban research in ecology using art, technology and science. We propose to create a do-it-yourself (and do-it-together!) community space that will serve the immediate community and surrounding region by teaching art and ecology, providing after school activities for youth, job training programs, and facilitating opportunities to improve the health and welfare of our area. Media Alliance already owns the adjacent lot (3333 6<sup>th</sup> Avenue), which would serve as a beautiful wrap-around garden area for outdoor activities at NATURE Lab, combining the backyard of the house with the vacant lot next door to make an extraordinary green space.

The proposed renovations include making the 3319 building a workable social environment for small workshops and meetings, with functional bathrooms on each floor, and a working kitchen. We will create an area where community art and science projects can be conducted (such as using water testing kits, developing sewage monitoring devices, etc.), plus liveable artist-in-residence spaces (bedroom/study) for visitors and/or an employee dedicated to the upkeep of the building.

We plan to largely follow the Troy Community Land Bank's sample floor plans for the first and second floors. We look forward to realizing a deck upstairs to look out upon our amazing wrap-around garden area! We have already secured a DEC Hudson River Estuaries grant with \$30,000 allocated for construction, in addition to a brokerage account with \$40,000 in cash reserves- and will soon be launching a crowd-sourced fundraising campaign to raise remaining funds.

***BUDGET***

We understand the Troy Community Land Bank has invested a substantial amount in this property already but-given our extensive experience on this block over the past decade-we expect the purchase price of \$7500 combined with closing costs and renovations will far exceed the current and foreseeable

**Media Alliance  
3319 6th Avenue Purchase Application**

future market value. Despite our excellent credit and long relationship with the Community Loan Fund (which holds mortgages on several of our other properties on the block), borrowing to finance a higher purchase price is not a viable option.

We understand that 3319 6<sup>th</sup> Avenue is a building in need of a lot of love-and by this we mean renovations. Our key renovation priorities are intended to improve the building, the block and the neighbourhood, and will include:

• Roof replacement	\$ 10,000
• Furnace installation	\$ 15,000
• Plumbing work	\$ 10,000
• Carpentry, floors and sheetrock	\$ 15,000
• Doors and windows	\$ 10,000
• 2 <sup>nd</sup> floor wrap-around deck	\$ 10,000
• Kitchen	\$ 7,500
• Bathroom x 2	\$ 15,500
• Security system	\$ 2,500
<hr/>	
TOTAL	\$ 95,500
• Contingency (5%)	\$ 4,775
<hr/>	
<b>TOTAL</b> (including contingency)	\$100,275

***CONTRACTING***

We plan to leverage a long history with CEO YouthBuild and our extensive skilled volunteer construction corps to reduce labor costs wherever possible.

We have a longstanding relationship with local contractor Mohammed Akhtar from successful prior renovations, and have retained him for this project.

We also have deep connections with local and regional community development professionals, including two decades of experience working with Joe Fama at TAP and Barb Nelson at RPI, on whose advice we expect to draw in the course of this project.

Media Alliance  
3319 6th Avenue Purchase Application

***TIMELINE FOR COMPLETION***

Our goal is to finish construction within six months of closing, with project completion projected for late Spring '18.

This timeline depends on the closing date. Our priorities include promptly fixing the roof and replacing the windows, followed by interior construction, furnace and deck.

During our Uptown Summer program in Summer '18, our theme is Environmental Stewardship. We will collaborate for the 8<sup>th</sup> year with the Rensselaer County Summer Youth Employment Program, during which our youths will help support finishing touches to open the space for community engagement.

We sincerely hope that you agree with us that our proposal for the property at 3319 6<sup>th</sup> Ave will help build positive opportunities in North Central and throughout Troy.



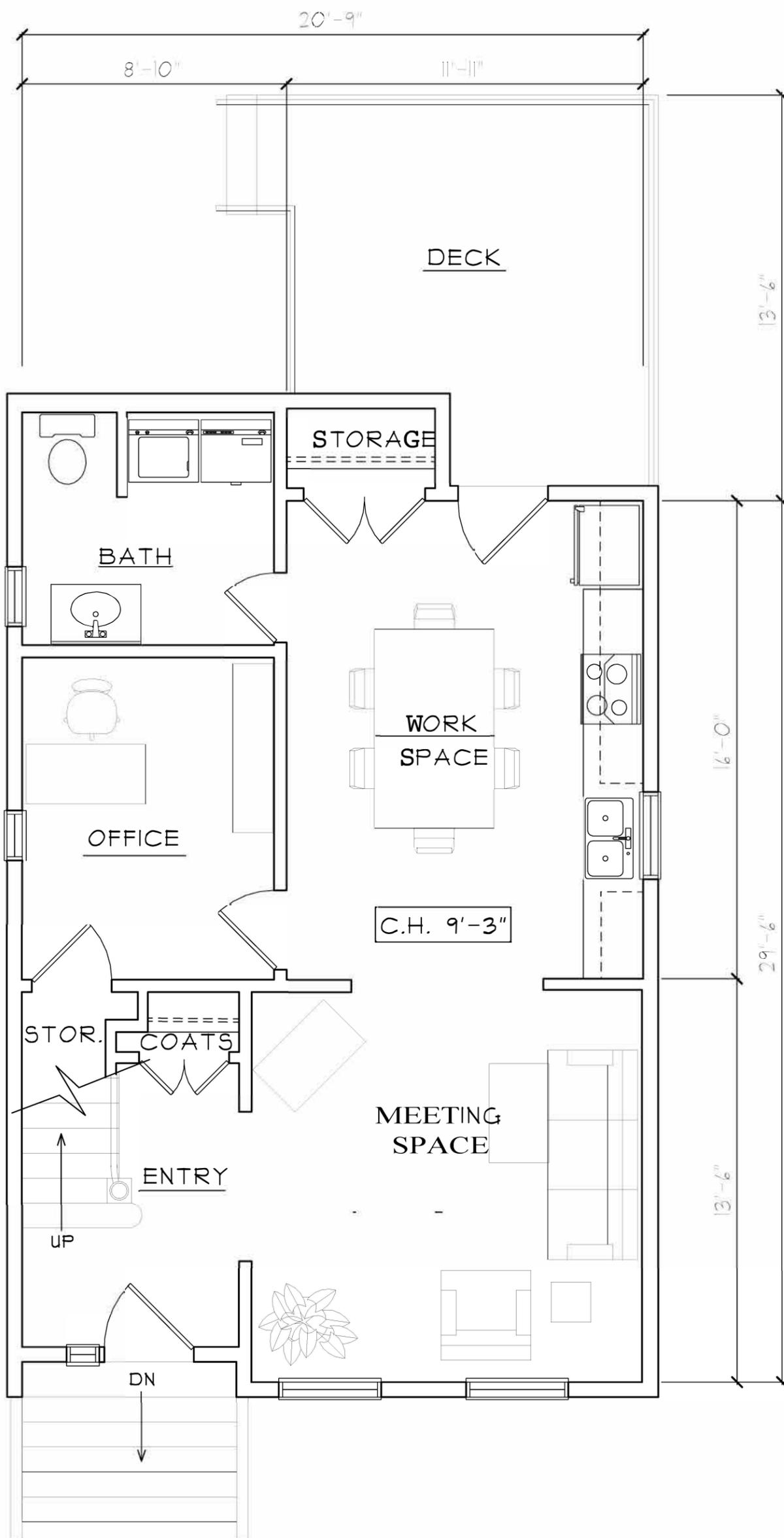
B. TATEO  
Architect

NEW

NEW WRAP AROUND BALCONY

NEW PEAK

DIMENSIONS TAKE PRECEDENCE OVER SCALE.  
 CONTRACTOR TO FIELD VERIFY ALL CONDITIONS  
 AND DIMENSIONS AND IS RESPONSIBLE FOR SAME



**FIRST FLOOR PLAN**  
 SCALE: 1/4"=1'-0"

JOB: 163,054,02  
 SHEET: **A2**

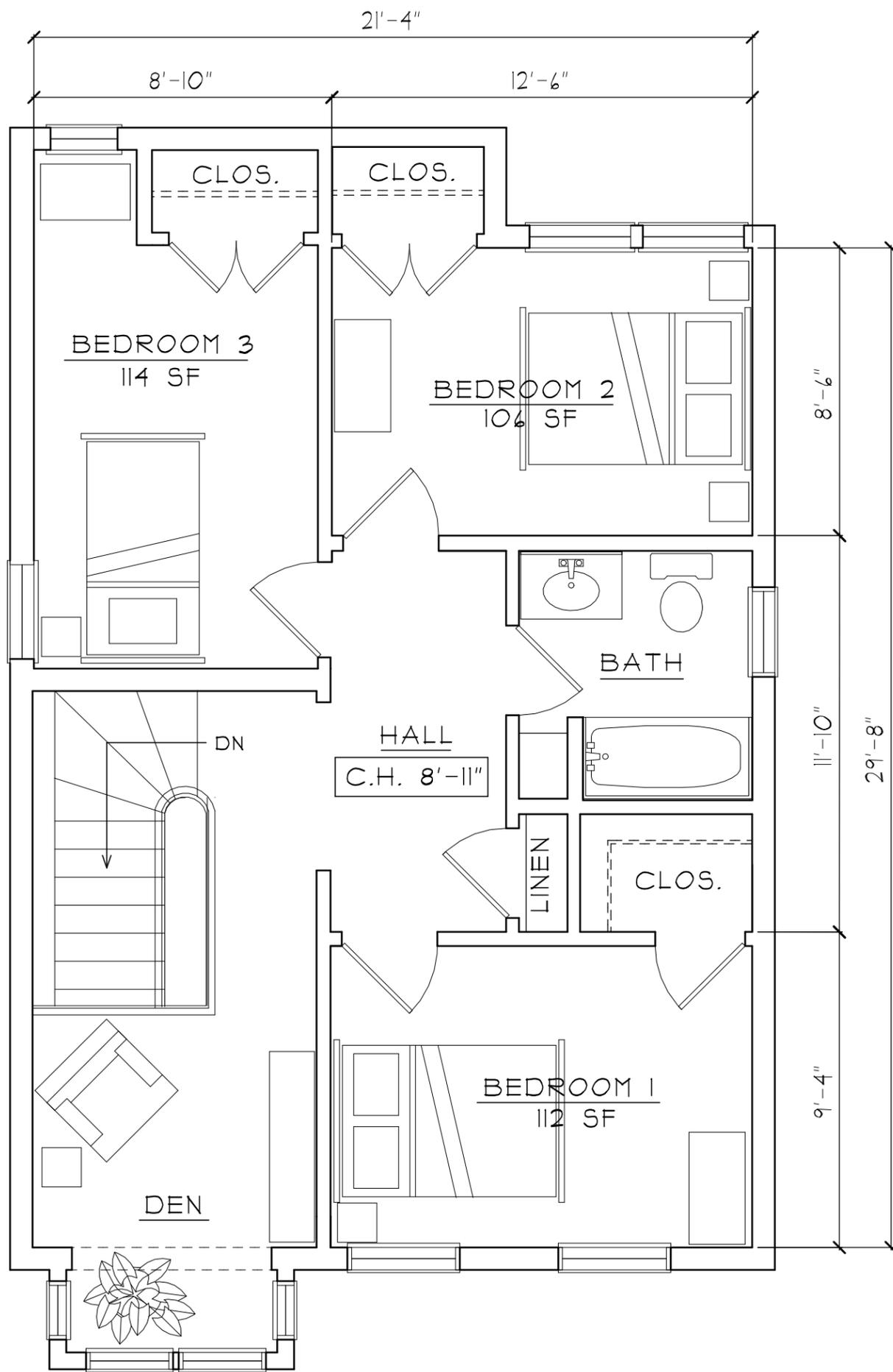
TAP, INC.  
 210 RIVER ST.  
 TROY, NY 12180  
 (518) 274-3050

DATE: 09/01/2016  
 DRAWN BY: SRL/JND  
 REVISIONS:

PROJECT: RENOVATION OF  
**3319 SIXTH AVE**  
**TROY, NEW YORK**  
 CLIENT: TROY COMMUNITY LANDBANK

TITLE:  
**FIRST FLOOR PROPOSED**

DIMENSIONS TAKE PRECEDENCE OVER SCALE.  
 CONTRACTOR TO FIELD VERIFY ALL CONDITIONS  
 AND DIMENSIONS AND IS RESPONSIBLE FOR SAME




**SECOND FLOOR PLAN**  
 SCALE: 1/4" = 1'-0"

SHEET:  JOB: 163054.02	 TAP, INC. 210 RIVER ST. TROY, NY 12180 (518) 274-3050	DATE: 09/01/2016 DRAWN BY: SRL/JND REVISIONS:	PROJECT: RENOVATION OF <b>3319 SIXTH AVE          TROY, NEW YORK</b> CLIENT: TROY COMMUNITY LANDBANK	TITLE: <b>SECOND FLOOR PROPOSED</b>
---	---	---	--	--

**RESOLUTION AUTHORIZING THE TCLB TO ENTER INTO A FUNDING  
AGREEMENT WITH  
ENTERPRISE COMMUNITY PARTNERS**

**WHEREAS**, New York Not-For-Profit Corporation Law §1610(a) authorizes the TCLB to receive funding through grants and loans from certain sources including the state of New York and other public and private sources; and

**WHEREAS**, Enterprise Community Partners (“Enterprise”) and the TCLB desire to enter into a certain Funding Agreement in form and content agreeable to their respective counsel and the Agent of the TCLB (the “Agreement”); and

**WHEREAS**, under the material terms of the agreement, Enterprise will provide up to seven hundred and one thousand, five hundred eighty seven dollars (\$701,587) to the TCLB to support the TCLB’s community revitalization efforts.

**NOW, THEREFORE, BE IT RESOLVED BY THE TROY COMMUNITY LAND BANK CORPORATION AS FOLLOWS:**

Section1. The recitals above are hereby incorporated into this Resolution as if fully set forth herein.

Section2. Tony Tozzi, as Executive Director of the TCLB is hereby authorized, on behalf of the TCLB, to execute and deliver the Agreement, in form and content agreeable to the TCLB counsel and the Chair.

Section3. The other officers, employees and agents of the TCLB are hereby authorized and directed for and in the name and on behalf of the TCLB to do all acts and things required or provided for by the provisions of the Agreement and to execute and deliver all such additional 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 and to cause compliance by the TCLB with all of the term, covenants and provisions of the Agreement binding upon the TCLB.

Section5. This Resolution shall take effect immediately.

STATE OF NEW YORK                    )  
COUNTY OF RENSSELAER            ) ss.:

I, the undersigned, acting Secretary of the Troy Community Land Bank Corporation, DO HEREBY CERTIFY:

That I have compared the foregoing extract of the minutes of the meeting of the Troy Community Land Bank Corporation including the resolution contained therein, held on the 17th day of May 2017, with the original thereof on file in the office of the Troy Community Land Bank Corporation, and that the same is a true and correct copy of the proceedings of the Troy Community Land Bank Corporation and of such resolution set forth therein and of the whole of said original insofar as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Troy Community Land Bank Corporation had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice and the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY that there was a quorum of the members of the Troy Community Land Bank Corporation present throughout said meeting.

I FURTHER CERTIFY that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Troy Community Land Bank Corporation this \_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Secretary

Troy Community Land Bank

200 Broadway

Troy, New York 12180

---

**RESOLUTION TO ENTER INTO A SUBLEASE FOR COMMERCIAL SPACE**

**WHEREAS**, the Troy Community Land Bank wishes to enter into a sublease for commercial space with Holden & Associates; and

**WHEREAS**, the Holden & Associates has proposed the sublease as more fully described in Appendix A attached hereto; and

**WHEREAS**, the Land Bank, through its Executive Director, has accepted the Proposal of Holden & Associates to sublease the commercial premises more particularly described in Appendix A attached hereto; and

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

1. The proposed commercial sublease agreement is approved; and
2. The Executive Director shall have the authority to execute said sublease; and
3. This Resolution shall take effect immediately.

ADOPTED by the Board and SIGNED by the Chair this 15th<sup>st</sup> day of November 2017.

\_\_\_\_\_  
Chair

ATTEST/AUTHENTICATION:

\_\_\_\_\_  
Secretary

Troy Community Land Bank

200 Broadway

Troy, NY 12180

---

**RESOLUTION APPROVING OF THE APPOINTMENT OF DIRECTORS TO THE  
LAND BANK BOARD**

**WHEREAS**, the Mayor of the City of Troy having the authority to appoint members to the Land Bank Board of Directors; and

**WHEREAS**, the Mayor of the City of Troy has approved the reappointment of Heather King as Chairman, for a three year term; and

**WHEREAS**, the Mayor of the City of Troy approved the appointment of Sharon Nichols, as Treasurer, for a three year term; and

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

1. Heather King shall be reappointed as Chairman, for a three year term; and
2. Sharon Nichols shall be appointed as Treasurer, for a three year term; and
3. This Resolution shall take effect immediately

**ADOPTED** by the Board and **SIGNED** by the Chair this 15th day of November, 2017

\_\_\_\_\_

Chair

**ATTEST/AUTHENTICATION:**

\_\_\_\_\_

Secretary