

RESOLUTION APPROVING AND ADOPTING THE TCLB RESIDENTIAL LEASING POLICY

A regular meeting of the Troy Community Land Bank Corporation (the “TCLB”) was convened in public session at City Hall, 433 River Street, fifth floor, Troy, New York 12180 in the City of Troy, Rensselaer County, New York on January 21st, 2026 at 8:30 a.m. o’clock local time.

The meeting was called to order by the Chair of TCLB and, upon roll being called, the following members of the TCLB were:

DIRECTORS PRESENT :

Board Member	Title	Present (Y/N)
Jamie Magur (JM)	Chair	Y
Suzanne Spellen (SS)	Vice-Chair	Y
Monica Kurzejeski (MK)	Treasurer	Y
Brian Barker (BB)	Secretary	Y
Bob Connolly (BC)	Member	N
Andrew Cooper (AC)	Member	Y
Seamus Donnelly (SD)	Member	N
Brian Sano (BS)	Member	N
Tamara DeMartino (TD)	Member	Y
Kim Ashe-McPherson (KA)	Member	Y

LAND BANK STAFF/COUNSEL PRESENT INCLUDED THE FOLLOWING:

Name	Title
Brad Lewis	Chief Executive Officer/Executive Director
Paul Donnelly	Director of Operations
Michelle Marinello	Counsel

The following resolution was offered by BB, seconded by SS, to wit:

WHEREAS, the Troy Community Land Bank Corporation (the “Land Bank”) is a New York not-for-profit corporation organized pursuant to Section 1600 et seq. of the New York Not-for-Profit Corporation Law (the “Land Bank Act”) for the public purpose of acquiring, managing, and disposing of real property in order to support community redevelopment, neighborhood stabilization, and the productive re-use of vacant, abandoned, or tax-foreclosed properties within the City of Troy; and

WHEREAS, pursuant to Section 1608 of the Land Bank Act, land banks are expressly authorized to acquire, hold, maintain, operate, improve, lease, and otherwise manage real property in furtherance of their statutory purposes; and

WHEREAS, the Land Bank currently owns and manages certain residential real property assets and anticipates additional acquisitions and rehabilitations that may produce residential dwelling units suitable for lease; and

WHEREAS, the leasing of residential property by the Land Bank is consistent with and in furtherance of its statutory mission to stabilize neighborhoods, return underutilized housing to productive use, and support equitable community revitalization; and

WHEREAS, staff has prepared a written Residential Leasing Policy (the “Leasing Policy”) establishing procedures and standards governing marketing, advertising, application intake, screening, minimum qualification criteria, tenant selection, security deposits, fair housing compliance, and administration of residential leases; and

WHEREAS, the Board of Directors has reviewed the Leasing Policy and finds that its adoption will establish clear, consistent, and equitable operating standards; ensure compliance with federal, state, and local law; reduce operational risk; and support the orderly management of residential tenancies by the Land Bank; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors hereby approves and adopts the Residential Leasing Policy in the form presented to the Board and attached hereto; and

BE IT FURTHER RESOLVED, that the Leasing Policy shall take effect immediately upon the approval of this Resolution and shall remain in effect unless and until amended or repealed by further action of the Board of Directors; and

BE IT FURTHER RESOLVED, that the Tenant Selection Committee shall serve as the final decision-making body for tenant selection, and the Executive Director is authorized to administer and implement such decisions and to make non-material administrative determinations necessary to effectuate the Leasing Policy provided that such determinations do not alter the substantive selection process or criteria established therein.

CERTIFICATION

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Board Member	Vote
Jamie Magur	Y
Suzanne Spellen	Y
Monica Kurzejeski	Y
Brian Barker	Y
Bob Connolly	—
Andrew Cooper	Y
Seamus Donnelly	—
Brian Sano	—
Tamara DeMartino	Y
Kim Ashe-McPherson	Y

The foregoing Resolution was thereupon declared duly adopted, meeting the requirements of the Land Bank’s bylaws requiring a majority of the Board approving this resolution.

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

I, the undersigned Secretary of the TROY COMMUNITY LAND BANK CORPORATION DOES HEREBY CERTIFY, that I have compared the foregoing annexed extract of the minutes of the meeting of the members of the Land Bank, including the Resolution contained therein, held on January 21st, 2026 with the original thereof on file in my office, and that the same is a true and correct copy of said original

and of such Resolution contained therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Land Bank had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was duly given in accordance with such Open Meeting Law; (D) there was a quorum of the members of the Land Bank present throughout said meeting; and (E) Pursuant to the Land Bank Bylaws, a majority of the Board has voted to approve this resolution.

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 rescinded.

21st IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Land Bank this day of JANUARY, 2026.



Brian Barker, Secretary (SEAL)