

City of Albany Capital Resource Corporation

21 Lodge Street
Albany, New York 12207
Telephone: (518) 434-2532
Fax: (518) 434-9846

Tracy Metzger, *Chair*
Susan Pedo, *Vice Chair*
Darius Shahinfar, *Treasurer*
Lee Eck, *Secretary*
Dominick Calsolaro
Robert Schofield
Jahkeen Hoke

Sarah Reginelli, *Chief Executive Officer*
Mark Opalka, *Chief Financial Officer*
William Kelly, *Agency Counsel*

To: Darius Shahinfar Cc: Robert Schofield Sarah Reginelli Date: April 5, 2019
Lee Eck
Susan Pedo
Tracy Metzger
Dominick Calsolaro
Jahkeen Hoke

Mark Opalka
William Kelly
Joe Scott
Joe Landy
Andy Corcione
Genevieve Zurowski

**PLEASE NOTE THAT A PUBLIC HEARING CONCERNING THE FOLLOWING PROJECT(S) WILL BE HELD
At 12:00pm on Wednesday, April 10th, 2019 at 21 Lodge St, Albany, NY 12207
Albany Leadership Charter High School for Girls**

A meeting of the Finance Committee of the City of Albany Capital Resource Corporation will be held on **Wednesday, April 10th at 12:15 PM or immediately following the Finance Committee Meeting of the City of Albany IDA** at 21 Lodge Street, Albany, NY 12207 (Large Conference Room).

Roll Call

Reading of Minutes of the Finance Committee Meeting of March 13, 2019

Approval of Minutes of the Finance Committee Meeting of March 13, 2019

Unfinished Business

- A. Albany Leadership Charter High School for Girls
- Possible Positive/Negative Recommendation for Approving Resolution Resolution

New Business

- A. AMC Bonds - Keybank
- Amendments

Other Business

- A. Corporation Update

Adjournment

The next regularly scheduled Finance Committee meeting will be held Wednesday, May 8, 2019 at 21 Lodge Street, Albany, NY. Please check the website www.albanyida.com for updated meeting information.

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CRC MINUTES OF FINANCE COMMITTEE MEETING

Wednesday, March 13, 2019

Attending: Darius Shahinfar, Lee Eck, Dominick Calsolaro

Absent: Susan Pedo, Tracy Metzger

Also Present: Jahkeen Hoke, Sarah Reginelli, Mark Opalka, William Kelly, Joe Scott, Andy Corcione,
and, Genevieve Zurowski

Chair Darius Shahinfar called the Finance Committee meeting of the CRC to order at 12:26 pm.

Roll Call

Chair Darius Shahinfar reported that all committee members, with the exception of Susan Pedo and Tracy Metzger, were present.

Reading of Minutes of the January 9, 2019 Finance Committee Meeting

Since the minutes of the previous meeting had been distributed to committee members in advance for review, Chair Darius Shahinfar made a proposal to dispense with the reading of the minutes.

Approval of Minutes of the January 9, 2019 Finance Committee Meeting

Chair Darius Shahinfar proposed to approve the minutes of the Finance Committee Meeting of January 9, 2019. Dominick Calsolaro moved, seconded by Lee Eck to accept the minutes as presented. A vote being taken, the motion passed unanimously.

Unfinished Business

None.

New Business

Albany Leadership High School for Girls

Staff introduced the *Albany Leadership High School for Girls* project to the committee. The applicant was present to answer any questions that the Committee may have. The applicant is seeking the issuance of tax-exempt bonds for acquisition of the property located at 19 Hackett Boulevard, which the school's current location. The applicant has been in this location for ten years and the acquisition of the building will retain 57 full-time jobs. The application and letter provided from the Applicant had been previously distributed to the Committee prior to the meeting.

A motion to advance the *Albany Leadership High School for Girls* project with a positive recommendation for Public Hearing Resolution was made by Dominick Calsolaro, and seconded by Lee Eck. A vote being taken, the motion passed unanimously.

Other Business

Corporation Update

None.

There being no further business, the meeting was adjourned at 12:31 pm.

Respectfully submitted,

Lee Eck, Secretary

TO: City of Albany Capital Resource Corporation Finance Committee
FROM: City of Albany Capital Resource Corporation Staff
RE: Albany Leadership Charter High School for Girls - CRC Application Summary
DATE: April 5, 2019

Applicant: Albany Leadership Charter High School for Girls
Board of Trustees: Elizabeth Robertson, James Vallee, Margaret Moree, James J. Celestine, Eldon Harris, Etwin Bowman, and Sharon Cates-William
Project Location: 19 Hackett Blvd., Albany, NY

Project Description: The applicant is requesting tax exempt bond financing in order to purchase the building where the school is currently located.

Estimated Investment: \$10,400,000 (est)

Community Benefits:

- *Revitalization:* The project is located in a Targeted Geography within the City, notably a high vacancy census tract.
- *Job Creation:* The project is committing to the retention of 60 permanent jobs.
- *Investment:* The project is anticipating a project cost of more than \$10 million.

Employment Impact:

- Projected Permanent: N/A
- Projected Retained: 60 FTE jobs
- Projected Construction: N/A

Type of Financing: Tax Exempt Bonds

Amount of Bonds Requested: Not to Exceed \$10,000,000

Estimated Total Purchases Exempt from Sales Tax: N/A

Estimated Total Mortgage Amount: N/A

Requested PILOT: N/A

Estimated Value of Tax Exemptions:

- NYS Sales and Compensating Use Tax: N/A
- Mortgage Recording Taxes: \$100,000
- Real Property Taxes: N/A
- Other: N/A

Baseline Requirements:

- Application: Complete
- Meets NYS/CACRC Requirements: Yes
- Albany 2030 Alignment:
 - Increase job opportunities for all residents.
 - Encourage investment in urban land and buildings for employment and housing.
- Planning Approval Status: N/A
- Meets Project Use Definition: Yes

Estimated CRC Fee

- Fee amount: \$104,000

CACRC Mission:The purpose of the Capital Resource Corporation is to assist in the enhancement and diversity of the economy of the City of Albany (the "City") by acting in support of projects in the City that create and/or retain jobs and/or promote private sector investment utilizing the statutory powers of the Corporation as set forth under the provisions of the laws of the State of New York.



ALBANY LEADERSHIP
CHARTER HIGH SCHOOL FOR GIRLS

March 4, 2019

Tracy Metzger
Chair
City of Albany Capital Resource Corporation
21 Lodge Street
Albany, New York 12207

RE: Request for CRC Assistance for Albany Leadership Charter High School for Girls Project

Dear Ms. Metzger:

Attached is a completed application, as well as the appropriate supplementary material required by the City of Albany Capital Resource Corporation ("CRC") for the consideration of financial assistance associated with the Albany Leadership Charter High School for Girls project.

By way of background, Albany Leadership Charter High School for Girls (the "School") currently leases the building located at 19 Hackett Boulevard, City of Albany, County of Albany, New York (the "Property"). The Property is currently owned by the Brighter Choice Foundation, Inc. ("Brighter Choice") and the Property is leased to the School for its use as a charter school. The School has entered into a Real Property Purchase and Sale Agreement for the acquisition of the Property with Brighter Choice (the "Purchase Agreement"). Finally, all of the personal property used in the operation of the School is presently owned by the School and is not the subject of the Purchase Agreement

The School seeks financial assistance from the CRC in the form of: (a) the issuance of tax-exempt and taxable bonds to finance the acquisition of the Property and related soft costs; and (b) an exemption from New York State mortgage recording taxes except for the CDTA portion of such tax.

The School seeks the issuance of tax-exempt bonds as the lowest cost source of capital available to finance the acquisition of the Property. The School has retained M&T Bank to provide assistance with the proposed bond issuance. The acquisition of the Property will ensure that the School will not relocate in the future since the ownership of the Property will be vested with the School. As a result, the School will continue to provide charter school education for its students and the permanent retention of 57 full-time staff and 6 part-time staff. Approximately 32% of the staff at the School are residents of the City of Albany.

"One Leader Changes Everything"

19 Hackett Blvd. • Albany, New York 12208 • Phone (518) 694-5300 • Fax (518) 694-5307
www.albanyleadershiphigh.org



ALBANY LEADERSHIP
CHARTER HIGH SCHOOL FOR GIRLS

Please do not hesitate to contact me if you should have any questions or find additional information is needed. I look forward to working with the CRC on this project. Thank you.

Very truly yours,

ALBANY LEADERSHIP CHARTER HIGH SCHOOL FOR GIRLS

By: *Ryan M. Smith*

Enclosure

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CITY OF ALBANY CAPITAL RESOURCE CORPORATION

APPLICATION

IMPORTANT NOTICE: The answers to the questions contained in this application are necessary to determine your firm's eligibility for financing and other assistance from the City of Albany Capital Resource Corporation. These answers will also be used in the preparation of papers in this transaction. Accordingly, all questions should be answered accurately and completely by an officer or other employee of your firm who is thoroughly familiar with the business and affairs of your firm and who is also thoroughly familiar with the proposed project. This application is subject to acceptance by the Corporation.

TO: CITY OF ALBANY CAPITAL RESOURCE CORPORATION
c/o Department of Economic Development
21 Lodge Street
Albany, New York 12207

This application by applicant respectfully states:

APPLICANT: Albany Leadership Charter High School for Girls

APPLICANT'S ADDRESS: 19 Hackett Blvd.

CITY: Albany STATE: New York ZIP CODE: 12208

PHONE NO.: 518-694-5300 FAX NO.: 518-694-5307 E-MAIL: _____

NAME OF PERSON(S) AUTHORIZED TO SPEAK FOR APPLICANT WITH RESPECT TO THIS APPLICATION:

IF APPLICANT IS REPRESENTED BY AN ATTORNEY, COMPLETE THE FOLLOWING:

NAME OF ATTORNEY: Goldman Attorneys PLLC

ATTORNEY'S ADDRESS: 255 Washington Avenue Extension, Suite 108

CITY: Albany STATE: New York ZIP CODE: 12205

PHONE NO.: 518-431-0941 FAX NO.: 518-694-4821 E-MAIL: pgoldman@goldmanpllc.com

NOTE: PLEASE READ THE INSTRUCTIONS ON PAGE 2 HEREOF BEFORE FILLING OUT THIS FORM.

INSTRUCTIONS

1. The Corporation will not approve any application unless, in the judgment of the Corporation, said application and the summary contains sufficient information upon which to base a decision whether to approve or tentatively approve an action.
2. Fill in all blanks, using “none” or “not applicable” or “N/A” where the question is not appropriate to the project which is the subject of this application (the “Project”).
3. If an estimate is given as the answer to a question, put “(est)” after the figure or answer which is estimated.
4. If more space is needed to answer any specific question, attach a separate sheet.
5. When completed, return eight (8) copies of this application to the Corporation at the address indicated on the first page of this application.
6. The Corporation will not give final approval to this application until the Corporation receives a completed environmental assessment form concerning the Project which is the subject of this application.
7. Please note that Article 6 of the Public Officers Law declares that all records in the possession of the Corporation (with certain limited exceptions) are open to public inspection and copying. If the applicant feels that there are elements of the Project which are in the nature of trade secrets or information, the nature of which is such that if disclosed to the public or otherwise widely disseminated would cause substantial injury to the applicant’s competitive position, the applicant may identify such elements in writing and request that such elements be kept confidential in accordance with Article 6 of the Public Officers Law.
8. The applicant will be required to pay to the Corporation all actual costs incurred in connection with this application and the Project contemplated herein (to the extent such expenses are not paid out of the proceeds of the Corporation’s bonds issued to finance the project). The applicant will also be expected to pay all costs incurred by general counsel and bond counsel to the Corporation. The costs incurred by the Corporation, including the Corporation’s general counsel and bond counsel, may be considered as a part of the project and included as a part of the resultant bond issue.
9. The Corporation has established an application fee of One Thousand Five Hundred Dollars (\$1,500) to cover the anticipated costs of the Corporation in processing this application. A check or money order made payable to the Corporation must accompany each application. **THIS APPLICATION WILL**

NOT BE ACCEPTED BY THE CORPORATION UNLESS ACCOMPANIED BY THE APPLICATION FEE.

10. The Corporation has also established an administrative fee equal to one percent (1%) of the aggregate principal amount of the bonds to be issued by the Corporation. The Corporation has also established an administrative fee for the issuance of refunding bonds for Corporation Bond Transactions. The formula for the calculation of the administrative fee for the issuance of refunding bonds is outlined in the Corporation's Policy Manual. THESE FEES ARE PAYABLE ON THE CLOSING DATE.

FOR CORPORATION USE ONLY

1. Project Number	
2. Date application Received by Corporation	, 20
3. Date application referred to attorney for review	, 20
4. Date copy of application mailed to members	, 20
5. Date notice of Corporation meeting on application posted	, 20
6. Date notice of Corporation meeting on application mailed	, 20
7. Date of Corporation meeting on application	, 20
8. Date Corporation conditionally approved application	, 20
9. Date scheduled for public hearing	, 20
10. Date Environmental Assessment Form ("EAF") received	, 20
11. Date Corporation completed environmental review	, 20
12. Date of final approval of application	_____, 20____

SUMMARY OF PROJECT

Applicant: Albany Leadership Charter High School for Girls

Contact Person: Ryan M. Smith

Phone Number: 518-694-8963

Occupant: Albany Leadership Charter High School for Girls

Project Location: 19 Hackett Blvd., Albany, NY 12208

Approximate Size of Project Site:

Description of Project: Purchasing of Building, Occuped by Applicant

Type of Project: Manufacturing Warehouse/Distribution
 Commercial Not-For-Profit
 Other-Specify

Employment Impact: Existing Jobs - 57 Full time and 6 Part time
New Jobs - NONE

Project Cost: \$ 10,400,000

Type of Financing: Tax-Exempt Taxable Straight Lease

Amount of Bonds Requested: \$ 10,000,000

Estimated Value of Tax-Exemptions:

N.Y.S. Sales and Compensating Use Tax: \$ N/A - Exempt
Mortgage Recording Taxes: \$ 100,000
Other (please specify): \$

I. INFORMATION CONCERNING THE PROPOSED OCCUPANT OF THE PROJECT (HEREINAFTER, THE "COMPANY").

A. Identity of Company:

1. Company Name: Albany Leadership Charter High School for Girls

Present Address: 19 Hackett Blvd., Albany, NY

Zip Code: 12208

Employer's ID No.: 27-0563603

2. If the Company differs from the Applicant, give details of relationship:

3. Indicate type of business organization of Company:

Charter School formed by active legislature

a. Corporation (If so, incorporated in what country?

What State? _____ Date Incorporated? _____ Type of Corporation? _____ Authorized to do business in New York? Yes ; No .

b. Partnership (if so, indicate type of partnership _____, Number of general partners _____, Number of limited partners _____).

c. Limited liability company, Date created? _____.

d. Sole proprietorship

4. Is the Company a subsidiary or direct or indirect affiliate of any other organization(s)? If so, indicate name of related organization(s) and relationship:

N/A

B. Management of Company:

1. List all owners, officers, members, directors and partners (complete all columns for each person):

NAME (First, Middle, Last) HOME ADDRESS	OFFICE HELD	OTHER PRINCIPAL BUSINESS
See Attached List of Board Members		

2. Is the Company or management of the Company now a plaintiff or a defendant in any civil or criminal litigation? Yes ___; No .

3. Has any person listed above ever been convicted of a criminal offense (other than a minor traffic violation)? Yes ___; No .

4. Has any person listed above or any concern with whom such person has been connected ever been in receivership or been adjudicated a bankrupt? Yes ; No ___.
(If yes to any of the foregoing, furnish details in a separate attachment).

5. If the answer to any of questions 2 through 4 is yes, please, furnish details in a separate attachment.

C. Principal Owners of Company:

1. Principal owners of Company: Is Company publicly held? Yes ___; No .
If yes, list exchanges where stock traded:

2. If no, list all stockholders having a 5% or more interest in the Company:

NAME	ADDRESS	PERCENTAGE OF HOLDING
N/A	Charter High School	

D. Company's Principal Bank(s) of account: M&T Bank

II. DATA REGARDING PROPOSED PROJECT

A. Summary: (Please provide a brief narrative description of the Project.)

The purchase and financing of the approximately 1.70-acre parcel located at 19 Hackett Blvd., Albany, NY 12208 and the two-story approximately 51,400 SF high school building.

B. Location of Proposed Project:

1. Street Address 19 Hackett Blvd.
2. City of Albany
3. Town of
4. Village of
5. County of Albany

C. Project Site:

1. Approximate size (in acres or square feet) of Project site: 1.70 Acres
Is a map, survey or sketch of the project site attached? Yes ; No .
2. Are there existing buildings on project site? Yes ; No .
- a. If yes, indicate number and approximate size (in square feet) of each existing building:
Two Story 51,400 SF, High School Building
- b. Are existing buildings in operation? Yes ; No .
- If yes, describe present use of present buildings:
Charter High School
- c. Are existing buildings abandoned? Yes ; No . About to be abandoned? Yes ; No . If yes, describe:
- d. Attach photograph of present buildings.
See Attached Photos

3. Utilities serving project site:
 Water-Municipal: City of Albany
 Other (describe)
 Sewer-Municipal: City of Albany
 Other (describe)
 Electric-Utility:
 Other (describe) National Grid
 Heat-Utility:
 Other (describe) National Grid
4. Present legal owner of project site: Brighter Choice Foundation, Inc.
- a. If the Company owns project site, indicate date of purchase: _____, 20____; Purchase price: \$_____.
- b. If Company does not own the Project site, does Company have option signed with owner to purchase the Project site? Yes ____; No _____. If yes, indicate date option signed with owner: _____, 20____; and the date the option expires: _____, 20_____.
- c. If the Company does not own the project site, is there a relationship legally or by common control between the Company and the present owners of the project site? Yes ; No _____. If yes, describe: Purchase and Sale Agreement
5. a. Zoning District in which the project site is located:
 C-0
- b. Are there any variances or special permits affecting the site? Yes ____; No . If yes, list below and attach copies of all such variances or special permits: All Permits and Approvals for the operation of the high school have been received.

D. Buildings:

1. Does part of the project consist of a new building or buildings? Yes ____; No . If yes, indicate number and size of new buildings:
2. Does part of the project consist of additions and/or renovations to the existing buildings? Yes ____; No . If yes, indicate the buildings to be expanded or renovated, the size of any expansions and the nature of expansion and/or renovation:
3. Describe the principal uses to be made by the Company of the building or buildings to be acquired, constructed or expanded:
 Charter High School

E. Description of the Equipment:

1. Does a part of the Project consist of the acquisition or installation of machinery, equipment or other personal property (the "Equipment")? Yes ___; No . If yes, describe the Equipment:
The applicant is the occupant of the Building and owns the equipment.

2. With respect to the Equipment to be acquired, will any of the Equipment be Equipment which has previously been used? Yes ___; No . If yes, please provide detail:

3. Describe the principal uses to be made by the Company of the Equipment to be acquired or installed: N/A

F. Project Use:

1. What are the principal products to be produced at the Project?
Charter High School

2. What are the principal activities to be conducted at the Project?
See F(1)

3. Does the Project include facilities or property that are primarily used in making retail sales of goods or services to customers who personally visit such facilities? Yes ___; No . If yes, please provide detail:

4. If the answer to question 3 is yes, what percentage of the cost of the Project will be expended on such facilities or property primarily used in making retail sales of goods or services to customers who personally visit the Project? 0 %

5. If the answer to question 3 is yes, and the answer to question 4 is more than 33.33%, indicate whether any of the following apply to the Project:

a. Will the Project be operated by a not-for-profit corporation? Yes ; No _____. If yes, please explain:

b. Is the Project likely to attract a significant number of visitors from outside the economic development region in which the Project will be located? Yes ____; No . If yes, please explain:

c. Would the Project occupant, but for the contemplated financial assistance from the Corporation, locate the related jobs outside the State of New York? Yes ____; No . If yes, please explain:

d. Is the predominant purpose of the Project to make available goods or services which would not, but for the Project, be reasonable accessible to the residents of the city, town or village within which the Project will be located, because of a lack of reasonably accessible retail trade facilities offering such goods or services? Yes ; No _____. If yes, please provide detail:

Charter High School

e. Will the Project be located in one of the following: (i) an area designed as an economic development zone pursuant to Article 18-B of the General Municipal Law; or (ii) a census tract or block numbering area (or census tract or block numbering area contiguous thereto) which, according to the most recent census data, has (x) a poverty rate of at least 20% for the year in which the data relates, or at least 20% of households receiving public assistance, and (y) an unemployment rate of at least 1.25 times the statewide unemployment rate for the year to which the data relates? Yes ____; No . If yes, please explain:

6. If the answers to any of subdivisions c. through e. of question 5 is yes, will the Project preserve permanent, private sector jobs or increase the overall number of permanent, private sector jobs in the State of New York? Yes ; No _____. If yes, please explain:
See IV Employment Impact

7. Will the completion of the Project result in the removal of a plant or facility of the Company or another proposed occupant of the Project (a "Project Occupant") from one area of the State of New York to another area of the State of New York? Yes ____; No . If yes, please explain:

8. Will the completion of the Project result in the abandonment of one or more plants or facilities of the Company located in the State of New York? Yes ___; No . If yes, please provide detail:

9. If the answer to either question 7 or question 8 is yes, indicate whether any of the following apply to the Project:

a. Is the Project reasonably necessary to preserve the competitive position of the Company on such Project Occupant in its industry? Yes ___; No ___. If yes, please provide detail:

b. Is the Project reasonably necessary to discourage the Company or such Project Occupant from removing such other plant or facility to a location outside the State of New York? Yes ___; No ___. If yes, please provide detail:

G. Other Involved Agencies:

1. Please indicate all other local agencies, boards, authorities, districts, commissions or governing bodies (including any city, county and other political subdivision of the State of New York and all state departments, agencies, boards, public benefit corporations, public authorities or commissions) involved in approving or funding or directly undertaking action with respect to the Project. For example, do you need a municipal building permit to undertake the Project? Do you need a zoning approval to undertake the Project? If so, you would list the appropriate municipal building department or planning or zoning commission which would give said approvals.

All Permits and approvals are in place. May need the approval of NYS Department of Law for mortgage of project facility.

2. Describe the nature of the involvement of the federal, state or local agencies described above: See G (1) above

H. Construction Status:

1. Has construction work on this project begun? Yes ___; No ___. If yes, please discuss in detail the approximate extent of construction and the extent of completion. Indicate in your answer whether such specific steps have been completed as site clearance and preparation; completion of foundations; installation of footings; etc.:

N/A Building Complete

2. Please indicate amount of funds expended on this project by the Company in the past three (3) years and the purposes of such expenditures:

Appraisal Cost \$2,500

I. Method of Construction After Corporation Approval:

1. If the Corporation approves the project which is the subject of this application, there are two methods that may be used to construct the project. The applicant can construct the project privately and sell the project to the Corporation upon completion. Alternatively, the applicant can request to be appointed as "agent" of the Corporation, in which case certain laws applicable to public construction may apply to the project. Does the applicant wish to be designated as "agent" of the Corporation for purposes of constructing the project? Yes ___; No .

2. If the answer to question 1 is yes, does the applicant desire such "agent" status prior to the closing date of the financing? Yes ___; No .

III. INFORMATION CONCERNING LEASES OR SUBLEASES OF THE PROJECT. (PLEASE COMPLETE THE FOLLOWING SECTION IF THE COMPANY INTENDS TO LEASE OR SUBLEASE ANY PORTION OF THE PROJECT).

A. Does the Company intend to lease or sublease more than 10% (by area or fair market value) of the Project? Yes ___; No . If yes, please complete the following for each existing or proposed tenant or subtenant:

1. Sublessee name:
Present Address:
City: _____ State: _____ Zip: _____
Employer's ID No.: _____
Sublessee is: ___ Corporation: ___ Partnership: ___ Sole Proprietorship
Relationship to Company:
Percentage of Project to be leased or subleased:
Use of Project intended by Sublessee:
Date of lease or sublease to Sublessee:
Term of lease or sublease to Sublessee:
Will any portion of the space leased by this sublessee be primarily used in making retail sales of goods or services to customers who personally visit the Project? Yes ___; No ___. If yes, please provide on a separate attachment (a) details and (b) the answers to questions II(F)(4) through (6) with respect to such sublessee.

2. Sublessee name:
Present Address:
City: _____ State: _____ Zip:
Employer's ID No.:
Sublessee is:
_____ Corporation: _____ Partnership: _____ Sole Proprietorship
Relationship to Company:
Percentage of Project to be leased or subleased:
Use of Project intended by Sublessee:
Date of lease or sublease to Sublessee:
Term of lease or sublease to Sublessee: _____
Will any portion of the space leased by this sublessee be primarily used in making retail sales of goods or services to customers who personally visit the Project? Yes ____; No _____. If yes, please provide on a separate attachment (a) details and (b) the answers to questions II(F)(4) through (6) with respect to such sublessee.

3. Sublessee name:
Present Address:
City: _____ State: _____ Zip:
Employer's ID No.:
Sublessee is: _____ Corporation: _____ Partnership: _____ Sole Proprietorship
Relationship to Company:
Percentage of Project to be leased or subleased:
Use of Project intended by Sublessee:
Date of lease or sublease to Sublessee:
Term of lease or sublease to Sublessee:
Will any portion of the space leased by this sublessee be primarily used in making retail sales of goods or services to customers who personally visit the Project? Yes ____; No _____. If yes, please provide on a separate attachment (a) details and (b) the answers to questions II(F)(4) through (6) with respect to such sublessee.

B. What percentage of the space intended to be leased or subleased is now subject to a binding written lease or sublease? NONE, OWNER OCCUPIED.

IV. Employment Impact

A. Indicate below the number of people presently employed at the project site and the number that will be employed at the project site at end of the first and second years after the project has been completed (Do not include construction workers). Also indicate below the number of workers employed at the project site representing newly created positions as opposed to positions relocated from other project sites of the applicant. Such information regarding relocated positions should also indicate whether such positions are relocated from other project sites financed by obligations previously issued by the Corporation.

TYPE OF EMPLOYMENT					
	PROFESSIONAL MANAGERIAL	SKILLED	SEMI- SKILLED	UNSKILLED	TOTALS
Present Full Time	7	34	12	4	57
Present Part Time	0	3	1	2	6
Present Seasonal	0	0	0	0	0
First Year Full Time	7	34	12	4	57
First Year Part Time	0	3	1	2	6
First Year Seasonal	0	0	0	0	0
Second Year Full Time	7	34	12	4	57
Second Year Part Time	0	3	1	2	6
Second Year Seasonal	0	0	0	0	0

B. Please prepare a separate attachment describing in detail the types of employment at the project site. Such attachment should describe the activities or work performed for each type of employment.

V. Project Cost

A. Anticipated Project Costs. State the costs reasonably necessary for the acquisition of the project site and the construction of the proposed project including the acquisition and installation of any machinery and equipment necessary or convenient in connection therewith, and including any utilities, access roads or appurtenant facilities, using the following categories:

<u>Description of Cost</u>	<u>Amount</u>
Land	\$ 200,000
Buildings	\$ 9,800,000
Machinery and equipment costs	\$ _____
Utilities, roads and appurtenant costs	\$ _____
Architects and engineering fees	\$ 400,000
Costs of Bond issue (legal, financial	

and printing)	\$ _____
Construction loan fees and interest	\$ _____
(if applicable)	\$ _____
Other (specify)	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
TOTAL PROJECT COST	\$ 10,400,000

B. Have any of the above expenditures already been made by applicant?
 Yes ___; No . (If yes, indicate particular.)

VI. BENEFITS EXPECTED FROM THE CORPORATION

A. Financing

1. Is the applicant requesting that the Corporation issue bonds to assist in financing the project? Yes ; No ____. If yes, indicate:
 - a. Amount of loan requested; \$10,000,000 Dollars;
 - b. Maturity requested: 30 Years.

2. Is the interest on such bonds intended to be exempt from federal income taxation? Yes ; No ____.

3. If the answer to question 2 is yes, will any portion of the Project be used for any of the following purposes:
 - a. retail food and beverage services: Yes ___; No
 - b. automobile sales or service: Yes ___; No
 - c. recreation or entertainment: Yes ___; No
 - d. golf course: Yes ___; No
 - e. country club: Yes ___; No
 - f. massage parlor: Yes ___; No
 - g. tennis club: Yes ___; No
 - h. skating facility (including roller
 - i. skating, skateboard and ice skating): Yes ___; No
 - j. racquet sports facility (including handball and racquetball court): Yes ___; No
 - k. hot tub facility: Yes ___; No
 - l. suntan facility: Yes ___; No
 - m. racetrack: Yes ___; No

4. If the answer to any of the above questions contained in question 3 is yes, please furnish details on a separate attachment.

5. Is the Project located in the City's federally designated Enterprise Zone? Yes ___; No .
6. Is the applicant requesting the Corporation to issue federally tax-exempt Enterprise Zone bonds? Yes ___; No ___.

Applying for 501C3 Tax Exempt Bond

B. Tax Benefits

1. Is the applicant expecting that the financing of the Project will be secured by one or more mortgages? Yes ; No ___. If yes, what is the approximate amount of financing to be secured by mortgages? \$ 10,000,000.

2. Is the applicant expecting to be appointed agent of the Corporation for purposes of avoiding payment of N.Y.S. Sales Tax or Compensating Use Tax? Yes ___; No . If yes, what is the approximate amount of purchases which the applicant expects to be exempt from the N.Y.S. Sales and Compensating Use Taxes? \$ _____.

3. What is the estimated value of each type of tax-exemption being sought in connection with the Project? Please detail the type of tax-exemption and value of the exemption.

a.	N.Y.S. Sales and Compensating Use Taxes:	\$ <u>0</u>
b.	Mortgage Recording Taxes:	\$ <u>100,000</u>
c.	Other (please specify):	\$ _____
	_____	\$ _____
	_____	\$ _____

4. Are any of the tax-exemptions being sought in connection with the Project inconsistent with the Corporation's tax-exemption policy contained in its Rules and Regulations? Yes ___; No . If yes, please explain.

5. Is the Project located in the City's state designated Empire Zone? Yes ___; No .

C. Project Cost/Benefit Information. Complete the attached Cost/Benefit Analysis so that the Corporation can perform a cost/benefit analysis of undertaking the Project. Such information should consist of a list and detailed description of the benefits of the Corporation undertaking the Project (e.g., number of jobs created, types of jobs created, economic development in the area, etc.). Such information should also consist of a list and detailed description of the costs of the Corporation undertaking the Project (e.g., tax revenues lost, buildings abandoned, etc.).

VII. REPRESENTATIONS BY THE APPLICANT. The applicant understands and agrees with the Corporation as follows:

A. Job Listings. Except as otherwise provided by collective bargaining agreements, new employment opportunities created as a result of the Project will be listed with the New York State

Department of Labor Community Services Division (the "DOC") and with the administrative entity (collectively with the DOC, the "JTPA Entities") of the service delivery area created by the federal job training partnership act (Public Law 97-300) ("JTPA"), as replaced by the Workforce Investment Act of 1998 (Public Law 105-220), in which the Project is located.

B. First Consideration for Employment: In accordance with Section 858-b(2) of the New York General Municipal Law, the applicant understands and agrees that, if the Project receives any Financial Assistance from the Corporation, except as otherwise provided by collective bargaining agreements, where practicable, the applicant will first consider persons eligible to participate in JTPA programs who shall be referred by the JTPA Entities for new employment opportunities created as a result of the Project.

C. City Human Rights Law. The applicant has reviewed the provisions of Chapter 48, Article III of the City Code, entitled "The Omnibus Human Rights Law" and agrees to comply with such provisions to the extent that such provisions are applicable to the applicant and the Project.

D. Annual Sales Tax Filings. In accordance with Section 874(8) of the New York General Municipal Law, the applicant understands and agrees that, if the Project receives any sales tax exemptions as part of the Financial Assistance from the Corporation, in accordance with Section 874(8) of the General Municipal Law, the applicant agrees to file, or cause to be filed, with the New York State Department of Taxation and Finance, the annual form prescribed by the Department of Taxation and Finance, describing the value of all sales tax exemptions claimed by the applicant and all consultants or subcontractors retained by the applicant.

E. Annual Employment Reports: The applicant understands and agrees that, if the Project receives any Financial Assistance from the Corporation, the applicant agrees to file, or cause to be filed, with the Corporation, on an annual basis, reports regarding the number of people employed at the Project site, including (1) the NYS-45 – Quarterly Combined Withholding, Wage Reporting and Unemployment Insurance Return – for the quarter ending December 31 (the "NYS-45"), and (2) the US Dept. of Labor BLS 3020 Multiple Worksite report if applicable. The applicant also agrees, whenever requested by the Corporation, to provide and certify or cause to be provided and certified such information concerning the participation of individuals from minority groups as employees or applicants for employment with regard to the project.

F. Absence of Conflicts of Interest: The applicant has received from the Corporation a list of the members, officers and employees of the Corporation. No member, officer or employee of the Corporation has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described: _____.

G. Construction Job and Materialmen Information: The applicant understands that the Commissioner of Economic Development and Planning (the "Commissioner") is preparing certain reports for submission to the Common Council of the City of Albany relating to certain construction activities for projects involving not-for-profit corporation; specifically, information relating to wages rates, use of local labor, use of local suppliers and participation by MWBE entities. The applicant agrees to provide information relating to such matters in order to assist the Commissioner in the preparation of such reports.

H. Local Labor Information: The applicant is aware of and understands the provisions of the Local Labor Policy of the Corporation. Pursuant to such Policy of the Corporation, the applicant agrees to provide information, in form and substance satisfactory to the Corporation, relating to construction activities for projects; specifically: (i) the Company's contact person responsible and accountable for providing information about the bidding for and awarding of construction contracts relative to this Application and the Project, (ii) the nature of construction jobs created by the Project, including the number, type, and duration of construction positions; and (iii) submit to the Corporation a "Construction Completion Report" listing the names and business locations of prime contractors, subcontractors, and vendors who were engaged in the construction phase of the Project.

I. Additional Fee for Low Income Housing/Tax Credit (9% only) Projects: An annual administrative fee equal to \$10,000 shall be payable annually by the applicant on each January 1 for a term equal to ten (10) years. This annual administrative fee is in addition to the standard administrative fee for Corporation Bond Transactions and is applicable to Projects which provide for low income housing/tax credit (9% only) projects.

J. Assignment of Corporation Abatements: In connection with any Corporation Bond Transaction, the Corporation may grant to the applicant certain exemptions from mortgage recording taxes and other New York State taxes. The applicant understands that the grant of such exemptions by the Corporation is intended to benefit the applicant. Subsequently, if the applicant determines to convey the Project and, in connection with such conveyance to assign such exemptions to the purchaser, the applicant understand that any such assignment is subject to review and consent by the Corporation, together with the satisfaction of any conditions that may be imposed by the Corporation.

K. Representation of Financial Information. Neither this Application nor any other agreement, document, certificate, project financials, or written statement furnished to the Corporation or by or on behalf of the applicant in connection with the project contemplated by this Application contains any untrue statement of a material fact or omits to state a material fact necessary in order to make the statements contained herein or therein not misleading. There is no fact within the special knowledge of any of the officers of the applicant which has not been disclosed herein or in writing by them to the Corporation and which materially adversely affects or in the future in their opinion may, insofar as they can now reasonably foresee, materially adversely affect the business, properties, assets or condition, financial or otherwise, of the applicant.

L. Additional Information. Additional information regarding the requirements noted in this Application and other requirements of the Corporation is included the Corporation's Policy Manual which can be accessed at www.albanyida.com.

Albany Leadership Charter High School for Girls

BY:  _____

NOTE: APPLICANT MUST ALSO COMPLETE THE APPROPRIATE VERIFICATION
APPEARING ON PAGES 18 THROUGH 21 HEREOF BEFORE A NOTARY PUBLIC AND MUST
SIGN AND ACKNOWLEDGE THE HOLD HARMLESS AGREEMENT APPEARING ON PAGE 22

VERIFICATION

(If Applicant is a Corporation)

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

RYAN M. SMITH deposes and says that he is the
(Name of chief executive of applicant)

CFO of ALBANY LEADERSHIP CHARTER HIGH SCHOOL FOR GIRLS
(Title) (Company Name)

the corporation named in the attached application; that he has read the foregoing application and knows the contents thereof; and that the same is true and complete and accurate to the best of his knowledge. Deponent further says that the reason this verification is made by the deponent and not by said company is because the said company is a corporation. The grounds of deponent's belief relative to all matters in the said application which are not stated upon his own personal knowledge are investigations which deponent has caused to be made concerning the subject matter of this application as well as information acquired by deponent in the course of his duties as an officer of and from the books and papers of said corporation.

Ryan M. Smith
(officer of applicant)

Sworn to before me this
5th day of March, 2019

Paul J. Goldman
(Notary Public)

PAUL J. GOLDMAN
Notary Public, State of New York
Qualified in Albany County
ID No. 02GO4864023
Commission Expires: June 9, 2022

VERIFICATION

(If applicant is sole proprietor)

STATE OF _____)
) SS.:
COUNTY OF _____)

_____, deposes and says
(Name of Individual)

that he has read the foregoing application and knows the contents thereof; and that the same is true and complete and accurate to the best of his knowledge. The grounds of deponent's belief relative to all matters in the said application which are not stated upon his own personal knowledge are investigations which deponent has caused to be made concerning the subject matter of this application.

Sworn to before me this
__ day of _____, 20__.

(Notary Public)

VERIFICATION

(If applicant is partnership)

STATE OF _____)
) SS.:
COUNTY OF _____)

_____, deposes and says

(Name of Individual)

that he is one of the members of the firm of _____,

(Limited Liability Company)

the limited liability company named in the attached application; that he has read the foregoing application and knows the contents thereof; and that the same is true and complete and accurate to the best of his knowledge. The grounds of deponent's belief relative to all matters in the said application which are not stated upon his own personal knowledge are investigations which deponent has caused to be made concerning the subject matter of this application as well as information acquired by deponent in the course of his duties as a member of and from the books and papers of said limited liability company.

Sworn to before me this
___ day of _____, 20__.

(Notary Public)

VERIFICATION

(If applicant is limited liability company)

STATE OF _____)
) SS.:
COUNTY OF _____)

_____, deposes and says

(Name of Individual)

that he is one of the members of the firm of _____,

(Partnership Name)

the partnership named in the attached application; that he has read the foregoing application and knows the contents thereof; and that the same is true and complete and accurate to the best of his knowledge. The grounds of deponent's belief relative to all matters in the said application which are not stated upon his own personal knowledge are investigations which deponent has caused to be made concerning the subject matter of this application as well as information acquired by deponent in the course of his duties as a member of and from the books and papers of said partnership.

Sworn to before me this
___ day of _____, 20__.

(Notary Public)

NOTE: THIS APPLICATION WILL NOT BE ACCEPTED BY THE CORPORATION UNLESS THE
HOLD HARMLESS AGREEMENT APPEARING ON PAGE 22 IS SIGNED BY THE APPLICANT.

HOLD HARMLESS AGREEMENT

Applicant hereby releases City of Albany Capital Resource Corporation and the members, officers, servants, agents and employees thereof (hereinafter collectively referred to as the "Corporation") from, agrees that the Corporation shall not be liable for and agrees to indemnify, defend and hold the Corporation harmless from and against any and all liability arising from or expense incurred by (i) the Corporation's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the application or the project described therein or the issue of bonds requested therein are favorably acted upon by the Corporation, and (ii) the Corporation's financing of the Project described therein; including without limiting the generality of the foregoing, all causes of action and attorneys' fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Corporation or the Applicant are unable to find buyers willing to purchase the total bond issue requested, then, and in that event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Corporation, its agents or assigns, all actual costs incurred by the Corporation in the processing of the Application, including attorneys' fees, if any.

Albany Leadership Charter High School for Girls

BY: Ryan M. Smith

Sworn to before me this
5th day of March, 2019
Paul J. Goldman
(Notary Public)

PAUL J. GOLDMAN
Notary Public, State of New York
Qualified in Albany County
ID No. 02GO4064023
Commission Expires June 9, 2022

TO: Project Applicants
 FROM: City of Albany Capital Resource Corporation
 RE: Cost/Benefit Analysis

In order for the City of Albany Capital Resource Corporation (the "Corporation") to prepare a Cost/Benefit Analysis for a proposed project (the "Project"), the Applicant must answer the questions contained in this Project Questionnaire (the "Questionnaire") and complete the attached Schedules. This Questionnaire and the attached Schedule will provide information regarding various aspects of the Project, and the costs and benefits associated therewith.

Since we need this Questionnaire to be completed before we can finalize the Cost/Benefit Analysis, please complete this Questionnaire and forward it to us at your earliest convenience.

PROJECT QUESTIONNAIRE

- | | |
|---|---|
| 1. Name of Project Beneficiary ("Company"): | Albany Leadership Charter High School for Girls |
| 2. Brief Identification of the Project: | Purchase of existing Charter School |
| 3. Estimated Amount of Project Benefits Sought: | |
| A. Amount of Bonds Sought: | \$ 10,000,000 |
| B. Value of Sales Tax Exemption Sought | \$ _____ |
| C. Value of Real Property Tax Exemption Sought | \$ _____ |
| D. Value of Mortgage Recording Tax Exemption Sought | \$ 100,000 |

PROJECTED PROJECT INVESTMENT

- | | |
|--|---------------|
| A. Land-Related Costs | |
| 1. Land acquisition | \$ _____ |
| 2. Site preparation | \$ _____ |
| 3. Landscaping | \$ _____ |
| 4. Utilities and infrastructure development | \$ _____ |
| 5. Access roads and parking development | \$ _____ |
| 6. Other land-related costs (describe) | \$ _____ |
| B. Building-Related Costs | |
| 1. Acquisition of existing structures | \$ 10,000,000 |
| 2. Renovation of existing structures | \$ _____ |
| 3. New construction costs | \$ _____ |
| 4. Electrical systems | \$ _____ |
| 5. Heating, ventilation and air conditioning | \$ _____ |
| 6. Plumbing | \$ _____ |
| 7. Other building-related costs (describe) | \$ _____ |

C.	Machinery and Equipment Costs	
1.	Production and process equipment	\$ _____
2.	Packaging equipment	\$ _____
3.	Warehousing equipment	\$ _____
4.	Installation costs for various equipment	\$ _____
5.	Other equipment-related costs (describe)	\$ _____
D.	Furniture and Fixture Costs	
1.	Office furniture	\$ _____
2.	Office equipment	\$ _____
3.	Computers	\$ _____
4.	Other furniture-related costs (describe)	\$ _____
E.	Working Capital Costs	
1.	Operation costs	\$ _____
2.	Production costs	\$ _____
3.	Raw materials	\$ _____
4.	Debt service	\$ _____
5.	Relocation costs	\$ _____
6.	Skills training	\$ _____
7.	Other working capital-related costs (describe)	\$ _____
F.	Professional Service Costs	
1.	Architecture and engineering	\$ _____
2.	Accounting/legal	\$ _____
3.	Other service-related costs (describe)	\$ _____
G.	Other Costs	
1.	_____	\$ 100,000
2.	_____	\$ _____
H.	Summary of Expenditures	
1.	Total Land-Related Costs	\$ _____
2.	Total Building-Related Costs	\$ 10,000,000
3.	Total Machinery and Equipment Costs	\$ _____
4.	Total Furniture and Fixture Costs	\$ _____
5.	Total Working Capital Costs	\$ _____
6.	Total Professional Service Costs	\$ 400,000
7.	Total Other Costs	\$ 10,400,000

PROJECTED PROFIT

I. Please provide projected profit as defined by earnings after income tax but before depreciation and amortization:

YEAR	Without IDA benefits	With IDA benefits
1	\$ 224,586.00	\$ 493,786.00
2	\$ 215,500.00	\$ 464,700.00
3	\$ 179,746.00	\$ 428,946.00
4	\$ 146,581.00	\$ 395,781.00
5	\$ 111,826.00	\$ 261,026.00

PROJECTED CONSTRUCTION EMPLOYMENT IMPACT

I. Please provide estimates of total construction jobs and the total annual wages and benefits of construction jobs at the Project: **N/A - Construction has been completed.**

Year	Number of Construction Jobs	Total Annual Wages and Benefits	Estimated Additional NYS Income Tax
Current Year		\$ _____	\$ _____
Year 1		\$ _____	\$ _____
Year 2		\$ _____	\$ _____
Year 3		\$ _____	\$ _____
Year 4		\$ _____	\$ _____
Year 5		\$ _____	\$ _____

PROJECTED PERMANENT EMPLOYMENT IMPACT

I. Please provide estimates of total number of existing permanent jobs to be preserved or retained as a result of the Project:

Year	Professional	Skilled	Semi-Skilled	Unskilled
Current Year	7	37	13	6
Year 1	7	37	13	6
Year 2	7	37	13	6
Year 3	7	37	13	6
Year 4	7	37	13	6
Year 5	7	37	13	6

57 Full Time Staff & 6 Part Time Staff All Permanent

II. Please provide estimates of total new permanent jobs to be created at the Project:

Year	Professional	Skilled	Semi-Skilled	Unskilled
Current Year				
Year 1				
Year 2				N/A
Year 3				
Year 4				
Year 5				

III. Please provide estimates for the following:

A. Creation of New Job Skills relating to permanent jobs. Please complete Schedule A.

IV. Provide the projected percentage of employment that would be filled by City of Albany residents:

32%

A. Provide a brief description of how the project expects to meet this percentage: The Charter School currently meets the percentage noted above and it has no plans to change the employment/residency mix of its staff/employees.

PROJECTED OPERATING IMPACT

I. Please provide estimates for the impact of Project operating purchases and sales:

Additional Purchases (1 st year following project completion)	\$ <u>0</u>
Additional Sales Tax Paid on Additional Purchases	\$ <u>0</u>
Estimated Additional Sales (1 st full year following project completion)	\$ <u>0</u>
Estimated Additional Sales Tax to be collected on additional sales (1 st full year following project completion)	\$ <u>0</u>

II. Please provide a brief description for the impact of other economic benefits expected to be produced as a result of the Project:

There are a number of other economic benefits to be produced as part of the Project, they include the following: (a) the provision of high quality single sex education for young girls in the City of Albany, (b) the continued utilization of the site for educational purposes in a high vacancy tract, and (c) the multiplier impact of the payment of the salaries of the staff/employees.

CERTIFICATION

I certify that I have prepared the responses provided in this Questionnaire and that, to the best of my knowledge, such responses are true, correct and complete.

I understand that the foregoing information and attached documentation will be relied upon, and constitute inducement for, the Corporation in providing financial assistance to the Project. I certify that I am familiar with the Project and am authorized by the Company to provide the foregoing information, and such information is true and complete to the best of my knowledge. I further agree that I will advise the Corporation of any changes in such information, and will answer any further questions regarding the Project prior to the closing.

Date Signed: March 4, 2019.

Name of Person Completing Project Questionnaire on behalf of the Company.

Name: Albany Leadership Charter High School for Girls

Title: School Business Administrator

Phone Number: 518-694-5300

Address: 19 Hackett Blvd Albany NY 12208

Signature: Ryan M. Smith





