

City of Albany Industrial Development Agency

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*

IDA MINUTES OF FINANCE COMMITTEE MEETING

Wednesday, December 12, 2018

Attending: Darius Shahinfar, Tracy Metzger, Lee Eck, Susan Pedo, and Dominick Calsolaro

Also Present: Robert Schofield, Jahkeen Hoke, Bill Kelly, Joseph Scott, Sarah Reginelli, Joseph Landy, Mark Opalka, Andrew Corcione, Genevieve Zurowski, and Mike Bohne

Chair Darius Shahinfar called the Finance Committee meeting of the IDA to order at 12:16 p.m.

Roll Call

Chair Darius Shahinfar reported that all Committee members were present, with the exception of Lee Eck. Lee entered the room at 12:25 pm.

Reading of Minutes of the November 7, 2018 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 November 7, 2018 Finance Committee Meeting

Chair Darius Shahinfar made a proposal to approve the minutes of the Finance Committee meeting of November 7, 2018. A motion to accept the minutes was made by Dominick Calsolaro, seconded by Tracy Metzger. The Members voted unanimously in favor and the motion carried.

Report of Chief Financial Officer

None.

Unfinished Business

theRep, LLC

Staff reviewed theRep, LLC project with the Committee. The project will renovate a vacant structure at 251 North Pearl Street in Albany into a 300-seat theatre. When completed, this project will relocate existing jobs to the new location as well as create six new jobs at the project location. The project includes the use of Historic Tax Credits, requiring the tax-exempt entity to maintain the property in a private LLC for a compliance period. The request will allow the tax exempt entity to preserve the tax exempt status of the property during the initial years of financing the project. The Committee discussed the rationale for deviation from the UTEP including the financial needs of the project and items addressed in the cost benefit analysis. A motion to move the theRep, LLC project with a positive recommendation for Approving Resolutions made by Tracy Metzger and seconded by Dominick Calsolaro. A vote being taken, the resolution passed unanimously with all other members voting aye.

New Business

FC 705 Broadway, LLC

Staff introduced the FC 705 Broadway, LLC project to the Committee. Project representatives were present for the meeting to discuss the project and to answer any questions. The application is for the Quackenbush Hotel project, which entails the development/construction of a 132 key hotel on the corner of Montgomery Street and Spencer Street. It is anticipated that this project will create approximately 20 full time jobs and 10 part time jobs. The total investment in the hotel will be approximately \$30.4 million. The committee discussed the fact that the investment amount qualifies the project as “large investment”, and therefore allows the applicant to request abatement outside of the Project Evaluation and Assistance Framework. The feasibility and appropriateness of that request will be analyzed by a third party at the appropriate time prior to committee action. Third-party review for the project had previously been authorized by the Board.

No action was taken.

2019 Professional Services Agreement

Legal Services – General Counsel

The Committee reviewed the 2019 Professional Services Agreement for General Counsel services for the Agency with the Committee. There are no changes to the agreement from the previous year.

A motion to advance the contract to the full Board with positive recommendation was made by Tracy Metzger and seconded by Lee Eck. A vote being taken, the motion passed unanimously with all other members voting aye.

Legal Services – Bond/Special Counsel

The Committee reviewed the 2019 Professional Services Agreement for Bond/Special Counsel services for the Agency. Staff and Committee commended the legal services team for their outstanding service and excellent performance to the Agency. Staff informed the Committee that after careful review of 2018 billing, Staff proposed an increased fee in the agreement with Bond/Special Counsel to appropriately reflect anticipated future services.

A motion to advance the contract to the full Board with positive recommendation was made by Tracy Metzger and seconded by Lee Eck. A vote being taken, the motion passed unanimously with all other members voting aye.

Professional Services

Susan Pedo disclosed that she is on the Capitalize Albany Corporation Board of Directors and informed the Committee that she would be abstaining from the votes. The Committee reviewed the Professional Services Agreement between Capitalize Albany Corporation, City of Albany IDA, and Capital Resource Corporation, in which Capitalize Albany Corporation provides professional economic development management and administrative support services to the City of Albany IDA and Capital Resource Corporation. The amount in the Agreement has increased by approximately \$45,000. This amount more closely aligns with services provided, and is approved by the Board for the 2019 Budget. Staff offered to leave the room to facilitate/allow further discussion, but the committee did not think that was necessary.

A motion to advance the contract to the full Board with positive recommendation was made by Tracy Metzger and seconded by Lee Eck. Susan Pedo abstained. A vote being taken, the motion passed with all other members voting aye.

Contract for Services – Economic Development

The Committee reviewed the Contract for Services for economic development between the City of Albany IDA and Capitalize Albany Corporation. There are no changes to the agreement from the previous year.

A motion to advance the contract to the full Board with positive recommendation was made by Tracy Metzger and seconded by Lee Eck. Susan Pedo abstained. A vote being taken, the motion passed with all other members voting aye.

Financing Guideline Review

The Committee reviewed the Statement of Intent and Financing Guidelines Regarding Debt. Staff explained that that it is a best practice that the Committee reviews these guidelines annually. There were no recommended changes.

Finance Committee Self Evaluation

Staff reviewed the Finance Committee's Self Evaluation with the Committee. Staff explained that it is a best practice that the Committee performs this evaluation annually. Staff summarized the meetings, activities and accomplishments taken place over the course of the year. There were no recommended changes.

Other Business

None

There being no further business, Chair Darius Shahinfar adjourned the meeting at 12:53 PM.

Respectfully submitted,

Lee Eck, Assistant Secretary