

**ALBANY CONVENTION CENTER AUTHORITY
MEETING MINUTES
CAHILL ROOM, ALBANY COUNTY OFFICE BUILDING
JUNE 23, 2006 – 8:30 AM**

ATTENDEES: GAVIN DONOHUE, JOHN HARRIS, SUZANNE MORRIS, GEORGE LEVEILLE, HON. JOHN MCENENY, BRAD ROSENSTEIN, JOSEPH PENNISI, LLOYD STEWART, MICHELE VENNARD.

CALL TO ORDER AND ROLL CALL:

Meeting was called to order at 8.29 am and a roll call was taken by Chairman Leveille.

PUBLIC COMMENT PERIOD 8:30-9:00:

The following is the list of speakers who made public comments at this meeting. The entire meeting is on audio tape and the public comments are available to anyone requesting to hear them.

Roger Markovics – United Tenants of Albany
John Schnebly – U.S. Energy Independence Const., LLC
Fred Pfeiffer – Capital District Worker Center
Erin Tobin Bearden – Historic Albany Foundation

APPROVAL OF PREVIOUS MEETING MINUTES:

⇒ Mr. Harris advised that the minutes from the April 27, 2006 meeting contained an error under the heading **LOBBYING COMMISSION, MAINTAINING RECORDS OF “CONTACTS”** in the paragraph that reads:

“Mr. Harris advised that the Lobbying Commission has offered to speak to the Authority regarding this law. Mr. McEneny suggested that the Commission address the Authority and we should have everything in writing. Mr. Harris will create an official form for keeping track of contacts for the record. He also advised that on the OGS website you can view the Executive Order 1.7 which is a contact record compilation form which may be a good template to work from.”

The Executive Order is 127 not 1.7. It was agreed that this amendment would be made to the minutes and a motion was put forth by Mr. Donohue and seconded by Mr. Pennisi.

ORGANIZATIONAL ISSUES:

⇒ PROJECT APPROACH AND IMPLEMENTATION SCHEDULE

Mr. Leveille presented a Tentative Project Implementation Schedule for discussion by the Board. The Board discussed the schedule in detail and suggested minor changes in terminology and timing. There was consensus of the Board that the schedule was appropriate and reasonable at this time. Mr. Leveille agreed to modify the schedule accordingly and have it posted on the ACCA website.

⇒ INTERIM EXECUTIVE DIRECTOR SEARCH UPDATE

More resumes have been received and the search committee intends to begin the interview process in the months ahead. Mr. Donohue will send all new resumes to Ms. Vennard to distribute to the Board.

⇒ ALBANY COUNTY MEMORANDUM OF UNDERSTANDING

Joe Pennisi advised that the County has drawn up a draft proposal which is for a \$100,000 bridge loan secured by the hotel occupancy taxes that the ACCA will receive beginning in January. The agreement will need to be approved by the Albany County Legislature. Chairman Leveille advised that the authority will look over the proposal and get back to the County quickly.

⇒ ALBANY COUNTY CONVENTION & VISITORS BUREAU MEMORANDUM OF UNDERSTANDING

The Board of the ACCVB has drawn up a Memorandum of Understanding (MOU) to provide staff support services to the Convention Center Authority for a period of approximately six months. The ACCVB will employ and provide office space and support for the staff person. The ACCA will reimburse the Bureau for its expenses in this regard. Members of the Authority will participate in interviewing candidates identified by the ACCVB. Mr. Stewart expressed concern about a potential conflict of interest due to Ms. Vennard's status as an ACCA Board member and suggested that an opinion of counsel might be advisable. After a brief discussion, Mr. McEneny moved that the ACCA enter into the MOU subject to an opinion from the Albany County Attorney in this regard. The motion was seconded by Mr. Rosenstein and all agreed.

⇒ LOBBYING COMMISSION PRESENTATION

Mr. Steven Hensel, counsel for the Lobbying Commission, spoke to help clarify the obligation by Authority members to keep records of contacts and to explain what the lobbying activity laws require.

FINANCE AND OPERATIONS SUB-COMMITTEE REPORT:

⇒ **OUTSIDE COUNSEL RFP**

Mr. Harris advised that to date we have received nine responses and the Finance and Operations sub-committee intend to interview a short list of firms. Mr. Harris indicated that the sub-committee would make its recommendation to the Board at the July Board meeting. Mr. Donohue requested that the Authority members receive a list of all proposals received.

⇒ **DORMITORY AUTHORITY UPDATE**

Mr. McEneny advised that the Ways and Means Committee will be discussing the legality of the Dormitory Authority assisting the Convention Center Authority at a meeting today. Mr. McEneny has introduced a bill that will allow the Dormitory Authority to provide consulting services to the ACCA at the ACCA's request. The focus will be on planning, environmental review, construction.

⇒ **MWBE/EEO CONSULTING SERVICES**

Mr. Harris advised that the sub-committee recommends that the Authority hire a consultant to help us with our affirmative action plan and to provide consulting services going forward to enable us to implement the economic inclusion policy of the Board. Mr. Stewart is assisting in drafting a Request for Qualifications (RFQ). Ms. Morris offered to see if Empire State Development Corporation might be of assistance in this regard. A motion to authorize the Chairman to work with Mr. Stewart to prepare an RFQ was put forth by Mr. Stewart and seconded by Mr. Pennisi. All agreed.

SITE-SELECTION SUB-COMMITTEE REPORT:

⇒ **PUBLIC WORKSHOP**

Ms. Vennard advised that the Public workshop is scheduled for next Tuesday, June 27, 2006. The workshop will be held at the Crowne Plaza hotel from 4:00-6:00. The Authority's public comment protocols would be utilized for this meeting.

⇒ **MEETING WITH NEW YORK STATE OFFICE OF GENERAL SERVICES**

Ms. Vennard advised that she is hopeful of meeting with OGS before the July Authority meeting.

BUDGET AND LEGISLATIVE UPDATE:

⇒ **NEW YORK STATE BUDGET**

Mr. McEneny advised that for the second time the Assembly passed 322 million in initial title Article 19-A funding for the City. This was passed as part of the Assembly budget resolution. However this has not been accepted

by the Senate and therefore did not make it in to the budget. Senator Bruno has come up with a proposal to shorten the time period down to the original 19-A proposal which was about 25 years instead of 30 and to reduce the total amount of 19-A aid available. This funding stream is critical to financing the convention center hotel.

OTHER BUSINESS:

Mr. Pennisi suggested that, in light of Mr. Hensels' presentation advising that the lobbying commission does not require cooperation but suggests it, it would be advisable to brief the Board about what is required by the State Finance Law.

Mr. Harris advised that he sent a letter to Chairman Leveille recusing himself from any underwriting selection in accordance with our Code of Ethics policy due to the fact that he has a number of relationships in the public finance arena.

ADJOURN:

Meeting was adjourned at 9.54 am. on a motion by Mr. Rosenstein and seconded by Mr. Stewart.

**The next meeting will be held on Friday July 28, 2006
at 8:30 am at 112 State St. in the Cahill Room.**