

**ALBANY CONVENTION CENTER AUTHORITY
MEETING MINUTES
CAHILL ROOM, HAROLD JOYCE OFFICE BUILDING
JUNE 29, 2007**

ATTENDEES

George Leveille, Gavin Donohue, Michele Vennard, L. Lloyd Stewart, John McEneny, John Harris, Brad Rosenstein, Absent Joseph Pennisi

CALL TO ORDER AND ROLL CALL

Meeting was called to order at 8:30 and a roll call was taken by Chairman George Leveille.

APPROVAL OF PREVIOUS MEETING MINUTES

The April 27, 2007 meeting minutes were reviewed. A motion to adopt them was offered by Mr. Donohue and seconded by Mr. McEneny; unanimously adopted. Draft minutes from May 18, 2007 were reviewed. A motion to adopt the minutes was offered by Ms. Vennard and seconded by Mr. Rosenstein; unanimously adopted. Clough Harbour & Associates presented the GEIS report which was acknowledged by the board.

BUSINESS REPORTS:

- **Chair Report** - George Leveille made a motion to knowledge and move forward with the GEIS report; seconded by Mr. McEneny; unanimously adopted.
- **Treasurer Report** - No report due to Mr. Pennisi's absence
- **Authority Report**
 - a. **Planning and Development** – Duncan Stewart
 - i. Duncan Stewart presented a draft memo; attached with the RFQ schedule update which identify the focus groups for the selection of Broker, Construction Manager and the Design Team. Four proposals have been received for the Broker selection, currently under review.
 - ii. Option Agreement – Don Ross from Gilberti Stinziano Heinz & Smith presented the Option Agreement. A motion was made by Jack McEneny and seconded by Mr. Harris to put the Option Agreement in place; unanimously adopted.

iii. Affirmative Action/Economic Inclusion Plan

Deborah Williams-Muhammad presented the goals for this plan.

| <u>Work MWBE Utilization Goals</u> | | <u>Force Participation Goals</u> |
|------------------------------------|-----------|----------------------------------|
| Pre-Construction: | MBE = 8% | M&W = 22% |
| | WBE = 15% | |
| Construction: | MBE = 27% | M&W = 30% |
| | WBE = 12% | |
| Operations: | MBE = 20% | M&W = 60% |
| | WBE = 10% | |

A motion was made by Mr. L. Stewart and seconded by Ms. Vennard to accept these goals; unanimously adopted.

b. Final Scoping Document – Whiteman Oysterman & Hanna

Mr. Leveille made a motion, seconded by Mr. Rosenstein to accept the Final Scoping Document, unanimously adopted.

c. Operations update - Al Sorrentino

- i. Financial update – Revised budget will be reviewed next month by the treasurer for adoption. Line of credit has been approved for \$300,000.
- ii. Internal Control Policies are being put together with CFO-For-Hire. Harris Beach is advising ACCA on legal requirements.
- iii. Final version was distributed to the Board for ACCA.

d. Legal Report – Hal Patrick, General Counsel

PUBLIC COMMENT PERIOD

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

Dominick Calsolaro - Councilman
Susan Holland – Historic Albany Foundation
Shawn Morris – President Common Council
Wanda Willingham – County Legislator
Frank Oliver
Tom McPheeters – ARISE

Other Business

No other business was conducted.

Adjourn

A motion to adjourn was made by Mr. Leveille; seconded by Michele Vennard; unanimously adopted.

Next Meeting Date & Time:
Friday, July 27, 2007, 8:30 AM
112 State Street – Cahill Room
Harold Joyce Office Building