

**ALBANY CONVENTION CENTER AUTHORITY  
MEETING MINUTES  
CAHILL ROOM, HAROLD JOYCE OFFICE BUILDING  
JULY 27, 2007**

**ATTENDEES**

George Leveille, Michele Vennard, John McEneny, Brad Rosenstein, Joseph Pennisi.  
Absentees - L. Lloyd Stewart and Gavin Donohue.

**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 June 29, 2007 meeting minutes were reviewed. A motion was made by Mr. Rosenstein to accept them; seconded by Ms. Vennard; unanimously adopted.

**PUBLIC COMMENT PERIOD**

Kay Wilkie – The International Center of the Capital Region  
Mr. Anderson - citizen

**BUSINESS REPORTS:**

- **Chair Report** – John Harris who was appointed by past Governor Pataki has resigned from the ACCA board due to work conflicts. Recently, ACCA held meetings with the Times Union Editorial Board, NYS representatives and Economic Developers roundtable meeting.
- **Treasurer Report** – Mr. Pennisi reviewed the June financial statements; revised budget for 2007 and budget cash flow projection. Mr. Pennisi recommended adoption of the revised budget; a motion was made by Mr. Pennisi; seconded by Mr. McEneny; unanimously adopted.
- **Authority Report**
  - a. **Planning and Development** – Duncan Stewart
    - i. Construction Management - ACCA has received five RFQ's for the CM. Three were selected by the focus group and will be interviewed by July 31<sup>st</sup>. Once the Construction Manager candidates have been interviewed, the RFP's will follow.

ii. Design Team – Eight RFQ’s were received. Five will be interviewed by the focus group on August 8<sup>th</sup>.

iii. Economic Developers Roundtable – June 20<sup>th</sup> - Over twenty stakeholders attended this roundtable meeting regarding parking, accessibility of the Convention Center within the community.

iv. SEQRA –The Archeological plan is being reviewed by Mr. Perazio from NYS Parks and Recreation & Historic Preservation on the Phase 1A-Plan and the Phase 1B-Plan will be provided separately. This proposal will take place when both phases are put in place.

v. Affirmative Action/Economic Inclusion Plan – In the last week contractors have come forward to ACCA for information on the Affirmative Action/Economic Inclusion Plan. The feedback received from contractors will assist the ACCA in establishing a database for MWBE’s listing for the City, County and State.

**b. Operations update - Al Sorrentino**

i. Approval for the \$300,000 line of credit. A motion was made by Mr. McEneny; seconded by Mr. Rosenstein to secure a line of credit, whether it is from Key Bank or another bank; unanimously adopted.

ii. CB Richard Ellis was recommended to be the broker of the ACCA for securing option agreements. A motion was made to approve CBRE by Mr. Pennisi; seconded by Mr. Rosenstein; unanimous adopted.

iii. Hotel Operator RFQ’s went out on July 12<sup>th</sup> responses are due back by 5 pm on July 27<sup>th</sup>.

- Legal Report - Hal Patrick, General Counsel – The resolution for the Authority Bank accounts has been amended to allow Duncan Stewart, Executive Director/CEO to be the sole signer of checks up to \$12,000. A motion to accept the new resolution was made by Mr. Pennisi; seconded by Ms. Vennard; unanimously adopted.

Empire State Development Corporation – The main issues have been clarified with the legal representatives from (ESDC), the next step is pending approval for reimbursement. The Draft Hotel Tax Legislation is being looked over by Joe Pennisi, Joe Scott and Hal Patrick in addition the technical points of the legislation need to be revised.

**Other Business**

No other business was conducted.

**Adjourn**

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

**Next Meeting Date & Time:**  
**Friday, August 31, 2007, 8:30 AM**  
**112 State Street – Cahill Room**  
**Harold Joyce Office Building**