

**ALBANY CONVENTION CENTER AUTHORITY
MEETING MINUTES
CAHILL ROOM, HAROLD JOYCE OFFICE BUILDING
OCTOBER 26, 2007**

ATTENDEES

George Leveille, Gavin Donohue, Michele Vennard, Joseph Pennisi, L. Lloyd Stewart, Michael Perrin, Brad Rosenstein, Assemblyman John McEneny, Lori Harris

CALL TO ORDER AND ROLL CALL

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

APPROVAL OF PREVIOUS MEETING MINUTES

The September 28, 2007 meeting minutes were reviewed with one correction made by Mr. L. Stewart that the CM selection was not unanimously adopted. Mr. Stewart opposed, it was adopted by quorum. Assemblyman John McEneny was delayed, but he voted to accept the minutes.

PUBLIC COMMENT PERIOD

Kay Wilkie – International Center of the Capitol Region

Alice Green – Center for Law and Justice

BUSINESS REPORTS:

- **Chair Report** – Mr. Leveille welcomed two new ACCA board members – Ms. Harris and Mr. Perrin.
- **Treasurer Report** – Mr. Pennisi went over the September financials; summary of net assets and summary of revenue and expenses for the ACCA.
- **Authority Report**
 - a. **Planning and Development** – Duncan Stewart
 - i. Master Planning – The meetings are still on going with CDTA, APA, DOT, OGS to resolve the issues for the circulation plan and the operation of Phase I of the convention center. The entrance/exit details of the plan are under review by DOT.
 - ii. Architectural Pre-con Phase Scope – A motion was made by Mr. Leveille and seconded by Mr. L. Stewart; unanimously adopted.
 - iii. CM Pre-con Phase Scope – A motion was made by Assemblyman McEneny and seconded by Mr. Donohue; unanimously adopted.

iv. Affirmative Action Compliance Scope – A motion was made by Mr. L. Stewart and seconded by Mr. Pennisi, unanimously adopted.

v. Community Liaison Services Scope – A motion was made by Mr. L. Stewart and seconded by Mr. Pennisi; unanimously adopted.

vi. Affirmative Action/Economic Inclusion Plan – Ms. Williams-Muhammad gave an overall review of the accomplishments between DWM Associates and ACCA. The next steps will be to service as the communities information source, develop compliance procedures, endure that the Community Benefits Program (CBP) produces outcome and provide direct monitoring & reporting to the ACCA.

b. Operations update - Al Sorrentino

i. Operator Selection - Mr. Rosenstein spoke on operating a 400-room hotel connected to the Convention Center versus a 250-room hotel with full service and 150-hotel room with limited services. It would be beneficial to the ACCA to operate a full service 400 room hotel with a connection to the Times Union Center. The four operators of interest are Ocean Properties/BBL, Starwood Hotels, the Waterford Group and SMG, that currently operates the Times Union Center.

ii. Real Estate Broker activity - CBRE has contacted the owners of the various parcels needed for the 1-B archaeological investigation. The Authority has been working with the Option Agreement. Due to owners' concerns about entering into an Option Agreement at this time, the Authority, with the Gilberti Law Firm, has developed a simple Access Agreement for the use in those cases.

iii. PARIS Training – PARIS is the new on-line system for submitting and managing required documents and reports to the Authority Budget Office. It will be operational around November 20th. The Authority is required to submit numerous reports to the Authority Budget Office using PARIS.

iv. ESDC - The advance of \$209,700 was deposited and the first requisition of \$624,302 was submitted on October 5th. The second requisitions will be submitted for \$389,000 the week of October 29th.

v. The Hotel Occupancy Tax (HOT) for the 3rd quarter was deposited October 11th.

- Legal Report – No report.

No other business was conducted.

Adjourn

A motion to adjourn was made by Mr. Donohue; seconded by Mr. Rosenstein
unanimously adopted.

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