

Cohoes Industrial Development Agency
Board of Directors Meeting
Tuesday, August 20, 2019
Cohoes City Hall – Council Chambers

Present

Rod Dion, Horace Hallock, Stanley Szozda, William Keeler, Theresa Thibodeau, Cliff Bird

Also in attendance: Michael Durocher, Catherine Hedgeman, A. Joseph Scott, Debbie Jacques,

Members Absent: None

Meeting called to order by Rod Dion at 8:19 a.m. with a quorum present

APPROVAL OF MINUTES:

Mr. Dion asked the members if they had any questions or revisions to the July 16, 2019 Meeting. There were no changes. There was a discussion of issues with the emails Mr. Hallock made a motion to accept the minutes. Mr. Szozda seconded the motion. Motion passed unanimously.

Financial:

Mr. Durocher gave an overview of the balance sheet stating that the IDA has \$471,193.71 in the operating account as of August 19, 2019. Mr. Durocher stated the only fees were for accounting, legal and interest on the line of credit for 178 Ontario Street and the clean up to Wesscapes all other bills have been paid for the month. Mr. Durocher further stated that the line of credit will need to be paid by the end of the year. Mr. Szozda asked why we are not paying the Line of Credit off now since we have money in our account. Mr. Durocher stated that it is up to the board to make that decision and the monthly expense is low but if the board wants to pay off the lien we can do so. Mr. Dion stated that we will be talking about that property later in the meeting. Being no further questions or comments, Mr. Hallock made a motion to accept the financials. Ms. Thibodeau seconded the motion. Motion passed unanimously.

Review of Website Proposals

Mr. Dion reported that we have received 2 proposals and one of the companies was local and the other company is out of Philadelphia. Ms. Thibodeau asked if this company was part of Mr. Santos Company. Ms. Hedgeman said she wasn't sure but either way Mr. Santos would not be allowed to submit a proposal for 2 years because of the Public Authority Laws. Ms. Hedgeman stated that there was a big price difference between the proposals. Mr. Szozda was concerned with the monthly cost associated with the lower bid. Ms. Hedgeman said that she has done work recently with Vibrant Creative and they did a good job they have also worked on the website for Capitalize Albany. Mr. Keeler asked if we should put the project out to bid again. Mr. Dion stated that he would like to work with a local company. Ms. Hedgeman stated that we could put the project out to bid again or she could go back to the local company and try to renegotiate the price. Mr. Bird stated that he would prefer to work with a local company. Ms. Hedgeman did point out that the cost would be split with the CLDC. Mr. Bird made a motion to approve the bid from Vibrant Creative and further give Ms. Hedgeman the authority to try and negotiate the price. Ms. Thibodeau seconded the motion. Motion passed unanimously.

Resolution to Amend the IDA Whistleblower Policy.

Ms. Hedgeman stated that the board currently has a Whistleblower Policy but it is outdated and should comply with the new ABO guidelines. Ms. Hedgeman stated that the updated Policy, once approved, should be uploaded to the IDA website. Ms. Thibodeau stated that there needed to be a correction in the section where it refers to the Landbank rather than the IDA. Ms. Hedgeman stated she would make the correction and send it to Ms. Jacques to post on the website. Mr. Keeler made a motion to approve the Amended Whistleblower Policy. Mr. Hallock seconded the motion. Motion passed unanimously.

Discussion of 70 Delaware Avenue Proposal

Mr. Scott reported that he was unable to make the July meeting but Nadine Zeigler from his office was in attendance and board did approve the Public Hearing. The Public Hearing has not been scheduled yet Mr. Scott confirmed with Mr. Durocher that the application fee has been received by the IDA. Mr. Scott stated that that the last page of the handout contains the PILOT terms. Mr. Scott reported that the board will not be taking any action today and that we can go ahead and schedule the Public Hearing without having the terms finalized. Mr. Durocher stated that although he is not a member of the Board he would like to ask when will the Board go back to doing regular 485B Pilots because it seems like all of the recent projects have been 30 year Pilots and as the Comptroller for the City that is concerning to him. Mr. Scott responded by stating that the recent projects have all been related to housing and the 30 year period ties into the financing portion of the project. Ms. Thibodeau stated that this is why we do need to have a cost benefit analysis. She further stated that she is concerned with the aging infrastructure and the impact on the schools, especially on the Island. Mr. Hallock stated that he is also concerned with all of the new development on the Island and that the City may have to put in a new pump station. Ms. Hedgeman stated that this new board should set priority on what type of development projects they would like to see. She further stated that the cost of new construction has increased greatly and that is why the developers are asking for 30 year Pilots. Ms. Thibodeau stated that she would like to disclose that she is on the Community Development transition team for Mr. Keeler and she stated that they do not want to stop development. Mr. Bird asked if the developer can do the project without the PILOT Ms. Hedgeman responded that they can do the development but it is more a matter of if they will do the development. Mr. Dion stated that there is a bill being sponsored where every project in NY will be required to use prevailing wages and if it passes this will greatly affect all construction projects across the State of New York and it will become too expensive to do any business in New York. Mr. Keeler stated that he does like the project and he hopes that it will move forward but he feels the PILOT as presented is too generous and does not make any sense. Mr. Scott stated that we can go forward and schedule a Public Hearing and hold it in the evening so that people who work during the day will be able to attend. Mr. Szozda suggested that we hold it at the Senior Center so it would be more accessible to people. Mr. Scott stated that he would have his office make the arrangements with Ms. Jacques. Ms. Hedgeman stated that the developer is working with Catholic Charities on this project and they also are working with the City to provide an easement for a public park and boat launch. Mr. Scott said once the date is set Ms. Jacques will notify the members.

Discussion of 178, 180 & 182 Ontario Street

Ms. Hedgeman stated that the property has been on the market for about 75 days and that the broker has received several inquiries about rehabbing the existing structures. Ms. Hedgeman further stated that she has received a Letter of Intent from Mr. Daniel Oh with an offer of \$250,000 on an asking price of \$350,000. Mr. Dion stated that we were looking for a mixed use or commercial project. Ms.

Hedgeman stated that the board could invite Mr. Oh to the next meeting to speak on his proposal. Ms. Jacques stated that she is working with a company to secure the buildings.

Resignation of Board Member

Mr. Dion stated that he has received a letter of resignation from Mr. Santos and Mr. Santos stated that his work schedule did not allow him the time to serve on the Board. Mr. Dion further stated that it will be up to the Common Council to appoint a new member.

New Business

Ms. Hedgeman reported that the Audit was complete and we agreed with the findings. The report will now be officially released and we will have 90 days to come up with a Corrective Action Plan. Ms. Hedgeman and Mr. Scott will be working on the plan.

Mr. Bird wanted to take a moment to acknowledge the passing of Mr. Jacobson. The board agreed that Mr. Jacobson did do a lot for the City of Cohoes and he truly made a difference.

Being no further business. Mr. Bird made a motion to adjourn the meeting. Mr. Keeler seconded the motion. Motion passed unanimously.

Meeting was adjourned at 9:32 am.

2:49 PM

09/13/19

Cash Basis

Cohoes Industrial Development Agency
Balance Sheet
As of September 13, 2019

	<u>Sep 13, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
Pioneer Operating Account	459,747.41
Total Checking/Savings	<u>459,747.41</u>
Total Current Assets	459,747.41
Other Assets	
Property Held for Investment	350,100.00
Total Other Assets	<u>350,100.00</u>
TOTAL ASSETS	<u><u>809,847.41</u></u>
LIABILITIES & EQUITY	
Liabilities	
Long Term Liabilities	
Loan Payable- Pioneer	105,000.00
Total Long Term Liabilities	<u>105,000.00</u>
Total Liabilities	105,000.00
Equity	
Retained Earnings	680,491.02
Net Income	24,356.39
Total Equity	<u>704,847.41</u>
TOTAL LIABILITIES & EQUITY	<u><u>809,847.41</u></u>

2:51 PM

09/13/19

Cash Basis

Cohoes Industrial Development Agency
Profit & Loss Budget vs. Actual
 January 1 through September 13, 2019

	<u>Jan 1 - Sep 13, 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense			
Income			
Administrative Fees	750.00	100,000.00	-99,250.00
Gain on Sale of Properties Held	73,185.00	0.00	73,185.00
Total Income	<u>73,935.00</u>	<u>100,000.00</u>	<u>-26,065.00</u>
Expense			
Accounting Fees- CFO	3,000.00	6,500.00	-3,500.00
CPA Audit	2,100.00	2,000.00	100.00
Executive Assistant	3,750.00	5,000.00	-1,250.00
Executive Director- CEO	0.00	15,000.00	-15,000.00
Insurance	8,685.58	2,500.00	6,185.58
Interest Expense	5,335.57	6,000.00	-664.43
Legal Fees	12,749.50	10,000.00	2,749.50
Misc Expenses	700.00	500.00	200.00
Network Support- Web Site	500.00	1,000.00	-500.00
Office Supplies	120.95	500.00	-379.05
Other Costs Properties Held For	6,843.00	40,000.00	-33,157.00
Professional Services	2,400.00	7,000.00	-4,600.00
Taxes	3,394.01	4,000.00	-605.99
Total Expense	<u>49,578.61</u>	<u>100,000.00</u>	<u>-50,421.39</u>
Net Ordinary Income	<u>24,356.39</u>	<u>0.00</u>	<u>24,356.39</u>
Net Income	<u><u>24,356.39</u></u>	<u><u>0.00</u></u>	<u><u>24,356.39</u></u>

9:50 AM
09/13/19
Cash Basis

Cohoes Industrial Development Agency
Profit & Loss Budget Overview
January through December 2020

	<u>Jan - Dec 20</u>
Ordinary Income/Expense	
Income	
Administrative Fees	100,000.00
	<hr/>
Total Income	100,000.00
Expense	
Accounting Fees- CFO	6,500.00
CPA Audit	2,000.00
Executive Assistant	5,000.00
Insurance	10,000.00
Interest Expense	6,000.00
Legal Fees	10,000.00
Misc Expenses	500.00
Network Support- Web Site	10,000.00
Office Supplies	500.00
Other Costs Properties Held For	35,000.00
Professional Services	12,500.00
Taxes	1,000.00
Training, Travel & Dues	1,000.00
	<hr/>
Total Expense	100,000.00
Net Ordinary Income	0.00
	<hr/>
Net Income	<u>0.00</u>