



Schenectady Metroplex Development Authority
Board Meeting Minutes
February 14, 2018

Present: Ray Gillen, Sharon Jordan, Karen Zalewski-Wildzunas, Robert Dieterich, Todd Edwards, and Paul Webster

Absent: Brad Lewis, Neil Golub, John Mallozzi, Nancy Casso and Robert Mantello

Others: Jayme Lahut, David Hogenkamp, Maureen Behrens and Jennifer Medler

Call to Order: Mr. Gillen called the meeting to order at 6:00 p.m.

1. Approval of Minutes: Motion to approve the minutes of the January 17, 2018 meeting was made by Ms. Jordan; seconded by Mrs. Zalewski-Wildzunas and approved.

2. Treasurer's Report: Mrs. Zalewski-Wildzunas summarized the draft year-end report prepared by Robert Kristel, C.P.A. that showed sales tax receipts at \$8,891,405, which exceeded budget by about \$700,000 more than one year ago. Cash on hand was \$8.5 million. Operating and predevelopment expenses were slightly over budget for the year. Mr. Webster moved the Treasurer's Report; seconded by Mr. Dieterich and approved.

3. 530 Franklin Street Renovation Project: Resolution 1204-18 — Adopt the General Project Plan

The public hearing was held on February 7 and no comments were received with respect to Metroplex's participation for exemptions on sales tax, mortgage tax and real property taxes. A Pilot allows for tax payments, since the property has been exempted by the not-for-profit owner, Northern Rivers. The project represents a \$450,000 investment from Schenectady business owner Chris Spraragen. Resolution 1204-18 was moved by Mrs. Zalewski-Wildzunas, seconded by Ms. Jordan and approved.

4. Amtrak Project: Resolution 1205-18 — Amend the General Project Plan

Resolution 1205-18 allocated an additional \$90,000 to cover legal costs, parking attendant booth for the State-Erie lot, paving, and project coordination with NYS DOT, Amtrak and the general contractor. Resolution 1205-18 was moved by Mrs. Zalewski-Wildzunas, seconded by Ms. Jordan and approved after discussion.

5. Downtown Parking Project (Center City Parking Lot): Resolution 1199-18 — SEQRA

The action for taking title to the lot as the Metroplex lease expires with the Lupe family entity (Parking Lot at Center City, LLC) required an environmental review. Resolution 1199-18 characterized the action as Unlisted and made a negative declaration. Ms. Jordan moved Resolution 1199-18; seconded by Mrs. Zalewski-Wildzunas and approved.

6. Downtown Parking Project (Center City Parking Lot): Resolution 1200-18 — Real Property Acquisition

Resolution 1200-18 authorized the purchase of the Center City parking lot from the Lupe family for nominal consideration. Resolution 1200-18 was moved by Ms. Jordan, seconded by Mrs. Zalewski-Wildzunas and approved.

7. Metroplex Broadway Garage Project: Resolution 1206-18 — Adopt the General Project Plan

The project replaces the 28-year-old sign on Broadway with a video display and landscapes the area in front of the garage. Resolution 1206-18 allocated \$150,000 for hard and soft costs to undertake the project. The Resolution was moved by Mr. Webster, seconded by Mrs. Zalewski-Wildzunas and approved.

8. Bruno Associates Glenville Project: Resolution 1207-18 — Amend the General Project Plan

Resolution 1207-18 increased Metroplex's grant by \$25,000 (from \$50,000 to \$75,000). Bruno is incurring \$50,000+ in unforeseen infrastructure costs relating to water and sanitary line extensions, new hydrants, and Grid service extensions. Resolution 1207-18 was moved by Mr. Dieterich, seconded by Mrs. Zalewski-Wildzunas and approved following discussion.

9. Election of Metroplex Officers: Resolution 1208-18 — Elect Secretary and Treasurer

Resolution 1208-18 reappointed Sharon Jordan as Secretary and Karen Zalewski-Wildzunas as Treasurer. Resolution 1208-18 was moved by Mr. Dieterich, seconded by Mr. Webster and approved.

10. Five-Year Capital Projects Plan: Resolution 1209-18 — Hold a Public Hearing

At their February 14 meeting, the Governance Committee recommended adopting Five-Year Capital Projects Plan. Resolution 1209-18 called for holding a public hearing as required by the Enabling Act to solicit public comment. After the public hearing, the plan can be considered by the Board. Resolution 1209-18 was moved by Mrs. Zalewski-Wildzunas, seconded by Ms. Jordan and approved.

11. Policy Compliance: Resolution 1210-18 — Amend the Personnel Policy

At their February 14 meeting, the Governance Committee recommended amending the Authority's HR Policy. First, provisions of Public Officers Law were added regarding restrictions on receiving compensation for outside business or professional services rendered. Second, differentiating between the financial disclosure requirements of the Board (Schenectady County Board of Ethics) and staff above a salary threshold (NYS Public Officers Law). Third, amending provisions of the Family and Medical Leave Act to allow for use of accrued sick time as well as annual leave during the applicable 12-week period. Resolution 1210-18 was moved by Ms. Jordan, seconded by Mr. Edwards and approved.

12. Project Reconciliation and Accounting: Resolution 1211-18 — Release of Project Obligations

Resolution 1211-18 closed out 22 projects and recaptured \$189,302 of unspent allocations. This is a requirement for the pending annual audit. Resolution 1211-18 was moved by Mrs. Zalewski-Wildzunas, seconded by Ms. Jordan and approved.

13. Project Reconciliation and Accounting: Resolution 1212-18 — Allocation for Unbudgeted Expenditures

The action allocated \$21,806 towards four projects that have been completed or closed and exceeded the budget allotment. Resolution 1212-18 was moved by Mr. Webster, seconded by Mrs. Zalewski-Wildzunas and approved.

14. Project Reconciliation and Accounting: Resolution 1213-18 — Allocation for 2014 Bonds

Resolution 1213-18 closed all projects funded using 2014 Bond proceeds and allocated \$131,255 for project overages. Resolution 1213-18 was moved Mrs. Zalewski-Wildzunas, seconded by Mr. Webster and approved.

Public Comment: None

Board Comment: Mr. Webster spoke about Eric Canalway Heritage Trust and the economic impact on Canal communities.

Adjournment: Mrs. Zalewski-Wildzunas moved to adjourn, seconded by Mr. Webster. The meeting was adjourned at 6:30 p.m.

Respectfully submitted,

Jayne B. Lahut
Executive Director