



Andrew Ross, Vice Chairman
Bill Dunne

Ken Zalewski
Deputy Mayor Pete Ryan

**TROY LOCAL DEVELOPMENT CORPORATION
Board of Directors Meeting
Planning Department Conference Room**

**City Hall
433 River Street, Suite 5001
Troy, New York 12180**

**September 12, 2014
8:30 a.m.**

AGENDA

- I. Approval of the Minutes from the August 8, 2014 meeting
- II. Introduction of new board member, Kevin O'Bryan
- III. Update on Consultant Proposals (Bill)
- IV. Update on Mt. Ida Grant Program (Bill)
- V. Update on Neitzel building (Bill)
- VI. Update on 30,000 sqft call center
- VII. BDAP loan application (Monica/Bill)
 - ekolgic, Kathleen Tesnakis (Monica)
- VIII. 50/50 Façade grant application (Monica/Bill)
 - Tom Rossi, 149 4th Street
 - MKC Kitchens, 346 Congress Street
- IX. Proposals for utility vehicle
- X. Budget and Financials (Selena/Joe)
- XI. Executive Session (Bill)
- XII. Adjournment



**TROY LOCAL DEVELOPMENT CORPORATION
Board of Director
Meeting Minutes**

**August 8, 2014
8:35 a.m.**

BOARD MEMBERS PRESENT: Bill Dunne, Dep. Mayor Pete Ryan, Hon. Ken Zalewski and Andy Ross

ABSENT:

ALSO IN ATTENDANCE: Jeff Buell, Ken Crowe, Justin Miller Esq., Monica Kurzejeski, Joe Mazzariello, and Denee Zeigler

Minutes

In the absence of a Chairman, the board elected Bill Dunne as temporary Chairman of the meeting.

**Hon. Ken Zalewski made a motion to elect Bill Dunne as temporary Chairman for this meeting.
Andy Ross seconded the motion, motion carried.**

Bill Dunne called the meeting to order at 8:30 a.m.

I. Approval of Minutes from July 11, 2014 regular board meeting.

**Dep. Mayor Pete Ryan made the motion to approve the minutes.
Ken Zalewski seconded the motion, motion carried.**

II. Consultant Proposals

Bill Dunne spoke to the board about the proposals received in June regarding the redevelopment of the LDC owned properties in South Troy. Proposals were received from three firms. Mr. Dunne explained he met with the Capital District planning commission recently and spoke about possible federal economic development agency funds that could assist with this process. Mr. Dunne also noted there are infrastructure funds available that may be useful for the second phase of the project. Monica Kurzejeski added that applications will be submitted later this year for consideration in the spring. Mr. Dunne discussed some of the demographic requirements that they use for eligibility and may be in the form of a 50/50 grant.

Mr. Dunne gave a brief outline of the three proposals received, noting they range in cost from low to high. He added that of the three, ELAN has done a lot of work with us in the past at this site. Andy Ross added that at one point he sat on the planning board for the Town of Brunswick and spoke about his experiences working with Clough Harbour. Mr. Ross added that the

proposals were very similar and suggested that we consider what they are offering and who will be involved with the project before we move forward. Mr. Dunne noted each of them have worked or will be working on city projects at one point. Ken Zalewski agreed that all three proposals seemed similar except for the cost and was not sure how to compare them otherwise. Mr. Zalewski suggested speaking to other cities and towns that they have worked with. Mr. Dunne advised we can ask for deliverables/references. The board had a general discussion on the process. Mrs. Kurzejeski suggested that we also check with the firm doing the comprehensive plan to see if they have any input. Pete Ryan agreed that they should ask for deliverables, but added that ELAN would be his choice. Mr. Dunne advised that based on comments we can narrow it down to two and discuss the deliverables and references at the next meeting.

III. Mt. Ida Grant Program

Mr. Dunne spoke about the Mt. Ida grant program discussed previously. In a past meeting, the board was eager to assist but wanted to see how the first round went and see if RPI would be giving some additional assistance. Mr. Zalewski spoke about the grant progress to date. One of the projects at the cemetery has been completed beginning to end and was a great success. Homeowner's have also done work. Mrs. Kurzejeski spoke about previous concerns from the board about the success of the program before we contributed. Mr. Dunne advised that there have been about six or seven grants given out and there is a notable difference in that section of the City. Mr. Zalewski noted that he really wanted to see RPI get involved in the project. Mrs. Kurzejeski agreed that RPI and its students are significant players in that area. Mr. Dunne will follow up with RPI.

IV. 405 River Street BDAP Application

Mr. Dunne advised that the BDAP application received for 405 River Street has been tabled pending the receipt of additional information.

V. 50/50 Façade Improvement grant, 147 4th Street

Mr. Dunne introduced Jeff Buell to the board to discuss the project at 147 4th Street. Jeff Buell spoke about the conditions of 147 4th Street prior to Michael Romig and Rashdie Chowdhury purchasing it. Mr. Buell explained it was one of the City owned buildings set to be demolished. They have invested a lot into stabilizing the building and will be having their closing next week to continue working on the building. They are asking for assistance with the façade to the commercial space on the first floor and both of the owners will be living in the building. Mrs. Kurzejeski asked what kind of retail shop will be there. Mr. Buell explained that it will be a book store with other items and maybe add in a wine component called The Superior Merchandise Company. Pete Ryan asked if the structural issue with the garage was fixed. Mr. Buell advised no, but will be addressed at another time. Mr. Buell spoke about the project in general. Mr. Ryan was glad to see this building saved from demolition and turned around into a success. With the work continuing in this area, it will be quite a turnaround in the next 12-18 months in that area. Mrs. Kurzejeski asked about the owner of the third building in that group. Mr. Buell was not sure.

Mr. Dunne added that he would like to see the parking lot next to the cab stand cleaned up. Mrs. Kurzejeski suggested that the cabs can be located downtown but can't be staged; it takes up a lot of on street parking. The

board had a general discussion of ways to clean up that section of Congress/Ferry.

Joe Mazzariello advised that we would need to appropriate funds. Mr. Dunne asked if \$5,000 more would cover this grant or should we put in additional funds. Mrs. Kurzejeski advised that there are a couple of other places that were asking about the grant. Mr. Dunne suggested \$25,000 be added into the façade grant program.

**Dep. Mayor Pete Ryan made a motion to appropriate \$25,000 to the façade improvement grant program fund.
Andy Ross seconded the motion, motion carried.**

**Andy Ross made a motion to approve the 50/50 Façade Improvement grant in the amount of \$5,000 to Mike Romig for work at 147 4th Street.
Hon. Ken Zalewski seconded the motion, motion carried.**

Andy Ross asked about the timeframe of the project. Mr. Buell stated that if the loan closes in the next week, it should be completed in about four months.

VI. Financials

Joe Mazzariello presented the financials to the board members. Mr. Mazzariello spoke about the balances of accounts, loans and income and current liabilities. Mr. Mazzariello advised that we are not able to refinance the HUD Section 108 loan. Mr. Dunne spoke about the history of this loan and advised that as we continue to make payments, it is not going to be long before the funds are gone. Mr. Mazzariello suggested doing a cash flow for the next 18 months. Mr. Dunne suggested doing it for 48 months. There should be some funds coming in from the Neitzel building and work being done at the King Fuels site. Mr. Dunne noted that there may be some responsibility of the City to assist in repaying the loan. Mr. Mazzariello is concerned that we may get some criticism about the way we have been paying this loan back. Mr. Zalewski noted that there is no guarantee that we will continue to get CGBG funds. Mr. Dunne questioned whether or not that is a real possibility. Mr. Mazzariello advised we may need to draw some funding from elsewhere to help pay down. He noted there is about \$1.9 Million left. Mr. Miller advised that it started at about \$3 Million. Mr. Mazzariello also noted that there is about \$54,000 left in BEDI funds.

Mr. Mazzariello discussed some of the loan receivables. One of the loans is paying, but paying late. Mr. Dunne asked if he is current for his other City bills. Mr. Mazzariello will look into. Mr. Ross asked if names and addresses can be added to the business name. Mr. Mazzariello advised he will make the changes and summarized the other items listed on the financial sheet. Mr. Ross asked about insurance on the properties. Mr. Mazzariello advised all of our properties have insurance.

Mrs. Kurzejeski asked if two marketing requests could be added to the budget. Deb Lockrow did a Sundays in Troy brochure and wanted to know if we could contribute \$100 towards the printing of the fliers. Mr. Dunne noted that we set aside marketing funds in the budget. Mr. Zalewski asked if the BID is also contributing to the printing of the brochures. Mrs. Kurzejeski advised they are contributing \$100. Mr. Zalewski asked if the LDC logo can be added to the next printing. Mrs. Kurzejeski advised that there is also an

opportunity from the Business Review to be part of a publication that highlights transformational projects within the City. Mr. Dunne asked about the cost of the transformation article. Mrs. Kurzejeski noted it is \$3,000 for a full page color ad that highlights some of the transformative projects that have happened in the City recently. Mr. Zalewski asked if we have to design it. Mrs. Kurzejeski advised that we supply them with some photos and they will create the ad. She added that the main topic is 50 projects that are reshaping the Capital District. This is a way to show the diversity of Troy.

Andy Ross made the motion to approve the expenditure of advertising costs up to \$3,150.00.

Hon. Ken Zalewski seconded the motion, motion carried.

Mr. Mazzariello questioned the three loans that we are getting ready to close on. Justin Miller advised that 3t Architects will be having their closing soon and we were still working out a couple of details for the Apprenda loan. Mr. Dunne noted that we are all set for the Apprenda loan to move forward.

Mr. Mazzariello noted that the budget has to be done by November 1st. Mr. Miller advised that we work on it during the September meeting and approve in October.

Hon. Ken Zalewski made the motion to approve the amended financials.

Andy Ross seconded the motion, motion carried.

VII. Executive Session

Mr. Dunne asked for a motion to move to executive session to discuss pending litigation.

Andy Ross made a motion to move to executive session to discuss pending litigation.

Hon. Ken Zalewski seconded the motion, motion carried.

Hon. Ken Zalewski made a motion to adjourn executive session.

Andy Ross seconded the motion, motion carried.

The board returned from executive session with no action taken.

VIII. Adjournment

The meeting was adjourned at 10:00 a.m.

Hon. Ken Zalewski made a motion to adjourn the meeting.
Andy Ross seconded the motion, motion carried.

Troy economic development units get new chairman

Retired banker Kevin O'Bryan will hold two jobs

By Kenneth C. Crowe II

Updated 9:11 pm, Sunday, August 24, 2014

Troy

Two key city economic development organizations will have a new chairman after going for six months with the top posts empty.

Kevin O'Bryan, a retired banker, is expected to be confirmed as chairman of the Troy Industrial Development Authority when the City Council meets Sept. 4.

With the IDA appointment comes the chairmanship of the Troy Local Development Corp. Both positions are unpaid.

O'Bryan takes over from Wallace Altes, who resigned in February to ease issues about potential conflicts of interest because of his work with Gramercy Communications as a consultant.

Altes left office after having to recuse himself from board discussions and votes.

The TLDC project to prepare the King Fuel site in South Troy has come under scrutiny by federal and state agencies regarding the handling of asbestos and demolition work there.

"Kevin O'Bryan was selected to serve as the chair of the Troy Industrial Development Agency because of his qualifications, as well as the high level of respect that people have for him through his community involvement," Mayor Lou Rosamilia said. "I believe that he will be able to use his 38-plus years of experience to help the city continue to make critical improvements and guide the IDA much like his predecessor, Wally Altes."

The IDA and TLDC handle the major economic development projects that come into the city seeking tax breaks and other financial support.

They also provide assistance to smaller projects.

The City Council voted 8-0 at its Finance Committee meeting Thursday to approved O'Bryan as IDA chairman.

The final vote on his appointment comes at the Sept. 4 council meeting.

O'Bryan would step into the IDA and TLDC chairmanships in time for their Sept. 12 meetings.

O'Bryan said he looks forward to working on the continued redevelopment of the city.

Troy has seen investment in various properties in its downtown core. On the horizon is the \$27 million project to build commercial and residential space at the former City Hall site at 1

Monument Square.

O'Bryan served on the IDA board during the administrations of former Mayors Mark Pattison and Harry Tutunjian.

He also has been a member of the Rensselaer County Enterprise Development Zone Board and the New York State Small Business Development Council.

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TROY LOCAL DEVELOPMENT CORPORATION
BUSINESS DEVELOPMENT ASSISTANCE PROGRAM
Application for Funding Assistance

received
9-2-14

Applicant:

Owner: Kathleen Tesnakis

Owner Address: 32 First St Apt 6 (no mail service)

Email: info@ekologic.com Telephone: (518) 274-0813

Business/Project Address: 1 Fulton St

Total Project Cost: 25,000

Loan Request: 10,000 Grant Request: _____

Business Type: Corp. Partnership Sole Prop

Year Established: 1996 FEIN: 931266971

Years at current address: Business 1 Home 3

Gross Annual Sales: \$ 225,000

Other Sources of Income: \$ _____

Income from alimony, child support, or separate maintenance payments need not be revealed. Examples of other income include social security, disability, or rental income.

Ownership of Applicant Company:

List all principals with 20% or more ownership:

Name	Title	% Owned	Annual Compensation
Kathleen Tesnakis	President	100	16000

Affiliates:

List all businesses in which applicant or any owner has an interest.

Name	Title	% Owned	Annual Compensation
n/a			

Additional Information:

Is your business party to any claim or lawsuit? Yes No

Have you or any owner, officer, director or partner ever owned a business that has declared bankruptcy? Yes No

Does your business owe taxes for other than the current year? Yes No

If yes to any question, please explain:

Project Description:

Booth fee for Grand Central Holiday Market is \$16,690 and is due Oct 10. We have most of the fee covered but need working capital to purchase material, increase workforce and invest in inventory. Dates of show are Nov 17 - Dec 24 and average sales are \$105k. We participated last year and our gross sales were over \$105k.

Attorney:

Name Paul Rapp

Address 247 Beartown Mountain Rd

Contact Paul Rapp

Zip Code 01245

Telephone (413) 559-3189

Accountant:

Name Accounting For All

Address 2 Beechwood Dr

Contact Jean Paduano-Teal

Zip Code 12065

Telephone (518) 371-9384

Trade References:

1. Name Andy Ross
Address 79 102nd St Zip Code 12180
Contact Andy Ross Telephone (518) 281-4043

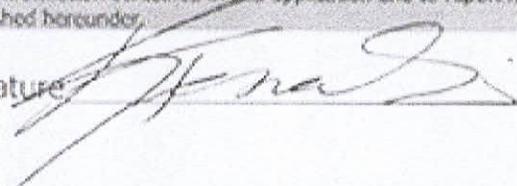
2. Name David Bryce
Address 297 River St Zip Code 12180
Contact David Bryce Telephone (518) 273-3097

3. Name MOF
Address 19 Brattle St Zip Code 02138
Contact Jude Silver Telephone (617) 491-2780

Insurance Agent/Bonding Company:

Name Ten Eyck Group
Address 1924 Western Ave Zip Code 12203
Contact Ann Marie Parola Telephone (518) 464-0059

By signing below, my business and I both agree to be liable for the indebtedness incurred on this loan. I certify to the truth of my statements above and authorize the City of Troy to obtain personal credit reports in connections with this application. If it does so, upon request, I will be informed of that fact and each credit bureau's name and address. I also authorize the City of Troy to verify with others information contained in this application and to report its transactions with me, in the event of non-payment of any loan established hereunder.

Signature  Date 9/2/14

The Troy Local Development Corporation certifies that it will comply with all Federal statutes and regulations that prohibit discrimination on the basis of race, color, national origin, religion, sex, handicap, age, or any other nondiscrimination statute(s), which may apply to the applicant.

**Troy Local Development Corporation
50/50 Façade Improvement Program
Application for Funding Assistance**

Applicant:

Building Address 149 4th Street

Applicant Name 149 4th Street Assoc., LLC

Applicant Address 32 Patroon Point, Rensselaer, NY 12144

Telephone 518.527.2794 Email trossi@redburndev.com

Is the applicant the owner? Yes No

Owner Name _____

Owner Address _____

Building Information:

Type of Construction: Masonry Frame Other

Number of Floors: 3 Basement: Yes No

Building Square Footage: 5400 Lot Dimensions: 21ftx120ft

Existing conditions of the building:

Front Façade:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input checked="" type="checkbox"/> Poor	<input checked="" type="checkbox"/> At Risk
Side Wall(s):	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor	<input type="checkbox"/> At Risk
Rear Wall:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor	<input type="checkbox"/> At Risk
Roof:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input type="checkbox"/> Poor	<input type="checkbox"/> At Risk
Other:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Fair	<input checked="" type="checkbox"/> Poor	<input type="checkbox"/> At Risk

Occupancy Information:

Building is vacant: Yes No

of commercial units in the building: 0

List all existing businesses at this address or any business proposed to occupy the building:

Business Name	Owner Name & Address	# Of Years at Current Address	# Of Years at Previous Address

of residential units in the building: 7

Schedule of Work:

Proposed Method of Work: Contract Self-Help Combination

Date work can begin by: **ASAP**

Date work must be completed by: 8/1/14

Do you anticipate a need for architect design services? Yes No

Do you anticipate a need for contractor design services? Yes No

Total Project Cost: \$5435 Grant Request: \$5000

Describe any recent improvements you have made to the building, if any:

~~This building was a foreclosure. Roughly half the building needed to be gutted and redone. The half was cosmetic repair. We will be doing a historic renovation through SHPO & NPS. We have our part 1 approval and working on our part 2. Currently, the exterior is on hold for the grant submission process, but we recently completed interior framing and are starting mechanical/electrical rough-in.~~

Provide a brief summary of all proposed activities:

~~The front facade of the building is in very rough shape and needs to be restored. The main activities are replacing all the front windows with historic wood type windows, repairing all the cornice and brick work, repairing/replacing both doors and their associated steps, and finally replacing the first floor front exterior to be more in line with historic aspects of that architecture style. Within the past decade or two someone just quickly framed a wall and put in some vinyl windows. We will replace as noted on the plans.~~

Additional Information:

Are you or any other owner of the property a City of Troy employee? Yes No

Have you ever received grant money for this project? Yes No
If yes, please describe:

Signature  Date 5/10/14

The Troy Development Corporation certifies that it will comply with all Federal statutes and regulations that prohibit discrimination on the basis of race, color, national origin, religion, sex, handicap, age, or any other nondiscrimination statute(s), which may apply to the applicant.