



Kevin O'Bryan, Chairman
Steven Strichman, Executive Director
John Donohue

Andrew Ross, Vice Chairman
Dep. Mayor Monica Kurzejeski

**TROY LOCAL DEVELOPMENT CORPORATION
Board of Directors Meeting
Planning Department Conference Room
City Hall
433 River Street, Suite 5001
Troy, New York 12180**

**April 6, 2017
8:30 a.m.
AGENDA**

- I. Approval of Minutes from February 17, 2017 board meeting.
- II. Audit Presentation – The Bonadio Group
- III. Annual Business – Mission Statement, Policies and Procedures, Measurement Report, Procurement Report and Operations and Accomplishments.
- IV. PARIS Report
- V. Authorizing Resolution and Disposition of TLDC owned property - 2265 Fifth Ave
- VI. Executive Director Report
- VII. Financials
- VIII. Old Business
- IX. New Business
- X. Adjournment



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

**February 17, 2017
8:30 a.m.**

BOARD MEMBERS PRESENT: Kevin O’Bryan, Steve Strichman and

ABSENT: Andy Ross, Monica Kurzejeski and Hon. John Donohue

ALSO IN ATTENDANCE: Aneesa Waheed, Justin Miller, Esq., Mary Ellen Flores, Jim Lozano, Deanne DalPos, Lucas Nathan, Cheryl Kennedy and Denee Zeigler

Minutes

The Chairman called the meeting to order at 8:30 a.m.

I. Minutes

The board reviewed the minutes from the January 20, 2017 board meeting.

Steve Strichman made a motion to approve the January 20, 2017 board meeting minutes.

Hon. John Donohue seconded the motion, motion carried.

II. 2265 5th Avenue Property

Steve Strichman advised this item will be tabled from this agenda and moved to next month.

III. Directors and Officers insurance

Mr. Strichman advised that a quote was received for directors and officers liability insurance from William Fagan. The board asked if it covers individual member’s legal fees and are there conditions attached. Mr. Strichman advised he does not have that information at this time and will look into.

Steven Strichman made a motion to approve Directors and Officers Liability insurance through William J. Fagan & Sons in the amount of \$1,662.00.

Hon. John Donohue seconded the motion, motion carried.

IV. Tara Kitchen – BDAP Application

Mr. Strichman introduced Aneesa Waheed, owner of Tara Kitchen located in Schenectady, and advised that she is looking for a \$25,000 loan. He advised that she has been in the Schenectady location for six years and is looking to expand her business to Troy. Mr. Strichman advised that she is going to be moving into 172 River Street; the space where Infinity Café was recently located. He added that she will be buying some of the equipment from the LDC. Mr. Strichman noted her application asked for a loan and grant; she was advised no grants are being issued at this time. The board had a discussion on the loan terms and agreed on the prime rate for four or five years. The applicant arrived at the meeting and spoke to the board about the project.

Aneesa Waheed advised that they will be leasing the space from Redburn Development. Ms. Waheed advised that they started at the Schenectady farmer's market after working in print publishing in NYC for 14 years. She mentioned that she always wanted to open a restaurant, but was advised by many people not to. She explained that she tested her product in the farmer's market setting and received a lot of support and guidance. That success led them to purchasing their first brick and mortar space. Ms. Waheed also advised that they have developed a line of cooking sauces that are sold in area stores and will soon be expanding. She advised they are the only Moroccan restaurant within 150 miles.

Ms. Waheed advised that her customers said repeatedly that if she was closer to Troy they would be able to come more often and introduce other people to her food. She felt the timing is right to come to Troy. Ms. Waheed noted that she went to school at Russell Sage, so she is familiar with the area. Mr. Strichman noted that there is a pretty big following of people from Troy that discovered them at the Troy Farmers Market.

The chairman asked what the people were wrong and right about when they told her not to go into the restaurant business. Ms. Waheed explained that they were wrong that she would not succeed. She advised that her print production background has been invaluable to success. Ms. Waheed noted that people also warned her about managing employees. The chairman asked if there will be any issues or restrictions with the workers in her restaurant due to travel bans. Ms. Waheed advised no, the people working at her restaurant are already located here and she likes to work with students. Ms. Waheed advised that she has already reached out to the local schools. She added that she really likes to have a safe, fun environment waiting for them when they get out of school.

The board asked how much the wholesale business takes up. Ms. Waheed advised that it takes up less than 10% of the business. The past year she has worked to get the wholesale business at a point where she doesn't have to manage daily. She advised that distributors are in place and a huge part of that business is off of her plate. Ms. Waheed advised that having a distributor will help that part of her business continue to grow. The chairman asked if she goes through a food broker. Ms. Waheed advised that she has not had to go through a broker; all of the stores approached her to sell the product. Most recently she has been asked to sell it overseas as well.

Mr. Donohue asked how many employees she will have. Ms. Waheed advised between 10-12 employees. She will be connecting with EOC and the local high schools and colleges. Her goal is to open in March. Mr. Strichman asked if anything will change as far as managing a second location. Ms. Waheed advised that they

have taken a careful look at their business and franchise model carefully. She advised that she has been planning and growing towards this by slowly removing herself from the day to day operations in order to develop her brand. She has been setting up a core team of people that will allow her to be in both locations while also working on the sauce. Ms. Waheed advised that the room for error is zero; we strive to keep the customers happy. She advised that she has studied a lot about the restaurant business and works hard to keep the numbers right; despite all of the love and allocates they receive they know that they have to work hard each day. Ms. Waheed advised this has helped her be profitable since their first year. The board advised that all of the Troy restaurant business people she mentioned will be a great support for her. She added that Troy has been beyond amazing and she looks forward to being in this area.

Steven Strichman made a motion to approve Aneesha Waheed's application for \$25,000 BDAP loan to be used for Tara Kitchen located at 172 River Street.

Hon. John Donohue seconded the motion, motion carried.

V. Sale of equipment

Mr. Strichman advised that the BDAP loan applicant, Aneesha Waheed, was interested in purchasing some of the leftover equipment at 172 River Street for \$500; ice maker, chairs, etc.

Steven Strichman made a motion to sell equipment that was remaining from the Infinity Café loan for \$500.00.

Hon. John Donohue seconded the motion, motion carried.

VI. Auditor's RFP - The Bonadio Group

Mr. Strichman advised that two responses were received back for new auditors; one declined and the other one was Bonadio Group. He noted that one other response was received, but it was received late. He advised that Bonadio's quote for all three entities was \$22,150.00; the amount for this board was \$10,000. The board had a general discussion of what the \$10,000 will include, specifically the filing fees. Mr. Lozano suggested that BST should file the returns since we are still in the five year period from converting to not for profit. He added that we may be receiving a refund for the taxes that were paid over time. Mr. Strichman advised that he will negotiate with them on the \$10,000.

Steven Strichman made a motion to approve up to \$10,000 to be paid to The Bonadio Group for auditing services.

Hon. John Donohue seconded the motion, motion carried.

VII. CFO for Hire

Mr. Strichman advised that there is a slight increase in price for CFO for Hire's services in 2017. He advised that it will go up \$36 annually. The board agreed that CFO for Hire has done a great job.

Steven Strichman made a motion to approve an increase of \$36 per year for CFO for Hire's services.

Hon. John Donohue seconded the motion, motion carried.

VIII. Executive Directors report

Troy Kitchen - Mr. Strichman advised that Troy Kitchen closed on their re-fi last week and the first payment is due March 1st.

Infinity Café – Mr. Strichman advised we talked about the current status of Infinity Café and the opportunity to sell some of the equipment that we were left with.

Rare Form – Mr. Strichman advised they are current and will discuss more with the delinquency report.

The Balance Loft – Mr. Strichman advised we will discuss this loan in detail more with the delinquency report.

IX. Financials

Ms. Flores presented the balance sheet to the board members. She advised that there is still \$4 Million in assets versus \$1.5 Million in liability leaving \$2.5 in equity. The board had a general discussion on the current financial status of the board. Ms. Flores advised that there are additional receivables that could contribute to the cash balance.

Mr. Strichman advised that he has had discussions with the owner of the Balance Loft regarding her interruption of business insurance. He advised that he will be working with her on this.

The chairman asked for a better snapshot of the finances. After discussing, Ms. Flores advised that we have about \$155,777 remaining after the approved grants are paid out and expected funding comes in; not including the loan payoff from the Innovation Garage. The board had a discussion of the upcoming payment of \$174,000 due for the HUD Section 108 loan payment and stressed the importance of coming up with a plan for the King Fuels site. The chairman noted that we may be reviewing options for a portion of this site in the near future. Mr. Lozano noted that it's good to have a chairman with a financial background in order to put things into perspective. He added that you can only do as much for the community as your balance sheet allows. Mr. Donohue asked how we ended up with this site. Mr. Miller advised that it was purchased out of the King Fuels bankruptcy for \$2 Million without a definitive plan. He added that there is also a \$35 Million clean-up that is attached to it that has no timeframe. Mr. Strichman noted that we have a \$1 Million expense to get that site ready for development. Mr. Donohue asked if there is a plan that has been discussed or is in discussion. Mr. Strichman noted that there is not a single plan at this point.

Steven Strichman made a motion to approve the financials as presented.

Hon. John Donohue seconded the motion, motion carried.

X. Old Business

Mr. Miller advised that an eviction settlement has been reached with Natural Products Recycling. They agreed to be off of the 4 acres north of the King Fuels site by June 30th. They also agreed that to remove debris and clean up the site. Mr. Miller advised that they will pay all back rent and PILOT payments as well as up to June 30th.

Mr. Miller advised that there is still a piece of equipment on site, but that is part of a demolition contract that we previously had with one of their other entities. They will be working on resolving that issue in the near future.

XI. New Business

Mr. Strichman advised there is no new business to discuss.

XII. Adjournment

The next board meeting will be March 24th. With no additional business to discuss, the meeting was adjourned at 9:30 a.m.

**Hon. John Donohue made a motion to adjourn the meeting.
Steven Strichman seconded the motion, motion carried.**

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THE TROY LOCAL DEVELOPMENT CORPORATION

433 RIVER STREET, TROY, NY 12180



2016 Annual Report

TLDC Mission Statement

The Troy Local Development Corporation, a private not for profit corporation, was established in 1987 for the purposes of constructing, acquiring, rehabilitating, and improving buildings or sites in the City of Troy, and to assist financially in the construction, acquisition, rehabilitation, and improvement of buildings or sites within The City, and to foster employment opportunities for Troy residents including, business retention and attraction, and job creation and retention. The TLDC also serves as a liaison with federal, state, and other local authorities with respect to disseminating information and offering technical advice. The TLDC has the authority to acquire real or personal property by purchase or lease, borrow funds, provide financial assistance, and issue negotiable bonds, notes and other obligations.

Personal and Real Property Transactions

There is no reported personal property for the LDC.

As of the end of 2016, the LDC owns the following real property:

Address	SBL#	Purchase Price	Purchase Date	Sold Date
77 Water Street	111.76-1-1.12	\$397,500.00	12/21/07	
King Fuels Parcels	111.59-2-3 111.67-1-3 111.75-1-1./1	\$2,036,228.00	10/06/06	
2265 Fifth Ave	101.38-2-3	Donated Property	06/29/15	

In

Management's Assessment of the Authority's Internal Control Structure and Procedures

Please refer to the 2016 Audit prepared by The Bonadio Group on the authorities website:

<http://www.troyny.gov/Departments/EconomicDevelopment/TroyTLDC/TLDCReports.aspx>

Procurement Report

CFO for Hire - \$12,500.00

Harris Beach PLLC - \$34,729.72

Steven Strichman, Executive Director - \$5,766.00

Operations and Accomplishments

2016 the Troy Local Development Corporation ("TLDC") Business Development Assistance Program ("BDAP") made the following loans in the City of Troy:

- Troy Innovation Garage 22-24 4th Street \$120,000
- `ek-o-logic 1 Fulton Street \$10,000
- BSM Banquets, Inc. 309 3rd Ave \$150,000
- Clark House, LLC 1 14th Street \$59,500

In 2016 the Troy Local Development Corporation (“TLDC”) 50/50 Façade Grant Program (“50/50”) made the following grants in the City of Troy:

· Forty One Property Management, LLC	41 112th Street	\$5,000
· Tap, Inc.	210 River Street	\$5,000
· George Hodgson	418 Grand Street	\$5,000
· Jennifer LeMay	323 7th Avenue	\$5,000
· Nassib Tjaili	2346 15th Street	\$5,000
· Rola Faraj	2334 17th Street	\$5,000
· Arlene Nock	15-17 Second Street	\$5,000
· Arlene Nock	191 Second Street	\$5,000
· Harry Tutunjian	535 Fifth Ave	\$5,000
· David Rounds	426 River Street	\$5,000
· Megan Reavey and David Linen	45 2nd Street	\$5,000
· Michael Flynn	1823 Fifth Ave	\$5,000
	1831 Fifth Ave	\$5,000
· Adam Siemiginowski	383 Congress Street	\$5,000
	377 Congress Street	\$5,000
· Karla Guerri	64 Washington Street	\$5,000
· Jean Corina	223 4th Street	\$5,000
· Lynda Caccamo	234 3rd Street	\$5,000
· Lorraine McCleary	2942 Sixth Ave Street	\$5,000
· Guillermo Zappi	3 Hill Street	\$5,000
· Therese Swota	487 2nd Ave	\$5,000
· William & Cherry Harrison	622 2nd Ave	\$5,000
· Gabe Schafflein	191 3rd Street	\$5,000
· Nick Davis	1423 Fifth Ave	\$5,000
· Richard Hirsch	39 1st Street	\$5,000

· River Street Cafe	429 River Street	\$5,000
· Keith & Michele Kamsu	1 Washington Place	\$5,000
· Chris Ryan	403 River Street 405 River Street	\$5,000 \$5,000
· Frank Grant	328-330 Third Ave	\$5,000
· Heather Hamlin & Jim Martin	111 Washington Street 183 2nd Street	\$5,000 \$5,000
· Kerry Fagan	27 Second Street	\$5,000
· Cynde London McCoy	2 Irving Place	\$5,000
· Geri deSeve	1833 Fifth Ave	\$5,000
· Christopher Eastman	5 Irving Place	\$5,000

General Grants

In addition, the TLDC granted funds and sponsored the following activities:

- The TLDC granted \$5,000 to the City of Troy to be used towards the Small Business Summit.
- The TLDC sponsored The Enchanted City festival held in downtown Troy by contributing \$10,000.
- The TLDC granted special event funding to The City of Troy; \$5,000 for the Powers Park Concert series and \$5,000 for The River Streets Arts Festival.
- The TLDC granted \$5,000 to Spring Youth Baseball for facility improvements.
- The TLDC granted \$5,000 to the Rensselaer County Regional Chamber of Commerce in support of the Victorian Stroll held annually in downtown Troy each December.
- The TLDC contributed \$97,000 towards the City of Troy's comprehensive plan being done by Urban Strategies, Inc.

AUTHORIZING RESOLUTION

(Sale of Real Property Located at 2265 Fifth Avenue, Troy NY Tax Map. ID. 101.38-2-3)

A regular meeting of the Troy Local Development Corporation was convened on April 6, 2017, at 8:30 a.m.

The following resolution was duly offered and seconded, to wit:

Resolution No. _____

RESOLUTION OF THE TROY LOCAL DEVELOPMENT CORPORATION
AUTHORIZING (i) THE SALE OF REAL PROPERTY LOCATED AT 2265
FIFTH AVENUE TROY NEW YORK TAX MAP ID 101.38-2-3 TO FIRST
COLUMBIA, LLC AND (ii) THE EXECUTION AND DELIVERY OF ALL
RELATED DOCUMENTS.

WHEREAS, The Troy Local Development Corporation (the “Corporation”) is a duly-established, not-for-profit local development corporation of the State pursuant to Section 1411(h) of the Not-for-Profit Corporation Law (“N-PCL”) and a Certificate of Reincorporation filed on April 5, 2010 (the “Certificate”) established for the charitable and public purposes of relieving and reducing unemployment, promoting and providing for additional and maximum employment, bettering and maintaining job opportunities, instructing or training individuals to improve or develop their capabilities for such jobs, by encouraging the development of, or retention of, an industry in the community or area, and lessening the burdens of government and acting in the public interest; and

WHEREAS, the Corporation owns real property in fee title located at 2265 Fifth Avenue, Troy, New York consisting of approximately .09 acres of land (“Land”) and a two unit detached row house approximately 127 years old, which has been vacant for some time and is in a severely distressed and unsafe condition (“Improvements”, collectively with Land, the “Property”); and

WHEREAS, First Columbia, LLC located at 22 Century Hill Drive, Latham, New York (the “Company”) by letter dated February 6, 2017 has made an offer to the Corporation to purchase the Property for the sum of \$100.00; and

WHEREAS, the Company owns several adjacent properties in the area and desires to demolish the Improvements, grade, topsoil and pave the Land in order to (a) improve safety and beautify the area; and (b) prepare the Land for integration into future development project(s) to be undertaken by the Company; and

WHEREAS, the Property was appraised at \$1,500.00 by an independent appraiser obtained by the Corporation; and

WHEREAS, pursuant to Public Authorities Law (“PAL”) Section 2897(6)(c)(ii), the proposed disposition of the Property is exempt from public advertisement for bids as the fair

market value of the Property does not exceed \$15,000.00; and

WHEREAS, pursuant to PAL Section 2897(6)(d)(i), an explanatory statement of the circumstances of the proposed disposition of the Property by negotiation (a/k/a 90 Day Notice) is not required as the fair market value of the Property is not in excess of \$100,000.00; and

WHEREAS, pursuant to PAL Section 2897(7)(a)(ii), the Corporation may dispose of the Property for less than fair market value as the purpose of the proposed disposition of the Property is within the purpose, mission and enabling legislation of the Corporation; and

WHEREAS, pursuant to PAL Section 2897(7)(b), the Corporation provided the Corporation's board and the public certain information concerning the proposed below fair market value disposition of the Property (a/k/a Board and Public Below FMV Notice); and

WHEREAS, the Corporation hereby desires to approve the disposition of the Property to the Company for the sum of \$100.00.

NOW, THEREFORE, BE IT RESOLVED BY THE DIRECTORS OF THE TROY LOCAL DEVELOPMENT CORPORATION AS FOLLOWS:

Section 1. The Corporation hereby finds and determines that it is within its purpose, mission and statutory authority under Section 1411 of the Not-for-Profit Corporations Law to sell the Land and Improvements located at 2265 Fifth Avenue, Troy, NY to First Columbia, LLC in order to advance economic development, job creation and the general welfare for the residents of the City of Troy by having such vacant, distressed and unsafe Improvement demolished and the Land cleaned-up, graded and paved.

Section 2. The Corporation has considered the information regarding the proposed below fair market value disposition of the Property prepared for it and the public pursuant to PAL Section 2897(7)(b), and hereby determines that there is no reasonable alternative to the proposed below fair market disposition that would achieve the same purpose of such transfer.

Section 3. The Corporation hereby authorizes the sale of 2265 Fifth Avenue, Troy, NY to First Columbia, LLC for the sum of \$100.00. The Chairman, Vice Chairman and/or the Chief Executive Officer of the Corporation are hereby authorized, on behalf of the Corporation, to execute and deliver a Purchase and Sales Agreement, along with related documents (collectively, the "Sale Documents"), in such form as prepared and approved by counsel to the Corporation and as approved by the Chairman, Vice Chairman and/or the Chief Executive Officer.

Section 2. The Secretary or Assistant Secretary of the Corporation are hereby authorized, where appropriate, to affix the seal of the Corporation to the Sale Documents and to attest the same, all with such changes, variations, omissions and insertions as the Chairman, Vice Chairman and/or Chief Executive Officer of the Corporation shall approve, and the execution thereof by the Chairman, Vice Chairman and/or Chief Executive Officer of the Corporation to constitute conclusive evidence of such approval.

Section 3. The officers, employees and agents of the Corporation are hereby authorized and directed for and in the name and on behalf of the Corporation to do all acts and things required and to execute and deliver all such checks, certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the Corporation with all of the terms, covenants and provisions of the documents executed for and on behalf of the Corporation.

Section 4. These Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

	<i>Yea</i>	<i>Nea</i>	<i>Absent</i>	<i>Abstain</i>
Kevin O'Bryan	[]	[]	[]	[]
Andrew Ross	[]	[]	[]	[]
Monica Kurzejeski	[]	[]	[]	[]
Steven Strichman	[]	[]	[]	[]
John Donohue	[]	[]	[]	[]

The Resolution was thereupon duly adopted.

STATE OF NEW YORK)
COUNTY OF RENSSELAER) ss.:

I, the undersigned Secretary of the Troy Local Development Corporation, DO HEREBY CERTIFY:

That I have compared the annexed extract of minutes of the meeting of the Troy Local Development Corporation (the " Corporation "), including the resolution contained therein, held on April 6, 2017 with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Corporation and of such resolution set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY, that all members of said Corporation had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY, that there was a quorum of the members of the Corporation present throughout said meeting.

I FURTHER CERTIFY, that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Corporation this _____ day of _____, 2017.

Secretary

[SEAL]

**TROY LOCAL DEVELOPMENT CORPORATION
NOTICE OF PROPERTY DISPOSITION**

April 6, 2017

Pursuant to and in accordance with Sections 2897(7)(b) and (c) of the Public Authorities Law (“PAL”), the Troy Local Development Corporation (the “Corporation”) has prepared the following information for the Corporation’s board and the public:

TRANSACTION & PURPOSE

In furtherance of its mission and statutory purposes of, among other things, promoting additional employment and encouraging the development of an industry within the City of Troy, the Troy Local Development Corporation (the “TLDC”) proposes to sell to First Columbia, LLC for \$100.00 a vacant, severely distressed and unsafe 127 year old two unit detached row house located at 2265 Fifth Avenue in the City of Troy, New York for the purposes of beautifying the area to further additional economic development within the area by having the structure demolished and the site cleaned, graded and paved.

(1) Description of Asset:

The asset consist of approximately .09 acres of land upon which is situated a 127 year old two unit detached row house containing approximately 1,688 sf. of space located at 2265 Fifth Avenue in Troy, New York. The building is vacant, severely distressed and unsafe.

(2) Appraisal of the FMV:

\$1,500.00

(3) Kind and Amount of Benefit to the Public:

The removal of a vacant, severely distressed and unsafe building within the City of Troy, which will assist in the furtherance of additional economic development projects within the area.

(4) Value Received Compared to FMV:

The value received by TLDC is \$100.00 compared to the appraised value of \$1,500.00. In addition, TLDC will receive commitments from the purchaser to certain activities toward demolishing and clearing the property

(5) Names of Private Parties to the Transaction and Value Received:

First Columbia, LLC would receive ownership to property that was appraised at \$1,500.00 for a sum of \$100.00. The TLDC would receive a purchase price of \$100.00 and commitments from the purchaser to certain activities toward demolishing and clearing the property.

- (6) Names of Private Parties that have made an Offer, the Value of the Offer, and Purpose which the asset would have been used:

No other private parties have made an offer on the property.

Any Questions or comments may be directed to the undersigned at (518) 279-7166.

Sincerely,

Steven Strichman
Executive Director