

# Albany Community Development Agency

200 Henry Johnson Blvd.  
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Hon. Kathy M. Sheehan (*Mayor*)  
Hon. Carolyn McLaughlin (*City of Albany Common Council President*)  
Hon. Darius Shahinfar (*City of Albany Treasurer*)  
Faye C. Andrews (*Director, ACDA*)  
Nala R. Woodard (*City Clerk*)  
John J. Reilly, Esq. (*Corporation Counsel*)  
Ismat S. Alam (*Budget Director*)

## ACDA MINUTES OF REGULAR MEETING Tuesday March 1, 2016 4:00 pm

Attending: Darius Shahinfar, Faye Andrews, John Reilly, Kathy Sheehan, Nala Woodward

Absent: Carolyn McLaughlin

Also Present: Adriana Le Blan, Luis Perez, Jim Matteo, Rachel McEneny, Amie Jefferson

The regular meeting of the ACDA was brought to order at 4:00 PM

### **Roll Call**

All Board members were present except for Carolyn McLaughlin

### **Reading of Minutes of the Regular Meeting of February 16, 2016**

Since the minutes of the previous meeting had been distributed to the Board members in advance for review, a proposal was made to dispense with the reading of the minutes.

### **Approval of Minutes of the Regular Meeting of February 16, 2016**

A proposal was made to approve the minutes of the Regular Board Meeting as presented. A motion to accept the minutes, as presented, was made, and seconded. A vote being taken, the minutes were accepted unanimously.

### **New Business**

#### **Approval of funding for Public Access Coordinator and Lease extension and additional space for CARES**

**Public Access Coordinator-** Equipment has been purchased to create a Cable Television Public Access Studio in the Albany Public Library. The Public Access Coordinator will be responsible for overseeing the programming to be aired on the local public access channel (s). The Public Access Coordinator will have the knowledge and expertise to promote programming for the ACDA and other local organizations including but not limited to assisting neighborhood associations and local boards and commissions in videotaping their meetings to be aired on the public access channels.

**Lease extension and additional space for CARES-** ACDA and CARES entered into a rental agreement for space at 200 HJB in June 2013. The lease is due for renewal this year, and CARES has asked to increase the amount of space to be rented to include the area that the Department of Planning vacated when they moved to the One Stop Space across the hall. The lease will remain the same and the rent will increase \$11.50 per square foot and will then include utilities.

**Approval of Public Access Coordinator-**The resolution states, the Albany Community Development Agency Board is hereby authorizing the support of this position in the amount of \$15,000.00 dollars., for a twelve (12) month period in an effort to assist in promoting community and economic development. A motion to approve the Public Access Coordinator, detailed above was made by Hon. Kathy Sheehan and seconded by John Reilly. A vote being taken, for the Public Access Coordinator was passed by an unanimous vote of 4-0.

**Approval of Lease extension and additional space for Cares-**

The resolution states the Albany Community Development Agency Board is hereby authorizing the Director of ACDA to enter into a three year lease with CARES, INC. for the vacant office space located in Suite #4 at 200 Henry Johnson Blvd. A motion to approve the lease extension and additional space for CARES, detailed above was made by Hon. Kathy Sheehan and seconded by John Reilly. A vote being taken, for the lease extension and additional space for CARES passed by an unanimous vote of 4-0.

**Unfinished Business**

None

**Other Business**

None

**Communications**

None

There being no further business, a motion to adjourn the meeting at 4:30 pm.

Respectfully submitted,

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Faye Andrews, Secretary