

TOWN OF COLONIE INDUSTRIAL DEVELOPMENT AGENCY

MISSION STATEMENT AND PERFORMANCE MEASUREMENTS REPORT

2020

MISSION STATEMENT

The Town of Colonie Industrial Development Agency (the “Agency”) is a public benefit corporation created to promote, develop, encourage and assist in the construction, expansion, and equipping of economically sound industrial and commercial facilities in order to advance the job opportunities, general prosperity, and economic welfare of the citizens of the Town of Colonie. The Agency’s primary role is to provide financial assistance and incentives to the business community in order to maximize private capital investment in the economy of the Town of Colonie and to develop opportunities for job creations and job retention within the Town of Colonie through the use of its own assets, public funds and private investment.

The Agency’s performance and achievement of the Agency’s goals shall be measured by the following:

1. Number and quality of new business and employment opportunities created;
2. Number and quality of current commercial enterprises retained and expanded;
3. Number of job opportunities created and level of pay associated with such job creation;
4. Number of job opportunities retained and level of pay associated with such job retention;
5. Amount of financial assistance provided in order to achieve the preceding four measurements; and
6. Other activities of the Agency which further its mission.

Date adopted: Re-adopted on January 25, 2021

PERFORMANCE MEASUREMENTS

During 2020, the Agency furthered the performance and achievement of the Agency’s goals as outlined in its mission statement in the following ways:

1. Number and quality of new business and employment opportunities created.
2. Number and quality of current commercial enterprises retained and expanded.
3. Number of job opportunities created and level of pay associated with such job creation.
4. Number of job opportunities retained and level of pay associated with such job retention.

The Agency closed on a tax-exemption only project (lease-leaseback) and granted financial assistance to the Chris’ Coffee Service, Inc. / Trixie Girl, LLC project in February 2020. The project is for the construction of a 64,000 square foot building at 348 Old Niskayuna Road in the Town of Colonie, to constitute a new warehousing and manufacturing space for Chris’ Coffee Service, Inc., as well as additional space for lease to third party tenants and for future growth of Chris’ Coffee Service, Inc. The project will relocate 40 jobs to the Town and create 11 additional jobs in the Town. Of the 51 jobs

being retained/created within, 8 will be professional/ managerial/ technical jobs with an estimated average level of pay of \$70,000 and estimated average benefits of \$9,000, 24 will be skilled jobs with an estimated average level of pay of \$29,000 to \$40,000 and estimated average benefits of \$3,800 to \$5,000, and 19 will be unskilled or semi-skilled jobs with an estimated average level of pay of \$20,800 to \$24,960 and estimated average benefits of \$2,500 to \$3,000.

The Agency closed on a tax-exemption only project (installment sale agreement) and granted financial assistance to the First Colonie Company Limited Partnership (a/k/a The Desmond Hotel) project in November 2020. The project is for the renovation of The Desmond Hotel, a 230,000 square foot building located at 660 Albany-Shaker Road in the Town of Colonie for use as a hotel, banquet/catering and conference facility. The project will retain 39 jobs in the Town and create an additional 196 jobs in the Town over the three years following the date that the New York State Executive Order 202, as amended, extended or renumbered, is no longer in effect. Of the 235 jobs being retained/created, 35 will be professional/ managerial/ technical jobs with an estimated average level of pay of \$70,000 and estimated average benefits of \$28,000, and 200 will be unskilled or semi-skilled jobs with an estimated average level of pay of \$20,000 to \$30,000 and estimated average benefits of \$8,000 to \$12,000.

The Agency adopted a public hearing/deviation process resolution in October 2020 for a project for BLK Property Ventures LLC / Kasselmann Solar LLC / Albany Electrical Supply, LLC.

The Agency adopted an approving resolution in December 2020 for a project for Lincoln Avenue Development, LLC.

5. Amount of financial assistance provided in order to achieve the preceding four measurements.

For the Chris' Coffee Service, Inc. / Trixie Girl, LLC project, the Agency provided sales and use tax exemptions in an amount not to exceed \$240,000 and a mortgage recording tax exemption of \$49,000.

For the First Colonie Limited Partnership project, the Agency provided sales and use tax exemptions in an amount not to exceed \$440,000.

6. Other activities of the Agency which further its mission.

Pursuant to new State legislation that expanded the powers of industrial development agencies in order to provide industrial development agencies with flexibility to support small business and non-profits during the COVID-19 pandemic, in August 2020, the Agency established a grant program (the "COVID-19 Grant Program") to provide small businesses and small not-for-profit corporations (in either case, having no more than 50 employees) with grants of up to \$10,000 for the purpose of acquiring personal protective equipment and/or installing fixtures necessary to prevent the spread of COVID-19, and

the Agency authorized the use of up to \$100,000 of Agency funds to fund the COVID-19 Grant Program. Between September and December 2020, the Agency received and reviewed applications and approved 11 applications from small business and not-for-profits corporations in the Town, providing total grant funds of approximately \$70,000.

The Agency entered into a License Agreement with the Town of Colonie to allow the Town to enter and use the Agency's property at 272 Maxwell Road in order to provide the Town parking for vendors of the Town's farmer's market.

The Agency responded to a number of inquiries regarding potential projects for financial assistance and determined that a number of the potential projects were not eligible for financial assistance under the General Municipal Law and/or would not further the Agency's mission.

The Agency also maintained relationships with current projects and continued to evaluate other ways by which the Agency could foster economic development in the Town.

ADDITIONAL QUESTIONS

1. Have the board members acknowledged that they have read and understood the mission of the public authority?

Yes. The members of the Agency reviewed and re-adopted the mission statement on January 25, 2021.

2. Who has the power to appoint the management of the public authority?

The Agency appoints the Chief Executive Officer and the Chief Financial Officer of the Agency. The Chief Executive Officer and the Chief Financial Officer are employees of the Town of Colonie and provide services to the Agency pursuant to a contract between the Agency and the Town.

3. If the Board appoints management, do you have a policy you follow when appointing the management of the public authority?

No.

4. Briefly describe the role of the Board and the role of management in the implementation of the mission.

The mission statement of the Agency was developed by the members. The members of the Agency act as an independent body of members who exercise their fiduciary responsibilities with great care. The members make policy decisions and determine which projects receive "financial assistance", within the meaning of the General Municipal Law. Management assists the Board members in the exercise of their

fiduciary duties by providing administrative, financial and economic development services.

5. Has the Board acknowledged that they have read and understood the responses to each of these questions?

Yes.