



Tuesday, September 28, 2021
Via Conference Call
8:00 a.m.

CAPITALIZE ALBANY CORPORATION

Capitalize Albany Corporation Board of Directors Meeting

*Pursuant to S.50001/A.40001, the September meeting of the Capitalize Albany Corporation Board will be held remotely with the public provided the opportunity to join the proceedings via conference line by dialing 1-646-876-9923, meeting # 82707268420
Detailed minutes of the proceedings will be posted on the Corporation's website following the meeting.*

Agenda

1. Review & Approval of Minutes from the Regular Meeting of August 24, 2021
2. Report of Executive Staff – Corporation Update
 - a. Clinton Market Collective Construction Manager – *Resolution 6-2021*
3. Report of the Finance & Investment Committee
 - a. Montgomery Street Easement – *Resolution 7-2021*
4. Legal Update
5. Board Only and/or Executive Session (if necessary)

MINUTES



CAPITALIZE ALBANY
CORPORATION

Date of Meeting: August 24, 2021

Meeting: Capitalize Albany Corporation Board Meeting

The meeting of the Capitalize Albany Corporation Board of Directors was held at 8:00 a.m., Tuesday, August 24, 2021, at 700 Patroon Creek Blvd., Dora Maxwell Auditorium, Albany, NY 12206. A record of the meeting via the minutes are transcribed below and have been posted to the Corporation's website.

The following were in attendance:

Board of Directors:

Michael Castellana	Kaweeda Adams	Michael Fancher
Susan Pedo	Michele Vennard	Matthew Peter
John Harris	Sonya del Peral	Havidan Rodriguez
John Vero		

Staff: Sarah Reginelli, Thomas Conoscenti, Ashley Mohl, and Mark Opalka

Others: Thomas M. Owens, Esq.

Participants who joined via teleconference: Heather Briccetti, Erin Grace, Renee McFarlin, Michael Bohne and Nora Culhane-Friedel

Excused Members: David Parente, Robert Curley, Karen Torrejon, and Anders Tomson

Chairman Michael Castellana called the Regular Meeting of the Capitalize Albany Corporation ("Corporation") Board to order at 8:02 a.m.

Review of the minutes from the Regular Meeting of April 27, 2021

The Board reviewed the minutes of the April 27, 2021 Regular Board meeting. Matt Peter made a motion for approval, John Harris seconded. A vote being taken, the motion passed with all members voting aye, and the minutes were accepted.

Report of Executive Staff – Corporation Update

Staff provided an overview of the Corporation's operational and strategic activities since the last Board meeting in April, including a general update on staffing changes and operational activities and detailed updates on the following matters.

Montgomery Street Easement with the Albany Parking Authority (APA)

Staff updated the Board on the progress of the proposed access easement along the former roadbed of Montgomery Street with the APA following their termination of the license agreement to manage the street. Staff is expecting a final survey and appraisal to be completed within the month and anticipates taking the disposition request to the board in September. Concurrently, staff is having conversations with a parking operator to manage the parking following the APA's exit, which is expected by the end of October.

Clinton Market Collective

Staff reported to the Board that they have issued a Request for Proposals to retain a construction manager to assist the corporation in reviewing the final designs, cost estimates and managing the bidding process for the Clinton Market Collective project. Proposals are due in late August and staff plan to recommend a selection to the Board in September. The project is expected to begin bidding and construction in early 2022.

Small Business Adaptation Program (SBAP)

Staff reported on the progress of the SBAP Grant program including a report on number of contracts signed and reimbursements completed. It was reported that the grants will be closing out in October, and that staff is working with the grantees to assist with paperwork as needed. Staff highlighted several of the grant recipients, detailing how the funds were used to assist their businesses during COVID-19.

City of Albany Small Business Emergency Response Façade Grants

Staff reported on the progress of the emergency round of the Façade program including a report on number of contracts signed and reimbursements completed. Staff reported that they were finalizing receipt and execution of the remaining grant agreements with the Emergency Response grantees. Staff highlighted several of the grant recipients, detailing how the funds were used to assist with their façade improvement projects.

COVID-19 Recovery

Staff reported on the progress of the City of Albany COVID-19 Task Force Initiative, which was coordinated by Capitalize Albany staff, including a detailed description of the Task Force findings. Staff outlined the role as program facilitator Capitalize Albany had been asked to play for the Task Force which included development and execution of the overall Task Force process and deliverables; coordinating logistics and facilitating all Task Force meetings and working group discussions; drafting, and disseminating public and Task Force member surveys; providing research support; content development, drafting and design for the final report document that reflects the needs and recommendations identified by the Task Force; and copywriting and coordinated brand development for the City's implementation launch. Staff informed the Board that the report had been completed and delivered to the Mayor's office on time, with the public release of the report anticipated for the end of the summer.

Liberty Park

A motion was made by Matt Peter and seconded by Michele Vennard to enter executive session to discuss the pending litigation involving Liberty Park. A vote being taken, the motion passed with all members voting aye. The Board went into Executive Session at 9:13 a.m.

The Board exited Executive Session at 9:17 a.m. following a motion from Matt Peter which was seconded by Michele Vennard and passed with all members voting aye. No action was taken in executive session.

Report of the Finance & Investment Committee

Staff reported that on a pre-audit basis, through June 30, 2021, Capitalize Albany Corporation had a net income of \$32,775. The Corporation projected a year-to-date (YTD) budgeted net loss of \$229,222. For comparison, the Corporation had a net loss of \$100,063 as of June 30, 2020.

Report of the Governance Committee

John Harris, Chair of the Governance Committee, reported on the Committee's consideration of two Board vacancies following the resignations of Jeff Sperry and Susan Pedo. The committee recommended, after reviewing a number of potential candidates, that Anthony Gaddy be appointed to fill one vacancy, citing the perspective he will bring through his role as the President and CEO of the Upstate New York Black Chamber of Commerce and the Committee's desire to continue having a representative from the City of Albany IDA on the Board. The Committee proposed that the Board engage in a broader discussion about board needs and composition. Following a discussion by the Board, it was determined that a Board Composition Survey would be circulated and Board members should forward any nominees for consideration for the second vacancy, or feedback to the Chair, Governance Committee or staff. A motion to appoint Anthony Gaddy to the Capitalize Albany Corporation Board was made by John Harris and seconded by Matthew Peter. A vote being taken, the motion passed with all members voting aye.

All staff members left the room at 9:29 to provide the Board an opportunity for a Board-only discussion. No actions were taken during this discussion.

Adjournment

There being no further business the Capitalize Albany Corporation Board meeting was adjourned at 9:36 a.m. with a motion from Matt Peter which was seconded by John Harris and passed with all members voting aye.

**RESOLUTION 6-2021
OF THE
CAPITALIZE ALBANY CORPORATION**

WHEREAS, the mission of the Capitalize Albany Corporation (“CAC”) is to facilitate strategic economic development and stimulate transformative investment throughout the City of Albany, making New York’s Capital a vibrant place to thrive; and

WHEREAS, in support of its mission, CAC participates in a multitude of initiatives designed to contribute to the economic growth of the City including but not limited to programs funded by other entities which support CAC’s mission; and

WHEREAS, the area known as Clinton Square has been awarded designation by the City of Albany’s New York State Downtown Revitalization Initiative (“DRI”) as an essential hub capable of connecting and leveraging growth within downtown, the Warehouse District, the Arbor Hill and Sheridan Hollow neighborhoods, and the Hudson Riverfront; and

WHEREAS, CAC’s property at 11 Clinton Avenue (“Federal Park”) has been identified as the heart of the Clinton Square zone and an important component of the Albany Skyway as both an opportunity to physically connect and drive users to the zone’s assets as well as create a venue; and

WHEREAS, CAC, after successful application through the 2019 DRI process, was awarded \$1,160,239 in financial assistance for the redesign, engineering and renovation of Federal Park to allow for the creation of diverse pop up retail, installments by local artists, signature events and enhanced pedestrian connections, and to anchor Clinton Square’s role as both an engaging destination and an introduction to unique and vibrant local arts and commercial venues (“Clinton Market Collective” or “CMC”); and

WHEREAS, CAC applied for and was awarded an additional \$250,000 from National Grid in 2020 through their Urban Center/Commercial District Revitalization Program for the Clinton Market Collective; and

WHEREAS, in accordance with CAC’s procurement policy and pursuant to Board Resolution 4-2021, CAC issued an open/public competitive RFP in July 2021 (“RFP”) seeking bids from qualified entities to serve as a Construction Manager to assist CAC in finding potential cost savings, manage the bidding process with PLACE Alliance for the contractors required for the development of CMC, and serve as an Owner’s Representative throughout the development and overseeing the day-to-day construction activities for the build-out of CMC; and

WHEREAS, CAC received four (4) bids in response to the RFP, and following CAC staff review/analysis of each bid received against the RFP criteria and conducting interviews with each bidder, CAC staff recommends that TW&A Construction Management be retained at a not-to-exceed expense of \$135,000.

WHEREAS, the staff-recommended proposal falls within budgeted parameters established by DOS and meets or exceeds the State's M/WBE attainment goals;

NOW THEREFORE BE IT RESOLVED, that the Board of Directors directs and authorizes the President to negotiate and execute a contract for professional services with TW&A for a not-to-exceed cost of \$135,000 to serve as CAC's Construction Manager and Owner's Representative for the build-out of CMC.

Signed: _____
John Vero, Esq., Secretary

Date of Authorization: September 28, 2021
Prepared by: Thomas M. Owens

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

Board Member	Voting	Board Member	Voting	Board Member	Voting
Kaweeda Adams	_____	Anthony Gaddy	_____	Anders Tomson	_____
Heather Briccetti	_____	John Harris	_____	Karen Torrejon	_____
Michael Castellana	_____	David Parente	_____	Michele Vennard	_____
Bob Curley	_____	Matthew Peter	_____	John Vero	_____
Sonya del Peral	_____	Havidan Rodriguez	_____	Aye: ; No:	
Michael Fancher	_____			Recused:	

**RESOLUTION 7-2021
OF THE
CAPITALIZE ALBANY CORPORATION**

WHEREAS, Capitalize Albany Corporation (“CAC”) owns real property located in the former roadbed of Spencer Street and Montgomery Street in Albany, New York (Tax Parcels #76.08-1-3 & 76.27-1-25.1) (“Property”); and

WHEREAS, the Albany Parking Authority (“APA”), a public authority whose mission is to provide convenient and affordable parking in support of economic development in the City of Albany manages parking at the Quackenbush Garage and the adjacent lot owned by New York State Department of Transportation (“DOT Lot”) which is only accessible via CAC’s Property; and

WHEREAS, the APA intends to undertake the construction of a convenience entrance into the Quackenbush Garage from Montgomery Street and is seeking an access easement which will run across the Property (over Montgomery Street) to provide access to the Quackenbush Garage and DOT Lot (easement area totals approximately +/- 10,718 sq. ft); and

WHEREAS, the estimated fair market value of the access easement was determined by an appraisal obtained by CAC (dated September 17, 2021) to be \$101,000.

WHEREAS, the disposition of the Property to the APA is within CAC’s purpose and mission in that such property disposition will directly support CAC’s mission to facilitate strategic economic development and stimulate transformative investment in the City of Albany; and

State Environmental Quality Review Act

WHEREAS, the Board of Directors of the Corporation has caused to be prepared a Short Environmental Assessment Form (“EAF”) pursuant to the mandates of the State Environmental Quality Review Act (“SEQRA”) to determine whether the disposition of the Property to the APA would have a negative impact on the environment;

WHEREAS, the Corporation has duly considered the contents of the EAF and completed Parts 2 and 3 thereof;

WHEREAS, the Corporation has identified the relevant areas of environmental inquiry and taken a hard look at such areas and has determined that the disposition of the Property to the APA will not result in any large or important impact(s), and therefore, is one which will not have a significant impact on the environment;

RESOLVED, that the Corporation hereby adopts a negative declaration under SEQRA with respect to the disposition of the Property to the APA which is attached hereto

and made a part hereof as Exhibit A; and

Authorizing Resolution

WHEREAS, through negotiation, APA has agreed to pay CAC \$101,000 for the easement, which amount shall be paid in installments and the APA shall have the obligation to maintain the easement area and the APA shall not be allowed to assign and/or transfer its rights under the easement to a non-governmental entity without first obtaining CAC's written consent; and

WHEREAS, attached hereto as Exhibit B is the statement in accordance with NY Public Authority Law § 2897(7)(b), which has been reviewed by the Board and posted on CAC's website for public view; and

WHEREAS, as the terms of this disposition were obtained by negotiation, this Board authorization is contingent on CAC satisfactorily filing the required ninety (90) day explanatory statement with the New York State Authority Budget Office, Office of State Comptroller, New York State Senate, New York State Assembly, New York State Office of General Services, and the New York State Division of Budget.

NOW THEREFORE BE IT RESOLVED, the Board accepts the recommendation of the Finance Committee, finds that there is no reasonable alternative to the proposed transfer that meets the above stated purposes, and contingent on completing the ninety-day filing referenced above, authorizes the President or Vice President to execute and enter into any and all documents that may be necessary or proper to effectuate the foregoing resolution.

Signed: _____
Sarah Reginelli
President

Date of Authorization: September 28, 2021

Prepared by Thomas Conoscenti

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

Board Member	Voting	Board Member	Voting	Board Member	Voting
Kaweeda Adams	_____	John Harris	_____	Karen Torrejon	_____
Heather Briccetti	_____	Anthony Gaddy	_____	Michele Vennard	_____
Michael Castellana	_____	David Parente	_____	John Vero	_____
Bob Curley	_____	Matthew Peter	_____		
Sonya del Peral	_____	Havidan Rodriguez	_____	Aye: 15; No: 0 Recused:	
Michael Fancher	_____	Anders Tomson	_____		

Exhibit A

Negative Declaration

Exhibit B

Transfer of Property Interests from Capitalize Albany Corporation (“CAC”) to the Albany Parking Authority (“APA”)

Information Pursuant to New York Public Authority Law Section 2897(7)

i. Full description of the asset:

The asset to be transferred is an access easement located on a former public street bed known as Spencer Street and Montgomery Street (Tax Parcels #76.08-1-3 & 76.27-1-25.1) (“Property”). The disposition consists of one easement on the Property which is required to access the planned entrance at the Quackenbush Garage and adjacent parking lot owned by the New York State Department of Transportation (“DOT Lot”). The easement area totals approximately 10,718 sq. ft.

ii. Appraisal of the fair market value of the asset and any other information establishing the fair market value sought by the board

A commercial appraisal was performed by Conti Appraisal for CAC which estimated the fair market value of the easement to be approximately \$101,000 in September 2021.

iii. Description of the purpose of the transfer, and a reasonable statement of the kind and amount of the benefit to the public resulting from the transfer, including but not limited to the kind, number, location, wages or salaries of jobs created or preserved as required by the transfer, the benefits, if any, to the communities in which the asset is situated as are required by the transfer.

CAC is a not-for-profit corporation (tax exempt IRC §501(c)(3) organization) with offices at 21 Lodge Street, Albany, New York, 12207. CAC’s corporate purpose is to facilitate the creation and retention of jobs, businesses and industry within the City of Albany, and CAC’s mission is to “facilitate strategic economic development and stimulate transformative investment throughout the City of Albany, making New York’s Capital a vibrant place to thrive.” The Albany Parking Authority is a public authority whose mission is to provide convenient and affordable parking in support of economic development in the City of Albany. The purpose of the easement is to provide access to the new entrance to the parking garage and adjacent DOT Lot, which supports the continued economic development occurring in/around the Property, including the ability to increase access to public parking in support of such present/future economic development activities.

- iv. Statement of the value to be received compared to the fair market value
\$101,000 which will be paid to CAC by the APA in annual installments.
- v. Names of any private parties participating in the transfer, and if different than the statement required by section (iv), a statement of the value to the private party
Albany Parking Authority, a local public authority.
- vi. Names of other private parties who have made an offer for such asset, the value offered, and the purpose for which the asset was sought to be used.

None.

Short Environmental Assessment Form

Part 1 - Project Information

Instructions for Completing

Part 1 – Project Information. The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

Part 1 – Project and Sponsor Information				
Name of Action or Project:				
Project Location (describe, and attach a location map):				
Brief Description of Proposed Action:				
Name of Applicant or Sponsor:			Telephone:	
			E-Mail:	
Address:				
City/PO:		State:	Zip Code:	
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation?			NO	YES
If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.			<input type="checkbox"/>	<input type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency?			NO	YES
If Yes, list agency(s) name and permit or approval:			<input type="checkbox"/>	<input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned _____ acres or controlled by the applicant or project sponsor?				
4. Check all land uses that occur on, are adjoining or near the proposed action: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): </div> <div style="margin-top: 5px;"><input type="checkbox"/> Parkland</div>				

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest Agricultural/grasslands Early mid-successional Wetland <input type="checkbox"/> Urban Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO <input type="checkbox"/>	YES <input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO <input type="checkbox"/>	YES <input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, a. Will storm water discharges flow to adjacent properties? b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe: _____ _____	NO <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	YES <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
49. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: _____ _____	NO <input type="checkbox"/>	YES <input type="checkbox"/>
I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE Applicant/sponsor/name: _____ Date: _____ Signature: _____ Title: _____		

Project:

Date:

Short Environmental Assessment Form

Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept “Have my responses been reasonable considering the scale and context of the proposed action?”

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing:		
a. public / private water supplies?		
b. public / private wastewater treatment utilities?		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

Project:

Date:

Short Environmental Assessment Form

Part 3 Determination of Significance

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

Name of Lead Agency

Date

Print or Type Name of Responsible Officer in Lead Agency

Title of Responsible Officer

Signature of Responsible Officer in Lead Agency

Signature of Preparer (if different from Responsible Officer)