

**MINUTES OF THE 311TH MEETING OF THE MEMBERS OF THE
HOUSING TRUST FUND CORPORATION (“HTFC”)
HELD ON DECEMBER 11, 2014 AT 8:30 A.M.**

Locations: 641 Lexington Avenue, New York, NY 10022 and
State Capitol Building, Room 131, Albany, NY 12207
Locations connected by video-conference

MEMBERS PRESENT:

Darryl C. Towns, Chairman
Marian Zucker for William Mulrow, Member

HTFC OFFICERS PRESENT:

Gary Connor, Counsel
Sharon Devine, President, Office of Professional Services
Sean Fitzgerald, Vice President, Office of Finance and Development
Karen Hunter*, Treasurer
Chris Leo, Vice President, Office of Community Renewal
Stacey Mickle*, Assistant Treasurer (by telephone)
Eu Ting-Zambuto, Secretary

OTHERS PRESENT:

Roni Epstein* Deputy Director and Senior Counsel of Buyout and Acquisition Programs,
Governor’s Office of Storm Recovery (“GOSR”)
Melvin Galloway*, Director of Operations, GOSR
Erica Levendosky, Division of the Budget
Robert Miller*, Chief Financial Officer, GOSR
Rebecca Sinclair*, Director of Buyout and Acquisition Programs, GOSR

*Participation by Telephone

There was a quorum with two Members present. Chairman Towns made a motion to call to order the 311th Meeting of the Members of HTFC. The motion was seconded by Ms. Zucker.

The first item on the HTFC agenda was the approval of the minutes of the 310th meeting held on November 12, 2014. The minutes were deemed approved.

The second item on the HTFC agenda was a resolution authorizing the acceptance and administration of funds from the United States Department of Agriculture (“USDA”) Natural Resource Conservation Service (“NRCS”) in connection with the purchase of floodplain easements and the restoration of floodplain functions. Mr. Galloway stated that this is an opportunity with the USDA that aligns with GOSR’s objectives, carries minimal administrative costs to perform, and fits within the time frame of the Community Development

Block Grant disaster recovery grant.

Ms. Sinclair continued with the presentation and described the program. She stated that this is an opportunity to purchase certain properties in Staten Island under a program similar to HTFC's existing Buyouts and Acquisition program but the program will reach properties that would not traditionally be part of the Buyouts and Acquisition Program including properties that are generally repetitive loss properties from flooding.

Ms. Zucker asked if HTFC is taking title to the properties.

Ms. Sinclair responded that HTFC is taking title in the interim. The long term goal is to transfer these properties to the City, which has also applied for these funds but which has allocated them to different areas.

Chairman Towns asked if there is potential for redevelopment of the properties.

Ms. Sinclair responded that there is no potential for redevelopment.

Mr. Connor asked if the properties will be insured while HTFC is holding title.

Ms. Sinclair responded that there is insurance—the same as with the existing program.

Chairman Towns moved to adopt the resolution; Ms. Zucker seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize HTFC to participate in the implementation of the Watershed Protection Program-Phase II and to accept and administer funds from USDA NRCS to be used in connection with the purchase of floodplain easements on eligible lands and the restoration of floodplain functions.

Section 2. The Members hereby authorize HTFC to enter into the Cooperative Agreement, which will provide the framework for HTFC's use of the USDA NRCS funds and which will govern the relationship and responsibilities of the parties; the Cooperative Agreement shall be in effect until terminated on a date not to exceed 24 months from the date executed by both parties, unless an extension of time is granted.

Section 3. The Members hereby authorize the Executive Director of GOSR to enter into the Cooperative Agreement on behalf of HTFC and to execute any documents which may be necessary and appropriate to effectuate the purpose of this resolution.

Section 4. This resolution shall take effect immediately.

The third item on the HTFC agenda was a resolution authorizing an award for economic development under the Community Development Block Grant (“CDBG”) Program to Greene County. Mr. Leo presented the recommendation for \$266,000 in CDBG economic development funds to Greene County to assist in the expansion of Ferguson Enterprises, Inc. He stated that the proposed project will allow the company to open a new 460,000 square-foot warehouse/distribution center in the Town of Coxsackie and will enable the company to expand further based on the company’s growth of the market and any resultant need for distribution. He reported that the expansion project will create 25 full-time jobs over two years with 20 benefiting low- and moderate-income persons with a cost per job of \$10,640. He stated that the CDBG funds will be used toward the purchase of machinery and equipment. Lastly, he stated that there was heavy competition for this project and that the company plans to hire 95 employees over the next four years.

Chairman Towns asked if this project is a part of Start-Up New York and if there have been applications for Start-Up New York projects.

Mr. Leo responded that it is not and that he has not seen applications under the CDBG Program as there are various federal requirements including skill level requirements for the use of CDBG Program funds.

Chairman Towns moved to adopt the resolution; Ms. Zucker seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize an award of CDBG Program funds for economic development to Greene County in an amount up to \$266,000 to assist in the expansion of Ferguson Enterprises, Inc., upon its satisfactory compliance with any pre-contract conditions as required by statute or regulation, and upon such other terms and conditions as agreed upon.

Section 2. The Members hereby authorize HTFC to enter into regulatory agreements with the applicant, upon its satisfactory compliance with any pre-contract conditions as required by statute or regulation, and upon such terms and conditions as set forth in the program guidelines.

Section 3. The Members hereby authorize the Vice President of the Office of Community Renewal or another authorized officer, subject to the provisions of this resolution, to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

Section 4. This resolution shall take effect immediately.

The fourth item on the HTFC agenda was a resolution approving the budget presentation. Ms. Hunter presented the budget and stated that the budget format is required by the Authorities Budget Office. She stated that the “last year” column tracks to HTFC’s financial statement and the “current year” and out-year columns are estimates based on the current projections. She stated that a more detailed program and administrative budget will be brought to the Board separately prior to the start of the 2015-2016 fiscal year.

Ms. Zucker asked about the reported increase in salaries and wages.

Ms. Hunter stated that the increase reflects the salary and wage changes of the Governor’s Office of Storm Recovery.

Ms. Zucker asked if the figures in the budget could be reported in a format to show the year-by-year comparison.

Ms. Hunter responded that a more detailed breakdown will be provided closer to the start of the fiscal year and that the information will exclude the information from the Governor’s Office of Storm Recovery.

Chairman Towns moved to adopt the resolution; Ms. Zucker seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby adopt the annual budget.

Section 2. The Treasurer or other authorized officer is hereby authorized to publish, file, or report the budget in accordance with the requirements of the Public Authorities Law or other governing regulations.

Section 3. This resolution shall take effect immediately.

The next item on the HTFC agenda was a resolution authorizing a contract renewal with Elation Systems, Inc. Mr. Fitzgerald stated that HTFC has used Elation Systems since 2009 for services including internet based Davis-Bacon Labor Standards compliance monitoring and reporting system services. He stated that the current system is being widely used and has proven to be reliable and efficient. He stated that the renewal contract is for a two year term, which commenced on January 1, 2014 and will terminate on December 31, 2015, for an annual fee in an amount not to exceed \$89,000.

Chairman Towns moved to adopt the resolution; Ms. Zucker seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize HTFC to enter into an agreement with Elation Systems, Inc. for a two year term, which

commenced on January 1, 2014 and will terminate on December 31, 2015, for an annual fee in an amount not to exceed \$89,000.

Section 2. The Members hereby authorize the Vice President of the Office of Finance and Development or another Officer of HTFC, subject to the provisions of this resolution, to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

Section 3. This resolution shall take effect immediately.

The next two items on the HTFC agenda were resolutions confirming the approval of awards under the Community Development Block Grant (“CDBG”) Program and the New York Main Street Program. Resolutions authorizing awards under the CDBG Program and the New York Main Street Program were passed in writing on December 9, 2014 due to timing considerations. These resolutions confirm the previously passed resolutions to maintain their effectiveness.

Chairman Towns moved to adopt the resolution confirming the approval of awards under the CDBG Program; Ms. Zucker seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby confirm the resolution passed in writing on December 9, 2014, authorizing an award under the CDBG Program from the Consolidated Funding Application allocation to the following applicants and in the amounts listed below:

CDBG Project #	Recipient Name	Project Name	REDC Region	Total Award \$
250ED17-14	Clinton, County	Spencer ARL New York	North Country	\$435,000
1210ED16-14	Watervliet, City	Extreme Molding	Capital Region	\$195,000
477ED13-14	Greene, County	Zoom Flume Water Park	Capital Region	\$50,000
1210ME12-14	Watervliet, City	Microenterprise Program	Capital Region	\$200,000
103ME11-14	Bethlehem, Town	Microenterprise Program	Capital Region	\$200,000
847ME10-14	Oneonta, City	Microenterprise Program	Mohawk Valley	\$200,000
477ME9-14	Greene, County	Microenterprise Program	Capital Region	\$200,000
1126ME7-14	Sullivan, County	Microenterprise Program	Mid-Hudson	\$200,000
868ME6-14	Otsego, County	Microenterprise Program	Mohawk Valley	\$200,000

1206ME5-14	Waterloo, Village	Microenterprise Program	Finger Lakes	\$200,000
487ME4-14	Groton, Village	Microenterprise Program	Southern Tier	\$200,000
448ME3-14	Geneva, City	Microenterprise Program	Finger Lakes	\$200,000
285ME2-14	Cortland, City	Microenterprise Program	Central NY	\$200,000
82ME1-14	Batavia, City	Microenterprise Program	Finger Lakes	\$200,000
658SB19-14	Livingston, County	Evening Star Coffee Roasters	Finger Lakes	\$75,000
449PW67-14	Geneva, Town	Water District #6	Finger Lakes	\$279,590
603PW66-14	Kiryas Joel, Village	Improvements to WWTP	Mid-Hudson	\$600,000
642PW63-14	Liberty, Village	UV Disinfection System	Mid-Hudson	\$599,800
1159PW62-14	Ulster, Town	Water District Extension	Mid-Hudson	\$600,000
641PW61-14	Liberty, Town	Water Main Replacement	Mid-Hudson	\$599,500
1139PW58-14	Ticonderoga, Town	Street Road Water District	North Country	\$600,000
758PW57-14	Moriah, Town	Water District #2	North Country	\$600,000
730PW50-14	Middlesex, Town	Water District #1	Finger Lakes	\$600,000
559PW49-14	Hudson Falls, Village	Water Improvement Project	Capital Region	\$500,000
465PW46-14	Gouverneur, Village	Water Improvement Project	North Country	\$600,000
433PW44-14	Fultonville, Village	Water System Improvements	Mohawk Valley	\$600,000
985PW40-14	Richmondville, Village	Water Main Replacement	Mohawk Valley	\$535,000
848PW39-14	Oneonta, Town	Southside Water System	Mohawk Valley	\$600,000
1078PW37-14	Sinclairville, Village	Water System Improvements	Western NY	\$600,000
895PW35-14	Penn Yan, Village	Water System Improvements	Finger Lakes	\$425,000
284PW34-14	Corning, Town	Corning Manor Water District	Southern Tier	\$600,000
285PW33-14	Cortland, City	Otter Creek Culvert Repairs	Central NY	\$600,000
87PW32-14	Beekmantown, Town	Country Sky Mobile Home Park Water	North Country	\$461,300
1215PR65-14	Wawarsing, Town	Napanoch Sewer District	Mid-Hudson	\$600,000
1103PR56-14	St. Armand, Town	Bloomington Sewer District	North Country	\$600,000
32PR54-14	Amsterdam, City	Phase 5 Sewer Improvements	Mohawk Valley	\$600,000
254PR52-14	Cobleskill, Village	Lark Street Project	Mohawk Valley	\$500,000
282PR51-14	Corinth, Village	Sewer Improvements	Capital Region	\$600,000

1249PR48-14	Whitehall, Village	Sewer Improvements	Capital Region	\$600,000
805PR47-14	Niagara, Town	Belden Center Stormwater	Western NY	\$599,854
558PR45-14	Hudson, City	Stormwater Separation Project	Capital Region	\$600,000
938PR42-14	Port Jervis, City	Jersey Avenue Sewer Project	Mid-Hudson	\$590,867
1270PR38-14	Woodhull, Town	Woodhull Sewer District	Southern Tier	\$190,000
185PR36-14	Carthage, Village	Village of Carthage-West Carthage WWTP	North Country	\$900,000
514PF27-14	Harrietstown, Town	Lake Flower Apartments ADA Compliance	North Country	\$400,000
868PF23-14	Otsego, County	Springbrook Residential Improvements	Mohawk Valley	\$400,000
795PF43-14	New Square, Village	Sidewalk Improvements	Mid-Hudson	\$400,000
579PF22-14	Jay, Town	AuSable Fire House Expansion	North Country	\$400,000
1197PF20-14	Warren, County	Countryside Wastewater Connection	Capital Region	\$400,000
847CP83-14	Oneonta, City	Market Street Entertainment District	Mohawk Valley	\$19,000
285CP82-14	Cortland, City	Downtown Economic Market Analysis	Central NY	\$50,000
38CP80-14	Andover, Village	Water Engineering Report	Western NY	\$50,000
868CP77-14	Otsego, County	Rail Yards Development Plan	Mohawk Valley	\$47,500
1089CP76-14	So Corning, Village	Water Engineering Report	Southern Tier	\$41,259
41CP75-14	Annsville, Town	Taberg Drinking Water System Report	Mohawk Valley	\$21,850
1218CP73-14	Wayne, Town	Drinking Water Preliminary Engineering	Finger Lakes	\$50,000
1269CP72-14	Wolcott, Village	Water System Engineering Report	Finger Lakes	\$50,000
476CP71-14	Greene, Village	Water and Sewer Engineering Study	Southern Tier	\$50,000
658CP69-14	Livingston, County	Livonia Gateway Road Project	Finger Lakes	\$47,000

Section 2. The Members hereby confirm the resolution passed in writing approving the entering into of regulatory agreements with the applicants, upon their satisfactory compliance with any pre-contract conditions as required by statute or regulation, and upon such terms and conditions as set forth in the CDBG Program guidelines.

Section 3. The Members hereby confirm the resolution passed in writing authorizing the Vice President of the Office of Community Renewal or another authorized officer of HTFC, subject to the provisions of this resolution, to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

Section 4. This resolution shall take effect immediately.

Chairman Towns moved to adopt the resolution confirming the approval of awards under the New York Main Street Program; Ms. Zucker seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby confirm the resolution passed in writing on December 9, 2014, authorizing an award under the New York Main Street Program to the following applicants and in the amounts listed below:

SHARS #	Recipient Name	Project Name	REDC Region	Total Award \$
20140107	Greater Brockport Development Corporation	60 Clinton Feasibility Study	Finger Lakes	\$19,000
20140109	City of Oneida	City of Oneida Downtown Feasibility Studies	Central New York	\$20,000
20140111	Village of Unadilla	Unadilla Downtown Planning Study	Mohawk Valley	\$20,000
20140113	Livingston County Development Corporation	Village of Caledonia Downtown Feasibility Studies	Finger Lakes	\$20,000
20140114	CNY Arts Center, Inc.	CNY Arts Center Case Lee House Feasibility Study	Central New York	\$20,000
20140115	Village of Groton	Village of Groton Downtown Planning Study	Southern Tier	\$20,000
20140117	Livingston County Development Corporation	Village of Livonia Downtown Feasibility Studies	Finger Lakes	\$20,000
20141116	Village of Brocton	Village of Brocton Downtown Feasibility Studies	Western New York	\$20,000
20140122	Geva Theatre Center, Inc.	Historic Armory Renovation	Finger Lakes	\$250,000
20140125	Village of Weedsport	V. Weedsport Main Street Program 2014	Central New York	\$250,000
20140126	RUPCO, Inc.	Kingston Lace Factory	Mid-Hudson	\$250,000
20140127	Corning Intown Management Association	Corning's Gaffer District Market Street East Renovation	Southern Tier	\$203,500

20140129	Elmira Downtown Development, Inc.	Elmira 200 Block - S. Main Street	Southern Tier	\$200,000
20140131	Jamestown Renaissance Corporation	STRIVE Jamestown 2014	Western New York	\$250,000
20140136	Livingston County Development Corporation	Livingston County Main Street Revitalization	Finger Lakes	\$500,000
20140141	Onondaga County Community Development	V. Jordan Main St Program 2014	Central New York	\$200,000
20140145	Village of Oriskany Falls	V. Oriskany Falls NYMS 2014	Mohawk Valley	\$250,000
20140148	City of Norwich	City of Norwich Broad Street Revitalization	Southern Tier	\$250,000
20140153	City of Auburn	Auburn Floors Anchor Project 2014	Central New York	\$250,000
20140157	Myrtle Avenue Revitalization & Development Project	Myrtle Ave NYMS 2014	New York City	\$250,000
20140160	Near West Side Initiative, Inc.	West Fayette Main Street Project	Central New York	\$250,000
20140167	Capitalize Albany Corporation	58 North Pearl Street - Downtown Albany	Capital District	\$236,250
20140170	Greater Lockport Development Corporation	Lockport Main Street Program	Western New York	\$250,000
20140181	Clayton Local Development Corporation	Thousand Islands Inn Revitalization Project	North Country	\$225,000

Section 2. The Members hereby confirm the resolution passed in writing approving the entering into of regulatory agreements with the applicants, upon their satisfactory compliance with any pre-contract conditions as required by statute or regulation, and upon such terms and conditions as set forth in the New York Main Street Program guidelines.

Section 3. The Members hereby confirm the resolution passed in writing authorizing the Vice President of the Office of Community Renewal or another authorized officer of HTFC, subject to the provisions of this resolution, to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

Section 4. This resolution shall take effect immediately.

The first informational item was a review of authorized contracts under the Community Development Block Grant Disaster Recovery Program. Agreements were executed with DASNY, AKRF, Inc., Ove Arup & Partners P.C., Cohn Reznick, LLP, Paramount Realty USA, LLC, A. Russo Wrecking Company, Inc., Unitech Services Group, Inc., NorthStar Contracting Group, Inc., United Industries and Construction Corporation, and Ecology and

Environment, Inc.

The next item was a summary of SEQRA Type II actions and coordinated reviews.

There being no unfinished business, Chairman Towns moved to adjourn the meeting; Ms. Zucker seconded the motion, and the meeting was adjourned.

Dated: December 11, 2014


Eu Ting-Zambuto