

**MINUTES OF THE 318TH MEETING OF THE MEMBERS OF THE
HOUSING TRUST FUND CORPORATION (“HTFC”)
HELD ON OCTOBER 15, 2015 AT 10:00 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:

James S. Rubin, Chairman
Marian Zucker representing William C. Thompson, Member

OTHERS PRESENT:

Mark Colon
Michael DeMarco
Bret Garwood
Chris Leo
Erica Levendosky, NYS Division of Budget
Stacey Mickle
Sue Mookram
Lisa Pagnozzi
Adam Schuman
Alan Smith
Heather Spitzberg
Alex Valella
RuthAnne Visnauskas

There was a quorum with two Members present. Ms. Zucker made a motion to call to order the 318th Meeting of the Members of HTFC. The motion was seconded by Chairman Rubin.

The first item on the HTFC agenda was the approval of the minutes of the 317th meeting held on September 10, 2015. The minutes were deemed approved.

The second item on the HTFC agenda was the approval of the minutes of the Governance Committee meeting held on September 10, 2015. The minutes were deemed approved.

The third item on the HTFC agenda was a resolution authorizing an award under the Medicaid Redesign Team (“MRT”) Program for Alexander Street Apartments. Mr. Garwood presented the recommendation for approximately 2.46 million in MRT funding. He highlighted that this project is a coordinated investment and is receiving a subsidy source

through the New York State Housing Finance Agency.

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

Section 1. The Members hereby approve the award of up to \$2,460,472 in MRT funds for Alexander Street Apartments and the entering into of regulatory agreements with the applicant, upon its satisfactory compliance with any pre-contract conditions as required by statute or regulation, and upon such other governing terms and conditions.

Section 2. The Members hereby provide that this authorization will lapse 360 days after the effective date of this resolution if a closing on all sources of construction financing sufficient to complete the project has not occurred.

Section 3. The Members hereby authorize the President or Senior Vice President of the Office of Finance and Development 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 fourth item on the HTFC agenda was a resolution authorizing an award under the Homes for Working Families Program for 100 Chenango Place Apartments. Mr. Garwood presented the recommendation and stated that the project is also receiving a subsidy source through the New York State Housing Finance Agency.

Ms. Zucker asked what percentage of the Homes for Working Families allocation has stayed downstate.

Mr. Garwood responded that his last projection based on projects that will close in 2015 is that about 40% of the allocation is in New York City, which is consistent for the allocation.

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

Section 1. The Members hereby authorize an award of up to \$2,000,000 under the Homes for Working Families Program for 100 Chenango Place Apartments and the entering into of regulatory agreements for the project, upon such other terms and conditions as set forth under program guidelines.

Section 2. The Members hereby provide that this authorization will lapse 360 days after the effective date of this resolution if a closing on all sources of construction financing sufficient to complete the project has not occurred.

Section 3. The Members hereby authorize the President or Senior Vice President of the Office of Finance and Development, 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 next item on the HTFC agenda was a resolution authorizing an award under the Community Development Block Grant Program for economic development to Niagara County. Mr. Leo presented the recommendation. He described Bridgestone APM Company, its expansion project, and its financing incentives and use of Community Development Block Grant Program funds. He highlighted that the total project was projected to create 60 full-time jobs over two years, with 72% to benefit low- and moderate-income persons.

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

Section 1. The Members hereby authorize an award of Community Development Block Grant Program funds for economic development to Niagara County in an amount up to \$750,000 to assist in the construction and opening of a 65,000 square foot manufacturing facility to be leased to Bridgestone APM Company.

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 next item on the agenda was for a resolution approving the SEQRA documentation and classification of the environmental impact of 2264 Morris Avenue Apartments, Alexander Street Apartments, and Highland School Apartments. Ms.

Spitzberg presented the recommendation that all three projects be classified as unlisted with a negative declaration. She highlighted that 2264 Morris Avenue Apartments and Alexander Street Apartments were jointly reviewed with the New York State Housing Finance Agency.

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

Section 1. The Members hereby accept the SEQRA documentation for 2264 Morris Avenue Apartments and hereby adopt the recommendation that the project be classified as an unlisted action with a negative declaration under SEQRA.

Section 2. The Members hereby accept the SEQRA documentation for the Alexander Street Apartments and hereby adopt the recommendation that the project be classified as an unlisted action with a negative declaration under SEQRA.

Section 3. The Members hereby accept the SEQRA documentation for the Highland School Apartments and hereby adopt the recommendation that the project be classified as an unlisted action with a negative declaration under SEQRA.

Section 4. The Members hereby authorize the SEQRA Officer or any authorized officer to execute any documents in accordance with the applicable provisions of law to effectuate the purpose of this resolution.

Section 5. This resolution shall take effect immediately.

The next item on the HTFC agenda was a resolution authorizing a renewal agreement with New York State Industries for the Disabled (“NYSID”) for document imaging services. Mr. Smith described the services being provided by NYSID and the benefits of the services provided. He highlighted that the contract renewal is projected to enable NYSID to complete the electronic imaging and indexing of back files and to move forward with a process which will combine electronic document imaging with electronic workflow management.

Chairman Rubin asked if NYSID is a nonprofit.

Mr. Smith responded that NYSID is a state agency that subcontracts with Focused Technologies which is a private imaging company.

Ms. Pagnozzi added that NYSID is a preferred source.

Chairman Rubin and Mr. Smith discussed the employees employed through NYSID.

Mr. Smith expressed his appreciation to Ms. Pagnozzi and the procurement team for their work with the procurement.

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

Section 1. The Members hereby authorize HTFC to extend the document imaging services contract with NYSID for a one year term in an amount not to exceed \$275,000.

Section 2. The Members hereby authorize Assistant Commissioner, Alan L. Smith, or an 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, in accordance with the memorandum accompanying this resolution.

Section 3. This resolution shall take effect immediately.

The next item on the HTFC agenda was a resolution approving the appointment of Alan L. Smith. Mr. Colon discussed Mr. Smith's role within the Corporation and referenced his numerous achievements. He described Mr. Smith as knowledgeable and effective and stated that Mr. Smith was an invaluable asset to the Corporation.

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

Section 1. Alan L. Smith is hereby appointed to hold the office of Vice President of the Office of Housing Preservation for a term consistent with Article V of the By-Laws of HTFC.

Section 2. This resolution shall be effective as of October 28, 2010. Any HTFC contracts or other instruments executed by Mr. Smith between October 28, 2010 and September 10, 2015 are hereby ratified and validated as of the date of execution thereof. Any HTFC contracts or other instruments executed by Mr. Smith between September 10, 2015 and the present are hereby ratified and validated as of the date of execution thereof, subject to the provisions of the amended By-Laws requiring a designation of signature authority.

The remaining items on the agenda were informational items. No board actions were taken on these items.

The first informational item was a review of the designation of Meredith Levine as a senior officer.

The next item on the agenda was a review of the authorization for the executive director of the Governor's Office of Storm Recovery.

The next item on the agenda was a review of the resubmission of the annual procurement report.

The next item on the agenda was a review of authorized contracts under the Community Development Block Grant Disaster Recovery Program.

The next item on the agenda was a review of SEQRA Type II actions.

There being no unfinished business, Chairman Rubin moved to adjourn the meeting; Ms. Zucker seconded the motion, and the meeting was adjourned at 10:15 a.m.

/Adam Schuman/
Adam Schuman, Secretary