

**MINUTES OF THE REGULAR MEETING OF THE
278TH MEMBERS' MEETING OF THE
HOUSING TRUST FUND CORPORATION
HELD ON MARCH 16, 2011 AT 2:00 P.M. AT
641 LEXINGTON AVENUE
NEW YORK, NEW YORK 10022**

Locations: 641 Lexington Avenue, New York, New York 10038 and Capital Building, Room 143, Albany, New York, 12209

MEMBERS

PRESENT:

Brian E. Lawlor, Chairman

Judd S. Levy, Member

Jennifer McCormick, Member

OTHER PARTICIPANTS:

Marian Zucker	President – OFD*
Michael Skrebutenas	President – OHP
Chris Leo	Vice President – OCR
Gary R. Connor	Counsel
Frank Markowski	Assistant Treasurer
Sean P. Shea	Secretary
Barbara Wigzell	SEQRA Officer

The first item on the HTFC agenda was the report of the Chief Executive Officer. Mr. Lawlor discussed the accomplishments of all the members of HCR since the last meeting. He made note that the Corporation had received about 100 applications in response to its capital projects request for proposals and that the State had met the February 15 deadline for expenditure of 75% of TCAP funds.

The next item on the HTFC agenda was the authorization of a Master Goal Plan for Minority and /or Women Owned Business Enterprises. After full discussion and upon

motion duly made by Ms. McCormick, seconded by Mr. Levy and unanimously approved, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO APPROVE THE CORPORATION'S 2011-2012 ANNUAL GOAL PLAN AND AUTHORIZE CORPORATION STAFF TO SUBMIT THE CORPORATION'S 2011-2012 ANNUAL GOAL PLAN TO THE DIVISION OF MINORITY AND WOMEN'S BUSINESS DEVELOPMENT.

The next item on the HTFC agenda was the information item on the Enforcement Powers of the Authorities Budget Office. The board package included a Policy Guidance from the Authorities Budget Office which required no action by the Members. There were no questions.

The next item on the HTFC agenda was the approval of the Minutes of the January 27, 2011 Meeting. After full discussion, the minutes of the January 27, 2011 meeting, upon motion of Ms. McCormick and second of Mr. Levy, were unanimously approved.

The next item on the HTFC agenda was the resolution and adoption of the HTFC's Budget for fiscal year 2011-2012. Mr. Lawlor stated the budget was premised on the adoption of the Governor's proposed budget and asked if there were any questions. There were none. . After full discussion and upon motion duly made by Ms. McCormick, seconded by Mr. Lawlor and upon the vote of two in the affirmative with one abstention by Mr. Levy, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO ADOPT THE CORPORATION'S BUDGET, SUBJECT TO THE ADOPTION OF THE STATE BUDGET, AS THE CORPORATION'S BUDGET FOR THE FISCAL YEAR 2011-2012, AUTHORIZE THE TREASURER OR ASSISTANT TREASURER TO MAKE SUCH NON-MATERIAL AMENDMENTS TO THE CORPORATION'S BUDGET AS NECESSARY FOR THE EFFICIENT FISCAL MANAGEMENT OF THE CORPORATION, AND SUCH OTHER AMENDMENTS TO THE CORPORATION'S BUDGET AS NECESSITATED BY ANY SUBSEQUENT RESOLUTION OF THE MEMBERS, DIRECT THE TREASURER OR ASSISTANT TREASURER TO REPORT ANY BUDGET AMENDMENTS TO THE CHIEF EXECUTIVE OFFICER AS SOON AS PRACTICABLE AND REPORT ON AT LEAST A QUARTERLY BASIS ON THE STATUS OF THE BUDGET TO THE MEMBERS AND AUTHORIZE AND DIRECT THE CHIEF EXECUTIVE OFFICER, OR ANOTHER DESIGNATED

OFFICER, TO FILE THE ANNEXED BUDGET OF THE CORPORATION AS REQUIRED BY LAW.

The next item on the HTFC agenda was the authorization of construction monitoring, environmental and consulting engineering / architectural service contracts. Mr. Skrebutenas presented an overview of the proposed contracts and what purposes they served. After full discussion and upon motion duly made by Ms. McCormick, seconded by Mr. Levy and unanimously approved, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO APPROVE CONTRACT RENEWALS WITH THE BELOW LISTED FIRMS FOR A ONE YEAR PERIOD, THE AGGREGATE AMOUNT OF EXPENDITURES OF ALL CONTRACTS SHALL NOT EXCEED \$535,000, SUBJECT TO THE ADOPTION OF THE CORPORATION'S BUDGET FOR FISCAL YEAR 2011-2012 WHICH PROJECTS FUNDING FOR THIS PURPOSE:

CONSTRUCTION MONITORING SERVICES	ENVIRONMENTAL REVIEW SERVICES	CONSULTING ENGINEER/ARCHITECTURAL SERVICES
EMJ CONSTRUCTION CONSULTANTS N.A., INC.	L.J. GONZER ASSOCIATES	A.G. CONSULTING ENGINEERING, P. C.
HAKS ENGINEERS, ARCHITECTS AND LAND SURVEYORS, P.C.	THE LOUIS BERGER GROUP, INC.	BERNIER, CARR & ASSOCIATES, P. C.
HUGH E. HALLENBACK, ARCHITECT	TECTONIC ENGINEERING & SURVEYING CONSULTANTS P. C.	CASHIN ASSOCIATES, P. C.
LIRO PROGRAM AND CONSTRUCTION MANAGEMENT, P.C.		CHAZEN ENGINEERING, LAND SURVEYING & LANDSCAPE ARCHITECTURE CO., P.C.
L.J. GONZER ASSOCIATES		HAKS ENGINEERS, ARCHITECTS AND LAND SURVEYORS, P. C.
MUNOZ ENGINEERING, P.C.		JAMES JORDAN ASSOCIATES, ARCHITECTS
OCTAGON BUILDERS		L. NAOUM, P. E., P. C.
		MJ ENGINEERING AND LAND SURVEYING P. C.

		MUNOZ ENGINEERING, P.C.
		OM P. POPOLI, P.E., L. S., P. C.

AND AUTHORIZE THE PRESIDENT OF THE HOUSING PRESERVATION, OR ANOTHER AUTHORIZED OFFICER OF THE CORPORATION, SUBJECT TO THE PROVISIONS OF THIS RESOLUTION, TO EXECUTE ANY DOCUMENTS WHICH MAY BE NECESSARY AND APPROPRIATE TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION.

The next item on the HTFC agenda was a resolution authorizing the engagement of the White Plains Housing Authority and CVR Associates as the Voucher Program Local Administrator in Westchester County. The proposed contractors were selected from responses to a request for proposals issued when The County of Westchester informed the Corporation of its withdrawal. The Corporation has been administering the program directly during this period. After full discussion and upon motion duly made by Ms. McCormick, seconded by Mr. Levy and unanimously approved, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO AUTHORIZE AND DIRECT THE PRESIDENT OF THE OFFICE OF HOUSING PRESERVATION OR OTHER AUTHORIZED OFFICER OF THE CORPORATION TO NEGOTIATE AND ENTER INTO SUCH AGREEMENTS WITH THE WHITE PLAINS HOUSING AUTHORITY AND CVR ASSOCIATES AND PREPARE AND EXECUTE SUCH DOCUMENTS AS APPROPRIATE TO AND CONSISTENT WITH THE TERMS AND CONDITIONS AS ARE SET FORTH IN THE ANNEXED BRIEFING REPORT, AND TAKE SUCH OTHER ACTIONS AS MAY BE NECESSARY AND APPROPRIATE TO EFFECTUATE THE ESTABLISHMENT OF WHITE PLAINS HOUSING AUTHORITY AND CVR ASSOCIATES AS THE JOINT LOCAL ADMINISTRATORS OF THE VOUCHER PROGRAM.

The next item on the HTFC agenda was the resolution authoring Public Housing Modernization Awards. Mr. McCurnin summarized the proposed being submitted to the Members for their consideration. After full discussion and upon motion duly made by Ms. McCormick, seconded by Mr. Levy and unanimously approved, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO APPROVE THE AWARD OF PROGRAM GRANT FUNDS AND THE ENTERING INTO OF REGULATORY AGREEMENTS UNDER THE

PROGRAM WITH THE HOUSING AUTHORITIES LISTED BELOW AND IN THE AMOUNTS LISTED BELOW AND UPON SUCH TERMS AND CONDITIONS AS ARE SET FORTH IN THE ANNEXED BRIEFING REPORTS.

NAME OF HOUSING AUTHORITY	AMOUNT OF AWARD
KINGSTON HOUSING AUTHORITY	\$2,500,000
ROCKVILLE CENTRE HOUSING AUTHORITY	\$ 450,000
TOWN OF WILNA HOUSING AUTHORITY	\$ 175,000

AND AUTHORIZE THE CORPORATION’S PRESIDENT OF THE OFFICE OF HOUSING PRESERVATION OR ANOTHER AUTHORIZED OFFICER OF THE CORPORATION, SUBJECT TO THE PROVISIONS OF THIS RESOLUTION, TO EXECUTE ANY DOCUMENTS WHICH MAY BE NECESSARY AND APPROPRIATE TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION.

The next item on the HTFC Agenda was the resolution authorizing Public Housing Modernization Drug Elimination Awards. Mr. McCurnin summarized the proposed being submitted to the Members for their consideration. After full discussion and upon motion duly made by Ms. McCormick, seconded by Mr. Levy and unanimously approved, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO APPROVE THE AWARD OF PROGRAM GRANT FUNDS AND THE ENTERING INTO OF REGULATORY AGREEMENTS UNDER THE PUBLIC HOUSING DRUG ELIMINATION PILOT PROGRAM WITH THE HOUSING AUTHORITIES LISTED BELOW AND IN THE AMOUNTS LISTED, SUBJECT TO THE SATISFACTORY COMPLIANCE WITH ANY PRE-CONTRACT CONDITIONS AS ARE REQUIRED BY STATUTE OR REGULATION.

HOUSING AUTHORITY (“HA”)	AMOUNT OF AWARD	SCOPE OF SERVICES TO BE PAID WITH FUNDS AWARDED
ALBANY HA	\$ 12,500	SECURITY FENCING.
AUBURN HA	\$ 150,000	SECURITY EQUIPMENT, LIGHTING UPGRADES AND NEW ENTRY DOORS.
FULTON HA	\$ 150,000	SECURITY LIGHTING AND FENCING AND NEW INTERCOMS.
GREENBURGH HA	\$ 150,000	NEW SECURITY CAMERA SYSTEM.
LITTLE FALLS HA	\$ 40,000	CLOSED CIRCUIT CAMERA INSTALLATION.
ROME HA	\$ 150,000	SECURITY CAMERAS AND FENCING AND NEW ENTRY DOORS.

SALAMANCA SHA	\$ 112,800	NEW SECURITY LIGHTING.
TONAWANDA HA	\$ 150,000	SECURITY LIGHTING AND ENTRY DOORS.
UTICA HA	\$ 93,265	SECURITY CAMERAS AND LIGHTING AND ENTRY DOORS.
WILNA HA	\$ 122,500	NEW SECURITY GARAGE DOOR AND STREET LIGHTING.

AND AUTHORIZE THE CORPORATION’S PRESIDENT OF THE OFFICE OF HOUSING PRESERVATION OR ANOTHER AUTHORIZED OFFICER OF THE CORPORATION, SUBJECT TO THE PROVISIONS OF THIS RESOLUTION, TO EXECUTE ANY DOCUMENTS WHICH MAY BE NECESSARY AND APPROPRIATE TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION.

The next item on the agenda was the resolution authorizing the Community Development Block Grant Program Awards. The Corporation has received applications for funds under the Program from: (a) County of Cayuga (201ED751-11) for \$ 350,000; (b) County of Chautauqua (222ED752-11) for \$ 516,000; and (c) Town of Cortlandville (287ED728-11) for \$ 750,000 (collectively the “Eligible Applicants”). Mr. Leo presented a brief overview of the proposal awards and then presented the resolution to the Members for their consideration. After full discussion and upon motion duly made by Ms. McCormick, seconded by Mr. Levy and unanimously approved, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO APPROVE THE AWARD OF PROGRAM GRANT FUNDS AND THE ENTERING INTO OF REGULATORY AGREEMENTS WITH EACH ELIGIBLE APPLICANT, UPON SATISFACTORY COMPLIANCE WITH ANY PRE-CONTRACT CONDITIONS AS ARE REQUIRED BY STATUTE OR REGULATION, IN THE AMOUNTS LISTED ABOVE AND UPON SUCH TERMS AND CONDITIONS AS ARE SET FORTH IN THE ANNEXED BRIEFING REPORTS AND AUTHORIZE THE CORPORATION’S PRESIDENT OF THE OFFICE OF COMMUNITY DEVELOPMENT, OR ANOTHER AUTHORIZED OFFICER OF THE CORPORATION, SUBJECT TO THE PROVISIONS OF THIS RESOLUTION, TO EXECUTE ANY DOCUMENTS WHICH MAY BE NECESSARY AND APPROPRIATE TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION.

The next item on the HTFC agenda was a resolution authorizing a Rural Area Revitalization Program Award. Ms. Zucker summarized the proposed award to Apple Valley Senior Housing Corp., SHARS ID #20106004 (“Eligible Applicant”) for the Members’

consideration. After full discussion and upon motion duly made by Ms. McCormick, seconded by Mr. Levy and unanimously approved, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO APPROVE THE AWARD OF PROGRAM GRANT FUNDS AND THE ENTERING INTO OF A REGULATORY AGREEMENT UNDER THE PROGRAM WITH THE ELIGIBLE APPLICANT, UPON SATISFACTORY COMPLIANCE WITH ANY PRE-CONTRACT CONDITIONS AS ARE REQUIRED BY STATUTE OR REGULATION, IN THE AMOUNT NOT TO EXCEED ONE HUNDRED TWO THOUSAND DOLLARS (\$102,000) AND AUTHORIZE THE CORPORATION’S PRESIDENT OF THE OFFICE OF COMMUNITY DEVELOPMENT, OR ANOTHER AUTHORIZED OFFICER OF THE CORPORATION, SUBJECT TO THE PROVISIONS OF THIS RESOLUTION, TO EXECUTE ANY DOCUMENTS WHICH MAY BE NECESSARY AND APPROPRIATE TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION

The next item on the HTFC Agenda was the resolution authorizing technical assistance contracts for development. After a full discussion and upon motion duly made by Mr. Levy, seconded by Ms. McCormick and unanimously approved, the following motion was adopted:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION TO APPROVE CONTRACT RENEWALS WITH THE BELOW LISTED FIRMS FOR A ONE YEAR PERIOD, THE AGGREGATE AMOUNT OF EXPENDITURES OF ALL CONTRACTS SHALL NOT EXCEED \$205,000, SUBJECT TO THE ADOPTION OF THE CORPORATION’S BUDGET FOR FISCAL YEAR 2011-2012 WHICH PROJECTS FUNDING FOR THIS PURPOSE:

CASE-BY-CASE ASSISTANCE PANEL	GROUP TRAINING: SEMINARS, WORKSHOPS AND STAFF TRAINING PANEL	GROUP TRAINING: LEAD-BASED PAINT ACTIVITY TRAINING PANEL	CONSOLIDATED PLANNING PANEL
FRANKE CONSULTING GROUP	FRANKE CONSULTING GROUP	FRANKE CONSULTING GROUP	FRANKE CONSULTING GROUP
ICF CONSULTING SERVICES, L.L.C	ICF CONSULTING SERVICES, LLC	ICF CONSULTING SERVICES, LLC	
ENVIRONMENTAL EDUCATION ASSOCIATES, INC.	SUNRISE MANAGEMENT	ENVIRONMENTAL EDUCATION ASSOCIATES, INC.	
DAH CONSULTING,	ASSOCIATION FOR ENERGY		

INC.	AFFORDABILITY, INC.		
HOUSING PARTNERSHIP DEVELOPMENT CORPORATION	THE SMITH GROUP		
HUDSON PLANNING GROUP, INC.			

AND TO AUTHORIZE THE PRESIDENT OF THE OFFICE OF FINANCE AND DEVELOPMENT, OR ANOTHER AUTHORIZED OFFICER OF THE CORPORATION, SUBJECT TO THE PROVISIONS OF THIS RESOLUTION, TO EXECUTE ANY DOCUMENTS WHICH MAY BE NECESSARY AND APPROPRIATE TO EFFECTUATE THE PURPOSES OF THIS RESOLUTION.

The next item on the HTFC agenda was the review of a SEQRA determination.

There were no questions.

The next item on the agenda was the Treasurer’s Report. There were no questions on the Treasurer’s report in the board package.

There being no further business, the meeting adjourned upon the motion of Ms. McCormick which was seconded by Mr. Levy and unanimously approved.

Dated: March 16, 2011

Sean P. Shea, Secretary