**MINUTES OF THE MEETING OF THE MEMBERS OF THE**

**HOUSING TRUST FUND CORPORATION (“HTFC”)**

**HELD ON NOVEMBER 7, 2019 AT 2:07 P.M.**

Locations: New York State Homes and Community Renewal, 415 Madison Avenue,

 New York, New York

 New York State Homes and Community Renewal, 38-40 State Street,

 Albany, New York

 Locations connected by video and phone-conference

MEMBERS PRESENT:

RuthAnne Visnauskas, Chairperson

Alex Valella, representing Kenneth Adams, Member

Holly Leicht, Member

OTHERS PRESENT:

Mark Colon

Rebecca Crimmins

Deidre Diamond

Nicole Ferreira

Sean Fitzgerald

Rebecca Koepnick

Dwight Kwa

Dina Levy

Hazel Lewis

Crystal Loffler

Betsy Mallow

Linda Manley

Stacey Mickle

Myles Monaghan

Jason Purvis

Melina Stratos

Nanika Shaw

Heather Spitzberg

 There was a quorum with three Members present. Mr. Valella made a motion to call to order the meeting of the Members of the HTFC. The motion was seconded by Ms. Leicht.

 **The first item on the agenda was the approval of the minutes of the meeting held on October 10, 2019**. The minutes were deemed approved.

 **The next item on the agenda was a resolution authorizing an award increase of Community Development Block Grant Public Infrastructure Program Funds to the Town of Hancock.** Ms. Loffler presented the proposed award increase summarizing the main points contained in the related memo.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize an adjustment and increase of CDBG public infrastructure funds to the Town of Hancock in the amount of $69,925 for an aggregate award up to $665,425.

Section 2. The Members hereby authorize 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 terms and conditions as set forth in the CDBG Program guidelines.

Section 3. The Members hereby authorize the 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 next item on the agenda was a resolution authorizing an award of Community Development Block Grant Imminent Threat Program Funds to the Village of Sharon Springs.** Ms. Loffler presented the proposed award summarizing the main points contained in the related memo. Ms. Leicht asked why there was a reference to six hundred residents benefiting from the project and Ms. Loffler provided additional details.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize an award of Community Development Block Grant Program Imminent Threat Funds in an amount up to $524,800 for the Village of Sharon Springs.

Section 2. The Members hereby authorize the 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 3. This resolution shall take effect immediately.

**The next item on the agenda was a resolution authorizing an award of Community Development Block Grant Economic Development Funds to Sullivan County for Healthy Kids Daycare Program.** Ms. Loffler presented the proposed award summarizing the main points contained in the related memo. Chairperson Visnauskas asked what constituted “extended hours” and Ms. Manley provided additional details.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby approve an award of $180,000 under the CDBG Program to Sullivan County to assist Healthy Kids Extended Daycare Program, Inc.

Section 2. The Members hereby authorize the 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 3. This resolution shall take effect immediately.

**The next item on the agenda was a resolution authorizing documentation and classification of The Gardens at St. Anthony’s.** Ms. Spitzberg presented the documentation and proposed classification summarizing the main points contained in the related memo.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby accept the SEQRA documentation for The Gardens at St. Anthony’s and hereby adopt the recommendation that this project be classified as an unlisted action with a negative declaration under SEQRA.

Section 2. The Members hereby authorize HTFC’s SEQRA Officer or any authorized

agent or officer to execute any documents in accordance with the applicable provisions of law to effectuate the purpose of this resolution.

Section 3. This resolution shall take effect immediately.

**The next item on the agenda was a resolution re-authorizing an award of Low-Income Housing Trust Fund Program Funds for Jefferson Wollensack.** Mr. Fitzgerald presented the proposed award summarizing the main points contained in the related memo. Chairperson Visnauskas asked for confirmation that the project was not in the Brownfield Cleanup Program prior to the granting of the previous award and Mr. Fitzgerald confirmed.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby approve a reauthorization of Low-Income Housing Trust Fund Program funds up to $2,000,000 for Jefferson Wollensack.

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 approve entry into a regulatory agreement with the applicant, upon its satisfactory compliance with any pre-contract conditions as required by statute or regulation, and consistent with such terms and conditions as set forth by program guidelines.

Section 4. The Members hereby ratify the authorization of any officer in the Office of Finance and Development or Senior Officer as defined in the By-Laws of HTFC to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

Section 5. This resolution shall be effective immediately.

**The next item on the agenda was a resolution authorizing the replacement of an existing award of Low-Income Housing Trust Fund Program Funds with Public Housing Preservation Program Funds for MLK Apartments Phase 2.** Mr. Fitzgerald presented the proposed award summarizing the main points contained in the related memo. Mr. Valella asks who within the HCR oversees the construction work and Mr. Fitzgerald provided additional details.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby approve an award of funds under the PHP Program for Martin Luther King Revitalization Phase 2 in an amount up to $1,082,520.

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 approve the entering into of a regulatory agreement with the applicant, upon its satisfactory compliance with any pre-contract conditions as required by statute or regulation, and consistent with such terms and conditions as set forth by program guidelines.

Section 4. The Members hereby authorize any officer in the Office of Finance and Development or Senior Officer as defined in the By-Laws of HTFC to execute any documents which may be necessary and appropriate to effectuate the purposes of this resolution.

Section 5. This resolution shall be effective immediately.

 **The next item on the agenda was a resolution authorizing an award of Rural Community Investment Funds for Galvin Armory Day Care Center.** Mr. Fitzgerald presented the proposed award summarizing the main points contained in the related memo. Mr. Valella asked why the age cut-off begins at 2.9 years of age and Ms. Manley provided additional details. Ms. Leicht asked if the whole armory is to be used for the daycare, and if not, for what purposes will the rest of the armory will be used and Mr. Fitzgerald provided additional details.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize an award of up to $1,150,000 under the CIF Program to Galvan Initiatives Foundation, Inc. for the Galvan Armory Day Care Center.

Section 2. The Members hereby provide that this resolution 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 any officer of the Office of Finance and Development or any Senior Officer as defined by the By-Laws 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 a resolution authorizing an award under the Homes for Working Families Fund Program for Ithaca Arthaus.** Ms. Crimmins presented the proposed award summarizing the main points contained in the related memo. Mr. Valella asked if the borrower still needs to complete the environmental management plan and whether it is a condition to receiving funding and Ms. Crimmins provided additional details.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize an award of up to $4,000,000 under the HWF Program for Ithaca Arthaus.

Section 2. The Members hereby authorize the President of the Office of Finance and Development or any authorized officer 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 item on the agenda was a resolution authorizing an award under the Homes for Working Families Fund Program for Landmark Place Apartments.** Ms. Crimmins presented the proposed award summarizing the main points contained in the related memo.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize an award of up to $1,200,000 under the HWF Program for Landmark Place Apartments.

Section 2. The Members hereby authorize the President of the Office of Finance and Development or any authorized officer 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 item on the agenda was a resolution authorizing an award under the Community Investment Fund Program and the Homes for Working Families Fund Program for Macartovin Apartments.** Mr. Monaghan presented the proposed award summarizing the main points contained in the related memo. Chairperson Visnauskas asked how much square footage is now occupied, whether the CIF award will be applied for the whole building, and whether the developer knows who will occupy the commercial space, and Mr. Monaghan provided additional details. Ms. Leicht asked what measures are being taken for the tenants in place and Mr. Monaghan provided additional details. Mr. Valella noted that the construction lender is incorrectly identified in the financing description section of the memo.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby authorize an HWF Program award up of to $4,000,000 for Macartovin Apartments.

Section 2. The Members hereby authorize a CIF Program award of up to $1,000,000 for Macartovin Apartments.

Section 3. The Members hereby authorize any officer of the Office of Finance and Development or any Senior Officer as defined by the By-Laws 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 a resolution authorizing awards under the Public Housing Modernization Program.** Ms. Lewis presented the proposed awards summarizing the main points contained in the related memo.

 Mr. Valella moved to adopt the resolution; Ms. Leicht seconded the motion, and the following resolution was adopted:

Section 1. The Members hereby approve awards, in an approximate aggregate amount of $896,164, under the PHM Program to the following State-aided Municipal Housing Authorities each up to the amounts listed below:

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| --- | --- | --- |
| **Housing****Authority** | **Project(s)** | **Cost/Award Estimate** |
| Buffalo Municipal Housing Authority | Marine Drive Apts. NYS-024 (616 DUs) | $173,600 |
| Greenburgh Housing Authority | Greenburgh Apts. NYS-106 (131 DUs) | $135,000 |
| Kingston Housing Authority | Colonial Gardens, NYS-045 (98 DUs) Colonial Gardens Addition, NYS-146 (32 DUs)Wiltwyck Gardens, NYS-134 (60 DUs)  | $ 191,868 |
| Little Falls Housing Authority | Rockton Plaza, NYS-132A (64 DUs)Valley View Courts, NYS-132B (48 DUs)Valley View Add, NYS-132C (48 DUs) | $ 42,000 |
| Salamanca Housing Authority | Hillview Homes, NYS-69 (100 DUs) Hillview Manor, NYS-155 (51 DUs)  | $ 109,200 |
| The Village of Nyack Housing Authority | Waldron Terrace, NYS-115A (88 DUs)Depew Manor, NYS-115B (48 DUs) | $54,500 |
| Tonawanda Housing Authority | Colin Kelly Heights, NYS-10 (150 DUs)Arthur Albright Courts, NYS-91 (62 DUs)Tonawanda Sen Cit., NYS-151 (50 DU’s) | $83,950  |
| Utica Municipal Housing Authority | Chancellor, NYS-157 Senior (93 DUs) | $43,620  |
| Wilna Housing Authority | Brady Acres, NYS-127 (100 DUs)  | $62,426 |
| **Totals:** | **9 Housing Authorities****17 Projects****1839 DUs** | $896,164 |

Section 2. The Members authorize the President of OHP or another authorized officer of HTFC 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 remainder of the items were informational items and did not require board action.

 **The next item on the agenda was a review of a quarterly project status report of Unified Funding and other awards.**

 **The next item on the agenda was a review of the SEQRA Type 2 Actions.**

 **The next item on the agenda was a review of the SEQRA Concur Actions.**

 **The next item on the agenda was a review of authorized contracts under the Governor’s Office of Storm Recovery.**

 **The next item on the agenda was a review of previously authorized contracts under the Governor’s Office of Storm Recovery.**

 **The last item was a review of SEQRA Determinations under the Governor’s Office of Storm Recovery.**

There being no unfinished business, Ms. Leicht moved to adjourn the Board meeting, which Mr. Valella seconded, and the meeting was adjourned at 2:40 p.m.