

**MINUTES OF THE MEETING OF THE MEMBERS OF THE
HOUSING TRUST FUND CORPORATION (“HTFC”)
HELD ON OCTOBER 10, 2019 AT 2:15 P.M.**

Locations: New York State Homes and Community Renewal, 415 Madison Avenue,
New York, New York
New York State Homes and Community Renewal, 25 Beaver Street,
New York, New York
New York State Homes and Community Renewal, 38-40 State Street,
Albany, New York

Locations connected by phone-conference

MEMBERS PRESENT:

RuthAnne Visnauskas, Chairperson
Alex Valella, representing Kenneth Adams, Member
Holly Leicht, Member

OTHERS PRESENT:

Sean Fitzgerald
Dwight Kwa
Dina Levy
Crystal Loffler
Betsy Mallow
Stacey Mickle
Jason Purvis
Nanika Shaw
Heather Spitzberg

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

The first item on the agenda was the approval of the minutes of the meeting held on September 12, 2019. The minutes were deemed approved.

The next item on the agenda was a resolution authorizing an award of Community Development Block Grant Economic Development Funds to Ontario County for ZAxis Inc. Mr. Purvis presented the proposed award summarizing the main points contained in the related memo.

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

Section 1. The Members hereby approve an award of \$375,000 under the CDBG Program to Ontario County to assist ZAxis 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 an award increase of Small Rental Development Initiative HOME Program Funds for Clayton Improvement Association, Ltd. Mr. Purvis presented the proposed award increase summarizing the main points contained in the related memo. Ms. Levy provided additional detail as to the diligence performed to verify the necessity and amount of the proposed award increase.

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

Section 1. The Members hereby authorize the increase of \$239,407.00 in NYS HOME program funding for Clayton Improvement Association's Small Rental Development Initiative (SRDI) award.

Section 2. The Members hereby authorize the entering into of regulatory agreements with the applicants, upon their satisfactory compliance with any pre-contract conditions as required by statute or regulations as applicable, and upon such terms and conditions as set forth by program guidelines.

Section 3. The Members hereby authorize the President of the Office of Community Renewal or another authorized officer of HTFC 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 increase of Low-Income Housing Trust Fund Program Funds for Atlas Heights. Mr. Fitzgerald presented the proposed award increase summarizing the main points contained in the related memo. Ms. Leicht asked if the net difference of the amounts of SLIHC reallocated from Atlas Heights to the other project was zero and Mr. Fitzgerald confirmed it was. Mr. Valella asked if any other projects would query the reallocation of SLIHC and Mr. Fitzgerald provided additional details.

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

Section 1. The Members hereby approve an increase in award of Low-Income Housing Trust Fund Program funds by \$1,450,000 for a total award amount up to \$3,850,000 for Atlas Heights.

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 documentation and classification of Herkimer SRDI & 310 John Ave. Daycare and Mt. Aaron Village. Ms. Spitzberg presented the documentation and proposed classification summarizing the main points contained in the related memo.

Ms. Leicht moved to adopt the resolution contingent upon receipt of final NYS SHPO approval; Mr. Valella seconded the motion, and the following resolution was adopted contingent upon receipt of final NYS SHPO approval:

Section 1. The Members hereby accept the SEQRA documentation for Herkimer SRDI & 310 John Ave Daycare 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 accept the SEQRA documentation for Mt. Aaron Village and hereby adopt the recommendation that this project be classified as an unlisted action with a negative declaration under SEQRA.

Section 3. 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 4. 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 the SEQRA Type 2 Projects.

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.

There being no unfinished business, Ms. Leicht moved to adjourn the Audit and Governance Committee meeting and the Board meeting, which Mr. Valella seconded, and the meeting was adjourned at 2:30 p.m.