

**MINUTES OF THE MEMBERS', AUDIT COMMITTEE, AND  
GOVERNANCE COMMITTEE MEETINGS OF THE  
NEW YORK STATE HOUSING TRUST FUND CORPORATION**

**HELD ON THURSDAY, JUNE 29, 2023, AT 9:00 A.M.  
641 LEXINGTON AVENUE  
NEW YORK, NEW YORK 10004**

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**DIRECTORS AND DESIGNEES**

**PRESENT:**

RuthAnne Visnauskas	Commissioner, the New York State Division of Housing and Community Renewal
Bethaida Gonzalez	Member (via video conference)
Sadie McKeown	Member
James McIntyre	Member, representing the Temporary President of the State Senate
Joyce Miller	Member
Morris Peters	New York State Division of the Budget, representing the Acting Director, Member (via video conference)
Chris Curtis	New York State Division of the Taxation and Finance, representing the Commissioner of Taxation and Finance, Member (via video conference)

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Commissioner Visnauskas presided over the meeting.

Ms. Diana Villarnovo Lopez, Senior Vice President and Counsel to HCR, formally opened the meetings and acted as secretary.

Ms. Lopez noted that Mr. Morris Peters, representing the Director of the New York State Division of the Budget, and Mr. Chris Curtis, representing the Commissioner of Taxation and Finance are participating via video conference from the Capitol Building, Room 131, in Albany. Ms. Lopez then noted that Ms. Bethaida Gonzalez is participating via video conference from the Syracuse Regional Office on 620 Erie Boulevard.

A public notice was given of the time and location of the venues in accordance with the New York State Open Meetings Law.

Ms. Lopez asked for motions and seconds to call to order the June 29, 2023 meetings of the New York State Housing Trust Fund Corporation (HTFC), New York State Housing Finance Agency (HFA), and the New York State Affordable Housing Corporation (AHC).

Ms. Lopez asked for a motion to call the meeting of the HTFC Board to order. Ms. Miller motioned to call the HTFC Board to order and Ms. McKeown seconded the motion.

Ms. Lopez then asked for individual votes for each HTFC Board member.

Ms. Lopez then asked for motions and seconds to call to order the HTFC Audit Committee meeting. Mr. Morris motioned to call the Audit Committee to order and Mr. Curtis seconded the motion.

Ms. Lopez then asked for individual votes for each HTFC Audit Committee member.

Ms. Lopez then asked for motions and seconds to call to order the HTFC Governance Committee meeting. Mr. Curtis motioned to call the Governance Committee to order and Mr. Morris seconded the motion.

Ms. Lopez then asked for individual votes for each HTFC Governance Committee member.

Ms. Lopez noted that these motions and seconds would be used, unless specific items called for a different vote, or unless any Member wished to record his or her vote differently.

Commissioner Visnaukas then made her opening remarks. Commissioner Visnaukas began by stating that HCR and the Governor had proposed an aggressive and innovative housing plan, the Governor's Housing Compact, but this was not passed successfully in budget season or in the legislative session. HCR had been hopeful that some pieces of the Housing Compact would have been passed during the legislative session, but that did not happen. However, Commissioner Visnaukas noted that she was happy that the conversation about solving the housing crisis and some of the tools/framework for achieving that goal had been elevated to a level of conversation that would not go away. Commissioner Visnaukas noted that with the next budget and legislative session ahead, this year's experience with the Housing Compact had strengthened her resolve to keep coming back and proposing items that could get through the legislature that will actually make a difference and ultimately increase the housing stock in the State of New York. HCR feels that the Governor provided "marching orders" when it became clear that the Housing Compact was not moving forward to go back to the drawing table and determine what the Governor can do within her own powers and what it would be appropriate to pursue. Commissioner Visnaukas noted that the Board would continue to hear from her on overall legislative and strategic housing policy issues.

Commissioner Visnaukas then noted that HFA's bonding authority was extended during the legislative session.

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**The first item on the agenda for the HTFC Board was the adoption of the minutes of**

**the HTFC Board and Committee meetings held on May 16, 2023.** There being no objections or corrections from the Members, the minutes were deemed approved.

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**Commissioner Visnauskas stated that Item 2 on the agenda was a resolution approving the annual independent audit.**

Ms. Mickle introduced Jeremy Smith from Lumsden McCormick, LLP, the firm that performed HTFC's audit, to present on the financial statements and audit. Mr. Smith explained that the first document provided to the HTFC Members states that their job is to ensure that the financial statements are in accordance with generally accepted accounting principles. The auditors' job is to express an opinion on that, and they issued a "clean, unmodified" opinion which is the best opinion they can issue. Mr. Smith then pointed out that there is something called an "Emphasis of Matter Paragraph" that is not new to this year's audit – HTFC has had this for a number of years and it deals with the HUD audits HTFC has had from 2015 to 2019. In those audits, HUD had some questioned costs and HTFC is still working through that process. HTFC did pay HUD approximately \$30 million in the past year, but that is all they have required thus far. Due to the significance of the amount and the uncertainty surrounding it, the audit contains that additional paragraph.

Mr. Smith explained that the next document provided to the Members deals with the Compliance with Investment Guidelines for Public Authorities. The auditors noted no issues in this area during their testing. The materials also included a No Material Weaknesses Letter. Later in the slides Mr. Smith said that he would discuss upcoming standards and accounting guidelines that may or may not apply to HTFC, but of which the Members should be aware.

The last document provided to Members was the Required Communications Letter. Mr. Smith explained that this is a standard letter that is provided to the Board. Mr. Smith stated that there were no disagreements with management and no audit findings or issues. He stated that they were required to evaluate whether the accounting estimates are reasonable – Mr. Smith explained that one of the most significant accounting estimates is the allowance on mortgage and interest receivables. HTFC has about \$2.4 billion in loan receivables, but has an allowance against that that knocks the figure down to \$3 million due to the uncertainty of collecting those. A couple of other accounting estimates are "OPEB" which is retiree's health insurance – a third party actuary is hired to conduct this review. Other accounting estimates are pensions, but New York State has their own actuary that calculates that, and there are some assumptions there related to the employee retirement system. Mr. Smith stated that there were no corrected or uncorrected misstatements, which Mr. Smith was due to a great job by the HTFC accounting staff. Finally, Mr. Smith highlighted the Emphasis Matter Paragraph related to HUD.

Mr. Smith then highlighted several upcoming accounting standards. The first is GASB 96 – Subscription-Based Information Technology Arrangements. Mr. Smith does not believe that HTFC has too many of these, but it is something that will need to be evaluated. The new standard says that any subscription-based technology arrangements will have to be recorded on the balance sheet as a right to use asset and a right to use liability if it is deemed significant enough. The next standard,

GASB 99, is just clarifying some disclosures and footnotes. GASB 100 deals with accounting changes and error corrections. Mr. Smith did not believe this would ever affect HTFC and would only be relevant if the auditors came across an error in the prior year that was significant and how that would be restated in the financial statements.

GASB 101 deals with compensated absences and is a standard that will affect HTFC. The auditors for HTFC currently follow GASB 16 related to compensated absences, or rules for sick, vacation, and personal leave that will be paid out either at retirement or termination. That standard is from 1992, so the language has been updated to be more in line with current PTO. This will change some of the footnotes and disclosures, but there will be a couple of years to worry about that, and HTFC already has that information in its financial status.

Mr. Smith then moved on to HTFC's financial summary and stated that overall, HTFC's total assets are up about \$89 million. In cash and investments, HTFC is up about \$60 million. Mr. Smith stated that there was a \$58 million net change or surplus this year. This was due to operations – government grants receivables were up \$28 million and accounts payable totaled approximately \$27 million. "OPEB" and employee pensions are calculated by an actuary and this went down \$1.4 million – this is measured as a year behind, so it measures through 03/31/2022 and the system was actually over funded. Mr. Smith commented that it is good for everybody that is in the system in New York State that it is at about 103%. If it was at 100%, the variance would be zero across the board. Due to this, HTFC had about a \$3 million asset on the books. In prior years, this was 99.95% funded and this was basically about a \$40,000 liability on HTFC's books. Mr. Smith stated that there was some net of deferred inflows and outflows, but basically what led to that was a decrease in HTFC's pension expenses during the year. Mr. Smith stated that the more funded this is, the lower it will keep HTFC's employer contribution rates.

Mr. Smith then addressed "OPEB" which deals with retiree health insurance obligations, and HTFC is on the hook for about 90% of retirees' health insurance once they retire for life. That rate when up a little bit due to the actuary – they have some expected changes in rates versus actual – they expected payroll costs to be a little lower than actual, and they expected claims to be a little lower than actual, as well as HTFC's premium cost – this went up due to inflation and other factors.

Mr. Smith then explained that the net position, or restricted, is made up of federal, State, and donor-restricted grants. The biggest of these is State grants and this was about \$251 million, an increase of about \$78 million. Federal is up to \$215 million, an increase from last year's \$175 million. \$42 million of that increase was due to the ARPA Homeowner's Assistance Fund that got up and going in 2023. Unrestricted includes everything that is left over.

Mr. Smith then moved on to revenues and expenses. HTFC's total operating revenue is down slightly, about \$7 million. This is due to fees from other programs which is down mostly due to the CDBG Disaster Recovery Program as Hurricane Sandy funding is starting to wind down. This is why other operating expenses are down as well. Operating income is pretty consistent – it is down about \$1 million. The final thing to point out is salaries and wages – there were two raises in the 2023 fiscal year due to some timing issues in the prior year, and each raise is about \$250,000. Considering this, the operating income is actually only a \$500,000 swing, so it is pretty consistent. Non-operating revenues are mostly pass-through grants, federal revenues and expenses, as well as

State. Overall, HTFC's federal revenue went up \$516 million and expenses went up \$510 million. Grant revenue did decrease, but timing is a significant factor in that decrease. Grant expenses are up about \$49 million. Overall, there was a \$58 million change in position. Last year there was a \$100 million change in position, and 2021 had a \$20 million change in position.

Mr. Smith's next slide addressed federal revenue sources and showed that everything went up – the revenues and the expenses. ARPA, the Homeowner's Assistance Fund, increased about \$337 million which was due to the program starting at the end of the 2022 fiscal year and getting going in 2023.

Mr. Smith then discussed State grants where overall total revenue went down, but this is really due to the GOSR timeline and cash flow. HTFC received a lot more last year than this year, but when considered together it's only about a \$5 million dollar change. The timing of these grants affected HTFC's overall change in net position. Mr. Smith said that this reflected another solid year and completed his presentation.

Ms. Miller asked whether the pensions are part of the New York State common retirement fund. Mr. Smith responded that they are, but that all government entities are required to record their share of that which is very small, probably about 0.02%. Ms. Miller then asked if the State Comptroller's Office was looking at investment returns, and Mr. Smith said that this was correct, and then that office is audited by an accounting firm and the office issues their own audited financial statements.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Audit Committee Members, Ms. Lopez asked all HTFC Audit Committee members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUDIT COMMITTEE APPROVING THE ANNUAL INDEPENDENT AUDIT.**

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION APPROVING THE ANNUAL INDEPENDENT AUDIT.**

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**The next item on the agenda was a resolution approving the Annual Procurement Report and Procurement and Contract Guidelines.**

Ms. Pagnozzi, Mr. White, and Ms. Ward presented.

Ms. Pagnozzi introduced Jerome White, the Director of Procurement for the Office of Resilient Homes and Communities, and Cassie Ward, the Director of Legal Operations for the Office of Resilient Homes and Communities. Ms. Pagnozzi began by highlighting that during the past year, the Procurement and Contract Guidelines were amended twice. First in January to mirror the statutory threshold for MWBEs, SDVOBs, and small businesses – a change from \$200,000 to \$500,000. The defined term of “SDVOB” was also added to the Guidelines. Additionally, in March the Guidelines were amended to include the new Office of Resilient Homes and Communities, which used to be the Governor’s Office of Storm Recovery. The HTFC Guidelines previously excluded contracts funded by the Community Development Block Grant Disaster Recovery program, and that exclusion was deleted, so those contracts will all now be subject to HTFC’s Guidelines. Several other defined terms were also added to the Guidelines in addition to several amendments to the contracting process to keep in line with what GOSR had in their Guidelines.

Ms. Ward then stated that the Office of Resilient Homes and Communities had also included a report on their expenditures on contracts and subcontracts with MWBEs and SDVOBs. Those numbers were strong this year – RHC had an MBE utilization rate of 33.34% and a WBE utilization rate of 11.56%. The MWBE goals are 30% for State funding – 15% and 15% respectively. Ms. Ward stated that regardless of how RHC is utilizing Federal funding, they have prioritized relationships with MWBEs, Section 3s, and SDVOBs and are doing as much outreach as they can to get as much utilization as they can. For SDVOBs, RHC was not able to meet the 6% goal, but did have some utilization and a rate of .24%.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Governance Committee Members, Ms. Lopez asked all HTFC Governance Committee members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION GOVERNANCE COMMITTEE APPROVING THE ANNUAL PROCUREMENT REPORT AND PROCUREMENT AND CONTRACT GUIDELINES.**

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION APPROVING THE ANNUAL PROCUREMENT REPORT AND PROCUREMENT AND CONTRACT GUIDELINES.**

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**The fourth item on the agenda was a resolution approving the Annual Property Disposal Report and Property Disposal Guidelines.**

Ms. Mickle presented.

Ms. Mickle began by stating that since 2013, properties had been purchased through the Buyout and Acquisition Programs administered through the then-Governor's Office of Storm Recovery, now the Office of Resilient Homes and Communities. These properties were purchased using the Federal Community Development Block Grant Disaster Recovery funds. Since their purchase, many of these properties have either been sold or transferred to other parties, namely municipalities or other not-for-profit entities. As required by the Authorities Budget Office, the Annual Property Disposal Report outlines what happened in the past fiscal year regarding these properties. Ms. Mickle stated that last year, HTFC did not acquire any additional properties. HTFC sold or transferred 66 properties and 219 remain in HTFC's inventory. The RHC team is working diligently to transfer or sell the remaining properties, and it is anticipated that the majority, if not all of the properties, will be sold or transferred by the end of this fiscal year. Ms. Mickle stated that the Board materials include a list of the properties that were sold or transferred as well as a copy of the current Property Disposal Guidelines. HTFC is not seeking any changes to that policy at this time.

Ms. Miller asked if all the properties were small properties. Ms. Mickle confirmed that yes, they are all individual homes that were purchased post-Sandy. Many of the properties are located in neighborhoods in Long Island and Staten Island.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Governance Committee Members, Ms. Lopez asked all HTFC Governance Committee members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION GOVERNANCE COMMITTEE APPROVING THE ANNUAL PROPERTY DISPOSAL REPORT AND PROPERTY DISPOSAL GUIDELINES.**

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION APPROVING THE ANNUAL PROPERTY DISPOSAL REPORT AND PROPERTY DISPOSAL GUIDELINES.**

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**The next item on the agenda was a resolution approving the Annual Report on Investments and Investment Policy.**

Ms. Mickle presented.

Ms. Mickle stated that HTFC's investments include amounts held for the various programs that HTFC receives funding for, whether Federal or State, as well as mortgage principal and interest

payments that HTFC receives. The investments are held in various back accounts and are segregated by program, and the interest that HTFC receives on those program investments are held in the accounts for continued use by HTFC for those various programs. Ms. Mickle provided the example of interest earned on an HTF award or project being held in an HTF account to be used for future awards. Ms. Mickle went on to say that a significant increase in investments was earned over the last fiscal year due primarily to an increase in the amount of funding in the accounts and favorable interest rates. A summary of the investment accounts and cash accounts was provided in the Board Materials in addition to the Investment Policy to which no amendments were being sought.

Ms. Miller commented on her amazement on the number of programs and the detail that's required to administer those programs through HTFC. Ms. Mickle responded that there are eighty programs that HTFC administers.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION APPROVING THE ANNUAL REPORT ON INVESTMENTS AND INVESTMENT POLICY.**

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**The sixth item on the agenda was a resolution approving the Annual Report on Operations and Accomplishments.**

Ms. Lopez presented.

Ms. Lopez explained that the Public Authorities Reform Act of 2009 requires HTFC to issue an annual report setting forth its operations and accomplishments. This report was included in the Board Materials. Ms. Lopez continued by saying that HTFC operates through the broad offices of HCR including the program offices for community and economic development, affordable housing preservation, single and multi-family affordable housing finance and development, and resilient homes and community development. Ms. Lopez then introduced program staff to present on their areas.

Ms. Loffler provided a presentation on the Office of Community Renewal. Ms. Loffler stated that during the past fiscal year, OCR continued its work delivering housing and community development resources. The programs offered through OCR were delivered through partnerships with units of local government, nonprofit organizations, and developers throughout the State. Relying on the local expertise of these partners allows OCR to issue a high volume of awards, address many types of needs, and reach deep into all areas of New York State. OCR administers a wide variety of programs and funding mechanisms that vary in scale and produce a meaningful impact in all of the communities that participate. OCR's annual housing activities cover small rental development, homeowner repair, manufactured housing development, accessibility modifications, down payment assistance, and tenant rental assistance. OCR's work goes beyond these housing



activities and supports planning and technical assistance, public facilities and infrastructure, economic development, and downtown or main street revitalization. Ms. Loffler explained that OCR is part of a larger unit called the Office of Homeownership and Community Development, and the Report outlines accomplishments beyond OCR and included in that larger unit. In addition to the typical annual programs included in this Report, this larger unit has launched several new programs and continued to support recovery initiatives that are underway. Some highlights are included in the Report which includes the dollar value of all awards made, the funds leveraged by each program, the units produced or jobs created, and the assistance provided throughout the State. These programs are all complementary and work together to achieve more holistic community renewal to support for the communities of New York State and advance HCR's core mission.

Mr. Buyer then presented on the Section 8 office within the Office of Housing Preservation. Mr. Buyer began by stating that this year, HTFC completed, what has been over the last several years, the busiest time in Section 8's history with HTFC. Mr. Buyer explained that the major challenge in the voucher program is utilization which is a challenge nationally due to limited housing stock. HTFC has seen ten straight months of increases in HCV utilization. The Office has made unprecedented investments using project-based vouchers with the Finance and Development team. The Office also administers the new emergency housing voucher program, which was rolled out in 2021, and among the larger PHAs in the country, HTFC has among the best utilization rates, and these vouchers are expected to be fully utilized by September.

Mr. Buyer continued that the Office has also taken a number of steps to be more efficient and work more productively – the Office secured the Local Administrator network this year which was not a small undertaking, and an unprecedented step in HCR's history. Furthermore, the Office is in the process of implementing a new technology solution; they have done surveys to local administrators, tenants, and landlords to get feedback on how HTFC is doing and how they can increase utilization; and they are exploring new partnerships related to source of income discrimination.

Mr. Buyer stated that RRAP has continued to remain effective and has bucked the trend of rapidly rising rents in large part due to some very smart investments HTFC made with the weatherization team in the first part of the last decade that have kept costs significantly down. Building on that, the Office has established the P+ initiative to improve efficiency in the PBCA portfolio, and the first project has just been completed for that program. Most importantly from the PBCA standpoint, HTFC has kept the PBCA contract which is not always a given.

Mr. Buyer went on the state that HTFC was as responsive as it could be to the tragedy in Twin Parks – while there is no good way to look at that tragedy, HTFC staff did everything they could to be as responsive as possible in that very difficult time. The Office also updated the administrative plan for Section 8, including streamlining the process to qualify people as homeless; HTFC has absorbed some local voucher programs; and HTFC has added new voucher programs, most recently the stability voucher.

Mr. Pearson then presented on the Public Housing Modernization Program and the Public Housing Drug Elimination Program – two relatively small programs that provide grants to New York State-aided PHAs that are ineligible for federal operating subsidies. HTFC currently receives

a combined \$6.4 million for the two programs annually. The current portfolio consists of eight PHAs that have within them sixteen State-supervised developments and include 1700 dwelling units serving approximately 3200 residents. Over the past year, the PHM team has awarded approximately \$9.5 million in PHM and PHDE grants to address critical infrastructure issues at those developments and to assist with the preservation of the remaining developments. Originally, the two programs had distinct purposes with PHM having a focus on preservation and PHDE having a focus on security and safety, but today the main focus is on shepherding the remaining portfolio through comprehensive redevelopment plans. Mr. Pearson provided the example of Utica moving forward on the redevelopment of its last State-aided public housing development, securing at least thirty years of additional affordability in addition to much needed capital improvements. Five more PHAs – Buffalo, Greenburgh, Kingston, Little Falls, and Tonawanda – are in various stages of finalizing their redevelopment plans, and three of those have gone as far as selecting their redevelopment partners. HTFC is continuing to work with the remaining PHAs on moving forward with redevelopment plans.

Ms. Sarveswaran then presented on sustainability. Ms. Sarveswaran began by stating that this year, the Sustainability Unit has worked with interagency teams to finalize the State's Scoping Plan which was released in December 2022 and detailed a list of recommendations to achieve the State's CLCPA greenhouse gas reduction goals. Ahead of the release of the climate action Scoping Plan, in May 2022, the Unit, in coordination with the Design Unit, released a trio of comprehensive sustainability guidelines. The Guidelines cover best practices and include a set of stretch goals for new construction and existing buildings that are receiving funding from HFA or HTFC. The Guidelines also include a book for operations and maintenance support for HTFC's asset management portfolio that encourage pathways for energy efficiency and decarbonization.

Next, Ms. Sarveswaran stated that this year the Sustainability Unit has continued to operate the Weatherization Assistance Program with additional federal funds serving over 7000 units and expanding annual funding to over \$100 million. The Unit has also expanded the Clean Energy Initiative program that is funded by NYSERDA to include term sheets that support new construction and existing buildings as well as adaptive reuse projects. To date, CEI has funded 22 projects with over 2000 units and has committed \$90 million.

Ms. Sarveswaran continued by stating that HTFC has launched a partnership with CPC, the Climate Friendly Homes Fund, a \$250 million program that has already received strong interest. There are 390 units in the pipeline for that program and HTFC has received 4000 completed applications. The Sustainability Unit is also continuing to work closely with NYSERDA to expand access to solar and clean energy funding and to coordinate future IRA applications that would provide increased funding for these programs and support single family projects.

Ms. Hiwot then presented for the Office of Finance and Development. Through F&D, HTFC administers programs that fund the new construction and preservation of affordable housing. In the last fiscal year, HTFC has made multifamily awards totaling \$84 million which leveraged approximately \$21 million in private and public investment. These awards will support the development of 850 units of affordable housing. Ms. Hiwot stated that that number sounds low because the last RFP was awarded after the last fiscal year ended. Many of the projects that received HTFC financial support represent coordinated investments with state agency partners including the

Office of Mental Health, Empire State Development Corporation, NYSERDA, and OTDA. The Report also includes information on other F&D programs including CIF, the Low Income Housing Trust Fund, the Senior Housing Program, the Supportive Housing Opportunities Program, and the Federal Housing Trust Fund.

Ms. Brennan then presented for the Office of Resilient Homes and Communities. This fiscal year, RHC had five main programs. The first is the final payments to the Homeowner Program for repair, rehab, and mitigation. As of the end of March 2023, RHC had made payments to 12,854 different families for a total of \$1.2 billion. For the Public Housing Program, RHC is on the last two developments, and anticipate that those will be done by the end of this year or early next year. RHC is also at the tail-end of the Buyout and Acquisition Program that included 1127 properties – Ms. Brennan believes that the success of the Buyout Program will be a model for future initiatives like the Environmental Bond Act. The Community Reconstruction and Infrastructure Program included more than 70 planning committees around the State of local community driven initiatives – RHC has completed 250 of those projects and there are 66 in the final stages of construction. The last program is the Rebuild by Design Competition Program – Living with the Bay – a \$125 million program across seven communities which includes both physical and social resiliency. The Living Breakwaters project restores the reefs off the Southern Coast of Staten Island to rebuild the ecosystem there and protect residents from storm surge.

Ms. Torres then presented on HTFC's MWBE initiatives. HTFC's overall utilization of MWBEs is at 36%. HTFC is still awaiting final review from ESD for Quarter 4, but over the first three quarters, HTFC had over 45% MWBE utilization. Ms. Torres credited this to the investment in and growth of her department, the new Department of Empowerment, Compliance, and Opportunity. The Department is hiring new staff and promoting individuals who have been dedicated to the agency and improving its upstate presence – Ms. Torres believes the more the Department is out in the field meeting people in the various industries, the better HTFC's utilization numbers will get.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION APPROVING THE ANNUAL REPORT ON OPERATIONS AND ACCOMPLISHMENTS.**

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**The next item on the agenda was a resolution approving the Mission Statement Performance Report and Amended Mission Statement.**

Ms. Lopez presented.

Ms. Lopez stated that the Public Authorities Law requires HTFC to have a brief mission statement expressing the purpose and goals of the authority. An amended Mission Statement and Mission Statement Performance Report was provided in the board materials.

The following amendments to the Mission Statement were proposed:

1. The bulk of the proposed amendments are technical amendments to conform the format of the HTFC Mission Statement with those of the other HCR agencies.
2. With the addition of the Office of Resilient Homes and Communities to HTFC, that office's mission has been incorporated into the mission of HTFC at large.
3. Sustainability, decarbonization, and the reduction of the negative environmental impacts of housing have been proposed throughout the mission statement.

Ms. Miller commented that she was pleased to see the addition of decarbonization to the Mission Statement.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION APPROVING THE MISSION STATEMENT PERFORMANCE REPORT AND THE AMENDED MISSION STATEMENT.**

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**The eighth item on the agenda was a resolution approving the results and submission of the annual Board and Committee self-evaluations.**

Ms. Lopez presented.

Ms. Lopez stated that the Public Authorities Reform Act of 2009 requires that the board of every state and local public authority conduct an annual evaluation of its performance. The members of the HTCF board, governance committee, and audit committee have completed an annual review for the period commencing April 1, 2022 and ending March 31, 2023.

This year's assessment showed a high degree of unanimity among Board and Committee members with all Board members who responded "agreeing" or "somewhat agreeing" that the various criteria by which Board and Committee performance is judged are satisfied. The level of unanimity of Board responses is a good indicator that the Board and Committees are satisfied with the way their fellow Board members are approaching their tasks as Board and Committee members.

The question of whether the Board sets clear and measurable performance goals that contribute to HTFC's mission elicited an even split among respondents on whether they agreed or "somewhat" agreed.

The question of whether the Board meets to review and approve all documents and reports prior to public release and is confident that the information being presented is accurate and complete elicited two “agree” responses and four “somewhat agree” responses.

Finally, the question of whether the Board has identified the areas of most risk to the Authority and works with management to implement risk mitigation strategies before problems occur elicited five “somewhat agree” and one “agree” responses.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Audit Committee Members, Ms. Lopez asked all HTFC Audit Committee members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUDIT COMMITTEE APPROVING THE RESULTS AND SUBMISSION OF THE ANNUAL SELF-EVALUATIONS.**

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION APPROVING THE RESULTS AND SUBMISSION OF THE ANNUAL SELF-EVALUATIONS.**

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Governance Committee Members, Ms. Lopez asked all HTFC Governance Committee members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION GOVERNANCE COMMITTEE APPROVING THE RESULTS AND SUBMISSION OF THE ANNUAL SELF-EVALUATIONS.**

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**The next item on the agenda was a resolution authorizing a Legacy City ACCESS Program award for the Oswego County Land Bank Corporation.**

Mr. Blackman presented.

Mr. Blackman stated that this is a request for \$750,000 in LCAP funds for the Oswego County Land Bank to renovate five vacant single-family homes in the City of Fulton for first time homeownership opportunities for low-income families. The Land Bank is the nonprofit developer for the project and they will also act as the general contractor, but they are engaging local MWBE

subcontractors that represent approximately 50% of the hard costs to meet the program goal of enhanced business opportunities for BIPOC entities.

Mr. Blackman went on to say that since 2017, the Land Bank's work has focused primarily on rehab for homeownership and they have completed more than 70 rehabs in similar scope to these homes including four in Fulton that were recently sold to first time homebuyers. The total development cost for this project is \$1.4 million – other financing includes a construction loan from CPC which will be repaid from proceeds when the homes sell to homebuyers – as well as \$93,000 in Land Bank Initiative funding toward initial property stabilization. Sales prices for these homes will average \$115,000 which is affordable at approximately 70% of AMI. The homeownership counseling for this project will be provided by the Oswego County Development Council which is an OCR-funded Rural Preservation Corporation. This project will add to recent homeowner-focused revitalization efforts in Fulton including the Land Bank's four prior home sales, six additional homebuyer rehabs that are being undertaken by the Fulton Community Development Agency, and homeowner repair through the Fulton Block Builder's Program. One of the five LCAP homes is in Fulton's DRI area so it will benefit from the advanced cultural and recreational opportunities being funded through that award.

Ms. Lopez noted that Sadie recused herself from voting on this item.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A MOTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING A LEGACY CITY ACCESS PROGRAM AWARD FOR THE OSWEGO COUNTY LAND BANK CORPORATION.**

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**The tenth item on the agenda was a resolution authorizing an Affordable Homeownership Opportunity Program Award for Ithaca Neighborhood Housing Services – Trumansburg.**

Mr. Abbot presented.

Mr. Abbot stated that he was presenting two projects with INHS, a wonderful nonprofit that does a variety of development and homeownership counseling work. The first project is a \$2 million AHOP award to construct ten townhomes on a Greenfield site just outside of the center of Trumansburg. It is part of a larger plan for the area which includes a LIHTC development and a childcare center. The project includes six four-bedroom and four three-bedroom townhomes. HTFC will be participating with Tompkins Bank on this project. All homes will be regulated at 80% AMI and sales prices are expected to average \$170,000 which is affordable for 70% AMI. The homes will be all electric and sustainable and they will be placed on the Community Housing Trust, a Community Land Trust associated with INHS. That entity will own the underlying land and the

homeowner will own the improvements. As a result of this arrangement, the homes will be affordable in perpetuity and have additional non-HTFC regulations attached to them.

Ms. McKeown congratulated Tompkins Bank for its participation in this project and remarked that it is great that the homes are all electric and will be located in a great community with a great master plan.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN AFFORDABLE HOMEOWNERSHIP OPPORTUNITY PROGRAM AWARD FOR ITHACA NEIGHBORHOOD HOUSING SERVICES – TRUMANSBURG.**

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**The eleventh item on the agenda was a resolution authorizing an Affordable Homeownership Opportunity Program Award for Ithaca Neighborhood Housing Services – Freeville-Ithaca.**

Mr. Abbot presented.

Mr. Abbott stated that this is a similar setup to the last project he presented with INHS and Tompkins Bank. This is a \$1.4 million AHOP award supplemented by a variety of subordinate sources of funding. This project is for seven homes all to be regulated at 80% AMI with an average sales price of \$175,000 which is affordable at 62% of AMI. These homes will be modular construction – the Borrower is contracting with Simplex Homes, a Pennsylvania-based modular home builder. They will also be the GC for the sitework and the finishes, but the modular homes will be delivered on site. These homes will also be on the Community Housing Trust.

Ms. Miller commented that she was glad to see the development of three-bedroom homes. Ms. McKeown commented that she also appreciates the two-bedroom homes because not every family needs a large home and it's important not to overhouse people.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN AFFORDABLE HOMEOWNERSHIP OPPORTUNITY PROGRAM AWARD FOR ITHACA NEIGHBORHOOD HOUSING SERVICES – FREEVILLE-ITHACA.**

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**The next item on the agenda was a resolution authorizing an Affordable Homeownership Opportunity Program Award for Home HeadQuarters, Inc.**

Mr. Abbot presented.

Mr. Abbot stated that this project is a loan for a well-established Syracuse non-profit, Home HeadQuarters, Inc., a frequent HCR partner that is very active in homebuilding and rehab across the city of Syracuse and the surrounding areas. This project is 40 homes located in six clusters in Syracuse and the adjacent town of Solvay. 34 of the homes will be three-bedroom homes and six will be four-bedroom homes. Three of the homes will include an accessory rental unit – a request from the city of Syracuse. Those units will not be funded with AHOP subsidy. The award request is for \$7.8 million which will be supplemented at the permanent phase by an infusion of ARPA funds from the city of Syracuse. HTFC is partnerING with Geddes Federal as the participating lender. Home HeadQuarters has developed a variety of models for these homes that match the architectural heritage of the various neighborhoods across the city. All homes will be well insulated and all electric. Home HeadQuarters recently completed several passive house homes so they are well acquainted with sustainable construction. Construction is going to occur across four phases of ten homes each.

Ms. McKeown commented that it was good to see Geddes Federal participating in this program. Commissioner Visnauskas then noted that HTFC launched this homeownership program in the last housing plan, but it was scaled up for this housing plan, so it is exciting to see the program ramping up – it can take a while to get programs off the ground and to get various partners and developers on board with new programs.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN AFFORDABLE HOMEOWNERSHIP OPPORTUNITY PROGRAM AWARD FOR HOME HEADQUARTERS, INC.**

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**The next item on the agenda was a resolution authorizing an increase for a Community Development Block Grant Award for the Village of Newark.**

Ms. Loffler presented.

Ms. Loffler explained that the Village of Newark, a prior awardee of CDBG Public Infrastructure funds, has requested additional funds to address a gap caused by rising material expenses. OCR is seeking to increase this award by just under \$392,000. Without this increase the Village would not be able to complete this culvert replacement project as proposed. This increase would bring the award to a new total project cost of \$1 million.



Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN INCREASE TO A COMMUNITY DEVELOPMENT BLOCK GRANT AWARD FOR THE VILLAGE OF NEWARK.**

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**The fourteenth item on the agenda was a resolution authorizing a Community Development Block Grant award for Ulster County.**

Ms. Loffler presented.

Ms. Loffler began by stating that this month, OCR is proposing one CDBG Economic Development award – an award of \$92,000 to support the expansion of the Hudson House and Distillery. This will support the replacement of food prep and storage equipment as part of a new riverfront distillery and event space. The funding is tied to the creation of six new jobs for low- and moderate-income individuals. OCR is seeking approval to award funds and enter into a grant agreement with Ulster County – this distillery is located in the Hamlet of West Park in the Town of Esopus in Ulster County.

Commissioner Visnauskas asked what the distillery was going to produce and Ms. Loffler said that information is provided in the Board’s materials. Mr. McIntyre commented that it is a gorgeous property.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING A COMMUNITY DEVELOPMENT BLOCK GRANT ECONOMIC DEVELOPMENT PROGRAM AWARD FOR ULSTER COUNTY.**

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**The fifteenth item on the agenda was a resolution authorizing awards under the Neighborhood and Rural Preservation Programs.**

Ms. Loffler presented.

Ms. Loffler explained that just over \$25 million was included in the NYS Budget for the Neighborhood and Rural Preservation Programs. This is an annual program that has been funded

for decades and provides administrative funding to support a network of nearly 200 Rural and Neighborhood Preservation Programs. OCR is requesting Board approval to award these funds and enter into grant agreements with up to 60 RPCs and up to 133 NPCs, a full list of which was included in the Board materials.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AWARDS UNDER THE NEIGHBORHOOD AND RURAL PRESERVATION PROGRAMS.**

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**The sixteenth item on the agenda was a resolution authorizing amendments to Weatherization Stimulus Program contracts.**

Ms. Koepnick presented.

Ms. Koepnick stated that the Board was being presented with a request regarding the Weatherization Stimulus Program. HTFC received money through the American Rescue Plan – over \$50 million to enhance existing weatherization programs. Three subgrantees have told HTFC that they will not be able to spend their full allocations, but three other subgrantees have advised HTFC that they will be able to spend those funds. HTFC is requesting approval to amend the subgrantee contracts so the funding allocations can be fully expended before the deadline for spending occurs.

Commissioner Visnauskas commented that she loves the Weatherization Stimulus Program and the more HTFC can do with that program, the better. Ms. Miller asked exactly what occurs under the Weatherization Stimulus Program. Ms. Koepnick responded that the program funds energy retrofits to single and multifamily homes, including installations and sealing the building's envelope. Ms. McKeown commented that this is great for older homes, often occupied by seniors.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AMENDMENTS TO WEATHERIZATION STIMULUS PROGRAM CONTRACTS.**

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Ms. Lopez then noted that Ms. McKeown had to leave the meeting, but that quorum remained intact.

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**The seventeenth item on the agenda is a joint HFA and HTFC Board item – a resolution authorizing Clean Energy Initiative awards.**

Ms. Koepnick presented.

Ms. Koepnick explained that the Clean Energy Initiative contains funding from NYSERDA to do decarbonization in projects coming before the 4% and 9% teams. The Members have previously voted on these projects for their other sources of funding, but today HTFC is asking the Members to approve the Clean Energy Initiative funding specifically. This request includes eleven HTFC projects with 754 units and \$5.4 million in CEI funds being awarded and on the HFA side, two projects with 100 units and \$718,000 in CEI funds being awarded. These funds are used to electrify and decarbonize the buildings.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING CLEAN ENERGY INITIATIVE AWARDS.**

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HFA Members, Ms. Lopez asked all HFA members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING FINANCE AGENCY AUTHORIZING CLEAN ENERGY INITIATIVE AWARDS.**

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**The next item on the agenda was a resolution authorizing amendments to the contracts with Lancesoft, Inc. and 22<sup>nd</sup> Century Technologies, Inc.**

Ms. Chan presented.

Ms. Chan explained that HTFC was requesting amendments to the contracts with Lancesoft, Inc. and 22<sup>nd</sup> Century Technologies, Inc. These are two professional temporary staffing services contracts that were entered into to support the work of the Homeowner Assistance Fund. In May 2022, HTFC selected these two firms based on a prequalified panel of staffing services agencies to hire two mortgage processing specialists to assist with the HAF program. HTFC entered into the

contract with 22<sup>nd</sup> Century Technologies for a one-year term in an amount not to exceed \$75,000 and the contract with Lancesoft, Inc. for a one-year term in an amount not to exceed \$100,000. In March 2023, the Members authorized the amendment of these contracts each for an additional one-year term and in an amount not to exceed \$125,000. Since the HAF program is continuing to process applications and HTFC is quite satisfied with the performance of both providers, HTFC is now requesting to amend the contract with 22<sup>nd</sup> Century Technologies to increase the not to exceed amount to \$245,000 and the contract with Lancesoft, Inc. to increase the not to exceed amount to \$215,000 and to extend the terms of these contracts through May 2024.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AMENDMENTS TO THE CONTRACTS WITH LANCESOFT, INC. AND 22<sup>ND</sup> CENTURY TECHNOLOGIES, INC.**

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**The next item on the agenda was a resolution authorizing an amendment to the contract with Fedcap Rehabilitation Services, Inc.**

Mr. Buyer presented.

Mr. Buyer explained that this is a contract for printing and mailing. It was procured in the latter half of the last decade and HTFC is proposing to continue the contract for another two years and increase the contract amount. This is an important contract because not everyone has access to e-mail and text, so in order to ensure communication with everyone, printing and mailing is sometimes required.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH FEDCAP REHABILITATION SERVICES, INC.**

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**The next item on the agenda was a resolution appointing a SEQRA Officer/NEPA Certifying Officer and Reaffirming the Appointment of a SEQRA Officer/NEPA Certifying Officer.**

Ms. Spitzberg presented.

Ms. Spitzberg explained that she was recommending that the HTFC Members designate Cody Sargood as a SEQRA Officer and NEPA Certifying Officer and reaffirm James McAllister as a SEQRA Officer and NEPA Certifying Officer.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION APPOINTING A SEQRA OFFICER/NEPA CERTIFYING OFFICER AND REAFFIRMING THE APPOINTMENT OF A SEQRA OFFICER/NEPA CERTIFYING OFFICER.**

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**The twenty-first item on the agenda was a resolution authorizing the extension of the contract with DRG Construction LLC without a competitive award process.**

Mr. Lozito presented.

Mr. Lozito stated that DRG Construction LLC is in active construction on three public housing authority sites that they were awarded funds for last year. RHC needs them through the end of the year to substantially complete and close out this construction work. They were competitively awarded as part of a prequalified list that expired last year and this request is for an extension to complete the work they are currently under contract for.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING THE EXTENSION OF THE CONTRACT WITH DRG CONSTRUCTION LLC WITHOUT A COMPETITIVE AWARD PROCESS.**

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**The next item on the agenda was a resolution authorizing the extension of the contract with LiRo Architects and Planners, P.C. without a competitive award process.**

Mr. Lozito presented.

Mr. Lozito began by stating that this is for the same project that DRG Construction LLC is working on, but LiRo Architects and Planners, P.C. is the architect for the project.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING THE EXTENSION OF THE CONTRACT WITH LIRO ARCHITECTS AND PLANNERS, P.C. WITHOUT A COMPETITIVE AWARD PROCESS.**

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**The next item on the agenda was a resolution authorizing the extension of the contract with Tectonic Engineering Consultants, Geologist, and Land Surveyors, D.P.C. without a competitive award process.**

Mr. Lozito presented.

Mr. Lozito stated that RHC manages a Homeowner Repair Program in response to Superstorm Sandy that requires environmental review closeout work. RHC has a small number of these cases that need to be closed out and they need Tectonic's work for those and for some additional competitively awarded work associated with OCR's work in Mount Vernon.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING THE EXTENSION OF THE CONTRACT WITH TECTONIC ENGINEERING CONSULTANTS, GEOLOGIES, AND LAND SURVEYORS, D.P.C. WITHOUT A COMPETITIVE AWARD PROCESS.**

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**The next item on the agenda was a resolution authorizing the extension of the contract with Tetra Tech Engineers, Architects, and Landscape Architects, P.C. without a competitive award process.**

Mr. Lozito presented.

Mr. Lozito explained that RHC has a Rebuild By Design program which is a constellation of projects. Tetra Tech is the designer for some of those scopes of work. With one of those scopes of work, oil spilled on a living breakwater and RHC has received resources to address that issue, but the construction timeline has been extended. RHC requires the services of Tetra Tech through project completion.

Ms. Lopez moved for adoption of the resolution transmitted in connection therewith. Considering the first and second previously entered for the HTFC Members, Ms. Lopez asked all HTFC members voting to approve to signify by saying aye. The motion was carried and the following resolution was adopted unanimously:

**A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING THE EXTENSION OF THE CONTRACT WITH TETRA TECH ENGINEERS, ARCHITECTS, AND LANDSCAPE ARCHITECTS, P.C. WITHOUT A COMPETITIVE AWARD PROCESS.**

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Commissioner Visnauskas noted that the next items on the agenda are informational items, and that there would be no discussion on these items unless the Members so requested.

**ITEM 25.** Review of SEQRA Type II Actions

**ITEM 26.** Annual Review of the Charter of the Governance Committee of the Housing Trust Fund Corporation

**ITEM 27.** Annual Review of the Charter of the Audit Committee of the Housing Trust Fund Corporation

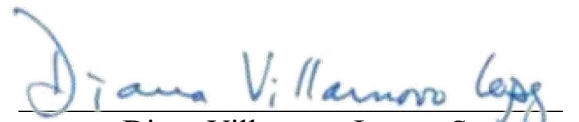
**ITEM 28.** Review of Land Bank Initiative Phase II Awards

**ITEM 29.** Review of Current Agency Procurements/Contracts in the Lobbying Restricted Period

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There being no unfinished business, Ms. Lopez asked for a motion to adjourn the HTFC Board, Audit, and Governance Committee meetings. Considering the first and second motions previously entered, the motions were carried, and the meetings were adjourned.

Ms. Lopez informed the Members that the next HTFC Board meeting is scheduled for Thursday, August 10, 2023, at 9:00 a.m.

  
Diana Villarnovo Lopez, Secretary