

**MINUTES OF THE MEMBERS' MEETING OF THE
NEW YORK STATE HOUSING TRUST FUND CORPORATION**

**HELD ON THURSDAY, AUGUST 10, 2023, AT 9:00 A.M.
641 LEXINGTON AVENUE
NEW YORK, NEW YORK 10004**

DIRECTORS AND DESIGNEES

PRESENT:

Kenneth Adams	Chairman
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
Jesse Olczak	New York State Division of the Budget, representing the Acting Director, Member (via video conference)
Eric Mostert	New York State Division of the Taxation and Finance, representing the Commissioner of Taxation and Finance, Member (via video conference)

Chairman Adams 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. Jesse Olczak, representing the Director of the New York State Division of the Budget, and Mr. Eric Mostert, 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 August 10, 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. Chairman Adams motioned to call the HTFC Board to order and Commissioner Visnauskas seconded the motion.

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

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 June 29, 2023. There being no objections or corrections from the Members, the minutes were deemed approved.

Chairman Adams stated that Item 2 on the agenda was a resolution authorizing an increase to a Community Investment Fund Award for Ithaca Neighborhood Housing Services, Inc.

Mr. Hebner presented.

Mr. Hebner explained that he was seeking the Board's approval to increase the Village Grove project's Community Investment Fund ("CIF") award of approximately \$611,000 to \$2.1 million. This award is intended to fund a nursery school as the community services facility component of the 46-unit residential project known as Village Grove which is located in Tompkins County and is being developed by Ithaca Neighborhood Housing Services. The project is being funded through 9% LIHC, Housing Trust Fund subsidy, and other sources. The project requested additional funding due to construction cost escalation and CIF is the only source available to cover the non-residential space that consists of the nursery school.

Ms. Lopez noted that Ms. McKeown would be recusing 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:

A RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN INCREASE TO A COMMUNITY INVESTMENT FUND AWARD FOR ITHACA NEIGHBORHOOD HOUSING SERVICES, INC.

The next item on the agenda was a resolution authorizing Fall 2022 Multifamily Finance 9% awards.

Mr. Hebner presented.

Mr. Hebner explained that HCR made awards in April 2023 stemming from the Fall 2022 RFP for 9% low income housing tax credits. Fifty-six applications were reviewed and twenty awards were made consisting of over 1300 units that will be created or preserved and representing over \$630 million in total project costs. The awards are distributed geographically statewide with between one and three projects in each of the ten Regional Economic Development Council regions. Mr. Hebner explained that he would be presenting the subsidy awards for the Board's approval. In addition there are four Downtown Revitalization Initiative ("DRI") awards that are associated with four of the twenty projects and are also included in the resolution for the Board's approval. DRI awards are assigned by the Department of State to HCR to administer and are usually presented to the Board by Crystal Loffler from OCR. Separate from the initial tranche of awards that the Board previously approved, these DRI awards are associated with four projects being presented today and administratively it is easier to include those four awards in this resolution because they will be tied closely to the projects being presented.

Mr. Hebner then gave a brief presentation of each award being submitted for the Board's approval. The awards were as follows:

DePaul Properties – Mr. Hebner stated that Mosaic Apartments is a sixty-unit new construction project. It is an integrative supportive housing project serving individuals with serious mental illness located in Schenectady.

Beacon Communities Services – Mr. Hebner stated that 35 Broadway is a sixty-seven-unit new construction integrated supportive housing project located in the Village of Menands in Albany County.

Housing Visions Consultants – Mr. Hebner stated that Creekside Landing is a fifty-two-unit multi-site redevelopment and new construction project in the City of Syracuse consisting of the construction of sixteen two-unit buildings and the rehab of one twenty unit building across twenty-three sites. The project also includes a supportive housing set aside for sixteen units for homeless young adults. It is one of the four DRI awards being presented – it will include a community services space for workforce development and a construction trade training center to be operated by Jubilee Homes.

Ibero-American Development Corp. – Mr. Hebner stated that Alta Vista at St. Joseph's Park is a seventy-six-unit new construction of a mixed income, mixed use supportive project on vacant land in Rochester. Fourteen units are set aside for a mix of homeless populations to be served by the YWCA of Rochester-Monroe. This is the second DRI project being presented and includes a commercial space, leasing office, and supportive services space.

Providence Housing Development Corporation – Mr. Hebner stated that the St. Leo Senior Apartments is the infill, new construction of forty units of supportive and senior housing located in the village of Hinton in Monroe County.

D&F Development Group – Mr. Hebner stated that Alegria North is an eighty-one-unit integrated supportive housing and workforce opportunity new construction projected located in Wyandanch within a quarter mile of the Long Island Railroad. Twenty-one units will be set aside for individuals reentering the community from incarceration and individuals with serious mental illness.

Georgica Green Ventures – the Grove Apartments, located in East Patchogue, is a fifty-five unit mixed use, mixed income integrated supportive housing project with seventeen units that will serve survivors of domestic violence and one chronically homeless household.

RUPCO, Inc. – Mr. Hebner stated that Silver Gardens is a fifty-seven-unit, new construction senior and integrated supportive housing project located in the Town of Lloyd, Ulster County. Twenty-nine of the units will serve a combination of homeless seniors, persons living with HIV/AIDS, and chronically homeless individuals.

Conifer LLC – Mr. Hebner stated that the James Linburgh Senior Apartments is a ninety-four-unit new construction senior housing project in the City of Yonkers and involves the clean up and redevelopment of a Brownfield site.

Kearney Realty & Development Group – Mr. Hebner stated that East End Lofts is a sixty-six-unit mixed income infill new construction project located in Newburgh, Orange County and will include a fifty percent artist preference.

Parkview Development and Construction – Mr. Hebner stated that Glove City Lofts is a seventy-five-unit mixed income, mixed-use project with a fifty percent artist preference in the city of Gloversville, Fulton County. This is the third DRI project and that award will fund a commercial space to house the Glove City Arts Alliance, an exhibition, gallery, and performance space for tenants and local artists.

The Fortune Society – Mr. Hebner stated that Castle III is an eighty-two-unit new construction integrated supportive housing project that includes 58 supportive units located on vacant land in East Harlem. These units will serve individuals reentering the community from incarceration and chronically homeless individuals living with an SMI or substance use disorder with histories of incarceration.

Housing Works – Mr. Hebner stated that Pitkin Avenue Residence is a thirty-nine-unit integrated supportive housing development located in Brooklyn that includes twenty-two units for chronically homeless individuals living with HIV/AIDS, SMI, or an SUD.

Comunilife – Mr. Hebner stated that Tiebout Avenue is an eighty-three-unit senior and integrated supportive housing project involving new construction in the Bronx. Fifty of the units will serve homeless seniors.

OWD Development – Mr. Hebner stated that the Oval Wood Dish Factory is the eighty-unit adaptive reuse of a large former factory complex to a mixed income workforce opportunity project located in the village of Tupper Lake, Franklin County. This is the residential component of a larger, three condo commercial development of the site in which Housing Visions Consultants is partnering with several private investment partners. The commercial uses to be funded by DRI include a Franklin County co-working space, offices for one of the investment partners, and self-storage units. The third condo is a separately financed brewery.

Providence Housing Development Corporation – Mr. Hebner stated that Dana Lyon Apartments is the adaptive reuse of a historic former school to create forty-nine units of mixed use, integrated supportive housing and workforce opportunity housing located in the village of Bath, Steuben County. Eight units are set aside for homeless individuals with either a serious mental illness or substance use disorder.

Visum Development Group – Mr. Hebner stated that Stately Apartments is the fifty-seven-unit, new construction of an infill mixed-use project located in Ithaca, Tompkins County with twenty units being set aside for homeless households – a mix of survivors of domestic violence and households with a substance use disorder.

BestSelf Properties – Mr. Hebner stated that Manhattan Village @ BestSelf involves the remediation of a vacant Brownfield site to allow the infill, new construction of a sixty-six-unit integrated supportive housing project in the city of Buffalo. Thirty-three of these units will be permanent supportive housing that is set aside for homeless households with either an SUD or SMI.

Park Grove Development – Mr. Hebner stated that Riley Brook Apartments is a seventy-unit new construction project in a well-resourced area. These are formally known as Housing Opportunity Projects. The project is located in the town of Hamburg, Erie County.

Belmont Housing Resources for Western New York – Mr. Hebner stated that 875 Lafayette is an eighty-unit mixed income adaptive reuse of the vacant portions of a former hospital in the city of Buffalo.

Chairman Adams then thanked Mr. Hebner for his presentation and commented on what an impressive list of projects had been presented and the complicated nature of pulling so many funding sources together. Commissioner Visnaukas also congratulated Mr. Hebner and his team on the work they had done to review applications and make awards and commented on the incredible list of projects being presented. Mr. McIntyre then commented on how impressive it was that the projects presented weave together resources and stated that their level of complexity is the difference between getting affordable housing built vs. affordable housing not being built. He continued by saying that the efforts of the HTFC staff and their ability to structure these deals is what differentiates New York from a lot of other agencies throughout the country.

Ms. Lopez noted that Ms. McKeown recused herself from voting for all projects that included involvement or funding from the Community Preservation Corporation (“CPC”) – the Riley Brook Apartments, 35 Broadway Veterans Supportive Housing, Alta Vista at St. Joseph’s Park, and GGV East Patchogue.

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 FALL 2022 MULTIFAMILY FINANCE 9% AWARDS.

The fourth item on the agenda was a resolution authorizing Small Rental Development Initiative awards.

Ms. Fletcher presented.

Ms. Fletcher explained that the Small Rental Development Initiative (“SRDI”) was structured around a FY23 allocation of \$7 million. In January, HTFC issued a Request for Applications – non-profit housing organizations were invited to apply for funding for the rehab or new construction of rental projects from five to twenty units and generally affordable at 80% of AMI or less. The funding is being offered as a 0% deferred payment loan with a fifteen-year affordability period. HTFC received eleven applications that were scored by two staff members whose scores were averaged – the scores were based on project need and impact, development team experience and capacity, project readiness, and the financing plan presented. The top five scoring projects reflect a total request of just over \$6.8 million which is roughly half of the total cost of the proposed projects. The following projects were presented:

Home HeadQuarters – a five-unit project in Syracuse that is part of a small mixed-use building to be built in an area where there is a lot of focus and concentration on revitalization.

Urban League of Rochester Economic Development Corporation – the rehabilitation of sixteen existing units in Rochester.

Housing Visions – the rehabilitation of thirteen existing units in Syracuse combined with several other financing resources.

HAPEC – the construction of six units using modular construction in the rural Town of Wilmington, Essex County.

Greater Opportunities for Broome and Chenango – the construction of twelve units in Binghamton.

Ms. Fletcher then noted that many great proposals were received and she is disappointed that HTFC could not fund more of them, but another \$7 million was allocated for this program in

the most recent fiscal year so HTFC is hoping to issue a second Request for Applications in the Fall.

Chairman Adams asked Ms. Fletcher how HTFC advertised this new program. Ms. Fletcher responded that the Rural Housing Coalition was very interested in this funding and did a lot of outreach to ensure people knew about it. Additionally, HTFC was able to do outreach through the networks that OCR and Ms. Loffler's team have with NPCs and RPCs – HTFC did a lot of e-mailing and outreach through them to make sure people knew about this funding opportunity.

Chairman Adams then asked if any of the applicants have had previous deals with HCR. Ms. Fletcher responded that they are all non-profits that HTFC has done a lot of work with and that most applications came from organizations that are working with the Agency.

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 SMALL RENTAL DEVELOPMENT INITIATIVE AWARDS.

The next item on the agenda was a resolution authorizing an Affordable Homeownership Opportunity Program Award for Hidden Meadow at Somers, LLC.

Mr. Abbott presented.

Mr. Abbott stated that this is a \$1.6 million award. The sponsor is Carney Real Estate and Development Group, a very experienced developer and repeat client of the agency that has done a lot of work in the mid-Hudson region. This project is the second phase of a larger development, a subdivision that involves thirty-seven market rate townhomes. The project initially intended to use AHC funds for the eight affordable townhomes but experienced construction delays and other issues so they are bringing the project back for refinancing. CPC will be providing a construction loan and HTFC will be providing AHOP funds to ensure affordability and make sure the project can be completed. The homes being discussed are currently 40% complete with foundations laid and the AHOP funds being committed will allow for their completion. Mr. Abbott continued that these units will all be regulated at 80% of AMI and each home will have an accessory dwelling unit – a one bedroom apartment on the lower level – that will be regulated by Westchester County and rented at up to 60% of AMI. The homes will be sold at about \$275,000 which equates to 76% of AMI. Mr. Abbott finished by saying that it is rare to be able to develop affordable housing in Westchester County so HTFC is excited about this opportunity.

Ms. Lopez noted that Ms. McKeown 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 RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN AFFORDABLE HOMEOWNERSHIP OPPORTUNITY PROGRAM AWARD FOR HIDDEN MEADOW AT SOMERS, LLC.

The sixth item on the agenda was a resolution authorizing an Affordable Homeownership Opportunity Program award for the Mutual Housing Association of New York.

Mr. Abbott presented.

Mr. Abbott explained that this is another project that has experienced difficulties and AHOP funding is being provided to allow for project completion. This is a \$9 million award for the substantial rehabilitation of two buildings in the Washington Heights neighborhood of Manhattan. The AHOP funding is filling a financing gap and improving the affordability and marketability of the units. This is the second phase of a two-phase project – in the first phase the project ran into issues with sales prices and marketability. There are a total of fifty units in the project – seventeen are currently vacant. In the other units the tenants have been relocated and will be moved back into their units once work is complete. These are tenants who have been living in the building which is a city-owned building managed through the Tenant Interim Lease Program. It is now in HPD's Affordable Neighborhood Cooperative Program which intends to rehabilitate city-owned properties and transfer them to tenants in the form of cooperatives. The sponsor of this project is the Mutual Housing Association of New York, a prolific non-profit developer in New York City that does a lot of work with distressed housing. The lender for this project is CPC.

Mr. Abbott continued by saying that in the first phase of the project the GC “imploded”, the pandemic happened, and there have been squatters in the building. These issues ballooned the project's costs so they are seeking additional financing. The vacant units will be sold at an average sales price of about \$240,000 which equates to about 76% of AMI.

Chairman Adams asked if HTFC's subsidy is lowering the costs of the units. Mr. Abbott responded yes – originally the vacant sales prices had to be underwritten higher to fill the project's financing gap – the AHOP funds will bring the prices down by \$40,000/unit. The project is hopeful that lower prices will help the project avoid some of the problems it experienced in the first phase – the units are small and hard to market.

Ms. Lopez noted Ms. McKeown's recusal 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 RESOLUTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN AFFORDABLE HOMEOWNERSHIP OPPORTUNITY PROGRAM AWARD FOR THE MUTUAL HOUSING ASSOCIATION OF NEW YORK.

The next item on the agenda was a resolution authorizing increases to Community Development Block Grant CARES Act awards.

Mr. LaMountain presented.

Mr. LaMountain stated that OCR was advancing two recommendations for increases to current awards. Both Chenango County and the Commission on Economic Opportunity for the Greater Capital District (“CEO”) have been successfully administering CDBG-CV projects. Chenango County encountered unforeseen complications related to equipment installations related to their broadband expansion project and is requesting additional funding to cover this gap. CEO is requesting additional support to complete its community services facility in Troy. This request is due to substantial construction cost escalation. OCR is therefore requesting approval to amend existing grant agreements and award an additional \$64,800 to Chenango County and an additional \$676,079 to CEO bringing the total awards to just under \$2 million and \$6.6 million respectively. These award increases are covered by a small balance of uncommitted CDBG-CV funds and funds that have been reallocated from other awards.

Chairman Adams asked what the LMI households listed in the “Accomplishments” section of the board materials meant. Mr. LaMountain responded that CDBG counts the number of people who stand to benefit from the CDBG-funded activity – this is approximately 30,000 people for the CEO project and 4800 for the Chenango County project.

Mr. McIntyre asked for more information regarding this model of broadband expansion and stated that the amount of people benefiting from these CDBG investments could represent a “change the game” model. Mr. LaMountain responded that he could follow up with further information.

Chairmans Adams then asked Commissioner Visnauskas about the model of HTFC using these funds for broadband expansion. Commissioner Visnauskas responded that this was CARES Act funding – HTFC applied to HUD with an explanation of how HTFC would use these funds and this was one of the eligible uses.

Ms. McKeown then asked if there was a way to integrate broadband into all of the affordable housing that is funded. Commissioner Visnauskas responded that high speed internet is required in all new construction. Ms. McKeown asked if HTFC had access to specific capital for this or EDC money or whether it is built into a project’s budget. Commissioner Visnauskas responded that it is built into the project’s budget.

Mr. McIntyre responded that when buildings are being retrofitted there is an opportunity to add these resources to projects. He continued that it would be amazing to see broadband funding flowing to HTFC the way energy funding is flowed to the agency to support work that is already being mandated through the design guidelines.

Commissioner Visnauskas responded that where this is possible HTFC can try to do this.

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 INCREASES TO COMMUNITY DEVELOPMENT BLOCK GRANT CARES ACT AWARDS.

The eighth item on the agenda was a resolution authorizing a Community Development Block Grant Economic Development program award for the City of Gloversville.

Mr. LaMountain presented.

Mr. LaMountain stated that OCR makes approximately \$10 million in CDBG Economic Development funds available on an open round basis and awards funds throughout the year to units of local government to assist business that propose the creation or retention of jobs primarily available to low and moderate individuals. This month, OCR is requesting approval to award \$273,200 in CDBG funding to help stabilize and expand Samco Manufacturing Company in the City of Gloversville. The grant funding will support the purchase of new machinery and equipment to help the business grow and will support the creation or retention of 43 jobs.

Chairman Adams and Commissioner Visnauskas asked what Samco does. Mr. LaMountain responded that it makes gloves and is a part of the textile industry.

Chairman Adams then asked if the ESD funding had been approved by their Board. Mr. LaMountain responded that CDBG is the last funding in and they had seen the incentive letter from ESD.

Ms. McKeown stated that there are great things happening in Gloversville and that the City has a very dynamic mayor.

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 AUTHORIZING A COMMUNITY DEVELOPMENT BLOCK GRANT ECONOMIC DEVELOPMENT PROGRAM AWARD FOR THE CITY OF GLOVERSVILLE.

The next item on the agenda was a resolution authorizing an increase to a Community Development Block Grant Infrastructure award for the Village of Cobleskill.

Mr. LaMountain presented.

OCR is requesting approval to increase the CDBG Infrastructure award for the village of Cobleskill by \$250,000 to cover a gap in funding caused by rising materials and labor expenses. Without this increase the Village will be unable to complete the planned wastewater treatment plant upgrade. The new award will total \$1.25 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 MOTION OF THE HOUSING TRUST FUND CORPORATION AUTHORIZING AN INCREASE TO A COMMUNITY DEVELOPMENT BLOCK GRANT INFRASTRUCTURE AWARD FOR THE VILLAGE OF COBLESKILL.

The tenth item on the agenda was a resolution authorizing Community Controlled Affordable Housing program awards.

Ms. Wieder presented.

Ms. Wieder explained that she was seeking authorization from the Board to make awards to fifteen grantees under the new Community Controlled Affordable Housing Program. This program was funded by a \$1 million State budget allocation. HTFC released a Notice of Funding Availability and received over \$4 million in applications. HTFC is asking to fund fifteen of the applicants for a total award of \$998,963. There are four predevelopment proposals for rehab and the rest are smaller planning grants.

Chairman Adams asked what this money would be used for. Ms. Wieder responded that most of the awards were for \$20,000 for planning and working with tenants to help gain control over their housing in different ways.

Chairman Adams then asked if the awardees were organizations HTFC has previously worked with. Ms. Wieder responded that many of the awardees for this program are young CLTs

that are using this planning money to formalize their existence and branch off from other non-profit organizations. Ms. Wieder went on to say that this was a unique pot of money that could be used to fund these younger groups. The predevelopment awards are being used to do things like prepare to gain site control and these awardees would likely return to the agency for development funds.

Mr. McIntyre commented that it was good and important to see organizations being funded that are deeply embedded in their communities and know their communities' housing needs. Ms. Wieder responded that this is a lot of the awardees first interaction with HTFC and staff has been having a lot of communication with them. She went on to say that there is an additional \$1 million in this year's State budget for the same purpose and this could be used to fund more applications in the future.

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 COMMUNITY CONTROLLED AFFORDABLE HOUSING PROGRAM AWARDS.

The eleventh item on the agenda was a resolution authorizing an amendment to a contract with the Western New York Law Center.

Ms. Wieder presented.

Ms. Wieder explained that this contract is for the East Buffalo Homeowner Assistance Fund, a program that has been run for one year through the Western New York Law Center ("WNYLC"), a nonprofit housing and legal services organization in western New York. WNYLC has been taking applications from homeowners who need assistance with tax arrears and water bills to help them avoid foreclosure. The program has received an enormous amount of applications, over 2000, and the first 1300 have been processed in the first year of the program. WNYLC's contract needs to be extended for another year to get through the remainder of the applications and increased by \$75,000 to pay for the staff completing this work.

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 A CONTRACT WITH THE WESTERN NEW YORK LAW CENTER.

The next item on the agenda was a resolution approving the SEQRA documentation and classification of the environmental impact of the Grove Apartments.

Ms. Spitzberg presented.

Ms. Spitzberg stated that she was presenting the Grove Apartments in East Patchogue for classification of the project as an Unlisted Action according to SEQRA and the issuance of a Negative Declaration. The project proposes the new construction of three buildings for families totaling fifty-five units on a 2.7 acre site at 400 East Main Street in East Patchogue in the town of Brookhaven, Nassau County. There are no unmitigated environmental issues.

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 SEQRA DOCUMENTATION AND CLASSIFICATION OF THE ENVIRONMENTAL IMPACT OF THE GROVE APARTMENTS.

The next item on the agenda was a resolution authorizing an amendment to the contract with Emphasys Computer Solutions, Inc.

Mr. Buyer presented.

Mr. Buyer stated that after several years of hard work by many people we are nearing the completion of the Section 8 Housing Choice Voucher Technology Transformation project. This will allow HTFC to go online with its application and landlord portals and will bring the program into the 21st century. Remote group training on the new program with local administrators was attempted but a lot of apprehension was expressed by the local administrators. HTFC is therefore moving toward individual, onsite, in person trainings for each of the LAs to make sure the transformation works, but this will cost a little more money. Additionally, in the long run HTFC is going to add additional customer support in the few weeks after the transformation goes live and subscriptions to something called Emphasys University which will provide LAs with ongoing access to videos and trainings. These efforts will ultimately increase the cost of the project but staff believes it is well worth it and is requesting an increase in the value of the contract from \$7.1 to \$8 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 AMENDMENT TO THE CONTRACT WITH EMPHASYS COMPUTER SOLUTIONS, INC.

The fourteenth item on the agenda was a resolution authorizing an amendment to the contract with CVR Associates, Inc.

Mr. Buyer presented.

Mr. Buyer explained that HTFC is adding vouchers in New York City with the new New York City waiting list that was opened in 2021. In an effort to increase the speed at which the vouchers are added HTFC has brought in a contractor, CVR Associates, Inc. The original goal was to have about 500 vouchers leased up in New York City but because of a higher success rate than anticipated in the applications, HTFC might exceed that number and get to 600, 700, or even 900 vouchers. The contractor is compensated based on the number of vouchers they get to the finish line and how many tasks they complete so HTFC is requesting a small increase in the amount of this contract in the hope that the contractor will succeed in exceeding expectations.

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 CVR ASSOCIATES, INC.

The fifteenth item on the agenda was a resolution authorizing Legal Services contracts.

Ms. Lopez presented.

Ms. Lopez explained that at the January 26, 2023 Board Meeting, the Boards authorized extending the term of legal services contracts for non-bond counsel matters for a six month period, through July 2023 as the agencies worked on issuing an RFP to reestablish a prequalified panel of law firms. The existing panel was created in 2012 and was very stale so the agencies launched an RFP for non-bond counsel on March 16, 2023 and received twenty-nine responses. Eight of the responding firms were MBEs, two were MWBES, and six were WBEs. An agency committee reviewed the written responses and is now conducting interviews. Ms. Lopez anticipates requesting the Board's approval to establish a new panel of law firms in the Fall. To allow for a seamless transition, agency staff is requesting authorization from the Members to extend the term of the contracts with firms on the existing panel through December 31, 2023. Ms. Lopez commended Mr. Valella and the other members of the committee for their hard work on establishing a new panel.

Mr. McIntyre commented that the complexities of the agencies' work is immense and that the real estate world is going to continue to evolve around us and it important to engage with firms that have expertise in distressed asset repositioning.

Ms. Gonzalez stated that she appreciated that the agencies recognized that they had stale relationships that needed a shake up.

Chairman Adams asked if the Board was being asked to approve the new list of firms at that meeting. Ms. Lopez responded that the Board was being asked to extend the current panel of law firms to allow for time to finish the new RFP process.

Chairman Adams also commented that it is commendable that eleven of the twenty-nine respondents to the new RFP are certified MWBEs. He also stated that geographic diversity matters and asked if all respondents were located in New York City. Ms. Lopez responded that she ensured that Amy Zamenick, an attorney from the Albany office, was included on the procurement panel and that has helped with ensuring there are Upstate firms on the panel as well. Ms. Lopez also stated that in reviewing proposed pricing, as a state agency HTFC would expect a discount and that after any law firms were procured their billing would be monitored very closely.

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 LEGAL SERVICES CONTRACTS.

Chairman Adams 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 16. Review of SEQRA Type II Actions

ITEM 17. Review of Current Agency Procurements/Contracts in the Lobbying Restricted Period

There being no unfinished business, Ms. Lopez asked for a motion to adjourn the HTFC Board meeting. 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 Tuesday, September 12, 2023, at 9:00 a.m.

Diana Villarnovo Lopez, Secretary