

**David A. Paterson
Governor**



**Deborah VanAmerongen
Chairperson**

New York State Housing Trust Fund Corporation
Hampton Plaza
38-40 State Street
Albany, NY 12207

**MINUTES OF THE
TWO HUNDRED SIXTY FOURTH MEETING
OF THE MEMBERS OF THE
HOUSING TRUST FUND CORPORATION**

Time and Date: 11:00 a.m., November 3, 2009

Location: 38-40 State St., Albany, New York

**Members Present: Deborah VanAmerongen, Karen Hunter and Jennifer
McCormick**

Others in attendance in Albany:

Brian E. Lawlor	Chief Executive Officer
Sean Fitzgerald	Vice President – OCD
Gail Hammond	Vice President – OCR
Christian Leo	Vice President – OCR
Michael Skrebutenas	President - OHM
Alan Smith	Vice President – OHM
Richmond McCurnin	Vice President - OHM
Gary R. Connor	Counsel
Catherine Johnson	Treasurer
Frank Markowski	Assistant Treasurer
Sean P. Shea	Secretary
Lorrie Pizzola	DHCR

Barbara Wigzell

DHCR

Maralyne Fleischman

DHCR

Approval of the Minutes of the September 22, 2009 Meeting

After full discussion, upon motion made by Ms. McCormick and second made by Ms. Hunter, the minutes of the September 22, 2009 meeting were unanimously adopted.

Appointment of Michael Skrebutenas as President of the Office of Housing Management

Mr. Shea presented the resolution to the Members for their consideration.

Highlights:

- The position of President of the Office of Housing Management has been left vacant since the departure of David Cabrera.

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

RESOLVED that Michael Skrebutenas is hereby appointed to hold the Office of President of the Office of Housing Management for a term consistent with Article V of the By-Laws of the Corporation:

Treasurer's Report:

Mr. Markowski presented the report to the Members for their consideration.

Highlights:

- As of September 30, 2009 the Corporation had \$ 2,817,795 in its bank accounts and \$ 187,211,618 in investments. There were no budget certificates or vouchers as of that date.
- The field work for the single audit has been completed and the draft findings are being reviewed.
- The responses to a request for proposals for banking services for the Section 8 Housing Assistance Program are under review.

Report of the President of the Office of Community Renewal

Mr. Leo presented the report to the Members for their consideration.

Highlights:

- **Mr. Leo summarized the report to the Members and was available for questions.**

Community Development Block Grant Program Awards

Ms. Hammond presented the resolution to the Members for their consideration.

Highlights

- **Mr. Hammond presented a summary of the proposed awards.**

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

Resolved that the President of the Office of Community Renewal or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by the statute or regulation, to enter into award and regulatory agreements under the Community Development Block Grant Program with the applicants listed below in the amounts listed below and upon such terms and conditions as are set forth in the annexed briefing reports:

Economic Development

County of Chemung (38 new low and moderate income positions;

70 total new positions)	225ED657-09	\$ 750,000
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Town of Pembroke (12 new low and moderate income positions; 15 total

new positions)	893ED664-09	\$ 166,000
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County of Rensselaer (25 new low and moderate income positions;

26 total new positions)	975ED659-09	\$ 406,000
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County of Wyoming (12 new low and moderate income positions; 16 total

new positions)	1279ED673-09	\$ 256,000
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Small Business Assistance

County of Oswego (2 new low and moderate income positions;

2 total new positions)

864SB675-09

\$ 50,000

Report of the President of the Office of Community Development

Mr. Fitzgerald presented the report to the Members for their consideration.

Highlights:

- **The application deadline for the next capital funding round is February 10**
- **With today's proposed awards, the Corporation will have awarded its share of New York's allocation of TCAP funding. HFA has awarded all its share of the TCAP awards and HPD is expected to complete its awards shortly.**
- **A request for proposals for \$ 25,000,000 of funding for a foreclosure prevention services program has been issued. It will have an open window until August. The funds are coming from the Fiscal Stability Fund created by the Stimulus Act.**

Confirmation of resolution taken without meeting concerning the award to

Warwick Properties, Inc.

Mr. Fitzgerald presented the resolution to the Members for their consideration.

Highlights:

- **It was determined that the NEPA review for TCAP for this project was found to be not transferable and the needs of the project made the switch in funding the appropriate response.**

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

RESOLVED that the action taken by the attached resolution is confirmed and adopted; and be it further

RESOLVED that the President of the Office of Community Development or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract

Tax Credit Assistance Program Awards to Eligible Applicants

Mr. Fitzgerald presented the resolution to the Members for their consideration.

Highlights:

- The resolution was modified prior to the meeting to include an award to PathStone and to modify the award amount being made to Housing Visions.
- Mr. Fitzgerald summarized each of the proposed awards presented to the Members.

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

RESOLVED that the President of the Office of Community Development or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by statute or regulation, to enter into TCAP award and regulatory agreements with the applicants listed below in the amounts listed below and upon such terms and conditions as are set forth in the annexed briefing reports:

Neighbors of Watertown, Inc.	20086061	\$ 2,208,497
PathStone Development Corporation	20096029	\$ 5,426,960
Housing Visions Consultants, Inc.	20096043	\$ 3,838,284
Atlantic Development Group LLC	20096051	\$ 7,050,000
Evergreen Partners, LLC	20096054	\$ 2,250,000
Christopher Community, Inc.	20096078	\$ 1,592,427
Ashburton Avenue I, LP	20096103	\$ 2,755,116
Monadnock Construction	20096122	\$ 7,755,437

Small Projects Program Awards to PathStone Development Corp.

Mr. Fitzgerald presented the resolution to the Members for their consideration.

Highlights:

- **Mr. Fitzgerald presented a summary of the proposed awards.**

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

RESOLVED that the President of the Office of Community Development or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by statute or regulation, to enter into award and regulatory agreements under the Small Projects Program with the applicant listed below in the amounts listed below providing from funding from the Corporation Programs as determined by the President of the Office of Community Development, upon such terms and conditions as are set forth in the annexed briefing reports:

St. Nicholas Neighborhood Preservation

Corporation	20096009	\$ 710,299
North Fork Housing Alliance Inc.	20096140	\$ 875,000

Urban Initiative Awards to Eligible Applicants

Mr. Fitzgerald presented the resolution to the Members for their consideration.

Highlights:

- **Mr. Fitzgerald presented a summary of the proposed awards.**

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

RESOLVED that the President of the Office of Community Development or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by statute or regulation, to

enter into an award and regulatory agreements under the Urban Initiatives Program with the applicants listed below in the amounts listed below and upon such terms and conditions as are set forth in the annexed briefing reports:

NCS Community Development Corporation	20096007	\$ 75,241
830 Fox Street Housing Development Fund Company, Inc.	20096150	\$ 200,000
Pathstone Housing Action Corp.	20096173	\$ 200,000

Increase in the Urban Initiative Award to the Neighbors of Watertown, Inc.

Mr. Fitzgerald presented the resolution to the Members for their consideration.

Highlights:

- Mr. Fitzgerald presented a summary of the proposed increase.

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

RESOLVED that the President of the Office of Community Development or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by statute or regulation, to enter into an award and regulatory agreement under the Urban

Initiatives Program with the applicant listed below in the amount listed below, which is inclusive of all previous awards previously made under the Urban Initiatives Program for the project, and upon such terms and conditions as are set forth in the annexed briefing report:

Neighbors of Watertown, Inc.	20086061	\$ 200,000
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Rural Area Revitalization Program Awards to Eligible Applicants

Mr. Fitzgerald presented the resolution to the Members for their consideration.

Highlights:

- Mr. Fitzgerald presented a summary of the proposed awards.

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

RESOLVED that the President of the Office of Community Development or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by statute or regulation, to enter into an award and regulatory agreements under the Rural Area Revitalization Projects Program with the applicants listed below in the amounts listed below and upon such terms and conditions as are set forth in the annexed briefing reports:

Snow Belt Housing Company, Inc.	20080403	\$ 200,000
North Fork Housing Alliance Inc.	20096140	\$ 200,000
M-Ark Project, Inc.	20096181	\$ 200,000
Community Services Programs, Inc.	20096186	\$ 200,000

Infrastructure Development Demonstration Program Awards to the Development Authority of the North Country

Mr. Fitzgerald presented the resolution to the Members for their consideration.

Highlights:

- Mr. Fitzgerald presented a summary of the proposed award. The funds will be used to assist the Summit Wood project in Jefferson County

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

RESOLVED that the President of the Office of Community Development or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by statute or regulation, to enter into

award and regulatory agreements to be administered under and pursuant to the Infrastructure Development Demonstration Program, with the applicant listed below in the amount listed below and upon such terms and conditions as are set forth in the annexed briefing report:

Development Authority of the North Country 20060443 \$ 250,000

Low Income Housing Trust Fund Seed Money award to Frontier Housing Corporation

Mr. Fitzgerald presented the resolution to the Members for their consideration.

Highlights:

- Mr. Fitzgerald presented a summary of the proposed award.

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

RESOLVED that the President of the Office of Community Development or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by statute or regulation, to enter into a seed money award agreement, for seed money award expenses only, with the applicant listed below for the amount listed below and upon such terms and conditions as are set forth in the annexed briefing report:

Frontier Housing Corporation 20096153 \$ 30,000

SEORA

Ms. Wigzell presented the resolution to the Members for their consideration.

Highlights:

- Ms. Wigzell summarized each of the projects being considered by the Members.

- **Approximately 80 projects were classified as type II since the last meeting.**

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

RESOLVED that the Corporation accepts the report of the SEQRA Committee attached hereto conditional upon the satisfactory resolution of any adverse condition identified therein; and be it further

RESOLVED that the Corporation classified the following projects as Unlisted, the determinations as listed in the right hand column be made and that no further action is required:

YWCA of White Plains & Central

Westchester	20086033	Neg. Declaration
Sisters of Charity Housing Development		
Corporation	20086045	Neg. Declaration
Saratoga Affordable Housing Group, Inc.	20096147	Neg. Declaration

and be it further

RESOLVED that the SEQRA Officer for the Office of Community Development, or the President for the Office of Community Development in the SEQRA Officer’s absence, is authorized and directed to implement the determinations of the Corporation as made above.

Report of the President of the Office of Housing Management

Mr. Skrebutenas presented the report to the Members for their consideration.

Highlights:

- **Mr. Skrebutenas summarized the report to the Members and was available for questions.**

One-Year Extension Of The Private Sector Partner Contract with CGI

Mr. Skrebutenas presented the report to the Members for their consideration.

Highlights:

- **The proposed contract extension with CGI would make it coterminous with the annual contributions contract with HUD.**
- **This will be the fifth year under the present rfp for the private sector partner. A new rfp will have to be issued to cover any term after the upcoming term.**

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

RESOLVED that the President of the Office of Housing Management or other authorized officer be, and hereby is, authorized and directed to negotiate and execute an extension of the private sector partner contract with CGI for a one-year term to commence on December 1, 2009 in accordance with the briefing report submitted in support of this resolution.

Public Housing Modernization awards to Eligible Applicants

Mr. McCurnin presented the resolution to the Members for their consideration.

Highlights:

- **Mr. McCurnin presented a summary of the proposed awards.**
- **The awards to the New York City Housing Authority and the Tonawanda Housing Authority are direct awards and the awards to the North Hempstead Housing Authority and Oswego Housing Authority are financial restructuring awards.**

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

RESOLVED that the President of the Office of Housing Management or other authorized officer of the Corporation be, and hereby is, authorized and directed, upon satisfactory compliance with any pre-contract conditions as are required by statute or regulation, to enter in award and regulatory agreements with the applicants listed below in the amounts listed below and

upon such terms and conditions as are set forth on the annexed briefing reports:

New York City Housing Authority	\$ 6,400,000
North Hempstead Housing Authority	\$ 1,600,000
Oswego Housing Authority	\$ 2,500,000
Tonawanda Housing Authority	\$ 1,900,000

New Business

Mr. Lawlor and Ms. VanAmerongen announced that the Corporation would be switching over to a digital format for the board packages instead of paper for future meetings. The method of conducting the meetings using the new format is still under consideration.

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

Dated: November 3, 2009

Sean P. Shea, Secretary