



**Homes and
Community Renewal**

**Housing
Trust Fund
Corporation**

ANDREW M. CUOMO
Governor

RUTHANNE VISNAUSKAS
Commissioner/CEO

MEMORANDUM

To: Members of the Corporation

From: Stacey C. Mickle, Treasurer

Date: June 27, 2018

Subject: ANNUAL REPORT ON PROPERTY DISPOSAL GUIDELINES

Pursuant to Sections 2895 through 2897 of the Public Authorities Law and Section 601 of the Corporation's Procurement Contracts Guidelines, the Corporation must prepare and approve an Annual Report on Property Disposal Guidelines. After approval, the report will be submitted to the Office of the State Comptroller, the Director of the Budget, and the Commissioner of General Services, and uploaded to the PARIS reporting system maintained by the Authorities Budget Office.

A copy of the Report, together with a resolution approving it and the Property Disposal Guidelines, is attached. No changes to the Guidelines or the Corporation's Contracting Officer are proposed. Approval of the resolution is hereby recommended.



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PROPERTY DISPOSAL GUIDELINES

For the Fiscal Year Ending March 31, 2018

HOUSING TRUST FUND CORPORATION
**GUIDELINES REGARDING THE USE, AWARDED,
MONITORING AND REPORTING OF CONTRACTS
FOR THE DISPOSAL OF PROPERTY**

ARTICLE I

STATEMENT OF PURPOSE AND TITLE

101. These Guidelines are adopted pursuant to the provisions of Sections 2895 through 2897 of the Public Authorities Law and shall be reviewed and approved by the Members of the Corporation at least annually.
102. This document may be referred to as the Corporation's "Property Disposal Guidelines."

ARTICLE II

DEFINITION OF TERMS

201. Definitions. The following terms shall, for all purposes of these Guidelines, have the following meanings unless the context shall clearly indicate some other meaning:
 - 1) "Corporation" shall mean the Housing Trust Fund Corporation.
 - 2) "Board" shall mean the Members of the Corporation.
 - 3) "Contracting Officer" shall mean the officer, employee or agent of the Corporation who shall be appointed by resolution of the Board to be responsible for the disposition of property.
 - 4) "Dispose" or "Disposal" shall mean transfer of title or any other beneficial interest in personal or real property in accordance with Section 2897 of the Public Authorities Law.
 - 5) "Property" shall mean, with respect to the Corporation, personal property in excess of five thousand dollars in value, real property, and any inchoate or other interest in such property, to the extent that such interest may be conveyed to another person for any purpose, excluding real property owned and operated as housing accommodations for low income persons pursuant to a regulatory agreement with the Corporation, and excluding an interest securing a loan or other financial obligation of another party.

ARTICLE III

Authorization for Disposition of Property

301. These Guidelines shall be consistent with, and comply with, Section 2896 of the Public Authorities Law, Section 45a of the Private Housing Finance Law, and any other section of law governing the disposition of property by Public Benefit Corporations of the State of New York.
302. The Corporation shall, by resolution of the Board, designate an officer, employee or agent of the Corporation to be its Contracting Officer.
303. The Contracting Officer shall have supervision and direction over the disposition of all real and personal property of the Corporation.
304. When it shall be deemed advantageous to the State of New York, the Contracting Officer, on behalf of the Corporation, may enter into an agreement with the Commissioner of General Services under which such Commissioner may dispose of property of the Corporation under terms and conditions agreed to by the Corporation and the Commissioner of General Services. In disposing of any such property, the Commissioner of General Services shall be bound by the terms of this title and references to the Contracting Officer shall be deemed to refer to such Commissioner.
305. The Contracting Officer may, as necessary or convenient, consult with employees of the Division of Housing and Community Renewal, the Office of General Services or any other appropriate Agency or Public Authority of the State of New York, to obtain assistance or guidance in connection with the disposition of the Corporation's property.
306. The Contracting Officer shall assume custody and control of any property pending disposition, and shall transfer such custody and control to the Commissioner of General Services pursuant to an agreement entered into in accordance with Article III, Section 304 of these Guidelines. The Contracting Officer may also transfer custody of such property to the Director of Support Services or the Director of Housing Information Systems of the Division of Housing and Community Renewal as may be necessary or convenient to effectuate the disposition of such property in an efficient and orderly manner.

ARTICLE IV

Policy for Disposal of Property

401. All real and personal property of the Corporation is subject to these guidelines regardless of whether such property was originally purchased or invoiced in the name of the Corporation or any of its Offices or Units.
402. All disposals of property under these Guidelines shall be accomplished in a manner which serves the best interests of the State of New York and the Corporation.
403. All disposals of property shall adhere to the methodology required by Section 2897 of the Public Authorities Law.

404. The Corporation may dispose of property for not less than the fair market value of such property by sale, exchange, or transfer, for cash, credit, or other property, with or without warranty, and upon such other terms and conditions as the Contracting Officer deems proper, and it may execute such documents for the transfer of title or other interest in property and take such other action as it deems necessary or proper to dispose of such property under the provisions of this Section. Provided, however, that no disposition of real property, any interest in real property, or any other property which because of its unique nature is not subject to fair market pricing shall be made unless an appraisal of the value of such property has been made by an independent appraiser and included in the record of the transaction.
405. Validity of deed, bill of sale, lease or other instrument. A deed, bill of sale, lease, or other instrument executed by or on behalf of the Corporation, purporting to transfer title or any other interest in property of the Corporation under these guidelines shall be conclusive evidence of compliance with the provisions of these Guidelines insofar as concerns title or other interest of any bona fide grantee or transferee who has given valuable consideration for such title or other interest and has not received actual or constructive notice of lack of such compliance prior to the closing.
406. Bids for disposal; advertising; procedure; disposal by negotiation; explanatory statement.
- 1) All disposals or contracts for disposal of property of the Corporation made or authorized by the Contracting Officer shall be made after publicly advertising for bids except as provided in paragraph 3) of this subdivision.
 - 2) Whenever public advertising for bids is required under paragraph 1) of this subdivision:
 - (a) the advertisement for bids shall be made at such time prior to the disposal or contract, through such methods, and on such terms and conditions as shall permit full and free competition consistent with the value and nature of the property;
 - (b) all bids shall be publicly disclosed at the time and place stated in the advertisement; and
 - (c) the award shall be made with reasonable promptness by notice to the responsible bidder whose bid, conforming to the invitation for bids, will be most advantageous to the State of New York, price and other factors considered; provided, that all bids may be rejected when it is in the public interest to do so.
 - 3) Disposals and contracts for disposal of property may be negotiated or made by public auction without regard to paragraphs 1) and 2) of this subdivision but subject to obtaining such competition as is feasible under the circumstances, if:
 - (a) the personal property involved is of a nature and quantity which, if disposed of under paragraphs (a) and (b) of this subdivision, would adversely affect the state or local market for such property, and the estimated fair market value of such property and other satisfactory terms of disposal can be obtained by negotiation;
 - (b) the fair market value of the property does not exceed fifteen thousand dollars;

- (c) bid prices after advertising therefore are not reasonable, either as to all or some part of the Property, or have not been independently arrived at in open competition;
 - (d) the disposal will be to the State of New York or any political subdivision, and the estimated fair market value of the property and other satisfactory terms of disposal are obtained by negotiation;
 - (e) the disposal is for an amount less than the estimated fair market value of the property, the terms of such disposal are obtained by public auction or negotiation, the disposal of the property is intended to further the public health, safety or welfare or an economic development interest of the State of New York or a political subdivision (to include but not limited to, the prevention or remediation of a substantial threat to public health or safety, the creation or retention of a substantial number of job opportunities, or the creation or retention of a substantial source of revenues, or where the Corporation's enabling legislation permits), the purpose and the terms of such disposal are documented in writing and approved by resolution of the Board; or
 - (f) such action is otherwise authorized by law.
- 4) (a) An explanatory statement shall be prepared of the circumstances of each disposal by negotiation of:
- (i) any personal property which has an estimated fair market value in excess of fifteen thousand dollars;
 - (ii) any real property that has an estimated fair market value in excess of one hundred thousand dollars, except that any real property disposed of by lease or exchange shall only be subject to clauses (iii) through (v) of this subparagraph;
 - (iii) any real property disposed of by lease for a term of five years or less, if the estimated fair annual rent is in excess of one hundred thousand dollars for any of such years;
 - (iv) any real property disposed of by lease for a term of more than five years, if the total estimated rent over the term of the lease is in excess of one hundred thousand dollars; or
 - (v) any real property or real and related personal property disposed of by exchange, regardless of value, or any property any part of the consideration for which is real property.
- (b) Each such statement shall be transmitted to the persons entitled to receive copies of the report required under Article VI of these Guidelines not less than ninety days in advance of such disposal, and a copy thereof shall be preserved in the files of the public authority making such disposal.

ARTICLE V

Duties of the Contracting Officer Regarding Property Disposition

501. The Contracting Officer shall supervise and direct the disposition of all real and personal property of the Corporation in accordance with these Guidelines.
502. The Contracting Officer shall assume custody and control of any Property pending disposition.
503. The Contracting Officer shall take such action as may be necessary, or as directed by the Board, to insure the integrity of the property disposition process. Such actions include, but are not limited to, taking, or causing, a full or partial inventory of any property, with or without notice to any Corporation Office or Unit; reviewing the results of any inventory of property which may have been taken previously by any officer, employee or agent of the Corporation, the Office of the State Comptroller, the Office of the State Inspector General or any other entity; or consulting with the Corporation's Internal Control Officer, the Director of Internal Audit of the Division of Housing and Community Renewal, or any other appropriate official.
504. The Contracting Officer shall maintain adequate inventory controls and accountability systems for all property of the Corporation.
505. The Contracting Officer shall periodically inventory such property to determine which property shall be disposed of.
506. The Contracting Officer shall produce and file such reports as are required in accordance with Article VI of these Guidelines.
507. The Contracting Officer shall transfer or dispose of property pending transfer or disposal as timely as possible in accordance with these Guidelines.

ARTICLE VI

REPORTS

601. A copy of these Guidelines, as most recently reviewed and approved, shall be filed on or before the 31st day of March each year with the State Comptroller, and shall include the name of the Contracting Officer. At the time of such filing, the Corporation shall also post such Guidelines on its internet website. Guidelines posted on the Corporation's internet website shall be maintained on such website at least until the Guidelines for the following year are posted on such website.
602. The Corporation shall publish, not less frequently than annually, a report listing all of its real property. Such report shall consist of a list and full description of all real and personal property disposed of during such period. The report shall contain the price received by the Corporation and the name of the purchaser for all such property sold by the Corporation during such period. Copies of such report shall be delivered to the State Comptroller, the Director of the Budget, the Commissioner of General Services, and the legislature.

ARTICLE VII

MISCELLANEOUS PROVISIONS

701. Powers of Amendment. Any modification or amendment of these Guidelines may be made by a supplemental resolution adopted at any duly constituted meeting of the Members; provided, however, that no such modification or amendment to these Guidelines shall abrogate the rights and duties of then existing Corporation contracts with third parties. The Chairperson of the Corporation may make non-material changes to these Guidelines.
702. No Recourse Under these Guidelines. No provision in these Guidelines shall be the basis of any claim against any Member, officer or employee of the Corporation in their individual or official capacity or against the Corporation itself. Members, officers, or employees of the Corporation shall be deemed to be acting within the Public Officers Law in the discharge of their duties pursuant to these Guidelines.

HOUSING TRUST FUND CORPORATION PROPERTY DISPOSAL GUIDELINES EXPLANATION

Explanation of the Corporation's Guidelines:

- Article I is a statement of the Guidelines' purpose.
- Article II defines terms used in the Guidelines.
- Article III discusses the details of authorizing the disposal of the Corporation's real and personal property.
- Section 301 establishes the legal basis for the Guidelines.
- Section 302 requires the Corporation's Board to designate a Contracting Officer.
- Section 303 establishes the Contracting Officer's authority over the disposition of the Corporation's property.
- Section 304 authorizes the Corporation to contract with the Commissioner of General Services for the disposal of its property under certain conditions.
- Section 305 authorizes the Contracting Officer to obtain assistance and guidance from other State agencies and authorities.
- Section 306 requires the Contracting Officer to assume custody and control over the Corporation's property pending disposition, and authorizes the Contracting Officer to transfer custody of Corporation property to certain DHCR staff under certain conditions.
- Article IV discusses the Corporation's policy for property disposal.
- Section 401 requires all real and personal property of the Corporation to be subject to these Guidelines.
- Section 402 requires the Corporation's property to be disposed of in a manner which is in the best interests of the State and the Corporation.
- Section 403 establishes the methodology for the disposal of the Corporation's property.
- Section 404 requires the Corporation to dispose of its property for not less than its fair market value, and also discusses the exceptions to this requirement.
- Section 405 establishes the basis for reliance upon the validity of deeds, bills of sale and other instruments in relation to disposal of the Corporation's property.

- Section 406 establishes the requirements for bidding, advertising and other disposal processes of the Corporation's property.
- Article V discusses the Duties of the Contracting Officer.
- Section 501 requires the Contracting Officer to follow these Guidelines in connection with the disposal of the Corporation's property.
- Section 502 authorizes the Contracting Officer to take such actions as are necessary to preserve the integrity of the property disposition process.
- Section 503 requires the Contracting Officer to maintain adequate inventory and recordkeeping processes over the Corporation's property.
- Section 504 requires the Contracting Officer to periodically inventory the Corporation's property.
- Section 505 requires the Contracting Officer to file such reports as are required by these Guidelines.
- Section 506 requires the Contracting Officer to dispose of property designated for disposal on a timely basis.
- Article VI discusses the Reports required under the Law.
- Section 601 requires the filing of these Guidelines with appropriate governmental agencies, and the posting of these Guidelines on the Corporation's internet site.
- Section 602 establishes the requirements for filing an annual property report.
- Article VII discusses the miscellaneous provisions of these guidelines.
- Section 701 provides procedures for amendment of these Guidelines.
- Section 702 provides that these Guidelines are not to be used as the basis of any claims against the Corporation or its Members, officers or employees.



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PROPERTY DISPOSAL REPORT

For the Fiscal Year Ending March 31, 2018

Housing Trust Fund Corporation

Annual Property Report

For the Fiscal Year Ended March 31, 2018

- I. Contracting Officer:
Stacey C. Mickle, Treasurer
Housing Trust Fund Corporation
38-40 State Street
Albany, NY 12207
(518) 486-3407
stacey.mickle@nyshcr.org

- II. A copy of the Corporation's *Guidelines Regarding the Use, Awarding, Monitoring and Reporting of Contracts for the Disposal of Its Property* is posted at <http://www.nyshcr.org/Agencies/HTFC/Publications>.

- III. Real Property – As of March 31, 2018, the Corporation owned real property related to the Governor's Office of Storm Recovery Buyout and Acquisition Programs. A listing is attached. During fiscal year ending March 31, 2018, the Governor's Office of Storm Recovery disposed of 137 properties related to the Acquisition Program. During this fiscal year, properties were transferred to not-for-profit entities, sold to municipalities, and sold to private buyers. A listing of the properties sold is attached.

- IV. Personal Property – The Corporation disposed of no personal property during the fiscal year ended March 31, 2018 which was required to be reported on under the Law or the Corporation's Guidelines.

Governor's Office of Storm Recovery - Housing Trust Fund Corporation
Real Property Report
Properties Purchased 4/1/17 through 3/3/18

Property ID	Address				County	Closing Date	Purchase Price
EF-907-AQ	700 S Long Beach Ave	Freeport	NY	11520	Nassau	3/29/2018	\$ 596,255.62
OBZ-124-BA	727 Liberty Ave	Staten Island	NY	10305	Richmond	3/8/2018	\$ 333,429.16
SI-000454-AFR	993 Olympia Blvd	Staten Island	NY	10306	Richmond	2/21/2018	\$ 3,141.71
VS-011-BA	851 Venetian Blvd	Lindenhurst	NY	11757	Suffolk	2/1/2018	\$ 479,607.92
OBBO-373-BA	157 Aviston St	Staten Island	NY	10306	Richmond	1/26/2018	\$ 456,050.62
ES-067-AQ	6 Clinton St	Sidney	NY	13838	Delaware	1/25/2018	\$ 49,341.87
FW-132q-BA	13 Lonergan Dr	Suffern	NY	10901	Rockland	1/25/2018	\$ 293,488.79
FW-133q-BA	19 Lonergan Dr	Suffern	NY	10901	Rockland	1/25/2018	\$ 298,947.97
FW-168ii-BA	38 Temple Ln	Suffern	NY	10901	Rockland	1/19/2018	\$ 250,161.72
FW-169ii-BA	40 Temple Ln	Suffern	NY	10901	Rockland	1/19/2018	\$ 319,485.51
EF-902-AQ	331 Bayview Ave	Massapequa	NY	11758	Nassau	1/11/2018	\$ 555,543.80
FW-146x-BA	5 Lonergan Dr	Suffern	NY	10901	Rockland	1/3/2018	\$ 282,755.52
FW-147x-BA	7 Lonergan Dr	Suffern	NY	10901	Rockland	1/3/2018	\$ 309,499.32
OBBO-093-BA	651 Mill Rd	Staten Island	NY	10306	Richmond	12/21/2017	\$ 458,433.43
FW-102b-BA	10 Lonergan Dr	Suffern	NY	10901	Rockland	12/20/2017	\$ 305,030.37
FW-103b-BA	12 Lonergan Dr	Suffern	NY	10901	Rockland	12/20/2017	\$ 286,707.22
FW-114h-BA	34 Lonergan Dr	Suffern	NY	10901	Rockland	12/20/2017	\$ 302,054.53
FW-115h-BA	36 Lonergan Dr	Suffern	NY	10901	Rockland	12/20/2017	\$ 275,600.96
FW-104c-BA	14 Lonergan Dr	Suffern	NY	10901	Rockland	12/19/2017	\$ 292,049.67
FW-105c-BA	16 Lonergan Dr	Suffern	NY	10901	Rockland	12/19/2017	\$ 304,377.63
OBZ-123-BA	725 Liberty Ave	Staten Island	NY	10305	Richmond	12/19/2017	\$ 333,535.94
FW-108e-BA	21 Lonergan Dr	Suffern	NY	10901	Rockland	12/12/2017	\$ 298,981.84
FW-109e-BA	23 Lonergan Dr	Suffern	NY	10901	Rockland	12/12/2017	\$ 298,832.01
FW-129p-BA	42 Temple Ln	Suffern	NY	10901	Rockland	12/8/2017	\$ 316,036.65
FW-130p-BA	44 Temple Ln	Suffern	NY	10901	Rockland	12/8/2017	\$ 311,838.40
EF-900-AQ	72 W Marine Ave	Lindenhurst	NY	11757	Suffolk	12/7/2017	\$ 304,390.21
ER-084-AQ	15 Mallard Dr	Center Moriches	NY	11934	Suffolk	11/30/2017	\$ 208,461.81
FW-125n-BA	10 Temple Ln	Suffern	NY	10901	Rockland	11/16/2017	\$ 272,284.74
FW-126n-BA	12 Temple Ln	Suffern	NY	10901	Rockland	11/16/2017	\$ 287,266.28
FW-166hh-BA	29 Temple Ln	Suffern	NY	10901	Rockland	11/16/2017	\$ 301,916.21
FW-167hh-BA	31 Temple Ln	Suffern	NY	10901	Rockland	11/16/2017	\$ 310,645.01
OBBO-364-BA	583 Riga St	Staten Island	NY	10306	Richmond	11/15/2017	\$ 471,040.72
SC-011-BA	117 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	11/2/2017	\$ 385,468.05
SC-012-BA	117 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	11/2/2017	\$ 206,910.73
OBZ-089-BA	736 Liberty Ave	Staten Island	NY	10305	Richmond	10/11/2017	\$ 419,845.03
EF-113-AQ	1 Martin St W	East Rockaway	NY	11518	Nassau	10/5/2017	\$ 422,303.36
FW-100a-BA	9 Lonergan Dr	Suffern	NY	10901	Rockland	9/27/2017	\$ 273,333.04
FW-101a-BA	11 Lonergan Dr	Suffern	NY	10901	Rockland	9/27/2017	\$ 284,141.46
EF-500-AQ	2364 Narraganset Ave	Seaford	NY	11783	Nassau	9/21/2017	\$ 423,206.26
EF-588-AQ	17 Lester Ave	Freeport	NY	11520	Nassau	9/7/2017	\$ 412,788.32
SI-014929-AFR	194 Wiman Ave	Staten Island	NY	10308	Richmond	9/6/2017	\$ 263,883.06
GRB-256-BA	20 Iona St	Staten Island	NY	10305	Richmond	8/23/2017	\$ 399,637.06
EF-896-AQ	331 Linton Ave	Lindenhurst	NY	11757	Suffolk	8/10/2017	\$ 340,922.81
EF-656-AQ	2871 Shore Dr	Merrick	NY	11566	Nassau	8/4/2017	\$ 704,452.90
EF-247-AQ	1 Louis Pl	Oceanside	NY	11572	Nassau	7/27/2017	\$ 484,473.58
SI-005449-AFR	164 Roma Ave	Staten Island	NY	10306	Richmond	7/6/2017	\$ 314,118.06
OBZ-157-BA	578 Quincy Ave	Staten Island	NY	10305	Richmond	7/6/2017	\$ 255,103.06
GRB-200a-BA	132 Graham Blvd	Staten Island	NY	10305	Richmond	6/30/2017	\$ 337,936.19

GRB-201-BA	132 Graham Blvd	Staten Island	NY	10305	Richmond	6/30/2017	\$ 300,337.40
OBZ-134-BA	641 Oceanside Ave	Staten Island	NY	10305	Richmond	6/14/2017	\$ 206,720.04
EF-245-AQ	762 S Pecan St	Lindenhurst	NY	11757	Suffolk	6/1/2017	\$ 280,591.68
GRB-102-BA	784 Olympia Blvd	Staten Island	NY	10305	Richmond	6/1/2017	\$ 516,954.49
OBBO-337-BA	562 Riga St	Staten Island	NY	10306	Richmond	5/30/2017	\$ 460,364.06
EF-739-AQ	36 West Blvd	East Rockaway	NY	11518	Nassau	5/25/2017	\$ 321,139.80
OBZ-042-BA	632 Quincy Ave	Staten Island	NY	10305	Richmond	5/24/2017	\$ 687,921.71
SI-001062-AFR	352 Seaver Ave	Staten Island	NY	10305	Richmond	5/22/2017	\$ 315,882.86
EF-596-AQ	28 Sagamore Rd	Island Park	NY	11558	Nassau	5/18/2017	\$ 279,016.72
GRB-187-BA	891 Father Capodanno Blvd	Staten Island	NY	10305	Richmond	5/17/2017	\$ 432,760.06
GRB-032-BA	669 Seaver Ave	Staten Island	NY	10305	Richmond	5/4/2017	\$ 410,678.06
GRB-230-BA	929 Father Capodanno Blvd	Staten Island	NY	10305	Richmond	4/28/2017	\$ 675,048.07
EF-193-AQ	851 W Bay Dr	West Islip	NY	11795	Suffolk	4/27/2017	\$ 569,665.53
EF-429-AQ	32 Gibbs Rd	Amityville	NY	11701	Suffolk	4/27/2017	\$ 466,844.16
OBZ-152-BA	732 Seaview Ave	Staten Island	NY	10305	Richmond	4/26/2017	\$ 519,905.50
GRB-231-BA	8 Iroquois St	Staten Island	NY	10305	Richmond	4/13/2017	\$ 587,303.06
LH-154-BA	853 Ocean St	Lindenhurst	NY	11757	Suffolk	4/6/2017	\$ 630,907.78

Governor's Office of Storm Recovery - Housing Trust Fund Corporation
Real Property Report
Properties Sold 4/1/17 through 3/3/18

Property ID	Address				County	Closing Date	Sales Price	Disposition Detail
EF-344-AQ	510 Venetian Blvd	Lindenhurst	NY	11757	Suffolk	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
EF-546-AQ	139 East Ave	Freeport	NY	11520	Nassau	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
EF-772-AQ	141 Saint Marks Ave	Freeport	NY	11520	Nassau	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
EF-841-AQ	17 Bay View Pl	Amityville	NY	11701	Suffolk	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
EF-856-AQ	20 Meister Blvd	Freeport	NY	11520	Nassau	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
EF-858-AQ	527 Bay 5th St	West Islip	NY	11795	Suffolk	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
EF-859-AQ	51 West Blvd	East Rockaway	NY	11518	Nassau	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
EF-860-AQ	6 W Evans St	East Rockaway	NY	11518	Nassau	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
EF-899-AQ	10 Spruce Pl	Lindenhurst	NY	11757	Suffolk	9/21/2017	\$ -	Property given to LIHP to be developed as affordable housing
ER-015-AQ	16 Huntington Dr	Mastic Beach	NY	11951	Suffolk	9/12/2017	\$ 2,200.00	Property sold to municipality
LH-081-BA	885 Anthony Dr	Lindenhurst	NY	11757	Suffolk	9/8/2017	\$ 4,750.00	Property sold to municipality
MB-041-BA	62 Huntington Dr	Brookhaven	NY	11951	Suffolk	11/22/2017	\$ -	Property sold to municipality
MB-048-BA	69 Huntington Dr	Mastic Beach	NY	11951	Suffolk	11/22/2017	\$ -	Property sold to municipality
MB-051-BA	61 Huntington Dr	Mastic Beach	NY	11951	Suffolk	11/22/2017	\$ -	Property sold to municipality
MB-057-BA	743 Riviera Dr	Mastic Beach	NY	11951	Suffolk	11/22/2017	\$ -	Property sold to municipality
MB-091-BA	30 Cranberry Dr	Mastic Beach	NY	11951	Suffolk	11/22/2017	\$ -	Property sold to municipality
MB-096a-BA	221 Riviera Dr	Mastic Beach	NY	11951	Suffolk	11/22/2017	\$ -	Property sold to municipality
MB-104-BA	18 Locust Dr	Mastic Beach	NY	11951	Suffolk	11/22/2017	\$ -	Property sold to municipality
MB-116-BA	19 Locust Dr	Mastic Beach	NY	11951	Suffolk	11/22/2017	\$ -	Property sold to municipality
VP-001-BA	44 Maiden Ln	Patchogue	NY	11772	Suffolk	10/11/2017	\$ -	Property sold to municipality
VP-010-BA	20 Smith St	Patchogue	NY	11772	Suffolk	10/11/2017	\$ -	Property sold to municipality
VP-018-BA	390 Rider Ave	Patchogue	NY	11772	Suffolk	10/11/2017	\$ -	Property sold to municipality
VP-027-BA	405 Rider Ave	Patchogue	NY	11772	Suffolk	10/11/2017	\$ -	Property sold to municipality
VP-028-BA	41 Smith St	Patchogue	NY	11772	Suffolk	10/11/2017	\$ -	Property sold to municipality
VP-053-BA	16 S Breeze Dr	Patchogue	NY	11772	Suffolk	11/22/2017	\$ -	Property sold to municipality
BN-007773-AFR	2952 Brighton 8 St	Brooklyn	NY	11235	Kings	8/18/2017	\$ 243,800.00	Property sold to private party
BN-014763-AFR	3014 Gerritsen Ave	Brooklyn	NY	11229	Kings	8/18/2017	\$ 243,800.00	Property sold to private party
EF-113-AQ	1 Martin St W	East Rockaway	NY	11518	Nassau	3/7/2018	\$ 137,800.00	Property sold to private party
EF-144-AQ	65 Culross Dr	Rocky Point	NY	11778	Suffolk	8/24/2017	\$ 92,750.00	Property sold to private party
EF-154-AQ	13 Cottage Walk	Babylon	NY	11702	Suffolk	12/18/2017	\$ 212,000.00	Property sold to private party
EF-160-AQ	19 Pershing Ave	Babylon	NY	11702	Suffolk	6/16/2017	\$ 212,000.00	Property sold to private party
EF-245-AQ	762 S Pecan St	Lindenhurst	NY	11757	Suffolk	2/16/2018	\$ 169,600.00	Property sold to private party
EF-247-AQ	1 Louis Pl	Oceanside	NY	11572	Nassau	1/18/2018	\$ 275,600.00	Property sold to private party
EF-259-AQ	85 Norman Ave	Amityville	NY	11701	Suffolk	6/16/2017	\$ 169,600.00	Property sold to private party
EF-268-AQ	952 S 5th St	Lindenhurst	NY	11757	Suffolk	9/15/2017	\$ 100,700.00	Property sold to private party
EF-276-AQ	799 S Pecan St	Lindenhurst	NY	11757	Suffolk	1/23/2018	\$ 84,800.00	Property sold to private party
EF-280-AQ	831 S 7th St	Lindenhurst	NY	11757	Suffolk	6/16/2017	\$ 185,500.00	Property sold to private party
EF-408-AQ	302 Richmond Ave	Amityville	NY	11701	Suffolk	6/13/2017	\$ 135,150.00	Property sold to private party
EF-421-AQ	45 Nassau Ln	Island Park	NY	11558	Nassau	7/17/2017	\$ 82,680.00	Property sold to private party
EF-426-AQ	7 Riverdale Ave	Massapequa	NY	11758	Nassau	1/17/2018	\$ 254,400.00	Property sold to private party
EF-429-AQ	32 Gibbs Rd	Amityville	NY	11701	Suffolk	12/27/2017	\$ 328,600.00	Property sold to private party

EF-436-AQ	25 Captree Island	Babylon	NY	11702	Suffolk	12/5/2017	\$ 355,100.00	Property sold to private party
EF-473-AQ	699 Shore Dr	Oakdale	NY	11769	Suffolk	9/15/2017	\$ 135,150.00	Property sold to private party
EF-500-AQ	2364 Narraganset Ave	Seaford	NY	11783	Nassau	2/12/2018	\$ 344,500.00	Property sold to private party
EF-512-AQ	34 Howard Ave	Freeport	NY	11520	Nassau	3/27/2018	\$ 121,900.00	Property sold to private party
EF-531-AQ	656 Arthur St	Baldwin	NY	11510	Nassau	9/26/2017	\$ 111,300.00	Property sold to private party
EF-541-AQ	663 Arthur St	Baldwin	NY	11510	Nassau	9/26/2017	\$ 111,300.00	Property sold to private party
EF-554-AQ	87 Boyd St	Long Beach	NY	11561	Nassau	9/13/2017	\$ 318,000.00	Property sold to private party
EF-588-AQ	17 Lester Ave	Freeport	NY	11520	Nassau	2/5/2018	\$ 238,500.00	Property sold to private party
EF-592-AQ	37 E Shore Dr	Babylon	NY	11702	Suffolk	8/29/2017	\$ 530,000.00	Property sold to private party
EF-612-AQ	14 September Walk	Long Beach	NY	11561	Nassau	9/25/2017	\$ 185,500.00	Property sold to private party
EF-630-AQ	82 E Pine St	Long Beach	NY	11561	Nassau	6/13/2017	\$ 87,450.00	Property sold to private party
EF-656-AQ	2871 Shore Dr	Merrick	NY	11566	Nassau	2/2/2018	\$ 530,000.00	Property sold to private party
EF-674-AQ	107 Sequams Ln W	West Islip	NY	11795	Suffolk	2/26/2018	\$ 371,000.00	Property sold to private party
EF-679-AQ	405 S Great Neck Rd	Copiague	NY	11726	Suffolk	8/24/2017	\$ 143,100.00	Property sold to private party
EF-690-AQ	951 S 5th St	Lindenhurst	NY	11757	Suffolk	1/31/2018	\$ 132,500.00	Property sold to private party
EF-713-AQ	25 Seabreeze Rd	Massapequa	NY	11758	Nassau	9/15/2017	\$ 445,200.00	Property sold to private party
EF-723-AQ	110 S Bay Dr	Babylon	NY	11702	Suffolk	8/7/2017	\$ 148,400.00	Property sold to private party
EF-789-AQ	51 Dalton St	Long Beach	NY	11561	Nassau	7/18/2017	\$ 312,700.00	Property sold to private party
EF-810-AQ	3405 Oceanside Rd	Oceanside	NY	11572	Nassau	8/17/2017	\$ 169,600.00	Property sold to private party
EF-832-AQ	195 Junction Rd	Howes Cave	NY	12092	Schoharie	8/24/2017	\$ 20,670.00	Property sold to private party
EF-842-AQ	131 Nassau Ln	Island Park	NY	11558	Nassau	8/8/2017	\$ 82,680.00	Property sold to private party
EF-843-AQ	3880 Ushy 20	Sloansville	NY	12160	Schoharie	2/2/2018	\$ 7,420.00	Property sold to private party
EF-845-AQ	907 S 7th St	Lindenhurst	NY	11757	Suffolk	8/4/2017	\$ 265,000.00	Property sold to private party
EF-854-AQ	3896 Sands Ln	Seaford	NY	11783	Nassau	8/25/2017	\$ 87,450.00	Property sold to private party
EF-857-AQ	73 Lester Ave	Freeport	NY	11520	Nassau	8/29/2017	\$ 148,824.00	Property sold to private party
EF-861-AQ	48 North Blvd	East Rockaway	NY	11518	Nassau	8/8/2017	\$ 82,680.00	Property sold to private party
EF-893-AQ	37 Mott St	Oceanside	NY	11572	Nassau	8/3/2017	\$ 164,300.00	Property sold to private party
EF-894-AQ	114 Cary Pl	Freeport	NY	11520	Nassau	8/24/2017	\$ 135,150.00	Property sold to private party
EF-895-AQ	3452 Park Ave	Oceanside	NY	11572	Nassau	8/28/2017	\$ 302,100.00	Property sold to private party
EF-896-AQ	331 Linton Ave	Lindenhurst	NY	11757	Suffolk	1/22/2018	\$ 217,300.00	Property sold to private party
EF-898-AQ	101 Sequams Ln	West Islip	NY	11795	Suffolk	1/18/2018	\$ 365,700.00	Property sold to private party
EF-901-AQ	28 Riverside Ave	Amityville	NY	11701	Suffolk	8/24/2017	\$ 201,400.00	Property sold to private party
ER-082-AQ	63 Culross Dr	Rocky Point	NY	11778	Suffolk	8/24/2017	\$ 92,750.00	Property sold to private party
ES-084-AQ	22 5th Ave	Tioga Center	NY	13845	Tioga	8/21/2017	\$ 45,050.00	Property sold to private party
QN-002274-AFR	99-81 164th St	Howard Beach	NY	11414	Queens	7/7/2017	\$ 90,100.00	Property sold to private party
QN-009081-AFR	99 Burlingham Ct	Howard Beach	NY	11414	Queens	7/19/2017	\$ 111,300.00	Property sold to private party
QN-011701-AFR	69 Hessler Ave	Arverne	NY	11692	Queens	7/26/2017	\$ 143,100.00	Property sold to private party
QN-017660-AFR	155-12 78th St	Howard Beach	NY	11414	Queens	8/25/2017	\$ 402,800.00	Property sold to private party
SC-006-BA	143 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	6/9/2017	\$ 9,000.00	Property sold to private party
SC-016-BA	91 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	5/5/2017	\$ 16,000.00	Property sold to private party
SC-020-BA	71 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	9/8/2017	\$ 9,100.00	Property sold to private party
SC-021-BA	65 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	3/22/2018	\$ 11,500.00	Property sold to private party
SC-027-BA	43 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	5/24/2017	\$ 10,600.00	Property sold to private party
SC-030-BA	31 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	6/23/2017	\$ 10,600.00	Property sold to private party
SC-033-BA	17 E Santa Barbara Rd	Lindenhurst	NY	11757	Suffolk	6/23/2017	\$ 9,600.00	Property sold to private party
SI-000693-AFR	1178 Mason Ave	Staten Island	NY	10306	Richmond	12/15/2017	\$ 3,500.00	Property sold to private party
SI-000746-AFR	673 Yetman Ave	Staten Island	NY	10307	Richmond	8/11/2017	\$ 106,000.00	Property sold to private party
SI-001062-AFR	352 Seaver Ave	Staten Island	NY	10305	Richmond	2/22/2018	\$ 318,000.00	Property sold to private party
SI-002032-AFR	85 Robin Rd	New York	NY	10307	Richmond	7/6/2017	\$ 111,300.00	Property sold to private party
SI-002181-AFR	52 Hempstead Ave	Staten Island	NY	10306	Richmond	8/25/2017	\$ 103,350.00	Property sold to private party
SI-002931-AFR	16 Milbank Rd	Staten Island	NY	10306	Richmond	7/7/2017	\$ 68,900.00	Property sold to private party
SI-003042-AFR	250 Wiman Ave	Staten Island	NY	10308	Richmond	7/19/2017	\$ 249,100.00	Property sold to private party
SI-003677-AFR	115 Roma Ave	Staten Island	NY	10306	Richmond	8/21/2017	\$ 286,200.00	Property sold to private party
SI-004636-AFR	210 Wiman Ave	Staten Island	NY	10308	Richmond	7/10/2017	\$ 233,200.00	Property sold to private party
SI-004848-AFR	79a Hett Ave	Staten Island	NY	10306	Richmond	7/27/2017	\$ 233,200.00	Property sold to private party
SI-005147-AFR	443 Manhattan St	Staten Island	NY	10307	Richmond	8/25/2017	\$ 135,150.00	Property sold to private party
SI-005306-AFR	781 Nugent Ave	Staten Island	NY	10306	Richmond	8/25/2017	\$ 280,900.00	Property sold to private party
SI-005311-AFR	671 Yetman Ave	Staten Island	NY	10307	Richmond	8/9/2017	\$ 201,400.00	Property sold to private party
SI-005964-AFR	445 Manhattan St	Staten Island	NY	10307	Richmond	7/10/2017	\$ 190,800.00	Property sold to private party
SI-006116-AFR	541 Greeley Ave	Staten Island	NY	10306	Richmond	8/25/2017	\$ 238,500.00	Property sold to private party
SI-006269-AFR	779 Nugent Ave	Staten Island	NY	10306	Richmond	7/27/2017	\$ 286,200.00	Property sold to private party
SI-006750-AFR	439 Manhattan St	Staten Island	NY	10307	Richmond	7/6/2017	\$ 111,300.00	Property sold to private party
SI-006925-AFR	90 McLaughlin St	Staten Island	NY	10305	Richmond	6/30/2017	\$ 302,100.00	Property sold to private party
SI-007762-AFR	448 Stoneham St	Staten Island	NY	10306	Richmond	8/7/2017	\$ 212,000.00	Property sold to private party
SI-008266-AFR	4 Milbank Rd	Staten Island	NY	10306	Richmond	8/21/2017	\$ 68,900.00	Property sold to private party

SI-008784-AFR	200 Wiman Ave	Staten Island	NY	10308	Richmond	8/17/2017	\$ 153,700.00	Property sold to private party
SI-008849-AFR	15 Morris Pl	Staten Island	NY	10308	Richmond	7/19/2017	\$ 106,000.00	Property sold to private party
SI-008898-AFR	324 Seaver Ave	Staten Island	NY	10305	Richmond	6/28/2017	\$ 344,500.00	Property sold to private party
SI-009372-AFR	223 Colony Ave	Staten Island	NY	10306	Richmond	9/6/2017	\$ 302,100.00	Property sold to private party
SI-009981-AFR	341 Bedford Ave	Staten Island	NY	10306	Richmond	7/19/2017	\$ 100,700.00	Property sold to private party
SI-010055-AFR	27 Hempstead Ave	Staten Island	NY	10306	Richmond	9/7/2017	\$ 222,600.00	Property sold to private party
SI-010120-AFR	236 Wiman Ave	Staten Island	NY	10308	Richmond	7/26/2017	\$ 153,700.00	Property sold to private party
SI-010249-AFR	675 Yetman Ave	Staten Island	NY	10307	Richmond	8/15/2017	\$ 201,400.00	Property sold to private party
SI-011445-AFR	43 Boundary Ave	Staten Island	NY	10306	Richmond	7/13/2017	\$ 371,000.00	Property sold to private party
SI-011570-AFR	43 Maple Ter	Staten Island	NY	10306	Richmond	7/6/2017	\$ 92,750.00	Property sold to private party
SI-012704-AFR	62 Maple Ter	Staten Island	NY	10306	Richmond	8/9/2017	\$ 50,350.00	Property sold to private party
SI-013448-AFR	438 Mason Ave	Staten Island	NY	10305	Richmond	6/28/2017	\$ 318,000.00	Property sold to private party
SI-013667-AFR	57 Neutral Ave	Staten Island	NY	10306	Richmond	3/5/2018	\$ 132,500.00	Property sold to private party
SI-014207-AFR	449 Stoneham St	Staten Island	NY	10306	Richmond	8/1/2017	\$ 275,600.00	Property sold to private party
SI-014287-AFR	332 Seaver Ave	Staten Island	NY	10305	Richmond	6/28/2017	\$ 323,300.00	Property sold to private party
SI-014306-AFR	16 Neptune St	Staten Island	NY	10306	Richmond	7/31/2017	\$ 68,900.00	Property sold to private party
SI-014929-AFR	194 Wiman Ave	Staten Island	NY	10308	Richmond	2/8/2018	\$ 132,500.00	Property sold to private party
SI-015097-AFR	806- 808 Patterson Ave	Staten Island	NY	10306	Richmond	8/25/2017	\$ 243,800.00	Property sold to private party
SI-015284-AFR	755 Nugent Ave	Staten Island	NY	10306	Richmond	9/7/2017	\$ 286,200.00	Property sold to private party
SI-015871-AFR	183 Kiswick St	Staten Island	NY	10306	Richmond	8/14/2017	\$ 80,560.00	Property sold to private party
SI-016072-AFR	1 Morris Pl	Staten Island	NY	10308	Richmond	6/30/2017	\$ 265,000.00	Property sold to private party
SI-016737-AFR	44 Neutral Ave	Staten Island	NY	10306	Richmond	6/12/2017	\$ 185,500.00	Property sold to private party
SI-018604-AFR	229 Roma Ave	Staten Island	NY	10306	Richmond	8/28/2017	\$ 392,200.00	Property sold to private party
SI-020707-AFR	364 Freeborn St	Staten Island	NY	10306	Richmond	7/13/2017	\$ 201,400.00	Property sold to private party
SI-021319-AFR	71 Mapleton Ave	Staten Island	NY	10306	Richmond	8/9/2017	\$ 106,958.24	Property sold to private party
SI-021612-AFR	25 Milbank Rd	Staten Island	NY	10306	Richmond	8/9/2017	\$ 111,300.00	Property sold to private party
SI-024606-AFR	135 Haven Ave	Staten Island	NY	10306	Richmond	7/17/2017	\$ 80,560.00	Property sold to private party
SI-024717-AFR	55 Groton St	Staten Island	NY	10312	Richmond	6/27/2017	\$ 238,500.00	Property sold to private party
SI-024761-AFR	304 Seaver Ave	Staten Island	NY	10305	Richmond	7/13/2017	\$ 296,800.00	Property sold to private party
SI-025668-AFR	198 Freeborn St	Staten Island	NY	10306	Richmond	6/28/2017	\$ 212,000.00	Property sold to private party
VS-034-BA	501 Venetian Blvd	Lindenhurst	NY	11757	Suffolk	5/16/2017	\$ 14,900.00	Property sold to private party

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

WHEREAS, the Housing Trust Fund Corporation (“HTFC”) was created pursuant to Section 45-a of the New York Private Housing Finance Law; and

WHEREAS, Section 2896 of the Public Authorities Law requires HTFC to adopt comprehensive guidelines which detail its operative policy and instructions regarding the use, awarding, monitoring and reporting of contracts for the disposal of property (“Property Disposal Guidelines”) and which designate a contracting officer who shall be responsible for its compliance with and enforcement of the Property Disposal Guidelines; and

WHEREAS, Section 2896 of the Public Authorities Law requires HTFC to annually review and approve the Property Disposal Guidelines and issue an annual report (“Property Disposal Report”) regarding the disposal of property in accordance with the Property Disposal Guidelines; and

WHEREAS, HTFC staff has presented the Property Disposal Guidelines to the Members which designate Treasurer Stacey Mickle to be the contracting officer responsible for HTFC’s compliance with and enforcement of the Property Disposal Guidelines and staff has prepared the annual Property Disposal Report; and

WHEREAS, the Members have reviewed the Property Disposal Guidelines and the annual Property Disposal Report and find the same to be satisfactory; now, therefore, be it

RESOLVED, by the Members as follows:

Section 1. The Members hereby approve the Property Disposal Report and the Property Disposal Guidelines.

Section 2. The Members hereby approve the designation of Treasurer Stacey C. Mickle as the contracting officer and authorize her or another officer of HTFC to execute any documents which may be necessary and appropriate to effectuate the purpose of this resolution and to file copies of the Property Disposal Guidelines and Property Disposal Report with the Office of the State Comptroller, the Governor’s Office, Chairman and Ranking Minority Member of the Senate Finance Committee, Chairman and Ranking Minority Member of the Assembly Ways and Means Committee, each Chair and Ranking Member of the Senate and Assembly Committees on Corporations, Authorities and Commissions, the State Comptroller and the Authorities Budget Office, and to publish the Property Disposal Guidelines and Property Disposal Report.

Section 3. This resolution shall take effect immediately.

Dated: June 27, 2018