



**Harlem Community
Development
Corporation**

BOARD OF DIRECTORS' MEETING

Friday, August 12, 2016

10:00 A.M.

AGENDA

CORPORATE ACTION:

Approval of minutes for the April 22, 2016 Board of Director's Meeting.

FOR CONSIDERATION:

Harlem CDC's Special Programs Fund - Request for a Grant of up to Two Hundred Thousand Dollars (\$200,000) to The Greater Harlem Chamber of Commerce for the Harlem/Havana Music and Cultural Festival.

Harlem Community Development Corporation – Approval of Harlem CDC's Amended Weatherization Division Budget for Fiscal Year 2016/2017; Authorization to Take Related Actions

FOR INFORMATION:

President's Report

NEW BUSINESS

OLD BUSINESS

ADJOURNMENT

**Harlem Community Development Corporation
Meeting of the Board of Directors
163 West 125th Street, 17th Floor
New York, NY 10027**

April 22, 2016

Minutes

In Attendance

Directors: Keith L. T. Wright, Acting Chairman
Maria Teresa Arce
Holley Drakeford
Keisha Sutton-James

Designees: Geoffrey Eaton for Congressman Charles Rangel
Earnestine Bell-Temple for Assembly Member Herman Farrell, Jr.
LaShawn Henry for Assembly Member Robert J. Rodriguez
Arva Rice for Manhattan Borough President, Gale Brewer
Melinda Velez for Council Member Melissa Mark-Viverito
Gregory Watson for Darryl E. Towns, CEO of NYS HCR
Heidi Lopez for Council Member Mark Levine
Eric Rivera for Congressman Jose Serrano

Harlem CDC Officers: Curtis L. Archer, President
Rose Jeffrey, Corporate Secretary

Harlem CDC Staff: Victoria Gordon, Director of Weatherization
Thomas Lunke, Director of Community Development
Melvin Norris, Exec. V.P. & Director of Small Business Services

ESDC Staff & HCDC Counsel: Eunice Jackson, Esq., Special Counsel

Guests Present: Destiny Burns, ESD
Marion Phillips, ESD

Videographer: Marcus Brown, Harlem CDC

Reporter: Marc Russo, MGR Reporting, Inc.

The meeting of the Board of Directors (the "Board" or the "Directors") of the Harlem Community Development Corporation ("Harlem CDC" or the "Corporation") was called to order at 10:23 A.M. by the Acting Chairman, Keith L. T. Wright ("The Chairman").

The Chairman called for a motion to accept the minutes of the March 18, 2016 Board of Director's meeting. There being no corrections, the minutes of the March 18th 2016 board meeting were unanimously adopted.

The Chairman stated that the next item on the agenda was a request for a grant of up to \$200,000 to the Apollo Theater Foundation for lighting upgrades, sound upgrades and equipment related to the sound stage renovation project.

The Chairman asked for comments or questions on this action. Hearing none, Mr. Eaton made a motion to approve the request.

There being no questions or comments, upon motion duly made and seconded, the request for a grant of up to \$200,000 to the Apollo Theater Foundation was approved. There were no abstentions.

COMMUNITY AND ECONOMIC REVITALIZATION SUPPORT PROGRAM –
Request for a Grant of up to Two Hundred Thousand Dollars (\$200,000) to the Apollo Theater Foundation, Inc. for improvements to the Soundstage at the Apollo Theater; Authorization to Make Grant and Take Related Actions.

RESOLVED, that based upon the materials presented to this meeting (the "Materials"), a copy of which is ordered filed with the corporate records, the Corporation be authorized to make a grant of up to \$200,000 (Two Hundred Thousand Dollars) (the "Grant") from the Community and Economic Revitalization Support Program ("CERSP") to the Apollo Theater Foundation, Inc. to fund a portion of expenses for lighting and sound equipment upgrades in connection with the renovation of the Soundstage at the Apollo Theater for the purposes, and substantially on the terms and conditions, set forth in the Materials, and that the President or the President's designee(s) is authorized to execute such agreements as are required with such changes as the President or her designee(s) may deem appropriate; and be it further

RESOLVED, that the Directors find that a grant to partially fund lighting and sound upgrades and equipment related to Apollo Theater's Soundstage renovation project is in compliance with the eligibility criteria established under the guidelines for CERSP; and be it further

RESOLVED, that the President or the President's designee(s) be, subsequent to the making of the Grant, and each of them hereby is, authorized to take such actions and make such modifications to the terms of the Grant as he or she may deem necessary or appropriate in the administration of the grant; and be it further

RESOLVED, that the provision of CERSP financial assistance is subject to the availability of funds; and be it further

RESOLVED, that the President or the President's designee(s) be, and each of them hereby is, authorized to take such actions or to execute on behalf of the Corporation such documents as he or she may deem necessary or appropriate in connection with the foregoing resolutions.

Mr. Phillips asked if there were any questions from the public regarding the Apollo request. There was none.

Next, Ms. Jackson presented the request for the adoption of the revised procurement guidelines for the use, awarding, monitoring and reporting of procurement contracts.

Ms. Jackson stated that the directors are being asked to adopt the 2016 New York State Urban Development Corporation, doing business as Empire State Development, guidelines regarding the use, awarding, monitoring and reporting of procurement contracts. She stated that the guidelines were adopted by ESD on March 24, 2016.

Ms. Jackson further stated that Harlem CDC's board is being asked to adopt the guidelines with the exception that the maximum amount that the President of the Corporation, or his duly-appointed designee may approve without formal board approval should not exceed \$50,000 instead of the \$250,000 threshold adopted by the ESD directors.

Ms. Jackson noted that the guidelines are mandated by and comply with the public Authorities Law, the State Finance Law and the State Law, and would supersede the procurement guidelines that were adopted in 2014.

Ms. Jackson concluded that the guidelines set forth the policies and procedures that are followed by the Corporation when contracting goods and services, and they provide guidance for making responsible spending decisions that ensure the highest level of fairness, nondiscrimination, openness and transparency.

There being no questions or comments, upon motion duly made and seconded, the Procurements Guidelines for the awarding, monitoring and reporting of contracts were adopted. There were no abstentions.

HARLEM COMMUNITY DEVELOPMENT CORPORATION – Procurements Guidelines - Adoption of Revised Guidelines for the Use, Awarding, Monitoring and Reporting of Procurement Contracts

BE IT RESOLVED, that on the basis of the materials presented to this meeting, a copy of which is hereby ordered to be filed with the records of the Corporation (the “Materials”), the proposed 2016 Guidelines, for the Use, Awarding, Monitoring and Reporting of Procurement Contracts, a copy of which is attached to the materials, be and hereby is approved and adopted as of the date hereof, with the exception that with respect to procurement contracts, the maximum amount that the President of the Corporation or his duly appointed designee may approve without formal Board approval shall not exceed \$50,000, and the President or his designee is authorized to promulgate the said Guidelines in electronic form and other media for the use of the staff of the Corporation, and to take such other and further action as may be deemed necessary or appropriate to effectuate the foregoing Resolution.

Mr. Archer highlighted some of the seminars and workshops Harlem CDC has conducted and expounded on the ability of Harlem CDC to do MWBE certifications for small businesses. He stated that a number of the flyers for upcoming seminars and workshops could be found in the back of the Board book, including an all day workshop for Saturday April 23rd, and suggested that any interested persons call the office to register.

Mr. Eaton asked for an update on the Victoria Theater project. Mr. Archer said that the project is still moving ahead with the removal of all of the asbestos from the building.

Mr. Phillips added that all of the items that are going to be preserved, from a historical landmark perspective, have been removed and stored. He stated that the \$200,000 approved by the Directors for the Apollo will be starting that part of the space that will be owned by HCDC and the project is on schedule.

There being no further business, upon motion duly made and seconded, the Harlem CDC Board of Directors’ meeting was adjourned at 10:42 A.M.

Respectfully Submitted by,

Rose Jeffrey
Corporate Secretary



FOR CONSIDERATION

August 12, 2016

TO: The Directors

FROM: Curtis Archer, President

REQUEST FOR: Harlem CDC's Special Programs Fund -
Request for a Grant of up to Two Hundred Thousand Dollars (\$200,000)
to The Greater Harlem Chamber of Commerce for the Harlem/Havana
Music and Cultural Festival

I. Requested Action

It is requested that the Directors (the "Directors") of Harlem Community Development Corporation ("Harlem CDC", "HCDC" or the "Corporation") authorize the Corporation to provide a grant of up to Two Hundred Thousand Dollars (\$200,000) from Harlem CDC's Special Programs Fund to The Greater Harlem Chamber of Commerce to fund a portion of expenses in connection with the Harlem/Havana Music & Cultural Festival. It is also requested that the Directors authorize the Harlem Community Development Corporation President to take such other actions as are necessary in connection with the requested action.

II. Project Summary

Grantee: The Greater Harlem Chamber of Commerce
200A W 136th Street, New York, NY 10030

Telephone: (212) 862-7200

Contact: Voza Rivers, First Vice President

Funding Source: Harlem CDC's Special Programs Fund

HCDC Assistance: A grant of up to \$200,000 (Two Hundred Thousand Dollars) not to exceed 50% of total project costs.

Use of Funds: Expenses related to rental fees, marketing and promotional activities, public relations and related expenses.

Project Team:	Harlem CDC	Melvin I. Norris
	ESD Legal	Eunice Jackson, Esq.
	ESD OCSD	Denise Ross
	Environmental	Soo Kang

III. Project Description

A. Background

The Greater Harlem Chamber of Commerce has provided services to the Upper Manhattan area since 1896. Over its 120 year history, it has co-sponsored some of the most important development projects in upper Manhattan, including the building of the George Washington and Triborough Bridges; co-sponsoring the 1939 World's Fair; creating the HARLEM WEEK Festival; building Strivers Gardens, a mixed-use complex; and this year, launching of Harlem/Havana Music & Cultural Festival.

The Harlem/Havana Music & Cultural Festival is an international visual and performing arts, fashion, education and culinary exchange that will celebrate the artistic connection between Harlem, New York and Havana, Cuba. World-renowned Cuban musicians, visual artists, dancers, fashion designers, chefs and educators will travel to the United States this summer to participate in Harlem Week activities from August 15th through 21st.

Plans for the cultural exchange have been in development for over two years, with efforts led by Congressman Rangel and The Greater Harlem Chamber of Commerce in partnership with U.S. Representative Gregory Meeks and the Cuban Deputy Minister of Culture Fernando Rojas. The festival, set to be an annual event, is intended to highlight the rich artistic traditions of Harlem and Havana. A U.S. delegation, including members of The Greater Harlem Chamber of Commerce, traveled to Cuba in March and experienced a wide-array of performances by elite Cuban musicians and artists who auditioned for the opportunity to participate in the festival. In February 2017, an American delegation of performing and visual artists and cultural leaders will travel to Havana and take part in a number of curated events.

Among the selected artists for Harlem Week 2016 are César López, who is considered one of the most important saxophone players in Latin Jazz and leads Habana Ensemble, a group featuring some of Cuba's top musicians. Also performing will be Jorge Luis Pacheco, one of the leading pianists of the new generation of jazz in Cuba. Contemporary artist, Edward Roca Salazar, also known as Choco, deemed by the New York Times as one of Cuba's "most distinguished printmakers" will also participate.

Performances and events will take place at some of Harlem's most iconic cultural institutions and hot spots, including: the Apollo Theater, Dance Theater of Harlem, First Corinthian Baptist Church, Ginny's Supper Club, the National Jazz Museum in Harlem, and numerous Harlem

Week stages.

B. The Project

Funds will be used for the expenses related to the promotion and operation of the festival. Promotional expenses include graphic design, and printing of, stage and site promotional banners, and Harlem Havana Calendars of Events. HCDC's commitment to the project would also include facility rental costs.

Marketing and promotions for the event will include companies and individuals promoting the initiative through social media, event sites, general media and websites and the coordination of promotions and images at all locations. A public relations firm will handle local, regional, national and international promotions of the initiative and handle press conferences at Sylvia's, Gracie Mansion and JFK Airport. Operational support includes production costs and equipment rental for the four outdoor stage locations on Saturday, August 20th (Summer in the City) and Sunday, August 21st (Harlem Day). Those sites include the National Jazz Museum in Harlem, Ginny's Supper Club, Floridita Restaurant, Red Rooster Restaurant, Mural Pavilion and Hostelling International. Professional photographers and videographers will be utilized to capture images at all sites and events on film and video. Additionally, their work will be used for live streaming during events. Overall, the festival will result in a rich and diverse event that will generate greater economic activity and support international audience development.

Benefits to the Harlem Community

The festival will bolster economic activity at participating venues including Ginny's Supper Club and the National Jazz Museum and extend to surrounding local restaurants, bars, cultural institutions, street vendors and other businesses. It is estimated that Harlem/Havana and the influx of Cuban entertainers during Harlem Week will increase attendance to record levels. Harlem Week attendance already averages over 2 million participants from all over the world.

The Harlem community will benefit from the infusion of culture, music and increased tourism. The organizers of the event envision the first annual Harlem/Havana Music and Cultural Festival as a catalyst for myriad future endeavors, partnerships and collaboration between Cuba and the US revolving around tourism, the arts cultural industries including the performing arts, music, fashion and culinary initiatives. As a result of the initial engagement between New York based leaders and Cuban representatives during the US Delegation's visit in March, strategic partnerships have already been created in education and healthcare fields, this initiative will build upon the synergy generated. The State University of New York has already expressed its desire to participate in a cultural exchange between Cuba's fashion students and the Fashion Institute of Technology during the Harlem Delegation's trip to Cuba next year.

C. Project Budget and Funding

<u>Financing Uses</u>	<u>Amount</u>	<u>HCDC Funds</u>
Administrative/Event Staffing	\$35,000	
Professional Services	\$75,000	
Advertising/Marketing	\$186,000	\$65,000
Printing/Graphics	\$105,000	\$50,000
Artists, Hosts & Emcees	\$55,000	
Artist Travel, Lodging and Meals	\$151,000	
Local Transportation	\$5,000	
Venue Rentals	\$30,000	\$30,000
Production/Equipment Rental	\$70,000	\$30,000
Photo/Video Production	\$45,000	\$25,000
Security	\$5,000	
Awards	\$5,000	
Contingency (5%)	\$38,350	
Total	<u>\$805,350</u>	<u>\$200,000</u>

<u>Financing Sources</u>	<u>Amount</u>	<u>Percent</u>
Harlem CDC Grant	\$200,000	25%
Greater Harlem Chamber of Commerce	\$238,350	30%
UMEZ	\$17,000	2%
NYC & Company	\$80,000	10%
NJPAC	\$20,000	2%
NY Daily News	\$50,000	6%
Mayor's Office of Entertainment	\$50,000	6%
JetBlue	\$60,000	7%
Greyhound	\$15,000	2%
Emmis Communications	\$45,000	6%
Macy's	\$30,000	4%
Total Project Financing	<u>\$805,350</u>	100%

IV. Environmental Review

Staff has determined that the project constitutes a Type II action as defined by the New York State Environmental Quality Review Act (“SEQRA”) and the implementing regulations of the New York State Department of Environmental Conservation. No further environmental review is required in connection with the project.

V. Non-Discrimination and Contractor & Supplier Diversity

Harlem CDC’s Non-Discrimination and Contractor & Supplier Diversity policies will apply to this Project. The Recipient shall be required to include minorities and women in any job opportunities created, to solicit and utilize Minority and Women Business Enterprise (“MWBEs”) for any contractual opportunities generated in connection with the Project and shall be required to use Good Faith Efforts (pursuant to 5 NYCRR §142.8) to achieve an overall MWBE Participation Goal of 30% related to the total value of Harlem CDC’s funding.

VI. Harlem CDC Financial Assistance Subject to Availability of Funds

The provision of Harlem CDC’s financial assistance is contingent upon the availability of funds.

VII. Recommendation

On the basis of the materials presented it is recommended that the Directors (1) find that the proposed funding is an eligible activity in accordance with Harlem CDC’s Mission and (2) authorize a grant of up to \$200,000 for the purposes of and substantially on the terms and conditions set forth in these materials.

VIII. Attachments

Resolution

Harlem/Havana Promotional Materials



August 12, 2016

HARLEM CDC'S SPECIAL PROGRAMS FUND –

Authorization to Make a Grant of up to Two Hundred Thousand Dollars (\$200,000) to The Greater Harlem Chamber of Commerce for the Harlem/Havana Music and Cultural Festival;
Authorization to Take Related Actions.

RESOLVED, that based upon the materials presented to this meeting (the “Materials”), a copy of which is ordered filed with the corporate records, the Corporation be authorized to make a grant of up to \$200,000 (Two Hundred Thousand Dollars) (the “Grant”) from the Harlem CDC’s Special Programs Fund to The Greater Harlem Chamber of Commerce I for the purposes, and substantially on the terms and conditions, set forth in the Materials, and that the President or the President’s designee(s) is authorized to execute such agreements as are required with such changes as the President or her designee(s) may deem appropriate; and be it further

RESOLVED, that the President or the President’s designee(s) be, and each of them hereby is, authorized to take such actions or to execute on behalf of the Corporation such documents as he or she may deem necessary or appropriate in connection with the foregoing resolutions.



FOR CONSIDERATION

August 12, 2016

TO: The Directors

FROM: Curtis L. Archer, President

SUBJECT: Harlem CDC FY 2016/2017 Budgets

REQUEST FOR: Harlem Community Development Corporation ("Harlem CDC") – Approval of Harlem CDC's Amended Weatherization Division Budget for Fiscal Year 2016/2017; Authorization to Take Related Actions

I. Requested Action

It is requested that the directors (the "Directors") of Harlem CDC approve Harlem CDC's Amended Weatherization Division Budget for Fiscal Year 2016/2017 ("Weatherization Budget").

II. Background

The Weatherization Assistance Program ("WAP") is funded by allocations from the US Department of Energy and the US Department of Health and Human Services through the NYS Homes and Community Renewal ("HCR"). The previously approved budget did not include the full allocation of the Department of Health and Human Services funds. At the time the budget was presented for approval Low Income Home Energy Assistance Program (LIHEAP) funds were not fully allocated to the national weatherization program. The LIHEAP funds have now been fully allocated and HCR's WAP budget has been increased by \$88,188.00 to take into account the increased allocation.

III. HCR FY 2016/2017 Weatherization Budget Summary

The Weatherization Division Budget has been increased by \$88,188. Staff proposes to increase the amount allocated to non-personnel services from \$461,447 to \$549,635 (primarily for program management expenses, office maintenance, staff development and other administrative expenses). The total of all personal service and non-personal service amounts for FY2016/2017 Weatherization Budget will increase from \$1,066,268 to \$1,154,456.

The Weatherization Division will continue to maximize the benefits available through WAP to promote the health, safety and well-being of low-income residents of small homes, multi-family and co-operative buildings and will:

- Secure eligible contractual units for the 2016/2017 program year.

- Complete and issue RFP's for contracting weatherization work to be performed in all buildings in the WAP pipeline.
- Complete work-scopes and award contracts to ensure completion of all assigned units.
- Complete all work and get HCR certification on all units for the contract year.
- Continue to provide staff with training to ensure contract renewal and progress towards becoming a self-auditing weatherization agency for greater than 70 units.

V. Recommendation

It is recommended that the Directors approve the Harlem CDC's Amended Weatherization Division Budget for Fiscal Year 2016/2017.

VI. Attachments

Resolution

Attachment A – Harlem CDC's FY 2016-2017 Amended Weatherization Budget



August 12, 2016

Harlem Community Development Corporation (the "Corporation") – Approval of Amended Weatherization Division Budget for Fiscal Year 2016/2017; Authorization to Take Related Actions

RESOLVED, that based upon the materials presented at this meeting (the "Materials"), a copy of which is ordered filed with the records of the Corporation, the Board of Directors of the Corporation does hereby authorize, approve and adopt the Harlem Community Development Corporation's Amended Weatherization Division Budget for Fiscal Year 2016/2017, substantially in the form set forth in the materials and subject to the availability of funds; and be it further

RESOLVED, that the President of the Corporation and/or President's designee(s) be, and each of them, hereby is authorized and directed to take all actions and execute all documents in connection with the establishment and implementation of the Amended Weatherization Division's FY 2016/2017 Budget; and be it further

RESOLVED, that the President of the Corporation and/or the President's designee(s), and each of them, hereby is authorized and directed to execute and deliver all documents and to take all related actions as each of them deems necessary or appropriate to effectuate the forgoing.

Empire State Development

HCDC Weatherization Program

Operating Spending Plan FYE 2017 (As Amended 8.12.2016)

	Spending Plan FYE 2016	Spending Plan FYE2017
PERSONAL SERVICES		
Salaries	347,957	425,930
Fringe Benefits	<u>132,224</u>	<u>178,891</u>
TOTAL PERSONNEL SERVICES	480,181	604,821
HEADCOUNT	8	8
NON-PERSONNEL SERVICES		
Professional Fees		
Legal/Accounting Fees	13,500	13,500
Consultant Fees	<u>0</u>	<u>0</u>
Total Professional Fees	13,500	13,500
Other Non-Personal Services		
Employee Travel & Meals	10,000	15,000
On-line Services/Dues Subscriptions	1,000	7,500
Office Occupancy Expenses	0	0
Insurance	7,779	19,929
Repairs/Maint/Prop Mgmt/WAP Services	455,844	477,706
Telephone/Fax/Internet	8,000	6,000
Office Supplies/Printing/Advertising	8,000	8,000
Computers/Software/Equipment	<u>1,500</u>	<u>2,000</u>
Total Other Non- Personnel Services	<u>492,123</u>	<u>536,135</u>
TOTAL NON-PERSONNEL SERVICES	<u>505,623</u>	<u>549,635</u>
TOTAL OPERATING BUDGET	<u>985,804</u>	<u>1,154,456</u>



PRESIDENT’S REPORT

TO: Board of Directors
FROM: Curtis L. Archer
PERIOD: April 16, 2016 to July 31, 2016

BUSINESS SERVICES

Business Seminars

Table with 5 columns: Date, Title, Location, Partners, Attendance. Rows include seminars like 'Choosing the Right Structure for Your Business' and 'Business Mentor NY'.

Summary

We have surpassed the total number of attendees for our seminars from last year (900). To date, we have served 1,047 small business owners and aspiring entrepreneurs. In July we had 167 attendees

attend our seminars. Currently we are vetting two firms that approached Francisco about doing a seminar on Cyber Security.

MWBE

Three MWBE applications were reviewed, submitted and approved. They are:

1. **Guy Brown Management**
2. **PMGNY**
3. **CENMED**

COMMUNITY DEVELOPMENT

Workforce Development

- Staff attended an FBI recruiter forum.

Housing and Financial Counseling, Seminars and Workshops

Bank	Topic	Date	Participants
Citi	Home Buyer Seminar	July 20, 2016	37

- Prepared and submitted the quarterly report on HCDC’s housing counseling to the U.S. Department of Housing and Urban Development.
- Held one (1) conference call with a lender and a client and four (4) one-on-one counseling sessions with clients looking to improve their credit, purchase a home, sell a home, or modify their mortgage loan.

“Franco the Great” Security Gate Murals

- Continuing to assist Save the Gates of Harlem in its discussions with various store owners in order to secure Franco’s gate murals and have them transferred to East River Plaza. Blumenfeld/FCR is providing the store owners with new gates and paying for the installations. Assisting Save the Gates of Harlem in their strategy to create a website focusing on their mission.

Liquid Heat w/Ballet Hispanico

- Provided Jessica Angel, the project director for Liquid Heat, with additional strategies for expanding her community outreach efforts.

Seed Street

- Assisting Leanne Stella in her new business venture to bring hydroponic gardening to Harlem. She seeks East Harlem locations for shipping containers filled with these gardens. Local youth will be hired and trained to manage these gardens. La Marqueta is a potential site location. Guiding Leanne in the creation of her promotional material and community outreach efforts.

Bradhurst Brownfield Opportunity Area

- Obtained ESD approval for granting \$41,029.00 of CIP funds to HCCI to continue their Bradhurst BOA initiative.

Harlem to Havana

- Responded to a request from Eric Scheffel at ESD Albany and obtained photos from Greater Harlem Chamber of Commerce to use in the August edition of the I Love New York e-newsletter article on the Harlem to Havana initiative.

B&K French Cuisine

- Assisted Benjamin Kebe and his new Harlem small business find legal representation to deal with a landlord who is trying to obtain unauthorized back rent. Prior agreements were made that until the building’s gas was turned on, the rent would be renegotiated on a regular basis. The gas hasn’t been

turned on for over 8 months, damaging Benjamin's business. We also reached out to Con Edison to determine the cause of the delay. It appears gas could be turned on within the next month.

NYU Students

- Guided a dozen NYU students and their professor, Steven Pedigo, through a recent history of community development in greater Harlem.

Netherlands Delegation

- The Netherlands Ambassador to Cuba, Alexandra Valkenburg, is interested in bringing a delegation to Harlem to speak with us about community development in October 2016. We're working on the logistics.

Harlem African Burial Ground

- Working with the team to refine the vision and mission of redeveloping the bus depot site into a memorial, while continuing to wind-down HCDC's involvement.

Highbridge Park Cleanup at Polo Grounds

- Assisted Polo Grounds Towers Resident Association president, Barbara Williams, connect with the New York Restoration Project and their crew of about 100 Goldman Sachs summer interns to clean up a neglected section of Highbridge Park behind Polo Grounds Towers. This is the third year of this collaboration. Photo after the clean-up is below.



WEATHERIZATION

2016/2017 Program Year

Total Units for the WAP contract: 245 + 15 Units Program Income
Currently Eligible Units: 53
Currently Certified: 0

No.	Address	Units	Owner
1	206 Edgecombe Avenue	2	Padmore John
2	139 West 138 th Street	25	SOBRO
3	1878 7th Avenue	51	1878 7 th Avenue HDFC
4	360 West 117 th Street	9	Garden of Eden Associates LP
5	23-11 8 th Avenue	34	Garden of Eden Associates LP
6	22-17 8 th Avenue	42	Garden of Eden Associates LP
7	304 West 120 th Street	9	Garden of Eden Associates LP

8	254 West 154 th Street	28	Macombs Manor Associates LP	
9	262 West 154 th Street	27	Macombs Manor Associates LP	
10	544 West 147 th Street	15	Palmares HDFC	

- WAP's budget for the 2016-2017 program year has been increased from \$966,268 to \$1,054,268.00. This increase means that our contractual units have also increased from 228 to 245 units. We are also using \$100,000.00 of Program Income this year which represents an additional 15 units.
- WAP has sent a formal request to have our northern boundary at 145th Street extended to 155th street. 155th Street had been WAP's original boundary.
- The timeline has been created for the production of the 2016-2017 units. The intake/outreach staff, with assistance from the other staff, has been identifying buildings that may be eligible for the pipeline for the 2016-2017 program year. The buildings identified above are presently going through the eligibility process to ensure that at least 66% of the residents meet the HEAP eligibility guidelines.
- As it does every few years, HCR has decided to shuffle the HCR WAP Program Monitors of the downstate subgrantees. William Gregg is now HCDC's Program Monitor, replacing Ladislao Batista.
- HCDC's WAP will continue to participate in the 2016 Con Edison Multifamily Energy Efficiency Program. This program leverages the WAP program covering some lighting measures and providing some reimbursement and incentives for other measures like exterior lighting and common area internal lighting.
- The summer Cooling Project is in effect from May 1, 2016 to August 31, 2016 or when allocated funding for the program is exhausted which ever happens first. To date WAP has received 40 applications for installations. Assessments and installations have been completed and billed for 36 clients.
- WAP has successfully applied for the NYSERDA's Multifamily Performance Program (MPP) which provides building performance services to multifamily buildings with five or more units and seeks to reduce overall energy costs of participant buildings by at least 15%. This program will bring additional dollars into WAP. WAP has also applied to the NYSERDA Empower program in an effort to leverage WAP dollars. WAP continues to actively research funding for the weatherization unit.

HCDC's Pilot Solar Project

HCDC's Pilot Solar Project 2013/2014 is progressing and it is hoped that both installations will occur this summer. This week, the installer, Green Power Solutions met with the WAP staff and we are now finalizing the timeline for the project at 148 West 141st Street. A racking system on which the panels will be mounted is being fabricated. A recent update from the installer indicates that the permits have expired and are currently being updated. Once this is completed and the racking system is delivered, the actual install process will begin. HCDC is working with the owners and installer to coordinate the installation of the solar panels.