

**Chairman**  
Kevin O'Bryan

**Vice-Chair**  
Vacant

**Executive Director**

Steven Strichman

**Board Members**

Hon. Dean Bodnar

Mr. Paul Carroll

Hon. Robert Doherty

Louis Anthony

Adam Hotaling

Tina Urzan

Susan Farrell

**Troy**  
**Capital Resource**  
**Corporation**

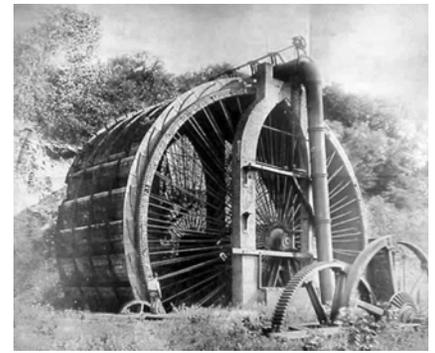
**BOARD OF DIRECTORS MEETING**  
**October 14, 2016**  
**10:00 a.m.**

**Planning Department Conference**  
**Room**

**City Hall**

**A G E N D A**

- I. Approval of minutes from the June 17, 2016 meeting.
- II. Capital District Women's Veteran Program – Loan Request
- III. Financials
- IV. Adjournment



# City of Troy Capital Resource Corporation

June 17, 2016  
10:00 AM Meeting  
Minutes

**Present:** Kevin O'Bryan, Monica Kurzejeski, Hon. Robert Doherty, Susan Farrell, Hon. Dean Bodnar, Tina Urzan, Paul Carroll, Adam Hotaling and Lou Anthony

**Absent:** Steve Bouchey

**Also in attendance:** Derek Foster, Debra Lambek, Mary Ellen Flores, James Lozano, Deanne DalPos, Jeff Buell, Sharon Martin, Tom Rossi, Justin Miller and Denee Zeigler

The CRC was convened at 10:53 a.m.

I. Minutes

The board reviewed the minutes from May 20, 2016.

**Tina Urzan made a motion to approve the minutes from May 20, 2016.  
Paul Carroll seconded the motion, motion carried.**

II. PARIS report

Monica Kurzejeski noted that there are not many transactions to report for the CRC; no land is owned and not many projects. Ms. Kurzejeski advised we will run through the report once more before submitting.

II. Financials

Mr. Lozano advised the boards that there was no change from last month. He advised \$518,427 in cash with no liabilities to report. He advised that all equity is in cash. Mr. Miller advised that there is \$100,000 committed. Mr. Lozano advised that will not show until we are ready to cut the check.

Mr. Lozano advised that there was \$3.00 in bank interest and \$5,000 in expenses for audit services.

**Hon. Bob Doherty made a motion to approve the financials as presented.  
Lou Anthony seconded the motion, motion carried.**

III. Adjournment

The Chairman asked if there was any other business before they adjourn the CRC meeting.

**Tina Urzan made a motion to adjourn the CRC meeting.  
Paul Carroll seconded the motion, motion carried.**

The CRC meeting was adjourned at 10:58 a.m.

Capital District Women Veterans Program, Inc.  
Christine T. Rem DNS, Executive Director  
93 Southbury Road  
Clifton Park, New York 12065  
[Crem13@nycap.rr.com](mailto:Crem13@nycap.rr.com)  
518-428-1612

August 21, 2016

Dear Executive Director,

I am the founder of The Capital District Women Veterans Program, Inc. (CDWVP) which is an IRS 501 c(3), NYS chartered Not for Profit charitable organization. The vision and mission of CDWVP is to establish supportive community housing residential facilities in Troy to serve homeless female veterans, the first of which is named "Christopher's House" to be located at 515 First Street in South Troy. Christopher's House now owns a vacant 2-story single family home suitable for renovation to accommodate bedrooms, kitchen, and community living areas for 5 adults plus 2-3 young children. The renovation will also include office space for the organization and on-site case management.

The goals of this project are to: 1) provide assistance for women Veterans and their children who are coming out of a crisis situation and moving into self-sustaining independent living; 2) provide a safe, supportive, home-like environment for residents while they readjust to living outside the military structure; 3) offer each resident the necessary assistance from a Case Manager in order to develop individualized treatment plans, particularly for those with physical or emotional disabilities; and 4) provide assistance obtaining VA program entitlements, transportation, education, counseling, job training, income management, and other essential services for achieving and maintaining independent living.

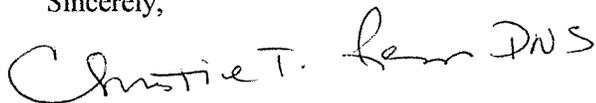
Currently, within the Capital District, there are no community residences for women Veterans that allow for or provide housing for their young children. According to the latest data from the Department of Veterans Affairs (2011), the numbers of veterans who are homeless on a given night in the United States is estimated to be 107,000 of which approximately seven percent are estimated to be female veterans. According to the 2010 CHALENG (Community Homelessness Assessment, Learning, Education Group) Survey Report for VISN 2 (Veterans Integrated Service Network) covering Veterans in upstate New York, there are 205 homeless Veterans currently being served or receiving services as established members of the VA Healthcare System. According to the Capital Region Coalition to End Homelessness (CARES, Inc.) there were 22 homeless women Veterans identified in the Capital Region last year (2015). However, these data do not capture or reflect those female Veterans who have never registered with the Department of Veterans Affairs nor does it include those who may have been denied access to Department of Veterans' Affairs assistance. Therefore, many of these women are underserved so the actual number of female homeless Veterans, and their children, seeking shelter is unknown.

Future Goals: Completing the Christopher's House project would result in the first veteran-operated supportive housing residence in Troy. This in turn would open other funding avenues to support expansion to two adjoining multifamily residential properties that are currently abandoned or vacant. It is CDWVP's intent to create multiple facilities supported by one case management office which could serve 12-15 additional homeless Veterans and/or Veteran families. In discussions with representatives from the

NYS Office of Temporary Disability Assistance (OTDA), it was confirmed that once established the support structure envisioned by CDWVP's supportive housing facility, including an on-site qualified Case Manager, meets the State requirements for future grants to cover building construction/renovation expenses. According to OTDA's Homeless Housing and Assistance Program (HHAP), one of the priority projects to be considered for grant funding specifically identifies "supportive housing projects targeted to veterans or that give priority to veterans by placing them ahead of other homeless populations on the project waiting list". Such projects may serve single homeless veterans as well as homeless veterans and their families. Governor Cuomo's State of the State Address in June 2016 cited a massive expansion of the Housing and Homelessness Plan. To meet this challenge, the Governor is proposing to invest \$20 billion over five years for two historic proposals - a \$10 billion House NY 2020 Plan for affordable housing, and a \$10 billion Homelessness Action Plan. This investment will mark the largest commitment to addressing homelessness in New York State history.

Establishing the proposed supportive housing facilities in South Troy will be a benefit not only to the health, well-being and future of homeless women Veterans but also to the lower South Troy area by stabilizing and maintaining buildings in a highly distressed and economically deteriorating area of the City. Thank you for your consideration in reviewing this application. The grant monies from the Troy IDA will be the only way to complete this project and, once established, to attract other charitable contributions for operating Christopher's House. This will be a worthy project for the underserved in Troy and particularly for the South Troy area in which it will be located.

Sincerely,

A handwritten signature in black ink that reads "Christine T. Rem DNS". The signature is written in a cursive style.

Christine T. Rem DNS,  
Executive Director  
Capital District Women Veterans Program, Inc.



**CITY OF TROY CAPITAL RESOURCE CORPORATION  
APPLICATION**

Please answer all questions by filling in the blanks. Use attachments as necessary.

**I. APPLICANT INFORMATION**

DATE: 8-21-16

<b>Organization Name:</b>	Capital District Women Veteran's Program Inc.				
<b>Mailing Address:</b>	93 Southbury Rd.				
<b>City:</b>	Clifton Park	<b>State:</b>	NY	<b>Zip:</b>	12065
<b>Phone:</b>	518-428-1612		<b>Fax:</b>		
<b>Contact Person:</b>	Christine Rem				
<b>Email Address:</b>	crem13@nycap.vv.com				
<b>FED ID Number:</b>	27-4273594 (Not for Profit)				

**A. Board Chair/CEO/CFO**

Name	Title	Business Address	Phone	Email
C. Rem	Exec. Director	93 Southbury Rd. Clifton Park		
Joshua Bills	Assoc./Admin.	7 Deer Run Dr. Ballston Spa		
Barbara Caldava	Secretary	Box 55, Earlton NY		
Barbara Wood	Treasurer	35 Meadow Dr. Troy		

**B. Applicant's Counsel**

Name:	Judith Singer, Esq				
Firm:	Judith Singer, PLLC				
Mailing Address	514 Vischer Ferry Rd.				
City:	Clifton Park	State:	NY	Zip:	12065
Phone:	371-5977	Fax:		383-7988	

**C. Applicant's Accountant**

Name:					
Firm:					
Mailing Address					
City:		State:		Zip:	
Phone:		Fax:			

**II. PROJECT INFORMATION**

A. Describe the proposed acquisitions, construction or reconstruction, including buildings, site improvements and equipment. Also, indicate square feet by usage (e.g., office, classrooms), and type of construction. Attach a copy of preliminary plans or sketches, and/or floor plan of existing facility.

see attached plans
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B. Location of Project, including city, town or village within which it is located. Attach a map showing location of project:

515 First Street TRAY, NY
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C. Utilities on Site:

Water:  Yes  No  
 Gas:  Yes  No

Electric:  Yes  No  
 Sanitary/Storm Sewer:  Yes  No

D. Owner of the Project (land, building, improvements and/or personal property)

Capital District Women's Veteran's Program, Inc.  
 Christine Rem

If other than Applicant, by what means will the applicant utilize the facility:

E. Zoning of Project Site: Current Zoning: R-4 Proposed Zoning: R-4

F. Are any local land use approvals required:  Yes  No

If Yes, describe:

Planning approval

G. Principal use of Project upon completion:

Community Residential Facility

H. Estimated Project Costs. Give an accurate estimate of the following costs:

Land:	- None -
Building Construction:	\$ 91,850
Site Work:	\$ 7,000
Legal Fees: (other than Company's Attorneys):	\$
Engineering Fees:	\$ 10,800
Financial Charges:	
Machinery & Equipment:	\$ 27,700
Corporation Fee:	
Other (Specify): <i>Furnishings/Vehicle/Supplies</i>	\$ 26,500
Estimated Total Cost:	\$ 165,850

I. Estimate value of ~~Tax Exempt Bonds~~ that Applicant is requesting Corporation issue:

\$ 115,850 *Loan Request*

J. Project Schedule:

Give an estimate of the project completion date. March 2017

K. Organization Financial Information Attachment:

1. Copies of two most recent financial statements
2. Copy of most recent Annual Report
3. Strategic Plan

L. Environmental Information

1. The Corporation must make a determination of environmental significance for the project. A completed NYS Full Environmental Assessment Form must be submitted.

### III. REPRESENTATIONS BY THE APPLICANT

The Applicant understands and agrees with the Corporation as follows:

A. Annual Report on Outstanding Bonds. The Applicant understands and agrees that, if the Project receives any Financial Assistance from the Corporation, the Applicant agrees to file, or cause to be filed, with the Corporation, on an annual basis, any information regarding bonds, if any, issued by the Corporation for the project that is requested by the Comptroller of the State of New York.

B. Absence of Conflicts of Interest. The Applicant has received from the Corporation a list of the members, officers and employees of the Corporation. No member, officer or employee of the Corporation has an interest, whether direct or indirect, in any transaction contemplated by this Application, except as hereinafter described:

C. Fees. The City of Troy Capital Resource Corporation Application should be submitted with a non-refundable \$500.00 Application Fee to the City of Troy Capital Resource Corporation, One Monument Square, Troy, New York 12180. The Corporation will collect a one percent (1%) administrative fee, unless otherwise stated, at time of closing based on the value of the bonds issued.

D. The Corporation reserves the right to ask for additional information as it deems necessary to complete its review of your application.

The Applicant and the individual executing this Application on behalf of the Applicant acknowledge that the Corporation will rely on the representations made herein when acting on this Application and hereby represent that the statements made herein do not contain any untrue statement of a material fact and do not omit to state a material fact necessary to make the statements contained herein not misleading.

\_\_\_\_\_  
(Name of Organization)

By: \_\_\_\_\_

Name:

Title:

Date:

IV HOLD HARMLESS AGREEMENT

Applicant hereby releases City of Troy Capital Resource Corporation and the members, officers, servants, agents and employees thereof (the "Corporation") from, agrees that the Corporation shall not be liable for and agrees to indemnify, defend and hold the CORPORATION harmless from and against any and all liability arising from or expense incurred by (A) the Corporation's examination and processing of, and action pursuant to or upon, the attached Application, regardless of whether or not the Application or the Project described therein or the tax-exemptions and other assistance requested therein are favorably acted upon by the Corporation, (B) the Corporation's acquisition, construction and/or installation of the Project described therein and (C) any further action taken by the Corporation with respect to the Project, including without limiting the generality of the foregoing, all causes of action and attorneys' fees and any other expenses incurred in defending any suits or actions which may arise as a result of any of the foregoing. If, for any reason, the Applicant fails to conclude or consummate necessary negotiations, or fails, within a reasonable or specified period of time, to take reasonable, proper or requested action, or withdraws, abandons, cancels or neglects the Application, or if the Corporation or the Applicant are unable to reach final agreement with the respect to the Project, then, and in the event, upon presentation of an invoice itemizing the same, the Applicant shall pay to the Corporation, its agents or assigns, all costs incurred by the Corporation in the process of the Application, including attorneys' fees, if any.

\_\_\_\_\_  
(Name of Organization)

By: \_\_\_\_\_

Name:

Title:

Date:

STATE OF NEW YORK)  
COUNTY OF \_\_\_\_\_) ss.:

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ before me, the undersigned, a notary public in and for the said State, personally appeared satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her capacity, and that by his/her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed this instrument.

\_\_\_\_\_  
Notary Public