



KATHY HOCHUL
Governor

SHELTON J. HAYNES
President & CEO

BOARD OF DIRECTORS

RuthAnne Visnauskas, Chair, Commissioner of NYSHCR
Robert F. Mujica Jr., Director of BUDGET
Conway S. Ekpo
Jeffrey R. Escobar
David Kapell
David Kraut
Howard Polivy
Michael Shinozaki

**MINUTES OF THE JUNE 24, 2021 MEETING OF THE
ROOSEVELT ISLAND OPERATING CORPORATION BOARD OF DIRECTORS**

A meeting of the Board of Directors was held via videoconference on June 24, 2021 at 5:30 p.m.

Directors Present:

| | |
|----------------------|---|
| Alejandro J. Valella | Representing RuthAnne Visnauskas, RIOC Chair and Commissioner, the New York State Division of Housing and Community Renewal |
| Erica Levendosky | Representing Robert F. Mujica, Director, the State of New York Division of Budget |
| Conway Ekpo | Director |
| Jeffrey Escobar | Director |
| David Kraut | Director |
| Howard Polivy | Director |
| Michael Shinozaki | Director |

Directors Absent:

| | |
|--------------|----------|
| David Kapell | Director |
|--------------|----------|

Officers and Staff Attending:

| | |
|----------------------|--|
| Shelton J. Haynes | President/Chief Executive Officer |
| John O'Reilly | Vice President/Chief Financial Officer |
| Gretchen K. Robinson | Vice President/General Counsel |
| Anthony Amoroso | Deputy Director of Public Safety Department |
| Kevin Brown | Director of Public Safety Department |
| Mary C. Cunneen | Director of Organizational Efficiency & Special Projects |
| Arthur G. Eliav | Associate General Counsel |
| Muneshwar Jagdharry | Comptroller/Assistant Chief Financial Officer |
| Prince Shah | Senior Project Manager |
| Lada V. Stasko | Assistant General Counsel |

Other Attending:

| | |
|------------------|----------------------------------|
| John S. Costilow | Director, EFPR Group, CPAs, PLLC |
| Joseph Klimek | Partner, EFPR Group, CPAs, PLLC |

1 Gretchen K. Robinson, Vice President/General Counsel called the Board meeting to order at
2 5:30 p.m. The roll was called, and a quorum found to be assembled and present.

3
4 * * *

5
6 **APPROVAL OF MINUTES**
7

8 The first item of business was the approval of the minutes of the April 22, 2021 meeting of
9 the RIOC Board of Directors and the May 18, 2021 special meeting of the RIOC Board of Directors.
10 The proposed drafts of the April 22, 2021 and May 18, 2021 Board meetings minutes had been
11 previously distributed to all Board members for their consideration.
12

13 Upon a motion duly made, seconded and carried by six votes in favor (Ms. Levendosky, Mr.
14 Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki) and one abstention (Mr. Valella), both
15 sets of minutes were **APPROVED** and ordered filed.
16

17 * * *

18
19 **NEW BUSINESS ITEM #1**
20

21 The first item of new business was the presentation of the Audited Financial Statements for
22 the Fiscal Year Ending on March 31, 2021.
23

24 RIOC Chief Financial Officer John O'Reilly mentioned that Joseph Klimek, Partner and John
25 S. Costilow with EFPR Group, CPAs, PLLC, RIOC's external auditors, were present to address any
26 questions or concerns from the Board.
27

28 Mr. O'Reilly stated that Mr. Klimek presented a summary of the auditors' report to the Board
29 at the Audit Committee Meeting on Tuesday, June 22, 2021.
30

31 Director Polivy, Chair of the Audit Committee, stated that the Committee reviewed RIOC's
32 Audited Financial Statements for FY 2021-22 on June 22, 2021. Mr. Polivy noted that all questions
33 posed by the Audit Committee regarding the items were answered to the Committee's satisfaction.
34

35 * * *

36
37 **NEW BUSINESS ITEM #2**
38

39 The second item of new business was the Approval of Annual Report for Fiscal Year Ending
40 March 31, 2021.
41

42 Mr. Polivy noted that this item was reviewed by the Audit Committee on June 22, 2021 and
43 recommended its approval.
44

45 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
46 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following
47 resolution was **ADOPTED**:
48
49

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46
47
48
49

RESOLUTION

APPROVAL OF ANNUAL REPORT
FOR FISCAL YEAR ENDING MARCH 31, 2021

RESOLVED by the Board of Directors of the Roosevelt Island Operating Corporation of the State of New York, as follows:

Section 1. that the Annual Report for fiscal year ending March 31, 2021, annexed hereto, is hereby approved and may be submitted to the Governor, the chairman and ranking minority member of the Senate Finance Committee, the chairman and ranking minority member of the Assembly Ways and Means Committee, the State Comptroller, the Authorities Budget Office, and any other governmental entity as required by law;

Section 2. that the President/Chief Executive Officer or his designee is hereby authorized to take such actions and execute such instruments as deemed necessary to effectuate the foregoing;

Section 3. that this resolution shall take effect immediately.

* * *

NEW BUSINESS ITEM #3

The third item of new business was the approval of Report on Procurement Contracts for Fiscal Year Ending March 31, 2021.

Mr. Polivy noted that this item was reviewed by the Audit Committee on June 22, 2021 and also recommended its approval.

Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella, Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following resolution was ADOPTED:

RESOLUTION

APPROVAL OF REPORT ON PROCUREMENT
CONTRACTS FOR FISCAL YEAR ENDING MARCH 31, 2021

RESOLVED by the Board of Directors of the Roosevelt Island Operating Corporation of the State of New York, as follows:

Section 1. that the report of procurement contracts for fiscal year ending March 31, 2021 (the “Procurement Contract Report”) and the Guidelines Regarding the Use, Awarding, Monitoring and Reporting of Procurement Contracts, annexed hereto, are hereby approved, and the Procurement Contract Report may be

1 submitted to the Division of the Budget, the Department of Audit and Control,
2 the Senate Finance Committee, the Assembly Ways and Means Committee,
3 and the Department of Economic Development, and any other governmental
4 entity as required by law;

5
6 Section 2. that the President/Chief Executive Officer or his designee is hereby authorized
7 to take such actions and execute such instruments as deemed necessary to
8 effectuate the foregoing;

9
10 Section 3. that this resolution shall take effect immediately.

11 * * *

12
13
14 **NEW BUSINESS ITEM #4**

15
16 The fourth item of new business was the approval of Report on Investments for Fiscal Year
17 Ending March 31, 2021.

18
19 Mr. Polivy noted that this item was reviewed by the Audit Committee on June 22, 2021 and
20 recommended its approval.

21
22 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
23 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following
24 resolution was ADOPTED:

25
26 **RESOLUTION**

27
28 APPROVAL OF REPORT ON INVESTMENTS
29 FOR FISCAL YEAR ENDING MARCH 31, 2021

30
31
32 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State
33 of New York, as follows:

34
35 Section 1. that the report of the corporation's investments for fiscal year ending March
36 31, 2021 (the "Investment Report"), and the Investment Guidelines, annexed
37 hereto, are hereby approved, and the Investment Report may be submitted to
38 the NYS Division of the Budget, the Department of Audit and Control, the
39 Senate Finance Committee and Assembly Ways and Means Committee, and
40 any other governmental entity as required by law;

41
42 Section 2. that the President/Chief Executive Officer or his designee is hereby authorized
43 to take such actions and execute such instruments as deemed necessary to
44 effectuate the foregoing;

45
46 Section 3. that this resolution shall take effect immediately.

47 * * *

1 **NEW BUSINESS ITEM #5**

2
3 The fifth item of new business was the approval of Property Report for Fiscal Year Ending
4 March 31, 2021.

5
6 Mr. Polivy noted that this item was reviewed by the Audit Committee on June 22, 2021 and
7 also recommended its approval.

8
9 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
10 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following
11 resolution was ADOPTED:

12
13 **RESOLUTION**

14
15 **APPROVAL OF PROPERTY REPORT**
16 **FOR FISCAL YEAR ENDING MARCH 31, 2021**
17

18
19 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State
20 of New York, as follows:

21
22 Section 1. that the Property Report for fiscal year ending March 31, 2021, and the
23 Guidelines Regarding Acquisition and Disposal of Property, annexed hereto,
24 are hereby approved and may be furnished to the State Comptroller, the
25 Director of the Budget, the Commissioner of General Services, the Majority
26 Leader of the Senate, the Speaker of the Assembly, the Authorities Budget
27 Office, and any other governmental entity as required by law;

28
29 Section 2. that the President/Chief Executive Officer or his designee is hereby authorized
30 to take such actions and execute such instruments as deemed necessary to
31 effectuate the foregoing;

32
33 Section 3. that this resolution shall take effect immediately.

34
35 * * *

36
37 **NEW BUSINESS ITEM #6**

38
39 The sixth item of new business was the Designation of Internal Control Officer.

40
41 Ms. Robinson recommended the Board to designate Ms. Mary Cunneen as the Internal
42 Control Officer of the Corporation.

43
44 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
45 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following
46 resolution was ADOPTED:

1
2 **RESOLUTION**

3
4 **DESIGNATION OF INTERNAL CONTROL OFFICER**
5
6

7 **WHEREAS**, the Roosevelt Island Operating Corporation (the “Corporation” or “RIOC”) is
8 a public authority empowered by Title 35, Chapter 43-a of the Public Authorities Law to carry out
9 the operation, maintenance, and development of Roosevelt Island; and
10

11 **WHEREAS**, the Public Authorities Law, Article 9, Sec. 2931, the Governmental
12 Accountability, Audit and Internal Control Act of 1999, and Budget Policy and Reporting Manual B-
13 350 require the appointment of an Internal Control Officer in State agencies and public authorities;
14 and
15

16 **WHEREAS**, Mary C. Cunneen currently serves as RIOC’s Director of Organizational
17 Efficiency & Special Projects and is qualified to serve as the Internal Control Officer of the
18 Corporation; and
19

20 **WHEREAS**, the President/Chief Executive Officer proposes the appointment of Mary C.
21 Cunneen to the position of the Internal Control Officer of the Corporation;
22

23 **NOW THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF DIRECTORS**
24 **OF THE CORPORATION, AS FOLLOWS:**
25

26 Section 1. that Mary C. Cunneen is hereby designated as RIOC’s Internal Control
27 Officer;
28

29 Section 2. that the President/Chief Executive Officer or his designee is hereby authorized
30 to take such actions and execute such instruments as she deems necessary to
31 effectuate the foregoing; and
32

33 Section 3. that this resolution shall take effect immediately.
34

35 * * *
36

37 **NEW BUSINESS ITEM #7**
38

39 The seventh item of new business was the authorization to Enter into Contract with Prestige
40 Stone & Pavers Corp. for Blackwell Park Paver Improvements Project.
41

42 Prince Shah, RIOC’s Senior Project Manager, explained that the existing pavers are in
43 disrepair and require immediate remediation. He stated that the work would include an ADA
44 compliant walkway to the ramp of the Blackwell House, and adding an open seating area outside of
45 the New York Public Library.
46

1 Mr. Shah stated that Prestige Stone & Pavers Corp. specializes in exterior site work and had
2 worked with various public entities. The then recommended that the Board authorize RIOC to enter
3 into contract with Prestige Stone & Pavers Corp.
4

5 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
6 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following
7 resolution was ADOPTED:
8

9 **RESOLUTION**

10 **AUTHORIZATION TO ENTER INTO CONTRACT**
11 **WITH PRESTIGE STONE & PAVERS CORP.**
12 **FOR BLACKWELL PARK PAVER IMPROVEMENTS PROJECT**
13
14

15
16 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State
17 of New York (“RIOC”), as follows:
18

19 Section 1. that RIOC is hereby authorized to enter into contract with Prestige Stone &
20 Pavers Corp. for Blackwell Park Paver Improvements Project, upon such terms
21 and conditions substantially similar to those outlined in the Memorandum from
22 Prince Shah to Shelton J. Haynes/Board of Directors dated June 23, 2021,
23 attached hereto;
24

25 Section 2. that the President/Chief Executive Officer or his designee is hereby authorized
26 to take such actions and execute such instruments as she deems necessary to
27 effectuate the foregoing; and
28

29 Section 3. that this resolution shall take effect immediately.
30

31 * * *

32
33 **NEW BUSINESS ITEM #8 – INTENTIONALLY OMITTED**
34

35 * * *

36
37 **NEW BUSINESS ITEM 9**
38

39 The ninth item of new business was the ratification of the Amendment of Contract with LPC
40 Inc. for Expansion of IT Infrastructure.
41

42 Mr. Shah stated that the project is intended to connect all RIOC-operated buildings with a
43 physical fiber cable, allowing the administrative office to be relocated. He further noted that an
44 unforeseen encounter required the contractor to submit a change order for the scope of work. He
45 recommended the Board to ratify the amendment of the contract with LPC, Inc. for \$24,791.65 and
46 a contingency of \$20,000 bringing the total authorized not-to-exceed the amount of the change order
47 to \$44,791.65.
48

1 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
2 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following
3 resolution was ADOPTED:
4

5 **RESOLUTION**
6

7 **RATIFICATION OF AMENDMENT OF CONTRACT**
8 **WITH LPC INC. FOR EXPANSION OF IT INFRASTRUCTURE**
9

10
11 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State
12 of New York (“RIOC”), as follows:
13

14 Section 1. that the amendment of contract with LPC Inc. for expansion of IT
15 infrastructure, upon such terms and conditions substantially similar to those
16 outlined in the Memorandum from Prince Shah to Shelton J. Haynes/Board of
17 Directors dated June 22, 2021, attached hereto, is hereby ratified;
18

19 Section 2. that the President/Chief Executive Officer or his designee is hereby authorized
20 to take such actions and execute such instruments as he deems necessary to
21 effectuate the foregoing; and
22

23 Section 3. that this resolution shall take effect immediately.
24

25 * * *
26

27 **NEW BUSINESS ITEM #10**
28

29 The tenth item of new business was the ratification of the Lease Agreement with Hudson
30 Related Retail LLC for RIOC’s Office Space.
31

32 Arthur G. Eliav, RIOC’s Associate General Counsel, explained the background and
33 conditions that necessitated the relocation of RIOC administrative offices to 524 Main Street. Based
34 on this need, Mr. Eliav recommended the lease agreement for ratification.
35

36 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
37 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following
38 resolution was ADOPTED:
39

40 **RESOLUTION**
41

42 **RATIFICATION OF THE LEASE AGREEMENT**
43 **WITH HUDSON RELATED RETAIL, LLC FOR RIOC’S OFFICE SPACE**
44

45
46 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State
47 of New York (“RIOC”), as follows:
48

1 Section 1. that the Lease Agreement with Hudson Related Retail, LLC for RIOC’s Office
2 Space, upon such terms and conditions substantially similar to those outlined
3 in the Memorandum from Arthur G. Eliav to RIOC Board of Directors/Shelton
4 J. Haynes dated June 18, 2021, attached hereto, is hereby ratified;
5

6 Section 2. that the President/Chief Executive Officer or his designee is hereby authorized
7 to take such actions and execute such instruments as he deems necessary to
8 effectuate the foregoing; and
9

10 Section 3. that this resolution shall take effect immediately.
11

12 * * *

13
14 **NEW BUSINESS ITEM #11**

15
16 The eleventh item of new business was the ratification of the Amendment of Purchase Order
17 with Swift Emergency, PC for COVID Testing Site.
18

19 Ms. Mary Cunneen provided a history of the Swift Emergency, PC’s COVID-19 testing site.
20 She stated that the site has successfully operated for the past several months. However, she explained
21 that due to the decline of positive tests statewide and decrease in number of tests conducted each
22 week at the site, it was decided to decrease the days of operation and staff beginning in June 2021.
23

24 Ms. Cunneen noted that the monthly fee for this decreased in operations is \$39,528.00. She
25 recommended the Board to ratify the agreement which would extend the operations for the month of
26 June 2021 and end full operations effective on June 30, 2021.
27

28 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
29 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the following
30 resolution was ADOPTED:
31

32 **RESOLUTION**

33
34 **RATIFICATION OF THE AMENDMENT OF PURCHASE ORDER WITH SWIFT**
35 **EMERGENCY CARE, PC FOR THE COVID TESTING SITE**
36

37
38 **RESOLVED** by the Board of Directors of the Roosevelt Island Operating Corporation of the State
39 of New York, as follows:
40

41 Section 1. that the amendment of the purchase order with Swift Emergency Care, PC for
42 the COVID testing site, upon such terms and conditions substantially similar
43 to those outlined in the Memorandum from Mary C. Cunneen to RIOC Board
44 of Directors dated June 17, 2021, attached hereto, is hereby ratified;
45

46 Section 2. that the President/Chief Executive Officer or his designee is hereby authorized
47 to take such actions and execute such instruments as he deems necessary to
48 effectuate the foregoing; and
49

1 Section 3. that this resolution shall take effect immediately.
2

3 * * *
4

5 **NEW BUSINESS ITEM #12**
6

7 The twelfth item of new business was the Presentation on Island-wide Roadway & Pavers
8 Project.
9

10 Mr. Prince Shah presented the Power Point Presentation to the Board. He mentioned that
11 RIOC is currently working on an RFP for a design consultant. He further added that the selection will
12 be made in the fall. He stated that the goal of the project is to study the existing conditions and create
13 a phased approach of construction addressing issues such as roadways, pavers, sidewalks, etc.
14

15 * * *
16

17 **PRESIDENT'S REPORT**
18

19 RIOC President/CEO Shelton J. Haynes stated that the Communication and Community
20 Affairs team has multiple events lined up for the summer, including the movies series. He mentioned
21 that the Fourth of July celebration is planned, and security will be coordinated between the New York
22 City Police Department and the Public Safety Department. Mr. Haynes explained that the COVID-
23 19 Memorial originally planned for May has been rescheduled to accommodate the families of the
24 deceased Public Safety Officers. He also mentioned that the Hope Memorial project has been
25 completed and that the ribbon cutting ceremony will be coordinated to acknowledge the Americans
26 with Disabilities Act (ADA) day on July 17. Mr. Haynes stated that the Island Horticulture and
27 Grounds Director Matthew Kibby will present a beautification plan to the community within the next
28 couple of weeks.
29

30 Mr. Haynes noted that in Fall of 2021, RIOC will resume the past practice and the promotion
31 of the indoor and outdoor permitting spaces. He expressed gratitude to the Board for their approval
32 of the public purpose funds, also adding that RIOC intends to seek guidance on best practices to
33 improve the process. Mr. Haynes also mentioned that the early voting initiative project had recently
34 taken place at Sportspark. RIOC worked alongside Assembly Member Rebecca Seawright and the
35 Department of Elections. He stated that RIOC will continue to work with the community and will
36 assist in relocating the food pantry run by the Roosevelt Island Disabled Association (RIDA). He
37 also, noted that RIOC will assist in providing area upgrades to the Living Library and partner with
38 Roosevelt Island Residents Association (RIRA) to establish a dog run near South Town.
39

40 Mr. Haynes also mentioned that RIOC will continue its efforts to work with the Department
41 of Financial Services and local elected officials to bring a bank branch back to the Island. Mr. Haynes
42 was pleased to announce that the Tram will resume to full capacity as of June 28, 2021. He stated
43 that RIOC is conducting interviews to fill his former role of the Chief Operating Officer. Mr. Haynes
44 noted that \$345,000 was the total amount paid to Swift Emergency Care from January 2021 to June
45 2021. He mentioned the advantages and benefits of the testing site for the residents and employees
46 of the Island.
47

48 Mr. Haynes proceeded to provide updates on capital projects. He noted that the projects are
49 on time and within their budget. He stated that currently RIOC is restriping the crosswalks on Main

1 Street, while assessing other areas and seeking a more permanent solution for the Island. He stated
2 that RIOC team members have fixed 35 lights on the island to ensure that areas are kept brighter and
3 that residents feel safer. Mr. Haynes stated that the Southpoint Park Rip-Rap Revetment project and
4 the McManus Field Comfort Station are nearly completed. Also, the Motorgate Garage project will
5 be completed and remain on budget.

6
7 Mr. Haynes expressed his excitement for the renovation of Sportspark. He stated that the
8 Tram project is in progress despite the challenges faced earlier. He also noted that the Nellie Bly
9 Memorial ribbon cutting will take place in October as the project is slated to be completed in
10 September. Finally, Mr. Haynes stated his appreciation for the support provided by the Board
11 Members throughout this challenging year.

12
13 * * *

14
15 **COMMITTEE REPORTS**

16
17 **AUDIT COMMITTEE**

18
19 The Audit Committee met on June 22, 2021 to discuss the financial items approved by the
20 Board earlier today.

21
22 **GOVERNANCE COMMITTEE**

23
24 The Governance Committee did not meet.

25
26 **OPERATIONS ADVISORY COMMITTEE**

27
28 The Operations Advisory Committee met on June 17, 2021 to discuss the operations items
29 presented at this Board meeting.

30
31 **REAL ESTATE DEVELOPMENT ADVISORY COMMITTEE**

32
33 The Real Estate Development Advisory Committee did not meet.

34
35 **PUBLIC SAFETY REPORT**

36
37 Ms. Robinson noted that the Public Safety Report was included in the Board package.

38
39 * * *

40
41 Upon a motion duly made, seconded and carried by unanimous vote in favor (Mr. Valella,
42 Ms. Levendosky, Mr. Ekpo, Mr. Escobar, Mr. Kraut, Mr. Polivy, and Mr. Shinozaki), the meeting
43 was adjourned at 7:50 p.m.

44
45
46

Gretchen K. Robinson, Secretary