



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
David Kapell
David Kraut
Howard Polivy
Michael Shinozaki

**MINUTES OF THE OCTOBER 28, 2021 MEETING OF THE
ROOSEVELT ISLAND OPERATING CORPORATION BOARD OF DIRECTORS**

A meeting of the Board of Directors was held via videoconference on October 28, 2021 at 5:30 p.m.

Directors Present:

Linda Manley	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
David Kapell	Director
David Kraut	Director
Howard Polivy	Director

Directors Absent:

Conway Ekpo	Director
Michael Shinozaki	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
Amy Smith	Public Information Officer
Lada V. Stasko	Assistant General Counsel
Markus Szejnberg	Special Counsel for Ethics, Risk, and Compliance

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

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6 **APPROVAL OF MINUTES**

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8 The first item of business was the approval of the minutes of the September 29, 2021 meeting
9 of the RIOC Board of Directors. The proposed draft of the September 29, 2021 Board meeting
10 minutes had been previously distributed to all Board members for their consideration.

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12 Upon a motion duly made, seconded and carried by unanimous votes in favor (Ms. Manley,
13 Ms. Levendosky, Mr. Kapell, Mr. Kraut, and Mr. Polivy), the minutes were **APPROVED** and
14 ordered filed.

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18 **EXECUTIVE SESSION**

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20 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Manley,
21 Ms. Levendosky, Mr. Kapell, Mr. Kraut, and Mr. Polivy), the Board proceeded with the executive
22 session to discuss the finances of specific organizations at 5:44 p.m. No votes were taken at the
23 executive session. The Board returned from the executive session at 7:18 p.m.

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27 **NEW BUSINESS ITEM #1**

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29 The first item of new business was the authorization to enter into contract with Langan
30 Engineering for design services in connection with the Steam Tunnel Project.

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32 Ms. Gretchen Robinson, RIOC’s Vice President and General Counsel explained the need to
33 enter into contract with Langan Engineering (“Langan”). She explained that the condition of the
34 steam tunnel has deteriorated throughout the years and that the steam tunnel became a public health
35 and safety issue, which needs to be addressed.

36
37 Ms. Robinson further discussed the procurement process for this project. Langan received
38 the highest evaluation score of three bidders particularly in the areas of “Experience and
39 Qualifications” and “Ability to Perform Required Services”. Through its proposal and interview, they
40 demonstrated the best approach and understanding of the project, schedule assessment and work plan
41 to meet RIOC’s needs. Langan received the highest cumulative score while offering the lowest price.

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43 Ms. Robinson recommended that the Board of Directors authorize entering into contract with
44 Langan Engineering to provide services for the Steam Tunnel Design for a total amount of \$429,000
45 with a 15% contingency of \$64,350 bringing the total authorized not-to-exceed amount to \$493,350.

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47 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Manley,
48 Ms. Levendosky, Mr. Kapell, Mr. Kraut, and Mr. Polivy), the following resolution was **ADOPTED**:
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RESOLUTION

AUTHORIZATION TO ENTER INTO CONTRACT WITH LANGAN ENGINEERING
FOR DESIGN SERVICES IN CONNECTION WITH THE STEAM TUNNEL PROJECT

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

Section 1. that RIOC is hereby authorized to enter into contract with Langan Engineering for Design Services in Connection with the Steam Tunnel Project, upon such terms and conditions substantially similar to those outlined in the Memorandum from Gretchen Robinson to Shelton J. Haynes/RIOC Board of Directors dated October 21, 2021, attached hereto;

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

Section 3. that this resolution shall take effect immediately.

* * *

NEW BUSINESS ITEM #2

The second item of new business was authorization to enter into contract with the New York Community Trust (“NYCT”) for Public Purpose Funds Grant Program.

Ms. Robinson provided a brief background for this item. She introduced Markus Szejnberg, Special Counsel to the Corporation, who extensively researched the best practices to distribute public grants to non-profit organizations, and who, based on recommendations from other agencies and authorities, vetted NYCT. Based on his research, NYCT demonstrated the best qualifications and knowledge to perform the specified grant administration services based on the scope of services and unique Public Purpose Funds grant program.

Ms. Robinson stated that after exploring several options, it was determined that the New York Community Trust for Public Purpose was the most appropriately situated organization to handle the specific unique needs that RIOC was seeking.

She recommended that the Board authorize RIOC to enter into a pilot program with the New York Community Trust for Public Purpose Funds Grant Program.

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

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RESOLUTION

AUTHORIZATION TO ENTER INTO CONTRACT WITH THE NEW YORK COMMUNITY TRUST FOR PUBLIC PURPOSE FUNDS GRANT PROGRAM

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

Section 1. that RIOC is hereby authorized to enter into contract with New York Community Trust (“NYCT”) for Public Purpose Funds Grant Program, upon such terms and conditions substantially similar to those outlined in the Memorandum from Gretchen Robinson and Markus Szejnberg to Shelton J. Haynes/RIOC Board of Directors dated October 20, 2021, attached hereto;

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

Section 3. that this resolution shall take effect immediately.

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NEW BUSINESS ITEM #3

The third item of new business was authorization of amendment of Public Purpose Funds Grant Expenditure for FY 2020-21.

Ms. Manley stated that the Island non-profits organizations faced extreme hardship during the height of the pandemic. She praised their effectiveness as they served the Island resident during this difficult time.

Ms. Manley recommended that the Board authorize the amendment of Public Purpose Funds Grant Expenditure for FY 2020-21 per several organizations’ request.

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

RESOLUTION

AUTHORIZATION OF AMENDMENT OF PUBLIC PURPOSE FUNDS GRANT EXPENDITURE FOR FISCAL YEAR 2020-21

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

Section 1. that the amendment of Public Purpose Grants expenditure for Fiscal Year 2020-21 upon such terms and conditions substantially similar to those outlined

1 in the Memorandum from John O'Reilly to Shelton J. Haynes/ RIOC Board of
2 Directors dated October 26, 2021, attached hereto, is hereby authorized;

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4 Section 2. that the President/Chief Executive Officer or President's designee is hereby
5 authorized to take such actions and execute such instruments as she deems
6 necessary to effectuate the foregoing; and
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8 Section 3. that this resolution shall take effect immediately.
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12 **PRESIDENT'S REPORT**
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14 President Haynes provided current project updates. He stated that a candidate for the Chief
15 Operating Officer role has been identified. The candidate, however, is pending Board approval for a
16 final decision to be made. Mr. Haynes mentioned several upcoming meetings, an Operations
17 Advisory Committee meeting, Real Estate Development Advisory Committee meeting and a Traffic
18 Forum/Town Hall.
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20 Mr. Haynes noted that on October 25th, RIOC with the assistance of the elected officials and
21 several Roosevelt Island organizations, hosted an open house for financial institutions interested in
22 establishing a full-service bank branch on the Island.
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24 He further stated that ENVAC Iberia SA staffers from Spain will arrive to address the issues
25 which has affected the AVAC disposal. In the interim, the NYC Department of Sanitation has assisted
26 RIOC with trash removal.
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28 Mr. Haynes noted that the Tram Haul Ropes Replacement project is scheduled to start in mid-
29 November. To assist with any inconveniences, a contingency plan will be in place.
30

31 Early voting is ongoing on the island and will continue until the end of October in the
32 Sportspark facility. He noted that Assembly Member Rebecca Seawright also provided their efforts
33 to ensure Roosevelt Island residents would have the opportunity to vote early.
34

35 The Shopper's Bus will resume within the next couple of days to provide services to Island
36 seniors and the disabled to Astoria twice a week. He mentioned that the bus will depart from the
37 Senior Center located at 546 Main Street.
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39 Mr. Haynes then provided Capital Planning and Project updates. He stated the Southpoint
40 Park Rip-Rap Renovation project will be completed in December.
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42 The Southpoint Park Rip-Rap Revetment project was a huge initiative which garnered
43 community feedback and engagement. The project completion will take place in fall of 2021. Mr.
44 Haynes expressed that RIOC has taken a holistic approach to all projects to ensure they remain under
45 budget and on schedule.
46

47 The Sportspark facility will receive a total facelift which will include gym flooring and the
48 exterior façade. Mr. Haynes noted that once renovations are complete the facility has the potential to

1 increase revenue for the Island. The project is scheduled to be completed during the summer of 2022.
2 Prior to the project's completion, RIOC will reassess the programming for the space.
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4 Despite delays, the Tram Elevator project is in progress, with the first phase completed while
5 the final phase is scheduled to be completed during the month of December. The Lighthouse
6 reconstruction project is moving forward and will be completed during the winter.
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8 Mr. Haynes noted that The Girl Puzzle Monument is in its final phase of completion. He added
9 the project ribbon cutting will take place on December 10th and a formal announcement will be made.
10 He expressed his excitement regarding the project and believes it can attract visitors to the island.
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12 Finally, Mr. Haynes stated that the Blackwell Park Pavers project is scheduled to be completed
13 in November. He noted that the fountain within the area will be fully functional
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17 **COMMITTEE REPORTS**

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19 **AUDIT COMMITTEE**

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21 The Audit Committee did not meet.
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23 **GOVERNANCE COMMITTEE**

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25 The Governance Committee did not meet.
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27 **OPERATIONS ADVISORY COMMITTEE**

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29 The Operations Advisory Committee did not meet.
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31 **REAL ESTATE DEVELOPMENT ADVISORY COMMITTEE**

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33 The Real Estate Development Advisory Committee did not meet.
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37 **PUBLIC SAFETY REPORT**

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39 Ms. Robinson noted that the Public Safety Report was included in the Board package.
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43 Upon a motion duly made, seconded and carried by unanimous vote in favor (Ms. Manley,
44 Ms. Levendosky, Mr. Kapell, Mr. Kraut, and Mr. Polivy), the meeting was adjourned at 7:50 p.m.
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Gretchen K. Robinson, Secretary