

**N.F.C. DEVELOPMENT CORP.
1022 MAIN STREET
P.O. BOX 69
NIAGARA FALLS, NEW YORK 14302**

June 14, 2013

TO: The Board of Directors of the NFC Development Corp.
FROM: Paul A. Dyster, Chairman
RE: **Notice of Meeting**

Please be advised that a meeting of the Board of Directors of NFC Development Corporation will be held at the date and time stated below. It is most important a quorum be present to conduct any business.

DATE: **Thursday, June 27, 2013**
TIME: **4:00 P.M.**
PLACE: **City Hall Committee of the Whole Room
745 Main Street**

I have enclosed an agenda and information for your review.

NOTE: Please make every attempt to attend this meeting in order for business to be conducted. Please contact Gail Bimont at 286-8802 to confirm your attendance. Thank you.

**N.F.C. DEVELOPMENT CORP.
1022 MAIN STREET
P.O. BOX 69
NIAGARA FALLS, NEW YORK 14302**

June 13, 2013

TO: N.F.C. Development Corporation Board

FROM: Paul A. Dyster
Chairman

RE: Agenda for Board Meeting
Date: Thursday, June 27, 2013
Time: 4:00 P.M.

PLACE: City Hall Council Chambers

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes of Meeting Held March 25, 2013 **VOTE**
4. Vote to Approve 15,000 Grant for Mario DeMita, Jr. d/b/a Mario's Pizza **VOTE**
5. Vote to Approve \$10,000 Grant for Stephanie Signorelli, Makeup Palace **VOTE**
6. Vote to Approve \$10,000 Grant for Mary Nadeou, WNY Tents & Awnings **VOTE**
7. Vote to Approve \$10,000 Grant for Robert Ventry's Pizza and Subs **VOTE**
8. Vote to Re-Authorize Rental Rehab Program **VOTE**
9. Old Business
10. New Business
11. Adjournment

N.F.C. DEVELOPMENT CORP.
Minutes of Meeting
Monday, March 25, 2013
City Hall – Committee of the Whole Room
Niagara Falls, New York

Present: Mayor Paul Dyster
Council Member Fruscione
Council Member Grandinetti
Council Member Walker
Mr. Joseph Casale
Mr. Michael Hooper
Ms. Janet Markarian
Mr. Paul Parise
Mr. Jeffrey Paterson
Ms. Anne Sawicki
Dr. Jacob Smith

Absent: Council Member Anderson
Council Member Choolokian
Ms. Jacqueline Henwood
Ms. Lucy Muto
Ms. Doreen O'Connor
Mr. Frank Roma
Ms. Lee Whittaker

Staff Present: Craig Johnson
Richard Zucco
Maria Brown
MaryAnn Colangelo
Clara Dunn
Seth Piccirillo

Others Present: Awa Cisse, Dijah's Natural Hair Creations
Randall Shepard, The Bonadio Group

The meeting was called to order by Chairman Dyster at 4:16 p.m. A quorum was present.

Agenda Item #3 Approval of Minutes of Meeting held September 24, 2012

Mr. Parise made a motion to approve the minutes of the meeting held January 28, 2013, second was made by Mr. Casale. **Unanimously approved.**

Mr. Hooper made a motion to enter into Executive Session at 4:18 p.m., second was made by Ms. Sawicki. **Unanimously approved.**

NOTE: Council Member Grandinetti arrived at 4:20 p.m., she did not take part in minutes of meeting vote or enter into executive session vote.

Mrs. Sawicki made a motion to end Executive Session at 4:35 p.m., second was made by Council Member Grandinetti. **Unanimously approved.**

Agenda Item #4 Vote to Approve 2012 Financial Statements

The 2012 Financial Statements were reviewed and a motion to approve was made by Mr. Casale, seconded by Council Member Grandinetti. **Unanimously approved.**

Agenda Item#5 Vote to Approve Sale of Café Lola Equipment

Mr. Zucco reported that appraisals for Café Lola equipment were received from three different companies with an average appraisal of \$1,916. Mr. Weber and Mr. Giusiana, who will be operating a new restaurant at that location, have offered to pay \$2,000 for the equipment and business property. This payment will be applied to the balance of the Café Lola loan.

Council Member Grandinetti made a motion to approve the sale of the Café Lola equipment and release the lien, second was made by Mr. Casale. **Unanimously approved.**

Agenda Item #6 Vote to Approve Grant for Dijah's Natural Hair Creations

Ms. Dunn introduced Ms. Awa Cisse from Dijah's Natural Hair Creations and reviewed the grant request.

Council Member Fruscione made a motion to approve the grant for Dijah's Natural Hair Creations, second was made by Ms. Sawicki. **Unanimously approved.**

Agenda Item #7 Old Business

None

Agenda Item #8 New Business

None

Agenda Item #9 Adjournment**Agenda Item #14 Adjournment**

There being no further business, the meeting was adjourned at 5:06 p.m.

NFC Directors SUMMARY

Proposed NFC Grant request for:

Mario's Pizza

Date: May 10, 2013

Part I. Project Description

**Part II. Business Description/summary/
Employment projections/ Sources/Uses
of funds**

Part III. Loan/grant analysis/Need

Part IV. Recommendation/Terms and Conditions

NFC Directors Summary

For:

Mario's Pizza

NFC Grant request

Part I Project Description

Mr. Mario DeMita, Jr. is requesting funding assistance in order to develop a New York style pizzeria that will be located at 307 Prospect Street located on Old Falls Street. The building space has been vacant for several years. Wanderlust Restaurant Corp. (dba Mario's Pizza) has entered into a (5) year lease with the property owner. Mr. DeMita needs the NFC funding assistance in order to purchase equipment, furniture, interior signs and other start up cost for the completion of the project. The applicant has submitted a total project cost of approximately \$89,000.

Part II Business Description

Mario's Pizza is a new start-up business. They will be offering a New York Style thin crust pizza with an international menu. The international menu is that the variety of pizzas will have ingredients from around the world. They will also be serving deli sandwiches, beer and wine. It will be a year round restaurant that will be open for both lunch and dinner. Located on Old Falls Street, Mario's Pizza wants to be part of the resurgence of Downtown Niagara Falls. Studies done by USA Niagara and discussions with the NCCC Culinary Institute indicates that the downtown section of Niagara Falls is in need of more restaurants. This restaurant will help with that need. Mario's Pizza will be occupying about 600 square feet fronting Old Falls Street between First Street and Rainbow Blvd. The project will create 4 full-time new jobs and 7 part-time jobs.

City of Niagara Falls

Financial Underwriting

Sources/Uses of Funds

Proposed Sources and Uses

Uses of Funds		Sources of Funds	
		NFC Grant	\$36,500
Renovations	\$8,000	Equity/Cash invested	\$50,000
Machinery & Equipment	\$35,000	CD Grant	\$2,500
Operating Expenses, Inventory, Leasehold Imp. Office Equipment, Supplies, Etc.	\$17,000		
Investment to Date			
Working Capital	\$29,000		
TOTAL	\$89,000	TOTAL	\$89,000

Recommended Sources and Uses

Uses of Funds		Sources of Funds	
		NFC Grant *	\$15,000
Renovations	\$8,000	Equity/Cash invested	\$50,000
Machinery & Equipment	\$35,000		
Operating Expenses, Inventory, Leasehold Imp. Office Equipment, Supplies, Etc.			
Investment to Date			
Working Capital	\$22,000		
TOTAL	\$65,000	TOTAL	\$65,000

* subject to Loan Committee recommendation

Part III

Loan Analysis/Need

This application is for a NFC Development Corp. grant. Mr. DeMita will be opening a New York style pizzeria in the downtown development targeted area, specifically Old Falls Street.

As a new business owner, traditional funding is very difficult to obtain. Mr. DeMita needs NFC financing to fill the funding gap. This NFC Development grant will provide the necessary financing in order for him to acquire the needed equipment, inventory and complete the necessary renovations.

Staff would defend the grant since the applicant is investing \$50,000 of his own funds in the business. The City of Niagara Falls is heavily promoting retail development in the Old Falls Street retail district and should support his efforts. The business is also facing a challenge staying open year round to service an area of the City, which now relies largely on the seasonal tourism market.

Mr. DeMita's credit score is in the high 600's.

Part IV

Recommendation/Terms/Conditions

Staff would recommend that the loan committee look at a lesser grant than the requested \$36,500. The projects projected monthly positive cash flows don't support the NEED for the original request. We would look at a total project cost of \$65,000 not the submitted cost of \$89,000, in which the grant funds of the NFC should leverage against. We would only count the first months W/C needs as eligible project costs.

Based on a review of the project and projected financials, Staff recommends the approval of this grant with the following conditions:

NFC to provide the following funding:

- 1) A \$15,000 NFC Development Grant

- 2) Mr. Mario DeMita, Jr. to provide a personal guarantee.**
- 3) One new FTE must be hired over the next three years.**
- 4) The business must remain operational for a period of three years or the grant will become due and payable.**
- 5) Project is not eligible for the \$2,500 Community Development (CD) Façade Grant as requested. The project is not located in the targeted area.**
- 6) A 1% administrative fee shall be deducted from the proceeds of the Grant.**

Proposed NFC grant

for:

The Makeup Parlour

NFC Directors SUMMARY

Date: June 17, 2013

Part I. Project Description

**Part II. Business Description/summary/
Employment projections/ Sources/Uses
of funds/Collateral**

Part III. Loan/grant analysis/Need.

Part IV. Recommendation/Terms and Conditions

NFC Directors Summary

For

The Makeup Parlour

Micro Enterprise Grant/Loan Request

Part I Project Description

Stephanie Signorelli is asking the City of Niagara Falls for a grant in the amount of \$10,000. In March Ms. Signorelli opened a location for her business, The Makeup Parlour. To date she has spent approximately \$9,000 of her own capital. With that money she has paid for the security deposit, first month's rent of the space (\$2,000). She purchased a beginning inventory of cosmetics and skin care products (\$893), additional startup supplies (\$635) and furniture and décor for the business (\$1,144) she also spent \$1,133 on lease-hold improvements to the space including painting and other renovations. Stephanie bought an Infinity Sun system for spray tanning at the cost of \$3,041. This system allows for a service that provides large margins for The Makeup Parlour. This stream of income is estimated to account for over half of the projected income. The difference of \$7,650 would be used for working capital to cover expenses. Stephanie is projecting to hire a part-time makeup artist by the middle of year 2 which she has included in her financial projections.

Part 11 Business Description

The Makeup Parlour is a sole proprietorship formed and established by Stephanie Signorelli. Ms. Signorelli filed for her "Doing business as" certificate with N. C. on January of 2010. She is the sole owner in the company, retaining 100% ownership. The company has had only one location since its development; 671 69th St., N. F., this location is Stephanie's home and was composed of a small room with dimensions of only 10'x10'. The dimensions of this room were only large enough to seat 3 to 4 people. Although the room was neat and composed of a visibly attractive set-up it was clearly too small to operate a large and fully functioning business. Also there was no separation between personal and business life which prompted Stephanie to expand the business into a company with a storefront boutique, this move was a necessary part for the expansion and continuation of a successful business. The additional size, space, and income of the larger boutique provide additional jobs for freelance makeup artists, additional products, services and the promotion and greater availability of spray tanning services which she currently operates. The Makeup Parlour offers a plethora of professionalism, products, services and dedication to the customer and company.

Business Summary

Business Summary

Name:	<u>The Makeup Parlour</u>	Proprietorship-Yes
Years in Operation:	<u>2 years</u>	Partnership-No
Start-up?	Yes	Federal ID #46-1906822
New Ownership?	Yes	D.B.A.
Address:	<u>10158 Niagara Falls Blvd., Niagara Falls, 14304</u>	
Loan Type	<u>NFC Micro Enterprise GRANT</u>	

Management/Ownership

Name:	<u>Stephanie Signorelli</u>	Position:	<u>Owner</u>
Age:	<u></u>	Salary:	<u>\$15,600</u>
Experience:	<p>Stephanie has worked for Beautyquest Medi Spa for six years under plastic surgeon Dr. Bhangoo, while she was there she obtained numerous management responsibilities as well as becoming well versed and familiarized with medical esthetics such as microderm abrasion, glycolic peels, and laser therapy. In addition to her experience with medical esthetics Stephanie has assisted Mr. Bhangoo with botox and restylane injections, and plastic surgery consults. Not only does Stephanie use her talents in the Makeup Parlour but also as dedicating time and energy to different charitable groups sponsoring makeup shows.</p>		

Employment Projections.

Present:	<u>1 fulltime</u>
Projected:*	<u>1 within next year plus freelance artists</u>

City of Niagara Falls

Financial Underwriting

Sources/Uses of Funds

Proposed Sources and Uses

Uses of Funds		Sources of Funds	
Acquisition	\$0	Bank	
Renovations	0	NFC Loan	
Machinery & Equipment		Equity/Cash invested	8,900
Operating Expenses, Inventory, Leasehold Imp. Office Equipment, Supplies, Etc.	2,300	NFC Grant	10,000
Investment to Date	8,900		
Working Capital	7,700		
TOTAL	\$18,900	TOTAL	\$18,900

Recommended Sources and Uses – SAME AS ABOVE

Uses of Funds		Sources of Funds	
Acquisition	\$0	Bank	
Renovations	0	NFC Loan	
Machinery & Equipment	4	Equity/Cash	8,900
Operating Expenses	2,300	NFC Grant	10,000
Investment to Date	8,900		
Working Capital	7,700		
TOTAL	18,900	TOTAL	18,900

Part III. Loan Analysis/Need

This grant is for a Micro Enterprise grant and will assist a small existing start-up business for the Makeup Parlour

Our financial assistance will help Stephanie Signorelli finance operating expenses and inventory to expand her business to become successful

As a relatively new business, traditional funding is very difficult to obtain. This Micro Enterprise grant will be combined with Stephanie's cash equity.

Part IV Recommendation/Terms/Conditions

Staff recommends the approval of this grant with the following conditions:

- 1) NFC to provide the following funding:
 - a)
 - b) A \$10,000 Micro Enterprise Grant
- 2) One new FTE must be hired over the next one year.
- 3) The Makeup Parlour must remain operational for a period of three years or the grant will become due and payable.

Proposed NFC grant

for:

WNY Tent and Awning

NFC Directors SUMMARY

Date: June 17, 2013

Part I. Project Description

**Part II. Business Description/summary/
Employment projections/ Sources/Uses
of funds/Collateral**

Part III. Loan/grant analysis/Need.

Part IV. Recommendation/Terms and Conditions

NFC Directors Summary

For

WNY Tent and Awning

Micro Enterprise Grant/Loan Request

Part I Project Description

Mary Nadeau of WNY Tent and Awning is asking the City of Niagara Falls for a grant in the amount of \$10,000 and a loan in the amount of \$10,000. Ms. Nadeau has used/plans on using \$13,574 of her own equity for the project which has purchased 2 vans, working capital and equipment. She will be using City assistant to purchase additional equipment that will help her expand her business; a box truck, equipment for installing awnings, additional office equipment and supplies and leaseholds improvements to make her current location more attractive and visible and new signage and awning for the warehouse. Her current employees include herself and her brother Brett and will create 3 additional jobs to the expansion of the business.

Part 11 Business Description

Brett's Tent & Awning, Inc. is a "C" Corporation in NYS owned completely by Mary Nadeau. They are doing business as WNY Tent & Awning. This provides separated taxation from the owner and provides her with limited liability with chance of investors. The company show room and awning fabrication is located at 1318 Hyde Park Blvd. in Niagara Falls. The beginning of the company started with residential awning customer. The customers have the awnings put up in the spring and taken down and stored in the fall. This part of the business has 120 customers around Niagara & Erie Counties. The standard operating procedure is as follows: a client worksheet is created, filled out, entered on spreadsheets (by geographic location) and saved in individual binders in the same format. WNY Tent and Awning's goal is superior customer service and we are just a phone call away. Their future plans are to grow in commercial awnings and residential as well. Currently Mary has been in an internship for several seasons with her brother's tent and Awning Company. With her brother as her mentor in her current business, she has 25+ years of experience to teach her how to operate her company.

WNY Tent and Awning will also invest in tent rentals and accessories to grow the business in several areas. Starting with backyard events, corporate parties and festivals for the surrounding WNY area. As WNY Tent and Awning grows the business each season the company will be able to purchase more equipment to bid on more jobs and be able to handle the entire current customer's needs and future growth of the business.

Business Summary

Business Summary

Name:	<u>WNY Tent and Awning</u>	Proprietorship-Yes
Years in Operation:	<u>1 years</u>	Partnership-No
Start-up?	Yes	Federal ID #45-2496942
New Ownership?	Yes	D.B.A.
Address:	<u>1318 Hyde Park Blvd. Niagara Falls, N. Y. 14301</u>	
Loan Type	<u>NFC Micro Enterprise GRANT/LOAN</u>	

Management/Ownership

Name:	<u>Mary Nadeau</u>	Position:	<u>Owner</u>
Age:	<u></u>	Salary:	<u>\$11,000</u>
Experience:	<p>Mary currently has been in an internship for several seasons with her brother's (Brett Nadeau) tent and awning company, she responsible for the day to day operations of the business and in the warehouse. She is an organized business woman with proven track record in establishing and operating and growing her canvas business and has over 25 years of business experience.</p>		

Employment Projections.

Present:	<u>2 fulltime</u>
Projected:*	<u>3 within next year</u>
	<u></u>

*SUBMITTED EMPLOYMENT

City of Niagara Falls

Financial Underwriting

Sources/Uses of Funds

Proposed Sources and Uses

Uses of Funds		Sources of Funds	
Acquisition	\$0	Bank	
Renovations	0	NFC Loan	10,000
Machinery & Equipment	4,400	Equity/Cash invested	13,574
Operating Expenses, Inventory, Leasehold Imp. Office Equipment, Supplies, Etc.	15,600	NFC Grant	10,000
Investment to Date	13,574		
Working Capital			
TOTAL	\$33,574	TOTAL	\$33,574

Recommended Sources and Uses – SAME AS ABOVE

Uses of Funds		Sources of Funds	
Acquisition	\$0	Bank	
Renovations	0	NFC Loan	10,000
Machinery & Equipment	4,400	Equity/Cash	13,574
Operating Expenses	15,600	NFC Grant	10,000
Investment to Date	13,574		
Working Capital			
TOTAL	33,574	TOTAL	33,574

Part III. Loan Analysis/Need

This grant is for a Micro Enterprise grant and a \$10,000 loan will assist a small existing start-up business for WNY Tent and Awning

Our financial assistance will help Mary Nadeau finance and, purchase equipment needed to expand her business to remove and install tents and awnings

As a relatively new business, traditional funding is very difficult to obtain. This Micro Enterprise grant will be combined with Mary's cash equity.

Part IV Recommendation/Terms/Conditions

Staff recommends the approval of this grant with the following conditions:

- 1) NFC to provide the following funding:
 - a) Loan of \$10,000.
 - b) A \$10,000 Micro Enterprise Grant
- 2) Two new FTE must be hired over the next one year.
- 3) WNY Tent and Awning must remain operational for a period of three years or the grant will become due and payable.

NFC Directors SUMMARY

Proposed NFC Micro Enterprise Grant request for:

Robert Ventry's Pizza and Subs

Date: June 14, 2013

Part I. Project Description

**Part II. Business Description/summary/
Employment projections/ Sources/Uses
of funds**

Part III. Loan/grant analysis/Need

Part IV. Recommendation/Terms and Conditions

NFC Directors Summary

For:
Robert Ventry's Pizza and Subs

NFC Micro Enterprise Grant request

Part I Project Description

Mr. Robert Ventry (dba Robert Ventry's Pizza and Subs) is requesting an NFC Development Micro Enterprise Grant in order to purchase new equipment (three new Frymaster fryers and the exhaust hood needed for the fryers). The fryers will allow Mr. Ventry to increase his menu items to include chicken wings and chicken fingers. Robert Ventry's Pizza and Subs is currently located at 6926 Buffalo Avenue. The building space has been vacant for several years. Robert Ventry's Pizza and Subs has a lease with the property owner. Mr. Ventry needs the NFC funding assistance in order to purchase the equipment for the completion of his expansion project. The applicant has submitted a total project cost of \$20,000.

Part II Business Description

Robert Ventry's Pizza and Subs opened in November of 2012 at 6926 Buffalo Avenue. It is a sole proprietorship owned by Robert Ventry. The business is open 6 days a week. Robert's father opened the original Ventry's Pizza in Niagara Falls in the 1950's. Robert grew up in his father's pizza shop where he learned to make delicious pizza, engage with his customers, and run a successful business. Robert Ventry's Pizza and Subs shop makes traditional style pizzas with various toppings and specialty pizzas on request. They also make both hot and cold submarine sandwiches. They will be using the NFC assistance to purchase the equipment necessary for cooking fried foods. At that time they will offer chicken wings and other fried foods. Customers can stop into Ventry's

to pick up their order, have it delivered or sit in the restaurant, which seats approximately ten people. They also offer single slices of pizza for the convenience of their customers. Since its opening, Robert Ventry's Pizza and Subs has seen a consistent increase in customers. The project will create 2-3 new full time jobs.

Business Summary

Business Summary

Name:	Robert A. Ventry	π Proprietorship- Yes 46-0958504
Years in Operation:	7 months	π Partnership- No
Start-up?	Yes	Corporation – No
New Ownership?	No	D.B.A. Robert Ventry's Pizza and Subs
Address:	6926 Buffalo Ave., Niagara Falls, NY 14304	
Loan Type	NFC Micro Enterprise Grant	

Management/Ownership

Name:	Robert A. Ventry	Position:	Owner
Age:	n/a	Salary:	n/a
Experience:	Mr. Ventry brings in 20 years of restaurant management experience. He opened his first Ventry's Pizza Shop in 1988. He has been responsible for cooking, ordering of product, supplies, payroll, scheduling and customer service.		

Employment Projections

Present:*	3	
Projected:	Full-time (2)	Full-time Equivalent: n/a
	Part-time (1)	

*SUBMITTED EMPLOYMENT

City of Niagara Falls

Financial Underwriting

Sources/Uses of Funds

Proposed Sources and Uses

Uses of Funds		Sources of Funds	
		NFC Grant	\$10,000
		Equity/Cash invested	\$10,000
Machinery & Equipment	\$16,500		
Operating Expenses, Inventory, Leasehold Imp. Office Equipment, Supplies, Etc.	\$3,500		
Working Capital	0		
TOTAL	\$20,000	TOTAL	\$20,000

Recommended Sources and Uses

Uses of Funds		Sources of Funds	
		NFC Grant	\$10,000
		Equity/Cash invested	\$10,000
Machinery & Equipment	\$16,500		
Operating Expenses, Inventory, Leasehold Imp. Office Equipment, Supplies, Etc.	\$3,500		
Working Capital	0		
TOTAL	\$20,000	TOTAL	\$20,000

Part III

Loan Analysis/Need

This application is for a NFC Development Corporation Micro Enterprise grant. Mr. Ventry will be expanding his menu items.

As a new business owner, traditional funding is very difficult to obtain. Mr. Ventry needs NFC financing to fill the funding gap. This NFC Development Micro Enterprise grant will provide the necessary financing in order for him to acquire the needed equipment and inventory in order to complete the expansion project.

A credit report showed a low 600 credit score.

Part IV

Recommendation/Terms/Conditions

Based on a review of the project and projected financials, Staff recommends the approval of this grant with the following conditions:

NFC to provide the following funding:

- 1) A \$10,000 NFC Micro Enterprise Grant
- 2) Mr. Robert Ventry to provide a personal guarantee.
- 3) One new FTE must be hired over the next three years.
- 4) The business must remain operational for a period of three years or the grant will become due and payable.
- 5) A 1% administrative fee shall be deducted from the proceeds of the Grant

N.F.C. DEVELOPMENT CORP.

June 27, 2013

TO: N.F.C. Board of Directors
FROM: Richard Zucco, N.F.C. General Counsel
RE: Reauthorize Market Rate Apartment Rental Rehab Program

In 2007, N.F.C. operated a market rate apartment rental rehabilitation program. The program was successful, and all appropriated funds were expended.

It is proposed that \$100,000.00 be appropriated for the new Market Rate Apartment Rental Rehab program. The program will provide grants of up to \$10,000.00 per unit, with the owner providing matching funds at least equal to the grant amount. The program will be offered City-wide. The owners must correct all code violations in the assisted unit. The property taxes must be current. The owner will sign a covenant not to transfer the property in which the unit is located for 5 years. The covenant will provide that to NFC will be repaid a declining balance of the grant for any transfer in 5 years, with 100% repaid for a sale in year 1, 80% for year 2, 60% for year 3, 40% for year 4 and 20% for year 5.

Funds are available for this program in the NFC fund balance from State Finance Law 99-h funds previously appropriated to NFC. The specific grants will be brought before the directors for approval.

Will the directors vote to reauthorize the Market Rate Apartment Rental Rehab Program as described herein and authorize staff to implement the program?