



NEW YORK CITY  
HOUSING DEVELOPMENT  
CORPORATION

**TO:** Members of the Board  
**FROM:** Gary Rodney *GR*  
**RE:** Annual Report on Property Disposal Guidelines  
**DATE:** November 24, 2014

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Pursuant to Sections 2895 through 2897 of the Public Authorities Law, the Corporation must prepare and approve an Annual Report on Property Disposal Guidelines. After approval, the report will be submitted to the Office of the State Comptroller, the Director of Budget, the Commissioner of General Services, and the Office of the NYC Comptroller. The Report will also be published on the Corporation's website.

A copy of the Report, together with a resolution approving it and the Property Disposal Guidelines, is attached. No changes to the Guidelines or the Corporation's Contracting Officers are proposed. Approval of the resolution is hereby recommended.



NEW YORK CITY  
HOUSING DEVELOPMENT  
CORPORATION

**PROPERTY DISPOSAL GUIDELINES and REPORT**

**For Fiscal Year Ending October 31, 2014**

**New York City Housing Development Corporation**  
Annual Property Report  
For Fiscal Year ending October 31, 2014

I. Contracting Officers

Contracting Officer for Real Property:  
Cathleen Baumann, Senior Vice President & Treasurer  
110 William Street, 10<sup>th</sup> Fl.  
New York, NY 10038  
(212) 227-5500  
[cbaumann@nychdc.com](mailto:cbaumann@nychdc.com)

Contracting Officer for Other Property:  
Robert Schmidt, Vice President of Office Services  
110 William Street, 10<sup>th</sup> Fl.  
New York, NY 10038  
(212) 227-5500  
[rschmidt@nychdc.com](mailto:rschmidt@nychdc.com)

II. Covered Real Property

As of October 31, 2014, the Corporation owns no real property and no real property was disposed of during the fiscal year ended October 31, 2014.

III. Other Covered Property

The Corporation disposed of no other covered property during the fiscal year ending October 31, 2014, which was required to be reported on under the Law or the Corporation's Guidelines. To date the Corporation has no intention of disposing of any covered property in the upcoming fiscal year.

IV. A copy of the Corporation's *Guidelines Pertaining to Disposition of Certain Property Owned by the Corporation* is posted at [www.nychdc.com](http://www.nychdc.com).