Thank you for this opportunity.
Asteri Ithaca is a bold concept. It’s also a sound one: financially, structurally and sustainably.

Asteri Ithaca isn’t a real estate development. It’s the development of an ideal—that Ithaca will be a city for all people. The concept is simple. People at every income level contribute to the vibrancy, personality, and economic vitality of a city. People at every income level need housing. But housing—done right—goes beyond unit counts. It’s the embodiment of what counts in a community. It’s not just site designs. It’s actively designing what the future is going to be. Construction budgets, grant dollars, and development costs all add up to the ultimate bottom line; Ithaca, next generation.

You’ll find answers and details laid out in the pages ahead. It’s not a choice between vision and execution. Asteri Ithaca delivers on both counts. With full city participation, community collaboration, and a passionate belief that everyone belongs at the table, we’ll build an incredible tomorrow. Together. Here’s how…
1. Public Grant Funding

“Vecino anticipates receipt of $10 million in “grant” funding for the public/private project and the Visum/Newman expects receipt of $2 million of grant funds. If only 50% of grant funds requested are awarded, please explain how such reduced grant funding would impact your project. In your response, please include a listing of any physical changes to the project, especially identifying any elements to be omitted or significantly reduced. Additionally, please address how reduced grant funding would impact financial feasibility of the project and update any increased costs to be borne by the City, the conference center sponsor, or a non-profit entity owning public parking under this scenario.”

$7 million
in New Market Tax Credit Equity alone.

The Vecino Group has a proven history of successfully securing funding in New York and states across the country. After identifying a funding source, we establish the commitments needed to make the funding a reality. This is the case with Asteri Ithaca.

Though $10 million of funding is underwritten into the deal, we are pursuing $12 million in order to increase the likelihood of receiving the necessary funds. Baker Tilly, a leading consultant in the New Market Tax Credit industry, will work with Vecino on a $7 million dollar new market tax credit equity raise. Baker Tilly has begun discussions with Community Development Entities (CDEs) and has secured willing participants. Please see the attached letter of interest from Valued Advisor Fund. Valued Advisor Fund is a CDE that has received over $230 million in New Market Tax Credit allocations.

Additionally, Vecino Group will seek $5 million dollars from Upstate Revitalization Initiative funding. The Southern Tier was awarded $500 million in URI funding, with $100 million to be distributed annually. Vecino Group has been awarded URI funding previously in NY.

Based on prior experience, we are confident in our ability to secure the targeted funding sources. If unforeseen circumstances were to alter our projections, the Vecino Group commits to work with the City to fill the funding gap. First and foremost, we would seek supplemental funding opportunities. From there, we would look at value engineering options, mindful to not negatively impact the project. There is also a possibility that inflation does not meet our projections which may provide some wiggle room. As a final measure, we will also commit to matching the City dollar for dollar, covering up to $2.5 million in the hypothetical scenario of a $5 million dollar funding shortage. Factoring in the above, a funding gap would not result in physical changes to the project design or elimination of development components.

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2. Transient & Long-Term Residents

“Many households composed of undergraduate college students qualify for income-restricted housing units and may potentially compete for housing with retirees and residents employed in the local workforce seeking long-term affordable housing. Based on your prior experience and project design, please discuss your expectations regarding the breakout between transient and long-term residents to live in the project. Does the project include any policies to manage the balance between transient and long-term residents?”

Asteri Ithaca is 100% affordable.

One of the benefits of Asteri Ithaca is that it is designed to serve long-term Ithaca residents. As a 100% affordable housing development, transient or undergraduate students do not qualify for housing, with the following limited exceptions detailed in the below Internal Revenue Code §42(i)(3)(D).

(D) Certain students not to disqualify unit. A unit shall not fail to be treated as a low-income unit merely because it is occupied—
(i) by an individual who is—
(I) a student and receiving assistance under title IV of the Social Security Act,
(II) a student who was previously under the care and placement responsibility of the State agency responsible for administering a plan under part B or part E of title IV of the Social Security Act, or
(III) enrolled in a job training program receiving assistance under the Job Training Partnership Act or under other similar Federal, State, or local laws, or
(ii) entirely by full-time students if such students are—
(I) single parents and their children and such parents are not dependents of another individual and such children are not dependents (as so defined) of another individual other than a parent of such children, or
(II) married and file a joint return.

The above stipulations concerning students are determined by the Federal Government, not the Vecino Group. The guidelines were created to ensure that affordable housing served the workforce of a community rather than its students. There are several important differences between affordable housing that is 100% governed by state and federal regulations (Asteri) versus affordable housing that is developer determined. When a developer sets affordable rents, there are no governing bodies overseeing the tenant qualifications. Tenants living in the units could be making 300% of the area median income. Tenants could also be fulltime college students. The affordable rents are also not subject to regulation, leaving them vulnerable to increases and not as low as the rents required by the Low Income Housing Tax Credit program. As a 100% LIHTC development, Asteri avoids these issues and provides the best guarantee of quality affordable housing for the community members who need it most.
3. Local Labor

"Both developers have committed to utilize local construction labor. Please explain what concrete steps you plan to utilize to maximize local labor utilization and estimate the minimum percent of local labor you expect will be utilized on the project."

Local labor is defined by the Tompkins County Industrial Development Agency as any worker on the project residing in Tompkins County or any of the six contiguous counties of Cayuga, Seneca, Schuyler, Chemung, Tioga, and Cortland counties as defined by zip codes. Take note that “local” is not defined by the business address of a contractor, but rather the address of each individual worker.

The outreach program will include the following actions:

1. Preliminary Awareness
   Vecino will work with local labor representatives to increase awareness of the timing and scope of the project so they can prepare for participation.

2. Local contractor qualification
   We will identify and partner with contractors who serve the local region and tailor specific communications directly to these firms who support local labor.

3. Contractor Outreach
   We will hold events to gather the local contractors and promote the project. Our outreaches will give a competitive advantage to local providers as they’ll have inside knowledge of how the project is progressing so they can give feedback of how they can best fit into the project.

4. Bid Solicitation
   Contractors who have aligned their hiring preferences with utilization of local labor will be personally and individually solicited for the project. The scope of work for the bid packages will be customized in such a way to divide up the work to allow for maximum participation of local vendors.

5. Bid scoring and leveling
   The awarding rubric criteria for contractor section will include a scoring value to favor firms who hire locally.

By taking the steps above, we will provide the best opportunity for companies that specialize in providing local labor to have an advantage in acquiring contracts for Green Street. We fear predicting a percentage of participation at this stage of the project would not do justice to the efforts we wish to provide. Our true desire would be 100% of local craftspeople, artisans and suppliers are a part of creating Asteri. The reality is there will be some components that will require outsourcing help beyond what the region is able to provide. At the end of the day, we will all stand proud together with the knowledge that the look, feel and quality of Asteri will be a truly local effort all Ithacans can be proud of for generations.

*Numbers provided by Todd Bruer, Tompkins-Cortland Building Trades Council President and other council members
4. Ithaca Green Building Policy

“The City of Ithaca recently adopted the Ithaca Green Building Policy* to reduce greenhouse gas emissions from new construction. The policy is expected to be converted into legislation prior to building permits are issued for project construction. Discuss how your project complies or deviates from the Ithaca Green Building Policy, and identify any significant unanticipated project costs or savings.”

Policy compliance pathways are summarized on addendum Easy Path Summary Table.pdf

“To comply with the policy, all new buildings must meet the requirements of either the Easy Path or the Whole Building Path, and meet the water efficiency requirement, as summarized on the previous summary table (page 6 of the Policy document). Please review section 2.10 of the Policy for detailed requirements. Please note that compliance with a national “green” certification, such as LEED, does not guarantee compliance with the Ithaca Green Building Policy, which focuses on mitigating climate change.

The Vecino Group recognizes that Ithaca is an environmental example throughout the state of New York. We are excited to rise to your standard. Our goal is not just to meet the current green policy but exceed it. We are working with a local Ithaca based energy consulting engineering company, as well as BW Architecture and Engineering. Together, we will make Asteri a testimony to Ithaca’s green ideals.

Though the Green Building Policy is still in draft form, we have reviewed with our local energy consultant team as well as our own design team and have the following conclusions:

The Whole Building path might be very similar to what we’d be required to do for HFA / HCR state tax credit compliance. Given our experience, it’s likely that we’d be substantially compliant with the Ithaca Green Building Policy ‘Points Based’ method as a matter of course.

We’d like to reserve the right to review the compliance path once the affordable housing tax credit compliance is set. Either way, we intend on being compliant with one of the two paths indicated as well as the additional water efficiency requirements.

We do intend on utilizing heat pumps for heating and cooling and to only use fossil fuels in potential commercial kitchen applications in the lower level commercial spaces. We also would have a goal to achieve thermal and energy efficiency beyond the requirements, as well as provide on site renewable energy through solar array on portions the roof.
5. Ithaca Downtown
Urban Design Guidelines

Recognizing that the project is in the very early stages of design, please discuss how you anticipate your project to conform to the City of Ithaca Downtown Design Guidelines. Please note if compliance with the design guidelines will require changes to the preliminary design or significantly increase project cost.

Asteri Ithaca will be designed in complete accordance with the City of Ithaca Downtown Design Guidelines.

As the Downtown Design Guidelines have been a directing factor all along, compliance will not alter the scope or cost of the project.

Our common key design principles:

- Develop a strong relationship of the building to the street and provision for ample space for the interaction of the public.
- Pay careful attention to the orientation of the building as it relates to the urban context and neighboring buildings.
- Create an exciting and activating building which will engage the public at the street level and create physical and visual connections at the upper levels where we are planning open rooftop terrace spaces.
- Design each side of the development as a composition with particular attention paid to the street-facing façade and historical context.
- Design the building with clear base, middle and top elements.
- Design the project to reduce energy consumption and employ other sustainable principles.
Sustainable design also implies an element of timeless flexibility, utility, restraint, and beauty.

Asteri Ithaca is being developed in keeping with these important goals.
6. Project Enhancements

Please identify any additional project enhancements you propose that increase public benefits.

The possibilities of Asteri Ithaca have only begun to be explored. From the onset, the Vecino Group viewed the presentation/sele-
tion process as a starting point. Our development concept will be fully realized according to the needs and desires of the commu-
nity. A million possibilities exist. Here are a few—

**Micro-retail or an open market concept** on the Green Street ground floor level. This would activate Green Street while still maintaining over 30,000 of conference center square footage.

**City branded spaces.** Asteri is an opportunity to highlight the best parts of Ithaca. Through murals, signage, creative spaces, and displays, Vecino will make Asteri a destination spot and point of pride for the community.

**Modification of the studio apartment spaces.** Studios can become larger with a reduced number of units. These changes would not impact underwriting and projected conference center or parking space costs.

**Integration of Eastern Parking Garage:** Initial conversa-
tions have occurred with Jeffrey Rimland regarding the reloca-
tion of conference center (please see letter in addendum). This could allow the conference center to be constructed in the eastern section of the garage and a portion of the ground floor of Rothschild Building. This conference center move would allow more possibilities and flexibility on the western portion, as well as a more dense development on the eastern portion.

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A. Family Housing

The project includes the following unit sizes:

<table>
<thead>
<tr>
<th>Unit Size</th>
<th>Number</th>
<th>Percentage</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>14</td>
<td>7%</td>
</tr>
<tr>
<td>1-bed</td>
<td>152</td>
<td>73%</td>
</tr>
<tr>
<td>2-bed</td>
<td>33</td>
<td>16%</td>
</tr>
<tr>
<td>3-bed</td>
<td>10</td>
<td>5%</td>
</tr>
</tbody>
</table>

80% of units are 1-bed or less in size, with 43 units sized for families with a child(ren). Members of the public have expressed an interest to increase the number of units available for families. Is increasing the number of 2-bed and 3-bed units a feasible option? If so, how would it impact the total unit count, project design and project financing? If not feasible or inadvisable, please explain how the proposed unit mix was arrived at.

What the numbers tell us.

Gar sited two projects with larger units. The Cornerstone in Lansing, an affordable project which was approved last year, is mostly 2BR and 3 BR townhomes. Gar also mentioned an NRP project at the northwest end of the city with family sized units. The development will be making its third submittal for 9% tax credit funding. Given the approval and proposed projects in Dryden, Lansing and the possible NRP project with larger townhomes for families, Gar advised us to stick with our current mix of primarily studios and 1BR units, with a smaller percentage of 2BR and 3BR units. Gar pointed out that 210 Hancock had leasing success with a similar unit mix. Stone Quarry Apartments saw 80 of its initial 130 applications for 1BR units, an unfortunate reality given that the unit mix was comprised mainly of 2BR and 3BR units.

Beyond these examples, Gar referenced the penetration rate in the Ithaca market. The penetration rate is a market wide statistic that compares the number of affordable units in the marketplace to the income qualified households. As long as the percentage is below 100%, the penetration rate should be generally supportive, with lower percentages showing more market demand.

The most recent data from Gar illustrated a 6.2% penetration rate for 1BR units, 13.5% penetration for 2BR units and 15.5% penetration for 3BR units. While there is demand across all unit types, it is the smaller units that show the most need.
B. Eastern Third of Garage – Restoration

Your project excludes the eastern third of the garage located closest to the Marriott hotel, which will need restoration to extend its useful life. You have indicated a willingness to include restoration of these parking decks in your project subject to a city lease of this parking and rental payments sufficient to secure bank financing and cover the construction costs. Please calculate the lease terms you would require to include a 30-year restoration of the eastern section of the garage in your project.

Assume the restoration costs for Option 3 in the 2016 Stantec Structural Analysis Report:

- $4,023,000 Const. with overhead & profit & 20% contingency
- $95,000 5-year anniversary repair & maintenance
- $344,000 10-year anniversary repair & maintenance
- $97,000 15-year anniversary repair & maintenance
- $344,000 20-year anniversary repair & maintenance
- $147,000 25-year anniversary repair & maintenance
- $5,050,000

Please provide both a lease rate for only the eastern section and a blended lease rate for all parking in the project to be constructed/ restored and leased to the City.

A long-term solution for Ithaca.

Regardless of eventual fate of the eastern portion of garage, the lease rate will be $1,900 annually per parking spot. The $1,027,000 which Stantec notates will be necessary through year 25 for repair and maintenance will be paid by Vecino Group.

We understand it is important the City of Ithaca not incur a financial burden in creating parking. It was estimated the roughly 500 spaces in Green Street Garage would cost the city $150,000 per year if parking rates remained the same. While increasing rates is one option, proper procedures would have to be followed prior to approval. To help offset this, Vecino Group will agree to contribute $150,000 in Year 1 of operation to help subsidize the parking income. This amount will be decreased by $30,000 per year to zero after five years. This will allow the city to phase in the increased parking rates, while providing an annual profit stream to the city through the garage. These subsidy payments will have no impact on the annual $190,000 parking and conference center fund.
C. Preliminary Building Code Review

Building plans submitted to date are conceptual, which is acceptable. As a top-ranked project, please investigate basic fire, building, and energy codes and city housing standards for issues that may significantly modify project cost or reduce the number of housing units provided. Please consider the general issues of fire egresses, housing standard space requirements and occupancy limits, and whether any retrofits to the existing garage would be required due to upper story residential use or adjacent assembly use. Please share the results of your review.

Asteri Ithaca will be designed in complete accordance with the City of Ithaca Downtown Design Guidelines. Compliance will not require changes to the primarily design or significantly increase project cost. As the Downtown Design Guidelines have been a directive all along, compliance will not alter the scope or cost of the project.

Our local design team partner designed efficient modern studio units at the Carey Building meeting the housing standard requirements in the zoning code of the City of Ithaca and other requirements dictated by Building Code of New York. The design of all our units will meet these requirements and we will work closely with the building department to ensure compliance.

For additional information, please refer to the BW Architecture and Engineering letter and NY Building Code exhibits found in the Addendum.
There are several unknown variables that will impact the net present value of Asteri Ithaca. The conference center details, the location, and the potential of an additional tax base on the eastern and western portion of the building; when those factors are determined, the net present value will become more clear.

There are values, however, that we do know. The following figures contribute to the overall Net Present Value—

**Property Tax Revenue:** Asteri Ithaca will propose a 30-Year PILOT at 10% of shelter rent; residential income minus utilities. As rental income is projected to increase at 2% annually, this tax figure will also increase at 2% annually. With the revised 204-unit proposal, the Year 1 property tax assessment is estimated at $206,500, with an estimate at Year 30 of $367,000. Assuming 34% of this property tax flows to the city, Year 1 tax revenue would be $70,210, increasing at 2% annually.

**Conference Center Impact:** This impact was estimated by the IURA at $86,000 annually, assuming the conference center as the sole non-residential tenant on the western garage section. Current programming outlines the potential for a row of micro-retail storefronts along Green Street. The tax revenue and property tax generation should increase this $86,000 figure. In addition to this tax revenue figure, the direct, indirect, induced, fiscal and employment impact of a conference center as detailed in the 2017 Ithaca Conference Center Feasibility Study should be included.

**Parking and Conference Center Maintenance:** Vecino Group is committing annual funding of $190,000 to go towards parking lot and conference center upkeep and expenses.

**Eastern Portion Maintenance:** Assuming Vecino Group refurbishes the eastern portion of parking garage (see: Conference Center location), we are committing to fund over $1 million in Eastern Garage repairs listed on the Stantec estimate over the 25-year timeframe.

**Parking Revenue Shortfall:** At current rates, the Green Street parking garage is estimated to lose $150,000 annually. While we assumed the parking fees will be increased to offset this loss, those increases may take time to fully monetize. To help offset this, Vecino Group is committing $150,000 in year one, $120,000 in year two, $80,000 in year three, $60,000 in year four and $30,000 in year five to ensure the City will profit from the Green Street Parking Garage on an ongoing basis.

**True Affordable Units:** The Asteri Ithaca proposal offers 100% of its units to tenants earning 50% to 80% of Area Median Income. This proposal will ensure all units will be income restricted and provide housing to a market segment that is underserved in the Ithaca market.

**Supportive Housing Units:** It is estimated that Asteri Ithaca will have 20 permanent supportive housing units. The special needs population served will be determined according to the highest need in Ithaca and in conjunction with a non-profit partner. Permanent Supportive Housing provides direct cost savings to municipalities. When frequent users are housed in supportive housing, community service costs are reduced. Studies have not been done showing Ithaca specific numbers.

*However, data from other cities allows for a reasonable estimate. New York City has an annual public saving of $16,282 per unit, while Denver has an annual savings of $15,773. Looking at a cost of living index, this equates to an annual public cost savings of roughly $13,000 per unit in Ithaca.*

**Conference Center Location:** If it is determined the conference center is desired and financially feasible, developing the eastern portion could be an option. The attached letter outlines the discussions had to date with Mr. Rimland regarding the eastern portion of parking garage. Regardless of conference center outcome, it may be possible to capitalize on CBD-140 zoning on this eastern portion with a development more intensive than the proposed parking garage refurbishment. Any such development would have a major impact on property tax and sales tax revenue generation.
Addendum

Green Street Redevelopment, Ithaca Urban Renewal Agency Questions
Provided by Vecino Group · November 30th 2018

I. Vecino Group feedback to 11/13/18 IURA meeting

II. Letters of Support
   · VAF / New Market Tax Credits
   · Baker Tilly / New Market Tax Credits
   · Ithaca Properties, Jeffery Rimland / Eastern Garage

III. BW Architecture & Engineering
   · Green Building & codes letter
   · Plans & Drawings

IV. Ithaca Green Building scoresheet

V. Community Engagement schedule & participants
Rick Manzaro, President

City Council members expressed specific concerns at the November 13, 2018 meeting. Vecino responses are included in the following addendum.

Addendum I.
Responses to City Council Comments

1. **Council Member Brock had concerns regarding the accessibility from the parking garage to the residential units.** The top two levels of parking will have elevator access to the residential units. Elevator access will also exist from the residential lobby. This layout will provide incentive for residents to park on the upper floors, leaving lower level parking available for visitors. There will also be a sufficient number of ADA accessible parking spaces within all levels of the parking garage.

2. **Council Member Brock noted concern with the community room location and the skyway being exposed to the elements.** As a point of clarity, the skyway is not exposed to the elements. It is enclosed and will be wheelchair accessible. The overall design is in the conceptual stages. Specific locations of rooms and details will be determined in the evolution of the design process.

3. **Council Member Smith wondered if zoning variances would be required on Asteri.** Asteri Ithaca should not need a variance due to height or number of stories. The current district zoning allows up to twelve stories. More information regarding zoning compliance, building codes, and unit sizes is provided in the attached letter from BW Architecture and Engineering.

4. **Council Member Smith had concern about the construction materials proposed within the development.** Construction materials have not been selected at this point of the design process. The cost allocation per square foot is an excellent indication of the anticipated quality level and constructability, though. While both Visum and Vecino have similar parking garage cost estimates, the hard cost figures for the residential and commercial spaces have significant variance. Vecino is allocating $258 psf for hard construction cost and contingency, while Visum is allocation $181 psf for the same. Vecino’s numbers allow for possible inflation, tariffs, and construction increases. These are important factors to consider given the 24-month time period before construction commencement.
5. *A recent newspaper article discussed INHS pulling out of the Asteri development.*

*What's the story with that? Did they have issues with the Vecino Group or the Asteri development?*

Vecino and INHS maintain a good relationship and hope to work together in the future. The unit count of Asteri was an issue for INHS. The size of the project was outside of their comfort zone. While we have nothing but respect for INHS and their work in the community, we do have different perspectives on demand and need. Vecino has worked in multiple states and multiple cities within New York. We have never seen demand for affordable housing as high as the demand in Ithaca. All analysis—internal market studies, Ithaca’s Housing Needs Assessment, HCR feedback—have pointed to demand that far exceeds any supply that could be created for a number of years.

Vecino does not self-perform property management for any of our developments. We work with a number of HCR approved property management firms across the state. Our intention for Asteri Ithaca would be to do the same. Communication has been initiated with a Syracuse based property management firm we have worked with in the past. We have forwarded their resume, certifications, financials, affirmative marketing plan, and management plan to Nels Bohn.

6. *Several questions were raised regarding the conference center. While City desires need to be determined before plans move forward, here are three possibilities—*

   **A) Conference Center is located on first two floors of western section.** A series of micro-retail spaces or an open market concept line Green Street on the ground floor. This scenario enables the activation of Green Street while maintaining over 30,000 sf of conference center space.

   **B) City determines no conference center is needed.** The ground floor of western section footprint will be reduced to approximately 8,000 square feet, enabling multiple project enhancements. The public plaza between Cinemapolis and the western portion could be enlarged to provide more outdoor options. Ground level parking can be added to allow for City Hall and ADA parking options. A larger open market space is available to activate street; possibly a Chelsea Market type concept. Levels 2 and 3 of the conference center space could be converted to parking. This would add an additional 128 parking spaces.
C) Conference Center is relocated to the eastern portion of the garage.

Initial conversations with Jeffrey Rimland suggest a willingness to work out a mutually beneficial agreement.

The ability to develop the eastern section of the garage and a portion of the Rothschild Building ground floor would open up new possibilities for the conference center and overall development. Given the current zoning, air rights on this section of land are valuable. Mr. Rimland and Vecino have discussed a possible partnership where a new construction conference center would be developed on the ground floor of the entire eastern portion of the garage. Vecino and a conference center operator would be responsible for this portion of the development.

Given the air right values, scenarios exist that would take the burden of the eastern parking garage away from the city and provide more market rate units downtown, allowing a substantial increase in property tax revenue. Negotiations with Mr. Rimland cannot begin until a developer is selected, and convention center needs are determined. Initial conversations and mutual interest, however, provide a solid foundation of opportunity.
November 19, 2018
Mr. Rick Manzardo
President
The Vecino Group

Dear Mr. Manzardo,

On behalf of The Valued Advisor Fund (VAF), I am pleased to provide this letter of interest to The Vecino Group for an allocation of New Market Tax Credits (NMTC) in conjunction with the Green Street Garage project in Ithaca, NY. The Green Street Project is part of our pipeline for the upcoming 2018 allocation as it will provide critical housing and development to the community and act as a catalyst for future development in the distressed community (the “Project”).

VAF is a national community development entity that focuses on creating jobs and providing services to low-income persons and low-income communities in distressed communities. The Project is located in a distressed community as defined under the 2018 NMTC application and initial underwriting of the Project demonstrates alignment with the goals and strategies of VAF. VAF and its affiliates have received five NMTC allocations totaling $233.4 million in support of its program.

We look forward to working with you to evaluate the possibility of commencing a New Market Tax Credit transaction in 2019. We have applied for a 2018 allocation, which is expected to be awarded in Q1 of 2019. This letter of interest is evidence of our interest in underwriting the Project upon the successful receipt of a 2018 allocation. This letter of interest shall not be a binding commitment to provide allocation and any allocation provided to the Project is subject to a 2018 allocation award with any allocation amount varying upon the size of the award, other pipeline project status and review and approval by our Advisory Board. We will work with the Vecino Group to finalize our underwriting for the Project.

Thanks for the opportunity to work with you on this Project

Sincerely,

[Signature]

Tyler Inda, Compliance Officer

VAF is an equal opportunity provider
September 5, 2018

Attn: Nels Bohn
Ithaca Urban Renewal Agency
108 E Grand St.
Third Floor, Ithaca City Hall
Ithaca, NY 14850

Good day:

Mr. Bohn,

We are writing on behalf of Vecino Group and the Green Street Garage proposal which was submitted. We have helped close over $7 billion in New Market Tax Credit (NMTC) Transactions and work closely with Community Development Entities (CDEs) in selecting projects as well as developers in securing NMTC allocations from these CDEs. Prior to working with developers, we assess the likelihood of funding for their project.

The Asteri Ithaca project meets many of the qualities we look for in a project. While a stand-alone parking garage or conference center may not be too appealing, the fact that these are combined with over 200 affordable housing units and part of a broad based community plan this is expected to act as a catalyst for the community, paints a different and much more attractive picture. When you add in the possible donation of land from the City of Ithaca and the possibility of permanent supportive housing, this is a project we would welcome representing.

While we cannot guarantee a NMTC allocation to provide $5 million in equity, to us this is a compelling project which stands a very good chance at an allocation of this level.

Warmest regards,

Sincerely,

Baker Tilly Virchow Krause, LLP
November 26, 2018

Attn: Nels Bohn
Ithaca Urban Renewal Agency
108 E Green Street
Ithaca, NY 14850

RE: Eastern Section, Green Street Garage
Project Name: Asteri Ithaca

Dear Nels,

Please let this letter confirm that Jeffrey Rimland of Ithaca Properties and Vecino Group are willing to work together on a mutually beneficial redevelopment solution regarding the eastern portion of the Green Street Garage. Our companies have agreed to make an effort towards a resolution that will satisfy both parties and the city of Ithaca. A Possible scenario may include locating the Conference Center within the eastern portion of the garage. Negotiations have begun and will continue if Vecino Group is chosen as the preferred developer for the Green Street Garage parcel. Certain details are still to be resolved, such as a conference center feasibility study, grant funding and timing.

We thought it was prudent to notify you of this recent development.

Thank you,

Rick Manzardo
Vecino Group

Jeffrey Rimland
Ithaca Properties
To: Rick Manzardo
   Vecino Group New York

Regarding: Response to IURA Letter Dated 11/5/18

Following are responses to questions in the letter you provided. Let me know if you have any questions.

Ithaca Green Building Policy

This policy is still in draft form and not part of the city ordinance or requirements, but as the letter indicates, they expect it to be adopted into legislation prior to the project being submitted for permit. We have reviewed with our local energy consultant team as well as our own design team and have the following conclusions:

There are two paths to compliance – Whole Building or Points Based. The Whole Building path might be very similar to what we’d be required to do for HFA / HCR state tax credit compliance. It’s likely that we’d be substantially compliant with the Ithaca Green Building Policy ‘Points Based’ method as a matter of course.

    EE1 – 3 Points for air source heat pumps
    RE1 – 1 Point for 1.2kw/year solar panels
    OP1 – 1 Point for density of more than 7 units per acre
    OP2 – 1 Point if the property is on the walkability map

Total - 6 points.

We’d like to reserve the right to review the compliance path once the affordable housing tax credit compliance is set. Either way, we intend on being compliant with one of the two paths indicated as well the additional water efficiency requirements.

We do intend on utilizing heat pumps for heating and cooling and to only use fossil fuels in potential commercial kitchen applications in the lower level commercial spaces. We also would have an aspirational goal to achieve thermal and energy efficiency beyond the requirements, as well as provide on site renewable energy
through solar array on portions the roof.

**Ithaca Downtown Urban Guidelines**

We have reviewed the Design Guidelines internally and our local team members and do not feel compliance with these will significantly affect the design or cost. Please refer to conceptual drawings and sheet A200.

These design guidelines will not change how we will design and shape this project together, nor will the guidelines have an impact on the construction cost for this project.

Our common key design principles:

- Develop a strong relationship of the building to the street and provision for ample space for the interaction of the public.
- Pay careful attention to the orientation of the building as it relates to the urban context and neighboring buildings. Our building has an important façade and an “open space” relationship to not only City Hall and Green street to Home Dairy Alley, Cinemapolis, Harold’s Square, Center Ithaca and other buildings surrounding.
- Create an exciting and activating building which will engage the public at the street level and create physical and visual connections at the upper levels where we are planning open rooftop terrace spaces.
- Design each side of the development as a composition with particular attention paid to the street-facing façade and historical context.
- Design the building with clear base, middle and top elements. Asteri Ithaca will have a well defined and regular rhythm delineating both the overall larger parts of the building and the smaller organizational elements such as windows, doors, canopies, entrances and etc.
- Design the project to reduce energy consumption and employ other sustainable principles in order to meet the Energy Conservation Code requirements and the Ithaca Green Building Policy.
- Sustainable design also implies an element of timeless flexibility, utility, restraint, and beauty. Asteri Ithaca is being developed in keeping with these important goals.

**Family Housing**

We have reviewed the unit mix and count and as we discussed, we will reduce the number if studio units to ensure they are ample size to meet the Housing Standards. So they will go from 14 units to 10 units. Other than that at this point in time the rest of the unit mix remains the same. And we are confident that we can meet the criteria set forth in the City of Ithaca Housing Standards. We recommend going with the following occupancy ratios:

- Studio – 2 Occupants (current plans indicate 420 net sf each)
- 1BR – 2 Occupants (current plans indicate 600 net sf each)
- 2BR – 3 Occupants (current plans indicate 780 net sf each)
- 3BR – 4 Occupants (current indicate 975 net sf each)

Our local design team partner has designed efficient modern studio units at the
Carey Building meeting the housing standard requirements in the zoning code of the City of Ithaca and other requirements dictated by Building Code of New York. The design of all our units will meet these requirements and we will work closely with the building department to ensure compliance.

**Preliminary Code Review**

We have prepared a preliminary code review and find no major problems with the project. Of course details will need to be worked out in the next phase of the work, in review with local plan reviewer and fire officials. See attached.

**Retrofit to Existing Garage Structure**
We have consulted with our engineering team and have the following findings:

Our findings are that the 8000 psf bearing capacity is shown on sheet S1.1 of the HUNT/Carl Walker drawings for the existing garage we find the current existing loading to be in excess of 3000 psf, and the future loading with 4 stories of added parking to be approximately 8000 psf. As you know, note 1.5 on this same drawing states that "This parking structure has been designed for vertical expansion - (4) future additional levels". Vecino and the other developers plans for future expansion have relied on this available additional capacity.

Our concern here is that we have reviewed available existing geotech reports for the Marriot building to the east and the Herald Square project to the north, and find the 8000 psf capacity greatly exceeds the soil bearing capacity used in either of those projects. The Marriot report recommended that the building be founded on steel piles down to rock (augered cast-in-place concretes installed down to rock were ultimately used). This report states "Given the extensive fill thickness, the varying relative density of the indigenous soils, and the anticipated heavy loads of a proposed 9-story hotel structure, the use of a spread foundation system (as was used for the existing parking garage) to support this structure is not considered a viable option". The Herald Square project report found similar subsurface soil types, but did not encounter bedrock in their borings which were terminated at a depth of 122'. This report recommended either a deep foundation system (steel piles or auger-cast concrete friction piles) or a concrete mat slab. For the mat slab, an allowable bearing capacity of 1500 psf was recommended. The mat slab option was used.

Because of the disparity in the geotechnical recommendations between the two projects adjacent to the existing garage, and what was used for the garage, we have asked the City for a copy of the geotechnical report for the garage. They have been unable to locate it.

The Vecino proposal to add two stories of parking and two stories of residential over the existing garage has been challenged by Visum. We understand that the Visum proposal includes adding four stories of parking over the existing garage. Our concern is not in the difference between the Vecino and Visum proposals, but in the capacity of the existing garage
foundation to support the increased load of either proposal without excessive future foundation settlement.

We recommend that this question be addressed to the City, and that the available capacity of the existing garage for future expansion, as has been relied on by responders to the RFP, be verified before Vecino or any developer proceeds with increasing the foundation load to the existing garage structure.

**Design Considerations**

1. We see the need for a lobby at the street level for residential component and have adjusted the plans accordingly. We intend for that to be accessible to residents only and include a soft seating area, postal service boxes and a loading zone for pick up / drop off. See revised overall plans for this area.
2. We also had sketched up some concepts early on in our process, which we share with you at this time. They show one way we can activate the street and how the conference center works, but of course need to spend time with you and the local stakeholders to develop a final program and then work into the schematic plans.
3. We have adjusted some elevator and stair locations to ensure compliance with building code and egress.
4. Our proposal had incorrectly identified a total of 13 floors – we have 12. See attached building section

**Attachments:**

- Preliminary code study
- A100 Preliminary floor plans
- A200 Preliminary ground level concepts for retail and conference center

**End of Report**

IURA Response – Asteri Ithaca
Page 4 of 4
### Chapter 3: Use and Occupancy Classification

<table>
<thead>
<tr>
<th>Classification of Work</th>
<th>New Construction</th>
</tr>
</thead>
<tbody>
<tr>
<td>303.3 Use Group A3</td>
<td></td>
</tr>
<tr>
<td>13,342 Retail, Office, Conference</td>
<td></td>
</tr>
<tr>
<td>303.3 Use Group A3</td>
<td></td>
</tr>
<tr>
<td>17,745 Retail, Office, Conference</td>
<td></td>
</tr>
<tr>
<td>311.3 Low Hazard Storage Parking Garage</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
</tr>
<tr>
<td>310.4 Residential Group R-2</td>
<td></td>
</tr>
<tr>
<td>37,277 Apartments</td>
<td></td>
</tr>
<tr>
<td>310.4 Residential Group R-2 (Per Floor)</td>
<td></td>
</tr>
<tr>
<td>17,997 Apartments</td>
<td></td>
</tr>
<tr>
<td>213,623</td>
<td></td>
</tr>
</tbody>
</table>

### Chapter 4: Special Detail Requirements on Use and Occupancy

- **403 High Rise Buildings**: All Sections of 403
- **403.2.1.1 High Rise Buildings**: < 420' Tall Construction Type to be IIA
- **420.2 Group R-2 Separation Walls**: See Section 708
- **420.5 Automatic Sprinkler System**: Required & Provided
- **420.6 Fire Alarm Sys & Smoke Alarms**: Required & Provided

### Chapter 5: General Building Heights and Areas

<table>
<thead>
<tr>
<th>Table</th>
<th>Allowed</th>
<th>Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>504.3 Building Height - Sprinkler (NFPA 13)</td>
<td>75'</td>
<td>71'8&quot;</td>
</tr>
<tr>
<td>504.4 Building Stories - Sprinkler (NFPA 13)</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>506.2 Building Area Level 1 and 2 (SM)</td>
<td>46,500 SF</td>
<td>17,745 SF</td>
</tr>
<tr>
<td>506.2 Building Area Levels 3 and 4 (SM)</td>
<td>117,000 SF</td>
<td>44,452 SF</td>
</tr>
<tr>
<td>506.2 Building Area Levels 6-12 (SM)</td>
<td>72,000 SF</td>
<td>37,277 SF</td>
</tr>
</tbody>
</table>

### Chapter 6: Types of Construction

- **602 Construction Type**: IIA

### Chapter 7: Fire and Smoke Protection Features

- **708 Partitions - Dwelling and Sleeping Units**: 1/2 HR with Sprinkler (NFPA 13)
- **711 Floor and Roof Assemblies - Horizontal Dwelling Units and Sleeping Units Separation**: 1/2 HR with Sprinkler (NFPA 13)
- **713.4 Shaft Enclosures - Fire Resistance Rating**: 1HR < 4 Stories, 2HR > 4 Stories

### Chapter 8: Interior Finishes

<table>
<thead>
<tr>
<th>Table 716.5 Opening Protectives</th>
<th>Required per Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>Required</td>
<td>Provided</td>
</tr>
<tr>
<td>2 HR Wall/1 1/2 HR RTG</td>
<td>1 HR Wall/1/3 HR RTG</td>
</tr>
</tbody>
</table>
## TABLE 803.11 WALL AND CEILING FINISHES
AS NOTED IN TABLE

### CHAPTER 9: FIRE PROTECTION SYSTEMS

<table>
<thead>
<tr>
<th>REQUIRED</th>
<th>PROVIDED</th>
</tr>
</thead>
<tbody>
<tr>
<td>903.2.8 AUTOMATIC SPRINKLER SYSTEM (GROUP R-2)</td>
<td>NFPA 13R</td>
</tr>
<tr>
<td>903.2.10 AUTOMATIC SPRINKLER SYSTEM (GROUP S-2)</td>
<td>NFPA 13</td>
</tr>
<tr>
<td>903.2.1.2 AUTOMATIC SPRINKLER SYSTEM (GROUP A-2)</td>
<td>NFPA 13</td>
</tr>
<tr>
<td>905.3 STANDPIPE</td>
<td>REQUIRED</td>
</tr>
<tr>
<td>907.2.13.1 SMOKE DETECTION</td>
<td>REQUIRED</td>
</tr>
<tr>
<td>907.2.13 MANUAL FIRE ALARM</td>
<td>REQUIRED</td>
</tr>
<tr>
<td>907.5.2.2 EMERGENCY VOICE ALARM / COMMUNICATION</td>
<td>REQUIRED</td>
</tr>
</tbody>
</table>

### TABLE 1004.1.2 MAXIMUM FLOOR AREA ALLOWANCE PER OCCUPANT (RESIDENTIAL)

| TABLE 1004.1.2 MAXIMUM FLOOR AREA ALLOWANCE PER OCCUPANT (ASSEMBLY) | 186 OCCUPANTS PER FLOOR (200 GROSS PER OCCUPANT) |

### CHAPTER 10: MEANS OF EGRESS

| TABLE 1005 MEANS OF EGRESS SIZING (SPRINKLERED) | 36" STAIRS 44" (0.2" PER OCCUPANT MIN) TYP (0.15" PER OCCUPANT MIN) |
| OTHERS: | ALLOWED IN R-2 MAX OCCUPANT LOAD OF 10, WITH SPRINKLER: 125 FT |
| TABLE 1006.3.1 SPACES WITH ONE EXIT AND COMMON PATH OF EGRESS TRAVEL | 1 TO 500 OCCUPANTS: 2 EXITS REQ'D. |
| TABLE 1006.3.1 MIN. NUMBER OF EXITS | MIN WIDTH 44", SERVING < 50 OCCUPANTS: 36" MIN. |
| 1009.1 ACCESSIBLE MEANS OF EGRESS REQUIRED | REQUIRED |
| 1011.2 STAIRWAY WIDTH AND CAPACITY | MIN WIDTH 44", SERVING < 50 OCCUPANTS: 36" MIN. |
| 1015.1 SPACES WITH ONE MEANS OF EGRESS | ALLOWED IN GROUP R, MAX OCCUPANT LOAD 10; |
| TABLE 1017.2 EXIT ACCESS TRAVEL DISTANCE | GROUP R, FULLY SPRINKLERED: 250FT (ALLOWABLE) |
| TABLE 1020.1 CORRIDOR FIRE-RESISTANCE RATING | GROUP R WITH SPRINKLER: 1/2 HR |
| TABLE 1020.2 CORRIDOR WIDTH | 44", EXCEPTION: 36" WITH OCCUPANT CAPACITY <50 OR WITHIN A DWELLING UNIT |
| 1020.4 DEAD ENDS | SHALL NOT EXCEED 20'; 50' ALLOWED WITH SPRINKLER (NFPA 13) |

### CHAPTER 11: ACCESSIBILITY

| 1104.1 SITE ARRIVAL POINTS | (1) ACCESSIBLE ROUTE SHALL BE PROVIDED |
| 1104.3 CONNECTED SPACES | (1) ACCESSIBLE ROUTE SHALL BE PROVIDED |
| 1104.4 MULTISTORY BUILDINGS AND FACILITIES | (1) ACCESSIBLE ROUTE SHALL CONNECT ACCESSIBLE/Stories >3000 SF |
| 1105.1 PUBLIC ENTRANCES | AT LEAST 60% SHALL BE ACCESSIBLE |
| 1105.1.7 ENTRANCES DWELLING AND SLEEPING UNITS | (1) ACCESSIBLE ENTRANCE TO EACH REQ'D ACCESSIBLE UNIT |
| 1106.2 ACCESSIBLE PARKING (R-2) | 2% BUT NOT LESS THAN (1) |
| 1107 DWELLING AND SLEEPING UNITS | *REFER TO CHART ON DRAWINGS |
| 1107.6.2 GROUP R-2 - TYPE A & B UNITS | TYPE A: >20 UNITS; 2% BUT NOT < (1) TYPE B: >4 UNITS; ALL TO BE TYPE B |
| 1109.2 TOILET AND BATHING FACILITIES | EA TOILET RM SHALL BE ACCESSIBLE, MULTIPLE FIXTURE: 5% |

### CHAPTER 12: INTERIOR ENVIRONMENT

<p>| 1203.4.1 NATURAL VENTILATION AREA | 4% OF THE FLOOR AREA BEING VENTILATED (MIN) |</p>
<table>
<thead>
<tr>
<th>1205.2 NATURAL LIGHT</th>
<th>8% OF THE FLOOR AREA OF THE ROOM (MIN)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1208 INTERIOR SPACE DIMENSIONS</td>
<td>MAX CEILING HEIGHT IN OCCUPIABLE/HABITABLE SPACES AND CORRIDORS: NOT LESS THAN 7FT 6IN; BATHROOMS/TOILET ROOMS/KITCHENS/ STORAGE/LAUNDRY: NOT LESS THAN 7FT.</td>
</tr>
<tr>
<td>1209 ACCESS TO UNOCCUPIED SPACES</td>
<td>CRAWL SPACES: ACCESS OPNG NOT LESS THAN 18&quot; X 24&quot;; ATTIC SPACES: OPNG NOT LESS THAN 20&quot; X 30&quot; SHALL BE PROVIDED TO ANY ATTIC AREA HAVING CLEAR HEIGHT OF OVER 30&quot;.</td>
</tr>
</tbody>
</table>
### Ithaca Green Building Policy

#### Easy Path - Buildings Must Achieve Six Points

<table>
<thead>
<tr>
<th>Category</th>
<th>Improvement</th>
<th>Points</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Efficient Electrification</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>EE1</td>
<td>Heat Pumps for space heating</td>
<td>2-4</td>
<td>2 points (Commercial) or 3 points (Residential) for air source heat pumps. 3 points (Commercial) or 4 points (Residential) for ground source heat pumps.</td>
</tr>
<tr>
<td>EE2</td>
<td>Heat Pumps for domestic hot water</td>
<td>1</td>
<td>1 point for water heating systems that use heat pumps (Residential).</td>
</tr>
<tr>
<td>EE3</td>
<td>Electric stove &amp; ventless heat pump clothes dryer</td>
<td>1</td>
<td>1 point for electric stoves AND ventless heat pump clothes dryers (Residential). Requires EE1 as prerequisite, and no fossil fuels in the building.</td>
</tr>
<tr>
<td><strong>Affordability Improvements</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AI1</td>
<td>Smaller building/room size (Residential/Hotel)</td>
<td>1-2</td>
<td>1 point for building/room size 15% smaller than reference size. 2 points for building/room size 30% smaller than reference size.</td>
</tr>
<tr>
<td>AI2</td>
<td>Heating systems in heated space</td>
<td>1</td>
<td>1 point for water heating systems that use heat pumps (Residential).</td>
</tr>
<tr>
<td>AI3</td>
<td>Efficient building shape</td>
<td>1</td>
<td>1 point for electric stoves AND ventless heat pump clothes dryers (Residential). Requires EE1 as prerequisite, and no fossil fuels in the building.</td>
</tr>
<tr>
<td>AI4</td>
<td>Right-lighting</td>
<td>1</td>
<td>1 point for water heating systems that use heat pumps (Residential).</td>
</tr>
<tr>
<td>AI5</td>
<td>Modest windows with views and natural light</td>
<td>1</td>
<td>1 point for electric stoves AND ventless heat pump clothes dryers (Residential). Requires EE1 as prerequisite, and no fossil fuels in the building.</td>
</tr>
<tr>
<td><strong>Renewable Energy</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| RE1                    | Renewable energy (Non-biomass systems)                                     | 1-3    | Electric Systems (on-site or remote): 1 point per 1.2 kWh/sf/year renewable energy capacity (Residential) or per 2.4kWh/sf/year (Commercial).  
Thermal Systems: 1 point per 4.0 kBtu/sf/yr renewable energy capacity (Residential) or per 8.0 kBtu/sf/yr (Commercial). |
| RE2                    | Renewable energy biomass                                                   | 3-4    | 3 points (Commercial) or 4 points (Residential) for approved biomass space heating systems     |
| **Other Points**        |                                                                             |        |                                                                                               |
| OP1                    | Development density                                                        | 1      | 1 point for density of more than 7 dwelling units per acre.                                    |
| OP2                    | Walkability                                                                | 1      | 1 point if the property is on the walkability map                                              |
| OP3                    | Adaptive reuse                                                             | 1      | 1 point for substantial re-purpose of existing building                                         |
| OP4                    | Meet NY Stretch Code                                                       | 1      | 1 point for complying with 2015 NY Stretch Energy Code                                          |
| OP5                    | Custom energy improvement                                                  | 1-2    | 1 point for each 1.2 kWh/sf/year (Residential) or 2.4 kWh/sf/year (Commercial); reduction in energy use. Prerequisite: no fossil fuels. |

#### Whole Building Path

<table>
<thead>
<tr>
<th>Category</th>
<th>Improvement</th>
<th>Points</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>WB1</td>
<td>Comply with recognized high performance building standard</td>
<td>N/A</td>
<td>Commercial: Passive House OR min. 17 energy points per LEED V4. Residential: Passive House OR RESNET HERS/ERI max. 40 points OR National Green Building Standard min. 80 energy efficiency points</td>
</tr>
</tbody>
</table>

#### Water Efficiency Requirements

<table>
<thead>
<tr>
<th>Category</th>
<th>Improvement</th>
<th>Points</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>WE1</td>
<td>Use EPA Water Sense/other efficient fixtures</td>
<td>N/A</td>
<td>All buildings must meet this requirement, regardless of which compliance path is used.</td>
</tr>
</tbody>
</table>

*Table 1. Easy Path Summary Table*
**ASTERI ITHACA**

**Community Outreach Plan**

Vecino Group will engage the Ithaca community during the negotiation period to receive feedback on the programming and design of Asteri Ithaca. We are excited to work with neighbors, stakeholders, community members, and future residents on this project.*

---

**Volunteer/Mixer Event—Project kickoff**

*Location/Time TBD*

The goal of this volunteer event is to engage directly with the community, meet our new neighbors and do some good in the City of Ithaca. Vecino Group will work with our nonprofit partner to support a public event such as a food drive, park clean-up, or other activity with meaningful and positive impact.

---

**Lunch + Learns—Public Sessions**

*Cinemapolis*

The goal of these educational sessions is to provide information on interesting topics related to the project, and to open a forum for the public to talk and Vecino to listen.

***INVITEES***: general public, neighbors, DIA list-serve

<table>
<thead>
<tr>
<th>1) Finance, LIHTC 101</th>
<th>2) Building and Infrastructure</th>
<th>3) Active Street Use/Public Art</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday, January 23, 2019</td>
<td>Wednesday, February 27, 2019</td>
<td>Wednesday, March 27, 2019</td>
</tr>
</tbody>
</table>

---

**Workshop Meetings—Invited Sessions**

*Tompkins County Public Library, Borg Warner Room*

The goal of these sessions is to meet with a focused group of stakeholders to help Vecino answer specific questions, assist in project planning and progress the project forward.

- **WEEK OF January 21-25, 2019**
  - 1. Local design team planning kick-off
  - 2. Land negotiation meetings—JURA, Common Council
  - 3. Conference Center Feasibility Study—DIA workforce group, stakeholders, Hunden Strategic Partners
  - 4. Ithaca Green Building Policy—Sustainability consultants, City engineering
- **WEEK OF February 24-March 1, 2019**
  - 5. Supportive Housing—Service provider partners and other nonprofit entities with interest in downtown space: TCAction, Racker, Challenge Industries
  - 6. Transportation—CarShare, TCAT
  - 7. Site Plan Review—City Planning staff
  - 8. Learning from our neighbors—other developers of big projects on the Commons
- **WEEK OF March 25-29, 2019**
  - 9. Programming Eastern Third, pending Conference Center Study results—IURA, current property owner
  - 10. Building Department—City Engineering and Code Enforcement staff
  - 11. PILOT Program—Tompkins County IDA
- **WEEK OF April 22-26, 2019**
  - 12. Local labor planning—trades/union reps
  - 13. Construction planning—Contractors

---

**Pre-Bid Meetings**

*Location/Time TBD*

We anticipate holding additional contractor-specific outreaches to provide assistance preparing bids, with focus on opportunities for local participation.

- **14) Bid Package 1:** Demo, Utilities, Foundations
- **15) Bid Package 2:** Structure & Enclosure
- **16) Bid Package 3:** Fit-out & Finishes

---

*This plan is based on City approval. No notifications or announcements have been sent out at this time.*