

MINUTES OF THE AUDIT COMMITTEE
OF
NEW YORK CITY INDUSTRIAL DEVELOPMENT AGENCY

December 12, 2017

A meeting of the Audit Committee of the Board of Directors (the “Committee”) of New York City Industrial Development Agency (“NYCIDA” or the “Agency”) was held on Tuesday, December 12, 2017 pursuant to notice from the Deputy Executive Director of the Agency, at the New York City Economic Development Corporation (“NYCEDC”), 110 William Street, Conference Room 4A/B, New York, New York 10038.

The following members of the Committee were present in person at the above indicated meeting of the Committee (the “Meeting”), constituting a quorum:

- Albert V. De Leon, Chairman
- Kevin Doyle
- Shanel Thomas

In addition, the following members of NYCEDC staff were present:

- Finance: Kim Vaccari - CFO, Spencer Hobson – EVP/Treasurer, Raafat Osman – Deputy Controller, Carol Ann Butler – AVP
- Internal Audit (“IA”): David Price – SVP
- Compliance Department (“Compliance”): Shin Mitsugi – SVP, Daniel Kane – VP
- Strategic Investments Group (“SIG”): Anne Shutkin – VP

Also present was a representative from Ernst & Young LLP (“E&Y”):

- Louis Roberts – Engagement Partner

The Meeting was convened at 10:20 a.m.

1. Approval of the Minutes of the September 18, 2017 Audit Committee meeting

Mr. De Leon asked if there were any questions or comments relating to the minutes of the September 18, 2017 meeting. There being no questions or comments, Mr. Doyle motioned to approve, Mr. De Leon seconded, and the motion was approved.

Mr. De Leon introduced the newest member of the Audit Committee, Shanel Thomas to the NYCEDC members and then the meeting commenced.

2. Internal Audit Update

Mr. Price directed everyone's attention to Tab 2 in the meeting book. He stated that fieldwork testing of the two (2) FY18 NYCIDA approved projects, Brown Brothers Harriman & Co. ("BBH") and JP Morgan Chase ("JPMC") were completed and the reports distributed accordingly.

Mr. Price noted that Compliance is in the process of evaluating the NYCIDA project portfolio and identifying some potential audit candidates. IA will be presenting the FY19 Audit Plan at the May 2018 Audit Committee meeting.

3. Compliance Update

Mr. Mitsugi stated that the Compliance Department is in the process of compiling and publishing the annual City Charter reports for NYCIDA and Build NYC. Compliance will be completing the reports by the end of January, the required time to deliver the reports to City Council. All these reports mandated by local law as well as state law are available online through the website; and for some of the local law reports submitted to the mayor's office, the website has a link.

4. Session with Management

Session with Management was not required by the Committee

5. Session with Auditors

Session with Auditors was not required by the Committee

6. Adjournment

There being no further business, the meeting was adjourned at 10:27 a.m.