

Draft- 212th HHAC Board Meeting Minutes

Meeting date: December 6, 2023

Call to Order:

The 212th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on December 6, 2023. The meeting was called to order by Rick Umholtz, Deputy Commissioner for Housing and Refugee Services at the NYS Office of Temporary and Disability Assistance (OTDA).

Members in Attendance:

Brett Hebner, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA); Suzanne Cook, Board Member Designee representing Board Member Commissioner Ann Marie Sullivan of the NYS Office of Mental Health (OMH); and Esteban Ramos, Advisory Board Member Designee representing Advisory Board Member Commissioner Chinazo Cunningham, M.D. of the Office of Addiction Services and Supports (OASAS).

Others in Attendance:

Dana Greenberg	HHAC President
Brenda McAteer	HHAC Vice President
John Cucinelli	HHAC Treasurer
Michael Washburn	HHAC Comptroller
Amanda Diller	HHAC Secretary
Megan Van Geest	HHAC Assistant Secretary
Cassandra Kelleher-Donnaruma	OTDA Division of Legal Affairs (DLA)
Martin Robinson	HHAP Project Manager

Items of Discussion:

Approval of Minutes

Rick Umholtz requested a motion to accept the minutes of the 211th HHAC Board Meeting that took place on October 4, 2023. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

President's Report

Dana Greenberg presented the President's Report and began with an overview on the status of all projects under development as of October 31, 2023, when there were 90 projects in various stages of development. Forty-six of these projects were in construction, one of which was over 90% complete. Furthermore, 36% of the projects in development at that time were in

New York City, 14% were in the suburban regions of Westchester, Nassau and Suffolk counties, and the remaining 50% were in the rest of the state.

Project-Related Milestones

Final Award and Loan Agreements

- DePaul Properties, Inc. (DePaul) (2021-042/HC01093) executed a Final Loan Agreement (FLA) on September 29, 2023. DePaul received a \$3,499,650 HHAP award reservation in April 2022 and an award increase of \$850,000 in August 2023 for the new construction of the Mosaic Apartments on Crane Street in Schenectady. The project will create 30 units/36 beds of permanent supportive housing (PSH) for homeless individuals and families who are seniors aged 55 and older and/or individuals with a diagnosed serious mental illness (SMI). The additional 30 units/63 beds will be affordable units for low-income individuals and families. The buildings will include laundry facilities, on-site property management, a community room, in-unit resident storage, exterior courtyard, and off-street parking. Other sources of development funding include NYS Homes and Community Renewal (HCR) Low-income Housing Tax Credits (LIHTC), Housing Trust Fund (HTF), Supportive Housing Opportunity Program (SHOP) and Clean Energy Initiative (CEI); NYS Office of Mental Health (OMH) Program Development Grant funds (PDG); Schenectady Metroplex; the Land Bank; a sponsor loan and deferred developer fee, for a total project cost of \$27,238,552. Heather Lombardo is the project manager.
- Family Service League (FSL)/Terryville Shelter Repair (2018-043S/HC01090) executed a Final Award Agreement (FAA) on September 21, 2023. FSL received \$100,000 in emergency shelter repair funds in December 2018 for the moderate rehabilitation of an existing seven-unit/14 bed emergency shelter. The repairs include the replacement of the roof and the wood columns, deck boards, trim post, and rails on the porch. Megan Van Geest is the project manager.
- H.E.L.P. Development Corporation (HELP)/HELP ROC I LLC (2022-004/HC01091) executed a FLA on October 11, 2023. HELP received a \$7,975,000 HHAP award reservation in August 2022 for the new construction of 95 units of PSH for individuals and families with a SMI, substance use disorder (SUD), veterans, and re-entry in Rochester. An additional 69 units will be reserved for low-income individuals and families who earn up to 80% of the Area Median Income (AMI), for a total of 164 units. Other sources of development funding include 4% tax-exempt bond financing from NYS Housing Finance Agency (HFA), SHOP, HTF and CEI through HCR; City of Rochester HOME funds and a deferred developer fee, for a total project cost of \$72,682,355. Megan Van Geest is the project manager.
- Ithaca Neighborhood Housing Services, Inc. (INHS)/Village Grove LLC (2021-028/HC01092) executed a FLA on September 29, 2023. INHS received a \$1,800,000 HHAP award reservation in December 2021 and an award increase of \$450,000 in July 2023, for a total HHAP investment of \$2,250,000 for the new construction of seven units of PSH for survivors of domestic violence and homeless veterans in Trumansburg, Tompkins County. An additional 39 units will be reserved for low-income individuals and

families who earn up to 50%, 60% and 90% of the AMI, for a total of 46 units. The project will provide housing for both families and singles. Other sources of development funding include State and Federal LIHTC equity, CEI and HTF from HCR; a New York State Energy Research and Development Authority (NYSERDA) Buildings of Excellence award; Tompkins County Housing Development funding; a conventional loan; a sponsor loan and a deferred developer fee, for a total project cost of \$24,274,692. Michael Riley is the project manager.

Amendments

- Person Centered Housing Options, Inc. (PCHO)/Cecilia's Place LLC (2020-018/HC01047) executed an amendment to their FAA on September 5, 2023. PCHO received a \$4,319,485 HHAP award reservation in February 2021 for the rehabilitation of a historic building in Rochester. In March 2023, PCHO requested and received a \$635,144 award increase due to unforeseen construction costs, for a total HHAP investment of \$4,954,629. The project, Cecilia's Place, will create 15 units of PSH for chronically homeless individuals. Other sources of development funding include State and Federal Historic Tax Credit equity and a NYSERDA incentive, for a total project cost of \$6,483,836. Amanda Diller is the project manager.
- The Polish Community Center of Buffalo, Inc., d/b/a Lt. Colonel Matt Urban Center (MUC) (2016-006/HC00951) executed an amendment to their FLA on September 29, 2023, increasing their original HHAP award by \$250,000 to cover construction loan interest. MUC received a \$3,112,670 HHAP award reservation in June 2016 for the substantial rehabilitation of a four-story building in Buffalo to create 27 units of PSH for homeless individuals who are living with SMI and SUD, for a total HHAP investment of \$3,362,670. Other sources of development funding include Community Investment Fund (CIF), HTF and Federal and State Historic Tax Credits through HCR; NYSERDA; Federal Home Loan Bank of New York (FHLBNY); funding from Erie County; HOME funds through the City of Buffalo, and developer equity, for a total project cost of \$11,984,960. Matthew Ciulla is the project manager.

Completed

- Bethesda House of Schenectady, Inc. (Bethesda) (2020-035/HC01048) obtained a Certificate of Occupancy (CofO) on October 26, 2023. Bethesda received a \$6,238,769 HHAP award reservation in February 2021 and an award increase of \$242,180 on February 22, 2022. The total award of \$6,480,949 was for the new construction of 26 units of PSH for 10 chronically homeless individuals and 16 ex-offenders re-entering the community, as well as 11 units/16 beds of emergency housing for homeless adults in Schenectady. Other sources of development funding include NYSERDA, FHLBNY, Schenectady County, the Wright Family Foundation, the Golub Family Foundation, a sponsor loan, and contributions, for a total project cost of \$8,563,561. Connie Adsitt is the project manager.
- Catholic Charities of Onondaga County (CCOC) (2021-044/HC01070) obtained a Certificate of Occupancy (CofO) on October 24, 2023. CCOC received a \$1,230,769 HHAP award reservation in April 2022 for the new construction of eight units of PSH for

chronically homeless men in Syracuse. The apartments are adjacent to the CCOC Housing Services Center shelter, integrating all of CCOC's housing and relocation services. Other sources of development funding include a sponsor contribution, for a total project cost of \$2,608,901. Sue Troiano is the project manager.

- H.E.L.P. Development Corporation (HELP)/HELP ONE Building A (2020-003/HC01042) received a Temporary Certificate of Occupancy (TCO) on October 10, 2023. HELP received a \$5,000,000 HHAP award reservation in February 2021 for the new construction of 111 units of PSH for youth ages 18-25 with a young child or pregnant in Brooklyn. An additional 73 units will be reserved for low-income individuals and families for a total of 184 units. Other sources of development funding include NYC Housing Development Corporation (HDC) bond financing and NYC Housing Preservation and Development (HPD) funds, sponsor equity, solar tax credits, accrued interest and a deferred developer fee for a total development cost of \$96,405,310. Martin Robinson is the project manager.
- Soul Saving Station for Every Nation of Saratoga, Inc. (SSS)/Mother Anderson Henry Street Shelter (2021-010S/HC01059) completed their emergency shelter repairs on September 29, 2023. SSS received a \$83,137 HHAP emergency shelter repair award reservation in June 2021 to perform repairs to their Mother Anderson Henry Street Emergency Shelter, which provides nine shelter beds in five congregate units for homeless women and children. With the funding, SSS replaced the roof, installed a tank-less hot water heater, security cameras, fire alarm system and generator, replaced lockers, renovated the kitchen and created a mudroom. Megan Van Geest is the project manager.
- Volunteers of America of Western New York (VOA)/Binghamton Men's Shelter (2021-048S/HC01068) completed renovation work on an emergency shelter on October 6, 2023. VOA received a \$100,000 HHAP emergency shelter repair award reservation in June 2022 to renovate a 53-bed emergency shelter in Binghamton. The renovations were to repair the exterior stairs, basement windows and the brick exterior walls. Other sources of development funding include a sponsor contribution, for a total project cost of \$163,878. Operating revenues include a per diem from the Broome County DSS. Martin Robinson is the project manager.

Withdrawn

- Bridges of New York (Bridges) (2022-031S) withdrew their HHAP award reservation on September 6, 2023. Bridges received a \$100,000 HHAP emergency shelter repair award reservation in June 2023 to renovate its one-unit/12 bed emergency shelter for homeless single men re-entering the community from incarceration in Newburgh. Renovation work would have included updating bathrooms, installing new windows, the addition of a second means of egress on the third floor to comply with code, and updates to the property's electrical system and flooring. Bridges requested the termination of their

contract with the NYS Department of Corrections and Community Supervision (DOCCS) due to the program being financially untenable. DOCCS agreed to closure of the program to take effect on September 30, 2023. Katherine Blake was the project manager.

- Southern Tier Environments for Living, Inc. (STEL) (2021-029) withdrew their HHAP award reservation on October 23, 2023. STEL received a \$5,500,000 HHAP award reservation in December 2021 for the new construction of 52 units of PSH in Hempstead. STEL Hempstead House was not approved by the local planning and zoning board. A letter from STEL withdrawing the award reservation was received on October 23, 2023. Ryan Szalkowski was the project manager.

Events and Ceremonies

- Breaking Ground II Housing Development Fund Corporation (Breaking Ground)/BG Sutphin Owner LLC (2021-040/HC01047) held a groundbreaking ceremony on September 20, 2023. Breaking Ground received a \$5,725,000 HHAP award reservation in April 2022 for the new construction of 52 units of PSH for homeless older adults over the age of 55 living with a SMI, SUD, or co-occurring SMI/SUD, in Jamaica. In December 2022, Breaking Ground requested and received a \$1,000,000 award increase due to increases in construction costs and interest rates, for a total HHAP investment of \$6,725,000. The project includes an additional 120 units for income eligible members of the community and one unit for the superintendent, for a total of 173 units. The building will also be Passive House certified. Other sources of development funding include 4% tax-exempt bond financing from HFA, HCR Senior Housing Program (SENR) and CEI, HPD Senior Affordable Rental Apartments (SARA), Resolution A (Reso A) funding, US Environmental Protection Agency (EPA) Revolving Loan Fund, accrued interest, a sponsor loan, a Community Healthcare Network (CHN) contribution, developer three-month funded reserve and a deferred developer fee, for a total project cost of \$141,770,093. Amanda Diller is the project manager.
- West Side Federation for Senior and Supportive Housing, Inc. (WSFSSH)/Fischer Senior Apartments L.P. (2020-015/HC01088) held a groundbreaking ceremony on September 12, 2023. WSFSSH received a \$4,800,000 HHAP award reservation in February 2021 for the new construction of 32 units of PSH for homeless individuals suffering from SMI who are over the age of 55 in the Bronx. There are 72 units for low-income senior households age 62 and above with incomes below 50% AMI, and there is one unit for the superintendent for a total of 105 units. Other sources of development funding include 9% LIHTC financing and SARA through HPD, Reso A, a construction loan, Freddie Mac and solar tax credit equity, for a total project cost of \$68,626,160. Michael Washburn is the project manager.

Rick Umholtz thanked the NYS agencies present for their continued partnership.

Rick Umholtz requested a motion to accept the President's Report. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

Comptroller's Report

Michael Washburn reported that in accordance with Public Authorities Law and the Public Authorities Accountability Act, HHAC is required to submit a Budget and Financial Plan annually to the Office of the State Comptroller and the Authorities Budget Office through the Public Authorities Reporting Information System (PARIS). The plan is also sent to the Governor, the Senate Finance Committee and the Chair and Ranking Minority Member of the Assembly Ways and Means Committee. The plan is then posted to the HHAC website. The Budget and Financial Plan includes the budget for the current fiscal year and revenue and expenditure projections through fiscal year 2028. The budget is developed by HHAC staff and is presented for comment to the HHAC Treasurer, Assistant Treasurer, and budget personnel within OTDA. Projections are based on the last audited financial statement, actual revenues, and expenditures for the current fiscal year and related financial records. The Budget and Financial Plan also includes an explanation of such items as the Public Authorities' relationship with other governmental units, a description of the budget process, and a revised forecast of the current year's budget. The 2024-2025 Budget and Financial Plan must be approved by the HHAC Board and is required to be submitted at least 90 days prior to the beginning of the fiscal year (December 31st in this case). Michael Washburn referred Board Members to the section of the package that included an explanation of the Public Authority's relationship with other governmental units, a description of the budget process and a revised forecast of the current year's budget. Revenue and expenditure projections through State Fiscal years 2027-2028 were also included in the Comptroller's Report.

There was no further discussion or comment.

Rick Umholtz requested a motion to approve the resolution approving the annual budget and financial plan. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

Treasurer's Report

John Cucinelli provided a brief synopsis of Schedule One of the Treasurer's Report and reported the cash balance available as of the date of the meeting was \$42,074,304.24. This included \$17,389,989.08 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Rick Umholtz requested a motion to accept the Treasurer's Report. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Regarding Certain SEQRA Classifications and Findings

Martin Robinson presented the following projects to the Board:

- Project Name: Helio Health, Inc. 2022-009
- Project Name: Community Services for Every1, Inc. 2023-004

Martin Robinson reported that the Helio Health project will not result in any significant adverse environmental impacts and therefore, a conditional Negative Declaration was recommended, as the sponsor complied with a condition to successfully apply for historic tax credits to assist in preserving the historic characteristic of the building during its conversion to apartments. It was also determined that the Community Services for Every1 project will not result in any significant adverse environmental impacts and therefore, a conditional Negative Declaration was recommended contingent on the implementation of a demolition/construction monitoring and protection plan as approved by the NYS Historic Preservation Office to ensure the protection of a nearby historic site during construction.

There was no further discussion or comment.

Rick Umholtz requested a motion to approve the SEQRA resolution. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Brenda McAteer explained that the purpose of the resolution was to request the Board's approval of six awards from the state fiscal year (SFY) 2023-24 funding round totaling \$55,179,277 to the following organizations:

- Interfaith Partnership for the Homeless, Inc. (IPH)- Amsterdam Shelter & Housing
- YWCA of Rochester and Monroe County- Persimmon Place
- Family of Woodstock, Inc.- Golden Hill
- New Destiny Housing Corporation, Inc.- 1139-45 Webster Avenue
- Concern Housing, Inc.- Concern Inwood
- Soldier On, Inc.- Gardner Lofts

Two applications were reviewed and not recommended for funding at that time:

- Spanish Action League of Onondaga County, Inc.- La Liga Westside Village
- BestSelf Behavioral Health, Inc.- The Chalmers Apartments at Highland Park

These applicants will be offered technical assistance.

Brenda McAteer reported that there were 18 applications under review at the time of the Board meeting, requesting approximately \$92.5 million in HHAP funding. The remaining uncommitted appropriation balance of approximately \$37 million may be utilized for future awards, which includes up to \$1 million for emergency shelter repairs and \$2 million for HHAC operating and administrative expenses.

Brenda McAteer also reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date there have been no applications submitted under the HIV/AIDS set-aside. Five million dollars is also set aside for projects that will provide supportive housing for veterans. One application, Soldier

On, which was recommended at this Board meeting was awarded the full veterans' set-aside. Up to \$1 million of the appropriation is allocated for existing emergency shelter repairs outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019. One application was awarded HHAP funds, as noted in the Board package, and will preserve 12 units/24 beds of emergency housing.

Brenda McAteer stated that the \$55,179,277 in project funding recommended at the meeting will produce 248 units/435 beds of permanent supportive housing (PSH), create 18 units/46 beds of new emergency housing, and preserve an additional 12 units/24 beds of emergency housing.

Brenda McAteer noted that the SFY 2023-24 enacted State Budget contained a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered, in the order in which they are received, subject to the availability of funds. The RFP was issued on May 4, 2023, with applications being accepted starting May 25, 2023.

Brenda McAteer further stated the COVID-19 pandemic unquestionably impacted the construction world. HHAP's not-for-profit partners have experienced significant challenges during development, material costs have escalated substantially, as have interest rates for projects working toward construction closings. Working with its State and City partners, HHAC has assisted projects to fill gaps caused by these market forces. In the current SFY, HHAC provided award increases totaling \$8,854,437 to nine projects. With approval of the HHAP awards presented today and the additional funds provided to projects in development, the total funds committed to date is approximately \$91 million.

Brenda McAteer concluded her presentation by reporting on the geographic distribution of HHAP awards, award increases and amendments from SFY 2023-24. Forty-four percent of the funding was awarded to projects in the NYC region, 47% to the rest of state region, and 9% to projects in the suburban region of Suffolk, Nassau, and Westchester counties.

With recommendations made at the meeting from the SFY 2023-2024 appropriation, the \$82,167,517 awarded to new projects funded will create 533 units/761 beds of new permanent supportive housing (PSH), preserve seven units/21 beds of PSH, create 18 units/46 beds of emergency housing and preserve 13 units/34 beds of emergency housing.

Rick Umholtz requested a motion to approve the resolution authorizing awards. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

Agency Reports:

HCR

Brett Hebner reported that HCR is reviewing the 59 applications submitted under the Multifamily 9% LIHTC RFP. Many applications identified HHAP as an additional funding source and reviews are being coordinated accordingly. Awards are expected to be announced in early March 2024. Brett Hebner also reported that there is a push to allocate all the 2023 LIHTCs. Brett Hebner explained that if all a state's tax credits are allocated, they are eligible for the national pool where the credits from those states who did not use all their tax credits are reallocated.

OMH

Suzanne Cook reported that OMH has released RFPs for over 2,000 of the 3,500 new units that were funded in the budget and plans to release RFPs for most of the remaining units by the end of the year.

Suzanne Cook also stated that applications for the Empire State Supportive Housing Initiative (ESSHI) RFP were received on December 5, 2023. Conditional awards are expected to be made by February 1, 2024.

Suzanne Cook concluded her report by announcing that since April 2022, 228 individuals who have engaged with the Safe Options Support Teams have accepted OMH housing.

OASAS

Esteban Ramos reported recovery residences are still being worked on after the first round of public comment and will go back out for comment again in January 2024. Esteban Ramos stated that funding for the Transitional Safety Unit Initiative has been extended and providers have reported 20 successful transitions since the initiative started.

Esteban Ramos also reported that OASAS is continuing to work with OTDA on application reviews and is getting ready to review ESSHI applications.

OTDA

Rick Umholtz reported that since the last Board meeting, seven concept papers have been reviewed and 18 applications were under review. Rick Umholtz noted that the Solutions to End Homelessness Program (STEHP) RFP, which is a program that supports street outreach, shelter, rapid re-housing and prevention activities throughout the State, is in the process of being developed.

Rick Umholtz also reminded community partners that the transition from Grants Gateway to the Statewide Financial System is scheduled for January 16, 2024. Rick Umholtz encouraged community partners to visit the Grants Management website to watch webinars on the conversion.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, February 7, 2024, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

Rick Umholtz asked for a motion to adjourn the meeting. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

Rick Umholtz adjourned the meeting at 2:19 p.m.

Amanda Diller

HHAC Secretary

Date: