

# Draft- 206th HHAC Board Meeting Minutes

## Meeting date: December 7, 2022

### Call to Order:

The 206<sup>th</sup> 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 7, 2022. The meeting was called to order by Daniel Tietz, Commissioner of 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) and Julie Duncan, Board Member Designee representing Board Member Commissioner Ann Marie Sullivan of the NYS Office of Mental Health (OMH).

#### Others in Attendance:

Linda Glassman	OTDA Deputy Commissioner
Dana Greenberg	HHAC President
Brenda McAteer	HHAC Vice President
John Cucinelli	HHAC Assistant Treasurer
Michael Washburn	HHAC Comptroller
Constance Adsitt	HHAC Assistant Comptroller
Megan Van Geest	HHAC Assistant Secretary
Cassandra Kelleher-Donnaruma	OTDA Division of Legal Affairs (DLA)
Stephen Carney	OTDA DLA
Richard Umholtz	Director, OTDA Bureau of Housing and Support Services
Martin Robinson	HHAP Project Manager

### Items of Discussion:

#### Approval of Minutes

Commissioner Tietz requested a motion to approve the minutes of the 205th HHAC Board Meeting that took place on October 12, 2022. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

#### President's Report

Ms. Greenberg presented the President's Report and began with an overview of the status of all projects under development as of October 31, 2022, when there were 89 projects in various

stages of development. Thirty-four of these projects were in construction, five of which were over 90% complete. Furthermore, 33% 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 53% were in the rest of the state.

## **Project-Related Milestones**

### **Final Award and Final Loan Agreements**

- Community Services for Every1 (CSE1) (2021-024) executed a Final Loan Agreement (FLA) on October 21, 2022. CSE1 received a \$2,129,585 Homeless Housing and Assistance Program (HHAP) award reservation in December 2021 for the substantial rehabilitation of the Apartments at the Lyceum, an existing historic structure that was formerly a community center and athletic facility located in Buffalo. The project will create 12 units of permanent supportive housing (PSH) for survivors of domestic violence. This is part of a larger project with 42 units (64 beds) including 30 affordable units for income-eligible members of the community. Other sources of development funding include Low-Income Housing Tax Credit (LIHTC) equity, Clean Energy Initiative (CEI) funds, Housing Trust Fund (HTF) and Community Investment Fund (CIF) through NYS Homes and Community Renewal (HCR), Federal and State Historic Tax Credits (HTC), Buffalo Urban Renewal Agency (BURA) HOME funds, Better Buffalo funds and a deferred developer's fee, for a total project cost of \$23,147,543. Heather Lombardo is the project manager.
- Project Renewal, Inc. (PRI)/2880 Jerome Avenue L.P. (Bedford Green House II) (2021-043/HC01061) executed a FLA on October 19, 2022. PRI received a \$6,000,000 HHAP award reservation in April 2021 for the new construction of 38 units of PSH for those diagnosed with a severe mental illness (SMI) and 32 units of PSH for those diagnosed with a substance use disorder (SUD) in the Bronx. An additional 46 units will be reserved for low-income individuals and families who earn up to 60% of the Area Median Income (AMI), for a total of 116 units. The project will provide housing for both families and singles. Other sources of development funding include 4% tax-exempt bond financing, LIHTC equity and Supportive Housing Opportunity Program (SHOP) funding through NYS Housing Finance Agency (HFA), Supportive Housing Loan Program (SHLP) financing through the NYC Department of Housing Preservation and Development (HPD), NYC Resolution-A (Reso-A) discretionary funding, a deferred developer fee, deferred reserves, and deferred subsidy interest, for a total project cost of \$72,132,463. Holly Ferrara is the project manager.
- Soul Saving Station for Every Nation of Saratoga Springs NY, Inc. (SSS)/Mother Anderson Henry Street Shelter (2021-010S/HC01059) executed a Final Award Agreement (FAA) as of October 5, 2022. SSS received an \$83,137 HHAP award reservation for shelter repairs in June 2021 to perform repairs to their Mother Anderson Henry Street Emergency Shelter. The shelter provides nine beds of emergency housing

for homeless women and children. Repairs include roof replacement, installation of a tankless hot water heater, cameras, fire alarm system, a generator, the replacement of lockers, upgrades to the kitchen, and the addition of a mudroom. Megan Van Geest is the project manager.

- Women's Prison Association (WPA)/The Rise Owner LLC (2020-040/HC01060) executed a FLA on September 30, 2022. WPA received a \$10,000,000 HHAP award reservation in April 2021 for the new construction of 47 units /91 beds of PSH for criminal legally involved women and their families in Brooklyn. An additional 24 units will be marketed to low-income families whose incomes range from 27% to 57% of the AMI. There will also be one unit for the superintendent, for a total of 72 units (130 beds). This project is part of HCR's Vital Brooklyn Initiative and will provide housing for both families and singles. Other sources of development funding include LIHTC equity, HTF and SHOP through HCR, Solar Tax Credit equity, a New York State Energy Research and Development Authority (NYSERDA) grant, a developer and sponsor loan, and a deferred developer's fee, for a total project cost of \$49,958,003. Michael Washburn is the project manager.

### **Amendments**

- Lifting Up Westchester, Inc. (LUW) (2012-001/HC00793) executed an amendment on October 6, 2022. LUW received \$250,000 in HHAP health and safety funds for the replacement of vinyl composite tile flooring throughout the building and renovations to the congregate bathrooms. LUW previously received \$5,771,101 in HHAP funding, bringing HHAP's total investment to \$6,021,101. The building, located in White Plains, provides 20 units/52 beds of emergency housing for homeless individuals. Megan Van Geest is the project manager.

### **Completed**

- Caring for the Homeless of Peekskill Inc. DBA Caring for the Hungry & Homeless of Peekskill (CHHOP) (2021-007S) completed work on their existing emergency shelter. CHHOP received a \$26,623 HHAP emergency shelter repair award reservation in June 2021 for minor renovations of two full bathrooms at their existing four-unit (34-bed) emergency shelter for homeless single adults, known as Jan Peek House, in the City of Peekskill. Rachel Gaffey is the project manager.
- The YWCA of the Niagara Frontier (The YWCA) (2018-009/HC00993) completed construction and has begun rent up. The YWCA received a \$1,448,166 HHAP award reservation in October 2018 for the substantial rehabilitation of a former YWCA service agency building into eight units of PSH for homeless single women who are survivors of domestic violence. The remaining four units are reserved for low-income single women who have incomes up to 60% AMI, for a total of 12 units. The building will also house administrative offices and commercial space. Other sources of development funding include HTF and CIF through HCR, Main Street Development GrowthFund, and a Yahoo grant through Empire State Development (ESD), for a total development cost of \$3,548,456. Michael Washburn is the project manager.

## Events and Ceremonies

- CDS Monarch, Inc. (CDS)/CDS State Street Apartments, LLC (2021-022/HC01056) held a groundbreaking ceremony on September 7, 2022 which was attended by Commissioner Tietz. CDS received a \$3,500,000 HHAP award reservation in December 2021 for the substantial rehabilitation of a two-story warehouse in Olean, to develop 14 units/35 beds of PSH for survivors of domestic violence. An additional 32 units will be reserved for low-income individuals and families who earn up to 50% 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 LIHTC equity and SHOP through HCR, a construction and permanent loan through Five Star Bank, NYSERDA incentives, a deferred developer fee, and deferred reserves, for a total project cost of \$16,143,014. Rachel Gaffey is the project manager.
- DePaul Properties, Inc. (DePaul)/DePaul Oswego, L.P. (2019-009/HC01000) received a Certificate of Occupancy (CofO) on September 1, 2022 and held a ribbon-cutting ceremony on September 15, 2022. DePaul received a \$6,650,000 HHAP award reservation in October 2019 which was later reduced to \$3,580,000 at the request of the sponsor due to the project being eligible for funding through Federal Housing Trust Fund (FHTF). Lock 7 Apartments will provide 40 units of PSH in Oswego. Thirty of the HHAP units are set aside for homeless individuals living with SMI and 10 units are set aside for homeless individuals over the age of 55. An additional 40 units will be reserved for low-income individuals and families with incomes at or below 60% of the AMI, for a total of 80 units. The project will provide housing for both families and singles. Other sources of development funding include LIHTC equity, HTF and SHOP funding through HCR, a construction loan through Community Preservation Corporation (CPC), a Pre-Development Grant from OMH, NYSERDA incentives, Federal Home Loan Bank (FHLB), and a deferred developer fee, for a total project cost of \$25,986,569. Amanda Diller is the project manager.
- East House Corporation (EHC)/East House Canal Street LLC (2020-014/HC01054) held a groundbreaking ceremony on September 21, 2022. EHC received a \$7,418,822 HHAP award reservation in February 2021 for the new construction of 70 units (74 beds) of PSH in Rochester. Twenty-three of these units will be for individuals living with SUD and two units for families where the head of household is living with a SUD, 37 units will be for individuals living with an SMI and eight units will be for individuals who are chronically homeless. The remaining 53 units (90 beds) will be for income-eligible members of the community earning below 50% of the AMI. Other sources of development funding include 4% tax-exempt bonds, LIHTC equity and SHOP funds through HFA, Brownfield Tax Credits, FHLB, NYSERDA incentives, and a deferred developer's fee, for a total project cost of \$64,260,662. Amanda Diller is the project manager.
- Mercy Haven Inc. (2012-024/HC00844) held a ribbon-cutting ceremony for Mercy Gardens on October 7, 2022. Mercy Haven received a \$3,989,867 HHAP award reservation, which included \$3,491,003 in Medicaid Redesign Team (MRT) funding to develop 16 units of PSH for homeless individuals in Suffolk County. An additional

\$749,336 in MRT funding was awarded in April 2013, which generated an additional three units. In August 2019, Mercy Haven received an additional \$433,530 in HHAP funding after delays in obtaining permits resulted in significant price escalations. The total HHAP award of \$5,172,733 provides 14 units of housing for individuals with SMI and 5 units of housing for chronically homeless families and individuals across two buildings. Other sources of development funding included sponsor equity, HUD PSH funding, OMH capital funds and FHLB, for a total project cost of \$5,758,704. Brenda McAteer is the project manager.

- Open Door Mission, Inc. (ODM)/The Miller Building (2020-021/HC01015) held a ribbon-cutting event on September 28, 2022 and received a Temporary Certificate of Occupancy (TCO) on October 24, 2022. ODM received a \$6,598,536 HHAP award reservation in February 2021 to develop 24 units/beds of PSH in Rochester. Eight units are for individuals living with a SUD, four units for individuals living with a SMI, four units for chronically homeless individuals, four units for youth ages 18-25, and four units for survivors of domestic violence. Other sources of development funding include an agency contribution from ODM, for a total project cost of \$6,857,088. Rachel Gaffey is the project manager.
- West Side Federation for Senior and Supportive Housing, Inc. (WSFSSH)/West 108th Street L.P. (HC00963/2017-001) held a ribbon-cutting ceremony on October 25, 2022. WSFSSH received a \$8,625,000 HHAP award reservation in April 2017 to develop 115 units of PSH for homeless seniors in Manhattan. After the award was made, the architect was able to reconfigure the space to add four more homeless units, for a total of 119 units. An additional \$300,000 was awarded for HHAP's pro-rated share of these new units, bringing the HHAC award reservation to \$8,925,000. Sixty units are for homeless single adults (seniors) with mental illness, 40 units for homeless single frail and disabled seniors, and 19 units for single homeless adults. The remaining 79 units are for families and singles earning below 60% AMI, with one unit for the building superintendent. Other sources of development funding include bonds and an Extremely Low and Low-Income Affordability (ELLA) loan from NYC Housing Development Corporation (HDC), LIHTC equity and SHLP through HPD, a sponsor loan, a deferred developer's fee, and accrued interest, for a total project cost of \$89,611,995. Brenda McAteer is the project manager.

Mr. Heber commented on the Commissioner's commitment to traveling to Cattaraugus County. Commissioner Tietz stated he hopes to see more emergency and permanent housing projects with mixed populations. He spoke with local elected officials who expressed interest for more projects in their county. Mr. Heber then noted that he was in Ms. Greenberg's role in April 2013 when the request for additional MRT funding was made for the Mercy Haven project. Ms. Greenberg added that the project has OMH subsidy for operating as it predates the Empire State Supportive Housing Initiative (ESSHI).

Commissioner Tietz asked for the location of the previously mentioned WSFSSH project. Ms. Greenberg responded that the project is located at 108th Street, between 9th and 10th avenues. The project occupies an entire city block and includes a co-located shelter. She shared that the

City of New York donated land from old parking garages to the project. Additionally, WSSFSH put a bathroom in the adjacent City park and updated a basketball court at the school located next door to the project.

Commissioner Tietz inquired as to the location of the Women's Prison Association project. Mr. Washburn stated, the project is located on Strauss Avenue in Brownsville, Brooklyn. The Commissioner also requested further information on HCR's Vital Brooklyn initiative from Mr. Hebner.

Commissioner Tietz requested a motion to accept the President's Report. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

### **Comptroller's Report**

Mr. 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 2027. 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 2023-2024 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 31<sup>st</sup> in this case). Mr. 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 2026-2027 were also included in the Comptroller's Report.

There was no further discussion or comment.

Commissioner Tietz requested a motion to approve the resolution approving the annual budget and financial plan. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

Commissioner Tietz requested a motion to approve the Comptroller's Report. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

## **Treasurer's Report**

Mr. 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 \$18,106,305.81. This included \$3,736,522.05 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Commissioner Tietz requested a motion to accept the Treasurer's Report. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

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

Mr. Robinson presented the following projects to the Board:

- Project Name: JCTOD Outreach, Inc. 2019-005
- Project Name: Concern for Independent Living, Inc. 2021 -014
- Project Name: HELP Development Corporation. 2022-004
- Project Name: PathStone Housing Action Corporation. 2022-006
- Project Name: HELP Social Service Corporation. 2022-008

Mr. Robinson reported that the JCTOD Outreach, Concern for Independent Living, PathStone Housing Action Corporation, and HELP Social Service Corporation projects were classified as unlisted, while the HELP Development Corporation project was classified as a Type I action.

After performing an evaluation and review of the proposed actions, it was determined that the JCTOD Outreach, Concern for Independent Living, PathStone Housing Action Corporation, and HELP Social Service Corporation projects will not result in any significant adverse environmental impacts and therefore, Negative Declarations were recommended. The HELP Development Corporation project was determined by the City of Rochester's Manager of Zoning to be a Type I action. However, after an evaluation and review of the proposal, in conjunction with the findings of the City of Rochester's Manager of Zoning, it was determined that the HELP Development Corporation project, Center City Courtyard Residences, will not result in any significant adverse environmental impacts and therefore, a Negative Declaration was recommended.

There was no further discussion or comment.

Commissioner Tietz requested a motion to approve the SEQRA resolution. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

## **A Resolution of the Homeless Housing and Assistance Corporation Authorizing Technical Assistance Awards**

Ms. McAteer explained that the purpose of the resolution was to request the Board's authorization of technical assistance awards. A list of recommended technical assistance providers was reviewed.

There was no further discussion or comment.

Commissioner Tietz requested a motion to approve the resolution to authorize technical assistance awards. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

### **A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards**

Ms. McAteer explained that the purpose of the resolution was to request the Board's approval of one award from the state fiscal year (SFY) 2022-23 funding round. The award totaled \$3,152,138 in HHAP funds to the following organization:

- The Bridge, Inc.- Boone Avenue

Three applications were reviewed and not recommended for funding at that time.

- Standing Together Effectively for People by Standing Together Effectively for People, Inc.- Lincoln School Apartments Phase II
- Unique People Services, Inc.- Anthony Avenue
- Interfaith Partnership for the Homeless- Amsterdam Shelter and Housing

These applicants will be offered technical assistance.

Ms. McAteer noted that the SFY 2022-23 enacted State Budget contains 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. HHAC continues to accept applications for funding under the RFP issued in September 2020.

Following the approval of the HHAP awards, including emergency shelter repair awards, the remaining available funding of \$94,020,144 may be utilized for future awards and/or HHAP operating expenses, with up to \$1 million available for existing emergency shelter repair awards. The \$3,152,138 in project funding approved at this Board meeting, will produce 51 units/51 beds of permanent supportive housing.

Ms. McAteer 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, no application for the HIV/AIDS set-aside had been submitted. Five million dollars is also set aside for projects that will provide supportive housing for veterans. H.E.L.P Development Corp. and Helio Health were awarded veterans set aside funding, leaving a balance in the veterans' set aside of \$2,698,190. 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 17 units/29 beds of emergency housing.

Ms. McAteer reported that there were six applications under review at the time of the Board meeting, requesting approximately \$32.3 million in HHAP funding.

Ms. McAteer completed her presentation by reporting on the geographic distribution of HHAP awards from the current round. It is broken out as follows: 36% of the funding was awarded to projects in the NYC region, 63.8% to the rest of state region, and 0.2% to projects in the suburban region of Suffolk, Nassau, and Westchester counties.

Commissioner Tietz observed that in the current budget year, roughly half of the 2022-2023 appropriation would be allocated. Mr. Umholtz confirmed and added it is anticipated that applications that were not selected in previous years would resubmit and were not counted in the pending applications. There have also been concept papers which have indicated that additional applications will be submitted. Furthermore, HHAP did not begin spending the 2022-2023 appropriation until the June 2022 board meeting. Commissioner Tietz asked if there are any applications under review from the Suburban area of the state, Mr. Umholtz and Ms. Greenberg responded no. Commissioner Tietz asked why HHAP has not received more applications from the Suburban area. Ms. McAteer described the challenges faced in building in that area.

Commissioner Tietz requested a motion to approve the resolution authorizing awards. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

## **Agency Reports:**

### **HCR**

Mr. Hebner reported that 56 applications for the Fall 2022 9% Multifamily RFP were received on December 6, 2022. HCR expects a large crossover of applications with HHAP. Since the last HHAC Board meeting, HCR has closed four 9% projects, including three supportive projects, with plans to close an additional five projects by the end of the calendar year.

Mr. Hebner deferred reporting on 4% activities, including the December HFA Bond Resolution, until the next meeting, due to the timing of the respective board meetings.

### **OMH**

Ms. Duncan reported that in the coming weeks OMH would be releasing three funding opportunities. This includes an RFP for 500 scattered site units of supportive housing in NYC targeted to street and subway dwelling individuals. The program is a partner initiative with OMH's Safe Options Support (SOS) teams. The second RFP is for SOS teams in upstate. The third RFP is for a short-term residential housing model targeting homeless individuals or individuals stepping down from inpatient units to provide intensive skill development and transition to permanent housing.

Ms. Duncan reported that reviews of ESSHI applications from the 2022 round continued. Approximately 150 applications were received. Awards are expected to be announced in the coming weeks.

Commissioner Tietz asked Ms. Duncan if the Intensive Community Residential program is targeted to New York City, or across the state. Ms. Duncan replied that the program is for four new programs in New York City, with a hope to expand statewide.

## **OTDA**

Mr. Umholtz thanked HCR for collaborating with HHAP on the Section 8 voucher Notice of Funding Availability (NOFA). Mr. Umholtz also acknowledged Ms. Glassman's retirement. Mr. Umholtz expressed the agency's appreciation for Ms. Glassman's leadership commitment and dedication to making a difference in people's lives.

Mr. Umholtz presented Ms. Glassman with a certificate of appreciation.

Ms. Glassman stated her appreciation for being able to expand the HHAP program during her tenure.

There was no further discussion or comment.

## **New/Other Business:**

The next HHAC Board meeting is scheduled to take place on Tuesday, February 7, 2023, hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

Commissioner Tietz asked for a motion to adjourn the meeting. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

Commissioner Tietz adjourned the meeting at 2:15 PM.

Megan Van Geest

Assistant Secretary

Date: 1/3/2023