

167th HHAC BOARD MEETING MINUTES
Meeting date: December 2, 2015

Call to order:

The 167th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on December 2, 2015, at 1:30 p.m. The meeting was called to order by OTDA Executive Deputy Commissioner, Sharon Devine.

Members in attendance:

Moira Tashjian, Board Member Designee representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH), Sean Fitzgerald, Board Member Designee representing Board Member William Thompson, Chairman of the NYS Housing Finance Agency (HFA) and Mary Ann DiChristopher, Advisory Board Member Designee representing Advisory Board Member Commissioner Arlene Gonzales-Sánchez of the Office of Alcoholism and Substance Abuse Services (OASAS).

Others in attendance:

Brett Hebner	HHAC Vice President
Barbara Roff	HHAC Comptroller
Dana Greenberg	HHAC Secretary
Brenda McAteer	HHAC Assistant Secretary
Brendan Bannigan	OTDA Office of Legal Affairs
Karen Martin	HHAC Treasurer
John Siniapkin	HHAC Assistant Treasurer
David Galdun	HHAP Project Manager

1. Approval of minutes

Ms. Devine requested a motion to approve the minutes from the October 7, 2015, HHAC Board Meeting. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The motion carried.

2. Vice President's Report

Mr. Hebner presented the Vice President's (VP) Report, beginning with an overview of the status of all projects under development in the Capital Program Unit (CPU) as of October 30, 2015. There are currently 43 projects in various stages of development, with 20 projects in construction, four of which are over 90% complete. Mr. Hebner also presented a chart of the projects in development by region: 68% are in NYC, 7% in the suburban region (Nassau, Suffolk and Westchester counties), and 25% in the Rest of State (ROS).

Project Related Milestones:

Preconstruction

Westhab, Inc./ Westhab Community Revitalization, LLC (Westhab) (2014-010/HC00850) executed a Preconstruction Agreement on September 11, 2015. Bethany Meister is the project manager.

Final Award

5251 Parkside Limited Partnership (LP)/Finger Lakes Community Development Corporation (FLCDC) (2014-030) executed a Final Loan Agreement (FLA) on October 27, 2015. Matt Ciulla is the project manager.

Contract Amendment

Carolyn's House LP (2003-017/ HC00540) executed an Amendment to their FLA on August 19, 2015. Kimberly Smith is the project manager.

Completed Projects

Support Ministries Inc. (2013-009 / HC00836) obtained a Certificate of Occupancy on August 4, 2015. This project is now fully rented-up. Barbara Roff is the project manager.

Events and Ceremonies

East 138th Owners LLC/ Barrier Free Living Housing Development Fund Company (BFL) (2012-008/ HC00803) held a ribbon cutting ceremony on September 24, 2015. Dana Greenberg is the project manager.

The Rescue Mission Alliance of Syracuse, N.Y., Inc. (2013-019/ HC00831) held an opening on September 30, 2015, as part of the City of Syracuse hosting the Governor's "Capital for the Day" Initiative. Pam Cotterell is the project manager.

Grace Church Community Center/ Open Arms HDFC, Inc. (2012-001/ HC00793) held a Ribbon Cutting ceremony on October 8, 2015. Nilsa Mabel is the project manager.

Women In Need, Inc., (WIN) (2014-013/ HC00846) celebrated a Groundbreaking ceremony on October 19, 2015. David Galdun is the project manager.

There was no further discussion or comment.

Ms. Devine requested a motion to approve the VP Report. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The motion carried.

3. Comptroller's Report

Ms. Roff presented the 2016 Budget and Financial Plan to be submitted to the Office of the State Comptroller (OSC) and the Authorities Budget Office (ABO) through their online reporting system, the Public Authorities Reporting Information System (PARIS).

The plan includes the budget for the current fiscal year and revenue and expenditure projections for the next four years. The plan must be approved by the Board and is required to be submitted at least 90 days prior to the beginning of the fiscal year.

A Resolution of the Homeless Housing and Assistance Corporation Approving the Annual Budget Report to the Office of the State Comptroller

Discussion: Ms. Roff discussed the details of the financial plan and the budget for the current fiscal year along with revenue and expenditure projections through the 2019-2020 State Fiscal Year.

There was no further discussion or comment.

Ms. Devine requested a motion to approve the resolution. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The resolution passed.

4. Treasurer's Report

Ms. Martin provided a brief synopsis of Schedule One within the Treasurer's Report and reported that the cash balance available as of the date of the meeting was \$29,784,249.28. Included in this figure is \$7,115,832.39 in Medicaid Redesign Team (MRT) funds, and \$9,000,000.50 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Ms. Devine requested a motion to approve the Treasurer's Report. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The motion carried.

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

Mr. Galdun listed the following projects and recommended that a negative declaration be made because each project may be classified as an "unlisted action" and would not exceed any threshold under SEQRA that would indicate a potentially significant environmental impact:

- 2015-002 The Doe Fund, Inc./ Crystal Tower
- 2015-010 The Bridge Inc./ Melrose Commons

There was no further discussion or comment.

Ms. Devine requested a motion to approve the resolution. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The motion carried.

6. A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Mr. Hebner explained that the purpose of the resolution being offered is to request the Board's approval of three (3) awards, totaling \$8,999,901 in HHAP funds and \$800,000 in MRT funding, to the following organizations:

- JCTOD Outreach, Inc. \$1,802,122 HHAP/ \$800,000 MRT
- Lantern Organization, Inc. \$3,500,000
- YMCA of Greater Syracuse, Inc. \$3,697,779

With the approval of the awards listed above, an appropriation balance of \$25,442,023 remains available for future HHAP projects, and \$3,031,189 of the MRT funds remain available.

This fiscal year, funds have been awarded to projects consisting of a total of 177 NY/NY III units, including 83 units for single adults who are chemically addicted and/or have a serious and persistent mental illness, known as Category A under the NY/NY III agreement.

There are currently eight (8) applications under review requesting \$29.1 million in HHAP funds and nothing in MRT funds.

Mr. Hebner described each project recommended for funding, including the conditions applicable to each award, if approved by the Board. Mr. Hebner also indicated that the following projects did not achieve a passing score and are not recommended for funding:

- Buffalo City Mission
- Utica Center for Development, Inc.
- North Country Transitional Living Services, Inc. – Lowville
- New Destiny Housing Corporation
- Concern for Independent Living, Inc. – Housing for Heroes
- Barrier Free Living, Inc.
- Hudson River Housing, Inc.

Applicants of proposals that were not recommended for funding will be contacted and offered Technical Assistance.

Ms. Devine asked what agency is administering the Shelter Plus Care (S+C) funds for the JCTOD project. Mr. Hebner explained that S+C in Oneida County is awarded from HUD, through the Continuum of Care process, to Central New York Services, Inc. who administers the rental subsidy.

Mr. Fitzgerald asked if the projects not recommended for funding could re-apply. Mr. Hebner explained that per the RFP, an application can be submitted twice within one State Fiscal Year; all but one of the applications not recommended could re-apply this round. Hudson River Housing would have to wait until the next fiscal round, as this is their second submission.

There was no further discussion or comment.

Ms. Devine requested a motion to approve the resolution. Mr. Fitzgerald made the motion, which was seconded by Ms. Tashjian. The motion carried.

Agency Reports:

HCR: Mr. Fitzgerald stated HCR's Unified Funding Early Round accepted applications on October 7, 2015, and they received 10 applications. Three (3) of those 10 have been funded and HCR may still make additional awards.

HCR's standard Unified Funding Round will begin accepting applications tomorrow, December 3, 2015. Mr. Fitzgerald believes HCR will receive an additional 75-80 applications, seeing a good mix of supportive housing and community revitalization projects.

Mr. Fitzgerald also discussed HCR funding serving middle-income households, 150% of the Area Medium Income (AMI), for the first time through the Community Investment Fund (CIF). Finally, Mr. Fitzgerald stated HFA is working on closing ten (10) 4% Bond deals by the end of the year.

Ms. Devine asked if any of the three HCR awards were for supportive housing. Mr. Fitzgerald replied they were not.

Ms. Devine asked if CIF can be used for community space. Mr. Fitzgerald replied yes and explained HCR has \$17 million in CIF funding: 60% for urban areas (populations of 25,000 or

more) and 40% for rural areas, funding can be used for community services, retail, and any non-residential space that assists with affordable housing.

OMH: Ms. Tashjian stated OMH continues working on their 700-unit RFP awards for a mixed population: 300 in NYC, 150 on Long Island, 100 in the Mid-Hudson region and 75 each in Central and Western NY.

Ms. Tashjian also stated that OMH is rolling out a new supportive scattered site programs: 400 units for individuals with a forensic history and mental illness (200 from prisons and 200 from prison to psychiatric centers), and an additional 250 units for individuals coming from NYS psychiatric centers. These units will be broken up across the State: 75 Western NY, 75 Central NY, 150 Hudson River region, 100 on Long Island and 300 in NYC. The number of units in any given region will depend on the number of prisoners released in that region.

OASAS: Ms. DiChristopher reported that on October 28, 2015 OASAS made four (4) awards for funding under their NY/NY III RFP (Round 4): 20 units each, all for Category G; two (2) in the Bronx, one (1) Brooklyn and one (1) in Queens. Those awards are now going through the contract process.

OTDA: Ms. Devine stated due to the homelessness crisis across the State, OTDA is doing analysis on what kind of additional programming could help.

New/Other Business: None

Ms. Devine requested a motion to adjourn. Mr. Fitzgerald made and motion and it was seconded by Ms. Tashjian. The motion carried, meeting adjourned.

Adjournment:

Ms. Devine adjourned the meeting at 2:10pm.

The next HHAC Board meeting is scheduled to take place on Wednesday, February 3, 2016, at the Media Service Center Studio, Albany, New York, at 1:30pm.

Secretary

Date of Approval

