

173nd HHAC BOARD MEETING MINUTES
Meeting date: December 7, 2016

Call to order:

The 173rd meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on December 7, 2016, at 1:30 p.m. The meeting was called to order by New York State Office of Temporary and Disability Assistance (OTDA) Executive Deputy Commissioner Michael Perrin, Board Chair Designee representing Board Chair Commissioner Samuel Roberts of OTDA.

Members in attendance:

James Lupoli, Board Member Designee representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH) and Sean Fitzgerald, Board Member Designee representing Board Member William Thompson, Chairman of the NYS Housing Finance Agency (HFA).

Others in attendance:

Barbara Roff	HHAC President
Dana Greenberg	HHAC Vice President
Brenda McAteer	HHAC Secretary
Barbara Guzman	OTDA Office of Legal Affairs (OLA)
Lesley Stefan	OTDA OLA
John Siniapkin	HHAC Assistant Treasurer
Richard Umholtz	Director, OTDA Bureau of Housing and Support Services
Matthew Ciulla	HHAP Project Manager
Linda Glassman	Assistant Deputy Commissioner

Mr. Perrin provided an update on the Governor's initiative to build 6,000 units of supportive housing over the next five years, including 1,200 units planned for this year. He commented that several State agencies are working on this initiative and that HHAP, with its rolling RFP, is a flexible program in this effort. Counting the projects recommended for funding at this meeting, HHAP has funded 245 units of supportive housing this year. This is in addition to emergency and transitional housing that HHAP also funds.

1. Approval of minutes

Mr. Perrin requested a motion to approve the minutes from the October 5, 2016 HHAC Board meeting. Mr. Fitzgerald made the motion, which was seconded by Mr. Lupoli. The motion carried.

2. Vice President's Report

Ms. Greenberg presented the Vice President's (VP) Report, beginning with an overview of the status of all projects under development as of October 31, 2016. There were 53 projects in various stages of development. There were 26 projects in construction, three of which were over 90% complete. Furthermore, 38% of projects currently in development are in New York City, 17% in the suburban region of Westchester, Nassau and Suffolk counties and the remaining 45% are located in the rest of the state. Ms. Greenberg stated that the first project funded in 2016 recently closed.

Project Related Milestones

Final Awards:

Concern for Independent Living, Inc. (Concern) – Surf Vets. (2015-029/ HC00869) executed a Final Loan Agreement on September 22, 2016. This 119-unit supportive and affordable housing project in Brooklyn will provide 82 units for homeless veterans. Scott Kunkler is the project manager.

Housing Works, Inc. – Hull Street (2012-016/HC00821) executed a Final Award Agreement on October 7, 2016. It will provide 28 studio apartments in Brooklyn for homeless persons living with HIV/AIDS and who qualify as NY/NYIII Category E. Brenda McAteer is the project manager.

Amendments:

2065 Walton Avenue Associates LLC and Jericho 2065 Walton Avenue HDFC (Jericho Project) (2014-008/HC00845) executed an Amended Final Loan Agreement on September 28, 2016. Walton Avenue Apartments, in the Bronx, will provide 56 units for homeless veterans and 33 units for youth. Brenda McAteer is the project manager.

North Country Transitional Living Services, Inc. (TLS) HC00288, HC00399, HC00442 transferred title from the Association for Neighborhood Rehabilitation, Inc. (ANR) to North Country Transitional Living Services, Inc. (TLS) on October 28, 2016 with TLS assuming all of ANR's obligations under the HHAC contracts, notes and mortgages. TLS also executed Amendments to the above referenced contracts to reflect its role as project sponsor. The referenced projects consist of three sites in Ogdensburg: a 24-unit male SRO; a nine-unit female SRO and 32 units of permanent housing, and a 12-unit male SRO in Canton. Michael Washburn is the project manager.

Events and Ceremonies:

The Albany Damien Center, Inc. (2015-003/ HC00865) held a groundbreaking ceremony on October 13, 2016, attended by Commissioner Roberts and Lieutenant Governor Kathleen Hochul. This project will provide 20 units of permanent housing for single adults in Albany living with HIV/AIDS. Bethany Bennett is the project manager.

HELP Development Corp. (HELP Buffalo) (2014-022/HC00862) held a groundbreaking ceremony on October 18, 2016, attended by Executive Deputy Commissioner Perrin. Fifteen (15) of the units in this 47-unit building will be reserved for homeless single veterans and veterans with families. Kim Smith is the project manager.

Concern for Independent Living, Inc. (Concern) – Liberty Landing (2014-011) held a project opening on October 26, 2016, attended by Commissioner Roberts. Liberty Landing will reserve 30 units for homeless singles and families suffering from a mental illness. Scott Kunkler is the project manager.

Mr. Perrin commented that the HELP groundbreaking ceremony in Buffalo was attended by the Mayor, a number of city council members and legislators, and that it was very well received.

There was no further discussion or comment.

3. Comptroller's Report

Ms. Roff presented the 2017 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 Financial 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. This plan is also submitted to the Governor's office, the State Finance Committee, the Chair and the Ranking Minority Member of the Senate Finance Committee, and the Chair and Ranking Minority Member of the Assembly Ways & Means Committee.

Discussion: Ms. Roff 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 the state fiscal years 2020-2021 were also included in the comptroller's report.

Mr. Perrin questioned whether the new information required was by new statute or a change in the regulations. Ms. Roff responded that this information was required to be updated each year and were existing requirements.

There was no further discussion or comment.

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

Mr. Perrin requested a motion to approve the Comptroller's Report. Mr. Fitzgerald made the motion, which was seconded by Mr. Lupoli. The motion carried.

4. Treasurer's Report

Mr. Siniapkin provided a brief synopsis of Schedule One of the Treasurer's Report and reported that the cash balance available as of the date of the meeting was \$54,749,413.49. Included in this figure was \$26,834,815.20 in Medicaid Redesign Team (MRT) funds and \$14,951,399.68 in Mortgage Insurance Funds (MIF).

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

Mr. Ciulla listed the following projects:

- 2016-019 Postgraduate Center for Mental Health - Gates Avenue Residence
- 2016-020 Concern for Independent Living - Estella Housing
- 2016-002 Akwesasne Housing Authority - Sunrise Acres III

Gates Avenue and Estella are classified as Unlisted. Sunrise Acres is classified as a Type 1 because the sponsor intends to construct more than ten units in a municipality that has no

adopted zoning regulations. It was recommended that a Negative Declaration be made for each project as none would result in any significant environmental impact.

There was no further discussion or comment.

Mr. Perrin requested a motion to approve the resolution. Mr. Fitzgerald made the motion, which was seconded by Mr. Lupoli. The motion carried.

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

Ms. Roff explained that the purpose of the resolution is to request the Board's approval of six (6) awards, totaling approximately \$14.3 million in HHAP funds, to the following organizations:

- Cayuga/Seneca Community Action - \$1,043,899
- Interfaith Partnership for the Homeless - \$2,621,867
- Catholic Family Center - \$1,686,857
- Common Ground (Breaking Ground) & Comunilife –LaCentral - \$5,900,000
- House of Mercy - \$2,300,000
- Municipal Housing Authority of Utica - \$770,000

Ms. Roff also indicated that the following projects were reviewed, but not recommended for funding at this time:

- Southern Tier Environments for Living (STEL)
- Thomas Mott Osborne Memorial Fund-Fulton Re-entry
- Community Housing Innovations, Inc.

Technical assistance will be offered to these organizations.

One project thus far qualified for \$2.9 million of the \$5 million HIV/AIDS set-aside from the SFY 2016-17 appropriation. For SFY 2016-17 funding to date, 27.3% has been awarded to the Rest of State projects, 16.8% to the Suburban Region (Suffolk, Nassau and Westchester counties) and 14.1% to the New York City region. The award reservation for Common Ground (Breaking Ground) & Comunilife brought the 2016-17 NY/NYIII commitment to 96 units in total.

Mr. Fitzgerald stated that he had shared the recommendations with his counterparts at the Housing Finance Agency (HFA) and there are several shared projects that they look forward to working on with HHAC.

Mr. Perrin requested a motion to approve the resolution. Mr. Fitzgerald made the motion, which was seconded by Mr. Lupoli. The motion carried.

Agency Reports:

OMH: Mr. Lupoli reported that OMH housing staff have been having regular meetings and conference calls with providers who have been given conditional Empire State Supportive Housing Initiative (ESSHI) awards to move them forward.

OMH also has two new RFPs for scattered site supportive housing and awards are expected to go out shortly:

- RFP for 50 units in New York City located in three different areas – Creedmoor in Queens, Queensboro in Brooklyn and South Beach on Staten Island.
- RFP targeted to Long Island will provide for 22 units in Suffolk County and 16 units in Nassau County. This is expected to be released in the next few weeks.

HFA: Mr. Fitzgerald reported that NYS Homes and Community Renewal (HCR) had established an early-round accelerated funding opportunity for ESSHI conditional awardees. Five applications were received and HCR expects to make award recommendations in the next several weeks. HCR's standard Unified Funding 2016 Capital Applications were due by December 7, 2016. It appeared to be on target for the number of expected applications. Mr. Fitzgerald noted that HCR staff also provided technical assistance to ESSHI awardees, some of whom are not familiar with HCR processes.

OTDA: Mr. Perrin stated that HHAP has seen tremendous interest from some of the ESSHI conditional awardees, some partnering with HCR. He commented that this is a good example of how the supportive housing initiative is moving quickly ahead with strong interagency support.

Ms. Glassman related that the second meeting of the Interagency Council on Homelessness occurred the previous day. Three work groups are in the process of finalizing recommendations. These include runaway and homeless youth, persons with mental illness and people exiting healthcare facilities. Additional groups are also starting. Again this is a very good opportunity for State agencies to work more closely together in addressing homelessness.

Mr. Umholtz reported that the DASNY Nonprofit Infrastructure Capital Investment Program (NICIP) awards were announced earlier in the week. There were 327 award recipients sharing \$100 million. Many of the entities receiving awards are also in HHAP and HCR's portfolios.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, February 1, 2017, at the Media Service Center Studio, Albany, New York, at 1:30pm.

Mr. Perrin asked for a motion to adjourn. Mr. Fitzgerald made the motion, which was seconded by Mr. Lupoli. The motion carried.

Adjournment:

Mr. Perrin adjourned the meeting at 2:00pm.

Secretary

Date of Approval