

**Draft - 174<sup>th</sup> HHAC BOARD MEETING MINUTES**  
**Meeting date: February 1, 2017**

**Call to order:**

The 174th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on February 1, 2017, 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:**

Brett Hebner, 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 Henri Williams, 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:**

Barbara Roff	HHAC President
Dana Greenberg	HHAC Vice President
Scott Kunkler	HHAC Comptroller
Barbara Guzman	OTDA Office of Legal Affairs (OLA)
Lesley Stefan	OTDA OLA
Karen Martin	HHAC Treasurer
John Siniapkin	HHAC Assistant Treasurer
Richard Umholtz	Director, OTDA Bureau of Housing and Support Services
Linda Glassman	Assistant Deputy Commissioner

Mr. Perrin began the meeting by announcing that HHAC had suspended accepting applications for funding under the current HHAP RFP as the appropriation was oversubscribed based on the amount of applications under review and the funds remaining. This is a temporary stay on the rolling RFP, pending the allocation of funds in the budget for 2017-18.

**1. Approval of minutes**

Mr. Perrin requested a motion to approve the minutes from the December 7, 2016 HHAC Board meeting. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. 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 January 3, 2017. There were 56 projects in various stages of development. Twenty-six (26) 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, 16% were in the suburban regions of Westchester, Nassau and Suffolk counties, and the remaining 48% were located in the rest of the state.

## Project Related Milestones

### Final Awards:

BRC Landing Road II L.P./ Bowery Residents' Committee, Inc. (BRC) (2015-030/ HC00871) executed a Final Loan Agreement on November 10, 2016. This 136-unit supportive and affordable housing project in the Bronx will provide 111-units of permanent supportive housing for working single adults with a variety of disabilities. BRC received \$2,015,000 in HHAP funds. Amanda Diller is the project manager.

PCMH Marion Avenue, L.P./ Postgraduate Center for Mental Health (PCMH) (2014-020/ HC00870) executed a Final Loan Agreement on November 10, 2016. The 100-unit project will provide 65-units of permanent supportive housing for singles and families in the Bronx. Fifty (50) of the units will house homeless singles living with a serious mental illness. Fifteen (15) units will house chronically homeless families or families at serious risk of becoming chronically homeless. Of the \$5.5 million award, \$4.2 million was in MRT funds. Amanda Diller is the project manager.

West Street Apartments LLC/ Rescue Mission of Utica (2016-013/ HC00873) executed a Final Loan Agreement on November 29, 2016. This 42-unit project will provide 11-units of supportive housing for homeless families and singles in Utica. Households to be assisted include those with a mental illness or chemical dependency. The project was awarded \$1.7 million in HHAP funds. Matt Ciulla is the project manager.

### Completed

CHV 560 Winthrop Street, L.P./ CAMBA Gardens II (CAMBA/ CAMBA Housing Ventures) (2013-001/HC00827) received a Temporary Certificate of Occupancy (TCO) on November 30, 2016. The project, known as CAMBA Gardens II, provides 182 units for NY/NYIII eligible households in this 293-unit supportive and affordable housing project in Brooklyn. CAMBA received \$6 million in HHAP funds. Dana Greenberg is the project manager.

Walnut Avenue Homes, LLC/ Housing Visions Consultants (HVC) (2014-003/ HC00843), received a Certificate of Occupancy for their third HHAP building on July 16, 2016. The project provides 41-units of permanent supportive housing for families and singles in Niagara Falls. Assistance is being provided to households with survivors of domestic violence. Housing Visions received \$1.7 million in HHAP funds. Gregory Bell is the project manager.

### Events and Ceremonies:

Finger Lakes Addictions Counseling & Referral Agency, Inc. (FLACRA) (2014-031/ HC00855) held ribbon cuttings at each of its four sites on November 17 and 18, 2016. These events were attended by Commissioner Roberts. The project has eight (8) units of permanent housing and seven (7) units of transitional housing for homeless individuals recovering from substance abuse, spanning four counties: Ontario, Seneca, Wayne and Yates. Five (5) of the permanent units will give preference to homeless veterans. FLACRA received a \$2.4 million award from HHAP and subsequently has obtained ESSHI funds for operating expenses. Bethany Bennett is the project manager.

Project Hospitality (2014-012/ HC00868) held a ground breaking ceremony on December 16, 2016. The project received a \$3 million HHAP award to rehabilitate a 16-unit building on Staten Island. Households to be assisted include individuals suffering from a mental illness who are also chemically addicted or individuals living with HIV/AIDS. Kimberly Smith is the project manager.

Ruby's Place Linden L.P./ Community Counseling and Mediation Services, Inc. (CCMS) (2012-013/ HC00808) held a ribbon cutting ceremony on November 30, 2016. This 72-unit permanent supportive housing project includes 60-units for homeless individuals with a severe and persistent mental illness (NY/NYIII Category A). The HHAP award was \$3.5 million. Brenda McAteer is the project manager.

Mr. Fitzgerald commented that he recalled predevelopment discussions at CAMBA in 2008 which indicates how much effort it takes to develop projects of this magnitude.

There was no further discussion or comment.

### **3. Treasurer's Report**

Ms. Martin 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 \$61,239,678. Included in this figure was \$26,008,583 in Medicaid Redesign Team (MRT) funds and \$11,463,049 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Mr. Kunkler 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:

- 2016-028 House of Mercy – Ormond Street
- 2016-029 Municipal Housing Authority of Utica - Roosevelt Residences

Mr. Perrin questioned whether the 11 Roosevelt sites in the Cornhill area of Utica were encompassed by the Resolution and Mr. Kunkler stated that they were and the respective addresses were attached to the Resolution.

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. Hebner. The motion carried.

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

Mr. Perrin commented that the three (3) awards proposed were for permanent supportive housing.

Ms. Roff followed by stating that at the time of the Board meeting there were 12 applications under review requesting approximately \$39 million. She also stated that following the approval of the HHAP funding recommendations at the Board meeting, a remaining uncommitted appropriation

balance of \$11.9 million may be utilized for future HHAP projects and/ or HHAC's operating expenses. Of the \$51.1 million awards made thus far in SFY 2016-17, \$42.9 million have been awarded to permanent supportive housing and will produce 387 units.

Ms. Roff went on to explain that the purpose of the resolution is to request the Board's approval of three (3) awards, totaling approximately \$14.4 million in HHAP funds, to the following organizations:

- Project Renewal - \$6,222,012
- New Destiny - Jennings - \$5,060,000
- Westside Federation for Senior and Supportive Housing (WSFSSH)/ Mill Brook Terrace - \$3,120,000

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

- Mental Health Association of Nassau County

Technical assistance will be offered to this organization.

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

#### **Agency Reports:**

OASAS: Mr. Williams reported that OASAS continues to work on the ESSHI RFP for the second round of funding.

OMH: Mr. Hebner related that OMH continues to work with the Interagency work group on incorporating input from partner agencies on the RFP, tracking the progress of projects from the conditional award stage to the permanent award stage, and responding to OSC to get the initial procurement package of conditional awardees approved.

OMH also recently awarded scattered site supportive housing beds in NYC and Long Island. There were five RFPs, three of which were the re-allocation of existing beds to alternate providers. The other two RFPs were sourced from savings by reducing psychiatric center beds. Fifty new beds will be in NYC, 22 beds in Suffolk County and 16 beds in Nassau County.

OMH is working on additional RFPs to identify a replacement operator for a community residence SRO in NYC and to identify a provider for a 48 bed CR-SRO on the Bronx psychiatric center campus.

HFA: Mr. Fitzgerald reported that HCR had its most successful year ever with over 12,000 affordable units assisted, a 40% increase year-to-year in assistance levels. The review of December's Unified Funding Round application is underway with 76 applications under consideration for 9% Tax Credits. Awards will be made in the spring and State Agency partners who will have units in the projects will be consulted as part of the due diligence process.

#### **New/Other Business:**

The next HHAC Board meeting is scheduled to take place on Wednesday, April 5, 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. Hebner. The motion carried.

**Adjournment:**

Mr. Perrin adjourned the meeting at 1:56pm.

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Secretary

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Date of Approval