

DRAFT - 175th HHAC BOARD MEETING MINUTES
Meeting date: April 5, 2017

Call to order:

The 175th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on April 5, 2017, at 1:30 p.m. The meeting was called to order by the Assistant Deputy Commissioner for Integrated Family Assistance Programs at OTDA, Linda Glassman, as 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)
Brendan Bannigan	OTDA OLA
John Siniapkin	HHAC Assistant Treasurer
Richard Umholtz	Director, OTDA Bureau of Housing and Support Services

1. Approval of minutes

Ms. Glassman requested a motion to approve the minutes from the February 1, 2017 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 February 28, 2017. There were 57 projects in various stages of development. Twenty-six of these projects were in construction, two of which were over 90% complete. Furthermore, 40% 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 46% were located in the rest of the state.

Project Related Milestones

Final Award Agreements

Concern for Independent Living (Concern)/ Concern Ronkonkoma LLC (2014-011/ HC00900) executed a Final Loan Agreement on February 8, 2017. The project became fully operational in the same month. This nine building, 59-unit supportive and affordable housing project in Suffolk County will serve people suffering from a mental health disability. Concern received \$2,762,865 in HHAP funds. Other funding sources included Homes and Community Renewal, the Office of Mental Health, the Community Preservation Corporation, a Suffolk County Infrastructure Program grant and a sponsor loan for a total development cost of \$24,835,837. Scott Kunkler is the project manager.

Opportunities for Broome, Inc. (OFB) (2015-006/ HC00899) executed a Final Award Agreement on February 6, 2017. This 10-unit project will serve families and singles in Binghamton, with four units to be set aside for MRT-eligible residents. OFB received \$1,852,821 in HHAP funds, with the United Way contributing the balance, bringing the project total to \$1,927,821. Matt Ciulla is the project manager.

Completed

Alternatives for Battered Women (ABW) (2014-001/ HC00851) received a Certificate of Occupancy on November 3, 2016. The project, located in Rochester, expanded from a 38 bed shelter to 49 beds. Ten units of permanent housing for survivors of domestic violence were also created. ABW received \$4,985,398.00 in HHAP funds. Other funding sources included Monroe County HOME funds, NYSEDA and ABW capital bringing the total project cost to \$6,197,294. The units were fully rented by March 2017 with the permanent units supported by a recent ESSHI award. Michael Washburn is the project manager.

Operational Projects

Franklin County Community Council (FCCHC) (HC00901, HC00902, HC00903, HC00904 & HC00905) executed Final Loan Agreements on January 23, 2017, replacing Comlinks as sponsor on five operational projects. Comlinks had previously been declared in default on its contracts (HC00028, HC00154, HC00198, HC00274 and HC00294). Barbara Roff is the project manager.

There was no further discussion or comment.

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

3. 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 \$59,046,277.66. Included in this figure was \$24,453,163.02 in Medicaid Redesign Team (MRT) funds and \$10,134,392.95 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Ms. Glassman 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:

- 2015-033 Housing Visions – Chamberlain House
- 2016-024 Catholic Family Center – Sanctuary House
- 2016-022 Interfaith Partnership for the Homeless - Community Connections

All three projects were classified as “unlisted.” The first two will not result in any significant negative environmental impacts and therefore a negative declaration was recommended. It was also concluded that the Interfaith location would not result in any significant negative environmental impacts conditioned upon the State Office Historic Preservation (SHPO) requirements— therefore a conditioned negative declaration was recommended.

Mr. Hebner asked why there was a conditional negative declaration if a letter was provided by SHPO in April 2015. Mr. Kunkler explained that SHPO requested to review the final drawings, and that they are to be kept informed of any changes to preliminary designs for doors, windows, stairs, and ramps.

There was no further discussion or comment.

Ms. Glassman 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

Ms. Roff explained that the purpose of the resolution was to request the Board’s approval of three awards from the 2016-17 funding round, totaling approximately \$7.7 million in HHAP funds, to the following organizations:

- Oswego County Opportunities - \$909,767
- Safe Homes of Orange County - \$3,858,983
- Housing Visions - \$2,970,000

Four additional projects from the 2017-18 appropriation were also funded, totaling approximately \$21 million in HHAP funds. This HHAP appropriation was included in the Budget Extender Bill. The organizations listed below were awarded:

- WSFSSH West 108th Street - \$8,625,000
- Thompkins Community Action - \$3,732,469
- The Bridge - \$6,500,000
- Southern Tier Environments for Living - \$2,222,219

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

- Oswego County Opportunities (Champlain Commons)
- Arbor Housing and Development
- Catholic Charities Oneida/Madison County
- RUPCO
- CDS Monarch

Technical assistance will be offered to these organizations.

Ms. Roff also stated that following the approval of the HHAP funding recommendations at the Board meeting, a remaining uncommitted appropriation balance of \$41.9 million may be utilized for future HHAP projects and/ or HHAC's operating expenses. There were no pending applications.

Ms. Glassman clarified that the reason there are no pending applications is that HHAP was in the process of issuing a new RFP. Mr. Fitzgerald asked what the timing was on issuance of the RFP. Mr. Umholtz explained that it was going through final review and clearance, and that it could be anticipated for release in the next few weeks.

Mr. Fitzgerald commented that HCR appreciates the level of coordination between the two agencies in developing these recommendations.

Mr. Hebner remarked on the number of ESSHI projects funded and that the Governor's housing plan is progressing as intended, providing service and operating funding for new projects.

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

Agency Reports:

HCR: Mr. Fitzgerald reported that HCR is working through the final reviews and sign-offs for their annual 9% tax credit competitive round. They are hoping to make award announcements in the next few weeks. HCR anticipates moving forward with an open window RFP, 4% credits, in connection with the bond program operated by HFA to meet the need for supportive housing.

OMH: OMH released an RFP to identify a replacement provider organization for a Community Residence SRO (CR-SRO) located in the Bronx. OMH continues in their role as the lead agency in the ESSHI, working in collaboration with the Interagency Workgroup, to operationalize the awards made in the fall as well as preparing for the next steps as outlined in the ESSHI process.

OASAS: OMH reported that they too are working on the ESSHI and are happy to be working on round two of the RFP.

OTDA: Mr. Umholtz thanked Mr. Brendan Bannigan, HHAP Counsel, for his service and wished him well in his new endeavors.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, June 7, 2017, at the Media Service Center Studio, Albany, New York, at 1:30pm.

Ms. Glassman asked for a motion to adjourn. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

Adjournment:

Ms. Glassman adjourned the meeting at 1:59PM

Secretary

Date of Approval