

**DRAFT - 177<sup>th</sup> HHAC BOARD MEETING MINUTES**  
**Meeting date: August 30, 2017**

**Call to order:**

The 177th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), Albany, New York on August 30, 2017, at 1:30 p.m. The meeting was called to order by the Executive Deputy Commissioner of the Office of Temporary and Disability Assistance (OTDA), Barbara Guinn, 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), 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:**

Linda Glassman	Assistant Deputy Commissioner
Barbara Roff	HHAC President
Dana Greenberg	HHAC Vice President
Brenda McAteer	HHAC Secretary
Bethany Bennett	HHAC Assistant Secretary
Scott Kunkler	HHAC Comptroller
Michael Washburn	HHAC Assistant Comptroller
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

**1. Approval of minutes**

Ms. Guinn requested a motion to approve the minutes from the June 7, 2017, HHAC Board meeting. Mr. Hebner made the motion, which was seconded by Ms. Guinn. 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 July 31, 2017. There were 57 projects in various stages of development. Twenty-six of these projects were in construction, one of which was over 90% complete. Furthermore, 39% 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 47% were in the rest of the state.

Project Related Milestones

Final Award Agreements

The Center for Community Alternatives, Inc. (CCA), with supporting organization the Syracuse Housing Authority (SHA)/Freedom Commons LLC (2015-032/HC00909), executed a Final Loan Agreement on May 17, 2017. The project will have 54 units of permanent housing for families and singles in Syracuse with nine units serving single adults and families with criminal justice

involvement. Three additional HHAP units are emergency units, consisting of 11 beds. CCA and SHA received \$2,700,000 in HHAP funds. Additional development funding includes Low Income Housing Tax Credits (LIHTC), Medicaid Redesign Team funds (MRT) and Housing Trust Fund (HTF) all through NYS Homes and Community Renewal (HCR); a deferred developer's fee; and a New York State Energy Research and Development Authority (NYSERDA) grant. The total project cost is \$14,894,322. Brenda McAteer is the project manager.

New Destiny Housing Corporation/902 Jennings Street Owner LLC (2016-032/HC00915) executed a Final Loan Agreement on June 19, 2017. The project, located in the Bronx, will create 23 units of permanent housing for homeless families in a 42-unit project. New Destiny received \$5,050,000 from HHAP. Other sources of development funding include HCR LIHTC and State Low-Income Housing Tax Credit Program (SLIHC), NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP), a NYC Employees' Retirement System (NYCERS) loan, a deferred developer's fee and a NYSEDA grant. The total project cost is \$26,052,156. Brenda McAteer is the project manager.

Postgraduate Center for Mental Health (PCMH)/PCMH Gates, L.P. (2016-019/HC00913) executed a Final Loan Agreement on May 12, 2017. The project will contain 68 studio units of permanent housing, 48 of which will be HHAP units serving single adults living with severe and persistent mental illness. Kim Smith is the project manager

Project Renewal, Inc./10 Minerva Place L.P.(2016-030/HC00918) executed a Final Loan Agreement on June 29, 2017. Seventy-one of the 118 building units are HHAP units for families and singles. The population to be assisted includes: chronically homeless families in which the head of household suffers from a serious and persistent mental illness or a co-occurring mental illness and substance use disorder; homeless single adults who have completed a course of treatment for a substance use disorder; and chronically homeless single adults who are living with HIV/AIDS or who suffer from co-occurring serious and persistent mental illness and a substance use disorder. Project Renewal received \$6,222,012 in HHAC funds. Other sources of development funding include: HPD and NYC Housing Development Corporation (HDC), Deutsche Bank and TD Bank, bringing the total project cost to \$58,864,080. Pam Cotterell is the project manager.

West Side Federation of Senior and Supportive Housing, Inc. (WSFSSH)/ Mill Brook Terrace, L.P. (2016-033/HC00917) executed a Final Loan Agreement on June 29, 2017. The project, Mill Brook Terrace will create 159 units of permanent housing for seniors, of which 48 will be homeless units. WSFSSH received \$3,120,00 in HHAP funds. Additional development funding sources include; HPD LIHTC, Extremely Low and Low-Income Affordability Program (ELLA) and Senior Affordable Rental Apartments (SARA) programs, and HDC bond financing. The total development cost is \$84,593,816. Michael Washburn is the project manager.

#### Completed

CAMBA Housing Ventures (CAMBA)/Van Dyke (2014-002/HC00848) obtained a Temporary Certificate of Operation (TCO) on July 26, 2017, and has begun the rent up process. The project contains 30 units of permanent housing for chronically homeless families or families that are at serious risk of becoming chronically homeless where the head of household has mental illness, a substance use disorder, or other disabling medical condition. CAMBA received \$6,000,000 in HHAP funds. The total project cost of \$55,890,969 was met with tax-exempt bond financing from HDC, HPD ELLA, NYS HCR Working Families, a NYSEDA grant, and 4% LIHTC from HPD. Dana Greenberg is the project manager.

Concern for Independent Living, Inc. (Concern)/ Concern Middle Island LLC (2013-030/HC00839) received their Certificate of Occupancy (CofO) on July 3, 2017. The project created 50 units of permanent supportive housing for homeless single adults with psychiatric disabilities and a history of high Medicaid usage. The project received \$7,500,000 in HHAP MRT funds. Other development funding included an HFA 1<sup>st</sup> Mortgage, HFA Subsidy Loan, LIHTC Equity, State LIHTC equity, NYS Office of Mental Health (OMH) Project Development Grant (PDG), a Suffolk County Loan, Bank of America Subsidy Loan, a Sponsor Loan and deferred developers fee, for a total development cost of \$51,925,883. Scott Kunkler is the project manager.

Finger Lakes Community Development Corporation (FLCDC)/ 5251 Parkside Limited Partnership (2014-030/HC00853) received a TCO in July 19, 2017. FLCDC received \$3,000,000 in HHAP funds. Paired with HOME funds and LIHTC from HCR, a NYSEDA grant and deferred developer's fee, the project created 48 units of permanent housing for homeless veterans and their families in Canandaigua, Ontario County. The total project cost was \$11,010,149. Matt Ciulla is the project manager.

People Inc./ Highland Avenue L.P. (2013-029/HC00858) received a CofO on May 15, 2017. The project created 38 units of permanent housing, including nine units for homeless individuals living with traumatic brain injury (TBI) or a developmental disability. People Inc. received \$1,907,120 from HHAP. The total project cost was \$10,557,969 with other funding from State and Federal LIHTC equity and HOME funds from HCR, a NYSEDA grant, a deferred developer's fee, Federal Home Loan Bank (FHLB) and an Office for People with Developmental Disabilities (OPWDD) Capital/ First Niagara Bank Loan. Gregg Bell is the project manager.

#### Events and Ceremonies

Breaking Ground and Comunilife/La Central Supportive L.P. (2016-025/HC00919) held a groundbreaking ceremony on July 24, 2017. La Central Supportive L.P. executed a Final Loan Agreement on June 29, 2017 to develop La Central Supportive Housing Residence in the Bronx. Ninety-seven of 161 units are homeless units for singles and families. Twenty of the HHAP units will be set-aside for individuals who are chronically homeless and 77 units will be set-aside for those who are homeless and living with HIV/AIDS. HHAP provided \$5,900,000 in funding with other sources that included HFA Bond financing and 4% LIHTC, HFA Supportive Housing Opportunity Program (SHOP), accrued interest, HPD SHLP, owner equity and a deferred developer's fee, for a total project cost of \$67,006,528. Amanda Diller is the project manager.

Westhab, Inc./BAY House (HHAP ID# 2013-007/HC00823) held a ribbon cutting ceremony on July 27, 2017. The project will provide 16 beds of transitional housing for young adults ages 18-24 in two semi-detached townhouse buildings in Yonkers, Westchester County. HHAP was the only source of development funding in the amount of \$3,222,563. Bethany Bennett is the project manager.

There was no further discussion or comment.

Mr. Hebner made a motion to accept the VP Report which was seconded by Ms. Guinn. 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 \$39,625,441.26. Included in

this figure was \$22,694,995.09 in Medicaid Redesign Team (MRT) funds and \$7,858,003.54 in Mortgage Insurance Funds (MIF).

Mr. Hebner asked if the interest earned (\$102,487,000) was just for this period. Mr. Siniapkin responded that it was for a three-month period. Mr. Hebner commended Mr. Siniapkin and Ms. Martin for their decision to invest funds as it had yielded over \$300,000 in the past year.

There was no further discussion or comment.

Mr. Hebner made a motion to accept the Treasurer's Report which was seconded by Ms. Guinn. 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:

- 2016-037 Housing Visions - Winston Gaskins Homes
- 2017-008 Southern Tier Environments for Living (STEL) – Dunkirk
- 2016-036 Orange County Safe Homes Project, Inc. dba Safe Homes of Orange County - Sunrise Cottage
- 2017-002 Tompkins Community Action - Amici House

He explained the first three projects are classified as Unlisted. The fourth, Tompkins Community Action, was classified as a Type I because the action exceeded a Type I threshold established by an involved agency, in this case the City of Ithaca Planning Board, which acted as lead agency on a coordinated review.

It was determined that none of the projects will result in any significant adverse environmental impact and therefore a negative declaration for each was recommended.

There was no further discussion or comment.

Mr. Hebner made a motion to approve the resolution which was seconded by Ms. Guinn. 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 SFY 2017-18 funding round, totaling \$11,434,498 in HHAP funds, to the following organizations:

- CAMBA (Hegeman) - \$5,498,735
- Western NY Veteran's Housing Coalition, Inc. - \$1,318,316
- Cazenovia Recovery Systems - \$4,617,447

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

- Albany Housing Coalition, Inc.
- YWCA of the Niagara Frontier

Technical assistance will be offered to these organizations.

Ms. Roff also stated that following approval of the HHAP funding recommendations at this Board meeting, a remaining uncommitted appropriation balance of \$30.5 million for 2017-18 may be utilized for future HHAP awards and/or HHAC's operating expenses. It was noted that of the \$32.5 million awarded to date, all has been awarded to permanent supportive housing and will produce 297 units.

As of the date of the board meeting, there were six applications under review requesting approximately \$21.6 million.

Ms. Guinn reiterated that proposals not recommended for funding can reapply with the same project. Mr. Umholtz added that any one applicant can submit twice in any one state fiscal year.

Mr. Hebner made a motion to approve the resolution regarding awards which was seconded by Ms. Guinn. The motion carried.

### **Agency Reports:**

#### **OMH:**

Mr. Hebner reported:

- That the Empire State Supportive Housing Initiative (ESSHI) applications were under review.
- The ESSHI workgroup continues to move projects with existing 2016 ESSHI conditional awards to committed status as projects secure capital. Those 2016 awards were to expire the following week. Presumably those applicants that had not yet secured capital reapplied to the 2017 ESSHI RFP. As of the date of the board meeting 977, of the 1,200 available units under the 2016 round had been committed.
- OMH is also working on other RFPs, that were anticipated to be released over the following weeks and months, including an RFP for 100 scattered site supportive housing beds in NYC and Long Island. In upstate areas, OMH typically allocates beds directly to the counties using a State Aid letter rather than by OMH RFP, and notifications were issued to counties allocating an additional 168 supportive housing beds.

#### **OASAS:**

Mr. Williams reported the following:

- OASAS as grateful to Rick Umholtz and Dana Greenberg, who with Sean Fitzgerald and Darren Scott from HCR, went to OASAS and conducted a capital development presentation for providers across the state. Mr. Umholtz commented that the presentation appeared to be well attended with about 50-60 providers. Mr. Williams added that this represented participation from 30 counties. Mr. Umholtz remarked that the presentation was televised to New York City and there was a large audience there who were then also able to ask questions.
- OASAS plans to reach out to HPD to conduct a similar capital development presentation for the NYC area. There was discussion regarding the best person to contact to move that forward.

- Mr. Williams stated that OASAS has made a commitment to predevelopment funding for OASAS providers with a conditional award in ESSHI round two. It is hoped that this will spur development.

**OTDA:**

Mr. Umholtz observed:

- That there was an increase in ESSHI applications this round with approximately 180 applications under review.
- Additionally, Mr. Umholtz reported that the New York State Supportive Housing Program (NYSSHP), would release an RFP shortly. This will be for new applications. Those projects currently under contract will not need to apply unless they have increased their supportive housing stock and will need funding for the additional units.

**New/Other Business:**

The next HHAC Board meeting is scheduled to take place on Wednesday, October 4, 2017, at the Media Service Center Studio, Albany, New York, at 1:30pm.

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

**Adjournment:**

Ms. Guinn adjourned the meeting at 2:00PM.

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Secretary

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Date of Approval