

**DRAFT - 189th HHAC BOARD MEETING MINUTES**

**Meeting date: October 30, 2019**

**Call to Order:**

The 189th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on October 30, 2019. The meeting was called to order by the Board Chair, Commissioner, Michael P. Hein of the NYS Office of Temporary and Disability Assistance (OTDA).

**Members in Attendance:**

Sean Fitzgerald, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA), 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:**

|                   |  |
|-------------------|--|
| Barbara Roff      | HHAC President   |
| Dana Greenberg    | HHAC Vice President  |
| LeeAnn Greenslade | HHAC Treasurer   |
| Michael Washburn  | HHAC Comptroller   |
| David Iorio Izzo  | HHAC Assistant Comptroller   |
| Amanda Diller     | HHAC Assistant Secretary   |
| Lesley Stefan     | OTDA Department of Legal Affairs (DLA)   |
| Simone Demelo     | OTDA DLA   |
| Matthew Ciulla    | HHAP Project Manager   |
| Barbara Guinn     | Executive Deputy Commissioner OTDA   |
| Linda Glassman    | Assistant Deputy Commissioner of Housing, Refugee Services and Disability Determinations |
| Rick Umholtz      | Director, OTDA Bureau of Housing and Support Services                                    |

**1. Approval of Minutes**

Commissioner Hein requested a motion to approve the minutes from the August 7, 2019 HHAC Board meeting. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

**2. Vice President's (VP) Report**

Ms. Greenberg presented the VP's Report and began with an overview of the status of all projects under development as of October 1, 2019, when there were 59 projects in various stages of development. Thirty-one of these projects were in construction, five of which were over 90% complete. Furthermore, 28% of the projects in development at that time were in New

York City, 19% were in the suburban regions of Westchester, Nassau and Suffolk counties, and the remaining 53% were in the rest of the state.

## **Project-Related Milestones**

### **a. Final Award (FAA) and Loan Agreements (FLA)**

1. Buffalo Federation of Neighborhood Centers, Inc. (BFNC)/ Westminster Commons LLC and Westminster Commons HDFC (2017-017/HC00972) executed a Final Loan Agreement (FLA) on August 27, 2019. HHAC made an award reservation of \$3,426,269 in October 2017 to develop 26 units of permanent housing for homeless individuals with severe mental illness (SMI) over the age of 55 in Buffalo. Other sources of development funding include: Low-Income Housing Tax Credits (LIHTC) equity, Supportive Housing Opportunity Program funds (SHOP) and Community Investment Funds (CIF) through NYS Homes and Community Renewal (HCR), Historic Tax Credit equity, a Dormitory Authority of the State of New York (DASNY) Nonprofit Infrastructure Capital Investment Program (NICIP) grant, City of Buffalo HOME funds, a New York State Energy Research and Development Authority (NYSERDA) grant, and a deferred developer fee for a total project cost of \$22,813,476. David Iorio Izzo is the project manager.
2. DePaul Utica LP (DePaul) and DePaul Utica HDFC/ Starting Line Apartments (2018-021/HC00970) executed a FLA on July 18, 2019. HHAC made an award reservation of \$4,689,000 in December 2018 to develop 30 units of permanent housing for homeless individuals with SMI in Utica. Other sources of development funding include: Bond financing from NYS Housing Finance Agency (HFA), SHOP, and Housing Trust Fund (HTF) from HCR, a NYSERDA grant, OMH Program Development Grant (PDG) funds, a sponsor loan and a deferred developer fee, for a total project cost of \$19,354,076. David Iorio Izzo is the project manager.
3. Housing Visions Unlimited, Inc. (Housing Visions)/ Winston Gaskin Homes, LLC (2016-037/HC00971) executed a FLA on September 6, 2019. HHAC made an award reservation of \$2,970,000 in April 2017 for the substantial rehabilitation of 18 units of permanent supportive housing for homeless families and individuals who are survivors of domestic violence. These units are spread among four buildings in the city of Syracuse, Onondaga County. This is part of a larger project that will include the substantial rehabilitation of 16 additional buildings with 48 units of affordable housing for families. Other sources of development funding include LIHTC equity and SHOP from HCR, a Federal Home Loan Bank (FHLB) award, HOME Investment Partnerships Program (HOME) loan, an NBT bank loan, and Managing Member equity for a total project cost of \$21,895,018. Martin Robinson is the project manager.
4. St. Catherine's Center for Children (SCCC)/ North Pearl Street Apartments (2018-001/HC00967) executed a Final Award Agreement (FAA) on July 12, 2019. HHAC

made an award reservation of \$5,689,841 in October 2018 for the new construction of 20 units of permanent supportive housing for homeless families and individuals in the city of Albany. Of those 20 units: 10 units are reserved for homeless youth aged 18-25 and 10 units are reserved for homeless families with a head of household living with SMI or substance use disorder (SUD). Other sources of development funding include a NYSERDA grant and a sponsor contribution for a total project cost of \$6,009,841. Martin Robinson is the project manager.

5. Steuben Churchpeople Against Poverty, Inc. (SCAP) d/b/a Arbor Housing and Development (2017-018/HC00968) executed a FLA on June 20, 2019. HHAC made an award reservation of \$2,850,000 in October 2017 to develop 34 units of permanent supportive housing in Steuben County for homeless individuals with SMI and domestic violence survivors. This is part of a larger 82-unit project in which the remaining 48-units will be low-income affordable housing. The project, Lamphear Court Townhomes II, includes the substantial rehabilitation of 80 existing units and the new construction of two units. Other sources of development funding include LIHTC equity, HTF, HCR SHOP, FHLB and a NYSERDA grant, bringing the total project cost to \$25,098,999. Michael Washburn is the project manager.

#### **b. Completed Projects**

1. Center for Community Alternatives (CCA) and Syracuse Housing Authority (SHA)/ Freedom Commons (2015-032/HC00909 obtained a Certificate of Occupancy (CofO) on July 17, 2019. CCA received a \$2,700,000 HHAP award reservation in February 2016 for the new construction of nine units of permanent supportive housing for homeless families and individuals in Syracuse. The number of units was thereafter increased to 11 Permanent Supportive Housing (PSH) units. There are also three units (11 beds) of emergency housing in this 57-unit building. In the PSH units, a preference is given to individuals who have been involved with the criminal justice system. An additional 43 units are for low-income individuals and families who earn up to 50% of the AML. Other sources of development funding include \$9,936,022 in LIHTC through NYS HCR, \$2,200,000 from HTF, and \$58,300 in NYSEDA funding, for a total development cost of \$14,894,322. Brenda McAteer is the project manager.
2. Concern for Independent Living, Inc. (Concern)/ Surf Vets Place (2015-029/HC00869) received a Temporary Certificate of Occupancy (TCO) on June 3, 2019. Concern received a \$7,500,000 HHAP award reservation in February 2016 for the new construction of a 119 unit supportive and affordable housing project in Brooklyn. The project, named Surf Vets Place, originally included 72 units for homeless single veterans with SMI. The scope changed during development, allowing for the project to be increased to 82 HHAP veterans' units in a larger 135-unit building. Due to additional funds being secured, the HHAP award was reduced to \$5,850,000. Other sources of development funds include Bond financing and LIHTC equity from HFA, NYC Housing Preservation and Development (HPD) Supportive Housing Loan

Program (SHLP), OMH PDG, a NYSEDA grant, a deferred developer fee, and a Sponsor Loan, for a total development cost of \$69,581,396. Megan VanGeest is the project manager.

3. Lantern Organization, Inc. (Lantern)/ Savanna Hall (2015-019/HC00906) received a TCO on June 9, 2019. Lantern received a \$3,500,000 HHAP award reservation in December 2015 for the new construction of a 73-unit building, including 50 units for homeless individuals, located in Manhattan. There are 25 HHAP units for chronically homeless single adults who suffer from SMI or who are diagnosed as mentally ill and chemically addicted (MICA), NY/NY III Category A and another 25 units for young adults, ages 18-24 with SMI and who are leaving foster care, NY/NY III Category C. The remaining 22 units are for low-income individuals, and there is one unit for a superintendent. Other sources of development funding include Bond financing, LIHTC equity, MRT funds from HFA, sponsor loan, a deferred developer fee, and accrued interest, for a total project cost of \$25,677,631. Michael Washburn is the project manager.

### **c. Events and Ceremonies**

1. Breaking Ground/ BG Betances LP (2018-030/HC00969) held a groundbreaking ceremony on September 10, 2019. Breaking Ground received a \$2,700,000 HHAP award reservation in December 2018 for the new construction of 47 PSH units for homeless individuals ages 55 and over in the Bronx. Twenty-five percent of the remaining 152 units are reserved for seniors currently living in NYC Housing Authority (NYCHA) buildings while the remaining units are reserved for individuals ages 62 and over who have annual incomes less than 60% AMI. There will be 1 one-bedroom unit for a live-in superintendent. Other sources of development funding include Bond financing and LIHTC equity from NYC Housing Development Corporation (HDC), NYC Housing Preservation and Development (HPD) Senior Affordable Rental Apartments (SARA), a sponsor loan and general partner equity, and a deferred developer fee for a total project cost of \$98,188,375. Amanda Diller is the project manager.
2. The Doe Fund, Inc. (TDF)/Webster Green Apartments (2014-033/HC00860) held a ribbon cutting ceremony on September 19, 2019 attended by Lt. Governor Kathy Hochul. TDF received a \$6,508,240 HHAP award reservation in February 2015, of which \$3,676,351 was Medicaid Redesign Team (MRT) funds, to develop 41 units of permanent housing for homeless NY/NY III-eligible Population H, homeless individuals living with HIV/AIDS, in the Bronx. The remaining 82-units are affordable housing for both families and singles. Other sources of development funding include HCR MRT, LIHTC equity, a Citibank permanent loan, NYSEDA, Solar Tax Credits, and a deferred developer fee bringing the total project cost to \$29,580,344. Brenda McAteer is the project manager.
3. Interfaith Partnership for the Homeless (IPH)/ Hoffman Family Center (2016-

022/HC00954) held a ribbon cutting ceremony on September 24, 2019, attended by Commissioner Hein. IPH received a \$2,621,867 HHAP award reservation in December 2016 to complete the substantial rehabilitation of a four-story building, formerly St. Casimir's school, in Albany. The project included rehabilitation of the second floor to convert former classrooms into five one-bedroom apartments for chronically homeless individuals. Additional rehabilitation included upgrading building-wide systems and the building's basement and first floors to develop IPH's Community Connections Center. The adjacent building is also included in the project and will expand IPH's current Health and Wellness program. Other sources of development funding include IPH's Capital Campaign, New Market Tax Credit equity, Historic Tax Credit equity, a DASNY NICIP grant, and a Mission and Ministry grant, for a total development cost of \$8,547,282. Michael Washburn is the project manager.

**d. Withdrawn**

North Country Transitional Living Services (TLS) (2015-013) received a \$2,990,869 HHAP award reservation in October 2015, of which \$1,879,975 was MRT, to develop 35 units of transitional housing for singles in Ogdensburg. Other development funding included a \$5,812 applicant contribution for the purchase of the lots owned by the City of Ogdensburg, bringing the total development cost to \$2,996,681. Due to multiple delays and changes in community needs, TLS intends to explore an alternative use for the site. A letter from TLS withdrawing its HHAC application was received on August 23, 2019. Michael Washburn is the project manager.

**e. Project Status 2016 Funding Round**

Ms. Greenberg provided an update on the status of 2015-034 St. Joseph's Hospital of Yonkers that received a \$2,750,000 HHAP award reservation in February 2016 for the new construction of a 47-unit building in downtown Yonkers. This project had many delays during the development phase due to necessary coordination with the adjacent neighbor and Con Edison. St. Joseph's Hospital brought in another not-for-profit, Concern for Independent Living, to develop the project as a joint-venture. Other development sources for the project include: NYS Homes and Community Renewal (HCR), Housing Finance Agency (HFA) 4% Bonds and the Office of Mental Health (OMH). The project closed on October 30, 2019.

The Vice-President's Report also included an update on the status of existing emergency shelter repair awards.

There was no further discussion or comment.

Commissioner Hein requested a motion to accept the Vice President's Report. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

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

Ms. Greenslade 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 \$29,796,976. Included in this figure was \$7,730,799 in Medicaid Redesign Team (MRT) funds and \$5,325,199 in Mortgage Insurance Funds (MIF).

Commissioner Hein requested a motion to accept 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. Ciulla listed the following projects:

- 2018-001 - St. Catherine's Center for Children, 543 North Pearl Street Apartments
- 2018-003 - Rehabilitation Support Services, Inc. (RSS)
- 2018-022 - The Community Builders, Inc., Hamilton Hill II
- 2018-027 - St. Paul's Center, Inc., Lee Dyer Family Apartments
- 2018-029 - Family Enrichment Network, Inc., Housing Connections

All five projects were classified as "unlisted." They will not result in any significant adverse environmental impacts and therefore a negative declaration for each was recommended.

There was no further discussion or comment.

Commissioner Hein requested a motion to accept the resolution. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

### **5. Resolution of the Homeless Housing and Assistance Corporation Accepting the Resignation of an Officer**

Commissioner Hein requested a motion to approve a resolution accepting the resignation of Mr. Iorio Izzo as HHAC Assistant Comptroller, effective October 30, 2019, with a vote of gratitude for his service. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

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

Ms. Roff requested that four technical assistance contractors be added to the technical assistance list previously approved by the Board. Mr. Umholtz stated the four contractors are Sienna Environmental for site testing and abatement, Rosemary Nwawka for legal services, Dawn Rangel for accounting services and CAMBA for property management and organizational capacity. Mr. Fitzgerald asked if CAMBA was for a specific project. Ms. Roff stated it would be used for general property management in New York City.

Commissioner Hein requested a motion to accept the resolution. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.

## **7. 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 15 awards from the SFY 2019-20 funding round. The awards totaled \$56,491,837 in HHAP funds, to the following organizations:

- Volunteers of America of Western NY, Inc., (VOA WNY) – Cooper Union
- DePaul Properties & DePaul Community Services (DePaul) - Lock 7 Apartments
- JCTOD dba Johnson Park Center- Johnson Park Green Community Apartments (JPGCA)
- The Doe Fund (TDF) - White Plains Road
- Opportunities for Broome, Inc. (OFB)
- Catholic Charities of the Diocese of Rochester d/b/a/ Catholic Family Center (CFC) - St. Francis Apartments
- Delta Development of Western New York, Inc. (Delta)
- New Ground, Inc./NGIP, Inc.
- Dimitri House
- CARES of NY, Inc. (CARES)
- Christopher Community, Inc. - Grace Brown
- Westhab, Inc. - Travers House
- Volunteers of America – Greater New York (VOA GNY) - 1746 Andrews Ave.
- Standing Together Effectively for People (Step-by-Step, Inc.)
- Concern for Independent Living, Inc. (Concern) - St. James Terrace

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

- Citizens Advocates
- Housing Works
- FLACRA

- Hudson River Housing
- Hispanos Unidos de Buffalo
- Housing Visions – Northwoods
- Bethesda House
- Person Centered Housing Options
- Christopher Community – Elmcrest
- The Salvation Army – Elmira
- Genesis House of Olean
- The Bridge – Rockaway

Ms. Roff explained that applications from the following organizations were also reviewed, scored and while they met the threshold for funding, no additional funds were available at that time due to the geographic restrictions in the RFP:

- Interfaith Partnership for the Homeless
- The Community Builders – Cohoes
- Shelters of Saratoga

Ms. Roff stated that following approval of the HHAP funding recommendations at this Board meeting, a remaining uncommitted appropriation balance of \$7.5 million for 2019-20 may be utilized for future HHAP awards and/or HHAC's operating expense, with \$1 million available for emergency shelter repair applications. It was noted that the \$56.5 million recommended at the Board meeting would produce 593 units and 508 beds of permanent supportive housing, and four units and 40 beds of emergency housing. As of the date of the meeting, there were seven applications under review.

Ms. Roff stated that those applications not recommended for funding would be offered technical assistance.

Mr. Fitzgerald commented that of the 15 awards, nine are for projects with 30 units or less. These are projects that are too small to justify tax credit involvement. He remarked that it is good that HHAP is able to assist smaller projects. Mr. Fitzgerald also questioned the status of Brownfield tax credit equity on the development budget for the DePaul project. HHAP followed up after the meeting and found there is no need for Brownfield tax credits as the seller is completing remediation pre-closing and is committed to delivering a clean closure report.

Commissioner Hein requested a motion to accept the resolution regarding awards. Mr. Fitzgerald made the motion, which was seconded by Mr. Hebner. The motion carried.



## **8. Agency Reports**

### **a. HCR**

Mr. Fitzgerald reported that HCR released the new Multifamily Finance 9% RFP. HCR will also be going to a twice per year funding cycle with an RFP released in both April and October. All projects will have to advance one of seven state housing goals. HCR is continuing to prioritize integrated supportive housing whereby at least 30% of the units have to offer integrated support services to qualify. The deadline for the early funding round is November 18<sup>th</sup> and the standard application deadline is December 13<sup>th</sup>.

### **b. OMH**

Mr. Hebner reported that there are 183 ESSHI applications under review. Conditional awards will be announced on or about November 7<sup>th</sup>.

### **c. OASAS**

Mr. Williams reported that Concern will have their grand opening and ribbon cutting on November 20<sup>th</sup>. Mr. Williams congratulated Ms. Glassman for being honored at the Supportive Housing Network of New York (SHNNY) gala.

### **d. OTDA**

Mr. Umholtz announced that the Solutions to End Homelessness Program (STEHP) made 68 awards for a total of \$16.5M. The first NYS Balance of State CoC application, encompassing five counties that were previously uncovered, was submitted. He reiterated that there is still \$7.5M available in HHAP funding and that applications are still being accepted from the suburbs and NYC.

## **9. New/Other Business**

The next HHAC Board meeting is scheduled to take place on Wednesday, December 11, 2019 at the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

## **10. Adjournment**

Commissioner Hein adjourned the meeting at 2:18PM.