

# **DRAFT -190th HHAC Board Meeting Minutes**

**Meeting date: December 11, 2019**

## **Call to Order:**

The 190th 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 December 11, 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:**

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
Brian Mattiske	HHAC Assistant Treasurer
Michael Washburn	HHAC Comptroller
Brenda McAteer	HHAC Secretary
Amanda Diller	HHAC Assistant Secretary
Barbara Guzman	OTDA Department of Legal Affairs (DLA)
Lesley Stefan	OTDA DLA
Matthew Ciulla	HHAP Project Manager
Linda Glassman	Deputy Commissioner of Housing, Refugee Services and Disability Determinations
Rick Umholtz	Director, OTDA Bureau of Housing and Support Services

## **Items of Discussion**

### **Approval of Minutes**

Commissioner Hein requested a motion to approve the minutes of the 189<sup>th</sup> HHAC Board Meeting that took place on October 30, 2019. Mr. Hebner made the motion, which was seconded by Commissioner Hein. The motion carried.

### **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 31, 2019, when there were 60 projects in various stages of development. Thirty-four of these projects were in construction, eight of which were

over 90% complete. Furthermore, 30% of the projects in development at that time were in New York City, 23% 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 (FAA) and Loan Agreements (FLA)**

- St. Joseph's Hospital/10-28 Yonkers L.P. (2015-034) executed a Final Loan Agreement (FLA) on November 6, 2019. HHAC made an award reservation of \$2,750,000 in February 2016 to develop 48 units of permanent supportive housing for single homeless adults with severe mental illness (SMI) in Yonkers. An additional 32 units will be reserved for low-income individuals and families who earn up to 60% of the Area Median Income (AMI), for a total of 80 units. Other sources of development funding include: 4% tax-exempt bond financing from NYS Housing Finance Agency (HFA), NYS Homes and Community Renewal (HCR) Supportive Housing Opportunity Program (SHOP), Federal Housing Trust Fund (HTF), Low-income Housing Tax Credits (LIHTC), a loan from NYS Office of Mental Health (OMH), a developer and sponsor loan and a deferred developer fee for a total project cost of \$49,637,840. Megan Van Geest is the project manager.
- The Community Builders (TCB)/Hamilton Hill II Limited Partnership (2018-022) executed a FLA effective November 6, 2019. HHAC made an award reservation of \$3,380,000 in December 2018 to develop 26 units of permanent supportive housing for individuals and families in Schenectady. The units will be reserved for those living with SMI, substance use disorder (SUD) and young adults between the ages of 18-25. An additional 59 units will be reserved for low-income individuals and families who earn between 30% to 70% AMI, for a total of 85 units. Other sources of development funding include 4% tax-exempt bond financing from HFA, SHOP funds, Federal Home Loan Bank (FHLB) award, a sponsor loan, a deferred developer fee and a General Partner contribution for a total project cost of \$40,385,567. Heather Lombardo is the project manager.

### **Completed Projects**

- Oswego County Opportunities, Inc. (OCO)/Champlain Commons LLC (2017-015/ HC00957) obtained a Certificate of Occupancy (CofO) on October 15, 2019. OCO received a \$3,134,500 HHAP award reservation in October 2017 to develop 17 units of permanent supportive housing for chronically homeless individuals and families, individuals with SMI, SUD and/ or domestic violence (DV) survivors in Scriba. The remaining 39 units are for low-income members of the community for a total of 56 units. Other sources of development funding include: 9% LIHTC through HCR, a construction loan through JP Morgan Chase and a deferred developer fee for a total project cost of \$13,505,926. Amanda Diller is the project manager.

### **Events and Ceremonies**

- Breaking Ground and Comunilife/ La Central Supportive LP (2016-025/ HC00919) held a ribbon-cutting ceremony on October 29, 2019. Breaking Ground received a \$5,900,000

HHAP award reservation in December 2016 to develop 97 units of permanent supportive housing for homeless singles in the Bronx. This is part of a larger 161-unit project. Twenty-nine units are for chronically homeless individuals, 68 units are reserved for chronically homeless individuals who are living with HIV/AIDS. The remaining 63 units are low-income community units for single adults with incomes at or below 60% AMI. There is also a unit for the live-in superintendent. Other sources of development funding include HFA Bond financing and 4% LIHTC, HCR SHOP, accrued interest, NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP), NYC Office of Environmental Remediation (OER), and a deferred developer's fee, for a total project cost of \$67,006,528. Amanda Diller is the project manager.

- New Destiny Housing Corporation/ 902 Jennings Street Owner LLC (2016-032/ HC00915) received a Temporary Certificate of Occupancy (TCO) on October 15, 2019, and held a ribbon cutting ceremony on November 6, 2019. New Destiny received a \$5,060,000 HHAP award reservation in February 2017 to develop 23 units of permanent supportive housing for families with survivors of DV in the Bronx. This is part of a larger 42-unit project. The remaining 18 units are designated as low-income community units for households with incomes ranging from 60% to 80% AMI. One additional unit is set-aside for the live-in superintendent. Other sources of development funding include LIHTC through NYS HCR, HPD's SHLP, a New York City Employee Retirement System (NYCERS) loan and a deferred developer fee, for a total project cost of \$25,949,656. Brenda McAteer is the project manager.
- Buffalo Federation of Neighborhood Centers, Inc. (BFNC)/ Westminster Commons LLC and Westminster Commons HDFC (2017-017/ HC00972) held a Groundbreaking Ceremony on October 25, 2019 attended by Lt. Governor Kathy Hochul. BGNC received a \$3,426,269 HHAP award reservation in October 2017 to develop 26 units of permanent housing for homeless individuals with SMI over the age of 55 in Buffalo. Other sources of development funding include LIHTC equity, SHOP and Community Investment Funds (CIF) through 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. Kimberly Smith is the project manager.

### **Project Status 2016 Funding Round**

Ms. Greenberg provided an update on the status of 2016-020 Concern for Independent Living (Concern)/ Estella that received a \$5,700,000 HHAP award reservation in October 2016 to develop a 96-unit building in Nassau County. Concern has been working to secure a PILOT agreement with the town of Hempstead and is waiting to be placed on the Nassau County IDA schedule.

The Vice-President's Report also included a written 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. Hebner made the motion, which was seconded by Commissioner Hein. The motion carried.

### **HHAC Comptroller's Report**

Mr. Washburn presented the 2020-21 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 plan must be approved by the HHAC Board and is required to be submitted at least 90 days prior to the beginning of the fiscal year (December 31<sup>st</sup> in this case). This plan is also submitted to the Governor's office, the State Finance Committee, and the Chair and Ranking Minority Member of the Assembly Ways & Means Committee.

Mr. Washburn 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 State Fiscal years 2022-2023 were also included in the Comptroller's Report.

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

### **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 \$18,807,585. Included in this figure was \$7,730,799 in Medicaid Redesign Team (MRT) funds and \$2,582 in Mortgage Insurance Funds (MIF).

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

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

Mr. Ciulla brought 2018-005 – Finger Lakes United Cerebral Palsy, Inc. Happiness House Apartments II to the Board. It received a Type I action and will not result in any significant adverse environmental impact therefore a negative declaration was recommended.

There was no further discussion or comment.

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

## **President's Report on Funding Recommendations**

Ms. Roff stated that the followed organizations applications were reviewed, scored and not recommended for funding:

- The Community Builders – Poestenkill Place
- Snow Belt Housing Company
- Open Door Mission
- Lifting Up Westchester
- Family Services League
- Barrier Free Living

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

Ms. Roff stated that a remaining uncommitted appropriation balance of \$7.4 million for State Fiscal Year 2019-20 may be used for future HHAP awards and/or HHAC's operating expense, with up to \$1 million remaining for emergency shelter repair applications. As of the date of the meeting, there were four applications under review.

## **Agency Reports**

### **OMH**

Mr. Hebner reported that the 2019 ESSHI Conditional awards had been announced. In mid-November, 163 conditional awards totaling 5,557 potential ESSHI units were awarded. ESSHI Interagency Workgroup member agencies are working with organizations toward securing capital funding to obtain ESSHI commitments. Since the conditional awards were announced, 344 units had been committed from the 2019 round. This brings the three-plus year total of the initiative to 3,918 units.

OMH also released an RFP to develop or expand crisis residences across the State. Fifty million in capital funds is available to keep individuals having psychiatric crises out of emergency rooms and to help deal with short-term crises in a supportive and therapeutic environment. Proposals are due January 28, 2020.

Mr. Umholtz asked if the RFP was in Grants Gateway and Mr. Hebner replied that it was.

### **OASAS**

Mr. Williams also spoke about ESSHI Round 4 and the 789 units of OASAS conditionally awarded units. He provided a reminder that OASAS will continue to provide pre-development funding to OASAS conditional awardees.

## **OTDA**

Mr. Umholtz provided two updates. The first was that HHAC was making progress with ProLink the new web-based software application to which HHAP will be migrating. Training had begun and data migration was in process. This platform will be shared with providers and developers in 2020. The New York State Supportive Housing Program (NYSSHP) RFP should be released in early 2020. Current recipients will need to reapply. NYSSHP is the legacy support services program that pre-dated ESSHI and pays for operating and supportive service costs for supportive housing programs.

## **New/Other Business**

The next HHAC Board meeting is scheduled to take place on Wednesday, February 5, 2020 at the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

## **Adjournment**

Commissioner Hein adjourned the meeting at 1:55PM

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HHAC Secretary

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Date