

191st HHAC Board Meeting Minutes

Meeting date: February 5, 2020

Call to Order:

The 191st 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 February 5, 2020. 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
Michael Washburn	HHAC Comptroller
Brenda McAteer	HHAC Secretary
Amanda Diller	HHAC Assistant Secretary
Barbara Guzman	OTDA Division of Legal Affairs (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 190th HHAC Board Meeting that took place on December 11, 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 December 31, 2019, when there were 74 projects in various stages of development. Thirty-four of these projects were in construction, seven of which were over 90% complete. Furthermore, 25% of the projects in development at that time were in New York City, 22% were in the suburban regions (Westchester, Nassau and Suffolk counties)

and the remaining 53% were in the rest of the state.

Project-Related Milestones

Final Award (FAA) and Final Loan Agreements (FLA)

- Family Promise of Western New York (FPWNY) (2018-057S) executed a Final Award Agreement (FAA) effective December 30, 2019. HHAC made an award reservation of \$100,000 in July 2019 to convert their existing Day Center serving homeless families in Buffalo into an overnight shelter. Renovations to be performed include the installation of a fire sprinkler system, repair of a damaged emergency exit door, development of additional lavatory and shower amenities, and construction of three new family units, effectively doubling the housing capacity from three units (14 beds) to six units (31 beds). Upon completion of these renovations, the FPWNY shelter will be eligible to receive a Certificate of Occupancy (CofO) and will work toward shelter certification. Other sources of development funding include FPWNY agency funds, comprised of grants and donations from various private foundations, for a total project cost of \$159,096. Rachel Gaffey is the project manager.
- Unique People Services, Inc. (UPS)/ 2050 G.C., L.P., (2018-015/HC00975) executed a FLA effective December 18, 2019. HHAC made an award reservation to UPS of \$5,500,000 in October 2018 to develop 58 units of permanent supportive housing for homeless individuals and families in the Bronx. These 58 HHAP units include 30 units for single adults living with HIV/AIDS and 28 units for single adults living with a severe mental illness (SMI). An additional 23 units will be reserved for low-income households with incomes less than 60% of Area Median Income (AMI) and 14 units for households with incomes less than 80% AMI. There will be one unit for a live-in superintendent, for a total of 96 units. Other sources of development funding include NYS Housing Finance Agency (HFA) 4% tax-exempt bond financing, Housing Trust Fund (HTF) and Supporting Housing Opportunity Program (SHOP) funds from NYS Homes and Community Renewal (HCR), a Local Initiatives Support Corporation (LISC) loan, New York State Energy Research and Development Authority (NYSERDA) funding, solar tax credit equity, a deferred developer's fee, and developer equity, for a total project cost of \$61,384,026. Amanda Diller is the project manager.

Completed Projects

- New Destiny Housing Corporation/ 902 Jennings Street Owner LLC (2016-032/ HC00915) – See “Events and Ceremonies”
- Akwesasne Housing Authority (AHA) (2016-016/HC00849) – See “Events and Ceremonies”

Events and Ceremonies

- Akwesasne Housing Authority (AHA) (2016-016/ HC00849) held a ribbon-cutting ceremony on December 10, 2019. AHA received a \$800,000 HHAP award reservation in April 2016 for the new construction of four units for homeless single adults on the St. Regis Mohawk Indian Reservation (SRMIR) in Franklin County. There is a preference for veterans in this building, which also has two affordable units. Other sources of development funding include HOME funds through HCR, Indian Housing Block Grant (IHBG) funds through the Department of Housing and Urban Development (HUD), Federal Home Loan Bank (FHLB) Affordable Housing Program, and a NYSERDA grant, for a total project cost of \$2,320,099. Brenda McAteer is the project manager.
- Concern for Independent Living, Inc. (Concern)/ Surf Vets Place LLC (2015-029/ HC00869) held a ribbon-cutting ceremony on November 20, 2019. Concern received a \$5,850,000 HHAP award reservation in February 2016 to develop 82 units of permanent supportive housing for homeless single veterans with a SMI. This is part of a larger 135-unit project. The remaining 52 units will be for low-income single adults and families with incomes less than 60% of the AMI. One additional unit is set-aside for the live-in superintendent. Other sources of development funds include HFA 4% tax-exempt bond financing, NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP), NYS Office of Mental Health (OMH) Program Development Grant (PDG), LIHTC equity, a NYSERDA grant, deferred developer's fee and a sponsor loan, for a total project cost of \$69,581,396. Megan Van Geest is the project manager.
- New Destiny Housing Corporation (New Destiny)/ 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 domestic violence in the Bronx. This is part of a larger 42-unit project, with the remaining 18 units 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 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.

Project Status 2016 Funding Round

Ms. Greenberg provided an update on the status of 2016-020 Concern for Independent Living (Concern) Estella project 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.

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 \$22,626,156.50. Included in this figure was \$6,707,396.05 in Medicaid Redesign Team (MRT) funds and \$2,582.14 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 Authorizing Technical Assistance Awards

Ms. Roff requested that a technical assistance contractor, Captain Community Human Services, Inc., be added to the technical assistance list previously approved by the Board.

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.

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

Mr. Ciulla presented 2018-008 – CAMBA Housing Ventures, Inc. 202nd and 203rd Street to the Board. The project was classified as unlisted 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 explained that the purpose of the resolution was to request the Board's approval of two awards from the SFY 2019-20 funding round. The awards totaled \$9,966,811 in HHAP funds, and would go to the following organizations:

- The Bridge – Rockaway
- Shelters of Saratoga

The following application was also reviewed, scored and while it met the threshold for funding, no additional funds were available at the time due to the geographic restrictions in the RFP: East House Corporation.

Ms. Roff stated that a remaining uncommitted appropriation balance of \$411,352 for State Fiscal Year 2019-20 may be used for future HHAP awards and/or HHAC's operating expenses, with up to \$1 million remaining for emergency shelter repair applications. As of the date of the Board Meeting there were no applications under review.

Ms. Roff also stated that as of 8:00am on February 6, 2020, HHAC suspended accepting applications for HHAP funding, except for applications for emergency shelter repairs.

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

Agency Reports

OMH

Mr. Hebner commented that OMH is working with conditional ESSHI awardees, in any way they can, to help them secure capital financing so that those awards can be committed. The ESSHI workgroup is also working on developing the Round 5 RFP.

Mr. Hebner also expressed his condolences on the passing of Eileen Kilday, a technical assistance CPA, who had a tremendous impact on the direction and integrity of the program.

OASAS

Mr. Williams stated that, like OMH, OASAS is assisting Round 4 ESSHI conditional awardees to move forward with their projects.

OTDA

Mr. Umholtz added to Mr. Hebner's condolences and stated that Ms. Kilday was not only a huge asset to the Corporation but also assisted many of HHAP's sponsors over the years in building a stronger financial standing.

The New York State Supportive Housing Program's RFP is in development and under review. Release of that RFP is anticipated in the coming months. The HHAP RFP is also in progress and is expected to be released consistent with the enacted Budget.

New/Other Business

The next HHAC Board meeting is scheduled to take place on Wednesday, April 1, 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 1:51PM.

HHAC Secretary

Date