

Draft-198th HHAC Board Meeting Minutes

Meeting date: August 4, 2021

Call to Order:

The 198th 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 August 4, 2021. The meeting was called to order by Richard Umholtz, Director, Bureau of Housing and Support Services representing 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 Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA); Julie Duncan, Board Member Designee representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH); and Esteban Ramos, Advisory Board Member Designee representing Advisory Board Member Commissioner Arlene Gonzales-Sánchez of the Office of Addiction Services and Supports (OASAS).

Others in Attendance:

Dana Greenberg	HHAC Vice President
Michael Washburn	HHAC Comptroller
Amanda Diller	HHAC Assistant Secretary
Lesley Stefan	OTDA Division of Legal Affairs (DLA)
Simone Demelo	OTDA DLA
Martin Robinson	HHAP Project Manager

Items of Discussion:

Approval of Minutes

Mr. Umholtz requested a motion to approve the minutes of the 197th HHAC Board Meeting that took place on June 2, 2021. Mr. Hebner made the motion, which was seconded by Ms. Duncan. 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 June 30, 2021, when there were 84 projects in various stages of development. Thirty-two of these projects were in construction, five of which were over

90% complete. Furthermore, 29% of the projects in development at that time were in New York City, 18% 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

Final Award (FAA) and Loan Agreements (FLA)

- Concern for Independent Living (Concern)/ Concern Pitkin LLC (2018-028/ HC01012) executed a FLA on June 24, 2021. Concern received a \$3,771,424 HHAP award reservation in December 2018 for the new construction of 35 units of permanent supportive housing (PSH) for adults with a serious mental illness (SMI) in Brooklyn. An additional 22 units will be reserved for low-income individuals and families who earn up to 60% of the area median income (AMI). There will also be a two-bedroom unit for a live-in superintendent for a total of 58 units. Other sources of development funding include Low-Income Housing Tax Credits (LIHTC) and Supportive Housing Loan Program (SHLP) through NYC Housing Preservation and Development (HPD), a construction loan from Community Preservation Corporation (CPC), and a deferred developer's fee, for a total project cost of \$28,089,487. Megan Van Geest is the project manager.
- Concern/ CHP St. James LLC (2019-007/ HC01013) executed a FLA on June 30, 2021. Concern received a \$4,950,000 HHAP award reservation in November 2019 for the new construction of 51 units of PSH for homeless adults with SMI in the Bronx. An additional 50 units will be reserved for low-income individuals and families who earn up to 60% of the AMI. There will be a two-bedroom unit for a live-in superintendent for a total of 102 units. Other sources of development funding include NYS Housing Finance Agency (HFA) bond financing, 4% LIHTC and Supportive Housing Opportunity Program (SHOP) through NYS Homes and Community Renewal (HCR), a NYS Office of Mental Health (OMH) Pre-Development Grant (PDG), a seller's note, accrued interest, deferred developer's fee, and an equity contribution, for a total project cost of \$64,264,334. Megan Van Geest is the project manager.

Amendment

- Rescue Mission Alliance of Syracuse N.Y. (RMS) (2019-044S/ HC00831) executed an amendment to its Final Award Agreement (FAA) on May 17, 2021. RMS received an initial HHAP award reservation of \$3,542,924 in October 2013 and an additional \$100,000 HHAP emergency shelter repair award reservation in August 2020 for the replacement of 185 client lockers. RMS previously transitioned fitness space into another sleeping area, which added an additional nine beds to the building, bringing the total bed count to 192. Michael Washburn is the project manager.

Completed Projects

- Catholic Charities of the Diocese of Rochester d/b/a/ Catholic Family Center (CFC) - St. Francis Apartments (2019-029/HC00996) obtained its Certificate of Occupancy (CofO) on June 9, 2021. CFC received a \$4,070,378 award reservation in October 2019 to

develop nine units/beds of PSH for single male adults. The nine units are broken out as follows: four units for individuals re-entering the community after incarceration, two units for individuals with SMI, two units for individuals with a substance use disorder (SUD), and one unit for a chronically homeless individual in Rochester, Monroe County. The project also preserved another 40 emergency beds for single male adults. CFC provided \$50,000, for a total project cost of \$4,120,378. Brenda McAteer is the project manager.

- Volunteers of America of Western New York, Inc. (VOA)/ Ward Street Shelter (2018-063/HC01010) completed all proposed repairs to its shelter. VOA received a \$100,000 HHAP emergency shelter repair award reservation to renovate its 53-bed emergency shelter serving up to eight homeless families in Monroe County. Renovations included repairs to the exterior concrete stairs and ramp, replacing and repairing damaged windows and replacing worn flooring. Other sources of development funding include a Home Depot Foundation grant for \$35,888 and a sponsor contribution of \$1,200, for a total project cost of \$137,088. Martin Robinson is the project manager.
- YMCA of Central New York (YMCA) (2015-020/ HC00275) completed construction on May 3, 2021. The YMCA received a \$4,198,840 HHAP award reservation in December 2015 to preserve 99 units of permanent and transitional supportive housing and to create an additional nine new units of PSH, for a total of 108 units for homeless single men in the City of Syracuse. Of the existing units, 79 were previously under contract with HHAC from a 1996 HHAP grant of \$795,000. The other existing 20 units and nine new units are now all under one HHAC contract. Other sources of development funding include Federal Home Loan Bank (FHLB), the City of Syracuse, Central New York Community Foundation and YMCA agency funds, for a total project cost of \$6,807,017. Matthew Ciulla is the project manager.

Events and Ceremonies

- Christopher Community, Inc. (Christopher Community)/ Grace Brown House, L.P. (2019-017/ HC01008) held a groundbreaking ceremony on June 17, 2021. Christopher Community received a \$1,500,000 HHAP award reservation in December 2019 for the new construction of 25 units of PSH for survivors of domestic violence (DV) and their families in Cortland County. In December 2020, HHAP increased the award reservation by \$375,000 to \$1,875,000 to address a funding gap caused by market uncertainty as a result of the COVID-19 pandemic. Michael Riley is the project manager.
- St. Catherine's Center for Children (SCCC)/ North Pearl Street Apartments (2018-001/ HC00967) held a ribbon-cutting ceremony on June 15, 2021, that was attended by Commissioner Hein. SCCC received a \$5,689,841 HHAP award reservation in October 2018 for the new construction of 20 units of PSH for homeless families and individuals in Albany County. Of these 20 units, five units are reserved for youth aging out of foster care, five units are reserved for young adults aged 18-25, five units are for homeless families with a head of household living with SMI, and the remaining five units are for homeless families with a head of household living with SUD. Other sources of development funding include a NYSERDA grant and a sponsor contribution, for a total

project cost is \$6,009,841. Martin Robinson is the project manager.

- Warren-Washington Association for Mental Health (WWAMH)/ 50 Cooper Street (2018-033/ HC00988) obtained its CofO and held a ribbon-cutting ceremony on May 13, 2021, that was attended by Commissioner Hein. WWAMH received a \$5,799,892 HHAP award reservation in December 2018 for the new construction of 28 units of PSH for homeless families and individuals and six transitional units for homeless individuals in Warren and Washington Counties. WWAMH received an additional \$511,803 in the form of an HHAP loan to cover additional construction costs that has already been satisfied based upon the receipt of FHLB funding. Other sources of development funding include NYSERDA and an OMH PDG, for a total project cost of \$6,459,681. Martin Robinson is the project manager.

There was no further discussion or comment.

Mr. Umholtz requested a motion to accept the Vice President's Report. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

Treasurer's Report

Mr. Washburn 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 \$28,217,892. This included \$5,061,668 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Mr. Robinson presented the following projects to the Board:

- 2018-028 Concern for Independent Living
- 2019-007 Concern for Independent Living
- 2019-014 The Doe Fund
- 2019-043 The Bridge, Inc.
- 2020-034 Veterans Outreach Center
- 2020-035 Bethesda House
- 2020-050 Housing Visions

All seven projects were classified as "unlisted."

After performing an evaluation and review of the proposed actions, it was determined that the projects listed above will not result in any significant adverse environmental impacts and therefore, Negative Declarations were recommended for all.

There was no further discussion or comment.

Mr. Umholtz requested a motion to approve the SEQRA resolution. Mr. Hebner made the

motion, which was seconded by Ms. Duncan. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Ms. Greenberg explained that the purpose of the resolution was to request the Board's approval of two awards from the SFY 2021-22 funding round. The awards totaled \$12,604,899 in HHAP funds, to the following organizations:

- BestSelf Behavioral Health – Manhattan Village
- Concern for Independent Living, Inc. - Logan

The SFY 2021-2022 State Budget contained a \$128 million appropriation for HHAP which included a \$5 million set-aside for HIV/AIDS, a \$5 million set aside for veterans, \$2 million for administrative expenses, and \$1 million for projects requesting funds for existing emergency shelter repairs. As of the Board meeting date, no application for the HIV/AIDS set-aside had been submitted, Concern (Logan) received \$2,418,750 from the veteran's set-aside, leaving a balance of \$2,581,250 for future awards, and \$255,516 in emergency shelter repair funds was previously awarded.

HHAP began accepting applications for funding under the SFY 2020-21 RFP on October 9, 2020. The RFP remained open, and applications are awarded from the new 2021-22 SFY appropriation. The \$12.6 million in project funding approved at the Board meeting will produce 73 units/107 beds of permanent supportive housing, leaving a remaining uncommitted appropriation balance of \$103.4 million for 2021-22 that may be used for future HHAP awards and/or HHAC's operating expenses.

Mr. Hebner asked if there were any HHAP applications under review. Mr. Umholtz responded that there were nine applications currently under review requesting approximately \$29 million in HHAP funding. One additional application was received that was not included in the nine reported.

Mr. Umholtz requested a motion to approve the award resolution. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Accepting the Resignation of Officers

Ms. Umholtz explained that the purpose of the resolution was to request the Board's acceptance of certain officer resignations.

Mr. Umholtz requested a motion to approve the resolution accepting the resignation of officers. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Approving the Appointment of Officers

Ms. Umholtz explained that the purpose of the resolution was to request the Board's

authorization to approve the appointment and re-appointment of the following officers:

President	Dana Greenberg
Vice President	Brenda McAteer
Comptroller	Michael Washburn
Assistant Comptroller	Constance Adsitt
Secretary	Amanda Diller
Counsel	Krista Rock
Treasurer	Lee Ann Greenslade
Assistant Treasurer	John Cucinelli

Mr. Umholtz requested a motion to approve the resolution accepting the appointment of officers. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

Agency Reports:

HCR

Mr. Hebner reported that the Summer 2021 9% Multifamily RFP was released on July 1, 2021, which includes a combined \$18 million in LIHTC and SLIHC allocations including various subsidy sources totaling over \$110 million. They are currently holding technical assistance sessions. Applications are due August 26, 2021.

On the 4% tax credit/bond financing side, the June HFA Board resolution included a total of 728 units with 125 supportive units including Fulton Friendship House, St James and Asteri Ithaca projects. The June resolution also included approximately \$52.2 million in HCR subsidy and \$202 million in tax-exempt bond financing. They are also preparing to close on a September and October resolution, which will include a total of 2,813 units with 150 supportive units, an estimated \$68 million in subsidy, and \$486 million in tax-exempt bond financing.

HCR is also rolling out Phase 1a of the agency's Clean Energy Initiative on both the 4% and 9% sides, which offers grant funding in partnership with NYSERDA to support design, engineering and construction costs related to meeting HCR's stretch sustainability design standards. This includes all electrification and Passive House standards to work toward the goals outlined in the Climate Leadership and Community Protection Act (CLCPA). They expect to fund the first group of these projects by the end of the 2021 calendar year.

OMH

Ms. Duncan reported that the sixth round of the Empire State Supportive Housing Initiative (ESSHI) RFP was released on August 4, 2021. The RFP is targeting at least 1400 units of PSH with up to \$35 million available in operating funding. A webinar to review the RFP was scheduled for August 16, 2021. Applications are due early in early October with tentative

awards to be announced in early December.

OASAS

Mr. Ramos reported that OASAS is continuing to provide technical assistance to their housing provider network and assisting OTDA in reviewing HHAP applications. OASAS has also been attending weekly ESSHI workgroup meetings.

OTDA

Mr. Umholtz congratulated new officers and reappointments to the HHAC Board. He thanked HHAC and OTDA staff for their continued efforts and commitment to the program.

Mr. Umholtz also thanked staff for their efforts regarding application reviews for the NYS Supportive Housing Program (NYSSHP). One hundred thirty-eight applications were received in response to the NYSSHP RFP, released in June, requesting \$40.6 million. Presently, NYSSHP obligations are at \$34.5 million. NYSSHP application reviews are expected to be completed in mid-September. Award announcements are anticipated in October or the beginning of November for contracts to commence on January 1, 2022.

Mr. Umholtz also thanked Julie Duncan, OMH and the Supportive Housing Network of New York (SHNNY) who hosted a WebEx prior to the release of the ESSHI RFP which focused on supportive housing and ESSHI.

New/Other Business

The next HHAC Board meeting is scheduled to take place on Wednesday, October 6, 2021. hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

Adjournment

Mr. Umholtz adjourned the meeting at 2:00 pm.

Amanda Diller
HHAC Secretary

Date: _____