

# **Draft- 199th HHAC Board Meeting Minutes**

**Meeting date: October 6, 2021**

## **Call to Order:**

The 199th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held via WebEx and webcast by NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on October 6, 2021. The meeting was called to order by Richard Umholtz, Director, Bureau of Housing and Support Services Board Designee representing the NYS Office of Temporary and Disability Assistance (OTDA).

## **Members in Attendance:**

Brett Hebner, Board Member Designee representing the NYS Housing Finance Agency (HFA); Julie Duncan, Board Member Designee representing the NYS Office of Mental Health (OMH); and Esteban Ramos, Advisory Board Member Designee representing the Office of Addiction Services and Supports (OASAS).

### Others in Attendance:

Linda Glassman	OTDA Deputy Commissioner
Dana Greenberg	HHAC President
Brenda McAteer	HHAC Vice President
LeeAnn Greenslade	HHAC Treasurer
John Cucinelli	HHAC Assistant Treasurer
Michael Washburn	HHAC Comptroller
Constance Adsitt	HHAC Assistant Comptroller
Amanda Diller	HHAC Secretary
Barbara Guzman	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 198th HHAC Board Meeting that took place on August 4, 2021. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

## **President's Report**

Ms. Greenberg presented the President's Report and began with an overview of the status of all projects under development as of August 31, 2021, when there were 86 projects in various stages of development. Thirty-two of these projects were in construction, seven of which were over 90% complete. Furthermore, 29% of the projects in development at that time were in New York City, 17% were in the suburban regions of Westchester, Nassau, and Suffolk counties, and the remaining 54% were in the rest of the state.

## **Project-Related Milestones**

### **Final Award and Final Loan Agreements**

- Family Service League, Inc. (FSL) (2018-040S/HC01016) executed a Final Award Agreement (FAA) on July 27, 2021. FSL received a \$100,000 HHAP award reservation for shelter repairs in December 2018 to perform repairs to their Brentwood Emergency Shelter which provides 375 shelter beds in 95 congregate units for homeless families. With the funding, FSL will replace the flooring in all the hallways and replace the light fixtures in the resident rooms with LED lighting. Megan Van Geest is the project manager.
- Greater Opportunities for Broome and Chenango, Inc. (GOBC) (2019-004/HC01014) executed a FAA on July 27, 2021. GOBC received a \$7,536,570 HHAP award reservation in October 2019 for the rehabilitation of 27 units of permanent supportive housing (PSH), across four sites in the City of Binghamton. This project will contain six units for homeless families and singles living with serious mental illness (SMI), six units for those living with substance use disorder (SUD), five units for survivors of domestic violence, two units for youth aging out of foster care, two units for young adults ages 18 to 25, three units for those who were formerly incarcerated, and three units for veterans with disabling conditions. The City of Binghamton is also providing funding, for a total project cost of \$8,113,547. Matthew Ciulla is the project manager.
- Standing Together Effectively for People By Standing Together Effectively for People, Inc. (S.T.E.P. by S.T.E.P.) (2019-011/HC00998) executed a FAA and a Final Loan Agreement (FLA) on July 15, 2021. S.T.E.P. by S.T.E.P. received a \$4,565,447 HHAP award reservation in October 2019 for the renovation of a former school into 20 units of PSH in Ogdensburg for homeless singles. The project will have 11 units for individuals with SMI, four units for ex-offenders/re-entry and three units for chronically homeless individuals. The renovation will create 18 studio apartments and two one-bedroom apartments for homeless couples. HHAP approved an additional \$640,000 in funding, as a loan, so the project could start construction while additional funding is sought from Federal Home Loan Bank (FHLB). Other development funding includes a sponsor contribution of \$50,000, for a total project cost of \$5,255,447. Mike Washburn is the project manager.

## Completed Projects

- Breaking Ground/ BG Betances L.P. (2018-030/HC00969) obtained a Temporary Certificate of Occupancy (TCO) on August 16, 2021. Breaking Ground received a \$2,700,000 HHAP award reservation in December 2018 for the new construction of 47 units of PSH for homeless individuals aged 55 and over, in the Bronx. An additional 104 units will be reserved for individuals aged 62 and over who have annual incomes of less than 60% of the Area Median Income (AMI). There will be one unit for a live-in superintendent, for a total of 152 units. The building is also Passive House certified (a voluntary standard for energy efficiency in a building which reduces the building's ecological footprint and results in an ultra-low energy building that requires little energy for heating or cooling). Other sources of development funding include 4% tax-exempt bond financing through NYC Housing Development Corporation (HDC), subsidy loans through HDC and NYC Housing Preservation and Development's (HPD) Senior Affordable Rental Apartments (SARA) program, Low Income Housing Tax Credit (LIHTC) equity, accrued interest, a sponsor loan, General Partner (GP) equity, and a deferred developer's fee, for a total project cost of \$98,188,375. Amanda Diller is the project manager.

## Events and Ceremonies

- Buffalo Federation of Neighborhood Centers, Inc. (BFNC)/ Westminster Commons LLC (2017-017/HC00972) held a ribbon-cutting ceremony on August 12, 2021 and received a Certificate of Occupancy (CofO) on June 14, 2021. BFNC received a \$3,426,269 HHAP award reservation in October 2017 to develop 26 units of PSH for homeless single adults aged 55 and over with SMI in Buffalo. The remaining 58 units are for low-income single adults age 55 and over. Other sources of development funding include NYS Homes and Community Renewal (HCR) Supportive Housing Opportunity Program (SHOP) and Community Investment Fund (CIF), LIHTC equity and Historic Tax Credit equity, a New York State Energy Research Development Authority (NYSERDA) grant, a deferred developer's fee, City of Buffalo HOME funds and Dormitory Authority of the State of New York (DASNY) funds, for a total project cost of \$22,600,192. Heather Lombardo is the project manager.
- Center for Urban Community Services, Inc. (CUCS)/ CUCS West 127th Street, LLC (2017-016/HC00850) held a ribbon-cutting ceremony on August 4, 2021. CUCS received a \$7,750,000 award reservation in October 2017 for the new construction of 70 units of PSH for homeless families and individuals in Central Harlem. An additional homeless unit was added thereafter. The Hannigan will serve 37 single homeless adults with SMI and 34 homeless families with a head of household living with SMI or mental illness and chemical addiction. An additional 45 units are reserved for individuals and families who earn up to 60% of the AMI. There is also one unit for a live-in superintendent, for a total of 117 units. Other sources of development funding included HDC tax-exempt bond financing, NYC HPD Supportive Housing Loan Program (SHLP), NYC HPD LIHTC equity, and funding from the Borough President's office, for a total project cost of \$75,729,700. Brenda McAteer is the project manager.

- Delta Development of Western NY, Inc. (Delta)/ Angela's House, LLC (2019-003/HC01011) held a groundbreaking ceremony on August 26, 2021. Delta received a \$3,692,030 HHAP award reservation in October 2019 for the substantial rehabilitation of one wing in a large mixed-use building, which will create 21 units of PSH for homeless individuals aged 55 and older and 46 units for income-eligible members of the community aged 55 and over, in Cheektowaga. Other sources of development funding include LIHTC and SHOP funds through HCR, Federal and State Historic Tax Credits, Town of Cheektowaga HOME funds, a deferred developer's fee, and a NYSERDA grant, for a total project cost of \$22,884,200. Heather Lombardo is the project manager.
- The Community Builders, Inc. (TCB)/ Hillside Crossing (2018-022/HC00973) held a ribbon-cutting ceremony on August 12, 2021 and received its fifth and final CofO on June 15, 2021. TCB received a \$3,380,000 HHAP award reservation in December 2018 to develop 26 units of PSH for individuals and families in Schenectady over multiple sites. Twelve units are reserved for chronically homeless individuals or families with SMI, 11 units are reserved for individuals or families with a SUD, and three units are for youth aging out of foster care. The remaining 59 units are for income-eligible members of the community earning between 30%-70% AMI. Other sources of development funding include NYS Housing Finance Agency (HFA) tax-exempt bond financing and SHOP, LIHTC, NYS Department of Environmental Conservation (DEC) Brownfield Clean Up tax credit equity, FHLB, and a deferred developer's fee, for a total project cost of \$40,385,567. Heather Lombardo is the project manager.

Mr. Hebner commented that he noticed a change in the percentage of projects in pre-development (51%) and in construction (37%) from what has been reported in prior Board packages. In the past, the majority of projects have been in construction and the minority in pre-development. He expressed that this is reflective of what they are seeing at HCR. Mr. Hebner believes delays in closings are related to the COVID-19 pandemic, pricing, and delays in receiving local approvals. Ms. Greenberg stated that HHAP awarded 30 projects in the 2020 funding round. One project withdrew leaving 29 projects in pre-development. Out of 51 projects in pre-development, 29 projects are from the 2020 funding round and have been able to move forward.

Mr. Umholtz requested a motion to accept the President's Report. Mr. Hebner made the motion, which was seconded by Ms. Duncan. 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 \$85,195,874. This included \$12,081,237 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:

- 2020-013 CAMBA Housing Ventures, Inc.
- 2021-012 BestSelf Behavioral Health, Inc.

Both projects were classified as “unlisted.”

After performing an evaluation and review of the proposed actions it was determined that the projects listed above would 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. McAteer explained that the purpose of the resolution was to request the Board’s approval of three awards from the SFY 2021-22 funding round. The awards totaled \$12,351,621 in HHAP funds to the following organizations:

- YWCA of the Greater Capital Region, Inc.
- YWCA of NorthEastern NY
- The Salvation Army- Anew Center

One application was reviewed and not recommended for funding at that time.

- Project Renewal, Inc.- Bedford Green II

The applicant will be offered technical assistance.

Ms. McAteer noted that the SFY 2021-2022 State Budget contains a \$128 million appropriation for HHAP including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP) which means that applications are reviewed, and awards considered in the order in which they are received, subject to the availability of funds. HHAC continues to accept applications for funding under the RFP issued in September 2020. The \$12,351,621 million in project funding approved at the Board meeting produced 134 units/143 beds of permanent supportive housing, 14 units/26 beds of transitional housing, and seven units/19 beds of emergency housing. There were 11 applications under review at the time of the Board meeting, requesting \$49.3 million. Following the approval of the HHAP awards, the remaining uncommitted balance of \$88,994,784 may be utilized for future awards and/or HHAP operating expenses with up to \$1 million available for existing emergency shelter repairs.

Ms. McAteer reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date, no application for the HIV/AIDS set-aside had been submitted. Five million dollars is also set aside for projects that will provide supportive housing for veterans. Concern for Independent Living, Inc. received \$2,418,750 from the veteran's set-aside, leaving a balance of \$2,581,250 for future awards. Up to \$1 million of the appropriation is set aside for existing emergency shelter repairs outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019. Four applications have been previously been approved for funding and an award for Providence Housing, Inc. was announced during the Board meeting. This project will preserve 10 units/ 2 beds of emergency housing.

Ms. McAteer also noted that the geographic distribution of HHAP awards made from the current round consisted of 14.4% allocated to the NYC region, 14.8% to the rest of state region and 0.12% to projects in the suburban region. Projects funded in the suburban region consisted of emergency shelter repairs.

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

## **Agency Reports:**

### **HCR**

Mr. Hebner reported that HCR is currently reviewing over 60 applications received on August 26, 2021 under the Summer 2021 Multifamily Finance 9% LIHTC RFP. He noted that HCR coordinates its reviews with HHAC where applicable. Mr. Hebner stated that it was too early to announce a target date for award announcements as HCR was focused on closing fifteen 9% projects in the last quarter of 2021. Eleven of the 15 projects have a supportive component.

Mr. Hebner also reported on HFA's 4% tax credits and bond financing activities. The September HFA Board Resolution included a total of 684 units across a five-building preservation portfolio in Western New York. The September Resolution included approximately \$110 million in tax exempt bond financing. HFA is currently in the market with the October Resolution totaling 532 units with an estimated \$42 million in subsidy and \$71 million in tax-exempt bond financing. HFA is also preparing for its December Resolution which is expected to include 11 projects totaling over 2,000 units with an estimated \$220 million in subsidy and \$460 million in tax exempt bonds.

### **OMH**

Ms. Duncan reported that the application window for submitting ESSHI Round Six applications had closed. OMH was partnering with workgroup colleagues to review applications with a target award date of mid- December.

## **OASAS**

Mr. Ramos reported that OASAS was providing technical assistance support to their provider network. They were also working with OTDA on HHAC application reviews and getting ready to review ESSHI applications.

## **OTDA**

Mr. Umholtz thanked the bureau and agency staff on their continued efforts and passion to making a difference in communities across the state.

Mr. Umholtz reported that the Balance of State Continuum of Care team was working with eight communities to submit an application in response to HUD's Notice of Funding Opportunity (NOFO). Bureau staff also completed application reviews for the NYS Supportive Housing Program (NYSSHP). One hundred thirty- seven applications were received requesting over \$40 million in funding. Award announcements are expected to be made in October.

Registration opened in October for the annual Bureau of Housing and Support Services (BHSS) regional provider meetings. Sessions will be held virtually, and the theme is Navigating the Pandemic.

## **New/Other Business:**

### **A Resolution of the Homeless Housing and Assistance Corporation Regarding Financial Management Software**

Ms. Greenberg introduced a resolution to allow the corporation to obtain a subscription contract for an online version of QuickBooks.

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

The next HHAC Board meeting, which will be the 200<sup>th</sup> meeting, is scheduled to take place on Wednesday, December 8, 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 2:10 pm.

HHAC Secretary  
Amanda Diller

Date: