

Draft- 200th HHAC Board Meeting Minutes

Meeting date: December 8, 2021

Call to Order:

The 200th 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 December 8, 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)

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)
Lesley Stefan	OTDA DLA
Martin Robinson	HHAP Project Manager

Items of Discussion:

Approval of Minutes

Mr. Umholtz requested a motion to approve the minutes of the 199th HHAC Board Meeting that took place on October 6, 2021. Mr. Hebner made the motion, which was seconded by Mr. Umholtz. 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 October 31, 2021, when there were 82 projects in various stages of development. Twenty-eight 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, 20% were in the suburban regions of Westchester, Nassau, and Suffolk counties, and the remaining 52% were in the rest of the state.

Project-Related Milestones

Pre-Construction Agreements

- Corning Council for Assistance and Information for the Disabled, Inc. dba AIM Independent Living Center (AIM) (2020-004/HC01017) executed a Pre-Construction Agreement (PCA) on September 16, 2021. AIM received a \$1,032,825 HHAP award reservation in February 2021 for the development of five units/ five beds of permanent supportive housing (PSH) for four homeless young adults and one youth or young adult recently out of foster care in Corning, Steuben County. AIM will provide an agency contribution, for a total project cost of \$1,219,084. Rachel Gaffey is the project manager.

Final Award and Final Loan Agreements

- Open Door Mission, Inc. (ODM) (2020-021/ HC01015) – See Ceremonies & Events

Completed Projects

- St. Catherine's Center for Children (SCCC)/ North Pearl Street Apartments (2018-001/HC00967) obtained a Certificate of Occupancy (CofO) on September 9, 2021. 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 youths aging out of foster care, five units are reserved for young adults aged 18-25, five units are reserved for homeless families with a head of household living with a serious mental illness (SMI), and five units are reserved for homeless families with a head of household living with a substance use disorder (SUD). Other sources of development funding include a NYS Energy Research and Development Authority (NYSERDA) grant and a sponsor contribution, for a total project cost of \$6,009,841. Martin Robinson is the project manager.
- Lakeview Health Services, Inc. (LHS)/ West End Heights LLC (2018-007/HC00992) obtained a CofO on September 23, 2021. LHS received a \$3,750,000 HHAP award reservation in October 2018 for the new construction of 18 units of PSH, which includes 10 units for individuals with SMI, six units for individuals living with a SUD and two units for individuals who are living with HIV/AIDS. An additional 20 units are licensed by the NYS Office of Mental Health (OMH). Nine of these units are for individuals coming from a Community Residence that will be closed, and 11 units are for individuals in the Supportive Apartment program. The remaining 22 units are for income eligible members of the community, for a total of 60 units. Other sources of development funding included

Low Income Housing Tax Credit (LIHTC) equity and Supportive Housing Opportunity Program (SHOP) funds through NYS Homes and Community Renewal (HCR), Tompkins County Community Housing Development Fund, OMH capital funding, a NYSERDA grant and a deferred developer's fee, for a total project cost of \$21,711,656. Amanda Diller is the project manager.

- West Side Federation for Senior and Supportive Housing, Inc. (WSFSSH)/ West 108th Street L.P. (2017-001/HC00963) obtained a Temporary Certificate of Occupancy (TCO) on September 29, 2021. WSFSSH received a \$8,625,000 HHAP award reservation in April 2017 to develop 115 units of PSH for seniors in Manhattan as part of a 199-unit project. In April 2018, HHAP awarded WSFSSH an additional \$300,000 in funding for its pro-rata share of four additional units, bringing the number of HHAP units to 119 and the HHAP award reservation to \$8,925,000. The HHAP units include 60 units for homeless single adults (seniors) with SMI, 40 units for single frail and disabled seniors, and 19 units for single homeless adults. The remaining 79 units are for families and singles earning below 60% Area Medium Income (AMI), with one unit for a live-in superintendent. Other sources of development funding include NYC Housing Development Corporation (HDC) bonds and an Extremely Low and Low-income Affordability (ELLA) loan, NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP) funds and LIHTC equity, a sponsor loan, a deferred developer's fee, and accrued interest, for a total project cost of \$89,611,995. Brenda McAteer is the project manager.

Events and Ceremonies

- Association for Mental Health and Wellness, Inc. (AMHW) (2016-012/HC00958) held a ribbon cutting ceremony on October 19, 2021, attended by Lt. Governor Brian Benjamin. AMHW received a \$2,033,716 HHAP award reservation in 2016 for the moderate rehabilitation of one site in Riverhead, Suffolk County, and the new construction of two additional sites, one in Medford and one in Mastic, both in the Town of Brookhaven, Suffolk County. The project contains a total of nine units of PSH for homeless veterans and their families. Other sources of development funding include Suffolk County, United Way, and Reserve Aid, for a total project cost of \$2,441,216. Matthew Ciulla is the project manager.
- Greater Opportunities for Broome and Chenango, Inc. (GOBC) (2019-004/HC01014) held a groundbreaking ceremony on September 28, 2021. GOBC received a \$7,536,570 HHAP award reservation in October 2019 for the rehabilitation of 27 units of PSH across four sites in Binghamton, Broome County. This project will contain six units for homeless families and singles living with SMI, six units for those living with SUD, five units for survivors of domestic violence, two units for youth aging out of foster care, two units for young adults ages 18-25 years old, three units for those who were formerly incarcerated, and three units for veterans with disabling conditions. Other sources of development funding are through the City of Binghamton and include Community Housing Development Organization Funds, Community Development Block Grant (CDBG)

CARES funding, and HOME funds for a total project cost of \$8,113,547. Matthew Ciulla is the project manager.

- Housing Visions Unlimited, Inc. (HV)/ Winston Gaskin Homes (2016-037/HC00971) held a ribbon cutting ceremony on October 25, 2021. HV received a \$2,970,000 HHAP award in April 2017 to substantially rehabilitate four buildings containing 20 units of PSH for survivors of domestic violence. The whole project included the rehabilitation of an additional 16 buildings containing 46 units of affordable housing for households with incomes at or below 70% AMI. Other sources of development funding included Federal and State LIHTC equity, Housing Trust Fund Corporation (HTFC), SHOP funding through HCR, a bank loan, Federal Home Loan Bank (FHLB) award, and a deferred developer's fee, for a total project cost of \$21,895,496. Martin Robinson is the project manager.
- Open Door Mission, Inc. (ODM) (2020-021/HC01015) held a groundbreaking ceremony on October 7, 2021 and executed a Final Award Agreement (FAA) on September 1, 2021. ODM received a \$6,598,536 HHAP award reservation in February 2021 to develop 24 units/ 24 beds of PSH in Rochester, Monroe County, including eight units for individuals with SUD, four units for individuals with SMI, four units for chronically homeless individuals, four units for youth ages 18-25, and four units for survivors of domestic violence. ODM will provide an agency contribution, for a total project cost of \$6,857,088. Rachel Gaffey is the project manager.

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

Comptroller's Report

Mr. Washburn reported that in accordance with Public Authorities Law and the Public Authorities Accountability Act, HHAC is required to submit a Budget and Financial Plan annually to the Office of the State Comptroller and the Authorities Budget Office through the Public Authorities Reporting Information System (PARIS). The plan is also sent to the Governor, the Senate Finance Committee and the Chair and Ranking Minority Member of the Assembly Ways and Means Committee. The plan is then posted to the HHAC website.

The 2022-2023 Budget and Financial 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 31st in this case). Projections are based on the last audited financial statement, actual revenues and expenditures for the current fiscal year, and related financial records.

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 2025-2026 were also included in the Comptroller's Report.

Mr. Umholtz requested a motion to accept the resolution approving the annual Budget and Financial Plan. Mr. Hebner made the motion, which was seconded by Mr. Umholtz. 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 \$31,746,038. This included \$7,444,680 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 Mr. Umholtz. The motion carried.

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

Mr. Robinson presented the following project to the Board:

- 2020-032 Fortune Society, Inc.- Castle III

The project was classified as "unlisted."

After performing an evaluation and review of the proposed actions it was determined that the Castle III project would not result in any significant adverse environmental impacts and therefore a Negative Declaration was recommended.

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 Mr. Umholtz. 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 eight awards from the SFY 2021-22 funding round. The awards totaled \$29,388,896 in HHAP funds to the following organizations:

- CDS Monarch, Inc.- State Street Apartments
- Mt. Olive Development Corp.- Mt. Olive Senior Manor
- Community Services for Every1, Inc.- Apartments at the Lyceum
- Samaritan Daytop Village, Inc.
- Ithaca Neighborhood Housing Services, Inc.- Village Grove
- Southern Tier Environments for Living, Inc. dba STEL, Inc. and Options for Community Living, Inc.- Hempstead House
- New Destiny Housing Corporation- Lily House
- Ithaca Neighborhood Housing Services, Inc.- Pine View Circle Phase II

Two applications were reviewed and not recommended for funding at that time.

- Breaking Ground II Housing Development Fund Corporation- Paramount Hotel
- CAMBA Housing Ventures, Inc.- Clarkson Estates

These applicants 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. Following the approval of the HHAP awards, including emergency shelter repairs, the remaining uncommitted balance of \$59,520,884 may be utilized for future awards and/or HHAP operating expenses with up to \$1 million available for existing emergency shelter repairs. The \$29,473,896 million in project funding approved at the Board meeting, which included an emergency shelter repair award, produced 239 units/ 416 beds of permanent supportive housing and preserved six units/ 12 beds of emergency housing.

Ms. McAteer reported that there were seven applications under review at the time of the board meeting, requesting approximately \$30 million in HHAP funding.

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 and Ithaca Neighborhood Housing Services received \$771,429 for its Village Grove project, leaving a balance of \$1,809,821 in the veterans' set aside for future awards. Up to \$1 million of the appropriation is allocated 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. Five applications have previously been approved for funding and an award for SCO Peconic Heights Family Shelter was announced during the December 2021 Board meeting. This project will preserve six units/ 12 beds of emergency housing.

Ms. McAteer also noted that to date, the geographic distribution of HHAP awards made from the current round consisted of 21% of the funding allocated to projects in the NYC region, 27.2% to the rest of state region and 4.6% to projects in the suburban region of Suffolk, Nassau and Westchester Counties.

Ms. McAteer concluded her presentation by reporting that the total number of units and beds recommended for funding include 573 units/ 783 beds of permanent supportive housing, 14 units/ 26 beds of transitional housing and 36 units/ 115 beds of emergency housing.

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

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

Ms. Greenberg explained that the purpose of the resolution was to request the Board's authorization to approve the appointment of the following officer:

Assistant Secretary Megan Van Geest

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

Agency Reports:

HCR

Mr. Hebner reported that HCR had completed application reviews and funding recommendations for their Summer 2021 Multifamily Finance 9% LIHTC RFP which began accepting applications in late August. HCR plans on making award announcements soon and will immediately begin focusing on releasing their next RFP in the next couple of months.

Mr. Hebner also outlined that HCR closed 10 projects in the past two months and is on pace to close several more by the end of the year. They anticipate construction completion of over a dozen projects between December 2021 and February 2022.

Mr. Hebner provided a report on HFA's 4% tax credit and bond financing activities. The December 2021 HFA Bond Resolution included eight projects totaling 2,045 units, including 465 supportive units. The first phase of the Vital Brooklyn Initiative, the Brooklyn Developmental Center project, closed in the December resolution. The project included a total of 452 units, 136 units of which are for OMH referrals and 88 units for the NYS Office for People with Development Disabilities (OPWDD) referrals. The December resolution included approximately \$180 million in HCR subsidy and \$422 million in tax exempt bond financing.

Mr. Hebner also mentioned that HCR designated two new construction projects for the first phase of their Clean Energy Initiative, one located in Buffalo and the second in Troy. The preservation pilot for this program will be rolled out in January with deals to close in 2022.

OTDA

Mr. Umholtz reported that awards have been made under the New York State Supportive Housing Program (NYSSHP) RFP. One hundred thirty- seven applicants received tentative award reservations supporting over 20,000 units. Approximately \$39.8 million in funding was made available to the awardees.

Mr. Umholtz also noted that the ESSHI workgroup was nearing completion of their reviews and conditional awards were expected to be announced by the end of December.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, February 9, 2022 hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

Adjournment:

Mr. Umholtz adjourned the meeting at 2:21 PM

HHAC Secretary
Amanda Diller

Date: