

Draft- 214th HHAC Board Meeting Minutes

Meeting date: April 3, 2024

Call to Order:

The 214th 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 April 3, 2024. The meeting was called to order by Rick Umholtz, Deputy Commissioner for Housing and Refugee Services at 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); Suzanne Cook, Board Member Designee representing Board Member Commissioner Ann Marie Sullivan of the NYS Office of Mental Health (OMH); and Esteban Ramos, Advisory Board Member Designee representing Advisory Board Member Commissioner Chinazo Cunningham, M.D. of the Office of Addiction Services and Supports (OASAS).

Others in Attendance:

Dana Greenberg	HHAC President
Brenda McAteer	HHAC Vice President
John Cucinelli	HHAC Treasurer
Michael Washburn	HHAC Comptroller
Connie Adsitt	HHAC Assistant Comptroller
Amanda Diller	HHAC Secretary
Megan Van Geest	HHAC Assistant Secretary
Stephen Carney	OTDA Division of Legal Affairs (DLA)
Ryan Szalkowski	HHAP Project Manager

Items of Discussion:

Approval of Minutes

Rick Umholtz requested a motion to accept the minutes of the 213th HHAC Board Meeting that took place on February 7, 2023. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

President's Report

Dana Greenberg presented the President's Report and began with an overview of the status of all projects under development as of February 29, 2024, when there were 93 projects in various stages of development. Forty-nine of these projects were in construction, six of which were

over 90% complete. Furthermore, 36% of the projects in development at that time were in New York City, 13% were in the suburban regions of Westchester, Nassau and Suffolk counties, and the remaining 51% were in the rest of the state.

Project-Related Milestones

Final Award and Loan Agreements

- Ithaca Neighborhood Housing Services, Inc. (INHS)/ Wheat Street, LLC (2021-041/HC01100) executed a Final Loan Agreement (FLA) on January 9, 2024. INHS received a \$2,250,000 HHAP award reservation in April 2022, and requested and received a \$562,500 award increase in May 2023 to address labor and material cost increases, as well as rising interest rates, for a total HHAP award of \$2,812,500. The project includes the substantial rehabilitation of nine units of permanent supportive housing (PSH) for individuals with developmental disabilities (I/DD) in the village of Cayuga, of which eight units will also be homeless. An additional 38 units will be reserved for low-income individuals and families who earn between 50% to 70% of the Area Median Income (AMI), for a total of 47 units. The project will provide housing for both families and singles. Other sources of development funding include State and Federal Low-Income Housing Tax Credit equity (S/LIHTC) and Housing Trust Fund (HTF) from NYS Homes and Community Renewal (HCR), NYS Office for People with Developmental Disabilities (OPWDD), a New York State Energy Research and Development Agency (NYSERDA) incentive, a Capital Magnet Fund (CMF) grant from the U.S. Treasury, and a deferred developer fee for a total project cost of \$19,832,060. Martin Robinson is the project manager.

Amendments

- CAMBA/CAMBA Housing Ventures, Inc. (CHV)/ CHV Bedford Park LP (2018-008/HC01001) executed an amendment to their FLA on January 31, 2024. CHV received a \$7,500,000 HHAP award reservation in October 2018, and requested and received award increases of \$750,000 in December 2019 and \$500,000 in December 2023 for increased costs due to project delays, for a total HHAP investment of \$8,750,000. The Bronx Grove involves the new construction of 194 units of PSH for homeless families and individuals in the Bronx. Forty-eight units are reserved for chronically homeless families with one qualifying member living with a serious mental illness (SMI), 19 units are reserved for homeless individuals aged 55 and over, 30 units are reserved for chronically homeless single adults living with an SMI, and 97 units are reserved for chronically homeless families. An additional 127 units are set aside for individuals and families who earn up to 80% of the AMI. There will be two, two-bedroom units for live-in superintendents, for a total of 323 units. Other sources of development funding include NYS Housing Finance Agency (HFA) bond financing, 4% LIHTC equity, and Supportive Housing Opportunity Program (SHOP) from HCR, NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP), a deferred developer fee, and sponsor loans for a total project cost of \$165,538,218. Amanda Diller is the project manager.

- Lifting Up Westchester, Inc. (LUW) (2012-001/HC00793) executed an amendment to their FAA on February 20, 2024. LUW received \$250,000 in HHAP health and safety funds for the replacement of HVAC piping that will allow the system to operate as intended and should prevent the ongoing repair and replacement issues that LUW has experienced. LUW previously received a \$5,771,101 award in 2012 and a \$250,000 award increase in 2022, bringing HHAP's total investment to \$6,271,101. The building located in White Plains, Westchester County, is a 20 unit/52 bed emergency housing project for homeless individuals. Megan Van Geest is the project manager.

Withdrawn

- The Salvation Army (2020-044S) withdrew their award reservation on January 5, 2024, as they have received additional funding from another source to cover the cost of the repairs. The Salvation Army, Evangeline Booth Home, an emergency shelter in Schenectady for homeless families, received a \$100,000 emergency shelter repair award reservation in April 2021 to replace windows, update electrical outlets, replace toilets and bathroom sinks, install radiator and pipe covers, replace overhead light fixtures, repaint interior walls, and install OTDA-mandated safety guards on all windows. A letter from The Salvation Army withdrawing the award reservation was received on January 5, 2024. Heather Lombardo was the project manager.

Completed

- East House Corporation (East House)/ East House Canal Street LLC (2020-014/HC01054) received a Certificate of Occupancy (CofO) on February 13, 2024. East House received a \$7,418,822 HHAP award reservation in February 2021 for the new construction of 70 units/74 beds of PSH in Rochester. Twenty-three of these units are for homeless individuals living with a substance use disorder (SUD), two units are for homeless families where the head of household is living with a SUD, 37 units are for homeless individuals living with a SMI, and eight units are for chronically homeless individuals. The remaining 53 units are for income-eligible members of the community earning below 50% of the AMI. Other sources of development funding include 4% LIHTC equity, and tax-exempt bonds through HFA, SHOP funds through HCR, Brownfield Tax Credits, FHLB funds, NYSERDA incentives, and a deferred developer fee for a total project cost of \$64,260,662. Amanda Diller is the project manager.

There was no further discussion or comment.

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

Treasurer's Report

John Cucinelli provided a brief synopsis of Schedule One of the Treasurer's Report and reported the cash balance available as of the date of the meeting was \$49,474,647.36. This included \$9,019,289.37 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Rick Umholtz requested a motion to accept the Treasurer's Report. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

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

Ryan Szalkowski presented the following projects to the Board:

- Project Name: Housing Works 2020-006
- Project Name: Comunilife, Inc. 2022-001
- Project Name: YWCA of Binghamton and Brooke County 2022-046
- Project Name: WellLife Network, Inc. 2023-002
- Project Name: People Community Housing Development Corporation 2023-018

Ryan Szalkowski reported that Housing Works, Comunilife, Inc., the YWCA of Binghamton and Broome County, WellLife Network, and People Community Housing Development Corporation projects will not result in any significant adverse environmental impacts and therefore, Negative Declarations were recommended at that time.

There was no further discussion or comment.

Rick Umholtz requested a motion to approve the SEQRA resolution. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Brenda McAteer explained that the purpose of the resolution was to request the Board's approval of six awards from the state fiscal year (SFY) 2023-24 funding round totaling \$36,336,440 and four awards from the SFY 2024-25 funding round totaling \$49,936,867. Awards funded from SFY 2024-25 were contingent on enactment of the State fiscal year 2024-25 budget. The following organization were approved for funding:

From SFY 2023-24

- Catholic Charities of Chenango- Shadows Rest
- Dutchess County DSS- Dutchess County Housing Facility
- Cortland Housing Assistance Council- River Street Senior Housing
- Rochester Housing Authority- Fernwood Apartments
- WellLife Network, Inc.- White Plains Road Apartments
- Regional Economic Community Action Program, Inc. (RECAP)- Fresh Start Apartments

From SFY 2024-25

- Samaritan Daytop Village- Highbridge Campus Project
- Unique People Services, Inc.- Anthony Ave

- Utica Center for Development- The Rev. Dr. Mary Webster Wellness Center
- Rural Ulster Preservation Company, Inc.- Quality Inn

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

- West Side Federation for Senior and Supportive Housing (WSFSSH)- Three Arts

This applicant will be offered technical assistance.

Brenda McAteer reported that there were 11 applications under review at the time of the Board meeting, requesting approximately \$81 million in HHAP funding. The remaining uncommitted appropriation balance of approximately \$77.9 from SFY 2024-25 million may be utilized for future awards, which includes up to \$1 million for emergency shelter repairs and \$2 million for HHAC operating and administrative expenses.

Brenda McAteer stated that the \$36,336,440 from SFY 2023-24 in project funding recommended at the meeting will create 132 units/144 beds of permanent supportive housing (PSH) and will create and preserve 17 units/101 beds of emergency shelter. The \$49,936,867 in project funding from SFY 2024-25 will produce 347 units/ 521 beds of PSH. The combined total of \$86,273,307 recommended in funding will create 479 units/665 beds of PSH and create and preserve 34 units/130 beds of emergency housing.

Brenda McAteer noted that the SFY 2023-24 enacted State Budget contained 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 are considered, in the order in which they are received, subject to the availability of funds. The RFP was issued on May 4, 2023, with applications being accepted starting May 25, 2023.

Brenda McAteer further stated the COVID-19 pandemic unquestionably impacted the construction world. HHAP's not-for-profit partners have experienced significant challenges during development, material costs have escalated substantially, as have interest rates for projects working toward construction closings. Working with its State and City partners, HHAC has assisted projects to fill gaps caused by these market forces. In the current SFY, HHAC provided award increases totaling \$9,299,164 to eleven projects.

Brenda McAteer also 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 there have been no applications submitted under the HIV/AIDS set-aside. Five million dollars is also set aside for projects that will provide supportive housing for veterans. In SFY 2023-24, one application, Soldier On, was awarded the full veterans' set-aside. The Utica Center for Development will be allocated the full \$5 million veterans' set aside for SFY 2024-25 once the budget is enacted. 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. One application was funded as noted in the Board package and it will preserve 17 units/29 beds of emergency housing.

Brenda McAteer reported on the geographic distribution of HHAP awards, award increases and amendments from SFY 2023-24. Thirty-Seven percent of the funding was awarded to projects in the NYC region, 51% to the rest of state region, and 6% to projects in the suburban region of Suffolk, Nassau, and Westchester counties. In SFY 2024-25, conditioned on the enactment of the 2024 New York State Budget, the projects awarded funding were evenly split between NYC (50%) and the rest of state (50%).

Brenda McAteer stated that the \$126M awarded to new projects in SFY 2023-24 will create a total of 687 units/927 beds of PSH and 35 units/147 beds of emergency housing and preserve 13 units/34 beds of emergency housing.

There was no further discussion or comment.

Rick Umholtz requested a motion to approve the Resolution Authorizing Awards. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

Agency Reports:

HCR

Brett Hebner reported that HCR announced their 9% LIHTC awards in March, totaling over 1,850 units. Eighteen of the projects include a supportive housing component and six will be co-funded with HHAP.

Brett Hebner announced that Alexa Sewell was appointed as the new Senior Vice President of Multifamily Finance.

Finally, Brett Hebner reported that HFA approved six 4% bond financed projects which included over \$238 million in tax exempt bonds and \$129 in subsidies, contributing to the creation or preservation of 1,098 affordable units.

OMH

Suzanne Cook reported that OMH conditionally awarded Supportive Housing and Community Resident SRO units throughout the state. There are also five open RFPs listed on the OMH website.

OASAS

Esteban Ramos reported that OASAS continues to provide technical support to their providers and have been attending ESSHI workgroup meetings.

OTDA

Rick Umholtz thanked the OTDA team and Board members for their continued hard work and partnership. Since last board meeting, HHAP staff have reviewed 11 concept papers. During SFY 2023-24, staff reviewed a total of 67 concept papers and 54 HHAP applications.

Rick Umholtz reported that the Solutions to End Homelessness Program (STEHP) RFP, which provides funding for outreach, shelter operations, rapid rehousing, and eviction prevention, is anticipated to be released in the coming weeks. The RFP will be released through SFS and

recommended that potential applicants become familiar with the system and ensure their agency information is current.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, June 5, 2024, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

Rick Umholtz asked for a motion to adjourn the meeting. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

Rick Umholtz adjourned the meeting at 2:16 p.m.

Amanda Diller

HHAC Secretary

Date: