

Draft-216th HHAC Board Meeting Minutes

Meeting date: August 14, 2024

Call to Order:

The 216th 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 14, 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:

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
Connie Adsitt	HHAC Assistant Comptroller
John Cucinelli	HHAC Treasurer
Amanda Diller	HHAC Secretary
Megan Van Geest	HHAC Assistant Secretary
Teresa Eddy	OTDA Division of Legal Affairs (DLA)
Brett Hebner	NYS Homes and Community Renewal (HCR)
Ryan Szalkowski	HHAP Project Manager

Items of Discussion:

Approval of Minutes

Rick Umholtz made a motion to accept the minutes of the 215th HHAC Board Meeting that took place on June 5, 2024, 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 June 30, 2024, when there were 100

projects in various stages of development. Forty-nine of these projects were in construction, eight of which were over 90% complete. Furthermore, 37% of the projects in development at that time were in New York City, 9% 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

Pre-Construction Agreements

- Breaking Ground II Housing Development Fund Corporation (Breaking Ground)/1760 Third Avenue Housing Development Fund Corporation (2023-001/HC01107) executed a Preconstruction Agreement (PCA) on June 12, 2024, for the acquisition of a dormitory style building in Manhattan. Breaking Ground received a \$10,000,000 HHAP award reservation in August 2023 for the substantial renovation of a dormitory style building into 261 units/beds of permanent supportive housing (PSH) for homeless individuals with severe mental illness (SMI) and homeless youth aging out of foster care. The remaining 172 units will be reserved for income eligible households earning 60% of the area median income (AMI). There will also be one superintendent's unit, for a total of 434 units. Other sources of development funding include NYS Housing Finance Agency (HFA) tax-exempt bonds; Supportive Housing Opportunity Program (SHOP), Housing Trust Fund Corporation (HTFC), and Housing Our Neighbors with Dignity Act (HONDA) subsidy from NYS Homes and Community Renewal (HCR); NYS Office of Mental Health (OMH); NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP); sponsor equity; and a deferred developer fee for a total project cost is \$242,997,394. Ryan Szalkowski is the project manager.

Final Award and Final Loan Agreements

- Comunilife, Inc./El Hogar L.P. (2022-001/HC01106) executed a Final Loan Agreement (FLA) on May 3, 2024. Comunilife received a \$5,948,127 HHAP award reservation in August 2022 for the new construction of 50 units/beds of PSH in the Bronx for homeless individuals who are aged 55 and older. An additional 32 units will be affordable units for low-income seniors. There will also be one superintendent's unit, for a total of 83 units. The 10-story building will include an outdoor space with a garden, a community room with a kitchen, computer stations, and laundry facilities. Other sources of development funding include State and Federal Housing Trust Fund and Low-Income Housing Tax Credit (LIHTC) equity from HCR; NYC Reso A; NYC HPD Senior Affordable Rental Apartments (SARA) Program; a bank loan; and deferred developer fee for a total project cost of \$60,055,082. Heather Lombardo is the project manager.

- Family of Woodstock, Inc. (FOW)/Golden Hill Owner LLC (2023-011/HC01108) executed a FLA on June 25, 2024. FOW received a \$15,000,000 HHAP award reservation in December 2023 for the new construction of 48 units/96 beds of PSH in Kingston for homeless individuals over the age of 55 (22 units) and survivors of domestic violence and their families (26 units). An additional 116 units are reserved for low-income individuals and families who earn between 30% to 60% of the AMI, for a total of 164 units. Other sources of development funding include tax-exempt bond financing, 4% LIHTC, Clean Energy Initiative (CEI), Senior Housing Program (SENR), and New Construction Program (NCP) from HFA; Federal Home Loan Bank of New York (FHLB NY); and a deferred developer fee, for a total project cost of \$87,128,656. Susan Troiano is the project manager.
- Geel Community Services, Inc. (Geel) (2022-028/HC01109) executed a Final Award Agreement (FAA) on June 18, 2024. Geel received a \$2,800,000 HHAP award reservation in April 2023 for the preservation of their Union Avenue project in the Bronx. The project will preserve 29 units/beds of PSH for homeless individuals with a diagnosed SMI. The rehabilitation of the four-story building will include replacement of the roof, HVAC system, and all windows and plumbing throughout the building, in addition to necessary repairs and improvements to the stairs, sidewalks, and lighting on the property. Other sources of development funding include HPD Participation Loan Program, bank loan, and deferred developer fee for a total project cost of \$8,238,760. Heather Lombardo is the project manager.
- Samaritan Daytop Village, Inc. (SDV)/Samaritan Highbridge II L.P. (2024-001/HC01110) executed a FLA on June 26, 2024. SDV received a \$15,000,000 HHAP award reservation in April 2024 for the new construction of 190 units/262 beds of PSH in the Bronx for homeless singles and families living with a SMI and/or substance use disorder (SUD), including 60 units for families leaving from long stays in emergency housing. An additional 126 units will be reserved for households in the community earning between 40% to 80% of the AMI. The project also includes 106 transitional units (Tier II shelter), serving both individuals and families. The financing for the Tier II shelter is separate from the permanent units. Other sources of development funding include tax-exempt bond financing, 4% LIHTC, Extremely Low- & Low-Income Affordability (ELLA) program through NYC Housing Development Corporation (HDC); HPD SHLP; a NYS Energy Research and Development Authority (NYSERDA) Buildings of Excellence grant; Solar Tax Credit equity; 45L Credit equity; sponsor loans; and a deferred developer fee. The total project cost for the permanent residential units is \$248,325,385. Amanda Diller is the project manager.

Amendments

- Person Centered Housing Options, Inc. (PCHO)/Cecilia's Place LLC (2020-018/HC01047) executed an amendment to their FLA on May 3, 2024. PCHO received a \$4,319,485 HHAP award reservation in February 2021 for the rehabilitation of a historic building in Rochester. In March 2023 and in January 2024, PCHO requested and received a \$635,144 award increase and an additional \$444,727 award increase, respectively, due to unforeseen construction costs, for a total HHAP investment of \$5,399,356. The project, Cecilia's Place, will create 15 units/beds of PSH for chronically homeless individuals. Other sources of development funding include State and Federal Historic Tax Credit (HTC) equity, a NYSEDA incentive, and a Wilson Foundation grant, for a total project cost of \$7,267,108. On May 10th, PCHO held a ribbon-cutting ceremony. Amanda Diller is the project manager.

Completed

- Albany Housing Authority (AHA)/Steamboat 20 LLC (2020-047/HC01069) received a Certificate of Occupancy (CofO) on June 27, 2024. AHA executed a FLA on December 28, 2022. AHA received a \$1,947,790 HHAP award reservation in April 2021 and received an additional \$486,948 in HHAP funding in December 2022, bringing the total HHAP investment to \$2,434,738. The project created 14 new units/18 beds of PSH in Albany for homeless singles and families where the head of household is diagnosed with a SMI. The Steamboat Square Revitalization Phase 1 (SSR-P1) preserved an additional 51 units for individuals earning up to 50% of the AMI and created an additional 23 new units for community members earning up to 70% of the AMI, for a total of 88 units. Other sources of development funding include LIHTC, CEI, SHOP, and Public Housing Preservation (PHP) funds from HCR; an Empire State Development Grant; a NYSEDA agreement executed via the NYS Office of the Attorney General; Clean Heat Incentives; HOME funds and an America Rescue Plan (ARPA) grant from the City of Albany; loans from Community Preservation Corporation (CPC) and KeyBank; and a deferred developer fee for a total project cost of \$42,072,931. Rachel Gaffey is the project manager.
- Buffalo Neighborhood Stabilization Company (BNSC)/West Side Homes, LLC (2020-019/HC01051) received a CofO on May 31, 2024. BNSC received a \$3,000,000 HHAP award reservation in February 2021 and requested and received a \$612,021 HHAP award increase in February 2022, due to an increase in construction costs, bringing HHAP's total investment to \$3,612,021. West Side Homes involved the gut rehabilitation and new construction of four sites, to create 15 units/52 beds of PSH Buffalo. Eleven of these units are for homeless individuals with a SUD and four units are for homeless individuals and families

where the head of household has SMI. There are also 34 units, over 10 additional sites, set aside for households earning 60% or less of the AMI, for a total of 49 units. Other sources of development funding include LIHTC and SHOP from HCR, a NYSERDA incentive, City of Buffalo HOME funds, FHLBNY, a sponsor loan from the developer fee and a deferred developer fee, for a total project cost of \$21,013,051. Megan Van Geest is the project manager.

- CDS Monarch, Inc. (CDS)/CDS State Street Apartments, LLC (2021-022/HC01056) received a CofO on May 24, 2024. CDS executed a FLA on June 24, 2022. CDS received a \$3,500,000 HHAP award reservation in December 2021 for the substantial rehabilitation of a two-story warehouse in Olean, to develop 14 units/35 beds of PSH for survivors of domestic violence and their families. An additional 32 units are reserved for low-income individuals and families who earn up to 50% of the AMI, for a total of 46 units. Other sources of development funding include LIHTC and SHOP from HCR, NYSERDA incentive, a loan through Five Star Bank, and a deferred developer fee for a total project cost of \$16,143,014. Rachel Gaffey is the project manager.
- Community Services for Every1 (CSE1)/Community Services Sixth Housing LLC (2021-024/HC01062) received a Temporary Certificate of Occupancy (TCO) on April 18, 2024. CSE1 received a \$2,129,585 HHAP award reservation in December 2021 for the substantial rehabilitation of the Apartments at the Lyceum, an existing historic structure in Buffalo. The project includes 12 units/16 beds of PSH for survivors of domestic violence and their families, as well as an additional 30 units for community members earning up to 50% and 60% of the AMI, for a total of 42 units. Other sources of development funding include HTF, CEI, Community Investment Fund (CIF), and LIHTC equity through HCR; State and Federal HTC; City of Buffalo Urban Renewal Agency (BURA) HOME funds; Better Buffalo Fund (BBF); a sponsor loan, and deferred developer fee for a total project cost of \$23,147,543. Heather Lombardo is the project manager.
- JCTOD Outreach, Inc. (JCTOD)/Johnson Park Green Living LLC (JPGL) (2019-005/HC01073) received a CofO on April 8, 2024. JCTOD executed a FLA on February 15, 2023. JCTOD received a \$4,500,000 HHAP award reservation in November 2019 and requested and received a \$1,125,000 award reservation increase in November 2022 due to pandemic related increases in construction costs, for a total HHAP investment of \$6,625,000 for the new construction of 31 units of PSH. Twenty-one of the HHAP units are for homeless individuals aged 55 and over and 10 are for single adults with a SMI. The remaining 31 units are reserved for low-income individuals and families who earn up to 60% of the AMI, for a total of 62 units. Other sources of development funding include LIHTC equity, CIF, and SHOP through HCR; NYSERDA; City of Utica HOME and ARPA

funds; the Community Foundation; a Seller Note; Solar Tax Credit equity; and a deferred developer fee for a total project cost of \$27,790,081. Elaine Houlihan is the project manager.

- Rescue Mission of Utica, Inc. (RMU) (2022-018S/HC01105) completed repairs to its emergency shelter on June 4, 2024. RMU executed a FAA on April 17th, 2024. RMU received a \$100,000 HHAP emergency shelter repair award reservation in February 2023 for repairs to their 59-bed shelter for homeless single adults in Utica. Repairs included window replacement, masonry work to repair and repoint spalling on brick/concrete areas on the exterior of the building, exterior wood trim repairs, and painting. Other sources of development funding include an agency contribution for a total project cost of \$125,100. Rachel Gaffey is the project manager.

Events and Ceremonies

- East House Corporation (East House)/East House Canal Street LLC (2020-014/HC01054) held a ribbon-cutting ceremony on June 25, 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 units are for individuals living with a SUD and two units for families where the head of household is living with a SUD, 37 units are for individuals living with SMI, and eight units are for individuals who are chronically homeless. The remaining 53 units/90 beds are for members of the community earning below 50% AMI. Other sources of development funding include tax-exempt bond financing, 4% LIHTC, and SHOP funds through HFA; Brownfield Tax Credits; FHLB NY; NYSERDA incentives; and a deferred developer fee, for a total project cost of \$64,260,662. Amanda Diller is the project manager.
- Helio Health, Inc. (Helio)/200 Court Street Apartments, LLC (2022-009/HC01098) held a groundbreaking ceremony on June 11, 2024. Helio received a \$4,975,000 award reservation in October 2022 and requested and received a \$1,085,000 HHAP award increase in September 2023 due to construction cost increases, for a total HHAP investment of \$6,060,000. The project includes the substantial rehabilitation and new construction of 60 units/61 beds of PSH in Binghamton. Thirty units are for homeless individuals with a SUD, 16 units for homeless individuals with a SMI and 14 units for homeless veterans. The remaining 61 units are for members of the community earning up to 80% of the AMI, for a total of 111 units. Other sources of development funding include tax-exempt bonds, LIHTC, SHOP and CEI through HFA; Federal HTC; a sponsor loan; and deferred developer fee, for a total project cost of \$44,768,105. Ryan Szalkowski is the project manager.

- Person Centered Housing Options, Inc. (PCHO)/Cecilia's Place LLC (2020-018/HC01047) – See Amendments above.

Withdrawn

- Women's Prison Association (WPA) Hopper Home (2014-026/HC00852) WPA received a \$5,573,222 HHAP award reservation in February 2015 for rehabilitation work and to pay off an existing mortgage on Hopper House, a five unit/39 bed emergency shelter in New York City for homeless single women with previous involvement in the criminal justice system. On November 12, 2015, WPA entered into a PCA for \$3,969,053 to pay off the existing mortgage and related fees. A FAA was not completed due to many delays, including a fire in an adjacent building in 2020 that damaged the property and the COVID-19 pandemic. The WPA Board decided in January 2023 that the sale of the building and reimbursing HHAC would best assist the ongoing operations of the agency. On May 21, 2024, WPA reimbursed HHAC the PCA award amount of \$3,969,053. Michael Washburn was the project manager.

There was no further discussion or comment.

Rick Umholtz made a motion to accept the President's Report 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 \$35,028,149.48. This included \$8,036,360.30 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Rick Umholtz made a motion to accept the President's Report 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: Bowery Residents' Committee. 2022-048
- Project Name: Interfaith Partnership for the Homeless. 2023-008
- Project Name: Steuben Churchpeople Against Poverty, Inc, d/b/a Arbor Housing and Development. 2024-011
- Project Name: DePaul Properties, Inc. 2024-012
- Project Name: Brownsville Partnership, Inc. 2024-014

- Project Name: Rehabilitation Support Services, Inc. 2024-017
- Project Name: DePaul Properties. 2024-019

Ryan Szalkowski reported that The Bowery Residents' Committee, Interfaith Partnership for the Homeless, Arbor Housing and Development, Brownsville Partnership, Inc., Rehabilitation Support Services and both DePaul Properties 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 made a motion to approve the SEQRA resolution which was seconded by Suzanne Cook. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing an Extension of the Memorandum of Understanding with the Office of General Services for Internet Broadcast Services

Dana Greenberg explained that the purpose of the resolution is to authorize an extension of the Memorandum of Understanding (MOU) with the Office of General Services (OGS) for the provision of and payment for internet broadcast services of meetings of the Corporation.

There was no further discussion or comment.

Rick Umholtz made a motion to approve the resolution authorizing the extension of a MOU with the OGS for internet broadcast services 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 five awards from the state fiscal year (SFY) 2024-25 funding round totaling \$35,989,599 to the following organizations:

PathStone Housing Action Corporation/Baird Road Senior Apartments
Providence Housing Development Corporation/Dana Lyons Apartments
Episcopal Community Housing Development Organization, Inc./St. Paul's Apartments II
DePaul Properties, Inc. and DePaul Community Services, Inc./Pine Camp Apartments
Breaking Ground II Housing Development Fund Corporation/Kingsboro Phase 1
Supportive Housing

Five applications were reviewed and not recommended for funding at that time:

Albany Housing Authority/Steamboat Square Phase 2
PathStone Housing Action Corporation/Site 7 Apartments
Concern Housing/Liberty Gardens
Eagle Star Housing, Inc./Cheektowaga Veteran's Home
DePaul Properties Inc. and Schenectady Community Action Program/ SCAP Campus Apartments

These applicants will be offered technical assistance.

Brenda McAteer reported that there were seven applications under review at the time of the Board meeting, requesting approximately \$54 million in HHAP funding.

Brenda McAteer noted that the SFY 2024-25 enacted State Budget contained a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds were awarded via an open Request for Proposals (RFP), which means that applications were reviewed, and awards are considered, in the order in which they are received, subject to the availability of funds. With the approval of the HHAP awards presented, the total funds committed in SFY 2024-25 is \$133,811,188. There were projects that did not come to fruition and sponsors who withdrew their award reservations which allowed the awards to exceed the appropriation.

Brenda McAteer stated that HHAP stopped accepting applications on July 25, 2024. There are applications still under review and if they meet the threshold for funding will be held on a waitlist until the end of the SFY. If funding becomes available through a new appropriation, the recapture of funds, or otherwise, projects on the waitlist will be considered for funding in the order of the date of initial receipt. If there is no further funding, these applicants will have to reapply in the next SFY. The RFP for emergency shelter repairs remains open.

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. One application was submitted and not recommended for funding. Five million dollars is also set aside for projects that will provide supportive housing for veterans. The Utica Center for Development was allocated the full \$5 million veterans' set aside. 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. There were no new emergency shelter repair awards to report.

Brenda McAteer stated that the \$35,989,599 in project funding recommended at the meeting will create 249 units/319 beds of PSH.

Brenda McAteer stated that the \$131,048,872 million awarded to new projects in SFY 2024-25 will create 823 units/1,153 beds of PSH and preserve 17 units/29 beds of emergency housing. Brenda McAteer further explained that \$2,762,316 went to three projects in construction for award increases and three emergency health and safety amendments for operational projects.

Brenda McAteer reported on the geographic distribution of HHAP awards made to date from the SFY 2024-25. Forty percent of the funding was awarded to projects in the NYC region and 60% to the rest of state region. An emergency shelter amendment for \$250,000 was executed in the Suburban region (Nassau, Suffolk and Westchester Counties). There were three award increases and three amendments for health and safety concerns made from the SFY 2024-255 appropriation.

There was no further discussion or comment.

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

Agency Reports:

HCR

Brett Hebner reported HCR has released their new Multifamily Finance 9% LIHTC RFP on July 25, 2024, with applications due by September 18, 2024. The RFP offers up to \$40 million in LIHTC allocations, \$12 million in State LIHTC allocations and over \$200 million in loan subsidy sources. HCR has received 55 Dropbox requests to date.

Brett Hebner also reported that HCR is targeting to close 16 supportive housing projects by the end of the calendar year.

Finally, Brett Hebner reported HFA approved six 4% bond financed projects and three subsidy financed projects, including new affordable and supportive housing units in Brooklyn, the Bronx, Saratoga Springs, and Buffalo. HFA will also preserve and enhance existing affordable housing developments on Staten Island, in Kingston, Troy, Utica, Rochester and Plattsburgh. These projects encompass over \$309 million in tax-exempt bonds and \$197 million in subsidies, contributing to the creation or preservation of over 1,200 units of supportive and affordable housing.

OMH

Suzanne Cook reported OMH, in conjunction with the NYS Office for People with Developmental Disabilities (OPWDD), released an RFP seeking not-for-profits to operate Enhanced Step-Down Programs for individuals with a co-occurring SMI and intellectual and/or developmental disabilities. OMH will release two RFPs at the end of August with additional RFPs to be released by the end of the calendar year.

OASAS

Esteban Ramos reported OASAS is working on certifying Recovery Residences. The regulations were revised and posted for public comments which are due by August 17, 2024.

OTDA

Rick Umholtz thanked the team for their continued efforts in the Bureau. Rick Umholtz further stated HHAP stopped accepting applications on July 25, 2024, but continues to accept concept papers. Six concept papers have been received since the June Board meeting requesting \$26 million.

Rick Umholtz reported the Notice of Funding Opportunity (NOFO) for the Continuums of Care (CoC) was released. The Balance of State CoC (BoS), through OTDA, was in the process of preparing an application. The CoC competition is now operating on a two-year cycle instead annually.

Rick Umholtz concluded his presentation by reporting the Solutions to End Homelessness Program (STEHP) award recommendations were under review with award announcements to follow. Contracts are slated to commence on October 1, 2024.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, October 2, 2024, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

Rick Umholtz made a motion to adjourn the meeting which was seconded by Suzanne Cook. The motion carried. Rick Umholtz adjourned the meeting at 2:17 p.m.

Amanda Diller

HHAC Secretary

Date: