

Draft- 217th HHAC Board Meeting Minutes

Meeting date: October 2, 2024

Call to Order:

The 217th 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 October 2, 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 Steven Weiss, 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
Barbara Guzman	OTDA Division of Legal Affairs (DLA)
Martin Robinson	HHAP Project Manager

Items of Discussion:

Approval of Minutes

Brett Hebner made a motion to accept the minutes of the 216th HHAC Board Meeting that took place on August 14, 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 August 30, 2024, when there were 98 projects in various stages of development. Forty-seven of these projects are in construction, six of which were over 90% complete. Furthermore, 36% of the projects in development at that time were in New York City, 8% were in the suburban regions of Westchester, Nassau, and Suffolk counties, and the remaining 56% were in the rest of the state.

Project-Related Milestones

Final Award and Final Loan Agreements

- The Altamont Program, Inc./Schuyler Inn (2022-021S/HC01111) executed a Final Award Agreement (FAA) on July 2, 2024. The Altamont Program received a \$100,000 HHAP emergency shelter repair award reservation in April 2023 for repair work on an existing 96 unit/334-bed shelter. The Schuyler Inn is a 2-story building that serves homeless families with children in Albany County. The emergency shelter repair funding will be used to commercially clean the onsite kitchen and replace the walk-in freezer and refrigerators. Rachel Gaffey is the project manager.
- The Young Women's Christian Association of Rochester and Monroe County, NY (YWCA) (2023-010/HC01112) executed a FAA on July 16, 2024. YWCA received a \$4,066,513 HHAP award reservation in December 2023 for the substantial rehabilitation of a vacant former youth shelter to create 12 units/30 beds of emergency housing in Rochester for homeless families. The proposed renovations include health, safety, and accessibility upgrades; updated laundry facilities; a playroom and game room for children; and onsite support service space. Other sources of development funding include a sponsor loan for a total project cost of \$4,526,513. Katherine Blake is the project manager.
- St. Catherine's Center for Children (St. Catherine's) (2022-008S/HC01113) executed a FAA on August 9, 2024. St. Catherine's received a \$90,649 HHAP emergency shelter repair award reservation in June 2021 for the moderate rehabilitation of an existing 24 bed emergency shelter in Albany for homeless families. The proposed renovations include replacing the shelter's gutters and the current heating system. Other sources of development funding include a loan from Albany County and a sponsor loan for a total project cost of \$235,500. Katherine Blake is the project manager.

Amendments

- Regional Economic Community Action Program, Inc. (RECAP) (J002/HC00104) executed an amendment to their FAA on May 16, 2024. RECAP previously received awards totaling \$1,150,430. RECAP received an additional sum of \$250,000 in May 2024 for repairs to address health and safety risks, bringing HHAP's total investment to \$1,400,430. The project includes 23 single room occupancy units of permanent supportive housing (PSH) for homeless individuals recovering from substance use disorder (SUD) or serious mental illness (SMI) in Middletown. The health and safety funding will include repairs to the following: retaining wall, the front facade, the main entrance drain and courtyard, plumbing, the drywall, drop ceilings, and flooring. Deadbolts will also be installed on all unit doors. Kate Jackett is the project manager.
- ETC Housing Corporation (ETC)/Evergreen Townhomes (2023-009S/HC00106) executed an amendment to their FAA on August 15, 2024. ETC previously received awards totaling \$3,143,960. ETC received a \$107,525 HHAP emergency shelter repair award reservation in December 2023, bringing HHAP's total investment to \$3,251,485. Evergreen Townhomes provides 21 units/58 beds of PSH and 12 units/24 beds of emergency housing for homeless singles and families in Plattsburgh. The emergency shelter repair funding will be used to replace hot water tanks, furnaces, ground-fault circuit interrupter (GFCI) outlets, bathroom flooring, smoke detectors, security cameras, and the removal of dead trees. Amanda Diller is the project manager.
- Cattaraugus Community Action d.b.a., Connecting Communities in Action (CCA)/Jefferson House Apartments (JHA) (L020/HC00242) executed an amendment to their FAA on August 16, 2024. CCA previously received HHAP award reservations totaling \$1,819,022. In June 2024 CCA received \$250,000 in HHAP health and safety funds, bringing HHAP's total investment to \$2,069,022. JHA is an eight unit/28 bed project for individuals and families experiencing homelessness. The funding will be used to upgrade building elevators and improve the building's security and the fire response systems. Other sources of funding include sponsor reserves for a total project cost of \$281,811. Qinesha Ayala is the project manager.
- Community Services for Every1 (CSE1)/ Community Services Sixth Housing LLC (2021-024/HC01062) held a ribbon cutting on July 12, 2024, and executed an amendment to their Final Loan Agreement (FLA) on August 27, 2024. See "Events and Ceremonies."

Completed

- CAMBA/CAMBA Housing Ventures, Inc. (CHV)/ CHV Bedford Park L.P./ Bronx Grove (2018-008/HC01001) received a Temporary Certificate of Occupancy (TCO) for the building on 203rd Street on July 2, 2024, and a TCO for the building on 202nd Street on August 21, 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 involved 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 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% Low-Income Housing Tax Credit (LIHTC) equity, and Supportive Housing Opportunity Program (SHOP) from Homes and Community Renewal (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.
- The Bridge, Inc./ Bridge Rockaway, L.P./ The Rockaway (2019-043/HC01027) received a TCO on July 22, 2024. The Bridge received a \$6,500,000 HHAP award reservation in February 2020 for the new construction of a two-tower residential building in Brownsville. The Rockaway includes 87 new units of PSH for single adults experiencing homelessness, of which 20 units are reserved for veterans with disabling conditions, 15 units are reserved for frail/elderly seniors, and 52 units are reserved for individuals living with an SMI. This is part of a larger 174-unit project, with the remaining units available to individuals and families earning 70% or less of the AMI. Other sources of development funding include NYS HFA bond financing, 4% LIHTC equity, and SHOP funds from HCR; Extremely Low & Low-Income Affordability (ELLA) funds through HPD; a sponsor loan; accrued interest, and a deferred developer's fee for a total project cost of \$106,194,475. Kathryn Andros is the project manager.
- The Doe Fund (TDF)/ 4519 WPR Apartments LLC/ White Plains Road (2019-014/HC01041) received a TCO on August 1, 2024. TDF received a \$4,900,000 HHAP award reservation in October 2019 and an award increase of \$620,875 in

April 2023, for a total HHAP investment of \$5,520,875 for the new construction of 98 units/171 beds of PSH in the Bronx. Forty-nine units will be for homeless individuals living with HIV/AIDS. An additional 48 units will be reserved for low-income individuals and families. There is also one unit for a live-in superintendent, for a total of 98 units. Other sources of development funding include LIHTC, SHOP funds, and HOME funding from HCR; New York State Energy Research and Development Authority (NYSERDA) Multi-Family New Construction Program funding; All Affordable NYC (ANYC); Solar Tax Credit Equity; a Merchant Capital Corporation Permanent Loan, deferred developers fee and funded reserves and accrued interest for a total project cost of \$49,977,035. Heather Lombardo is the project manager.

Events and Ceremonies

- CSE1/ Community Services Sixth Housing LLC/ Apartments at the Lyceum (2021-024/HC01062) held a ribbon cutting on July 12, 2024, and executed an amendment to their FLA on August 27, 2024. CSE1 received a \$2,129,585 HHAP award reservation in December 2021 and received an award increase of \$418,590 in August 2024 due to cost overruns in the current market and delivery delays, for a total HHAP investment of \$2,548,175 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 30 additional 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 Clean Energy Initiative (CEI), Community Investment Funds (CIF), LIHTC equity, and Housing Trust Funds (HTF) from HCR; Federal and State Historic Tax Credits; City of Buffalo Urban Renewal Agency (BURA) HOME funds; Better Buffalo Fund (BBF); a sponsor loan; and a deferred developer fee for a total project cost of \$23,147,543. Heather Lombardo is the project manager.
- Comunilife, Inc./ El Hogar L.P. (2022-001/HC01106) held a groundbreaking ceremony on August 6, 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 age 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

Federal and State HTF and LIHTC from HCR; NYC Resolution A; NYC HPD Senior Affordable Rental Apartments (SARA) Program; a bank loan; and a deferred developer fee for a total project cost of \$60,055,082. Heather Lombardo is the project manager.

There was no further discussion or comment.

Brett Hebner 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 \$23,882,437.29. This included \$3,699,119.53 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Brett Hebner made a motion to accept the Treasurer'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

Martin Robinson presented the following projects to the Board:

- Project Name: Catholic Charities of the Roman Catholic Diocese of Syracuse, Inc, d/b/a Catholic Charities of Chenango County. 2023-028
- Project Name: WellLife Network, Inc. 2023-033
- Project Name: PathStone Housing Action Corporation. 2024-021
- Project Name: Providence Housing Development Corporation. 2024-026

Martin Robinson reported that Catholic Charities, WellLife Network, PathStone, and Providence Housing projects will not result in any significant adverse environmental impacts and therefore, Negative Declarations were recommended for each of these projects at that time.

There was no further discussion or comment.

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

Summary of State Fiscal Year 2024-25 HHAP Awards

Brenda McAteer explained to the Board the status of applications reviewed in the period since the August Board meeting where the full appropriation of funding was awarded. The applications below were scored and, while they meet the threshold for funding, no additional funds are available at that time. These applicants were notified that their proposals will be held on a waitlist until the end of the state fiscal year and each

applicant will be offered technical assistance. If funding becomes available, either through a new appropriation for this state fiscal year or the recapture of funds, projects on the waitlist will be considered for funding in the order of the date of initial receipt. If no additional funding is available, these applicants will need to reapply after the passage of a new State Budget and the re-opening of the RFP. The RFP for existing emergency shelter repairs, however, remains open.

Settlement Housing Fund, Inc./Coney Landing

Two applications were reviewed and not recommended for the waitlist at that time:

- Community Access Inc./Bryant Avenue
- The Doe Fund/ Casanova Residences

These applicants will be offered technical assistance.

Brenda McAteer reported that there were three applications under review at the time of the Board meeting, requesting approximately \$20 million in HHAP funding.

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 emergency shelter repair application was included in the Board package.

There was no further discussion or comment.

Brett Hebner made a motion to approve the project recommended for the waitlist which was seconded by Suzanne Cook. The motion carried.

Agency Reports:

HCR

Brett Hebner reported that HCR received 74 applications under the Multi-family Finance 9% LIHTC RFP. Award announcements are expected to be made in January. Brett Hebner also reported that HFA approved five 4% LIHTC and bond financed projects and one subsidy financed project in the Bronx, Albany, and Westchester counties as well as a preservation project in Binghamton. These projects encompass \$264 million in tax-exempt bonds and \$205 million in subsidies which contribute to the creation/preservation of over one thousand units of affordable and supportive housing.

OMH

Suzanne Cook reported that OMH has four procurement opportunities currently available. Two opportunities are for the reallocation of apartment treatment programs, one for the development and operation of a Community Residence single room occupancy in Broome County and one for the development of two short term transitional residence programs in Broome and Columbia counties. Suzanne Cook also reported that OMH is working with the ESSHI Interagency Committee on the RFP and locking in projects that have secured capital funding.

OASAS

Esteban Ramos reported that the Office of Addiction Services and Supports (OASAS) continues to provide technical assistance and work with their colleagues on the ESSHI workgroup.

Esteban Ramos also reported that the Recovery Residences (Part 860) regulations had been adopted as of September 25, 2024, and can be found on the OASAS website.

Esteban Ramos stated that the first applications for voluntary certification of recovery residence are expected later this year. OASAS is also looking to expand their Transitional Safety Unit initiative.

OTDA

Rick Umholtz thanked the team for their continued work as well as the work done during the Regional Meetings that were recently held with providers.

Rick Umholtz reported that the Solutions to End Homelessness Program (STEHP) award letters recently went out. Ninety-two applications were received, and 76 awards were made.

Rick Umholtz also reported that the Balance of State Continuum of Care (BoS CoC) is currently working on the application to HUD which is due at the end of October.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, December 4, 2024, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

Brett Hebner made a motion to adjourn the meeting which was seconded by Suzanne Cook. The motion carried. Rick Umholtz adjourned the meeting at 2:04 p.m.

Amanda Diller

HHAC Secretary

Date: