

191st HHAC Board Meeting Minutes

Meeting date: February 5, 2020

Call to Order:

The 191st 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 February 5, 2020. The meeting was called to order by the Board Chair, Commissioner Michael P. Hein of the NYS Office of Temporary and Disability Assistance (OTDA).

Members in Attendance:

Brett Hebner, Board Member Designee representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH) and Henri Williams, Advisory Board Member Designee representing Advisory Board Member Commissioner Arlene Gonzales-Sánchez of the Office of Alcoholism and Substance Abuse Services (OASAS).

Others in Attendance:

| | |
|-------------------|--|
| Barbara Roff | HHAC President |
| Dana Greenberg | HHAC Vice President |
| LeeAnn Greenslade | HHAC Treasurer |
| Michael Washburn | HHAC Comptroller |
| Brenda McAteer | HHAC Secretary |
| Amanda Diller | HHAC Assistant Secretary |
| Barbara Guzman | OTDA Division of Legal Affairs (DLA) |
| Matthew Ciulla | HHAP Project Manager |
| Linda Glassman | Deputy Commissioner of Housing, Refugee Services and Disability Determinations |
| Rick Umholtz | Director, OTDA Bureau of Housing and Support Services |

Items of Discussion

Approval of Minutes

Commissioner Hein requested a motion to approve the minutes of the 190th HHAC Board Meeting that took place on December 11, 2019. Mr. Hebner made the motion, which was seconded by Commissioner Hein. The motion carried.

Vice President's (VP) Report

Ms. Greenberg presented the VP's Report and began with an overview of the status of all projects under development as of December 31, 2019, when there were 74 projects in various stages of development. Thirty-four of these projects were in construction, seven of which were over 90% complete. Furthermore, 25% of the projects in development at that time were in New York City, 22% were in the suburban regions (Westchester, Nassau and Suffolk counties)

and the remaining 53% were in the rest of the state.

Project-Related Milestones

Final Award (FAA) and Final Loan Agreements (FLA)

- Family Promise of Western New York (FPWNY) (2018-057S) executed an FAA effective December 30, 2019. HHAC made an award reservation of \$100,000 in July 2019 to convert their existing Day Center serving homeless families in Buffalo into an overnight shelter. Renovations to be performed include the installation of a fire sprinkler system, repair of a damaged emergency exit door, development of additional lavatory and shower amenities, and construction of three new family units, effectively doubling the housing capacity from three units (14 beds) to six units (31 beds). Upon completion of these renovations, the FPWNY shelter will be eligible to receive a Certificate of Occupancy (CofO) and will work toward shelter certification. Other sources of development funding include FPWNY agency funds, comprised of grants and donations from various private foundations, for a total project cost of \$159,096. Rachel Gaffey is the project manager.
- Unique People Services, Inc. (UPS)/ 2050 G.C., L.P., (2018-015/HC00975) executed a FLA effective December 18, 2019. HHAC made an award reservation to UPS of \$5,500,000 in October 2018 to develop 58 units of permanent supportive housing for homeless individuals and families in the Bronx. These 58 HHAP units include 30 units for single adults living with HIV/AIDS and 28 units for single adults living with a severe mental illness (SMI). An additional 23 units will be reserved for low-income households with incomes less than 60% of Area Median Income (AMI) and 14 units for households with incomes less than 80% AMI. There will be one unit for a live-in superintendent, for a total of 96 units. Other sources of development funding include NYS Housing Finance Agency (HFA) 4% tax-exempt bond financing, Housing Trust Fund (HTF) and Supporting Housing Opportunity Program (SHOP) funds from NYS Homes and Community Renewal (HCR), a Local Initiatives Support Corporation (LISC) loan, New York State Energy Research and Development Authority (NYSERDA) funding, solar tax credit equity, a deferred developer's fee, and developer equity, for a total project cost of \$61,384,026. Amanda Diller is the project manager.

Completed Projects

- New Destiny Housing Corporation/ 902 Jennings Street Owner LLC (2016-032/ HC00915) – See “Events and Ceremonies”
- Akwesasne Housing Authority (AHA) (2016-016/HC00849) – See “Events and Ceremonies”

Events and Ceremonies

- Akwesasne Housing Authority (AHA) (2016-016/ HC00849) held a ribbon-cutting ceremony on December 10, 2019. AHA received a \$800,000 HHAP award reservation in April 2016 for the new construction of four units for homeless single adults on the St. Regis Mohawk Indian Reservation (SRMIR) in Franklin County. There is a preference for veterans in this building, which also has two affordable units. Other sources of development funding include HOME funds through HCR, Indian Housing Block Grant (IHBG) funds through the Department of Housing and Urban Development (HUD), Federal Home Loan Bank (FHLB) Affordable Housing Program, and a NYSERDA grant, for a total project cost of \$2,320,099. Brenda McAteer is the project manager.
- Concern for Independent Living, Inc. (Concern)/ Surf Vets Place LLC (2015-029/ HC00869) held a ribbon-cutting ceremony on November 20, 2019. Concern received a \$5,850,000 HHAP award reservation in February 2016 to develop 82 units of permanent supportive housing for homeless single veterans with a SMI. This is part of a larger 135-unit project. The remaining 52 units will be for low-income single adults and families with incomes less than 60% of the AMI. One additional unit is set-aside for the live-in superintendent. Other sources of development funds include HFA 4% tax-exempt bond financing, NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP), NYS Office of Mental Health (OMH) Program Development Grant (PDG), LIHTC equity, a NYSERDA grant, deferred developer's fee and a sponsor loan, for a total project cost of \$69,581,396. Megan Van Geest is the project manager.
- New Destiny Housing Corporation (New Destiny)/ 902 Jennings Street Owner LLC (2016-032/ HC00915) received a Temporary Certificate of Occupancy (TCO) on October 15, 2019 and held a ribbon cutting ceremony on November 6, 2019. New Destiny received a \$5,060,000 HHAP award reservation in February 2017 to develop 23 units of permanent supportive housing for families with survivors of domestic violence in the Bronx. This is part of a larger 42-unit project, with the remaining 18 units designated as low-income community units for households with incomes ranging from 60% to 80% AMI. One additional unit is set-aside for the live-in superintendent. Other sources of development funding include LIHTC through HCR, HPD's SHLP, a New York City Employee Retirement System (NYCERS) loan and a deferred developer fee, for a total project cost of \$25,949,656. Brenda McAteer is the project manager.

Project Status 2016 Funding Round

Ms. Greenberg provided an update on the status of 2016-020 Concern for Independent Living (Concern) Estella project that received a \$5,700,000 HHAP award reservation in October 2016 to develop a 96-unit building in Nassau County. Concern has been working to secure a PILOT agreement with the town of Hempstead and is waiting to be placed on the Nassau County IDA schedule.

The Vice President's Report also included a written update on the status of existing emergency shelter repair awards.

There was no further discussion or comment.

Commissioner Hein requested a motion to accept the Vice President's Report. Mr. Hebner made the motion, which was seconded by Commissioner Hein. 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 \$22,626,156.50. Included in this figure was \$6,707,396.05 in Medicaid Redesign Team (MRT) funds and \$2,582.14 in Mortgage Insurance Funds (MIF).

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

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Technical Assistance Awards

Ms. Roff requested that a technical assistance contractor, Captain Community Human Services, Inc., be added to the technical assistance list previously approved by the Board.

There was no further discussion or comment.

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

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

Mr. Ciulla presented 2018-008 – CAMBA Housing Ventures, Inc. 202nd and 203rd Street to the Board. The project was classified as unlisted and will not result in any significant adverse environmental impact, therefore a negative declaration was recommended.

There was no further discussion or comment.

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

President's Report on Funding Recommendations

Ms. Roff explained that the purpose of the resolution was to request the Board's approval of two awards from the SFY 2019-20 funding round. The awards totaled \$9,966,811 in HHAP funds, and would go to the following organizations:

- The Bridge – Rockaway
- Shelters of Saratoga

The following application was also reviewed, scored and while it met the threshold for funding, no additional funds were available at the time due to the geographic restrictions in the RFP: East House Corporation.

Ms. Roff stated that a remaining uncommitted appropriation balance of \$411,352 for State Fiscal Year 2019-20 may be used for future HHAP awards and/or HHAC's operating expenses, with up to \$1 million remaining for emergency shelter repair applications. As of the date of the Board Meeting there were no applications under review.

Ms. Roff also stated that as of 8:00am on February 6, 2020, HHAC suspended accepting applications for HHAP funding, except for applications for emergency shelter repairs.

Mr. Hebner made a motion to approve the resolution, which was seconded by Commissioner Hein. The motion carried.

Agency Reports

OMH

Mr. Hebner commented that OMH is working with conditional ESSHI awardees, in any way they can, to help them secure capital financing so that those awards can be committed. The ESSHI workgroup is also working on developing the Round 5 RFP.

Mr. Hebner also expressed his condolences on the passing of Eileen Kilday, a technical assistance CPA, who had a tremendous impact on the direction and integrity of the program.

OASAS

Mr. Williams stated that, like OMH, OASAS is assisting Round 4 ESSHI conditional awardees to move forward with their projects.

OTDA

Mr. Umholtz added to Mr. Hebner's condolences and stated that Ms. Kilday was not only a huge asset to the Corporation but also assisted many of HHAP's sponsors over the years in building a stronger financial standing.

The New York State Supportive Housing Program's RFP is in development and under review. Release of that RFP is anticipated in the coming months. The HHAP RFP is also in progress and is expected to be released consistent with the enacted Budget.

New/Other Business

The next HHAC Board meeting is scheduled to take place on Wednesday, April 1, 2020 at the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

Adjournment

Commissioner Hein adjourned the meeting at 1:51 PM.

S/S Brenda McAteer
HHAC Secretary

June 1, 2020

Date

192nd HHAC Board Meeting Minutes

Meeting date: June 3, 2020

Call to Order:

The 192nd meeting of the Homeless Housing and Assistance Corporation (HHAC) was held via WebEx and webcast by the NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on June 3, 2020. The meeting was called to order by the Board Chair, Commissioner Michael P. Hein of the NYS Office of Temporary and Disability Assistance (OTDA).

Commissioner Hein explained that due to the need for social distancing during the COVID-19 epidemic, the meeting was held by WebEx instead of the usual video broadcast. He clarified that this particular meeting was the Corporation's annual meeting where the comptroller would present reports to be filed with the Public Authorities Budget Office. HHAC's Annual Audit Report was also on the agenda.

He then welcomed three new Board designees: Nicole Ferreira, Julie Duncan, and Esteban Ramos. Ms. Ferreira was representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA). Ms. Ferreira is the Senior Vice President of Multifamily Finance & Development at NYS Homes and Community Renewal (HCR). Julie Duncan was representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH) and had previously served as designee on occasion. Esteban Ramos was representing Advisory Board Member Commissioner Arlene Gonzales-Sánchez of the Office of Addiction Services and Supports (OASAS). Mr. Ramos is the Special Assistant to the Commissioner, Emergency Response Manager, and Director of the Bureau of Housing Services at OASAS. Commissioner Hein then thanked Henri Williams, who had recently retired, for his years of service as OASAS' designee to the Board.

Members in Attendance:

As above and,

| | |
|-------------------|--|
| Barbara Roff | HHAC President |
| Dana Greenberg | HHAC Vice President |
| LeeAnn Greenslade | HHAC Treasurer |
| Brian Mattiske | HHAC Assistant Treasurer |
| Michael Washburn | HHAC Comptroller |
| Brenda McAteer | HHAC Secretary |
| Amanda Diller | HHAC Assistant Secretary |
| Barbara Guzman | OTDA Division of Legal Affairs (DLA) |
| Lesley Stefan | OTDA DLA |
| Linda Glassman | Deputy Commissioner of Housing, Refugee Services and Disability Determinations |
| Rick Umholtz | Director, OTDA Bureau of Housing and Support Services |
| Matthew Ciulla | HHAP SEQRA Officer |
| Anthony Pezzino | EFPR Group |

Items of Discussion

Approval of Minutes

Commissioner Hein requested a motion to approve the minutes from the 191st members meeting held on February 3, 2020. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Vice President's (VP) Report

Ms. Greenberg presented the Vice President's (VP) Report, beginning with an overview of the status of all projects under development as of April 30, 2020, when there were 73 projects in various stages of development. Thirty-nine of these projects were in construction, eight of which were over 90% complete. Furthermore, 26% of the projects in development at that time were in New York City, 22% 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

Amendment to a Final Loan Agreement (FLA)

Westhab, Inc. (I-62 /HC00098) executed an Assignment and Assumption Agreement of Final Loan Agreement (FLA) and related documents for a project previously owned by The Sharing Community (TSC)/Locust Hill L.P., effective March 17, 2020. The project, located in Yonkers, provides 20 units of permanent supportive housing (PSH) and has one additional market-rate unit. Ten units are reserved for individuals living with HIV/AIDS and/or families where the head of household is living with HIV/AIDS. First preference for the other ten units will be given to those living with HIV/AIDS. Secondary preference will be given to families and individuals diagnosed with mental illness and/or substance use disorder (SUD). Rachel Gaffey is the project manager.

Final Award Agreements (FAA) and FLA

- Bethany House of Nassau County Corporation (Bethany House) (2018-056S/HC00989) executed a Final Award Agreement (FAA) on February 24, 2020. Bethany House received a \$90,000 HHAP award reservation in July 2019 for emergency shelter repairs to a 33-bed shelter for women and children in Roosevelt. Repairs include upgrades to the HVAC system and repair and replacement of the floor tiles. HHAP is the only source of development funding. Elaine Houlihan is the project manager.
- Bethany House (2018-059S/HC00990) executed an FAA on February 24, 2020. Bethany House received a \$40,000 HHAP award reservation in July 2019 for emergency shelter repairs to a 19-bed shelter for women and children in Roosevelt. Repairs include upgrades to the HVAC system and repair and replacement of the floor tiles. HHAP is the only source of development funding. Elaine Houlihan is the project manager.
- Bethany House (2018-060S/HC00991) executed an FAA on February 24, 2020. Bethany House received a \$100,000 HHAP award reservation in July 2019 for emergency shelter repairs to a 33-bed shelter for women and children in Baldwin. Repairs include adding an outside staircase to provide a second means of egress to the second floor and upgrading the HVAC system. HHAP is the only source of development funding. Elaine Houlihan is the project manager.
- Lakeview Health Services, Inc. (LHS)/ West End Heights, LLC (2018-007) executed an FLA on April 15, 2020. LHS received a \$3,750,000 HHAP award reservation in October 2018 for the new construction of 18 units of PSH for homeless individuals in Ithaca. Ten units will be for individuals with a serious mental illness (SMI), six units for individuals with a SUD and two units for individuals living with HIV/AIDS. This is part of a larger 60-

unit project. An additional 20 units are reserved for individuals with SMI and will be licensed by the NYS Office of Mental Health (OMH). The remaining 22 units will be available to income-eligible members of the community. Other sources of development funding include Low Income Housing Tax Credit (LIHTC) equity and Supportive Housing Opportunity Program (SHOP) funds through NYS Homes and Community Renewal (HCR), Tompkins County, OMH Capital, New York State Energy Research and Development Authority (NYSERDA) funding, and a deferred developer's fee. The total project cost is \$21,711,656. Amanda Diller is the project manager.

- St. Paul's Center, Inc. (St. Paul's) (2018-027/HC00987) executed an FAA on March 6, 2020. St. Paul's received a \$2,406,037 HHAP award reservation in October 2018 for the new construction and rehabilitation of two adjacent sites with nine units of PSH for families. The Lee Dyer Family Apartments will have five units reserved for homeless families where the head of the household is living with a SMI, three units for homeless young adults ages 18-25, and the last unit is for a family living with a SUD. One unit will be reserved for an on-site property manager. Other sources of development funding include the Federal Home Loan Bank (FHLB), The Community Home Loan Fund (CHLF), sponsor funds from a capital campaign and local foundations. The total project cost is \$2,971,750. Michael Riley is the project manager.
- The Salvation Army (2017-027/HC00984) executed an FAA on February 11, 2020. The Salvation Army received an HHAP award reservation of \$100,000 in February 2018 for emergency shelter repairs to an 81-bed shelter for families in Syracuse. Repairs include replacing 42 windows and improving the HVAC system efficiency and operation. The Salvation Army is also providing funding for a total project cost of \$270,565. Michael Washburn is the project manager.
- Warren-Washington Association for Mental Health (WWAMH) (2018-033/HC00988) executed an FAA on March 11, 2020. WWAMH received a \$5,799,892 HHAP award reservation in December 2018 for the new construction of 28 units of PSH for homeless families and individuals, and six transitional units for homeless individuals in Warren and Washington counties. All units are HHAP and include four units for survivors of domestic violence, 14 units for individuals with SMI, six units for chronically homeless households, and four units for households headed by homeless youth. The sponsor received an additional \$511,803 in the form of an HHAP loan to cover additional project costs that is expected to be fully repaid upon receipt of FHLB funds. Other sources of development funding include NYS OMH Program Development Grant (PDG) and NYSERDA incentives for a total project cost of \$6,459,681. Martin Robinson is the project manager.
- YWCA of the Niagara Frontier (2018-009) executed an FAA on April 24, 2020. The YWCA received a \$1,448,166 HHAP reservation in October 2018 for the substantial rehabilitation and conversion of a former YWCA agency building to PSH units. The project will provide eight units for homeless single women who are survivors of domestic violence and four units for low-income single women who are making under 60% AMI. This building will also house the YWCA's administrative offices and commercial space. Other funding sources include NYS Housing Trust Fund (HTF) and NYS Community Investment Fund (CIF) from HCR, NYS Empire State Development Smart Growth Fund, Main Street, and a Yahoo grant. The total development cost is \$3,548,456. Michael Washburn is the project manager.

Completed Projects

- Breaking Ground and Comunilife / La Central Supportive LP (2016-025/HC00919) obtained a Certificate of Occupancy (CofO) on April 21, 2020. Breaking Ground received a \$5,900,000 HHAP award reservation in December 2016 to develop 97 units of PSH for homeless singles in the Bronx. This is part of a larger 161-unit project. Twenty-nine units are reserved for individuals who are chronically homeless, and 68 units are reserved for individuals who are chronically homeless and living with HIV/AIDS. The remaining 63 units are designated as low-income community units for single adults with incomes at or below 60% AMI. One additional unit is set-aside for the live-in superintendent. Other sources of development funding include NYS Housing Finance Agency (HFA) Bond financing and 4% LIHTC, HCR SHOP, accrued interest, NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP), NYC Office of Environmental Remediation (OER), and a deferred developer's fee, for a total project cost of \$67,006,528. Amanda Diller is the project manager. This project also received referrals as part of the Metropolitan Transportation Authority (MTA) Subway Outreach Initiative.
- Cayuga/Seneca Community Action Agency (CSCAA) (2016-021/HC00935) completed rent-up at this project on December 31, 2019. CSCAA received an HHAP award reservation of \$1,043,899 in January 2017 to develop nine units of transitional housing for single homeless women in Waterloo. The Community Development Block Grant (CDBG) also provided funding for a total project cost of \$1,428,899. Michael Washburn is the project manager.
- The Doe Fund, Inc. (TDF)/ Rogers Apartments LLC (2015-002/HC00857) received a Temporary Certificate of Occupancy (TCO) on January 10, 2020. TDF received a \$5,133,891 HHAP award reservation in August 2015 for the new construction of an eight-story apartment building in Brooklyn. The project, Crystal Tower, will create 74 units of PSH for NY/NY III Population H, of which 69 are HHAP units, and 49 affordable/low-income units at 50% and 60% of AMI. Additional development funding sources include bond financing through NYC Housing Development Corporation (HDC), NYC HPD LIHTC equity and SHLP, HDC's Extremely Low and Low-Income Affordability Program (ELLA), Reso A funds, NYSERDA and a deferred developer's fee. The total project cost is \$57,570,028. Brenda McAteer is the project manager.
- West Side Federation of Senior and Supportive Housing (WSFSSH) (2016-033/HC00917) obtained a TCO on December 31, 2019. WSFSSH received a \$3,120,000 HHAP award reservation in February 2017, for the new construction of 48 units of PSH for homeless individuals over the age of 55. This is part of a larger 159-unit /nine-story apartment building in the Bronx. The remaining 110 units at Mill Brook Terrace will serve a low-income population. There is also one unit for a live-in superintendent. Additional development funding sources include NYC HPD LIHTC equity, ELLA and Senior Affordable Rental Apartments (SARA) programs, and NYC HDC bond financing. The total project cost is \$84,593,816. Michael Washburn is the project manager.

Events and Ceremonies

- Finger Lakes United Cerebral Palsy, Inc. (FLUCP) (2018-005/HC00982) executed an FLA on January 24, 2020. On February 21, 2020, FLUCP held a groundbreaking ceremony attended by Lieutenant Governor Kathy Hochul. FLUCP received a \$1,962,500.00 HHAP award reservation in October 2018 for the new construction of nine units of PSH for homeless individuals in two buildings in Canandaigua. Five units will be reserved for individuals with a history of SUD and four units for homeless

individuals over the age of 55. The remaining 21 units will be affordable to members of the community. Other sources of development funding include LIHTC equity and SHOP funds from HCR, FHLB, sponsor equity, NYSERDA funds and a deferred developer's fee, for a total project cost of \$9,760,650. Connie Adsitt is the project manager.

- Unique People Services, Inc. (UPS)/ 2050 G.C., L.P. (2018-015/HC00975) held a groundbreaking ceremony on January 16, 2020, attended by Lieutenant Governor Kathy Hochul. UPS received a \$5,500,000 HHAP award reservation in October 2018 for the new construction of 58 units of PSH for homeless individuals in the Bronx. These 58 HHAP units include 30 units for single adults living with HIV/AIDS and 28 units for single adults living with an SMI. An additional 23 units will be reserved for households with incomes less than 60% AMI and 14 units for households with incomes less than 80% AMI. There will be one unit for a live-in superintendent, for a total of 96 units. Other sources of development funding include NYS HFA Bond financing, HTF and SHOP funds from HCR, a Local Initiatives Support Corporation (LISC) loan, NYSERDA funding, solar tax credit equity, a deferred developer's fee, and developer equity for a total project cost of \$61,384,026. Amanda Diller is the project manager.

The Vice President's Report also included a written update on the status of existing emergency shelter repair awards.

There was no further discussion or comment.

Commissioner Hein requested a motion to accept the Vice President's Report. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Comptroller's Report

Mr. Washburn explained that Public Authorities Law (PAL) requires State and Local Authorities to file specific financial and budgetary information with the Authority Budget Office (ABO), as well as to report property transactions, debt issuances, and other information on their operations. These reports must be submitted by June 30, 2020, which is 90 days after the end of HHAC's fiscal year, through the Public Authorities Reporting Information System (PARIS) and posted on the web site. The law also required some documents to be approved by the Board prior to submitting the reports.

Mr. Washburn introduced Anthony Pezzino of EFPR Group, CPAs, PLLC to present the SFY 2019-20 Audit & Report for HHAC. Mr. Pezzino thanked the HHAC team for its assistance in completing the audit remotely. He then summarized the Report and the financial statements to the Board. Mr. Pezzino stated that no issues were identified in the financial statements and that the audit resulted in an "unqualified opinion" also known as a clean opinion.

Mr. Washburn then presented the Annual Investment Report and the Schedule of Investments. He shared that there have been no changes in the Investment Policy from previous years but that there was a change on HHAC's Annual Investment Report and Schedule of Investments. This related to a change from the REPO (repurchase agreement) market to the money market. Rates were a little lower, but that the small change in yield can be attributed primarily to the macroeconomic environment, and not that of the change in investment vehicles.

The Comptroller reported that HHAC's Procurement Guidelines establish policy and instructions for the use, awarding, monitoring and reporting of procurement contracts. These guidelines also have not changed from previous years.

Mr. Washburn asked if there were any questions or comments. There were none.

The first resolution was introduced:

A Resolution of the Homeless Housing and Assistance Corporation Approving the Annual Independent Audit, Annual Report, Investment Guidelines, Investment Report, Procurement Guidelines and Report on Procurement Contracts and Submission Thereof.

Commissioner Hein requested a motion to approve the guidelines and reports. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Mr. Washburn reported that the Guidelines for the Disposition of Property and the Report on the Disposition of Property had not changed from previous years. HHAC did not own or dispose of any property during FY 2019-20

A Resolution of the Homeless Housing and Assistance Corporation Establishing Guidelines for the Disposition of Property and Approving a Report on the Disposition of Property.

Commissioner Hein requested a motion to accept the guidelines and report on the disposition of property. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. 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 \$20,868,954. Included in this figure was \$5,602,813 in Medicaid Redesign Team (MRT) funds and \$7,000,781. in Mortgage Insurance Funds (MIF).

Commissioner Hein requested a motion to accept the Treasurer's Report. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Requesting OTDA Administer Certain Funding

Ms. Guzman explained that the most recent budget authorized and provided funds to HHAC to allocate to certain service programs administered by OTDA.

Commissioner Hein requested a motion to approve the resolution requesting OTDA to administer certain funding. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

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

Mr. Ciulla presented two projects to the Board. The first, DePaul Properties, Inc., Lock 7 Apartments, HHAP project number 2019-009, was classified as a Type I Action. The action exceeds a Type I threshold established by an involved agency – the City of Oswego Planning Board. The second project, Christopher Community, Inc., Grace Brown House, HHAP project number 2019-017 was classified as Unlisted.

It was determined that these projects will not result in any significant adverse environmental impacts and therefore a Negative Declaration was recommended.

There was no further discussion or comment.

Commissioner Hein requested a motion to approve the resolution. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Agency Reports

HCR

Ms. Ferreira stated that she looked forward to serving on the Board. She reported that the multifamily finance 9% LIHTC RFP was to go out in May 2020, and that HCR was working through approvals to put the federal portion out later this month. She reported that HFA typically does quarterly bond issuances. The June bond issuance was delayed, and HFA is looking to do a July bond issuance which will include eight projects. Five of these eight projects are supportive housing projects.

OMH

Ms. Duncan reported that earlier this year OMH issued an RFP for \$50M in capital funds for crisis residential programs and that OMH hopes to make awards shortly. OMH continues to work with the full ESSHI workgroup to finalize the draft RFP for Round 5.

OASAS

Mr. Ramos noted that in addition to being the Special Assistant to the Commissioner and the Emergency Response Manager at OASAS he is also the Director of the Bureau of Housing Services. He pointed out that NYS OASAS rebranded from the Office of Alcoholism and Substance Abuse Services to the Office of Addiction Services and Supports. OASAS continues to participate in the Round 5 ESSHI process and is assisting Round 4 awardees to move forward with their projects.

OTDA

Mr. Umholtz reported that due to the financial uncertainty related to the pandemic, release of the HHAP RFP for the 2020-2021 fiscal year was put on hold. Additionally, OTDA is seeking to not issue a new RFP for the New York State Supportive Housing Program (NYSSHP). All current grantees would be renewed for an additional year. Mr. Umholtz thanked all OTDA's community partners for keeping tenants safe during this time.

New/Other Business

The next HHAC Board meeting is scheduled to take place on Wednesday, August 5, 2020, at the Media Service Center Studio in Albany, New York at 1:30 pm.

Commissioner Hein asked for a motion to adjourn the meeting. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Adjournment

Commissioner Hein adjourned the meeting at 2:33 PM

S/S Brenda McAteer

August 3, 2020

HHAC Secretary

Date

193rd HHAC Board Meeting Minutes

Meeting date: August 5, 2020

Call to Order:

The 193rd meeting of the Homeless Housing and Assistance Corporation (HHAC) was held via WebEx and webcast by the NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on August 5, 2020. The meeting was called to order by the Board Chair, Deputy Commissioner Linda Glassman representing Commissioner Michael P. Hein of the NYS Office of Temporary and Disability Assistance (OTDA).

Members in Attendance:

Nicole Ferreira, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA); Julie Duncan, Board Member Designee representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH); and Esteban Ramos, Advisory Board Member Designee representing Advisory Board Member Commissioner Arlene Gonzales-Sánchez of the Office of Addiction Services and Supports (OASAS).

Others in Attendance:

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|-------------------|---|
| Barbara Roff | HHAC President Dana |
| Greenberg | HHAC Vice President |
| LeeAnn Greenslade | HHAC Treasurer |
| Brian Mattiske | HHAC Assistant Treasurer |
| Michael Washburn | HHAC Comptroller |
| Brenda McAteer | HHAC Secretary |
| Amanda Diller | HHAC Assistant Secretary |
| Barbara Guzman | OTDA Division of Legal Affairs (DLA) |
| Leslie Stefan | OTDA DLA |
| Rick Umholtz | Director, OTDA Bureau of Housing and Support Services |
| Matthew Ciulla | HHAP SEQRA Officer |

Items of Discussion

Approval of Minutes

Deputy Commissioner Glassman requested a motion to approve the minutes of the 192nd HHAC Board Meeting that took place on June 3, 2020. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Vice President's (VP) Report

Ms. Greenberg presented the VP's Report and began with an overview of the status of all projects under development as of June 30, 2020, when there were 72 projects in various stages of development. Forty-one of these projects were in construction, nine of which were over 90% complete. Furthermore, 26% of the projects in development at that time were in New York City, 21% were in the suburban regions of Westchester, Nassau, and Suffolk counties, and the remaining 53% were in the rest of the state.

Project-Related Milestones

Final Award (FAA) and Loan Agreements (FLA)

- Catholic Family Center (CFC)/Francis Center & Joseph Avenue Apartments (2019-029/HC00996) executed a FAA on June 29, 2020. HHAC made an award reservation of \$4,070,378 in October 2019 to develop nine units/nine beds of permanent supportive housing (PSH) for male adults, in the city of Rochester, Monroe County. Two units are for individuals with a serious mental illness (SMI), two units are for those with a substance use disorder (SUD), four are for individuals re-entering the community from incarceration, and one unit is for a chronically homeless individual. The project will preserve another 40 emergency beds for single male adults. The existing Francis Center Men's Shelter on the first floor of the building will be rehabilitated, while eight new PSH units will be located on the second and third floors, and one new PSH fully accessible unit will be situated on the first floor. There will be separate entrances for the emergency shelter and the permanent units. The only other development source was a sponsor contribution for a total project cost of \$4,120,378. Brenda McAteer is the project manager.
- Dimitri House, Inc./Dimitri House Apartments (2019-023/HC00995) executed a FAA on May 27, 2020. HHAC made an award reservation of \$1,302,627 in October 2019 for the substantial rehabilitation of an existing building that will create six units of PSH for chronically homeless individuals in the city of Rochester, Monroe County. Other sources of development funding include a New York State Energy Research and Development Authority (NYSERDA) incentive and a sponsor contribution for a total project cost of \$1,314,627. Martin Robinson is the project manager.
- Odyssey House, Inc. (OH)/OH 126TH ST. L.P. (2018-010/HC00994) executed a FLA on May 6, 2020. HHAC made an award reservation of \$1,694,049 in October 2018 to develop 15 units of PSH on 126th Street in East Harlem in NYC for homeless single adults with a SMI. The project involves demolition and new construction. An additional six units will be affordable to low-income individuals earning less than 60% Area Median Income (AMI). Other funding sources include NYS Office of Mental Health (OMH)/Dormitory Authority of the State of New York (DASNY) tax-exempt Bond, Low-Income Housing Tax Credit (LIHTC) equity, NYSERDA, and a Project Development Grant (PDG) sponsor loan. Megan VanGeest is the project manager.

Completed Projects

- The City of Oneida Housing Authority (OHA) (2017-019/HC00962) obtained a Temporary Operating Certificate (TCO) on June 24, 2020. OHA received a \$2,152,000 HHAP award reservation in October 2017 for the adaptive reuse of a vacant schoolhouse and new construction of a two-story building with 15 units of PSH for homeless frail elderly and disabled seniors in Verona Beach, Oneida County. An additional 35 units are reserved for low-income individuals and families who earn up to 50% of the AMI, for a total of 50 units. The Jason Gwilt Memorial Senior Apartments will provide housing for both families and singles and includes a senior center commercial space. Other sources of development funding include NYS Homes and Community Renewal (HCR) Supportive Housing Opportunity Program (SHOP) and Community Investment Funds (CIF), LIHTC, a NYSERDA incentive, sponsor loan, and a deferred developer's fee for a total project cost of \$16,050,847. Connie Adsitt is the project manager.
- The Salvation Army of Syracuse (2017-027/HC00984) completed shelter repairs on June 8, 2020. The Salvation Army received an HHAP award reservation of \$100,000 in February 2018 for emergency shelter repairs to an 81-bed shelter for families in the city Syracuse, Onondaga County. Repairs included replacing 42 windows and improving the HVAC system efficiency and operation. The Salvation Army also provided funding for a total project cost of \$270,565. Michael Washburn is the project manager.
- United Veterans Beacon House, Inc. (UVBH) (2016-017/HC00953) obtained Certificates of Occupancy (CofO) for two sites on December 16, 2019. UVBH received a \$1,547,164 HHAP award reservation in October 2016 for the new construction of three units of PSH for homeless veterans and their families, one site in Copiague and the other in Medford, Suffolk County. The only other source of development funding was a sponsor contribution for a total project cost of \$1,620,112. Matthew Ciulla is the project manager.

The Vice President's Report also included a written update on the status of existing emergency shelter repair awards. As of that date three projects were completed, three were in construction and 13 were in pre-development.

There was no further discussion or comment.

Deputy Commissioner Glassman requested a motion to accept the Vice President's Report. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. 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 \$12,408,357. This included \$5,242,449 in Medicaid Redesign Team (MRT) funds and \$2,313,583 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Deputy Commissioner Glassman requested a motion to accept the Treasurer's Report. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

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

Mr. Ciulla presented 2019-001– CARES of NY, Inc. Elm and Second Streets in Albany, to the Board.

- The buildings at the Elm Street properties were not classified as Type I actions because no Type I thresholds had been exceeded and were therefore classified as Unlisted actions.
- The Second Street properties were classified as Type II actions, and therefore did not need to be presented before the Board. It was determined that these projects will not result in any significant adverse environmental impact, therefore a conditioned negative declaration was recommended.

There was no further discussion or comment.

Deputy Commissioner Glassman requested a motion to approve the resolution. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Agency Reports

HCR:

Ms. Ferreira reported that on July 30, 2020, HFA closed on its summer bond transaction. This Bond sale included six projects, four of which were supportive housing projects. This accounted for 703 affordable units, of which 193 are supportive housing. The next bond issuance was scheduled for October 2020. Also, in July HCR released the 2020 Multifamily Finance 9% RFP, with responses due in late August.

Ms. Glassman mentioned HCR's efforts in implementing COVID Rent Relief Program providing emergency rental assistance. Ms. Ferreira acknowledged that it was a major undertaking with thousands of applications. She stated that rent relief subsidies will be issued in the coming weeks.

OMH

Ms. Duncan reported that OMH had completed reviews of applications received under the crisis capital RFP and was working with DOB to make awards. OMH continued to work with the ESSHI group to finalize the Round 5 ESSHI RFP.

OASAS

Mr. Ramos reported that OASAS was also participating in the ESSHI group working on the Round 5 RFP.

OTDA

Mr. Umholtz reported that a substantial amendment had been submitted for HUD Emergency

Solutions Grant COVID funds. The Coronavirus Aid, Relief, and Economic Security (CARES) Act provided \$21.7M in funds to address the needs of individuals and families experiencing homelessness that had arisen as the result of COVID-19. OTDA was accepting applications for use of those funds through the local districts, which were due by August 14, 2020. A second phase of funding was pending HUD approval which would result in an additional \$28M to NYS. OTDA also plans to work directly with HMIS leads throughout the State on this initiative.

The Housing Opportunities for Persons with AIDS (HOPWA) COVID funding allocation was approved. Existing contracts were in the process of being amended to make funds available.

Mr. Umholtz stated that OTDA had taken on administration of Pandemic Electronic Benefit Transfer (P-EBT) Food Benefits. The P-EBT program distributes funding to families of children enrolled in school feeding programs who were unable to attend school due to COVID-19. He reported that this was a top priority for OTDA and that staff throughout the agency were responding to emails and hotline calls regarding these essential benefits.

Finally, he noted that issuance of HHAP's RFP was delayed.

New/Other Business

The next HHAC Board meeting was scheduled to take place on Wednesday, October 7, 2020, hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm. This meeting was subsequently canceled.

Deputy Commissioner Glassman asked for a motion to adjourn. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Adjournment

Deputy Commissioner Glassman adjourned the meeting at 1:58PM.

S/S Brenda McAteer

November 30, 2020

HHAC Secretary

Date

194th HHAC Board Meeting Minutes

Meeting date: December 2, 2020

Call to Order:

The 194th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held via WebEx and webcast by the NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on December 2, 2020. The meeting was called to order by the Board Chair, Commissioner Michael P. Hein of the NYS Office of Temporary and Disability Assistance (OTDA).

Members in Attendance:

Nicole Ferreira, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA); Julie Duncan, Board Member Designee representing Board Member Commissioner Ann Marie T. Sullivan of the Office of Mental Health (OMH); and Esteban Ramos, Advisory Board Member Designee representing Advisory Board Member Commissioner Arlene Gonzales-Sánchez of the Office of Addiction Services and Supports (OASAS).

Others in Attendance:

| | |
|-------------------|--|
| Barbara Roff | HHAC President |
| Dana Greenberg | HHAC Vice President |
| LeeAnn Greenslade | HHAC Treasurer |
| Brian Mattiske | HHAC Assistant Treasurer |
| Michael Washburn | HHAC Comptroller |
| Brenda McAteer | HHAC Secretary |
| Amanda Diller | HHAC Assistant Secretary |
| Barbara Guzman | OTDA Division of Legal Affairs (DLA) |
| Simone Demelo | OTDA DLA |
| Linda Glassman | Deputy Commissioner of Housing, Refugee Services and Disability Determinations |
| Rick Umholtz | Director, OTDA Bureau of Housing and Support Services |

Items of Discussion

Approval of Minutes

Commissioner Hein requested a motion to approve the minutes of the 193rd HHAC Board Meeting that took place on August 5, 2020. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Vice President's (VP) Report

Ms. Greenberg presented the VP's Report and began with an overview of the status of all projects under development as of October 31, 2020, when there were 62 projects in various stages of development. Thirty of these projects were in construction, four of which were over 90% complete. Furthermore, 24% of the projects in development at that time were in New York City, 26% were in the suburban regions of Westchester, Nassau, and Suffolk counties, and the remaining 50% were in the rest of the state.

Project-Related Milestones

Pre-Construction Agreements (PCA)

Step-by-Step (2019-011/HC00998) executed a PCA on July 31, 2020. Step-by-Step received a \$4,565,447 HHAP award reservation in October 2019 for the renovation of a former school into 20 units of permanent supportive housing (PSH) for homeless singles in Ogdensburg. The project will have 11 units for persons with severe mental illness (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. Other development funding sources include Step-by- Step and Federal Home Loan Bank (FHLB) of New York for a total project cost of \$5,255,447. Mike Washburn is the project manager.

Final Award (FAA) and Loan Agreements (FLA)

- DePaul Properties, Inc. (DePaul) /DePaul Oswego, L.P. (2019-009) executed a FLA on September 30, 2020. DePaul received a \$6,650,000 HHAP award reservation in October 2019, which was later reduced at the request of the sponsor to \$3,580,000, for the new construction of 40 units of PSH in Oswego. Thirty of the HHAP units are set aside for homeless individuals living with a SMI and 10 units are set aside for homeless individuals over the age of 55. An additional 40 units will be reserved for low-income individuals and families with incomes at or below 60% of the Area Median Income (AMI), for a total of 80 units. The project will provide housing for both families and singles. Other sources of development funding include Low Income Housing Tax Credit (LIHTC) equity, Supportive Housing Opportunity Program (SHOP) and Housing Trust Fund (HTF) funding through Homes and Community renewal (HCR), a construction loan through

Community Preservation Corporation (CPC), a Pre-Development Grant from OMH, New York State Energy Research & Development Authority (NYSERDA) funds, FHLB and a deferred developer fee, for a total project cost of \$25,986,569. Amanda Diller is the project manager. Ms. Greenberg noted that this project was the thousandth contract executed by HHAC.

- Mercy Haven, Inc. (2018-017/HC00997) executed a FAA on July 10, 2020. Mercy Haven received a \$3,224,232 HHAP award reservation in October 2018 for the new construction of eight units of PSH for survivors of domestic violence in Suffolk County. The project will provide housing for both families and singles. The other source of development funding was a contribution from Mercy Haven for a total project cost of \$3,277,256. Elaine Houlihan is the project manager.

Amendment to a FAA

Mercy Haven, Inc. (2012-024/HC00844) executed an Amendment to its FAA on September 30, 2020 in the amount of \$433,500. The Amendment was necessitated by significant delays in receiving the building permits, and additional infrastructure costs. This resulted in cost escalations for additional labor, materials and equipment costs to finalize the project. Mercy Haven received a \$3,989,867 award reservation, comprised of \$3,491,003 in Medicaid Redesign Team [MRT] funding and \$498,864 in HHAP funds, in February 2013 to develop 16 units of permanent housing for homeless individuals with mental illness in Suffolk County. Prior to execution of the FAA, an additional \$749,336 in MRT funding was awarded in April 2013, for a total award amount of \$4,739,204 (\$4,240,340 MRT/ \$498,864 HHAP). The \$749,336 increase generated an additional three units (six beds) and was below the threshold requiring HHAC Board approval.

Mercy Haven executed a FAA on November 23, 2015. Other sources of development funding included Mercy Haven's own funds, HUD PSH funding and OMH. The permit and infrastructure delays resulted in an increased cost to the project of \$744,355.00. Mercy Haven secured additional funding from FHLB and HHAC awarded additional funds in August 2019. Brenda McAteer is the project manager.

Completed Projects

- Breaking Ground (BG) and African American Planning Commission (AAPC)/Edwin's Place LP (2017-021/HC00952) obtained a Temporary Certificate of Occupancy (TCO) on September 22, 2020. BG received a \$7,000,000 HHAP award reservation in December 2017 for the new construction of Edwin's Place in Brooklyn. This project consists of a total of 126 units, including 80 HHAP units of PSH. Of these 80 units, 74 units are NY/ NY III units, with 55 units reserved for a Category A population, chronically homeless individuals with a serious and persistent mental illness (SPMI) and/or are mentally ill and chemically addicted (MICA), and 19 units reserved for a Category D population, chronically homeless families living with a SPMI and/or MICA. The remaining six HHAP units are reserved for chronically homeless families and are not supported by NY/NY III. There are 45 units reserved for individuals and families with incomes at or below 60% AMI, and one unit for a live-in superintendent. Other sources of development

funding include 4% tax-exempt bond financing from NYS Housing Finance Agency (HFA), HCR SHOP and LIHTC, Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP) and a deferred developers fee for a total project cost of \$75,051,824. Amanda Diller is the project manager.

- Cazenovia Recovery Systems, Inc. – Benedict House (2017-014/HC00947) obtained a Conditional Certificate of Occupancy on July 30, 2020. Cazenovia received a \$4,617,447 HHAP award reservation in 2017 for the substantial rehabilitation of a school building in Buffalo creating 23 new studio units for individuals who are recovering from substance use disorders (SUD). Matthew Ciulla is the project manager.
- CHV 210-214 Hegeman Avenue L.P./ CAMBA Housing Ventures (2017-010/ HC00938) obtained a TCO on September 30, 2020. CHV received a \$5,498,735 HHAP award reservation in August 2017 to develop 42 units of PSH for formerly homeless individuals with SMI in the Brownsville section of Brooklyn. This is part of a larger 71-unit project with the remaining units available to low-income working families earning up to 60% of AMI. Matthew Ciulla is the project manager.
- DePaul Utica, LP (DePaul)/ Starting Line Apartments (2018-021/HC00970) obtained a Certificate of Occupancy (CofO) on September 8, 2020. DePaul received a \$4,689,000 HHAP award reservation in July 2019 for the new construction of 30 units of PSH for homeless individuals with SMI in Utica. This is part of a larger 60-unit project with 30 units for low-income individuals and families who earn up to 60% of the AMI. Other sources of development funding include HTF, SHOP and LIHTC from HCR, a NYSEERDA grant, a program development grant (PDG) from OMH, a loan and deferred developer's fee from the sponsor for a total project cost of \$19,354,076. Michael Riley is the project manager.
- H.E.L.P. Development Corp, Inc. (HELP)/HELP Livonia II LLC (2015-016/HC00933) obtained a TCO on September 21, 2020 and has rented up all units. HELP received a \$1,250,000 HHAP award reservation in October 2015 for the new construction of 10 units of PSH for homeless families in Brooklyn. An additional 40 units were set aside for low-income individuals and families. The design was changed, resulting in an increase in the HHAP units to 15 with the total project units increased to 57. The building also contains commercial and community space. Other sources of development funding include NYC HPD's Extremely Low & Low-Income Affordability (ELLA) Program, Our Space Program and LIHTC, a permanent loan, deferred construction interest, a deferred developer fee, a sponsor loan and a Local Initiatives Support Corporation (LISC) loan, bringing the total project cost to \$32,256,876. Brenda McAteer is the project manager.
- Finger Lakes United Cerebral Palsy, Inc. (FLUCP) (2018-005/HC00982) received a CofO on October 23, 2020. FLUCP received a \$1,962,500.00 HHAP award reservation in October 2018 for the new construction of nine units of PSH for homeless individuals in Canandaigua. Five units are reserved for individuals with a history of substance use disorder (SUD) and four are for homeless seniors over the age of 55. This is part of a larger 30-unit/49 bed project with 21 affordable housing units. Other sources of

development funding include LIHTC and SHOP through HCR, FHLB, sponsor equity, NYSEDA funds, and a deferred developer's fee for a total project cost of \$9,760,650. Connie Adsitt is the project manager.

- Rehabilitation Support Services, Inc. (RSS)/ Clinton Avenue Apartments (2018-003/HC00964) obtained a CofO on June 24, 2020 and rent-up of the building was completed in August. RSS received a \$2,536,734 HHAP award reservation in December 2018 for the new construction of 10 units of permanent supportive housing for homeless individuals living with SMI in Albany. In addition to these units, there are an additional 10 units reserved for households earning at or below 50% of the AMI. Other sources of development funding include funding from HCR HTF, NYSEDA, FHLB, a Project Development Grant (PDG) from OMH and a sponsor contribution, for a total project cost of \$5,648,373. Michael Riley is the project manager.
- The Bridge – 3500 Park Apts. (2017-007/HC00943) obtained a TCO on October 16, 2020. The Bridge received a \$6,500,000 HHAP award reservation in March 2017 for the new construction of a seven-story building in the Bronx with 69 PSH units. The HHAP units are configured as follows: 23 units for chronically homeless and mentally ill individuals, 23 units for homeless veterans, and 23 units for homeless, frail and elderly individuals. These units are part of a larger 115-unit project with 46 units for low-income individuals and families. Other sources of funding include tax-exempt bonds from HFA, LIHTC equity, HCR SHOP, HPD SHLP, NYSEDA, a deferred developer's fee and accrued interest. The total project cost was \$48,245,376. Matthew Ciulla is the project manager.
- The City of Oneida Housing Authority (OHA) (2017-019/HC00962) obtained a CofO on July 7, 2020. OHA received a \$2,152,000 HHAP award reservation in October 2017 for the adaptive reuse of a vacant schoolhouse and new construction of a two-story building with 15 units of PSH for homeless, frail, elderly and disabled seniors in Verona Beach, Oneida County. An additional 35 units are reserved for low-income individuals and families who earn up to 50% of AMI, for a total of 50 units. The Jason Gwilt Memorial Senior Apartments will provide housing for both families and singles, as well as a senior center and commercial space. Other sources of development funding include HCR SHOP, CIF and LIHTC, a NYSEDA incentive, sponsor loan, and a deferred developer's fee, for a total project cost of \$16,050,847. Connie Adsitt is the project manager.
- The Polish Community Center of Buffalo, Inc, d/b/a Lt. Colonel Matt Urban Center (2016-006/HC00951) obtained its CofO on March 30, 2020. Rent-up will start shortly, and BestSelf, the support services provider, started moving staff into the building. The Lt. Colonel Matt Urban Center received a \$3,112,670 HHAP award reservation in June 2016 to create 27 units of PSH for homeless individuals in Buffalo, consisting of 11 units for individuals with SMI and 16 units for individuals with SUD. Other sources of development funding include HTF, CIF, Federal and State Historic Tax Credits through NYS HCR, FHLB, HOME funds through the City of Buffalo, NYSEDA, and a deferred developer's fee. The total project cost is \$10,725,240. Matthew Ciulla is the

Project Manager.

- United Veterans Beacon House, Inc. (UVBH) (2016-017/ HC00953) obtained a CofO for the second of two sites on August 4, 2020. The CofO for the first site was received on December 16, 2019. UVBH received a \$1,547,164 HHAP award reservation in October 2016 for the new construction of three units of PSH for homeless veteran families in Suffolk County. The other source of development funding was a sponsor contribution, for a total project cost of \$1,620,112. Matthew Ciulla is the Project Manager.

Events and Ceremonies

St. Catherine's Center for Children (SCCC)/North Pearl Street Apartments (2018-001/HC00967) held a groundbreaking ceremony on September 24, 2020 that was attended by Lt. Governor Kathy Hochul and Commissioner Michael P. Hein. 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 those 20 units, 10 units are reserved for homeless youth ages 18-25, and 10 units are reserved for homeless families with a head of household living with SMI or SUD. Other sources of development funding include a NYSERDA incentive and a sponsor contribution, for a total project cost of \$6,009,841. Martin Robinson is the project manager.

Commissioner Hein noted that the event at St. Catherine's was appropriately socially distanced, and that all involved were attentive to the requirement.

The Vice President's Report also included a written update on the status of existing emergency shelter repair awards. As of that date, three projects were completed, three were in construction and thirteen were in pre-development. Two other projects were under review.

There was no further discussion or comment.

Commissioner Hein requested a motion to accept the Vice President's Report. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

HHAC 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 their online reporting system Public Authorities Reporting Information System (PARIS) as well as the Governor, the Senate Finance Committee and the Chair and Ranking Minority Member of the Assembly Ways and Means Committee. The plan is also posted to the HHAC website.

The 2021-2022 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 2024-2025 were also included in the Comptroller's Report.

Commissioner Hein requested a motion to approve the HHAP budget and financial plan resolution. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. 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 \$20,560,162. This included \$5,242,449 in Medicaid Redesign Team (MRT) funds and \$9,660,397 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

Commissioner Hein requested a motion to accept the Treasurer's Report. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Agency Reports

HCR

Ms. Ferreira reported:

- On November 17, 2020, HCR released the Fall 2020 HCR Multifamily Finance (9%) RFP with applications due back by January 13, 2021. There was \$95.5M in total resources, which included \$22M in LIHTC.
- HFA was in the midst of its December bond resolution, typically the largest of the year. This \$470M bond issuance included 14 projects with a total of 2,663 affordable units, including 444 supportive housing units.

OMH

Ms. Duncan reported:

- OMH recently awarded \$50M for crisis residential programs.
- The ESSHI inter-agency group was concluding its review of the Round 5 applications and hoped to make awards in the following week.

OASAS

Mr. Esteban reported:

- OASAS had been occupied in the past quarter with technical assistance to providers.
- OASAS also participated in the ESSHI review process.
- The agency also provided comments on applications submitted to HHAP that would serve an OASAS population.

OTDA

Mr. Umholtz thanked all community partners, State colleagues, and Bureau team members for their continued dedication and commitment during unprecedented times.

He reported that:

- As of the date of the Board meeting - the Homeless Housing and Assistance Program had received 53 applications requesting over \$219 million and award recommendations would be made at the February 2021 Board meeting.
- Solutions to End Homeless Program (STEHP) contract renewals were underway.
- New York State Supportive Housing Program (NYSSHP) contract renewals were underway.
- Operational Support for AIDS Housing (OSAH) contract renewals were underway.
- Emergency Needs for the Homeless Program (ENHP) contract renewals were underway.
- Emergency Solutions Grant Coronavirus Funding contracts were in development.
- Housing Opportunities for Persons with AIDS Coronavirus Funding contract amendments were underway.
- Homeless Services Plans from all the districts were under review.
- Code Blue budgets from districts were due December 16th.

Commissioner Hein thanked everyone engaged in serving the most vulnerable and needy in New York State. He noted the added complexity of performing work duties during this time and commented on the even greater necessity and importance of helping people in communities across the State.

New/Other Business

The next HHAC Board meeting is scheduled to take place on Wednesday, February 3, 2021, hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

Commissioner Hein asked for a motion to adjourn. Ms. Duncan made the motion, which was seconded by Ms. Ferreira. The motion carried.

Adjournment

Commissioner Hein adjourned the meeting at 2:04 p.m.

S/S Brenda McAteer

1/27/2021

HHAC Secretary

Date