

203rd HHAC Board Meeting Minutes

Meeting date: June 8, 2022

Call to Order:

The 203rd meeting of the Homeless Housing and Assistance Corporation (HHAC) was held via WebEx and webcast by NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on June 8, 2022. The meeting was called to order by Daniel Tietz, Commissioner of the NYS Office of Temporary and Disability Assistance (OTDA).

Members in Attendance:

Julie Duncan, Board Member Designee representing the NYS Office of Mental Health (OMH), and Esteban Ramos, Advisory Board Member Designee representing the Office of Addiction Services and Supports (OASAS).

Others in Attendance:

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| Linda Glassman | OTDA Deputy Commissioner |
| Dana Greenberg | HHAC President |
| Brenda McAteer | HHAC Vice President |
| LeeAnn Greenslade | HHAC Treasurer |
| John Cucinelli | HHAC Assistant Treasurer |
| Michael Washburn | HHAC Comptroller |
| Constance Adsitt | HHAC Assistant Comptroller |
| Amanda Diller | HHAC Secretary |
| Megan Van Geest | HHAC Assistant Secretary |
| Barbara Guzman | OTDA Division of Legal Affairs (DLA) |
| Simone Demelo | OTDA DLA |
| Richard Umholtz | Director, OTDA Bureau of Housing and Support Services |
| Martin Robinson | HHAP Project Manager |
| Anthony Pezzino | Certified Public Accountant, EFPR Group, CPAs, PLLC |

Items of Discussion:

Approval of Minutes

Commissioner Tietz requested a motion to approve the minutes of the 202nd HHAC Board Meeting that took place on April 20, 2022. Ms. Duncan made the motion, which was seconded by Commissioner Tietz. The motion carried.

President's Report

Ms. Greenberg presented the President's Report and began with an overview of the status of all projects under development as of April 30, 2022, when there were 87 projects in various stages of development. Thirty-two of these projects were in construction, six of which were over 90% complete. Furthermore, 30% of the projects in development at that time were in New York City, 17% 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 and Final Loan Agreements.

- Bethesda House of Schenectady, Inc. (Bethesda) (2020-035/HC01048) – see “Events & Ceremonies”
- Buffalo Neighborhood Stabilization Company (BNSC)/West Side Homes, LLC (2020-019/HC01051) executed a Final Loan Agreement (FLA) on April 8, 2022. BNSC received a \$3,000,000 HHAP award reservation in February 2021. In February 2022, due to an increase in construction costs, HHAP approved an award increase of \$612,021, bringing the total HHAP award reservation to \$3,612,021. This project, West Side Homes, involves the gut rehabilitation and new construction of 15 units/ 52 beds of permanent supportive housing (PSH) in Buffalo. Eleven of these units will be for homeless individuals with a substance use disorder (SUD) and four units will be for homeless individuals and families where the head of household has a serious mental illness (SMI). There will also be 34 units set aside for households earning 60% or less of the area median income (AMI), for a total of 49 units. Other sources of development funding include NYS Homes and Community Renewal (HCR) Federal and State Low Income Housing Tax Credit equity (S/LIHTC) and Supportive Housing Opportunity Program (SHOP), City of Buffalo HOME funds, NYS Energy Research and Development Authority (NYSERDA) incentives, Federal Home Loan Bank (FHLB), a sponsor loan from the developer's fee and a deferred developer fee, for a total project cost of \$21,013,051. Megan Van Geest is the project manager.
- Community Access, Inc./1861 Carter Avenue Owner LLC/Baez Place (2020-031/HC01052) executed a FLA on March 31, 2022. Community Access received a \$7,000,000 HHAP award reservation in February 2021 for the new construction of 86 units of PSH for 54 formerly homeless individuals with a diagnosis of SMI and 32 frail/elderly units for seniors in the Bronx. An additional 67 units will be reserved for low-income individuals and families. There will also be one superintendent's unit, for a total of 154 units. Other sources of development funding include 4% tax-exempt bond financing through NYS Housing Finance Agency (HFA), HFA Middle Income Housing Program (MIHP), LIHTC equity, SHOP and Housing Trust Fund (HTF), and Homes for Working Families (HWF) through HCR, a sponsor loan, a developer loan from a Blue Sky Greenhouse Grant, a seller's note, a developer-funded three-month operating reserve, accrued Interest and a deferred developer fee, for a total project cost of \$86,147,151. Matt Ciulla is the project manager.

- Person Centered Housing Options, Inc. (PCHO)/Cecilia's Place LLC (2020-018/HC01047) executed a FLA on March 18, 2022. PCHO received a \$4,319,485 HHAP award reservation in February 2021 for the rehabilitation of a three-story building in Rochester. The project, Cecilia's Place, will provide 15 units/beds of PSH for chronically homeless individuals. Once completed, this building will be on the Historic Register. Other sources of development funding include State and Federal Historic Tax Credit (HTC) equity, a construction loan, deferred reserves, and NYSERDA incentives, for a total project cost of \$5,848,692. Amanda Diller is the project manager.
- The Bridge, Inc. (The Bridge)/Bridge Rockaway, L.P. (2019-043/HC01027) executed a FLA on March 31, 2022. The Bridge received a \$6,500,000 HHAP award reservation in February 2020 for the new construction of 87 units of PSH for chronically homeless adults with SMI and/or SUD, homeless veterans with disabilities, and homeless frail/disabled seniors in Brooklyn. An additional 86 units will be reserved for low-income families who earn between 30% and 70% of the AMI. There will also be one superintendent's unit, for a total of 174 units. Other sources of development funding include 4% tax-exempt bond financing, LIHTC equity and SHOP through HFA, NYC Department of Housing Preservation and Development (HPD) Extremely Low- and Low-Income Affordability Program (ELLA), accrued interest, and a deferred developer fee, for a total project cost of \$99,580,231. Matthew Ciulla is the project manager.
- Volunteers of America of Greater New York (VOA-GNY)/Andrews Avenue South L.P. (2019-022/ HC01050) executed a FLA on March 31, 2022. VOA-GNY received a \$6,124,853 HHAP award reservation in October 2019 for the new construction of 37 units of PSH for chronically homeless senior single adults. An additional 81 units will be reserved for low-income seniors and their families for a total of 118 units. Other sources of development funding include 4% tax-exempt bond financing and LIHTC through HFA, HCR Senior Housing Program funds, Governor's Office of Storm Recovery (GOSR) funds, HPD Senior Affordable Rental Apartments (SARA) program funds, NYC Resolution A Funds, a sponsor loan, developer equity, and a deferred developer fee, for a total project cost of \$81,699,140. Martin Robinson is the project manager.

Completed Projects

- Christopher Community, Inc. (CCI)/Grace Brown House, L.P. (2019-017/ HC01008) obtained a Certificate of Occupancy (CofO) on March 11, 2022. CCI received a \$1,500,000 HHAP award reservation in December 2019 for the new construction of 25 units of PSH for survivors of domestic violence (DV) and their families in Cortland. In December 2020, HHAP increased the award reservation by \$375,000 to \$1,875,000 to address a funding gap caused by market uncertainty as a result of the COVID-19 pandemic. Other sources of development funding include SHOP and LIHTC through HCR, FHLB, a deferred developer fee, and NYSERDA incentives, for a total project cost is \$7,705,407. Michael Riley is the project manager.

Events and Ceremonies

- Bethesda House of Schenectady, Inc. (Bethesda) (2020-035/HC01048) executed a Final Award Agreement (FAA) on March 16, 2022 and held a groundbreaking ceremony on April 12, 2022. Bethesda received a \$6,238,769 HHAP award reservation in February 2021 and an award increase of \$242,180 on February 22, 2022 to address a funding gap caused by market uncertainty as a result of the COVID-19 pandemic, for a total HHAP award reservation of \$6,480,949. This project includes the new construction of 26 units of PSH for 10 chronically homeless individuals and 16 individuals re-entering the community after incarceration and 11 units/16 beds of emergency housing for homeless adults in Schenectady. Other sources of development funding include FHLB, Wright Family Foundation, Golub Family Foundation, NYSEERDA incentives, Schenectady County, and a sponsor loan and contributions, for a total project cost of \$8,563,561. Connie Adsitt is the project manager.

There was no further discussion or comment.

Commissioner Tietz requested a motion to accept the President's Report. Ms. Duncan made the motion, which was seconded by Commissioner Tietz. 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 NYS Authorities 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, 2022, which is 90 days after the end of HHAC's fiscal year, through the Public Authorities Reporting Information System (PARIS) and posted on the Office of Temporary and Disability Assistance (OTDA) website. The law also required 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 2021-22 Audit & Report for HHAC. Mr. Pezzino provided an overview and summarized the Report and the financial statements to the Board. Mr. Pezzino stated that no issues were identified in the financial statements and 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 there was a change in HHAC's Annual Investment Report and Schedule of Investments. Investments continued in the money market but the amount available for investing decreased from previous years.

Mr. Washburn reported HHAC's Procurement Guidelines 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 Tietz requested a motion to approve the guidelines and reports. Ms. Duncan made the motion, which was seconded by Commissioner Tietz. 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 2021-22.

The second resolution was introduced:

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 Tietz requested a motion to accept the guidelines and report on the disposition of property. Ms. Duncan made the motion, which was seconded by Commissioner Tietz. The motion carried.

Treasurer's Report

Ms. Greenslade 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 \$24,036,856. This included \$7,103,358 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Mr. Robinson presented the following projects to the Board:

- 2020-014 East House Corporation – Canal Street Commons
- 2020-040 Women's Prison Association – The Rise
- 2021-024 Community Services for Every1 – Apartments at Lyceum
- 2021-038 Catholic Charities of Onondaga County – HSC Men's Shelter

After performing an evaluation and review of the proposed actions it was determined that The Rise, Apartments at the Lyceum and HSC Men's Shelter projects were classified as "unlisted", while Canal Street Commons was classified as Type 1. It was determined that all four projects would not result in any significant adverse environmental impacts and therefore Negative Declarations were recommended.

There was no further discussion or comment.

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

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Ms. McAteer explained that the purpose of the resolution was to request the Board's approval of two awards from the SFY 2021-22 funding round. The awards totaled \$12,699,200 in HHAP funds to the following organizations:

- CAMBA Housing Ventures, Inc. – Clarkson Estates
- Christopher Community, Inc. & Crouse Community Center, Inc. – Community View Apartments

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

- The Salvation Army Buffalo – Hope on Main Shelter

This applicant will be offered technical assistance.

Ms. McAteer noted that the SFY 2021-2022 State Budget contains a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered in the order in which they are received, subject to the availability of funds. HHAC continues to accept applications for funding under the RFP issued in September 2020. Following the approval of the HHAP awards, including emergency shelter repairs, the remaining funding may be utilized for future awards and/or HHAP operating expenses, with up to \$1 million available for existing emergency shelter repairs. The \$12,699,200 in project funding approved at the Board meeting, will produce 166 units/ 268 beds of permanent supportive housing. The \$115 million awarded this fiscal year will produce 954 units/ 1,383 beds of permanent supportive housing, 14 units/ 26 beds of transitional housing, and 81 units/ 295 beds of emergency housing.

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

Ms. McAteer reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date, no application for the HIV/AIDS set-aside had been submitted. Five million dollars is also set aside for projects that will provide supportive housing for veterans. Concern for Independent Living, Inc. received \$2,418,750 from the veteran's set-aside, Ithaca Neighborhood Housing Services received \$771,429 for its Village Grove project and United Veteran's Beacon House, Inc. received \$872,112, leaving a balance of \$937,709 in the veterans' set aside for future awards. Up to \$1 million of the appropriation is allocated for existing emergency shelter repairs outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019. Eight applications have previously been approved for funding during this fiscal year. One application was included in the Board package.

Ms. McAteer completed her presentation by reporting on the geographic distribution of HHAP awards from the current round. Forty-seven percent of the funding was awarded to projects in the NYC region, 46% to the rest of state region, and 7% to projects in the suburban region of Suffolk, Nassau and Westchester Counties.

There was no further discussion or comment.

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

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

Ms. McAteer explained that the purpose of the resolution was to request the Board's authorization of technical assistance awards. A list of recommended technical assistance providers was reviewed.

Commissioner Tietz requested a motion to approve the resolution authorizing technical assistance awards. Ms. Duncan made the motion, which was seconded by Commissioner Tietz. The motion carried.

Agency Reports:

OMH

Ms. Duncan reported that OMH continues to work on the ESSHI RFP with their workgroup colleagues. Ms. Duncan explained that the new crisis hotline, 988, will go live in July and will assist in behavioral health crises. OMH issued one RFP and will issue another for crisis stabilization centers which are urgent care centers providing behavioral health support. OMH has also been working to expand crisis residential programs and ensure there is telephonic and mobile support across the state. The intent of the programs is to assist individuals in staying stably housed when experiencing mental health challenges.

OASAS

Mr. Ramos reported that OASAS is continuing to provide technical support to its providers. They are also working on the ESSHI Round 7 RFP and collaborating with OTDA on application reviews. Mr. Ramos also commended Commissioner Tietz of OTDA, Commissioner Cunningham of OASAS, Commissioner Sullivan of OMH, Mr. Umholtz and Mr. Hebner on a job well done at the Supportive Housing Network of New York (SHNNY) conference.

OTDA

Mr. Umholtz thanked Bureau staff for their continued work. Mr. Umholtz reported seven concept papers were reviewing in May with sponsors requesting over \$22 million. OTDA is also working on the ESSHI Round 7 RFP and encourages ESSHI conditional awardees from last year to evaluate their projects and contemplate reapplying in the new round if there are any significant changes. Questions can be directed to Mr. Umholtz or the awardee's state contracting agency. OTDA met HUD's Emergency Services Grant (ESG) Coronavirus spending deadline. This protects the funding allocated to communities in NYS allowing agencies to continue to address homelessness. Finally, Mr. Umholtz stated the funding formula for the NYS Supportive Housing Program will be reevaluated in conjunction with the NYS budget.

There was no further discussion or comment.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, August 3, 2022, hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

Commissioner Tietz adjourned the meeting at 2:22 PM.

Amanda Diller

Date: 7/27/22

Secretary

204th HHAC Board Meeting Minutes

Meeting date: August 3, 2022

Call to Order:

The 204th 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 3, 2022. The meeting was called to order by Daniel Tietz, Commissioner of the NYS Office of Temporary and Disability Assistance (OTDA).

Members in Attendance:

Brett Hebner, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA), 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:

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| Dana Greenberg | HHAC President |
| Brenda McAteer | HHAC Vice President |
| John Cucinelli | HHAC Assistant Treasurer |
| Michael Washburn | HHAC Comptroller |
| Constance Adsitt | HHAC Assistant Comptroller |
| Amanda Diller | HHAC Secretary |
| Megan Van Geest | HHAC Assistant Secretary |
| Barbara Guzman | OTDA Division of Legal Affairs (DLA) |
| Richard Umholtz | Director, OTDA Bureau of Housing and Support Services |
| Martin Robinson | HHAP Project Manager |

Items of Discussion:

Approval of Minutes

Commissioner Tietz requested a motion to approve the minutes of the 203rd HHAC Board Meeting that took place on June 8, 2022. Mr. Hebner made the motion, which was seconded by Commissioner Tietz. The motion carried.

President's Report

Ms. Greenberg presented the President's Report and began with an overview of the status of all projects under development as of July 1, 2022, when there were 86 projects in various stages of development. Thirty-three of these projects were in construction, four of which were over 90%

complete. Furthermore, 31% of the projects in development at that time were in New York City, 15% 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

Final Award and Final Loan Agreements

- CDS Monarch, Inc. (CDS)/CDS State Street Apartments, LLC (2021-022/HC01056) executed a Final Loan Agreement (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 permanent supportive housing (PSH) for survivors of domestic violence. An additional 32 units will be reserved for low-income individuals and families who earn up to 50% of the area median income (AMI), for a total of 46 units. The project will provide housing for both families and singles. Other sources of development funding include Low-Income Housing Tax Credit (LIHTC) equity and Supportive Housing Opportunity Program (SHOP) through New York State Homes and Community Renewal (HCR), a construction and a permanent loan through Five Star Bank, a NYS Energy Research and Development Authority (NYSERDA) incentive, a deferred developer fee, and deferred reserves, for a total project cost of \$16,143,014. Rachel Gaffey is the project manager.
- Citizen Advocates, Inc. (CAI)/Harrison Place CAI Limited Partnership (2020-020/HC01055) executed a FLA on June 7, 2022. CAI received a \$4,800,000 HHAP award reservation in February 2020 for the new construction of 20 units of PSH for homeless individuals and their families where the individual or the head of the household is living with a severe mental illness (SMI), a substance use disorder (SUD) or a co-occurrence of SMI and SUD, in Malone, Franklin County. An additional 20 units will be reserved for low-income individuals and families who earn up to 50% or 60% of the AMI, for a total of 40 units. Other sources of development funding include LIHTC equity, SHOP and Community Investment Fund (CIF) through HCR, Empire State Development (ESD) funding, a sponsor loan, Federal Home Loan Bank (FHLB), NYSEDA incentives, and a deferred developer fee, for a total project cost of \$21,734,911. Michael Riley is the project manager.
- East House Corporation (EHC)/East House Canal Street LLC (2020-014/HC01054) executed a FLA on June 16, 2022. EHC received a \$7,418,822 HHAP award reservation in February 2021 for the new construction of 70 units/74 beds of PSH in Rochester. Twenty-three of these units will be for individuals living with a SUD and two units for families where the head of household is living with a SUD, 37 units will be for individuals living with a SMI, and eight units will be for individuals who are chronically homeless. The remaining 53 units/90 beds will be for income-eligible members of the community earning below 50% AMI. Other sources of development funding include LIHTC equity, 4% tax-exempt bonds, SHOP funds through the NYS Housing Finance Agency (HFA), Brownfield Tax Credits, FHLB, NYSEDA incentives, and a deferred developer's fee, for a total project cost of \$64,260,662. Amanda Diller is the project manager.

- Homes for Heroes, Inc. (HfH)/Homes for Heroes Veterans Apartments (2020-017/HC01053) executed a FAA on June 17, 2022. HfH received a \$3,000,000 HHAP award reservation in February 2021 for the new construction of 14 units of PSH on the former military station, Camp Shanks, in Rockland County. The six acres of land were deeded to HfH by the federal government specifically to serve homeless veterans. The project will serve veterans in Dutchess, Orange, Putnam, Rockland, Sullivan, and Westchester counties. Other sources of development funding include HCR Housing Trust Fund (HTF), FHLB, NYSEDA, and HfH equity, for a total project cost of \$5,383,632. Elaine Houlihan is the project manager.
- Samaritan Daytop Village (SDV)/SDF East 243rd Street Housing Development Fund Corporation (2021-026/HC01057) executed a Final Award Agreement (FAA) on June 30, 2022. SDV received a \$3,500,000 HHAP award reservation in December 2021 for the substantial rehabilitation of 86 units of PSH for formerly homeless individuals and families. The project will also rehabilitate 36 units and create four new units of PSH for low-income families and individuals, as well as one superintendent's unit, for a total of 126 units. Other sources of development funding include the NYC Department of Housing Preservation and Development (HPD), a loan from the Community Preservation Corporation (CPC), a NYSEDA grant, Con Edison AMEEP Electrification PILOT program funding, a deferred developer's fee, deferred reserves, and accrued interest, for a total project cost of \$81,172,248. Matthew Ciulla is the project manager

Amendments

- Project Renewal Inc. (PRI)/10 Minerva Place, LP/Bedford Green I (2016-030/HC00918) executed an amendment to its FLA on June 3, 2022 and received its Certificate of Occupancy (CofO) on June 10, 2022. PRI received a \$6,222,012 HHAP award reservation in February 2017 to create 71 units of PSH for homeless families and singles. At 93% completion, the general contractor declared bankruptcy and it was discovered that many items were either installed incorrectly or not in accordance with the approved drawings. The surety company provided funds to complete the original scope of work. However, due to cost escalations, what was originally a \$58.9 million construction cost became \$72.4 million owing to delays, corrective work, and paying a premium for other subcontractors to complete the work. PRI contributed its developer fee to the project and made a permanent sponsor loan. HPD/HDC agreed to allow an increased contract rent amount generating additional operating revenue to assist with hard debt. HHAP increased its award by \$620,000 due to corrective action work, delays, and cost escalation, for a total award of \$6,842,012. Units are currently in the process of renting up. Brenda McAteer is the project manager.

Completed

- CARES of New York, Inc. (CARES) (2019-001/HC01003) – See “Events and Ceremonies”.
- St. Joseph's Hospital (St. Joseph's) and Concern Housing/10-28 Yonkers L.P./School St. (2015-034- HC0977) – See “Events and Ceremonies”.

- Bethany House of Nassau County Corporation (Bethany House) (2018-056S/HC00989) completed repairs to its emergency shelter on February 28, 2022. Bethany House received a \$90,000 HHAP emergency shelter repair award reservation in August 2019 to improve the building conditions at the 13 unit/33 bed emergency shelter for women and children in Nassau County. The shelter is in the process of obtaining NYS certification through OTDA's Division of Shelter Oversight and Compliance (DSOC). Elaine Houlihan is the project manager.
- JCTOD Outreach, Inc. dba Johnson Park Center (JCTOD) (2020-060S/HC01033) completed repairs to its emergency shelter on March 31, 2022. JCTOD received a \$91,000 HHAP emergency shelter repair award reservation in April 2021 to improve the building conditions at the Johnson Park Adult/Family Shelter located in Utica, Oneida County. The shelter consists of five units with nine beds for single women. The only other funding source was the City of Utica, for a total project cost of \$115,900.00. The shelter is in the process of obtaining NYS certification through OTDA's DSOC. Elaine Houlihan is the project manager.

Events and Ceremonies

- Breaking Ground/BG Betances L.P. (2018-030/HC00969) held a ribbon-cutting ceremony on June 16, 2022. Breaking Ground received a \$2,700,000 HHAP award reservation in December 2018 for the new construction of 47 units of PSH for homeless individuals aged 55 and over in the Bronx. An additional 104 units will be reserved for individuals aged 62 and over who have annual incomes of less than 60% of the AMI. There will be one unit for a live-in superintendent, for a total of 152 units. The building is Passive House certified (a voluntary standard for energy efficiency in a building that reduces the building's ecological footprint and results in an ultra-low energy building that requires little energy for heating or cooling). Other sources of development funding include 4% tax-exempt bond financing through NYC Housing Development Corporation (HDC), subsidy loans through HDC and NYC HPD Senior Affordable Rental Apartments (SARA) program, LIHTC equity, accrued interest, a sponsor loan, General Partner (GP) equity, and a deferred developer's fee, for a total project cost of \$98,188,375. Amanda Diller is the project manager.
- Buffalo Neighborhood Stabilization Company (BNSC)/West Side Homes, LLC (2020-019/HC01051) held a groundbreaking ceremony on June 15, 2022. BNSC received a \$3,000,000 HHAP award reservation in February 2021. In February 2022, due to an increase in construction costs, HHAP approved an award increase of \$612,021, bringing the total HHAP award reservation to \$3,612,021. This project, West Side Homes, involves the gut rehabilitation and new construction of 15 units/52 beds of PSH in Buffalo. Eleven of the units will be for homeless individuals with SUD and four units will be for homeless individuals and families where the head of household has a SMI. There will also be 34 units set aside for households earning 60% or less of the AMI, for a total of 49 units. Other sources of development funding include HCR Federal and State

LIHTC equity, SHOP, City of Buffalo HOME funds, NYSEDA incentives, FHLB, and a deferred developer fee, for a total project cost of \$21,013,051. Megan Van Geest is the project manager.

- CARES of New York, Inc. (CARES) (2019-001/HC01003) obtained a Temporary Certificate of Occupancy (TCO) on June 10, 2022 and held a ribbon-cutting ceremony on June 28, 2022. CARES received a \$3,315,020 HHAP award reservation in October 2019 for the new construction of 15 units of PSH for homeless families and individuals in Albany. Two units will house single homeless adults with SMI, two units will house single homeless youth, five units will house single homeless adults with HIV/AIDS and six family units will house homeless parenting youth. The only other funding source is a sponsor commitment, for a total project cost of \$3,414,924. Connie Adsitt is the project manager.
- Lakeview Health Services, Inc. (LHS)/West End Heights LLC (2018-007/HC00992) held a ribbon-cutting ceremony on June 21, 2022. LHS received a \$3,750,000 HHAP award reservation in October 2018 for the new construction of 18 units of PSH, which includes 10 units for individuals with SMI, six units for individuals living with SUD, and two units for individuals who are living with HIV/AIDS. An additional 20 units are licensed by the NYS OMH; nine of these units are for individuals coming from a Community Residence that will be closed, and 11 units are for individuals in the Supportive Apartment program. The remaining 22 units are for income-eligible members of the community, for a total of 60 units. Other sources of development funding included LIHTC equity and SHOP through HCR, Tompkins County Community Housing Development Fund, OMH capital funding, NYSEDA incentives, and a deferred developer's fee, for a total project cost of \$21,711,656. Amanda Diller is the project manager.
- St. Joseph's Hospital (St. Joseph's) and Concern Housing/10-28 Yonkers L.P./School St. (2015-034- HC0977) held a ribbon-cutting ceremony on June 9, 2022, and on June 30th received a TCO. St. Joseph's received a \$2,750,000 HHAP award reservation in February 2016 for the new construction of 48 units of PSH for single homeless adults with SMI in Yonkers, Westchester County. An additional 32 units will be reserved for low-income individuals and families who earn up to 60% of the AMI, for a total of 80 units. Other sources of development funding include 4% tax-exempt bond financing, SHOP, HTF through HFA, a loan from OMH, a developer and sponsor loan, and a deferred developer fee, for a total project cost of \$49,637,840. Megan Van Geest is the project manager.
- The Bridge, Inc. (the Bridge)/Bridge Rockaway, L.P. (2019-043/HC01027) held a groundbreaking ceremony on May 17, 2022. The Bridge received a \$6,500,000 HHAP award reservation in February 2020 for the new construction of 87 units of PSH. Fifty-two units will be for chronically homeless adults with SMI and/or SUD, 20 units will be for homeless veterans with disabilities and 15 units will be for homeless frail/disabled seniors in Brooklyn, Kings County. An additional 86 units will be reserved for low-income families who earn up between 30% and 70% of the AMI, as well as one superintendent's unit, for a total of 174 units. Other sources of development funding include 4% tax-

exempt bond financing and SHOP funding through HFA, HPD Extremely Low- and Low-Income Affordability Program (ELLA), LIHTC equity, accrued interest, and a deferred developer fee, for a total project cost of \$99,580,231. Matthew Ciulla is the project manager.

- The Doe Fund (TDF)/White Plains Rd. (2019-014/HC01041) held a groundbreaking ceremony on May 25, 2022. TDF received a \$4,900,000 HHAP award reservation in October 2019 for the new construction of a nine-story building containing 49 units/beds of PSH in the Bronx for homeless individuals living with HIV/AIDS. The remaining 49 units will be affordable units, including one superintendent's unit. Other sources of development funding include LIHTC equity, HOME funds and SHOP through HCR, All Affordable NYC, Solar Tax Credit equity, a Merchant Capital Corporation Permanent Loan, NYSEDA Multi-family New Construction Program funding, accrued interest, and a deferred developer fee, for a total project cost of \$48,56,160. Heather Lombardo is the project manager.

There was no further discussion or comment.

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

Treasurer's Report

Ms. Greenslade 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 \$11,810,143.42. This included \$3,748,211.30 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Mr. Robinson presented the following projects to the Board:

- 2021-041 Ithaca Neighborhood Housing Services, Inc.- Wheat Street Apartments
- 2021-042 DePaul Properties, Inc.- Crane St. Apartments
- 2021-043 Project Renewal, Inc.- Bedford Green II
- 2021-044 Catholic Charities of Onondaga County
- 2021-049 Christopher Community Inc.- Community View Apartments

After performing an evaluation and review of the proposed actions, it was determined that the Ithaca Neighborhood Housing Services, DePaul Properties, Project Renewal, and Catholic Charities projects were classified as "unlisted", while the Christopher Community project was classified as Type 1. It was determined that all five projects would not result in any significant adverse environmental impacts and therefore Negative Declarations were recommended.

There was no further discussion or comment.

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

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Ms. McAteer explained that the purpose of the resolution was to request the Board's approval of two awards from the state fiscal year (SFY) 2022-23 funding round. The awards totaled \$13,923,127 in HHAP funds to the following organizations:

- Comunilife- Tiebout Avenue Residence
- H.E.L.P Development Corp.- Center City Courtyard Residences

Ms. McAteer noted that the SFY 2022-23 enacted State Budget contains a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered in the order in which they are received, subject to the availability of funds. HHAC continues to accept applications for funding under the RFP issued in September 2020.

Following the approval of the HHAP awards, including emergency shelter repairs, the remaining available funding of \$114 million may be utilized for future awards and/or HHAP operating expenses, with up to \$1 million available for existing emergency shelter repair awards. The \$13,923,127 in project funding approved at the Board meeting, will produce 130 units/134 beds of permanent supportive housing and preserve one unit/14 beds of emergency housing.

Ms. McAteer reported that there were six applications under review at the time of the Board meeting, requesting approximately \$25.4 million in HHAP funding.

Ms. McAteer reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date, no application for the HIV/AIDS set-aside had been submitted. Five million dollars is also set aside for projects that will provide supportive housing for veterans. H.E.L.P Development Corp. was awarded \$1,196,250 in veterans set aside funding leaving a balance in the veterans' set aside of \$3,803,750. Up to \$1 million of the appropriation is allocated for existing emergency shelter repairs outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019. One application was awarded HHAP funds and noted in the Board package.

Ms. McAteer completed her presentation by reporting on the geographic distribution of HHAP awards from the current round. Forty-two percent of the funding was awarded to projects in the NYC region, 57% to the rest of state region, and 1% to projects in the suburban region of Suffolk, Nassau, and Westchester Counties.

There was no further discussion or comment.

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

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

Ms. McAteer explained that the purpose of the resolution was to request the Board's authorization of technical assistance awards. A list of recommended technical assistance providers was reviewed.

Commissioner Tietz requested a motion to approve the resolution authorizing technical assistance awards. Mr. Hebner made the motion, which was seconded by Commissioner Tietz. The motion carried.

Agency Reports:

HCR

Mr. Hebner reported that HCR announced awards from their Winter 2022 9% Multifamily RFP. Sixteen projects were awarded funding. These projects, six of which are co-funded with HHAC, will produce 864 units of housing across the state. HCR is working on the next RFP which is expected to be released at the end of September.

OASAS

Mr. Ramos reported that OASAS is working with the interagency workgroup on the ESSHI RFP. They also continue to work with OTDA on reviewing HHAP applications. OASAS has made funding available for transitional safety units. There should be 25 units funded by this initiative and online by early September. OASAS is also working on a second round of funding for this initiative.

OTDA

Mr. Umholtz thanked the Bureau staff for their continued commitment to supporting community partners throughout the state. Current efforts of the staff include assisting with community planning, grant renewals and reviewing applications. Mr. Umholtz stated that HHAP staff have reviewed five concept papers requesting approximately \$24 million in HHAP funding. Mr. Umholtz shared that HHAP has celebrated the opening of four projects which created 120 units of supportive housing and completed repairs on two shelters preserving 42 beds of emergency housing. The ESSHI workgroup also held an ESSHI roundtable on July 22nd and July 26th which can be viewed on the OMH website. Finally, Mr. Umholtz reported that the Bureau is working with the Balance of State Continuum of Care to submit applications in response to HUD's Rural Notice of Funding Opportunity (NOFO) as well as the regular NOFO competition.

There was no further discussion or comment.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, October 12, 2022, hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

Commissioner Tietz adjourned the meeting at 1:59 PM.

Amanda Diller

Secretary

Date: 10/4/22

205th HHAC Board Meeting Minutes

Meeting date: October 12, 2022

Call to Order:

The 205th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), in Albany, New York at 3:00 p.m. on October 12, 2022. The meeting was called to order by Daniel Tietz, Commissioner of the NYS Office of Temporary and Disability Assistance (OTDA).

Members in Attendance:

Brett Hebner, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA); Julie Duncan, Board Member Designee representing Board Member Commissioner Ann Marie Sullivan; 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 Assistant Treasurer |
| Michael Washburn | HHAC Comptroller |
| Constance Adsitt | HHAC Assistant Comptroller |
| Amanda Diller | HHAC Secretary |
| Megan Van Geest | HHAC Assistant Secretary |
| Barbara Guzman | OTDA Division of Legal Affairs (DLA) |
| Stephen Carney | OTDA DLA |
| Richard Umholtz | Director, OTDA Bureau of Housing and Support Services |
| Martin Robinson | HHAP Project Manager |

Items of Discussion:

Approval of Minutes

Commissioner Tietz requested a motion to approve the minutes of the 204th HHAC Board Meeting that took place on August 3, 2022. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

President's Report

Ms. Greenberg presented the President's Report and began with an overview of the status of all projects under development as of September 2, 2022, when there were 89 projects in various

stages of development. Thirty-four of these projects were in construction, four of which were over 90% complete. Furthermore, 31% of the projects in development at that time were in New York City, 16% 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 and Final Loan Agreements

- Caring for the Homeless of Peekskill Inc. DBA Caring for the Hungry & Homeless of Peekskill (CHHOP) (2021-007S) executed a Final Award Agreement (FAA) on August 17, 2022. CHHOP received a \$26,623 HHAP emergency shelter repair award reservation in June 2021 for minor renovations of two full bathrooms at their existing four-unit/34-bed emergency shelter for homeless single adults, known as Jan Peek House, in the City of Peekskill. HHAP is the only funding source. Rachel Gaffey is the project manager.

Amendments

- Interfaith Partnership for the Homeless (IPH) (2001-033/HC00503) executed an amendment to their FAA on August 3, 2022. IPH received \$250,000 in HHAP funding for emergency repairs to their existing emergency shelter. IPH previously received \$1,554,200 in HHAP funding, bringing HHAP's total investment to \$1,804,200. The building, located in Albany, is a four-unit/30-bed emergency shelter for homeless individuals. The repairs include HVAC upgrades, generator installation, a new front door, plexiglass surrounds for the beds, new resident lockers, replacement of the platform lift, exterior painting, new interior building locks, and new interior flooring. Michael Washburn is the project manager.

Events and Ceremonies

- Christopher Community, Inc. (Christopher Community)/Grace Brown House, L.P. (2019-017/HC01008) held a ribbon-cutting ceremony on July 21, 2022. Christopher Community received a \$1,500,000 HHAP award reservation in December 2019 for the new construction of 25 units of permanent supportive housing (PSH) for survivors of domestic violence (DV) and their families in Cortland. In December 2020, HHAP increased the award reservation by \$375,000 to \$1,875,000 to address a funding gap caused by market uncertainty as a result of the COVID-19 pandemic. Other sources of development funding include Low-Income Housing Tax Credit (LIHTC) equity and Supportive Housing Opportunity Program (SHOP) funds from NYS Homes and Community Renewal (HCR), a loan through the Federal Home Loan Bank of New York (FHLBNY), a deferred developer fee, and an incentive from the New York State Energy Research and Development Authority (NYSERDA), for a total project cost of \$7,705,407. Michael Riley is the project manager
- Citizen Advocates, Inc. (CAI)/Harrison Place CAI Limited Partnership (2020-020/HC01055) held a groundbreaking ceremony on July 19, 2022. CAI received a \$4,800,000 HHAP award reservation in February 2020 for the new construction of 20

units of PSH for homeless individuals and their families where the individual or the head of the household is living with a severe mental illness (SMI), a substance use disorder (SUD) or a co-occurrence of SMI and SUD, in Malone, Franklin County. An additional 20 units will be reserved for low-income individuals and families who earn up to 50% or 60% of the AMI, for a total of 40 units. Other sources of development funding include LIHTC equity, SHOP and Community Investment Fund (CIF) through HCR, Empire State Development (ESD) funding, a sponsor loan, FHLB, NYSERDA incentives, and a deferred developer fee, for a total project cost of \$21,734,911. Michael Riley is the project manager.

- Community Access, Inc. (Community Access)/1861 Carter Avenue Owner LLC/Baez Place (2020-031/HC01052) held a groundbreaking ceremony on August 10, 2022. Community Access received a \$7,000,000 HHAP award reservation in February 2021 for the new construction of 86 units of PSH for 54 formerly homeless individuals with a diagnosis of SMI and for 32 frail/elderly homeless seniors in the Bronx. An additional 67 units will be reserved for low-income individuals and families. There will also be one superintendent's unit, for a total of 154 units. Other sources of development funding include 4% tax-exempt bond financed through NYS Housing Finance Agency (HFA), HFA Middle Income Housing Program (MIHP), LIHTC equity, SHOP, and Housing Trust Fund (HTF) Homes for Working Families (HWF) program through HCR, a sponsor loan, developer loan from a Blue Sky Greenhouse Grant, a seller's note, a developer-funded three-month operating reserve, accrued interest, and a deferred developer fee, for a total project cost of \$86,147,151. Matt Ciulla is the project manager.
- Standing Together Effectively for People by Standing Together Effectively for People, Inc. (S.T.E.P. by S.T.E.P.) (2019-011/HC00998) held a ribbon-cutting ceremony on August 29, 2022. S.T.E.P. by S.T.E.P. received a \$4,565,447 HHAP award reservation in October 2019 for the renovation of a former school into 20 units of PSH for homeless persons in Ogdensburg, St. Lawrence County. The project includes 11 studio units for individuals with SMI, four studio units for ex-offenders, three studio units for chronically homeless individuals, and two one-bedroom apartments for homeless couples. HHAC approved an additional \$200,000 in funding, for a total award reservation of \$4,765,477. Other sources of funding include FHLB and a sponsor contribution, for a total project cost of \$5,255,447. Mike Washburn is the project manager.
- The YWCA of the Niagara Frontier (The YWCA) (2018-009/HC00993) held a ribbon-cutting ceremony on July 14, 2022. The YWCA received a \$1,448,166 HHAP award reservation in October 2018 for the substantial rehabilitation of a former YWCA service agency building into 12 units of PSH. Eight units will be reserved for homeless single women who are survivors of domestic violence, and four units are reserved for low-income single women who have incomes at 60% AMI. The building will also house administrative offices and commercial space. Other sources of development funding include HTF and CIF through HCR, ESD GrowthFund, Main Street, and a Yahoo grant, for a total development cost of \$3,548,456. Michael Washburn is the project manager.

There was no further discussion or comment.

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

Treasurer's Report

Mr. 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 \$27,293,099.65. This included \$3,736,522.05 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Mr. Robinson presented the following projects to the Board:

- 2020-058 Urban Pathways, Inc.- Crossroads
- 2021-040 Breaking Ground II HDFC- Sutphin Senior Housing
- 2021-046 CAMBA Housing Ventures, Inc.- Clarkson Estates

The Urban Pathways and Breaking Ground II HDFC projects were classified as unlisted, while the CAMBA Housing Ventures project was classified as a Type I action. After performing an evaluation and review of the proposed actions, it was determined that the Urban Pathways and Breaking Ground II HDFC projects will not result in any significant adverse environmental impacts and therefore, Negative Declarations were recommended. The CAMBA Housing Ventures project was determined by the New York State Housing Finance Agency to be a Type I action. However, after an evaluation and review of the proposal, in conjunction with the findings of the New York State Housing Finance Agency, it was determined that the CAMBA Housing Ventures project will not result in any significant adverse environmental impacts and therefore, a Negative Declaration was recommended.

There was no further discussion or comment.

Commissioner Tietz requested a motion to approve the SEQRA resolution. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Certain Increases to Pre-construction and Final Awards

Ms. Greenberg presented a resolution authorizing HHAC to make increases to Pre-construction and Final Awards without seeking additional Board approval. The existing 25% limit on an increase under this policy remains but the dollar cap was increased from \$750,000 to \$1,250,000.

Commissioner Tietz commented that mortgage rate increases will eventually affect HHAP projects. Ms. Greenberg responded that HHAP projects have already been affected by cost increases. Mr. Hebner stated that he believes HHAC will see more funding going towards closing the gap caused by construction cost increases in the short term.

Commissioner Tietz requested a motion to approve the resolution to raise the cap for certain Pre-construction and Final Award increases. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Ms. McAteer explained that the purpose of the resolution was to request the Board's approval of four awards from the state fiscal year (SFY) 2022-23 funding round. The awards totaled \$16,730,000 in HHAP funds to the following organizations:

- DePaul Properties, Inc.- True North Apartments
- PathStone Housing Action Corporation- Churchview Commons
- H.E.L.P. Social Services Corporation- Park Place Apartments
- Helio Health, Inc.- The Court Street Apartments

One application was reviewed and not recommended for funding at this time.

- YWCA of Binghamton and Broome County

This applicant will be offered technical assistance.

Ms. McAteer noted that the SFY 2022-23 enacted State Budget contains a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered in the order in which they are received, subject to the availability of funds. HHAC continues to accept applications for funding under the RFP issued in September 2020.

Following the approval of the HHAP awards, including emergency shelter repair awards, the remaining available funding of \$97.3 million may be utilized for future awards and/or HHAP operating expenses, with up to \$1 million available for existing emergency shelter repair awards. The \$16,730,000 in project funding approved at the Board meeting, will produce 121 units/155 beds of permanent supportive housing.

Ms. McAteer reported that there were eight applications under review at the time of the Board meeting, requesting approximately \$44.3 million in HHAP funding.

Ms. McAteer further reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for people living with HIV/AIDS. To date, no application for the HIV/AIDS set-aside had been submitted. Five million dollars is also set aside for projects that will provide supportive housing for veterans. H.E.L.P Development Corp. was awarded \$1,196,250 in veterans set aside funding and Helio Health, Inc. was awarded \$1,105,560 in funding at this Board meeting, leaving a balance in the veterans' set aside of \$2,698,190. Up to \$1 million of the appropriation is allocated for existing emergency shelter

repair awards outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019. Two emergency shelter repair applications were under review at the time of the meeting.

Ms. McAteer completed her presentation by reporting on the geographic distribution of HHAP awards from the current round. It is broken out as follows: 29.6% of the funding was awarded to projects in the NYC region, 70.2% to the rest of state region, and 0.2% to projects in the suburban region of Suffolk, Nassau, and Westchester Counties.

Mr. Hebner commented that all four awards are partnered with HCR/HFA funding.

Commissioner Tietz requested a motion to approve the award resolution. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

Agency Reports:

HCR

Mr. Hebner reported that HCR released their Fall Multifamily Finance 9% RFP on September 29, 2022, with applications due on December 6, 2022. In addition to the 9% LIHTC, the RFP also offers the first tranche of loan subsidies authorized under the second Housing Plan, including an increase in SHOP funds.

Mr. Hebner also reported that on the 4% deals, the September 2022 Bond Resolution was approved. The resolution included four projects for a total of 561 units, 154 of which are supportive units. These units are supported by \$16.7 million in HCR subsidy and \$142 million in tax-exempt bond financing paired with 4% as of right LIHTC.

OMH

Ms. Duncan reported the ESSHI workgroup released the RFP with applications due on October 26, 2022, and awards are anticipated to be announced in mid-December. Ms. Duncan reported that OMH also has a number of funding opportunities for support services to help individuals remain stably housed such as their Crisis Stabilization Centers which were recently awarded. OMH also released an RFP for funding for Supportive Crisis Stabilization Centers which are a peer-run model.

OASAS

Mr. Ramos reported that OASAS released a second RFP for funding for Transitional Safety Units. Applications are still being reviewed but OASAS is anticipating a total of 70-75 transitional safety units scattered across the state. OASAS is also preparing for ESSHI application reviews. Mr. Ramos concluded his report by stating that the OASAS housing bureau is working with the OASAS recovery bureau to develop regulations for housing

OTDA

Mr. Umholtz stated that there are eight HHAP applications under review requesting over \$44 million. In addition, 12 concept papers were reviewed totaling over \$72 million. All Emergency Solutions Grant Coronavirus (ESG-CV) grantees were notified of the opportunity to enter into a

no-cost time extension in order to be able to spend down funds previously awarded. An application for the eight communities covered under the Balance of State Continuum of Care for new projects was submitted. An application was also submitted on behalf of five communities for the rural set aside made available by HUD. Mr. Umholtz concluded by stating that responses to questions received regarding ESSHI are posted on the OMH website.

There was no further discussion or comment.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, December 7, 2022, hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

Commissioner Tietz adjourned the meeting at 3:32 PM.

Amanda Diller

Secretary

Date: 11/30/22

206th HHAC Board Meeting Minutes

Meeting date: December 7, 2022

Call to Order:

The 206th 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 December 7, 2022. The meeting was called to order by Daniel Tietz, Commissioner of the NYS Office of Temporary and Disability Assistance (OTDA).

Members in Attendance:

Brett Hebner, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA) and Julie Duncan, Board Member Designee representing Board Member Commissioner Ann Marie Sullivan of the NYS Office of Mental Health (OMH).

Others in Attendance:

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|------------------------------|---|
| Linda Glassman | OTDA Deputy Commissioner |
| Dana Greenberg | HHAC President |
| Brenda McAteer | HHAC Vice President |
| John Cucinelli | HHAC Assistant Treasurer |
| Michael Washburn | HHAC Comptroller |
| Constance Adsitt | HHAC Assistant Comptroller |
| Megan Van Geest | HHAC Assistant Secretary |
| Cassandra Kelleher-Donnaruma | OTDA Division of Legal Affairs (DLA) |
| Stephen Carney | OTDA DLA |
| Richard Umholtz | Director, OTDA Bureau of Housing and Support Services |
| Martin Robinson | HHAP Project Manager |

Items of Discussion:

Approval of Minutes

Commissioner Tietz requested a motion to approve the minutes of the 205th HHAC Board Meeting that took place on October 12, 2022. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

President's Report

Ms. Greenberg presented the President's Report and began with an overview of the status of all projects under development as of October 31, 2022, when there were 89 projects in various stages of development. Thirty-four of these projects were in construction, five of which were

over 90% complete. Furthermore, 33% of the projects in development at that time were in New York City, 14% 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 and Final Loan Agreements

- Community Services for Every1 (CSE1) (2021-024) executed a Final Loan Agreement (FLA) on October 21, 2022. CSE1 received a \$2,129,585 Homeless Housing and Assistance Program (HHAP) award reservation in December 2021 for the substantial rehabilitation of the Apartments at the Lyceum, an existing historic structure that was formerly a community center and athletic facility located in Buffalo. The project will create 12 units of permanent supportive housing (PSH) for survivors of domestic violence. This is part of a larger project with 42 units (64 beds) including 30 affordable units for income-eligible members of the community. Other sources of development funding include Low-Income Housing Tax Credit (LIHTC) equity, Clean Energy Initiative (CEI) funds, Housing Trust Fund (HTF) and Community Investment Fund (CIF) through NYS Homes and Community Renewal (HCR), Federal and State Historic Tax Credits (HTC), Buffalo Urban Renewal Agency (BURA) HOME funds, Better Buffalo funds and a deferred developer's fee, for a total project cost of \$23,147,543. Heather Lombardo is the project manager.
- Project Renewal, Inc. (PRI)/2880 Jerome Avenue L.P. (Bedford Green House II) (2021-043/HC01061) executed a FLA on October 19, 2022. PRI received a \$6,000,000 HHAP award reservation in April 2021 for the new construction of 38 units of PSH for those diagnosed with a severe mental illness (SMI) and 32 units of PSH for those diagnosed with a substance use disorder (SUD) in the Bronx. An additional 46 units will be reserved for low-income individuals and families who earn up to 60% of the Area Median Income (AMI), for a total of 116 units. The project will provide housing for both families and singles. Other sources of development funding include 4% tax-exempt bond financing, LIHTC equity and Supportive Housing Opportunity Program (SHOP) funding through NYS Housing Finance Agency (HFA), Supportive Housing Loan Program (SHLP) financing through the NYC Department of Housing Preservation and Development (HPD), NYC Resolution-A (Reso-A) discretionary funding, a deferred developer fee, deferred reserves, and deferred subsidy interest, for a total project cost of \$72,132,463. Holly Ferrara is the project manager.
- Soul Saving Station for Every Nation of Saratoga Springs NY, Inc. (SSS)/Mother Anderson Henry Street Shelter (2021-010S/HC01059) executed a Final Award Agreement (FAA) as of October 5, 2022. SSS received an \$83,137 HHAP award reservation for shelter repairs in June 2021 to perform repairs to their Mother Anderson Henry Street Emergency Shelter. The shelter provides nine beds of emergency housing for homeless women and children. Repairs include roof replacement, installation of a tankless hot water heater, cameras, fire alarm system, a generator, the replacement of

lockers, upgrades to the kitchen, and the addition of a mudroom. Megan Van Geest is the project manager.

- Women's Prison Association (WPA)/The Rise Owner LLC (2020-040/HC01060) executed a FLA on September 30, 2022. WPA received a \$10,000,000 HHAP award reservation in April 2021 for the new construction of 47 units /91 beds of PSH for criminal legally involved women and their families in Brooklyn. An additional 24 units will be marketed to low-income families whose incomes range from 27% to 57% of the AMI. There will also be one unit for the superintendent, for a total of 72 units (130 beds). This project is part of HCR's Vital Brooklyn Initiative and will provide housing for both families and singles. Other sources of development funding include LIHTC equity, HTF and SHOP through HCR, Solar Tax Credit equity, a New York State Energy Research and Development Authority (NYSERDA) grant, a developer and sponsor loan, and a deferred developer's fee, for a total project cost of \$49,958,003. Michael Washburn is the project manager.

Amendments

- Lifting Up Westchester, Inc. (LUW) (2012-001/HC00793) executed an amendment on October 6, 2022. LUW received \$250,000 in HHAP health and safety funds for the replacement of vinyl composite tile flooring throughout the building and renovations to the congregate bathrooms. LUW previously received \$5,771,101 in HHAP funding, bringing HHAP's total investment to \$6,021,101. The building, located in White Plains, provides 20 units/52 beds of emergency housing for homeless individuals. Megan Van Geest is the project manager.

Completed

- Caring for the Homeless of Peekskill Inc. DBA Caring for the Hungry & Homeless of Peekskill (CHHOP) (2021-007S) completed work on their existing emergency shelter. CHHOP received a \$26,623 HHAP emergency shelter repair award reservation in June 2021 for minor renovations of two full bathrooms at their existing four-unit (34-bed) emergency shelter for homeless single adults, known as Jan Peek House, in the City of Peekskill. Rachel Gaffey is the project manager.
- The YWCA of the Niagara Frontier (The YWCA) (2018-009/HC00993) completed construction and has begun rent up. The YWCA received a \$1,448,166 HHAP award reservation in October 2018 for the substantial rehabilitation of a former YWCA service agency building into eight units of PSH for homeless single women who are survivors of domestic violence. The remaining four units are reserved for low-income single women who have incomes up to 60% AMI, for a total of 12 units. The building will also house administrative offices and commercial space. Other sources of development funding include HTF and CIF through HCR, Main Street Development GrowthFund, and a Yahoo grant through Empire State Development (ESD), for a total development cost of \$3,548,456. Michael Washburn is the project manager.

Events and Ceremonies

- CDS Monarch, Inc. (CDS)/CDS State Street Apartments, LLC (2021-022/HC01056) held a groundbreaking ceremony on September 7, 2022 which was attended by Commissioner Tietz. 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. An additional 32 units will be reserved for low-income individuals and families who earn up to 50% of the AMI, for a total of 46 units. The project will provide housing for both families and singles. Other sources of development funding include LIHTC equity and SHOP through HCR, a construction and permanent loan through Five Star Bank, NYSERDA incentives, a deferred developer fee, and deferred reserves, for a total project cost of \$16,143,014. Rachel Gaffey is the project manager.
- DePaul Properties, Inc. (DePaul)/DePaul Oswego, L.P. (2019-009/HC01000) received a Certificate of Occupancy (CofO) on September 1, 2022 and held a ribbon-cutting ceremony on September 15, 2022. DePaul received a \$6,650,000 HHAP award reservation in October 2019 which was later reduced to \$3,580,000 at the request of the sponsor due to the project being eligible for funding through Federal Housing Trust Fund (FHTF). Lock 7 Apartments will provide 40 units of PSH in Oswego. Thirty of the HHAP units are set aside for homeless individuals living with 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 AMI, for a total of 80 units. The project will provide housing for both families and singles. Other sources of development funding include LIHTC equity, HTF and SHOP funding through HCR, a construction loan through Community Preservation Corporation (CPC), a Pre-Development Grant from OMH, NYSERDA incentives, Federal Home Loan Bank (FHLB), and a deferred developer fee, for a total project cost of \$25,986,569. Amanda Diller is the project manager.
- East House Corporation (EHC)/East House Canal Street LLC (2020-014/HC01054) held a groundbreaking ceremony on September 21, 2022. EHC received a \$7,418,822 HHAP award reservation in February 2021 for the new construction of 70 units (74 beds) of PSH in Rochester. Twenty-three of these units will be for individuals living with SUD and two units for families where the head of household is living with a SUD, 37 units will be for individuals living with an SMI and eight units will be for individuals who are chronically homeless. The remaining 53 units (90 beds) will be for income-eligible members of the community earning below 50% of the AMI. Other sources of development funding include 4% tax-exempt bonds, LIHTC equity and SHOP funds through HFA, Brownfield Tax Credits, FHLB, NYSERDA incentives, and a deferred developer's fee, for a total project cost of \$64,260,662. Amanda Diller is the project manager.
- Mercy Haven Inc. (2012-024/HC00844) held a ribbon-cutting ceremony for Mercy Gardens on October 7, 2022. Mercy Haven received a \$3,989,867 HHAP award reservation, which included \$3,491,003 in Medicaid Redesign Team (MRT) funding to develop 16 units of PSH for homeless individuals in Suffolk County. An additional

\$749,336 in MRT funding was awarded in April 2013, which generated an additional three units. In August 2019, Mercy Haven received an additional \$433,530 in HHAP funding after delays in obtaining permits resulted in significant price escalations. The total HHAP award of \$5,172,733 provides 14 units of housing for individuals with SMI and 5 units of housing for chronically homeless families and individuals across two buildings. Other sources of development funding included sponsor equity, HUD PSH funding, OMH capital funds and FHLB, for a total project cost of \$5,758,704. Brenda McAteer is the project manager.

- Open Door Mission, Inc. (ODM)/The Miller Building (2020-021/HC01015) held a ribbon-cutting event on September 28, 2022 and received a Temporary Certificate of Occupancy (TCO) on October 24, 2022. ODM received a \$6,598,536 HHAP award reservation in February 2021 to develop 24 units/beds of PSH in Rochester. Eight units are for individuals living with a SUD, four units for individuals living with a SMI, four units for chronically homeless individuals, four units for youth ages 18-25, and four units for survivors of domestic violence. Other sources of development funding include an agency contribution from ODM, for a total project cost of \$6,857,088. Rachel Gaffey is the project manager.
- West Side Federation for Senior and Supportive Housing, Inc. (WSFSSH)/West 108th Street L.P. (HC00963/2017-001) held a ribbon-cutting ceremony on October 25, 2022. WSFSSH received a \$8,625,000 HHAP award reservation in April 2017 to develop 115 units of PSH for homeless seniors in Manhattan. After the award was made, the architect was able to reconfigure the space to add four more homeless units, for a total of 119 units. An additional \$300,000 was awarded for HHAP's pro-rated share of these new units, bringing the HHAC award reservation to \$8,925,000. Sixty units are for homeless single adults (seniors) with mental illness, 40 units for homeless single frail and disabled seniors, and 19 units for single homeless adults. The remaining 79 units are for families and singles earning below 60% AMI, with one unit for the building superintendent. Other sources of development funding include bonds and an Extremely Low and Low-Income Affordability (ELLA) loan from NYC Housing Development Corporation (HDC), LIHTC equity and SHLP through HPD, a sponsor loan, a deferred developer's fee, and accrued interest, for a total project cost of \$89,611,995. Brenda McAteer is the project manager.

Mr. Heber commented on the Commissioner's commitment to traveling to Cattaraugus County. Commissioner Tietz stated he hopes to see more emergency and permanent housing projects with mixed populations. He spoke with local elected officials who expressed interest for more projects in their county. Mr. Hebner then noted that he was in Ms. Greenberg's role in April 2013 when the request for additional MRT funding was made for the Mercy Haven project. Ms. Greenberg added that the project has OMH subsidy for operating as it predates the Empire State Supportive Housing Initiative (ESSHI).

Commissioner Tietz asked for the location of the previously mentioned WSFSSH project. Ms. Greenberg responded that the project is located at 108th Street, between 9th and 10th avenues. The project occupies an entire city block and includes a co-located shelter. She shared that the

City of New York donated land from old parking garages to the project. Additionally, WSSFSH put a bathroom in the adjacent City park and updated a basketball court at the school located next door to the project.

Commissioner Tietz inquired as to the location of the Women's Prison Association project. Mr. Washburn stated, the project is located on Strauss Avenue in Brownsville, Brooklyn. The Commissioner also requested further information on HCR's Vital Brooklyn initiative from Mr. Hebner.

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

Comptroller's Report

Mr. Washburn reported that in accordance with Public Authorities Law and the Public Authorities Accountability Act, HHAC is required to submit a Budget and Financial Plan annually to the Office of the State Comptroller and the Authorities Budget Office through the Public Authorities Reporting Information System (PARIS). The plan is also sent to the Governor, the Senate Finance Committee and the Chair and Ranking Minority Member of the Assembly Ways and Means Committee. The plan is then posted to the HHAC website. The Budget and Financial Plan includes the budget for the current fiscal year and revenue and expenditure projections through fiscal year 2027. The budget is developed by HHAC staff and is presented for comment to the HHAC Treasurer, Assistant Treasurer, and budget personnel within OTDA. Projections are based on the last audited financial statement, actual revenues, and expenditures for the current fiscal year and related financial records. The Budget and Financial Plan also includes an explanation of such items as the Public Authorities' relationship with other governmental units, a description of the budget process, and a revised forecast of the current year's budget. The 2023-2024 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). 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 2026-2027 were also included in the Comptroller's Report.

There was no further discussion or comment.

Commissioner Tietz requested a motion to approve the resolution approving the annual budget and financial plan. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

Commissioner Tietz requested a motion to approve the Comptroller's Report. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

Treasurer's Report

Mr. 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 \$18,106,305.81. This included \$3,736,522.05 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Mr. Robinson presented the following projects to the Board:

- Project Name: JCTOD Outreach, Inc. 2019-005
- Project Name: Concern for Independent Living, Inc. 2021-014
- Project Name: HELP Development Corporation. 2022-004
- Project Name: PathStone Housing Action Corporation. 2022-006
- Project Name: HELP Social Service Corporation. 2022-008

Mr. Robinson reported that the JCTOD Outreach, Concern for Independent Living, PathStone Housing Action Corporation, and HELP Social Service Corporation projects were classified as unlisted, while the HELP Development Corporation project was classified as a Type I action.

After performing an evaluation and review of the proposed actions, it was determined that the JCTOD Outreach, Concern for Independent Living, PathStone Housing Action Corporation, and HELP Social Service Corporation projects will not result in any significant adverse environmental impacts and therefore, Negative Declarations were recommended. The HELP Development Corporation project was determined by the City of Rochester's Manager of Zoning to be a Type I action. However, after an evaluation and review of the proposal, in conjunction with the findings of the City of Rochester's Manager of Zoning, it was determined that the HELP Development Corporation project, Center City Courtyard Residences, will not result in any significant adverse environmental impacts and therefore, a Negative Declaration was recommended.

There was no further discussion or comment.

Commissioner Tietz requested a motion to approve the SEQRA resolution. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

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

Ms. McAteer explained that the purpose of the resolution was to request the Board's authorization of technical assistance awards. A list of recommended technical assistance providers was reviewed.

There was no further discussion or comment.

Commissioner Tietz requested a motion to approve the resolution to authorize technical assistance awards. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Ms. McAteer explained that the purpose of the resolution was to request the Board's approval of one award from the state fiscal year (SFY) 2022-23 funding round. The award totaled \$3,152,138 in HHAP funds to the following organization:

- The Bridge, Inc.- Boone Avenue

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

- Standing Together Effectively for People by Standing Together Effectively for People, Inc.- Lincoln School Apartments Phase II
- Unique People Services, Inc.- Anthony Avenue
- Interfaith Partnership for the Homeless- Amsterdam Shelter and Housing

These applicants will be offered technical assistance.

Ms. McAteer noted that the SFY 2022-23 enacted State Budget contains a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered in the order in which they are received, subject to the availability of funds. HHAC continues to accept applications for funding under the RFP issued in September 2020.

Following the approval of the HHAP awards, including emergency shelter repair awards, the remaining available funding of \$94,020,144 may be utilized for future awards and/or HHAP operating expenses, with up to \$1 million available for existing emergency shelter repair awards. The \$3,152,138 in project funding approved at this Board meeting, will produce 51 units/51 beds of permanent supportive housing.

Ms. McAteer reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date, no application for the HIV/AIDS set-aside had been submitted. Five million dollars is also set aside for projects that will provide supportive housing for veterans. H.E.L.P Development Corp. and Helio Health were awarded veterans set aside funding, leaving a balance in the veterans' set aside of \$2,698,190. Up to \$1 million of the appropriation is allocated for existing emergency shelter repairs outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019. One application was awarded HHAP funds, as noted in the Board package, and will preserve 17 units/29 beds of emergency housing.

Ms. McAteer reported that there were six applications under review at the time of the Board meeting, requesting approximately \$32.3 million in HHAP funding.

Ms. McAteer completed her presentation by reporting on the geographic distribution of HHAP awards from the current round. It is broken out as follows: 36% of the funding was awarded to projects in the NYC region, 63.8% to the rest of state region, and 0.2% to projects in the suburban region of Suffolk, Nassau, and Westchester counties.

Commissioner Tietz observed that in the current budget year, roughly half of the 2022-2023 appropriation would be allocated. Mr. Umholtz confirmed and added it is anticipated that applications that were not selected in previous years would resubmit and were not counted in the pending applications. There have also been concept papers which have indicated that additional applications will be submitted. Furthermore, HHAP did not begin spending the 2022-2023 appropriation until the June 2022 board meeting. Commissioner Tietz asked if there are any applications under review from the Suburban area of the state, Mr. Umholtz and Ms. Greenberg responded no. Commissioner Tietz asked why HHAP has not received more applications from the Suburban area. Ms. McAteer described the challenges faced in building in that area.

Commissioner Tietz requested a motion to approve the resolution authorizing awards. Mr. Hebner made the motion, which was seconded by Ms. Duncan. The motion carried.

Agency Reports:

HCR

Mr. Hebner reported that 56 applications for the Fall 2022 9% Multifamily RFP were received on December 6, 2022. HCR expects a large crossover of applications with HHAP. Since the last HHAC Board meeting, HCR has closed four 9% projects, including three supportive projects, with plans to close an additional five projects by the end of the calendar year.

Mr. Hebner deferred reporting on 4% activities, including the December HFA Bond Resolution, until the next meeting, due to the timing of the respective board meetings.

OMH

Ms. Duncan reported that in the coming weeks OMH would be releasing three funding opportunities. This includes an RFP for 500 scattered site units of supportive housing in NYC targeted to street and subway dwelling individuals. The program is a partner initiative with OMH's Safe Options Support (SOS) teams. The second RFP is for SOS teams in upstate. The third RFP is for a short-term residential housing model targeting homeless individuals or individuals stepping down from inpatient units to provide intensive skill development and transition to permanent housing.

Ms. Duncan reported that reviews of ESSHI applications from the 2022 round continued. Approximately 150 applications were received. Awards are expected to be announced in the coming weeks.

Commissioner Tietz asked Ms. Duncan if the Intensive Community Residential program is targeted to New York City, or across the state. Ms. Duncan replied that the program is for four new programs in New York City, with a hope to expand statewide.

OTDA

Mr. Umholtz thanked HCR for collaborating with HHAP on the Section 8 voucher Notice of Funding Availability (NOFA). Mr. Umholtz also acknowledged Ms. Glassman's retirement. Mr. Umholtz expressed the agency's appreciation for Ms. Glassman's leadership commitment and dedication to making a difference in people's lives.

Mr. Umholtz presented Ms. Glassman with a certificate of appreciation.

Ms. Glassman stated her appreciation for being able to expand the HHAP program during her tenure.

There was no further discussion or comment.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Tuesday, February 7, 2023, hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

Commissioner Tietz adjourned the meeting at 2:15 PM.

Megan Van Geest

Assistant Secretary

Date: January 24, 2023

207th HHAC Board Meeting Minutes

Meeting date: February 7, 2023

Call to Order:

The 207th 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 7, 2023. The meeting was called to order by Richard Umholtz, Acting Deputy Commissioner of the NYS Office of Temporary and Disability Assistance (OTDA) and the Director of OTDA's Bureau of Housing and Support Services (BHSS), Board Chair Designee representing OTDA Commissioner Daniel W. Tietz.

Members in Attendance:

Brett Hebner, Board Member Designee representing Board Member Kenneth Adams, Chairman of the NYS Housing Finance Agency (HFA), Suzanne Cook, Board Member Designee representing Board Member Commissioner Ann Marie Sullivan of the NYS Office of Mental Health (OMH) and Esteban Ramos, Advisory Board Member Designee representing Advisory Board Member Commissioner Chinazo Cunningham, M.D. of the Office of Addiction Services and Supports (OASAS).

Others in Attendance:

| | |
|------------------|--------------------------------------|
| Dana Greenberg | HHAC President |
| Brenda McAteer | HHAC Vice President |
| Michael Washburn | HHAC Comptroller |
| Constance Adsitt | HHAC Assistant Comptroller |
| Amanda Diller | HHAC Secretary |
| Megan Van Geest | HHAC Assistant Secretary |
| Simone Demelo | OTDA Division of Legal Affairs (DLA) |
| Martin Robinson | HHAP Project Manager |

Items of Discussion:

Approval of Minutes

Mr. Umholtz requested a motion to approve the minutes of the 206th HHAC Board Meeting that took place on December 7, 2022. Mr. Hebner made the motion, which was seconded by Ms. Cook. The motion carried.

President's Report

Ms. Greenberg presented the President's Report and began with an overview of the status of all projects under development as of December 31, 2022, when there were 87 projects in various stages of development. Thirty-six of these projects were in construction, two of which were

over 90% complete. Furthermore, 33% of the projects in development at that time were in New York City, 14% 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

Pre-Construction Agreements

- Chautauqua Opportunities, Inc. (COI) (2021-033/HC01066) executed a Preconstruction Agreement (PCA) on November 30, 2022. COI received a \$2,496,175 HHAP award reservation in February 2022 to develop 12 units (18 beds) of emergency housing in Jamestown for homeless single women aged 18 years and older. The funds allowed for the acquisition and substantial renovation of a three-story building, containing abandoned commercial space on the first floor and one and two-bedroom apartments on the two upper floors. The only other source of funding is a City of Jamestown Community Development Block Grant (CDBG), for a total project cost of \$2,606,175. Rachel Gaffey is the project manager.

Final Award and Loan Agreements

- Albany Housing Coalition (AHC) (2018-019/HC01065) executed a Final Award Agreement (FAA) on November 17, 2022. AHC received a \$1,837,320 HHAP award reservation in October 2018 for the substantial rehabilitation of three buildings, each containing three units of permanent supportive housing (PSH) for homeless veterans in Albany. During pre-development, one building was removed from the project, leaving the project with six units and a reduced HHAP award of \$1,364,432. The only other source of funding is through the Albany Community Development Agency (ACDA), for a total project cost of \$1,825,606. Michael Washburn is the project manager.
- Catholic Charities of Onondaga County (CCOC)/ Housing Services Center (HSC) Men's Shelter (2021-038/HC01064) executed a FAA on November 21, 2022. CCOC received a \$5,943,429 HHAP award reservation in February 2022 to preserve 80 beds of emergency housing for homeless individuals in east Syracuse. This award supports acquisition, construction, and rehabilitation costs to relocate CCOC's existing men's shelter. Other sources of development funding include Onondaga County, US Department of Housing and Urban Development (HUD) Infrastructure funds, and a sponsor contribution, for a total project cost of \$11,934,316. Elaine Houlihan is the project manager.
- Westhab, Inc. (Westhab)/Traver's House (2019-015/HC01067) executed a FAA on December 21, 2022. Westhab received a \$1,734,128 HHAP award reservation in October 2019 for the moderate rehabilitation of a six-story residential building with 24 units of PSH in Yonkers for homeless single adults. In March 2022, Westhab was awarded an additional \$379,401 in HHAP funds, bringing the total HHAP award reservation to \$2,094,529. The only other source of funding is a sponsor contribution, for a total project cost of \$2,124,529. Rachel Gaffey is the project manager.

- Albany Housing Authority (AHA)/Steamboat 20 LLC (2020-047/HC01069) executed a Final Loan Agreement (FLA) on December 28, 2022. AHA received a \$1,947,790 HHAP award reservation in April 2021 to develop 14 units/18 beds of PSH for families and singles who are homeless and have a serious mental illness (SMI) in Albany. In December 2022, AHA was awarded an additional \$486,948 in HHAP funding, bringing the total HHAP award reservation to \$2,434,738. This is part of a larger 88-unit project, known as Steamboat Square Revitalization Phase 1, that will preserve 51 units and create 37 new units. Of the remaining units, 51 will be reserved for low-income households earning up to 50% of the Area Median Income (AMI) and 23 units will be reserved for those earning up to 70% of AMI. Other sources of development funding include Low-income Housing Tax Credit (LIHTC) equity, Supportive Housing Opportunity Program (SHOP), and Clean Energy Incentives (CEI) through NYS Homes and Community Renewal (HCR), Public Housing Preservation (PHP) funding, an Empire State Development Grant, Clean Heat Incentives, City of Albany HOME funds, an American Rescue Plan (ARP) grant, a NYS Energy Research & Development Authority (NYSERDA) agreement executed via the NYS Office of the Attorney General, a loan from Community Preservation Corporation (CPC), a sponsor's seller note, deferred reserves, and a deferred developer fee for a total project cost of \$42,072,931. Rachel Gaffey is the project manager.
- Housing Visions Unlimited, Inc. (Housing Visions)/The Landing at Burke Meadows, LLC (2020-050) executed a FLA on December 30, 2022. Housing Visions received a \$2,000,000 HHAP award reservation in April 2021 for the new construction of 10 units of PSH. Five units are reserved for those living with a SMI, three units are reserved for survivors of domestic violence and two units are reserved for homeless young adults in Cazenovia. The remaining 39 units are reserved for income eligible individuals aged 55 and older and low-income heads of household earning between 60% and 90% of the AMI. Due to increased costs of material and labor driven by the COVID-19 pandemic, the sponsor requested and received an HHAP award increase of \$500,000 in November 2022, for a total HHAP award reservation of \$2,500,000. Other sources of development funding include Federal and State S/LIHTC equity, Senior Housing Program (SENR) and HOME funds through HCR, Federal Home Loan Bank (FHLB) funding, a permanent loan from NBT Bank, Managing Member equity, and a deferred developer's fee, for a total project cost of \$21,248,100. Michael Riley is the project manager.
- Volunteers of America of Western New York (VOA)/ Binghamton Men's Shelter (2021-048S/HC01068) executed a FAA on December 30, 2022. VOA received a \$100,000 HHAP emergency shelter repair award reservation in June 2022 to address concerns at its 53-bed emergency shelter in Binghamton. The work includes repairs to the exterior stairs, basement windows, and the brick exterior walls. The only other source of funding is a sponsor contribution, for a total project cost of \$163,878. Martin Robinson is the project manager.

Amendments

- Haven House/Bridges, Inc. (HHB) (99-005/2020-037S/HC00452) executed an amendment on November 2, 2022. HHB received \$250,000 in HHAP health and safety funds for the installation of a new boiler, hot water heater, generator, fuel tank, fencing and exterior lighting, replacement of the air conditioning condenser and air handler, repairs to the driveway, sidewalk, front steps, roof, gutters, flooring on the first floor, tree removal, and renovations to a bathroom. HHB previously received \$388,700 in HHAP funding, bringing HHAP's total investment to \$638,700. This amendment also reduced the number of beds from 12 to 11 because the Suffolk County DSS determined that the building only had the capacity for 11 beds. The only other source of funding is from the Suffolk County DSS, for a total project cost of \$698,700. Matthew Ciulla is the project manager.
- The Utica Center for Development (UCD) (M012/HC00533) executed an amendment on December 7, 2022. UCD received \$250,000 in HHAP health and safety funds to replace the windows and repair the exterior brick and wooden soffits at their 12-unit PSH building for veterans in Utica. The project previously received \$501,283 in HHAP funding, bringing HHAP's total investment to \$751,283. The only other source of funding is a sponsor contribution, for a total project cost of \$280,000. Michael Washburn is the project manager.
- Family of Woodstock (FOW) (99-047/HC00483) executed an amendment on December 13, 2022. FOW received \$250,000 in HHAP health and safety funds for the replacement of the boiler, hot water system and roof at Darmstadt Shelter, the division of two rooms at the Family Inn (to provide flexibility in family configuration), the installation of ducts to improve ventilation in both shelters, the replacement of mattresses, bedding and damaged fencing, the repairing and sealing of the driveway, updating of the security system with additional cameras, and the installation of solar arrays on the roofs of both shelters. FOW previously received \$921,350 in HHAP funding, bringing HHAP's total investment to \$1,171,350. The two buildings, located in Kingston, provide 15 units with 46 beds of emergency housing for homeless individuals. Susan Troiano is the project manager.

Completed

- Corning Council for Assistance and Information for the Disabled Inc. dba AIM Independent Living Center (AIM) (2020-004/HC01017) received a Certificate of Occupancy (CofO) on December 6, 2022. AIM received a \$1,032,825 HHAP award reservation in February 2021 for the substantial rehabilitation of a former pediatrician's office, to develop five units/beds of PSH in Corning, for four homeless young adults and one youth aging out of foster care. The only other source of funding is a sponsor contribution, for a total project cost of \$1,292,825. Rachel Gaffey is the project manager.
- Standing Together Effectively for People by Standing Together Effectively for People, Inc. (S.T.E.P. by S.T.E.P.) (2019-011/HC00998) received a CofO on October 14, 2022. S.T.E.P. by S.T.E.P. received a \$4,565,447 HHAP award reservation in October 2019 for the renovation of a former school into 20 units of PSH in Ogdensburg. The project

includes 11 studio units for individuals with a SMI, four studio units for ex-offenders, three studio units for chronically homeless individuals, and two one-bedroom apartments for homeless couples. The sponsor requested and received an additional \$200,000 in HHAP funding, for a total HHAP award reservation of \$4,765,477. Other sources of development funding include FHLB and a sponsor contribution, for a total project cost of \$5,255,447. Mike Washburn is the project manager.

- Unique People Services, Inc. (UPS)/ 2050 G.C., L.P. (2018-015/HC00975) received a Temporary Certificate of Occupancy (TCO) on November 15, 2022. UPS received a \$5,500,000 HHAP award reservation in October 2018 and requested and received an HHAP award increase of \$380,000 in January 2022 for unforeseen construction costs, for a total HHAP investment of \$5,880,000. The project will provide 58 units of PSH for homeless individuals in the Bronx. Thirty units are for homeless single adults living with HIV/AIDS and 28 units are for homeless single adults living with a SMI. An additional 23 units will be reserved for households with incomes less than 60% of the AMI and 14 units for households with incomes less than 80% of the AMI. There will be one unit for a live-in superintendent, for a total of 96 units. Other sources of development funding include 4% bond financing, LIHTC equity, Housing Trust Fund (HTF) and SHOP funding through NYS Housing Finance Agency (HFA), a Local Initiatives Support Corporation (LISC) loan, a NYSEDA grant, solar tax credit equity, a deferred developer's fee, and developer equity, for a total project cost of \$61,764,025. Amanda Diller is the project manager.
- Bethany House of Nassau County Corporation (Bethany House) (2018-060S/HC00991) completed repairs to its emergency shelter on November 18, 2022. Bethany House received a \$100,000 HHAP award reservation in July 2019 for necessary shelter repairs to its 33-bed emergency shelter for women and children in Nassau County. HHAP is the only source of development funding for this project. Elaine Houlihan is the project manager.

Events and Ceremonies

- Women's Prison Association (WPA)/The Rise Owner LLC (2020-040/HC01060) held a ribbon-cutting ceremony on November 1, 2022. WPA received a \$10,000,000 HHAP award reservation in April 2021 for the new construction of 47 units with 91 beds of PSH for criminal-legal involved women and their families in Brooklyn. An additional 24 units will be marketed to low-income families whose incomes range from 27% to 57% of the AMI. There will also be one unit for the superintendent, for a total of 72 units. This project is part of HCR's Vital Brooklyn Initiative and will provide housing for both families and singles. Other sources of development funding include LIHTC equity, HTF and SHOP through HCR, Solar Tax Credit equity, a NYSEDA grant, a developer and sponsor loan, and a deferred developer's fee, for a total project cost of \$49,958,003. Michael Washburn is the project manager.
- Project Renewal, Inc. (PRI)/2880 Jerome Avenue L.P. (Bedford Green House II) (2021-043/HC01061) held a ribbon-cutting ceremony on December 9, 2022. PRI received a \$6,000,000 HHAP award reservation in April 2021 for the new construction of 38 units of

PSH for individuals diagnosed with a SMI and 32 units of PSH for individuals diagnosed with a substance use disorder (SUD) in the Bronx. An additional 46 units will be reserved for low-income individuals and families who earn up to 60% of the AMI, for a total of 116 units. The project will provide housing for both families and singles. Other sources of development funding include 4% tax-exempt bond financing, LIHTC equity and SHOP funding through HFA, Supportive Housing Loan Program (SHLP) financing through the NYC Department of Housing Preservation and Development (HPD), NYC Resolution-A (Reso-A) discretionary funding, a deferred developer fee, deferred reserves, and deferred subsidy interest, for a total project cost of \$72,132,463. Holly Ferrara is the project manager.

There was no further discussion or comment.

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

Treasurer's Report

Mr. Washburn 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 \$22,352,883. This included \$3,736,522 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Mr. Robinson presented the following projects to the Board:

- Project Name: The Salvation Army 2021-018
- Project Name: DePaul Properties, Inc. 2022-005
- Project Name: The Bridge, Inc. 2022-010

Mr. Robinson reported that The Salvation Army, DePaul, and The Bridge projects were classified as unlisted. After performing an evaluation and review of the proposed actions it was determined that The Salvation Army, DePaul, and The Bridge projects will not result in any significant adverse environmental impacts and therefore, Negative Declarations were recommended.

There was no further discussion or comment.

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

A Resolution of the Homeless Housing and Assistance Corporation Regarding Remote Participation in Board Meetings

Ms. McAteer explained that the purpose of the resolution was to request the Board's approval for remote participation in Board meetings.

There was no further discussion or comment.

Mr. Umholtz requested a motion to approve the resolution regarding remote participation in Board meetings. Mr. Hebner made the motion, which was seconded by Ms. Cook. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing an Increase to a Final Award

Ms. Greenberg explained that the purpose of the resolution was to request the Board's approval for an increase to Concern Housing's Estella project, 2016-020.

There was no further discussion or comment.

Mr. Umholtz requested a motion to approve the resolution regarding an increase to a final award. Mr. Hebner made the motion, which was seconded by Ms. Cook. The motion carried.

A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards

Ms. McAteer explained that the purpose of the resolution was to request the Board's approval of one award from the state fiscal year (SFY) 2022-23 funding round. The award totaled \$10,000,000 in HHAP funds to the following organization:

- The Salvation Army- Hope on Main

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

- Family of Woodstock, Inc.- Golden Hill
- Community Missions of Niagara Frontier, Inc.- Portage Road Family Shelter

These applicants will be offered technical assistance.

Ms. McAteer noted that the SFY 2022-23 enacted State Budget contains a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered in the order in which they are received, subject to the availability of funds. HHAC continues to accept applications for funding under the RFP issued in September 2020.

Following the approval of the HHAP awards, including emergency shelter repair awards, the remaining available funding of \$83,920,144 may be utilized for future awards and/or HHAP operating expenses, with up to \$1 million available for existing emergency shelter repair awards. The \$10,000,000 in project funding approved at this Board meeting, will produce 32 units/80 beds of emergency housing.

Ms. McAteer reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date, no application for the HIV/AIDS set-aside had been submitted. Five million dollars is also set aside for projects that will provide supportive housing for veterans. H.E.L.P Development Corp. and Helio Health were awarded veterans' set aside funding, leaving a balance in the veterans' set aside of \$2,698,190. Up to \$1 million of the appropriation is allocated for existing emergency shelter repairs outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019. One application was awarded HHAP funds, as noted in the Board package, and will preserve one unit/59 beds of emergency housing.

Ms. McAteer reported that there were nine applications under review at the time of the Board meeting, requesting approximately \$46.5 million in HHAP funding.

Ms. McAteer completed her presentation by reporting on the geographic distribution of HHAP awards from the current round. It is broken out as follows: 27.8% of the funding was awarded to projects in the NYC region, 72% to the rest of state region, and 0.2% to projects in the suburban region of Suffolk, Nassau, and Westchester counties.

There was no further discussion or comment.

Mr. Umholtz requested a motion to approve the resolution authorizing awards. Mr. Hebner made the motion, which was seconded by Ms. Cook. The motion carried.

Agency Reports:

HCR

Mr. Hebner reported that HCR is currently reviewing 56 applications. The applications were received in December under the Fall 2022- 9% Multifamily RFP. There is a large crossover of applications with HHAP awards. HCR is anticipating a mid-March award announcement.

Mr. Hebner reported that HCR had closed five 9% projects and was working on funding increase requests due to construction cost escalation and variable interest rates.

OMH

Ms. Cook reported that OMH has two RFPs currently under review with awards to be announced in the upcoming weeks. The first is the Scattered Site Supportive Housing for Homeless Adults RFP which is for the development and operation of up to 500 community-based housing units. The units will be developed in the New York City Region for individuals currently experiencing street homelessness. The second RFP, the Short-Term Transitional Residence for Homeless Adults, is for the development and operation of Short-Term Transitional Residences for individuals who are being discharged from Extended Treatment (inpatient) units and need time to strengthen their skills to move to a more independent level of housing. OMH intends to award four 15-unit programs to not-for-profit organizations located in New York, Kings, Queens, and Bronx counties.

Ms. Cook also noted that there is one procurement opportunity, the Safe Options Support (SOS) Program: Critical Time Intervention (CTI) Teams program. This procurement provides support to

eight SOS: CTI Teams to operate in regions across New York State outside of New York City. SOS: CTI Teams will use an evidence-based CTI approach to provide intensive outreach, engagement, and care coordination services to individuals experiencing street homelessness and those in temporary shelter settings.

Additionally, Ms. Cook reported that awards were made under the Empire State Supportive Housing Initiative (ESSHI) 2022 – Round 7. The 126 potential projects granted a conditional award totaled over 5,100 units of supportive housing. The conditional awardees have two years to secure capital funding.

OASAS

Mr. Ramos reported that OASAS continues to provide technical assistance to their providers and assist HHAP in reviewing applications. OASAS is also participating in ESSHI workgroup meetings and providing assistance to Round 7 ESSHI awardees where OASAS is the State contracting agency. The OASAS Transitional Safety Unit Initiative has 20 units currently online and is expecting 50 additional units to open in the upcoming months. The initiative has been well received in the communities where the units are open.

OTDA

Mr. Umholtz thanked the Bureau and Division staff for their continued commitment to making a difference in communities throughout the state. Mr. Umholtz mentioned that Commissioner Tietz, Executive Deputy Commissioner Barbara Guinn, Mr. Umholtz, and Ms. Greenberg attended a roundtable discussion in Erie County to discuss housing options in the area. The discussion was co-convened by Erie County DSS Commissioner Cannon and was attended by 40 participants representing various stakeholders, including consultants, developers, not-for-profit agencies, and faith-based leaders.

Mr. Umholtz also reported that the Balance of State Continuum of Care (CoC) which includes eight counties in NYS received one of two awards issued under the HUD Unsheltered and Rural Homelessness special Notice of Funding Opportunity (NOFO). The \$879,000 award will be spread over three years with possible renewals.

Finally, Mr. Umholtz announced OTDA has two procurements currently under development. The Operational Support for AIDS Housing (OSAH) RFP and Emergency Needs for Homeless Program (ENHP) RFP. Both will be released in the upcoming weeks.

There was no further discussion or comment.

New/Other Business:

The next HHAC Board meeting is scheduled to take place on Wednesday, April 7, 2023* (meeting date subsequently changed to Wednesday, April 19, 2023), hosted by the Media Service Center Studio, Albany, New York, at 1:30 pm.

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

Mr. Umholtz adjourned the meeting at 2:07 PM.

Megan Van Geest

Assistant Secretary

Date: 4/12/23