

# **Draft- 209th HHAC Board Meeting Minutes**

## **Meeting date: June 7, 2023**

### **Call to Order:**

The 209th 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 June 7, 2023. The meeting was called to order by Rick Umholtz, Deputy Commissioner for Housing and Refugee Services within 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:

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)
Martin Robinson	HHAP Project Manager
Doug Zimmerman	EFPR Group CPAs, PLLC

### **Items of Discussion:**

#### **Approval of Minutes**

Mr. Umholtz requested a motion to approve the minutes of the 208th HHAC Board Meeting that took place on April 19, 2023. Mr. Hebner made the motion, which was seconded by Mr. Umholtz. 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, 2023, when there were 91 projects in various stages of development. Forty-four of these projects were in construction, three of which were over

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

## **Project-Related Milestones**

### **Final Award and Loan Agreements**

- Breaking Ground II Housing Development Fund Corporation (Breaking Ground)/BG Sutphin Owner LLC (2021-040/HC01074) executed a Final Loan Agreement (FLA) as of March 30, 2023. Breaking Ground received a \$5,725,000 HHAP award reservation in April 2022 and requested and received a \$1,000,000 award increase in January 2023 due to pandemic related increases in construction costs and interest rates, for a total HHAP investment of \$6,725,000. The project involves the new construction of 52 units of permanent supportive housing (PSH) for homeless individuals over the age of 55 living with a serious mental illness (SMI), substance use disorder (SUD), or co-occurring SMI and SUD in Jamaica, Queens. The remaining 120 units will be reserved for members of the community aged 62 and over with incomes up to 50% of the Area Median Income (AMI). There is also one unit for a live-in superintendent, for a total of 173 units. The project will be Passive House certified. Other sources of development funding include tax-exempt bond financing and 4% Low Income Housing Tax Credit (LIHTC) equity through NYS Housing Finance Agency (HFA), NYS Homes and Community Renewal (HCR) Clean Energy Initiative (CEI) and Senior Housing Program (SENR), NYC Housing Preservation and Development (HPD) Senior Affordable Rental Apartments (SARA) funding and Reso A, U.S. Environmental Protection Agency (EPA) Revolving Loan Fund, a sponsor loan, a Community Health Network (CHN) contribution, developer funded three month reserve, accrued interest, and a deferred developer's fee, for a total project cost of \$141,770,093. Amanda Diller is the project manager.
- CAMBA Housing Ventures, Inc. (CHV)/CHV 329 Clarkson Avenue L.P. (2021-046/HC01076) executed a FLA on March 30, 2023. CAMBA received a \$9,928,000 HHAP award reservation in June 2022 and requested and received a \$72,000 award increase in January 2023 due to an increase in the project size and pandemic related increases in construction costs, for a total HHAP investment of \$10,000,000 for the new construction of 328 units, 164 of which are PSH. Fifty-nine units are for chronically homeless families, 35 units are for homeless individuals re-entering the community after incarceration, 35 units are for homeless youth, and 35 units are for homeless youth aging out of foster care in Brooklyn. The remaining 164 units will be reserved for low-income individuals and families who earn up to 30%, 40%, 50% or 70% of the AMI, with one unit for the building superintendent, for a total of 328 units. Other sources of development funding include 4% tax-exempt bond financing and LIHTC equity through HFA, CEI, Community Investment Fund (CIF), Federal Housing Trust Fund (HTF) and SHOP from HCR, Federal Home Loan Bank (FHLB) New York Affordable Housing Program (AHP), Con Edison Vault funding; accrued interest, a deferred developer's fee,

sponsor loan from the developer's fee, a sponsor loan for reserves, special limited partner and managing general partner contributions, and an additional sponsor loan, for a total project cost of \$237,907,903. Connie Adsitt is the project manager.

- Christopher Community, Inc./Community View, Associates, L.P. (2021-049) executed a FLA on April 27, 2023. Christopher Community received a \$2,771,200 HHAP award reservation in June 2022 for the new construction of 20 units of PSH for homeless frail elderly individuals as well as homeless individuals living with a disability, in Morrisville, Madison County. The remaining 41 units will be reserved for low-income individuals who earn between 30% and 60% of the AMI, for a total of 61 units. Other sources of development funding include LIHTC equity and SHOP from HCR, a New York State Energy Research and Development Authority (NYSERDA) grant, and a deferred developer's fee, for a total project cost of \$18,953,429. Michael Riley is the project manager.
- Concern for Independent Living (Concern)/Estella Housing LLC (2016-020/HC01078) executed a FLA on March 30, 2023. Concern received a \$5,750,000 HHAP award reservation in October 2016 and requested and received a \$2,841,158 award increase in January 2023 due to delays in obtaining a PILOT agreement and pandemic related increases in construction costs. The total HHAP investment is \$8,591,158 for the new construction of 96 units, of which 42 units are PSH. Thirty units are for homeless adults living with a SMI and 12 units are for homeless veterans. The remaining 53 units are for low-income individuals and families earning less than 60% of the AMI, with one unit for the building superintendent, for a total of 96 units. Other sources of development funding include tax-exempt bond financing and 4% LIHTC equity through HFA, HTF and SHOP from HCR, a NYS Office of Mental Health (OMH) Program Development Grant (PDG), a loan from the Nassau County Regional Economic Development Council (REDC), a sponsor loan, and a deferred developer's fee, for a total project cost of \$67,538,980. Megan Van Geest is the project manager.
- Concern/ Concern Logan LLC (2021-014/HC01079) executed a FLA on April 19, 2023. Concern received a \$6,450,000 HHAP award reservation in August 2021 and requested and received a \$1,175,000 award increase in December 2022 due to increases in loan interest rates and pandemic related increased construction costs. The total HHAP investment of \$7,625,000 will create 40 units of PSH. Twenty-five units are for homeless adults living with a SMI and 15 units are for homeless veterans. The remaining 25 units are for low-income individuals and families earning less than 60% of the AMI, with one unit for the building superintendent, for a total of 66 units. Other sources of development funding include 9% LIHTC equity, HTF, and SHOP from HCR, a NYS OMH PDG, a loan from Leviticus Fund, a sponsor loan, and a deferred developer's fee, for a total project cost of \$43,194,196. Ryan Szalkowski is the project manager.
- Genesis House of Olean (Genesis House) (2018-062S/HC01075) executed a Final Award Agreement (FAA) on March 17, 2023. Genesis House received \$86,480 in emergency shelter repair funds in September 2019 for the moderate rehabilitation of an existing 12-bed emergency shelter. The repairs include updating the heating and cooling

system, installing a new water heater, improving insulation, updating the bathroom, installing LED lighting throughout the home and safety lighting outside, updating the electrical system, and installing new smoke/carbon monoxide detectors. Heather Lombardo is the project manager.

- St. Paul's Center, Inc. (2020-027/HC01077) executed a FAA on March 22, 2023. St. Paul's Center received a \$4,077,391 HHAP award reservation in February 2021 and requested and received a \$1,019,347 award increase in October 2022 due to pandemic related increases in construction costs. The total HHAP investment is \$5,096,738 for the substantial rehabilitation of "Housing Options" in the town of Colonie. Housing Options will provide 16 units of PSH for homeless individuals aged 55 and older. Other sources of development funding include a sponsor contribution and a construction loan, for a total development cost of \$6,971,738. Elaine Houlihan is the project manager.

### **Completed**

- Catholic Charities of Onondaga County (CCOC)/Housing Services Center and Shelter (2021-038/HC01064) received a Certificate of Occupancy (CofO) on March 22, 2023, and a ribbon-cutting ceremony was held on May 23, 2023. CCOC received a \$5,943,429 HHAP award reservation in February 2022 for acquisition, construction, and rehabilitation costs to relocate its existing men's shelter from downtown to East Syracuse. The new shelter provides 80 beds of emergency housing for homeless individuals in Onondaga County. Other sources of development funding include Onondaga County funding, U.S. Department of Housing and Urban Development (HUD) funds, and a sponsor contribution, for a total development cost of \$11,934,316. Elaine Houlihan is the project manager.
- Delta Development of Western NY, Inc. (Delta)/Angela's House, LLC (2019-003/HC01011) received a Temporary Certificate of Occupancy (TCO) on March 3, 2023 and held a ribbon-cutting ceremony on May 11, 2023. Delta received a \$3,692,030 HHAP award reservation in October 2019 for the substantial rehabilitation of one wing of a large mixed-use building that created 21 units of PSH for homeless individuals aged 55 and over and 46 units for low-income individuals in Cheektowaga, Erie County. Other sources of development funding include LIHTC and SHOP funds from HCR, Federal and State Historic Tax Credits, Cheektowaga HOME Funds, a deferred developer's fee, and a NYSERDA incentive, for a total project cost of \$22,884,200. Heather Lombardo is the project manager.
- Greater Opportunities for Broome and Chenango, Inc. (Greater Opportunities) (2019-004/HC01014) received a TCO on March 31, 2023. Greater Opportunities received a \$7,536,570 HHAP award reservation in October 2019 for the rehabilitation of 27 units of PSH in Binghamton. Six units are reserved for homeless individuals and families where the head of household is living with a SMI, six units for homeless individuals and families where the head of household has a SUD, five units for survivors of domestic violence, two units for homeless youth aging out of foster care, two units for

homeless young adults ages 18-25, three units for homeless individuals who were formerly incarcerated, and three units for homeless veterans. Other sources of development funding include funding from the City of Binghamton, for a total project cost of \$8,113,547. Matthew Ciulla is the project manager.

Mr. Hebner commented that CHV Clarkson is a Vital Brooklyn project.

Mr. Umholtz requested a motion to accept the President's Report. Mr. Hebner made the motion, which was seconded by Mr. Umholtz. 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, 2023, 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 Mr. Doug Zimmerman of EFPR Group, CPAs, PLLC to present the SFY 2022-23 Audit & Report for HHAC. Mr. Zimmerman provided an overview and summarized the Report and the financial statements to the Board. Mr. Zimmerman 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. Mr. Washburn 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 remained consistent with 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 ,**

Mr. Umholtz requested a motion to approve the resolution. Mr. Hebner made the motion, which was seconded by Mr. Umholtz. 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 2022-23.

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.**

Mr. Umholtz requested a motion to approve the resolution on the disposition of property. Mr. Hebner made the motion, which was seconded by Mr. Umholtz. 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 \$32,633,295.72. This included \$9,864,125.59 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 Mr. Umholtz. The motion carried.

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

Mr. Robinson presented the following project to the Board:

- Project Name: The Salvation Army 2022-017

Mr. Robinson reported that The Salvation Army project was classified as unlisted. After performing an evaluation and review of the proposed action it was determined that The Salvation Army project will not result in any significant adverse environmental impacts and therefore, a conditional Negative Declaration is recommended at this time, with the expectation that the sponsor comply with the mitigation measures set forth in the Letter of Resolution, signed by the Department of Environmental Conservation, the State Historic Preservation Office, and the sponsor itself.

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 Mr. Umholtz. 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 three awards from the state fiscal year (SFY) 2022-23 funding round. The awards totaled \$21,190,005 in HHAP funds to the following organizations:

- DePaul Properties, Inc.- Granary Apartments
- Community Access Inc.- River II
- Thankful Community Development Corporation- Thankful Gardens

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

- Standing Together Effectively for People by Standing Together Effectively for People, Inc. (S.T.E.P by S.T.E.P)/Lincoln School Apartments Program (LSAP)
- PathStone Housing Action Corporation/Parcel 7
- Rochester Housing Authority/Rosewood Estates
- Family Enrichment Network, Inc./Hope Haven

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 continued to accept applications through March 31, 2023, for funding under the RFP issued in September 2020. A new RFP was issued on May 4, 2023, with applications being accepted starting May 25, 2023.

The COVID-19 pandemic unquestionably impacted the construction world. HHAP's not-for-profit partners have experienced significant challenges during development; material costs have escalated substantially as have interest rates for projects working toward construction closing. Working with its State and City partners, HHAC has assisted projects to fill gaps caused by these market forces. In SFY 2022-23 HHAC provided award increases to 18 projects totaling \$13,648,549. In addition, HHAP executed emergency health and safety amendments with four agencies totaling \$1 million. With approval of the HHAP awards presented today, the additional funds provided to projects in development, and amendments for health and safety concerns, the total funds committed to date is \$100,218,078. The remaining uncommitted appropriation balance of \$27,781,922 may be utilized for future awards, which includes up to \$1 million for emergency shelter repairs and \$2 million for HHAC operating and administrative expenses.

Ms. McAteer reported that there were 10 applications under review at the time of the Board meeting, requesting approximately \$74,333,006 million in HHAP funding.

Ms. McAteer also reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date, one application for the HIV/AIDS set-aside had been submitted but was not awarded funding. 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 previously awarded veterans' set aside funding. Community Access was awarded a prorated amount at this Board meeting, leaving a balance in the veterans' set aside of \$2,207,216. 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/12 beds of emergency housing.

Ms. McAteer then reported on the geographic distribution of HHAP awards, award increases, and amendments from the current round. It is broken out as follows: 46.1% of the funding was awarded to projects in the NYC region, 50.3% to the rest of state region, and 3.6% to projects in the suburban region of Suffolk, Nassau, and Westchester counties.

Ms. McAteer concluded her presentation by reporting on the unit distribution. The \$21.2 million in funding that was recommended at the meeting will produce 208 units/359 beds of permanent supportive housing and preserve one unit/12 beds of emergency housing.

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 Mr. Umholtz. The motion carried.

## **Agency Reports:**

### **HCR**

Mr. Hebner reported that the 9% awards were announced which included 20 projects with one in each of the 10 Regional Economic Council Regions. The awards totaled over \$162 million in subsidy loans as well as state and federal tax credits equating to \$320 million in tax credit equity. These projects will produce over 1300 units and include six awards that are in partnership with HHAP.

Mr. Hebner reported that three projects were approved at the April 2023 HFA meeting for 4% financing. Financing included \$224 million in affordable housing bonds and \$97 million in subsidy to create or preserve 589 affordable units including 191 supportive units.

Mr. Hebner went on to highlight two of these bond deals. The first was a long-awaited project in Long Island which was structured as a limited equity Co-op. The project includes eight units of housing for individuals with intellectual and developmental disabilities. The second was HCR's first project funded under the Housing Our Neighbors with Dignity Act (HONDA), the hotel conversion program funded in the last state budget. This funding will convert the 300-unit JFK Hilton into affordable housing units.

### **OASAS**

Mr. Ramos reported that OASAS continues to provide technical assistance to their providers and work with the ESSHI workgroup and sister agencies on the round eight RFP.

### **OTDA**

Mr. Umholtz thanked the team who worked on the financial and audit report as well as the Bureau staff who continue to travel and meet with providers throughout the state

Mr. Umholtz reported on funding opportunities available through OTDA; recommendations were in the final stage of review for the Operational Support for AIDS Housing (OSAH) program; Emergency Needs for Homeless Program (ENHP) funding recommendations were in development; Housing Opportunities for Persons with AIDS (HOPWA) RFP was in development and will be released in the upcoming weeks.



Mr. Umholtz explained that the Balance of State is in the planning stages to meet the Housing and Urban Development (HUD) Notice of Funding Availability (NOFA) competition. Renewal applications were submitted for review.

Mr. Umholtz reported that this year's state budget included funding for the expansion of legal services to include the NYC area. Funding recommendations to advance the \$50 million in available funding were in development.

In conclusion, Mr. Umholtz stated that work is being done on the round eight ESSHI RFP.

There was no further discussion or comment.

### **New/Other Business:**

The next HHAC Board meeting is scheduled to take place on Wednesday, August 2, 2023, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

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

Mr. Umholtz adjourned the meeting at 2:20 p.m.

Amanda Diller

Date:

HHAC Secretary

# **Draft- 210th HHAC Board Meeting Minutes**

## **Meeting date: August 2, 2023**

### **Call to Order:**

The 210th 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 2, 2023. The meeting was called to order by Rick Umholtz, Deputy Commissioner for Housing and Refugee Services within the NYS Office of Temporary and Disability Assistance (OTDA).

### **Members in Attendance:**

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

#### **Others in Attendance:**

Dana Greenberg	HHAC President
Brenda McAteer	HHAC Vice President
John Cucinelli	HHAC Assistant Treasurer
Michael Washburn	HHAC Comptroller
Amanda Diller	HHAC Secretary
Megan Van Geest	HHAC Assistant Secretary
Cassandra Kelleher-Donnaruma	OTDA Division of Legal Affairs (DLA)
Martin Robinson	HHAP Project Manager

### **Items of Discussion:**

#### **Approval of Minutes**

Mr. Umholtz requested a motion to accept the minutes of the 209th HHAC Board Meeting that took place on June 7, 2023. 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 June 30, 2023, when there were 93 projects in various stages of development. Fifty of these projects were in construction, six of which were over 90% complete. Furthermore, 37% of the projects in development at that time were in New York

City, 12% were in the suburban regions of Westchester, Nassau and Suffolk counties, and the remaining 51% were in the rest of the state.

## **Project-Related Milestones**

### **Final Award and Loan Agreements**

- H.E.L.P. Social Service Corporation (HELP)/HELP Park Place LLC (2022-008/HC01084) executed a Final Loan Agreement (FLA) on May 25, 2023. HELP received a \$3,140,000 HHAP award reservation in June 2022 to develop eight units of permanent supportive housing (PSH) for chronically homeless families in Brooklyn. The remaining 36 units will be reserved for low-income individuals and families who earn between 50-80% of the Area Median Income (AMI), for a total of 44 units. This is a Vital Brooklyn (VBK) project. Other sources of funding include a Community Preservation Corporation (CPC) loan, Low-income Housing Tax Credit (LIHTC) equity, State LIHTC (SLHIC) equity, Housing Trust Fund (HTF), Federal Housing Trust Fund (FHTF) and Community Investment Fund (CIF) from NYS Homes and Community Renewal (HCR); a Sponsor CIF match, solar tax credits, a New York State Energy Research Development Authority (NYSERDA) incentive and deferred developer fee, for a total project cost of \$31,419,623. Katherine Blake is the project manager.
- Joseph's House & Shelter, Inc. (2019-037S/HC01085) executed a Final Award Agreement (FAA) on May 18, 2023. Joseph's House received \$98,500 in emergency shelter repair funds in January 2020 for the moderate rehabilitation of an existing 15 unit/39 bed emergency shelter in Troy. The repairs include installing new vinyl flooring throughout the building and the replacement of 46 windows. Heather Lombardo is the project manager.
- Mt. Olive Development Corp. (Mt. Olive)/Mt. Olive Senior Manor LLC (2021-023/HC01086) executed a FLA on June 22, 2023. Mt. Olive received a \$4,000,000 HHAP award reservation in December 2021 for the new construction of 65 units of affordable housing in the city of Buffalo. People, Inc. is also a guarantor and will serve as the supporting organization for this project. Of the 65 units of housing, 20 will be utilized as PSH for homeless seniors aged 55 and older. The remaining units will be reserved for low-income seniors and their families. Other sources of development funding include LIHTC equity, Supportive Housing Opportunity Program (SHOP) and FHTF from HCR; Buffalo Urban Renewal Agency (BURA) funds, Brownfield tax credits, developer equity and a deferred developer fee, for a total project cost of \$27,410,052. Martin Robinson is the project manager.
- Penates, Inc. (2021-034S/HC01080) executed a FAA on April 9, 2023. Penates received a \$100,000 HHAP award reservation in February 2022 for the moderate rehabilitation of three units/17 beds of emergency housing for homeless families in Bay Shore. The repairs include installing new kitchen cabinets, countertops, two sinks, a stove, two refrigerators/freezers in the kitchen and new flooring. Ryan Szalkowski is the project manager.

- Penates, Inc. (2021-035S/HC01081) executed a FAA on April 9, 2023. Penates received a \$100,000 HHAP award reservation in February 2022 for the moderate rehabilitation of four units/17 beds of emergency housing for homeless families in Bay Shore. The repairs include installing new kitchen cabinets, countertops, two sinks, a stove, two refrigerators/freezers in the kitchen and new flooring. Ryan Szalkowski is the project manager.
- Rochester Housing Authority (RHA)/RHA Federal St. Associates LLC (2020-055/HC01083) executed a FLA on May 8, 2023. RHA originally received a \$1,627,884 HHAP award reservation in April 2021 and requested and received a \$406,971 award increase in February 2023 due to increases in construction costs and interest rates. The total HHAP investment is \$2,034,855 for the new construction of nine units of PSH for re-entry/ex-offenders and their families who are experiencing homelessness. The remaining 44 units will be reserved for low-income families, for a total of 53 units. Other sources of development funding include a S/LIHTC equity and a Public Housing Preservation Program loan from HCR, a CPC loan, a NYSERDA incentive, a sponsor loan and reserves, and a deferred developer fee, for a total project cost of \$26,912,028. Martin Robinson is the project manager.
- The Bridge, Inc./1559 Boone Avenue L.P. (2022-010) executed a FLA on June 28, 2023. The Bridge received a \$3,152,138 HHAP award reservation in December 2022 for the new construction of 51 units of PSH. Thirty-one units will serve chronically homeless adults with serious mental illness (SMI) and/or substance use disorder (SUD), eight units will serve homeless adults with SMI and 12 units will serve homeless seniors in the Bronx. The remaining 14 units will be reserved for seniors under the Affordable Independent Residences for Seniors (AIRS) Program serving tenants who earn up to 30% of the AMI. There will also be one unit for a live-in superintendent, for a total of 66 units. Other sources of development funding include LIHTC, SHOP, Senior Housing Program (SENR) and FHTF from HCR; Brownfield Tax Credit equity; a deferred developer fee; a sponsor loan for reserves; and accrued interest, for a total project cost of \$40,134,351. Matthew Ciulla is the project manager.
- West Side Federation for Senior and Supportive Housing, Inc. (WSFSSH)/Fischer Senior Apartments L.P. (2020-015/HC01088) executed a FLA on June 29, 2023. WSFSSH received a \$4,800,000 HHAP award reservation in February 2021 for the new construction of 32 units of PSH for homeless individuals suffering from SMI who are over the age of 55 in the Bronx. The remaining 72 units are for low-income senior households aged 62 and above with incomes below 50% of the AMI. There is one unit for a live-in superintendent, for a total of 105 units. Other sources of development funding include LIHTC equity and Senior Affordable Rental Apartments (SARA) funds through NYC Housing Preservation & Development (HPD), NYC Reso A funding, a construction loan, Freddie Mac funds and solar tax credit equity, for a total project cost of \$68,626,160. Michael Washburn is the project manager.

## **Amendment**

- The County of Orange (2001-030/HC00682) executed a \$665,000 amendment on May 19, 2023, for a total HHAP investment of \$3,325,000. The County of Orange had previously executed a FAA but needed additional funding to complete the necessary repairs at HONOR EHG, Inc., a 73 unit/82 bed emergency shelter in Middletown. Repairs include roof replacement, repointing of bricks, Heating, Ventilation and Air Conditioning (HVAC), electrical upgrades and bathroom renovations. The other source of development funding is an Orange County Department of Social Services (OCDSS) contribution of \$1,095,870, for a total project cost of \$4,420,870. Michael Washburn is the project manager.

## **Completed**

- DePaul Properties, Inc. (DePaul)/Batavia Special Needs Apartments, L.P. (2020-001/HC01044) obtained a Temporary Certificate of Occupancy (TCO) on May 25, 2023. DePaul received a \$5,514,760 HHAP award reservation in February 2021 for the new construction of 20 units of PSH for homeless individuals living with a SMI and frail/elderly homeless persons aged 55 and older in Batavia. This is an addition to an existing affordable housing project developed and operated by DePaul that has been in-service since 2009. Thirty-one units are funded through the NYS Office of Mental Health (OMH) and 11 units are for households earning at or below 60% of the AMI, for a total of 62 units. Other sources of development funding include an existing replacement reserve, a NYSERDA grant, an OMH Program Development Grant (PDG), and a contribution from the sponsor, for a total project cost of \$6,058,301. Michael Riley is the project manager.
- United Veterans Beacon House, Inc. (UVBH) (2022-003S/HC01072) received a \$74,591 HHAP emergency shelter repair award reservation in August 2022 for the moderate rehabilitation of their 15-bed emergency shelter for homeless adults in Suffolk County. Repairs and improvements were made to the exterior of the three-story shelter building, including replacement of the siding, windows, three exterior doors and all the house gutters and sealing the foundation near the front porch. Rachel Gaffey is the project manager.

## **Events and Ceremonies**

- Delta Development of Western NY, Inc. (Delta)/Angela's House LLC (2019-003/HC01011) held a ribbon-cutting ceremony on May 11, 2023. Delta received a \$3,692,030 HHAP award reservation in October 2019 for the substantial rehabilitation of one wing of a large mixed-use building that will create 21 units of PSH and 46 low-income units for individuals aged 55 and over in Cheektowaga. Other sources of development funding include LIHTC and SHOP funds from HCR, Federal and State Historic Tax Credits, Cheektowaga HOME Funds, a deferred developer fee and a NYSERDA incentive, for a total project cost of \$22,884,200. Heather Lombardo is the project manager.
- Veterans Outreach Center (VOC) (2020-034/HC01045) held a ribbon-cutting ceremony on June 1, 2023. VOC received a \$2,000,000 HHAP award reservation in February 2021

for the substantial rehabilitation of Richard's House, their existing three-story structure located in Rochester. The project preserves 30 units of transitional housing for veterans and creates an additional 16 beds. This project now provides 46 transitional beds for homeless veterans, including those with a mental health diagnosis, those who are physically disabled, and/or have a SUD. Other sources of development funding include the Department of Veterans Affairs (VA), NYS Office of General Services (OGS), VOC savings and investments and private donors and foundations, for a total project cost of \$6,222,388. Heather Lombardo is the project manager.

Mr. Hebner commented that HCR, in conjunction with HHAP, provided additional resources for the RHA project.

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. 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 \$12,240,222.32. This included \$4,639,508.32 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: Ibero-American Development Corporation 2020-054
- Project Name: Thankful Community Development Corporation 2022-038

Mr. Robinson reported that both the Ibero-American Development Corporation and Thankful Community Development Corporation projects were unlisted. After performing an evaluation and review of the proposed action it was determined that the Ibero-American project will not result in any significant adverse environmental impacts and therefore, a conditional Negative Declaration was recommended with the expectation that the sponsor creates and implements a construction protection plan to protect historic resources adjacent to the site. It was also determined that the Thankful Community project will not result in any significant adverse environmental impacts and therefore, a Negative Declaration was 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 Accepting the Resignation of an Officer**

Ms. Greenberg introduced a resolution to accept the resignations of HHAC Treasurer Lee Ann Greenslade and HHAC Assistant Treasurer John Cucinelli.

This was no further discussion or comment.

Mr. Umholtz requested a motion to approve the resolution accepting the resignation of an officer. Mr. Hebner made the motion, which was seconded by Ms. Cook. The motion carried.

## **A Resolution of the Homeless Housing and Assistance Corporation Approving the Appointment of Officers**

Ms. Greenberg introduced a resolution to appoint John Cucinelli as HHAC Treasurer.

This was no further discussion or comment.

Mr. Umholtz requested a motion to approve the resolution approving the appointment of an officer. Mr. Hebner made the motion, which was seconded by Ms. Cook. The motion carried.

## **A Resolution of the Homeless Housing and Assistance Corporation Revising Authorized Signatories**

Ms. Greenberg introduced a resolution to revise the authorized designated signatories for HHAP Account Warrants to reflect "Finance" staff changes and appointment of new officers, including Chief Accountant, Michael Cody; Assistant Chief Accountant, Karen Martin; Principal Accountant, Shawn Smith; and Treasurer, John Cucinelli. Authorized "Program" signatories include President, Dana Greenberg; Vice President, Brenda McAteer; and Comptroller, Michael Washburn.

This was no further discussion or comment.

Mr. Umholtz requested a motion to approve the resolution revising authorized signatories. 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 three awards from the state fiscal year (SFY) 2022-23 funding round totaling \$20,668,006 and two awards from SFY 2023-24 funding round totaling \$17,990,000. The following organizations were approved for funding:

From SFY 2022-23

- Mercy Haven, Inc.- Hempstead Homeless Housing
- The YWCA of Binghamton and Broome County- Lisle Avenue Apartments
- Bowery Residents' Committee, Inc.- Hill Top

From SFY 2023-24

- Breaking Ground II Housing Development Fund Corporation- 1760 Third Avenue
- WellLife Network, Inc.- Medford Gardens

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

- Project Renewal, Inc. - New Providence
- Institute for Community Living, Inc. - 161 Emerson Place
- The Puerto Rican Organization to Enlighten, Motivate and Serve Addicts (PROMESA), Inc. - Rogers Place
- People Community Housing Development Corporation - Juniper Apartments
- Soldier On, Inc. - Tent City (aka Gardner Lofts)

These applicants will be offered technical assistance.

Ms. McAteer stated that the \$20,668,006 in project funding recommended at the meeting from SFY 2022-23 will produce 160 units/194 beds of PSH. The \$17,990,000 in project funding recommended from SFY 2023-24 will produce 250 units/beds of PSH.

Ms. McAteer noted that both the SFY 2022-23 and 2023-24 enacted State Budgets contain 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 continued to accept applications through March 31, 2023, for funding under the RFP issued in September 2020. A new RFP was issued on May 4, 2023 with applications being accepted starting May 25, 2023.

The COVID-19 pandemic unquestionably impacted the construction world. HHAP's not-for-profit partners have experienced significant challenges during development; material costs have escalated substantially, as have interest rates for projects working toward construction closings. Working with its State and City partners, HHAC has assisted projects to fill gaps caused by these market forces. In SFY 2022-23 HHAC provided award increases to 20 projects totaling \$14.4 million. In addition, HHAP executed emergency health and safety amendments with four agencies totaling \$1 million. With approval of the HHAP awards presented for SFY 2022-23, the additional funds provided to projects in development, and amendments for health and safety concerns, the total funds committed to date is approximately \$122 million. With the approval of HHAP awards presented for SFY 2023-24, the remaining uncommitted appropriation balance of \$110,010,000 may be utilized for future awards, which includes up to \$1 million for emergency shelter repairs and \$2 million for HHAC operating and administrative expenses.

Ms. McAteer reported that there were six applications under review at the time of the Board meeting, requesting approximately \$16.7 million in HHAP funding.

Ms. McAteer also reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. For SFY 2022-23 one application for the HIV/AIDS set-aside had been submitted but was not awarded funding. Five



million dollars is also set aside for projects that will provide supportive housing for veterans. In SYF 2022-23 a total of \$4.3 million has been committed. At the time of the meeting, no applications have been received for either set aside for SFY 2023-24. 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.

Ms. McAteer concluded her presentation by reporting on the geographic distribution of HHAP awards, award increases and amendments from SFY 2022-23. Forty-nine-point-nine percent (49.9%) of the funding was awarded to projects in the NYC region, 43.9% to the rest of state region, and 6.2% to projects in the suburban region of Suffolk, Nassau, and Westchester counties. With recommendations from the SFY 2022-23 appropriation, the \$106 million awarded to new projects funded 1,093 units/1,316 beds of PSH, 32 new units/80 new beds of emergency housing and preserved one unit/59 beds of emergency housing.

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 continues to work on moving forward their portfolio of Multifamily 9% LIHTC awarded projects. Since the beginning of the fiscal year, HCR has closed on construction financing for nine projects totaling 503 units, including 129 supportive units. HCR has also closed on permanent financing for six projects that are now operational.

Mr. Hebner stated that HCR is also working on the release of the next Multifamily 9% LIHTC RFP, which is targeted for release in September. HCR is moving back to an annual funding round, which will have multiple benefits including lowering application and pre-application costs and providing more consistency in the awards process.

Finally, Mr. Hebner reported on HFA's 4% bond activities. HFA approved two preservation projects at the June 2023 board meeting, consisting of over \$25 million in subsidy to create or preserve 282 affordable units, including 128 supportive units. One of the two projects, which is in Newburgh, was originally funded by HHAP.

### **OMH**

Ms. Cook reported that OMH has released a Treatment Apartment Program (TAP) RFP for the development and operations of 450 units statewide. Proposals were due the week following the Board meeting. OMH is expecting to release three additional RFPs: one for formerly incarcerated, a second for transition aged youth, and a third to support the work of the Safe Options Support SOS Teams. OMH is also working with their ESSHI colleagues for the release of the next RFP.

## **OASAS**

Mr. Ramos reported that OASAS continues to provide technical assistance to their current housing providers. The pilot program for the transitional safety units has been effective and will continue to be supported.

Mr. Ramos noted that OASAS continues to work with the interagency workgroup on the next ESSHI RFP.

Mr. Ramos mentioned that OASAS has taken on certifying recovery residences. OASAS is working on drafting regulations. These regulations are up for public comment on the State registry. Comments were accepted until August 13, 2023.

## **OTDA**

Mr. Umholtz began his presentation by thanking the team for their commitment and ongoing hard work.

Mr. Umholtz reported that 16 concept papers were reviewed which requested \$90 million in HHAP funding.

Mr. Umholtz stated that The Balance of State is currently working with community partners in eight counties on a response to the recently released Notice of Funding Opportunity (NOFO) to secure renewals and additional funding. The application due date is at the end of September.

Mr. Umholtz concluded by reporting on three additional funding opportunities. The Operational Support for AIDS Housing (OSAH) awards have been announced, the Housing Opportunities for Persons With AIDS (HOPWA) RFP is open with applications due August 30<sup>th</sup>, and the additional resources made available through the new state budget made \$2.8 million available to increase rates for the NYS Supportive Housing Program (NYSSHP) for contracts commencing later this year.

## **New/Other Business:**

The next HHAC Board meeting is scheduled to take place on Wednesday, October 4, 2023, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

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 2:13 p.m.

Amanda Diller

HHAC Secretary

Date:

# **211th HHAC Board Meeting Minutes**

## **Meeting date: October 4, 2023**

### **Call to Order:**

The 211th meeting of the Homeless Housing and Assistance Corporation (HHAC) was held at the NYS Media Service Center (MSC), in Albany, New York at 1:30 p.m. on October 4, 2023. The meeting was called to order by Rick Umholtz, Deputy Commissioner for Housing and Refugee Services within 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 of the NYS Office of Mental Health (OMH), and Esteban Ramos, Advisory Board Member Designee representing Advisory Board Member Commissioner Chinazo Cunningham, M.D. of the Office of Addiction Services and Supports (OASAS).

#### Others in Attendance:

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

### **Items of Discussion:**

#### **Approval of Minutes**

Mr. Umholtz requested a motion to accept the minutes of the 210th HHAC Board Meeting that took place on August 2, 2023. 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 August 31, 2023, when there were 94 projects in various stages of development. Forty-seven of these projects were in construction, three of which were over 90% complete. Furthermore, 35% 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 51% were in the rest of the state.

## **Project-Related Milestones**

### **Final Award and Loan Agreements**

- United Veterans Beacon House (UVBH) (2021-032/HC01087) executed a Final Award Agreement (FAA) on July 26, 2023. UVBH received a \$2,616,337 HHAP award reservation in February 2022 for the new construction of a single-family house providing one family unit and up to six beds of permanent supportive housing (PSH) for a homeless veteran with a family, as well as the moderate rehabilitation of two emergency shelters providing 16 beds of emergency housing for homeless singles in East Patchogue. HHAP is the only source of development funding. Matt Ciulla is the project manager.

### **Completed**

- Concern for Independent Living (Concern)/Concern Pitkin LLC (2018-028/HC01012) obtained a Temporary Certificate of Occupancy (TCO) on August 17, 2023. Concern received a \$3,771,424 HHAP award reservation in December 2018 for the new construction of 35 units of PSH for adults with a serious mental illness (SMI) in Brooklyn. An additional 22 units are reserved for low-income individuals and families who earn up to 60% of the area median income (AMI). There is also a two-bedroom unit for a live-in superintendent, for a total of 58 units. Other sources of development funding include Low-Income Housing Tax Credit (LIHTC) equity and Supportive Housing Loan Program (SHLP) through NYC Housing Preservation and Development (HPD) a construction loan from Community Preservation Corporation (CPC), and a deferred developer's fee, for a total project cost of \$28,089,487. Megan Van Geest is the project manager.
- Concern/CHP St. James LLC (2019-007/HC01013) obtained a TCO on August 31, 2023. Concern received a \$4,950,000 HHAP award reservation in November 2019 for the new construction of 51 units of PSH for homeless adults with SMI in the Bronx. An additional 50 units are reserved for low-income individuals and families who earn up to 60% of the AMI. There is a two-bedroom unit for a live-in superintendent, for a total of 102 units. The building also includes a new community service facility that will be leased back to the adjacent St. James Episcopal Church to provide a variety of social service programs, including a food pantry with hot meal service. Other sources of development funding include NYS Housing Finance Agency (HFA) bond financing, 4% LIHTC and Supportive Housing Opportunity Program (SHOP) through NYS Homes and Community Renewal

(HCR); a NYS Office of Mental Health (OMH) Pre-Development Grant (PDG); a seller's note; accrued interest; a deferred developer's fee and an equity contribution, for a total project cost of \$64,264,334. Megan Van Geest is the project manager.

- H.E.L.P. Development Corp. (HELP)/HELP Hinsdale B LLC (2020-007/HC01039) received a TCO on July 19, 2023. HELP received a \$3,000,000 HHAP award reservation in February 2021 for the new construction of 43 units of PSH for chronically homeless individuals in Brooklyn. An additional 28 units will be reserved for low-income individuals and families for a total of 71 units. Other sources of development funding include LIHTC equity through HPD, solar tax credits, and a sponsor contribution, for a total project cost of \$33,399,601. Martin Robinson is the project manager.
- Veterans Outreach Center (VOC) (2020-034/HC01045) received a Certificate of Occupancy (CofO) on July 25, 2023. VOC received a \$2,000,000 HHAP award reservation in February 2021 for the substantial rehabilitation of Richard's House, their existing three-story structure located in Rochester. The project will preserve 30 units of transitional housing for veterans and will create an additional 16 beds for homeless veterans, including those with a mental health diagnosis, who are physically disabled and/or have a substance use disorder (SUD). Other sources of development funding include funding from the Department of Veterans Affairs (VA) and NYS Office of General Services (OGS), VOC savings and investments, and private donors and foundations, for a total project cost of \$6,222,388. Heather Lombardo is the project manager.

### **Events and Ceremonies**

- HELP/HELP Park Place LLC (2022-008/HC01084) held a groundbreaking ceremony on July 20, 2023. HELP received a \$3,140,000 HHAP award reservation in June 2022 to develop eight units of PSH for chronically homeless families in Brooklyn. Thirty-six units will be reserved for low-income individuals and families who earn between 50%-80% of the AMI, for a total of 44 units. Other sources of development funding include LIHTC and State LIHTC (SLIHC) equity, Federal and State Housing Trust Fund (HTF) and Community Investment Fund (CIF) through HCR; a CPC loan; a sponsor loan; solar tax credits; a New York State Energy Research and Development Authority (NYSERDA) grant and a deferred developer's fee, for a total project cost of \$31,419,623. Katherine Blake is the project manager.
- JCTOD Outreach, Inc./Johnson Park Green Living LLC (JPGL) (2019-005/HC01073) held a groundbreaking ceremony on June 21, 2023. JCTOD received a \$4,500,000 HHAP award reservation in November 2019 and requested and received a \$1,125,000 award reservation increase in November 2022 due to increases in construction costs. The total HHAP investment is \$5,625,000 for the new construction of 31 units of PSH in Utica. Twenty-one of the HHAP units are for homeless individuals over the age of 55, and 10 units are for homeless single adults with SMI. The remaining 31 units will be reserved for low-income individuals and families who earn up to 60% of the AMI, for a total of 62 units. Other sources of development funding include LIHTC, CIF and SHOP

through HCR; funding from the City of Utica; community foundation funding; a NYSERDA incentive; a seller note; solar tax credits and a deferred developer's fee, for a total project cost of \$27,790,081. Elaine Houlihan is the project manager.

- Rochester Housing Authority (RHA)/RHA Federal St. Associates LLC (2020-055/HC01083) held a groundbreaking ceremony on August 17, 2023. RHA received a \$1,627,884 HHAP award reservation in April 2021 and requested and received a \$406,971 award increase in February 2023 due to increases in construction costs and interest rates. The total HHAP investment is \$2,034,855 for the new construction of nine units of PSH for re-entry/ex-offenders and their families who are experiencing homelessness in Rochester. The remaining 44 units will be reserved for low-income families, for a total of 53 units. Other sources of development funding include S/LIHTC equity and a Public Housing Preservation program (PHP) loan from HCR, a CPC loan, a NYSERDA incentive, a sponsor loan and reserves and a deferred developer's fee, for a total project cost of \$26,912,028. Martin Robinson 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. 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 \$29,650,607.18. This included \$11,394,318.77 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. Duncan. The motion carried.

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

Mr. Ciulla presented the following projects to the Board:

- Project Name: Barrier Free Living 2021-036
- Project Name: Breaking Ground II Housing Development Fund Corporation 2022-024
- Project Name: Fortune Society, Inc. 2022-025

Mr. Ciulla reported that the Barrier Free Living, Breaking Ground II Housing Development Fund Corporation and Fortune Society, Inc. projects were unlisted. After performing an evaluation and review of the proposed actions it was determined that all three projects will not result in any significant adverse environmental impacts, 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. Duncan. 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 CAMBA Housing Ventures, Inc. - The Hart project 2020-013 due to cost increases caused by the termination of the original general contractor (GC) for breach of contract. An award increase up to \$2,145,713 was requested.

Mr. Hebner thanked Ms. Greenberg for HHAP's partnership in this project. 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. 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 two awards from the state fiscal year (SFY) 2023-24 funding round totaling \$8,872,430 to the following organizations:

- Community Services for Every1, Inc. - The Nest
- Greater Opportunities for Broome and Chenango, Inc. - New Berlin Housing Project

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

- Cortland Housing Assistance Council- River Street Senior Housing

This applicant will be offered technical assistance.

Ms. McAteer stated that the \$8,890,715 in project funding recommended at the meeting will produce 28 new units/55 beds, preserve seven/21 beds of PSH and preserve one-unit and 10 beds of emergency housing. With recommendations made at the meeting from the SFY 2023-2024 appropriation, the \$26,880,715 awarded to new projects funded will create 278 units/305 beds of new PSH, preserve seven units/21 beds of PSH, and preserve one unit/10 beds of emergency housing.

Ms. McAteer reported that there were 11 applications under review at the time of the Board meeting, requesting approximately \$70 million in HHAP funding.

Ms. McAteer noted that the SFY 2023-24 enacted State Budget contained a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered, in the order in which they are received, subject to the availability of funds. The RFP was issued on May 4, 2023, with applications being accepted starting May 25, 2023.

Ms. McAteer further stated the COVID-19 pandemic unquestionably impacted the construction world. HHAP's not-for-profit partners have experienced significant challenges during development; material costs have escalated substantially, as have interest rates for projects working toward construction closings. Working with its State and City partners, HHAC has assisted projects to fill gaps caused by these market forces. In the current SFY, HHAC provided award increases to four projects and brought another project to the Board at the meeting totaling \$4,519,437. With approval of the HHAP awards presented today and the additional funds provided to projects in development, the total funds committed to date is approximately \$31.4 million. The remaining uncommitted appropriation balance of approximately \$96.6 million may be utilized for future awards, which includes up to \$1 million for emergency shelter repairs and \$2 million for HHAC operating and administrative expenses.

Ms. McAteer also reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date there have been no applications submitted under the HIV/AIDS set-aside. Five million dollars is also set aside for projects that will provide supportive housing for veterans. To date, there is one application under review that includes veteran's housing. 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/10 beds of emergency housing.

Ms. McAteer concluded her presentation by reporting on the geographic distribution of HHAP awards, award increases and amendments from SFY 2023-24. Thirty-nine percent (39%) of the funding was awarded to projects in the NYC region, 36% to the rest of state region, and 25% 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. Duncan. The motion carried.

## **Agency Reports:**

### **HCR**

Mr. Hebner reported that the 9% Multifamily LIHTC Credit RFP was released on September 15, 2023, with applications due on November 7, 2023. The RFP moved to an annual round and included \$40 million dollars in LIHTC, \$8 million in SLIHTC, and over \$200 million combined in various subsidy loan programs. Including tax credit multipliers, almost half of a billion dollars in resources will be available. Mr. Hebner stated that HCR looks forward to receiving applications and acknowledged that many HHAP projects in pre-development are awaiting HCR funding.

Mr. Hebner went on to report that HFA approved five projects at their September board meeting, consisting of over \$164 million in tax-exempt bonds and \$59 million in subsidy funding. This will create or preserve 871 units and includes 147 supportive units. Two of the five projects approved are new developments while the remaining three are preservation.



## **OMH**

Ms. Duncan reported that two new awards were announced under OMH's Safe Options Support (SOS) Teams RFP. There are currently 11 teams in operation in NYC with an RFP for three additional teams to be released in the coming months. There are seven teams that are operational or in the process of becoming operational outside of NYC, and there is currently an RFP out seeking to establish four teams in the rest of state region.

Ms. Duncan stated that in the current state budget, there is capital and operating funding to develop 3,100 units of housing for individuals with mental illness. To date, OMH has issued four RFPs to create 1,000 units of licensed and unlicensed scattered site housing. OMH intends to issue RFPs for the remaining 2,100 units by the end of this calendar year.

## **OASAS**

Mr. Ramos reported that OASAS continues to work with the interagency workgroup on the next ESSHI RFP. The comment period for the draft regulations for certifying recovery residences has closed and the regulations have been removed from the State registry. Mr. Ramos reported that many comments were received and OASAS is working to address them. The regulations will be released again in the future for public comment. Additionally, Mr. Ramos reported that OASAS continues to provide technical assistance to their colleagues and current housing providers.

## **OTDA**

Mr. Umholtz began his presentation by offering congratulations to Martin Robins on his recent marriage and went on to thank the housing team for their commitment and ongoing hard work.

Mr. Umholtz stated that the housing team will be hosting in-person regional meetings. The first meeting will take place in Syracuse on October 13, 2023, followed by a meeting in White Plains on October 20, 2023.

Mr. Umholtz reported that 16 concept papers were reviewed that requested \$97 million in HHAP funding. Additionally, staff recently finished reviewing applications for the Housing Opportunities for Persons With AIDS (HOPWA) program and awards will be announced soon. The Solutions To End Homelessness Program (STEHP) procurement is currently being drafted. STEHP provides funding to support shelters, rapid rehousing, street outreach and prevention programs. The RFP is expected to be released in early 2024.

Mr. Umholtz concluded by reporting that The Balance of State (BoS) submitted their Federal Continuum of Care application.

## **New/Other Business:**

The next HHAC Board meeting is scheduled to take place on Wednesday, December 6, 2023, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

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

Mr. Umholtz adjourned the meeting at 2:09 p.m.

Megan Van Geest

HHAC Assistant Secretary

Date:

# **Draft- 212th HHAC Board Meeting Minutes**

## **Meeting date: December 6, 2023**

### **Call to Order:**

The 212th 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 6, 2023. The meeting was called to order by Rick Umholtz, Deputy Commissioner for Housing and Refugee Services at the NYS Office of Temporary and Disability Assistance (OTDA).

### **Members in Attendance:**

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

#### **Others in Attendance:**

Dana Greenberg	HHAC President
Brenda McAteer	HHAC Vice President
John Cucinelli	HHAC Treasurer
Michael Washburn	HHAC Comptroller
Amanda Diller	HHAC Secretary
Megan Van Geest	HHAC Assistant Secretary
Cassandra Kelleher-Donnaruma	OTDA Division of Legal Affairs (DLA)
Martin Robinson	HHAP Project Manager

### **Items of Discussion:**

#### **Approval of Minutes**

Rick Umholtz requested a motion to accept the minutes of the 211th HHAC Board Meeting that took place on October 4, 2023. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

#### **President's Report**

Dana Greenberg presented the President's Report and began with an overview on the status of all projects under development as of October 31, 2023, when there were 90 projects in various stages of development. Forty-six of these projects were in construction, one of which was over 90% complete. Furthermore, 36% 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 50% were in the rest of the state.

## **Project-Related Milestones**

### **Final Award and Loan Agreements**

- DePaul Properties, Inc. (DePaul) (2021-042/HC01093) executed a Final Loan Agreement (FLA) on September 29, 2023. DePaul received a \$3,499,650 HHAP award reservation in April 2022 and an award increase of \$850,000 in August 2023 for the new construction of the Mosaic Apartments on Crane Street in Schenectady. The project will create 30 units/36 beds of permanent supportive housing (PSH) for homeless individuals and families who are seniors aged 55 and older and/or individuals with a diagnosed serious mental illness (SMI). The additional 30 units/63 beds will be affordable units for low-income individuals and families. The buildings will include laundry facilities, on-site property management, a community room, in-unit resident storage, exterior courtyard, and off-street parking. Other sources of development funding include NYS Homes and Community Renewal (HCR) Low-income Housing Tax Credits (LIHTC), Housing Trust Fund (HTF), Supportive Housing Opportunity Program (SHOP) and Clean Energy Initiative (CEI); NYS Office of Mental Health (OMH) Program Development Grant funds (PDG); Schenectady Metroplex; the Land Bank; a sponsor loan and deferred developer fee, for a total project cost of \$27,238,552. Heather Lombardo is the project manager.
- Family Service League (FSL)/Terryville Shelter Repair (2018-043S/HC01090) executed a Final Award Agreement (FAA) on September 21, 2023. FSL received \$100,000 in emergency shelter repair funds in December 2018 for the moderate rehabilitation of an existing seven-unit/14 bed emergency shelter. The repairs include the replacement of the roof and the wood columns, deck boards, trim post, and rails on the porch. Megan Van Geest is the project manager.
- H.E.L.P. Development Corporation (HELP)/HELP ROC I LLC (2022-004/HC01091) executed a FLA on October 11, 2023. HELP received a \$7,975,000 HHAP award reservation in August 2022 for the new construction of 95 units of PSH for individuals and families with a SMI, substance use disorder (SUD), veterans, and re-entry in Rochester. An additional 69 units will be reserved for low-income individuals and families who earn up to 80% of the Area Median Income (AMI), for a total of 164 units. Other sources of development funding include 4% tax-exempt bond financing from NYS Housing Finance Agency (HFA), SHOP, HTF and CEI through HCR; City of Rochester HOME funds and a deferred developer fee, for a total project cost of \$72,682,355. Megan Van Geest is the project manager.
- Ithaca Neighborhood Housing Services, Inc. (INHS)/Village Grove LLC (2021-028/HC01092) executed a FLA on September 29, 2023. INHS received a \$1,800,000 HHAP award reservation in December 2021 and an award increase of \$450,000 in July 2023, for a total HHAP investment of \$2,250,000 for the new construction of seven units of PSH for survivors of domestic violence and homeless veterans in Trumansburg, Tompkins County. An additional 39 units will be reserved for low-income individuals and

families who earn up to 50%, 60% and 90% 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 State and Federal LIHTC equity, CEI and HTF from HCR; a New York State Energy Research and Development Authority (NYSERDA) Buildings of Excellence award; Tompkins County Housing Development funding; a conventional loan; a sponsor loan and a deferred developer fee, for a total project cost of \$24,274,692. Michael Riley is the project manager.

### **Amendments**

- Person Centered Housing Options, Inc. (PCHO)/Cecilia's Place LLC (2020-018/HC01047) executed an amendment to their FAA on September 5, 2023. PCHO received a \$4,319,485 HHAP award reservation in February 2021 for the rehabilitation of a historic building in Rochester. In March 2023, PCHO requested and received a \$635,144 award increase due to unforeseen construction costs, for a total HHAP investment of \$4,954,629. The project, Cecilia's Place, will create 15 units of PSH for chronically homeless individuals. Other sources of development funding include State and Federal Historic Tax Credit equity and a NYSERDA incentive, for a total project cost of \$6,483,836. Amanda Diller is the project manager.
- The Polish Community Center of Buffalo, Inc., d/b/a Lt. Colonel Matt Urban Center (MUC) (2016-006/HC00951) executed an amendment to their FLA on September 29, 2023, increasing their original HHAP award by \$250,000 to cover construction loan interest. MUC received a \$3,112,670 HHAP award reservation in June 2016 for the substantial rehabilitation of a four-story building in Buffalo to create 27 units of PSH for homeless individuals who are living with SMI and SUD, for a total HHAP investment of \$3,362,670. Other sources of development funding include Community Investment Fund (CIF), HTF and Federal and State Historic Tax Credits through HCR; NYSERDA; Federal Home Loan Bank of New York (FHLBNY); funding from Erie County; HOME funds through the City of Buffalo, and developer equity, for a total project cost of \$11,984,960. Matthew Ciulla is the project manager.

### **Completed**

- Bethesda House of Schenectady, Inc. (Bethesda) (2020-035/HC01048) obtained a Certificate of Occupancy (CofO) on October 26, 2023. Bethesda received a \$6,238,769 HHAP award reservation in February 2021 and an award increase of \$242,180 on February 22, 2022. The total award of \$6,480,949 was for the new construction of 26 units of PSH for 10 chronically homeless individuals and 16 ex-offenders re-entering the community, as well as 11 units/16 beds of emergency housing for homeless adults in Schenectady. Other sources of development funding include NYSERDA, FHLBNY, Schenectady County, the Wright Family Foundation, the Golub Family Foundation, a sponsor loan, and contributions, for a total project cost of \$8,563,561. Connie Adsitt is the project manager.
- Catholic Charities of Onondaga County (CCOC) (2021-044/HC01070) obtained a Certificate of Occupancy (CofO) on October 24, 2023. CCOC received a \$1,230,769 HHAP award reservation in April 2022 for the new construction of eight units of PSH for

chronically homeless men in Syracuse. The apartments are adjacent to the CCOC Housing Services Center shelter, integrating all of CCOC's housing and relocation services. Other sources of development funding include a sponsor contribution, for a total project cost of \$2,608,901. Sue Troiano is the project manager.

- H.E.L.P. Development Corporation (HELP)/HELP ONE Building A (2020-003/HC01042) received a Temporary Certificate of Occupancy (TCO) on October 10, 2023. HELP received a \$5,000,000 HHAP award reservation in February 2021 for the new construction of 111 units of PSH for youth ages 18-25 with a young child or pregnant in Brooklyn. An additional 73 units will be reserved for low-income individuals and families for a total of 184 units. Other sources of development funding include NYC Housing Development Corporation (HDC) bond financing and NYC Housing Preservation and Development (HPD) funds, sponsor equity, solar tax credits, accrued interest and a deferred developer fee for a total development cost of \$96,405,310. Martin Robinson is the project manager.
- Soul Saving Station for Every Nation of Saratoga, Inc. (SSS)/Mother Anderson Henry Street Shelter (2021-010S/HC01059) completed their emergency shelter repairs on September 29, 2023. SSS received a \$83,137 HHAP emergency shelter repair award reservation in June 2021 to perform repairs to their Mother Anderson Henry Street Emergency Shelter, which provides nine shelter beds in five congregate units for homeless women and children. With the funding, SSS replaced the roof, installed a tank-less hot water heater, security cameras, fire alarm system and generator, replaced lockers, renovated the kitchen and created a mudroom. Megan Van Geest is the project manager.
- Volunteers of America of Western New York (VOA)/Binghamton Men's Shelter (2021-048S/HC01068) completed renovation work on an emergency shelter on October 6, 2023. VOA received a \$100,000 HHAP emergency shelter repair award reservation in June 2022 to renovate a 53-bed emergency shelter in Binghamton. The renovations were to repair the exterior stairs, basement windows and the brick exterior walls. Other sources of development funding include a sponsor contribution, for a total project cost of \$163,878. Operating revenues include a per diem from the Broome County DSS. Martin Robinson is the project manager.

### **Withdrawn**

- Bridges of New York (Bridges) (2022-031S) withdrew their HHAP award reservation on September 6, 2023. Bridges received a \$100,000 HHAP emergency shelter repair award reservation in June 2023 to renovate its one-unit/12 bed emergency shelter for homeless single men re-entering the community from incarceration in Newburgh. Renovation work would have included updating bathrooms, installing new windows, the addition of a second means of egress on the third floor to comply with code, and updates to the property's electrical system and flooring. Bridges requested the termination of their

contract with the NYS Department of Corrections and Community Supervision (DOCCS) due to the program being financially untenable. DOCCS agreed to closure of the program to take effect on September 30, 2023. Katherine Blake was the project manager.

- Southern Tier Environments for Living, Inc. (STEL) (2021-029) withdrew their HHAP award reservation on October 23, 2023. STEL received a \$5,500,000 HHAP award reservation in December 2021 for the new construction of 52 units of PSH in Hempstead. STEL Hempstead House was not approved by the local planning and zoning board. A letter from STEL withdrawing the award reservation was received on October 23, 2023. Ryan Szalkowski was the project manager.

### **Events and Ceremonies**

- Breaking Ground II Housing Development Fund Corporation (Breaking Ground)/BG Sutphin Owner LLC (2021-040/HC01047) held a groundbreaking ceremony on September 20, 2023. Breaking Ground received a \$5,725,000 HHAP award reservation in April 2022 for the new construction of 52 units of PSH for homeless older adults over the age of 55 living with a SMI, SUD, or co-occurring SMI/SUD, in Jamaica. In December 2022, Breaking Ground requested and received a \$1,000,000 award increase due to increases in construction costs and interest rates, for a total HHAP investment of \$6,725,000. The project includes an additional 120 units for income eligible members of the community and one unit for the superintendent, for a total of 173 units. The building will also be Passive House certified. Other sources of development funding include 4% tax-exempt bond financing from HFA, HCR Senior Housing Program (SENR) and CEI, HPD Senior Affordable Rental Apartments (SARA), Resolution A (Reso A) funding, US Environmental Protection Agency (EPA) Revolving Loan Fund, accrued interest, a sponsor loan, a Community Healthcare Network (CHN) contribution, developer three-month funded reserve and a deferred developer fee, for a total project cost of \$141,770,093. Amanda Diller is the project manager.
- West Side Federation for Senior and Supportive Housing, Inc. (WSFSSH)/Fischer Senior Apartments L.P. (2020-015/HC01088) held a groundbreaking ceremony on September 12, 2023. WSFSSH received a \$4,800,000 HHAP award reservation in February 2021 for the new construction of 32 units of PSH for homeless individuals suffering from SMI who are over the age of 55 in the Bronx. There are 72 units for low-income senior households age 62 and above with incomes below 50% AMI, and there is one unit for the superintendent for a total of 105 units. Other sources of development funding include 9% LIHTC financing and SARA through HPD, Reso A, a construction loan, Freddie Mac and solar tax credit equity, for a total project cost of \$68,626,160. Michael Washburn is the project manager.

Rick Umholtz thanked the NYS agencies present for their continued partnership.

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

## **Comptroller's Report**

Michael 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 2028. 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 2024-2025 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 31<sup>st</sup> in this case). Michael 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 2027-2028 were also included in the Comptroller's Report.

There was no further discussion or comment.

Rick Umholtz requested a motion to approve the resolution approving the annual budget and financial plan. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

## **Treasurer's Report**

John Cucinelli provided a brief synopsis of Schedule One of the Treasurer's Report and reported the cash balance available as of the date of the meeting was \$42,074,304.24. This included \$17,389,989.08 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Martin Robinson presented the following projects to the Board:

- Project Name: Helio Health, Inc. 2022-009
- Project Name: Community Services for Every1, Inc. 2023-004



Martin Robinson reported that the Helio Health project will not result in any significant adverse environmental impacts and therefore, a conditional Negative Declaration was recommended, as the sponsor complied with a condition to successfully apply for historic tax credits to assist in preserving the historic characteristic of the building during its conversion to apartments. It was also determined that the Community Services for Every1 project will not result in any significant adverse environmental impacts and therefore, a conditional Negative Declaration was recommended contingent on the implementation of a demolition/construction monitoring and protection plan as approved by the NYS Historic Preservation Office to ensure the protection of a nearby historic site during construction.

There was no further discussion or comment.

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

### **A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards**

Brenda McAteer explained that the purpose of the resolution was to request the Board's approval of six awards from the state fiscal year (SFY) 2023-24 funding round totaling \$55,179,277 to the following organizations:

- Interfaith Partnership for the Homeless, Inc. (IPH)- Amsterdam Shelter & Housing
- YWCA of Rochester and Monroe County- Persimmon Place
- Family of Woodstock, Inc.- Golden Hill
- New Destiny Housing Corporation, Inc.- 1139-45 Webster Avenue
- Concern Housing, Inc.- Concern Inwood
- Soldier On, Inc.- Gardner Lofts

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

- Spanish Action League of Onondaga County, Inc.- La Liga Westside Village
- BestSelf Behavioral Health, Inc.- The Chalmers Apartments at Highland Park

These applicants will be offered technical assistance.

Brenda McAteer reported that there were 18 applications under review at the time of the Board meeting, requesting approximately \$92.5 million in HHAP funding. The remaining uncommitted appropriation balance of approximately \$37 million may be utilized for future awards, which includes up to \$1 million for emergency shelter repairs and \$2 million for HHAC operating and administrative expenses.

Brenda McAteer also reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date there have been no applications submitted under the HIV/AIDS set-aside. Five million dollars is also set aside for projects that will provide supportive housing for veterans. One application, Soldier

On, which was recommended at this Board meeting was awarded the full veterans' set-aside. Up to \$1 million of the appropriation is allocated for existing emergency shelter repairs outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019. One application was awarded HHAP funds, as noted in the Board package, and will preserve 12 units/24 beds of emergency housing.

Brenda McAteer stated that the \$55,179,277 in project funding recommended at the meeting will produce 248 units/435 beds of permanent supportive housing (PSH), create 18 units/46 beds of new emergency housing, and preserve an additional 12 units/24 beds of emergency housing.

Brenda McAteer noted that the SFY 2023-24 enacted State Budget contained a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered, in the order in which they are received, subject to the availability of funds. The RFP was issued on May 4, 2023, with applications being accepted starting May 25, 2023.

Brenda McAteer further stated the COVID-19 pandemic unquestionably impacted the construction world. HHAP's not-for-profit partners have experienced significant challenges during development, material costs have escalated substantially, as have interest rates for projects working toward construction closings. Working with its State and City partners, HHAC has assisted projects to fill gaps caused by these market forces. In the current SFY, HHAC provided award increases totaling \$8,854,437 to nine projects. With approval of the HHAP awards presented today and the additional funds provided to projects in development, the total funds committed to date is approximately \$91 million.

Brenda McAteer concluded her presentation by reporting on the geographic distribution of HHAP awards, award increases and amendments from SFY 2023-24. Forty-four percent of the funding was awarded to projects in the NYC region, 47% to the rest of state region, and 9% to projects in the suburban region of Suffolk, Nassau, and Westchester counties.

With recommendations made at the meeting from the SFY 2023-2024 appropriation, the \$82,167,517 awarded to new projects funded will create 533 units/761 beds of new permanent supportive housing (PSH), preserve seven units/21 beds of PSH, create 18 units/46 beds of emergency housing and preserve 13 units/34 beds of emergency housing.

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

## **Agency Reports:**

### **HCR**

Brett Hebner reported that HCR is reviewing the 59 applications submitted under the Multifamily 9% LIHTC RFP. Many applications identified HHAP as an additional funding source and reviews are being coordinated accordingly. Awards are expected to be announced in early March 2024. Brett Hebner also reported that there is a push to allocate all the 2023 LIHTCs. Brett Hebner explained that if all a state's tax credits are allocated, they are eligible for the national pool where the credits from those states who did not use all their tax credits are reallocated.

## **OMH**

Suzanne Cook reported that OMH has released RFPs for over 2,000 of the 3,500 new units that were funded in the budget and plans to release RFPs for most of the remaining units by the end of the year.

Suzanne Cook also stated that applications for the Empire State Supportive Housing Initiative (ESSHI) RFP were received on December 5, 2023. Conditional awards are expected to be made by February 1, 2024.

Suzanne Cook concluded her report by announcing that since April 2022, 228 individuals who have engaged with the Safe Options Support Teams have accepted OMH housing.

## **OASAS**

Esteban Ramos reported recovery residences are still being worked on after the first round of public comment and will go back out for comment again in January 2024. Esteban Ramos stated that funding for the Transitional Safety Unit Initiative has been extended and providers have reported 20 successful transitions since the initiative started.

Esteban Ramos also reported that OASAS is continuing to work with OTDA on application reviews and is getting ready to review ESSHI applications.

## **OTDA**

Rick Umholtz reported that since the last Board meeting, seven concept papers have been reviewed and 18 applications were under review. Rick Umholtz noted that the Solutions to End Homelessness Program (STEHP) RFP, which is a program that supports street outreach, shelter, rapid re-housing and prevention activities throughout the State, is in the process of being developed.

Rick Umholtz also reminded community partners that the transition from Grants Gateway to the Statewide Financial System is scheduled for January 16, 2024. Rick Umholtz encouraged community partners to visit the Grants Management website to watch webinars on the conversion.

## **New/Other Business:**

The next HHAC Board meeting is scheduled to take place on Wednesday, February 7, 2024, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

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

Rick Umholtz adjourned the meeting at 2:19 p.m.

Amanda Diller

HHAC Secretary

Date:

# Draft- 213th HHAC Board Meeting Minutes

## Meeting date: February 7, 2024

### Call to Order:

The 213th 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, 2024. The meeting was called to order by Rick Umholtz, Deputy Commissioner for Housing and Refugee Services at the NYS Office of Temporary and Disability Assistance (OTDA).

### Members in Attendance:

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

### Others in Attendance:

Dana Greenberg	HHAC President
Brenda McAteer	HHAC Vice President
John Cucinelli	HHAC Treasurer
Michael Washburn	HHAC Comptroller
Connie Adsitt	HHAC Assistant Comptroller
Amanda Diller	HHAC Secretary
Megan Van Geest	HHAC Assistant Secretary
Barbara Guzman	OTDA Division of Legal Affairs (DLA)
Cassandra Kelleher-Donnaruma	OTDA DLA
Martin Robinson	HHAP Project Manager

### Items of Discussion:

#### Approval of Minutes

Rick Umholtz requested a motion to accept the minutes of the 212th HHAC Board Meeting that took place on December 6, 2023. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

## **President's Report**

Dana Greenberg presented the President's Report and began with an overview of the status of all projects under development as of December 31, 2023, when there were 95 projects in various stages of development. Fifty-two of these projects were in construction, three of which were over 90% complete. Furthermore, 36% 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 50% were in the rest of the state.

## **Project-Related Milestones**

### **Final Award and Loan Agreements**

- Barrier Free Living, Inc. (BFL)/ 270 East 2<sup>nd</sup> Street Partners LLC (2021-036/HC01097) executed a Final Loan Agreement (FLA) as of November 30, 2023. BFL received a \$6,000,000 HHAP award reservation in February 2022 and requested and received a \$1,250,000 award increase in October 2023 due to increases in construction costs, for a total HHAP investment of \$7,250,000 for the new construction of a 13-story building with 44 units/96 beds of permanent supportive housing (PSH) for survivors of domestic violence (DV) in Manhattan. This is part of a larger 75 unit/128 bed project which will also have 30 units for frail elderly homeless seniors transitioning out of a nursing home and one unit for a live-in building superintendent. Other funding sources include 9% Low Income Housing Tax Credits (LIHTC) equity, Federal Housing Trust Fund (FHTF) and Supportive Housing Opportunity Program (SHOP) through NYS Homes and Community Renewal (HCR), NYC Housing Preservation and Development (HPD) Supportive Housing Loan Program (SHLP), NYC Reso A funds from the Manhattan Borough President and the City Councilmember, a permanent loan, a sponsor loan, a deferred developer fee and deferred accrued interest, for a total project cost of \$53,882,548. Connie Adsitt is the project manager.
- Chautauqua Opportunities, Inc. (COI) (2021-033/HC01066) executed a Final Award Agreement (FAA) on November 15, 2023. COI received a \$2,496,175 HHAP award reservation in February 2022 and requested and received a \$624,044 award increase in April 2023 due to increases in construction costs, for a total HHAP investment of \$3,120,219 for the substantial rehabilitation of a former apartment building to develop 12 units/18 beds of emergency housing for homeless single women aged 18 and older in Jamestown. Other sources of development funding include the American Rescue Plan Act (ARPA) funds through the Chautauqua County Department of Mental Hygiene and Social Services (DMHSS), Chautauqua Region Community Foundation (CRCF), City of Jamestown Community Development Block Grant (CDBG), and an agency contribution from COI, for a total project cost of \$3,776,612. Rachel Gaffey is the project manager.
- Helio Health, Inc. (Helio)/ 200 Court Street Apartments LLC (2022-009/HC01098) executed a FLA on December 13, 2023. Helio received a \$4,975,000 HHAP award reservation in October 2022 and requested and received a \$1,085,000 award increase in September 2023 due to increases in construction costs, for a total HHAP investment of \$6,060,000 for the new construction of 111 units, of which 60 units/61 beds are PSH.

Thirty units are for homeless adults with a substance use disorder (SUD) diagnosis, 16 units are for homeless adults with a serious mental illness (SMI), and 14 units are for homeless Veterans. The remaining 51 units are for low-income individuals and families earning less than 60% of the Area Median Income (AMI). Other sources of development funding include Tax-Exempt Bond financing, 4% LIHTC, Clean Energy Initiative (CEI) and SHOP from HCR; Federal Historic Tax Credits (HTC); a sponsor loan and a deferred developer fee, for a total project cost of \$44,768,105. Ryan Szalkowski is the project manager.

- Ibero-American Development Corporation (IADC)/ Alta Vista Housing LLC (2020-054/HC01099) executed a FLA on December 14, 2023. IADC received a \$2,628,082 HHAP award reservation in April 2021 for the new construction of 14 units/30 beds of PSH in Rochester. Five of these units will be for homeless persons with a SMI, five units for homeless persons with a SUD and four units for DV survivors. The remaining 62 units will be for income eligible members of the community with incomes at or below 30%, 50%, 60% and 80% of the AMI, for a total of 76 units. Other sources of development funding include LIHTC and State Low-Income Housing Tax Credit (SLIHTC) equity, CEI, NYS Housing Trust Fund (HTF) and FHTF, and Community Investment Fund (CIF) through HCR, City of Rochester HOME funds, a loan through Community Preservation Corporation (CPC), Rochester Downtown Revitalization Initiative (DRI) funds, solar incentives, a managing member contribution and a deferred developer fee, for a total project cost of \$35,835,618. Amanda Diller is the project manager.
- Interfaith Partnership for the Homeless, Inc. (IPH) (2020-030/HC01096) executed a FAA on November 8, 2023. IPH received a \$1,326,497 HHAP award reservation in February 2021 and requested and received a \$331,624 award increase in November 2022 due to increases in construction costs, for a total HHAP investment of \$1,658,121 for the substantial rehabilitation of a three-story building into three units/15 beds of PSH for chronically homeless families in Albany. The only other source of development funding is a sponsor contribution, for a total project cost of \$1,796,084. Michael Washburn is the project manager.
- New Ground, Inc. (New Ground) (2019-010/HC01095) executed a FAA on November 9, 2023. New Ground received a \$418,181 HHAP award reservation in November 2019 and requested and received a \$104,545 award increase in November 2022 due to increases in construction costs, for a total HHAP investment of \$522,726 for the new construction of a three-bedroom ranch-style single-family home for chronically homeless families in Bethpage. The only other source of development funding is a sponsor contribution, for a total project cost of \$548,252. Elaine Houlihan is the project manager.
- Shelters of Saratoga, Inc. (SOS) (2019-030/HC01009) executed a FAA on November 10, 2023. SOS received a \$3,466,811 HHAP award reservation in March 2020 and requested and received an \$866,702 award increase in February 2023 due to cost increases to the project, for a total HHAP investment of \$4,333,513 for the new construction of nine units/nine beds of PSH and one superintendent unit. The project

also includes the renovation of two emergency shelters containing a total of nine units/32 beds in Saratoga Springs. The project will provide housing for chronically homeless individuals. Other sources of development funding include Federal Home Loan Bank (FHLB), Saratoga CDBG, Broadview Community Bank, and SOS's Capital Campaign, reserves, and agency funds, for a total development cost of \$5,193,098. Elaine Houlihan is the project manager.

- United Christian Advocacy Network, Inc. dba UCAN City Mission (UCAN) (2022-016S/HC01094) executed a FAA on November 8, 2023. UCAN received a \$100,000 HHAP emergency shelter repair award reservation in December 2022 to replace the HVAC system at their 17 unit/29 bed emergency shelter for single adult males in Jamestown. Other sources of development funding include an agency contribution from UCAN for a total project cost of \$104,844. Rachel Gaffey is the project manager.

### **Amendments**

- CAMBA Housing Ventures, Inc. (CHV)/ CHV 1038 Broadway L.P. (2020-013/HC01046) executed an amendment to their FLA on December 22, 2023. CHV received a \$7,545,630 HHAP award reservation in February 2021. CHV requested and received a \$308,657 award increase in January 2022 due to increases in construction costs and interest rates. In October 2023, CHV requested, and the Board approved an award increase of up to \$2,145,713 due to a change in general contractors, for a total HHAP investment of \$10,000,000. This project, The Hart, involves the new construction of 38 units/46 beds of PSH in Brooklyn. Thirty-four of these units will be for homeless individuals over the age of 55, and four units will be for homeless families where at least one qualifying individual is living with an SMI. There will also be 12 units set aside for households earning 60% of the AMI, six units for households earning 90% AMI, and one superintendent's unit for a total of 57 units. The project will provide housing for homeless families and singles. CHV was awarded the site as designated developer through the HCR's Vital Brooklyn Initiative. The mental health outpatient and co-located primary care center on the ground floor will serve as part of Vital Brooklyn's 32 site Ambulatory Care Center network and will be operated by One Brooklyn Health System. Other sources of development funding include LIHTC and SLIHTC equity, CIF, HOME, and SHOP from HCR; a sponsor loan through FHLB; a sponsor loan from the developer fee and a deferred developer fee, for a total project cost of \$50,588,705. Amanda Diller is the project manager.
- Safe Harbors of the Hudson, Inc., (SHOH) (2001-032/HC00498) executed a contract amendment on October 31, 2023. Safe Harbors received a \$2,819,400 HHAP award reservation in October 2002 for the rehabilitation of 76 units/ beds of PSH for homeless single adults in Newburgh. An additional 52 units were reserved for adults living with SMI, physical disabilities, veterans, and low-income individuals, including artists in need of affordable live-work space, for a total of 128 units. The project provides housing for homeless single adults. Other sources of development funding included LIHTC

equity, HTFC, NYS Office of Mental Health (OMH), Orange County, and a deferred developer fee. The 2023 amendment included HCR SHOP Preservation Funds, for a total project cost of \$36,711,484. Susan Troiano is the project manager.

## Completed

- Citizen Advocates, Inc. (CAI)/Harison Place CAI Limited Partnership (2020-020/HC01055) obtained a Certificate of Occupancy (CofO) on December 29, 2023. CAI received a \$4,800,000 HHAP award reservation in February 2021 for the new construction of 20 units/47 beds of PSH for homeless individuals and families where the head of the household is living with an SMI, an SUD, or a co-occurrence of both diagnoses, in Malone. Of the HHAP units, there will be 12 SMI units and eight SUD units. An additional 20 units will be reserved for low-income individuals and families who earn between 50% and 60% of the AMI, for a total of 40 units. Other sources of development funding include LIHTC equity, CIF, and SHOP from HCR, FHLB, NYS Empire State Development (ESD) funding, New York State Energy Research and Development Authority (NYSERDA) incentives, a sponsor loan and a deferred developer fee for a total project cost of \$21,734,911. Michael Riley is the project manager.
- Family Service League (FSL)/ Terryville Shelter Repair (2018-043S/HC01090) completed their emergency shelter repairs on December 28, 2023. FSL received \$100,000 HHAP emergency repair award reservation in December 2018 for the moderate rehabilitation of an existing seven unit/14 bed emergency shelter. The repairs include replacement of the roof, wood columns, deck boards, trim post, and rails on the porch. Megan Van Geest is the project manager.
- Homes for Heroes, Inc. (HfH)/ Homes for Heroes Veterans Apartments (2020-017/HC01053) received their CofO on December 20, 2023. HfH received a \$3,000,000 HHAP award reservation in February 2021 for the new construction of 14 units/14 beds of PSH on the former military station, Camp Shanks, in Rockland County. This project represents the second phase of a two-phase project. The project will serve veterans from Dutchess, Orange, Putnam, Rockland, Sullivan, and Westchester counties. Other sources of development funding include NYS HCR HTF, NYSERDA, FHLB and HfH equity for a total project cost of \$5,383,632. Elaine Houlihan is the project manager.
- Person Centered Housing Options, Inc. (PCHO)/ Cecilia's Place LLC (2020-018/HC01047) received a CofO on December 27, 2023. PCHO received a \$4,319,485 HHAP award reservation in February 2021 and requested and received a \$635,144 award increase in March 2023 due to unforeseen construction costs, for a total HHAP investment of \$4,954,629 for the rehabilitation of a historic building in Rochester. Cecilia's Place will create 15 units/15 beds of PSH for chronically homeless individuals. Other sources of development funding include State and Federal HTFC equity and a NYSERDA incentive, for a total project cost of \$6,483,836. Amanda Diller is the project manager.



- Saving Grace Ministries, Inc. (SGM) – Grace House Emergency Shelter (2019-047S/HC01049) completed their emergency shelter repairs on May 5, 2023. SGM received a \$94,355 HHAP emergency shelter repair award reservation in October 2020 for the moderate rehabilitation of an existing five unit/11 bed emergency shelter. The repairs included replacing the boiler, updating the fire system, updating the electrical system throughout the building, plumbing, dry wall and flooring in the laundry area, plumbing, drywall, fixtures, flooring, and installing a handicap accessible shower, toilet, sink in the first-floor bathroom, plumbing, flooring, and replacing appliances and cabinetry in the kitchen. Heather Lombardo is the project manager.

## **Events and Ceremonies**

- Bethesda House of Schenectady, Inc. (Bethesda) (2020-035/HC01048) held a ribbon cutting ceremony on November 30, 2023. Bethesda received a \$6,238,769 HHAP award reservation in February 2021 and requested and received a \$242,180 award increase in February 2022 due to increases in construction costs, for a total HHAP investment of \$6,480,949. The project includes the new construction of 26 units/beds of PSH for 10 chronically homeless individuals and 16 ex-offenders re-entering the community, 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, Schenectady County, a sponsor loan, and contributions, for a total project cost of \$8,563,561. Connie Adsitt is the project manager.
- CAMBA Housing Ventures, Inc. (CHV)/ CHV 329 Clarkson Avenue L.P. (2021-046/HC01076) held a groundbreaking ceremony on December 5, 2023. CAMBA received a \$9,928,000 HHAP award reservation in June 2022 and requested and received a \$72,000 award increase in January 2023 due to an increase in the project size and increases in construction costs, for a total HHAP investment of \$10,000,000 for the new construction of 164 units/286 beds of PSH in Brooklyn. Fifty-nine units are for chronically homeless families, 35 units are for individuals re-entering the community from incarceration, 35 units are for homeless youth, and 35 units are for youth aging out of foster care. An additional 164 units will be reserved for low-income individuals and families who earn up to 30%, 40%, 50% or 70% of the AMI, with one unit for the building superintendent, for a total of 328 units. Other sources of development funding include tax-exempt Bond financing, 4% LIHTC, CEI, CIF, FHTF and SHOP from HCR, FHLB, accrued interest, ConEd Vault funding, a special Limited Partner (LP) and managing General Partner (GP) contribution, a sponsor loan for reserves and a deferred developer fee for a total project cost of \$237,907,903. Connie Adsitt is the project manager.
- DePaul Properties, Inc. (DePaul) (2021-042/HC01093) held a groundbreaking ceremony on November 29, 2023. DePaul received a \$3,499,650 HHAP award reservation in April 2022 and requested and received an \$850,000 award increase in August 2023 due to increases in construction costs, for a total HHAP investment of \$4,349,650 for the new construction of the Mosaic Apartments in Schenectady. The

project will create 30 units/36 beds of PSH for homeless individuals and families who are age 55 and older, and/or individuals with a diagnosed SMI. The additional 30 units/63 beds will be affordable units for low-income individuals and families at or below 60% of the AMI, for a total of 90 units. The buildings will include laundry facilities, on-site property management, a community room, in-unit resident storage, an exterior courtyard, and off-street parking. Other sources of development funding include LIHTC equity, CEI, HTF and SHOP through HCR, OMH Program Development Grant (PDG), Schenectady Metroplex, the Land Bank, a sponsor loan and deferred developer fee, for a total project cost of \$27,238,552. Heather Lombardo is the project manager.

- Unique People Services, Inc. (UPS)/ 2050 G.C., L.P. (2018-015/HC00975) held a ribbon-cutting ceremony attended by Lieutenant Governor Antonio Delgado on November 3, 2023. UPS received a \$5,500,000 HHAP award reservation in October 2018 and requested and received a \$380,000 award increase in January 2022 due to unforeseen construction costs, for a total HHAP investment of \$5,880,000 to provide 58 units/58 beds 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, 14 units for households with incomes less than 80% AMI and one unit reserved for a live-in superintendent, for a total of 96 units. Other sources of development funding include tax-exempt Bond financing, 4% LIHTC, HTF and SHOP funding through HCR, a Local Initiatives Support Corporation (LISC) loan, a NYSERDA grant, solar tax credit equity, developer equity and a deferred developer fee, for a total project cost of \$61,764,025. Amanda Diller is the project manager.

There was no further discussion or comment.

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

### **Treasurer's Report**

John Cucinelli provided a brief synopsis of Schedule One of the Treasurer's Report and reported the cash balance available as of the date of the meeting was \$45,252,535.27. This included \$14,822,758.61 in Mortgage Insurance Funds (MIF).

There was no further discussion or comment.

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

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

Martin Robinson presented the following projects to the Board:

- Project Name: Greater Opportunities for Broome and Chenango, Inc. 2023-005
- Project Name: Family of Woodstock, Inc. 2023-011

Martin Robinson reported that the Greater Opportunities for Broome and Chenango project will not result in any significant adverse environmental impacts and therefore, a conditional Negative Declaration was recommended at this time, conditioned upon the preservation and replication of historic elements on the exterior and interiors of the building, as well as the salvage of any historic components to be either re-installed or stored on-site during construction. It was also determined that the Family of Woodstock project will not result in any significant adverse environmental impacts and therefore, a Negative Declaration was recommended.

There was no further discussion or comment.

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

### **A Resolution of the Homeless Housing and Assistance Corporation Regarding Award of an Audit Services Agreement**

Michael Washburn stated that Section 2925(3) of the Public Authorities Law (PAL) requires the Homeless Housing and Assistance Corporation (HHAC or the Corporation) to prepare an annual independent audit of the investments of the Corporation. The PAL authorizes HHAC to engage the services and contract with private firms and corporations for the provision of necessary professional services relating to the activities of the Corporation.

Michael Washburn requested that the Board approve entering into an Audit Services Agreement with EFPR Group, CPAs, PLLC (EFPR) to provide audit services to HHAC for a period of five years, as the current agreement ended in 2023. EFPR was the low bidder in response to an RFP issued in September 2023.

There was no further discussion or comment.

Rick Umholtz requested a motion to approve the Resolution Regarding Award of an Audit Services Agreement. Brett Hebner made the motion, which was seconded by Suzanne Cook. The motion carried.

### **A Resolution of the Homeless Housing and Assistance Corporation Authorizing Awards**

Brenda McAteer explained that the purpose of the resolution was to request the Board's approval of two awards from the state fiscal year (SFY) 2023-24 funding round totaling \$7,569,234 to the following organizations:

- People Community Housing Development Corporation- Juniper Apartments
- Housing Visions Consultants, Inc.- Parish Heights

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

- Empowerment Temple- Eastgate Community Shelter
- MHANY Management, Inc.- Atlantic King ENY
- Community Access, Inc.- Bryant Avenue
- Family Enrichment Network, Inc.- Hope Haven

- Institute for Community Living, Inc.- Emerson Place
- Christopher Community, Inc.- La Madra Landing Apartments
- Fifth Avenue Committee, Inc.- 588-594 Park Place
- Faith Based Fellowship

These applicants will be offered technical assistance.

Brenda McAteer reported that there were 15 applications under review at the time of the Board meeting, requesting approximately \$107 million in HHAP funding. The remaining uncommitted appropriation balance of approximately \$29.4 million may be utilized for future awards, which includes up to \$1 million for emergency shelter repairs and \$2 million for HHAC operating and administrative expenses.

Brenda McAteer stated that the \$7,569,234 in project funding recommended at the meeting will produce 22 units/beds of permanent supportive housing (PSH).

Brenda McAteer noted that the SFY 2023-24 enacted State Budget contained a \$128 million appropriation for HHAP, including \$2 million for administrative expenses. Funds are awarded via an open Request for Proposals (RFP), which means that applications are reviewed, and awards are considered, in the order in which they are received, subject to the availability of funds. The RFP was issued on May 4, 2023, with applications being accepted starting May 25, 2023.

Brenda McAteer further stated the COVID-19 pandemic unquestionably impacted the construction world. HHAP's not-for-profit partners have experienced significant challenges during development, material costs have escalated substantially, as have interest rates for projects working toward construction closings. Working with its State and City partners, HHAC has assisted projects to fill gaps caused by these market forces. In the current SFY, HHAC provided award increases totaling \$8,854,437 to nine projects. With approval of the HHAP awards presented today and the additional funds provided to projects in development, the total funds committed to date is approximately \$98.5 million.

Brenda McAteer also reported that of the \$128 million allocation, \$5 million is set aside for projects that will provide supportive housing for persons living with HIV/AIDS. To date there have been no applications submitted under the HIV/AIDS set-aside. Five million dollars is also set aside for projects that will provide supportive housing for veterans. One application, Soldier On, was awarded the full veterans' set-aside. Up to \$1 million of the appropriation is allocated for existing emergency shelter repairs outside of NYC. Emergency shelter repair awards do not require HHAC Board approval pursuant to the policy adopted by the Board in August 2019.

Brenda McAteer concluded her presentation by reporting on the geographic distribution of HHAP awards, award increases and amendments from SFY 2023-24. Forty-one percent of the funding was awarded to projects in the NYC region, 51% to the rest of state region, and 8% to projects in the suburban region of Suffolk, Nassau, and Westchester counties.

There was no further discussion or comment.

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

## **Agency Reports:**

### **HCR**

Brett Hebner reported that HCR continues to review the 59 applications submitted under the Multifamily 9% LIHTC RFP. Awards are expected to be announced in early March 2024. Brett Hebner also reported that HFA appointed Russell Hughley as Vice President of Multi-Family Finance to oversee 4% Bond financing program.

### **OMH**

Suzanne Cook reported that OMH, as the procurement agency for the Empire State Supportive Housing Initiative (ESSHI), released 122 conditional awards for over 4,800 supportive units. Suzanne Cook also reported OMH released two RFPs, located on their website, with plans to release additional RFPs prior to the end of the fiscal year.

### **OASAS**

Esteban Ramos reported that OASAS continues to assist OTDA with HHAP applications. The agency continues to work on the second round of public comments related to recovery residences. Esteban Ramos stated that OASAS participated in the recent ESSHI reviews. Esteban Ramos also reported that OASAS is currently looking at the 1115 waivers to see what implications it will have on the work done at the agency.

### **OTDA**

Rick Umholtz began by thanking those who participated in both ESSHI reviews and the reconciliation meetings that were organized by staff at OTDA and OMH. Rick Umholtz went on to report the Bureau of Housing has reviewed nine concept papers.

Rick Umholtz reported that HUD recently announced Continuum of Care (CoC) awards; CoC's in New York collectively secured an additional \$34.7 million in funding. The total HUD CoC awards across the state total \$303 million. Rick Umholtz also recognized the Balance of State, administered by OTDA, was awarded \$2.1 million, an increase of over \$500,000 as two additional projects were awarded.

Rick Umholtz noted that the Solutions to End Homelessness Program (STEHP) RFP, which is a program that supports street outreach, shelter, rapid re-housing, and prevention activities throughout the State, is still under development.

Rick Umholtz concluded his discussion by stating the conversion from Grants Gateway to the State Finance System (SFS) is complete. Most procurements going forward will be released in SFS; Rick Umholtz reminded community partners that they should engage in SFS familiarity as agencies across NYS leverage the platform for new procurements.

Rick Umholtz further stated that training guides and videos can be found at [GrantsManagement.ny.gov](https://GrantsManagement.ny.gov).

## **New/Other Business:**

The next HHAC Board meeting is scheduled to take place on Wednesday, April 3, 2024, hosted by the Media Service Center Studio, Albany, New York, at 1:30 p.m.

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

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

Amanda Diller

HHAC Secretary

Date: