



NEW YORK STATE DIVISION OF  
HOUSING & COMMUNITY  
RENEWAL

HOUSING  
TRUST FUND CORPORATION

STATE OF  
NEW YORK MORTGAGE  
AGENCY

NEW YORK STATE HOUSING  
FINANCE AGENCY

NEW YORK STATE AFFORDABLE  
HOUSING CORPORATION

STATE OF  
NEW YORK MUNICIPAL  
BOND BANK AGENCY

TOBACCO SETTLEMENT  
FINANCING CORPORATION

ANDREW M. CUOMO  
GOVERNOR

DARRYL C. TOWNS  
COMMISSIONER/CEO

## OFFICE OF HOUSING MANAGEMENT MEMORANDUM #2015-C-01

**To:** All Housing Authority Executive Directors/Chairpersons\*  
All Housing Company Owners, Managing Agents and Managers

**From:** Robert Damico, Director  
Office of Housing Management

**Date:** February 26, 2015

**Subject:** Energy Benchmarking – Phase II

---

This correspondence is in reference to the important correlation of your development's energy consumption data with the New York State Homes & Community Renewal's (HCR) Benchmarking initiative. Thanks to the compiled utility benchmarking data gathered from our supervised housing companies and authorities, HCR is now able to embark on the next phase of the project.

This work builds upon the annual energy data submitted to HCR on the HM-3 Utility Consumption Record forms and to New York City as required by Local Law 84. What may have appeared as more compliance submissions previously, will soon be data that can inform state-wide energy efficiency improvements, capital projects and asset management for both the agency as well as your own developments.

### Phase II

The first round of this project requested that information be shared through the ENERGY STAR Portfolio Manager Tool in accordance with HCR memorandum #2014-C-01 of 8/4/14. Based on feedback from various properties and a generous grant from the National Resources Defense Council (NRDC) we have enhanced the program so that data can be transitioned *automatically into an online platform* using NRDC's selected software company, WegoWise ([www.wegowise.com](http://www.wegowise.com)).

WegoWise staff will first contact property managers and executive directors seeking only basic building information and utility account information then proceed to enter the data on behalf of the housing company or authority. This next stage of WegoWise work removes the data input requirement of each development and emails detailed information directly back to property management.

## Goals

With the assistance of Steven Winter Associates HCR's goal is to analyze the energy usage of properties in our portfolio, develop effective strategies for reducing the consumption of energy and verify energy savings from previous energy retrofits. This information will be used to refine our policies concerning energy efficiency and green guidelines and to document data used for proposed adjustments in the underwriting of preservation deals.

We will also share this information with you and our affordable housing industry stakeholders to improve operations and the planning process for rehabilitation of your valuable housing stock. HCR staff is working closely with NYSERDA and utility companies to identify ways to increase resources available for multifamily affordable properties in our portfolio.

## Response

HCR needs your prompt cooperation on this effort in order to have a positive impact on the sustainability of affordable housing. Therefore, all requested building and utility account information must be obtained by the software company, WegoWise, **no later than March 31st**. If you have questions or problems, please contact Catherine Zelenkofske at WegoWise.

Catherine Zelenkofske (Schirm)  
Program Manager  
617-367-9346 x206  
[czelenkofske@wegowise.com](mailto:czelenkofske@wegowise.com)

You will be contacted by Catherine Zelenkofske by email to start this process.



---

Robert Damico

- \* **This memorandum is advisory or informational in nature for Federally-subsidized public housing developments.**