

Transcript of the November 19, 2020 HTFC Board Meeting. Audio file available upon request.

Dwight Kwa (DK): We have a quorum with Chairperson Visnauskis, Ms. Leicht and Mr. Valella.

As previously noted, because of the novel Coronavirus (COVID-19) emergency and State and Federal bans on large meetings or gatherings, and pursuant to Governor Cuomo's Executive Order 220.1 issued on March 12, 2020, which Order was extended on November 3, 2020, certain provisions of the Open Meetings Law have been suspended.

The Governor's Executive Order provides that public bodies may meet to take such actions as are authorized by the law, without permitting public in-person access to such meetings and authorizes meetings to be held remotely by conference call, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.

As a result, today's Board meeting is being held via conference call instead of a public meeting open for the public to attend in person. A call-in number has been made public, so that any interested members of the public can listen to the proceedings.

Because of these special features, as we have been at prior meetings, we will be changing our voting procedures slightly, and I will ask that each Board member record his or her vote individually. Emergency state and cycle bands on parts are gatherings and pursuant to Governor executive order to 2001.

Is there a motion to call to order the November meeting of the members of the housing trust fund corp?

Chairperson Visnauskis (CV): Motion

Holly Leicht (HL): 2nd.

DK: Thank you for purposes of further motions we'll use the same person 2nd, throughout today's meeting. Now, ask for a roll call vote to approve motion to open meeting. Chairperson Visnauskis?

CV: Aye

DK: Ms. Leicht?

HL: Aye

DK: Mr. Valella?

Alex Valella (AV): Aye

DK: Thank you. All right so we'll start with the action items on the agenda. The 1st item is the approval of the minutes to the meeting hold on October, 15 2020. are there any questions or comments.0

CV: Nope, none for me.

DK: Yep. Great. Uh, as there are no questions or comments, then minutes are deemed approved. Next up, we have a resolution authorizing the 4th amendment contracts for the New York, 19 rent relief program. This is item for which an update updated solution was just a few minutes prior. Dan Buyer?

Daniel Buyer (DB): Sure, good morning everybody as, you know, the Colvin rep relief program continues and we're making significant progress. And continuing to serve additional New York families with housing assistance payments. Um, the program has proven to be challenging for a number of reasons, including limitations in the statute, and a sort of a finite population, uh, that we need to serve. We are working with applicants to carry their applications and get as many hospitals as we can eligible for this program. Well, providing a fair and reasonable process. For applicants were denied to be able to appeal the decisions. Um, and continue to pursue assistance. So, uh, as, you know, we have been working with the private contractor. And, uh, also with our own staff to implement this program. We previously previously sent a cap amount of 8M dollars from this contract. But there are a number of remaining requirements. That we need to meet before we can close this contract out. Most notably the issuance of 1090 nine's to landlords who received benefits from this program as per tax laws. So, uh, we intend on keeping a small group of consultant staff on board through December. To assist us in closing out the program and ensuring we comply with all the requirements. So, we are asking for an additional 500000 in contract authority that will take the total value of the contract to 8.5000. In addition to that, we have been asked by the governor's office to step up our efforts to increase the level of payments that are going out. And the number of households were assisting. As quickly as possible that is necessitating larger pay files. It is, uh, causing us to go through the cash we have on hand quicker than anticipated. So we need to borrow some funding from to ensure that today's payment file has sufficient cash on hand to be paid and therefore, a requesting to borrow 1M dollars from corporate resources that will eventually be reimbursed next week when we receive additional funding through.Uh, to request that has already been submitted are there any questions.

Betsy Mallow (BM): oh this is becky matt at one point of clarification that apologize . don't ask my one point of clarification is just not to nitpick on words but not only has the request been submitted it has been approved it is being processed so it's just a a bridge until the money actually ends up in our . In our account, it has been approved by the already.

DK: Are there any other questions there? No further questions. Okay, now before the board of resolution authorizing the 4th amendment contracts for the new recorded 19 front, the week program. Assuming the 1st and 2nd previously enter, I'll do a roll call vote.

Chairperson Visnauskis?

CV: Aye

DK: Ms. Leicht?

HL: Aye

DK: Mr. Valella?

AV: Aye

DK: great. So the motion is carried and the resolution is adopted. Uh, next for your consideration is the resolution authorizing the award of girl and community investment fund for Clifford avenues. Julie Burns will be presenting with.

Julie Behrens (JB): Oh, stereos and mute. Hello good morning. Everyone um, I am here to present Clifford Avenue apartments. This project is located in the northeastern section of downtown Rochester. And it is actually located on the site of. A personal that had been taken over by the city of Rochester that had previously been occupied by 2003 zombie homes and the parcels have been cleared for this new developments. The project includes 7 buildings on 164 residential units. The funding for this project will be for the community facilities space. Which is offering services, free of charge to tenants and community members. The space is approximately 800 square feet, and we'll have a separate entrance. And it is not expected to be generating any income. The space, the commercial space will serve as convenience store. Will be operated by a local operator. And this was a. Based in community feedback that there is a strong need for more access to fresh food and household items in the space. In the, in the community in the commercial space will be charging a rent of approximately 5 dollars per square foot.

DK: Are there any questions for Julie?

HL: Do the our funds are going for the community centers that right?

JB: That's right. It's going to support their community facilities space. That is on the ground floor of 1 of the 7 buildings.

DK: Uh, there are no further questions now before the board is the resolution authorized and the board of. Role in community investment funds for, for data you assuming the 1st and 2nd previously entered Chairperson Visnauskis?

CV: Aye

DK: Ms. Leicht?

HL: Aye

DK: Mr. Valella?

AV: Aye

DK: motions carried, and the resolution is adopted. So the next for your consideration is the resolution with seeker documentation and classification. Plaza the Virginia app and Clifford Avenue Laurie surely will be presenting this 1.

Lori Shirley (LS): Thank you Dwight good morning board members as do I just explained I'm recommending 2 projects for classification and negative declarations pursuant to seeker this morning. And I'll start with Clifford avenues since Julie just covered that. She pretty much described the project, so I'll kind of make this brief, as she said, it's located in the city of Rochester and I recommend that this project be classified as an unlisted action, and that a negative declaration be made pursue it to seeker as she described. The project involves the construction, new construction of 7 buildings with a total of 164 residential units. It will be constructed across previously improved urban lots and no unmitigated adverse environmental impacts were found in the staffs review of the project. Um, so I'd be happy to answer any questions.

AV: Hey, Heather it's Lori. Sorry. Oh, sorry. Sorry. Um, so I, I have a a. I always find these the seeker reports at the board meeting very helpful. And I was wondering, uh, at the board meetings, we incorporate the secret. Language in a paragraph in the in the board memos. And I was wondering the fact that we do them differently, which is absolutely fine. There's no reason to uniformity on things, but it looks to me, I said this. What's the, what's the reason why has done it this way? Do you know, as opposed to just putting it into the board memo as we do at H. I, I do it.

Nicole Ferreira (NF): Um, okay, do you know the answer to that? Or? I can try jumping in here. You can try jumping in. Okay. All right Alex. I think that, um, the reason is, is because of the way the. 9% projects. The funding rounds go, um, typically, they are, they, they get approved by the board and at a clump and so, so the environmental reviews were just separately brought to the board as they were done on those projects. But now that we're sort of changing process. We could look at that. Are you saying on the face that you would maybe want the secret report attached to the project? Like just a like a more full reporting.

AV: Yeah, I, you know, I don't want to create more work for folks and it's, you know, it's been okay for me, but I, I'm seeing it on the board. From a strict, you know, knowledge base. This seems to me like a better approach and it's more details. Okay, um, and that, and I was wondering why, you know, so this looks to me, like a better thing, which I rarely say since I'm in, uh.

But, uh, you know, it's just been a note for the recording that she acknowledged your, your affinity free well, done well, done 1 day well, done. Oh, my God.

NF: That I just say that, so I'll look at it Alex I can take a look if it's a good point. We'll take a look at that. I'll talk to Heather. Yeah, these reports are very okay. Thanks.

DK: Yep. Are there any other questions are.

LS: That project is located in the city of Buffalo area county and I recommend that this project also be classified as an unlisted action, and that a negative declaration be made for. So it's a secret. This project involves new construction of a 3 story 46 unit building for income, qualified seniors. It will be constructed on for previously improved urban lots. An existing building on 1 of them lots would be demolished to make way for the new construction. And the other lots are currently vacant. No unmitigated adverse. Environmental impacts were found in the E staff review of the project. Again, I'm happy to answer any questions and thank you for your consideration.

On both projects.

DK: If there are no further questions now before the board is a resolution authorizing the seeker documentation and classification of the day everything. Yeah. And Clifford Avenue, assuming the 1st and 2nd previous we entered Chairperson Visnauskis?

CV: Aye

DK: Ms. Leicht?

HL: Aye

DK: Mr. Valella?

AV: Aye

DK: Hi, uh, the motions carried the resolutions adopted next for consideration by the board is a resolution ratifying the award, uh, section, 8 project based vouchers. Uh, this is the resolution, which was, um, a submit as a requested written authorization, uh, as of November 13th. Um. Dan, can, uh, if it would be helpful, uh, then I can. Provide a rundown of it, um, if people had. The opportunity to review them that model and we don't need that then we'll just go right to a roll call. Um. What would your preference?

HL:: I would definitely love to to run through it.

DK: Great could you, thank you.

DB: Absolutely welcome again. And thank you everyone for your flexibility in getting this previously passed. By the email, so, um. This year, despite a variety of changes going on around us, the section 18 has been able to embark on a number of new initiatives and strategic goals. 1 of those goals was to establish a new request for proposals specifically for allocating section 8 project based vouchers. You may know that previously tbds were only available to applicants who applied either to what was previously known as unified funding. Or through the 4% multi family, so only new projects are projects seeking refinancing could access those project based vouchers and get those resources. In collaboration with our partners in multi family, housing and nicole's team as well as, uh, asset management. And Dan Murphy's team, we established a stand alone. That now, is this not only new projects in both the 4% and 9% world, but also addresses, um, needs in the existing asset management portfolio. While helping us more specifically target our project based vouchers to areas where project based assistants is needed. So. This was drafted and issued for the 1st time. It was originally supposed to go out in the spring as was the 9%, but due to delays. Um, with the state's current budget situation, it was delayed to the fall. Or late summer, I should say the was issued for the 1st time scoring was, uh, again, a collaborative process between multi family asset management and section 8 staff. Um, as you can see from the memo, there was a lot of demand. And we've selected 14 projects to receive 243 project based vouchers. We anticipate doing this now twice per year. We are tentatively expecting to release another in December to complete our 2nd for this year. And then we will hopefully do this again twice next year. And this will become an ongoing part of funding cycle. You haven't seen this in the past. Because largely pbvs were paired with other funding sources and the board approved those with your larger project approvals as part of your 9% approval process, or the 4% approval process. But now that this is a standalone. We felt we should come to the board and get your approval specifically for these awards. So, this is a new thing, but it'll happen twice annually, going forward. Um, you know, I think it's been a good process and, um. Allows us to allows us some more flexibility in achieving the agency's mission. So just for clarification. The reason I asked this for this to go early was there are a number of 4 projects that are getting project based vouchers that have tight closing deadlines. And we are not permitted to communicate with the applicants until the war in letters are issue. And there was a desire to get going right away and the due diligence necessary to execute the agreements that are required for those deals to close in early December. Does anyone have any questions? No, thanks. There.

DK: Uh, there no further questions now, before the board is the resolution ratifying the award of section 8 project based vouchers, assuming the 1st and 2nd previously entered.

Chairperson Visnauskis?

CV: Aye

DK: Ms. Leicht?

HL: Aye

DK: Mr. Valella?

AV: Aye

DK: All right, the motion is carried and the resolution is adopted. Uh, next for consideration by the board is. Um, a resolution authorizing the amendment of a contract with case so document management for electronic records management services. This will be provided by Betsy, um, materials for this were circulate early this morning.

Betsy Mallow: That's it. Thank you Dwight. Good morning. Um, in light of the 19 we have obviously, as all agencies have been working our hardest to enable. As many of our staff to work productively remotely as possible. Um, unfortunately the office of rent administration, part of the broader. Organization that is incredibly paper intensive and has. Um, and and and therefore it's been quite challenging to enable. Um, that level of productivity remotely, we had our our, um. Lucky enough to have gotten approval for. 250000 dollars 200000 dollars of. I'm sorry 250000 dollars of resources from the chromo virus relief fund. Um, from the division of budget that will enable us to, um. Do a, uh, a project with. So, in order to scan a whole bunch of documents from the opposite rent administration, and. Um, and enable that enable that staff or some of that stuff to be working remotely. The funding is a reimbursement. It's done on a reimbursement basis and so we're coming to the board to ask for authorization to amend the contract that we currently have. Um, for electronic records management, with case, so. Um, to for an amount, not to exceed term 50000 dollars. Um, and then that money will be reimbursed through it will be from Cornell virus relief fund resources. Best work all day. Yes, sir. So, I see in that case, so it says case will subcontract. With a pen that Akan and WB and universal staffing and is that a leftover from the have? Have they already been subcontracted? I think that's a very good thing.

Particularly that you have an, that, you know, we have difficulty finding. So, I just want to confirm with the broader contract. So, it's just extending the current, right? So they have been subcontracting already, right? Yes, under the under the existing contract. Yes. Okay. Good. That's very good.

DK: Are there any other questions for. Hearing then now before the board is a resolution authorizing the amendment that contract with case. So document management incorporated for electronic. Records management services, uh, assuming the 1st and 2nd previously enter Chairperson Visnauskis?

CV: Aye

DK: Ms. Leicht?

HL: Aye

DK: Mr. Valella?

AV: Aye

DK: Okay, motion is carried and the resolution's adopted. The remaining items on the agenda is an informational item, which does not require board action. The review of authorized contracts under goes

or. Are there any remaining questions or comments with respect to any items that been presented to. Okay, hearing none and assuming the person 2nd previously entered. I'll just do a roll call vote to adjourn meeting then Chairperson Visnauskis?

CV: Aye

DK: Ms. Leicht?

HL: Aye

DK: Mr. Valella?

AV: Aye

DK OK. I think you, the meeting is adjourned the next meeting will be held on Thursday, December 10.