

**Agenda**  
**Housing Committee**  
Monday, April 16, 2018 3:00 PM  
Legislature Chambers

1. **Call to Order (3:00)**
2. **Public Comment (3:00)**
3. **Changes to Agenda (3:00)**
4. **Chair's Report (3:05)**
5. **Reports/Discussions/Presentations**
  - a. **Report/Discussion:** Condominium Development - Jay Franklin, Director of Assessment (ID #7755) **(3:10)**
  - b. **Report/Discussion:** Research Update on Condominiums in New York State - Adam Bronfin, Cornell University (ID #7749) **(3:25)**
  - c. **Report/Discussion:** Coordinated Assessment System Update – Tierra LaBrada, Human Services Coalition (ID #7750) **(3:40)**
  - d. **Report/Discussion:** Deputy Commissioner's Report – Megan McDonald **(4:00)**
6. **Minutes Approval (4:30)**
  - a. March 19, 2018
7. **Committee Members' Reports (4:35)**
8. **Adjournment (4:45)**



**Housing Committee**

121 E. Court Street  
Ithaca, NY 14850

5.a

Meeting: 04/16/18 03:00 PM  
Department: Housing Committee  
Category: Housing

**REPORT OR DISCUSSION ITEM NO.  
(ID # 7755)**

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**Condominium Development - Jay Franklin, Director of Assessment**



**Housing Committee**

121 E. Court Street  
Ithaca, NY 14850

5.b

Meeting: 04/16/18 03:00 PM  
Department: Housing Committee  
Category: Housing

**REPORT OR DISCUSSION ITEM NO.  
(ID # 7749)**

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**Research Update on Condominiums in New York State - Adam Bronfin, Cornell  
University**



**Housing Committee**  
121 E. Court Street  
Ithaca, NY 14850

Meeting: 04/16/18 03:00 PM  
Department: Planning and Sustainability Department  
Category: Housing

**REPORT OR DISCUSSION ITEM NO.**  
**(ID # 7750)**

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## **Coordinated Assessment System Update**

The Coordinated Assessment System provides a new approach for persons who are homeless or at-risk of homelessness to access services available to them, including housing. The County's Housing Strategy calls for the Coordinated Assessment System to be used to track how many individuals are not quickly matched with housing in order to help identify additional supportive housing needs going forward.

**Housing Committee**  
 Regular Meeting Minutes (same as Notes) – Draft 4-3-18  
 Monday, March 19, 2018 3:00 PM  
 Legislature Chambers

**Attendance**

Attendee Name	Title	Status
Martha Robertson	Chair	Present
Michael Sigler	Vice Chair	Present
Anna Kelles	Member	Present
Anne Koreman	Member	Present
Deborah Dawson	Member	Present
Katrina McCloy	Deputy Clerk	Present
Henry Granison	Legislator	Present
Jason Molino	County Administrator	Present
Megan McDonald	Deputy Planning and Sustainability Commissioner	Present

Guests: Norma Jayne, Ithaca Board of Realtors; Kathleen Schlather, Executive Director, Human Services Coalition; Tierra Labarda, Continuum of Care Coordinator; Nels Bohn, Director, Ithaca Urban Renewal Agency; Heather McDaniel, Vice President and Director of Economic Development Services, Tompkins County Area Development; Joe Bowes, Director of Real Estate Development, Ithaca Neighborhood Housing Services; Delia Yarrow, Director of Lending, Ithaca Neighborhood Housing Services; Lynn Truame, Senior Real Estate Developer, Ithaca Neighborhood Housing Services; Jennifer Tavares, President, Chamber of Commerce; Teresa Alt, City of Ithaca resident; and Media

**Call to Order**

Ms. Robertson, Chair, called the meeting to order at 3:01 p.m.

**Public Comment**

Theresa Alt, City of Ithaca resident, would like to see the distribution of incomes taken into account and adjustments made to the proposed affordable housing units being built. In addition, she proposed setting a portion of the money in the Housing Capital Reserve Fund aside and use it to provide loans for the initial installation of equipment that support fossil free fuel usage. She spoke of the limitations on the County when it comes to using the Housing Capital Reserve Fund and suggested allowing the Ithaca Housing Authority to assist and utilize some of those funds to build more affordable housing in the City of Ithaca.

**Changes to Agenda**

There were no changes to the agenda.

**Chair's Report**

Ms. Robertson reported she has been in contact with Ray Burger regarding a vacant parcel on Route 13 in the Town of Dryden and the infrastructure study is moving along. She also reported Opportunities, Alternatives, and Resources (OAR)'s Endeavor House has four residents and things are working out but it is becoming a burden for staff. The program may be requesting assistance from the County at some point. Ms. Robertson also stated there were discussions at the Ultimate Reentry

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Opportunity (URO) Advisory Committee meeting that units similar to the Endeavor House are a good model to build up the housing supply. Thirty to forty people were identified with the need for transitional housing and if ten houses were established throughout the City those needs could be met. She said even one house begins to make a dent. Ms. Kelles stated the original model for Endeavor House included a resident eventually becoming the staff person for the house and inquired about that. Ms. Robertson stated there is a need to have someone “on call” 24 hours a day and seven days a week.

**Reports/Discussions/Presentations**

Realtors Property Resource Data (ID #7693)

Ms. Jayne reviewed in detail the data and reports she provided and explained they contain an example of what types of data is available. Following discussion, Committee members requested reports that contain the following:

- Average age,
- Average number of people in a “household”,
- Average income (and broken down by municipality),
- Percentage of household income spent on housing,
- The levels of financing being applied for,
- Number of people who do not qualify for financing and the levels they applied for, and
- Information broken down by different municipalities.

Ms. Jayne stated she has access to this information for eleven Counties and the President of Realtors Property Resources liked the idea that the County was interested in this information.

Ms. Dawson spoke of the “missing information” that is information regarding those who cannot afford to live in Tompkins County: who are the in-commuters and where they are living now. She stated that is information that would be helpful but is not certain how to obtain it.

**RESULT:                    COMPLETED**

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INHS Community Housing Trust (ID #7687)

Ms. Yarrow explained that the Ithaca Neighborhood Housing Services (INHS) has been around for approximately forty years and the Community Housing Trust program began about eight years ago. She said INHS has put funding into houses to assist with renovations and improve their condition but they noticed the owner would resell the home and it was unaffordable to the next home buyer. She stated that is where the idea for the Community Housing Trust program originated and is a program where home buyers are awarded a grant to purchase a new house or a gut-renovated house below the market value and in return they agreed to a cap on the amount the property could appreciate over time. She explained that the logic behind this is that if the property value is limited and close to the amount income levels were increasing then when the property is resold it would be sold to someone in their general income bracket and the resell price would continue to be affordable.

Ms. Yarrow also explained Community Housing Trust properties that are in the Town of Ithaca and City of Ithaca are paying taxes based on the resell value of the house. She said this is based on taxing jurisdictions and the jurisdiction must choose to opt in. Currently, the Town of Ithaca, City of Ithaca, Ithaca City School District, and the County have opted in.

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Ms. Koreman asked if there were any properties outside the City of Ithaca. Ms. Yarrow stated there are 22 units, townhomes, located in the South Hill area and are located in the Town of Ithaca.

Ms. Koreman inquired if potential new buyers for a home that was previously part of the Community Housing Trust program have to be qualified through INHS. Ms. Yarrow explained that INHS assists the sellers to calculate the maximum resale value and work with potential buyers to establish if they are income qualified to purchase that home.

Ms. Truame said INHS has had 53 units completed to date (22 in the Town of Ithaca and 31 in the City of Ithaca) and 49 were new construction and four were rehabilitated. She said on average approximately \$100,000 per unit is needed to make this program work. The average purchase price for a home is a little over \$120,000 and the initial appraised value is about \$185,000.

Following an inquiry by Ms. Dawson, Ms. Truame stated the \$100,000 subsidy has come from a variety of sources including Ithaca Urban Renewal Agency, Community Block Grant Funds, AHC Fund (State Source) and County Housing Development Fund.

Ms. Dawson asked what the income qualification level would be for an average home valued at \$120,000. Ms. Yarrow stated 80% of the average Tompkins County income works out to about \$43,000 for a single person as defined by State and Federal guidelines as "low-income". She stated those above that level would lose eligibility for certain types of funding.

Ms. Robertson spoke of the possibility of expanding the program into other municipalities and asked if it would be considered a meaningful addition for other municipalities and school districts to join this. Mr. Bowes stated they have the capacity to manage additional units in the Trust. He said the question may be once they begin reaching outside the urbanized area is there a need for assistance for affordable housing because homes in some of the areas do not cost as much. Ms. Roberston stated the public subsidy would go further because the prices are lower.

Ms. Robertson asked if this would be better suited for rehabilitation versus new construction. Ms. Truame stated it is dependent upon the condition the home is in and if there are any additional legal issues.

Ms. Kelles asked about the rate of resale for the homes in the program. Ms. Yarrow stated the rate of resale is lower than the average rate of resale for other properties.

Ms. Kelles inquired what the maximum capacity of units to manage would be and the end goals of the program. Mr. Bowes stated about seven units a year could be handled efficiently but it would be dependent upon the homes being rehabilitation projects or new construction. He said they are averaging about three a year.

**RESULT: COMPLETED**

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Update on Efforts to Incorporate Affordable Housing Units in Market Rate Projects (ID #7686)

Ms. McDaniel explained that the Industrial Development Agency (IDA) has assisted in community oriented downtown density development initiatives for the past 17 years through a partnership

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with the City of Ithaca. She said currently the IDA is looking at opportunities to use the IDA to support more affordable housing. She spoke of the density area and that the IDA is attempting to define affordable housing; what are the income ranges and the rent amounts. She stated the IDA is limited and can only provide incentives for rental housing due to the operating structure of the IDA. She reviewed the Various Defined Income Bands for Housing Assistance Programs that was included in the agenda packet.

Ms. McDaniel spoke of the City Planning Committee’s proposal to see if there is a manner an increase can be made to the property tax incentives over a period of ten to fifteen years that would offset the loss in rent if there were a predetermined number of units (10%) rented as affordable housing (65% to 85% average median income) for developers. She said the City is interested in speaking with developers about this proposal.

Ms. Koreman said there may be other funding sources available for developers for affordable housing units. She inquired about the twenty-year abatement and what happens in year twenty-one. Ms. McDaniel stated once the property tax abatement expires the IDA no longer has any leverage over the property and the affordable rate for those apartments could go away.

Ms. Robertson inquired if there was some way the IDA could have a “49-year abatement” for the 10% and explained that the Community Housing Development Fund defines a “permanent” period of time as “49 years” thus making the abatement permanent. Ms. McDaniel is not aware of a reason why they could not and thinks it would be a matter of a cost benefit for the developer.

Mr. Bohn reviewed the Green Street Garage Redevelopment Example that was included in the agenda packet. He spoke of the possibility of the City fees for site review plans being reduced or deferred based on the number of affordable units.

**RESULT: COMPLETED**

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Continuum of Care and Human Services Coalition (ID #7694)

Ms. Lombrada provided a brief overview of the Continuum of Care and explained it is a federally mandated program to coordinate efforts for supportive housing in the County for the most vulnerable people of the community. The County, through the Continuum of Care, submits one grant application based on Housing and Urban Development (HUD) priorities for Federal funding.

Ms. Robertson asked what she views as the most serious need that could be funded with one-time funding. Ms. Lombrada distributed and discussed in detail the following information: Ithaca/Tompkins County Continuum of Care Suggestions and Needs, Ithaca/Tompkins County Continuum of Care NY-510 Fact Sheet, and the Tenant Based Rental Assistance Program (TBRA).

Mr. Sigler spoke of a pop-up shelter used in Toronto and asked if that could be used in this area. Ms. Lombrada said discussions have taken place about the use of a church but an additional issue is staffing for a facility and currently there is no staff. She said if volunteers were used there is training involved.

Following an inquiry by Mr. Sigler, Ms. Lombrada stated source of income discrimination limits the housing stock available to homeless people because there are a number of landlords who refuse to rent

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to individuals with subsidies and makes more units available to the lower income people.

Mr. Sigler stated a bus pass voucher system seems to be an easy thing to do but who would administer it. Ms. Lombrada said some of the local agencies are currently provided with bus passes. Ms. Schlather spoke of providing bus services later at night or some other type of transportation vouchers for later hours.

Ms. Koreman suggested Committee members e-mail their questions to Ms. Lombrada to attempt to narrow the list of needs down and to attach costs to them. Ms. Lombrada agreed to answer questions by e-mail.

Ms. Dawson inquired about the number of people on the current Coordinated Assessment Wait List that were homeless at the time of the Point and Time Count. Ms. Lombrada stated she has the number of people “unsheltered” that was 49 people but has not received the number of “sheltered” individuals. She does not know how many of those people are currently on the Wait List.

Ms. Dawson asked how much it costs to house an individual for two years under the TBRA Program. Ms. Lombrada stated the grant was for fifteen households for \$400,000 to be utilized over a two-year period and the cost per household would be dependent upon that household having income.

Ms. Kelles suggested splitting the list of suggestions provided into those initiatives that would benefit from one-time funding and those that would need continuous funding. She would then like to prioritize those items that would be most relevant for one-time funding.

Ms. Kelles stated there have been many discussions regarding Source of Income Discrimination and it is something that can be done theoretically as long as it does not get manipulated and back fire.

Ms. Lombrada explained that the TBRA Program is designed to bridge the gap for individuals waiting for Housing Choice Vouchers (Section 8) and it could be beneficial for people to maintain the housing already established through TBRA as they move into the Housing Choice Voucher program.

Ms. Lombrada is currently researching the various housing programs in the community to attempt to figure out what things can be changed locally that will impact the housing problem positively.

**RESULT: COMPLETED**

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Community Housing Development Fund Update (ID #7688)

Ms. McDonald reviewed the Community Housing Development Fund - Approved Project Funding for all Rounds chart.

Ms. Robertson explained that the funding used by the County for this type of affordable housing are Federal funds through Housing and Urban Development (HUD). She stated once there is full staffing in the Planning and Sustainability Department one of the items that could be tackled is to see if the funding for this could be increased.

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**RESULT: COMPLETED**

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Housing Capital Reserve Fund Update - Tabled from February 22, 2018 (ID #7648)

Ms. Robertson stated discussions have taken place between Mr. Molino, Ms. McDonald, and herself regarding the Housing Capital Reserve Fund and what these funds could be used for. She said the housing trust idea and infrastructure may both be good ideas. She has spoken with a representative from NYSAC regarding County Law 224 to identify what other counties were interested in amending the law to allow for investment into affordable housing and NYSAC is looking into this. She will continue to work on this.

**RESULT: COMPLETED**

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Deputy Commissioner's Report

Ms. McDonald reported there has been coordination regarding housing between the City, County, and housing oriented agencies. She said the Department is beginning to review its work program and plan for the new Planners that will be starting soon.

Housing Committee Goals (ID #7692)

Ms. Dawson inquired about a bigger role for Tompkins Consolidated Area Transit (TCAT) and believes transportation is a huge piece of this problem. Ms. Robertson agreed that transportation is related to housing but noted that TCAT is committed to two other Committee meetings and she would like to keep the need for their attendance limited to those meetings.

Mr. Molino suggested working on establishing a list of goals and objectives and over the next few months try to map out the expectations and time frames involved to develop the desired outcomes. He said all this work does not need to be done by the Committee. He recommended including responsibilities on the map and establishing the expectations and role of the Planning and Sustainability Department. These would allow the Committee to be more focused as it moves forward. Mr. Molino stated this would also assist the Department to develop its overall work plan and priorities. He is willing to work with Ms. Borgella, Ms. McDonald, Ms. Robertson, and the new Housing Planner once he or she is onboard to develop this map.

Ms. Robertson was appreciative of Mr. Molino's suggestions and does not expect the Planning and Sustainability Department to do it all. She referred to the Housing Strategy that lays out the different responsibilities being in different places but it does take someone to begin the process.

Ms. Robertson said she is looking to do something as a budget line project for affordable housing. Mr. Molino agreed and stated the affordable housing challenges in the County did not happen overnight and it will likely take a number of years to work out. He noted that the projects being discussed now will likely take three or four years to see an impact. Ms. Robertson added that she would like to look at some smaller projects that would have an impact sooner but still move forward on bigger projects with a bigger impact.

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Ms. Kelles believes it would be helpful to separate the projects by long-term and short-term. In addition, she would like to see the initiatives that do not require funding separated such as county-wide code enforcement.

**RESULT: COMPLETED**

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**Minutes Approval**

February 22, 2018

**RESULT: ACCEPTED [UNANIMOUS]**  
**MOVER:** Michael Sigler, Vice Chair  
**SECONDER:** Anna Kelles, Member  
**AYES:** Robertson, Sigler, Kelles, Koreman, Dawson

**Committee Members' Reports**

Committee members had no reports.

**Adjournment**

The meeting adjourned at 5:10 p.m.

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