



# Housing BOL Meeting Minutes - Final

Committee Chair: Tyrae Woodson-Samuels

800 Michaelian Office Bldg.  
148 Martine Avenue, 8th Floor  
White Plains, NY 10601  
[www.westchesterlegislators.com](http://www.westchesterlegislators.com)

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**Wednesday, October 12, 2022**

**3:00 PM**

**Committee Room**

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## CALL TO ORDER

*Please note: This meeting will be held in person at the Michaelian Office Building, 148 Martine Avenue, White Plains, New York 10601 in the McPoland Conference Room # 824 and also remotely via WebEx. Legislators may participate in person or via video conferencing through WebEx. Members of the public are invited to attend the meeting in person at any of its locations or view it online at the Westchester Legislators website:*

*<<https://westchestercountyny.legistar.com/Calendar.aspx>> this website also has links to the Agenda Packets containing documents to be discussed at the meeting.*

*With a quorum present, Chair Woodson-Samuels called the meeting to order at 3:09 PM.*

*Others in Attendance: GUEST: Jackie Shaw; PLANNING: Deputy Commissioner Blanca Lopez; BOL: James Silverberg*

**Present:** Committee Chair Woodson-Samuels, Legislator Barr, Legislator Maher, Legislator Parker and Committee Vice-Chair Williams Johnson

**Remote:** Legislator Johnson

## MINUTES APPROVAL

1. Monday, April 11, 2022 10:00am

On motion of Committee Vice-Chair Williams Johnson, seconded by Legislator Maher, the minutes were approved. The motion carried unanimously.

2. Monday, April 11, 2022 1:00pm

On motion of Committee Vice-Chair Williams Johnson, seconded by Legislator Maher, the minutes were approved. The motion carried unanimously.

3. Wednesday, May 18, 2022 3:00pm

On motion of Committee Vice-Chair Williams Johnson, seconded by Legislator Maher, the minutes were approved. The motion carried unanimously.

4. Wednesday, June 1, 2022 3:00pm

On motion of Committee Vice-Chair Williams Johnson, seconded by Legislator Maher, the minutes were approved. The motion carried unanimously.

5. Monday, June 6, 2022 1:00pm

On motion of Committee Vice-Chair Williams Johnson, seconded by Legislator Maher, the minutes were approved. The motion carried unanimously.

6. Monday, June 13, 2022 1:00pm

On motion of Committee Vice-Chair Williams Johnson, seconded by Legislator Maher, the minutes were approved. The motion carried unanimously.

7. Wednesday, June 22, 2022 12:00pm

On motion of Committee Vice-Chair Williams Johnson, seconded by Legislator Maher, the minutes were approved. The motion carried unanimously.

## **I. ITEMS FOR DISCUSSION**

### Discussion on the Landlord Tenant Assistance Program (LTAP)

Guests:

Commissioner Norma Drummond & Deputy Commissioner Blanca Lopez - Planning Department

Jackie Shaw, Executive Director - IFCA Housing Network

*Chair Woodson-Samuels introduced the guests and invited Deputy Commissioner Lopez to begin the discussion on the Landlord Tenant Assistance Program (LTAP). Deputy Commissioner Lopez shared a presentation on this topic beginning with the reasons for the creation of this program. In 2019 the release of the housing needs assessment identified that over 81% of the housing units in the County were built before 1978. Additionally, due to flooding, a lot of those properties have experienced damages and the effects of the pandemic have also affected the housing market, as well as other reasons. LTAP was created to provide funding to assist small landlords prolong the life of rental properties and to make rental units in a safe manner. The program describes small landlords as property owners of 8 units or less, it is available countywide and qualified landlords may receive up to \$25,000 per rental unit towards repairs. Overall, LTAP was allocated \$10 million dollars. She proceeded to share more details on property owner eligibility requirements, the involvement of contractors as well as terms and conditions for those who qualify for this program, among other details. Ms. Shaw followed by explaining IFCA's experience with having applied for this program. She shared that it was a smooth application process and is waiting for a response.*

*In response to follow up questions from committee members, Deputy Commissioner Lopez added that LTAP is open to partnering with Energize New York as it includes weatherization opportunities due to the types of damages that the properties acquired during previous storms. She added that 30% of the AMI is determined as affordable and \$25,000 per unit was reasonable for this assistance program. They determined 8 units because in some municipalities if there are more than 8 units they are subject to the Emergency Tenant Protection Act that adds another layer of policies that can make LTAP more confusing for the applicants. The \$10 million was budgeted for this year but as of now that is not the amount for next year. So far they have applications noting 60 units, the highest amount coming from Port Chester, Peekskill, Yonkers, Mount Vernon and White Plains property owner applicants. The Departments of Law and Planning are currently working together to determine that the information, such as timelines, are feasible. The Planning Department has two rehabilitation specialists that are providing inspections for LTAP: Terry Fleischman, Director of Housing Services, and Gaitre Rambharose, Program Specialist in LTAP. The Department's staff members handling compliance are Joyslin Hodge-Watson and Aimee Morabita. The \$10 million will be through the County's operating budget and is reimbursable through ARPA funds.*

*The Department also has an elaborate plan to get the word out there for property owners throughout the County.*

*Some of the committee members' requests were a breakdown of the applications, the amount of applications below the 60% AMI and the types of repairs requested by applicants. Chair Woodson-Samuels continued with concluding the meeting.*

## **II. OTHER BUSINESS**

## **III. RECEIVE & FILE**

## **ADJOURNMENT**

Moved by Legislator Barr, seconded by Legislator Maher, the Committee adjourned at 3:42 PM.