

## AGENDA

**ALBANY HOUSING AUTHORITY  
REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
Tuesday, December 13, 2016 at 3:00 P.M.  
200 South Pearl Street  
Board Room**

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1. Roll Call

Present                      Absent

Michael Whalen  
Father James Lefebvre  
  
Kelly Kimbrough  
Linda Mallory Mitchell  
  
Mark Bobb-Semple  
Melvenia Jenkins  
Mary Ann Hines

2. Community Forum

3. Reading and approval of the minutes of the previous meeting held November 8, 2016

4. Action Calendar

**12-16-55** Authorization to provide for the borrowing by Albany Housing Authority of not to exceed \$6,750,000 to refinance an existing promissory note issued by the Authority, the proceeds of which were used to finance the costs of the construction and substantial renovation of approximately 169 public housing units at the Ezra Prentice Homes owned by Ezra Prentice Homes Redevelopment, LLC, or affiliate thereof, and the pledge of capital funds to be received by the Authority from HUD as security therefor; authorizing the execution and delivery of all loan and related documents in connection with such borrowing; and related matters.

**12-16-56** Authorization for the Authority to expand the scope of broker services to include the disposition of residual surplus residential property, and the acquisition and disposition of commercial property as the Authority becomes more involved in educational and economic development activities meant to complement its affordable housing investments. The frequency and complexity of these transactions would be handled best using separate 2-year blanket contracts, one with a residential broker and one with a commercial broker.

The Authority issued two separate Requests for Qualifications for residential and commercial professional real estate. Respondents to the residential RFQ were Trinity Realty Group and David Phaff/Realty USA. Respondents were asked to provide a fee schedule, qualification and a list of recent transactions. Both respondents are highly qualified, but Trinity Realty Group provided a more competitive fee schedule and has greater experience and familiarity with the neighborhoods in which the Authority does most of its development. Respondents to the commercial RFQ were Trinity Realty Group, NAI Platform and RLF Realty. Respondents were asked to provide a fee schedule, qualifications and a list of recent transactions. While all the respondents are qualified, NAI Platform provided the most nuanced fee schedule, the broadest qualifications, and the most detailed and varied list of recent transactions.

Recommendation

Professional Residential Real Estate Broker Services: **Trinity Realty Group**

Professional Commercial Real Estate Broker Services: **NAI Platform**

- 5 Reports of Committees
- 6 Unfinished Business
- 7 New Business
8. Report of the Executive Secretary
  - A. Monthly Management Report
  - B. Monthly Financial Report
  - C. Personnel Report
  - D. Items for Advisement and Discussion
- 9 Adjournment

Bank Balance as of 12/8/2016

**NEXT MEETING:**

JANUARY 2017 (day and time to be determined)  
200 South Pearl Street, Albany, New York 12202