

MINUTES

**ALBANY HOUSING AUTHORITY
BOARD OF COMMISSIONERS ORGANIZATIONAL MEETING
Tuesday, July 12, 2016
200 South Pearl Street
Board Room**

1. Roll Call	<u>Present</u>	<u>Absent</u>
	Michael Whalen Father James Lefebvre Kelly Kimbrough Linda Mallory Mitchell Mark Bobb-Semple	Melvenia Jenkins Mary Ann Hines

The meeting was called to order at 3:17 pm

5 commissioners were present, constituting a quorum

Staff: Steven T. Longo, Executive Director; Chiquita D'Arbeau, Deputy Director

Others: None

2. Community Forum: There was no Community Forum as no members of the community were in attendance

3. Reading and approval of the minutes of the previous meeting held June 14, 2016

Motion by Commissioner Bobb-Semple;
Second by Commissioner Kimbrough,
All agreed.

4. Action Calendar

Father Lefebvre read each Resolution and Mr. Longo provided explanation

07-16-33 Approval to rescind resolution **06-16-21** which authorized Albany Housing Authority to award Contract #03-2016-3a Phase 1 Steamboat HR Kitchen Replacement to the lowest responsible bidder. Phase 2 to be awarded contingent upon receipt of funds. Companies solicited: Gibraltar Construction, MidState Industries, Bunkoff Construction, Bishop Beaudry Construction, A.J. Arpey Construction, C&G Contracting Corp. The lowest bidder withdrew their bid due to a miscalculation by subcontractor on pricing submitted. It was materially unbalanced compared to the next group of bidders; and approval to then award Contract #03-2016-3a Phase 1 Steamboat HR Kitchen Replacement to the lowest responsible bidder for **both** Phases (Phase 1: \$966,033 Phase 2: \$1,185,675 for a total of \$2,141,708). Phase 2 to be awarded contingent upon receipt of funds. 2nd Bidder: Gibraltar Construction Company, Inc., \$2,193,700, (Phase 1 and 2) 3rd Bidder: C&G Contracting Corp., \$2,257,922 (Phase 1 & 2) (RATIFY)

Motion to approve by: Commissioner Mitchell
Second by: Commissioner Bobb-Semple
In Favor: All
Opposed: None
The Resolution was approve

07-16-34 Authorization to renew a **two-year** contract with Senior Services of Albany for a Westview Homes Director in the amount not to exceed \$48,545 and at the discretion of the Executive Director to renew the contract every two years subject to funds availability.

Motion to approve by: Commissioner Lefebvre
Second by: Commissioner Kimbrough
In Favor: All
Opposed: None
The Resolution was approved

07-16-35 Authorization to renew a **two-year** contract with Senior Services of Albany for an Outreach Coordinator in the amount not to exceed \$55,000 and at the discretion of the Executive Director to renew the contract annually subject to funds availability.

Motion to approve by: Commissioner Mitchell
Second by: Commissioner Bobb-Semple
In Favor: All
Opposed: None
The Resolution was approved

07-16-36 Authorization to accept the proposal submitted by Community Preservation Corporation to refinance \$1,720,000 of bonds at Lark Drive, using either a Freddie Mac Targeted Affordable Housing Execution (TAH) or Capital Markets Execution (CME) product. The Authority issued a Request for Proposals and received proposals from Community Preservation Corporation, Love Funding and Key Bank. The proposals were reviewed by a panel that determined the Community Preservation Corporation is most advantageous to Lark Drive, which is now wholly owned by the Authority. Refinancing the bonds was determined to be the best avenue to lower the interest rate and to avoid the problems associated with renewing the Letter of Credit required by the bonds.

Motion to approve by: Commissioner Lefebvre
Second by: Commissioner Mitchell
In Favor: All
Opposed: None
The Resolution was approved

5. Reports of Committees: None.

6. Unfinished Business: None

7. New Business: None

8. Report of the Executive Secretary:

A. Monthly Management Report: Mr. Longo reported:

- a. The closing for the financing of the first phase of the Ida Yarbrough redevelopment is scheduled to occur on July 20th. We obtained an additional \$200,000 from the HOME program. We expect that at the closing AHA will be reimburses approximately \$500,000 for expenditures made in connection with the project. AHA expects to receive a Development Fee in the amount of approximately \$1,000,000; approximately \$300,000 of which is expected to be paid at this closing.

B. Monthly Financial Report - Graphs summarizing the monthly financial report were distributed

C. Personnel Report – None

D. Items for Advise ment and Discussion:

- Bank Balance as of 7/3/2016 was provided

Adjournment – There being no further business, the Chair called for a motion to adjourn;

Father Lefebvre moved that the meeting be adjourned

Commissioner Kimbrough seconded;

All agreed and the meeting was the meeting was declared adjourned at 3:37 p.m.

NEXT MEETING:

Tuesday, August 9, 2016 @ 3: p.m.
200 South Pearl Street, Albany, New York 12202