

**MINUTES**  
**ALBANY HOUSING AUTHORITY**  
**BOARD OF COMMISSIONERS ORGANIZATIONAL MEETING**  
**Tuesday, October 10, 2017 at 3:00 P.M.**  
**200 South Pearl Street**  
**Board Room**

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**1. Roll Call**

Present

Absent

Michael Whalen (Chair)

Kelly Kimbrough (Vice-Chair)

Father James Lefebvre

Linda Mallory Mitchell

Mark Bobb-Semple

Melvenia Jenkins (Resident Commissioner)

Mary Ann Hines (Resident Commissioner)

The meeting was called to order at 3:01 pm by Chairman Whalen. Six Commissioners were present, constituting a quorum.

Also Present:

Staff: Steven T. Longo, Executive Director; Chiquita D'Arbeau, Deputy Director; Andréa West, Confidential Personnel Administrator; Joseph Brennan General Counsel.

Others: Marc Gronich, Vice Chair & Keith Irish, cameraman from Channel Albany; Deborah Williams; Audrey Lymon (arrived after Action Calendar complete).

**2. Community Forum:** Deborah Williams reported on progress in forming a Tenant Council at North Albany and progress in efforts to invigorate the North Albany Community.

Mr. Longo presented a slide show depicting the interiors at Phase 1 of the Ida Yarbrough redevelopment.

Following completion of the Action Calendar, Ms. Lymon arrived and the Chair re-opened the Community Forum to allow her to address the Board. She related a complaint that following an investigation into complaints concerning her conduct as a Resident Employee she had not received a final determination in writing.

The Chair asked that management send a letter concerning the final determination and informed Ms. Lymon that review of the determination is not a Board function. Mr. Brennan advised that the Tenant Grievance Procedure is available to Ms. Lymon.

3. Reading and approval of the minutes of the previous meeting held September 12, 2017

Motion by Commissioner Mitchell  
Second by Father Lefebvre  
All agreed.  
The minutes were approved.

4. Action Calendar

Father Lefebvre read each Resolution and Mr. Longo provided explanation.

- 10-17-33** Approval to amend the fiscal year 2017 Federal budget for non-cash items (depreciation, OPEB and GASB 68 related pension costs), pass through subsidy to component units' ACC units and Capital Fund income, as provided, for improved presentation for the Federal 2017 audit.

Motion to approve by Commissioner Mitchell  
Second by Commissioner Kimbrough  
In favor: All  
Opposed: None  
The Resolution was approved.

- 10-17-34** Approval to award Contract #00-2017-4 Consulting Engineering Services – Energy Program, to the most responsive proposer. Scores to be submitted at a meeting for the following companies under review:

- 1.C.T. Male Associates
- 2.Facility Strategies Group
- 3.Taitem Engineering

Mr. Longo reported that the Proposer determined to be most advantageous to the Authority is Facility Strategies Group.

Motion to approve award to Facilities Strategies Group by Commissioner Kimbrough  
Second by Father Lefebvre  
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

Ida Yarbrough Redevelopment Phase 2

Following a procurement process that is consistent with AHA's Procurement Policy, we received proposals to provide Construction Management Services from the following: 1) AOW 2) UW Marx 3) BBL, 4) Sano & Rubin.

An evaluation team selected AOW as the proposal that is in the best interest of the project and we are working to enter into a contract with them.

The contract will be between AOW and the LLC and HDFC that will have ownership of the project. The money that will be paid under the contract will come not from AHA funds, but from funds belonging to the Low Income Housing Tax Credit / Mixed Finance project that the Board has approved.

Mr. Longo further reported that:

- The Authority has received a score of 92 under the Public Housing Assessment System, making it a “High Performer” for the 3<sup>rd</sup> consecutive year.
- AHA is working with a group of “Swan Street Stakeholders” to establish and publicize the area as an Arts-Oriented Neighborhood.
- The Authority is working very hard to close the financing on the 2<sup>nd</sup> phase of the Ida Yarbrough Redevelopment project in January of 2018.
- The Authority plans to close the re-financing of the CFFP Loan on November 1. This will result in a substantial decrease in the interest rate on this loan and will provide significant savings without extending the term.
- The Tenant Commissioner elections will be held in December. The Authority will manage most of the process, with help from United Tenants; and Ed Carlson will act as the independent vote counter. The plan is for the term of the newly elected commissioners to begin January 1, 2018 and expire December 31, 2020. In the meantime, the current Tenant Commissioners will continue on a holdover basis.

B. Monthly Financial Report: Graphs depicting the year to date income and expenses of the Authority and its component units were presented in the Board Package. There were no questions.

C. Personnel Report: None

D. Items for Advisement and Discussion

- Bank Balance as of 10/6/2017

**9. Adjournment –**

There being no further business, Father Lefebvre moved to adjourn, second by Commissioner Kimbrough. All agreed and the Vice Chair declared the meeting adjourned at 3:30 pm.

**NEXT MEETING:**

Tuesday, November 14, 2017 @ 3:00 p.m.  
200 South Pearl Street, Albany, New York 12202