

# RESIDENT MEETING

The Housing Authority invites residents to a public meeting to discuss proposed upgrades of the 260-270 North Pearl Street buildings and North Albany Homes

AHA would like to give residents and all concerned an opportunity to voice any concerns or submit written comments about the proposed plan. This is an opportunity for you to learn more about AHA's plans and what it means for you and your family.

Due to restriction on public meetings and need for social distancing resulting from the COVID-19 crisis, the meeting will be held by teleconference. You will be able to join the meeting by telephone, smart phone, tablet or computer.

Your Participation is important!

**Date: Friday August 14th 2020 Time: 6:00 PM**

There are several ways to join the meeting, listed below.

**Join the meeting from your computer, tablet or smartphone.**

Type the link below into a web browser and follow any instructions provided.

<https://global.gotomeeting.com/join/674260437>

**Join the meeting from Albany Housing Authority's website.**

Go to AHA's website by entering the link below in a web browser

<https://www.albanyhousing.org>

Information about the meeting will be on the website under meetings & events with a link you can click on to join the meeting.

**Join the meeting by dialing-in using your phone**

United States (Toll Free): 1 866 899 4679

- Access Code: 674-260-437

## Albany Housing Authority (HUD) Ida North Tenant Meeting – Minutes

August 14, 2020

Attendants – See list attached

Meeting commenced at 6:10 pm and was recorded.

Chiquita D'Arbeau, Albany Housing Authority Executive Director, welcomed and thanked everyone for attending the meeting. Ms. D'Arbeau introduced everyone on the Development Team (*Attachment 1*) and briefly outlined the meeting agenda.

Sean Taylor addressed meeting attendees and gave overview and timeline for the IDA North Development Project. Target preservation and rehabilitation will be: IDA – 224 studio/ 1 bedroom apartments and the 160 North Albany Homes.

Mr. Taylor outlined the following key timeline elements:

- AHA will submit financing plan to NYS Housing Finance Agency and HUD within 30 days. This is a RAD Section 18 conversion.
- Construction targeted to begin December 2020. Relocation, financial assistance and counseling will be provided so that each move can be tailored to each family's needs.
- Construction expected completed within a 24 month timeframe.

Jason Sackett from Edgemere Development Inc. stated the project will include a Section 18 blend that will yield increased resources to help reposition the Ida North properties. Mr. Sackett then reviewed the RAD Resident and Participation Rights outlining the following – detailed description attached. (*Attachment 2*)

- No Re-Screening of Tenants upon conversion.
- Right to Return
- Renewal of Leases
- Three Year Phase-in of Tenant Rent Increases (if applicable)
- Public Housing Family Self Sufficiency (FSS) and Resident Opportunities and Self Sufficiency (ROSS) programs.
- Resident Participation and Funding
- Resident Procedural Rights
- Earned Income Disregard
- Jobs Plus
- When Total Tenant Payment Exceeds Gross Rent
- Establishment of Waiting List
- Choice-Mobility

Mr. Sackett stated that all residents' regardless of program will be treated fairly, equitably, and equally. All residents will enjoy the same rights afforded under the RAD program.

Mark Pandolf from Plan Architectural Studio, PC outlined the design and scope of work for the rehab. Listed Below:

### **Ida IV**

#### **Exterior improvements:**

- Focus on substantially increasing the building insulation and curb appeal.
- This will be achieved by providing a new roof with additional roof insulation
- New exterior wall cladding, which will be colored insulated metal panels.
- Insulating the building envelope will contribute to savings in utility bills and increase comfort.

#### **Interior Improvements:**

- Each apartment will receive new kitchen cabinets, countertops and appliances. A new exhaust hood will be provided. A larger kitchen range will be provided.
- We are adding additional counter space with an island.
- All units will receive new vinyl plank flooring, new painting, new bathroom fixtures, and new LED high efficiency lighting.
- New HVAC units with air conditioning will be provided in each unit.

### **North Albany**

#### **Exterior improvements:**

- New asphalt shingle roof with new gutters and downspouts
- New energy efficient windows
- New roofing insulation
- Exterior asphalt driveway paving where needed

#### **Interior Improvements:**

- New kitchen cabinets, countertops and appliances
- New flooring throughout
- New painting throughout
- New bathroom fixtures
- New LED lighting fixtures
- New HVAC furnaces and condensing units

List is not exclusive and needed documented repairs will be included in both projects.

The floor was opened to resident questions and comments – questions, comments, and answers are summarized below

1) Will all the apartments at North Albany Homes be updated?

The work scope will address needs outlined in the recently completed RAD PCA including items outlined by the project Architect at this meeting. Any unforeseen conditions will be addressed by the project's contingency budget.

2) What is the Tenant Relocation plan and process?

Tenants will be notified in accordance with AHA's temporary relocation plan approximately 90 days prior to the start of construction in writing and in accordance with the Uniform Relocation Act. The plan will include various options for residents such as transferring to other public housing, other affordable housing, and voluntarily choosing to stay with family and friends. The construction schedule will outline which households move and when they move during the construction period. Not all residents will move at the same time. In general, several floors of the Ida Towers will be renovated at the same time as approximately 10 duplex homes at North Albany Homes. Construction is anticipated over a 24 month period and each effected household will be notified in the same manner and given the same temporary relocation options during each phase of temporary moves. The project budget and AHA will cover all reasonable out of pocket relocation expenses for households on a case by case basis. Some examples include fees from utility, internet, and cable companies, packing/moving belongings, etc. The Temporary Relocation Plans will be included in a post meeting package to be distributed after this meeting and at individual meetings with residents, resident caretakers/support providers, and AHA staff. All relocation options will be shared with families at the time of meetings with AHA staff and decisions will be determined on a case by case basis based upon needs of the households. Residents should address any confidential or other concerns with AHA staff now to ensure that their needs are considered and adequately planned for.

### 3) Can I move back into my original unit?

Residents should not plan on moving back into their original unit. Some units will be made accessible for those with disabilities and those units will need to be leased to those in need of the special features. It is our experience that most residents do not move into their original unit, however reasonable accommodations for those with disabilities will be considered. Relocation will be temporary in nature and the goal will be to minimize resident disruption and complete construction as efficiently, quickly and as safely as possible. Residents have a right to return to an appropriately sized and renovated unit and must follow the reasonable conditions of their lease.

### 4) Are the studio units at the Ida Towers being changed to 1 bedroom units?

That scope of work item has been eliminated in ensure the integrity of the construction budget as well as to maintain the number of affordable housing units in the project. Some units will be renovated to include a more open floor plan to provide more living space.

### 5) Tenants had various concerns about moving considering the pandemic.

The development team staff reassured residents that the construction and relocation process will follow COVID-19 safety protocols in accordance with NY Forward, HUD, and other guidance. These include but are not limited to the use of P.P.E., sanitizing, ensuring barriers/separation between construction and living space, proper and routine testing of contractors, etc. Safety and stopping/mitigating the spread of COVID-19 will be a priority. At this point, affordable housing construction is considered an essential business and the development team has experience in successfully renovating spaces with appropriate protocols in place.

### 6) What about Homeownership Units at North Albany Homes?

Homeownership units were originally planned and have now been removed from the financing plan at this time. Should this aspect change, the development team will inform residents accordingly. AHA will continue to emphasize homeownership opportunities through other existing programs, partnerships, and other redevelopment sites.

RAD MEETING  
IDA Yarbrough/Corning Homes (North Albany)

August 14, 2020

Attendance

**AHA STAFF**

Chiquita D'Arbeau, Executive Director; Sean Taylor, Project Development Assistant; Brigitte Pryor, Community Services, Virgia Phoenix, P.O. Wallace (APD)

**RAD TEAM**

Jason Sackett, Edgemere Development, Inc; Mark Randolph, Plan Architectural Studio, PC

Residents of Ida Yarbrough

NAME	ADDRESS
Shawn and Judith B	260 North Pearl Street
Janet D	260 North Pearl Street
Ralph D	260 North Pearl Street
Rosetta S	260 North Pearl Street
Debra L	260 North Pearl Street
Wilber P	260 North Pearl Street
Dorothy M	260 North Pearl Street
Bilal E	270 North Pearl Street
Angela and Gary O	270 North Pearl Street
Keisha S	270 North Pearl Street
Brenda B	270 North Pearl Street
Michael A	270 North Pearl Street
Giles R	270 North Pearl Street

Residents of Corning Homes (North Albany)

NAME	ADDRESS
Tony R	Jennings Drive
Lavonne G	Jennings Drive
Regina D	Jennings Drive
Quinasia Q	Jennings Drive
Deborah W	New Hope Terrace
Yulunda R	New Hope Terrace
Louise H	
James A	

VIRTUAL RESIDENT MEETING

260-270 North Pearl Street buildings and North Albany Homes

August 14, 2020 6:00PM

Agenda

1. Introduction/Welcome: Chiquita D'Arbeau, Executive Director AHA
  - i. Introduce Team members
2. Brief Project Overview and Timeline: Sean Taylor, Project Development Assistant AHA
3. Section 18 Jason Sackett Edgemere Development, Inc.

**In 2018, HUD authorized PHA's to utilize a program known as Section 18 with RAD. We will therefore be applying and using a blended approach which will yield increased resources to reposition the Ida towers and North Albany Homes. All residents regardless of program will be treated fairly, equitably, and equally. All residents will also enjoy the same rights as afforded under the RAD program.**

4. RAD Elements: Jason Sackett Edgemere Development, Inc.
5. **PBV Resident Rights and Participation**

**1. No Re-screening of Tenants upon Conversion.** Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a

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household that was over-income at time of conversion would continue to be treated as an assisted unit. Thus, 24 CFR § 982.201, concerning eligibility and targeting, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family. If a family is in an under-occupied unit under 24 CFR 983.259 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the Covered Project. When an appropriate sized unit becomes available in the Covered Project, the family living in the under occupied unit must move to the appropriate-sized unit within a reasonable period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the Covered Project, 24 CFR 983.259 is waived. MTW agencies may not modify this requirement.

**2. Right to Return.** Any residents that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved (see Section 1.6.B.7 and Section 1.7. A.8 on conditions warranting a transfer of assistance), residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Residents of a development undergoing conversion of assistance may voluntarily accept a PHA or Owner's offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.

**3. Renewal of Lease.** Under current regulations at 24 CFR § 983.257(b) (3), upon lease expiration, a PHA can choose not to renew the lease, without good cause. In such a case, the regulatory consequence is the loss of the assisted unit. Under RAD, the PHA must renew all leases upon lease expiration, unless cause exists. Consequently, 24 CFR §



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983.257(b) (3) will not apply. This provision must be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.

**4. Phase-in of Tenant Rent Increases.** If a tenant's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over 3 years. To implement this provision, HUD is waiving section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) only to the extent necessary to allow for the phase-in of tenant rent increases.

The below method explains the set percentage-based phase-in an owner must follow according to the phase-in period established. For purposes of this section "standard TTP" refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TTP" refers to the TTP recorded on line 9j of the family's most recent HUD Form 50058

Three Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP and the standard TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 66% of difference between most recently paid TTP and the standard TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full standard TTP

**5. Public Housing Family Self Sufficiency (PH FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs.** Current PH FSS participants will continue to be eligible for FSS once their housing is converted under RAD, and PHAs will be allowed to use any PH FSS funds granted previously or pursuant to the FY 2013 PH FSS NOFA, to serve those FSS participants who live in units converted by RAD and who will as a result be moving to the HCV FSS program, subject

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to the following:

- a. If a PHA has an HCV FSS program, a PHA must convert the PH FSS program participants at the covered project to their HCV FSS program.
  
- b. If a PHA does not have an HCV FSS program, the PHA must establish an HCV FSS program and convert the PH FSS program participants at the covered project into their HCV FSS program. PHAs are not required to offer enrollment in FSS to residents in converting projects and other HCV participants, other than to residents in converting projects that were enrolled in the PH FSS program.

All PHAs will be required to administer the FSS program in accordance with FSS regulations at 24 CFR Part 984 and in accordance with the participants' contracts of participation. However, residents who were converted from the PH FSS program to the HCV FSS program through RAD may not be terminated from the HCV FSS program or have HCV assistance withheld due to the participant's failure to comply with the contract of participation. Consequently, 24 CFR 984.303(b)(5)(iii) does not apply to FSS participants in converted properties.

**6. Resident Participation and Funding.** Residents of covered projects converting assistance to PBVs will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment and be eligible for resident participation funding.

Project Owners must allow residents and resident organizers to conduct the following activities related to the establishment or operation of a resident organization:

- a. Distributing leaflets in lobby areas;
- b. Placing leaflets at or under residents' doors;
- c. Distributing leaflets in common areas;

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- d.** Initiating contact with residents;
- e.** Conducting door-to-door surveys of residents to ascertain interest in establishing a resident organization and to offer information about resident organizations;
- f.** Posting information on bulletin boards;
- g.** Assisting resident to participate in resident organization activities;
- h.** Convening regularly scheduled resident organization meetings in a space on site and accessible to residents, in a manner that is fully independent of management representatives. In order to preserve the independence of resident organizations, management representatives may not attend such meetings unless invited by the resident organization to specific meetings to discuss a specific issue or issues; and
  
- i.** Formulating responses to Project Owner's requests for:
  - i.** Rent increases;
  - ii.** Partial payment of claims;
  - iii.** The conversion from project-based paid utilities to resident-paid utilities;
  - iv.** A reduction in resident utility allowances;
  - v.** Converting residential units to non-residential use, cooperative housing, or condominiums;
  - vi.** Major capital additions; and
  - vii.** Prepayment of loans.

In addition to these activities, Project Owners must allow residents and resident organizers to conduct other reasonable activities related to the establishment or operation of a resident organization.

Project Owners shall not require residents and resident organizers to obtain prior permission before engaging in the activities permitted in this section.

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**7. Resident Procedural Rights.** The following items must be incorporated into both the Section 8 Administrative Plan and the owner's lease, which includes the required tenancy addendum, as appropriate.

**a. Termination Notification.** HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects that convert assistance under RAD. In addition to the regulations at 24 CFR § 983.257, related to owner termination of tenancy and eviction, as modified by the waiver in Section 1.6(C)(3) above, the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall not be less than:

A reasonable period of time, but not to exceed 30 days:

- 1) If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or in the event of any drug-related or violent criminal activity or any felony conviction;
- 2) 14 days in the case of nonpayment of rent; and
- 3) 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.

**b. Grievance Process.** HUD is incorporating additional procedural rights to comply with the requirements of section 6 of the Act.

For issues related to tenancy and termination of assistance, PBV program rules require the PHA to provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will waive 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, and require that:

- 1) In addition to reasons that require an opportunity for an informal hearing

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given in 24 CFR § 982.555(a)(1)(i) - (vi),<sup>31</sup> an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a PHA (as owner) action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affects the resident's rights, obligations, welfare, or status.

2) For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program.

3) For any additional hearings required under RAD, the PHA (as owner) will perform the hearing.

4) An informal hearing will not be required for class grievances or to disputes between residents not involving the PHA (as owner) or contract administrator.

This hearing requirement shall not apply to and is not intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the PHA (as owner) or contract administrator.

5) The PHA (as owner) give residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555(a)(1)(i)-(vi).

6) The PHA (as owner) provide opportunity for an informal hearing before an eviction. Current PBV program rules require that hearing procedures must be outlined in the PHA's Section 8 Administrative Plan.

**8. Earned Income Disregard (EID).** Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the Housing Choice Voucher program, the EID exclusion is limited to only

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persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in section 5.617(b) limiting EID to only disabled persons is waived. The waiver and resulting alternative requirement only applies to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion (e.g., due to loss of employment); tenants that move into the property following conversion, etc.) is covered by this waiver.

**9. Jobs Plus.** Jobs Plus grantees awarded FY14 and future funds that convert the Jobs Plus target projects(s) under RAD will be able to finish out their Jobs Plus period of performance at that site unless significant re-location and/or change in building occupancy is planned. If either is planned at the Jobs Plus target project(s), HUD may allow for a modification of the Jobs Plus work plan or may, at the Secretary's discretion, choose to end the Jobs Plus program at that project.

**10. When Total Tenant Payment Exceeds Gross Rent.** Under normal PBV rules, the PHA may only select an occupied unit to be included under the PBV HAP contract if the unit's occupants are eligible for housing assistance payments (24 CFR §983.53(d)). Also, a PHA must remove a unit from the contract when no assistance has been paid for 180 days because the family's TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent) (24 CFR §983.258). Since the rent limitation under this Section of the Notice may often result in a family's TTP equaling or exceeding the gross rent for the unit, for current residents (i.e residents living in the public housing property prior to conversion), HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP contract when TTP equals or exceeds than the Gross Rent. Further, HUD is establishing the alternative requirement that the rent to owner for the unit equal the family's TTP until such time that the family is eligible for a housing assistance payment. HUD is waiving as

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necessary to implement this alternative provision, the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR 983.301 as modified by Section 1.6.B.5 of this Notice.<sup>27</sup> In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP contract. Assistance may subsequently be reinstated if the tenant becomes eligible for assistance. The PHA is required to process these individuals through the Form- 50058 sub module in PIC.

Following conversion, 24 CFR §983.53(d) applies, and any new families referred to the RAD PBV project must be initially eligible for a HAP payment at admission to the program, which means their TTP may not exceed the gross rent for the unit at that time. Further, a PHA must remove a unit from the contract when no assistance has been paid for 180 days. If units are removed from the HAP contract because a new admission's TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted; HUD is imposing an alternative requirement that the PHA must reinstate the unit after the family has vacated the property; and, if the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where "floating" units have been permitted, Section 1.6.B.10 of this Notice.

**11. Establishment of Waiting List.** 24 CFR § 983.251 sets out PBV program requirements related to establishing and maintaining a voucher wide, PBV program wide waiting list from which residents for the Covered Project will be admitted.

**12. Choice-Mobility.** One of the key features of the PBV program is the mobility component, which provides that if the family has elected to terminate the assisted lease at any time after the first year of occupancy in accordance with program

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requirements, the PHA must offer the family the opportunity for continued tenant based rental assistance, in the form of either assistance under the voucher program or other comparable tenant-based rental assistance.

6. Design/Scope of work: **PLAN Architectural Studio, PC**
7. Post meeting package
8. Q&A

### **Q&A**

- 1.



The rehabilitation of Ida Yarbrough High Rises (260-270 N Albany, NY 12207)

And

North Albany Homes (41 Jennings Drive, Albany NY 12204)

## **RELOCATION PLAN 8-2020**

The Albany Housing Authority (“AHA”) has created the following preliminary relocation plan based upon the requirements in 49 CFR Part 24 Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted programs (URA), Section 18 of the United States Housing Act of 1937, as amended by the Quality Housing Work Responsibility Act of 1998 (collectively referred to as the “Act”), previous relocation efforts successfully undertaken at other AHA housing developments, and in consultation with residents of Ida Yarbrough IV High Rises and North Albany Homes. In addition to the following rules and regulations contained in Section 18 of the Act, AHA intends to tailor this Relocation Plan to the needs of each individual household affected by this redevelopment, so that their needs are met, and their entire relocation experience is as hassle free as possible. Once the redevelopment is made certain, a list of affected units and residents will be updated, and representatives of AHA will meet with residents to discuss the relocation plan and make reasonable modifications in the plan that will enhance the residents’ relocation experience. Tenant leaders will be encouraged to be a resource to the affected tenants and communicate any concerns and observations they may not wish to share directly with AHA representatives.

### **PART A - PLANNING PROCESS**

#### **Pre-development Planning**

Meetings with residents to discuss the redevelopment of Ida Yarbrough Homes Phase I, Phase II, and Phase III Lo-rise have been held regularly since 2010. The Executive Director opened each meeting with telling the residents the purpose of the meeting is to redevelop the low-rise portion of the development, to obtain their input and to answer any questions or concerns they may have about any part of the process. The Ida IV project is a continuation of Albany Housing Authority’s vision to reinvent the larger Ida Yarbrough community, which has experienced tremendous positive activity in recent years. A Meeting with the residents will be held to discuss the redevelopment of Ida Yarbrough High Rises and North Albany Homes, to obtain their input, and to answer any questions or concerns. The reason for Ida IV redevelopment has been described as the units and the development as a whole being physically obsolete and an impediment to the socio-economic wellbeing of the residents who live there. Three alternatives for redevelopment were considered: 1) substantial modernization, or 2) demolition and rebuild. Either way would mean that residents would have to be relocated from their homes. Financial assistance and counseling would be provided so that each move would be tailored to the individual family’s needs

and insure that it would be carried out as smoothly as possible. Residents agreed that rebuilding the development was necessary and that it was the only way to cause the change that would lead to a substantial improvement in their quality of life. The Executive Director went on to explain the development process and that the property would be disposed of to a new ownership entity, in which the Albany Housing Authority or its wholly owned subsidiary would be the managing member in order to take advantage of tax credit financing. A suggestion box was left in the manager's office and the Ida IV community center and North Albany Home community center for further suggestions. North Albany Homes resident meeting is scheduled for August 14, 2020 and will follow the purpose and format above.

## ***RAD RESIDENT MEETINGS***

### ***EVERLY CROMWELL COMMUNITY CENTER***

***AUGUST 21, 2018 5:00PM & August 27, 2018 5:00PM***

#### ***Agenda***

#### ***1. Introduction/Welcome***

- a. Steve Longo, Executive Director*
- b. Chiquita D'Arbeau, Deputy Director (not present at the 8/27 meeting)*
- c. Di Ma, General Counsel*

#### ***2. What is RAD?***

- a. Rental Assistance Demonstration (RAD) is a voluntary program of HUD. RAD seeks to preserve public housing by providing public housing agencies with access to more stable funding to make needed improvements to properties.*
- b. Distribute RAD Resident Fact Sheets downloaded from HUD.gov*

#### ***3. Vouchers***

- a. PBV versus PBRA*
- b. Impact on residents paying flat rent versus income-based rent*

#### ***4. Development partners***

- a. Edgemere and Home Leasing will be our developer partners*
- b. After development, AHA alone will manage the properties*

#### ***5. Unit configuration***

- a. Studios will be expanded*
- b. Exteriors will be updated*
- c. Development plans are still tentative. The end results depend on resident feedback, scope of work, and funding available. AHA will explore tenant-in-place renovations. If residents need to be displaced, the Uniform Relocation Act will offer resident protection. Displaced residents will work with AHA's relocation staff to develop individual plans and will receive priority in returning to Ida Yarbrough apartments. Prior to any impact, AHA will provide continuous correspondences and arrange multiple resident meetings in advance.*

#### ***6. Scope of work***

- a. Updating exteriors – no development plans to share yet.*
- b. Modernizing interiors – AHA will renovate every unit and explore the possibilities of central air and individual laundry hook ups.*

7. **Q&A**

8. **Contact information**

- a. *If any resident has further questions, Ms. D'Arbeau distributed her contact information during the first meeting and Ms. Ma distributed her contact information during the second meeting.*

**IDA YARBROUGH Q&A  
AUGUST 21, 2018 5:00PM**

1. **Do we have to come to both meetings?**

*No. Both meetings will contain the same information.*

2. **With the RAD PVB and PBRA, may I travel with the vouchers?**

*These two vouchers are different than tenant based vouchers. However, you may request a tenant based voucher after the RAD conversion provided you satisfy all requirements.*

3. **Will we still be under the AHA umbrella?**

*Yes.*

4. **How long is the process?**

*For RAD, we will submit the application by September 4, 2018 and wait for HUD's review. For the renovations, we will apply for tax credit awards in January 2019 and wait for HCR's review. When awarded, we will close the transaction within the year and start rehabilitation.*

5. **Do we get to decide where to move?**

*AHA's experienced relocation team will devise an individual plan for every displaced resident and the Uniform Relocation Act will protect the resident during the move.*

6. **Should I pick flat rent or income based rent under RAD?**

*It is your choice and everyone selects the lower of the two.*

7. **What happens to the Section 8 waitlist?**

*There is no impact to the Section 8 waitlist.*

8. **What is happening at the Watervliet or Troy Housing Authorities?**

*We are not certain of their RAD conversion plans.*

9. **Do I have to move?**

*The architects and engineers are still evaluating the properties so we cannot provide definite plans. However, we have implemented many relocation plans in the past including at Ida Yarbrough Homes most recently. AHA stopped leasing units close to relocation time and reserved vacant units for residents undergoing relocation. AHA's experienced relocation team will devise individual relocation plans for every resident. AHA can also issue Section 8 voucher were appropriate and available.*

10. **Once I get a tenant based voucher, can I move to the U.S. Virgin Islands?**

*Yes.*

11. **Can we see a new unit at the recently completed Ida Yarbrough Homes Phase I?**

*Yes. AHA will arrange a tour for all interested residents.*

12. **Is age a factor in RAD?**

*No.*

13. **What if I get married?**

*Please add your new spouse to the lease and be aware of the income eligibility requirements.*

14. **After the RAD conversion, will we be deemed over income?**

*If your income or household size does not change, then no.*

**15. How is income calculated during recertification?**

*The income calculation remains the same.*

**16. What about changes to utilities?**

*We have to consult with the architects and engineers at a later date to determine the answer.*

**IDA YARBROUGH Q&A  
AUGUST 27, 2018 5:00PM**

**1. What country did the designers of Ida Yarbrough Homes Phases I and II come from?**

*The architect, David Sadowsky, is a native of Troy (New York).*

**2. Ida Yarbrough Homes has so many phases. Will it all flow together?**

*Yes. Please do not worry about the hole in the middle of the Phase II development right now. It will become a midrise soon. In collaboration with the architects and engineers, we are ensuring the overall Ida Yarbrough Homes site flows well together and the entrances, egresses, and connecting walkways will be carefully planned.*

**3. How long is the process?**

*For RAD, we will submit the application by September 4, 2018 and wait for HUD's review. For the renovations, we will apply for tax credit awards in January 2019 and wait for HCR's review. When awarded, we will close the transaction within the year and start rehabilitation.*

**4. Can AHA elaborate on relocation plans?**

*No, not at the moment. The architects and engineers are still evaluating the properties. However, we have implemented many relocation plans in the past including at Ida Yarbrough Homes most recently. AHA stopped leasing units close to relocation time and reserved vacant units for residents undergoing relocation. AHA's experienced relocation team will devise individual relocation plans for every resident. AHA can also issue Section 8 voucher were appropriate and available.*

**5. What is a portable voucher (one resident overheard another resident's conversation regarding portable vouchers).**

*Mr. Longo explained the differences between a tenant based voucher and a project based voucher.*

**6. Will all of us have input?**

*Yes. Residents will be consulted during the design and planning phase.*

**7. Who will pay my utilities?**

*We have to consult with the architects and engineers at a later date to determine the answer.*

**8. Will I get a PBV or PBRA?**

*It is too early to tell.*

**9. With a PBV or a PBRA, we can apply for a tenant based voucher after a number of years depending on the program. What if I have been here for 18 years?**

*Years of residency prior to the RAD conversion will not count.*

**10. Can I sign up for RAD PBV or PBRA before the RAD conversion?**

*No.*

**11. Of the people who were displaced during the redevelopment of the low rises, how many returned?**

*We do not have the exact figures but we have a higher than national average rate of residents returning.*

**12. What about the senior citizens?**

*AHA can especially help the seniors during the relocation process because we have two senior properties at Townsend Apartments and Westview Homes.*

**13. When do I have to move?**

*It is too early to tell. Prior to your move, AHA will send numerous correspondences and meet with you.*

**14. Can we see a new unit at the recently completed Ida Yarbrough Homes Phase I?**

*Yes. AHA will arrange a tour for all interested residents.*

**15. What will happen if my bedroom size is already big?**

*We will not expand your bedroom but we will modernize the entire apartment.*

**Additional Resident Consultation**

**September 2020 – October 2020**

Upon notice of an award of tax credits and other funding from NYS Homes and Community Renewal/Housing Finance Agency, AHA will begin the process of formally notifying all residents who will be affected by relocation in order to comply with Section 18 of the Act. AHA will notify and hold a series of meetings with the residents of Ida Yarbrough Homes IV High Rises and North Albany Homes. AHA will continue to consult with tenant leaders throughout the relocation process and as relocated residents are given assistance in returning to the development, if applicable. At the same time, AHA will submit a 24 CFR 941 Subpart F streamline Disposition Application to the U.S. Dept. of Housing and Urban Development’s (“HUD”) Special Applications Center (“SAC”). AHA will also be submitting to HUD a Mixed Finance proposal pursuant to 24 CHF 941. In July 2020, a NYS Housing Finance Agency Application was submitted.

**PART B – RELOCATION TEAM**

**Relocation Team:**

- Christina Noguera, Housing Eligibility Coordinator
- Charda Williams, Housing Eligibility Assistant
- Nancy Meus, Section 8 Manager
- Joseph Kessler, Ida Yarbrough IV Site Manager
- Mark Edmonds, North Albany Site Manager
- Tony Mele, Senior Asset Manager

**Relocation Advisory Team:**

- AHA Executive Director – Chiquita D’Arbeau
- AHA Project Development Assistant – Sean Taylor
- AHA General Counsel – Brian Kremer

**Tenant Association:**

- AHA will identify a liaison for both Ida IV High Rises and North Albany.

**PART C – RELOCATION INFORMATION**

**Primary Relocation Team Contact for Tenants:**

In the interest of providing consistent and up-to-date information, all tenant inquiries to be referred to Christina Noguera, Housing Eligibility Coordinator at 518-641-7465 or Charda Williams, Housing Eligibility Assistance at 518-641-7467. In addition, Mr. Kessler, Mr. Edmonds, Mr. Mele, and their staff will be available weekdays during regular business hours in the Ida Yarbrough Site Manager’s office, North Albany Manager’s office and throughout the developments to answer tenant questions. Additional times in evenings and on weekends will be made necessary to accommodate the schedules of those households affected by relocation.

**Relocation Office Location and Office Hours:**

**Address:** 200 South Pearl Street, Albany NY 12202, 41 Jennings Drive Albany, NY 12204 and 260-270 N Albany, NY 12207

**Office Hours:** Monday - Friday 8:00AM – 4:00PM\*

\*Appointments may be made outside of regular business hours upon request.

**Posted Information:**

Additional relocation information will be provided to residents by posting meeting notices and relocation information in and around the development and prominently in the Manager’s Office at 270 North Pearl Street and 41 Jennings Drive and 260-270 N Albany, NY 12207

**Relocation Information Packets:**

Information packets will be given to each and every resident as they pass through the intake interview process. Packets will include the following information:

- Critical Contact Information – Relocation Office staff, hours of operation, phone numbers, and addresses. Tenant Association information will provided as well.
- Relocation Process and Schedule- Step by step relocation process and projected schedule from present through completion. When relocation to another unit on site is possible, information be provided to the residents on a case by case basis so they may consider this option. Residents not wishing to relocate to an available unit on-site, and those who wish

to temporarily relocate to a unit off-site, will provided that opportunity and a projected schedule they may be permitted to return, if they so choose.

- Relocation Assistance to Tenants Displaced from Their Homes – This information brochure, initially enclosed with General Information Notice, will be given once again.
- Benefits to Persons Asked to Relocate – Information detailing the relocation policy and benefits will be provided. This information will be supplemented by information received through the personal meetings scheduled for each affected household.
- Complaint Hot-Line – A complaint hot-line will be established to the Executive Director’s Office at 518-641-7585 for situations in which the tenant is confronted with seemingly impassable difficulty in their relocation efforts. Complaints can also be made online through our website at <http://www.albanyhousing.org/unitrent-complaint-form>.

### **Foreign Language Interpretation:**

AHA has recognized and responded to the foreign language needs of it tenants. Key documents have been translated into Spanish and distributed to this population. The following personnel are available to further assist in the interpretation of information to and from Spanish speaking population:

- JoAnn Concepcion, Receptionist

Assistance with interpretation of other non-English languages will be provided on an as needed basis through the local language resource center as necessary to address the needs of this population.

## **PART D – SCHEDULE**

### **Resident Relocation**

Upon Issuance of RCC (estimated November 2020, Project completion est. December 2022)

To the greatest extent possible, AHA will use units within the developments as a relocation option for displaced residents. Residents who wish to remain at Ida North will be offered that option, if there are available units, they are income eligible and household size eligible. Other options for relocation are to AHA-owned units within its inventory that have been vacated through attrition, and to privately owned rental units using a Housing Choice Voucher. Residents will have the option to relocate at any time over the period of the issuance of the RCC (est. November 2020) and the commencement of construction (est. January 2021) approximately 23 months between October 2020 and September 2022. All affected residents will be notified of the need to relocate as soon as a funding award is obtained, and notified of the need to vacate as soon as a comparable unit or rightsized unit has been offered and at least 90 days prior to the displacement date. AHA will not commence work on any given occupied unit scheduled for vacancy until that unit’s

occupants are actually relocated. Qualified residents that wish to return to an appropriately sized unit after construction to the property will be given the option and will be notified as soon as possible.

**Pre-development Meeting**

**August 21, 2018 & August 27, 2018**

Held at Everly Cromwell Community Center

- General overview & brief narrative as to why these parties have joined together;
- Overall Redevelopment Strategy
  - Replacement Housing
- Resident input
- Funding sources

**General Information Notice (GIN)**

**August 10, 2018**

Albany Common Council resolved to execute a PILOT for Id Phase IV on 6-25-2020. AHA met with Common Council on 7-1-2020 The AHA Executive Director has a monthly meeting with the Mayor. The City Department of Planning and Development provided a letter documenting no site plan or other action is required other than permit on June 6, 2019

**General Tenant Informational Meeting w/ Tenant Association**

**August 14, 2020**

To be held via ZOOM

- Development Update
- Disposition Application Status
- Introduction to Key Staff
- Relocation Plan
- Next Steps - Open Relocation Office

**Relocation Interviews Begin**

**October 2020—May 2022**

- All affected tenants will be offered a minimum of one AHA comparable unit or Section 8 unit.

**Comparable Unit Offering Milestone**

**November 2020**

- All tenants to have participated in an intake interview and shown a minimum of one comparable AHA or Section 8 unit



**Notice to Vacate****December 2020**

- Official “Notice to Vacate” will be issued. Notice shall provide a minimum of 90 days to vacate the property. This will only be given to tenants that have been offered a comparable unit.

**Relocation Complete****September 30, 2020**

- 90 day “Notice to Vacate” expires.

**PART E – RELOCATION PROCEDURE****Pre-Relocation Procedure:**

As part of the General Information Notice provided to residents on August 10<sup>th</sup> 2018, AHA will inform the residents of the funding award received and the planned relocation. The notice will explain that they should not relocate until they have met with a member of the relocation team, and it briefly explain the relocation options, available benefits, and general procedures.

**Who Must Relocate:**

Residents who reside in the units identified on the attached spreadsheet- “Exhibit A” must relocate. This list will be updated as necessary when the project commences. Construction is a Phased Scheduled so as a floor or a duplex building is next scheduled, residents will be asked to relocate.

**Entitlement to Relocation Benefits:**

Eligible persons living in units located within the Phase IV site of Ida Yarbrough High Rises and North Albany will receive relocation benefits.

**When to Relocate:**

Residents may relocate at their convenience anytime between receiving the general notice and prior to receiving a 90 Day Notice to Vacate by AHA. Counseling for all residents will be available and residents are strongly encouraged to not move until they have met with a relocation counselor. The 90 Day Notice to Vacate will be issued after each resident has been offered a comparable unit. The AHA Relocation Team and support staff will make itself available throughout the relocation period to assist tenants in overcoming obstacles to their moving so that there is no conflict in vacating the premises.

**Options to Relocate:**

In general, each tenant will be afforded the option of several comparable units to which to relocate. Units will be made available within three broad categories:

- On-site Units – Whenever feasible, residents that wish to stay on-site will offered a comparable new unit in the development. For those who are offered this option, but who would rather move permanently off-site, that opportunity will be made available to them as well.
- Off-site Units - AHA has an array of public housing and other subsidy assisted units that will be offered to the affected residents. The Relocation Information Packets that will be provided to every resident at their intake interview will list information regarding various styles of housing that AHA has to offer and the benefits each development and community contain. Additionally, residents may choose to live in temporarily with family and friends.
- Housing Choice Vouchers – If no suitable units are available in AHA owned or managed properties, AHA will provide each affected resident the option of a Housing Choice Voucher to relocate.

AHA’s relocation staff will facilitate residents in making appointments to see available units and assist them with transportation to see the units. Additionally, the relocation staff will be complemented by AHA’s Section 8 Inspection staff, which will prioritize the inspection of new Section 8 units to insure that they HUD Housing Quality Standards.

### **Options How to Relocate:**

Tenants will be offered the following two methods to move:

- Option # 1: Professional Moving Services – For residents wanting or requiring complete, professional moving services, AHA will hire a moving company. AHA will make sure that the moving company provides the following level of services:
  - Meet schedule and projected volume of moves;
  - Give attention to individual needs of tenants (assist packing as necessary);
  - Provide moving supplies (boxes, bag, tape, etc.);
  - Confirm details prior to moving date; and
  - Available for evening and weekend moves.

In addition, AHA will dispose of any unwanted furniture.

Additional Benefits under Option #1 - Each tenant will receive:

- \$100 for miscellaneous expenses;
- Residents will be compensated for the following hook-up services upon receipt or invoice of payment:
  - Telephone service
  - Cable service

Addendum to Eligibility for Option #1 – AHA will work with the local utility, telephone, and Cable Company to facilitate hook-up of services. However, if the tenant has an outstanding balance which they are not readily able or willing to pay within the time allowed to relocate, the tenant will a) be counseled to the best extent possible on paying the outstanding balance in a timely manner, and b) failing that, be limited to taking Option #2 in moving.

- Option #2 Lump Sum Moving Allowance - For tenants who possess the means to move themselves or wish to find for themselves other methods of moving, a per-household moving allowance will be given. This allowance comes with the stipulation that it is to cover all expenses related to relocating. The allowance amount is determined per URA and Federal Highway Administration guidelines for New York State and are as follows (actual allowances to be determined (TBD) at the time of relocation):

# Furnished Rooms	Typical Ida Unit Size	Maximum Allowance
1		\$600
2	1-bedroom	\$800
3	2-bedroom	\$1,000
4	3-bedroom	\$1,200
5	4-bedroom	\$1,400
6	5-bedroom	\$1,600
7		\$1,800
8		\$2,000
Each Add'l Room		\$200

Each tenant choosing Option #2 will be eligible for an advancement of up to 50% of the total Relocation Allowance in order to help pay for a moving van and other up-front expenses. Payment of the remaining 50% will be made to the tenant once all paperwork has been submitted signed and the keys have been given to the Development Manager.

- Security Deposits – Security Deposits will be returned to each resident upon vacating their unit and returning the keys to the Manager. If the resident does not have the means to pay the security deposit on their new unit, the security deposit on their existing unit will be used. The Authority will cover the difference between existing and new security deposit amounts with either payment directly to the landlord or a letter of intent to pay the difference.

- Grievance Procedure – Residents affected by relocation may grieve any part of the relocation process or benefits specific to their circumstances if they believe it has been unfairly apply to them. The first course of action is to notify the Asset Manager in writing. The Asset Manager will respond promptly to the grievance. If the resident is not satisfied with the response, he or she should notify the Senior Asset Manager, who will turn the matter over to the Relocation Advisor. The Relocation Advisor may wish to contact or meet with the resident and/or members of the Relocation Team prior to responding. The Relocation Advisor will respond promptly to the resident in writing. If the resident is still not satisfied, he or she may grieve the matter to the Authority’s Executive Director. The following contact information should be used when filing grievances:

Mr. Joseph Kessler, Asset Manager  
Albany Housing Authority  
270 North Pearl Street  
Albany, NY 12207

Mr. Mark Edmonds  
Albany Housing Authority  
41 Jennings Drive  
Albany, NY 12204

Ms. Chiquita D’Arbeau, Executive Director  
Albany Housing Authority  
200 South Pearl Street  
Albany, NY 12202

**AHA will regularly post links on its website to update residents on the redevelopment as well as set-up a message board and comment hot line at 518-380-5585, for residents to post or leave voice messages regarding the Ida Yarbrough Redevelopment.**

Attached: “Exhibit A”

## EXHIBIT A

### IDA YARBROUGH HOMES AFFECTED UNITS

Building	Apt No
260 NORTH PEARL STREET	1A
260 NORTH PEARL STREET	1B
260 NORTH PEARL STREET	1C
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NORTH ALBANY HOMES AFFECTED UNITS

Street Number	Street Name
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3	JENNINGS DRIVE
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77	JENNINGS DRIVE
78	JENNINGS DRIVE
80	JENNINGS DRIVE
82	JENNINGS DRIVE
84	JENNINGS DRIVE
1	NEW HOPE TERRACE
2	NEW HOPE TERRACE
3	NEW HOPE TERRACE
4	NEW HOPE TERRACE
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41	NEW HOPE TERRACE
43	NEW HOPE TERRACE
45	NEW HOPE TERRACE
47	NEW HOPE TERRACE
1	ROONEY ROAD
2	ROONEY ROAD
3	ROONEY ROAD
4	ROONEY ROAD
5	ROONEY ROAD
5	ROONEY ROAD
6	ROONEY ROAD
7	ROONEY ROAD
8	ROONEY ROAD
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13	ROONEY ROAD
15	ROONEY ROAD
17	ROONEY ROAD
17	ROONEY ROAD

19	ROONEY ROAD
21	ROONEY ROAD
23	ROONEY ROAD
1	TUBMAN CIRCLE
2	TUBMAN CIRCLE
3	TUBMAN CIRCLE
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7	TUBMAN CIRCLE
8	TUBMAN CIRCLE
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