Albuquerque Housing Authority Board of Housing Commissioners
Carnis Salisbury Building, 1840 University Blvd. SE, Albuquerque, NM 87106
505-764-3920 / www.abqha.org

Board of Housing Commissioners - **Regular Meeting**
December 20, 2023 at 12:00 p.m. (MT)
Manuel Cordova Conference Room (#186) & Zoom Video Conference
see Special Procedures below for joining this meeting

AGENDA
(items listed on the Agenda may be discussed and acted on out of sequential order)

1. **Call to Order –** Procedures for Meeting
Attendance: The Board meeting will be held both in person and via Zoom video conference.

Viewing and Listening: Members of the public will have the ability to view, speak and/or listen to the meeting by attending in person or through Zoom which can be accessed from most smartphones, tablets, or computers. See instructions below.

Join Zoom Meeting
https://us02web.zoom.us/j/85885050432

Meeting ID: 858 8505 0432
One tap mobile
+12532050468,,85885050432# US
+12532158782,,85885050432# US (Tacoma)

Dial by your location
+1 669 900 6833 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
Meeting ID: 858 8505 0432
Find your local number: https://us02web.zoom.us/u/k5XneUh6X

Voting procedures: all items will be conducted by roll call votes, so that each Board member can hear the votes being cast by the other members.

2. **Roll Call –** attendance

3. **Approval of Minutes**
Board of Housing Commissioners Meeting November 15, 2023 – **Action Item**

4. Public Comment

The Board will accept public comments on the meeting's specific agenda items in written form via email through 12:00 p.m. on the day of the meeting. Comments should be sent via email to: mpetroff@abqha.org. These comments will be distributed to all Board Members for review.

Additionally, verbal public comments can be made either in person in the meeting room or remotely via the Zoom Video Conference by notifying the meeting organizer prior to the start of the meeting. A list of commenters will be started 15 minutes prior to the start of the meeting and will close at the start of the meeting. Participants wanting to provide verbal public comment are encouraged to join the meeting early.

Time Limits on verbal comments: 3 minutes for 1 speaker, 6 minutes for two people to share, and 9 minutes for three people in a row sharing a single block of time. (see: AHA Board of Housing Commissioners, Rules of Conduct, Section 3(B), page 5).

5. Consent Agenda

6. Resolutions and Communications

a) Report of the Secretary (Executive Director Linda Bridge, Deputy Director Thea Guerin and Housing Development Director Dan Foster) – **Action Item**
b) Resolution 2023-19 2024 Low Rent Public Housing Program Flat Rents (Operations Manager Matt Bailon) – **Action Item**
c) Resolution 2023-20 2024 Low Rent Public Housing Program Participant Utility Allowance Schedule (Operations Manager Matt Bailon) – **Action Item**
d) Resolution 2023-21 Designation of a Public Housing Unit at 6013 Sunset Gardens SW for a Non-Dwelling Unit for Administrative Uses (Asset Manager Matthew Archuleta) – **Action Item**
e) Resolution 2023-22 Notice Requirements for Meetings of the Board in 2024 (Attorney Brian Eagan) – **Action Item**
f) Resolution 2023-23 Setting the Official List of Regular Meeting Dates of the AHA Board for 2024 (Attorney Brian Eagan) – **Action Item**
g) Resolution 2023-24 Write-Off of Uncollectible Accounts Receivable (Asset Manager Matthew Archuleta) – **Action Item**
h) Executive Communication 2023-14 Project Based Voucher (PBV) Contract Award (Housing Development Associate Shawn Watson) – **Action Item**
i) Executive Communication 2023-15 – Request for Proposal #2412 Temporary Staffing Services – Multiple Contract Award Temp Services (Executive Director Linda Bridge) – **Action Item**

7. New Business

a) Election of Board Chairperson for 1-year term (December 2023 to December 2024)

b) Election of Board Vice-Chairperson for 1-year term (December 2023 to December 2024)

8. Old Business

9. Other Business

10. Announcements

AHA offices will be closed from December 23, 2023 to January 1, 2024 for winter break

AHA offices will be closed on January 15, 2024 in observance of Dr. Martin Luther King Junior's Birthday.

The next scheduled Regular Meeting of the Board will be on Wednesday, January 17, 2024, at 12:00 p.m. The meeting will be held in person at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM, and the public will have the option to attend in person or by video conference.

11. Adjournment

NOTICE TO PERSONS WITH DISABILITIES: If you have a disability and require a reasonable a reasonable accommodation of that disability to be able participate in this meeting, please contact the AHA Office as soon as possible before the meeting date by calling the office at 505-764-3953, or send an email message to: update@abqha.org, to make a request for reasonable accommodation of the disability. Those in need of hearing assistance may call 7-1-1 for NM Relay.

To serve you better, please request any reasonable accommodations necessary at least 72 hours prior to the meeting. Further advance notice is preferred, if possible, to serve you better, and you may request accommodations up to 10 days before the meeting. Best efforts will be made to provide the requester with their auxiliary aid of choice. AHA will make best efforts to accommodate any walk-in requests for aids and services.