BOARD OF HOUSING COMMISSIONERS
RESOLUTION NO. 2026-13

INCREASE SECOND SIGNATURE THRESHOLD ON FINANCIAL TRANSACTIONS

WHEREAS, the Albuquerque Housing Authority (AHA) has banking, investments, and financial trusts, including checking accounts, wire transfers, Automated Clearing House (ACH) transfers, investment accounts, and other financial drafts in order to conduct its business; and

WHEREAS, the Authority maintains a policy to require the Board of Housing Commissioners to approve, by resolution, the representatives authorized to sign checks, and other drafts on behalf of the Authority; and

WHEREAS, Resolution 2015-07 designated the people as authorized signatories on financial transactions as 1. Chairperson and one other Board member as designated by the Chairperson (as the AHA Board Designees), and 2. Executive Director, Deputy Director and Director of Finance (as the AHA Employee Designees).

WHEREAS, the signatory authority is to ensure dual signature on the distribution of all financial transactions above the threshold beginning at twenty thousand dollars ($20,000), of which shall contain one AHA Board Designee and one AHA Employee Designee; and a single signatory authority provided by one of the AHA Employee Designees, is required on distribution of all financial transactions below the threshold of twenty thousand dollars ($20,000); and

NOW, THEREFORE, BE IT RESOLVED BY THE AHA BOARD OF HOUSING COMMISSIONERS, the governing body of AHA, that: effective immediately, the threshold for the dual signature on the distribution of all financial transactions increase to begin at thirty thousand dollars ($30,000), of which shall contain one AHA Board Designee and one AHA Employee Designee; and a single signatory authority provided by one of the AHA Employee Designees, required on distribution of all financial transactions below the threshold of thirty thousand dollars ($30,000);

PASSED and ADOPTED this 21st day of July 2026

BY A VOTE OF 3 FOR, AND 0 AGAINST

Members Absent: Smith

Members voting against: _____

ALBUQUERQUE HOUSING AUTHORITY
BOARD OF HOUSING COMMISSIONERS

By: /s/ Maurreen Skowran
Maurreen Skowran, Chairperson of the Board

ATTEST:
/s/ Linda Bridge
Linda Bridge, Secretary to the Board and Executive Director