



BOARD OF COMMISSIONERS MEETING MINUTES

TUESDAY, December 10, 2024

3:30 PM

AHA BOARD ROOM

MEETING CALLED BY:

Chairman Michael Whalen
At 3:33 PM

TYPE OF MEETING:

Regular Meeting

STAFF:

Chiquita D'Arbeau, Brian
Kremer, Hannah
Liscomb, Cheyanne
Spoto, Erik Ross

ATTENDEES

Michael Whalen, Mark Bob-Semple, Pastor David Traynham, Linda Mitchell

ABSENT/EXCUSED:

Kelly Kimbrough (E) Rosetta Scott

MINUTES

COMMUNITY FORUM

No members of the community spoke.

AGENDA ITEM:

Approval of Minutes of October 8, 2024

PRESENTER:

Chiquita D'Arbeau

DISCUSSION:

None

CONCLUSIONS:

Commissioner Bob-Semple made a motion to approve; Commissioner Mitchell seconded. All Commissioners present voted in favor. Motion passed.

AGENDA ITEM:

12-24-32—Resolution authorizing Albany Housing Authority to enter into a project agreement with Edgemere Development, Inc. regarding the redevelopment of a 142 unit mixed-income property known as Capital Woods Development.

PRESENTER:

Chiquita D'Arbeau

DISCUSSION: Ms. D'Arbeau provided the background on the resolution as requested by the Board.

CONCLUSIONS:

Commissioner Bob-Semple made a motion to approve; Commissioner Mitchell seconded. All Commissioners present voted in favor. Motion passed.

AGENDA ITEM:

12-24-33 – Resolution authorizing the write off of certain collection losses.

PRESENTER:

Chiquita D'Arbeau

DISCUSSION:

Commissioners requested additional information regarding this motion. Ms. D'Arbeau provided a comprehensive breakdown of the chart for fraud, fees, damages and total amount. Commissioner Traynham asked about AHA's collection of money owed. Mr. Kremer explained that when money is still owed, AHA still collects.

CONCLUSIONS:

Commissioner Mitchell made a motion to approve; Commissioner Bob-Semple seconded. All Commissioners present voted in favor. Motion passed.

AGENDA ITEM:

12-24-34 – Resolution approving a contract for the replacement and/or upgrade of camera hardware and/or software at Ezra Prentice Homes, Townsend Park Homes, Swan Street Properties/Swan Street Mixed Use and Westview Apartments.

PRESENTER:

Chiquita D'Arbeau

DISCUSSION:

Commissioners requested more information on the use, number and placement of cameras. Ms. D'Arbeau and Mr. Ross provided comprehensive answers to these questions.

CONCLUSIONS:

Commissioner Bob-Semple made a motion to approve; Commissioner Mitchell seconded. All Commissioners present voted in favor. Motion passed.

AGENDA ITEM:

12-24-35 – Resolution approving an addendum to the contract with Yardi Systems, Inc. for real property and asset management software and authorizing the Executive Director to execute the addendum and related documents regarding same.

PRESENTER:

Chiquita D'Arbeau

DISCUSSION:

Commissioner Traynham asked about how long the process will be. Ms. D'Arbeau gave a comprehensive answer.

CONCLUSIONS:

Commissioner Bob-Semple made a motion to approve. Commissioner Mitchell seconded. All Commissioners present voted in favor. Motion passed.

AGENDA ITEM:

PRESENTER:

12-24-36 – Resolution approving a contract for the purchase of range hood fire stop devices at various sites.

Chiquita D'Arbeau

DISCUSSION:

Ms. D'Arbeau provided the background on the resolution as requested by the Board.

CONCLUSIONS:

Commissioner Bob-Semple made a motion to approve. Commissioner Mitchell seconded. All Commissioners present voted in favor. Motion passed.

PRESENTER:

AGENDA ITEM:

12-24-37 – Resolution approving a contract with ADP Inc. for additional Chiquita D'Arbeau payroll and related human resource services.

DISCUSSION:

Chairman Whalen inquired about any improvements that have been made to payroll systems with ADP Inc. Ms. D'Arbeau described the thoroughness with which payroll is reviewed by the CFO through the system.

CONCLUSIONS:

Commissioner Mitchell made a motion to approve. Commissioner Bob Semple seconded. All Commissioners present voted in favor. Motion passed.

INTERNAL REPORTING

1. Monthly Financial & Vacancy Report
 2. Operations Report
 3. Collections & Vacancy Report
 4. Programs and Support Services Report
 5. AHA For Cause Lease Enforcement Report
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OPENING

ADJOURNMENT

Commissioner Bob-Semple made a motion to approve; Commissioner Mitchell seconded. All Commissioners present voted in favor. The meeting adjourned at 4:11 PM.

OTHER INFORMATION

SPECIAL NOTES:

AHA Virtual Meeting Space

Join Zoom Meeting

<https://us02web.zoom.us/j/7641196780>

Meeting ID: 764 119 6780

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