



**Minutes of the AHA Board of Housing Commissioners**

Regular Meeting

Wednesday, September 20, 2017 at 12:00 p.m. (MT)

Carnis Salisbury Building

1840 University Blvd. SE, Albuquerque, NM

**1. Call to Order**

The meeting was called to order at 12:02 p.m. (MT) on September 20, 2017. Member Robinson moved to appoint Member Vogel as Temporary Chairperson of the Board; seconded by Member Rivera-Wiest. The motion carried by a 2-0-1 vote. (For: Robinson, Rivera-Wiest; Abstain: Vogel). Temporary Chairperson Vogel presided. The Board met in the Manuel Cordova Conference Room in Open Session.

**2. Roll Call**

**AHABHC MEMBERS PRESENT**

Mr. Stephen J. Vogel, Commissioner at Large

Ms. Roxanne Rivera-Wiest, Commissioner at Large (via phone)

Ms. Rebecca Robinson, Resident Commissioner

A quorum was present.

**AHABHC MEMBERS NOT PRESENT**

Mr. Todd Clarke, Chairperson, excused

Ms. Janet McHard, Vice Chairperson, excused

**VISITORS**

Ms. Judy Higuera, Embudo Towers Resident

Ms. Kristi Houde, President, Citizens Information Committee (CIC) of Martineztown

Mr. Chris Jedd, Denver Housing Authority

**STAFF PRESENT**

Mr. Matthew Archuleta, Public Housing Program Manager

Mr. Matt Bailon, Operations Manager

Ms. Mundy Boen, Executive Assistant

Ms. Linda Bridge, Executive Director

Ms. Tabitha Cain, Resident Services Assistant

Ms. Ramona Campbell, Public Housing Specialist

Ms. Barbara D'Onofrio, Director of Finance

Mr. Brian Eagan, Housing Attorney

Mr. Andrew Estocin, Deputy Director

Mr. Dan Foster, Capital Fund Project Manager

Ms. Vivian Gabaldon, Sr. Accounting Technician – PH

Ms. Lisa Garduno, Sr. Accounting Technician – S8

Ms. Lorenda Hanway, Sr. Accounting Technician – PH

Ms. Esther Lucero, Section 8 Program Manager



/abqha



/HousingABQ



Equal Housing Opportunity Agency



Ms. Karen Ochsankohl, Accountant  
Ms. Bernadette Rodriguez, Community Services Specialist  
Ms. Anita Sanchez-Triviso, Human Resources Director  
Ms. Rocio Solis Sinche, Procurement Officer

**3. Approval of Minutes**

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Member Robinson moved to approve the minutes; seconded by Member Rivera-Wiest. The motion carried by a 3-0 vote.

**4. Public Comment**

Ms. Judy Higuera, Resident, addressed the Board to acknowledge staff for a good job on cleaning the property and regarding her concern with issues at Embudo Towers.

Ms. Kristi Houde, President, Citizens Information Committee (CIC) of Martineztown, addressed the Board to acknowledge staff for gating the east and west patios of the former community center located at Arno and Roma NE and for stopping the weekly yard/sidewalk sales on Edith.

**5. Consent Agenda**

There were no Consent Agenda Items.

**6. Resolutions and Communications**

- a) Report of the Secretary (Executive Director Linda Bridge, Deputy Director Andrew Estocin and Capital Fund Projects Manager Dan Foster)

Ms. Bridge and Mr. Estocin presented the AHA August/September Update in the Report of the Secretary, the Albuquerque Housing Authority Production Snapshot Report, and Mr. Foster presented the Capital Fund Report, and all addressed questions from Members of the Board. Please see the attached Reports.

Member Rivera-Wiest moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 3-0 vote.

- b) Financial Report (Finance Director Barbara D'Onofrio)

Ms. D'Onofrio presented the "Financial Report" and addressed questions from Members of the Board.

Member Rivera-Wiest moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 3-0 vote.

- c) Presentation of the Self-Managed Energy Performance Contract (EPC) (Mr. Chris Jedd, Denver Housing Authority)

Mr. Jedd presented the "Presentation of the Self-Managed Energy Performance Contract (EPC)" and addressed questions from Members of the Board.

Member Rivera-Wiest moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 3-0 vote.

- d) Resolution 2017-19 Approval of the Request to Dispose of Scattered Site Public Housing Units (Executive Director Linda Bridge)

Ms. Bridge presented the “Resolution 2017-19 Approval of the Request to Dispose of Scattered Site Public Housing Units”; and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt “Resolution 2017-19 Approval of the Request to Dispose of Scattered Site Public Housing Units”; seconded by Member Robinson. The motion was carried by a 3-0 vote.

- e) Resolution 2017-20 Designation of a Public Housing Unit at 6013 Sunset Gardens Road SW as a Non-Dwelling Unit for Administrative Uses (Public Housing Program Manager Matthew Archuleta)

Mr. Archuleta presented “Resolution 2017-20 Designation of a Public Housing Unit at 6013 Sunset Gardens Road SW as a Non-Dwelling Unit for Administrative Uses” and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt “Resolution 2017-20 Designation of a Public Housing Unit at 6013 Sunset Gardens Road SW as a Non-Dwelling Unit for Administrative Uses”; seconded by Member Robinson. The motion was carried by a 3-0 vote.

- f) Resolution 2017-21 Limited Intake of Applications for Public Housing 504 Uniform Federal Accessibility Standards (UFAS) Apartments (Deputy Director Andrew Estocin, Public Housing Program Manager Matthew Archuleta)

Mr. Estocin presented “Resolution 2017-21 Limited Intake of Applications for Public Housing 504 Uniform Federal Accessibility Standards (UFAS) Apartments” and addressed questions from Members of the Board.

Member Robinson moved to adopt “Resolution 2017-21 Limited Intake of Applications for Public Housing 504 Uniform Federal Accessibility Standards (UFAS) Apartments”; seconded by Member Rivera-Wiest. The motion was carried by a 3-0 vote.

- g) The Board is going to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 to discuss a limited personnel matter, Executive Director annual review and compensation.

Member Rivera-Wiest moved to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 at 12:48 p.m. to discuss a limited personnel matter, Executive Director annual review and compensation. The motion was seconded by Member Robinson and carried by a 3-0 roll call vote. All Board members present recessed to discuss this matter.

- h) Re-Convene in Open Session; to vote in public on action items, if any.

The Board re-convened in open session at 1:35 p.m. Temporary Chairperson Vogel announced there were no votes taken during the Closed Session and the only business discussed in Closed Session was the limited personnel matter of Executive Director annual review and compensation. No motions were made by any members during the open session.

- i) Resolution 2017-22 Amendment #5 to Employment Agreement between AHA and Linda Bridge (AHA Attorney Brian Eagan) – Action Item

Mr. Eagan presented “Resolution 2017-22 Amendment #5 to Employment Agreement between AHA and Linda Bridge” and addressed questions from Members of the Board.

Member Robinson moved to adopt “Resolution 2017-22 Amendment #5 to Employment Agreement between AHA and Linda Bridge” by filling in the amounts to reflect a 3% raise effective October 1, 2017 and a one-time incentive compensation award in the amount of \$3,537 and allocation of 80 hours of additional vacation time; seconded by Member Rivera-Wiest. The motion was carried by a 3-0 vote.

**7. Old Business**

There were no items of Old Business.

**8. New Business**

There were no items of New Business.

**9. Other Business**

The next scheduled Regular Meeting of the Board will be on October 18, 2017 12:00 p.m. in the Manuel Cordova Conference Room, at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM.

**10. Announcements**

Ms. Bridge announced that a special meeting may be called at the beginning of October.

**11. Adjournment**

There being no further business to be brought before the Board, Member Rivera-Wiest moved to adjourn the meeting at 1:44 p.m.; seconded by Member Robinson. The motion was carried by a 3-0 vote.

**SUBMITTED:**

**READ AND APPROVED:**

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Mr. Andrew Estocin  
Temporary Secretary to the Board  
Date: October 18, 2017

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Mr. Todd Clarke, Chairperson of the Board