



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

Regular Meeting

Wednesday, October 16, 2019 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 12:01 p.m. (MT) on October 16, 2019. Chairperson McHard presided. The Board met in the Manuel Cordova Conference Room in Open Session.

**2. Roll Call**

**AHABHC MEMBERS PRESENT**

Ms. Janet McHard, Chairperson  
Mr. Stephen J. Vogel, Vice-Chairperson  
Ms. Lovie McGee, Commissioner at Large  
Ms. Rebecca Robinson, Resident Commissioner

**AHABHC MEMBERS NOT PRESENT**

Ms. Roxanne Rivera-Wiest, Commissioner at Large, Excused

**VISITORS**

Ms. Judy Higuera, Embudo Towers Resident  
Ms. Kris Houde, Citizens Information Committee of Martineztown (CICM)  
Mr. Nick Vottero, City of Albuquerque, Office of Mayor, Civic Engagement Coordinator  
Mr. Steve Manning

**STAFF PRESENT**

Ms. Thea Guerin, Deputy Director  
Mr. Matthew Archuleta, Public Housing Program Manager  
Mr. Matt Bailon, Operations Manager  
Ms. Barbara D'Onofrio, Finance Director  
Mr. Brian Eagan, Attorney  
Mr. Dan Foster, Capital Fund Projects Manager  
Ms. Vivian Gabaldon, Sr. Accounting Technician – PH  
Ms. Lisa Garduno, Sr. Accounting Technician – S8  
Ms. Carolyn Montoya, Temp – Senior Office Assistant - Admin  
Ms. Karen Ochsankohl, Accountant  
Ms. Maria Pacheco, Office Assistant – PH  
Ms. Mundy Petroff, Executive Assistant  
Ms. Tamicka Reno, Office Assistant – PH  
Ms. Anita Sanchez-Triviso, Human Resources Director  
Ms. Rocio Solis Sinche, Procurement Officer

Note: Ms. Linda Bridge, Executive Director, was absent (out on vacation leave).



/abqha



/HousingABQ



Equal Housing Opportunity Agency



**3. Approval of Minutes**

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Member Vogel moved to approve the minutes; seconded by Member Robinson. The motion carried by a 4-0 vote.

**4. Public Comment**

Ms. Higuera addressed the Board about the large white dog that residents are afraid of and owner doesn't control. In addition, some residents are still smoking in the Embudo Towers building.

**5. Consent Agenda**

There were no consent agenda items.

**6. New Business**

- a) Introduction of new employees

Chairperson McHard introduced Thea Guerin, Deputy Director. Mr. Archuleta introduced Ms. Maria Pacheco, Office Assistant - PH and Ms. Tamika Reno, Office Assistant – PH.

**7. Resolutions and Communications**

- a) Report of the Secretary (Deputy Director Thea Guerin and Capital Fund Projects Manager Dan Foster)

Ms. Guerin presented the AHA September/October update in the Report of the Secretary and the Albuquerque Housing Authority Production Snapshot Report, Mr. Foster presented the Capital Fund Report; both addressed questions from Members of the Board. Please see the attached Reports.

Member Robinson moved to accept receipt of the Report; seconded by Member Vogel. The motion was carried by a 4-0 vote.

- b) Quarterly TBRA (Tenant Based Rental Assistance) Report (Deputy Director Thea Guerin)

Ms. Guerin presented the Quarterly TRBA report and addressed questions from Members of the Board.

Member Vogel moved to approve the Report and to authorize the Executive Director to sign it; seconded by Member Robinson. The motion was carried by a 4-0 vote.

- c) Quarterly CDBG (Community Development Block Grant) Report (Capital Fund Projects Manager Dan Foster)

Mr. Foster presented the Quarterly CDBG report and addressed questions from Members of the Board.

Member Robinson moved to approve the Report and to authorize the Executive Director to sign it; seconded by Member Vogel. The motion was carried by a 4-0 vote.

- d) Resolution 2019-20 Authorizing Investment of Monies in Local Short-Term Investment Fund (Finance Director Barbara D’Onofrio)

Ms. D’Onofrio presented “Resolution 2019-20 Authorizing Investment of Monies in Local Short-Term Investment Fund” and addressed questions from Members of the Board.

Member Vogel moved to approve “Resolution 2019-20 Authorizing Investment of Monies in Local Short-Term Investment Fund”; seconded by Member Robinson. The motion was carried by a 4-0 vote.

**8. Old Business**

There was no old business.

**9. Other Business**

The next scheduled Regular Meeting of the Board will be on Wednesday, November 20, 2019, at 12:00 p.m. The meeting will be held in the Manuel Cordova Conference Room (#186), at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM.

**10. Announcements**

Mr. Eagan announced that City of Albuquerque Resolution 2019-189 to expand the membership of AHA Board of Housing Commissioners from 5 to 7 members would advance to the City Council in November 2019 for final consideration. If the City Council votes to pass the Resolution, it will be sent to Mayor Tim Keller for consideration of approval.

Chairperson McHard announced that her term on AHA Board will end December 1, 2020.

**11. Adjournment**

There being no further business to be brought before the Board, Member Vogel moved to adjourn the meeting at 12:34 p.m.; seconded by Member Robinson. The motion was carried by a 4-0 vote.

**SUBMITTED:**

/s Linda Bridge  
Linda Bridge, Secretary to the Board  
Date: November 20, 2019

**READ AND APPROVED:**

/s Janet McHard  
Janet McHard, Chairperson of the Board