



Minutes of the AHA Board of Housing Commissioners

Regular Meeting

Wednesday, June 17, 2020 at 12:00 p.m. (MT) - Via Zoom Video Conference

Special Procedures were used for joining this meeting

1. Call to Order

The meeting was called to order at 12:00 p.m. (MT) on June 17, 2020. Chairperson Robinson presided. The Board met via conference call in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Ms. Rebecca Robinson, Chairperson, via phone

Ms. Janet McHard, Vice Chairperson, via phone

Mr. Stephen J. Vogel, Commissioner at Large, via phone

Ms. Roxanne Rivera-Wiest, Commissioner at Large, via phone (arrived at 12:07)

Ms. Lovie McGee, Commissioner at Large, via phone

STAFF PRESENT

Mr. Matthew Archuleta, Public Housing Program Manager

Mr. Matt Bailon, Operations Manager

Ms. Linda Bridge, Executive Director

Ms. Tabitha Cain, Resident Services Assistant

Ms. Barbara D'Onofrio, Finance Director

Ms. Shannon Dow, Community Services Specialist

Mr. Brian Eagan, Attorney

Mr. Dan Foster, Housing Development Director

Ms. Vivian Gabaldon, Sr. Accounting Technician - PH

Ms. Lisa Garduno, Sr. Accounting Technician - S8

Mr. Kenneth Giron, Capital Projects Associate

Ms. Thea Guerin, Deputy Director

Ms. Esther Lucero, Section 8 Program Manager

Ms. Carolyn Montoya, Senior Office Assistant – Admin

Ms. Mundy Petroff, Executive Assistant

Ms. Anita Sanchez-Triviso, Human Resources Director

Mr. Frederick Shendo, Accounting Manager

3. Approval of Minutes

Board of Housing Commissioners Meeting May 20, 2020

Member Vogel moved to approve the minutes; seconded by Member McHard. The motion carried by a 5-0 vote.



/abqha



/HousingABQ



Equal Housing Opportunity Agency



Board of Housing Commissioners Special Meeting May 26, 2020

Member McHard moved to approve the minutes; seconded by Member Vogel. The motion carried by a 4-0-1 vote. (For: Vogel, McHard, Robinson, Rivera-Wiest; Abstain: McGee).

4. Public Comment

No public comments were submitted.

5. Consent Agenda

There were no consent agenda items.

6. Resolutions and Communications

- a) Report of the Secretary (Executive Director Linda Bridge, Deputy Director Thea Guerin and Housing Development Director Dan Foster)

Ms. Bridge and Ms. Guerin presented the May/June update in the Report of the Secretary and the Albuquerque Housing Authority Production Snapshot Report, Mr. Foster presented the Capital Fund Report; 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 McHard. The motion was carried by a 5-0 vote.

- b) Executive Communication 2020-02 Request for Proposal (#P2025) AHA Remodel of the Commons at Martineztown – Contract Award (Housing Development Director Dan Foster)

Mr. Foster presented ‘Executive Communication 2020-02 Request for Proposal (#P2025) AHA Remodel of the Commons at Martineztown – Contract Award’ and addressed questions from Members of the Board.

Member McHard moved to approve ‘Executive Communication 2020-02 Request for Proposal (#P2025) AHA Remodel of the Commons at Martineztown – Contract Award’; seconded by Member Vogel. The motion was carried by a 5-0 vote.

- c) Resolution 2020-14 Regarding the Provision of a Subordinate Loan for the Rehabilitation of The Commons at Martineztown (Housing Development Director Dan Foster)

Mr. Foster presented ‘Resolution 2020-14 Regarding the Provision of a Subordinate Loan for the Rehabilitation of The Commons at Martineztown’ and addressed questions from Members of the Board.

Member McHard moved to approve ‘Resolution 2020-14 Regarding the Provision of a Subordinate Loan for the Rehabilitation of The Commons at Martineztown’; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

- d) Resolution 2020-15 Appropriating Funds for the AHA for Financial Year 2021, Beginning July 1, 2020 and Ending June 30, 2021 (Finance Director Barbara D’Onofrio)

Ms. D’Onofrio presented ‘Resolution 2020-15 Appropriating Funds for the AHA for Financial Year 2021, Beginning July 1, 2020 and Ending June 30, 2021’ and addressed questions from Members of the Board.

Member McHard moved to approve ‘Resolution 2020-15 Appropriating Funds for the AHA for Financial Year 2021, Beginning July 1, 2020 and Ending June 30, 2021’; seconded by Member Vogel. The motion was carried by a 5-0 vote.

- e) Resolution 2020-16 Appropriating Funds for AHA Development for Fiscal Year 2021, Beginning July 1, 2020 and Ending June 30, 2021 (Housing Development Director Dan Foster)

Mr. Foster presented ‘Resolution 2020-16 Appropriating Funds for AHA Development for Fiscal Year 2021, Beginning July 1, 2020 and Ending June 30, 2021’ and addressed questions from Members of the Board.

Member McHard moved to approve ‘Resolution 2020-16 Appropriating Funds for AHA Development for Fiscal Year 2021, Beginning July 1, 2020 and Ending June 30, 2021’; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

- f) Resolution 2020-17 Approval of the FY2021 Incentive Compensation Plan (Executive Director Linda Bridge)

Ms. Bridge presented ‘Resolution 2020-17 Approval of the FY2021 Incentive Compensation Plan’ and addressed questions from Members of the Board.

Member Vogel moved to approve ‘Resolution 2020-17 Approval of the FY2021 Incentive Compensation Plan’; seconded by Member McHard. The motion was carried by a 5-0 vote.

- g) Resolution 2020-18 Write Off Uncollectible Accounts Receivable (Finance Director Barbara D’Onofrio)

Ms. D’Onofrio presented ‘Resolution 2020-18 Write Off Uncollectible Accounts Receivable’ and addressed questions from Members of the Board.

Member McHard moved to approve ‘Resolution 2020-18 Write Off Uncollectible Accounts Receivable’; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

- h) 2019-2020 AHA Action Plan Third Quarter Review (Deputy Director Thea Guerin)

Ms. Guerin presented the ‘2019-2020 AHA Action Plan Third Quarter Review’ and addressed questions from Members of the Board.

Member Vogel moved to accept receipt of ‘2019-2020 AHA Action Plan Third Quarter Review’; seconded by Member McHard. The motion was carried by a 5-0 vote.

7. New Business

There was no new business.

8. Old Business

There was no old business.

9. Other Business

The next scheduled Regular Meeting of the Board will be on Wednesday, July 15, 2020, at 12:00 p.m. The meeting might 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 or it might be held by video conference.

10. Announcements

AHA is currently seeking one new Board member to replace Stephen Vogel. Volunteers must apply online to seek appointment from Mayor Tim Keller, using the form on the city website: <http://www.cabq.gov/clerk/boards-commissions#albuquerque-housing-authority>

11. Adjournment

There being no further business to be brought before the Board, Member McHard moved to adjourn the meeting at 1:37 p.m.; seconded by Member Vogel. The motion was carried by a 5-0 vote.

SUBMITTED:

/s Linda Bridge

Linda Bridge, Secretary to the Board

Date: July 15, 2020

READ AND APPROVED:

/s Rebecca Robinson

Rebecca Robinson, Chairperson of the Board