Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Wednesday, December 21, 2016 at 12:00 p.m. (MST)
Carnis Salisbury Building
1840 University Blvd. SE, Albuquerque, NM

1. Call to Order

The meeting was called to order at 12:03 p.m. (MST) on December 21, 2016. 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, Chairperson
Mr. D. Todd Clarke, Vice Chairperson
Ms. Janet McHard, Commissioner at Large
Ms. Roxanne Rivera-Wiest, Commissioner at Large (arrived at 12:22 p.m.)
Ms. Rebecca Robinson, Resident Commissioner
A quorum was present.

VISITORS

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

STAFF PRESENT

Mr. Matthew Archuleta, Public Housing Program Manager
Mr. Thomas Austad, Senior Office Assistant – Admin
Ms. Loretta Baca, Sr. Housing Quality Compliance Inspector
Mr. Matt Bailon, Operations Manager
Ms. Mundy Boen, Executive Assistant
Ms. Linda Bridge, Executive Director
Mr. David DeYoung, Accounting Manager
Ms. Barbara D'Onofrio, Director of Finance
Mr. Brian Eagan, Housing Attorney
Mr. Marcos Espinosa, Information Systems Manager
Mr. Andrew Estocin, Deputy Director
Mr. Dan Foster, Capital Fund Projects Manager
Ms. Vivian Gabaldon, Sr. Accounting Technician
Ms. Lisa Garduno, Sr. Accounting Technician
Ms. Karen Ochsankehl, Accountant
Mr. Victor Perea, Maintenance Technician
Ms. Bernadette Rodriguez, Community Services Specialist
Ms. Anita Sanchez-Triviso, Human Resources Director
Ms. Rocio Solis Sinche, Procurement Officer

3. **Approval of Minutes**

a) Board of Housing Commissioners Regular Meeting November 16, 2016

Member McHard moved to correct the minutes, by adding the word 'not' to the list of AHABHC Members Present. Member Clarke moved to approve the minutes; seconded by Member Robinson. The motion carried by a 3-0-1 vote. (For: Vogel, Clarke, Robinson; Abstain: McHard; Absent Rivera-Wiest)

4. **Public Comment**

Ms. Houde addressed the Board stating that the Citizens Information Committee (CIC) of Martineztown supports HUD's new regulation requiring adoption of a smoke-free policy at public housing properties. Ms. Houde also commented that she will follow up with Ms. Bridge regarding the December 16, 2016 Albuquerque Journal article "Feds ask ABQ to repay $1.4M in housing grants" and its impact on AHA properties.

Member McHard made a floor amendment to adjust the sequence of the agenda items; seconded by Member Clarke. The floor amendment carried by a 4-0-1 vote. (For: Vogel, Clarke, Robinson, McHard; Absent Rivera-Wiest). The agenda was adjusted as follows: item 8 b was discussed, followed by items 6 a-c. However, for purposes of clarity, the minutes follow the original agenda.

5. **Consent Agenda**

There were no Consent Agenda Items.

Member Rivera-Wiest arrived at 12:22 p.m.

6. **Resolutions and Communications**

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

Ms. Bridge and Mr. Estocin presented the AHA November/December 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 McHard moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 5-0 vote.

b) Resolution 2016-21 Section 8 HCV Program Payment Standards (Deputy Director Andrew Estocin)

Mr. Estocin presented "Resolution 2016-21 Section 8 HCV Program Payment Standards" and addressed questions from Members of the Board.

Member Clarke moved to adopt "Resolution 2016-21 Section 8 HCV Program Payment Standards"; seconded by Member McHard. The motion was carried by a 5-0 vote.

c) Resolution 2016-22 Section 8 HCV Program Participant Utility Allowance Schedule (Deputy Director Andrew Estocin)

Mr. Estocin presented "Resolution 2016-22 Section 8 HCV Program Participant Utility Allowance Schedule" and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt "Resolution 2016-22 Section 8 HCV Program Participant Utility Allowance Schedule"; seconded by Member Clarke. The motion was carried by a 5-0 vote.

d) Resolution 2016-23 Public Housing Program Flat Rents (Deputy Director Andrew Estocin)

Mr. Estocin presented "Resolution 2016-23 Public Housing Program Flat Rents" and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt "Resolution 2016-23 Public Housing Program Flat Rents"; seconded by Member Robinson. The motion was carried by a 5-0 vote.

e) Resolution 2016-24 Public Housing Program Participant Utility Allowance Schedule (Deputy Director Andrew Estocin)

Mr. Estocin presented "Resolution 2016-24 Public Housing Program Participant Utility Allowance Schedule" and addressed questions from Members of the Board.

Member McHard moved to adopt "Resolution 2016-24 Public Housing Program Participant Utility Allowance Schedule"; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

f) Resolution 2016-25 Notice Requirements for Meetings of the Board in 2017 (Attorney Brian Eagan)

Mr. Eagan presented "Resolution 2016-25 Notice Requirements for Meetings of the Board in 2017" and addressed questions from Members of the Board.

Member McHard moved to adopt "Resolution 2016-25 Notice Requirements for Meetings of the Board in 2017"; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

g) Resolution 2016-26 Setting the Official List of Regular Meeting dates of the AHA Board for the year 2017 (Attorney Brian Eagan)

Mr. Eagan presented "Resolution 2016-26 Setting the Official List of Regular Meeting dates of the AHA Board for the year 2017" and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt "Resolution 2016-26 Setting the Official List of Regular Meeting dates of the AHA Board for the year 2017"; seconded by Member Robinson. The motion was carried by a 5-0 vote.

h) Executive Communication 2016-05 Contract for Lease of the Fleet Vehicles (Director of Finance Barbara D'Onofrio) – Action Item

Ms. D'Onofrio presented "Executive Communication 2016-05 Contract for Lease of the Fleet Vehicles" and addressed questions from Members of the Board.

Member McHard moved to adopt "Executive Communication 2016-05 Contract for Lease of the Fleet Vehicles"; seconded by Member Robinson. The motion was carried by a 5-0 vote.

7. Old Business

There were no items of Old Business.

8. New Business

a) Election of Board Chairperson and Vice-Chairperson for 1 year term (December 2016 to December 2017)

Member McHard moved to elect Member Clarke as Chairperson. Member Clarke accepted the nomination. The motion was seconded by Member Robinson. There were no other nominations. The motion was carried by a vote of 4-0-1. (For: McHard, Rivera-Wiest, Robinson, Vogel; Abstain: Clarke)

Member Clarke moved to elect Member McHard as Vice Chairperson. Member McHard accepted the nomination. The motion was seconded by Member Robinson. There were no other nominations. The motion was carried by a vote of 4-0-1. (For: Vogel, Clarke, Rivera-Wiest, Robinson; Abstain: McHard)

Chairperson Clarke and Vice Chairperson McHard were elected for 2017.

b) Introduction of the Core Value Employee of the Quarter
Ms. Bridge introduced Victor Perea as AHA's Core Value Employee of the Quarter.

c) Introduction of New Employees
Mr. Eagan introduced Thomas Austad, Senior Office Assistant in the Administration Department.

9. Other Business

The next scheduled Regular Meeting of the Board will be on January 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

City of Albuquerque Executive Communication (EC) 16-266 - Mayor's Reappointment of Ms. Roxanne Rivera-Wiest to the Albuquerque Housing Authority Board.

As required by City of Albuquerque Resolution (R) 10-97 (which created the AHA Board on July 1, 2011) Mayor Richard J. Berry submitted an EC to the City Council on December 19, 2016 to formally nominate Commissioner Rivera-Wiest to serve a 2nd term of public office on the AHA Board of Housing Commissioners. The City Council will vote at a future meeting in January 2017 on the Mayor's nomination to decide if the nomination shall be confirmed or denied.

11. Adjournment

There being no further business to be brought before the Board, Member McHard moved to adjourn the meeting at 12:56 p.m.; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

SUBMITTED:

Ms. Linda Bridge, Secretary to the Board
Date: January 18, 2017

READ AND APPROVED:

Mr. Todd Clarke, Chairperson of the Board