Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Wednesday, June 21, 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 12:00 p.m. (MT) on June 21, 2017. Chairperson Clarke presided. The Board met in the Manuel Cordova Conference Room in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Mr. Todd Clarke, Chairperson
Mr. Stephen J. Vogel, Commissioner at Large
Ms. Rebecca Robinson, Resident Commissioner
A quorum was present.

AHABHC MEMBERS NOT PRESENT

Ms. Janet McHard, Vice Chairperson, Excused
Ms. Roxanne Rivera-Wiest, Commissioner at Large, Excused

VISITORS

Ms. Brandi Recupero, Embudo Towers Resident
Ms. Judy Higuera, Embudo Towers Resident

STAFF PRESENT

Mr. Matthew Archuleta, Public Housing Program Manager
Ms. Loretta Baca, Sr. Housing Quality Compliance Inspector
Mr. Matt Bailon, Operations Manager
Ms. Mundy Boen, Executive Assistant
Ms. Linda Bridge, Executive Director
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 Project Manager
Ms. Vivian Gabaldon, Sr. Accounting Technician
Ms. Lisa Garduno, Sr. Accounting Technician
Ms. Esther Lucero, Section 8 Program Manager
Ms. Patricia McKenzie, Section 8 Housing Specialist
Mr. Raymond Murrietta, Warehouse and Facility Manager
Ms. Karen Ochsankehl, Accountant
Mr. Elias Salas, Housing Quality Compliance Inspector
Ms. Anita Sanchez-Triviso, Human Resources Director
Ms. Bernadette Rodriguez, Community Services Specialist

3. **Approval of Minutes**
Board of Housing Commissioners Regular Meeting May 17, 2017

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

4. **Public Comment**
Ms. Brandi Recupero, Resident, addressed the Board regarding her concern with issues at Embudo Towers.

Ms. Judy Higuera, Resident, addressed the Board regarding her concern with issues at Embudo Towers.

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 May/June 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 Vogel moved to accept receipt of the Report; seconded by Member Robinson. The motion was carried by a 3-0 vote.

b) Resolution 2017-08 Appropriating Funds for the AHA for Fiscal Year 2018, Beginning July 1, 2017 and Ending June 30, 2018 (Deputy Director Andrew Estocin)

Mr. Estocin "Resolution 2017-08 Appropriating Funds for the AHA for Fiscal Year 2018, Beginning July 1, 2017 and Ending June 30, 2018" and addressed questions from Members of the Board.

Member Vogel moved to adopt "Resolution 2017-08 Appropriating Funds for the AHA for Fiscal Year 2018, Beginning July 1, 2017 and Ending June 30, 2018"; seconded by Member Robinson. The motion was carried by a 3-0 vote.

c) Resolution 2017-09 Appropriating Funds for AHA Development for Fiscal Year 2018, Beginning July 1, 2017 and Ending June 30, 2018 (Capital Fund Projects Manager Dan Foster)

Mr. Foster presented "Resolution 2017-09 Appropriating Funds for AHA Development for Fiscal Year 2018, Beginning July 1, 2017 and Ending June 30, 2018" and addressed questions from Members of the Board.

Chairperson Clarke moved to amend "Resolution 2017-09 Appropriating Funds for AHA Development for Fiscal Year 2018, Beginning July 1, 2017 and Ending June 30, 2018" by deleting Project B; seconded by Member Robinson. The motion was carried by a 3-0 vote.

Member Vogel moved to adopt "Resolution 2017-09 Appropriating Funds for AHA Development for Fiscal Year 2018, Beginning July 1, 2017 and Ending June 30, 2018" as amended; seconded by Member Robinson. The motion was carried by a 3-0 vote.

d) Resolution 2017-10 Approval of the FY2018 Incentive Compensation Plan (Deputy Director Andrew Estocin)

Mr. Estocin presented "Resolution 2017-10 Approval of the FY2018 Incentive Compensation Plan" and addressed questions from Members of the Board.

Member Vogel moved to adopt "Resolution 2017-10 Approval of the FY2018 Incentive Compensation Plan"; seconded by Member Robinson. The motion was carried by a 3-0 vote.

e) Resolution 2017-11 Write Off Uncollectible Accounts Receivable (Director of Finance Barbara D'Onofrio)

Ms. D'Onofrio presented "Resolution 2017-11 Write Off Uncollectible Accounts Receivable" and addressed questions from Members of the Board.

Member Vogel moved to adopt "Resolution 2017-11 Write Off Uncollectible Accounts Receivable"; seconded by Member Robinson. The motion was carried by a 3-0 vote.

f) Resolution 2017-12 Adoption of the Revised AHA Personal Property Disposition Policy (Executive Director Linda Bridge)

Ms. Bridge presented "Resolution 2017-12 Adoption of the Revised AHA Personal Property Disposition Policy" and addressed questions from Members of the Board.

Member Vogel moved to adopt "Resolution 2017-12 Adoption of the Revised AHA Personal Property Disposition Policy"; seconded by Member Robinson. The motion was carried by a 3-0 vote.

g) Resolution 2017-13 Approval of the Disposition of Real Property (Executive Director Linda Bridge)

Ms. Bridge presented "Resolution 2017-13 Approval of the Disposition of Real Property" and addressed questions from Members of the Board.

Member Vogel moved to adopt "Resolution 2017-13 Approval of the Disposition of Real Property"; seconded by Member Robinson. 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 July 19, 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**
There were no Announcements.

11. **Adjournment**
There being no further business to be brought before the Board, Member Vogel moved to adjourn the meeting at 1:29 p.m.; seconded by Member Robinson. The motion was carried by a 3-0 vote.

SUBMITTED:

Ms. Linda Bridge, Secretary to the Board
Date: July 19, 2017

READ AND APPROVED:

Mr. Todd Clarke, Chairperson of the Board