Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Wednesday, October 18, 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 12:04 p.m. (MT) on October 18, 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
Ms. Janet McHard, Vice Chairperson
Mr. Stephen J. Vogel, Commissioner at Large
A quorum was present.

AHABHC MEMBERS NOT PRESENT
Ms. Roxanne Rivera-Wiest, Commissioner at Large, excused
Ms. Rebecca Robinson, Resident Commissioner, excused

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

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. Tabitha Cain, Resident Services Assistant
Ms. Olivia Chavez, Section 8 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. Esther Lucero, Section 8 Program Manager
Mr. Raymond Murrietta, Warehouse and Facility Manager
Ms. Karen Ochsankehl, Accounting Supervisor
Ms. Michelle Orellana, Resident Services Assistant - PH
Mr. John Otero, Section 8 Housing Specialist
Ms. Bernadette Rodriguez, Community Services Specialist

3. **Approval of Minutes**
Board of Housing Commissioners Meeting September 20, 2017

Member Vogel moved to approve the minutes; seconded by Member McHard. The motion carried by a 2-0-1 vote. (For: Vogel, Clarke; Abstain: McHard).

Board of Housing Commissioners Special Meeting October 2, 2017

Member McHard moved to approve the minutes; seconded by Member Vogel. The motion carried by a 2-0-1 vote. (For: McHard, Clarke; Abstain: Vogel).

4. **Public Comment**
Ms. Kristi Houde, President, Citizens Information Committee (CIC) of Martineztown, addressed the Board to acknowledge and thank AHA staff for addressing the weeds at the 415 Fruit Avenue NE property.

5. **Consent Agenda**
There were no Consent Agenda Items.

6. **Resolutions and Communications**

a) Report of the Secretary (Deputy Director Andrew Estocin and Capital Fund Projects Manager Dan Foster)

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

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

b) Quarterly TBRA (Tenant Based Rental Assistance) Report (Deputy Director Andrew Estocin)

Mr. Estocin presented the "Quarterly TBRA (Tenant Based Rental Assistance) Report" and addressed questions from Members of the Board.

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

c) Resolution 2017-24 Approval of the 2018 Public Housing Program Participant Utility Allowance Schedule (Deputy Director Andrew Estocin)

Mr. Estocin presented "Resolution 2017-24 Approval of the 2018 Public Housing Program Participant Utility Allowance Schedule" and addressed questions from Members of the Board.

Member McHard moved to accept "Resolution 2017-24 Approval of the 2018 Public Housing Program Participant Utility Allowance Schedule"; seconded by Member Vogel. The motion was carried by a 3-0 vote.

7. Old Business

There were no items of Old Business.

8. New Business

a) Introduction of New Employees

Ms. Lucero introduced Olivia Chavez, Section 8 Housing Specialist and John Otero, Section 8 Housing Specialist.
Mr. Bailon introduced Tynette Begay, Office Assistant Inspection

9. Other Business

The next scheduled Regular Meeting of the Board will be on November 28, 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 12:36 p.m.; seconded by Member McHard. The motion was carried by a 3-0 vote.

SUBMITTED:

Ms. Linda Bridge, Secretary to the Board
Date: November 28, 2017

READ AND APPROVED:

Janet McHard, Vice Chairperson of the Board