



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

Regular Meeting

Wednesday, November 18, 2020 at 12:02 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 November 18, 2020. Chairperson Robinson presided. The Board met via conference call in Open Session.

**2. Roll Call**

**AHABHC MEMBERS PRESENT**

Ms. Rebecca Robinson, Chairperson, via video conference  
Ms. Janet McHard, Vice Chairperson, via video conference  
Ms. Roxanne Rivera-Wiest, Commissioner at Large, via video conference  
Ms. Maureen Skowran, Commissioner at Large, via video conference  
Ms. Lovie McGee, Commissioner at Large, via video conference

**VISITORS**

Mr. Bob Blumenfeld, Attorney, Mendel Blumenfeld, PLLC

**STAFF PRESENT**

Mr. Matthew Archuleta, Public Housing Program Manager  
Ms. Loretta Baca, Sr. Housing Quality Compliance Inspector  
Mr. Matt Bailon, Operations Manager  
Ms. Linda Bridge, Executive Director  
Ms. Venessa Burk, Procurement Specialist  
Ms. Tabitha Cain, Resident Services Assistant  
Ms. Barbara D'Onofrio, Finance Director  
Mr. Brian Eagan, Attorney  
Mr. Jesus Estrada, Sr. Accountant  
Mr. Dan Foster, Housing Development Director  
Mr. Kenneth Giron, Capital Projects Associate  
Ms. Thea Guerin, Deputy Director  
Ms. Esther Lucero, Section 8 Program Manager  
Mr. Raymond Murrietta, Warehouse and Facility Manager  
Ms. Mundy Petroff, Executive Assistant  
Ms. Anita Sanchez-Triviso, Human Resources Director  
Ms. Rocio Solis Sinche, Procurement Officer

**3. Approval of Minutes**

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



/abqha



/HousingABQ



Equal Housing Opportunity Agency



**4. Public Comment**

There were no public comments.

**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 October/November 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 McHard moved to accept receipt of the Report; seconded by Member Skowran. The motion was carried by a 5-0 vote.

- b) Financial Report (Finance Director Barbara D’Onofrio)

Ms. D’Onofrio presented the ‘Financial Report’ and addressed questions from Members of the Board.

Member McHard moved to approve the Report and to authorize the Executive Director to sign it; seconded by Member Skowran. The motion was carried by a 5-0 vote.

- c) Resolution 2020-24 Designation of a PH Unit at 6013 Sunset Gardens SW for a Non-Dwelling Unit for Administrative Uses – (Public Housing Program Manager Matthew Archuleta)

Mr. Archuleta presented ‘Resolution 2020-24 Designation of a PH Unit at 6013 Sunset Gardens SW for a Non-Dwelling Unit for Administrative Uses’ and addressed questions from Members of the Board.

Member McHard moved to adopt ‘Resolution 2020-24 Designation of a PH Unit at 6013 Sunset Gardens SW for a Non-Dwelling Unit for Administrative Uses’; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

- d) Resolution 2020-25 Financing, Guaranty, Long Term Lease and Closing for The Commons at Martineztown (Housing Development Director Dan Foster)

Mr. Foster presented ‘Resolution 2020-25 Financing, Guaranty, Long Term Lease and Closing for The Commons at Martineztown’ and addressed questions from Members of the Board.

Member McHard moved to adopt ‘Resolution 2020-25 Financing, Guaranty, Long Term Lease and Closing for The Commons at Martineztown’; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

- e) Executive Communication 2020-05 Project Based Voucher Contract Awards (Executive Director Linda Bridge)

Ms. Bridge presented ‘Executive Communication 2020-05 Project Based Voucher Contract Awards’ and addressed questions from Members of the Board.

Member McHard moved to adopt ‘Executive Communication 2020-05 Project Based Voucher Contract Awards’; seconded by Member Skowran. The motion was carried by a 5-0 vote.

- f) Executive Communication 2020-06 Request for Proposal (#P2125) AHA Remodel of 6100 Harper – Contract Award)

Mr. Foster presented ‘Executive Communication 2020-06 Request for Proposal (#P2125) AHA Remodel of 6100 Harper – Contract Award’ and addressed questions from Members of the Board.

Member Skowran moved to adopt ‘Executive Communication 2020-06 Request for Proposal (#P2125) AHA Remodel of 6100 Harper – Contract Award’; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

- g) Executive Communication 2020-07 Request for Proposal (#P2126) Construction of Broadway/McKnight – Contract Award (Housing Development Director Dan Foster)

Mr. Foster presented ‘Executive Communication 2020-07 Request for Proposal (#P2126) Construction of Broadway/McKnight – Contract Award’ and addressed questions from Members of the Board.

Member Rivera-Wiest moved to adopt ‘Executive Communication 2020-07 Request for Proposal (#P2126) Construction of Broadway/McKnight – Contract Award’; seconded by Member Skowran. The motion was carried by a 5-0 vote.

- h) Resolution 2020-26 Regarding the Provision of a Subordinate Loan for the Rehabilitation of Broadway McKnight (Housing Development Director Dan Foster)

Mr. Foster presented ‘Resolution 2020-26 Regarding the Provision of a Subordinate Loan for the Rehabilitation of Broadway McKnight’ and addressed questions from Members of the Board.

Member McHard moved to adopt ‘Resolution 2020-26 Regarding the Provision of a Subordinate Loan for the Rehabilitation of Broadway McKnight’; seconded by Member Skowran. The motion was carried by a 5-0 vote.

*Member Rivera-Wiest departed at 12:51 p.m.*

- i) Resolution 2020-27 Development Budget Revision For the AHA for Financial Year 2021, Beginning July 1, 2020 And Ending June 30, 2021 (Housing Development Director Dan Foster)

Mr. Foster presented ‘Resolution 2020-27 Development Budget Revision 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 adopt ‘Resolution 2020-27 Development Budget Revision For the AHA for Financial Year 2021, Beginning July 1, 2020 And Ending June 30, 2021’; seconded by Member Skowran. The motion was carried by a 4-0 vote.

- j) Resolution 2020-28 Regarding the Establishment of a Limited Liability Company and a Limited Liability Limited Partnership to affect the Acquisition and Rehabilitation of Broadway (Housing Development Director Dan Foster)

Mr. Foster presented ‘Resolution 2020-28 Regarding the Establishment of a Limited Liability Company and a Limited Liability Limited Partnership to affect the Acquisition and Rehabilitation of Broadway’ Mr. Foster and Mr. Blumenfeld addressed questions from Members of the Board.

Member McHard moved to adopt ‘Resolution 2020-28 Regarding the Establishment of a Limited Liability Company and a Limited Liability Limited Partnership to affect the Acquisition and Rehabilitation of Broadway’; seconded by Member Skowran. The motion was carried by a 4-0 vote.

- k) Resolution 2020-29 Regarding the Establishment of a Limited Liability Company and a Limited Liability Limited Partnership to affect the Acquisition and Rehabilitation of 6100 Harper (Housing Development Director Dan Foster)

Mr. Foster presented ‘Resolution 2020-29 Regarding the Establishment of a Limited Liability Company and a Limited Liability Limited Partnership to affect the Acquisition and Rehabilitation of 6100 Harper’ Mr. Foster and Mr. Blumenfeld addressed questions from Members of the Board.

Member McHard moved to adopt ‘Resolution 2020-29 Regarding the Establishment of a Limited Liability Company and a Limited Liability Limited Partnership to affect the Acquisition and Rehabilitation of 6100 Harper’; seconded by Member Skowran. The motion was carried by a 4-0 vote.

- l) 2020-2021 AHA Action Plan First Quarter Review (Deputy Director Thea Guerin)

Ms. Guerin presented ‘2020-2021 AHA Action Plan First Quarter Review’ and addressed questions from Members of the Board.

Member McHard moved to accept receipt of ‘2020-2021 AHA Action Plan First Quarter Review’; seconded by Member Skowran. The motion was carried by a 4-0 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, December 16, 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**

Thanksgiving Holiday: AHA offices will be closed on November 26 and 27, 2020.

Winter Holiday Break: AHA offices closed December 25, 2020 to January 2, 2021

**11. Adjournment**

**SUBMITTED:**

/s Linda Bridge

Linda Bridge, Secretary to the Board

Date: December 16, 2020

**READ AND APPROVED:**

/s Rebecca Robinson

Rebecca Robinson, Chairperson of the Board