# Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Wednesday, April 21, 2021 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 April 21, 2021. 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. Maurreen Skowran, Commissioner at Large, via video conference
Ms. Yvette Nunez, Commissioner at Large, via video conference

**AHABHC MEMBERS NOT PRESENT**
Ms. Roxanne Rivera-Wiest, Vice Chairperson, excused
Ms. Lovie McGee, Commissioner at Large, excused

**VISITORS**
Mr. Charlie Capps, Aprio
Mr. Isaac Padilla, Director of Policy, Office of Mayor Tim Keller
Ms. Stephanie Manzanares, City of Albuquerque
Ms. Haiyan Zhao, City of Albuquerque

**STAFF PRESENT**
Mr. Matthew Archuleta, Public Housing Program Manager
Mr. Matt Bailon, Operations Manager
Ms. Linda Bridge, Executive Director
Ms. Tabitha Cain, Section 8 Housing Specialist
Ms. Barbara D'Onofrio, Finance Director
Mr. Brian Eagan, Attorney
Mr. Eric Feng, Accountant
Mr. Ken 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
Ms. Rocio Solis Sinche, Procurement Officer

**3. Approval of Minutes**
Board of Housing Commissioners Meeting March 17, 2021

Member Nunez moved to approve the minutes with the addition of the word 'NOT' on the second listing of 'AHABHC MEMBERS PRESENT'; seconded by Member Skowran. The motion carried by a 2-0-1 vote. (For: Robinson, Nunez; Abstain: Skowran).

**4. Public Comment**

**5. Consent Agenda**
There were no consent agenda items.

**6. Resolutions and Communications**

a) Presentation of the 2020 Audit (Aprio, LLC and Finance Director Barbara D'Onofrio)

Mr. Charlie Capps presented the Presentation and Acceptance of the 2020 Audit and addressed questions from Members of the Board.

Member Skowran moved to accept presentation of the 2020 Audit; seconded by Member Nunez. The motion was carried by a 3-0 vote.

b) Report of the Secretary (Executive Director Linda Bridge, Deputy Director Thea Guerin, and Capital Projects Associate Ken Giron)

Ms. Bridge and Ms. Guerin presented the March/April update in the Report of the Secretary and the Albuquerque Housing Authority Production Snapshot Report, Mr. Giron presented the Capital Fund Report; all addressed questions from Members of the Board. Please see the attached Reports.

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

c) Quarterly TBRA (Tenant Based Rental Assistance) Report (Section 8 Program Manager Esther Lucero)

Ms. Lucero presented the Quarterly TBRA report and addressed questions from Members of the Board.

Member Skowran moved to approve the Report and to authorize the Executive Director to sign it; seconded by Member Nunez. The motion was carried by a 3-0 vote.

d) Quarterly CDBG (Community Development Block Grant) Report (Capital Projects Associate Ken Giron)

Mr. Giron presented the Quarterly CDBG report and addressed questions from Members of the Board.

Member Skowran moved to approve the Report and to authorize the Executive Director to sign it; seconded by Member Nunez. The motion was carried by a 3-0 vote.

e) Resolution 2021-04 Adoption of the FY2022 Annual Plan for AHA (Deputy Director Thea Guerin)

Ms. Guerin presented Resolution 2021-04 Adoption of the FY2022 Annual Plan for AHA and addressed questions from Members of the Board.

Member Skowran moved to approve Resolution 2021-04 Adoption of the FY2022 Annual Plan for AHA; seconded by Member Nunez. The motion was carried by a 3-0 vote.

f) Resolution 2021-05 Adoption of the FY2022 Admissions and Continued Occupancy Policy (Public Housing Program Manager Matthew Archuleta)

Ms. Guerin presented Resolution 2021-05 Adoption of the FY2022 Admissions and Continued Occupancy Policy and addressed questions from Members of the Board.

Member Nunez moved to approve Resolution 2021-05 Adoption of the FY2022 Admissions and Continued Occupancy Policy with the correction of the Fiscal Year in the title of the Resolution; seconded by Member Skowran. The motion was carried by a 3-0 vote.

g) Resolution 2021-06 Adoption of the FY2022 Section 8 HCV Administrative Plan for AHA (Section 8 Program Manager Esther Lucero)

Ms. Guerin presented Resolution 2021-06 Adoption of the FY2022 Section 8 HCV Administrative Plan for AHA and addressed questions from Members of the Board.

Member Skowran moved to approve Resolution 2021-06 Adoption of the FY2022 Section 8 HCV Administrative Plan for AHA; seconded by Member Nunez. The motion was carried by a 3-0 vote.

h) Resolution 2021-07 Adoption of the 2022 Capital Fund Annual Plan and the Capital Fund Five Year Action Plan for AHA (Executive Director Linda Bridge)

Ms. Bridge presented Resolution 2021-07 Adoption of the 2022 Capital Fund Annual Plan and the Capital Fund Five Year Action Plan for AHA and addressed questions from Members of the Board.

Member Nunez moved to approve Resolution 2021-07 Adoption of the 2022 Capital Fund Annual Plan and the Capital Fund Five Year Action Plan for AHA; seconded by Member Skowran. The motion was carried by a 3-0 vote.

*Member Nunez departed at 1:09 p.m.*

**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, May 19, 2021, 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**

Executive Director Linda Bridge will present an update about AHA during the public meeting of the Albuquerque Bernalillo County Government Commission (ABCGC) on Thursday, April 22, 2021. The meeting starts at 5 p.m. and will be held using video conferencing. Viewing: Members of the public will have the ability to view the ABCGC meeting through GOVTV on Comcast Cable TV Channel 16, or to stream live on the GOVTV website at https://www.cabq.gov/culturalservices/govtv or watch the video on YouTube.com. The video recording of the ABCGC meeting will remain available for viewing at any time on the City's website (www.cabq.gov) and on YouTube.com.

**11. Adjournment**

There being no further business to be brought before the Board, Member Skowran moved to adjourn the meeting at 1:11 p.m.; seconded by Member Robinson. The motion was carried by a 2-0 vote.

**SUBMITTED:**

/s Linda Bridge
Linda Bridge, Secretary to the Board
Date: May 19, 2021

**READ AND APPROVED:**

/s Rebecca Robinson
Rebecca Robinson, Chairperson of the Board