Minutes of the AHA Board of Housing Commissioners

Regular Meeting
Wednesday, December 15, 2021 at 12:00 p.m. (MT)
Manuel Cordova Conference Room (#186) & Zoom Video Conference
Special Procedures were used for joining this meeting

1. Call to Order

The meeting was called to order at 12:01 p.m. (MT) on December 15, 2021. Chairperson Robinson presided. The Board met via Zoom in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT
Ms. Rebecca Robinson, Chairperson
Ms. Lovie McGee, Commissioner at Large
Ms. Maurreen Skowran, Commissioner at Large, via zoom
Ms. Yvette Nunez, Commissioner at Large, via zoom

AHABHC MEMBERS NOT PRESENT
Ms. Roxanne Rivera-Wiest, Vice Chairperson, excused

STAFF PRESENT
Mr. Greg Abrams, Human Resources Manager
Mr. Matthew Archuleta, Public Housing Program Manager
Mr. Matt Bailon, Operations Manager
Ms. Linda Bridge, Executive Director
Ms. Venessa Burk, Procurement Specialist
Ms. Tabitha Cain, Sr. Accounting Technician - PH
Ms. Barbara D'Onofrio, Finance Director
Mr. Brian Eagan, Attorney
Mr. Dan Foster, Housing Development Director
Ms. Lisa Garduno, Sr. Accounting Technician - S8
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. Rocio Solis Sinche, Procurement Officer
Mr. Fred Shendo, Accounting Manager

VISITORS PRESENT
Mr. Jerry Lujan, Resident, Embudo Tower

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

Member McGee moved to approve the minutes; seconded by Member Nunez. The motion carried by a 4-0 vote.

4. Public Comment
Mr. Lujan addressed the Board voicing his concerns at Embudo Tower.

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 referred Board Members to the Report of the Secretary, the Albuquerque Housing Authority Production Snapshot Report, and the Capital Fund Report and asked if anyone had any questions.

Member Skowran moved to accept receipt of the Report; seconded by Member McGee. The motion was carried by a 4-0 vote.

b) Resolution 2021-22 Adoption of AHA Section 3 Policy and Compliance Plan of 2021 (Attorney Brian Eagan)

Mr. Eagan presented "Resolution 2021-22 Adoption of AHA Section 3 Policy and Compliance Plan of 2021" and addressed questions from Members of the Board.

Member McGee moved to approve "Resolution 2021-22 Adoption of AHA Section 3 Policy and Compliance Plan of 2021": seconded by Member Skowran. The motion carried by a 4-0 vote.

c) Resolution 2021-23 Regarding Financing the Rehabilitation of 9000 Veranda (Housing Development Director Dan Foster)

Mr. Foster presented "Resolution 2021-23 Regarding Financing the Rehabilitation of 9000 Veranda" and addressed questions from Members of the Board.

Member Skowran moved to approve "Resolution 2021-23 Regarding Financing the Rehabilitation of 9000 Veranda": seconded by Member Nunez. The motion carried by a 4-0 vote.

d) Resolution 2021-24 Regarding Financing the Rehabilitation of 120 La Plata (Housing Development Director Dan Foster)

Mr. Foster presented "Resolution 2021-24 Regarding Financing the Rehabilitation of 120 La Plata" and addressed questions from Members of the Board.

Member Skowran moved to approve "Resolution 2021-24 Regarding Financing the Rehabilitation of 120 La Plata": seconded by Member Nunez. The motion carried by a 4-0 vote.

e) Resolution 2021-25 2022 Section 8 Housing Choice Voucher (HCV) Program Payment Standards (Operations Manager Matt Bailon)

Ms. Guerin presented "Resolution 2021-25 2022 Section 8 Housing Choice Voucher (HCV) Program Payment Standards" and addressed questions from Members of the Board.

Member Nunez moved to approve "Resolution 2021-25 2022 Section 8 Housing Choice Voucher (HCV) Program Payment Standards": seconded by Member Skowran. The motion carried by a 4-0 vote.

f) Resolution 2021-26 2022 Section 8 Housing Choice Voucher (HCV) Program Utility Allowance Schedule (Operations Manager Matt Bailon)

Ms. Guerin presented "Resolution 2021-26 2022 Section 8 Housing Choice Voucher (HCV) Program Utility Allowance Schedule" and addressed questions from Members of the Board.

Member McGee moved to approve "Resolution 2021-26 2022 Section 8 Housing Choice Voucher (HCV) Program Utility Allowance Schedule": seconded by Member Skowran. The motion carried by a 4-0 vote.

g) Resolution 2021-27 2022 Low Rent Public Housing Program Flat Rents (Public Housing Program Manager Matthew Archuleta)

Mr. Archuleta presented "Resolution 2021-27 2022 Low Rent Public Housing Program Flat Rents" and addressed questions from Members of the Board.

Member Skowran moved to approve "Resolution 2021-27 2022 Low Rent Public Housing Program Flat Rents": seconded by Member McGee. The motion carried by a 4-0 vote.

h) Resolution 2021-28 2022 Low Rent Public Housing Program Participant Utility Allowance Schedule (Public Housing Program Manager Matthew Archuleta)

Mr. Archuleta presented "Resolution 2021-28 2022 Low Rent Public Housing Program Participant Utility Allowance Schedule" and addressed questions from Members of the Board.

Member McGee moved to approve "Resolution 2021-28 2022 Low Rent Public Housing Program Participant Utility Allowance Schedule": seconded by Member Nunez. The motion carried by a 4-0 vote.

i) Resolution 2021-29 Adoption of the Revised FY2022 Section 8 HCV Administrative Plan (Thea Guerin Deputy Director)

Ms. Guerin presented "Resolution 2021-29 Adoption of the Revised FY2022 Section 8 HCV Administrative Plan" and addressed questions from Members of the Board.

Member Nunez moved to approve "Resolution 2021-29 Adoption of the Revised FY2022 Section 8 HCV Administrative Plan": seconded by Member Skowran. The motion carried by a 4-0 vote.

j) Resolution 2021-30 Notice Requirements for Meetings of the Board in 2022 (Attorney Brian Eagan)

Mr. Eagan presented "Resolution 2021-30 Notice Requirements for Meetings of the Board in 2022" and addressed questions from Members of the Board.

Member Nunez moved to approve "Resolution 2021-30 Notice Requirements for Meetings of the Board in 2022": seconded by Member McGee. The motion carried by a 4-0 vote.

k) Resolution 2021-31 Setting the Official List of Regular Meeting dates of the AHA Board for 2022 (Attorney Brian Eagan)

Mr. Eagan presented "Resolution 2021-31 Setting the Official List of Regular Meeting dates of the AHA Board for 2022" and addressed questions from Members of the Board.

Member Skowran moved to approve "Resolution 2021-31 Setting the Official List of Regular Meeting dates of the AHA Board for 2022": seconded by Member McGee. The motion carried by a 4-0 vote.

l) Resolution 2021-32 Adoption of the Revised AHA Employee Policy Employee Manual (Human Resources Manager Greg Abrams)

Mr. Eagan presented "Resolution 2021-32 Adoption of the Revised AHA Employee Policy Employee Manual" and addressed questions from Members of the Board.

Member Nunez moved to approve "Resolution 2021-32 Adoption of the Revised AHA Employee Policy Employee Manual": seconded by Member McGee. The motion carried by a 4-0 vote.

7. New Business

a) Election of Board Chairperson for 1-year term (December 2021 to December 2022)

Member Robinson nominated Member Skowran to be Chairperson for 2022. There were no other nominations. Member Skowran accepted the nomination to be Chairperson. Member Skowran was then elected unanimously as Chairperson by a 4-0 vote.

b) Election of Board Vice-Chairperson for 1-year term (December 2021 to December 2022)

Member Skowran nominated Member Robinson to be Vice-Chairperson for 2021. There were no other nominations. Member Robinson accepted the nomination to be Vice-Chairperson. Member Robinson was then elected unanimously as Vice-Chairperson by a 4-0 vote.

8. Old Business

There was no old business.

9. Other Business

The next scheduled Regular Meeting of the Board will be on Wednesday, January 19, 2022, at 12:00 p.m. The meeting will be held in person at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM, and the public will have the option to attend in person or by video conference.

10. Announcements

Winter Holiday Break: AHA offices closed December 24, 2021 to January 3, 2022

AHA is accepting new pre-applications (online only) for our Project Based Voucher (PBV) program. Apply online at website, www.abqha.org.

Careers at AHA! – Please encourage folks who are looking for work to apply online for AHA employment opportunities – We have multiple, full-time positions on www.abqha.org.

11. Adjournment

There being no further business to be brought before the Board, Member Skowran moved to adjourn the meeting at 1:04 p.m.; seconded by Member McGee. The motion was carried by a 4-0 vote.

SUBMITTED:

/s Linda Bridge
Linda Bridge, Secretary to the Board
Date: January 19, 2022

READ AND APPROVED:

/s Maurreen Skowran
Maurreen Skowran, Chairperson of the Board