Minutes of the AHA Board of Housing Commissioners

Regular Meeting

March 20, 2024 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 12:00 p.m. (MT) on March 20, 2024. Chairperson Smith presided. The Board met via Zoom and in-person in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Ms. Rayellen Smith, Chairperson
Ms. Maurreen Skowran, Vice-Chairperson, via Zoom
Ms. Rebecca Robinson, Resident Commissioner
Position 5 on the Board is currently vacant

AHABHC MEMBERS NOT PRESENT

Ms. Lovie McGee, Commissioner at Large, Excused

STAFF PRESENT

Mr. Matthew Archuleta, Asset Manager
Mr. Matt Bailon, Operations Manager
Ms. Linda Bridge, Executive Director
Ms. Tabitha Cain, Accounting Technician – PH
Mr. Brian Eagan, Attorney
Mr. Omar Estrada, Capital Projects Specialist
Mr. Eric Feng, Accountant
Mr. Dan Foster, Housing Development Director
Ms. Thea Guerin, Deputy Director
Ms. Carolyn Montoya, Senior Office Assistant - Admin
Ms. Mundy Petroff, Executive Assistant
Mr. Michael Pickard, Property Manager-RAD
Mr. Fred Shendo, Accounting Manager
Ms. Rocio Solis Sinche, Procurement Officer
Ms. Shawn Watson, Housing Development Associate

VISITORS PRESENT

Ms. Kris Houde, Citizens Information Committee of Martineztown
Ms. Cecila Webb, City of Albuquerque Mayor's Office
Ms. Sharla Parsons, Mayor's Nominee for Housing Commissioner, Position 5
Mr. Josiah Fowler, Resident
Mr. Andrew Vanis, Section 8 Landlord, Rent Houses LLC

3. Announcement

City of Albuquerque Executive Communication (EC) 2024-68: Ms. Sharla Parsons has been nominated to serve on the AHA Board of Housing Commissioners by Mayor Tim Keller. On March 18, 2024, the Albuquerque City Council voted to postpone consideration of her nomination (see EC 2024-68). Her appointment to this Board is subject to the City Council voting yes to confirm her nomination.

4. Administration of the Oath of Office

Ms. Sharla Parsons, postponed to AHA Board meeting on April 17. AHA must wait for City Council to vote yes to confirm the Mayor's nomination before Sharla Parsons can by appointed by the City to serve on the AHA Board of Housing Commissioners.

5. Approval of Minutes

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

6. Public Comment

Ms. Houde addressed the Board thanking AHA for the completing the La Amistad Senior Center renovation project with the reopening of the Senior Meal Site, at AHA regional office at 415 Fruit Av NE, in the Commons at Martineztown apartments and complimented site staff.

Mr. Fowler addressed the Board regarding 5601 Gibson Blvd SE and complimented staff on the improvements at that site.

7. Consent Agenda

There were no consent agenda items.

8. 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 February/March update 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.

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

b) Quarterly Financial Report (Accounting Manager Fred Shendo)

Mr Shendo presented the Quarterly Financial Report and addressed questions from Members of the Board.

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

9. New Business

10. Old Business

a) Review timeline for the HUD Annual Plan, Admissions and Continued Occupancy Policy (ACOP), Section 8 Administrative Plan, and Capital Fund Plan (Deputy Director Thea Guerin)

Ms. Guerin updated the Board regarding the draft HUD Annual Plan, Admissions and Continued Occupancy Policy (ACOP), Section 8 Administrative Plan, and Capital Fund Plan and addressed questions from Members of the Board.

11. Other Business

There was no other business.

12. Announcements

AHA Board of Housing Commissioners currently has an opening for a new Member. Mayor Tim Keller is seeking a volunteer to serve on AHA Board – Online applications are being accepted for:

1. a Public Housing Resident Representative on the Board (for Board Position 2 for a term ending on 12/1/28)

AHA offices will close early at 2:00 p.m. on Friday, March 29, 2024

The next scheduled Regular Meeting of the Board will be on Wednesday, April 17, 2024, 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.

13. Adjournment

There being no further business to be brought before the Board, Member Robinson moved to adjourn the meeting at 1:04 p.m.; seconded by Member Skowran. The motion was carried by a 3-0 roll call vote.

SUBMITTED:

/s Linda Bridge
Linda Bridge, Secretary to the Board
Date: April 17, 2024

READ AND APPROVED:

/s Rayellen Smith
Rayellen Smith, Chairperson of the Board