Minutes of the AHA Board of Housing Commissioners

Regular Meeting
September 18, 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 12:02 p.m. (MT) on September 18, 2024. Chairperson Smith presided. The Board met via Zoom and in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Ms. Rayellen Smith, Chairperson
Ms. Maurreen Skowran, Vice Chairperson
Ms. Rebecca Robinson, Resident Commissioner
Ms. Lovie McGee, Commissioner at Large
Ms. Sharla Parsons, Commissioner at Large

STAFF PRESENT

Mr. Matthew Archuleta, Asset Manager
Ms. Christi Baker, Housing Voucher Program Manager
Ms. Linda Bridge, Executive Director
Ms. Tabitha Cain, Accounting Technician
Ms. Barbara D'Onofrio, Finance Director
Mr. Brian Eagan, Attorney
Ms. Mayra Enriquez, Property Management Assistant
Mr. Omar Estrada, Capital Projects Specialist
Mr. Eric Feng, Accountant
Mr. Dan Foster, Housing Development Director
Mr. Sam Garcia, Public Housing Inspections & Quality Control
Ms. Carmelita Ortiz, Procurement Technician - Warehouse
Ms. Mundy Petroff, Executive Assistant
Ms. Christie Sam, Property Manager
Ms. Rocio Solis Sinche, Procurement Officer

VISITORS PRESENT

Mr. Carlos Torrez, Poms & Associates
Mr. Jeff Ryan

Member Skowran lost connection at 12:03

3. Approval of Minutes

Board of Housing Commissioners Meeting August 21, 2024

Member Robinson moved to approve the minutes; seconded by Member Parsons. The motion carried by a 4-0 roll call vote.

4. Presentations

a) Acknowledgement of AHA Core Value Employees

Ms. Bridge introduced Mr. Sam Garica & Ms. Carmella Ortiz

Member Skowran rejoined at 12:07

b) Presentation regarding AHA Insurance 2024 Market Trends and Premium Outlook (Carlos Torrez, Vice President, POMS & Associates Insurance Brokers)

Mr. Torrez presented

5. Public Comment

There were no public comments.

6. Consent Agenda

There were no consent agenda items.

7. Resolutions and Communications

a) Report of the Secretary (Executive Director Linda Bridge and Housing Development Director Dan Foster)

Ms. Bridge presented the August/September update Report of the Secretary, and the Albuquerque Housing Authority Production Snapshot Report and Mr. Foster presented the Capital Fund Report; both addressed questions from Members of the Board.

Member Robinson moved to accept receipt of the Report; seconded by Member McGee. The motion was carried by a 5-0 roll call vote.

b) Quarterly Financials (Finance Director Barbara D'Onofrio)

Ms. D'Onofrio presented the 'Quarterly Financials' and addressed questions from the Board.

Member Robinson moved to accept receipt of the 'Quarterly Financial Report'; seconded by Member Parsons. The motion was carried by a 5-0 roll call vote.

c) Resolution 2024-11 Amendment #12 to Employment Agreement Between AHA and Linda Bridge (Attorney Brian Eagan)

Mr. Eagan presented the 'Resolution 2024-11 Amendment #12 to Employment Agreement Between AHA and Linda Bridge' and addressed questions from the Board.

Member Robinson moved to adopt 'Resolution 2024-11 Amendment #12 to Employment Agreement Between AHA and Linda Bridge'; seconded by Member Skowran. The motion was carried by a 5-0 vote.

d) Resolution 2024-12 Budget Amendment for AHA for Fiscal Year 2024, Beginning July 1, 2023, and Ending June 30, 2024 (Finance Director Barbara D'Onofrio)

Ms. D'Onofrio presented the 'Resolution 2024-12 Budget Amendment for AHA for Fiscal Year 2024, Beginning July 1, 2023, and Ending June 30, 2024' and addressed questions from the Board.

Member Robinson moved to adopt 'Resolution 2024-12 Budget Amendment for AHA for Fiscal Year 2024, Beginning July 1, 2023, and Ending June 30, 2024'; seconded by Member McGee. The motion was carried by a 5-0 vote.

e) Executive Communication 2024-03 Project Based Voucher (PBV) Contract Award (Housing Development Associate Shawn Watson)

Ms. Bridge presented the 'Executive Communication 2024-03 Project Based Voucher (PBV) Contract Award' and addressed questions from the Board.

Member Parsons moved to adopt 'Executive Communication 2024-03 Project Based Voucher (PBV) Contract Award'; seconded by Member Skowran. The motion was carried by a 5-0 vote.

f) Executive Communication 2024-04 Initial Contract – Cooperative Agreement with Yardi Systems Inc. – GSA Contract #GS-35F-0731P (Executive Director Linda Bridge)

Ms. Bridge presented the 'Executive Communication 2024-04 Initial Contract – Cooperative Agreement with Yardi Systems Inc. – GSA Contract #GS-35F-0731P' and addressed questions from the Board.

Member Robinson moved to adopt 'Executive Communication 2024-04 Initial Contract – Cooperative Agreement with Yardi Systems Inc. – GSA Contract #GS-35F-0731P'; seconded by Member McGee. The motion was carried by a 5-0 vote.

8. New Business

There was no new business.

9. Old Business

There was no old business.

10. Other Business

There was no other business.

11. Announcements

AHA has opened enrollment in the Family Self-Sufficiency (FSS) Program. All current AHA Public Housing and Section 8 Housing Choice (HCV) tenants are encouraged to learn more about the benefits of joining the FSS program, see https://abqha.org/family-self-sufficiency/

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)

The next scheduled Regular Meeting of the Board will be on Wednesday, October 16, 2024, at 12:00 p.m. The meeting will be held in person at the Albuquerque Housing Authority Main 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.

12. Adjournment

There being no further business to be brought before the Board, Member Parsons to adjourn the meeting at 1:12 p.m.; seconded by Member McGee. The motion was carried by a 5-0 roll call vote.

SUBMITTED:

/s/ Linda Bridge
Linda Bridge, Secretary to the Board
Date: October 16, 2024

READ AND APPROVED:

/s/ Rayellen Smith
Rayellen Smith, Chairperson of Board