Minutes of the AHA Board of Housing Commissioners

Regular Meeting
February 19, 2025 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 12:08 p.m. (MT) on February 19, 2025. 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

AHABHC MEMBERS NOT PRESENT
Ms. Lovie McGee, Commissioner at Large, Excused
Ms. Sharla Parsons, Commissioner at Large; Excused

STAFF PRESENT
Ms. Wendy Alvarado, Property Management Assistant
Mr. Matthew Archuleta, Asset Management Division Manager
Mr. Matt Bailon, Operations Manager
Ms. Linda Bridge, Executive Director
Ms. Tabitha Cain, Accounting Technician
Ms. Barbara D'Onofrio, Finance Director
Mr. Brian Eagan, Attorney
Mr. Omar Estrada, Capital Projects Specialist
Mr. Eric Feng, Accountant
Mr. Dan Foster, Housing Development Director
Ms. Kathy Garza, Housing Specialist
Mr. John Gauthier, Housing Services Director
Mr. Joe Horejs, Senior Accountant
Ms. Carolyn Montoya, Senior Office Assistant - Admin
Ms. Christie Sam, Property Manager
Ms. Mundy Petroff, Executive Assistant
Ms. Rocio Solis Sinche, Procurement Officer
Ms. Danielle Tsosie, Temp-Housing Development Administrative Assistant
Ms. Shawn Watson, Housing Development Associate

VISITORS PRESENT
Mr. Josiah Fowler, Resident
Ms. Clara Lucero, Resident
Mr. David Smith, Office of the State Auditor

3. Announcement
City of Albuquerque Executive Communication (EC) 2025-289: Ms. Maurreen Skowran has been re-appointed to serve on the AHA Board of Housing Commissioners by Mayor Tim Keller. On January 22, 2025, the Albuquerque City Council voted 9 to 0 to confirm her nomination.

4. Administration of the Oath of Office
Oath of Office was administered by Mr. Eagan; Ms. Maurreen Skowran recited the Oath of Office. Her 2nd term of office ends on December 1, 2029.

5. Presentation
a) Acknowledgement of AHA Core Value Employees

Ms. Bridge introduced Ms. Kathy Garza & Ms. Carolyn Montoya

6. Approval of Minutes
Board of Housing Commissioners Meeting January 15, 2025

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

7. Public Comment
Mr. Fowler addressed the Board regarding concerns at 5601 Gibson Blvd SE.

Ms. Lucero addressed the Board regarding concerns at 1212 Candelaria Rd NW.

8. Consent Agenda
There were no consent agenda items.

9. Resolutions and Communications
a) Presentation and Acceptance of the 2024 Audit (Office of the State Auditor, David Smith) (Finance Director Barbara D'Onofrio)

Mr. Smith presented the 2024 Audit and addressed questions from Members of the Board.

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

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

Ms. Bridge presented the January/February 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 Skowran. The motion was carried by a 3-0 roll call vote.

c) Quarterly Financial Report (Finance Director Barbara D'Onofrio)

Ms. D'Onofrio presented the 'Quarterly Financial Report' and addressed questions from 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.

d) Member Skowran was then briefly absent from the meeting when she lost her internet connection on zoom video conference. Chairperson Smith then called a brief recess of the open meeting for about 2 minutes to wait for the internet connection to be restored. Member Skowran was then able to regain her internet connection on zoom video conference and the Board reconvened in Open Session at 12:49 p.m. with three Board members present (Skowran on zoom, and Smith, Robinson in person).

e) 2024-2025 AHA Action Plan Quarterly Review (Executive Director Linda Bridge)

Ms. Bridge presented the 2024-2025 AHA Action Plan Quarterly Review and addressed questions from 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.

f) Resolution 2025-02 Approval of RAD PBV CY2025 Project Operating Budgets (Executive Director Linda Bridge)

Ms. Bridge presented 'Resolution 2025-02 Approval of RAD PBV CY2025 Project Operating Budgets' and addressed questions from the Board.

Member Robinson moved to approve 'Resolution 2025-02 Approval of RAD PBV CY2025 Project Operating Budgets'; seconded by Member Skowran. The motion was carried by a 3-0 roll call vote.

g) Executive Communication 2025-01 – Increase Blanket Purchase Order (BPO) – on Contract Q1907 with Jeebs & Zuzu LLC (Housing Development Director Dan Foster)

Mr. Foster presented 'Executive Communication 2025-01 – Increase Blanket Purchase Order (BPO) – on Contract Q1907 with Jeebs & Zuzu LLC' and addressed questions from the Board.

Member Robinson moved to approve 'Executive Communication 2025-01 – Increase Blanket Purchase Order (BPO) – on Contract Q1907 with Jeebs & Zuzu LLC'; seconded by Member Skowran. The motion was carried by a 3-0 roll call vote.

h) Executive Communication 2025-02 – Increase Blanket Purchase Order (BPO) – on Contract P2224 with Sunwest Roofing LLC (Housing Development Director Dan Foster)

Mr. Foster presented 'Executive Communication 2025-02 – Increase Blanket Purchase Order (BPO) – on Contract P2224 with Sunwest Roofing LLC' and addressed questions from the Board.

Member Robinson moved to approve 'Executive Communication 2025-02 – Increase Blanket Purchase Order (BPO) – on Contract P2224 with Sunwest Roofing LLC'; seconded by Member Skowran. The motion was carried by a 3-0 roll call vote.

i) Executive Communication 2025-03 – Increase Blanket Purchase Order (BPO) – on Intergovernmental Purchasing Agreement (IGA) #2506 with Two Bears Construction LLC (Housing Development Director Dan Foster)

Mr. Foster presented 'Executive Communication 2025-03 – Increase Blanket Purchase Order (BPO) – on Intergovernmental Purchasing Agreement (IGA) #2506 with Two Bears Construction LLC' and addressed questions from the Board.

Member Robinson moved to approve 'Executive Communication 2025-03 – Increase Blanket Purchase Order (BPO) – on Intergovernmental Purchasing Agreement (IGA) #2506 with Two Bears Construction LLC'; seconded by Member Skowran. The motion was carried by a 3-0 roll call vote.

10. New Business

Review timeline for the HUD Annual Plan, Admissions and Continued Occupancy Policy (ACOP), Section 8 Administrative Plan, and Capital Fund Plan (Executive Director Linda Bridge)

Ms. Bridge presented the 'Review timeline for the HUD Annual Plan, Admissions and Continued Occupancy Policy (ACOP), Section 8 Administrative Plan, and Capital Fund Plan'; and addressed questions from the Board.

11. Old Business

There was no old business.

12. Other Business

There was no other business.

13. Announcements

You are invited to New Mexico Landlord-Tenant Law Workshop, a free class on Thursday, March 6, 2025 at 5:30 p.m. to 7 p.m. on Zoom Video Conference - https://us02web.zoom.us/j/81825263749

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, March 19, 2025, 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.

14. Adjournment

There being no further business to be brought before the Board, Member Robinson moved to adjourn the meeting at 1:07 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: March 19, 2025

READ AND APPROVED:

/s/ Rayellen Smith
Rayellen Smith, Chairperson of Board