



## ALBUQUERQUE HOUSING AUTHORITY

*"Empowering people in our community through affordable housing  
and self-sufficiency opportunities."*

### **Minutes of the AHA Board of Housing Commissioners**

Regular Meeting

Wednesday, December 18, 2013

Carnis Salisbury Building

1840 University Blvd. SE

Albuquerque, NM 87106

#### **1. Call to Order**

The meeting was called to order at 12:03 p.m. (MST) on December 18, 2013. Chairperson Janet McHard presided. The Board met in the Manuel Cordova Conference Room in Open Session.

#### **2. Roll Call**

##### **AHABHC MEMBERS PRESENT**

Ms. Rebecca Chavez, Resident Commissioner

Mr. D. Todd Clarke, Commissioner at Large

Ms. Janet McHard, Chairperson

Ms. Roxanne Rivera-Wiest, Vice Chairperson

Mr. Stephen J. Vogel, Commissioner at Large

##### **STAFF PRESENT**

Ms. Loretta Baca, Compliance Inspector, AHA

Ms. Ramona Baca, Housing Specialist, AHA

Mr. Matt Bailon, Compliance Inspector Supervisor, AHA

Mr. Augustine Balderrama, Maintenance Technician, AHA

Ms. Grace Barragan, Housing Specialist, AHA

Ms. Mundy Boen, Executive Assistant, AHA

Ms. Linda Bridge, Executive Director, AHA

Ms. Cynthia Cavazos, Compliance Inspector, AHA

Mr. Stanley Duran, Maintenance Technician, AHA

Mr. Brian Eagan, Assistant City Attorney, COA Legal Dept

Ms. Sandra Erickson, Office Assistant, Executive Director, AHA

Mr. Andrew Estocin, Associate Director, AHA

Mr. Daryl Grimm, Warehouse Manager, AHA

Ms. Anna Gonzales, Compliance Inspector, AHA

Mr. Joey Gonzales, Maintenance Technician, AHA

Ms. Loretta Gonzales, Portability, AHA

Mr. Christopher Krupar, Information System Manager, AHA

Ms. Lily Pineda, Housing Specialist, AHA

Mr. Tom Portillo, Maintenance Manager, AHA

Mr. Vicente Quevedo, Section 8 Program Manager, AHA

Ms. Annamarie Romero, Housing Specialist, AHA

Ms. Veronica Saavedra, Housing Specialist, AHA

Ms. Anita Sanchez-Triviso, Sr. Personnel/Labor Relations Officer, AHA



Mr. Jim Sandoval, Maintenance Technician, AHA  
 Mr. Leonard Sandoval, Maintenance Technician, AHA  
 Ms. Phyllis Santillanes, Compliance Inspector, AHA  
 Ms. Laurie Segura, Buyer, AHA  
 Mr. Christopher Sena, Intake Specialist, AHA  
 Ms. LaBerta Thompson, Housing Specialist, AHA  
 Ms. Erika Torres, Compliance Inspector, AHA  
 Ms. Stacey Valverde, Accounting Assistant, AHA  
 Ms. Janice Wright, Housing Paralegal, COA Legal Dept

### 3. **Approval of Minutes**

Board of Housing Commissioners regular meeting, held on November 20, 2013.

Member Clarke moved to approve the minutes; seconded by Member Vogel. The motion carried by a vote of 5-0.

### 4. **Public Comment**

Ms. Phyllis Santillanes, Compliance Inspector, AHA addressed the Board regarding her concerns with the Production Reports and the pass and fail numbers.

Ms. Phyllis Santillanes also wanted to recognize all AHA employees for their hard work.

### 5. **Consent Agenda**

There were no Consent Agenda Items.

### 6. **Resolutions and Communications**

- a) Report of the Secretary – (Executive Director Linda Bridge, Associate Director Andrew Estocin, & Senior Capitol Project Coordinator James Tacosa)

Ms. Bridge and Mr. Estocin presented the November/December 2013 Report of the Secretary, Mr. Estocin covered the Capital Funds Report, both addressed questions from Members of the Board. Mr. Tacosa was unable to attend the meeting. Please see the attached Report.

Member Vogel moved to accept receipt of the Report; seconded by Member Rivera-Wiest. The motion was carried by a 5-0 vote.

- b) Resolution 2013-20 - Setting the Official List of Regular Meeting dates of the AHA Board for the Year 2014 (Assistant City Attorney Brian Eagan)

Mr. Eagan presented “Resolution 2013-20 - Setting the Official List of Regular Meeting dates of the AHA Board for the Year 2014” and addressed questions from Members of the Board.

Member Clarke moved to adopt the “Resolution 2013-20 - Setting the Official List of Regular Meeting dates of the AHA Board for the Year 2014”; seconded by Member Rivera-Wiest. The motion carried by a 5-0 vote.

- c) Resolution 2013-21 - Notice Requirements for Meetings of the Board in 2014 (Assistant City Attorney Brian Eagan)

Mr. Eagan presented “Resolution 2013-21 - Notice Requirements for Meetings of the Board in 2014” and addressed questions from Members of the Board.

Member Chavez moved to adopt the “Resolution 2013-21 - Notice Requirements for Meetings of the Board in 2014”; seconded by Member Rivera-Wiest. The motion carried by a 5-0 vote.

## 7. **Old Business**

There were no items of Old Business.

## 8. **New Business**

- a) Distribution of Draft Amendment to the Admission and Continued Occupancy Policy (ACOP) (Associate Director Andrew Estocin)

Mr. Estocin presented the “Distribution of Draft Amendment to the Admission and Continued Occupancy Policy” and addressed questions from Members of the Board.

Member Vogel moved to accept receipt of the Memo; seconded by Member Chavez. The motion carried by a 5-0 vote.

- b) Election of Board Chairperson and Vice Chairperson for 1 year term

Member Chavez moved to re-elect Member McHard as Chairperson. Chairperson McHard accepted the nomination. The motion was seconded by Member Vogel. There were no other nominations. The motion was carried by a vote of 4-0-1. (For: Rivera-Wiest, Vogel, Clarke, Chavez; Abstain: McHard)

Chairperson McHard moved to re-elect Member Rivera-Wiest as Vice-Chairperson. Vice-Chairperson Rivera-Wiest accepted the nomination. The motion was seconded by Member Clarke. There were no other nominations. The motion was carried by a vote of 4-0-1. (For: McHard, Vogel, Clarke, Chavez; Abstain: Rivera-Wiest)

Chairperson McHard and Vice-Chairperson Rivera-Wiest were re-elected for 2014. Congratulations.

- c) Report from Commissioner Chavez on the NAHRO (National Association of Housing and Redevelopment Officials) 2013 National Conference and Exhibition

Member Chavez presented a report on the “NAHRO 2013 National Conference and Exhibition”, where she covered two of the five courses she attended; resident empowerment and expanding the roles of commissioners and leaders. Ms. Chavez also answered questions from Members of the Board.

Member Clarke moved to accept receipt of the Report; seconded by Member Vogel. The motion was carried by a 5-0 vote.

**9. Other Business**

The next Regular Meeting of the Board will be on Wednesday, January 15, 2014 at 12 noon in the Manuel Cordova Conference Room, at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building at 1840 University Blvd SE, Albuquerque, NM 87106.

Ms. Bridge stated that AHA is in the process of the annual audit and invited the Board of Housing Commissioners to the exit conference with auditors, tentatively set for the end of January.

**10. Adjournment**

There being no further business to be brought before the Board, Member Vogel moved to adjourn the meeting at 12:51 p.m.; seconded by Member Clarke. The motion was carried by a 5-0 vote.


**SUBMITTED:**

**READ AND APPROVED:**



Ms. Linda Bridge  
Secretary to the Board

Date: January 15, 2014

  
for  
Ms. Janet McHard  
Chairperson of the Board