



ALBUQUERQUE HOUSING AUTHORITY
"Improving quality of life through housing opportunities"

Albuquerque Housing Authority Board of Housing Commissioners Meeting
1840 University Blvd. SE
Albuquerque, NM 87106
505-764-3920

1. Call to Order

The meeting was called to order on July 17th, 2011 at 12:00 pm by Stephen Vogel, Chairman.

2. Roll Call

Present: Stephen Vogel, Roxanne Rivera-Wiest, Rebecca Chavez, and Brandi Riddle
Absent: Tom Growney

Brandi Riddle was sworn in by Chairman Vogel.

3. Approval of Minutes

A correction to the minutes was made by Chairman Vogel. The nomination for Vice Chair was made by Rebecca Chavez. The minutes were approved as amended by all commissioners that were present.

4. Bills and Communications

a) Report of the Secretary

The Finance Department is preparing a financial report for the Board. It was not available at the time of the meeting. There will be a financial report in the Board packet for the August Board meeting.

In Public Housing we have 19 vacancies that equals 98% occupied. There are 1,936 on the waiting list. Three households were terminated, one for non compliance with re-exam process, one for disconnected utilities and one for non-payment of rent.

The amount of vouchers leased up in Section 8 is 3,964 with a 95.3% utilized. There are 3,813 families on the waiting list. In the month of June, there were 97 participants that moved in with 16 terminations.

The amount of cash in the bank is \$15,300,500 and in the investment fund there is \$8,035,277.

The Capital Fund awards were announced. Albuquerque Housing Authority requested \$1,265,000 and we received \$1,228,703. We normally request



approximately \$1.4 million. Knowing that HUD is cutting the funding, we anticipated this in our planning.

Veronica Smiel a Public Housing Resident applied for a NM NAHRO educational grant and will be accepting the award of \$1,000 in September during the State conference.

Dolly Newman applied for the New Mexico NAHRO Board and was elected Vice President of Housing and will serve a 2 year term 2011 – 2013.

Chairman Vogel inquired about a recent meeting regarding the investigation ARRA grant funds. A meeting was held with Floyd Duran, HUD; Mandy Griego, HUD; Leona Martinez, AHA Finance Director; Ed Stang, CFP Coordinator; and Robin Dozier-Otten, Director of Family and Community Services, City of Albuquerque; on July 19, 2011. This investigation began prior to Dolly Newman's employment and Dolly has responded to the Office of Inspector General regarding the audit findings. Staff is still gathering information that has been requested by the HUD Field Office and there has not been a final determination of the exact dollar amount that needs to be paid back. The amount is getting smaller as the research continues.

b) Resolution 11-07 Procurement Policy

The consensus regarding the procurement policy is to spell out the acronyms, include a glossary and index. Chairman Vogel and Commissioner Rivera-Wiest will review the procurement policy for defining Contract Officer, criteria for best value, responsible bidder, sole source, etc.

Dolly Newman explained that HUD requires that we have a procurement policy. The procurement policy presented to the Board is approved by HUD and is in the 7460.8 and it is compliant with 24 CFR 85.36 and that any changes to the approved procurement policy will need prior HUD approval.

A motion was made by Commissioner Riddle to approve the procurement policy as an interim policy for now and Commissioner Rivera-Wiest seconded. The motion was approved by all commissioners that were present. Resolution 11-07 approved.

c) Resolution 11-08 Schedule of Board Meetings 2011

Chairman Vogel requested information from Brian Eagan, Assistant City Attorney regarding the requirements of advertising the meeting dates. Brian stated that advertising in the Albuquerque Journal is more than adequate to advertise the Board meetings and we currently place the notice in the lobby and City Hall glass cases. Brian also recommended posting it on AHA website.

Motion was made by Commissioner Chavez to approve Resolution 11-08 and was seconded by Commissioner Riddle. The motion was approved by all commissioners that were present. Resolution 11-08 approved.

5. New Business

a) Signing of the Code of Ethics

Chairman Vogel and Commissioner Rivera-Wiest had concerns about item #9, "I will arrive at conclusions only after I have discussed the matter fully with members of the professional staff and other commission members. Once a decision has been reached by the majority of the commission assembled at a meeting, I will support it graciously" as it implies supporting something that may not be permitted legally or ethically. Commissioner Chavez also has concerns. Commissioner Chavez asked if we could use the sworn statement and the letter signed at the time the Mayor appointed them. Brian Eagan responded with a yes. The consensus is that the Code of Ethics may be signed and is not required. Chairman Vogel, Commissioners Rivera-Wiest, Chavez and Riddle will not be signing the Code of Ethics.

b) Rules and Regulations for the AHA Board of Commissioners

Chairman Vogel has concerns about the Rules and Regulations and its format. Brian Eagan will check with the Mayor's office regarding the recommendations to be included in the Rules and Regulations. The item is tabled until the next meeting.

6. Adjournment of Open Meeting

Motion made by Commissioner Riddle to adjourn to closed session. It was seconded by Commissioner Rivera-Wiest. Open meeting adjourned to closed meeting at 1:20 pm.

10. Closed Session, §10-15-1(H)(2) NMSA 1978 – to discuss a limited personnel matter - negotiate employment contract for Executive Director.

Commissioner Chavez left the closed session at 1:40 pm.

11. Re-Convene in Open Session – to vote

The open meeting reconvened at 2:29 pm to vote on the salary of the Executive Director as Resolution 2011-09. The salary will be increased to \$93,000 annually, with continuing medical and PERA benefits with a re-evaluation in January 2012.

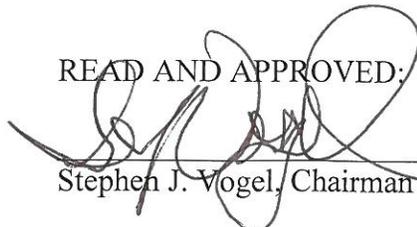
12. Adjournment

Motion to adjourn made by Commissioner Rivera-Wiest and seconded by Commissioner Riddle. Meeting adjourned at 2:32 pm.

SUBMITTED:


Dolly A. Newman, Sectary

READ AND APPROVED:


Stephen J. Vogel, Chairman of the Board