



Minutes of the AHA Board of Housing Commissioners

Regular Meeting

Wednesday, August 22, 2019 at 12:00 p.m. (MT)

Carnis Salisbury Building

1840 University Blvd. SE, Albuquerque, NM

1. Call to Order

The meeting was called to order at 12:01 p.m. (MT) on August 22, 2019. Vice-Chairperson Vogel presided. The Board met in the Manuel Cordova Conference Room in Open Session.

2. Roll Call

AHABHC MEMBERS PRESENT

Ms. Janet McHard, Chairperson via phone

Mr. Stephen J. Vogel, Vice-Chairperson

Ms. Lovie McGee, Commissioner at Large

Ms. Rebecca Robinson, Resident Commissioner

AHABHC MEMBERS NOT PRESENT

Ms. Roxanne Rivera-Wiest, Commissioner at Large, Excused

VISITORS

Ms. Judy Higuera, Embudo Towers Resident

Ms. Kris Houde, Citizens Information Committee of Martineztown (CICM)

STAFF PRESENT

Mr. Matthew Archuleta, Public Housing Program Manager

Mr. Matt Bailon, Operations Manager

Ms. Linda Bridge, Executive Director

Ms. Barbara D'Onofrio, Finance Director

Mr. Tony Duran, Property Manager

Mr. Brian Eagan, Attorney

Mr. Andrew Estocin, Property Manager

Mr. Dan Foster, Capital Fund Projects Manager

Ms. Vivian Gabaldon, Sr. Accounting Technician – PH

Ms. Lisa Garduno, Sr. Accounting Technician – S8

Ms. Kathy Garza, Temp Resident Services Assistant

Ms. Nadya Kajani, Public Housing Property Manager

Ms. Esther Lucero, Section 8 Program Manager

Ms. Carolyn Montoya, Temp – Senior Office Assistant - Admin

Ms. Mundy Petroff, Executive Assistant

Mr. Elias Salas, Section 8 Housing Specialist

Ms. Anita Sanchez-Triviso, Human Resources Director

Mr. Fred Shendo, Accounting Manager – S8



/abqha



/HousingABQ



Equal Housing Opportunity Agency



Member McGee made a floor amendment to adjust the sequence of the agenda items; seconded by Member Robinson. The floor amendment carried by a 4-0 vote. The agenda was adjusted as follows: item 6, before item 3. However, these minutes, for purposes of clarity, follow the original agenda.

3. Approval of Minutes

Board of Housing Commissioners Meeting July 17, 2019

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

4. Public Comment

Ms. Higuera, Resident of 8010 Constitution NE, addressed the Board about the large white dog that continues to bark, bite and owner doesn't control. In addition, residents are letting others live with them without paying rent and someone has been defecating in the hallway.

Ms. Houde, addressed the Board thanking Andrew for his efforts in evicting drug users in Martineztown sites. Appreciate the staffing of an on-site property management office at 415 Fruit Av NE – that has been helpful in reducing programs. Albuquerque Police Department (APD) has expanded Bike Patrol into the Martineztown neighborhood; also, Bernalillo County Sheriff's Department Deputies are now patrolling at various Public Housing sites city wide to provide extra security at the properties. There has been a few issues with residents and personal landscaping. The ban on smoking inside the rental units has actually helped reduce crime, since so more people are outside smoking now, and they are able to keep an eye out for suspicious activity while they smoke outside.

5. Consent Agenda

There were no consent agenda items.

6. New Business

a) Employee of the Quarter

This item is tabled until the next Board meeting since the employee was not present.

b) Introductions of New Employees:

Ms. D'Onofrio introduced Mr. Fred Shendo, Accounting Manager

Mr. Archuleta introduced Ms. Nadya Kajani, Public Housing Property Manager

c) The Board is going to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 to discuss a limited personnel matter, Executive Director annual review and compensation.

Member McGee moved to meet in Closed Session under §10-15-1 (H)(2) NMSA 1978 to discuss a limited personnel matter, Executive Director annual review and compensation.

The motion was seconded by Member Robinson and carried by a 4-0 roll call vote. All Board members recessed to discuss this matter.

- d) The Board is going to meet in Closed Session under §10-15-1 (H)(7) NMSA 1978 to discuss pending litigation in which AHA is a participant.

Member McGee moved to meet in Closed Session under §10-15-1 (H)(7) NMSA 1978 to discuss pending litigation in which AHA is a participant. The motion was seconded by Member Robinson and carried by a 4-0 roll call vote. All Board members recessed to discuss this matter.

- e) Re-Convene in Open Session; to vote in public on action items, if any.

The Board re-convened in open session at 1:24 p.m. Vice-Chairperson Vogel announced there were no votes taken during the Closed Session and the only business discussed in Closed Session was litigation in which AHA is a participant and the annual job performance evaluation of Executive Director Linda Bridge. No motions were made by any members during the closed session.

Chairperson Vogel announced that two proposals for Executive Director compensation were discussed and both will be considered at the Board meeting in September.

Commissioner McGee proposed to amend the Employment Agreement with Linda Bridge to increase her salary by 2% and to award incentive compensation of 2% (\$2,477.08). A Resolution will be drafted and listed on the meeting agenda in September 2019 for vote on the proposal.

Chairperson McHard proposed to amend the Employment Agreement with Linda Bridge to increase her salary by 2% and to award incentive compensation of 2% (\$2,477.08), plus a one time performance award of an additional \$5,000. A Resolution will be drafted and listed on the meeting agenda in September 2019 for vote on the proposal.

7. Resolutions and Communications

- a) Report of the Secretary (Executive Director Linda Bridge, Capital Fund Projects Manager Dan Foster, Finance Director Barbara D'Onofrio)

Ms. Bridge presented the AHA July/August update in the Report of the Secretary and the Albuquerque Housing Authority Production Snapshot Report, Mr. Foster presented the Capital Fund Report, Ms. D'Onofrio presented the Finance Update; all addressed questions from Members of the Board. Please see the attached Reports.

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

- b) Resolution 2019-14 Approval of the Submission of Section 8 Management Assessment Program (SEMAP) Certification form to HUD (Section 8 Program Manager Esther Lucero)

Ms. Lucero presented ‘Resolution 2019-14 Approval of the Submission of Section 8 Management Assessment Program (SEMAP) Certification form to HUD’ and addressed questions from Members of the Board.

Member Robinson moved to approve ‘Resolution 2019-14 Approval of the Submission of Section 8 Management Assessment Program (SEMAP) Certification form to HUD’; seconded by Member McGee. The motion was carried by a 3-0 vote.

- c) Resolution 2019-15 Authorization to Conduct Intake and Admissions Lottery Enrollments for Project Based Voucher Units (Executive Director Linda Bridge)

Ms. Bridge presented ‘Resolution 2019-15 Authorization to Conduct Intake and Admissions Lottery Enrollments for Project Based Voucher Units’ and addressed questions from Members of the Board.

Member Robinson moved to approve ‘Resolution 2019-15 Authorization to Conduct Intake and Admissions Lottery Enrollments for Project Based Voucher Units’; seconded by Member McGee. The motion was carried by a 3-0 vote.

- d) Fiscal Year 2019 AHA Action/Department Plans Review (Executive Director Linda Bridge)

This item is tabled until the next Board meeting.

- e) Executive Communication 2019-04 AHA Strategic Plan FY2020-FY2024 (Executive Director Linda Bridge and Thea Guerin)

Ms. Guerin presented ‘Executive Communication 2019-04 AHA Strategic Plan FY2020-FY2024’ and addressed questions from Members of the Board.

Member Robinson moved to approve ‘Executive Communication 2019-04 AHA Strategic Plan FY2020-FY2024’; seconded by Member McGee. The motion was carried by a 3-0 vote.

8. Old Business

There was no old business.

9. Other Business

The next scheduled Regular Meeting of the Board will be on Wednesday, September 18, 2019, at 12:00 p.m. The meeting will be held in the Manuel Cordova Conference Room (#186), at the Albuquerque Housing Authority Administration Office, in the Carnis Salisbury Building, 1840 University Blvd SE, Albuquerque, NM.

10. Announcements

11. Adjournment

There being no further business to be brought before the Board, Member McGee moved to adjourn the meeting at 2:00 p.m.; seconded by Member Robinson. The motion was carried by a 3-0 vote.

SUBMITTED:

READ AND APPROVED:

/s Linda Bridge

Linda Bridge, Secretary to the Board

Date: September 18, 2019

/s Stephen Vogel

Stephen Vogel, Vice-Chairperson of the Board