

CITY OF ALAMOGORDO, NEW MEXICO
HOUSING AUTHORITY BOARD
SPECIAL "ANNUAL" MEETING MINUTES
6:30 P.M., COMMISSION CHAMBERS
TUESDAY, MARCH 27, 2007

CHAIRMAN DON CARROLL
VICE CHAIRMAN RON GRIGGS
MEMBER INEZ MONCADA
MEMBER ED COLE
MEMBER MARION LEDFORD
MEMBER - VACANT

MEMBER CHRIS LUJAN
MEMBER STEVE BROCKETT
CITY MANAGER PAT McCOURT
CITY ATTORNEY WILLIAM BROGAN
CITY CLERK RENEE CANTIN

CALL MEETING TO ORDER AND ROLL CALL

Chairman Don Carroll called the meeting to order at 6:30 p.m., and the housing member was absent.

CALL OF THE CONSENT CALENDAR

1. Minutes of November 21, 2006 Special Meeting

Recommendation: Approve the minutes.

2. Consider HA Resolution 2007-01 determining reasonable notice of meetings for the Public Housing Authority Board.

Recommendation: Approve the resolution.

3. Consider HA Resolution 2007-02 approving the annual plan.

Recommendation: Approve the resolution.

4. Consider HA Resolution No. 2007-03 approving the HA budget for FY 2008.

Recommendation: Approve the resolution.

5. Consider HA Resolution No. 2007-04 revising the HA budget for FY 2007.

Recommendation: Approve the resolution.

Member Cole made a motion to approve Items 1, 2, 3, 4, and 5 of the Consent Calendar. Vice Chairman Griggs seconded the motion. A roll call vote was taken, and the motion carried with a vote of 7-0-0.

6. Consider HA Resolution No. 2007-05 approving the Admissions and Continued Occupancy Policy change to incorporate new legislation on domestic violence (required by HUD).

Recommendation: Approve the resolution.

Ms. Alicia Rios explained that as a result of a grievance the grievance chapter had to be revisited as well as the recertification chapter. Those were incorporated into this policy in addition to some of the changes that were made to update the policy. Ms. Rios went on to say that in chapter one they changed the numbering system and edited word definitions. They added a section on notices and clarified all of the issues on notices in chapters 2, 11 and 13. The other changes were primarily editing errors in the copy. Chapter 13, which is the Grievance Policy, was clarified in terms of how notices and documentation are delivered.

Member Cole asked which section was changed in the lease document as a result of the grievance, and Ms. Rios explained that they wanted to make sure that the lease was consistent with ACOP. The changes were primarily grammatical in nature. It was made clear through the hearing officer that the document was not consistent with the policy, and that has been addressed and clarified in an effort to make them as consistent as possible.

Vice Chairman Griggs asked if City Attorney Brogan had looked at the documents, and Ms. Rios stated that they did solicit his remarks on the Grievance policy for which he gave them many suggestions. Once it is finished, it should be a strong lease document. That chapters that are being approved in this meeting, 1, 2, 3, 11, and 13, are complete, but they are continuing the work on the remaining ten chapters.

City Attorney Brogan clarified that the lease has already been approved. What is being discussed in this meeting are the completed chapters.

Member Brockett made a motion to approve HA Resolution No. 2007-05. Member Moncada seconded the motion. A roll call vote was taken, and the motion carried with a vote of 7-0-0.

7. Award of Contract for Housing Unit Modernization, Phase 2 #2007-5.

Recommendation: Award the contract to Tony Noriega Construction Co. in the amount of \$12,748.70, including NMGRT.

Chairman Carroll explained that this is a new item from the last time that the Housing Authority met. It is a continuation of the maintenance and upgrade of some of the units. Mr. Ray Robinson further explained that this would be upgrading the final two units, and basically it would be classified as heavy maintenance. Seven contractors picked up bid packages. Three contractors did the walk through, and only two contractors submitted bids.

Chairman Carroll asked if this contractor has done acceptable work for the City in the past, and Mr. Robinson stated that he has. Ms. Rios clarified that there are three units left to be rehabbed. These are two of the three, and the third is being used for storage until the storage situation is taken care of.

Member Brockett asked if a performance bond had been secured, and Mr. Robinson said that it would be as soon as the contract was signed. He will not issue a notice to proceed until the bond is in place.

Commissioner Lujan asked if the second bid was \$18,900, and it was. Commissioner Lujan went on to ask if anyone had estimated how much the job would cost before the bid solicitation. Mr. Robinson said that he did a rough estimate, and that came in between \$18,000 and \$20,000. Mr. Robinson did feel that the bid amount was compatible with the work that was being requested.

Vice Chairman Griggs made a motion to award the contract to Tony Noriega Construction Co. in the amount of \$12,748.70, including NMGRT. Member Cole seconded the motion. A vote was taken, and the bid carried by a vote of 7-0-0.

UNSCHEDULED COMMUNICATION

Ms. Rios indicated that there is a NARO Conference in Ruidoso on April 16-18. She invited the Housing Authority members to attend. She also pointed out that the five-year plan is up in 2008, and they would need to talk about the next five-year plan to see what would need to be incorporated into that.

Chairman Carroll said that he had a conversation with Ms. Rios, and she would like to try to schedule a work session during the summer with the Board to get input on what the direction of the Housing

**HOUSING AUTHORITY BOARD
SPECIAL "ANNUAL" MEETING AGENDA
MARCH 27, 2007**

PAGE 3

Authority should be over the next five-year plan. Chairman Carroll also suggested that they also meet with the residents to see where they would like to see the Authority go over the next five years. Ms. Rios said that they have quarterly meetings scheduled with the residents.

Member Brockett asked what changes if any were made by the State regarding the Housing Authority. Chairman Carroll didn't know of any changes that would pertain to the Alamogordo Housing Authority Board. The changes that were made applied to regional housing authorities. Ms. Rios did say that with the audit legislation that passed they could have an audit separate from the City, but they haven't had any problems with the audit being run with the City so it really didn't affect Alamogordo at all. The financial assessment was uploaded and accepted by HUD today.

Vice Chairman Griggs said that one of the things that they talked about at the actual meeting was that they're finding out that the configuration of the rental units may not be appropriate for the market right now. Member Moncada asked what the demand is as far as two or three-bedroom units, but Ms. Richhart explained that it really depends on the needs of the individual renters. If it is one person who is elderly or disabled and needs 24-hour care, they could get a two-bedroom. If it is one person without any additional needs and there is an efficiency, that is what they would get. If all of the efficiencies are taken, then they would be eligible for a one-bedroom. City Manager McCourt asked if they take into consideration the sex and age of the children, and they do. He also asked what types of units are available, and all types are available at this time. Member Moncada asked what the largest unit is, and the largest is a four-bedroom.

Chairman Carroll thanked Ms. Rios and all of the staff for the work they have done.

Adjournment

The meeting was adjourned at 6:59 p.m.

/s/Donald E. Carroll

Chairman Donald E. Carroll

(SEAL)

ATTEST:

/s/Reneé L. Cantin

Secretary Reneé L. Cantin

(Prepared by Ubiquis Reporting)
Approved at Special Meeting held on June 12, 2007.