

**SOL HOUSING**  
**BOARD MEETING MINUTES**

**Meeting Date: Jul 9, 2024**

**Location of Meeting: Virtual – Zoom only.**

**Board Members Present at Meeting**

Tessah Latson (TL), Board President  
Russell Brito (RB), Board Vice President  
Elvira Lopez (EL), Board Treasurer  
Sarah Hurteau (SH), Board Secretary  
Don Dudley (DD), Board Member

**Absent**

Alan Vincioni (AV), Board Member

**Guest**

Ciaran Lithgow

**Sol Housing Staff Present at Meeting**

Felipe Rael (FR), Executive Director  
Kelle Senyé (KS), Deputy Director of Operations  
Rita Gonzalez (RG), Controller  
Miriam Hicks (MH), Director of Housing Development  
Robert Sitkowski (RS), Associate Director of Housing Development  
Laurie Frappier (LF), Director of Community Relations  
DuJuan McCoy (DM), Enrichment Services Coordinator  
Kenzie Davison (KD), Enrichment Services Coordinator  
Ethan Weiner (EW), Digital Media Intern  
Arlene Engel (AE), Office Assistant

**Absent**

**MINUTES**

**CALL TO ORDER/CHANGES AND/OR ADDITIONS TO THE AGENDA**

Having a quorum of the Directors, Tessah Latson, President of the Board, called the meeting to order July 9, 2024 at 11:31 a.m.

**ACTION: DD** moved to approve the meeting agenda. It was seconded by **EL** and unanimously approved.

**TL** stated for the record that no one from the general public was in attendance on the meeting call to offer public comment.

**KS** introduced **DuJuan McCoy (DM)**, Sol Housing’s new Enrichment Services Coordinator. **DM** greeted the Board and gave a brief description of his background and experience.

**LF** introduced **Ethan Weiner (EW)**, Sol Housing’s new Digital Media Intern. **EW** greeted the Board.

**TL** made the announcement that the next meeting of the Board of Directors is scheduled for Tuesday, October 8, 2024 at 11:30 a.m. The meeting will be held at the Albuquerque Hispano Chamber of Commerce in the Navajo Nation Boardroom.

**TAB 1 – Consent Agenda**

**ACTION:** RB moved to approve the consent agenda that includes the **Board Meeting Minutes of April 9, 2024; Quarter Ending June 30, 2024 Sol Housing Financial Reports; Quarter Ending June 30, 2024 CHDO Operating Report** and the **Operations Report**. The motion was seconded by SH and unanimously approved.

**TAB 2 – Discussion: Governance Committee**

TL briefed the Board on the activities of the Governance Committee since the last Board meeting. A candidate for the Board of Directors was identified and vetted for submission to the Board for consideration.

**TAB 3 – Discussion: Finance Committee**

EL informed the Board that the monthly reconciliations are in order. FR suggested a meeting of the Finance Committee prior to the October Board meeting to review the GAHP 2023 financial audit.

**TAB 4 – Discussion/Approve: Board Appointments**

TL briefed the Board on the two Board members for consideration of a second two-year term:

Elvira Lopez	July 2024 – July 2026
Alan Vincioni	July 2024 – July 2026

And, Ciaran Lithgow, under consideration for an initial two-year term: July 2024 – July 2026

TL introduced **Ciaran Lithgow (CL)**. CL gave a brief description of past work experiences and background and acknowledged the opportunity to serve on the Board.

**ACTION:** TL moved to approve the Board Appointments. The motion was seconded by RB and unanimously approved.

**TAB 5 – Discussion/Approve: PAH! Hiland Plaza Quarterly CHDO Development Report**

MH updated the Board on the CIP funds at Hiland Plaza. Sol Housing is working with the Deaf Culture Center of NM to purchase equipment including the event space sound system, induction loop systems and amplification systems for the resident amenity and office spaces as well as some that can be utilized by residents in their apartments. Most of this equipment has been ordered. The blade sign design is awaiting revision of the ASL hand diagram, and we are actively receiving design proposals from solar providers to install the PV carports.

**ACTION:** EL moved to approve the **PAH! Hiland Plaza Quarterly CHDO Development Report**. The motion was seconded by TL and unanimously approved.

**TAB 6 – Discussion/Approve: Farolito Senior Community Quarterly CHDO Development Report**

MH outlined the current status of the project. Sol Housing continues to work to close the funding gap in the development financing to enable construction to start. The project is shovel ready. Once additional financing is committed to the project, Sol Housing will schedule the ground breaking and Notice to Proceed. Sol Housing and Jaynes partnered with Youth Development, Inc. and the Associated Builders

and Contractors and were successful with the grant application process to provide a Youth Build (YB) program in Albuquerque. Farolito will be the Work Site for YB students to gain hands-on training in the field in the areas of carpentry, electrical, plumbing and project engineering. This helps bring non-traditional students ages 16-25 into the trades and construction industry while helping to satisfy our Section 3 threshold requirements and HUD's goal to have federal funding for affordable housing development provide job opportunities and job training for low-income workers and business interests. One of the goals is to attain a level of 25% of the workers and business concerns to qualify under the Section 3 provision that will carry a five-year designation.

**ACTION:** TL moved to approve the **Farolito Senior Community Quarterly CHDO Development Report**. The motion was seconded by SH and unanimously approved.

**TAB 7 – Discussion: Development Update – Somos Apartments**

MH brought the Board up-to-date on the Somos project. Somos received the 9% tax credit award from the New Mexico Mortgage Finance Authority (MFA). The team for this build is established: Hartman + Majewski Design Group, consultants, and engineers to develop the design and produce the construction documents and moving forward to achieve the required zoning approvals for application of the building permit in early September. Sol Housing has asked the Design Group and Jaynes to help address construction durations through innovative construction methods. One approach considered the use of a prefabricated insulated wall panel or other modular materials that allow more trades to work onsite simultaneously rather than consecutively. It was reported that it may be possible to use such construction methods on future projects where it can be part of the design to receive the full benefit. It would not be feasible at this late date to incorporate this method since the design phase is complete. Currently on track for closing by the end of the year with construction starting the beginning of 2025.

**No action required.**

**TAB 8 – Discussion/Approve: Sol Housing Bylaws Update**

KS briefed the Board on the Sol Housing Bylaws Update. The only changes made in the bylaws is to change the name from the Greater Albuquerque Housing Partnership to Sol Housing.

**ACTION:** RB moved to approve the **Amended Sol Housing Bylaws**. The motion was seconded by SH and unanimously approved.

There being no further business, the meeting was adjourned at 12:58 p.m.

**Certification**

I certify these minutes of the July 9, 2024, Sol Housing Board Meeting are accurate as written and/or corrected.

  
Russell Brito (Oct 9, 2024 17:49 MDT)

Russell Brito, Board Vice President

Date: October 8, 2024