



New Mexico Regulation and Licensing Department

MANUFACTURED HOUSING DIVISION

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Manufactured Housing Committee Regular Meeting

October 9, 2015 9:30 a.m.
Regulation and Licensing Building
5500 San Antonio Dr. NE Albuquerque, NM 87109

1. **Call to Order/ Roll Call**

Committee Members:

Becky Nottke, Vice Chairman
Nancy Erickson, Member
Scott Christensen, Member
Bruce Hoover, Member
Robert Kear, Member
Chris Starace, Member

2. **Approval of Agenda**

3. **Approval Minutes – August 31, 2015**

4. **New Business**

- a. Committee Election for Chairman
- b. Committee Election for Vice Chairman
- c. Approval of 2016 MHC meetings schedule
- d. Accela

5. **Public Comment**

6. **Director's Report**

7. **Administrator's Report**

8. **Executive Session**

Chair: Is there a motion to close the meeting and enter into Executive Session?

Movant: "I [Board Member name] move the meeting of the Manufacture Housing Committee, be closed while the Committee Members enter into Executive Session to discuss the cases listed under agenda items 8.a. (1-4), 8.b. (1), 8.c. (1-3), and 8.d. (1) pursuant to NMSA 1978, Sections 10-15-1(H) (1), and (3). Such discussions pertain to the issuance, suspension, renewal or revocation of a license(s), and deliberations on pending administrative adjudicatory proceedings."

Administrator takes roll call vote:

- Becky Nottke
- Nancy Erickson
- Scott Christensen
- Bruce Hoover
- Robert Kear
- Chris Starace

Chair: “The motion is approved. Let the record show that the Committee entered into executive session at _____(time). May we have the recorder OFF?”

Disciplinary Matters:

a.

1. 131; 14-04-04 MHD
2. 259; 14-07-11 MHD
3. 146; 15-05-04 MHD
4. 189; 15-06-10 MHD

b.

1. Silvercreek Homes NM-09-11-028

c.

1. Bosque Mobile Home NM-12-04-012
2. Bosque Mobile Home NM-12-06-014
3. Bosque Mobile Home NM-12-02-022

d.

1. Moore MFD Home Service 142; 13-04-18 MHD

RETURN TO OPEN SESSION: Chair - Let the record show that the recorder is back on. The Manufactured Housing Committee is back in open session. The time is _____. During executive session; I affirm that the Committee members reviewed and discussed only the items listed on the Agenda under Executive Session as specified in the motion to enter into Executive Session.

9. Committee matters Discussed in Executive Session

10. Next Regular Scheduled Meeting

December 11, 2015, 9:30 a.m., Construction Industries Office, 5500 San Antonio Dr. NE, Albuquerque NM 87109, Main Conference Room.

11. Adjourn