



New Mexico Regulation and Licensing Department

MANUFACTURED HOUSING DIVISION

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Manufactured Housing Committee Regular Meeting

February 26, 2016 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, Chairman
Scott Christensen, Vice Chairman
Nancy Erickson, Member
Bruce Hoover, Member
Robert Kear, Member
Chris Starace, Member

2. **Approval of Agenda**

3. **Approval Minutes – December 11, 2015**

4. **Public Comment**

5. **New Business**

- a. MHC Open Meetings Resolution

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. (1-6), 8.b. (1-4), and 8.c. (1-2) 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. 81; 14-02-26 MHD
2. 381; 14-09-08 MHD
3. 44; 15-02-03 MHD
4. 133; 15-04-27 MHD
5. 168; 15-06-12 MHD
6. 237; 15-07-31 MHD

b.

1. 213; 15-07-21 MHD
2. 214; 15-07-21 MHD
3. 319; 15-09-21 MH
4. 372; 15-11-16 MH

c.

1. 481; 13-11-01 MHD – Southwest Plumbing
2. Bosque Mobile Home 12-02-22

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

April 8, 2016, 9:30 a.m., Construction Industries Office, 5500 San Antonio Dr. NE, Albuquerque NM 87109, Main Conference Room.

11. Adjourn