

**STATE OF NEW MEXICO**  
**MANUFACTURED HOUSING COMMITTEE MEETING**  
**October 9, 2015**  
**MINUTES**

The Manufactured Housing Committee Special meeting held on October 9, 2015. Officially attending the meeting was:

Becky Nottke, Vice Chairman  
Scott Christensen, Member  
Chris Starace, Member  
Robert Kear, Member  
Jesus Carrasco, MHD Administrator  
Pat McMurray, Director  
Rick Word, Assistant Attorney General

ABSENT: Nancy Erickson, Member  
Bruce Hoover, Member

**1. Convene, Determination of Quorum and Introductions: Commissioners and Audiences**

Sam Saucedo, MHC Committee Administrator established that a quorum of the Committee Members thru roll call, all members were present and convened the meeting at 9:34 a.m.

**2. Approve Agenda**

MOTION: Committee Member Christensen moved to approve the Agenda as presented.

SECOND: Member Kear seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

**3. Approval Minutes**

MOTION: Committee Member Kear moved for the approval of the minutes from June 19, 2015 meeting.

SECOND: Member Starace seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

**4. New Business**

**a. Committee Election for Chairman**

MOTION: Committee Member Christensen nominated Becky Nottke for Chairman.  
SECOND: Member Kear seconded the motion.  
VOTE: All Committee Members present voted in favor of the motion.

**b. Committee Election for Vice Chairman**

MOTION: Committee Member Nottke nominated Scott Christensen for Vice Chairman.  
SECOND: Member Starace seconded the motion.  
VOTE: All Committee Members present voted in favor of the motion.

**c. Approval of 2016 MHC meeting schedule**

MOTION: Committee Member Nottke moved to approve 2016 MHC meeting schedule.  
SECOND: Member Kear seconded the motion.  
VOTE: All Committee Members present voted in favor of the motion.

**5. Public Comment**

Public comments were received.

**6. MHD Director's Report**

Director Pat McMurray presented his report to the Committee Members.

**7. MHD Administrator's Report**

Administrator Jesus Carrasco presented his report to the Committee Members.

**8. Executive Session:**

Member Christensen moved that the Manufactured Housing Committee go into Executive Session to discuss matters pertaining to the issuance, suspension, renewal or revocation of a license; to deliberate pending cases; and to discuss pending litigation.

SECOND: Committee Member Starace seconded the motion.

VOTE: Vice Chair Nottke called for a roll call vote. The votes of all members present are recorded below:

Vice Chair Nottke	Yay
Committee Member Starace	Yay
Committee Member Christensen	Yay
Committee Member Kear	Yay

Noting that the motion to close passed unanimously, Vice Chairman Nottke declared the meeting closed to the public at 10:17 a.m.

Vice Chairman Nottke re-opened the meeting to the public at 11:09 a.m.

**9. Action on items discussed during Executive Session –**

MOTION: Vice Chairman Nottke entertained a motion to open the meeting to the public. She further affirm that only matters exempt from the open meeting requirement, NMSA 1978, 10-15-1(J). No other matters were discussed, and no other actions were taken during executive session.

VOTE: All Committee Members present voted in favor of the motion.

**a.**

MOTION: Committee Member Christensen moved to dismiss case 131; 14-04-04 MHD.

SECOND: Member Starace seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Christensen moved to dismiss case 259; 14-07-11 MHD.

SECOND: Member Kear seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Christensen moved to dismiss case 146; 15-05-04 MHD.

SECOND: Member Starace seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Christensen moved to dismiss case 189; 15-06-10 MHD.

SECOND: Member Kear seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

**b.**

MOTION: Committee Member Christensen motion for default and revoke license in case Silvercreek Homes NM-09-11-028.

SECOND: Member Kear seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

**c.**

MOTION: Committee Member Nottke moved to table Bosque Mobile Home NM-12-04-012.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Nottke moved to table Bosque Mobile Home NM-12-06-014.

VOTE: All Committee Members present voted in favor of the motion.

MOTION: Committee Member Nottke moved to table Bosque Mobile Home NM-12-02-022.

VOTE: All Committee Members present voted in favor of the motion.

d.

MOTION: Committee Member Christensen motion approve settlement agreement in case Moore MFD Home Service 142; 13-04-18 MHD.

SECOND: Member Starace seconded the motion.

VOTE: All Committee Members present voted in favor of the motion.

**10. NEXT MEETING DATE:** December 11, 2015, 9:30 a.m., Construction Industries Office, 5500 San Antonio Dr. NE, Albuquerque NM, Main Conference Room

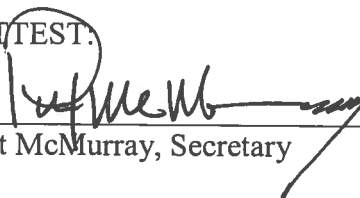
### 11. Adjourn

MOTION: Committee Member Starace made a motion to adjourn at 11:11 a.m.

SECOND: Committee Member Kear seconded the motion.

VOTE: All voted in favor of the motion.

  
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Becky Nottke, Vice Chairman      11 Dec 2015  
Date

ATTEST:  
  
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Pat McMurray, Secretary      12-11-2015  
Date