

**STATE OF NEW MEXICO  
MANUFACTURED HOUSING COMMITTEE MEETING  
December 8, 2016  
MINUTES**

The Manufactured Housing Committee held a regular meeting on December 8, 2016. Officially attending the meeting was:

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

ABSENT: Nancy Erickson, 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 1:02 p.m.

**2. Approve Agenda**

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

SECOND: Committee Member Starace 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 August 31, 2016 meeting.

SECOND: Vice Chairman Christensen seconded the motion.

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

**4. Public Comment**

Public comments were received.

**5. MHD Director's Report**

Director Pat McMurray presented his report to the Committee Members.

## **6. MHD Administrator's Report**

Director Pat McMurray presented report to the Committee Members.

## **7. New Business**

**MOTION:** Vice Chairman Christensen moved for the approval of the MHC Open Meetings Resolution.

**SECOND:** Committee Member Starace seconded the motion.

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

**MOTION:** Committee Member Kear moved for the approval of the 2017 MHC Calendar.

**SECOND:** Committee Member Starace seconded the motion.

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

## **8. Executive Session**

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

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

Noting that the motion to close passed unanimously, Chairman Nottke declared the meeting closed to the public at 1:29 p.m.

Chairman Nottke re-opened the meeting to the public at 3:34 p.m.

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

**MOTION:** 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 Starace moved to dismiss case 272; 15-08-10 MH.

**SECOND:** Vice Chair Christensen seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

**MOTION:** Committee Member Starace moved to dismiss case 15; 16-01-26 MH.  
**SECOND:** Vice Chair Christensen seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

**MOTION:** Committee Member Starace moved to dismiss case 151; 16-06-09 MH.  
**SECOND:** Vice Chair Christensen seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

**MOTION:** Committee Member Starace moved to dismiss case 172; 16-06-21 MH.  
**SECOND:** Vice Chair Christensen seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

**b.**

**MOTION:** Committee Member Kear moved to refer to the Office of the Attorney General for issuance an NCA and consolidated with case 165; 16-06-14 MH with direction that the case should not be settled for less than a full refund to the consumer and a fine in case 106; 16-04-08 MH.

**SECOND:** Committee Member Starace seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

**MOTION:** Committee Member Kear moved to NCA in case 165; 16-06-14 MH.  
**SECOND:** Committee Member Starace seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

**c.**

**MOTION:** Vice Chairman Christenson moved to NCA in case 151; 15-05-18 MHD.  
**SECOND:** Committee Member Kear seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

**MOTION:** Vice Chairman Christenson moved to table in case 352; 16-10-04 MH.  
**SECOND:** Committee Member Starace seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

**d.**

**MOTION:** Vice Chairman Christenson moved to issue a default order assessing a penalty of \$1,000.00 to paid within 60 days, renovation of Respondent's license for one year and an Order to the division to release the consumer protection bond in accordance with 14.12.4.10 NMAC in case 318; 14-08-11 MHD.

**SECOND:** Committee Member Starace seconded the motion.  
**VOTE:** All Committee Members present voted in favor of the motion.

10. NEXT MEETING DATE: February 10, 2017, 9:30 a.m., Construction Industries Office, 5500 San Antonio Dr. NE, Albuquerque NM, Main Conference Room

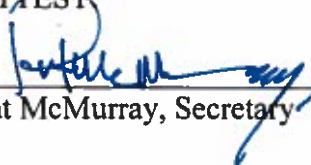
11. Adjourn

MOTION: Chairman Nottke made a motion to adjourn.

SECOND: Vice Chairman Christenson seconded the motion.

VOTE: All voted in favor of the motion.

  
Becky Nottke, Chairman      Feb 10, 2017  
Date

ATTEST:  
  
Pat McMurray, Secretary      2-10-2017  
Date