

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

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

Becky Nottke, Chairman  
Scott Christensen, Vice Chairman  
Nancy Erickson, Member  
Robert Kear, Member  
Jesus Carrasco, MHD Administrator  
Pat McMurray, Director  
Susan Sullivan, Assistant Attorney General

ABSENT: Bruce Hoover, Member  
Chris Starace, Member  
Rick Word, Assistant Attorney General

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

Melissa Shelley, MHC Committee Administrator established that a quorum of the Committee Members thru roll call, all members were present and convened the meeting at 9:36 a.m.

**2. Approve Agenda**

MOTION: Committee Member Kear moved to approve the Agenda as presented.  
SECOND: Committee Member Erickson 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 February 26, 2016 meeting.  
SECOND: Committee Member Erickson seconded the motion.  
VOTE: All Committee Members present voted in favor of the motion.

**4. Public Comment**

No public comments were received.

**5. MHD Director’s Report**

Director Pat McMurray presented his report to the Committee Members.

**6. MHD Administrator’s Report**

Administrator Jesus Carrasco presented his report to the Committee Members.

**7. Executive Session:**

Committee Member Kear 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 Erickson seconded the motion.

VOTE: Vice Chair 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 Erickson	Yay

Noting that the motion to close passed unanimously, Chairman Nottke declared the meeting closed to the public at 9:43 a.m.

Chairman Nottke re-opened the meeting to the public at 11:12 a.m.

**8. 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: Vice Chair Christensen moved to close case 34; 14-01-31 MHD – TNT Construction.

SECOND: Committee Member Kear seconded the motion.

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

MOTION: Vice Chair Christensen moved to close case 284; 15-08-20 MHD.

SECOND: Committee Member Erickson seconded the motion.

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

MOTION: Vice Chair Christensen moved to close case 122; 14-03-24 MUL.

SECOND: Committee Member Kear seconded the motion.

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

**b.**

MOTION: Committee Member Erickson moved to send NCA to AG's office in case 318; 14-08-11 MHD.

SECOND: Vice Chair Christensen seconded the motion.

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

**c.**

MOTION: Committee Member Kear recommend default in case 02; 13-12-23 MHD – Valdez Plumbing & Heating Inc.

SECOND: Vice Chair Christensen seconded the motion.

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

**d.**

MOTION: Committee Member Kear moved to dismiss case 481; 13-11-01 MHD Southwest Plumbing.

SECOND: Vice Chair Christenson seconded the motion.

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

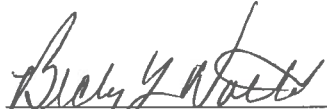
**9. NEXT MEETING DATE:** June 10, 2016, 9:30 a.m., Construction Industries Office, 5500 San Antonio Dr. NE, Albuquerque NM, Main Conference Room

**10. Adjourn**

MOTION: Committee Member Erickson made a motion to adjourn.


SECOND: Vice Chair Christenson seconded the motion.

VOTE: All voted in favor of the motion.

  
Becky Nottke, Chairman

6/10/2016  
Date

ATTEST:

  
Pat Mc Murray, Secretary

6.10.2016  
Date