

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

January 31, 2012

This meeting of the Santa Fe County Housing Authority was called to order by County Commission Chair Liz Stefanics on the above-cited date in the Santa Fe County Legal Conference Room, at the County Courthouse at approximately 10:30 a.m.

Roll call indicated the presence of a quorum with the following Board members present:

Members Present:

Liz Stefanics, Chair, Commissioner
Virginia Vigil, Chair, Commissioner [late arrival]
Robert Anaya, Commissioner [late arrival]
Kathy Holian, Commissioner
Danny Mayfield, Commissioner
Tim Vigil, Community Member
Frances Ong, Resident Member

Member(s) Excused:

None

Staff Present:

Dodi Salazar, Housing Authority Director
Katherine Miller, County Manager
Penny Ellis-Green, Deputy County Manager
Rachel Brown, Deputy County Attorney
Victor Gonzales, Housing Staff
Deanna Lopez, Housing Staff
Joseph Gutierrez, Community Services Director
Chris Barela, Constituent Liaison
Larry Narvaiz, Maintenance Supervisor

III. APPROVAL OF AGENDA

Commissioner Holian moved to approve as presented. Her motion was seconded by Commissioner Mayfield and passed by unanimous [5-0] voice vote. [Commissioners Anaya and Vigil were not present for this action.]

SFC CLERK RECORDED 83/01/2012

IV. APPROVAL OF MINUTES: November 29, 2011

Commissioner Holian moved to approve the minutes as published. Commissioner Mayfield seconded and the motion passed by unanimous [5-0] voice vote. [Commissioners Anaya and Vigil were not present for this action.]

V. APPROVAL OF RESOLUTION 2012-01HB: A Resolution writing off uncollectible accounts for the Santa Fe County Housing Authority Public Housing Program for \$13,146.49

Ms. Salazar said the Housing Authority approved a resolution in June 2011 allowing the writing off of bad debt and establishing policy. The current resolution will write off the debt from November 2009 through December 2010.

Commissioner Mayfield asked if the debtors were still at the housing sites or could be located. Ms. Salazar said these are vacated accounts only. Attempts have been made to contact them and the debt has been uncollectible for a year.

Commissioner Mayfield asked why some of the accounts are so high, and Ms. Salazar explained that unpaid rent accounts for some of the outstanding balances but most are the result of damage to the units.

Commissioner Holian moved to approve the resolution and Commissioner Mayfield seconded. The motion passed by unanimous [5-0] voice vote. [Commissioners Anaya and Vigil were not present for this action.]

VI. APPROVAL OF RESOLUTION 2012-02HB: A Resolution authorizing disposal of public property

Ms. Salazar stated that the property in question is old, unusable fencing that has been stored for several years.

Chair Stefanics asked if any other agency had been checked to see if they wanted it. Deputy Attorney said it belongs to the Housing Board and can't be simply transferred.

Commissioner Holian moved for approval and Commissioner Mayfield seconded. The motion carried by unanimous [5-0] voice vote. [Commissioners Anaya and Vigil were not present for this action.]

VII. HOUSING AUTHORITY UPDATES

a) Site Improvement

Ms. Salazar noted the plan had been emailed to the Commissioners and she stood for questions. She referred to photographs in the packet showing progress in landscaping.

b) Vacancy Update

Ms. Salazar reported there are 8 vacant units translating to a 4 percent vacancy rate. Two units are off-line due to bathroom renovations.

[Commissioners Anaya and Vigil joined the meeting.]

c) Director's Report

Chair Stefanics asked that in the Director's report there be an update on the correspondence with Mr. Romero and with HUD regarding the removal of the Housing Authority's substandard physical score..

Ms. Salazar said she had not had a chance to read the letter from Mr. Romero, however, he did respond to the jurisdictional question.

Chair Stefanics noted that he was not in agreement with some of the points made.

Recapping, Ms. Salazar stated the County had contacted Mr. Romero regarding entering into a jurisdictional agreement.

Commissioner Anaya said he intends to sit down with Mr. Romero and he will provide a report on the meeting.

Given the divergent opinions, Chair Stefanics said Legal might have to be called in for County's response.

Commissioner Vigil suggested inviting him to an Authority Board meeting, since Mr. Romero appears to be dictating to the County what should be done with County funds. Commissioner Stefanics added the Civic Housing Authority board chair could be invited as well.

Commissioner Mayfield pointed out that this could be another issue for a joint meeting with the City Council. Chair Stefanics said the Mayor wants to defer the joint meeting until after the Council election.

Returning to the Director's report, Ms. Salazar said the substandard designation has been removed that were imposed from the REAC (Real Estate Assessment Center) inspections done in February. October's scores were substantially higher. The next inspection will occur in two years. Commissioner Mayfield recommended there be internal inspections.

Chair Stefanics noted there are some areas listed that require special attention.

Ms. Salazar said the wait list is being purged. There are 2,096 applicants on the list who are being contacted. Non-respondents will be removed from the list. She anticipated that only half will remain following the purge. She noted it is made clear to applicants that it is their responsibility to notify the authority of any change of address in writing.

Commissioner Mayfield suggested an active website so that applicants could monitor

their status. Ms. Salazar said people do call in and ask where they are on the wait list. Commissioner Stefanics said identifying numbers could be used on a website to ensure privacy.

In response to questions from Commissioner Mayfield, Ms. Salazar said regular mail is used rather than certified, and returned letters are kept with the applications. Commissioner Stefanics said a balance has to be found with customer service.

Commissioner Anaya agreed that logging into a website with an ID would be a good idea, since certified mail is costly.

Ms. Salazar announced the County is selling a three-bedroom house on Carson Valley Way in the Turquoise Trail Subdivision. It is being marketed to County employees and there have been ten inquiries. After County employees, public housing and Section 8 residents will be polled. After that it will be marketed countywide.

[Commissioner Anaya left the meeting.]

Ms. Salazar said County employees would probably be given 30 days to respond before marketing to other groups. She added she also promotes the affordable housing program down payment assistance.

A house on Sunset Canyon Lane is also in the process of being purchased and they hope to close within 30 days. This will go through the same process.

Ms. Miller asked if any clarification had come through regarding the use of home sale proceeds. Ms. Salazar said she has been looking into it, and she gave a history of HUD funding, concluding at this point there is no provision for a trust fund; they have to follow the 5H homeownership implementing agreement.

Ms. Miller asked Ms. Salazar to meet with Commissioner Anaya to see if there might be other options. Chair Stefanics said Commissioner Anaya was interested in forming a task force but funds availability needs to be settled first.

Ms. Salazar stated she had been looking through all the documents; there was a lapse of time when nothing happened. She said she would put a documentation packet together.

VII. MATTERS FROM THE BOARD

None were presented.

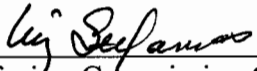
VIII. EXECUTIVE SESSION

There were no issues requiring executive session.

X. ADJOURNMENT

Having completed the agenda and with no further business to come before the Authority, this meeting adjourned at approximately 10:48 a.m.

Approved by:


Liz Stefanics, Commission Chair
Housing Authority Board

ATTEST TO:


VALERIE ESPINOZA
COUNTY CLERK

Respectfully submitted,

Debbie Doyle, Wordwork



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

HOUSING MINUTES
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I Hereby Certify That This Instrument Was Filed for
Record On The 1ST Day Of March, 2012 at 10:55:55 AM
And Was Duly Recorded as Instrument # **1661990**
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
Valerie Espinoza
Deputy  County Clerk, Santa Fe, NM

SFC CLERK RECORDED 03/01/2012