

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

October 26, 2010

This meeting of the Santa Fe County Housing Authority was called to order on the above-cited date in the Santa Fe County Legal Conference Room, at the County Courthouse at approximately 10:05 a.m. by County Commission Chair Harry Montoya.

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

Members Present:

Harry Montoya, Commissioner
Mike Anaya, Commissioner
Michelle Hoffman, Resident Member
Kathy Holian, Commissioner
Liz Stefanics, Commissioner
Tim Vigil, Community Member
Virginia Vigil, Commissioner

Member(s) Excused:

None

Staff Present:

Dodi Salazar, Housing Director
Katherine Miller, County Manager
Penny Ellis-Green, Deputy County Manager
Rachel Brown, Deputy County Attorney
Victor Gonzales, Housing Staff
Deana Gonzales, Housing Staff

III. Approval of Agenda

Commissioner Stefanics moved to approve the agenda and Commissioner Tim Vigil seconded. The motion passed by unanimous [7-0] voice vote.

IV. Approval of Minutes: September 28, 2010

Commissioner Holian moved to approve the minutes from the above-cited date as presented. Her motion was seconded by Commissioner Stefanics and passed by unanimous voice vote.

V. Approval of Resolution No. 2010-11. A Resolution Requesting an increase to the Capital Fund Program Fund (301) for expenditure in fiscal year 2011 (\$310,491)

Housing Director Dodi Salazar stated the resolution is to budget the 2010 Capital Fund Program which is done annually. The money will be spent on bathroom renovations, roofing, and to pay the salary of the program manager.

Commissioner Holian asked if this money came from HUD and Ms. Salazar said it did. The units are quite old and the bathrooms need work, and this will be done as people are living in the units at all three of the sites.

Commissioner Holian moved to approve the resolution and Commissioner Stefanics seconded. The motion carried by unanimous [7-0] vote.

VI. Approval of Resolution No. 2010-12. A Resolution requesting a decrease to the Capital Fund Program (301) to close out the 2008 Capital Fund Program (\$30,000)

Noting that the budget is prepared well ahead of time based on assumptions made at that time, this money was budgeted. Ms. Salazar said all the money was expended prior to the beginning of the fiscal year and the fund can be closed out.

Commissioner Stefanics moved approval and Commissioner Tim Vigil seconded. The motion carried by unanimous [7-0] voice vote.

Housing Authority Updates

A. Vacancy Update

Ms. Salazar reported there is currently a five percent vacancy rate, but someone will be moving into one of the units on Thursday. She said they are working to get tenants lined up to minimize the down times.

Commissioner Holian asked why people left in September and October. Ms. Salazar said two families skipped out and one family moved out.

B. Director's Report

Ms. Salazar said the report was emailed to the Commission, and she stood for questions.

All funds have been allocated for the House-by-House program, so they will not be getting that grant. They will try again next year.

HUD has approved a \$476,192 operating subsidy for calendar year 2010, \$26,000 more

than anticipated. A BAR will be on the agenda at the next meeting.

Additional funds will be requested from the Veterans Affairs Supportive Housing (VASH) program. The application is due in January. The program is similar to the Section 8 program.

The Governor's Housing Summit will be held next week at the Hotel Albuquerque.

Commissioner Holian asked if the landscaping project needed to go out for an RFP, and Ms. Salazar said they can piggyback off the existing state contract, which is for approximately \$150,000.

Commissioner Stefanics noted that the new ordinance requires anything above \$100,000 has to go out to bid.

County Manager Miller said there is a waiver process. Ms. Salazar said she would look into it with Purchasing.

Commissioner Holian asked that Sites Southwest be involved in the selection process for the landscaping contract. Ms. Salazar said she understood they would be happy to do that.

Commissioner Montoya asked what the operating subsidy was for and Ms. Salazar said it is to manage the public housing program in addition to the rental subsidies. It does not include Section 8.

VII. Matters from the Board

Commissioner Holian requested an accounting of the affordable housing funds and what those funds can be used for.

Commissioner Hoffman announced that the Solace Crisis and Treatment Center is having an open house on Thursday from 3:30 to 7:00 and everyone is invited. The facility is near the Southside Library.

VIII. Executive Session

Commissioner Stefanics moved to go into executive session to discuss limited personnel matters. Commissioner Holian seconded and the motion passed by unanimous voice vote with Commissioners Anaya, Holian, Stefanics, V. Vigil, Montoya, Hoffman and T. Vigil all voting in the affirmative.

[The Authority met in closed session from 10:23 to 10:25.]

- Commissioner Stefanics moved to come out of executive session declaring the only matter discussed was limited personnel, and Commissioner Holian seconded. The motion passed unanimously.

IX. Adjournment

Having completed the agenda and with no further business to come before the Authority, this meeting adjourned at approximately 10:25 a.m.



ATTEST TO:

Valerie Espinoza
VALERIE ESPINOZA
COUNTY CLERK

Respectfully submitted,

Debbie Doyle, Wordswork

Approved by:

[Signature]
Harry Montoya, Commission Chair
Housing Authority Board



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 December, 2010 at 02:03:23 PM
And Was Duly Recorded as Instrument # **1618578**
Of The Records Of Santa Fe County

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

SFC CLERK RECORDED 12/01/2010