

**MINUTES OF THE**  
**SANTA FE COUNTY**  
**HOUSING AUTHORITY BOARD**

**February 22, 2011**

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 10:03 a.m. by County Commission Chair Virginia Vigil.

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

**Members Present:**

Virginia Vigil, Chair, Commissioner  
Liz Stefanics, Vice Chair, Commissioner  
Robert Anaya, Commissioner  
Kathy Holian, Commissioner  
Danny Mayfield, Commissioner

**Member(s) Excused:**

Tim Vigil, Community Member  
One Vacancy

**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  
Deana Lopez, Housing Staff  
Joseph Gutierrez, Community Services Director  
Chris Barela, Constituent Liaison  
Chris Nava, Accounting Senior  
Helen Perraglio, Finance Department

**III. Approval of Agenda**

Ms. Salazar noted that item VI regarding the resident board member term would be a discussion not action item.

Commissioner Anaya moved to approve the agenda as modified and Commissioner Stefanics seconded. The motion passed by unanimous [4-0] voice vote. [Commissioner Holian was not present for this action.]



RECORDED 03/29/2011

**IV. Approval of Minutes: January 25, 2011**

Commissioner Stefanics moved to approve the minutes from the above-cited date as presented. Her motion was seconded by Commissioner Mayfield and passed by unanimous voice vote. [Commissioner Holian was not present for this action.]

**V. Approval of Resolution 2011-02: A Resolution requesting an increase to the VASH Program Fund (237) for expenditure in FY 2011 (\$72,000)**

Ms. Salazar said this budget adjustment is for expenditures for the remainder of the fiscal year.

Commissioner Anaya moved to approve. Commissioner Stefanics seconded and the motion passed by unanimous voice vote. [Commissioner Holian was not present for this action and arrived directly thereafter.]

**VI. Approval of Resident Board Member for Term Ending 12/31/12 [Exhibit 1]**

Ms. Salazar stated this item was tabled at the previous meeting. She distributed a memo noting that a resident member or Section 8 recipient was required by HUD. Four letters of interest were received.

Commissioner Anaya stated he preferred that the member live at one of the public housing sites. He nominated Lara Curtis and Commissioner Mayfield seconded.

Discussion ensued and Commissioner Anaya changed his nomination to Frances Ong and Commissioner Mayfield agreed. By unanimous vote Frances Ong was appointed resident member.

**VII. Housing Authority Updates**

**a) Vacancy Update**

Ms. Salazar said currently there are 200 units available for lease and a 6 percent vacancy rate. The month was difficult due to the heating crisis and inspections conducted. Three more units will be vacated and they are working on getting those leased.

**b) Financial Report**

Ms. Salazar stated the packet contains reports generated monthly for HUD. Future reports will include total allocations and outstanding balances. The reports are as of January 31<sup>st</sup> and include public housing, Section 8, and various capital fund accounts Commissioner Anaya said he would like to see an example of a line item budget.

**c) Capital Fund Report**

Mr. Gonzales reported:

- Installation of water meters at Camino de Jacobo has been completed using

ARRA funds

- o Reroofing of 154 Camino de Quintana in Santa Cruz is done
- o An RFQ for an architect for bathroom remodels at all three sites will be issued
- o Advertisement for landscaping services will begin soon

Commissioner Stefanics asked for an update on the gas crisis. Mr. Gonzales indicated there were three broken water lines at Camino de Jacobo due to tenants moving out and turning off heaters. Santa Cruz was without gas for six or seven days. The tenants were cooperative and no water lines broke.

Ms. Salazar said most tenants left to stay with family members. There were no problems at Valle Vista.

Commissioner Vigil noted that Emergency Management Director Martin Vigil set up accommodations at the Community College. Ms. Salazar said a shelter was set up in Española and all residents were advised of that. Staff was on site daily.

Commissioner Mayfield asked for details on the tenants moving out and turning off the heat. Mr. Gonzales explained that staff should have checked to make sure the heat was still on.

**d) Director's Report**

Ms. Salazar stated that HUD did an ARRA review on the project and there were no findings. The Real Estate Assessment Center (REAC) inspected 24 public housing units and eight non-dwelling units. Results are pending. An RFP for landscaping at Camino Jacobo is to be published shortly.

Commissioner Stefanics asked about the waiting lists for housing and Section 8 and Ms. Salazar said 652 people are waiting for public housing and there are around 840 applicants for Section 8.

**VIII. Matters from the Board**

Drawing on his previous experience with the Housing Authority, Commissioner Anaya recommended that discussions be launched relative to having a Housing Board similar to that of the City. He said the Commission would still appoint members and one or two Commissioners could sit on the Housing Board.

Ms. Salazar said they are now in a position to contemplate that; her only reservation was the support that would be missing from Legal, HR, IT, etc.

Commissioner Anaya pointed out that boards such as the City's spend a lot of time on issues bringing their expertise to bear. He asked that there be a dialogue on the matter.

Commissioner Stefanics said she would be interested in seeing the pros and cons.

Ms. Miller noted that the liability would still be with the County and complete fiscal separation is impossible.

Commissioner Mayfield stated he visited the Santa Cruz housing site with its community center, senior center and Boys and Girls Club. He asked about the park. Ms. Salazar explained the park is for everyone. Commissioner Mayfield referred to the transformer boxes, asking if they

were safe. He asked who is responsible for cleaning and maintaining the park. Ms. Salazar said this is within the five-year capital program and landscaping is anticipated. The residents are responsible for keeping the park clean.

Commissioner Stefanics suggested it might be time to have some landscaping done there as well and Ms. Salazar said money is being set aside for all three sites. She said she was not aware of any HUD grants specifically for landscaping.

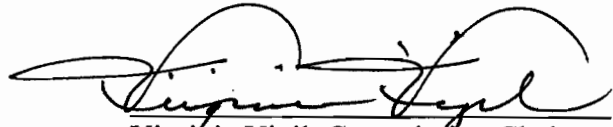
**IX. Executive Session**

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 10:30 a.m.

Approved by:

  
Virginia Vigil, Commission Chair  
Housing Authority Board

ATTEST TO:

  
VALERIE ESPINOZA  
COUNTY CLERK

Respectfully submitted,

Debbie Doyle, Wordswork

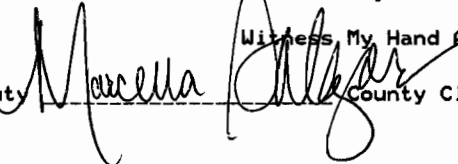


SFC CLERK RECORDED 03/29/2011

COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

HOUSING MINUTES  
PAGES: 4

I Hereby Certify That This Instrument Was Filed for  
Record On The 29TH Day Of March, 2011 at 04:06:07 PM  
And Was Duly Recorded as Instrument # 1630925  
Of The Records Of Santa Fe County

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