

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

March 29, 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 10:05 a.m. by County Commission Vice Chair Liz Stefanics.

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



REC'D BY RECORDED BY 2/27/2011

III. Approval of Agenda

Commissioner Anaya moved to table item IX, Reconsideration of Resident Board Member, and Commissioner Holian seconded. The motion to table item IX passed by unanimous [6-0] voice vote. [Chair Vigil was not present for this action.]

Commissioner Holian moved to approve the agenda as modified and Commissioner Anaya seconded. The motion passed by unanimous [6-0] voice vote. [Chair Vigil was not present for this action and arrived immediately thereafter.]

IV. Approval of Minutes: February 22, 2011

Commissioner Holian moved to approve the minutes from the above-cited date as presented. Her motion was seconded by Commissioner Anaya and passed by unanimous [7-0] voice vote.

V. Approval of Resolution 2011-04: A Resolution requesting an increase to the Section 8 Housing Choice Voucher Program Fund (227) for expenditure in FY 2011 (\$180,500)

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

Commissioner Stefanics verified that this was within the budgeted amount.

Commissioner Holian moved to approve. Commissioner Stefanics seconded and the motion passed by unanimous voice vote.

VI. Housing Authority Updates

a) Vacancy Update

Ms. Salazar said currently there are 200 units available for lease and 12 vacancies of which three will be leased by the end of the week. This is a 6 percent vacancy rate.

b) Capital Fund Report

Victor Gonzales referred to the CFP report in the packet and stood for questions.

Commissioner Mayfield asked for a copy of the five-year plan.

c) Director's Report

Ms. Salazar stated that REAC (Real Estate Assessment Center) inspectors came in February to do inspections and gave the housing sites a score of 17 which is one point less than a passing score. Most deficiencies noted were with sites overall rather than the units themselves. She has spoken with HUD who recommended home sales proceeds be used to make improvements to the sites.

Commissioner Anaya said this was a substantial problem and asked when a response to the appeal was expected. Ms. Salazar said it is not certain, but it would probably be before the

final FASS score. She filed the appeal on March 2, 2011.

Commissioner Anaya recommended a letter be sent expressing concern about the score and requesting consideration of the appeal. "This is a big deal as it relates to the Housing Authority and funding." He emphasized the importance of a re-evaluation of the score and he urged the Commission to support that. He said adjustment of scores is not unheard of.

Commissioner Stefanics stated she would like to see the improvements done, and requested there be a comprehensive landscaping plan. Ms. Salazar said they are moving forward on landscaping for Camino Jacobo. The other sites do not have allocations at this point. Ms. Salazar said they have a five-year capital plan but very little of that is dedicated to landscaping. Commissioner Stefanics suggested amending the five-year plan to include a wish list for landscaping.

Manager Miller indicated she had met with Ms. Salazar and asked her to put together a phased approach to improvements. She pointed out some of the criteria used by REAC are very particular and the inspectors failed to take into account that conditions such as stuff in backyards were temporary due to the broken pipe situation. She suggested a list of minimal things that could be done, followed by other less urgent projects.

Commissioner Anaya recommended holding a study session devoted to housing and the capital fund wish list. Commissioner Holian said touring the three sites would be valuable.

Commissioner Stefanics reiterated her request for an overall plan. Ms. Salazar said the five-year plan will be coming forward next month for public hearing and Board approval.

Commissioner Mayfield asked what would be lost if the score stays at 17. Ms. Salazar said they would be required to enter into an MOA with HUD to take care of things. It could impact funding and eligibility to apply for various funding sources.

Commissioner Anaya stressed that an MOA was best avoided. It is an intensive five-year process that brings constant additional administrative burdens, in addition to not having access to funding. The County was in that position many years ago and it's a situation that shouldn't be repeated. He noted that REAC did an inspection of the White House, which failed.

Commissioner Holian asked if the appeal would involve a reinspection and Ms. Salazar said she did not believe so. HUD contracts with REAC inspectors and she didn't believe they would go to that expense.

Chair Vigil stated her understanding was that a letter needs to be drafted in support of the appeal, describing the basis for a higher grade. She said she would write that letter for signature by all of the members of the Housing Authority. She noted that the coming five-year plan should be comprehensive and include issues brought up in the inspection.

Ms. Salazar said they only get around \$300,000, out of which \$50,000 has been set aside for landscaping. Chair Vigil suggested the needs be identified first and funding worked out later.

In response to questions from Commissioner Mayfield, Ms. Salazar said the best possible score is 30. In the last inspection the County received 19. The sites are no longer inspected separately; they are combined.

Turning to another topic, Ms. Salazar said the first unit has been purchased under the foreclosure prevention program. It will be painted and carpeted and then marketed.

Some prairie dogs have returned and Paula Martin was contacted to pick up those remaining. This is part of her existing contract.

VII. Matters from the Board

Commissioner Holian brought up the question of maintenance of landscaping at the housing sites after initial work is done. She suggested getting teen court involved. She recommended there be publicity after the landscaping is done, since the plan is cutting edge.

Ms. Salazar said three bids have been received and they are proceeding with taking on a landscaping company.

Mr. Gonzales said once the landscaping is in there will be classes for the residents on maintenance.

Commissioner Mayfield asked if housing site residents participate in cleanup days. Ms. Salazar said they do, along with County staff.

Commissioner Anaya asked that the maintenance supervisor attend meetings occasionally to give updates. He also asked that there be reports on capital projects to make sure there are no log jams.

Commissioner Mayfield asked if the ARRA money was spent and Ms. Salazar said it was. It went for the replacement of windows and single meters for water. Commissioner Mayfield asked about the \$69,000 grant for education. Ms. Salazar clarified that that is for the family self-sufficiency position in the Housing Choice Voucher program.

Commissioner Stefanics asked if FSS trainings were mandatory. Ms. Salazar said participants are required to sign a five-year contract which mandates attendance at trainings. The times are set up to be accommodating to the participants.

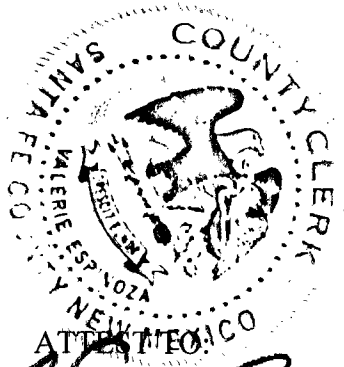
Commissioner Stefanics asked that someone stay on top of the financing for the Boys & Girls Clubs since they have a presence at the housing sites.

VIII. Executive Session

There were no issues requiring executive session.

X. Adjournment

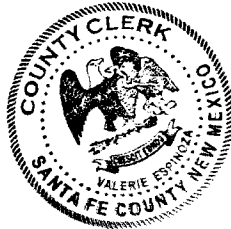
Having completed the agenda and with no further business to come before the Authority, this meeting adjourned at approximately 10:37 a.m.



Valerie Espinoza
VALERIE ESPINOZA
COUNTY CLERK

Respectfully submitted,

Debbie Doyle, Wordswork



Approved by:

Virginia Vigil

Virginia Vigil, Commission Chair
Housing Authority Board

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
I Hereby Certify That This Instrument Was Filed for
Record On The 27TH Day Of April, 2011 at 01:37:00 PM
And Was Duly Recorded as Instrument # 1633506
Of The Records Of Santa Fe County

HOUSING MINUTES
PAGES: 5

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