

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

July 28, 2009

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 8:10 a.m. by County Commissioner Virginia Vigil.

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

Members Present:

Virginia Vigil, Commissioner
Michelle Hoffman, Resident Member
Kathy Holian, Commissioner
Liz Stefanics, Commissioner
Tim Vigil, Community Member

Member(s) Excused:

Mike Anaya, Commissioner
Harry Montoya, Commissioner

Staff Present:

Roman Abeyta, County Manager
Rachel Brown, Deputy County Attorney
Dodi Salazar, Housing Director
Victor Gonzales, Capital Fund Coordinator
Joseph Gutierrez, Community Services
Darlene Vigil, Affordable Housing Administrator

III. Approval of Agenda

Upon motion by Commissioner Holian and second by Commissioner Stefanics, the agenda was unanimously [5-0] approved.

IV. Approval of Minutes: May 26, 2009

Ms. Salazar indicated that she made corrections to the draft minutes and they were accurate as presented.

Commissioner Stefanics moved to approve. Her motion was seconded by Commissioner Holian and the motion carried unanimously [5-0].

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V. Housing Authority Updates

A. Vacancy Update

Ms. Salazar reported a five percent vacancy rate. Five units will be rented this week which will drop the vacancy rate to 3 or 4 percent.

Commissioner Stefanics asked about the Housing Division's right to inspect the interior of houses on a sporadic basis. Ms. Salazar said the units are inspected twice yearly: a preventive maintenance inspection and an annual recertification inspection.

Ms. Salazar indicated that although it is an infrequent occurrence, tenants have been evicted for damaging a unit.

B. Capital Fund Program Update

Mr. Gonzales reported that:

- Two bids were received for the window and screen replacement RFP and Sol Systems Construction, Inc. was low bidder
- Camino de Jacobo water metering requires updating the individual meter locations and the County will use the City contractor to complete the task
- NOFA (Notice Of Funding Available) was published and he and Ms. Salazar will determine which grants to apply for
- Scope of work has been developed for the Camino de Jacobo landscape RFP
- An RFP has been developed to restucco units at Camino de Jacobo and once completed all three housing sites will be restuccoed.
- Kitchen grease traps will be relocated and a retaining wall constructed around the parking lot of the Abedon Lopez Senior Center will be accomplished in the near future

Regarding the window bid, Mr. Gonzales said Sol Systems is out of Albuquerque and has consistently bid lower than local contractors. Commissioner Stefanics encouraged staff to develop local preference provisions to keep more business in Santa Fe.

Commissioner Holian said she had acquaintance with many people in the landscaping field especially earth shaping to better collect water and Ms. Salazar offered to phone the Commissioner's liaison to schedule a meeting.

Ms. Salazar said each of the sites has at least one community cleanup day per year. Residents owing community service hours may participate but otherwise the participation is weak. Commissioner Vigil said incentives will bring people out, help develop a sense of community and transfer responsibility for the environment to them. Commissioner Stefanics suggested a sports-related competition to generate more involvement.

A discussion ensued about modifying the rooflines to improve upon the roof life and improving the design features of the sites.

Ms. Salazar said the Housing Authority yearly receives approximately \$300,000 for

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capital projects and they need to be mindful of necessary maintenance. She said her staff is always seeking additional funding opportunities and mentioned the ARRA funding to address elderly and handicapped related improvements.

Commissioner Stefanics mentioned the US Communities Purchasing Alliance program is sponsored NACO and said the County could receive lower prices. She suggested staff investigate that. Mr. Gonzales said they use State vendors.

C. Affordable Housing Program Update

Darlene Vigil, Affordable Housing Administrator, noted that Ordinance 2006-02 which was designed to provide incentives to ameliorate the cost of providing affordable housing and to insure long-term affordability of those units is under discussion for amendments. Suggestions regarding infrastructure costs, waiver of development fees, energy efficiency options, and clearer regulations for the developers, builders and non-profits have been discussed.

Per the Board's discussion at last month's meeting, Ms. Vigil said the County holds 166 silent subordinate liens that total \$13,209,095. There are agreements with developers for 76 affordable units to be constructed which will result in \$6,000,000 additional silent subordinate liens for the County.

Ms. Vigil said the County submitted its Affordable Housing Plan to NM Mortgage Finance Authority in June and anticipates approval early August. NMMFA asked the County for additional information regarding the new General Plan.

Ms. Vigil said Jonah Stanford has contracted with the County to help evaluate several parcels throughout the City and County for the affordable workforce housing project. Vertical construction mid-term and long-term affordable housing projects is desired.

Commissioner Holian asked whether the Galisteo site was still under consideration. Ms. Salazar responded that Galisteo will not be ready for some time but is still considered viable. Staff is looking for a quick project site.

Commissioner Stefanics said a site in Eldorado may offer an excellent senior living facility. She noted that Eldorado has bus service and the grocery store making it a viable area.

Responding to Commissioner Stefanics' questions, Ms. Vigil said the County Attorney is reviewing the ordinance and once MFA signs off, the ordinance will be forwarded to the BCC. Commissioner Stefanics asked that staff advise MFA that the ordinance will be acted on by the BCC in August and request their swift review.

Deputy Attorney Brown said her department was working on some issues within the ordinance and she suggested placing the notice for publication of title and general summary on the next agenda and if it's not ready the item can be tabled.

Commissioner Vigil said the joint resolution to study the feasibility of combining City and County efforts regarding affordable housing is on today's BCC agenda. She noted that projects the County and City were engaged in have been stalled because of the economic

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downturn.

D. Public Housing Report

Ms. Salazar thanked the Commissioners that attended the closeout meeting with HUD. She said HUD raised a number of issues and highlighted that the Authority as a governmental entity is unable to write off bad debt. The Finance and Legal departments will work on this issue. HUD noted the unit turnaround time and Ms. Salazar said her staff is working on improving that.

Residents of public housing, except the elderly and disabled, are required to provide 8 hours monthly of community service. Ms. Salazar said some of the County's tenants owe a lot of hours and HUD wants compliance. She said it is a difficult situation because some of the tenants have families, full-time jobs and other issues and eight hours can be onerous. Because HUD noted this, staff will take a pro-active stance. Other HUD findings included utility allowance reimbursements and site appearance. Ms. Salazar said HUD's recommendations will be reviewed and implemented where appropriate.

Ms. Salazar said Los Amigos will conduct energy testing on the units. Grant applications are being developed. A prairie dog infestation has occurred at Camino de Jacobo and because of the plague, the prairie dogs will be dusted for fleas. Staff is considering constructing a 1,500-foot wall 6 feet high to separate the two properties. A discussion about relocating the prairie dogs is also occurring.

Ms. Salazar said a resolution and bylaws are needed for this Housing Authority and she hopes to introduce them within the next few months.

Mr. Gonzales said the wall will provide a buffer from the vacant lot next to Jacobo and go two feet down. Mr. Gutierrez said they have talked to the City about the prairie dogs. Commissioner Stefanics mentioned that there is a prairie dog park in Galisteo that should be investigated.

Commissioner Stefanics cautioned that the County be very mindful with the prairie dog issue and mentioned that an advocate group is going after the City because one of the sprays is killing young prairie dogs and sterilizing the females. She recommended contacting the prairie dog advocates.

Mr. Gutierrez said the powder dusting is strictly for the fleas and to address plague issues. He said the County has contacted City vendors.

Commissioner Holian suggested that if the wall is built it would make for a good mural project.

VI. Matters from the Board

Commissioner Stefanics said the bad debt issue raised by HUD concerned her and she asked that staff remain diligent on resolving that issue.

Commissioner Stefanics asked staff to review the HUD Tobacco Free Policy.

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VII. Adjournment

Having completed the agenda and with no further business to come before the Board, this meeting adjourned at approximately 9:00 a.m.



Valerie Espinoza

VALERIE ESPINOZA
COUNTY CLERK

Respectfully submitted,

Karen Farrell, Wordswork

Approved by:

Virginia Vigil

Virginia Vigil, Commissioner
Housing Authority Board



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

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I Hereby Certify That This Instrument Was Filed for
Record On The 14TH Day Of April, 2010 at 11:32:27 AM
And Was Duly Recorded as Instrument # 1595978
Of The Records Of Santa Fe County

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

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