

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

September 27, 2011

This meeting of the Santa Fe County Housing Authority was called to order by County Commission Vice Chair Liz Stefanics on the above-cited date in the Santa Fe County Legal Conference Room, at the County Courthouse at approximately 10:25 a.m.

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

Members Present:

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:

Virginia Vigil, Chair, Commissioner

Staff Present:

Katherine Miller, County Manager
Dodi Salazar, Housing Authority Director
Joseph Gutierrez, CSD Director
Rachel Brown, Deputy County Attorney
Victor Gonzales, Housing Staff
Deanna Lopez, Housing Staff
Tracy Young, Housing Accountant
Chris Barela, Constituent Liaison

III. APPROVAL OF AGENDA

Commissioner Holian moved to approve the agenda as presented. Her motion was seconded by Mr. Vigil and passed by unanimous [6-0] voice vote.

IV. APPROVAL OF MINUTES: August 2011

Commissioner Holian moved to approve the minutes as published. Commissioner Mayfield seconded and the motion passed by unanimous [6-0] voice vote.

V. APPROVAL OF RESOLUTION 2011-15: A Resolution Requesting an Increase to the Capital Fund Program Fund (301) for Expenditure in Fiscal Year 2012 (\$262,158)

Ms. Salazar said this was this is to budget the agency's 2011 Capital Fund Program funding.

Commissioner Holian moved to approve Resolution 2011-15 and Commissioner Mayfield seconded. The motion passed by unanimous [6-0] voice vote.

VI. APPROVAL OF RESOLUTION 2011-16: A Resolution Requesting an Increase to the Linkages Program Fund (226) for Expenditure in Fiscal Year 2012 (\$8,000)

Ms. Salazar explained that the increase will budget the administrative fee for the Linkages Program.

Commissioner Holian moved to approve Resolution 2011-16 and Ms. Ong seconded. The motion passed by unanimous [6-0] voice vote.

VII. HOUSING AUTHORITY UPDATES

a) Site Improvement Plan Update

Ms. Salazar said the fencing and tree removal has started in Santa Cruz. The block wall repair is complete and the RFP for sidewalk repair in Santa Cruz is underway.

Staff is working with the procurement division on an amendment to the landscaping project at Camino Jacobo. Phase I is complete. The amendment would be for completion of Phase II and III.

b.) Vacancy Update

Ms. Salazar said there were currently 11 vacant units or a 5 percent vacancy rate. The waiting list is approximately 1,800 families. She explained the waiting list process and said working families and full-time students are awarded preference, as are the elderly and disabled.

c) Capital Fund Report

Victor Gonzales indicated that the bid opening for the bathroom renovations will be held on September 29th. He mentioned that he was working on an RFP for stuccoing. The remainder of the 2010 grant money will be used for asbestos abatement.

d) Director's Report

Ms. Salazar said the REAC inspection occurred September 26th and she was confident it went well. Community Clean up day in Santa Cruz was very successful.

Ms. Salazar said she discussed forced account labor with HUD Program Center Coordinator Floyd Duran and he was not supportive of the idea in this economic environment

where there are contractors looking for work.

Ms. Ong mentioned that she was impressed with the prairie dog removal program.

VIII. MATTERS FROM THE BOARD

None were presented.

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 10:40 a.m.



ATTEST TO

Valerie Espinoza
VALERIE ESPINOZA
COUNTY CLERK

Respectfully submitted,

Karen Farrell, Wordswork

Approved by:

Liz Stefanics
Liz Stefanics, Vice Chair
Housing Authority Board

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COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

I Hereby Certify That This Instrument Was Filed for
Record On The 25TH Day Of October, 2011 at 04:14:50 PM
And Was Duly Recorded as Instrument # 1649053
Of The Records Of Santa Fe County



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

SFC CLERK RECORDED 10/25/2011