

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

**September 28, 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 Vice Chair Virginia Vigil.

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 [10:10 arrival]  
Tim Vigil, Community Member  
Virginia Vigil, Commissioner

**Member(s) Excused:**

None

**Staff Present:**

Dodi Salazar, Housing Director  
Steve Ross, County Attorney  
Katherine Miller, County Manager  
Penny Ellis-Green, Deputy County Manager  
Rachel Brown, Deputy County Attorney  
Joseph Gutierrez, Director Community Services  
Bernadette Salazar, Human Resources  
Deana Gonzales, Housing Staff  
Valerie Huerta-Giron, Housing Staff

**III. Approval of Agenda**

Housing Director Dodi Salazar noted that an executive session was added to the agenda.

Commissioner Anaya moved to approve the agenda as amended and Commissioner Holian seconded.

**The motion passed by unanimous [6-0] voice vote.** [Commissioner Stefanics was not present for this action.]

**IV. Approval of Minutes: August 31, 2010**

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

**V. Approval of Resolution No. 2010-10. A Resolution Approving the Santa Fe County Housing Authority's Public Housing Assessment System (PHAS) Management Operations Certification for the Fiscal Year Ending June 30, 2010**

Housing Director Dodi Salazar stated HUD evaluates the Housing Authority on four criteria: physical condition of project, financial condition, resident survey and management operations. The resolution in question applies specifically to management operations. Out of 100 points 30 possible points can be granted for management operations. In 2007 24.8 points were received. She anticipated 26 points from this certification. The only area not receiving the maximum score is unit turnaround. It takes them 73 days on average to turn a unit over and the goal is 30 days.

Commissioner Holian moved to approve the resolution and Commissioner Anaya seconded. The motion carried by unanimous [6-0] vote. [Commissioner Stefanics was not present for this action.]

**VI. Housing Authority Updates**

**A. Vacancy Update**

Ms. Salazar reported there were eight vacancies or a four percent vacancy rate.

**B. Capital Fund Program Update**

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

Commissioner Holian asked if the plans were complete on the landscaping project and Ms. Salazar affirmed they were. The next step is to put out an RPF. She added there were many residents at the last resident meeting and they were excited about this project. Sites Southwest has been doing a good job and will be involved in the implementation.

Commissioner Anaya asked about the wall that has not been completed. Ms. Salazar said the portion of the wall contracted for has been completed, however, they underestimated the length of the wall by 300 feet for the initial proposal. They are now negotiating with the contractor for the additional amount.

**VII. Matters from the Board**

Commissioner Vigil thanked Ms. Salazar for advising the Commissioners on the schedule for the resident meetings.

**VIII. Executive Session**

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

[The Authority met in closed session from 10:10 to 10:43.]

Commissioner Stefanics moved to come out of executive session and Commissioner Vigil seconded. The motion passed unanimously.

Commissioner Stefanics made a motion to put aside the personnel action referred to in Resolution 2010-104 that the County Manager, HR Director and Legal work with any actions arising from the incident of August 27, 2010. Commissioner Anaya seconded and 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 10:45 a.m.



Approved by:

  
\_\_\_\_\_  
Harry Montoya, Commission Chair  
Housing Authority Board

ATTEST TO:

  
VALERIE ESPINOZA  
COUNTY CLERK

Respectfully submitted,

Debbie Doyle, Wordswork



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 28TH Day Of October, 2010 at 11:22:29 AM And Was Duly Recorded as Instrument # 1615301 Of The Records Of Santa Fe County

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

SFC CLERK RECORDED 10/28/2010