

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

March 29, 2016

I. 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 1:15 p.m. by County Commission Chair Miguel Chavez.

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

Members Present:

Miguel Chavez, Commissioner
Henry Roybal, Commissioner
Kathy Holian, Commissioner
Joseph Loewy, Community Member
Liz Stefanics, Commissioner
Robert Anaya, Commissioner

Member(s) Excused:

Cathy Hurtado, Resident Member

Staff Present:

Katherine Miller, County Manager
Ron Pacheco, Housing Authority Director
Victor Gonzales, CFP Project Manager
Tony Flores, Deputy County Manager
Bruce Frederick, Assistant County Attorney
Chris Barela, Constituent Liaison
Rudy Garcia, County Manager's Office
Lisa Katonak, County Manager's Office
Lynette Kennard, Accounting Division

III. **Introductions**

There were no new faces and introductions were dispensed with.

IV. **Approval of Agenda**

Commissioner Holian moved to approve the agenda. Mr. Loewy seconded and the motion passed by unanimous [4-0] voice vote. [Commissioners Stefanics and Roybal were not present for this action.]

V. Approval of Minutes: February 23, 2016

Upon motion by Mr. Loewy and second by Commissioner Holian the minutes were unanimously approved as published. [Commissioners Stefanics and Roybal were not present for this action.]

VI. Update and Formal Direction Regarding Affordable Housing Project at the Galisteo Site

Mr. Pacheco said the project is moving forward with the recent completion of the Phase II environmental site characterization completed by Daniel B. Stephens & Associates (DBS&A). There were three recognized environmental conditions identified in Phase I by Glorieta Geosciences. DBS&A conducted additional investigations and all results were below the EPA and NMED thresholds. Following some minor cleanup at the site the project can move forward.

[Commissioners Roybal and Stefanics joined the meeting.]

VII. NAHRO Training in Ruidoso April 2016

Mr. Pacheco said the National Association of Housing and Redevelopment provides annual training in Ruidoso. This year's training begins on Wednesday, April 20th. Santa Fe County will be sending staff for this critical training. Saturday, April 23rd is slated for a Commissioners training workshop and he offered to assist in any way for those commissioners interested in attending.

Chair Chavez commented that the NM Association of Counties was holding workshops during that same week. Mr. Loewy said he attended last year and encouraged the Commissioners to try and attend next year.

Mr. Pacheco said former County Housing Authority Director Dodie Salazar is Santa Fe County's liaison with NAHRO.

VIII. Housing Authority Updates

A. Site Improvement Plan/CFP Update

Regarding the Camino de Jacobo sewer line easement issue, Mr. Gonzales said a meeting was held with the property owner, Housing Authority staff and legal counsel for both parties. He said at this point it appears an agreement has been reached.

Mr. Gonzales noted that a bid opening for the replacement of kitchen cabinets will be March 30th. Five units at Santa Cruz will be going under contract for turnaround and a contractor will be selected to prepare the units.

Mr. Pacheco thanked legal staff for their assistance with the Camino de Jacobo sewer line easement project.

B. Vacancy Update

Mr. Pacheco lauded the Authority’s maintenance department led by William Baca who has been instrumental in keeping the occupancy rate at 95 percent. He anticipated fully staffing the maintenance department within the next few months.

The Authority has 198 rental properties. He noted that HUD recently approved the Declaration of Trust.

C. Director’s Report

Referring to the Santa Cruz Acequia, Mr. Pacheco said the Authority receives phone calls throughout the year complaining about litter as well as drug paraphernalia in the acequia. In an effort to be good neighbors, the Authority will construct a steel fence/gate around the acequia that may serve to keep people out and control the issue.

Mr. Loewy recommended that staff inspect and clean debris that accumulates around the subject area on a monthly basis. Chair Chavez requested that staff coordinate with the city’s community cleanup event. Mr. Pacheco said the Manager’s Office provides comp time for employees that help with annual cleanup at authority sites.

IX. Matters from the Public

None were presented.

X. Matters from the Board

None were presented.

XI. Executive Session: Limited personnel matters as allowed by Section 10-15-1(H)(2) NMSA 1978

Ms. Miller said staff issues can be discussed in an executive session.

Commissioner Holian moved to go into executive session to discuss personnel matters. Mr. Loewy seconded.

The motion to go into executive session pursuant to NMSA Section 10-15-1-(H)(2) to discuss the matters delineated above passed by unanimous roll call vote as follows:

Commissioner Anaya	Aye
Chair Chavez	Aye
Commissioner Holian	Aye
Member Hurtado	Not Present
Member Loewy	Aye
Commissioner Roybal	Aye
Commissioner Stefanics	Aye

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The Board met in executive session from 1:30 to 1:45.]

Commissioner Stefanics moved to come out of executive session and noted that no action was taken. Mr. Loewy seconded. The motion carried by voice vote.

XII. Adjournment

Having completed the agenda and with no further business to come before the Authority, Chair Chavez adjourned the meeting at approximately 1:45 p.m.

Approved by:

Miguel Chavez
Miguel Chavez, Chair
Housing Authority Board



ATTEST
Geraldine Salazar
GERALDINE SALAZAR
COUNTY CLERK
5-16-2016

SFC CLERK RECORDED 05/16/2016

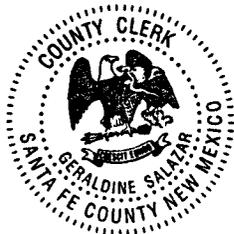
Respectfully submitted by:

Karen Farrell, Wordswork

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 16TH Day Of May, 2016 at 12:21:24 PM
and Was Duly Recorded as Instrument # 1793574
of The Records Of Santa Fe County



Witness My Hand And Seal Of Office
Geraldine Salazar
Deputy *Estrella Martinez* County Clerk, Santa Fe, NM