

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

January 28, 2014

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 10:23 a.m. by County Commission Chair Danny Mayfield.

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

Members Present:

Danny Mayfield, Commissioner
Robert Anaya, Commissioner
Kathy Holian, Commissioner
Liz Stefanics, Commissioner
Frances Ong, Resident Member
Joseph Loewy, Community Member

Member(s) Excused:

Miguel Chavez, Commissioner

Staff Present:

Katherine Miller, County Manager
Ron Pacheco, Housing Authority Director
Steve Brugger, Affordable Housing Administrator
Victor Gonzales, Housing Authority Staff
Teresa Martinez, Finance Director
Tim Vigil, Assistant County Attorney
Deanna Lopez, Housing Division
Chris Barela, Constituent Liaison
Marcus MacDonald, Housing Accountant
Billy Baca, Housing Staff
Rosemary Bailey, Affordable Housing
Molly Saiz, Finance

Others Present:

Bob Smith, ICAST

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

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

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III. Introductions

Those present introduced themselves, and Mr. Pacheco introduced Billy Baca who has been hired to replace Larry Narvaiz. Mr. Baca described his background in construction and expressed his appreciation at the opportunity to work for the Housing Authority.

IV. Approval of Agenda

Commissioner Holian moved to approve the agenda. Mr. Loewy seconded and the motion passed by unanimous [6-0] voice vote.

V. Approval of Minutes: November 22, 2013

Upon motion by Commissioner Stefanics and second by Commissioner Holian, the minutes were unanimously [6-0] approved as presented.

VI. Approval of Resolution 2014-01HB, A Resolution Requesting Authorization to Make a Budget Adjustment, a Budget Increase to the FY14 Budget

Mr. Pacheco explained there is a need for more vehicles and their intent is to purchase more fuel efficient, compact models. One of their vehicles was severely damaged in an accident and the \$11,251 received in the insurance settlement will help purchase two new vehicles for maintenance staff.

Chair Mayfield asked if there was a County policy regarding hybrid vehicles. Ms. Miller said staff is currently working on a comprehensive policy to encompass fuel efficiency, vehicle replacement, take-home, etc. Procurement will be off the state price agreement.

Commissioner Holian moved approval and Mr. Loewy seconded. The motion carried unanimously 6-0.

VII. Housing Authority Updates

A. Site Improvement Plan/CFP Update

Mr. Pacheco recognized the work of Mr. Gonzales who "has had a lot on his plate."

Mr. Gonzales spoke of the main sewer line at Camino Jacobo, noting agreement has been reached with Mr. Brecher for the easement. A purchase order for resurveying that plat is being obtained. Mr. Pacheco added this will allow a trench to be dug on Mr. Brecher's property that will facility the gravity-feed system. In response to Chair Mayfield's question about funding, Mr. Pacheco said money was previously set aside and all that remains is the cost of the survey. Mr. Gonzales said once this line is connected to the City line, the City will take over maintenance.

Mr. Loewy asked about the timeframe and Mr. Gonzales said he expected an RFP would go out by the end of February and the project could be completed by late May or June.

Mr. Gonzales stated five houses have been turned around, three bids were received for cabinet replacement, and there will be a pre-bid conference today for on-call roofing contractors. Bathroom renovations proceed at Santa Cruz on 12 units. The contractors will remove the debris in that work.

Ms. Miller asked about authorization to sell some units in Valle Vista. Mr. Gonzales said an extensive cost estimate was done. Mr. Pacheco said some of the units were sold and there has been interest in another that is up for sale. Mr. Gonzales said CFP funds weren't used for the renovation back in 2011. Commissioner Stefanics asked if formal action was taken and Ms. Miller recalled two units were renovated and then dropped off the radar. Mr. Pacheco said he would follow up and report back.

B. Vacancy Update

Mr. Pacheco said the occupancy rate is remaining at 95-96 percent, which is a credit to staff turning the units around promptly.

C. Director's Report

Mr. Pacheco reported they have decided to move forward on the Galisteo property. Steve Brugger noted that RFPs were reviewed in September regarding making the property available for private development. Glorieta GeoScience has completed a site assessment with soil boring to make sure contamination levels met state standards. Staff is requesting that the state issue a No Further Action decision stating the site is ready for all uses including residential development. When that document is received progress can proceed on energy efficient mixed-income development, probably multi-family. The site is zoned R-1, with higher density tracts nearby, so rezoning would be necessary. There will be a neighborhood meeting.

HUD has approved home sales proceeds for a list of proposed uses, including gap financing. This will be made known to potential proponents, who will make oral presentations. Agreements could be presented to the Commission by June; these would have to be approved by the State Board of Finance as well.

Commissioner Stefanics asked about rezoning within the city limits. Mr. Brugger stated they would have to go through the City review process. Mr. Vigil said if there is private ownership involved there would be a question of who is taking it through the process.

Mr. Loewy asked about the deadline for responses to the RFP. Mr. Brugger said currently it is April 4th, but it could be pushed back a few days and they should be able to give a preliminary report next month on the pre-proposal conference participation. Mr. Pacheco said they will be bringing back reports on a monthly basis.

Mr. Pacheco thanked the Board for their support of the Joshua Tree project and singled out the work of Deanna Lopez. Over 200 children received gifts and many families got holiday meals.

Chair Mayfield asked for an update on what goes on at the resident council meetings. Ms. Ong stated one was held the previous Monday. Council members are given a \$25 stipend per

meeting. Community problems are discussed – lights, dogs, etc. – and events are planned. She said an arts and crafts fair is anticipated. Mr. Pacheco said there is coordination with the senior centers, Meals on Wheels, flu shot programs, etc. The senior transportation program has been an incredible asset.

IX. Matters from the Public

None were presented.

X. Matters from the Board

Commissioner Anaya stated he was fully committed to extending opportunities for youth programs, particularly on Airport Road. He had a meeting with the head of the Boys & Girls Club and Councilor Dominguez regarding the changing demographics. The majority of kids are now in the southern sector. There was further discussion on the property adjoining the Boys & Girls Club property. Mr. Pacheco said he knew who owned the property and he would reach out to them. Commissioner Anaya noted the property was not in his district.

Mr. Loewy thanked Commissioner Holian for her work the previous year as chair and welcomed Commissioner Mayfield to the post.

XI. Executive Session

None were presented.

XII. Adjournment

Having completed the agenda and with no further business to come before the Authority, Chair Mayfield adjourned the meeting at approximately 10:56 a.m.



Geraldine Salazar
GERALDINE SALAZAR
COUNTY CLERK

2/25/2014

Approved by:

Daniel W. Mayfield
Daniel W. Mayfield, Chair
Housing Authority Board

Respectfully submitted by:

Debbie Doyle, Wordswork

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