

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

February 25, 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 10:50 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
Miguel Chavez, Commissioner
Kathy Holian, Commissioner
Joseph Loewy, Community Member
Frances Ong, Resident Member
Liz Stefanics, Commissioner

Member(s) Excused:

None

Staff Present:

Katherine Miller, County Manager
Ron Pacheco, Housing Authority Director
Steve Brugger, Affordable Housing Administrator
Victor Gonzales, Housing Authority Staff
Tony Flores, Manager's Office
Tim Vigil, Assistant County Attorney
Deanna Lopez, Housing Division
Chris Barela, Constituent Liaison
Marcus MacDonald, Housing Accountant
Roberta Martinez, Housing Staff

III. Introductions

Those present introduced themselves, and Mr. Pacheco introduced Roberta Martinez newly hired receptionist for the Housing Authority.

IV. Approval of Agenda

Commissioner Stefanics moved to approve the agenda. Commissioner Chavez seconded and the motion passed by unanimous [5-0] voice vote. [Commissioners Holian and Anaya were not present for this action.]

V. Approval of Minutes: January 28, 2014

Mr. Loewy noted an error in the second to last paragraph on page two which should read, "facilitate" rather than facility.

Upon motion by Commissioner Chavez and second by Commissioner Stefanics, the minutes as amended were unanimously [5-0] approved. [Commissioners Holian and Anaya were not present for this action.]

VI. Approval of Resolution 2014-02HB, A Resolution Requesting Authorization to Make a Budget Adjustment, a Budget Increase to the FY14 Budget for the Bridge Program

Mr. Pacheco reminded the Board that they have discussed moving this program to Life Link where they can provide case management and vouchers. This adjustment will authorize the movement of the remaining funds to Life Link.

Commissioner Stefanics moved approval and Commissioner Chavez seconded. The motion carried unanimously 6-0. [Commissioner Anaya was not present for this action and arrived shortly thereafter.]

VII. Housing Authority Updates

A. Site Improvement Plan/CFP Update

Jacob D. Martinez: Regarding the sewer line, Mr. Gonzales said a BAR (budget adjustment request) was approved last week to complete the survey necessary for the new easement plat. Following the survey, an environmental assessment will be conducted on the easement area.

Valle Vista: Bid opening occurred on February 19th for the replacement of cabinets. Five bids were obtained.

On-call Roofing: This bid closed on February 18th and the evaluation committee will begin its review of the seven proposals received.

Santa Cruz: The scope of work for bathroom renovations is being prepared.

B. Vacancy Update

Mr. Pacheco reported an increase in the occupancy rate to 97 percent. He credited his

staff for turning the units around promptly.

C. Director's Report

Mr. Pacheco reported that every two years the Section 8 program goes through a purging process asking individuals on the list to respond if they desire to stay on the list. He recognized the work of the Section 8 program staff. HUD has very strict purge requirements and he was pleased with staff's diligence.

Responding to Commissioner Stefanics' question of whether the purge can occur more often, Deanna Lopez, Housing Division said the Authority's Administration Plan calls for a purge every two years.

The Authority is working with procurement staff to revise its contract with the Boys and Girls Club. Mr. Pacheco said the club would be responsible for utilities and light maintenance. He offered to keep the Board apprised of whether the contract can fall under sole source.

The NAHRO, National Association of Housing and Redevelopment Officials, is holding its New Mexico conference in Ruidoso and Mr. Gonzales will be conducting some of the training. He invited interested Commissioners to contact him because there is a training specifically for Commissioners.

IX. Matters from the Public

None were presented.

X. Matters from the Board

Mr. Brugger advised the Authority that the RFP has been released for the Galisteo site project and the pre-proposal meeting is scheduled for February 28th. The proposals are due March 28th and it appears that there is significant interest. A meeting has been scheduled with the neighborhood associations on Saturday, March 15th at 1 p.m. at the Genoveva Chavez Center.

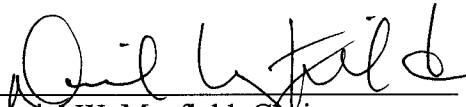
XI. Executive Session

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 11:15 a.m.

Approved by:


Daniel W. Mayfield, Chair
Housing Authority Board

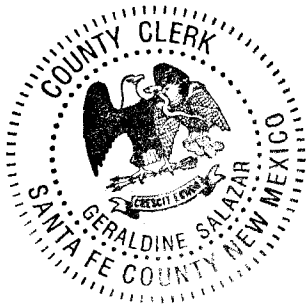
ATTEST TO:


GERALDINE SALAZAR
COUNTY CLERK
3-26-2014



Respectfully submitted by:

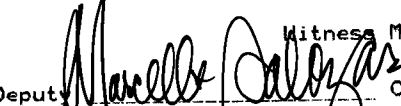
Karen Farrell, Wordswork



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 27TH Day Of March, 2014 at 09:53:52 AM
And Was Duly Recorded as Instrument # 1733060
Of The Records Of Santa Fe County

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