

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

March 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 10:35 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

Member(s) Excused:

Liz Stefanics, Commissioner

Staff Present:

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




III. Introductions

Those present introduced themselves.

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 30TH Day Of April, 2014 at 01:31:44 PM
And Was Duly Recorded as Instrument # 1735779
Of The Records Of Santa Fe County

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

IV. Approval of Agenda

Mr. Loewy moved to approve the agenda. Commissioner Holian seconded and the motion passed by unanimous [5-0] voice vote. [Commissioner Anaya was not present for this action.]

V. Approval of Minutes: February 25, 2014

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

VI. Approval of Resolution 2014-03HB, A Resolution Approving HUD Form 50071, Certification of Payments to Influence Federal Transactions

Mr. Pacheco said this is an annual resolution that confirms that certification of payments for grant funding was achieved without any undue influence. This type of confirmation is required on each federal grant.

Commissioner Holian moved approval of resolution 2014-03HB. Mr. Loewy seconded the motion carried unanimously 5-0. [Commissioner Anaya was not present for this action.]

VII. Approval of Resolution 2014-04HB, A Resolution Approving HUD Form 50077, CR, Civil Rights Certification

Mr. Pacheco said this is an annual resolution that confirms the Housing Authority will carry out programs in conformity with the 1964 Civil Rights Act, 1973 Fair Housing Act, and the 1990 Americans with Disabilities Act.

Commissioner Holian moved approval of resolution 2014-03HB. Mr. Loewy seconded the motion carried unanimously [6-0].

VIII. Housing Authority Updates

A. Site Improvement Plan/CFP Update

Jacob D. Martinez: Regarding the sewer line, Mr. Gonzales said a survey of 4th Street is underway and necessary for the easement.

On-call Roofing: Five roofing contractors were selected and contracts are on the BCC's agenda.

Santa Cruz: The County's procurement division is reviewing the scope of work for bathroom renovations.

Asbestos Abatement: Abatement of a Santa Cruz unit was completed last week. Units at Santa Cruz and Valle Vista have asbestos and are remediated when there is unit damage/disturbance. He said asbestos testing occurred in the past.

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Speaking from his experience, Commissioner Anaya said the County has an extensive and exhaustive policies and practices to identify and abate asbestos over the years. Housing specialists disclose to all tenants the location of the encapsulated asbestos.

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 on the following:

- REAC (real estate assessment center) inspection is scheduled for late April – staff will be addressing erosion and landscaping at the sites
- The Section 8 program purge has been completed and the list was cut in half
- Clean-up days at Santa Cruz, March 29th and Valle Vista, April 5th

Commissioner Chavez suggested Mr. Pacheco contact SWMA to achieve a better tipping fee.

Mr. Pacheco said HUD conducted an on-site assessment of the financial conditions, governance and Section 9 compliance components. This assessment resulted in a few issues that HUD required clarification on. Those items include vouchers, the Authority's relationship with the Boys and Girls Club, the composition of the Board membership, and office file management. Overall, HUD was pleased with the Authority's work.

Mr. Loewy said he was present for the exit interview and the deficiencies noted by HUD were technical and easily correctible.

Commissioner Anaya recommended the Board review HUD's letter with the County Manager's assistance before Mr. Pacheco communicates with HUD. He said the Authority is not obligated to go beyond the federal requirements. The recommendations need to be viewed with respect and if they fit within the framework of the County's policies and procedures then implementation is appropriate.

Ms. Miller said she reviewed HUD's report and found the findings odd. She noted that the Authority has had a relationship and separate funding with the Boys and Girls Club for 16 years.

IX. Matters from the Public

None were presented.

X. Matters from the Board

Commissioner Holian requested an update on the Galisteo project site neighborhood meeting. Mr. Brugger said staff met with the neighborhood association on Saturday, March 15th where there was good attendance. Staff advised the residents that a solicitation for bids for residential development has been issued. The residents were not exactly supportive.

Mr. Loewy said he attended the meeting and the residents' questions had to do with sewer, water, roads, and environmental impact. Questions also arose as to whether the County considered uses other than residential and the residents appeared satisfied with the answers.

Mr. Pacheco remarked on a traffic impact study conducted by the State that did not show a notable increase in traffic with the proposed development. Mr. Brugger said the traffic study appeared to relate to the Zia Rail Runner station.

Commissioner Chavez said he was pleased the County was following the early notification process.

Commissioner Anaya requested an update including a monthly sequence and protocol regarding the Section 8 under- and over-leasing situation at the next Housing Authority meeting.

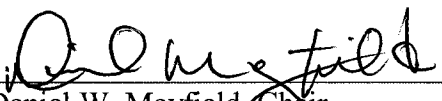
XI. Executive Session

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 11:25 a.m.

Approved by:


Daniel W. Mayfield, Chair
Housing Authority Board




GERALDINE SALAZAR
COUNTY CLERK

4-29-2014

Respectfully submitted by:

Karen Farrell, Wordswork