

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

May 27, 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 10:20 a.m. by Acting Chair Liz Stefanics.

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

Members Present:

Robert Anaya, Commissioner
Liz Stefanics, Commissioner
Miguel Chavez, Commissioner
Frances Ong, Resident Member
Joseph Loewy, Community Member

Member(s) Excused:

Danny Mayfield, Commissioner
Kathy Holian, Commissioner

Staff Present:

Katherine Miller, County Manager
Ron Pacheco, Housing Authority Director
Patricia Boies, Community Services
Victor Gonzales, Housing Authority Staff
Teresa Martinez, Finance Director
Rachel Brown, Deputy County Attorney
Deanna Lopez, Housing Division
Chris Barela, Constituent Liaison
Marcus MacDonald, Housing Accountant
Molly Saiz, Finance Department
Andria Duran, Human Resources

III. Introductions

Those present introduced themselves.

IV. Approval of Agenda

Commissioner Chavez moved to approve agenda. Mr. Loewy seconded and the motion passed by unanimous [4-0] voice vote. [Vice Chair Anaya was not present for this action.]

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V. Approval of Minutes: April 29, 2014

Upon motion by Mr. Loewy and second by Commissioner Chavez, the motion passed by unanimous [4-0] voice vote. [Vice Chair Anaya was not present for this action and arrived shortly thereafter and took over the duties of chair.]

VI. Approval of Resolution 2014-06HB, a Resolution Approving the Santa Fe County Housing Authority's Payment Standards

Mr. Pacheco stated this is a resolution required to be passed annually. It certifies that the choice voucher standards are between 90 and 110 percent of fair market value. It was verified that the payment standards from last year conform to that range.

Commissioner Chavez noted that square footage was not mentioned. Mr. Pacheco said HUD does not require square footage, probably because the apartments and home vary so widely. This could change in the future.

Mr. Loewy asked why all categories were at 90 percent with the exception of the one-bedrooms which are at 95 percent. Mr. Pacheco said these units are highest in demand. Ms. Lopez said these tend to run higher in Santa Fe County.

Mr. Pacheco explained that zero bedroom was a studio or efficiency apartment.

Commissioner Stefanics moved to approve Resolution 2014-06HB. Commissioner Chavez seconded and the motion carried by unanimous 5-0 voice vote.

VII. Approval of Resolution 2014-07HB, a Resolution Approving HUD Form 50070, Certification of a Drug-Free Workplace

Mr. Pacheco said this is also an annual requirement for agencies receiving grant money. The authority complies and offers awareness programs and staff meetings.

Commissioner Stefanics moved approval and Commissioner Chavez seconded. The motion carried unanimously, 5-0.

VIII. Request for Direction Regarding an Appraisal for the Easement Request on Property Located on Lopez Lane

In the ongoing attempts to secure the easement for the sewer line, the situation has been changing, according to Mr. Pacheco. The owner was charging a high amount for the 45-foot easement the Authority requested. He added the owner is planning on selling and has a buyer. The CFP Coordinator met with the owner with a different offer, this one for a 20-foot easement and the owner was willing to grant this in exchange for paving the drainage area so that it could be used for parking. He described the location of the desired easement.

Commissioner Chavez asked that a map be provided. Mr. Pacheco said he will bring a

map to the next meeting with the request for approval of the agreement. Today's request is for direction only.

Mr. Gonzales said the plan is to convert the current "ghost drainage" into a utility easement. He said they are working with Legal to make sure the work done by the County is commensurate with value of the easement.

Vice Chair Anaya asked that they proceed as rapidly as possible since safety issues are involved.

IX. Public Hearing on the Five-Year Plan and Annual Plan – Adoption of Plans to Occur at June 24, 2014 SFHCAB Meeting

Mr. Pacheco indicated that as a HUD requirement, the Authority develops a five-year plan and present it at a public hearing. He said in addition to today's meeting he is recommending a second public hearing next month to allow input. The document has been sent to the City and is due at HUD by the end of the fiscal year.

Mr. Loewy offered some corrections. In Section 5.1, Mission, it should read community pride rather than price. The two sentences in that section should be consolidated to avoid redundancy. Additionally, the page numbering is incorrect. Mr. Pacheco said the form is sent from HUD and they can correct that.

There was no one from the public wishing to provide input on the plans.

X. Housing Authority Updates

A. Site Improvement Plan/CFP Update

Mr. Gonzales stated cabinet replacement continues at Valle Vista and he expected the completion of 51 cabinet replacement by the end of next week.

Vice Chair Anaya asked that in the future the budget be rolled into the bid packages in order to encompass more of the total revenue. Tying the two together would foster efficiency.

Mr. Pacheco recognized the work of his staff for their work.

B. Vacancy Update

Mr. Pacheco said when the report was done occupancy was at 97 percent, which dipped slightly in May. However, maintenance is bringing more units on line.

Vice Chair Anaya asked that at some point in the future more detail be provided on the reasons for units becoming vacant, whether it be eviction or tenants moving out. He said that way it will be possible to track whether they are moving through upward mobility or some other cause. This is important to make sure those in the systems are linked to services.

Mr. Pacheco noted that the Authority is often the housing opportunity of last resort. He pointed out not everyone in the community is able to work and otherwise would be homeless. He

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noted two clients are moving into home ownership.

C. Director's Report

Mr. Pacheco said staff worked very hard to pass the REAC inspection. They passed with a score of 85; the last inspection was 72. He noted there are many subjective aspects to the inspection. He speculated that if all the residents had working smoke detectors the score could have been 90. Mr. Loewy noted that tenants often disable smoke alarms because as the batteries go dead there is beeping that wakes the babies up. He suggested the day before inspections, maintenance staff could go through the units providing new batteries.

Mr. Pacheco spoke of the need for future revenues and they are looking through the various funds for revenue opportunities so that they can continue to break even.

Following an RFP the Boys and Girls Club was again selected to provide after-school and summer services. Their site supervisor will be attending housing meetings in the future. Vice Chair Anaya asked that an effort be made to enroll more children from the sites into programs. Mr. Pacheco said they would do that. He mentioned that at HUD's suggestion they will be sponsoring a Father's Day event to encourage more participation from fathers. Ms. Ong noted that fathers are often not around.

Referring to the packet, Mr. Pacheco said a voucher form has been included.

Commissioner Stefanics asked what the current wait list time was. Mr. Pacheco said they are telling people it is a one to two-year wait at minimum. Much depends on family size. For instance, three to four-bedroom units in Santa Cruz are available. Preferences are also given for seniors – those 62 and over, and veterans through the VASH voucher program. Ms. Ong asked about the possibility of those already housed on the site moving into bigger units. Mr. Pacheco said if a family grows they can have that conversation.

Mr. Loewy asked how the waiting list changed after the purge. Ms. Lopez said it went from 1,517 to 720. It is probably around 800 now for the Section 8 program.

XI. Matters from the Public

None were presented.

XII. Matters from the Board

Vice Chair Anaya noted in a REAC inspection of the White House, the White House failed. He said this inspection was the culmination of two years of work by staff. Mr. Pacheco said the support of the board was crucial in passing. Ms. Ong suggested the REAC checklist be provided. Mr. Pacheco said he would do that, noting that scoring on item is weighted according to degree of safety involved. Vice Chair Anaya suggested residents be advised through the newsletter.

XIII. Executive Session

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Upon motion by Mr. Loewy and second by Commissioner Chavez, roll call vote was taken and Commissioners Anaya, Chavez, Stefanics, Loewy and Ong all voted to go into closed session to discuss limited personnel matters.

[The Authority met in closed session from 11:00 to 11:05]

Commissioner Stefanics moved to come out of executive session. Mr. Loewy seconded and the motion carried unanimously.

XIV. Adjournment

Having completed the agenda and with no further business to come before the Authority, Chair Mayfield adjourned the meeting at approximately 11:05 a.m.

Approved by:



Robert Anaya, Vice Chair
Housing Authority Board

ATTEST TO:

GERALDINE SALAZAR
COUNTY CLERK,



Respectfully submitted by:

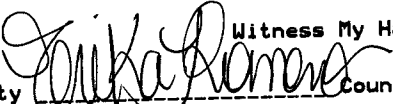
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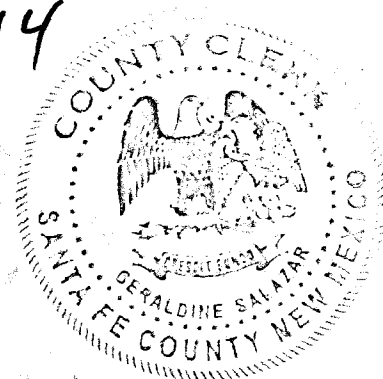
Debbie Doyle, Wordswork

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 27TH Day Of June, 2014 at 11:19:14 AM
And Was Duly Recorded as Instrument # 1740199
Of The Records Of Santa Fe County

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



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