

**MINUTES OF THE**  
**SANTA FE COUNTY**  
**HOUSING AUTHORITY BOARD**

**April 26, 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  
Cathy Hurtado, Resident Member  
Joseph Loewy, Community Member  
Liz Stefanics, Commissioner  
Robert Anaya, Commissioner

**Member(s) Excused:**

**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  
Lisa Katonak, County Manager's Office  
Lynette Kennard, Accounting Division

**Other(s) Present:**

Joseph Montoya, Contractor

**III. Introductions**

Manager Miller introduced and welcomed Joseph Montoya who will assist in the interim transition period at the Housing Authority on a part-time basis. Mr. Montoya has served at the City as the directors of Community Services and Affordable Housing, City of Albuquerque's Housing Trust director and the NM's Mortgage Finance Authority deputy director.

Chair Chavez thanked Mr. Montoya for his willingness to assist and share his expertise with the County during this transition period.

**IV. Approval of Agenda**

Commissioner Holian moved to approve the agenda. Mr. Loewy seconded and the motion passed by unanimous [6-0] voice vote. [Commissioner Anaya was not present for this action.]

**V. Approval of Minutes: March 29, 2016**

Upon motion by Commissioner Stefanics and second by Commissioner Holian, the minutes were unanimously approved as published. [Commissioner Anaya was not present for this action.]

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

Mr. Pacheco referred to the update memo within the Board's packet. He said there have been meetings with City staff (planning and traffic divisions). Currently, the County is waiting for a change to the land use designation from industrial to residential and, following that designation, the residential zoning will be identified. Staff continues to investigate tax credits for the project.

Mr. Montoya said the County is not limited to one project for tax credit and is in an advantageous position. The quality of the application is very important because it is highly competitive, with limited federal tax credits available. He mentioned that Hobbs is particularly aggressive in promoting and obtaining its tax credits. At least 10 percent of the project amount needs to be donated to receive the full amount of points.

Deputy Manager Flores said ENN (Early Neighborhood Notification) dates are predicated on finalization of the Traffic Impact Analysis. This will be the fourth TIA required by the City. He noted that there are many intersections with failed traffic results and he anticipated the study will show a failure. However, this will not stop the process.

Mr. Loewy asked that the Board be notified of date(s) for ENNs in the event the TIA is accepted.

**VII. Update of Plan: Replace Furnaces and Make Energy Upgrades in Working with ICAST**

Mr. Pacheco referred to a memo on the key concepts for an energy performance contract and next steps that would be required. Those steps include an energy audit, verification of utility adjustment calculation which may require HUD review, and review of an energy performance contract by HUD which should lead to issuance of an RFP. Grant funding through MFA or another entity requires further investigation.

Commissioner Holian asked whether ICAST will conduct an analysis on the use of solar panels and Mr. Pacheco said they would.

Mr. Montoya noted that, in the past, the only grants available through MFA were weatherization funds. MFA has low interest money that can be used for energy-related activities. There are state tax credits which can be used; however, those tax credits end this fiscal year. To qualify the County would need to issue a RFP and be in a position to start the work immediately. MFA has an ongoing contract with ICAST but he understood the County had different procurement rules. Manager Miller said MFA is quasi-governmental and does not follow the State's procurement code but the County is required to follow the code.

Mr. Montoya said it was to the Authority's advantage to maximize the funding sources to increase energy efficiency and possibly energy production.

Manager Miller said staff would investigate to determine whether the County could obtain the 30 percent tax credit from the federal government and 10 percent tax credit from the State, and also whether the federal tax credits can be sold.

Commissioner Holian recommended that staff looks into these issues as quickly as possible.

Having obtained the Board's consent, Manager Miller said staff will issue an RFP and, depending on the time and results, determine whether a special meeting is necessary for awarding it.

#### **VIII. Housing Authority Updates**

##### **A. Site Improvement Plan/CFP Update**

Victor Gonzales reported that an agreement has been reached regarding the Camino de Jacobo sewer line easement issue. The plat is being finalized and the process is expected to be completed soon.

There was only one bidder, Sol Systems Builders, for the bathroom remodels, and the contract is being reviewed by the Legal department. Thirteen apartments identified for complete bathroom remodels require asbestos abatement before the remodeling. Staff is obtaining three quotes.

##### **B. Vacancy Update**

Mr. Pacheco said the occupancy rate is 96 percent.

##### **C. Director's Report**

Mr. Pacheco reported the following:

- Four staff members attended the National Association of Housing and Redevelopment Officials training. The training went very well and he identified the staff that attended
- Housing staff participated in the Veterans Housing Forum held at Santa Fe Community College. Ms. Bailey and Ms. Dean set up an information booth at

- The Authority is working to achieve full staffing
- After 19 years of service, Lorraine Fede will be leaving the Authority this month. The BCC asked staff to prepare a recognition of service for Ms. Fede