

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

**May 26, 2015**

**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 Old County Courthouse/Admin Building at approximately 1:00 p.m. by County Commission Chair Robert Anaya.

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

**Members Present:**

Robert Anaya, Commissioner  
Miguel Chavez, Commissioner  
Kathy Holian, Commissioner  
Cathy Hurtado, Resident Member  
Joseph Loewy, Community Member  
Henry Roybal, Commissioner

**Member(s) Excused:**

Liz Stefanics, Commissioner

**Staff Present:**

Katherine Miller, County Manager  
Ron Pacheco, Housing Authority Director  
Victor Gonzales, Housing Authority Staff  
Tony Flores, Deputy County Manager  
Carole Jaramillo, Finance Director  
Lynn Kennard, Accounting Division  
Bruce Fredericks, Assistant County Attorney  
Deanna Lopez, Housing Division  
Joseph Gonzales, Housing Division  
Marcus MacDonald, Housing Accountant  
Chris Barela, Constituent Liaison  
Lisa Katonak, County Manager's Office

**Others Present:**

Frances Ong, Former Housing Authority Board Member  
Crystal Ramos, FSS Graduate

**III. Introductions**

Those present introduced themselves.

#### IV. Approval of Agenda

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

#### V. Approval of Minutes: April 28, 2015

Mr. Loewy noted an error on page one where the new Authority members was referred to as Cathy Pacheco rather than Hurtado.

Commissioner Chavez moved approval as amended and Mr. Loewy seconded. The motion carried unanimously.

#### VI. Approval of Memorandum of Understanding Between the Santa Fe County Housing Authority and the Turquoise Trail Resident Council, the Jacobo D. Martinez Resident Council, and the Valle de Esperanza Resident Council

Mr. Pacheco explained that this is an annual MOU allowing the Authority to provide a stipend for resident council members. He said the Authority provides outreach to members of the Resident Council for input to staff. Every housing authority is represented.

Commissioner Holian moved to approve the MOU. Mr. Loewy seconded and the motion passed by unanimous voice vote.

#### VII. Approval of Resolution 2015-5HB, a Resolution Requesting Authorization to Make a Budget Adjustment, a Budget Increase to the FY15 Budget for the Public Housing Program

Mr. Pacheco indicated that the Housing Authority has obtained the ROSS (Resident Opportunities Self-Sufficiency) grant from HUD. The grant will be used to pay for salary and benefits associated with the administration of the Family Self-Sufficiency (FSS) public housing program that is run by the Housing Authority. The program is for public housing and Section 8 residents who want to get involved with saving for the future.

Commissioner Holian moved to approve Resolution 2015-5. Commissioner Chavez seconded and the motion passed by unanimous [6-0] voice vote.

#### VIII. Approval of Resolution 2015-6HB, a Resolution Requesting Authorization to Make a Budget Adjustment, Budget Decrease/Increase to the FY15 Budget for the HCV (Housing Choice Voucher) Program

Mr. Pacheco stated the FSS also addresses the HCV support for people in Section 8 to apply for the FSS program. The resolution allows the Authority to continue allowing individuals within the HCV program to participate FSS.

Commissioner Chavez moved approval and Mr. Loewy seconded. The motion carried unanimous [6-0] voice vote.

Mr. Pacheco confirmed that the Housing Authority is rated standard under the HCV Program.

Chair Anaya requested that staff be available in the event new board member Hurtado has any questions.

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

Deputy Manager Flores stated that following the last Authority meeting staff received the draft document regarding the potential development from Wayne Lloyd Architects and his team. Staff offered clarification and corrections to the draft which included projected construction budget and project schedule. He anticipates presenting the document at the June meeting.

At the last meeting, the Board directed staff to contact MFA and begin dialogue regarding the housing tax credit program. Those discussions have begun and the next round of applications is due in January.

Mr. Pacheco said the support of the Manager's Office has been instrumental in this project.

**X. Housing Authority Updates**

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

Victor Gonzales, Project Manager, said the homesale unit #2 Tusa Drive, Valle Vista, renovations are moving on schedule. He anticipated the work would be completed next week. Mr. Pacheco said staff will contact non-profit housing agencies to provide qualified low-income buyers.

Mr. Gonzales said the finalized appraisal of the easement for the Camino de Jacobo sewer line project was received last week and has been forwarded to the County Legal Department.

Chair Anaya asked Manager Miller to work with Mr. Pacheco on the easement issue.

**B. Vacancy Update**

Mr. Pacheco said they are running a 96 percent occupancy rate and he acknowledged the hard work of his staff. REAC inspection is next month and staff is preparing for that.

**C. Director's Report**

Mr. Pacheco reported on the following:

- The cleanup days at Jacobo de Martinez and Santa Cruz Housing sites were very successful with excellent community participation
- The Housing Authority is celebrating its fourth year as a smoke-free program.

Aside from the health benefits, maintenance has experienced a savings in work time and paint to maintain the interiors. The partnership with Smoke Free Santa Fe has been excellent

- David Coriz, housing plumber, has retired after 30 years of service for Santa Fe County

In response to Commissioner Holian's question of whether there is an insurance savings for having a smoke-free program, Mr. Loewy said he talked to insurers of other housing programs and the answer was no. Mr. Pacheco said he would investigate that.

Mr. Pacheco said he would like to formally recognize Mr. Coriz at the next Housing meeting. The Chair agreed and asked that staff arrange with Chris Barela for special acknowledgement at BCC meeting.

Mr. Pacheco introduced Crystal Ramos, a participant of the FSS program since June 2010 is now graduating and has accrued over \$24,000 that she will use to purchase a home.

Deanna Lopez, FSS Coordinator, said Ms. Ramos has worked diligently to accomplish her goals of obtaining full-time employment and owning a home. Through full-time employment she has improved her credit scores and is preparing to purchase a home. Ms. Ramos will be entering the Housing Choice Voucher Homeownership Program and Santa Fe County Housing Authority will subsidize her mortgage payment rather than her rent.

Ms. Ramos received a round of applause and she thanked the County for providing the program which made it possible for her to take care of her children.

The Board recognized Ms. Ramos as a role model for the community and congratulated her on her accomplishments. She was encouraged to spread the word of her success to others.

Former board member Francis Ong was presented a plaque in appreciation for her contribution to the Housing Authority. The Board thanked and congratulated Ms. Ong for her tremendous efforts.

Ms. Ong said the garden has produced some wonderful food and she championed the practice of farming.

#### **XI. Matters from the Public**

None were presented.

#### **XII. Matters from the Board**

Mr. Loewy asked about an item withdrawn from a previous agenda having to do with a HUD form. Mr. Pacheco said the resolution was withdrawn because it requires a public hearing which is scheduled for June and also a signature from the City Mayor certifying that the County's annual Housing Authority plan is consistent with the City's consolidated five-year plan. The documents were submitted to the City. The Resident Council members were given the plan and asked to provide comments.

Chair Anaya said he'd like to honor former County Commissioner and Association of Counties president, Jacobo Martinez at both the Housing and BCC meetings. He asked that staff arrange for his family to be present. He understood that Commissioner Stefanics may have started some research on this and asked that staff work together.

Chairman Anaya said in the next seven months he would be targeting the following areas:

- Roads in the public housing sites – staff was directed to provide a district by district summary of road conditions, how those issues will be addressed and adoption of the roads. Include annexation with the City as well as Española's responsibilities with the roads
- Staff to update the Board on targeted goals regarding wraparound services and possible enhancements to those services
- Schedule evaluation of Executive Director Pacheco
- Staff to provide a summary and continue discussion on the trust fund
- Completion of the Galisteo Property

Mr. Loewy asked that the issue of safety be included in all discussions having to do with roads.

Chair Anaya said the ultimate goal with Santa Cruz and Jacobo is to have the cities of Española and Santa Fe take those roads into their inventory. He requested that staff prepare a summary/historical perspective of the roads in the sites and include Commissioner Roybal in discussions having to do with his district.

Chair Anaya reminded the Board that the City of Española charges the County three times what it charges its other customers for water. He asked that staff initiate a broader dialogue with that entity. Mr. Pacheco said at a recent meeting with the Española city manager that issue came up and the manager agreed to change the County's commercial charge which will provide a savings. He anticipated he would have more to report at the next meeting on water as well as road issues with Española.

Manager Miller said the Mayor of Española has asked the County to participate in their 911 center. She said there is benefit to working with them to improve communications. She indicated that staff is still working with the City of Santa Fe in regard to road acceptance.

Chair Anaya asked that the Manager's office finalize the white paper on annexation and isolate roads. He and Commissioner Chavez will request to address the City's Public Works Committee on this issue.

### **XIII. Executive Session**

None was required.

### **IX. Adjournment**

Having completed the agenda and with no further business to come before the Authority, Chair Anaya adjourned the meeting at approximately 2:00 p.m.

Approved by:

for: Miguel Chay  
Robert Anaya, Chair  
Housing Authority Board

ATTEST TO:  
Geraldine Salazar

GERALDINE SALAZAR  
COUNTY CLERK

7-7-2015

Respectfully submitted by:

Karen Farrell, Wordswork



COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

HOUSING MINUTES  
PAGES: 6

Hereby Certify That This Instrument Was Filed for  
Record On The 7TH Day Of July, 2015 at 10:28:33 AM  
and Was Duly Recorded as Instrument # 1768887  
Of The Records Of Santa Fe County

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