

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

May 28, 2019

I. Opening Business
A. Call to Order

This regular 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 1:05 p.m. by County Commission Chair Anna Hamilton.

B. Roll Call

A quorum was established with the following Board members present:

Members Present:

Anna Hamilton, Commissioner
Anna Hansen, Commissioner
Rudy Garcia, Commissioner
Cathy Hurtado, Resident Member
Ed Moreno, Commissioner
Henry Roybal, Commissioner [1:15 arrival]
Joseph Loewy, Community Member

Member(s) Excused:

None

Staff Present:

Katherine Miller, County Manager
Joseph Montoya, Housing Authority Director
Rick Word, Assistant County Attorney
Victor Gonzales, Housing Project Manager
Yvonne Herrera, Finance Department
Gary Giron, Finance Director
Jordan Barela, Housing Deputy Director

Other Present:

Steve Shepherd, Contract Employee

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- C. **Approval of Agenda**
 - 1. **Amendments**
 - 2. **Tabled or Withdrawn Items**

Commissioner Garcia moved to approve the agenda as published. Mr. Loewy seconded and the motion carried by unanimous [6-0] voice vote. [Commissioner Roybal was not present for this action.]

- D. **Approval of Minutes: April 30, 2019**

Commissioner Hansen moved to approve as presented. Commissioner Garcia seconded and the motion carried by unanimous [6-0] voice vote. [Commissioner Roybal was not present for this action.]

II. Consent Agenda

A. Resolution

- 1. **Resolution 2019-7HB, a Resolution Requesting an Increase to the Budget in the Housing Voucher Fund (227) in the amount of \$150,000 for the Housing Choice Voucher Program**

Commissioner Hansen moved to approve the Consent Agenda. Her motion was seconded by Commissioner Moreno and passed by unanimous [6-0] voice vote. [Commissioner Roybal was not present for this action.]

Mr. Montoya noted that this resolution was passed by the BCC and is presented to the Housing Authority Board for HUD compliance.

III. Resolution

- A. **Resolution 2019-8HB, a Resolution Requesting an Increase to the Budget in the Housing Voucher Fund (227) in the amount of \$60,000 for the Housing Choice Voucher Program**

Mr. Montoya identified this resolution as a kind of insurance policy to make sure the budget is always available. This provides budget authority. Manager Miller noted that this resolution also appears on today's BCC agenda.

Commissioner Hansen moved to approve Resolution 2019-8HB. The motion was seconded by Mr. Loewy and passed by unanimous voice vote. [Commissioner Roybal was not present for this action.]

IV. Discussion/Information Items/Presentations

- A. **Housing Authority Updates**
 - 1. **Director's Report**

Mr. Montoya introduced Steve Shepherd, a former County employee, who is currently contracting with the Housing Authority to assist in accounting. Mr. Shepherd brings a great deal

of experience and has been very helpful.

[Commissioner Roybal arrived at this time.]

Mr. Montoya noted that the CDBG closeout agenda will be developed for the BCC to approve. Additionally, there will be fair housing and procurement related resolutions presented. DFA has requested the approval of these resolutions. Mention was made of possible scheduling issues with the proposed BCC meeting. Manager Miller said CDBG requires its own standalone meeting and staff would work with the Commissioners to develop a schedule.

Regarding the Española utility, Mr. Montoya said County Legal has responded to Española's inquiry. Assistant County Attorney Word said a 2002 document was located that gives Española a perpetual easement to run its utility lines. The lines belong to the City of Española. The letter the County sent invited Española to provide evidence otherwise; to date there has been no response.

Mr. Montoya said staff has instituted protocol with County Risk Management in the event of another sewer line issue. He said the monthly newsletter provides emergency numbers for residents.

The Board requested that this issue with Española remain on the agenda.

Currently HUD allows the housing of what are referred to as "mixed-status" families where not everyone in the household has legal residency, allowing families to stay together. However, due to the national trend at the Department of Housing and Urban Development, rules are now being promulgated in an attempt to eliminate mixed units. He estimated that may affect 20 percent of the County's units. The Commissioner Hansen expressed concern about the current administration.

Commissioner Garcia asked about the security cameras and how they may be able to tie into the E-911 center. Mr. Montoya said the system the Authority is installing will be integrated into the County's existing system.

2. CFP Report

Mr. Gonzales provided the following update:

- The 5-year capital fund documents are being developed
- Future projects include: road upgrades at Camino de Jacobo; modernization of two units; installation of security cameras for all three sites; ICAST energy work; upgrades/enlargement to the main office; re-roofing of two units and upgrades to the Boys and Girls Club

Mr. Montoya noted that staff is working on a security grant application that will assist in the camera for the northern site.

ICAST will review opportunities for PV systems and the Santa Fe Community College Youth Works may participate in energy efficiency training. Commissioner Hansen suggested

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investigating a community solar system. Mr. Montoya confirmed that was the model they were looking at.

Victor Gonzales will be retiring in June and the Board expressed their appreciation for his service to the County.

3. FSS Report

Mr. Montoya said there are five new FSS participants and he expected that number to increase throughout the year.

3. Financial Report

Mr. Shepherd said his report was based on what was available at mid-month. The next report will encompass month-end data. An internal BAR was processed to ensure the vouchers and public housing programs stayed positive. He will be working on the open CFPs.

Mr. Loewy said it was important that the Authority make use of all available funds.

5. Vacancy, Section 8, Wait List, Work Orders, Inspections Reports, Accounts Receivable Report and FSS Report

Mr. Montoya said occupancy-wise, the agency continues to average 100 percent. There are currently over 1,000 on the waitlist.

Regarding the Housing Choice Voucher program, Mr. Montoya said the Authority tries to reach 100 percent utilization of the funds in the same sense they strive to hold 100 percent occupancy. The better the use of the vouchers, the more money available for use. To avoid having future trouble with this fund, Mr. Montoya said they would generate a report of funds available relative for each voucher. The number of vouchers as well as the per unit voucher amount are always changing.

B. Presentation(s)
1. Budget

Mr. Montoya stated funds from HUD came late this year and although there are no significant changes, aside from an increase in the voucher program, no notice has been provided for what will be received for public housing. He said the REAC incident may impact the budget.

Jordan Barela, Housing Deputy Director, distributed the FY20 budget hearing worksheets. The agency is working with County Finance to ensure increases are budgeted for the voucher and public housing programs. Although the agency is working through the County's budget process, it is important the Housing Authority Board is made aware of this information.

V. Matters From the County Attorney

None were presented.

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VI. Matter From the Board

Commissioner Hansen expressed her concern about HUD overstepping their authority regarding mixed status. Mr. Montoya said there appears to be some congressional action coming forward to prevent the proposed elimination.

VII. Matters From the Public

None was presented.

VIII. Concluding Business

- A. Announcements
- B. Adjournment

Having completed the agenda and with no further business to come before the Authority, Chair Hamilton adjourned the meeting at approximately 1:55p.m.



Approved by:

Anna Hamilton
 Anna Hamilton, Commissioner
 Housing Authority Board Chair

ATTEST TO:

Geraldine Salazar
 GERALDINE SALAZAR
 COUNTY CLERK

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 26TH Day Of June, 2019 at 11:20:55 AM
 And Was Duly Recorded as Instrument # 1889730
 Of The Records Of Santa Fe County

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

Respectfully submitted by:
Karen Farrell
 Karen Farrell, Wordswork



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