

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

July 25, 2017

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 1:00 p.m. by County Commission Vice Chair Anna Hansen.

B. Roll Call

A quorum was established with the following Board members present:

Members Present:

Henry Roybal, Commissioner [late arrival]
Anna Hansen, Commissioner
Anna Hamilton, Commissioner
Ed Moreno, Commissioner
Joseph Loewy, Community Member

Member(s) Excused:

Cathy Hurtado, Resident Member
Robert Anaya, Commissioner

Staff Present:

Katherine Miller, County Manager
Joseph Montoya, Housing Authority Director
Victor Gonzales, Housing Authority Staff
Joe Gonzales, Housing Authority Staff
Bruce Frederick, Assistant County Attorney
Chris Barela, Constituent Services Liaison
Lisa Katonak, Manager's Office
Tony Flores, Deputy County Manager
Don Moya, Finance Director

C. Approval of Agenda

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

D. Approval of Minutes: June 27, 2017

Mr. Loewy moved approval as presented. Commissioner Moreno seconded. The motion carried by unanimous [4-0] voice vote. [Chair Roybal was not present for this action.]

II. Consent Agenda

No items

III. Action Items**A. PHA Board Resolution No. 2017-15 HB, Approving FY18 Operating Budget**

Mr. Montoya advised the Board that the resolution is the standard format to approve the operating budget.

Commissioner Hamilton moved to approve and Commissioner Moreno seconded. The motion to approve Resolution 2017-15HB carried without opposition. [Chair Roybal was not present for this action.]

IV. Discussion/Information Items/Presentations**A. Recognition of Donna Dean for her 25 years of service with the Santa Fe County Housing Authority**

Mr. Montoya said Ms. Dean was not available for today's meeting. A proclamation has been prepared and would be presented to her on her last day. Commissioner Hansen asked that the Commission's congratulations and gratitude be expressed to Ms. Dean.

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

Mr. Montoya said he was pleased with the quality of applicants coming forward to fill Ms. Dean's position. There was also a maintenance technician position that may be filled in the very near future. He mentioned a \$500 donation from New Mexico Bank and Trust that was used to purchase equipment for residence to use for maintenance and he thanked Jim Van Cleave for his assistance in securing the funds and equipment.

At this time, the Authority has not received formal notice regarding the Safety and Security grant that will be used for security cameras, retaining walls and safety doors. He expected notification within the next three weeks.

The energy assessment contract is with Procurement. Solar will be part of the assessment. If the CDBG grant comes through, the added insulation on the units will be counted as part of the assessment thus providing a greater savings in energy. Most of the units have new windows. The new roofs will have 4 inch insulation.

The organization of Residential Council is improving and training has been provided. Mr. Loewy thanked Victor Gonzales for assisting with the Resident Councils.

2. CFP Report

Victor Gonzales reported the following:

- The Camino de Jacobo sewer line project continues and an old sewer line was located that required removal
- Reroofing will be completed August 5th
- Five HQS (Housing Quality Standards) inspections were completed this month
- 25 Camino de Jacobo was severely trashed by the evicted tenant and staff is evaluating the scope of work for repair to prepare for quotes
- PNM will address the streetlights at Santa Cruz

Regarding the unit that was severely damaged, Mr. Montoya said the tenant has behavioral issues. The cost of the repairs will go to the collection agency along with the tenant's outstanding rent. He noted that there are a few tenants not keeping their units "inhabitable" and have failed inspection. Staff is now reinspecting those units. He explained the eviction process that is required through HUD. Mr. Montoya said these individuals with uninhabitable units need training and counseling.

Mr. Loewy thanked the director for enforcing the inspection rules.

3. Financial Report

Joe Gonzales there have been no changes from the previous month regarding the capital funds project grants. He noted a slight increase in the capital fund grants for FY18 from previous years. Mr. Montoya said the increase was gained because the Authority maximized its utilization.

Mr. Gonzales said he will be submitting unaudited financials to HUD by August 29th.

Ms. Miller asked whether a budget adjustment was necessary for operating and admin. Mr. Gonzales said that it is necessary to adjust salaries.

4. Vacancy, Section 8, Waitlist, and Inspections Reports

Mr. Montoya announced on the vacancy report they are again at 100 percent occupancy.

Referring to the vouchers, Mr. Montoya said there are seven individuals unable to find a place. He said additional units are necessary. The waitlist for public housing is currently at 783.

Mr. Montoya said the Housing Authority has an agreement with Santa Fe City Civic Housing Authority which allows for the mix/exchange of vouchers. He mentioned that Bernalillo and Albuquerque have an open market which he suggested may be advantageous for Santa Fe and could be part of negotiations with the City.

Mr. Montoya said the County can do better in promoting production of low-income housing, i.e., inclusionary zoning. It is important that the number of available units are increased. The greatest need in human and social services is housing, stated Mr. Montoya, which needs to be highly subsidized. It is estimated that Santa Fe is in need of 4,000 units. There are approximately 850 units that are either in the proposal or development status.

Mr. Loewy said it was clear from the report that one and two bedroom units were in demand.

The work orders are being addressed and Mr. Montoya said he was pleased with the progress. Staff is gearing up for the REAC which is essential in raising the Authority's scores.

C. Galisteo and Camino Jacobo Affordable Housing Projects.

Deputy Manager Flores said the County owns 6 acres at 2500 Galisteo within the City located between Zia and Rodeo. An analysis was conducted in 2008 by Subi Bowen that recommended affordable housing on the property. The County would not be subjected to the City's jurisdictional requirement; however, affordable housing is subject to the City's requirements. The property is currently not zoned and would be consider R1 or one unit/acre.

The County contracted with Wayne Lloyd, architect, to conduct an analysis of maximum densities: RM-21 (residential/multi-family) which brought the count to 130 dwelling units. That density would trigger the necessity of costly major intersection improvements. The County recognized that that density would not be supported by the neighborhood.

Mr. Flores said he and Mr. Montoya discussed different options and determined it may be best to consider 21 duplexes/42 units on the Galisteo site and purchase additional property to expand the Camino Jacobo development. The Galisteo site will also house the County's voting machines. He offered to provide conceptual plans at the August meeting and requested that the Board take action at its August meeting regarding the zoning and the Jacobo site.

Commissioner Hansen suggested applying for R-12 which will get 72 units on the property. In her experience with the City it may be prudent to request a higher density and then compromise to a lower one. Mr. Flores said the higher density requires greater traffic improvements and staff will need to analyze the cost benefit. The trip data on R-12 indicates signals. Senior housing reduces the vehicle trip. The original conversation on the Galisteo property was focused on veteran, senior and affordable housing.

Mr. Montoya pointed out that the Galisteo property would not be public housing. Either a tax credit vehicle or HUD grants for building are some possibilities. He said a financial vehicle will need to be determined and HUD's are extremely competitive.

Commissioner Hansen said when she was campaigning the lack of senior housing came up many times.

Mr. Montoya said the most important component to the project is provide good opportunities and lives for people – to enrich peoples' lives and provide the best physical environment possible.

Early neighborhood notification-type meetings were held and the main concern that surfaced was traffic.

V. Matters from the Board

Commissioner Hansen mentioned that the North Central New Mexico Economic Development is holding a conference on homelessness on September 26th.

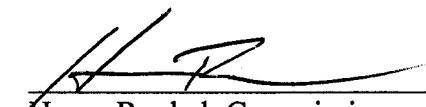
VI. Matters of the Public

None were presented

VII. Adjournment

Having completed the agenda and with no further business to come before the Authority, Chair Roybal adjourned the meeting at approximately 2:10 p.m.

Approved by:


Henry Roybal, Commissioner
Housing Authority Board

ATTEST TO:


GERALDINE SALAZAR
COUNTY CLERK




Respectfully submitted by:

Karen Farrell, Wordswork



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss HOUSING MINUTES
PAGES: 5

I Hereby Certify That This Instrument Was Filed for
Record On The 31ST Day Of August, 2017 at 02:37:50 PM
And Was Duly Recorded as Instrument # 1835172
Of The Records Of Santa Fe County

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