

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY

August 27, 2019

Santa Fe, New Mexico

1. A. This regular meeting of the Santa Fe County Housing Authority was called to order by Chair Anna Hamilton at approximately 1:00 p.m. on the above-cited date at the Santa Fe County Legal Conference Room, 102 Grant Avenue, Santa Fe.

B. The following members were present:

Members Present:

Commissioner Anna Hamilton, Chair
Commissioner Henry Roybal, Vice Chair
Commissioner Anna Hansen
Commissioner Ed Moreno
Community Member Joseph Loewy
Resident Member Cathy Hurtado

Member(s) Excused:

Commissioner Rudy Garcia

County Staff Present:

Katherine Miller, County Manager
Joseph Montoya, Housing Director
Jordan Barela, Deputy Director
Billy Baca, Housing Project Manager
Ajay Coughlin, Housing Staff
Penny Ellis-Green, Growth Management Director
Gary Giron, Finance Director
Rachel Brown, Deputy County Attorney
Maria Lucero, ROSS Coordinator

C. **Approval of Agenda**

Director Montoya requested the inclusion of introduction of new staff.

Commissioner Hansen moved approval as amended. Mr. Loewy seconded and the motion carried unanimously. [Commissioners Moreno and Roybal were not present for this action.]

SFC CLERK RECORDED 09/25/2019

D. Approval of Minutes: June 25, 2019

It was noted that these minutes were approved, as corrected, at the July meeting and no further action was necessary.

E. Approval of Minutes: July 30, 2019

Mr. Loewy offered a grammatical correction.

Commissioner Hansen moved to approve as corrected. Ms. Hurtado seconded and the minutes were approved unanimously. [Commissioner Roybal was not present for this item and arrived thereafter.]

2. Discussion/Information/Presentations

A. Capital Fund Program Report

Billy Baca, Housing Project Manager, mentioned the following projects:

- Modernization of two units will begin in mid-September
- Quotes are being updated for security cameras
- A vendor has been selected for the re-roofing of two units
- ICAST/energy grant – changes to the contract are under review by ICAST’s legal counsel and once signed the project can commence
- Staff has met with the representatives of the Boys & Girls Club to review and prioritize elements within the scope of the pending project

B. FSS/ROSS Report

Jordan Barela, Deputy Director, said there have been few changes since his previous report. There are 53 FSS participants. With the exception of Valle Vista, the resident council positions are filled.

Mr. Barela said Camino de Jacobo had reports of children starting small fires and running in the streets. In response, the resident council of Camino de Jacobo held a safety meeting with representatives from the City of Santa Fe Fire Department and the Santa Fe County Sheriff’s Department. Ms. Hurtado, who attended the meeting, said it was both interesting and fun. There were six to eight children with their parents in attendance and the kids were able to tour the fire truck and talk to safety personnel.

C. Financials

Ajay Coughlin said that the housing voucher payments remain consistent with last month’s report. MainStream has nine units in comparison to last month with four units. She reviewed the CIP budgets and explained that remaining funds from 2017 will be used for asbestos

abatement and other small projects. A BAR will be prepared and presented to this Board to address these issues.

D. Introduction of new staff, Vacancy Report, Section 8 Report, Waitlist Report, Inspection Report, Accounts Receivable Report, Utility Reimbursement Report, Eviction Report

Mr. Montoya introduced Maria Lucero, the new ROSS/FSS coordinator, who joins Housing with a great deal of experience in human services. Ms. Lucero said she was very excited for this opportunity and looked forward to working with community.

Mr. Montoya offered the following updates:

- Some staff members will be attending a training conference on Yardi, the division's operating system. Their education will enhance the entire division's use of the software
- Occupancy is at 100 percent
- The Housing Choice Voucher program is at 96.49 percent
- The number of vouchers and budgeted amounts are important to follow and Mr. Barela will continue to work on that
- The waitlist has recently increased with approximately 1,118 on the list
- There have been no evictions since the last report

Mr. Montoya informed the Board that the Authority recently received approval to apply for a new set of voucher program funds intended for youth ages 18 to 24. This is a new source of funds that HUD has not used in the past. An MOU with a youth oriented human services provider. These vouchers can be used in the City or County.

Mr. Barela said the eligible youth will either be ageing out of or have been former wards of the child welfare system. The voucher is good for three years and designed as a bridge to provide support in housing.

5. Matters from the County Attorney

None were presented.

6. Matters from the Board

Commissioner Hansen advised staff that she had trouble opening documents in Boarddocs.

7. Matters from the Public

None were presented.

- 8. **Concluding Business**
 - A. **Announcements**
 - B. **Adjournment**

This meeting was declared adjourned at approximately 1:30 p.m.

Approved by:

Anna Hamilton
 Anna Hamilton, Chair
 Housing Authority



Respectfully submitted by:
Karen Farrell
 Karen Farrell, Wordswork

ATTEST:

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 25TH Day Of September, 2019 at 01:22:37 P
 And Was Duty Recorded as Instrument # 1897593
 Of The Records Of Santa Fe County



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

REC CLERK RECORDED 09/25/2019