

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

**January 26, 2016**

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 1:05 p.m. by County Commission Chair Miguel Chavez.

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

**Members Present:**

Miguel Chavez, Commissioner  
Kathy Holian, Commissioner  
Joseph Loewy, Community Member  
Henry Roybal, Commissioner  
Liz Stefanics, Commissioner  
Robert A. Anaya, Commissioner

**Member(s) Excused:**

Cathy Hurtado, Resident Member

**Staff Present:**

Katherine Miller, County Manager  
Ron Pacheco, Housing Authority Director  
Tony Flores, Deputy County Manager  
Carole Jaramillo, Finance Director  
Marcus McDonald, Housing Authority Staff  
Victor Gonzales, CFP Project Manager  
Bruce Frederick, Assistant County Attorney  
Chris Barela, Constituent Liaison  
Lisa Katonak, County Manager's Office  
Lynette Kennard, Accounting Division

**III. Introductions**

With no new faces in the room, introductions were dispensed with.

**IV. Approval of Agenda**

Mr. Loewy noted that the October 27, 2015 minutes were deferred until today's meeting. He recommended identifying action on minutes include October 27<sup>th</sup> and November 24<sup>th</sup> 2016.

Mr. Loewy moved to approve the agenda as amended. Commissioner Holian seconded and the motion passed without opposition. [Commissioner Anaya was not present for this

action.]

**V. Approval of Minutes**

**November 24, 2016:** Commissioner Holian moved approval of the November 24, 2015 minutes. Commissioner Stefanics seconded.

Under discussion, Mr. Loewy noted at the page break on page 1 and the top of page 2 a sentence was repeated.

The movant amended her motion noting that correction and the second concurred. The motion to approve the minutes as amended passed without opposition. [Commissioner Anaya was not present for this action.]

**October 27, 2015:** Commissioner Holian moved approval. Her motion was seconded by Mr. Loewy and the minutes of the October 27, 2015 meeting were unanimously approved. [Commissioner Anaya was not present for this action.]

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

Mr. Pacheco reported that County staff met with City engineering staff to discuss the next steps in moving forward on the proposed Galisteo project. The City will require a traffic study to include Galisteo at Rodeo Road and Galisteo at Zia. An amendment to the City general plan is necessary to allow for affordable housing rather than current light industrial. Following that, a zoning change to R-12 or R-21 must take place. The County will also need to hold at least one Early Neighborhood Notification meeting.

Mr. Pacheco said the City appeared supportive of the project.

In regard to the ENN, Mr. Flores advocated holding a few meetings to acquaint the area residents with the County's plans.

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

Mr. Pacheco said staff continues to discuss this project with ICAST who has requested that the Authority apply to join the Better Buildings Challenge. The sign-up is through HUD and an Energy Performance Contract is entered into which stipulates that the Authority is committed to realize a savings of X percent in energy cost over the next X number of years. Better Buildings works with HUD to determine whether the savings is great enough to pay back the proposed energy upgrades. The County may be asked to use solar photovoltaic panels to generate electric use.

Mr. Pacheco said he hoped to provide additional information at the February meeting in order to make a decision about joining the Better Buildings Challenge. HUD makes the final determination of whether the County can proceed with ICAST. PNM has approached the Authority with what may be a similar program. A meeting has been scheduled with PNM.

Mr. Loewy noted that ICAST founder Ravi Malhotra was connected with the Triple

Bottom Line Foundation.

CFP Project Manager Gonzales mentioned that in the past the Authority utilized a weatherization program through Los Amigos that was state sponsored.

Mr. Pacheco said he would gather more information and all decisions would be made with the Board's support.

**VIII. Budget Resolution HCV Program Funding (2016-1HB)**

**IX. Budget Resolution CFP Funding 2105 (2016-2HB)**

Mr. McDonald said the first resolution is a budget adjustment for funding the Section 8 program and reflects an increase of HUD funding.

Mr. McDonald said 2016-2HB reflects the capital funds program and the BAR for the 2015 funds from HUD which are used for salaries, building maintenance, etc.

Commissioner Stefanics moved to approve 2016-1HB and 2016 2HB. Commissioner Holian seconded and the motion passed by unanimous voice vote. [Commissioner Anaya was not present for this action.]

**X. Housing Authority Updates**

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

Mr. Gonzales offered the following information:

- Staff met with the City, architects and engineers to discuss the Camino de Jacobo sewer line project
- An RFP will be issued for the replacement of kitchen cabinets and bathroom remodels
- Boys and Girls Club are in need of repairs to include window and door replacements as well as heating and cooling system. A cost estimate for the three club sites is \$203,640

Mr. Pacheco said he was contacted by Boys and Girls Club Director Abeyta who asked whether the County had an issue with the Club pursuing funding through the legislature to address the necessary upgrades and improvements. He was especially interested in addressing the Club's Santa Cruz site.

Commissioner Stefanics said if the Club is successful at obtaining funding and that funding comes back to the County she was concerned it would be considered a replacement to a legislative request proposed through the County ICIP list.

Manager Miller said it could be seen as competition with ICIP. She noted that the Club has been tremendously successful in getting funding for Alto Street.

Chair Chavez asked that staff meet with Mr. Abeyta to ensure that the two entities are not in competition when meeting with legislators. Mr. Pacheco said he would meet with Mr. Abeyta to compare capital lists.

For the record, Commissioner Anaya said that he is 100 percent supportive of the Boys and Girls Club funding request.

Chair Chavez said the idea is to coordinate the funding request, not obstruct the Club.

**B. Vacancy Update**

Mr. Pacheco said #2 Tusa Drive at the Valle Vista site sold and the Authority now has 198 units to rent. He was particularly pleased that a family was able to purchase the home.

Mr. Pacheco noted that rental-wise December and January has been challenging with a 95 percent occupancy rate. The maintenance crew is very busy.

**C. Director's Report**

Mr. Pacheco was pleased to announce the Authority recently hired a bi-lingual receptionist, Adrianna Valesquez, who has a four-year degree and is of great value. The former receptionist is now working with Section 8.

A Rancho Viejo home in the County's Foreclosure Prevention Program recently sold to a qualified buyer. He recognized Rosemary Bailey for her work on making this sale successful. That was the final home within the program.

Mr. Pacheco said Santa Fe County has the only VASH program in the immediate region and because of the program's success, HUD provided 14 more vouchers with a total of 84 vouchers for veterans for assistance in housing.

**XI. Matters from the Public**

None were presented.

**XII. Matters from the Board**

None were presented.

**XIII. Executive Session**

Mr. Loewy said he was aware that three key members of the Housing staff may be preparing to retire. He suggested discussing this item in Executive Session under matters of personnel.

Assistant County Attorney Frederick said if the discussion is general it can occur in open session. Manager Miller said if the matter is specific to an individual she would prefer going into executive session.

Commissioner Anaya said it was important that the Manager, Mr. Pacheco and the Board understand the possibilities of staff retiring and be prepared to keep the Authority well-staffed. [Commissioner Anaya excused himself for the remainder of the meeting.]

Mr. Loewy moved to go into executive session for the limited purpose of discussing personnel matters. Commissioner Roybal seconded and the motion to meet in executive session passed by unanimous roll call vote as follows:

SEC CLERK RECORDED 03/04/2016

Miguel Chavez, Commissioner	Yes
Kathy Holian, Commissioner	Yes
Joseph Loewy, Community Member	Yes
Henry Roybal, Commissioner	Yes
Liz Stefanics, Commissioner	Yes
Robert A. Anaya, Commissioner	Not Present
Cathy Hurtado, Resident Member	Not Present

[The Board met in Executive Session from 1:45 to 1:55]

Returning to open session, Chair Chavez announced the only item discussed was that of limited personnel.

Commissioner Holian moved to return to open session. Commissioner Stefanics seconded and that motion passed by unanimous voice vote.

**XI. Adjournment**

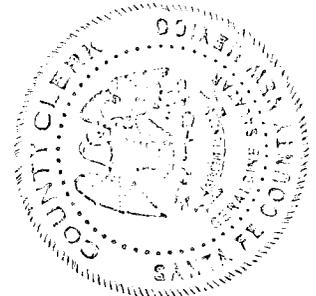
Upon motion by Mr. Loewy and second by Commissioner Stefanics, this meeting adjourned at 1:55 p.m.

Approved by:

*Miguel Chavez*  
 Miguel Chavez, Chair  
 Housing Authority Board

ATTEST TO:

*Geraldine Salazar*  
 GERALDINE SALAZAR  
 COUNTY CLERK



Respectfully submitted by:

*Karen Farrell*  
 Karen Farrell, Wordswork

COUNTY OF SANTA FE            )  
 STATE OF NEW MEXICO        ) ss

HOUSING MINUTES  
 PAGES: 5

I Heroby Certify That This Instrument Was Filed for  
 Record On The 4TH Day Of March, 2016 at 02:33:15 PM  
 and Was Duly Recorded as Instrument # 1787982  
 Of The Records Of Santa Fe County

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

