

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

**January 28, 2020**

**Santa Fe, New Mexico**

1. A. This regular meeting of the Santa Fe County Housing Authority was called to order by Commissioner Anna Hansen, Vice Chair, at approximately 1:05 p.m. on the above-cited date in the Plaza Conference Room, Santa Fe County Administration Complex, 100 Catron Street, Santa Fe, New Mexico.

B. The following members were present:

**Members Present:**

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

**Member(s) Absent:**

None

**County Staff Present:**

Katherine Miller, County Manager  
Greg Shaffer, Interim Deputy County Manager/HR Director  
Joseph Montoya, Housing Director  
Jordan Barela, Deputy Housing Director  
William Baca, Housing Project Manager  
Anjala Coughlin, Senior Accountant  
Yvonne Herrera, Interim Finance Director  
Rachel Brown, Deputy County Attorney  
Penny Ellis-Green, Growth Management Director  
Felina Rodriguez, FSS Coordinator  
Adrianna Velasquez, Executive Assistant  
Lee DePietro, Senior Housing Planner

C. **Approval of Agenda**

Commissioner Garcia moved to approve the agenda as published. Mr. Loewy seconded and the motion passed without opposition. [Chair Roybal was not present for this action.]

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**D. Approval of Minutes: November 26, 2019**

Mr. Loewy requested on page 4 under E. that the first sentence read, "Mr. Montoya said the Housing Choice Voucher Program is at 99 percent."

Commissioner Moreno moved to approve as corrected and Commissioner Hansen seconded. The motion carried by unanimous voice vote. [Chair Roybal was present for this action.]

**2. Consent Agenda (Action Item)**

**A. Resolution No. 2020-01HB: A Resolution Approving a Budget Transfer to the Housing Section 8 Voucher Fund (227) in the Amount of \$61,500**

Commissioner Garcia moved to approve the Consent Agenda and Commissioner Hamilton seconded. The motion passed without opposition. [Chair Roybal was present for this action.]

**3. Public Hearing (Action Item)**

**A. Resolution No. 2020-02HB: A Resolution Approving Amendment No. 4 to the Santa Fe County Housing Authority's Homeownership Plan Removing the Remaining Seventy-One Public Housing Units Designated for Sale from the Homeownership Plan and Retaining the Units as Low-Income Rentals Under the Public Housing Program**

Deputy Housing Director Barela said HUD requires that this item be heard as part of a public hearing. He outlined the relevant history of the Homeownership Plan which was approved in 1998. In 2020, the plan included the sale of 100 public housing units located in the Valle Vista Subdivision and 20 newly constructed units within the Vista Verde subdivision. In 2002, the Board approved an amendment to include an additional 20 new construction units. In 2008, seven units within the Santa Cruz Subdivision that were initially designated for sale were removed from the ownership program and retained as rentals.

The resolution before the Board addresses re-designation of 71 units in Valle Vista Subdivision earmarked for the homeownership program. The re-designation would be for low-income rental housing. Current market conditions would prohibit the development of new units within the price range these units could be sold for.

The units are currently designated by HUD as demolition disposition (DemoDispo). Rehabilitation of one of those units taking more than 21 days impacts the program's vacancy rate and thus operational funding. The amendment before the Board will officially remove the 71 units from the Homeownership Plan and once accepted by HUD, the designation of DemoDispo can be removed and the units rehabilitated.

Commenting that he was familiar with the Valle Vista units, Mr. Loewy said it was quite conceivable that rehabilitation would take more than 21 days. He supported the resolution.

The meeting was opened for public comment and there was none. The public hearing was closed.

Commissioner Hamilton moved to approve Resolution 2020-02HB. Mr. Loewy seconded and the motion passed by unanimous voice vote. [Chair Roybal was not present for this action and arrived immediately after.]

5. **Discussion/Information/Presentations** (Non-Action Items)

A. **Executive Director's Monthly Report**

Mr. Montoya introduced Lee DePietro, Senior Housing Planner. This position was approved by the Board last year and Ms. DePietro joins the County with over 25 years of experience in affordable housing and has already been an asset to the department. He mentioned there is one additional position that needs to be filled: the Affordable Housing Administrator.

Mr. Montoya provided the following updates:

- The Project Manager and Senior Accountant both passed the Capital Fund Program certification course
- The Authority was awarded the HUD Innovation in Affordable Housing Student Design and Planning Competition for the new Camino Jacobo housing site – the only one in the nation. Four teams from around the country will come to Santa Fe on March 12<sup>th</sup> and prepare predevelopment plans for upcoming affordable housing projects specific to Camino Jacobo. Along with the County, Mayor Webber and a councilor will participate
- The construction phase of the ICAST energy retrofit program is underway
- HUD is willing to fund solar panels; however, the electrical boxes require upgrades which will cost approximately \$270,000
- The new voucher program for youth between ages 18 and 24 requires additional state assistance for an agreement. The vouchers are valid for a three-year period and are tenant specific. Eligibility requires a CYFD referral

Commissioner Hamilton requested an update on strategies on affordable housing. Mr. Montoya offered to provide that along with a larger scope of things going on with affordable housing and economic development in general.

Mr. Montoya said the County has joined a coalition with the Board of Realtors, City of Santa Fe, Homebuilders Association, and the Affordable Housing Coalition to collectively share data and make determinations on how to advance. This will facilitate the development of an annual affordable housing report.

Commissioner Garcia requested that the coalition reach out to the public schools.

Mr. Loewy said the data will be helpful in addressing homelessness in the community. Mr. Montoya said New Mexico now has one of the highest rate of homelessness in the nation and the coalition will work on this issue.

Mr. Montoya said Public Works is working on the Santa Cruz site. There is mention an of an intergenerational program at the site.

B. **Capital Fund Program Report**

Mr. Baca provided updates as follows:

- County Procurement will assist in obtaining a vendor for the modernization project for 114 Camino de Roberto and 124 Camino de Quintana
- Two units in the Valle Vista site require re-roofing
- Housing will work with IT and the safety divisions to ensure appropriate security cameras

Mr. Montoya said the Authority is eligible for an additional \$100,000 from the State through MFA that will be used for the weatherization program.

Regarding the modernization project, Mr. Barela said the project amount was quite low so the scope has been expanded to generate interest. He explained how the different funding years would be used.

#### C. FSS/ROSS Report

Mr. Barela said the FSS program has been steady with 51 clients. The ROSS program has 10 clients. The ROSS and FSS program put together holiday events at the different sites in partnership with the Boys and Girls Club. He estimated there were 60 to 75 people at each of the events.

#### D. Financials

Ms. Coughlin said that the housing budget is running smoothly and staff is determining how best to disencumber funds. The CFP 2016 grants will be expended by April 1<sup>st</sup> and CFP 19 will be allocated to the different categories. Mr. Montoya offered to present a budget on the CFP 19 funds at the next meeting.

#### E. Section 8, Accounts Receivable, Waitlist, Vacancy, Inspection, Eviction and Utility Reimbursement

Mr. Montoya said the Housing Choice Voucher Program is at 95.79 percent which is a little low. The Mainstream Voucher Program is at 114 percent. The three units that require modernization are not included in the occupancy rate which is holding at 100 percent. He recognized the work of the maintenance staff and Lorice Griego for their efforts. There is an eviction in process where the individual was subletting the unit for more than the rent itself.

Mr. Montoya noted the activity in the voucher program with 85 people going through the process in the past four months.

### 5. Matters from the County Attorney

- A. **Executive Session: Limited Personnel Matters, as Allowed by Section 10-15-1(H)(2) NMSA 1978; Board Deliberations in Public Hearings on the Agenda, as allowed by Section 10-15-1(H)(3) NMSA 1978; Discussion of Contents of Competitive Sealed Proposals Pursuant to the Procurement Code During Contract Negotiations as Allowed by Section 10-15-1(H)(6); Threatened or Pending Litigation in which Santa Fe County is or May Become a Participant, as Allowed by Section 10-15-1(H)(7) NMSA 1978; and,**

**Discussion of the Purchase, Acquisition or Disposal of Real Property or Water Rights, as Allowed by Section 10-15-1(H)(8) NMSA 1978, including: Performance Evaluation of the Executive Director**

Commissioner Hansen moved to meet in executive session as noted in the agenda. Mr. Loewy seconded and the motion passed by roll call vote as shown below:

Anna Hamilton	Aye
Henry Roybal	Aye
Anna Hansen	Aye
Rudy Garcia	Aye
Ed Moreno	Aye
Cathy Hurtado	Aye
Joseph Loewy	Aye

[The Board met in executive session from 2:05 – 2:15]

Returning to open session, Manager Miller announced that the only issues discussed were the evaluation of the Executive Director and limited personnel issues

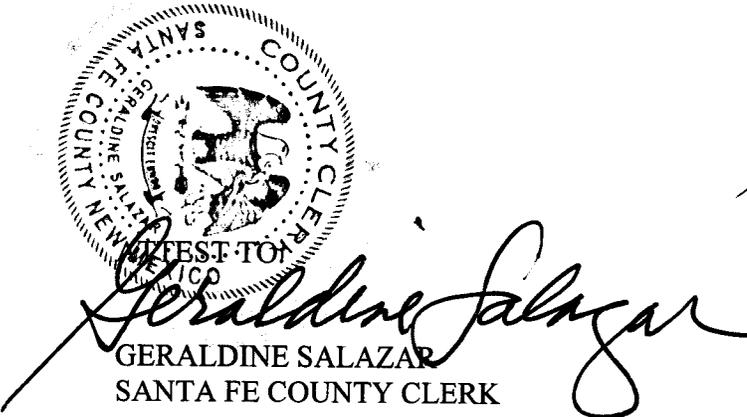
Upon motion by Commissioner Hansen and second by Mr. Loewy, the Board returned to open session.

5. **Matters from the Board** - None were presented.
6. **Matters from the Public** - None were presented.
7. **Concluding Business**
  - A. **Announcements**
  - B. **Adjournment**

This meeting was declared adjourned at approximately 2:15 p.m.

Approved by:

  
Henry Roybal, Chair  
Housing Authority

  
GERALDINE SALAZAR  
SANTA FE COUNTY CLERK

Respectfully submitted:

Karen Farrell, Wordswork

Santa Fe County  
Housing Authority: January 28, 2020



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 February, 2020 at 02:08:22 PM And Was Duly Recorded as Instrument # 1910228 Of The Records Of Santa Fe County

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

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