

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

January 30, 2018

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 Chair Anna Hansen.

B. Roll Call

A quorum was established with the following Board members present:

Members Present:

Anna Hansen, Commissioner
Anna Hamilton, Commissioner
Ed Moreno, Commissioner
Joseph Loewy, Community Member

Members Excused:

Henry Roybal, Commissioner
Robert Anaya, Commissioner
Cathy Hurtado, Resident Member

Staff Present:

Katherine Miller, County Manager
Joseph Montoya, Housing Authority Director
Joe Gonzales, Housing Authority Staff
Rachel Brown, Deputy County Attorney
Victor Gonzales, Project Manager
Bernadette Salazar, HR Director

Others Present:

Coleen Dearing, Santa Fe Association of Realtors

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 Tabled or Withdrawn Items

Commissioner Moreno moved approval as presented. Commissioner Hansen seconded. The motion passed by unanimous voice vote.

SFC CLERK RECORDED 03/01/2018

D. Approval of Minutes: November 28, 2017

Mr. Loewy moved to approve as published. Commissioner Hamilton seconded. The motion carried by unanimous [4-0] voice vote.

II. Consent Agenda

A. Notice of Santa Fe County Housing Board Meetings for 2018

Mr. Loewy moved approval and Commissioner Moreno seconded. The motion carried unanimously.

III. Action Items

None were presented.

IV. Discussion/Information Items/Presentations

A. Housing Authority Updates

1. Director's Report

Mr. Montoya announced that Felina Rodriguez has been hired as the new FSS/Ross coordinator. Joe Gonzales will be leaving the Authority to work for the County's Utilities Department. He said Mr. Gonzales will be hard to replace and advertising for the position will begin very soon.

The Authority utilized a consultant to assist in updating its policies and procedures in order to be in compliance with the state's landlord-tenant laws. Mr. Montoya recognized the assistance the Authority has received from County Finance. The Authority will be requesting capital fund money for Santa Cruz and Valle Vista to improve curbs and sidewalk to ensure HUD inspection scores go up.

Regarding CDBG, Mr. Montoya said the Authority would be working closely with the Finance Department. A month was lost in the CDBG process and because of that time loss, the books cannot be closed in time for next year's application.

2. CFP Report

Victor Gonzales noted the following:

- Camino de Jacobo landscaping plan bids came in too high for the budget and that will be addressed at another date. The ponding area is expected to move forward.
- Federal funds will be used to upgrade paving at Camino de Jacobo
- Twelve contractors attended the pre-bid conference for the CDBG reroofing project
- A major water leak at the Santa Cruz site was addressed by a contractor last week

Regarding the water leak at Santa Cruz, Mr. Montoya advised the Board that it appears that previous work done at the site by a contractor left the water system vulnerable to leaks. This was one of the factors contributing to the high water bills. Staff is working with the Utilities Department to recoup the money spent last week to correct the issue. Mr. Montoya said that Public Works Director Kelley is aware of the issue. Photos of the problem were circulated. Mr. Loewy requested an update on this issue at the next Board meeting.

3. Financial Report

Joe Gonzales reminded the Board of the challenging financial situation the Authority was in when he arrived and thanked Mr. Montoya for trusting his skills, experience and judgment to get things on track.

Mr. Gonzales noted that the mid-year budget review went well. The 2016 CFP grants are being spent down. CFP 2017 funds will be obligated as work is in progress. CFP 2014 needs to be spent down by April and will be used for the Camino de Jacobo landscaping.

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

Mr. Montoya said the Authority is holding at 100 percent occupancy. Last year the occupancy percentage was 97.7. Staff has been aggressive in moving people through the wait list.

A good discussion with the Chamber of Commerce, Board of Realtors, Home Builders, along with different City and County divisions and non-profits occurred regarding the development of a platform for housing policies to facilitate the goal of creating 5,000 new affordable units in five years. Policies will be considered, i.e., providing funds for rehabilitation of privately-owned dwellings that would be required to accept vouchers, as well as funding sources for accessory units. There is a clear correlation between density and affordability which the group is discussing.

5. Introduction of new staff

This item was handled during the Director's report

6. Board of County Commission Approval of Delegation of Authority to the County Manager to Negotiate the Acquisition of 6.6+/- Acres of Land Located on Camino Jacobo

Mr. Montoya said based on the current land use code, 60 more units are possible and will add 1/3 more units to the base number. The County has already enhanced the value of the vacant 6.6 acres by providing sewer access. The property would not be developed internally.

Chair Hansen noted this item will be acted upon later today by the Board of County Commissioners.

V. Executive Session

A. Limited Personal Matters, as Defined and as Allowed by Section 10-15-1 (H)(2) NMSA 1978, to include the following:

1. Santa Fe County Housing Authority Executive Director's Annual Performance Evaluation

Commissioner Hamilton moved to go into executive session pursuant to NMSA Section 10-15-1-H (2) to discuss the matter described above. Commissioner Moreno seconded. The motion passed upon unanimous roll call vote as follows:

Commissioner Anaya	Not Present
Commissioner Hamilton	Aye
Commissioner Hansen	Aye
Commissioner Moreno	Aye
Commissioner Roybal	Not Present
Mr. Loewy	Aye
Ms. Hurtado	Not Present

[The Commission met in closed session from 1:45 to 2:00.]

Having only discussed the item as listed on the agenda, Mr. Loewy moved to come out of executive session and Commissioner Moreno seconded. The motion carried unanimously.

VI. Matters from the Board

None were presented.

VII. Matters from the Public

None were presented.

VIII. Concluding Business

- A. Announcements
- B. Adjournment



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 1ST Day Of March, 2018 at 04:48:24 PM And Was Duly Recorded as Instrument # 1851313 Of The Records Of Santa Fe County

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

Having completed the agenda and with no further business to come before the Authority, Chair Roybal adjourned the meeting at approximately 2:05 p.m.

Approved by:

Anna Hansen
Anna Hansen, Commissioner
Housing Authority Board

ATTEST TO:

Geraldine Salazar
GERALDINE SALAZAR
COUNTY CLERK



Respectfully submitted by:

Karen Farrell, Wordswork

SEC
CLERK
RECORDED
03/01/2018