

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY

November 29, 2022

Santa Fe, New Mexico

I. This regular meeting of the Santa Fe County Housing Authority was called to order by Vice Chair Rudy Garcia at approximately 1:05 p.m. on the above-cited date at the Santa Fe County Commission Chambers, 102 Grant Street, Santa Fe, New Mexico.

II. The following members were present:

Members Present:

Commissioner Rudy Garcia, Vice Chair
Commissioner Anna Hansen
Commissioner Hank Hughes
Community Member Joseph Lowey

Member(s) Excused:

Commissioner Anna Hamilton, Chair
Commissioner Henry Roybal
Resident Member Cathy Hurtado

County Staff Present:

Joseph Montoya, Community Development Director
Jordan Barela, Deputy Director
Gregory Shaffer, County Manager
Jeff Young, County Attorney
Adriana Vasquez, Housing Staff
Denise Benavidez, Housing Staff
Leandro Cordova, Deputy County Manager
Paul Olafson, Deputy Community Development Director

C. Approval of Agenda

Mr. Lowey moved approval of the agenda and Commissioner Hughes seconded. The motion carried by unanimous [4-0] voice vote.

D. Approval of Minutes: October 25, 2022

Upon motion by Commissioner Hansen and second by Commissioner Hughes, and unanimous [4-0] voice vote the minutes were approved as published.

SFC CLERK RECORDED 03/10/2023

2. **Consent Agenda**

A. **Resolution No. 2022-12HB, a Resolution Adopting the 2023 Flat Rent Schedule for the Public Housing Program**

Mr. Barela stated this is a standard resolution that HUD requires be approved every year. The payment standards and flat rent schedule for the public housing program have been updated. The flat rent schedule has been adjusted to be within 80 percent of the fair market rents HUD requires.

Commissioner Hansen moved approval and Commissioner Hughes seconded. The motion carried unanimously.

B. **Request Approval of the Notice for the Regular Meeting Schedule of the Santa Fe County Housing Authority Board to be Held from January 1, 2023 to December 31, 2023**

Commissioner Hughes moved to approve. Mr. Lowey seconded and the motion carried unanimously.

3. **Discussion/Information/Presentations**

A. **Executive Director's Report**

Staffing Vacancies and Trainings

Mr. Barela said they are fully staffed and no new trainings have been scheduled for November and December.

Development and Grant Opportunities

There was a meeting on November 10th with Forth Mobility relative to the electric car sharing program. A feasibility study will be conducted at the beginning of the year to ascertain whether any of the public housing locations would be appropriate for charging stations. Due to increased costs, the plan has been changed from two to one vehicle per site.

Commissioner Hansen recommended signs specifying that the parking at charging stations are only for electric cars.

Community Funding Project ("CPF")

Per Representative Leger-Fernandez, the House Appropriations Committee did approve reroofing funding to be administered through HUD's economic development office. Staff has attended trainings and are putting together a packet with federal forms, a project budget and scope of work. The project is subject to an environmental review. The packet will be reviewed by HUD and if approved, a grant agreement will come before the BCC. The removal of solar

panels during the reroofing could have a negative impact on the energy savings report required for the ICAST loan. This can be avoided by phasing the roofing.

Commissioner Hansen asked if Rep. Leger-Fernandez' office needed to be called in for help. Mr. Barela did not feel this would be needed.

Nueva Acequia Project

The schematic design is complete and the market study is underway. The scheduled date of completion is November 30th and should be final by next week. The LFC application was approved. Mr. Barela indicated that due to changes emanating from the 2020 Census, the Nueva Acequia project is no longer in a qualified tract, which changes the tax credit involvement and creates a gap of \$4 million. They are viewing their options regarding which level of tax credits they can pursue. Heretofore the project has been designed for studios and one-bedroom units particularly for the disabled and those on social security. Going to a nine percent credit might require more family units and fewer units overall.

In response to Commissioner Hansen's comment, Mr. Montoya agreed that during the planning phase the land was in a qualified tract. The \$4 million is only ten percent of the total project cost, and many aspects remain a moving target. He said it was not clear why the designation changed given the situation in the area has not changed materially. They are still reviewing possible sources of funding, such as those available for energy efficiency, and the intention has always been to have a zero energy use development. He said, "This is not a doomsday thing." He noted the project is undergoing constant analysis with the goal of getting the project built. At this point they have not secured any funding.

Mr. Lowey asked that as many small units as possible be retained, in light of the current need. Mr. Montoya said they will make every effort due to the fact that they need to be able to fill all the units in order to pay the debt.

B. Capital Fund Program Report

Ms. Velasquez reported on the following projects underway and completed:

- The safety and security project is complete and the final invoice paid
- At Camino de Jacobo, a new contract with Bohannan Huston has gone out to expand the initial project study, full engineering drawings, interior sidewalks, updating cost estimates, and a phase schedule
- The reroofing project contract has gone to Davenport Construction
- Southwest Construction began work on modernization at Camino de Jacobo
- Mold remediation and kitchen remodeling of units at Camino de Jacobo is complete
- They are working on a contract for sidewalk replacement at Valle Vista and Santa Cruz, which is anticipated to be complete prior to the next REAC inspection

A discussion ensued regarding the importance of interior sidewalks in the REAC score.

C. Financials

Mr. Barela indicated the financial statements were submitted to HUD in August and comments were received back in November. They are required to resubmit within 50 days and this has been done. They have recently submitted the audited financial statement for FY 22 to REDW (CPA) and afterward this will be submitted to HUD sometime before March 31, 2023.

Regarding capital grants, money has been reallocated for unit modernization and reroofing. The next deadline, February 22, 2023 is for the 2021 grant. Due to COVID, this is coming before the 2020 and 2019 obligation deadlines. Those three years should be completely obligated with the sidewalk work.

Mr. Barela said there will be an increase in the cost of salaries and benefits due to the class and compensation study, but there have been vacancy savings.

They have not yet received a decision from HUD on the ROSS grant, which they hoped would take effect on January 1, 2023. Knowing the current grant expires December 15th they set aside matching funds to cover the gap.

D. Resident Opportunity and Self-Sufficiency (ROSS) and Family Self-Sufficiency Reports January 2022

Ms. Velasquez stated no clients were added to the ROSS program which remains with 61 participants. The coordinator made 88 resident contacts and provided 52 referrals. An annual report was submitted to HUD and was approved. One client left the FSS leaving 37 participants. The coordinator made 19 resident contacts and provided seven service referrals. She spoke of the FSS graduate who is now in the process of looking for a home.

Property management software has been updated as required, which will allow additional clients to join and they are in the process of adding five clients to FSS.

Ms. Velasquez gave details of the Halloween events.

Mr. Montoya commended staff or their work on the FSS program, which has more clients than ever and has the effect of improving people's lives. He offered to have some participants speak to the Authority.

E. Housing Choice Voucher, Vacancy, Waitlist, Inspection, Accounts Receivable and Eviction Reports

Ms. Velasquez provided details on the utilization rates voucher usage. She noted Bernalillo County has absorbed six of their Section 8 vouchers and Santa Fe Civic absorbed two, leaving eight vouchers open. Mr. Barela explained the interchangeability of vouchers. They are working to complete inspections to recoup the eight people lost to other jurisdictions.

[The Authority briefly recessed due to the loss of a quorum.]

Ms. Velasquez said the occupancy rate is at 99 percent with four pending vacancies.

F. Affordable Housing Program Strategic Plan Update – January 2022

Ms. Benavidez started an RFP has gone out for software to track developments, work flow, mortgages, and for document preparation. The plan’s final draft will be presented at the December committee meeting and after that they will schedule presentations to the various agencies, and it will go to the Mortgage Finance Authority mid-January.

Six contracts for affordable homes have gone under contract for Colibri, and one for Rancho Viejo. There were no closings this month due to high interest rates.

Commissioner Hughes said he was looking forward to seeing the plan. Ms. Benavidez said the last section to be completed is the goals. Mr. Montoya noted that if all changes are agreed to at the last review committee meeting it will go out for final recommendations.

Chair Garcia asked what happens when someone qualifies at a certain rate and then the rate goes up. Ms. Benavidez said they have nine clients currently under contract at Colibri and four of those can not afford the payments due to interest rates. HUD uses interest rates from the prior year. She is talking with Habitat for Humanity about creative measures to get people through the process. Another potential avenue is to help with closing costs and down payments.

4. Public Hearings

A. Resolution 2022-13HB, a Resolution Amending the Santa Fe County Housing Authority’s Five-Year Public Housing Authority (“PHA”) Plan from 2022 to 2026 to Designate Additional Public Housing Units in the Santa Cruz Development for Law Enforcement Officers and to Include Project Basing Vouchers for the Housing Choice Voucher and Veterans Affairs Supporting Housing Programs

Mr. Barela indicated this is an amendment to the five-year PHA plan approved in Resolution 2022-03HB. The amendment details two initiatives, one is to designate two additional units for law enforcement in Santa Cruz, and the second is to explore the option of project-based vouchers for VASH and Section 8.

There has been a rash of criminal activity and in addition to two more units for law enforcement they will install a security gate with cameras. They work regularly with the Sheriff’s Office.

There was no one from the public wishing to comment on the resolution in chambers or on Webex.

Commissioner Hughes said he supported project-based vouchers, and asked if there was any evidence that the presence of law enforcement on the premises reduces crime. Mr. Barela said he

SFC CLERK RECORDED 03/10/2023

has seen nothing official but in his personal experience tenants relay information to the officers and that is beneficial.

Regarding public comment, Mr. Barela said a notice was posted in the newspaper and on the webpage; no feedback was received. Additionally, this was presented to the resident advisory boards and there was overwhelming support. In response to questions from Chair Garcia, Mr. Barela said either the Sheriff's Department or State Police District 7 responds to calls from Santa Cruz. He said the lease outlines the expectations and conditions for officers living in the units.

Commissioner Hansen said it would be interesting to get data on the efficacy of the presence of law enforcement.

Commissioner Hansen moved to approve the resolution and Commissioner Hughes seconded. The motion carried by unanimous [4-0] voice vote.

Mr. Lowey commended the work done on the safety plan.

5. **Matters from the County Attorney**

None were offered.

6. **Matters from the Board**

Mr. Lowey thanked Chair Garcia and Commissioner Roybal for their service to the Housing Authority over the course of their tenures.

7. **Matters from the Public**

None were presented.

8. **Concluding Business**

- A. **Announcements**
- B. **Adjournment**

This meeting was declared adjourned at approximately 2:24 p.m.

Approved by:

Anna Hansen

 Anna Hansen, Chair
 Housing Authority

Respectfully submitted by:

Debbie Doyle, Wordswork

Santa Fe County
Housing Authority: November 29, 2022

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

HOUSING MINUTES
PAGES: 6

I Hereby Certify That This Instrument Was Filed for Record On The 10TH Day Of March, 2023 at 09:26:32 AM And Was Duly Recorded as Instrument # 2007913 Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office
 Katharine E. Clar
 Deputy *Dusty Romero* County Clerk, Santa Fe, NM

SFC CLERK RECORDED 03/10/2023

