

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY

February 23, 2021

Santa Fe, New Mexico

1. A. This regular meeting of the Santa Fe County Housing Authority was called to order by Chair Henry Roybal at approximately 1:00 p.m. on the above-cited date.

In accordance with the Public Health Emergency Order issued by the State of New Mexico, this meeting was conducted on a platform for audio/video meetings.

B. The following members were present:

Members Present:

Commissioner Henry Roybal, Chair
Commissioner Anna Hamilton, Vice Chair
Commissioner Rudy Garcia [1:30 arrival]
Commissioner Anna Hansen
Commissioner Hank Hughes
Resident Member Cathy Hurtado
Community Member Joseph Loewy

Member(s) Excused:

None

County Staff Present:

Joseph Montoya, Housing Authority Executive Director
Katherine Miller, County Manager
Elias Bernardino, Deputy Manager
Greg Shaffer, County Attorney
Daniel E. Fresquez, Media Coordinator
Tessa Jo Mascarenas, Operations Manager
Yvonne Herrera, Finance Director
Penny Ellis-Green, Land Use Administrator
Anjala Coughlin, Housing Senior Accountant
Olivia Romo, Constituent Liaison
Denise Benavidez, Housing Administrator

SFC CLERK RECORDED 04/15/2021

C. Approval of Agenda

Commissioner Hamilton moved approval of the agenda as published. Mr. Loewy seconded and the motion passed by unanimous [6-0] roll call vote. [Commissioner Garcia was not present for this action.]

D. Approval of Minutes: January 26, 2021

Mr. Loewy moved to approve the minutes and Commissioner Hamilton seconded. The motion passed by unanimous [6-0] roll call vote. [Commissioner Garcia was not present for this action.]

2. Consent Agenda

- A. Resolution 2021-02HB, a Resolution Requesting a Budget Increase for the Housing Division's 2016 and 2017 Capital Fund Program Grants (301) in the amount of \$6,237.00**
- B Resolution 2021-03HB, a Resolution Approving the Santa Fe County Housing Authority's 2021 Voucher Payment Standard Schedule**
- C. Resolution 2021-04HB, a Resolution Approving Amendment No. 2 to the Santa Fe County Housing Authority's Administrative Plan for the Section 8 Housing Choice Voucher Program, Adopting Chapter 18, Administration of Targeted Housing Choice voucher Program**
- D. Approval of Notice for the Regular Meeting Schedule of the Santa fe County Housing Authority Board to be Held from January 1, 2021 to December 31, 2021**

Commissioner Hansen moved to approve the Consent Agenda. Commissioners Hughes seconded and the motion passed by unanimous [6-0] roll call vote. [Commissioner Garcia was not present for this action.]

3. Discussion/Information/Presentation

A. Executive Director's Monthly Report

Director Montoya introduced Denise Benavidez the Authority's new Housing Administrator. He reported the following information:

- The ICAST infrastructure has been completed
- An additional \$18,000 was obtained through Main Stream which increases the available vouchers
- The Authority may be reclassified as "large" which includes additional regulatory requirements
- The Authority will be requesting 25 vouchers for the Youth in Transition program
- The FSS grant was officially accepted and the Authority will be hiring an employee to fill that position
- In the event additional Covid funding is made available, the Authority will purchase new software to increase program efficiency
- Staff continues to work closely with the Affordable Housing Action Coalition

- The Santa Fe Association of Realtors issued an Affordable Housing Report that is very comprehensive
- UNM BBER is completing a detailed analysis with the Authority to develop an Affordable Housing Plan
- The newly nominated HUD Secretary has a great deal of experience and she and President Biden have indicated a desire to increase funding to current programs

Director Montoya said that CYFD provides the referrals for the youth voucher program. CYFD has indicated they have 16 individuals interested in receiving vouchers. Once the vouchers are received, the Authority needs to issue them as quickly as possible to maintain a high score.

B. CFP Report

Director Montoya said ICAST has invoiced the Authority \$145,000 +/- and he anticipated two more invoices. The original projection was \$208,000 and it appears the final figure will be well under that number. Other updates included:

- Security camera were included within the capital improvement list
- The upgraded electrical plan still remains on the ICAST program
- Once the next modernization project is finished, the capital improvement funds for 16, 17, and 18 will be completed and ahead of schedule

Prior to CARES Act funding, the Authority was working with ICAST to develop a grant proposal from the Economic Development Administration. The grant would be used to fund a program to train people to install and review energy savings equipment and systems. The idea was these trained individuals would be connected with multi-family property owners/developers needing this expertise for a proposed or existing projects. The program could serve as a job creator and assist in energy efficient multi-family units. The funding was not received but the application may be submitted again.

Commissioner Hansen said the new multi-family units going up around town appear to lack any solar and she supported the ICAST project. Director Montoya said in the past the Mortgage Finance Authority had a program for affordable housing energy efficiency and it may be possible to reignite that program.

C. Financial Monthly Reports

Director Montoya said the budget appears consistent and there have not been any great surprises. In the past, water leaks were a problem and the current maintenance program has been successful in thwarting problems. The Housing Choice 227 program had been running lean and HUD reserve funds may be requested, although a BAR was accomplished to address the immediate issue. Last week HUD notified the Authority of a substantial increase of \$45,000 in terms of the 227 program.

Director Montoya clarified that funding was approved by the BCC via the CONNECT program to assist in housing homeless. The City has provided funding to the CONNECT program. Manager Miller said there are a variety of providers for social services – LifeLink, shelters, etc. –

that the County contracts with. CONNECT provides a network of providers of different social services that individuals require, i.e., housing, food, rental and utility assistance, etc. Once an individual is enrolled in CONNECT, the system is able to steer them toward a multitude of services available in the community. The City of Santa Fe is also part of the program.

Commissioner Hughes said the partnership between the City, County and private foundations has been great in helping individuals during the pandemic.

D. ROSS Report

Director Montoya said ROSS Coordinator Catanach is doing an outstanding job. A meeting is scheduled with HUD to formally request an extension of the ROSS funding.

Commissioner Garcia expressed his appreciation for management and staff.

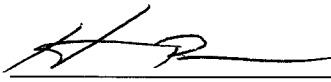
E. HVC, Vacancy, Inspection, Waitlist, Accounts Receivable, and URP (Utility Reimbursement) Reports



Director Montoya said the HVC is at 100 percent utilization and Main Stream is 106 percent. Occupancy for public housing is 100 percent. The wait list is holding steady for Section 8 while the Main Stream is increasing with disabled individuals less than 63 years of age.

- 4. **Matters from the County Attorney** - None were presented.
- 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 1:57 p.m.

Approved by:


Henry Roybal, Chair
Housing Authority


ATTEST TO

KATHARINE E. CLARK
SANTA FE COUNTY CLERK



SFC CLERK RECORDED 04/15/2021

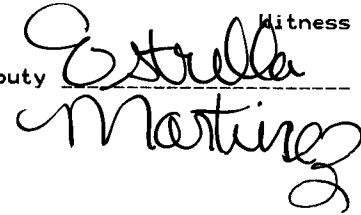
COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

HOUSING MINUTES
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I Hereby Certify That This Instrument Was Filed for
Record On The 15TH Day Of April, 2021 at 12:23:57 PM
And Was Duly Recorded as Instrument # 1950058
Of The Records Of Santa Fe County

Respectfully submitted:

Karen Farrell, Wordswork

Witness My Hand And Seal Of Office
Katharine E. Clark
Deputy  County Clerk, Santa Fe, NM