

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY

March 28, 2023

Santa Fe, New Mexico

1. Opening Business

A. This regular meeting of the Santa Fe County Housing Authority was called to order by Chair Anna Hansen 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.

B. There was a quorum with the following members present:

Members Present:

Commissioner Anna Hansen, Chair
Commissioner Hank Hughes, Vice Chair
Commissioner Anna Hamilton
Commissioner Camilla Bustamante
Commissioner Justin Greene
Community Member Joseph Loewy
Resident Member Cathy Hurtado

Member(s) Absent:

None

County Staff Present:

Jordan Barela, Housing Authority Director
Adrianna Velasquez, Housing Authority Administrative Manager
Daniel Schwab, Community Development, Affordable Housing Senior Planner
Greg Shaffer, County Manager
Jeff Young, County Attorney
Leandro Cordova, Deputy County Manager
Paul Olafson, Interim Community Development Director

C. Approval of Agenda

Mr. Barela noted that A.J. Coghlin and Denise Benavidez are out ill and he will be presenting in their stead. Upon motion by Commissioner Hamilton and second by Commissioner Greene, the agenda was unanimously [7-0] approved.

SFC CLERK RECORDED 05/17/2023

D. Approval of Minutes: February 28, 2023

Mr. Loewy pointed out that on page 5, under F, the date February 14th should read March 14th. With that change he moved to approve the February 28, 2023 minutes. Commissioner Hughes seconded. The motion carried by unanimous [7-0] voice vote.

2. Consent Agenda

No items were brought forward.

3. Discussion/Information/Presentations

A. Executive Director's Report – March 2023

Staffing Vacancies and Trainings: Mr. Barela announced that Adrianna Velasquez will now be the deputy director. She has been with the Housing Authority for eight years and has been involved in every area. They will now be advertising to fill the administrative manager position.

Development and Grant Opportunities: Two grants from the congressionally directed funding are being processed.

Nueva Acequia: None of the \$10 million requested for gap funding was passed by the legislature. However, they did approve monies for a fund for similar projects. They are considering submitting a nine percent tax credit application in January 2024. Commissioner Hansen indicated that legislators are unaware that Nueva Acequia is an affordable housing development, believing it to be an acequia. She advised more contact with the legislators. Mr. Barela said staff spoke with Hvtce Miller and prepared an information sheet, however, since this did not pan out they are seeking alternate funding. Planning will depend on market studies.

Tenant/Landlord Issues: Parking permits for tenants will begin in April. There were two eviction hearings held in March and another is pending.

Administrative, Technical Issues & Reporting: The administrative plan continues to progress and all mandatory policy surveys have been completed and the vendor is putting together a policy draft for review. Senate Bill 398 unanimously passed both House and Senate. Chair Hansen and Mr. Loewy commended Commissioner Hughes for his work on promoting the bill. Commissioner Hughes encouraged everyone to urge the Governor to sign the bill.

Regarding the eviction hearings, Mr. Loewy asked if restitution was involved. Mr. Barela said that decision will be made in the future.

B. Capital Fund Program Report – March 2023

Mr. Barela reported that two projects have been completed since the last meeting, using \$19,000 in CFP funds. The Camino de Jacobo roads and sidewalks project received a letter of interest and quote from Bohannon Huston for engineering services. Drafting of a contract is underway. Work

on sidewalk projects in Valle Vista and Santa Cruz will be starting next week. Regarding the Santa Cruz fencing and Boys & Girls Club community park upgrade, Mr. Barela said they have gone out for RFQ. One quote was received, however it was 400 percent over budget. The Housing Authority will be receiving an additional \$600,000 for public housing upgrades and they are looking at ways to make the project feasible by curtailing certain aspects and phasing the project. They will be going out for RFQ again next week.

C. Financial Monthly Reports – March 2023

Mr. Barela explained the two primary sources of funding, noting there has been a steady increase, and he referred to charts in the packet demonstrating the growth in revenue from both tenant rents and grants. The increase should be able to cover the additional costs engendered from the class and comp study.

The Housing Choice Voucher (HCV) program provides housing assistance payments (HAPs) which can only be used for tenant rent. Administrative fees are provided at a flat rate. Next year should see an increase in HAPs, largely due to increased FMRs (fair market rents). Utilization is down due to voucher clients having difficulty finding suitable housing. They continue to pull people from the waiting lists.

D. Resident Opportunity and Self-Sufficiency (ROSS) and Family Self-Sufficiency Reports – March 2023

Adrianna Velasquez, announced there were no additional clients for ROSS or FSS. ROSS has 60 participants and the coordinator made 62 resident contacts with 29 referrals of service. The FSS program has 39 participants and three more are being evaluated. The FSS coordinator made 27 resident contacts and provided 14 referrals for service. Ms. Velasquez spoke of Desiree Valdez graduated from FSS and will receive an escrow payment over \$10,000.

E. Housing Choice Voucher, Vacancy, Waitlist, Inspection, Accounts Receivable and Eviction Reports – March 2023

Ms. Velasquez stated the HCV utilization rate is still at 91 percent, with the 12-month average at 93 percent. Mainstreet vouchers utilization is at 67 percent. Public housing occupancy is at 99 percent with three units under lease and six units are undergoing modernization. Fifty additional applications for one-bedroom units were pulled in February and 100 more are anticipated for Section 8. Pulled applications exceeded new applications leading to a reduction of the waiting list. February saw 27 HQS inspections, 15 for public housing and 12 for HCV. Staff continues to issue lease violation notices for non-payment of rent, and continues to work with tenants on late payments.

Mr. Barela stated that in February they leased their first voucher through the Foster Youth Independence (FYI) program. This is for youth between 18 and 24 at risk of homelessness and who have aged out of foster care. In the past there have been processing time problems working with the state who has to make the referrals.

F. Affordable Housing Program Strategic Plan Update – March 2023

Mr. Barela outlined the next steps for the affordable housing plan which was presented to the BCC last month. A second community meeting is scheduled soon. The plan will be brought before the BCC in conjunction with revisions to the Housing Assistance Grants Ordinance with broader language to encompass more programs. Each program will be approved by resolution. MFA has to review both the plan and the ordinance. An important component is the Affordable Housing Trust Fund.

Chair Hansen asked that provision be made for sewers and grinder pumps.

Commissioner Greene offered to help with the draft in order to avoid having to go back and forth between MFA and the Commission with changes. Mr. Barela noted MFA provides a template ordinance to be used as a draft.

Commissioner Hughes asked about the funding that comes from fees-in-lieu from developers. Mr. Barela indicated there has not been a fee-in-lieu payment in quite a while. The initial money was a \$2 million fee-in-lieu from Las Campanas. Small amounts come in from residual fees coming from fractional requirements of developers.

Commissioner Hughes asked if there were programs in the affordable housing plan for renters. Mr. Barela said there is a rental subsidy program for development of affordable rentals. A separate voucher program independent of the federal program could be established. Commissioner Hughes said it was important to avoid the Anti-Donation Clause.

4. Matters from the County Attorney

None were offered.

5. Matters from the Board

Commissioner Hughes stated he recently attended the National Low Income Housing Coalition annual conference in Washington, DC where a wealth of information was provided. Additionally, he met with the staffs of three of the four congressional representatives urging them not to cut any funding and reminding them of possible earmarks for public housing. He also brought up the possibility of bringing forward tenant protection laws. He noted studies have shown that rental assistance is as effective as eviction moratoriums in keeping people in their homes.

Commissioner Greene mentioned two public housing projects in Española, one which has closed and another, Visa del Rio, in danger. Efforts are underway to bring everything up to code so that the residents' lives are not disrupted, and to transition to new ownership. Meetings and a picnic are planned.

6. Matters from the Public

None were brought forward.

8. Concluding Business

Upon motion from Commissioner Greene and second from Commissioner Hughes, this meeting was declared adjourned at approximately 1:55 p.m.

Approved by:



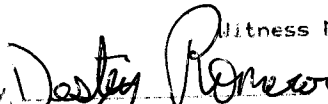
Anna Hansen, Chair
Housing Authority Board

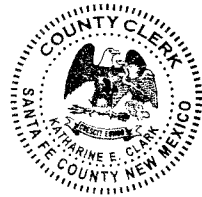
Respectfully submitted by:

Debbie Doyle, Wordswork

COUNTY OF SANTA FE) HOUSING MINUTES
STATE OF NEW MEXICO) ss PAGES: 5

I Hereby Certify That This Instrument Was Filed for
Record On The 17TH Day Of May, 2023 at 04:00:32 PM
And Was Duly Recorded as Instrument # 2012256
Of The Records Of Santa Fe County

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



SFC CLERK RECORDED 05/17/2023