

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY

March 30, 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 1:10 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
Commissioner Anna Hansen
Commissioner Hank Hughes
Community Member Joseph Loewy

Member(s) Excused:

Resident Member Cathy Hurtado

County Staff Present:

Joseph Montoya, Housing Authority Executive Director
Katherine Miller, County Manager
Elias Bernardino, Deputy Manager
Greg Shaffer, County Attorney
Jordan Barela, Housing Deputy Director
Daniel E. Fresquez, Media Coordinator
Tessa Jo Mascarenas, Operations Manager
Penny Ellis-Green, Land Use Administrator
Ajay Coughlin, Housing Senior Accountant
Olivia Romo, Constituent Liaison
Denise Benavidez, Housing Administrator
Chris Hyer, Economic Development Manager
Sara Smith, Constituent Liaison

SFC CLERK RECORDED 05/26/2021

C. Approval of Agenda

Mr. Loewy moved approval of the agenda as published. Commissioner Hansen seconded and the motion passed by unanimous [4-0] roll call vote. [Commissioners Garcia and Hamilton were not present for this action.]

D. Approval of Minutes: February 23, 2021

Commissioner Hansen moved to approve the minutes and Commissioner Hughes seconded. The motion passed by unanimous [4-0] roll call vote. [Commissioners Garcia and Hamilton were not present for this action.]

2. Consent Agenda

- A. Resolution 2021-05HB, a Resolution Approving the Santa Fe County Housing Authority's 2021 Utility Allowance Schedule for the Housing Choice Voucher Program**
- B. Resolution 2021-06HB, a Resolution Approving the Santa Fe County Housing Authority's 2021 Utility Allowance Schedule for the Public Housing Program**

Commissioner Hansen moved to approve the Consent Agenda. Commissioners Hughes seconded and the motion passed by unanimous [5-0] roll call vote. [Commissioner Garcia was not present for this action and arrived shortly thereafter.]

3. Discussion/Information/Presentation

- A. Executive Director's Monthly Report**

Director Montoya provided the following additions to his written report:

- One maintenance position remains vacant
- Development and grant opportunities – MFA continues to work with CDBG Covid funds for rental assistance; however, new money is coming that will be operated by DFA and administered by Doña Ana and Bernalillo counties

Manager Miller said the County will receive revenue replacement money, which was not allowed in the CARES Act money, of approximately \$29 million over a two-year period. There are other funds within the \$1.9 trillion that the County will access once programs are better defined. She said the BCC will make decisions over the next few years regarding funding relative to availability and flexibility. An additional discussion will occur at today's BCC regarding funding. She emphasized that the \$29 million was to assist local government in their loss of revenue based upon the pandemic. The County is not back to pre-pandemic revenue levels.

Manager Miller stated that the County spent down the entire \$14 million CARES Act money with \$9 million in community assistance and \$5 million which covered public safety salaries. The new money will be for fiscal years 2022 through 2024 and the BCC will determine how to best allocate those funds. She reminded the Board that whatever program they want to direct money to requires County human resources to administer.

Commissioner Garcia asked whether the County would partner with the City on the new loan money and the manager responded a partnership could be considered if the City brings resources to the table. The burden was uneven and County staff processed hundreds of grants in a short time frame.

B. CFP Report

Mr. Barela reported on the following:

- The ICAST energy rehab and the electrical panels upgrade projects have reached substantial completion
- The security camera project remains a Priority 3 pending additional funding
- Modernization at 18 Camino Jacobo should be completed June 2021
- New projects include two bathroom remodels in Camino Jacobo and reroofing of a duplex in Valle Vista
- Federal funding may be available for additional roofing projects

Commissioner Garcia recommended educating the juvenile residents about the ICAST solar and energy savings project.

C. Financial Monthly Reports

Mr. Barela said the packet reports include a new narrative to the budget. The audited financial submission for the FY2020 FDS was submitted and approved by HUD which concluded reporting requirements for FY2020. Additionally, funding was awarded for operating subsidy for 2021 and the capital fund grant for 2021. There was an increase in the federal budget for public housing and the Authority did realize an increase. The public housing operating subsidy received a 14 percent increase and the capital fund grant also received an increase.

Mr. Barela said the Authority will be proposing a BAR for the voucher programs. Director Montoya noted that utilization of the vouchers is very important – it's a use it or lose it program. The Authority strives to use over 100 percent of the allocations to tap into the reserve.

Commissioner Garcia commented that the increase in the homeless population is a heartbreaking situation and he hoped there may be some funding to address the problem.

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

Director Montoya said the general utilization rate of the vouchers is very important for funding purposes. He anticipated the numbers would be above 100 percent next month. Occupancy for public housing is at 100 percent less those units being remodeled.

E. ROSS Report

Mr. Barela said during February the coordinator brought a new participant to the program and at this point there are 49 participants. Coordinator Catanach received her Navigator License through CONNECT. Additionally, the Santa Fe County Fire Union has over 200 jackets to donate and Camino Jacobo has free wifi access available. The free wifi program will be developed for Santa Cruz and Valle Vista.

4. Matters from the County Attorney

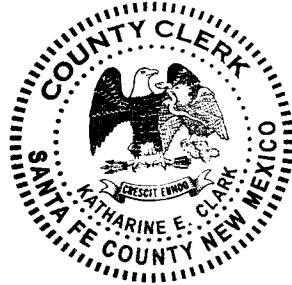
A. Executive Session – Limited Personnel Matters as Allowed by Section 10-15-1(H)(2) NMSA 1978, including (1) Performance Evaluation of Executive Director

5. Adjournment

County Attorney Shaffer advised the Board that a separate link was emailed for the executive session. It was his understanding there was no additional business to come before the Board and that they could adjourn the open meeting and go into executive session.

Commissioner Hansen moved to go into executive session and adjourn this meeting. Mr. Loewy seconded. The motion passed by unanimous roll call vote:

Commissioner Henry Roybal, Chair	Yes
Commissioner Anna Hamilton	Yes
Commissioner Rudy Garcia	Yes
Commissioner Anna Hansen	Yes
Commissioner Hank Hughes	Yes
Community Member Joseph Loewy	Yes



SFC CLERK RECORDED 05/28/2021

This meeting was declared adjourned at approximately 1:52 p.m.

Approved by:

[Signature]
Henry Roybal, Chair
Housing Authority

ATTEST TO:
[Signature]

KATHARINE E. CLARK
SANTA FE COUNTY CLERK

Respectfully submitted:

Karen Farrell, Wordswork

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 26TH Day Of May, 2021 at 09:24:39 AM And Was Duly Recorded as Instrument # 1954332 Of The Records Of Santa Fe County

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