

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY

July 28, 2020

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 1:05 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 Hansen, Vice Chair
Commissioner Anna Hamilton
Commissioner Ed Moreno
Community Member Joseph Loewy
Commissioner Rudy Garcia [1:30 arrival]

Member(s) Excused:

Resident Member Cathy Hurtado

County Staff Present:

Joseph Montoya, Housing Director
Jordan Barela, Deputy Director Housing
Katherine Miller, County Manager
Greg Shaffer, County Attorney
Daniel E. Fresquez, Media Coordinator
Tessa Jo Manzanares, Operations Manager
Yvonne Herrera, Finance Director
Penny Ellis-Green, Land Use Administrator
Carmelina Hart, Communications Coordinator

C. **Approval of Agenda**

Commissioner Hansen motioned to approve the agenda as published. Commissioner Loewy seconded and the motion carried by unanimous [5-0] roll call vote. [Commissioner Garcia was not present for this action.]

SFC CLERK RECORDED 09/09/2020

D. Approval of Minutes: June 30, 2020

Commissioner Hansen moved to approve and Mr. Loewy seconded. The motion passed by unanimous [5-0] roll call vote. [Commissioner Garcia was not present for this action.]

2. Consent Agenda

- A. Santa Fe County Housing Authority Board Resolution 2020-10-HB, a Resolution Amending the Santa Fe County Housing Authority's Admissions and Continued Occupancy Policy to Update the Policy's Working Preference in Response to the COVID-19 Pandemic**
- B. Santa Fe County Housing Authority Board Resolution No. 2020-11-HB, a Resolution Amending the Santa Fe County Housing Authority's Administrative Plan for the Section 8 Housing Choice Voucher Program Updating the Policy for the Working Family Preference in Response to the COVID-19 Pandemic**

There were no questions regarding the two Consent Agenda items.

Commissioner Hamilton moved to approve and Commissioner Hansen seconded. The motion passed by unanimous [5-0] roll call vote. [Commissioner Garcia was not present for this action.]

Mr. Montoya said the federal government needs to react soon and provide additional financial assistance for those who have lost employment. New Mexico has prohibited evictions; however, a lot of private owners are not getting their rent and other resources will need to be located to provide emergency rental assistance. The number of people seeking rental assistance has increased substantially. The next few months will be very difficult. In fact, Manager Miller has alerted the Authority to possible funding that staff is now working on.

Manager Miller said the State has changed how some of the federal CARES Act funding will be administered. Applications are required with a focus on housing and how to keep people in their homes whether rental or mortgage. The application turnaround time is very quick as well as the time in which to expend the funds. Another funding opportunity is childcare. Manager Miller said the County will apply for as much funding as possible and utilize staff to distribute the funds. The state received close to \$2 billion, with \$150 million for local governments and small businesses. Applying for this funding within the two-week window will require a great deal of work from staff.

The successful enforcement of the State's health order for social distancing and donning masks is used as a criterion for receiving funds. The sheriff has the authority to run his office as he sees fit. His focus is on ensuring community policing as well as handing out masks. Santa Fe County reacted quickly to health orders by limiting contact at all its facilities and safeguarding inmates at the jail. There is more that the County can do by providing parameters for small business programs, people with housing needs and people with childcare needs. She said she was confident if the County can demonstrate its ability to distribute funds in accordance with federal guidelines that funds will be received. Staff is tasked to develop a robust application.

Public information campaigns can also be funded. The funding is available to the State's 106 municipalities and 33 counties to apply.

3. Discussion/Information/Presentation

A. Executive Director's Monthly Report

Director Montoya reported on the following:

- The ROSS position is still open
- FSS will continue as an ongoing program
- The 55+ person is onboard and has been a great help in administration
- The Authority received new funds of approximately \$125,000 of new program monies which can be used to increase resident high-speed internet service at all three sites along with institutional/administrative buildings. REDI-Net and a non-profit group are participating in this endeavor. Internet is especially important for households with children receiving online learning
- The solar system installation continues and federal funds may be used to install the electrical boxes
- The five-year capital fund program was submitted
- DFA may allow the Authority to apply for new funds for the roofing project
- Home funds from NM MFA may be used for rental assistance
- An agreement has been drafted for easements and access issues at the new Camino Jacobo site. In total the maximum number of units would be 98 and the project would cost approximately \$18 million. He offered to present preliminary site design at the next meeting
- An MOU with the state is being reviewed which could provide 22 new vouchers for people between ages 18 to 22
- New VASH money may be coming through

Commissioner Garcia noted that the Santa Fe Public Schools have purchased mobile hotspots and he requested that staff check with providers in their service areas. Mr. Montoya said they were in contact with Española, Santa Fe and Pojoaque schools because REDI-Net has the ability to provide service links to institutions.

Manager Miller said the internet related projects are being coordinated with Mr. Montoya and County IT through the County's Economic Development program, REDI-Net and other providers.

B. Capital Fund Program Report

Mr. Barela provided the following information:

- The asbestos abatement and modernization project for the three units in Santa Cruz is substantially completed
- ICAST is working on the solar phase at all three sites
- ICAST will be installing low-flush toilets and replacing all the light bulbs with LED
- The Boys and Girls Club project is substantially complete with the walk-through occurring today

- A site visit with four roofing contractors is scheduled for next week for the reroofing at four Valle Vista units
- Upgrades for the electrical boxes are part of the five-year plan submitted to HUD and once final approval is received the project will move forward
- A scope of work is being developed for a modernization project for a unit at Camino Jacobo

C. Financial Monthly Report

Mr. Barela said the provided report is for the year-end.

- The Housing Choice Voucher program used about 90 percent of its budget
- Public Housing used approximately 83 percent of its overall budget
- Utilities continue to be difficult to track because of unexpected incidents
- CFP 17 will close out shortly along with a good portion of CFP 18
- CFP 19 grants require 90 percent obligation by May 2021

Mr. Montoya noted that obligation of CFP funds were extended by a year because of COVID.

D. Section 8, Vacancy, Inspection, Eviction, Accounts Receivable, Waitlist, and URP (Utility Reimbursement) Reports

Mr. Montoya said there have been four units vacant at Santa Cruz. The units there require attention. There are close to 2,000 people on the Authority wait list. The VASH vouchers are at 97 percent and at this point there are seven individuals looking for dwellings that accept vouchers. Public housing is at 98 percent and that is attributed to Santa Cruz vacancies. The wait list is slowly increasing.

5. Matters from the County Attorney

None were presented.

6. Matters from the Board

Mr. Loewy requested that staff provide an interim update on the status of the funding sources regarding people affected by COVID. Mr. Montoya offered to email information during August.

7. Matters from the Public

None were presented.

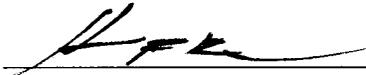
8. Concluding Business

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

Commissioner Garcia moved to adjourn and Commissioner Moreno seconded. This meeting was declared adjourned at approximately 2:00 p.m.



Approved by:


Henry Roybal, Chair
Housing Authority

ATTEST TO:


GERALDINE SALAZAR
SANTA FE COUNTY CLERK

Respectfully submitted:


Karen Farrell, Wordswork

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

HOUSING MINUTES
PAGES: 5

I Hereby Certify That This Instrument Was Filed for
Record On The 9TH Day Of September, 2020 at 12:45:37 PM
and Was Duly Recorded as Instrument # 1927372
of The Records Of Santa Fe County



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

