

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

January 28, 2025

Santa Fe, New Mexico

1. A. This regular meeting of the Santa Fe County Housing Authority was called to order by Chair Camilla Bustamante at approximately 1:02 p.m. on the above-cited date at the Santa Fe County Commission Chambers, 102 Grant Street, Santa Fe, New Mexico.

B. A quorum was present with the following members in attendance:

Members Present:

Commissioner Camilla Bustamante, Chair
Commissioner Lisa Cacari-Stone, Vice Chair
Commissioner Justin Greene
Commissioner Hank Hughes [virtually]
Commissioner Adam Johnson
Resident Member Cathy Hurtado

Member(s) Absent:

None

County Staff Present:

Greg Shaffer, County Manager
Walker Boyd, County Attorney
Denise Benavides, Interim Housing Authority Director
Adrianna Velasquez, Deputy Housing Authority Director
Paul Olafson, Community Development Director
Leandro Cordova, Deputy County Manager

C. Approval of Agenda

There were no changes and the agenda was adopted by consensus.

D. Approval of the November 15, 2024, Housing Authority Meeting Minutes

Commissioner Greene moved to approve the minutes as presented and Commissioner Cacari-Stone seconded. The motion passed by unanimous [6-0] voice vote.

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E. Approval of the November 26, 2024, Housing Authority Meeting Minutes

Upon motion by Commissioner Johnson and second by Commissioner Greene, the November 26th minutes were unanimously approved.

2. Consent Agenda

No items were presented for consent.

3. Miscellaneous Action Items

A. Resolution No. 2025-01-HB, a Resolution Requesting a Budget Increase for the Housing Authority's 2024 Capital Fund Program Grant (301) in the Amount of \$628,983

Adrianna Velasquez stated the Housing Authority administers a capital funding program with an allocation from HUD. This covers salaries, appliances, rehabilitation of damaged units, reroofing, restuccoing, landscape and other related, approved projects. The grant was received in May and it must be budgeted to comply with HUD guidelines. This will also be going before the BCC.

Commissioner Johnson moved approval and Commissioner Cacari-Stone seconded. The motion carried unanimously.

B. Resolution No. 2025-02-HB, a Resolution Requesting a Budget Increase to Fund 517 in the Amount of \$1,044,172 for the Community Project Funding Appropriation Project for Reroofing of Public Housing Units

Ms. Velasquez indicated this is a BAR for reroofing at all three sites. There are approximately 198 units and they need new roofs.

There were no questions or comments and Commissioner Greene moved to approve. Commissioner Cacari-Stone seconded and the motion passed unanimously.

4. Discussion/Information/Presentations

A. Executive Director's Report

Ms. Benavidez gave staffing updates. The executive director position has been reposted since the first four applicants did not have sufficient qualifications. Reposting will occur on the HUD site, NACo and other sites geared towards what they are looking for. There were seven applicants for the senior accountant and someone has been hired. The administrative manager position has been posted and interviews will be conducted this week.

Additionally, there has been a great deal of staff training, particularly on the Yardi system.

Ms. Benavidez said implementation of the EV project has been slow but a ribbon-cutting is planned for March or April following training of residents.

Commissioner Greene asked if there were previous candidates for Executive Director that might be eligible, and at what point will staff seek recruitment help. Ms. Benavidez said they did not reach out to previous candidates since those qualified were no longer available. If this posting yields no qualified candidates they will seek help.

B. Capital Fund Program Report – January 2025

Ms. Velasquez outlined the reroofing, abatement and rehabilitation projects mentioned in the packet.

Noting that the current administration in Washington was threatening to withhold all grants, Commissioner Greene asked how this would affect the Housing Authority. If so, what steps could be taken?

Ms. Velasquez said they are communicating with HUD regarding last night's notice and they have heard nothing negative back. HUD is willing to work with them in regards to their draws and funding. County Attorney Boyd stated he has been in communication with the County Manager and he understands litigation has already been initiated. They will be following developments closely. County Manager Shaffer said that they are working with the Department of Justice who will be representing the interests of all state and local governments. Any injunction would likely be applied nationwide.

C. Resident Opportunity and Self-Sufficiency (ROSS) and Family Self-Sufficiency Reports – January 2025

Ms. Velasquez indicated ROSS had 59 participants in November and December and no additional participants have been added. The resident coordinator made 146 contacts and provided 143 resident referrals.

For FSS, no clients were added and there are currently 37 active participants. The FSS coordinator made 20 contacts and provided 11 referrals for service. HUD has sent out a funding announcement stating that the Santa Fe County Housing Authority was one out of 836 organizations to receive the FSS renewal award in \$85,666.

D. Housing Choice Voucher, Vacancy, Waitlist and Accounts Receivable Reports – January 2025

Ms. Velasquez noted the vouchers decreased from 96 to 93 due to three clients no longer needing vouchers. Fourteen households are searching for placement; five households are awaiting inspections.

Occupancy decreased to 97 percent. Two units in Santa Cruz were leased and one in Valle Vista. Five units are under modernization status and should be completed within the next two months.

There are 1,464 applicants on the waitlist. For the HCV program there are 2,102.

Accounts receivable increased from \$5,441 to \$7,985, some of that increase is due to tenants paying flat rent and are considered non-compliant. Staff is working with these tenants. Accounts receivable tends to increase during the holidays. Referrals for rental and utility assistance are going out.

Commissioner Cacari-Stone asked about the demographics of those on the waiting list. Ms. Velasquez indicated she could email those statistics.

Commissioner Greene said the demographics should be part of the public record.

Commissioner Cacari-Stone said she was interested in seeing how many veterans, disabled, seniors, etc. are availing themselves of the vouchers.

E. Affordable Housing Monthly Report – January 2025

Ms. Benavidez noted there is a committee on inclusionary zoning targeting any code changes. She pointed out that four loans have closed and four clients have received down payment assistance. More will be coming next month.

5. Matters from the County Attorney

None were offered.

6. Matters from the Board

Commissioner Greene requested a list of federal programs to be able to assess risk.

Chair Bustamante mentioned that the packet has all the information that is provided in the meeting so it would be more efficient for the members to review that material in advance so that substantive issues can be discussed during the meeting.

Commissioner Greene said full reading out of the reports during the first few meetings for the benefit of the new Commissioners might be worthwhile. However, he was willing to bypass full reading of the reports in order to not go past 2:00.

Commissioner Hughes liked the idea of an abbreviated discussion and concentrating on important issues.

Chair Bustamante said there will still be opportunity for questions and comments. More succinct meetings could bring more clarity. The public knows the packet is available online.

7. Matters from the Public

None were presented.

8. Concluding Business
A. Announcements
B. Adjournment

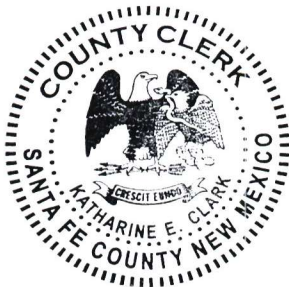
This meeting was declared adjourned at approximately 1:30 p.m.

Approved by:


Camilla Bustamante, Chair
Housing Authority

Respectfully submitted by:


Debbie Doyle, Wordswork



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

HOUSING MINUTES
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[Hereby Certify That This Instrument Was Filed for
Record On The 30TH Day Of April, 2025 at 01:40:30 PM
And Was Duly Recorded as Instrument # 2057926
Of The Records Of Santa Fe County

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

SFC CLERK RECORDED 04/30/2025