

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

July 29, 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 1:00 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
Resident Member Cathy Hurtado
Commissioner Adam Johnson

Member(s) Absent:

None

County Staff Present:

Greg Shaffer, County Manager
Leandro Shaffer, Deputy County Manager
Denise Benavides, Community Development Division Deputy Director
Adrianna Velasquez, Deputy Director Housing Authority
Jonathan Butler, Community Development Division Director
LaToya Ricketts, Housing Authority, Executive Director
Alicia Storer, Housing Accountant Senior
Lora Chavez, Housing Administrative Manager
Anne Wodarczyk, Senior Planner
Leila Shadabi, Economic Development Specialist

C. **Approval of Agenda**

Benavidez noted that she would be providing the monthly affordable house report, 4. D, rather than Ms. Wodarczyk.

SFC CLERK RECORDED 08/27/2025

Commissioner Hughes moved approval as amended. Commissioner Greene seconded. The motion passed by unanimous [6-0] voice vote.

D. Approval of Minutes: June 24, 2025 Meeting Minutes

Commissioner Cacari Stone moved approval. Commissioner Johnson seconded and the motion to approve the June 24th minutes carried by unanimous [6-0] voice vote.

2. **Consent Agenda** - None were presented.
3. **Miscellaneous Action Items** - None were presented.
4. **Discussion/Information/Presentations**

Deputy Manager Cordova introduced the new Community Development Director Jonathan Butler and Housing Authority Director LaToya Ricketts.

Mr. Butler thanked the Board and said it has been a privilege to spend time with the Housing Authority staff and he looked forward to future accomplishments. Ms. Ricketts said she too looked forward to future accomplishments.

The Board welcomed the new employees.

A. Executive Director's Monthly Report – July 2025

Ms. Benavidez reported on the following:

- Staff training and cross training continues
- The housing specialist position will be reposted for both a senior and junior position
- A maintenance specialist will also be reposted
- An offer was made for the affordable housing administrator position
- Software for the HREE Program has been installed and staff will continue to work with clients until a third-party vendor is in place
- Data cleanup has been completed and can be sorted for analysis and decision-making

B. Capital Fund Program Monthly Report – July 2025

Deputy Housing Director Velasquez offered the following updates:

- The Camino de Jacobo road improvements are going as scheduled. The ADA compliance issues are completed
- The re-roofing purchasing packet for Camino de Jacobo, Valle Vista and Santa Cruz is being prepared. Funding in the amount of \$1.2 million has been allocated for the re-stucco project at the three sites
- Staff is working with HUD to execute the grant agreement for the electrical meter and panel upgrades project.

In response to Commissioner Hughes's question regarding mold remediation, Ms. Velasquez

said there is PO with Southwest Construction to remediate a unit in Valle Vista.

C. Monthly Financial Report – July 2025

Senior Accountant Alicia Storer said that the Housing Authority and Finance Division meet monthly to strengthen collaboration and improve alignment between the two departments. Housing will process HUD drawdowns on a quarterly basis to ensure that revenues and expenditures align with the County's quarterly financial reporting.

The operating budget for FY26 Fund 517 was increased by \$102,982 for a total of \$378,923.00. A resolution BAR will be submitted when appropriate.

Staff is working with HUD to receive approval for the Disaster Recovery Grant Reporting Grants. She outlined the grants for electrical upgrades for 183 low-income rental units and re-roofing.

Housing Authority staff has worked in collaboration with the County's Growth Management Department to finalize a CDBG application. The application requests \$500,000 in funding from the NM DFA to support improvements at the Santa Cruz Housing site. Proposed upgrades include re-stuccoing residential units, replacing windows, and enhancing the Santa Cruz community park.

All invoices were submitted to Accounts Payable by the June 13th deadline for FY25. Two purchase orders will be rolled over: GME for the Camino de Jacobo roads project and Southwest Construction for the re-roofing of 65 Camino de Jacobo.

HUD notified the Housing Authority that the Housing Choice Voucher Program is experiencing a funding shortfall due to limitations in the budget authority. To address this issue, staff has submitted two shortfall funding requests and remains in regular communication with HUD regarding the status of these requests. The shortfall is primarily the result of rising housing costs in Santa Fe County/City region, where rental rates have increased more rapidly than projected. Consequently, each placed voucher is consuming more funds due to higher rents, resulting in the need for supplemental funding to support all allocated vouchers.

Commissioner Greene asked if the County was at risk for the gap in the voucher program and Ms. Velasquez said there is a process and staff is working with HUD. A second meeting with the Shortfall Team is scheduled for August 9th. Ms. Benavidez said the shortfall issue is being seen across the nation. Currently, the County's shortfall is \$153,000. If approved, the maximum amount provided would be \$224,000 and Ms. Benavidez added that staff has requested additional training on the calculation tool.

D. Resident Opportunity and Self-Sufficiency (ROSS) and Family Self-Sufficiency (FSS) Program Reports – July 2025

Administrative Manager Lora Chavez reported that no new clients were added to the ROSS program which has 52 participants. No new clients were added to the FSS program. There are

currently 38 active participants in FSS.

E. Affordable Housing Monthly Report – July 2025

Ms. Benavidez provided the July update that Escenia broke ground and Conejo Hills paid their residual fee. Two new developments have come forward. She added that:

- Dominion is on track with groundbreaking at the end of the summer/early fall
- Nueva Acequia is still in the design phase. The County and TWD will submit the bond application December 2025. February 2026 DFA will make its decision with an August 2026 construction start date

Commissioner Greene asked whether the County could forego the competitive nature of Nueva Acequia and proceed as a government-to-government pass through with the City. Ms. Benavidez said it may be possible and staff will meet with the City to ensure the partnership stays on track. Commissioner Greene offered that an MOU to help the City during this period while they are short staffed would be beneficial.

Commissioner Cacari Stone requested an additional column to the table representing the average cost of the affordable units. Infographics will be very helpful to expand on transparency and better educate the public. Ms. Benavidez said she was pleased to inform that when adding new development addresses it automatically uploads onto a map. Regarding the prices, that information is provided to mortgage companies, partners and developers based on income and AMI and can be provided. The calculation is based on HUD and the average mortgage interest rate for the prior year. She said the calculation changes annually and noted that the interest rate affects the affordable home price. With interest rates up the price of the affordable house is lower and vice versa.

Chair Bustamante spoke of the importance of transparency and accessibility to the public in terms of prices of affordable homes. She asked staff to consider how the calculation can be adjusted for a person working in the service industry and not making the median income to afford a home. Ms. Benavidez offered to review that information during a work session with the Board. There are requirements for developers to meet different income categories – lowest to the highest.

Commissioner Greene requested that the final design for Nueva Acequias integrate an office complex for the Housing Authority and then convert the existing offices into living units. Ms. Benavidez said cutting down on the number of units may impact the funding rate.

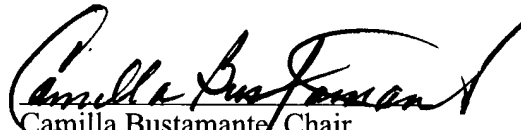
Commissioner Greene asked whether staff was working on NACo's Housing Sprint. Commissioner Cacari Stone said the program is training and technical assistance for counties to build teams, co-learn and relook at zoning codes. NACo is paying for the experts and she emphasized that this is a great learning opportunity for staff.

Commissioner Greene said he was approached by a post-incarcerated senior who is interested in finding housing funding for this sector of the population. Ms. Benavidez pointed out that one building at Nueva Acequias is for seniors with full services.

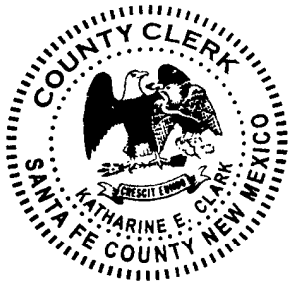
5. Matters from the County Attorney - None were brought forward.
6. Matters from the Board - None were brought forward.
7. Matters from the Public - None were presented.
8. Concluding Business
 - A. Announcements
 - B. Adjournment

Upon motion by Commissioner Hughes and second by Commissioner Greene, Chair Bustamante declared this meeting adjourned at approximately 1:42 p.m.

Approved by:


Camilla Bustamante, Chair
Housing Authority

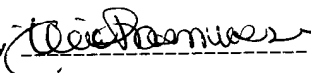
Respectfully submitted by:
Karen Farrell, Wordswork



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 27TH Day Of August, 2025 at 08:23:34 AM
And Was Duly Recorded as Instrument # 2065900
Of The Records Of Santa Fe County

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

