

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY BOARD

January 27, 2026

Santa Fe, New Mexico

1. A. This meeting of the Santa Fe County Housing Authority was called to order by Chair Justin Greene 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 Justin Greene, Chair
Commissioner Adam Johnson , Vice Chair
Commissioner Camilla Bustamante
Commissioner Hank Hughes
Commissioner Lisa Cacari Stone

Member(s) Excused:

None

County Staff Present:

Greg Shaffer, County Manager
Walker Boyd, County Attorney
Jonathan Butler, Community Development Division Director
LaToya Ricketts, Housing Authority, Executive Director
Leandro Cordova, Deputy County Manager
Stephanie Stancil, Director of Innovation, Strategic Planning & Communications
David Padilla, Housing Project Manager

C. Approval of Agenda

Ms. Ricketts noted that she would be reporting on items 4 B, C, and E. Mr. Butler will provide the report for item 4 F.

Commissioner Johnson moved approval of the agenda as amended and Commissioner Cacari Stone seconded. The motion passed by unanimous [5-0] voice vote.

D. Approval of Minutes: December 2, 2025 Meeting Minutes

Commissioner Johnson moved to approve the minutes. Commissioner Bustamante seconded.

SFC CLERK RECORDED 04/01/2026

The motion to approve the October 28, 2025 minutes carried by unanimous [5-0] voice vote.

2. Consent Agenda

- A. Resolution No. 2026-01-HB, a Resolution Amending the Santa Fe County Housing Authority's Five-Year Public Housing Authority Plan from 2022 to 2026 to Include Specific Unit Identification for Designated Law Enforcement Units.**
- B. Resolution No. 2026-02-HB, a Resolution Approving and Ratifying the Appointment of LaToya Ricketts as the Executive Director of the Santa Fe County Housing Division.**

There were no questions on the Consent Agenda, and Commissioner Bustamante moved approval. Commissioner Hughes seconded, and the motion passed by [5-0] unanimous voice vote.

3. Miscellaneous Action Items – None were presented

4. Discussion/Information/Presentations

The information provided within items 4 A-F is based on data collected from November 1, 2025, to December 31, 2025.

A. Executive Director Monthly Report – January 2026

Ms. Ricketts highlighted the following Housing Authority activities:

- Striving to ensure full compliance with County and HUD regulations
- Participating in resident engagement
- Collaborating with other County departments
- Seeking to maintain effective communications with the Housing Board and County management related to all Housing Authority matters
- Collaborating with the Community Development Department on landscaping and irrigation
- Creating additional opportunities for the FORTH Carshare program
- Engaging with residents to improve community outreach – for resident engagement and social initiative
- Preparing for legislative session to support capital project funding and advocacy
- Staffing wise, two positions remain open: maintenance and housing tech. Using a temporary agency to support operational needs
- Participating in training with a focus on ACV management, financial reporting, ROSS and FSS compliance, etc.
- Ongoing professional growth, enhancing program delivery, improving operational efficiency, and better serving residents.

Ms. Ricketts said that the Housing Choice Voucher program has 220 vouchers leased with an 89 percent utilization rate. Public Housing has conducted 24 inspections, five move-ins and a few late notices were sent out for December. The public housing waitlist is at 1,500 and HCV, 2,419.

Ms. Ricketts also noted that maintenance staff prioritizes health and safety oversight and work orders, while simultaneously responding to a high volume of requests associated with the general age and condition of the housing stock. There were 27 unit turnovers during November and December and staff has focused on mold remediation, electrical upgrades, reroofing and trash remediation. During the holiday season, in collaboration with the Boys and Girls Club, toys and grocery supplies were available to residents. Newsletters and text-blast notification have increased. Meetings continue regarding Nueva Acequias. The FORTH Carshare Program requested \$14,000+ from Santa Fe County and the Sustainability Division is looking into this issue. Utilization of car sharing was four trips equaling 259 miles.

Commissioner Cacari Stone recognized the amount of work Housing Authority staff conducts under Ms. Ricketts’s leadership.

Ms. Ricketts said that the waitlist is monitored through the Yardi system. The applicant is not able to access that system; however, the applicant is provided their number on the waitlist. Staff is working with Yardi to report on the length of time one has been on the waitlist, where that person is domiciled, and unit size requested. Chair Greene requested comparative data from nearby housing authorities to provide a comprehensive list.

B. Operations Narrative Report

Ms. Ricketts noted that the vouchers were at 88 percent utilization rate.

Housing Authority was notified of a shortfall funding award. The official HUD notice was received on December 9, 2025, confirming an award of \$102,806 for Calendar Year 2025. Staff is working with a consultant to determine whether 2026 will also have a shortfall.

There are two active repayment agreements within the HCV program. Staff continues to monitor these accounts for ongoing compliance.

Public Housing’s occupancy rate for December is 95 percent. Five units successfully leased in November and December. Currently, there are four vacant units selected for modernization due to asbestos and mold remediation. One unit is currently under construction.

Of the 1,619 on the waitlist, 1,491 are waiting for one-bedrooms. HUD has a ratio requirement regarding number of bedrooms and number of residents in the unit. The child’s gender is also a factor with separation of sexes.

The ROSS coordinator is working with residents falling behind on rent.

Commissioner Cacari Stone said that she was pleased that the mold remediation program was successful.

Chair Greene suggested staff investigate whether an ADU can be built behind the single-family public housing units, adding that a grant may be a good avenue for manufactured homes.

Community Development Division Director Butler said that staff has met with modular and

other types of housing option developers. Staff will be looking at the County’s entire housing stock to find other solutions that may be beneficial and could include conversions within market rate units with public housing units. A whole host of mixed income living opportunities will be investigated. He said that staff will also be focused on advancing the goal of permanent supportive housing.

C. Monthly Financial Report

Ms. Ricketts noted that during the January 5th mid-year budget hearings, the Housing Authority requested assistance to address three funding needs: mold remediation, the grant match for the ROSS Coordinator and, enhancements to the Yardi system.

Capital Fund Program: Housing staff is currently working within the EPIC system to submit the HUD-required Action Plan for the Capital Fund Program 2025. At this time, the Housing Authority anticipates fully expending its CFP 23 and 24 grants prior to budgeting FY 25.

There are currently two Community Project Funding grants. One for re-stuccoing and the other addresses the electrical meter upgrades.

The FSS Grant award for calendar year 2026 is \$87,807. Given that the grant operates on a calendar-year basis, a BAR totaling \$43,903 will be brought before the Board to budget the portion applicable to the remainder of FY26, with the remaining funds budgeted in FY27.

D. Capital Fund Program Report

David Padilla, Housing Project Manager, presented his update highlighting unit renovations and infrastructure improvements, electrical meter base replacements, reroofing projects, mold remediation at seven units within two housing sites, restuccoing projects and the costs associated with each project and anticipated completion dates.

Chair Greene recommended that, with the potential of prolonged disruption to electrical service, the project occur during the spring, rather than winter or summer. Mr. Padilla said a generator will be at the site to ensure that refrigerators and lighting continue operating.

Recognizing that Mr. Padilla made up a team of one, Commissioner Cacari Stone thanked him for his terrific work.

E. Resident Opportunity and Self-Sufficiency Program Reports

Ms. Ricketts said there are currently 42 active ROSS participants. Eight participants were lost when they left residency at public housing. The coordinator has made 20 contacts and facilitated nine service referrals. A financial educational webinar will be made available to the participants in February. The coordinator is attending monthly-schedule HUD office hours providing additional information for best practices.

The Family Self Sufficiency Program (FSS) currently has 34 active participants with an

anticipation of six new enrollees. Within the HCV Program, one client will be graduating with a balance of \$10,707 in the escrow account. Two clients within the Public Housing Program are scheduled to graduate, with escrow balances between \$22,000 and \$35,429. All three clients are expected to graduate from the program in February 2026. The FSS coordinator also attends the HUD office hours to for additional information.

F. Affordable Housing Monthly Report – November 2025

Mr. Butler thanked the Commissioners for attending the Turquoise Trail groundbreaking ceremony. He said it was important that the department communicates its success stories.

Commissioner Bustamante supported expanding communication to the community and working with the local media. Commissioner Johnson concurred.

In terms of the Home Rehabilitation and Energy Efficiency (HREE) Program, Mr. Butler reported that it is anticipated there will be contractors on the ground in March. Once the income verifications and/or re-verifications are completed, the work will begin.

Commissioner Hughes asked whether the HREE applications exceeded available funding. Mr. Butler said that currently, applications are not being accepted because there are more applicants than available funding. Following the Homewise process, the application portal will be reopened. Staff vetted and approved 60 applicants. This first round is anticipated to complete 30 projects. Vetting on a vulnerability index and level of emergency is still being developed.

- 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 Johnson and second by Commissioner Cacari Stone, Chair Greene declared this meeting adjourned at approximately 1:45 p.m.

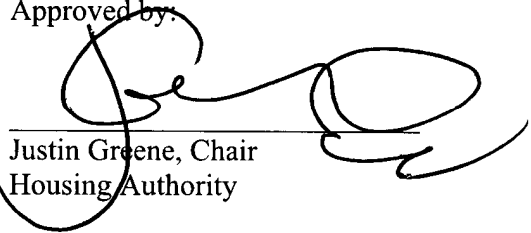
SFC CLERK RECORDED 04/01/2026

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 1ST Day Of April, 2026 at 12:38:53 PM
and Was Duly Recorded as Instrument # 2080334
of The Records Of Santa Fe County

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

Approved by:

Justin Greene, Chair
Housing Authority

