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Deputy *Merelle [Signature]*)
Valerie Espinoza
County Clerk, Santa Fe, NM

MINUTES OF THE

SANTA FE COUNTY

HOUSING AUTHORITY BOARD

February 23, 2010

This meeting of the Santa Fe County Housing Authority was called to order on the above-cited date in the Santa Fe County Legal Conference Room, at the County Courthouse at approximately 11:10 a.m. by County Commission Chairman Harry Montoya.

Roll call indicated the presence of a quorum with the following Board members present:

Members Present:

Harry Montoya, Commissioner
Virginia Vigil, Commissioner
Mike Anaya, Commissioner
Michelle Hoffman, Resident Member
Kathy Holian, Commissioner
Liz Stefanics, Commissioner

Member(s) Excused:

Tim Vigil, Community Member

Staff Present:

Dodi Salazar, Housing Director
Roman Abeyta, County Manager
Rachel Brown, Deputy County Attorney
Victor Gonzales, Capital Fund Coordinator
Joseph Gutierrez, Director Community Services
Darlene Vigil, Affordable Housing Administrator
Rosemary Bailey, Housing Authority Department

Others Present:

Cheryl Gooding, Homewise
Maggie Monroe-Cassell, Santa Fe Habitat
Kim Shanahan, Builder
Sharron Welsh, Santa Fe Housing Trust
Spencer Haynesworth, Santa Fe Housing Trust
Rosanna Vazquez, Legal Counsel for developers



III. Approval of Agenda

Commissioner Holian moved to approve the agenda as published. Her motion was seconded by Commissioner Stefanics and passed by unanimous voice vote.

IV. Approval of Minutes: January 26, 2010

Commissioner Stefanics moved to approve the minutes from the above-cited dates as presented. Her motion was seconded by Commissioner Holian and passed by unanimous voice vote.

V. Housing Authority Updates

A. Vacancy Update

Ms. Salazar reported 6 vacancies or a three percent vacancy rate.

B. Capital Fund Program Update

Mr. Gonzales reported that:

- The agreement process for water metering at Camino de Jacobo is moving forward
- Three quotes were received for the re-roofing at Valle Vista with \$23,800 the low and \$45,000 the high. Two additional bids were expected.
- Modernization on one unit was quoted at \$27,000
- Los Amigos weatherization project is complete and has demonstrated a 15 percent saving in utilities
- The contractor for the block wall around Camino de Jacobo is awaiting a permit from the City

C. Affordable Housing Update

Ms. D. Vigil reported that the Housing Assistance Regulations would be presented to the BCC this afternoon. She noted modifications made to the regulations include developers' subsidy – up to \$10,000 for two income ranges between 0 percent to 65 percent and 66 percent to 80 percent of the area median income. That has been expanded to include an additional tier for developer subsidy up to 100 percent of the areas median income. The down payment assistance was changed to provide up to \$10,000 for families earning less than 100 percent of the area median income.

Ms. D. Vigil said per the Commission's request to target County employees, four homebuyer orientation meetings have been held, paycheck stuffers and countywide emails have gone out to educate and alert the employees of the opportunities available. Thirty-three employees attended the meetings, seven employees contacted not-for profits, and two employees have been identified as ready to purchase.

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Commissioner Stefanics asked what staff had planned for the use of the remainder of the money. Ms. D. Vigil said the funds would be distributed to assist the public at large. She said she was considering a survey of the existing County employees to determine other housing needs such as weatherization and rehabilitation of homes.

Commissioner Stefanics recommended a story in the County newsletter if the employees' home sale is successful in order to stimulate additional interest.

Commissioner Vigil said her concern was giving first-time homebuyers a chance to take advantage of the \$8,000 tax credit. She suggested the Housing Trust review their applications for qualified purchasers for the down payment that the County can assist with. The issue of balancing the need between County and City is complicated.

Ms. D. Vigil said the not-for-profits have been extremely involved in the process and are kept abreast of the regulations. In fact, the not-for-profits pushed for the changes she outlined in the regulations.

Commissioner Stefanics said it was her understanding that since the plan was approved by the Commission as well as the State, staff can move forward and implement the programs.

Ms. Salazar said the regulations before the BCC for approval are the two incentives, one for the developers and the other for down payment assistance. She anticipated regulations for the other initiatives outlined in the plan could be developed for BCC review and action.

Commissioner Vigil said it was important to work with the Community Housing Trust, Homewise, Habitat for Humanity, etc. to ascertain whether there are qualified people needing assistance with the down payment to get into a home.

Sharron Welsh, Community Housing Trust, said they have between 200 and 300 people who have completed homebuyer's training and have demonstrated they want to buy a house. Ms. Welsh said for the majority of those people, \$10,000 is not enough of a down payment to make a mortgage affordable and at this point those individuals are waiting for a better opportunity.

Ms. Welsh said more people have been attending classes and intake services since January.

Mr. Shanahan said the real problem with getting the money distributed is not the lack of clients it's the lack of houses in the unincorporated areas. Houses available in the affordable market are within the City limits. In order to use the County's money effectively, Mr. Shanahan recommended an amendment to the 2006 Ordinance that currently restricts the funds to unincorporated areas.

Ms. D. Vigil confirmed Mr. Shanahan's assertion that the ordinance stipulates that the housing assistance is for the unincorporated areas.

Ms. D. Vigil pointed out the down payment assistance can be used for homes other than those that fall under the 2006-02 Ordinance.

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Noting affordable housing has been a strong component in her campaign platform, Commissioner Vigil said she liked to meet with staff and some of the non-profits to develop a plan to expedite the use of the down payment funds.

Commissioner Stefanics said if a plan can be developed she advocated advertising in the local papers.

Chair Montoya asked that staff consider tying the County's two affordable subsidy programs to better serve the community.

Commissioner Vigil directed staff to extend an invitation to all the non-profits who have expressed an interest in working with the County on this topic.

D. Director's Report

Ms. Salazar reported on the following:

- The Operating Subsidy Calculation was complete and due to HUD March 1, 2010. Staff has estimated a budget of \$870,568 less program income from rent at \$420,756 and based on that, the Authority should receive approximately \$450,000 for calendar year 2010 prior to pro rating
- An RFP will be issued for the Boys and Girls Club after-school and summer programs
- Camino de Jacobo proposals for landscaping are due today
- FSS Coordinator Funding was awarded in the amount of \$54,939
- Prairie Ecosystems has quoted \$8,302.50 for the relocation of prairie dogs at Camino de Jacobo

Commissioner Anaya questioned the high quote to relocate the varmints and asked about other bids. Ms. Salazar said this sole source contract did not go out to bid although staff did contact two other vendors.

Mr. Gonzales said there were over 156 holes around the housing site and the animals would be captured and moved to a site in Galisteo. Commissioner Anaya said he didn't want to relocate and create a problem in another location. He requested that staff provide more information regarding the location plan and work with the contractor to reduce the bid.

Ms. Salazar said the ARRA funding for the water meters has a March 17th deadline and staff is pushing hard to meet all the requirements.

The Housing Authority staff retreat is scheduled for Friday February 26th at the Nancy Rodriguez Center. The Commissioners were encouraged to attend.

Commissioner Montoya said a special meeting was necessary to review the affordable housing proposals. Commissioner Holian agreed and said a study session with a facilitator would be very helpful to keep the information organized.

Commissioner Vigil asked that staff incorporate in the review the pros and cons of the different proposals.

Following discussion, a special session was scheduled for March 9th from noon to 2

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dovetailing into the regular BCC meeting.

VI. Matters from the Board

Commissioner Stefanics thanked Housing staff for their diligence and good work and those in attendance echoed those sentiments.

VII. Adjournment

Having completed the agenda and with no further business to come before the Board, this meeting adjourned at approximately 11:10 a.m.



ATTEST:
Valerie Espinoza
VALERIE ESPINOZA
COUNTY CLERK

Approved by:

[Signature]

Harry Montoya, Commission Chair
Housing Authority Board

Respectfully submitted,

Karen Farrell, Wordswork

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