

MINUTES OF THE
SANTA FE COUNTY
HOUSING AUTHORITY

September 29, 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 Rudy Garcia
Commissioner Anna Hamilton
Resident Member Cathy Hurtado
Commissioner Hank Hughes [audio issues]
Community Member Joseph Loewy

Member(s) Excused:

None

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
Anjala Coughlin, Senior Accountant
Olivia Romo, Constituent Services
Rachel O'Connor, Community Services Director
Patricia Boies, Health Services Division Director

SFC CLERK RECORDED 03/09/2021

C. Approval of Agenda

There were no changes to the agenda and Commissioner Garcia moved to approve as published. Commissioner Hamilton seconded and the motion passed by unanimous [6-0] roll call vote. [Commissioner Hughes was experiencing audio difficulties and did not vote on this issue.]

D. Approval of Minutes: August 25, 2020

Commissioner Hansen moved to approve and Commissioner Hamilton and Mr. Loewy seconded. The motion passed by unanimous [6-0] roll call vote. [Commissioner Hughes was experiencing audio difficulties and did not vote on this issue.]

2. Consent Agenda

No items were presented.

3. Discussion/Information/Presentation

A. Affordable Housing Workplan

Housing Director Montoya proposed staff provide an overview of the workplan today and discuss in greater detail at next month's meeting. He encouraged the Board to review the white paper.

The white paper, "Impacts of Affordable Housing on Families and Communities," authored by Lee DePietro, Senior Planner for Growth Management, introduces the activities that the Authority provides and the motives behind those actions. A contract has been entered with BBER (The Bureau of Business and Economic Research) for data analysis to be used in the development of a new affordable housing plan.

Director Montoya reviewed the plan and isolated items to demonstrate the importance of affordable housing on the entire community as follows:

Builds in economic security:

- Paying 60 to 70 percent of income on housing leaves little for food, transportation and other necessities
- The cost of housing needs to be lowered for Santa Feans paying a higher percentage of income than the federal guidelines for housing needs
- Without housing opportunities health and education outcomes are greatly reduced

Enhances neighborhood quality:

- In the past Santa Fe children attended the same schools and areas were integrated
- Segregating economic populations is a negative for the community, schools and neighborhoods Good quality housing is important for everyone

Creating sustainable communities:

- To reduce the carbon footprint, the Housing Authority is installing solar
- Transportation has a tremendous impact
- Sixty percent of the county's workforce reside in a different county which has detrimental effects - aside from transportation pollution there is a loss in the tax base which is an overall reduction in the investment in the community

Regarding sustainability, Commissioner Hansen mentioned the importance of assisting Agua Fria residents to install grinder pumps to support connection to the sewer system. She also mentioned the importance of pollinator friendly plants.

Manager Miller said there were a couple of exemptions that may provide funding for grinder pumps: 1) affordable housing grants for infrastructure, and 2) in the event there is a cesspool which is a health related issue the health exemption for the indigent may come into play. She advocated modifying the Affordable Housing Ordinance and creating a program similar to Happy Roofs to hopefully obtain appropriations. While there are cesspools in Agua Fria, Manager Miller said there are people without finances to hookup to the system.

Director Montoya said infrastructure is an eligible expenditure and offered to investigate an expansion of the Happy Roofs program to include improvement of infrastructure.

Mr. Loewy said he has been associated with affordable housing for over 20 years and noted the white paper is well-written and comprehensive. Commissioner Hamilton agreed that the white paper was excellent.

Also agreeing the plan was well written, Commissioner Hughes advocated moving forward with action steps to figure out how to create more housing.

Director Montoya recognized the Community Services Department for their tremendous assistance.

Income and financial capital to the County coffers:

- The Camino Jacobo project will be \$16 million, less what the County has already spent, of new money coming into the community
- The Camino Jacobo project will upgrade the surrounding area and increase land taxes
- There has been a huge increase in rental costs without an increase in wages, creating a desperate situation
- There's a 90 percent occupancy rate which was attributed to the increase in short-term rentals, conversions of apartments to condos, reduction of affordable housing, lost dwellings for Section 8, and the amount of permits is not keeping up with household formation
- The population is increasing faster than housing which has not recovered from 2008

Director Montoya noted that Santa Fe County has been very generous in using its resources to assist in providing affordable housing for many years. He discussed ideas on how to increase housing and make existing programs more efficient:

- Leverage more federal money through the funds allotted from the County
- Programmatic and structure changes are needed to expand the Happy Roofs program to be a full rehabilitation program. That will increase the purposes of fund use specifically for rehabilitating homes rather than limit them to roofs
- Fill the Affordable Housing Administrator position as well as other vacancies to assist in advancing the overall goals
- Improve the efficiency and streamline the currently very cumbersome down payment assistance program
- Enhance the capacity and availability of affordable housing through regulation and the inclusionary zoning program
- Maximize public resources
- Increase the amount of subsidy for the very low income people and increase across the board housing through regulatory incentives
- Expand relationships with profit and non-profit builders and developers and provide financial incentives to get the private market involved
- Seek opportunities that may be available in the new affordable housing plan
- Implement robust affordable housing programs
- Obtain Commission support with regulatory issues
- Consider offsite costs – intersections, street lights – for affordable housing through the next bond issuance cycle
- Consider additional tax for Airbnb second home rentals that impact housing
- Recognize the advantage the County has with an internal Housing Authority in developing affordable housing
- Reach the goal to annually generate \$5 million for the Housing Trust Fund

Commissioner Garcia requested that at next month's meeting staff address the following issues: Whether affordable housing includes the City of Santa Fe? What are the goals for the property east of Camino Jacobo and the Old Galisteo property? What changes are recommended to the SLDC? Residents in a development near Capitol High School off of Paseo del Sol had received a tax-type credit that is expiring and supposedly substantially increasing their expenses.

B. CARES Act Housing Assistance Grants – Emergency Rental and Mortgage Assistance Program (ERMAP)

Deputy Director Barela reviewed the new housing program established for the CARES Act funding. Staff created ERMAP as part of the application for funding. ERMAP touches all areas of housing across the spectrum, including emergency housing to address homelessness, rental housing and homeownership. In total \$2.5 million in CARES Act funding has been allocated for ERMAP. Of that, \$500,000 is earmarked for homelessness and will be available for emergency housing providers/hotel vouchers and other related services. Emergency shelters are running at limited capacity because of COVID which has created an increased need for non-congregate housing options. The remaining \$2 million will be spent between emergency rental and mortgage assistance and dispersed as housing assistance grants with the maximum allowable

grant of \$7,500. He reviewed the eligibility requirements. The funding can be used to pay for delinquent rent and mortgage payments current after March 2020 and will be dispersed on a first come first serve basis. ERMAP funding can also be used for future rental or mortgage payments if the grantee can demonstrate the need for continued funding which is not to exceed \$7,500. He explained the formula ratio used to grant assistance.

Program administration will be internal as well as through an LOI (letter of intent) issued to local non-profit affordable housing providers to assist with the processing. The County Housing Authority will conduct payment processing similar to the housing choice voucher program.

Mr. Loewy asked whether there was sufficient staff to support disbursement etc. of the CARES Act funding. Mr. Barela said the process is relatively streamlined and well defined. Director Montoya said Donna Dean works for the department through a temporary employment agency and that agency may assist in providing additional staff to assist in the process.

Commissioner Garcia expressed concern that the funds have to be allocated within 90 days and that may be difficult. Director Montoya said applications will be accepted before the funds come through and he was confident all systems will be in place.

Director Montoya said there will need to be data sharing to ensure applicants do not double-dip in the funds. Santa Fe CONNECT has been allocated \$500,000 from the \$2.5 million to run the homeless programs. He reminded the Board that the ROSS position, which is funded by the federal government, remains vacant.

C. CARES Act: Small Business and Non-Profit Stabilization Grant Program

Director Montoya said this has been a priority for Community Development Division and provides assistance for businesses in Santa Fe County. It is being conducted in partnership with the City of Santa Fe and the Town of Edgewood. The grants will be up to \$15,000 to qualifying businesses. Following the BCC's approval, an awareness campaign with details on how to apply will begin tomorrow. The funds are for specific for for- and non-profit businesses. The funds can be used for business continuity (rent, mortgage, insurance) and reimbursement of COVID-related expenses (plexiglass barriers, PPE, hardware for employees to work off site). The administrative system is in place and a vendor will be chosen soon. Businesses within the county are eligible, but not in Española, because the City of Española is running its own program.

D. Executive Director's Monthly Report

Director Montoya said in addition to the funds mentioned above there is a possibility of additional Mainstream funds and there is a small grant proposal for safety and stabilization that is being developed to improve the Santa Cruz office.

E. Capital Fund Program Report

Mr. Barela provided the following information:

- The ICAST energy-rehab project continues and in its final phase of solar

- Security cameras are still a priority and pending additional funding
- The landscaping project is pending the CFP 2020 BAR
- The reroofing for two duplex units in Valle Vista is moving forward
- A vendor has been selected for one of the two unit (#97 and #105) renovations in Santa Cruz and a quote has been obtained for bathroom remodel (#148) in Santa Cruz
- The upgrade of electrical panels at all three sites is in progress

Commissioner Hansen reminded Mr. Barela of the pollinating resolution passed by the BCC and encouraged him to incorporate that within the landscaping plans.

F. Financial Monthly Report

Mr. Barela commented that there was not much to report other than three pending BARs which staff hopes to get before the BCC in October. The 2020 Unaudited Financial Data Schedule is almost complete and due on October 30th. He thanked the Finance Department for their assistance on the HUD submittals.

Director Montoya emphasized that the Housing Authority and the Finance Department have developed an effective, productive relationship

G. Section 8, Vacancy, Inspection, Accounts Receivable, Wait list, Evictions and URP (Utility Reimbursement) Reports

Director Montoya said the reports have been revised to include the Board's suggestions.

5. Matters from the County Attorney

None were presented.

6. Matters from the Board

Mr. Loewy welcomed Commissioner Hughes and the expertise he could offer in the fields of homelessness and affordable housing.

7. Matters from the Public

None were presented.

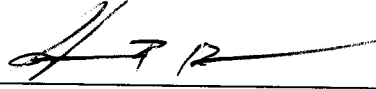
8. Concluding Business
A. Announcements

None were presented.

B. Adjournment

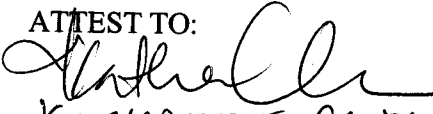
Commissioner Hansen moved to adjourn and Mr. Loewy seconded. This meeting was declared adjourned at approximately 2:25 p.m.

Approved by:



Henry Roybal, Chair
Housing Authority

ATTEST TO:


~~KATHARINE E. CLARK~~
~~GERALDINE SALAZAR~~
SANTA FE COUNTY CLERK

Respectfully submitted:

Karen Farrell, Wordswork



SFC CLERK RECORDED 03/09/2021

COUNTY OF SANTA FE) HOUSING MINUTES
STATE OF NEW MEXICO) ss PAGES: 7

I Hereby Certify That This Instrument Was Filed for Record On The 9TH Day Of March, 2021 at 10:19:50 AM And Was Duly Recorded as Instrument # 1945902 Of The Records Of Santa Fe County

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

