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Deputy Marcella [Signature] )  
Witness My Hand And Seal Of Office  
Valerie Espinoza  
County Clerk, Santa Fe, NM

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**MINUTES OF THE**  
**SANTA FE COUNTY**  
**HOUSING AUTHORITY BOARD**

**January 27, 2009**

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 8:00 a.m. by County Commission Chair Mike Anaya.

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

**Members Present:**

- Mike Anaya, Commissioner
- Katherine Holian, Commissioner
- Michelle Hoffman, Resident Member
- Liz Stefanics, Commissioner
- Harry Montoya, Commissioner
- Tim Vigil, Community Member
- Virginia Vigil, Commissioner

**Member(s) Excused:**

None

**Staff Present:**

- Roman Abeyta, County Manager
- Dodi Salazar, Housing Division Director
- Ron Pacheco, Housing Division Manager
- Steve Ross, County Attorney
- Joseph Gutierrez, Community Services Director
- Victor Gonzales, Capital Fund Coordinator
- Darlene Vigil, Affordable Housing Administrator

**II. Introductions**

The Board members and staff introduced themselves.

**III. Approval of Agenda**

Upon motion by Mr. Vigil and second by Commissioner Holian, the agenda was unanimously approved.

**IV. Approval of Minutes: December 9, 2008**

The minutes were accepted by consensus.

**V. Approval of Resolution No. 2009-01: A Resolution Requesting an Increase to the Affordable Housing Fund (231) for Expenditures in Fiscal Year 2009 (\$59,130)**

Ms. Salazar said the budget increase will pay the salary and benefits for the housing manager. The manager's salary has in the past been funded from two funds and this resolution will consolidate it to the Affordable Housing Fund.

Mr. Vigil moved to approve Resolution 2009-01. His motion was seconded by Commissioner Holian and passed by unanimous voice vote. [Commissioner Stefanics was not present for this action.]

**VI. Approval of Resolution No. 2009-02: A Resolution Requesting an Increase to the Capital Fund Program (301) for Expenditures in Fiscal Year 2009 (\$317,824)**

Ms. Salazar reviewed the resolution indicating the funds would be used for public housing improvements, management, administration, resurfacing roadways, replacement of roofs, windows, ranges and refrigerators plus a vehicle.

Commissioner Vigil asked whether HUD conducts an independent audit on the Housing Authority's budget. Ms. Salazar said the Authority provides an audited report to HUD annually.

A discussion ensued regarding the condition and safety of the entrance road to Valle Vista. Mr. Gonzales said the roadway was recently resurfaced but the actual entrance was unchanged. Ms. Salazar said she was unaware of any safety issues with this road.

Commissioner Holian moved to approve Resolution 2009-02. Her motion was seconded by Commissioner Vigil and passed by unanimous voice vote.

**VII. Review of Affordable Housing Ordinance Amendments**

Affordable Housing Administrator Darlene Vigil said staff has been reviewing the ordinance in an attempt to address cited problems and general clean-up. An issue has been raised by the non-profit housing community regarding lending positions. An amendment to the Housing Assistance program will be provided by the County's Affordable Housing Fund and requires approval from the New Mexico Mortgage Finance Authority. An outside entity will be used to prepare the Affordable Housing Plan.

Ms. D. Vigil reviewed an anticipated timeline for the plan's development culminating in May 2009. County management has requested that the plan be approved and implemented by May 2009.

Ms. Salazar noted that NMMFA's review will take 45 days.

Commissioner Stefanics urged staff to hold to the schedule and be prepared to move forward in May.

Ms. Salazar said three bids were received and Homewise was the lowest at \$8,000.

## **VII. Housing Authority Updates**

### **A. Vacancy Update**

Ms. Salazar reported the current vacancy rate at seven percent. However, four units are ready for occupancy, one is off-line awaiting repairs following a fire, and six are being worked on.

Ms. Salazar said the fire was apparently caused by a candle and insurance was covering all but the \$1,000 deductible.

### **B. Capital Fund Program Update**

Mr. Gonzales said the pre-bid walk through for the paving at the Abedon Lopez Senior Center parking area occurred last week and the bid opening is scheduled for February 6<sup>th</sup>.

### **C. Affordable Housing Program Update**

Mr. Pacheco stated the department is working with the Growth Management Team to tie the Affordable Housing Plan into the Growth Management Plan. Meetings are being held with staff and stakeholders and a series of presentations are scheduled throughout the county.

Commissioner Stefanics asked whether the issue of density is being studied during the joint meetings. Mr. Pacheco said that is being discussed but density doesn't work throughout the county because of water and wastewater issues. He mentioned the Community College District has greater density because they have utilities and said the Community College District Ordinance and the Affordable Housing Ordinance have significant differences that staff is analyzing.

### **D. 2009 Department of HUD Operating Budget Request**

Ms. Salazar advised the Board that in order to receive federal funding the Housing Authority must submit appropriate budget information and forms to HUD by January 7, 2009. The budget is only for the public housing program and does not include funding for the other programs that the Authority administers. Ms. Salazar said HUD has in the recent past funded only 85 percent of the requested amount.

Ms. Salazar said the high occupancy rate that has been maintained throughout the year allowed the Authority to realize an additional \$67,000+ in subsidies. She noted the supporting documentation sent to HUD was provided in the packet.

**E. Other Business****1. FSS Grant Award – \$109,868**

Ms. Salazar reported that the County has been awarded \$109,868 that will fund the Family Self Sufficiency (FSS) Program Coordinator and Housing Choice Voucher HCV Homeownership Program Coordinator.

**2. Commissioner Handbooks**

Handbooks were distributed.

**3. Upcoming NAHRO Conference**

Ms. Salazar advised the Board that the New Mexico National Association of Housing and Redevelopment Officials (NAHRO) were holding their annual conference in Ruidoso, April 15th through 18<sup>th</sup>. More information would be forthcoming.

**IX. Matters from the Board**

Commissioner Vigil said she meet with Ms. D. Vigil to discuss the problem Habitat for Humanity is experiencing with the County's Affordable Housing Ordinance.

Ms. D. Vigil explained that Santa Fe County's lien position is causing problems because Habitat obtains money from NMMFA and those funds conflict with the County's lien.

Habitat Executive Director Maggie Monroe-Cassel said Habitat holds the mortgage on properties they have financed and this practice conflicts with the County's lien position. Before the County enacted its Affordable Housing Ordinance, Habitat had been conducting business as usual for 22 years. She has talked to NMMFA about creating a new box in which the Habitat can obtain funding and secure mortgages but at this point Habitat may have to stop building until this item is resolved.

Commissioner Vigil applauded Habitat for Humanity's services and asked that the County legal department discuss this issue with the City's legal department.

County Attorney Steve Ross said the issue could be resolved by eliminating the lien. The direct subsidy issue that was discussed in the past is an entirely different issue that has to do with the State's anti-donation clause.

There was Board consensus to accept Commissioner Vigil's direction to begin the process to eliminate the lien and insure that Habitat's work is not obstructed by the County's ordinance.

X. Adjournment

Having completed the agenda and with no further business to come before the Board, this meeting adjourned at approximately 8:45 a.m.

Approved by:

*Michael Anaya*  
Mike Anaya, Chairman  
Housing Authority Board

ATTEST TO:

*Valerie Espinoza VT*  
VALERIE ESPINOZA  
COUNTY CLERK

Respectfully submitted,

Karen Farrell, Wordswork

