

OFFICE OF AFFORDABLE HOUSING

The mission of the Office of Affordable Housing is to create and support housing opportunities that maintain and enhance economic, social and cultural diversity in the City of Santa Fe. To that end, the department works in partnership with city staff and non-profit and private sector developers to address community housing needs. The Office of Affordable Housing was established by City Ordinance in August 2005 and initially staffed as a city department in January 2006.

Office of Affordable Housing

Appropriation: \$ 2,006,734

The Office of Affordable Housing strives to efficiently and effectively administer housing programs, including the Housing Opportunity Program (HOP), the Housing Trust Fund, the Community Development Block Grant (CDBG) Program and the Santa Fe Homes Program. As part of this responsibility, the department proactively seeks out housing options and programs that address the changing housing needs and market conditions in the community. Major on-going goals of the Office of Affordable Housing include maximizing both current resources and future funding opportunities to further local housing efforts and foster partnerships with the Santa Fe community; providing reliable information to form the basis of sound policy decisions on housing; and celebrating successes in affordable housing.

2005/06 Operational Highlights:

- Implemented the Santa Fe Homes Program, including program design changes, establishing an administrative structure to track developments and home sales, and implementation of a process for developer-initiated proposals.
- Executed ten proposals that may result in as many as 85 new affordable housings and 200 affordable rental units as part of the Santa Fe Homes Program.
- Established a system to track funding allocated by the City of Santa Fe for local housing efforts, including infrastructure loan funds.
- Developed an initial plan to efficiently allocate funding earmarked for affordable housing through the Santa Fe Housing Trust Fund.
- Created an organizational development strategy for the OAH, including one, two and three-year work plans.
- Revised liens and other legal documents for shared equity and infrastructure loans.
- Issued a request for proposals (RFP) for homeownership counseling, income verification and landlord-tenant services.
- Successfully administered the HOP and CDBG Programs.

2006/07 Goals and Objectives:

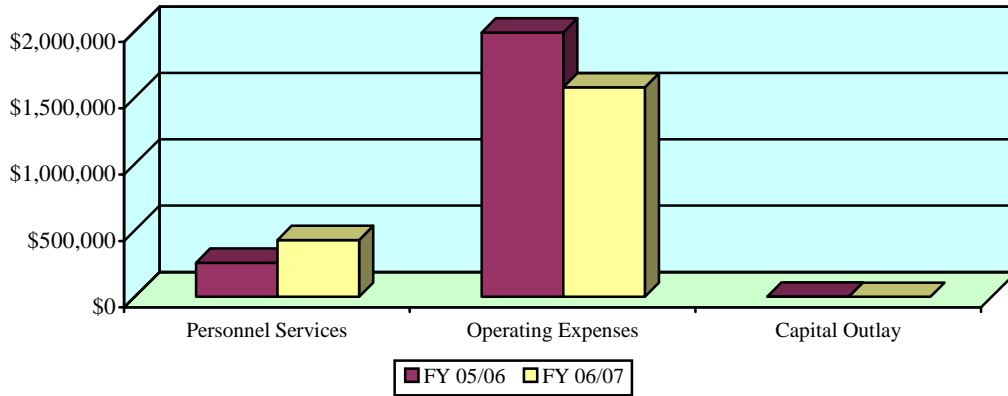
- Fully implement the Santa Fe Homes Program, including program refinements and establishment of procedures to ensure program compliance among developers and buyers.
- Complete a Santa Fe Housing Needs Assessment that will, at a minimum, provide: quantifiable information on specific gaps in housing opportunities, including for-sale and rental housing needs in the community; an assessment of the impact of second home buyers on housing demand in Santa Fe, including the types/prices of homes purchased of this type; an overview of the differences in rental and for-sale housing prices/values in different areas of the community; and information on the relationship between job growth and housing demand.
- Develop a ten-year community housing strategy to identify the types of housing on which limited resources will be focused, including a provision for biennial plan updates to reflect changing market conditions and completed projects.
- Promote use of alternative energies and technologies in new housing development.
- Facilitate community partnerships to address special needs housing issues.
- Provide training for staff to ensure complete familiarity with affordable housing development and finance options.
- Continue to successfully administer the HOP and CDBG Programs.

Budget Commentary:

The FY 2006/07 operating budget for Affordable Housing is supported by a General Fund appropriation of \$909,956, with additional appropriations of \$592,514 from the CDBG Program Fund (2506) and \$504,264 from the Shelter Plus Care Program Fund (2509) to support affordable housing activities. The budget provides funding for salaries and benefits for five staff members, operating expenses, and grants to local agencies to provide services to the community. This latter category represents the largest single expense in the department's operating budget, with \$1,556,264 appropriated for grants and services in FY 2006/07. Salaries and benefits comprise most of the remainder of the OAH budget, with \$427,975 appropriated for this purpose for FY 2006/07. Office supplies, advertising costs, insurance coverage and funding for the purchase of a computer for staff are also included in the FY 2006/07 budget.

<u>POSITION/CLASSIFICATION</u>	<u>FY 05/06 ACTUAL</u>	<u>FY 06/07 BUDGET</u>
Housing Director	1 – EX	1 – EX
Planner Senior	2 – CLFT	2 – CLFT
Planner Senior	1 – TGF	1 – TGF
Project Specialist	<u>1</u> – CLFT	<u>1</u> – CLFT
TOTAL:	5	5

EXPENDITURE CLASSIFICATION



	<u>FY 05/06</u> <u>REVISED</u>	<u>FY 06/07</u> <u>APPROPRIATION</u>
Personnel Services	\$ 256,614	\$ 427,975
Operating Expenses	1,990,994	1,577,759
Capital Outlay	<u>2,095</u>	<u>1,000</u>
 TOTAL:	 \$ 2,249,703	 \$ 2,006,734