



DATE: August 31, 2015
TO: Finance Committee and City Council
FROM: Kate Noble, Acting Director of Housing and Community Development (HCDD)
RE: Ongoing Contracts Budget Adjustment Request for FY 2015/16 for HCDD

KW

Item and Issue:

Staff requests the following adjustments to the fiscal year budget for FY 2015/16 in order to continue the work begun with the funding allocated in FY 2014/15.

ECONOMIC DEVELOPMENT DIVISION

The Economic Development Division has entered into professional services contracts designed to support key initiatives. These contracts are written according to timeframe and deliverables that best serve each individual project and initiatives. The contracts listed were initiated in FY 14-15 and expire in FY 15-16.

OFFICE OF AFFORDABLE HOUSING – General Fund

Foreclosure Assistance/Prevention:

Because of the nature of foreclosure cases (extending over several months and even years) this contract was extended FY 15-16 because legal processes do not conform to a fiscal year and several clients' cases are still in process.

Homebuyer Assistance Outreach:

Due in part to the vagaries of the real estate market in Santa Fe, and that part of the compensation is based on the number of real estate closings completed by income-qualified homebuyers, this contract has been extended

Rental Assistance:

Based on the success of this program, funds from the Housing General Fund budget in FY 14-15 were allocated to expand and continue the program into FY 15 – 16 in lieu of funding the program from FY 15-16 funds.

OFFICE OF AFFORDABLE HOUSING - CDBG

Down Payment Assistance:

Four to five homeowners will receive downpayment assistance with the remainder of funding allocated in FY2014-15.

Home Improvement:

Payback of older, prior-year Home Improvement loans, which by HUD regulations, is required to be spent prior to "entitlement" funds. 3-4 additional homeowners will receive loans.

SANTA FE METROPOLITAN PLANNING ORGANIZATION (MPO)

The MPO has ongoing contractual work for FY 2015/2016 with two consultants that require funds originally approved in FY 2014/2015. These funds will serve to complete a Bus Stop Assessment and Connectivity Study. And for an update of the MPO Travel Demand Model.

Action Requested:

Staff requests approval of the Budget Adjustment Request (BAR) for the ongoing contracts detailed in the attached spreadsheet.

**HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT
ONGOING CONTRACTS**

08/25/2015

Business Unit	Line Item	Project	Contractor	Dollars Spent FY2014-15	Purchase Order	Date PO Entered	Balance of PO	Explanation
		Economic Development						
22116	510340	Entrepreneurial Development	Make Santa Fe LLC	\$ 40,000	Open 14158612	04/08/2015	\$ 5,000	PSA expires 07/31/2015
22116	510340	Entrepreneurial Development	Start Up Santa Fe (Creative SF)	\$ 28,500	Open 14158779	04/15/2015	\$ 16,500	PSA expires 10/31/2015
22116	510340	Film/Digital Media Initiative	Parallel Studios Inc.	\$ 3,800	Open 14150271	06/16/2015	\$ 1,200	PSA expires 12/31/2015
22116	510340	Entrepreneurial/Talent Development	Andrea Romero Consulting	\$ 6,471	Open 14158978	04/28/2015	\$ 13,529	PSA expires 12/31/2015
22116	510340	Talent Development	Siete Del Norte CDC	\$ 29,000	Open 14155006	11/19/2014	\$ 6,000	PSA expires 08/30/2015
22116	510340	Talent Development	Youthworks	\$ 31,779	Open 14151659	08/14/2014	\$ 16,443	PSA expires 07/30/2015
		TOTAL					\$ 58,672	
		General Fund/AHTF						
Business Unit	Line Item	Project	Project	Dollars Spent This FY	Purchase Order	Date PO Entered	Balance of PO	Explanation
12106	510400	Foreclosure Assistance/Prevention	Huddleston Law, LLC	\$ 3,683	Open 14154966	11/17/2014	\$ 10,447	PSA expires 04/30/2016
12106	510400	Homebuyer Assistance Outreach	Homewise	\$ -	Open 14152074	08/25/2014	\$ 33,000	Extending term to 06/30/2016
12106	510500	Rental Assistance	Life Link (AHTF)	\$ -	Open 14150663	07/22/2014	\$ 60,000	Extended term to 06/30/2016
		TOTAL					\$ 103,447	
		CDBG						
Business Unit	Line Item	Project	Project	Dollars Spent This FY	Purchase Order	Date PO Entered	Balance of PO	Explanation
22552	510500	Down Payment Assistance	Housing Trust	\$ 40,000	Open 14150655		\$ 20,000	Contract expires 09/20/2015
22738	510500	Down Payment Assistance	Homewise	\$ 4,445	Open 14150658		\$ 35,555	contract expires 06/30/2016
22737	510400	Home Improvement	Homewise	\$ -	Open 14150659		\$ 40,000	contract expires 06/30/2016
		TOTAL					\$ 95,555	
		Santa Fe MPO						
Business Unit	Line Item	Project	Project	Dollars Spent This FY	Purchase Order	Date PO Entered	Balance of PO	Explanation
22305	510300	Travel Demand Model	Eco Resource Management	\$ 12,054	Open 13151277	06/23/2014	\$ 22,376	Extending term to 6/30/2016
22306	510300	Travel Demand Model	Eco Resource Management	\$ 3,013	Open 13150204	05/16/2014	\$ 5,594	Extending term to 6/30/2016
22305	510300	Connectivity and Bus Assessment	KFH Group Inc	\$ 81,124	Open 13150204	05/16/2014	\$ 74,056	PSA expires 12/31/2015
22306	510300	Connectivity and Bus Assessment	KFH Group Inc	\$ 20,281	Open 13150204	05/16/2014	\$ 17,915	PSA expires 12/31/2015
		TOTAL					\$ 119,941	