



Agenda

CITY CLERK'S OFFICE

DATE 4/8/15 TIME 10:22am

SERVED BY Margaret Ambrosino

RECEIVED BY Alicia Ladd

COMMUNITY DEVELOPMENT COMMISSION MEETING

***AMENDED to include item # 4**

Wednesday, April 15, 2015

3:30-5:00 p.m.

500 Market Street, Suite 200

Roundhouse Conference Room

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. *Ron Sebesta requests consideration of proposal for paying fee-in-lieu (\$57,297) to satisfy Housing Opportunity Program requirements to provide two (2) HOP homes in the Mission Viejo Subdivision (Alexandra Ladd).
5. Discussion and Recommendation of Approval for the DRAFT 2015-2016 CDBG Annual Action Plan (Margaret Ambrosino).
6. Approval of Minutes: February 18, 2015 CDC
7. Items from the Commission
8. Items from the Floor
9. Adjournment

An interpreter for the hearing impaired is available through the City Clerk's office upon five days notice. Please contact 955-6521 for scheduling.



Agenda

CITY CLERK'S OFFICE

DATE 3/30/15 TIME 2:22pm

SERVED BY Margaret Ambrosino

RECEIVED BY Alicia Hartung

COMMUNITY DEVELOPMENT COMMISSION MEETING

**Wednesday, April 15, 2015
3:30-5:00 p.m.**

500 Market Street, Suite 200

Roundhouse Conference Room

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Discussion and Recommendation of Approval of 2015-2016 Annual Action Plan
5. Approval of Minutes: February 18, 2015 CDC
6. Items from the Commission
7. Items from the Floor
8. Adjournment

An interpreter for the hearing impaired is available through the City Clerk's office upon five days notice. Please contact 955-6521 for scheduling.

INDEX OF
CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION
MEETING
April 15, 2015

| <u>ITEM</u> | <u>ACTION</u> | <u>PAGE (S)</u> |
|---|-------------------------------|------------------------|
| CALL TO ORDER | | 1 |
| ROLL CALL | Quorum | 1 |
| APPROVAL OF AGENDA | Approved [as amended] | 1 |
| APPROVAL OF MINUTES: February 18, 2015 CDC *Moved up on the agenda | | |
| | Approved | 2 |
| *Ron Sebesta requests consideration of proposal for paying fee-in-lieu (\$57,297) to satisfy Housing Opportunity Program requirements to provide two (2) HOP homes in the Mission Viejo Subdivision (Alexandra Ladd) | | |
| | Approved | 2-5 |
| DISCUSSION AND RECOMMENDATION OF APPROVAL FOR THE DRAFT 2015-2016 CDBG ANNUAL ACTION PLAN (Margaret Ambrosino) | | |
| | Approved | 5-6 |
| ITEMS FROM THE COMMISSION | None | 6 |
| ITEMS FROM THE FLOOR | None | 6 |
| ADJOURNMENT | Adjourned at 4:30 p.m. | 6 |

MINUTES OF THE
CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION MEETING
Santa Fe, New Mexico

April 15, 2015

A meeting of the City of Santa Fe Community Development Commission was called to order by John Padilla on this date at 3:40 p.m. in the Market Station Offices, 500 Market Street, Suite 200, Roundhouse Conference Room, Santa Fe, New Mexico.

Members Present:

Councilor Ron Trujillo, Chair {arriving later}
Paul Goblet
Carla Lopez
John Padilla
Silas Peterson

Member(s) Absent:

Toby Bott-Lyons, excused
Rusty Tambascio, Vice Chair, excused

Staff Present:

Margaret Ambrosino, CDBG Planner
Alexandra Ladd, Special Projects Manager, Housing and Community Development Department

Others Present:

Ron Sebesta, Mission Viejo Estates Subdivision
Jo Ann G. Valdez, Stenographer

APPROVAL OF AGENDA

The agenda was amended: Item 6: *Approval of the Minutes of the February 18, 2015 CDC Meeting* was moved up after Approval of the Agenda.

**Commissioner Lopez moved to approve the agenda as amended.
Commissioner Peterson seconded the motion. The motion passed unanimously by voice vote.**

APPROVAL OF MINUTES: February 18, 2015 CDC *Moved up on the agenda

Commissioner Goblet moved to approve the Minutes of the February 18, 2015 meeting as submitted. Commissioner Lopez seconded the motion. The motion passed unanimously by voice vote.

***Ron Sebesta requests consideration of proposal for paying fee-in-lieu (\$57,297) to satisfy Housing Opportunity Program requirements to provide two (2) HOP homes in the Mission Viejo Subdivision (Alexandra Ladd)**

(Copies of the *Excerpted Sections: Administrative Procedures for the City of Santa Fe Housing Opportunity Program* were distributed in the Commissioners' packets. A copy is hereby incorporated to these Minutes as Exhibit "A".)

The Housing Opportunity Program (HOP) ordinance was adopted in 1998 as part of the City's zoning code. It established that all proposed residential development provide a percentage of affordably-priced homes. The percentage varied from 11-16%, depending on the market price of the proposed development - the more expensive the homes, the higher the requirement. Mission Viejo Estates was approved as a Type C under HOP, meaning that 11% of the built units (two units total) were required to be delivered to an income-qualified homebuyer, with an average income of 65% of the area median income.

As per the HOP Administrative Procedures, the Community Development Commission is charged with granting approval for requests for alternate compliance. Ron Sebesta proposed paying a fee in lieu, rather than completing the affordable homes.

Mr. Sebesta explained that his role in this project was to develop and sell vacant land, not to build houses on the lots. Sometime after the 9th home was constructed, the real estate market "hit the wall" and everything came to a screeching halt. It was also during this same time period their youngest daughter suffered a stroke. She was in Herman Memorial Hospital on life support for about 14 days and continued her recovery there another three weeks. They do not have insurance and by the end of her stay, the Sebestas accumulated a debt of over \$500,000.

Mr. Sebesta's daughter is recovering with speech and physical therapy but still suffers from the effects of the stroke and is considered 100% disabled. Also, the current real estate market is still slow and depressed and most builders that Mr. Sebesta spoke to about purchasing the two HOP lots do not want to be tied to the requirements of HOP. Additionally, the two HOP lots are located in a drainage area which flooded a home on the adjacent property in 2010 causing thousands of dollars in damage. In order to ensure that flooding in the future will not affect these two lots, the elevation of both lots must be raised about two to three feet with fill dirt and supported with concrete footing plus retention and diversion walls. The site work alone and preparation prior to any construction cost upwards of \$30,000 to \$40,000 per lot. (Copies of the *Drainage Evaluation Report* were included in the Commissioners' packets.)

As a result of all of these issues, Mr. Sebesta requested that the Commission consider a fee-in-lieu of construction of the two Mission Viejo lots.

Staff requested that the Commission provide a decision regarding the request from Ron Sebesta to pay a fee in lieu (\$57,297) instead of providing the two homes owed under the Housing Opportunity Program Agreement dated December 31, 2002 between the City of Santa Fe and Ron Sebesta.

Discussion/Questions:

Commissioner Peterson asked how many of the lots have been built upon.

Mr. Sebesta said there are about 3-4 lots that have not been built upon, out of the 18 lots.

Commissioner Goblet asked Mr. Sebesta if he will have to get a variance from the City.

Mr. Sebesta said no.

Commissioner Padilla asked staff if this would take the two lots out of the HOP Agreement and the commitment that the developer had when the development plan was approved.

Ms. Ladd said yes, the HOP Agreement would be released.

Commissioner Padilla asked Mr. Sebesta if this would allow those two lots to then become market-value lots, which will allow them to be sold and developed as market value as opposed to affordable housing.

Mr. Sebesta said yes, if he does the work that the Engineer recommends, however, the cost to do this is over \$30,000.00.

Commissioner Padilla asked staff if this is the first "fee-in-lieu of" request that the Commission has reviewed.

Ms. Ladd said no, Zokolo requested to pay half of the current phase fee.

Commissioner Padilla asked if the fee-in-lieu of would go to the Affordable Housing Trust Fund/Program allowing the City to invest in another affordable housing program.

Ms. Ladd said yes.

Commissioner Peterson asked how many of these lots were in the HOP Program.

Mr. Sebesta said just these two.

Commissioner Peterson said then affectively, there would be no affordable properties in this Subdivision. He asked if this would have an effect on the other property values.

Ms. Ladd said she did not think there is any demonstrated cause and effect to the surrounding property values.

Councilor Trujillo said the City is in the business of making affordable housing even though he understands the plight that Mr. Sebesta is in now. He asked if there are any affordable housing in the surrounding subdivision in this area.

Ms. Ladd said that is a good question. She noted that Rancho Viejo is there.

Commissioner Peterson said Habitat built a couple of homes in the Oshara Subdivision.

Commissioner Padilla said there is also the Nava Ade Subdivision.

Councilor Trujillo asked if there were any other questions of the Commission. Seeing none, he asked what the wishes of the Commission are.

Commissioner Lopez moved to approve Ron Sebesta's request to pay a fee-in-lieu of (\$57,297) to satisfy the Housing Opportunity Program requirements to provide two HOP homes in the Mission Viejo Subdivision. Commissioner Padilla seconded the motion.

Commissioner Goblet said it would seem to him that Mr. Sebesta would not be in the room as the Commission voted if there would be more questions posed to staff. He said there have been other developers who have experienced this type of thing in the midst of economic and business circumstances. He asked how many exceptions have been made for accepting cash in lieu of, and what kind of precedent has there been for this.

Ms. Ladd said the one thing that is a little unique about this project is that the Subdivision was originally approved in the County; therefore the building permits were obtained from the Construction Industries Division. Normally if the City has an affordable housing project that is located within the City, the City will put a hold on the building permits so they never get to this stage, so that the construction requirements are enforced.

Commissioner Goblet asked if there have been numerous developers who have not performed.

Ms. Ladd said no. She said the City has had a good track record. She noted that the City can also hold the Certificate of Occupancy when a developer does not perform

accordingly.

Ms. Ladd explained that this is almost \$60,000, which will help three families with down payment assistance and to get into a home that they can afford.

The motion passed unanimously by voice vote.

**DISCUSSION AND RECOMMENDATION OF APPROVAL FOR THE DRAFT
2015-2016 CDBG ANNUAL ACTION PLAN (Margaret Ambrosino)**

(Copies of the *Third Program Year Action Plan* were distributed in the Commissioners' packets. A copy is hereby incorporated to these Minutes as Exhibit "B".)

The purpose of the Action Plan is to stipulate how funds will be allocated to housing and community development activities in Santa Fe based on the needs, priorities, goals and strategies identified in the 2013-2017 Consolidated Plan.

Ms. Ambrosino said every five years, the City of Santa Fe, as an entitlement community, has to submit to HUD a 5-Year Consolidated Plan and the City is in the 2013-2017 Consolidated Plan cycle. They are now in the third year of the Consolidated Plan cycle.

Ms. Ambrosino noted that paper copies of the draft 2015-2016 Action Plan will be placed at specific locations for public review from April 3, 2015 through May 4, 2015 to comply with the 30-day review period required by the City's Citizen Participation Plan as adopted by HUD. The locations were selected based on their diversity of participants. Drafts will be available at all City of Santa Fe Public Library branches; Fort Marcy Recreation Center; Genoveva Chavez Community Center; Mary Esther Gonzales Senior Center, the City's Market Street Office and Santa Fe City Hall.

Advertisements will be placed in the *Santa Fe New Mexican* on Friday, April 3rd and April 10th announcing the public review and comment period. A press release will be issued through the City's Public Information Office on April 3, 2015, with information for the public on the availability of the plan and how to submit a comment. Two public meetings and one public hearing will be held on the plan: The City of Santa Fe's Finance Committee Public Meeting is scheduled for March 30, 2015; The City of Santa Fe's Community Development Commission Public Meeting is scheduled for April 15, 2015 and the City Council Public Hearing is scheduled for May 13, 2015. The public hearing allows members of the public to make comments as part of the public forum.

Commissioner Lopez asked what kind of people will comment on the Action Plan.

Ms. Ambrosino said last year they had a resident of the community who is part of Public Housing comment on the Plan. She noted that the City has only received one comment from the public from Simon Brackley of the Santa Fe Chamber of Commerce. He

Community Development Commission

Meeting: April 15, 2015

commented that the City is in critical need of affordable rental housing in the community.

Commissioner Goblet said there were 4-5 spelling errors or missing words, so he suggested that someone take the time to proof this one more time. Ms. Ambrosino agreed to proof it one more time noting that she has red-lined some errors already.

Commissioner Goblet said this would have been interesting to have for somebody new to the Commission before the last Commission meeting because it gives you a pretty good historical perspective. He said you realize how challenging affordable rental housing is. He said there is just not enough resources to strategically address this challenge but this is the real issue that this Commission needs to be thinking about.

Ms. Ladd said the rental housing market is extremely tight across the entire City.

Commissioner Lopez said the City Council has dealt with this.

Commissioner Padilla suggested that the Commission have a meeting where they discuss this issue further and maybe influence others who have come to the Commission for rental funding.

Councilor Trujillo asked what the wishes of the Commission are.

Commissioner Lopez moved to approve the Draft 2015-2016 CDBG Annual Action Plan. Commissioner Goblet seconded the motion. The motion passed unanimously by voice vote.

ITEMS FROM THE COMMISSION

There were no items from the Commission.

ITEMS FROM THE FLOOR

There were no items from the floor.

ADJOURNMENT

Its business being completed, Commissioner Lopez moved to adjourn the meeting, second by Commissioner Padilla, the meeting adjourned at 4:30 p.m.

Approved by:


Councilor Ron Trujillo, Chair

Respectively submitted by:


Jo Ann G. Valdez, Stenographer

Excerpted Sections:
**ADMINISTRATIVE PROCEDURES
FOR THE CITY OF SANTA FE
HOUSING OPPORTUNITY PROGRAM (HOP)**

As described in Section 4 "Responsibility for Administration" of the HOP Administrative Procedures:

- 4.8 **Community Development Commission** - This city board shall be responsible for considering and acting upon requests for alternate means of compliance and upon appeals of decisions of the Office of Affordable Housing as described herein.

As defined in Section 6 "Definitions" of the HOP Administrative Procedures:

Development Types:

- A. Development Type "A" means a residential development in which the average price of 70% of the dwelling units for sale or for rent are affordable to households with incomes at or below 80 percent of the area median income, using a four person household for home buyers and a three person household for renters.
- B. Development Type "B" means a residential development in which all units for sale or for rent are affordable to a three person household with an income under 120 percent of the area median income unless the development is defined as a development type "A."
- C. Development Type "C" means a residential development in which (a) one or more units for sale or for rent are provided to be affordable to a three person household with an income above 120 percent of the area median income; and (b) the average price does not exceed a price affordable to a three person household with an income at 200 percent of the area median income.
- D. Development Type "D" means a residential development in which units for sale or rent are, on average, affordable to a three person household with an income over 200 percent of the area median income.

Extreme Hardship - A condition occurring as a direct consequence of the HOP ordinance which a) deprives a property owner of all economically viable use of the subject property taken as a whole or b) would require the property owner to lose money on the development taken as a whole and the property owner can demonstrate to the Community Development Commission's satisfaction that said loss will be an unavoidable consequence of the HOP requirement for construction of affordable housing.

11. ALTERNATE MEANS OF COMPLIANCE

11.1 Criteria for Allowing Alternate Approaches

HOP requires that applicants provide HOP units on the property proposed for development. However, it is recognized that at times this approach may be infeasible due to extreme hardship as defined. **In this event, the applicant may seek permission from the Community Development Commission to use an alternate means of compliance {Emphasis added}.**

11.2 Allowable Alternate Means of Compliance

Contributions of cash or in-kind resources for affordable housing may be considered acceptable by the City as an alternate means of compliance. The Developer may provide cash, land, labor, materials or another in-kind contribution(s) acceptable to the City. The fair market value of the contribution(s) shall be equal to the In-Lieu Contribution Value for each affordable unit, which is not provided directly, as described in Section 12.

12. DETERMINATION OF IN-LIEU CONTRIBUTION VALUES – Use the In-lieu fee calculations/requirements from SF Homes?

The In-Lieu Contribution Value for each HOP unit which is not provided directly shall be determined as follows:

- 12.1** Contribution values for a particular development shall be the values in Appendix D, "HOP In-Lieu Contribution Values," which correspond to the type of development proposed.
- 12.2** The methodology for initially determining contribution values is contained in a 1995 report by The Enterprise Foundation, *Findings and Recommendations Regarding Housing Affordability Issues in the Proposed Housing Opportunities Program*. The recommended contribution values in that report were adopted as the initial values for calendar year 1995.
- 12.3** The initial 1995 values shall be adjusted annually at the beginning of each calendar year by a factor equal to the Consumer Price Index for New Mexico Urban Areas, or at the discretion of the Office of Affordable Housing Director, the values may be recalculated using another method, so long as the methodology is sound and described in detail in a written report available to the public.
- 12.4** The required In-Lieu Contribution Value for any contribution (including a staged contribution) shall be the amount in effect at the time that each contribution is due.
- 12.5** A 2% processing fee to the city shall be added to all fees in lieu of contributions for administrative costs.

APPENDIX D: HOP IN-LIEU CONTRIBUTION VALUES

Effective February 24, 2005

The following In-Lieu Contribution Values are the required value of cash or in-kind contributions for HOP developments that are not providing required affordable housing.

"Price class," "corresponding price range," and "corresponding range of monthly rents" refer to the proposed pricing of residential dwelling units to be built in the development. Please note that qualified HOP developments in Development Types "A" and "B" (defined in Section 6 herein) are not required to make in-lieu contributions.

"Corresponding income range" is provided only for illustrative purposes, and formed the basis for some of the calculations used to derive the contribution values.

REQUIRED CONTRIBUTION VALUES FOR FOR-SALE HOUSING

| Development Type | Corresponding Income Range* | Corresponding Price Range | Contribution Value/Unit** |
|------------------|-----------------------------|---------------------------|---------------------------|
| "C" | 120%-200% of AMI | \$310,606-\$517,675 | \$18,192 |
| "D" | Over 200% of AMI | Over \$517,676 | \$45,044 |

REQUIRED CONTRIBUTION VALUES FOR RENTAL HOUSING

| Development Type | Corresponding Income Range* | Corresponding Range of Monthly Rents | Contribution Value/Unit |
|------------------|-----------------------------|--------------------------------------|---|
| "C" | 120%-200% of AMI | \$1,782-\$2,970 | For specific fee contact Office of Affordable Housing. (505-955-6913) |
| "D" | Over 200% of AMI | Over \$2,970 | For specific fee contact Community Services Dept. (505-955-6913) |

* "AMI" means area median income. Based on market data, typical household size is assumed to be three persons above 80 percent of median income.

** The value per unit is multiplied by the partial unit requirement to determine the specific contribution, e.g. 0.86 (partial requirement) x value/unit = contribution, plus a 2% administrative fee.

Updated HOP fee-in-lieu, based on 1995 figures, annual increase in Consumer Price Index (CPI)

| Year | CPI increase | Per Unit | | With 2% admin fee | |
|------|--------------|-----------------|-----------|-------------------|-----------|
| | By % | Type C | Type D | Type C | Type D |
| 1995 | (BASE) | \$ 18,192 | \$ 45,044 | \$ 18,556 | \$ 45,945 |
| 1996 | 3.3 | \$ 18,792 | \$ 46,530 | \$ 19,168 | \$ 47,461 |
| 1997 | 1.7 | \$ 19,112 | \$ 47,321 | \$ 19,494 | \$ 48,268 |
| 1998 | 1.6 | \$ 19,418 | \$ 48,079 | \$ 19,806 | \$ 49,040 |
| 1999 | 2.7 | \$ 19,942 | \$ 49,377 | \$ 20,341 | \$ 50,364 |
| 2000 | 3.4 | \$ 20,620 | \$ 51,056 | \$ 21,032 | \$ 52,077 |
| 2001 | 1.6 | \$ 20,950 | \$ 51,872 | \$ 21,369 | \$ 52,910 |
| 2002 | 2.4 | \$ 21,453 | \$ 53,117 | \$ 21,882 | \$ 54,180 |
| 2003 | 1.9 | \$ 21,860 | \$ 54,127 | \$ 22,297 | \$ 55,209 |
| 2004 | 3.3 | \$ 22,582 | \$ 55,913 | \$ 23,033 | \$ 57,031 |
| 2005 | 3.4 | \$ 23,349 | \$ 57,814 | \$ 23,816 | \$ 58,970 |
| 2006 | 2.5 | \$ 23,933 | \$ 59,259 | \$ 24,412 | \$ 60,444 |
| 2007 | 4.1 | \$ 24,531 | \$ 60,741 | \$ 25,022 | \$ 61,955 |
| 2008 | 0.1 | \$ 25,537 | \$ 63,231 | \$ 26,048 | \$ 64,496 |
| 2009 | 2.7 | \$ 25,540 | \$ 63,237 | \$ 26,051 | \$ 64,502 |
| 2010 | 1.5 | \$ 25,923 | \$ 64,186 | \$ 26,441 | \$ 65,470 |
| 2011 | 3 | \$ 26,701 | \$ 66,111 | \$ 27,235 | \$ 67,434 |
| 2012 | 1.7 | \$ 27,154 | \$ 67,235 | \$ 27,698 | \$ 68,580 |
| 2013 | 1.8 | \$27,643 | \$68,446 | \$28,196 | \$69,815 |
| 2014 | 0.8 | \$28,086 | \$69541 | \$28,647 | \$70,932 |



Walker Engineering

Morey Walker & Associates Engineering, Inc.

905 Camino Sierra Vista
Santa Fe, NM 87505
(505) 820-7990

March 2, 2015

Mr. Ron Sebesta
P.O. Box 22100
Santa Fe, NM 8750

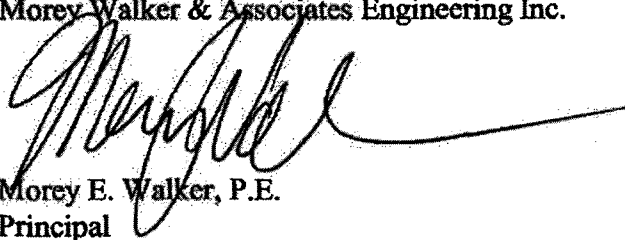
Ref: Mission Viejo Sbudivision
Lots 10 & 11

Dear Ron,

I have reviewed the Drainage Evaluation report for the Orr Residence at 3402 Calle Viejo as prepared by Oralynn Guerrerortiz dated 10/21/10. Based upon the findings in the report and upon personal knowledge of the site, I concur with Ms. Guerrerortiz recommendations.

If you have any questions or need further information on this matter, please do not hesitate to contact me.

Sincerely,
Morey Walker & Associates Engineering Inc.



Morey E. Walker, P.E.
Principal

Mission Viejo HOA
P.O. Box 28931
Santa Fe, NM. 87592

February 20, 2015

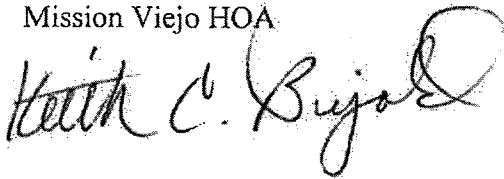
To Whom It May Concern:

In July 2010 the Orr residence house at 3402 Calle Viejo located in the Mission Viejo subdivision was flooded during a storm runoff event. After this event happened the Mission Viejo HOA had a drainage evaluation study done which was conducted by Oralynn Guerrerortiz a New Mexico registered profession engineer. (See report)

As stated in the report other empty lots in that same cul-de-sac location would also be impacted should another runoff event happen. The report specifically includes lots 11 and 13 but lot 10 should also be included as it would be impacted by the same runoff event in this location

After reviewing this report if lots 10, 11 and 13 were to be developed then significant and costly excavation and drainage work would need to be done to prevent a flooding event occurring to those homes. I believe this would be at the expense of the homeowner per the City of Santa Fe building permit requirements.

Keith Bujold
President
Mission Viejo HOA

A handwritten signature in black ink that reads "Keith C. Bujold". The signature is written in a cursive style with a large, stylized "K" and "B".

**ORR RESIDENCE
3402 CALLE VIEJO
MISSION VIEJO SUBDIVISION
SANTA FE COUNTY, NEW MEXICO**

DRAINAGE EVALUATION

Prepared by Oralynn Guerrerortiz 10-21-10

Flooding Event Summary

In late July 2010, the Orr family home was inundated with stormwater runoff. It was reported that 1-2 of water ponded in the home. I visited the home on September 14, 2010. The house sits on a 20,321 sf lot within the Mission Viejo Subdivision at the southwest corner of Mission Bend and Calle Viejo. The finish floor of the home and its yards is approximately 1-3 feet below the grade of the adjacent Calle Viejo and Mission Bend roadways. A 36" cmp is located at the western property corner of the lot, and its invert appears to be a few feet lower than the finished floor elevation. An 18" culvert lays at the intersection of Calle Viejo and Mission Bend. It was report to me by Cynthia Orr that this 18" culvert was blocked during the flooding event, and water ran over the Calle Viejo roadway towards their home.

Opinion of Cause of Flooding

The home site sits at the low point of a 26 acre watershed (Figure 1). No provisions have been installed to direct flow away from the home, although the Grading and Drainage Plan prepared by Morey Walker and Associates did indicate that a drainage swale would be installed along the southern SE to NW property boundary, and bar ditches would be installed along Calle Viejo and Mission Bend roadways adjacent to the Orr property.

Because the home was located in the center of a drainageway and no provisions were installed to direct stormwater around the home, or raise the home site out of the drainageway, flooding of the house site in a significant storm was inevitable. Further, the 36" CMP located at the western property corner of the Orr lot has adequate capacity to handle the 100-year, 24-hour storm event only if the water at the invert is at least 3 feet deep, which appears to be higher than the finished floor elevation of the home. A survey would be necessary to check the finished floor elevation in relation to the invert of the 36" cmp.

Recommendation

The following improvements to the site are recommended:

1. Install bar ditches along Mission Bend Road and Calle Viejo roadways to direct road runoff into the 36" culvert. Bar ditches should have minimum dimensions of a 18" depth, and a minimum side slope of 3 to 1.
2. Install a drainage swale along the southern SE-NW property boundary of the Orr lot to direct stormwater to the 36" culvert. This swale will be a rock line

- trapezoidal channel with a bottom width of 2 feet, a depth of 2 feet and a side slope of 2 to 1. Top width will be 10 feet.
3. Install a drainage swale along the eastern NE-SW property boundary of the Orr lot to direct stormwater to the drainage swale noted in 2 above. This should have the same design as noted in 2 above.
 4. The existing 36" cmp should be lowered so that its invert is located a minimum of 4 feet below the finished floor of the home. The inlet invert of the downstream culvert that flows to Pond 1 should be checked to verify that positive drainage between the two pipes will exist with this lowering. If that is not the case, then the downstream culvert and possibly pond 1 will also have to be lowered.
 5. Maintain the 36" cmp, roadway bar ditches and swales: March 15, September 15, and after storms of 1-inch or greater inspect all drainage facilities, remove any debris or vegetation which may impede flow. If more than 3" of soil or debris exists along the channel or cmp bottom, remove manually or by flushing. Check integrity of all ditches, swales and rip-rap. Repair if necessary. Unstabilized soils shall be stabilized by vegetation, rock plating or erosion mats.
 6. It should be noted that both neighboring lots 11 and 13 could also be subject to inundation. These lots' grades should be raised relative to the surrounding property and swales should be installed to direct flows around them and into the swales leading to the 36" cmp.

Drainage Swale Sizing and CMP Size Verification

The property has no FEMA flood zones (Figures 2 and 3; Panel 35049C0526D/413D, effective 6/17/08).

The watershed soils have been mapped by the US Natural Resource Conservation Service and the soil mapping can be found on their web page: websoilsurvey.nrcs.usda.gov. The onsite soils are as follows:

| | |
|--|-------|
| 116 Arents-Urban land-Orthenents complex | 14.3% |
| 200 Predawn loam | 8.0% |
| 201 Tanoan-Encantado complex | 19.8% |
| 202 Alire loam | 44.4% |
| 203 Buchhorse-Altazano complex | 13.2% |
| 208 Alire-Urban land complex | 0.2% |

All are Hydrologic Soil Group B. A runoff coefficient of 80 has been assumed.

The site has a fair coverage of herbaceous mixture of grass, weeds and brush with some juniper, pinion and cactus. Basal coverage is poor to fair. There is a 72 foot elevation change over the 2346 foot long drainage path. Time of concentration is estimated to be 0.55 hours.

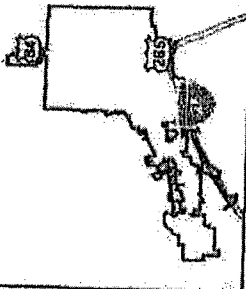
The Simplified Peak Flow Method (TR-55) was used to determine peak runoff from the watershed affecting the Orr residence. The 100 year, 24-hour precipitation at determined by NOAA is 3.4 inches. Peak discharge for the 100-year, 24-hour storm event is 36 cfs.

| | | |
|-----------|---------------|----------------|
| Frequency | Precipitation | Peak Discharge |
|-----------|---------------|----------------|

| Year | (inches) | (cfs) |
|------|----------|-------|
| 100 | 3.4 | 35.63 |
| 50 | 3 | 28.60 |
| 25 | 2.8 | 25.22 |
| 10 | 2.4 | 18.77 |
| 5 | 2 | 12.87 |
| 2 | 1.6 | 7.69 |

A 36" cnp can handle the 100-year, 24-hour storm event with a peak discharge of 36 cfs with an inlet head of about 3 feet. Thus to push the anticipated peak flows through the culvert during the 100-year, 24-hour storm event, one would need to allow the water to pond to about 3 feet at the front of the culvert. The home's finished floor elevation should be at least 4' above the invert of the pipe. If this is not the case, then the pipe must be lowered to provide the 4' of elevation difference or additional culverts under Mission Bend are required to ensure that adequate capacity exists to prevent a flooding of the Orr house in the future.





City Limits

+ Address Points

Contours - 4 foot

Parents

Santa Fe River

Major Roads and Highways

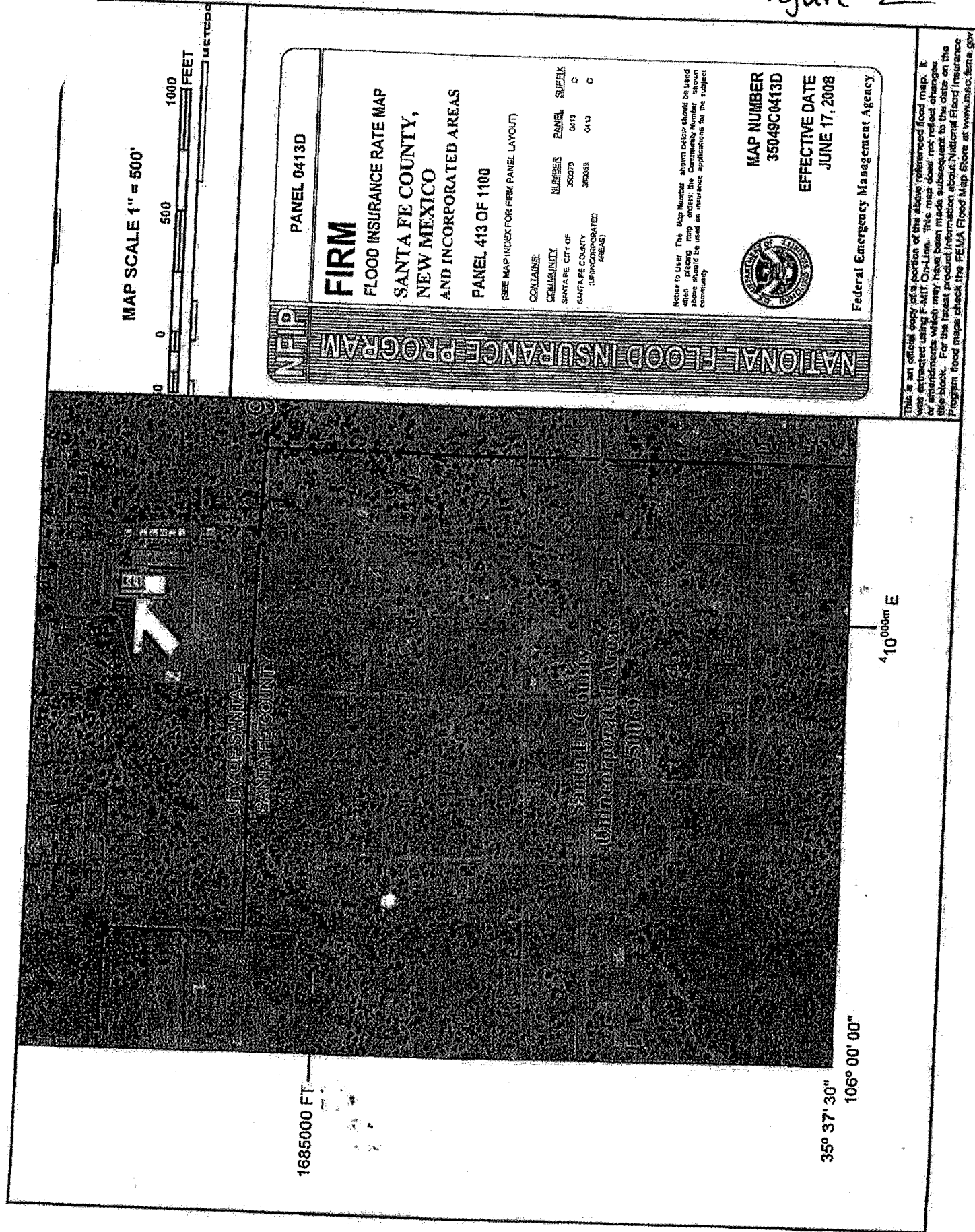
Other Roads and Streets

Scale: 1:3,857

Map center: 1716672, 1682589

This map is a user generated static output from an internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.

Figure 2



NFIP

NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0413D

FIRM

FLOOD INSURANCE RATE MAP

SANTA FE COUNTY,

NEW MEXICO

AND INCORPORATED AREAS

PANEL 413 OF 1100

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

| CONTAINS: | NUMBER | PANEL | SUFFIX |
|------------------------|--------|-------|--------|
| COMMUNITY | 350279 | 0413 | C |
| SANTA FE CITY OF | 350279 | 0413 | C |
| SANTA FE COUNTY | 350279 | 0413 | C |
| (UNINCORPORATED AREAS) | 350279 | 0413 | C |

Notice to User: The Map Number shown below should be used when placing map orders. The Community Number shown below should be used as insurance applications for the subject community.

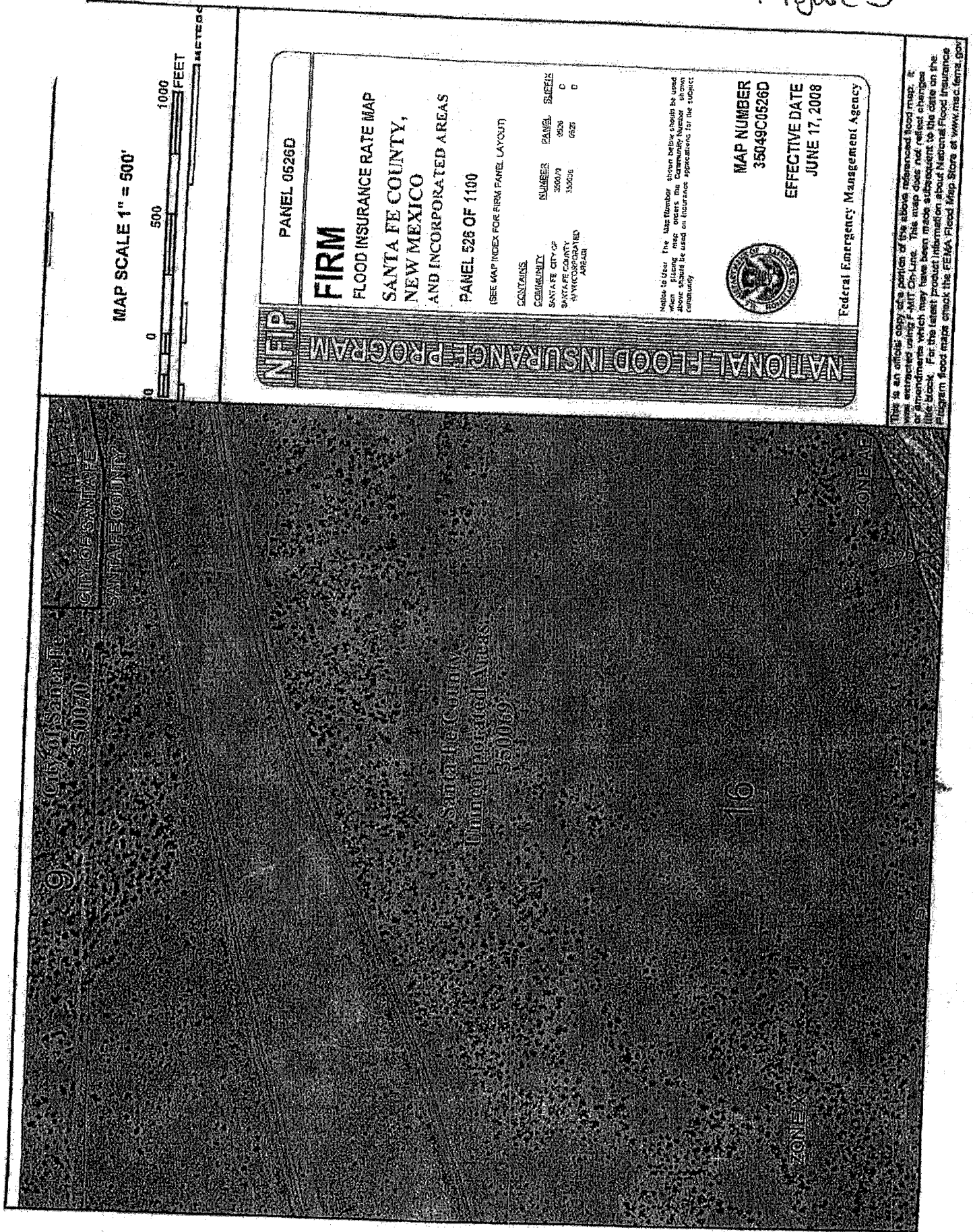
MAP NUMBER
35049C0413D

EFFECTIVE DATE
JUNE 17, 2008

Federal Emergency Management Agency

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at www.fema.gov

Figure 3



ORR RESIDENCE DRAINAGE IMPROVEMENT
ENGINEER'S OPINION OF PROBABLE COST

Assumption: 36" culvert invert is less than 4' below Orr Finished Floor
10/21/2010

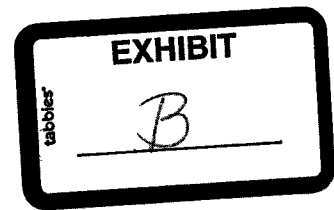
| ITEM NUMBER | DESCRIPTION | UNIT | TOTAL QUANTITY | UNIT COST | SCHEDULE COST |
|-------------------|--|------|-------------------|--------------|------------------|
| 1 | Bar Ditch with gravel mulch 3" thick. | LF | 220.00 | \$6.00 | \$1,320.00 |
| 2 | Rock lined Trapezoidal Channel | LF | 295 | \$65.00 | \$19,175.00 |
| 3 | Saw cut asphalt | LF | 50 | \$4.00 | \$200.00 |
| 4 | Saw cut concrete | LF | 180 | \$4.00 | \$720.00 |
| 5 | Lowering of 36" CMP, including backfill | LF | 115 | \$45.00 | \$5,175.00 |
| 6 | Extension of 36" CMP | LF | 20 | \$45.00 | \$900.00 |
| 7 | Connection of 2 - 36" CMP in a Median Drop Inlet | LS | 1 | \$5,000.00 | \$5,000.00 |
| 8 | Rock Set in Concrete At 36" CMP inlet | LS | 1 | \$1,000.00 | \$1,000.00 |
| 9 | Disposal of concrete and asphalt | SY | 256 | \$20.00 | \$5,111.11 |
| 10 | Replacement of basecourse and Asphalt | SY | 56 | \$50.00 | \$2,777.78 |
| 11 | Replacement of Concrete | SY | 200 | \$35.00 | \$7,000.00 |
| 12 | Project Construction Staking | LS | 1 | \$1,000.00 | \$1,000.00 |
| 13 | Project Traffic Control | LS | 1 | \$1,000.00 | \$1,000.00 |
| 14 | Project Testing | LS | 1 | \$1,000.00 | \$1,000.00 |
| 15 | Reseeding | LS | 1 | \$5,000.00 | \$5,000.00 |
| 16 | Permits | LS | 1 | \$500.00 | \$500.00 |
| 17 | Engineering | LS | 1 | \$7,000.00 | \$7,000.00 |
| Subtotal | | | | | \$63,878.89 |
| NM GRT | | | | | \$5,230.08 |
| Contingency (20%) | | | | | \$12,775.78 |
| Total | | | | | \$81,884.75 |



ORR RESIDENCE DRAINAGE IMPROVEMENT
ENGINEER'S OPINION OF PROBABLE COST
Assumption: 36" culvert invert is 4' or more below Orr Finished Floor
10/21/2010

| ITEM NUMBER | DESCRIPTION | UNIT | TOTAL QUANTITY | UNIT COST | SCHEDULE COST |
|-------------------|---------------------------------------|------|-------------------|--------------|------------------|
| 1 | Bar Ditch with gravel mulch 3" thick. | LF | 220.00 | \$6.00 | \$1,320.00 |
| 2 | Rock lined Trapezoidal Channel | LF | 295 | \$65.00 | \$19,175.00 |
| 3 | Project Construction Staking | LS | 1 | \$1,000.00 | \$1,000.00 |
| 4 | Project Traffic Control | LS | 1 | \$200.00 | \$200.00 |
| 5 | Reseeding | LS | 1 | \$5,000.00 | \$5,000.00 |
| 6 | Permits | LS | 1 | \$200.00 | \$200.00 |
| 7 | Engineering | LS | 1 | \$2,000.00 | \$2,000.00 |
| Subtotal | | | | | \$28,895.00 |
| NM GRT | | | | | \$2,365.78 |
| Contingency (20%) | | | | | \$5,779.00 |
| Total | | | | | \$37,039.78 |





Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The purpose of the Action Plan is to stipulate how funds will be allocated to housing and community development activities in Santa Fe based on the needs, priorities, goals and strategies identified in the 2013-2017 Consolidated Plan.

2. Summarize the objectives and outcomes identified in the Plan

The City of Santa Fe's focus over the next year is to improve and sustain affordable housing, rental, homeownership, and economic opportunities for low- to moderate-income households in Santa Fe, as well as addressing the needs of those experiencing homelessness or at risk of becoming homeless. The City will accomplish this by administering program funds to service providers, supporting collaboration and strategically applying resources to community needs.

This Plan identifies the following goals as they relate to HUD-mandated objectives and outcomes for its upcoming housing and community development activities:

GOAL: Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those at risk of becoming homeless.

- Objective: Creating Suitable Living Environments
- Outcome: Availability/Accessibility

GOAL: Expanded inventory of rental units and vouchers to meet increased needs of renters with very low incomes.

- Objective: Providing Decent Housing
- Outcome: Availability/Accessibility

GOAL: Increased homeownership opportunities and support for long-term affordability and accessibility for current homeowners.

- Objective: Providing Decent Housing
- Outcome: Affordability



City of Santa Fe 2015-2016 Action Plan

TABLE OF CONTENTS

| | |
|---|----|
| AP-05 Executive Summary | 1 |
| PR-05 Lead & Responsible Agencies | 5 |
| AP-10 Consultation | 6 |
| AP-12 Participation | 11 |
| AP-15 Expected Resources | 13 |
| AP-20 Annual Goals and Objectives | 16 |
| AP-35 Projects | 19 |
| AP-38 Projects Summary | 20 |
| AP-50 Geographic Distribution | 29 |
| AP-55 Affordable Housing | 30 |
| AP-60 Public Housing | 31 |
| AP-65 Homeless and Other Special Needs Activities | 32 |
| AP-75 Barriers to Affordable Housing | 36 |
| AP-85 Other Actions | 37 |
| AP-90 Program Specific Requirements | 40 |
| Monitoring | 41 |
| Appendix | |

4. Summary of Citizen Participation Process and consultation process

- ✓ Paper copies of the draft 2015-2016 Action Plan will be placed at the following locations for public review from April 3, 2015 through May 4, 2015 to comply with the 30-day review period required by the City's Citizen Participation Plan as adopted by HUD. The locations were selected based on their diversity of participants. Drafts will be available at all City of Santa Fe Public Library branches; Fort Marcy Recreation Center; Genoveva Chavez Community Center; Mary Esther Gonzales Senior Center, the City's Market Street Office and Santa Fe City Hall.

Advertisements will be placed in the *Santa Fe New Mexican* on Friday, April 3 and April 10, 2015 announcing the public review and comment period. The advertisement includes notice that translation services into Spanish are available upon request. The ads list the location of copies available for review as well as contact information for submitting comments. A press release will be issued through the City's Public Information Office on April 3, 2015, with information for the public on the availability of the plan and how to submit a comment. Two public meetings and one public hearing will be held on the Plan:

- The City of Santa Fe's Finance Committee Public Meeting (March 30, 2015)
- The City of Santa Fe's Community Development Commission Public Meeting (April 16, 2015)
- The Santa Fe City Council Public Hearing (May 13, 2015)

These meetings are open to the public and agendas are available on the City's website. The public meetings and public hearing are conveniently timed and located to encourage participation and can all be made accessible to people with disabilities, including sign language interpretation with prior notice to the City Clerk's office. The meetings are also publicized in Spanish. The public hearing allows members of the public to make comments as part of the public forum.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

TBD

6. Summary of comments or views not accepted and the reasons for not accepting them

TBD



3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The following bullets outline progress in meeting goals identified in the 2008-2013 Consolidated Plan, almost all of which were met, or exceeded. Given the economic downturn, cutbacks in funding, and other emerging challenges, this achievement is a testament to the strong partnerships the City supports with its nonprofit partners and subrecipients.

- The City's goal for **rental housing** as outlined in the 2014-2015 Action plan was to serve renters earning less than 60 percent of Santa Fe's Area Median Income (AMI). The City allocated \$150,000 from the Affordable Housing Trust Fund (AHTF) to support a pilot rental assistance program, administered through the Life Link. The purpose of the program was to provide immediate short-term assistance to renters facing difficulties paying their rent, utility payments, deposits, or rental arrears with the objective of keeping these renters from becoming homeless. An average of \$5,600 in rents are paid each month through February at an approximate cost of \$560 per rent. The average monthly payment for rental arrears is \$1,558; average monthly deposits paid: \$2,239; and utilities: \$276. Continuum of Care (CoC)/Shelter Plus Care rental vouchers and project-based assistance supported very low-income renters with disabilities, and is anticipated to provide assistance for approximately 1,100 units over the term of the fiscal year.
- The City's goal for **home ownership housing** as outlined in the current 2014-2015 Action Plan was to provide comprehensive assistance to low-to-moderate-income homebuyers. This was accomplished by funding 0% interest, no payment due loans for down payment assistance and homebuyer support services. The goal was to serve 20-22 households per year with both the CDBG funds as well as those from the AHTF. As of March 2015, 20 households were served, with approximately five loans pending.
- The City's goal for **home improvement** as outlined in the 2014-2015 Action Plan was to support energy efficiency upgrades, required accessibility renovations and emergency repairs. As of March 2015, 5 loans were made to support low and moderate-income homeowners. Many were able to significantly reduce their long-term energy costs, while others received assistance to bring their homes into compliance with basic housing quality standards.
- The City's goal for **emergency shelters and permanent supported rental housing** as outlined in the 2014-2015 Action Plan was to provide 33 permanent beds and/or longer-term units per year.



7. Summary

Over the next year, the Office of Affordable Housing will invest in strategies that prevent the most vulnerable City residents from falling into cycles of poverty and chronic homelessness, target low income "at risk" neighborhoods with comprehensive programming interventions, and work with the larger community to identify ways that community needs can be more effectively and efficiently identified and met with limited community resources. By focusing on these strategies in the 2015-2016 Action Plan, the City of Santa Fe hopes to ensure that all City residents have access to affordable, accessible and high quality housing opportunities



PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

| Agency Role | Name | Department/Agency |
|-----------------------|----------|---|
| Lead Agency | SANTA FE | |
| CDBG Administrator | SANTA FE | Office of Affordable Housing/City of Santa Fe |
| HOPWA Administrator | N/A | N/A |
| HOME Administrator | N/A | N/A |
| HOPWA-C Administrator | N/A | N/A |

Table 1 – Responsible Agencies

Narrative (optional)

The City of Santa Fe's Department of Housing and Community Development, Office of Affordable Housing Division, administers the Community Development Block Grant (CDBG), the Continuum of Care/Shelter Plus Care program, the Affordable Housing Trust Fund (AHTF), and other local funds to support housing and community development activities in Santa Fe.

Action Plan Public Contact Information:

Margaret Ambrosino, AICP
Senior Housing Planner/CDBG
Office of Affordable Housing
City of Santa Fe
P.O. Box 909
Santa Fe, NM 87501
mkambrosino@santafenm.gov
505-955-6574

Consolidated Plan Public Contact Information

Same as above



AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City activities that support coordination between public and assisted housing providers and health care and social service agencies involve different funding opportunities. These include Federal and City funding. The city advertises funding opportunities for housing, as well as supportive service providers during its CDBG, Affordable Housing Trust Fund (AHTF) and General Fund allocation timelines. The CDBG and AHTF follow the same allocation process and time line. The General Fund contracts for administrative services (homebuyer training and counseling and other homeowner support services) are allocated through a separate RFP. The contract year for all three funds is aligned with the City's fiscal year from July 1 to June 30.

The city has two sections in the Youth and Family Services Division of the Community Services Department that funds emergency housing and community development programs as well as social services. The Children + Youth commission provides funding and support for local nonprofit organizations and public school programs for kids. Approximately one million dollars is awarded annually in the following five categories: Early Care and Child Development; Healthy Living; Outdoor Education and Environmental Awareness and Supplemental Educational Programs for students in Santa Fe Public Schools. The other section, Human Services, through a committee makes funding recommendations to City Council from the General Fund for health and human services for local residents, which includes, basic food and shelter, medical, and other safety net services. A list of the 2014-2015 recipients is posted on the City's website under the Human Services Section main page. These sections have different timelines but advertisement and communication with many of the same stakeholders occurs to ensure the word is disseminated on the application process and the overview of the programs. Communication between city departments as well as stakeholders is an ongoing process.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Santa Fe is not served by a local Continuum of Care but rather is covered by New Mexico's Balance of State Continuum of Care, as administered by the New Mexico Coalition to End Homelessness. City staff from the Housing and Community Development Department serves on the Board for the Balance of State Continuum of Care, which entails attending monthly meetings by conference call and quarterly



meetings of the all the stakeholder agencies. Staff also attends the annual Housing for All Conference, hosted by the NM Coalition to End Homelessness.

Activities to address the mentioned groups in need are described in the following section.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Staff from the City's Housing and Community Development Division participates on the Balance of State Continuum of Care Board, attending monthly meetings by phone and the annual meeting in person. The Continuum of Care Board has developed standards based on the HUD established outcome measures for housing stability and increasing client income for Continuum of Care Programs. The Board is working with the staff of the New Mexico Coalition to End Homelessness and the New Mexico Mortgage Finance Authority on the standards and evaluation of ESG-funded projects.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

The City of Santa Fe will carry out the priorities in the Consolidated Plan by continuing to collaboratively work with our non-profit partners. The City's philosophy is to help build the capacity of our service providers, rather than increase the size of the City's bureaucracy. The City and its staff serve as advocates and coordinators for our partner non-profits. Another strength is the diversity of services provided with little overlap because of the coordination between City departments as well as between the City and the non-profit organizations. This communication and cooperation are key to ensuring that the services reach a wide range of the population who are in need, including homeless, senior citizens, low/mod-income, at risk youth and people with special needs and disabilities.

The biggest challenge for the City of Santa Fe over the next five years will be to continue to address the increasing demands of very low-income renters and those at risk of becoming homeless.



Table 2 – Agencies, groups, organizations who participated

| | | |
|---|--|--|
| 1 | Agency/Group/Organization | SANTA FE CIVIC HOUSING AUTHORITY |
| | Agency/Group/Organization Type | PHA |
| | What section of the Plan was addressed by Consultation? | Public Housing Needs |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The sections were highlighted and the PIC generated charts were emailed for verification or update. Since their organization deals with these issues on a daily basis, accurate and precise data is anticipated. The SFCHA will receive a completed copy of the document for review. |
| 2 | Agency/Group/Organization | LIFE LINK / ST. ELIZABETH SHELTER / THE HOUSING TRUST / YOUTH SHELTERS AND FAMILY SERVICES/ YOUTH WORKS / SFPS ADELANTE PROGRAM |
| | Agency/Group/Organization Type | Continuum of Care; Services-Victims of Domestic Violence Services; Homeless |
| | What section of the Plan was addressed by Consultation? | Homeless Needs - Chronically homeless; Homeless Needs- Unaccompanied Youth; Homeless Needs- Families with children |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The sections were highlighted and the PIC generated charts were emailed for verification or update. Since these organizations deal with these issues on a daily basis, accurate and precise data is anticipated. |
| 3 | Agency/Group/Organization | NEW MEXICO COALITION TO END HOMELESSNESS |
| | Agency/Group/Organization Type | Lead agency for the Balance of State Continuum of Care |
| | What section of the Plan was addressed by Consultation? | Homeless Needs - Chronically homeless Homelessness Strategy Anti-poverty Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | The sections were highlighted and the PIC generated charts were emailed for verification or update. |



| | | |
|---|--|---|
| 4 | Agency/Group/Organization | HOMEWISE / THE HOUSING TRUST |
| | Agency/Group/Organization Type | Housing Business Leaders |
| | What section of the Plan was addressed by Consultation? | Housing Need Assessment Market Analysis Lead-based Paint Strategy |
| | Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination? | A copy of the document was emailed for their review of the specific sections that are relevant and we are waiting for their comments. |

Identify any Agency Types not consulted and provide rationale for not consulting

There were none.



Other local/regional/state/federal planning efforts considered when preparing the Plan

| Name of Plan | Lead Organization | How do the goals of your Strategic Plan overlap with the goals of each plan? |
|---|----------------------------------|---|
| 2013 Housing Needs Assessment for Santa Fe | City of Santa Fe | The Housing Needs Assessment looks at housing affordability as it relates to unit inventory and demand and is used by the City to shape policy and funding decisions. |
| PHA 5-Year and Annual Plan | Santa Fe Civic Housing Authority | Many of the goals are incorporated into this plan |
| 2012-2017 CIP Plan | City of Santa Fe | There are no goals set in this plan but project priorities were used in this plan |
| Five Year Plan to End Homelessness (2012) | NM Coalition to End Homelessness | The goals of that plan were incorporated into this plan |
| Analysis of Impediments to Fair Housing Choices (2011) | City of Santa Fe | The actions required to reduce impediments are listed in plan |
| City of SF Economic Development Strategy for Implementation | City of Santa Fe | The goals were summarized in the Economic Development section of this plan |
| 2014 Santa Fe Trends Report | City of Santa Fe | There are no goals listed in this report but information and statistics from this report were incorporated into this plan |

Table 3 – Other local / regional / federal planning efforts



AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Paper copies of the draft *2015-2016 Action Plan* were placed at the aforementioned locations for public review from April 3, 2014 through May 4, 2014, complying with the HUD-mandated 30-day review period. Advertisements were placed in the *Santa Fe New Mexican* on Friday, April 3 and April 10 announcing the public review and comment period. The ads stated where the copies were available for review as well as contact information for submitting comments. A press release was issued through the City's Public Information Office with additional information for the public on the availability of the plan and how to submit a comment. Two public meetings and one public hearing were held seeking approval and public comments regarding the Plan: The City of Santa Fe Finance Committee public meeting (March 30, 2015)

- The City of Santa Fe Community Development Commission public meeting (April 15, 2015)
- The Santa Fe City Council public hearing (May 13, 2015)

These meetings are open to the public and agendas are available on the City's website. The meetings are conveniently timed and located to encourage participation. The meeting can be made accessible to people with disabilities, including sign language interpretation with prior notice to the City Clerk's office. The meetings are also publicized in languages other than English. The public hearing allows members of the public to make comments as part of the public forum.

All of these meeting dates are set to correspond with the normal date that the Action Plan is submitted to meet HUD's required 45-day review prior to the start of the new program year (July 1, 2015). This year the City received the actual 2015 allocation amount the day the allocation recommendations were made by the Community Development Commission, so actual project funding recommendations are complete and incorporated into this plan. Pending approval of the City Council and HUD, no revisions to project funding will need to be made.



Citizen Participation Outreach

| Mode of Outreach | Target of Outreach | Summary of response/attendance | Summary of comments | Summary of comments not accepted and reasons | URL (if applicable) |
|------------------|---------------------------------|---|---------------------|--|---|
| Media Outreach | Non-targeted/ General public | Press Release by City of Santa Fe Public Information Office on April 3, 2015, along with press release of (pending) approved plan on May 13, 2015. Paid announcements in the Santa Fe New Mexican on April 3 and 10, 2015 (Fridays) | TBD | TBD | www.santafenm.gov Front page under "News and Announcements" |
| Public Review | Non-targeted/broad community | April 3 - May 4, 2015: copies of the plan will be available at public facilities and on the City's website. April 3- April 15, 2015: Plan was sent for review to collaborating agencies | TBD | TBD | www.santafenm.gov/policy/research |

Table 4 – Citizen Participation Outreach



Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

The greatest challenge facing the City of Santa Fe's housing and public service programs is the reduction in funding from all sources: federal, state, or local. This requires creative use of funds as well as a reduction in the funding of some programs even though there is an increase in needs and requirements that must be addressed. Although funding had been reduced from 2012 to 2013, there has been a slight increase of the City's CDBG funding from 2014 to 2015 and from 2015 to 2016.

The City continues to apply for and receive Continuum of Care (CoC) funding through HUD. The CoC funding has increased since 2007 with the addition of two new grants, for approximately \$1.2 million in Shelter Plus Care funds being used to support renters with disabilities who would otherwise be homeless. The City administers funding to support Life Link's permanent supportive housing projects (98 units), the Housing Trust's Village Sage and Stagecoach Apartments (30 special needs tenants out of the total LIHTC 120 units), St. Elizabeth's Shelter Siringo Senior Project (8 units) and pays over 900 rents annually with rental vouchers.

The City has an affordable housing fund, Affordable Housing Trust Fund (AHTF), funded by revenue generated through development fees (paid for fractions of units owed under the City's inclusionary zoning program) in lieu payments, (when alternate means of compliance with the inclusionary zoning requirements are granted), and the payoffs of City-held liens. Once the fund's balance reaches a threshold amount, an allocation process that coincided with the CDBG funding timeline is advertised and administered. Fifty percent (50%) of the allocation must support homeownership activities.

In early 2015, the City initiated an AHTF allocation process, through which \$412,000 was made available. On February 18, 2015, the Community Development Commission approved several proposals to fund down payment assistance (Homewise, Habitat For Humanity and the Housing Trust), home repair (Homewise), and assistance with a mortgage pay-down (St. Elizabeth's Casa Familia emergency family shelter). The funds will be made available in FY 2015-2016.

The Office of Affordable Housing anticipates consistent funding amounts from the City's General Fund for FY 15-16. The funds support administrative contracts with nonprofit service providers (Homewise and the Housing Trust) and are generally allocated to support homebuyer programs. This includes homebuyer training and counseling, financial counseling and assistance, and other activities to support achievement of "buyer-ready" status of income-qualified homebuyers, as well as home repair services, refinancing, and reverse mortgage counseling for current homeowners.



Priority Table

| Program | Source of Funds | Uses of Funds | Expected Amount Available Year 1 | | | | Expected Amount Available Reminder of ConPlan \$ | Narrative Description |
|--------------------------------------|------------------|--|----------------------------------|-------------------|--------------------------|-----------|--|--|
| | | | Annual Allocation \$ | Program Income \$ | Prior Year Resources: \$ | Total: \$ | | |
| CDBG | Public - Federal | Acquisition; Admin and Planning; Economic Development; Housing; Public Improvements; Public Services | 530,024 | 25,000 | 0 | 555,024 | 957,376 | The assumption is that the yearly CDBG allocation will remain flat for the next four years after 2015. |
| General Fund | Public-Local | Homebuyer programs; Technical Assistance; Data Analysis; Professional Development | 300,000 | 0 | 0 | 300,000 | 1,325,250 | FY 15-16 is the second year of a 4-year grant so funding levels will remain the same. |
| Continuum of Care/ Shelter Plus Care | Public - Federal | Permanent supportive rental assistance | 952,248 | 0 | 0 | 952,248 | 4,745,752 | In 2012, two additional grants were funded. |
| Affordable Housing Trust Fund | Public - Local | Down payment Assistance; Rental Vouchers; Home Repair | 412,000 | 0 | 0 | 412,000 | 200,000 | If funds are available, an allocation will occur in FY 2015-2016 in line with the CDBG process. |

Table 5 - Expected Resources – Priority Table



Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City's nonprofit partners estimate that every dollar of federally-funded down payment assistance leverages \$10 of funding from other state, local, and private sources. Both the Housing Trust and Homewise are CDFIs and actively leverage funds from HOME, Fannie Mae secondary market loans, state-funded mortgage products allocated through the New Mexico Mortgage Finance Authority, Low Income Housing Tax Credits (the Housing Trust), solar tax credits, Federal Home Loan Bank of Dallas's Community Investment Programs, bank and foundation investments, and other DOE funds as well as having substantial organizational resources to use for real estate development and to support programmatic goals.

If appropriate, describe publically-owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

All of the property on which public housing facilities are situated are owned by the City and used by the Santa Fe Civic Housing Authority under long-term leases. The units are rented to income-qualified renters, many of them very low-income seniors. At any time during the year if the City determines that donating and/or using City-owned property will benefit a proposed project that will serve the priority needs and funding objectives outlined in this plan, the City will do so, as allowed under the NM Affordable Housing Act.



Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

| Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | 2015 Funding | Goal Outcome Indicator |
|--|------------|----------|--------------------------|-----------------|--|--|--|
| Increase Affordable Housing Opportunities | 2013 | 2017 | Affordable Housing | Citywide | Down Payment Assistance; Homebuyer Training and Counseling; Home Rehabilitation/Improvement Services and Support for Current Homeowners; | DPA: CDBG: \$189,750 AHTF: \$350,000 <u>Home Repair:</u> CDBG: \$95,000 AHTF: \$50,000 | Direct Financial Assistance to Homebuyers: 15 Households Assisted; Rehabilitation loans or direct assistance to 10 homeowners |
| Increase Opportunities for At Risk Populations | 2013 | 2017 | Public Housing; Homeless | Citywide | Rental Vouchers; Emergency Shelters; Support Services for At Risk Population; Fair Housing Outreach | CDBG: \$47,500 Continuum of Care: \$955,800 (estimate based on 2014) | Support services to 150 homeless children and/or families (CDBG); Assistance to 40 individuals at Casa Familia (AHTF); Voucher and project-based assistance to 1,100 individuals for rent and services administered through Housing Trust and LifeLink (CoC) |



| Goal Name | Start Year | End Year | Category | Geographic Area | Needs Addressed | 2015 Funding | Goal Outcome Indicator |
|------------------------------------|------------|----------|---|-----------------|--|----------------------------------|--|
| Address Current and Emerging Needs | 2013 | 2017 | Affordable Housing Non-Homeless Special Needs | Citywide | Provision of Rental Units and Support Services for Homeless or at risk of Homelessness Non-Housing Community Facilities and Services Public facility repairs | CDBG: \$97,750 AHTF: \$12,000 | Meal deliveries to 28 new households; facility repair serving 24 individuals in treatment; facility repair serving 450 girls annually; case management and supplies for up to 450 homeless youth |

Table 6 – Goals Summary



Goal Descriptions

| | | |
|---|-------------------------|--|
| 1 | Goal Name | Increase Affordable Housing Opportunities |
| | Goal Description | <i>Increased homeownership opportunities and support for long-term affordability and accessibility for current homeowners.</i> This goal is achieved through continuing down payment assistance, homebuyer counseling and training services, production of affordably-priced homes, supporting partnerships with nonprofits, for-profit builders and other housing providers, considering acquisition/rehab programs to absorb existing market supply, funding energy efficiency upgrades, continuing foreclosure prevention, legal assistance and refinancing services for existing homeowners, and offering accessibility improvements to help "age in place". |
| 2 | Goal Name | Increase Opportunities for At-Risk Populations |
| | Goal Description | <i>Reduced rate of households with cost burden and corresponding drop in poverty rates.</i> This goal is achieved through preventing homelessness through rental vouchers, emergency assistance, support services, expanding rental choices for households earning less than 30% AMI, providing rehabilitation services, refinancing and support for existing low-income homeowners, preventing wage theft, and improving outreach efforts about housing rights especially to mono-lingual Spanish speakers. |
| 3 | Goal Name | Address Current and Emerging Needs |
| | Goal Description | <i>Inventory of rental units affordable to renters with very low incomes is expanded and vouchers are used to meet increased demand.</i> This goal is achieved through supporting LIHTC projects and the provision or retention of other permanent, subsidized rental units, rehabilitating existing rentals to expand choice and housing quality, identifying additional funding sources and/or creating revenue streams to fund local rental vouchers. |

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

This City estimates that the funding documented in Table 6: Goals Summary will serve the following:

- Extremely low-income: 300 households
- Low income: 30 households
- Moderate income: 30 households



AP-35 Projects – 91.220(d)

Introduction

Projects funded for FY 15-16 reflect a variety of programs, facilities and services in addition to the programs that are more commonly funded by the City – down payment assistance and home improvement. The availability of Affordable Housing Trust Fund (AHTF) money in early 2015 made it possible to dedicate CDBG resources for projects that serve Santa Fe's residents with very low incomes, many of whom are experiencing homelessness or at risk of being homeless.

| # | Project Name | CDBG | AHTF |
|----|--|------|------|
| 1 | Kitchen Angels | X | |
| 2 | SFPS Adelante Deferred Action Project | X | |
| 3 | SFPS Adelante Graduation Project | X | |
| 4 | Youth Shelters and Family Services - Street Outreach | X | |
| 5 | Girl's Inc Facility Improvement | X | |
| 6 | Santa Fe Recovery Center Facility Improvement | X | |
| 7 | Habitat for Humanity - Energy Efficiency Improvements | X | |
| 8 | Habitat for Humanity – Down Payment Assistance | | X |
| 9 | Homewise Down Payment Assistance | X | X |
| 10 | Homewise Home Improvement | | X |
| 11 | Housing Trust Down Payment Assistance | X | X |
| 12 | YouthWorks! Distressed Housing Rehab and Resale | X | |
| 13 | St. Elizabeth's Casa Familia Shelter Mortgage Assistance | | X |

Table 8 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities were made by the City's Community Development Commission on February 18, 2015. The Commission opted to prioritize facilities and services for those residents with very low incomes for CDBG funding and dedicated the AHTF to the needs of homebuyers and homeowners along with assisting St. Elizabeth Shelter with pay off funds for its Casa Familia mortgage. The rationale was that many of services have been most heavily impacted by recent economic conditions and the cutbacks in subsidy and philanthropic funding sources, particularly with homeless youth services.



Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

| | | |
|---|---|--|
| 1 | Project Name | Kitchen Angels |
| | Target Area | Public Service |
| | Goals Supported | Increase Opportunities for At Risk Populations Address Current and Emerging Needs |
| | Needs Addressed | Non-Housing Community Facilities & Services |
| | Funding | CDBG: \$20,000 |
| | Description | Meal delivery to chronically ill and homebound residents. |
| | Target Completion Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | 380 individual clients agency-wide, 28 of which will be new clients. |
| | Location Description | Citywide |
| | Planned Activities | Support home-delivery service of meals to people who are homebound because of chronic illness or disability. |
| 2 | Project Name | SFPS Adelante Deferred Action Project |
| | Target Area | Public Service |



| | | |
|---|--|---|
| | Goals Supported | Increase Opportunities for At Risk Populations Address Current and Emerging Needs |
| | Needs Addressed | Support Services for At Risk Population |
| | Funding | CDBG: \$24,000 |
| | Description | Support service for students eligible for Deferred Action for Childhood Arrivals (DACA) and adults eligible for Deferred Action for Parents of Americans (DAPA) |
| | Target Completion Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | The Adelante project proposes to serve 10 additional children and/or parents beyond the prior year to serve a total of 130 students and/or parents during this program year (120 served currently) |
| | Location Description | Citywide |
| | Planned Activities | Funds would support the work of an immigration attorney to provide free services for student eligible for (DACA) a policy that allows undocumented students relief from deportation for two years, including work permits and an option to renew the status. Services would include: helping students apply and request fee waivers to access legal status, affordable housing, health and social services and other opportunities. This year the program is being expanded to provide legal assistance through DAPA (Deferred Action for Parents of Americans) to assist undocumented parents of children who are permanent legal residents. |
| 3 | Project Name | SFPS Adelante Middle-School Graduation Project |
| | Target Area | Public Service |
| | Goals Supported | Increase Opportunities for At Risk Populations Address Current and Emerging Needs |
| | Needs Addressed | Support Services for At Risk Population |



| | | |
|---|--|--|
| | Funding | CDBG: \$23,500 |
| | Description | Expand support for students of SFPS middle schools whose families are currently experiencing homelessness. |
| | Target Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | 500 total: up to 300 students and up to 200 parents |
| | Location Description | Citywide |
| | Planned Activities | Funding will be used to expand the existing Graduation Project to SFPS middle schools. Currently, the project supports the wellbeing and achievement of students whose families are currently experiencing homelessness by providing food, clothing, school supplies, transportation and linking students and their families to critical services. |
| 4 | Project Name | Youth Shelters and Family Services - Street Outreach |
| | Target Area | Public Service |
| | Goals Supported | Increase Opportunities for At Risk Populations |
| | Needs Addressed | Emergency Shelters Support Services for At Risk Population Non-Housing Community Facilities & Services |
| | Funding | CDBG: \$12,000 |
| | Description | Street outreach to homeless youth between the ages of 13 and 21 |
| | Target Date | 6/30/2016 |



| | | |
|---|--|--|
| | Estimate the number and type of families that will benefit from the proposed activities | 450 youth are expected to be served using outreach and counseling activities, with CDBG as a contributing portion of other funding sources |
| | Location Description | Citywide |
| | Planned Activities | Street outreach is conducted daily by Youth Shelters and Family Services staff who deliver supply bags and information on outreach services in English and Spanish to several locations in the city where youth congregate; this funding would also support services provided at the drop in center where youth can stop by during daytime hours to shower, sleep, use the internet and do laundry and receive counseling. |
| 5 | Project Name | Girl's Inc. Facility Improvement |
| | Target Area | Facility Improvement |
| | Goals Supported | Address Current and Emerging Needs |
| | Needs Addressed | Non-Housing Community Facilities & Services |
| | Funding | CDBG: \$30,750 |
| | Description | Funds will provide materials and labor for necessary site repairs for the safety of program participants, including repair of retaining walls and driveway/parking lot resurfacing. |
| | Target Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | 450 girls are served annually at this facility. CDBG award will entirely fund Phase I of the facility upgrade. |
| | Location Description | Citywide |



| | | |
|---|--|---|
| | Planned Activities | Funding for Phase I will include repair of retaining walls and resurfacing of the driveway and parking lot. This facility is in a Contributing Historic District and is a former residence, which was deeded to the organization in perpetuity as long as they serve girls. For this reason, they are unable to move or sell it to purchase a facility more suitable to their needs, thus left with costly upgrades that require preservation review both at the City and State levels. |
| 6 | Project Name | Santa Fe Recovery Center Facility Improvement |
| | Target Area | Facility Improvement |
| | Goals Supported | Increase Opportunities for At Risk Populations |
| | Needs Addressed | Non-Housing Community Facilities & Services |
| | Funding | CDBG: \$35,000 |
| | Description | Project will allow for the replacement of all windows at the resident's treatment facility. |
| | Target Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | Approximately 230 unduplicated* clients receive in-patient services and live in the residential portion receiving the upgrades. <i>*SFRC estimates that approximately 20 clients are duplicated annually bringing this number to 250 clients per year.</i> |
| | Location Description | Citywide |
| | Planned Activities | Funding will be used to replace all windows at the residential treatment facility improve safety, security and energy efficiency. |
| 7 | Project Name | Habitat for Humanity - Energy Efficiency Improvements |
| | Target Area | Homeowner Rehabilitation |
| | Goals Supported | Increase Affordable Housing Opportunities |
| | Needs Addressed | Housing rehab for low to moderate-income households |



| | | |
|---|--|--|
| | Funding | CDBG: \$50,000 |
| | Description | Funding will be used for homeowner rehabilitation for families at or below 60 percent of the Area Median Income (AMI). |
| | Target Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | 15 households or 20 individuals |
| | Location Description | Citywide |
| | Planned Activities | Funding will enable the repair or total rehabilitation of homes with priority for those in need of emergency repair; program will complement MFA's House By House Program. Many of the clients served are anticipated to be elderly and frail elderly. |
| 8 | Project Name | Habitat for Humanity – Down Payment Assistance |
| | Target Area | Housing for low-to-moderate-income households |
| | Goals Supported | Increase Affordable Housing Opportunities |
| | Needs Addressed | Down Payment Assistance |
| | Funding | \$100,000 |
| | Description | Provide down payment assistance to five (5) first-time homebuyers at or below 60 percent AMI |
| | Target Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | Five families |



| | | |
|-------|--|--|
| | Location Description | Citywide |
| | Planned Activities | Down payment assistance would serve households for buyers completing 300-500 hours of "sweat equity" service in home construction. |
| 9-10 | Project Name | Homewise Down Payment Assistance |
| | Target Area | Housing for both low-to-moderate-income (LMI) and moderate-income households |
| | Goals Supported | Increase Affordable Housing Opportunities |
| | Needs Addressed | Down Payment Assistance |
| | Funding | CDBG: \$89,750 (for LMI) AHTF: \$150,000 (for moderate-income up to 120% AMI) |
| | Description | Down payment assistance for income-qualified and "mortgage ready" households. |
| | Target Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | Provide down payment assistance to 10-15 first time homebuyers below 80 percent AMI for CDBG funds and approximately 15 homebuyers below 120%AMI for AHTF assistance who have completed homebuyer training and counseling and are deemed "mortgage ready." |
| | Location Description | Citywide |
| | Planned Activities | Down payment assistance would serve households for buyers that have completed homebuyer training and counseling. |
| 11-12 | Project Name | Housing Trust Down Payment Assistance |
| | Target Area | Housing for both low-to-moderate (LMI) and moderate-income households |
| | Goals Supported | Increase Affordable Housing Opportunities |
| | Needs Addressed | Down Payment Assistance |
| | Funding | CDBG: \$100,000 (up to 80% AMI) ; AHTF:\$100,000 (up to 120% AMI) |
| | Description | Down Payment Assistance |



| | | |
|----|---|---|
| | Target Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | Five to seven (5-7) homebuyers for both CDBG and AHTF for a total of 10-14 |
| | Location Description | Citywide |
| | Planned Activities | Funding will provide down payment and closing cost assistance to low-to-moderate-income individuals earning <u>below</u> 80% AMI for CDBG and up to 120% AMI with AHTF. |
| 13 | Project Name | YouthWorks! Distressed Housing Rehabilitation and Resale House By House Program |
| | Target Area | Acquisition and rehab of single-family housing |
| | Goals Supported | Housing for moderate income households |
| | Needs Addressed | Home Acquisition and Rehabilitation |
| | Funding | CDBG: \$45,000 |
| | Description | Purchase and rehabilitation of one to two long-term, vacant, distressed homes to provide additional affordable housing for 1-2 homebuyers below 80% AMI. |
| | Target Date | 6/30/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | One to two families will benefit from the acquisition of homes and ten youth program participants will acquire experience via supervised, hands-on construction. |
| | Location Description | Citywide |
| | Planned Activities | Purchase and rehabilitation of long-term, vacant, distressed homes to provide additional affordable housing for homebuyers below 80% AMI. Low-to-Moderate Income certification and down payment assistance will be provided by the Housing Trust and will possibly utilize CDBG funding for down payment assistance from Housing Trust grant award. |



| | | |
|----|--|---|
| 14 | Project Name | St Elizabeth's Casa Familia Shelter Mortgage Payment Assistance |
| | Target Area | Homelessness |
| | Goals Supported | Increase Opportunities for At Risk Populations |
| | Needs Addressed | Support Services for At Risk Population |
| | Funding | AHTF: \$12,000 |
| | Description | Funding will assist in the mortgage payoff on the \$44,000 remaining debt of the Casa Familia Family Shelter, thereby freeing up funds for enhanced service offerings to families served. |
| | Target Date | 9/1/2016 |
| | Estimate the number and type of families that will benefit from the proposed activities | The facility serves up to 40 individuals, all of whom will benefit from enhanced services provided. |
| | Location Description | Citywide |
| | Planned Activities | The funding will provide immediate, partial payment towards the remainder on the mortgage loan of \$44,000. |



AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Allocations are based on need as to whether a program serves low to moderate-income (LMI) residents. Most of the City's programs serve LMI residents citywide (limited clientele or housing) versus a specific LMI area (Area Benefit). If an application is submitted for a program that serves a specific LMI area as normally defined by census tract, it is given the same consideration as the applications for programs that serve LMI residents City Wide. As noted in the 2013-2017 Consolidated Plan, maps of the distribution of Hispanic residents were prepared for the city's Analysis of Impediments to Fair Housing Choice in 2011, indicating block groups with Hispanic concentrations (where the proportion of Hispanic residents is 59% or more), primarily in the southwest portion of the city. However, it is important to note that the city has many block groups with relatively large proportions of Hispanic residents (between 30% and 59%).

Geographic Distribution

| Target Area | Percentage of Funds |
|-------------|---------------------|
| N/A | N/A |

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

All programs for 2015 will serve the LMI residents throughout the City. The City of Santa Fe does not have priorities for allocating geographically. The types of programs funded focus on the household (income) versus the location of the project. For example, the City allocates funds programs for down payment assistance for home purchase, which is dependent on the household versus the location of the home. The City funds public service programs that serve at risk youth throughout the City versus in a concentrated area.



Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

| One Year Goals for the Number of Households to be Supported | |
|---|--------------|
| Homeless (individuals reported) | 1,430 |
| Non-Homeless | 60 |
| Special-Needs | 40 |
| Total | 1,530 |

Table 11 - One Year Goals for Affordable Housing by Support Requirement

| One Year Goals for the Number of Households Supported Through | |
|--|--------------|
| Rental Assistance (S+C, CoC, individuals reported plus 120 individuals supported by the Housing Trust through other funding sources) | 1,220 |
| The Production of New Units (The Housing Trust, non-CDBG funds: 23 for LMI and six (6) units for moderate income up to 120% AMI) | 29 |
| Rehab of Existing Units (Homewise, Habitat for Humanity) | 20 |
| Acquisition of Existing Units (YouthWorks! – for sale to LMI income-certified buyer) | 2 |
| Total | 1,271 |

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

Projects funded for FY 15-16 reflect a variety of programs, facilities and services in addition to the programs that are more commonly funded by the City – down payment assistance and home improvement. The availability of Affordable Housing Trust Fund (AHTF) made it possible to dedicate CDBG resources for projects that serve Santa Fe's residents with very low incomes, many of whom are experiencing homelessness or at risk of being homeless.



AP-60 Public Housing – 91.220(h)

Introduction

The Santa Fe Civic Housing Authority (SFCHA) is the public housing agency in Santa Fe. They oversee 490 units of public housing, and manage 670 Section 8 vouchers in Santa Fe. There are a total of 369 units for seniors, leaving 121 for families. All of the units are in livable condition but maintenance is a continuous effort. Currently, 399 people are on the public housing waiting list, and 171 people on the Section 8 waiting list for Santa Fe. SFCHA receives approximately 35 applications per month for public housing.

Actions planned during the next year to address the needs of public housing

The SFCHA received approval to participate in the Rental Assistance Demonstration (RAD) Project and has currently closed on financing for its first project. Funds will be used to rehabilitate 116 public housing units to bring them up to current code requirements, improve energy efficiency, and update other quality of life amenities.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The SFCHA runs a Family Self-Sufficiency Program which supports residents and voucher holders to place funds in escrow to achieve home ownership and educational goals.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

The PHA is not designated as troubled.



AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City works in partnership with many non-profit organizations who provide a wide range of services to prevent “at-risk” populations such as youth, battered families, people with disabilities and seniors from becoming homeless. Another objective is to help existing homeless populations obtain safe, affordable and sustainable housing opportunities as well as needed services such as health care, transportation and counseling.

These activities necessarily run along a continuum of housing program options that range from emergency shelter services to transitional housing and permanent supportive housing services to the new construction of mixed income and mixed use affordable rental development projects. Currently the City has in place emergency and transitional housing programs for homeless individuals, families with children, veterans, and unaccompanied youth.

Services not available but needed: Long Range Transportation for access to VA services in Albuquerque and SOAR model benefits application assistance.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

- **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

All of the city's nonprofit partners who work with homeless persons have extensive outreach activities. In 2010, several non-profits, working in conjunction with the City of Santa Fe established the Resource Opportunity Center (ROC) as part of the existing Interfaith Shelter. The Center offers emergency beds in winter, meals and clothing but more importantly, brings together outreach coordinators to provide information about available services. Medical care, job counseling, meals, clothing, transportation are a few of the services provided at the ROC, which is partially funded through local funds allocated through the City's Human Services Division. In November 2014, the City passed a resolution directing staff to convene meetings with agencies which provide services to the homeless; convene a series of public hearings with stakeholders; and thereafter, analyze and report back to the governing body on the overall operation of the one-stop for homeless services at the ROC. The first in a series of meetings with homeless service providers was held on February 26, 2015. The structure of this meeting was to ask providers how they work with the shelter, what service offerings are working for the homeless community, and those that could be improved upon. Additionally, the New Mexico Coalition to End Homelessness is working with a new Coordinated Risk Assessment Model.



Addressing the emergency shelter and transitional housing needs of homeless persons

The following programs provide comprehensive support and services for homeless individuals and families in Santa Fe:

St. Elizabeth. St. Elizabeth Shelter operates two emergency shelters and three longer-term supportive housing programs. Its Men's Emergency Shelter has 28 year-round beds along with a library, TV room, laundry, showers and intensive case management. The organization also offers longer term and transitional shelter options. *Casa Familia* has 10 beds for single women, eight rooms for individual families, and can accommodate up to 30 people, depending on family size. It also has a TV/play room, dining room, laundry and donations room where clothing and toys are available for guests. Both emergency shelters provide respite care for those who are in need of a place to recover from illnesses and behavioral health issues and both have a program manager, case managers and supervisory staff. *Casa Cerrillos* is a permanent housing program with 28 apartments for adults with disabilities, many with co-occurring substance abuse problems. Siringo Apartment is a permanent housing program with eight apartments for seniors. *Sonrisa Family Shelter* is a transitional housing program with eight apartments for families with children. It has a two-year stay limit within which time families are expected to have overcome the issues leading to their becoming homeless and have saved enough funds to successfully move in to housing of their own. All three supportive housing programs have on-site program/case managers that work closely with each guest and monitor their progress.

ROC/Interfaith Shelter. Several faith based organizations support a seasonal shelter from November to May through meals, showers and laundry, in addition to beds and also some case management services. The Resource Opportunity Center is open two days per week, serves 120 to 140 people per day, and offers more intensive case management and legal services.

Life Link. Established in 1987 in a motel, Life Link has evolved into a highly effective behavioral health and supportive housing center. At *La Luz*, 24 apartment units and an additional 74 City wide scattered sites units are provided to people with mental illness and other co-occurring disorders, based on the permanent supportive housing model. Life Link provides extensive outpatient treatment, psycho-social rehabilitation, homeless prevention and rental assistance, peer support services and onsite healthcare screening.

Esperanza. Esperanza is a full service organization offering counseling, case management and advocacy for survivors of domestic violence. It operates a shelter that can house up to 42 people, as well as 21 beds of transitional housing to allow clients establish independence while still receiving supportive services. The organization also offers comprehensive non-residential counseling services.



Youth Shelters and Family Services. On any given night, the organization estimates that 100 youth may be homeless on the streets of Santa Fe. Services are provided to homeless, runaway and in-crisis youth and their families including street outreach, emergency shelter, transitional living and counseling. Special initiatives are the Pregnant and Parenting Project, including referrals, case management, parenting skills and donated items and the ACCESS Program, which helps youth with job readiness skills. Youth can stay at the emergency shelter for up to 30 days and in the transitional, apartment style living program for 18 months.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

In addition to ensuring the availability of a range of housing program options for these homeless populations, the City also ensures a range of social service program options for homeless individuals, families, veterans and unaccompanied youth that work to increase access for these populations to the health, education, employment, and housing sectors. These services include behavioral health counseling for adults and youth, dental healthcare for individuals and families, independent living skill training for homeless youth, and early childhood development and education for homeless families.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

Given the effects of the economic recession, concerted efforts have been made to expand the safety net of services in Santa Fe. In 2010, the city allocated CDBG and Affordable Housing Trust funds to *Faith at Work* which provided 3 months of emergency rent/mortgage assistance to 62 families, preventing immediate eviction and default. Of these families, 53 percent were extremely low-income, earning less than 30 percent AMI. To date, 6 families in 2014 were provided emergency rent/mortgage assistance through *Esperanza Shelter's* Emergency Assistance Program (EAP), all of whom were female-headed household with household incomes in the 30 –50 percent AMI range. In 2014, the City allocated \$150,000 from the AHTF to support a pilot rental assistance program, administered through Life Link. The funds currently provide rental assistance to families and individuals at risk of being homeless,



including rent payments, rental arrears, utilities, and deposits. In 2014, the city allocated CDBG funds to provide additional safety net services. *Kitchen Angels* delivered meals to homebound and terminally ill residents, serving 276 residents for the year. Over 500 children and their parents were assisted through the *Access Project* with qualifying for public services and benefits.

DRAFT



AP-75 Barriers to affordable housing – 91.220(j)

Introduction

Based on the results of the Housing Needs Assessment and the Housing Market Analysis, it seems clear that Santa Fe households experience being cost burdened significantly more often than any other housing problem type. Rising rents, lack of rental options for very low income -renters and low-vacancy rates are likely to worsen the cost burden situation over the next several years.

Actions planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

Disproportionately, those who are most heavily cost-burdened, have the lowest incomes. The City of Santa Fe reviewed its policies and practices to mitigate barriers to housing development—particularly affordable housing development—as part of the 2011 Analysis of Impediments to Fair Housing Choice. This review of city housing policies and land use and zoning regulations found few concerns. However, stakeholders raised concerns about inconsistent and unpredictable development approval decisions and “NIMBYism” affecting approvals. According to stakeholder interviews and private sector focus groups there is a stigma associated with affordable housing developments and neighborhood associations make strong efforts to impede affordable development. —In 2014 the City prepared several outreach materials regarding housing laws including the Federal Fair Housing Act, the New Mexico Uniform Owner Resident Relations Act (UORRA) and the NM Mobile Home Act. —Often non-English speakers are further affected by not being aware of the rights and protections to which they are entitled under these laws. The outreach materials consist of Fair Housing Frequently Asked Questions brochures in English and Spanish and a tenant rights “Novella” with ongoing distribution throughout the year. They are presently being distributed predominantly in Spanish-speaking and lower income neighborhoods as well as community facilities throughout the City along with the draft copy of this Action Plan.



AP-85 Other Actions – 91.220(k)

Introduction

Santa Fe is a desirable place to live with beautiful weather, culture, arts, history and many outdoor recreation opportunities. This desirability has put upward pressure on real estate values by attracting real estate investors, second homeowners and wealthy retirees. High land costs have been prohibitive for developing more affordably-priced homes, driving the market rate homes out of reach for many of the community's workforce. In response, the Santa Fe City Council has supported an innovative combination of regulation, policy and financial support for the development, preservation and improvement of affordable housing.

Actions planned to address obstacles to meeting underserved needs

There is a continued need for more affordable housing in Santa Fe, given the high numbers of cost-burdened households. Likely program interventions include: providing rental assistance, -supporting the development of rental units, continuing down payment, counseling and training for low-and-moderate-income homebuyers, and providing support services for low-income homeowners, including refinancing, foreclosure prevention and home repair. --Specifically, the City continues to work with the New Mexico Mortgage Finance Authority to establish priorities for allocating federal tax credits to mixed income rental developments where at least 30% of the rental units will be affordable to households earning less than 50% of the AMI. --Another action currently underway is the funding of a local housing voucher program to provide assistance to the homeless and near homeless through the Affordable Housing Trust Fund. This assistance is used in the form of short-term payments for rent, rental arrears, utilities and deposits.

Actions planned to foster and maintain affordable housing

The City of Santa Fe is committed to providing funding that supports innovative and sustainable housing solutions that result in permanently affordable and sustainable housing for residents who live and/or work in Santa Fe. It will continue to allocate local funds from the General Fund to support the administrative functions of its nonprofit partners who provide housing services in the community, as well as prioritizing the use of CDBG and the Affordable Housing Trust Fund allocations to support down payment assistance, home repair and rental assistance.

Actions planned to reduce lead-based paint hazards

The City of Santa Fe's housing partners; Habitat for Humanity, The Housing Trust and Homewise must notify homeowners of any potential lead-based paint issues when federal funding is involved. If a



homebuyer purchases an already existing home with financial assistance from the Housing Trust or Homewise, they are given a lead-based paint disclosure form that must be signed. If a home is purchased that was built before 1978, the EPA lead-based paint pamphlet entitled "Protect Your Family from Lead in Your Home" is also given to the homeowner.--All federally funded home-repair activities are also subject to stringent guidelines for lead-based paint assessment and remediation. Both Habitat and Homewise are experienced in addressing the presence of lead-based paint in their home rehabilitation programs.

Actions planned to reduce the number of poverty-level families

The following is a list of actions supported by the City of Santa Fe to help reduce the number of poverty-level families:

- Continue to enforce the City of Santa Fe Living Wage Law, which is the second highest in the country.
- Continue to create high wage jobs and to create/support job training centers and programs.
- Increase access to rental housing that is affordable to households earning 30% or less AMI;
- Provide housing in conjunction with supportive services for special populations including seniors, disabled, at risk youth, homeless and female-headed households.
- Continue to support foreclosure prevention programs.

Actions planned to develop institutional structure

The City has amended its inclusionary zoning program to reduce the required percentage of affordable units in order to facilitate development and support the city's economic recovery.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Santa Fe has a long and successful history of working with the nonprofit, private, and governmental sectors to create collaborative partnerships. The City encourages partnerships with the state and federal governments to expand funding for affordable housing, especially housing for people with disabilities, seniors, minorities, female-headed populations and other special needs populations. Within the City's internal structure, funding is provided to support service providers through its Human Services grant and Children and Youth Grant, in addition to housing resources. In addition to the programs described in the preceding sections, the City directly supports the creation, preservation and quality of affordable housing through several regulatory and programmatic actions, including the Santa



Fe Homes Program (SFHP). The City's inclusionary zoning program that requires all residential developments to provide a percentage of the total units as affordable, 20% for homeownership -units and 15% for rental units. The incentives for this program are a 15% density bonus, fee reductions for water and wastewater connections and fee waivers for development review and permit fees.

Waivers of Impact Fees for Residential Development for two years (2012-2014)

Currently impact fees are levied at 50% of their usual rates, after two years of being suspended altogether.

City's Affordability Liens

The affordability of homes created through the SFHP is controlled by the placement of a lien on the property that constitutes the difference between the appraised value of the home and the subsidized/effective sales price paid by the income-qualified buyer. If the unit is sold, the lien is either transferred to the new affordable buyer who is income qualified or repaid into the City's Affordable Housing Trust Fund (AHTF).

Down Payment Assistance

Down payment assistance is provided through a deferred-payment, no-interest due "soft" second mortgage that is used to buy down the principal of the homebuyer's mortgage, thereby lowering their monthly payment and increasing their buying power. These loans are due upon sale or transfer of title. Homewise, Housing Trust and Habitat for Humanity income-qualify and make "buyer ready" the eligible homebuyers. The City uses CDBG and AHTF funds and in 2012 allocated \$800,000 from Capital Improvement Program (CIP) funds to -provide down payment assistance.



Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- | | |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed | 0 |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0 |
| 3. The amount of surplus funds from urban renewal settlements | 0 |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan | 0 |
| 5. The amount of income from float-funded activities | 0 |
| Total Program Income: | 0 |

Other CDBG Requirements

- | | |
|---|--------|
| 1. The amount of urgent need activities | 0 |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 97.00% |



Monitoring

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan

CDBG Program Monitoring Requirements

The CDBG Funded programs will be monitored by staff conducting site visits to verify compliance with the objectives of the activity. Staff requests information on the status and effectiveness of the program to meet their goals on an ongoing basis through regular weekly contact with subrecipients and the collection of / data input from Quarterly Reports. The City of Santa Fe utilizes HUD's "Guidebook for Grantee's on Sub-recipient Oversight, Managing CDBG", and "Ensuring CDBG Sub-recipient Timeliness Guidelines" to ensure compliance.

Describe actions to be taken to monitor performance in meeting goals and objectives set forth in the Consolidated Plan, and actions to be taken to ensure compliance with program requirements, including requirements involving the timeliness of expenditures

Committee Meetings

The staff liaison for the Community Development Commission (CDC) is responsible for coordinating, advising and reviewing the Consolidated Plan, Action Plan and CAPERs.

Reporting and Fiscal Management

Staff ensures that all sub-recipients keep track of detailed information for the Performance Measurement System to evaluate the effectiveness of the project in meeting the needs of targeted populations. Relevant data includes the number of clients served, ethnicity, income and employment (locally and with the City depending on the program), assets breakdown (when appropriate) and Performance Measurement data by project type (Housing, Economic Development, Public Service or Facilities & Improvements), ethnicity and age breakdown. This information is submitted quarterly. The reports track completion of the contracted scope of services and track program demand and utilization by demographic category for services provided by the program. The program also must submit financial

