



# Agenda

CITY CLERK'S OFFICE

DATE 11/8/16 TIME 4:50

SERVED BY Margaret Ambrosino

RECEIVED BY [Signature]

## COMMUNITY DEVELOPMENT COMMISSION MEETING

**Wednesday, November 16, 2016**

**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. Approval of Minutes: September 14, 2016 CDC
5. Discussion of Community Development Block Grant and Affordable Housing Trust Fund Priorities for 2017-2018 Program Year and Review of Request for Proposals (RFP) Scoring Criteria to be utilized by the Community Development Commission (Margaret Ambrosino)
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.

**MINUTES OF THE**  
**CITY OF SANTA FE**  
**COMMUNITY DEVELOPMENT COMMISSION MEETING**  
**Santa Fe, New Mexico**  
**November 16, 2016**

A meeting of the City of Santa Fe Community Development Commission was called to order by Councilor Renee Villarreal, Chair on this date at 3:30 p.m. at the Market Station Offices, 500 Market Street, Suite 200, Roundhouse Conference Room, Santa Fe, New Mexico.

**Members Present:**

Councilor Renee Villarreal, Chair  
Rusty Tambascio, Vice Chair  
Paul Goblet  
Ken Hughes  
John Padilla  
Silas Peterson

**Member(s) Absent:**

Carla Lopez, excused

**Staff Present:**

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

**Others Present:**

Zach Thomas, Santa Fe Community Housing Trust Development Director  
Jo Ann G. Valdez, Stenographer

**APPROVAL OF AGENDA**

Commissioner Goblet moved to approve the Agenda as published.  
Commissioner Tambascio seconded the motion. The motion passed unanimously by voice vote.

**APPROVAL OF MINUTES: September 14, 2016 CDC**

Commissioner Tambascio moved to approve the Minutes of the September 14, 2016 CDC meeting as submitted. Commissioner Padilla seconded the motion. The motion passed unanimously by voice vote.

**INDEX OF**  
**CITY OF SANTA FE**  
**COMMUNITY DEVELOPMENT COMMISSION**  
**MEETING**  
**November 16, 2016**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE (S)</u></b>
<b>CALL TO ORDER</b>		
<b>ROLL CALL</b>	<b>Quorum</b>	<b>1</b>
<b>APPROVAL OF AGENDA</b>	<b>Approved</b>	<b>1</b>
<b>APPROVAL OF MINUTES: September 14, 2016 CDC</b>	<b>Approved [as submitted]</b>	<b>2</b>
<b>DISCUSSION OF COMMUNITY DEVELOPMENT BLOCK GRANT AND AFFORDABLE HOUSING TRUST FUND PRIORITIES FOR 2017-2018 PROGRAM YEAR AND REVIEW OF REQUEST FOR PROPOSALS (RFP) SCORING CRITERIA TO BE UTILIZED BY THE COMMUNITY DEVELOPMENT COMMISSION (MARGARET AMBROSINO)</b>	<b>Discussion</b>	<b>2-6</b>
<b>ITEMS FROM THE COMMISSION</b>		<b>6-7</b>
<b>ITEMS FROM THE FLOOR</b>	<b>Motion passed approving Resolution</b>	<b>7-8</b>
<b>ADJOURNMENT</b>	<b>Adjourned at 5:03 p.m.</b>	<b>8</b>

**DISCUSSION OF COMMUNITY DEVELOPMENT BLOCK GRANT AND  
AFFORDABLE HOUSING TRUST FUND PRIORITIES FOR 2017-2018  
PROGRAM YEAR AND REVIEW OF REQUEST FOR PROPOSALS (RFP)  
SCORING CRITERIA TO BE UTILIZED BY THE COMMUNITY  
DEVELOPMENT COMMISSION (MARGARET AMBROSINO)**

(Copies of the Memo from Margaret Ambrosino, Senior Housing Planner to Community Development Commission dated November 10, 2016 were distributed in the Commissioners' packets. Copies of the Priority Needs as listed in the 2013-2017 Consolidated Plan and the Funding History from 2006-2016 are attached. A copy is hereby incorporated to these Minutes as Exhibit "A".)

**Information/Background:**

The CDBG funding priorities, as indicated by the community and put forth by the CDC for the past several years, have been weighted towards down payment assistance for first time home buyers and various public services administered by local non-profit organizations. The typical CDBG annual allocation of \$400,000 after grant administration costs has traditionally been divided between approximately 10 projects to meet the highest priorities as identified in the City's 2013-2017 Consolidated Plan. These generally fall under (1) Housing (down payment assistance); (2) Public Facility Improvements (shelters); and (3) Public Services (various).

In addition to the anticipated \$400,000 CDBG allocation for 2017, the City anticipates an allocation from the Affordable Housing Trust Fund of \$400,000. In the administration of these funds, the Office of Affordable Housing will be required to move towards a Request for Proposals process in 2017 which will be aligned with the CDBG allocation process.

Past discussions amongst community leaders have expressed concerns on the need to boost rental housing and helping the homeless as representing the highest priorities. To best understand how funding could support this effort, the Office of Affordable Housing conducted research with local housing experts and service providers on determining how CDBG and AHTF funds can be leveraged to support these causes. Please see Exhibit "A" for the specifics on the findings.

Ms. Ambrosino said this is an opportunity for the Commission to check and review the funding history, review the priorities, and for staff to answer any questions the Commissioners may have.

Ms. Ambrosino introduced Zach Thomas, the Development Director of the Santa Fe Community Housing Trust.

She said the second part of her presentation that she would like to review with the Commission today are the findings and concerns from Housing Urban Development

(HUD). HUD monitored how the City is administering the Community Development Block Grant (CDBG) program in 2016, which had not been done in a few years. There were some findings and some concerns. A finding is something that is out of compliance and needs to be corrected; a concern is something that has to be addressed so that it does not turn into a finding from HUD later on in the future. One of the concerns was how the City notices these funding opportunities from year to year.

Ms. Ambrosino said there really was not any history as to why they were putting forth notice of funding opportunities, and not, as pointed out by HUD, going through the City's procurement process. Staff met with the Purchasing Division and decided that the best method to move forward and to avoid concerns and findings from HUD in the future, is to put these grants out as Request for Proposals. The Request for Proposals are still under review with the Purchasing Division and should be approved with some minor modifications this week. They have reviewed the scoring criteria and are satisfied with it.

Ms. Ambrosino noted that the Request for Proposals will be advertised on January 3, 2017 for both the Community Development Block Grant and the Affordable Housing Trust Fund. There will be one Technical Training meeting on January 17<sup>th</sup> for applicants to ask pre-application questions. Staff will review the applications/proposals to ensure that they meet the criteria and requirements. The responses to the Request for Proposal are due on February 2<sup>nd</sup> and the CDC will have their meeting on February 18<sup>th</sup> to discuss the proposals.

#### **Questions/Comments:**

Commissioner Tambascio asked if they are going to make the Technical Training mandatory.

Ms. Ladd said yes.

Commissioner Tambascio asked if the new process would cut down the time for applicants to respond.

Ms. Ambrosino said no, in fact it may add a little more time than the process in the past. She said in the meeting with Procurement, they advised them to model the RFPs off of the RFP process for the Children and Youth Commission.

Chair Villarreal asked if anybody had any questions about the funding history or the priority needs list.

Commissioner Goblet noted the Commission approved a fee-in-lieu request for a developer last year and asked he asked where this money would have gone. He asked if these would be additional funds that would be available.

Ms. Ladd said the fees collected are put into the Affordable Housing Trust Fund but they can only allocate funds that were received prior to the end of last fiscal year.

Commissioner Padilla thanked staff for the information they provided to the Commission. He said it is helpful to have the funding history, etc.

Commissioner Tambascio asked if the Commission will be going through the entire scoring sheet process.

Ms. Ambrosino said yes.

Chair Villarreal asked if there were any more questions before they move on to the Score Sheets.

Ms. Ladd asked if she could add one more thing - the Affordable Housing Trust Funds have been used for home repair and have been used to pilot the Rental Assistance Program.

Ms. Ambrosino briefly reviewed the Score Sheets noting that each Commissioner will score the proposals and staff will total the score sheets for each project.

She noted that they revised the application within the RFP so that it is clear for the applicants.

Chair Villarreal asked what gets funded by the CDBG funding versus what gets funding through the Affordable Housing Trust Fund.

Ms. Ladd explained that the Affordable Housing Trust Fund monies is regulated by the New Mexico Affordable Housing Act which is then reported to the MFA. It is only used for affordable housing, either capital costs, infrastructure, land or building costs (to support affordable housing). This is outlined in Chapter 26-3 of the City Code. CDBG monies can be used for public facilities, public services and other programs or services.

Chair Villarreal asked if there were any questions on the score sheets.

#### **Score Sheets**

Commissioner Hughes said this is familiar to him having worked with CDBG at the Department of Finance and Administration, especially the national objectives. The common being preventing slum and blight but the State's definition of blight is things that are unplanned or look inadequate; therefore, Santa Fe has a lot of blight. He said it would be interesting to see if the people who come in use this definition.

Commissioner Hughes said with regards to low to moderate income areas, does Santa Fe have census tracts that meets that.

Ms. Ambrosino said yes, there is one in particular, which is the Hopewell/Mann area and there may be more than one that the City has funded based on area benefit before.

Commissioner Peterson asked if the Commissioners will have a chance to compare the way each Commissioner has scored the projects and hear each other's opinions.

Ms. Ambrosino said yes.

Commissioner Peterson asked if the Commission will be able to adjust the level of funding requested like they have in the past.

Ms. Ambrosino said yes. She noted that she interviewed the Children and Youth Division and they have the flexibility to go above the amount requested, and she is not sure if she would agree with that.

Commissioner Tambascio added that the Commissioners will have an opportunity to review and compare the scores during the lunch break at the meeting in February when the Commission hears the presentations from the applicants.

Ms. Ambrosino said in the staff analysis that they provide, there is a sheet at the end which kind of sums up what the limits are for the grant. She sees the score sheet as the record and formality for purchasing purposes but it can be used as a working tool for the Commission.

Commissioner Goblet asked if the Commission will know at the February meeting how entities performed in the past year, relative to using the funding and if they are in compliance. He said to have performance information would be helpful.

Ms. Ambrosino said yes.

Chair Villarreal asked if there were any more questions on the score sheets or application. Seeing none, the Commission moved onto Funding Priorities.

### **Funding Priorities**

Chair Villarreal said it would be helpful for City Council to see the Housing Strategic Plan so that they can see the needs in Santa Fe and how the Commission made the priority list. She would like to see the Plan go to City Council but she did not know the timeframe for this.

Ms. Ladd said the Plan will not go to Council before this but it will eventually go to City Council.

Commissioner Peterson said there are 10 high priority items and they can't all be highest priority.

Commissioner Goblet noted that the Commission has talked about rental housing and the supply of rental housing at several meetings and how is the Commission going to address this.

Commissioner Peterson thinks there could be a benefit for the Commission to emphasize what projects they are particularly interested in or what they want to focus on. For example, it could be projects that supply rental housing or low income rental housing units. He noted that the Priority Needs as listed in the 2013-2017 Consolidated Plan indicates that only 10% of the city's rental units have rents that are affordable for the low-income renter households.

Commissioner Padilla asked if copies of the 2013-2017 Consolidated Plan are available for applicants so that they can see the high priority areas.

Ms. Ambrosino said yes, the Consolidated Plan is referenced in the RFP and there is a link on the website where they can access this.

Commissioner Padilla did not think that the Commission needs to identify or specify a particularly area/projects that they want to focus on.

Commissioner Tambascio said the Commission could specify this in the Technical Training meeting.

Commissioner Padilla said applicants can attend the pre-proposal or Technical Training meeting to get specific information.

Commissioner Peterson said historically they have seen the same organizations requesting funding year after year and he would be interested in seeing other projects/organizations come in.

Chair Villarreal asked if staff sees non-profit organizations that work together on homelessness or housing related support.

Ms. Ladd said the continuum of care that is organized by the New Mexico Coalition to End Homelessness will organize projects but it is not usually for housing-related support projects.

Chair Villarreal asked if there were any more questions and there were none.

## **ITEMS FROM THE COMMISSION**

Commissioner Hughes invited the Commissioners to a meeting/presentation that will be held at his office (at DFA) on December 9<sup>th</sup>. A representative from the Department of Energy will be in attendance and will talk about an initiative to provide solar for non-profit providers and homeowners with low-to-moderate income households. He will send an invitation or flier to the Commissioners.

### **One-Door Project/Homeless Campus**

Chair Villarreal spoke about the One-Door Project/Homeless Campus effort noting

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Community Development Commission

Meeting: November 16, 2016



that there have been discussions on the idea of creating a homeless campus for Santa Fe and what they would look like. They have been doing research of other models across the country and there was one in San Antonio called "Haven of Hope". This is not just a shelter-it also integrates services and eventually provides permanent housing on some level on all different types of housing, as well as mental health and behavioral health services. Representatives came to Santa Fe and made a presentation on what they learned and what their challenges were. Workshops were done with direct service providers last week and there were good discussions about being more efficient on how we provide services in Santa Fe in the non-profit sector as it relates to homelessness.

Chair Villarreal said there are a lot of unknowns but the only way this could work is if there is land in the city or Santa Fe County and the northwest quadrant was looked at as a potential site but it is on the other side of Highway 599, so they would have to look at access, transportation, etc.

## **ITEMS FROM THE FLOOR**

### **Resolution**

[Copies of the Resolution *Contributing Property and Resources to Santa Fe Community Housing Trust for the Development of the Soleras Station Low Income Housing Tax Credit Project Pursuant to the Affordable Housing Act* were distributed. A copy is hereby incorporated to these Minutes as "Exhibit B".]

Ms. Ladd said the Resolution was approved by this Commission last year but the funding application from New Mexico Finance Authority has not been approved.

The Resolution states: "*The City will provide 10% of the development costs for a competitive Low Income Housing Tax Credit application for the Project by the Housing Trust as a direct grant to the Project subject to the terms of a land use regulatory agreement requiring an affordability period of 45 years running concurrently with requirements imposed by the New Mexico Finance Authority. The donation shall be granted subject to the terms of a land use regulatory agreement specifying the requirement for consistency with the Low Income Housing Tax Credit program requirements serving targeted low income clientele.*"

Mr. Thomas said the Board of the New Mexico Finance Authority has adopted some criteria changes and this would ultimately increase their score from last year. This positions them to be competitive to apply for the 9% tax credits.

**Commissioner Peterson moved to approve the Resolution. Commissioner Goblet seconded the motion.**

Ms. Ladd noted that the only piece missing with this Resolution is the Fiscal Impact Report.

Commissioner Tambascio said as long as staff is comfortable with the Resolution,

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Community Development Commission  
Meeting: November 16, 2016

the Commission does not need to have the Resolution and the Fiscal Impact Report come back for approval.

Commissioner Padilla asked why the name of Soleras Station.

Mr. Thomas said Soleras Station is the name of the multi-family development.

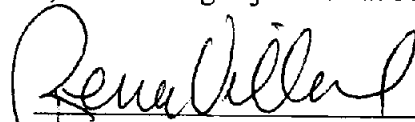
Commissioner Padilla asked if the project is proposed to be LEED certified.

Mr. Thomas said yes.

**The motion passed unanimously by voice vote.**

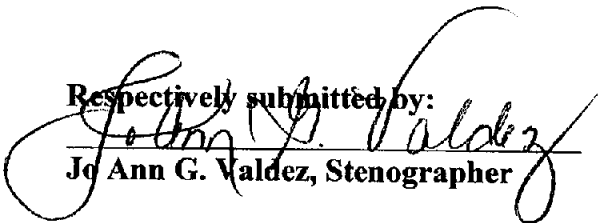
### **ADJOURNMENT**

Its business being completed, Commissioner Goblet moved to adjourn the meeting, second by Commissioner Tambascio, the meeting adjourned at 5:03 p.m.



**Councilor Renee Villarreal, Chair**

Respectively submitted by:



**Jo Ann G. Valdez, Stenographer**

# City of Santa Fe, New Mexico

## memo

**DATE:** November 10, 2016

**TO:** Community Development Commission

**FROM:** Margaret Ambrosino, Senior Housing Planner

**ITEM:** Discussion of Community Development Block Grant (CDBG) and Affordable Housing Trust Fund (AHTF) Project Funding Priorities

### Information / Background:

The CDBG funding priorities, as indicated by the community and put forth by the CDC for the past several years, have been weighted towards down payment assistance for first time home buyers and various public services administered by local non-profit organizations. The typical CDBG annual allocation of \$400,000 after grant administration costs has traditionally been divided between approximately 10 projects to meet the highest priorities as identified in the City's 2013-2017 Consolidated Plan. These generally fall under (1) Housing (down payment assistance); (2) Public Facility Improvements (shelters); and (3) Public Services (various).

In addition to the anticipated \$400,000 CDBG allocation for 2017, the City anticipates an allocation from the Affordable Housing Trust fund of \$400,000. In the administration of these funds, the Office of Affordable housing will be required to move towards a Request for Proposals (RFP) process in 2017 which will be aligned with the CDBG allocation process.

Past discussions amongst community leaders concern the need to boost rental housing and helping the homeless as representing the highest priorities. To best understand how funding could support this effort, the Office of Affordable Housing conducted research with local housing experts and service providers on determining how CDBG and AHTF funds can be leveraged to support these causes and presents the following findings:

- CDBG funding towards a Low-Income Housing Tax Credit project for rental housing is a good idea where feasible. However, tax credit awards are not known until May and CDBG funding allocations are made in February in order to meet HUD's citizen participation and report requirement timeline.

Commissioner Goblet asked who's the driver for this.

Mr. O'Reilly said as the Staff Report said, there have been three separate resolutions adopted by the City Council, in full, directing staff to do this and bring it forward. In this particular case, the Mayor is the Sponsor and the Co-Sponsors are Councilor Lindell and Councilor Ives.

Vice-Chair Tambascio asked if there were any more questions.

Commissioner Lopez asked what happens next.

Mr. O'Reilly said this was not an action item for this Commission but it would be nice to report on how this Commission felt about this Ordinance. He said they would like Commissioners to come and support this legislation at upcoming meetings.

Ms. Ladd said in the past, this group has expressed an interest in publicly supporting legislation and projects that they find valuable. She said the next stop for the Midtown LINC Overlay District is the Public Works Committee on September 26<sup>th</sup>.

Mr. O'Reilly said the Public Works Committee could be a public hearing, and then it goes before the Public Utilities Committee on October 5<sup>th</sup>; and to City Council on October 13<sup>th</sup>. They will need to schedule it to go before the Finance Committee.

#### **ITEMS FROM THE COMMISSION**

There were no items from the Commission.

#### **ITEMS FROM THE FLOOR**

There were no items from the floor.

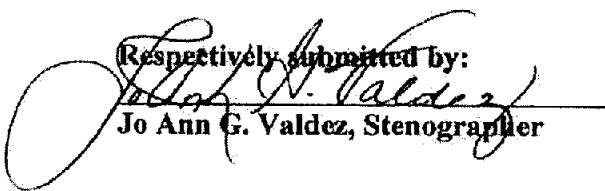
#### **ADJOURNMENT**

Its business being completed, Commissioner Goblet moved to adjourn the meeting, second by Commissioner Lopez, the meeting adjourned at 4:53 p.m.

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**Councilor Renee Villarreal, Chair**

**Respectfully submitted by:**

  
**Jo Ann G. Valdez, Stenographer**

- CDBG funds are best used towards the capital investment side when feasible, especially when securing these funds can be used by an applicant to leverage more funding from other sources. Emergency rental assistance can support rental housing needs, such as in the form of subsistence payments (rent, utilities, etc.) but comes with limitations per client and has been funded at a low level in the past.
- AHTF has mainly funded down payment assistance for Santa Fe homebuyers up to 120% of Area Median Income (AMI) filling a gap where CDBG funds only up to 80%.

### **Funding History**

Down payment assistance for low and moderate-income home buyers has provided the following advantages:

- best leverage for an applicant
- timely expenditure of grant funds
- generates program income (CDBG)

Public service projects provide the following advantages:

- Project proposals offer a significant benefit to a population as long as an applicant can demonstrate an increase in individuals served from that of a prior year. This funding category is competitive for CDBG applicants as HUD imposes a 15% limit on all projects within this category, or approximately \$75,000 in any given year.

The supporting documents provide a background of CDBG funding history.

- a) 2013-2017 Consolidated Plan Priorities List
- b) 2006-2016 CDBG Funding History

CDBG History of Funding: 2006-2016

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Project(s) Completed	2016
<b>HOUSING</b>												
<i>Homeless</i>												
Owner Rehab Loans			\$ 126,750	\$ 100,000	\$ 85,000	\$ 85,000	\$ 85,000	\$ -	\$40,000		0 Y	15,000
Emergency Repair Loans											Y	
Downpayment Assistance	\$ 200,000	\$ 200,000	\$ 100,000	\$ 126,750	\$ 153,397			\$ 120,500	\$40,000	\$89,750	N-ext to 2017	80,000
Sewer Pilot Program						\$ 100,000	\$ -	\$ -	\$ -	\$ -	N/A	
<i>Santa Fe Community Housing Trust</i>												
Soft Second Mortgages	\$ 100,000	\$ 150,000	\$ 50,000	\$ 169,000	\$ 189,107	\$ 100,000		\$ 96,700	\$60,000	\$100,000	Dec-14	
The Village Sage			\$ 142,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Y	0
Energy Rx Program (Partnered w/ YouthWorks)				\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Y	
Stage Coach Inn Acquisition						\$ 85,000		\$ 126,601			Y	
<i>General Fair Housing Projects and Studies</i>												
Fair Housing outreach, studies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$500	\$7,675	Y	\$38,075
<i>Supportive Housing Development</i>												
New Facility											N/A	
<i>Housing Market Data Base</i>												
<i>Emergency Rental Assistance Program</i>												
\$0 CDBG, some General Fund committed in 2014 or 2015												
<i>Santa Fe Habitat for Humanity</i>												
Land Bank Program											N/A	
Energy program for solar electric and water heaters							\$ 68,000		\$ 20,000		Y	
Land Acquisition											Y	
Downpayment Assistance	\$ 30,000	\$ 45,000	\$ 30,000		\$ 105,000			\$ 96,700	\$60,000		0 Dec-15	60,000
Home Improvement Program										\$50,000	Y	
<i>La Cieneguilla pre-construction (Cosa de Buena Ventura)</i>					\$ 33,480						Y	
<i>Homeward Bound Apis</i>												
Window replacement program	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ -	\$ -	\$ -	Y	0
<i>SF Recovery Center</i>												
construction (supplies) for 7 ada units - withdrew the contract	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 121,721	\$ -	\$0	\$0	2012	0
Facility Improvement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$7,000	\$35,000	N/A	0
<b>ECONOMIC DEVELOPMENT</b>												
<i>Santa Fe Small Business Development Loan Fund</i>												
Small Business Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Y	0
<i>Small Business Dev. Center - Loan Guaranty</i>												
Small Business Loans	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	0
<i>Santa Fe Business Incubator Program</i>	\$ 40,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	?	0
Business Opportunity Program												0
<i>Santa Fe Education &amp; Apprenticeship Network</i>												0
Work Force Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	0
<i>CityHome</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	?	0
Work Force Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	0

CDBG History of Funding: 2006-2016

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Project(s) Completed	2016
ELCDC												0
Manage the SFBRLF	\$ -	\$ -	\$ -	\$ -	\$ 27,300	\$ -	\$ -	\$ -	In Collection		0 Y	0
Econometric Study											N/A	
PUBLIC SERVICES												
Friends of the Farmers Market												
Education/Outreach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	0
Child Care Center												
Tuition Subsidy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	0
Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	0
Fire Department												
Health Outreach	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	0
Crisis Response												
Beds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	0
Children & Youth												
Community Needs Assessment												
Children's Center												
					\$ 25,000	\$ 30,000	\$ 30,000	\$ 20,000	\$ 20,000	\$ 20,000	Y	\$ 20,000
Fine Arts for Children and Teens - Art Club After School Program												
Tax Help Santa Fe (SF Community College)												
Homeless Shelter	\$ 6,700	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
					10,000							
Youth Works												
Hopewell Mann Outreach program								\$ 12,500			Y	
Adelante - SF Public Schools												
Program to match homeless youths and their families with public services	\$ -	\$ -	\$ -	\$ -	\$ 20,000		\$ 10,000	\$ 15,000	\$ 0		0 Y	0
Deferred Action	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500	\$ 24,000	Y	
Middle School Support Project	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,500	\$ 23,500	Y	
Elementary School Support	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	\$ 20,188
Esperanza Shelter												
Emergency Rental assistance and subsistence payments to LMI households												
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 20,000		0 N	0
Youth Shelters												
Match homeless, runaways and at risk youth with public services				\$ 39,750		\$ 10,000	\$ 10,000	\$ 12,000		\$ 12,000	Y	
PUBLIC FACILITIES/IMPROVEMENTS												
La Cieneguita Child Care Center												
New Facility	No funding in the past 10 years											
AMPC/Pedestrian Bridge												
Paving	No funding in the past 10 years											
Calle Anaya	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	
Calle Nava	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	
Silva Street	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	
Escudero Street	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	

CDBG History of Funding: 2006-2016

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Project(s) Completed	2016
Raphael Street	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Qunuru- solar lights in city parks (Frenchy's/Monica/Lucero/Sal Perez)	\$ -	\$ -	\$ -	\$ 95,961	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Y	
Young Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	
Hopewell/Mann Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	
Santa Fe River/De Vargas Park	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	N/A	
<b>Alto Street Playground</b>												
<b>Life Center for Young Adults</b>												
Facility Expansion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Life Link/La Luz Shelter	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Facility Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	Y	
<b>Open Hands Facility</b>												
Facility Planning	No funding in the past 10 years											
Monica Raybal	No funding in the past 10 years											
Main Building Renovation	No funding in the past 10 years											
Teen Center Renovation	No funding in the past 10 years											
La Familia Medical Center	No funding in the past 10 years											
Satellite Clinic, Telephone System	No funding in the past 10 years											
Facility Expansion	No funding in the past 10 years											
1035 Alto	No funding in the past 10 years											
Enhancement La Cieneguilla	No funding in the past 10 years											
Community Room Development	No funding in the past 10 years											
Enhancing Hopewell/Mann	No funding in the past 10 years											
Streetscape Improvements	No funding in the past 10 years											
Pre-Construction/Design of Community Center - SFCHA	\$ 30,000		\$ 55,000								Y	
Planning for Recreation												
Redevelopment Project												
CIP/Youth Development												
Tierra Contenta Youth & Family Center Consortium												
Facility Planning												
Second St./La Canada Neighborhood Traffic Management Pilot Program												
Traffic Calming/Streetscape Improvements											N/A	
Santa Fe Teen Arts Center/Warehouse 21											N/A	
Planning for a new facility											Y	
Prepare bid docs for remodel/expansion												
Santa Fe Boys and Girls Club Facility Renovation											N/A	
Senior Citizens Center											N/A	
Alto Park(Bicentennial Pool)											N/A	
La Farge Door Modification											N/A	
St. Elizabeth Shelter											N/A	
Casa Cerrillos Site Improvement			\$ 20,000								Y	
Alarid Site Improvements	\$ 50,000	\$ 20,000									Y	



CDBG History of Funding: 2006-2016

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Project(s) Completed	2016
Siringo Senior Housing									\$73,000			
Women's Health Services												
Facility Renovation											Y	
Youthworks												
Facility Improvement									\$45,000		Y	
Gap funding towards building acquisition					\$ 133,000							
<b>PUBLIC FACILITIES/IMPROVEMENTS, Continued</b>												
Facility Renovation									\$45,000			

CDBG History of Funding: 2006-2016

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	Project(s) Completed	2016
<i>Girls, Inc.</i>												
purchase supplies and equipment for emergency repairs to the bldg								\$ 40,148		\$30,750	Y	
<b>PLANNING</b>												
<i>Airport Road Study</i>					\$ 67,184						Y	
<b>ADMINISTRATION</b>	\$ 100,800	\$ 117,156	\$ 115,172	\$ 116,408	\$ 115,241	\$ 524,956	\$ 101,252	\$ 94,763	\$114,000	\$126,000	Y	
* 2009 funding includes CDBG and CDBG-R/ 2010 includes Program Income												
2010 includes a mid year allocation of the SFBRIF Program Income of \$304,576												

**P-25 Priority Needs as listed in the 2013-2017 Consolidated Plan**

Priority Need Name	Priority Level	Population	Goals Addressed
Rental Vouchers	High	Extremely low-income renters; people at risk of being homeless; persons with disabilities; homeless youth; veterans; elderly; families in transition; persons with HIV/AIDS and their families; public housing residents; mentally ill; chronic substance abusers; victims of domestic violence	Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those in danger of becoming homeless. <i>(Increase Opportunities for At Risk Populations);</i> Inventory of rental units and vouchers expanded to meet increased demand <i>(Increase Affordable Housing Opportunities)</i>
Emergency Shelter	High	Extremely low-income residents; chronic homeless; homeless youth; veterans; families in transition; mentally ill; chronic substance abusers; victims of domestic violence	Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those in danger of becoming homeless. <i>(Increase Opportunities for At Risk Populations)</i>
Support Services for Homeless or People at Risk of Homelessness	High	Extremely low-income renters; people at risk of being homeless; persons with disabilities; homeless youth; veterans; elderly; families in transition; persons with HIV/AIDS and their families; public housing residents; mentally ill; chronic substance abusers; victims of domestic violence	Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those in danger of becoming homeless. <i>(Increase Opportunities for At Risk Populations)</i>
Refinancing Services and Support for Current Homeowners	High	Low-income homeowners; homeowners in risk of foreclosure; homeowners in substandard housing	Reduced rate of cost burden and corresponding drop in poverty rate for homeless households and those in danger of becoming homeless. <i>(Increase Opportunities for At Risk Populations);</i> Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. <i>(Increase Affordable Housing Opportunities)</i>

Provision of Rental Units and Support Services for LI/ VLI Renters	High	Low- and very low-income renters; persons transitioning out of homelessness; renters in need of support services; public housing residents	Inventory of rental units and vouchers expanded to meet increased demand ( <i>Increase Affordable Housing Opportunities</i> ); Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals ( <i>Address Emerging and Current Needs and Changing Demographics</i> )
Rental Rehabilitation	Low	Low- and moderate-income renters; low-income landlords; residents of low-income neighborhoods that are redeveloping or in transition; public housing residents	Inventory of rental units and vouchers expanded to meet increased demand ( <i>Increase Affordable Housing Opportunities</i> ); Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals ( <i>Address Emerging and Current Needs and Changing Demographics</i> )
Down Payment Assistance	High	Low- and moderate-income residents who are "buyer ready"; first responders (fire, police, etc.)	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. ( <i>Increase Affordable Housing Opportunities</i> )
Homebuyer Training & Counseling	High	Low- and moderate-income homebuyers; current renters	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. ( <i>Increase Affordable Housing Opportunities</i> )

Homeowner Rehabilitation Programs, Energy- efficiency Upgrades, Accessibility Retrofits	High	Low- and moderate-income homeowners; residents in redeveloping or transitioning neighborhoods; homeowners living in aging or substandard housing stock; seniors who need to "age in place;" people with disabilities	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. <i>(Increase Affordable Housing Opportunities);</i> Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, and are aligned with redevelopment objectives and economic development goals <i>(Address Emerging and Current Needs and Changing Demographics)</i>
Construction of affordably-priced homes for homeownership	Low	Low- and moderate-income homebuyers and current renters; local workforce	Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners. <i>(Increase Affordable Housing Opportunities)</i>
Fair Housing Outreach	High	Low- and moderate-income renters; low-income landlords; persons with disabilities; Spanish speakers; large families; general public	Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals <i>(Address Emerging and Current Needs and Changing Demographics)</i>
Diversity of Housing Types	Low	Low- and moderate-income renters; seniors; small households; entrepreneurs; aging veterans; entrepreneurs and other self-employed	Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals <i>(Address Emerging and Current Needs and Changing Demographics)</i>

Non-Housing Community Facilities and Services	High	Low- and moderate-income residents; residents in redeveloping or transitioning neighborhoods; youth	Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment projects, economic development objectives and sustainability goals ( <i>Address Emerging and Current Needs and Changing Demographics</i> )
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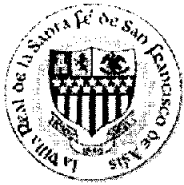
**Table 1 – Priority Needs Summary**

**Narrative:**

The City of Santa Fe's policy priorities are based on the city's changing demographics, gaps between available resources and needs, and the capacity to effectively deliver services.

As was reflected in the Needs Analysis and Market Analysis, households are smaller, aging and increasingly headed by singles. While home sales prices are lower than before the economic downturn, the gap between what people earn and housing costs continues to widen. Median sales prices have increased by 65% since 2000. Roughly translated, a homebuyer needs to earn \$30,000 more to purchase a median priced home in today's market, compared to 2000. Likewise, while renters' incomes have remained relatively flat, rents in Santa Fe have increased over 25% since 2000. Most distressingly, almost half of the city's population is cost-burdened, including both renters and homeowners.

The biggest mismatch in market supply and demand is for the city's very low-income renter households who comprise one-third of the city's renter population. This group earns less than 30% of the city's area median income, meaning that any rent greater than \$500/month is unaffordable. Only 10% of the city's rental units have rents in this range.



**CITY OF SANTA FE  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
PROPOSAL SCORE SHEET / Bid Number '17/22/RFP**

Name of Applicant/Project: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

Evaluation Criteria	Weighted Value	Evaluation Points 1 thru 5	Total Score	Max Score
<b>Activity to be funded</b> <ul style="list-style-type: none"> <li>Why needed? Does it address a gap?</li> <li>Steps/phases to complete the activity</li> <li>Who is served?</li> <li>#s proposed to be served</li> </ul>	20	X _____	_____	100
<b>National Objective Compliance</b> <ul style="list-style-type: none"> <li>Benefits low/moderate income persons/households?</li> <li>Prevents slum/blight</li> <li>Does the activity serve residents Citywide or a Low to Moderate Income (LMI) Area (i.e. Census Tract)?</li> </ul>	20	X _____	_____	100
<b>Consolidated Plan Compliance</b> <ul style="list-style-type: none"> <li>Does the application demonstrate that it meets Consolidated Plan priorities?</li> </ul>	10	X _____	_____	50
<b>Budget</b> <ul style="list-style-type: none"> <li>Is proposed budget realistic?</li> <li>Are other funding sources secured?</li> </ul>	10	X _____	_____	50
<b>Performance Measurement/Work Plan</b> <ul style="list-style-type: none"> <li>Are performance measurements, outcomes and proposed outcomes well presented? Realistic? Well-supported in the application?</li> <li>Does the applicant have the administrative capacity to carry out the activity to be funded?</li> </ul>	20	X _____	_____	100
<b>Total Points</b>				<b>400</b>



**CITY OF SANTA FE**  
**AFFORDABLE HOUSING TRUST FUND (AHTF)**  
**PROPOSAL SCORE SHEET / Bid Number '17/TBD/RFP**

Name of Applicant/Project: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_

CRITERIA	Weighted Value	Evaluation Points (1-5)	Total Points	Max. Score
<b>Funding</b> <ul style="list-style-type: none"> <li>Leverage amounts from other sources</li> <li>Operating budget shows evidence of sufficient revenue to administer the proposed program</li> <li>Secured matching resources</li> </ul>	20%			100
<b>Need/Benefit &amp; Project Feasibility</b> Data driven analysis that shows: <ul style="list-style-type: none"> <li>The proposal is responsive to current and future market demand</li> <li>Income mix, if applicable</li> <li>Site control</li> <li>Realistic time frame for completion of funded project/program activities</li> </ul>	40%			200
<b>Affordability</b> <ul style="list-style-type: none"> <li>The proposal meets the Affordability Requirements serving households of up to 120% AMI</li> </ul>	20%			100
<b>Demonstrated Capability – Organizational Management</b> <ul style="list-style-type: none"> <li>Staff</li> <li>Organizational Experience</li> <li>Expertise in type(s) of housing or service(s) proposed</li> <li>Demonstrated Financial Soundness</li> </ul>	20%			100
<b>TOTAL</b>	<b>100%</b>			<b>500</b>

**EVALUATION POINTS:      1 -- Lowest      5 – Highest**



EXHIBIT

tabbles

B

CITY OF SANTA FE, NEW MEXICO

RESOLUTION 2016-\_\_

INTRODUCED BY:

A RESOLUTION

CONTRIBUTING PROPERTY AND RESOURCES TO SANTA FE COMMUNITY  
HOUSING TRUST FOR THE DEVELOPMENT OF THE SOLERAS STATION LOW  
INCOME HOUSING TAX CREDIT PROJECT PURSUANT TO THE AFFORDABLE  
HOUSING ACT.

**WHEREAS**, it is the intent of the parties that the contribution from the City of Santa Fe to  
the Soleras Station Low Income Housing Tax Credit ("The Project") meet the requirements of the  
Affordable Housing Act and Rules Section 5.4; and

**WHEREAS**, the City of Santa Fe certifies to the Mortgage Finance Authority ("MFA") that  
the Housing Trust is a qualified grantee in accordance with the requirements  
of the Affordable Housing Act and Rules, Section 5.4; and

**WHEREAS**, the proposed donation conforms to the City of Santa Fe Strategic Housing Plan  
"Affordable Housing Element" adopted in conformance to the Affordable Housing Act; and

**WHEREAS**, the City's Housing Needs Analysis, updated in 2016, demonstrates a rental  
housing shortage of at least 2,400 units, affordable to households earning below 80%, and Soleras

Station will serve renter households earning less than 80% of median income; and

**WHEREAS**, this Project is consistent with the Strategic Housing Plan lawfully adopted by Ordinance No. 2007-23 pursuant to the express statutory authority conferred upon municipalities to enact a housing code pursuant to Section 3-17-6A(8) NMSA 1978; to enact ordinances pursuant to its police power, Section 3-17-1 B NMSA 1978; to provide for affordable housing pursuant to subsections E and F of Art. 9, §14, of the N.M. Constitution and the Affordable Housing Act (§§ 10 6-27-1 through 6-27-8 NMSA 1978) and in particular to provide a portion of the cost of financing and/or authorizing housing assistance grants for the purpose of affordable housing pursuant to Section 6-27-5 NMSA 1978 (2007), and pursuant to any and all such other authority as may be applicable including but not limited to the city's recognized authority to protect the general welfare of its citizens; and

**WHEREAS**, it is the policy of the City of Santa Fe to provide incentives and encourage proposals that support the production, acquisition and redevelopment of rental housing in mixed income developments; and

**WHEREAS**, the City accepted the donation of a 4.5 acre parcel of land from Pulte Homes along with additional cash, goods and services, proffered in compliance with that certain Santa Fe Home Program Agreement dated January 13, 2016, (Item #16-0041) and attached hereto; and

**WHEREAS**, the City will also provide additional donation of City development fee/water waivers and other valuable incentives to the Project; and

**WHEREAS**, the above referenced donations will be contributed to the Santa Fe Community Housing Trust for the Project without debt or interest pursuant to the terms of a land use regulatory agreement; and

**WHEREAS**, the Project will meet the City goals for creating housing that avoids common illness triggers, uses less energy, and saves on utility and maintenance costs, while using eco-friendly materials and strategies pursuant to the design of the Soleras Station as a Pilot Multifamily Project by

1 the WELL Build Institute for creation of a national healthy multifamily residential building  
2 certification process by the United States Green Building Coalition (USGBC) and in the project's  
3 LEED building certification; and

4 **WHEREAS**, major partners in the development of the Project now include the City of Santa  
5 Fe, The Housing Trust; the New Mexico Coalition to End Homelessness and Pulte Homes, of which  
6 only the Housing Trust will have any ownership interest in the Project after the development is  
7 completed; and

8 **WHEREAS**, the City will provide 10% of the development costs for a competitive LIHTC  
9 application for the Project by the Housing Trust as a direct grant to the Project subject to the terms of  
10 a land use regulatory agreement requiring and affordability period of 45 years running concurrently  
11 with requirements imposed by the New Mexico Mortgage Finance Authority; and

12 **NOW, THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
13 **CITY OF SANTA FE** that a substantial contribution to the Project with cash and measures to lower  
14 development costs of the property by waiving building permit fees, providing water rights to the  
15 Project, reducing the cost of extending the utility lines and meter charges for a total of approximately  
16 \$2 million. The donation shall be granted subject to the terms of a land use regulatory agreement  
17 specifying the requirement for consistency with the Low Income Housing Tax Credit program  
18 requirements serving targeted low income clientele.

19 **BE IT FURTHER RESOLVED** that the Governing Body of the City of Santa Fe supports  
20 The Housing Trust's LIHTC application for the Project.

21 **BE IT FURTHER RESOLVED** that the Governing Body on behalf of the City has given a  
22 deed to the Housing Trust. The proper instrument was conveyed and filed with Santa Fe County to  
23 convey the subject premises.

24 **BE IT FURTHER RESOLVED** that the Governing Body of the City of Santa Fe hereby  
25 directs the City Clerk to record an executed copy of this resolution with the Santa Fe County Clerk.

PASSED, APPROVED and ADOPTED, \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
JAVIER M. GONZALES, MAYOR

ATTEST:

\_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
KELLEY A. BRENNAN, CITY ATTORNEY