



# Agenda

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## COMMUNITY DEVELOPMENT COMMISSION MEETING

Thursday, April 7, 2011  
3:30 p.m. – 5:00 p.m.

Main Post Office  
120 South Federal Place  
Main Conference Room  
Third Floor, Room 326

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of the September 15, 2010 and September 29, 2010 minutes
5. Presentation by City Staff
6. Discussion of CDBG Allocation for Fiscal Year 2011-2012
7. Items from the Commission
8. Items from the Floor
9. Adjournment

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**INDEX OF**  
**CITY OF SANTA FE**  
**COMMUNITY DEVELOPMENT COMMISSION**

**April 7, 2011**

<b><u>ITEM</u></b>	<b><u>ACTION</u></b>	<b><u>PAGE (S)</u></b>
<b>CALL TO ORDER</b>		<b>1</b>
<b>ROLL CALL</b>	<b>Quorum</b>	<b>1-2</b>
<b>APPROVAL OF AGENDA</b>	<b>Approved</b>	
<b>APPROVAL OF THE SEPTEMBER 15, 2010 MEETING MINUTES</b>	<b>Postponed</b>	<b>2</b>
<b>APPROVAL OF THE SEPTEMBER 29, 2010 MEETING MINUTES</b>	<b>Postponed</b>	<b>2</b>
<b>PRESENTATION BY CITY STAFF</b>	<b>Motion passed</b>	<b>2-3</b>
<b>DISCUSSION OF CDBG ALLOCATION FOR FISCAL YEAR 2011-2012</b>	<b>Motion passed</b>	<b>4</b>
<b>ITEMS FROM THE COMMISSION</b>	<b>None</b>	<b>4</b>
<b>ITEMS FROM THE FLOOR</b>	<b>None</b>	<b>4</b>
<b>ADJOURNMENT</b>	<b>Adjourned at 4:00 p.m.</b>	<b>4</b>

**MINUTES OF THE**  
**CITY OF SANTA FE**  
**COMMUNITY DEVELOPMENT COMMISSION MEETING**

**Santa Fe, New Mexico**

**April 7, 2011**

A meeting of the City of Santa Fe Community Development Commission was called to order by Mayor David Coss, Chair on this date at 3:30 p.m. in the Community Services Conference Room, 120 South Federal Place, Santa Fe, New Mexico.

Roll Call indicated the presence of a quorum for conducting official business as follows:

**Members Present:**

Mayor David Coss, Chair  
Rusty Tambascio, Vice Chair  
Peter Brill  
Chris Graeser  
John Padilla  
Annette Thompson-Martinez

**Member(s) Absent:**

Betty Vega, excused

**Staff Present:**

Kym Dicome, Housing and Community Development Department

**APPROVAL OF AGENDA**

**Commissioner Padilla moved to approve the Agenda as published.  
Commissioner Graeser seconded the motion, which passed unanimously by voice vote.**

**APPROVAL OF MINUTES:**

**September 15, 2010  
September 29<sup>th</sup>, 2010**

**Approval of the Minutes for the September 15, 2010 and September 29, 2010 meetings was postponed to the next CDC meeting, April 20, 2011.**

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**PRESENTATION BY CITY STAFF**

Ms. Dicome noted that staff recently learned that the Program Income currently being generated in 2010-2011 has to be spent before June 30<sup>th</sup>; they are estimating that this will be approximately \$135,000 by June 30<sup>th</sup>.

YouthWorks requested \$175,000 in CDBG funding that will provide gap funding towards the purchase of a building on Cerillos Road to house the Youth Workforce and Education Center. They are currently leasing the building. Staff recommended that instead of funding from the CDBG 2011-2012 allocation, the 2010 -2011 Program Income funding be applied towards the purchase of the building. Youth Works has committed that they have the financing to spend before June 30<sup>th</sup> so they can be reimbursed with the CDBG Program Income.

**Commissioner Graeser moved to approve staff's recommendation to allocate/fund YouthWorks out of the Program Income for 2010-2011. Commissioner Grill seconded the motion, which passed unanimously by voice vote.**

[A handout on staff's recommendations for CDBG Funding for 2011-2012 was distributed.]

<b>2011-2012 Budget</b>		4/11
2011 Allocation Estimate	500,000	*
Estimated Program Income 2011-2012	36,000	
<b>Total</b>	<b>536,000</b>	

\* Assuming 20% cut from Allocation

<b>2010-2011 Budget</b>	
Program Income as of 3/31	\$125,284

20% Administration	107,200
Remaining 65%	348,400
<b>Total</b>	<b>536,000</b>

<b>Recommendation - 2011-2012</b>	
Homewise - Home Improvement	75,000
Homewise - Septic Replacement	100,000
SFC Housing Trust-DPA	98,400
SFC Housing Trust - Stagecoach Apts	75,000
<b>Total of Other (Housing, Public Facility)</b>	<b>348,400</b>

Administration	107,200
<b>Total</b>	<b>536,000</b>

<b>Recommendation 2010-2011</b>		
Youth Works – Acquisition	\$125,284	6/30 - est.
		\$135,000

Ms. Dicome reviewed the handout as follows:

- After meetings with the New Mexico Therapeutic Riding and Santa Fe Art Institute, staff had some concerns that their lack of understanding fully the CDBG eligibility/restrictions and income verification criteria; therefore staff thinks it would be best to work with them on tracking/reporting/data collection; then they can apply next year for CDBG funding. Also, the Children and Youth Commission already funds a therapeutic riding program.
- Santa Fe Community Housing Trust is requesting \$175,000 in CDBG funding for the Stagecoach Apartments; however, this project may not move forward if they do not get their Federal Tax Credits –they should know something by mid May. This is a good project for low income rental housing.

The Sewer Replacement Pilot project would replace sewer septic with City sewer for areas that have public infrastructure in the street but cannot afford to connect. It is a health issue and, if successful, it may lead into a project for the City to use CDBG in low/moderate census areas that need water and sewer replacement.

- Esperanza Shelter for Battered Families Inc. has never received CDBG funding and this is an important sector of the population that needs help.
- Foreclosure is a huge problem; therefore staff recommends funding United South Broadway. Low to moderate income individuals cannot hire an attorney and presently have to drive to Albuquerque to get advice/counseling.
- St. Vincent's Camino Entrada Clinic – they have good financial backing with the foundation. Need is not as urgent as others.
- Staff recommends that the Landlord/Tenant Hotline not be funded because there is a service that Albuquerque uses that provides this information for free. They have attorneys on staff. The City can place their number on the website (After June 30, 2011).
- The Youth Shelters received an allocation in December for approximately \$40,000 and their contract runs to December 2012.
- Staff recommends that Faith at Work be funded if there is an increase in the CDBG allocation.

Commissioner Padilla wanted to make sure that the United South Broadway has a location here in Santa Fe and that they would be serving city residents.

**Commissioner Brill moved to approve staff's recommendations as presented. Commissioner Tambascio seconded the motion, which passed unanimously by voice vote.**

**DISCUSSION OF CDBG ALLOCATION FOR FISCAL YEAR 2011-2012**

Ms. Dicome explained that staff does not know when they will know the amount of CDBG allocation for Fiscal Year 2011-2012. She noted that the 2011-2012 Allocation Amount is based conservatively on a 20% decrease from 2010-2011 allocation of \$625,163. Staff still has to follow the timeline for the Action Plan, which must be approved by HUD before/by June 30<sup>th</sup>. The Action Plan is scheduled for a public hearing on April 13<sup>th</sup> and a 30-day comment period from April 15<sup>th</sup> through May 17<sup>th</sup>. Then it should be approved by this Commission by April 20<sup>th</sup>; will go before the Finance Committee on May 2<sup>nd</sup> and City Council on May 11<sup>th</sup>. Then it will be submitted to HUD for a 45-day review period that ends June 30<sup>th</sup>. Staff will have to amend the Action Plan once the actual allocation is known. Commission felt we could address this when the City is notified of the actual allocation.

**ITEMS FROM THE COMMISSION**

None presented.

**ITEMS FROM THE FLOOR**

None presented.

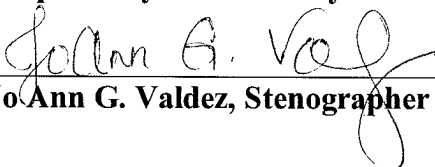
**ADJOURNMENT**

Its business being completed, Commissioner Brill moved to adjourn the meeting, Commissioner Graeser seconded the motion, the meeting adjourned at 4:00 p.m.

**Approved by:**

\_\_\_\_\_  
**Mayor David Coss, Chair**

**Respectively submitted by:**

  
\_\_\_\_\_  
**Jo Ann G. Valdez, Stenographer**