



Agenda

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COMMUNITY DEVELOPMENT COMMISSION MEETING

Wednesday, February 22, 2012
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 January 18, 2012 Minutes
5. Introduction of Mr. Silas Peterson
6. Presentation by City Staff
7. Discussion and Decision on Projects and Amount to be funded by CDBG 2012
Allocation and Approval of the Applicants to Receive AHTF DPA monies
8. Items from the Commission
9. Items from the Floor
10. 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.

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CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION

February 22, 2012

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CALL TO ORDER		1
ROLL CALL	Quorum	1
APPROVAL OF AGENDA	Approved	1
APPROVAL OF THE JANUARY 18, 2012 MINUTES	Approved	2
INTRODUCTION OF MR. SILAS PETERSON		2
PRESENTATION BY CITY STAFF		2
DISCUSSION AND DECISION ON PROJECTS AND AMOUNT TO BE FUNDED BY CDBG 2012 ALLOCATION AND APPROVAL OF THE APPLICANTS TO RECEIVE AHTF DPA MONIES	Approved (2 motions passed)	2-4
ITEMS FROM THE COMMISSION		4
ITEMS FROM THE FLOOR	None	4
ADJOURNMENT	Adjourned at 4:30 p.m.	5

MINUTES OF THE
CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION MEETING

Santa Fe, New Mexico

February 22, 2012

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 Main Post Office, Main Conference Room, Third Floor, Room 326, 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
Chris Graeser
Annette Thompson-Martinez
John Padilla

Member(s) Absent:

2 vacancies

Staff Present:

Kym Dicome, Housing and Community Development Department

Others Present:

Silas Peterson
Jo Ann G. Valdez, Stenographer

APPROVAL OF AGENDA

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

INTRODUCTION OF MR. SILAS PETERSON

Ms. Dicome introduced Silas Peterson. Mr. Peterson is interested in filling one of the Commission vacancies.

Mr. Peterson gave a brief history of his background noting that he is a recruiter. He has lived in Santa Fe for over 10 years.

Mr. Peterson will be filling the member-at-large position on the Commission and the request for his appointment will be on the agenda for the next City Council meeting.

PRESENTATION BY CITY STAFF

Ms. Dicome explained that she added this to the agenda but she thinks this can be rolled into the next agenda item. She noted that she prepared an analysis and recommendation handout for the 2012 CDBG allocation.

DISCUSSION AND DECISION ON PROJECTS AND AMOUNT TO BE FUNDED BY CDBG 2012 ALLOCATION AND APPROVAL OF THE APPLICANTS TO RECEIVE AHTF DPA MONIES

Commissioner Tambascio recused herself from voting and discussion having declared a conflict of interest.

[Copies of Staff Analysis and Recommendations for 2012-2013 CDBG Projects were distributed in the Commissioners' packets. A copy is hereby incorporated to these Minutes as Exhibit "A". Please see Exhibit "A" for the specifics.]

Staff's recommendations are as follows:

Housing, Public Facilities and others

Habitat for Humanity – Energy Efficiency Improvement	\$ 68,000
Homewise – Home Energy Saver Home Improvement Loan Fund	\$ 85,000
Santa Fe Recovery Center	\$121,721
Accessible Space, Inc.	\$ 55,000
	<u>\$329,721</u>

15% Public Service

NM Community Foundation-Northern NM Consumer Protection Center	\$ 40,000
Santa Fe Public Schools – Adelante Program	\$ 10,000
Esperanza Shelter for Battered Families, Inc.	\$ 16,089
Youth Shelters	\$ 10,000
	<u>\$ 76,089</u>

20% Administration	<u>\$101,452</u>
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CDBG 2012-2013 Allocation	<u>\$507,262</u>
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Commissioner Thompson-Martinez acknowledged Ms. Dicone for the great job she did on the recommendations. She said the analysis Ms. Dicone prepared was very helpful.

Commissioner Graeser agreed. He asked Ms. Dicone how she came up with the numbers for Esperanza Shelter and the Santa Fe Recovery Center.

Ms. Dicone said with regards to Esperanza Shelter, this program allows the monies to go directly to serve their clients - to assist them in getting out of their current unhealthy and unsafe living environment. She explained that the Santa Fe Recovery Center's project would increase their transitional living units and would involve the Youth Works program.

Commissioner Padilla asked why staff is recommending that they do not fund St. Elizabeth's Shelter.

Ms. Dicone explained that St. Elizabeth Shelter has received CDBG funding in 2005, 2007 and 2009 for improvements/repairs to two of their facilities. They received \$10,000 of CDBG funds in 2010 for operating costs. In 2020, they also received over \$23,000 AHTF monies to go towards the Berry Street building purchase. They also receive approximately \$80,000 annually from the Human Services Department for operations. St. Elizabeth Shelter is requesting CDBG funding to provide for exterior painting of the building, as well as painting of some of the exterior wood frames around the windows at Casa Cerrillos.

Ms. Dicone said the application describes the potential of mold, which brings in the issue of remediation and they did not discuss this further, nor was this included in the bid. The building should be tested if it is a health and safety concern. The request for funding would also include the removal and replacement of window frames. The bid does not include replacement of the wood window frames but rather for the painting of some of the window frames. The photos definitely show some wear and tear and staff would consider funding some of the repair, but since the request is all or nothing, staff is recommending that this request not be funded. Ms. Dicone said this may be a good project for volunteers and donations versus CDBG funding.

Commissioner Padilla noted that staff is recommending that Youth Shelters be funded at \$10,000, versus the \$13,586 that they requested. He asked why not fund Youth Shelters at 100%.

Ms. Dicone said she thought \$10,000 was sufficient for their project but the Commission could discuss funding them at 100%.

Commissioner Thompson-Martinez moved to accept staff's recommendations for the 2012-2013 CDBG projects, as presented. Commissioner Graeser seconded the motion. The motion passed. (1 abstention/recusal)

Approval of the Applicants to Receive Affordable Housing Trust Fund (AHTF) DPA Monies

Commissioner Tambascio recused herself from voting and discussion having declared a conflict of interest.

Mayor Coss asked Ms. Dicone if staff had recommendations for this.

Ms. Dicone said staff is recommending that the three applicants requesting AHTF Down Payment Assistance be approved. The funding will be based on a first come-first serve basis; therefore no specific allocation will be designated. This program is from 2012-2014. Staff is requesting the Commission's approval for the three entities:

- 1) Habitat
- 2) Housing Trust
- 3) Homewise

Commissioner Thompson-Martinez asked if the three entities will have to comply with the affordable housing requirements and procedures.

Ms. Dicone said yes.

Commissioner Graeser moved to approve staff's recommendation for the Affordable Housing Trust Fund for the three following organizations:

- 1) Habitat for Humanity**
- 2) Housing Trust**
- 3) Homewise**

Staff is directed to establish a program to ensure that the allocation is both fair and efficiently done. Also, staff is asked to report back to the Commission on how the organizations are doing throughout the year. Commissioner Padilla seconded the motion. The motion passed. (1 abstention/recusal)

ITEMS FROM THE COMMISSION

Mayor Coss spoke about the CHRISTUS/St. Vincent Regional Medical Center Down Payment Assistance Program for their employees. He noted that CSV put in \$2 million for the DPA Program and Homewise, the Guadalupe Credit Union, Los Alamos National Bank and other banks are partners in the program. This program is a little different than other DPA programs because the borrowers do not have to be first-time homebuyers.

ITEMS FROM THE FLOOR

There were no items from the floor.

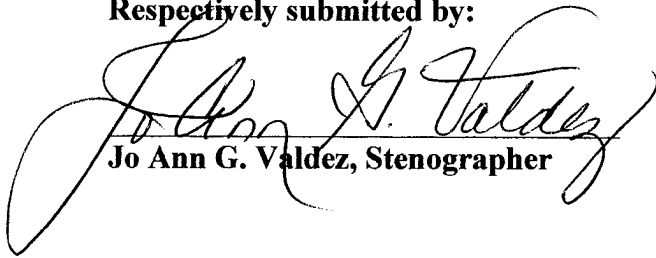
ADJOURNMENT

Its business being completed, Commissioner Tambascio moved to adjourn the meeting, Commissioner Graeser seconded the motion, the meeting adjourned at 4:30 p.m.

Approved by:

Mayor David Coss, Chair

Respectively submitted by:



Jo Ann G. Valdez, Stenographer