



Agenda

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COMMUNITY DEVELOPMENT COMMISSION MEETING

Tuesday, February 13, 2018

8:45-4:00 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: January 22, 2018
5. Affordable Housing Trust Fund (AHTF) and Community Development Block Grant (CDBG) 2018 Funding Proposals (Jacqueline Beam)
 - a. Applicant Presentations: 9:00 am
 - b. Adjourn for Lunch: 11:45
 - c. Call to Order: 1:15 pm
 - d. Applicant Presentations: until completed
6. Commission Discussion with staff analysis for 2018-2019 Program Year and Commission's funding allocation recommendations (Jacqueline Beam).
7. Items from the Commission
8. Items from the Floor
9. Adjournment

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CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION
MEETING
January 17, 2018

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| CALL TO ORDER | | 1 |
| ROLL CALL | Quorum | 1 |
| APPROVAL OF AGENDA | Approved | 2 |
| APPROVAL OF MINUTES: December 14, 2017 | Approved [as submitted] | 2 |
| APPROVAL OF 2018 MEETING DATES & WORK PLAN (Jacqueline Beam) | Approved [as amended] | 3 |
| CONSOLIDATED PLAN 2018-2023 (Jacqueline Beam and Alexandra Ladd) | | |
| a. Approval of Goals | Approved | 2-5 |
| b. Approval of Priorities | Approved | 5-6 |
| c. Discussion of Review and Approved Timeline | Informational | 6 |
| CDC Working Group-Designing a better outreach and community engagement process, focused on city-owned land (Councilor Villarreal) | Informational | 6-7 |
| ITEMS FROM THE COMMISSION | | 7 |
| ITEMS FROM THE FLOOR | None | 7 |
| ADJOURNMENT | Adjourned at 5:00 p.m. | 7 |

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

January 17, 2018

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. in the Market Station Offices, 500 Market Street, Suite 200, Roundhouse Conference Room, Santa Fe, New Mexico.

There was a quorum present to conduct official business as follows:

Members Present:

Councilor Renee Villarreal, Chair
Paul Goblet
Ken Hughes
Carla Lopez
Willie Marquez
Olivia Moreno-Carlson

Member(s) Absent:

John Padilla, excused

Staff Present:

Jacqueline Beam, Planner
Alexandra Ladd, Director, Office of Affordable Housing

Others Present:

Jo Ann G. Valdez, Stenographer

APPROVAL OF AGENDA:

Chair Villarreal asked if staff or any Committee Members have any changes to the agenda. Ms. Ladd said no, but she distributed another handout for the Consolidated Plan.

MOTION: A motion was made by Commissioner Goblet, seconded by Commissioner Hughes to approve the agenda.

VOTE: The motion passed unanimously by voice vote.

DRAFT: SUBJECT TO APPROVAL

APPROVAL OF MINUTES: December 14, 2017

MOTION: A motion was made by Commissioner Hughes, seconded by Commissioner Goblet to approve the Minutes of the December 14, 2017 meeting as presented.

VOTE: The motion passed unanimously by voice vote.

APPROVAL OF 2018 MEETING DATES & WORK PLAN
(Jacqueline Beam)

(Copies of the *2018 Meeting Dates and Work Plan* were distributed in the Members' packets.)

Ms. Beam said this is the meeting schedule for 2018 and the dates that are highlighted are very important and require a quorum for an action item. She asked if the dates were good for everyone.

Commissioner Lopez said she would not be in attendance at the May meeting.

Chair Villarreal noted that there will be a Council meeting on November 14th.

Following discussion, there was consensus that there would be no meeting in November and all agenda items listed on the Work Plan for the November meeting will be moved to the October 17th Commission meeting. A quorum is required for the October 17th meeting.

MOTION: A motion was made by Commissioner Hughes, seconded by Commissioner Goblet to approve the 2018 Meeting Dates and Work Plan as amended above. (No meeting in November).

VOTE: The motion passed unanimously by voice vote.

CONSOLIDATED PLAN 2018-2023
(Jacqueline Beam and Alexandra Ladd)

a. Approval of Goals

(Copies of the Goals were included in the Members' packets. A copy of an excerpt from HUD's Consolidated Planning Guide was also included).

Ms. Ladd said the Commission discussed the goals and priorities at the prior meeting and she refined the list of priorities a little to talk about priorities in terms of funding sources.

Ms. Ladd noted that the Consolidated Plan is done every five years and it includes a

fairly extensive market analysis, housing needs analysis and dives deeper into the relevant housing issues. This is much more detailed in the Action Plan.

HUD has identified 22 Goal Outcome Indicators for which grantees can set numeric goals. Ms. Ladd said Appendix B (on page 20) describes the Goal Outcome Indicators that the Commission discussed briefly at the prior meeting.

Ms. Ladd referred to page 23 which includes a table entitled “*P-25 Priority Needs of the 2018-2023 Consolidated Plan*”. She said this is the table that the Commission discussed last time and she kept it the same but she looked at the CDBG priority levels compared to other funding priority levels. She said if the Commission can approve the CDBG priorities then they can put that into the Action Plan.

She referred to page 26 noting that this is the summary of other funding sources that the City uses to provide support for affordable housing programming, services and emergency shelter. This gives the Commission a sense of where else money is coming from, and how the work of this group to allocate the Trust Funds and CDBG funds, fits into the broader context of the City’s support. She said the Commission should also talk about how all the partners support housing and how all the other funds are leveraged in the community.

Commissioner Goblet asked Ms. Ladd if there was very much money associated with this that comes from the City, and is it comparable to what the Commission does with the Community Development Block Grants.

Ms. Ladd said if you look at page 26, you can see, yes, it is.

Commissioner Goblet asked if it has an amount.

Ms. Ladd said yes, the only thing she did not put a dollar amount on are the two Continuum of Care grants that the City is still passing through because they are intending on handing those over to the subrecipients, which they have done with all the other shelter-plus continuum care grants because they are providing the services directly. She said she did not include the numbers, but she did indicate the number of units. During FY16-17 and FY17-18 Continuum of Care rental assistance funds (HUD) were allocated from the City to its subrecipients to pay rents for very low-income renters transitioning out of being chronically homeless and/or with disabilities, serving approximately 40 households.

She noted that the 12 units at Stagecoach Apartments and the Village Sage apartments are called “project-based vouchers” and they are attached to the unit. It is very helpful when these projects are being built that they can show their funders that they have secured this subsidy on an ongoing basis, as an operating subsidy that would never leave that unit. It is the same with four units at Siringo Senior Apartments.

Ms. Ladd opened up the floor for questions and discussion.

Discussion/Questions:

Commissioner Hughes asked how much money is in the Siringo and Stagecoach apartments.

Ms. Ladd said they are just finishing up their first five-year grant and then it will go through the renewal cycle annually, and annually, it has been about \$36,000 for Siringo and \$100,000 for Stagecoach.

Commissioner Hughes asked if this was HUD money or City money.

Ms. Ladd said it is HUD money.

Commissioner Hughes asked who pays the utilities.

Ms. Ladd said there is something called the “utility allowance” which is factored into the amount of the subsidy, and the tenant covers part of it and the subsidy covers the other part.

Commissioner Hughes asked if the Human Services grants were City money.

Ms. Ladd said yes.

Commissioner Hughes asked if this comes out of the General Fund.

Chair Villarreal said no, a percentage comes from the gross receipts taxes. She noted that the Human Services, through the Community Services Department, has a pool of money that they get; and the Children and Youth Commission also makes allocations like this body for non-profits who serve children through youth-related initiatives and projects.

Chair Villarreal asked if the Commissioners had any more questions on the table, matrix, etc.

Commissioner Lopez asked if this is what the Commission worked on at the last meeting.

Ms. Ladd said yes, this was discussed at the last meeting but today, she is seeking conceptual approval of the four goals, so that they can populate their new draft of the Consolidated Plan.

Commissioner Hughes said under *funding opportunities*, are any of the units owned outright by the City.

Ms. Ladd said no, they are all owned by private funders.

Commissioner Hughes mentioned that Ed Romero of the Housing Authority gave

him a tour of the housing units at Hopewell and Mann that were rehabilitated and they installed solar panels on. He said they came out nice and it might be a good thing for the Commission to take a tour to see them.

Commissioner Moreno-Carlson asked if they could change the goals.

Ms. Ladd said no, these are HUD-mandated and the City has to react to them.

Commissioner Moreno-Carlson said she finds goals 3 and 4 confusing because they are similar in wording.

Commissioner Goblet said there are a number of things on this that they have never done and these things are not specific to Santa Fe.

Chair Villarreal said some of these things apply to local projects and some do not; therefore, some of these things are applicable to the City and some are not.

Commissioner Lopez referred to Goal #1 and said she likes that *preventing wage theft* is in there, but what can they do about that and what kinds of activities could the Commission support that would help that.

Ms. Ladd said there is a section in the Consolidated Plan about how to address poverty and breaking cycles of poverty and they include this as one of the things that the City has supported.

Commissioner Lopez said she does not remember the Commission talking about this but she is glad it is in there.

Chair Villarreal asked if these are the goals that the Commission is looking at in terms of the criteria for the grant process.

Ms. Ladd said HUD has a definition of goal and there are some objectives too.

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

MOTION: A motion was made by Commissioner Lopez, seconded by Commissioner Marquez to approve the Goals for the 2018-2023 Consolidated Plan.

VOTE: The motion passed unanimously by voice vote.

b. Approval of Priorities

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

MOTION: A motion was made by Commissioner Lopez, seconded by Commissioner Marquez to approve the Priorities for the 2018-2023 Consolidated Plan.

VOTE: The motion passed unanimously by voice vote.

c. Discussion of Review and Approved Timeline

(Copies of the *2018 AAP & 2018-2023 Consolidated Plan Approval Timeline* were distributed in the Members' packets.)

Ms. Ladd said they do not need a motion to approve this agenda item, it is for informational and discussion purposes only. She said the timeline indicates the public process, the public comment time period, the time period where all the stakeholders can comment and the public meetings and hearings. Then the Plan will be approved by City Council.

CDC Working Group-Designing a better outreach and community engagement process, focused on city-owned land (Councilor Villarreal)

Chair Villarreal said Councilor Peter Ives introduced a resolution that looked at exploring options and opportunities to do affordable housing on a parcel of land that the City owns at the corner of Zia and Yucca. There was pushback from some residents from the area - and after some public hearings and various discussions – the sponsor decided to change the direction of the Resolution and have some kind of community engagement process set up to address concerns and to talk about the properties that the City has and what are the different ways that they can be developed.

Chair Villarreal said the Governing Body charged this Committee to come up with a plan or a community engagement process to educate the public about affordable housing as it relates to city-owned land. She thinks that there are a lot of limitations that people do not know about with city-owned land and the costs of building in Santa Fe.

Chair Villarreal said while she thinks the Committee can have input on this, simultaneously when the Committee had two vacancies, there were quite a bit of applicants and a lot of them were interested in affordable housing and what that means to the community. She noted that she and Ms. Ladd were talking about how they could utilize people who are interested and want to be engaged in some way but could not serve in this more formal setting on the CDC. They talked about creating a working group from the applicants so they could help with thinking of the best way to have a community engagement process or possibly an open house to engage the public. She asked Ms. Ladd if she had anything to add.

Ms. Ladd mentioned that she met with the Community Foundation and they are trying to leverage money to support some kind of community engagement process. She said they will have to see how they can plug into that somewhere down the line but she thinks that one of the concrete deliverables that came out is the question on what is the criteria for donating city land and what standard criteria are they using to determine whether a parcel

of land gets developed.

Commissioner Goblet said people do not know the few choices of land there are in the City.

Chair Villarreal said she would like to see the community engagement process be an educational tool for the public to know what affordable housing is out there, what it looks like and have actual examples of these. Also, for them to know what properties the City owns, where they are located; what is the criteria or priorities that the City uses to make a property viable for affordable housing and what does good and smart development look like. She invited the Committee Members to attend the meeting once the date has been scheduled. The meeting will be to discuss options for a community engagement process, for example: having an open house for the public.

Commissioner Moreno-Carlson expressed interest in attending the meeting.

Commissioner Lopez said that would be a good meeting to televise on the Santa Fe government television, or at some point in that process.

ITEMS FROM THE COMMISSION

There were no items from the Commission.

ITEMS FROM THE FLOOR

There were no items from the floor.

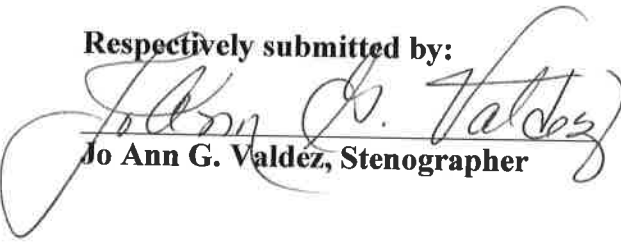
ADJOURNMENT

The next meeting will be on February 13, 2018 from 8:30 a.m. to 5:00 p.m. The applicants for the Community Development Block Grant funding and Affordable Housing Trust Fund will make presentations to the Commission.

Having no further business to discuss, the meeting adjourned at 5:00 p.m.

Councilor Renee Villarreal, Chair

Respectively submitted by:



Jo Ann G. Valdez, Stenographer