COMMUNITY DEVELOPMENT COMMISSION MEETING

Thursday, July 26, 2018
3:00 p.m. – 4 p.m.
500 Market Street; Caboose Room

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes: May 16, 2018 and June 20, 2018
5. Staff Report: General Fund RFP and Contracts (Jacqueline Beam)
6. General Fund Contract Allocation Approval Request
   a. Homewise, $190,000
   b. Housing Trust, $110,000
7. Items from the Commission
8. Items from the Floor
9. Adjournment

Persons with disabilities in need of accommodations, contact the City Clerk's Office at 955-6520, five (5) working days prior to the meeting dates.

RECEIVED AT THE CITY CLERK'S OFFICE
DATE: 7/18/2018
TIME: 10:56 AM
INDEX OF
CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION
MEETING
May 16, 2018

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MINUTES OF THE

CITY OF SANTA FE

COMMUNITY DEVELOPMENT COMMISSION MEETING
Santa Fe, New Mexico

May 16, 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 3:45 p.m. at the Market Station Offices, 500 Market Street, Suite 200, Caboose Room, Santa Fe, New Mexico.

Members Present:
Councilor Renee Villarreal, Chair
Paul Goblet
Ken Hughes
John Padilla

Members Absent:
Carla Lopez
Willie Marquez
Olivia Moreno-Carlson

Staff Present:
Jacqueline Beam, Planner
Alexandra Ladd, Director, Office of Affordable Housing

Others Present:
Jennifer Billing
Jo Ann G. Valdez, Stenographer

APPROVAL OF AGENDA

The Agenda was amended (Item #6-Report from CDC Working Group) was moved up on the agenda after approval of Agenda.

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

VOTE: The motion passed unanimously by voice vote.
**APPROVAL OF MINUTES: April 18, 2018 CDC meeting**

The following changes were offered to the Minutes of the April 18, 2018 CDC Meeting:

- Zack Thomas/Mr. Zack were changed to read: Zach Thomas throughout the entire document.

- Councilor Jo Anne Vigil-Coppler was changed to read: Carol Romero-Wirth.

**MOTION:** A motion was made by Commissioner Hughes, seconded by Commissioner Padilla to approve the Minutes of the April 18, 2018 CDC meeting as amended.

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

**REPORT ON CDC WORKING GROUP**  
(Alexandra Ladd, Jennifer Billing, Jacqueline Beam)

Councilor Villarreal said when the City was looking at possibly developing a parcel of land on Zia and Yucca, it was suggested that the City evaluate the properties they own and what they can do with those properties. There was also a recommendation from the Governing Body that there be an educational and outreach component for the community to educate the public on the properties that the City owns; and to raise the level of awareness in education around affordable housing. She said the goal of the Working Group is to look at ways to do community outreach to engage more people.

She said she felt that the Working Group needed to understand what is currently required for the development and the ENN Land Use process and what a developer has to go through. She noted that a representative from Land Use came to talk to the Working Group and a couple of developers and consultants also attended the meeting.

Councilor Villarreal asked Jennifer Billing if she wanted to talk about the Working Group and what they have been doing.

Ms. Billing said the Working Group has been exploring the ways that the City did outreach around development.

She noted that the Working Group was formed by individuals who were interested in being a part of the Community Development Commission. She said there is a lot of interest in affordable housing, and this is a group of people from across the age/race spectrum who are interested in what is going on with housing in the City.

Commissioner Goblet asked how many people are in the Working Group.

Ms. Billing said there is about 10 people, but they have had typically 5-6 people
show up at meetings.

She said they started kind of diving into the details of the ENN process and Jacqueline Beam helped them to map that out. She thinks the feeling is that the way the City does outreach is insufficient, but she does not think that this Group necessarily has the expertise to help refine that process in the way that it needs to be refined; nor do they have the expertise to make concrete recommendations to the Community Development Commission or to City Council on how that process can be changed or improved. However, they have discussed how they could do a better job in terms of outreach and the idea has been that there are way more stakeholders in the housing debates that are showing up at Council or Planning Commission meetings. The people who tend to show up are homeowners who have been invested for a long time, or people who are opposing a development.

She said this is not exclusive to Santa Fe – this is happening all over the country, but we are in a situation where the vacancy rate is less than 3%. Not only is this affecting very low-income people, it is starting to affect people who are trying to move into the City. The feeling is that they are at a crisis point around rentals and that there are more stakeholders out there who are not showing up and the Working Group talked about how they can engage more people.

She mentioned that the City purchased software that is called “Metro-Quest”, which is a new way to engage more people to give their feedback on a particular development without having to attend meetings.

She said the Working Group also talked about ways of expanding notification around ENN and that it needs to be more than just the people who live within 300 feet of a proposed development.

She said there has also been this idea of doing an open house to test out one of these ideas. The idea is to do an event on Saturday, June 30th from 9:30 a.m. to 11:30 a.m. The reason they picked this date is because Creative Santa Fe is doing a housing-related dialog on Thursday night, June 29th and so the opportunity arose for Creative Santa Fe, the City of Santa Fe and the Housing Coalition (that Ms. Billing has been involved in putting together), and Santa Fe Art Institute to all collaborate on an event and do joint marketing to link these two things together, and hopefully get a better and more diverse turnout of people than those who would otherwise come. The Creative Santa Fe event is operating under the name of “Housing the Future” and they will have dialog around disruptive futures; housing futures and the event will also be about forward visioning. The idea is that the event on Saturday, June 30th would feature Metro-Quest and the Working Group has been talking about what kinds of things to put in there - to show people different parcels of land that could be used for affordable housing; and give people a chance to use the software and weigh in on different kinds of factors that could come in with development and to show people what affordable housing looks like.

Ms. Billing said the other partners will also be doing some education sessions to
engage people on different aspects of housing and what is actually happening with the vacancy rate in Santa Fe. She said a lot of people do not know what is happening with the vacancy rate and rentals and the Working Group talked about doing short sessions (maybe 15-minute sessions).

Councilor Villarreal said she would like to see “hands-on” activities because she thinks that people do not want to be consumed with a lot of data and information.

Ms. Billing said the Working Group is meeting again next Thursday and the hope is to get down to the details on what this event would look like.

Commissioner Goblet suggested that they have slides on what affordable housing could look like because he thinks that the push-back from people has been because they do not know what their neighborhoods are going to look like. Many times, people attend or go to ENN meetings with a negative idea, say no, or are opposed to development, and do not have a clue as to what the potential might be.

Ms. Beam said in speaking to that, there is a great focus by Rural Studio, which is an architectural program out of University of Arkansas, on the concentration of affordable housing and making them so cool that everybody wants to live there. They are placing homes in high-end beautiful neighborhoods and no one knows that it is affordable housing. They have done these homes for $10,000.

Commissioner Hughes said putting together a flow-chart (on the process of a development project that is being explored) is a good idea.

He noted that Scottsdale, Mississippi is another place that they have done amazing ornate affordable housing/tiny houses.

He said they could do some story poles on the potential housing and the size of them, etc.

Commissioner Padilla said just to follow up, Rural Studios have been around since 2005 and it is a $20,000 house now. They are now prototypes of small houses.

He mentioned that he is on the Task Force for affordable housing and one of the issues that they brought up is the term “affordable housing”. It has a horrible stigma and scares people - they immediately think that this means they are going to bring in crime and the wrong kind of people into their neighborhoods. He said they are working on changing the term “affordable housing”. He noted that the Task Force is also entitled “Affordable Housing” but it is basically housing for all because it is the full spectrum-from the renter; to the recent graduate that is going out on their own; to keeping seniors in houses that they currently own and helping them renovate them; or helping them transition out of their houses to a senior program where they can age gracefully; and for them to be able to give their homes to their heirs.
Commissioner Padilla said there is truly a need for housing for all in this community and not just the under-privileged or the under-represented.

Councilor Villarreal asked if there were any other comments or questions for the CDC Working Group and there were none.


(Copies of the Draft Consolidated Plan 2018-2022 were distributed. A copy is hereby incorporated to these Minutes as Exhibit “5”.)

Ms. Beam said there has been a change to the latest Draft of the Consolidated Plan since the last CDC meeting. Contingency language was added in on the AP-15 Expected Resources Section (page 94) on what to do in the event that the City gets less or more CDBG funding. It states:

“The primary resource used to fulfill the goals and strategies of the Five Year Consolidated Plan is CDBG.

As of this date, the City has not received notification of its 2018 allocation amount. In order to ensure that the delivery of vital services is not interrupted, the City allocated $400,000 of anticipated CDBG resources (plus $100,000 set aside for administrative costs) so that funded projects could begin immediately at the start of the new program year. When funds are released in the final grant amount, the City will increase or reduce the proposed projects by a proportionate amount.

In the event that resources are less than the anticipated amount, funding will be reduced proportionately for each approved project.

If the final grant amount is more than the estimated $500,000, funds will be allocated for design, predevelopment and/or planning costs associated with redeveloping the City owned Midtown Campus project. Along with the Midtown Local Innovation Corridor, the Midtown Campus project is located within a designated Qualifying Census Tract/Opportunity Zone as defined by HUD (Census tract 35049001103).”

Councilor Villarreal asked if there is funding associated with the Midtown Campus project.

Ms. Beam said the City will be eligible to apply for other funds from HUD.

She said nothing else has changed in terms of the projects except for the Midtown Campus project. She noted that the data tables have been updated both within the Executive Summary and the Housing Market Analysis by BCC.

She noted that this is still in draft form and will be until after the Public Hearing.

Ms. Beam reported that the City recently got notice that they will receive $700,000 in CDBG funding.
Ms. Ladd said they are still getting public comment and they have not finalized the stakeholders’ comments either.

Ms. Beam said in the public comment process, they had an open house and received a few comments about not wanting to see houses on the edges of the City but more integrated.

Ms. Beam said so far, she has not received anything significant from the advertisements that they put out in the New Mexican or The Journal.

Councilor Villarreal asked if staff could define all acronyms and they agreed.

Ms. Ladd said they can add a glossary as an addendum to explain the terms that are being used.

Councilor Villarreal said she was happy to see that they added more demographics as she requested at the last meeting.

Councilor Villarreal asked if there were any more questions or comments.

There were none.

**MOTION:** A motion was made by Commissioner Goblet, seconded by Commissioner Padilla to approve the City’s Draft 2018-2022 Consolidated Plan including language regarding contingent use of funds; and Draft 2018 HUD Annual Action Plan for the First Program Year.

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


   This agenda item was discussed above.

**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 Padilla moved to adjourn the meeting, second by Commissioner Goblet, the meeting adjourned at 5:00 p.m.

________________________________________
Councilor Renee Villarreal, Chair

Respectfully submitted by:
Jo Ann G. Valdez, Stenographer
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CITY OF SANTA FE

COMMUNITY DEVELOPMENT COMMISSION

MEETING
June 20, 2018

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STAFF REPORT: Approval of the City’s Draft 2018-2023 Consolidated Plan and Draft 2018 HUD Annual Action Plan for the First Program Year (Jacqueline Beam) 2

REPORT FROM CDC WORKING GROUP
a. Neighborhood Engagement and Metroquest (Members of Working Group)
b. Housing the Future: Housing for All Open House – June 30, 2018, 9:00-11:00 a.m. Santa Fe Art Institute, 1600 St. Michael’s Drive – Midtown Campus (City Staff)
c. Discussion 2-3

ITEMS FROM THE COMMISSION None 3

ITEMS FROM THE FLOOR None 3

ADJOURNMENT Adjourned at 4:00 p.m. 3
MINUTES OF THE
CITY OF SANTA FE
COMMUNITY DEVELOPMENT COMMISSION MEETING
Santa Fe, New Mexico
June 20, 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 3:45 p.m. at the Market Station Offices, 500 Market Street, Suite 200, Caboose Room, Santa Fe, New Mexico.

Members Present:
Councilor Renee Villarreal, Chair
Carla Lopez
Willie Marquez

Members Absent:
Paul Goblet
Ken Hughes
John Padilla
Olivia Moreno-Carlson

Staff Present:
Jacqueline Beam, Planner
Alexandra Ladd, Director, Office of Affordable Housing

Others Present:
Julia Bergen, CDC Working Group
Lindsay Conover, CDC Working Group
Gregg Manoff, CDC Working Group
Jo Ann G. Valdez, Stenographer

*There was not a quorum present to conduct official business; therefore, an informational/discussion session was held.

APPROVAL OF AGENDA

Approval of the agenda was not made due to the lack of a quorum.
APPROVAL OF MINUTES: May 16, 2018

Approval of the Minutes of the May 16, 2018 CDC meeting was not made due to the lack of a quorum.

STAFF REPORT: Approval of the City’s Draft 2018-2023 Consolidated Plan and Draft 2018 HUD Annual Action Plan for the First Program Year (Jacqueline Beam)

Jacqueline Beam reported on the status of the 2018-2022 Consolidated Plan which was approved by the City Council at the Public Hearing meeting on May 30, 2018. The PSA’s for subrecipients of CDBG funding were also approved, to include the contingency project funding of soft costs such as design and planning, for the Midtown Campus.

REPORT FROM CDC WORKING GROUP

a. Neighborhood Engagement and Metroquest (Members of Working Group)

b. Housing the Future: Housing for All Open House – June 30, 2018, 9:00-11:00 a.m. Santa Fe Art Institute, 1600 St. Michael’s Drive – Midtown Campus (City Staff)

Jacqueline Beam reported on the progress of the CDC Working Group and its plan to co-host an open house, entitled “Housing the Future: Housing for All” at the SFAI Campus on June 30th, 2018, from 9:00-11:00 a.m. Descriptions of activities included: Introductory welcome by Councilors, Villarreal and Wirth-Romero, followed by an introduction from the Director of the Housing Coalition and a video. Staff and community member speakers will follow to inform the public on current statistics and data as well as plans for the future in housing. The presentation portion of the open house will be followed by break-out sessions and table top conversations/activities covering the following topic areas:

- Community Engagement: How does the City reach everyone?
- Housing for All Development: What would you design and where?
- Smart Growth: How does the City make the most of their resources while ensuring sustainability?

Concern was expressed by staff and the CDC Working Group regarding attendance in light of the many activities occurring in the City for the appointed date and time.
c. Discussion

This item was not discussed.

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, this discussion session concluded at 4:00 p.m.

Councilor Renee Villarreal, Chair

Respectfully submitted by:
Jo Ann G. Valdez, Stenographer