

**COMMUNITY DEVELOPMENT COMMISSION  
JANUARY 15, 2025, 3:30 PM  
123 E. MARCY STREET, SUITE 205, CONFERENCE ROOM  
SANTA FE, NEW MEXICO**

**1. CALL TO ORDER**

A regular meeting of the Community Development Commission was called to order by Councilor Romero-Wirth, Chair, at 3:30 pm, on January 15, 2025, in the conference Room, 123 E. Marcy Street, Suite 205, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Councilor Romero-Wirth, Chair  
Commissioner Russell Brott  
Commissioner Rosario Torres  
Commissioner Ken Hughes  
Commissioner Anne Watkins, via Zoom  
Commissioner Alissa Keny-Guyer  
Commissioner Garron Yepa, via Zoom

**OTHERS PRESENT**

Johanna Nelson, Interim Affordable Housing Director  
Rocio Gosende, Affordable Housing Project Manager

**3. APPROVAL OF AGENDA**

**MOTION** A motion was made by Commissioner Torres, seconded by Commissioner Brott, to approve the agenda as presented.

**VOTE** The motion passed on a roll call vote as follows:

Commissioner Brott, yes; Commissioner Torres, yes; Commissioner Hughes, yes; Commissioner Watkins, yes; Commissioner Keny-Guyer, yes; Commissioner Yepa, yes; Chair Romero-Wirth, yes.

**4. APPROVAL OF MINUTES**

**A. 12/11/2024 MINUTES**

Commissioner Torres stated that her name is misspelled. It is spelled Rosario

Torres.

**MOTION** A motion was made by Commissioner Hughes, seconded by Commissioner Keny-Guyer, to approve the minutes as amended.

**VOTE** The motion passed on a roll call vote as follows:

Commissioner Brott, yes; Commissioner Torrez, yes; Commissioner Hughes, yes; Commissioner Watkins, yes; Commissioner Keny-Guyer, yes; Commissioner Yepa, yes; Chair Romero-Wirth, yes.

**5. PRESENTATIONS**

None.

**6. DISCUSSION AGENDA**

None.

**7. MATTERS FROM STAFF**

**A. UPDATE ON THE REQUEST FOR PROPOSALS FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND AFFORDABLE HOUSING TRUST FUND (AHTF) 2025-2026.**

Ms. Nelson said Rocio will be giving an update of the RFP process for these two programs.

Ms. Gosende gave a PowerPoint presentation regarding the RFP and procurement process, time lines, and key dates.

There was discussion around methods of informing possible applicants of the RFP, the process and time line, involvement of new partners and Commission member involvement, noting that the processes followed are prescribed by the funding entities and the City of Santa Fe Procurement Office.

**B. 2025 CDBG AND AHTF YEARLY WORK PLAN OUTLINE.**

Ms. Nelson and Ms. Gosende reviewed an outline of all of the requirements for CDBG and HUD. The outline was done in conjunction with the consultant.

Ms. Nelson stated that we are tracking this internally. Please review this at your leisure.

**C. UPDATE ON AFFORDABLE HOUSING DIRECTOR POSITION.**

Ms. Nelson reported that they have done two rounds of application requests and have not received applications that fit the requirements of the position. She has a meeting next week with the City Manager to discuss how to proceed.

**8. MATTERS FROM THE COMMITTEE**

There was a request and discussion around getting follow-up on how the grantees did with City resources.

Ms. Nelson will follow up on getting presentations or reports for the Commission.

Commissioner Keny-Guyer asked if the City has any Legislative proposals on housing.

Chair Romero-Wirth said we have no specific asks or bills on housing.

Commissioner Keny-Guyer said she would like an update on housing bills that are coming before the Legislature.

Chair Romero-Wirth said we also need to review our enabling Legislation. We do have a Resolution that says what we do. We have staff challenges right now and some items may not be within the Commission's purview. We don't want to stress staff. She loves the enthusiasm, but we need to be conscience of our parameters and capacity. We also want to be sure we are respecting our Commissioner's time and that you feel it is worthwhile.

Commissioner Torres asked for an update on Habitat and the Lamplighter.

Ms. Nelson said the Lamplighter is on track and moving forward. As to Habitat, she will get an update and add that to the agenda for the next meeting.

**9. MATTERS FROM THE CHAIR**

None.

**10. NEXT MEETING**

**A. FEBRUARY 19, 2025**

**11. ADJOURN**

There being no further business before the Commission, the meeting adjourned

at 4:30 pm.

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Councilor Carol Romero-Wirth, Chair