

**COMMUNITY DEVELOPMENT COMMISSION**  
**APRIL 16, 2025, 3:30 PM**  
**123 E. MARCY STREET, SUITE 205, CONFERENCE ROOM**  
**SANTA FE, NEW MEXICO**

**1. CALL TO ORDER**

A meeting of the Community Development Commission was called to order by Councilor Romero-Wirth, Chair, at 3:42 pm, on April 16, 2025, in the Conference Room, 123 E. Marcy Street, Suite 205, Santa Fe, New Mexico.

**2. ROLL CALL**

**MEMBERS PRESENT**

Councilor Romero-Wirth, Chair, virtually  
Commissioner Rosario Torres  
Commissioner Ken Hughes  
Commissioner Anne Watkins  
Commissioner Garron Yepa

**MEMBERS ABSENT**

Commissioner Alissa Keny-Guyer  
Commissioner Russell Brott

**OTHERS PRESENT**

Rocio Gosende, Affordable Housing Project Manager  
Janice Biletnikoff, AICP; Project Manager, Planning and Land Use Dept.

**3. APPROVAL OF AGENDA**

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

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

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

**4. APPROVAL OF MINUTES**

**A. 03/19/2025 MINUTES**

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

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

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

## **5. PRESENTATIONS**

- A. SANTA FE GENERAL PLAN UPDATE: “SANTA FE FORWARD”/ “SANTA FE AVANZANDO.” STAFF WILL INTRODUCE THE 2050 GENERAL PLAN UPDATE, INCLUDING A PROJECT OVERVIEW AND PRESENTATION TO ON THE COMMUNITY ENGAGEMENT PLAN, COMMUNITY DEVELOPMENT COMMISSION MEMBERS ARE ENCOURAGED TO ASK QUESTIONS ABOUT THE PLAN AND PROCESS.**

Ms. Biletnikoff gave a PowerPoint presentation including the vision and goals, the development process of the plan, collaboration with other City departments, public engagement and the approval process.

There was discussion regarding transportation needs, time lines, safety, crime, why people leave Santa Fe, community engagement, time frames and the effect the change in administration could have on the plan.

## **6. DISCUSSION AGENDA**

- A. REVIEW OF THE FIRST DRAFT FOR THE 2025-2026 ANNUAL ACTION PLAN, FEEDBACK AND DISCUSSION.**

Ms. Gosende stated that she is still working on the draft plan as to the community engagement, which has not occurred yet, and clarifications. The blacked out portions of the plan are for the missing community engagement information and feedback. We may have to pull the April 30<sup>th</sup> meeting until the draft is completed. We may need to update the Consolidated Plan as well.

It was decided that Ms. Gosende will email the plan to the Commissioners so that they can review it and share their input and/or concerns at the next meeting.

- B. UNUSED FUNDS AND PROGRAM INCOME UPDATE, DISCUSSION.**

Ms. Gosende said the unused portion of the entitlement fund is \$223,905. Those funds are unused due to the reimbursement style we utilize and the

overestimates of the vendors as well as vendors who were unable to complete their programs. These funds are available for us to allocate.

**7. MATTERS FROM STAFF**

**A. CDBG AWARDS AND CONTRACT STATUS**

Ms. Gosende reported that the CDBG award letters have been sent out. We are on hold with Legal for the official templates. Once we receive those, we will send out the contracts.

**B. PROGRAM INCOME RECAPTURING**

Ms. Gosende said we have successfully recaptured the income from Homewise and the Housing Trust. We do not currently have contracts with them. Legal has helped us this issue. Homewise and the Housing Trust will be receiving new contracts with the necessary updated language. She has written a new scope of work for the Housing Trust and is meeting with Johanna tomorrow to review it, then it will go to leadership.

**8. MATTERS FROM THE COMMITTEE**

None.

**9. MATTERS FROM THE CHAIR**

None.

**10. NEXT MEETING**

**APRIL 30, 2025 (THIS DATE MAY BE REVISED)**

**11. ADJOURN**

There being no further business before the Commission, the meeting adjourned at 4:53 pm.

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Councilor Carol Romero-Wirth, Chair

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Elizabeth Martin, Stenographer