



# AGENDA

REGULAR MEETING OF  
THE QUALITY OF LIFE  
COMMITTEE  
MAY 04, 2022  
5:00 PM  
ATTEND VIRTUALLY

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## SPECIAL PROCEDURES FOR QUALITY OF LIFE COMMITTEE MEETING

Attendance: In response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, and the ban on public gatherings in excess of those permitted in the current Public Health Order, and the need to incorporate technology and practices to re-institute in-person meetings consistent with the limitations established by the Order, the Quality of Life committee meeting will be conducted virtually.

Viewing: Members of the public may stream the meeting live on the City of Santa Fe's YouTube channel at <https://www.youtube.com/user/cityofsantafe>. The YouTube live stream can be accessed at this address from most smartphones, tablets, or computers.

Internet: To join the Zoom meeting on the internet using a computer, laptop, smartphone, or tablet, use the following link: <https://santafenmgov.zoom.us/j/91023070113?pwd=QTJrQjl3M2c3TFpCRjVaRkJYZU53UT09>.

**Passcode: 141109**

Attendees should use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

Phone: To join the Zoom meeting using a phone, use the following phone numbers and Webinar ID: **US: 1 (346) 248-7799 - Webinar ID: 910 2307 0113 - Passcode: 141109**

Phone attendees should press \*9 to use the "Raise Hand" function to be recognized by the Chair to speak at the appropriate time.

The agenda and packet for the meeting will be posted at <https://santafe.primegov.com/public/portal>.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **APPROVAL OF CONSENT AGENDA**



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## 5. APPROVAL OF MINUTES

- a. Approval of Minutes from the April 20, 2022 Quality of Life Committee Meeting

## 6. ACTION ITEMS: CONSENT

- a. CONSIDERATION OF BILL 2022- \_\_\_\_\_. (Councilor Romero-Wirth, Councilor Cassutt, Councilor Chavez, and Councilwoman Villarreal)  
An Ordinance Amending Section 20-4.1 To Remove Reference To Remote Participation In Governing Body Or City Council Standing Committee Meetings; And Creating A New Section 1-9 SFCC 1987 To Allow Governing Body Members To Attend Governing Body And City Council Standing Committee Meetings Remotely. (Erin McSherry, City Attorney, [ekmsherry@santafenm.gov](mailto:ekmsherry@santafenm.gov), 505-955-6961)

**Committee Review:**

Introduced: 04/13/2022

Governing Body (Public Comment): 04/27/2022

Quality of Life: 5/4/2022

Public Works and Utilities: 05/9/2022

Governing Body (Public Hearing): 05/25/2022

- b. CONSIDERATION OF BILL NO. 2022- \_\_\_\_\_. (Councilor Romero-Wirth, Councilor Cassutt, Councilor Chavez)  
An Ordinance Relating to the City Of Santa Fe Uniform Traffic Ordinance (“UTO”); Creating a New Section 5 of Schedule B of the UTO to Create the Low-Income Financial Equity (“Life”) Parking Program. (Noel Correia, Parking Division Director: [npcorreia@santafenm.gov](mailto:npcorreia@santafenm.gov), 505-955-6611)

**Committee Review:**

Introduced: 04/13/2022

Governing Body (Public Comment): 04/27/2022

Quality of Life: 05/04/2022

Public Works and Utilities: 05/09/2022

Finance: 05/16/2022

Governing Body (Public Hearing): 05/25/2022



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- c. Request for Approval of the 2022-2023 Annual Action Plan, First Draft, Required to be Submitted Annually to the Department of Housing and Urban Development as a Condition to the City's Community Development Block Grant. (Cody Minnich, Project Manager, Office of Affordable Housing: [cjminnich@santafenm.gov](mailto:cjminnich@santafenm.gov))

**Committee Review:**

Community Development Commission: 04/06/2022

Public Works Committee: 04/25/2022

Finance Committee: 05/02/2022

Quality of Life Committee: 05/04/2022

Governing Body (Public Hearing): 05/11/2022

- d. CONSIDERATION OF RESOLUTION NO. 2022-\_\_\_. (Mayor Webber)  
A Resolution Relating to a Request for Approval of Third Quarter Budget Amendments for Fiscal Year 2021/2022. (Andy Hopkins, Budget Officer: [ajhopkins@santafenm.gov](mailto:ajhopkins@santafenm.gov), 955-6177)

**Committee Review:**

Introduced: 04/27/2022

Finance Committee: 05/02/2022

Quality of Life Committee: 05/04/2022

Public Works and Utilities Committee: 05/09/2022

Governing Body: 05/11/2022

- e. CONSIDERATION OF RESOLUTION NO. 2022-\_\_\_. (Councilor Rivera, Councilor Romero-With and Councilwoman Villarreal)  
A Resolution Proclaiming Severe or Extreme Drought Conditions Exist in the City of Santa Fe; Imposing Fire Restrictions From May 11, 2022, to June 10, 2022; Restricting the Sale or Use of Fireworks Within the City of Santa Fe and Prohibiting Other Fire Hazard Activities. (Nathan Miller, Wildland Superintendent: [nfmiller@santafenm.gov](mailto:nfmiller@santafenm.gov))

**Committee Review:**

Introduced: 04/27/2022

Quality of Life Committee: 05/04/2022

Governing Body: 05/11/2022

- f. Request Approval of Partial Release of Mortgage between the City of Santa Fe and Tierra Contenta Corporation (TCC) Mortgage to Facilitate the sale



# AGENDA

of Tract 53A to to the Housing Trust. (Alexandra Ladd, Director of Office of Affordable Housing: agladd@santafenm.gov, 505-955-6346)

**Committee Review:**

Finance Committee: 05/02/2022  
Quality of Life Committee: 05/04/2022  
Public Works Committee: 05/09/2022  
Governing Body: 05/11/2022

- g. Request Approval of Amendment No. 1 of the Amended Mortgage Agreement for Tierra Contenta which Authorizes the City Manager to grant Releases and Partial Releases of the Mortgage on behalf of the City in order to Facilitate Land Sales for Phase 3 Development of Tierra Contenta (Alexandra Ladd, Director, Office of Affordable Housing: agladd@santafenm.gov, 505-955-6346)

**Committee Review:**

Finance Committee: 5/2/2022  
Quality of Life Committee: 5/4/2022  
Public Works Committee: 5/9/2022  
Governing Body: 5/11/2022

- h. Request approval of Memorandum of Understanding (MOU) between the City of Santa Fe’s Office of Economic Development Department and UNM Anderson School of Management to collaborate on strengthening entrepreneurship in the City of Santa Fe. (Elizabeth Camacho, Economic Development and Communications Administrator: excamacho@santafenm.gov, 505-955-6042)

**Committee Review:**

Quality of Life Committee: 5/4/2022  
EDAC: 5/11/2022  
Public Works and Utilities: 5/23/2022  
GB: 5/25/2022

- 7. **MATTERS FROM STAFF**
- 8. **MATTERS FROM THE COMMITTEE**
- 9. **MATTERS FROM THE CHAIR**



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---

10. **NEXT MEETING: Wednesday, May 18, 2022**

11. **ADJOURN**

**Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6521, five (5) working days prior to meeting date.**



# MINUTES

REGULAR MEETING OF  
THE QUALITY OF LIFE  
COMMITTEE  
APRIL 20, 2022  
5:00 PM  
VIRTUAL MEETING

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## 1. CALL TO ORDER

The meeting of the Quality of Life Committee was called to order by Councilor Jamie Cassutt, Chair, at 5:04 pm, on Wednesday, April 20, 2022, and was attended virtually.

## 2. ROLL CALL

### **Members Present:**

Councilor Jamie Cassutt  
Councilor Michael Garcia  
Councilor Renee Villarreal  
Member Lee Garcia  
Member Amanda Chavez

### **Members Excused:**

None

### **Others Attending:**

Loretta Olguin, Clerk  
Elizabeth Martin, Clerk

## 3. APPROVAL OF AGENDA

**MOTION:** Councilor Garcia moved, seconded by Member Chavez, to approve the as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Councilor Cassutt, Councilor Garcia, Councilor Villarreal, Member Garcia, Member Chavez

**Against:** None

**Abstain:** None

## 4. APPROVAL OF CONSENT AGENDA

**MOTION:** Councilor Garcia moved, seconded by Member Chavez, to approve the as presented.



# MINUTES

REGULAR MEETING OF  
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COMMITTEE  
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5:00 PM  
VIRTUAL MEETING

---

**VOTE:** The motion was on the following Roll Call vote:

**For:** Councilor Cassutt, Councilor Garcia, Councilor Villarreal, Member Garcia, Member Chavez

**Against:** None

**Abstain:** None

## 5. APPROVAL OF MINUTES

- a. Approval of Minutes from the April 6, 2022 Quality of Life Committee Meeting

**MOTION:** Councilor Garcia moved, seconded by Member Chavez, to approve the as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Councilor Cassutt, Councilor Garcia, Councilor Villarreal, Member Garcia, Member Chavez

**Against:** None

**Abstain:** None

## 6. ACTION ITEMS: CONSENT

- a. CONSIDERATION OF BILL NO. 2022-\_\_\_\_. (Councilor Cassutt, Councilor Villarreal)  
An Ordinance Amending Table 14-6.1-1 of the Land Development Code, the Table of Permitted Uses, to Permit Small and Large Preschool and Daycare Facilities in all Zoning Districts Except Industrial Districts. (Daniel Alvarado, Planner Senior: [djalvarado@santafenm.gov](mailto:djalvarado@santafenm.gov), 955-6670; Jesse Guillen, Legislative Liaison: [jbguillen@santafenm.gov](mailto:jbguillen@santafenm.gov), 955-6518)

**Committee Review:**

Governing Body Public Comment: 03/09/2022



# MINUTES

REGULAR MEETING OF  
THE QUALITY OF LIFE  
COMMITTEE  
APRIL 20, 2022  
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VIRTUAL MEETING

Planning Commission: 03/17/2022  
Economic Development Advisory Committee: 04/13/2022  
Quality of Life Committee: 04/20/2022  
Public Works and Utilities Committee: 04/25/2022  
Governing Body Public Hearing: 05/11/2022

**MOTION:** Councilor Garcia moved, seconded by Member Chavez, to approve the bill as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Councilor Cassutt, Councilor Garcia, Councilor Villarreal, Member Garcia, Member Chavez

**Against:** None

**Abstain:** None

- b. Request for the Approval of Amendment #5 to the PSA with Vladimir Jones (PRACO) in the Total Amount of \$300,000.00 for Advertising Agency Services for TOURISM Santa Fe for FY22; Dept. Contact: Randy Randall, [rrandall@santafenm.gov](mailto:rrandall@santafenm.gov), 505-955-6209.

**Committee Review:**

Quality of Life: 4/20/22  
Finance Committee: 5/2/22  
Governing Body: 5/11/22

**MOTION:** Councilor Garcia moved, seconded by Member Chavez, to approve the contract amendment as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Councilor Cassutt, Councilor Garcia, Councilor Villarreal, Member Garcia, Member Chavez

**Against:** None

**Abstain:** None



# MINUTES

- c. CONSIDERATION OF A BILL NO. 2022-\_\_\_. (Mayor Webber, Councilor Romero-Wirth, Councilor M. Garcia)

An Ordinance Relating to the City of Santa Fe's Office of Economic Development Plan Ordinance, SFCC 1987, Section 11-11; Approving and Adopting a Local Economic Development Project Participation Agreement Between the City of Santa Fe and Beck & Bulow, LLC for Design, Development, and Construction of Tenant Improvements, Lease Payments, and Expansion of a Corporate Research Center, a Local Economic Development Project. (Rich Brown, Community and Economic Development: [rdbrown@santafenm.gov](mailto:rdbrown@santafenm.gov), 955-6625; Andrea Salazar, Assistant City Attorney: [asalazar@santafenm.gov](mailto:asalazar@santafenm.gov), 955-6303; Casey Dalbor, Business Growth Manager, [cjdalbor@santafenm.gov](mailto:cjdalbor@santafenm.gov), 955-6912)

**Committee Review:**

Re-Introduced: 03/30/2022

Economic Development Committee: 04/13/2022

Governing Body (Public Comment): 04/13/2022

Finance Committee: 04/18/22

Quality of Life Committee: 04/20/2022

Public Works and Utilities: 04/25/2022

Governing Body: 05/11/2022

**MOTION:** Councilor Garcia moved, seconded by Member Chavez, to approve the bill as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Councilor Cassutt, Councilor Garcia, Councilor Villarreal, Member Garcia, Member Chavez

**Against:** None

**Abstain:** None

- d. CONSIDERATION OF BILL NO. 2022-6. (Mayor Webber)

An Ordinance Relating to the City of Santa Fe's Office of Economic Development Plan Ordinance, SFCC 1987, Section 11-11; Approving and Adopting a Local Economic Development Project Participation Agreement Between the City of Santa Fe and Earth Traveler Teardrop Trailers, LLC for



# MINUTES

Design, Development, and Construction of Tenant Improvements, Lease Payments, and Expansion of a Manufacturing Center and Silicone Vacuum System, a Local Economic Development Project. (Rich Brown, Community and Economic Development Department Director: [rdbrown@santafenm.gov](mailto:rdbrown@santafenm.gov), 955-6625; Andrea Salazar, Assistant City Attorney: [asalazar@santafenm.gov](mailto:asalazar@santafenm.gov), 955-6303; Casey Dalbor, Business Growth Manager, [cjdalbor@santafenm.gov](mailto:cjdalbor@santafenm.gov), 955-6912)

**Committee Review:**

Re-Introduced: 03/30/2022

Economic Development Committee 4/13/2022

Governing Body (Public Comment) 4/13/2022

Finance Committee 4/18/22

Quality of Life Committee: 04/20/2022

Public Works and Utilities 4/25/2022

Governing Body 4/27/2022

**MOTION:** Councilor Garcia moved, seconded by Member Chavez, to approve the bill as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Councilor Cassutt, Councilor Garcia, Councilor Villarreal, Member Garcia, Member Chavez

**Against:** None

**Abstain:** None

- e. CONSIDERATION OF RESOLUTION 2022-\_\_\_\_. (Councilor Rivera, Councilor Villarreal, Councilor Cassutt, Councilor M. Garcia)  
A Resolution Authorizing the Sale and Consumption of Alcohol at Santa Fe Adult Soccer League's Annual Party on the Pitch Tournament to be Held at the MRC on June 4-5, 2022. The Request is Pursuant to Section 23-6.2 SFCC 1987 which Requires Adoption of a Resolution for Events on Public Property Not Specifically Stated in Paragraph A of that Section. (Kristine Mihelcic, City Clerk: [kmmihelcic@santafenm.gov](mailto:kmmihelcic@santafenm.gov), 505-955-6846)

**Committee Review:**



# MINUTES

REGULAR MEETING OF  
THE QUALITY OF LIFE  
COMMITTEE  
APRIL 20, 2022  
5:00 PM  
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Introduced: 04/13/2022  
Quality of Life: 04/20/2022  
Governing Body: 04/28/2022

**MOTION:** Councilor Garcia moved, seconded by Member Chavez, to approve the resolution as presented.

**VOTE:** The motion was on the following Roll Call vote:

**For:** Councilor Cassutt, Councilor Garcia, Councilor Villarreal, Member Garcia, Member Chavez

**Against:** None

**Abstain:** None

7. **MATTERS FROM STAFF**
8. **MATTERS FROM THE COMMITTEE**
9. **MATTERS FROM THE CHAIR**
10. **NEXT MEETING: May 04 2022**
11. **ADJOURN**

There being no further business before the Committee the meeting adjourned at 5:08 pm.

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Liaison

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Chair





# City of Santa Fe, New Mexico

## Memorandum



**Date:** April 11, 2022

**To:** Governing Body

**From:** Erin K. McSherry, City Attorney   
Kristine Mihelcic, City Clerk 

**RE:** Remote Meeting Attendance

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**EXECUTIVE SUMMARY:** The bill proposes to amend Section 20-1.4 - Orders of succession; Governing Body meetings; committee meetings, city manager authority, and creates a new Section 1-9 “Remote Meetings”, to allow remote attendance without a declared emergency and pursuant to the limitations of the Open Meetings Act.

**BACKGROUND:** Currently, the City only permits remote meeting attendance when the Mayor has declared a state of emergency. The Open Meetings Act permits remote participation “[i]f otherwise allowed by law or rule of the public body” and

when it is otherwise difficult or impossible for the member to attend the meeting in person, provided that each member participating by conference telephone can be identified when speaking, all participants are able to hear each other at the same time and members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.

**ACTION REQUESTED:** Allow remote attendance at meetings without a declared state of emergency and pursuant to the limitations of the Open Meetings Act.

**ATTACHMENTS:**

Memo  
Bill  
FIR

[bracketed material] = delete

underscored material = new

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**CITY OF SANTA FE, NEW MEXICO**

**BILL NO. 2022-\_\_**

**INTRODUCED BY:**

Councilor Carol Romero-Wirth

Councilor Jamie Cassutt

Councilor Amanda Chavez

Councilwoman Renee Villarreal

**A BILL**

**ALLOWING REMOTE ATTENDENCE PURSUANT TO THE OPEN MEETINGS ACT AND WITHOUT A DECLARED EMERGENCY; AMENDING SECTION 20-4.1 TO REMOVE REFERENCE TO REMOTE PARTICIPATION IN MEETINGS DURING A DECLARED EMERGENCY; AND CREATING A NEW SECTION 1-9 SFCC 1987 TO ALLOW REMOTE ATTENDANCE FOR MEETINGS GOVERNED BY THE OPEN MEETINGS ACT, WHEN IT IS DIFFICULT OR IMPOSSIBLE TO ATTEND IN PERSON.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:**

**Section 1. Section 20-1.4 of SFCC 1987 (being Ord. No. 2019-21, § 2, as amended) is amended to read:**

Orders of succession; governing body meetings; committee meetings; city manager authority.

A. *Elected officials.* The line of succession of authority to declare a disaster or emergency is as follows:

- (1) The mayor;

- 1 (2) The mayor pro tem;
- 2 (3) The chair of the finance committee;
- 3 (4) The chair of the public works and utilities committee;
- 4 (5) The chair of the quality of life committee;
- 5 (6) The chair of the public safety committee;
- 6 (7) The remaining councilors in order of seniority;

7 B. *City management.* The line of succession to manage a disaster or emergency is as  
8 follows:

- 9 (1) The city manager;
- 10 (2) The deputy city manager;
- 11 (3) The police chief;
- 12 (4) The fire chief;
- 13 (5) The public works director;
- 14 (6) The public utilities director; and then
- 15 (7) The finance director.
- 16 (8) The person authorized to manage a disaster or emergency is the person  
17 listed first in the line of succession that is available to do so.

18 C. *Meetings for governing body.* ~~During a declared emergency, if it is difficult or~~  
19 ~~impossible for a governing body member to attend a meeting in person, the member may participate~~  
20 ~~in meetings by conference telephone or other similar communications equipment, as permitted~~  
21 ~~pursuant to Section 10-15-1 NMSA 1978, as amended].~~ In the event an emergency prevents the  
22 governing body from having a quorum established by members participating either in person or  
23 otherwise as permitted in this subsection, and after a good faith effort to make it possible for  
24 governing body members to participate in a meeting called during a declared emergency, the  
25 governing body's quorum requirements are suspended.

1           ~~[D.—~~ *Meetings for city council standing committees and standing committees.* ~~[During a~~  
2 ~~declared emergency, members of committees may participate remotely at meetings by conference~~  
3 ~~telephone or other similar communications equipment, as permitted pursuant to Section 10-15-1~~  
4 ~~NMSA 1978, as amended, provided that such means allow for the public to hear the committee~~  
5 ~~members and for the committee members to hear both members of the public recognized to speak~~  
6 ~~and other members of the committee.]]~~

7           D. ~~[E.]~~ *City manager authority.* During a state of emergency declared due to the spread of  
8 a contagious disease declared to be a public health emergency by the New Mexico department of  
9 health or recognized by the world health organization as a pandemic, the city manager has the  
10 authority to take the following actions:

11                   1.       Exclude or limit the public from in-person attendance at meetings,  
12                   provided that the public may witness the meeting, either by telephone, the internet, or on  
13                   television, and provided that the meeting provides adequate means for public participation  
14                   to satisfy constitutional due process.

15                   2.       Cancel any governing body, city council standing committee, or standing  
16                   committee meeting prior to commencement of such meeting to preserve the public health,  
17                   safety, and welfare. Agenda items that are adjudicatory or quasi-judicial in nature shall be  
18                   rescheduled to a time when the relevant city body and the interested parties will have  
19                   adequate opportunity to participate in the consideration of the item.

20                   3.       Approve contracts with a total value up to two hundred thousand dollars  
21                   (\$200,000.00), excluding gross receipts taxes. The city manager shall provide monthly  
22                   reports to the governing body of all contracts approved administratively pursuant to this  
23                   paragraph.

24           **Section 2. A New Section, 1-9 SFCC 1987, is hereby ordained to read:**

25           *Remote Attendance at Meetings.* If it is difficult or impossible for a governing body member or



## FISCAL IMPACT REPORT

**General Information:**

(Check) Bill:   X   Resolution: \_\_\_\_\_

Short Title(s):   Permitting Remote Attendance at Meetings Without a Declared Emergency  

Sponsor(s): Councilor Carol Romero-Wirth, Councilor Jamie Cassutt

Reviewing Department(s):   City Clerk's Office, City Attorney's Office  

Staff Completing FIR:   Erin McSherry   Date:   4/6/22   Phone: \_\_\_\_\_

Reviewed by City Attorney:   *Erin McSherry*   Date:   Apr 11, 2022  

Reviewed by Finance Director:   *Mary McElroy*   Date:   Apr 11, 2022  

**Summary:**

  The bill amends Section 20-1.4 - Orders of succession; Governing Body meetings; committee meetings, city manager authority, and creates a new Section 1-9 to allow remote attendance without a declared emergency.  

**Departments Affected:**

  City Clerk's Office; Governing Body; and all boards, committees and commissions.  

**Consequences of Not Enacting Legislation:**

  Without the amendment and new section of code, the Governing Body and the City's boards, committees, and commissions will only be able to permit remote participation in meetings when the Mayor has declared an emergency.  

**Conflict, Duplication, Companionship, or Relationship to Other Legislation:**

  The proposed changes to City code are consistent with the Open Meetings Act.  

**Performance and Administrative Implications:**

  If a Governing Body member or board, committee member or commission member is unable to attend a meeting in person, their ability to participate remotely will depend on the ability of support staff to adequately provide a mechanism for their participation in a meeting. In order to participate remotely, the Open Meetings Act requires that participating members can be identified when speaking, that all participants are able to hear each other at the same time, and that members of the public attending the meeting are able to hear any member of the public body who speaks during the meeting.  

**Fiscal Implications:**

  None.  

**Fiscal Impact**

  X   Check here if no fiscal impact

**Expenditures**

Expenditure Type	FYE __	FYE __	FYE __	Require BAR (Y/N)	Recurring (R) or Non-recurring (NR)	Fund	3-Year Total Cost
Personnel and Benefits*	\$ _____	\$ _____	\$ _____	_____	_____	_____	
Capital Outlay	\$ _____	\$ _____	\$ _____	_____	_____	_____	
Contractual/ Professional Services	\$ _____	\$ _____	\$ _____				
Operating	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
Total:	\$ _____	\$ _____	\$ _____				\$ _____

\* This includes all staff time associated with executing the job functions of the proposed legislation.

**Expenditure Narrative:**

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**Revenue**

Revenue Type	FYE	FYE	FYE	Recurring (R) or Non-recurring (NR)	Fund
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

**Revenue Narrative:**

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Signature: 

Email: [kmmihelcic@ci.santa-fe.nm.us](mailto:kmmihelcic@ci.santa-fe.nm.us)



# City of Santa Fe, New Mexico

## Memorandum



**Date:** April 8, 2022

**To:** Councilor Carol Romero-Wirth, Councilor Jamie Cassutt

**From:** Noel Correia, Parking Division Director *npc*

**Via:** Regina Wheeler, Public Works Department Director

**RE:** LIFE Parking Program

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### **EXECUTIVE SUMMARY:**

The proposed bill would create a Low-Income Financial Equity (“LIFE”) parking program. The LIFE program would provide qualified, low-income residents who agree to pay a reduced amount within thirty (30) days, a reduction in their parking citation penalties. The bill proposes to amend Schedule B of the Uniform Traffic Ordinance (“UTO”) to establish the LIFE program.

### **BACKGROUND:**

The proposed LIFE parking program would assist qualified residents to reduce their unpaid parking citation debt, in exchange for entering into an agreement with the City to pay a reduced amount in its entirety within thirty (30) days of the date of the signed agreement. Qualified citizens with unpaid citations would be eligible for a reduction of the total past due amount owed through the LIFE parking program as described in paragraphs A and B below. The LIFE program does not have a sunset date.

In order to qualify for LIFE each applicant has to meet the requirements set forth and described in the LIFE Ordinance.

Qualified participants in the LIFE parking program would be offered an opportunity to reduce outstanding and unpaid parking citations as follows:

- A. A qualified applicant who is participating in the LIFE parking program for the first time would be eligible to receive a fifty percent (50%) reduction in total parking citation debt owed to the City; and
- B. A qualified applicant who is participating in the LIFE parking program for the second time would be eligible to receive a twenty-five percent (25%) reduction in total parking debt owed to the City.
- C. Full payment of the reduced amount would be required within 30 days from the approval date of the LIFE application.

Eligibility to participate in the LIFE parking program would be limited to two times within a rolling, five-year period.



# City of Santa Fe, New Mexico

## Memorandum



**ACTION REQUESTED:**

Approve the Bill as presented.

**ATTACHMENTS:**

Bill

Fiscal Impact Report

**Signature:** *Noel P. Correia*

**Email:** [npcorreia@santafenm.gov](mailto:npcorreia@santafenm.gov)



- 1 C. For purposes of the Life parking program, low income is 120% or less of the federal  
2 guidelines for poverty income status for indigent individuals or families.
- 3 D. An applicant may participate in the LIFE program after the city verifies the applicant's  
4 annual household income.
- 5 E. Participants in the LIFE parking program may reduce their unpaid parking citations and  
6 fees if they agree to pay the reduced amount, in full within thirty (30) days, as follows:
- 7 a. A first-time participant may receive a fifty percent (50%) reduction in parking  
8 citation fines and fees; and
- 9 b. A second-time participant may receive a twenty-five percent (25%) reduction in  
10 parking citation fines and fees.
- 11 F. The LIFE parking program may be used up to two times within a rolling five (5) year  
12 period. The "first-time" opportunity to reduce fines and fees by fifty percent (50%),  
13 however, is only available one time.
- 14 G. Unpaid citation fines and penalties from immobilization boots or towing and storage fees  
15 may not be reduced under the LIFE parking program.
- 16 H. Life parking participants must make their required payments in full and on time, as  
17 determined by city staff. Failure to meet the agreed upon payments on time will result in  
18 immediate disqualification from the LIFE parking program, reinstating all fines and fees  
19 due at their original rates, less any amount paid by the participant prior to disqualification.  
20 If disqualified, a participant is not eligible for future participation in the LIFE parking  
21 program.

22 PASSED, APPROVED, and ADOPTED this \_\_\_ day of \_\_\_\_\_, 2022

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\_\_\_\_\_  
ALAN WEBBER, MAYOR

1 ATTEST:

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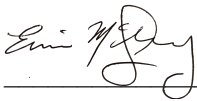
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4 KRISTINE MIHELICIC, CITY CLERK

5 APPROVED AS TO FORM:

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\_\_\_\_\_

8 ERIN K. McSHERRY, CITY ATTORNEY

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*Legislation/2022/Bills/LIFE Parking Program*

**FISCAL IMPACT REPORT****General Information:**(Check) Bill:   X   Resolution: \_\_\_\_\_

Short Title(s): LIFE Parking Program

Sponsor(s): Councilor Romero-Wirth

Reviewing Department(s): Public Works/Parking Division

Staff Completing FIR: Noel P. Correia Date: 01/04/2022 Phone: 505-955-6611Reviewed by City Attorney:  Date: Apr 8, 2022Reviewed by Finance Director:  Date: Apr 10, 2022**Summary:**

The Low-Income Financial Equity ("LIFE") parking program is a program designed to provide an opportunity for certain, low-income individuals who have parking citation-related debt, to resolve their accounts with the City by agreeing to pay a lower amount within 30 days.

In order to qualify for the LIFE parking program, applicants must complete and submit the city of Santa Fe's low-income credit application. The established City guidelines are 120% of the Federal Guidelines for Poverty Income status for indigent individuals or families. Applications will be certified by City Staff upon verification of information provided in the application after which an approved applicant will be eligible to participate in the LIFE program.

Qualified participants in the LIFE parking program shall be offered relief from debt from outstanding and unpaid parking citations as follows:

- A. A qualified applicant who is participating in the LIFE parking program for the first time is eligible to receive a fifty percent (50%) reduction in total current parking citation debt owed to the city of Santa Fe; and
- B. A qualified applicant who is participating in the LIFE parking program for the second time is eligible to receive a twenty-five percent (25%) reduction in total then current parking debt owed to the city of Santa Fe.
- C. Full payment of the reduced amount is required within 30 days from the approval date of the LIFE application.

Participants in the LIFE parking program may participate two times within a rolling five (5) year period.

**Departments Affected:**

Public Works Department/Parking Division.

**Consequences of Not Enacting Legislation:**

Should this Bill not be enacted, low Income and financially strapped local families who would otherwise qualify for LIFE will continue to carry the burden of unpaid parking citation fines which may eventually preclude them from participating in other City of Santa Fe parking programs such as monthly parking, parking permits (RPP), loading zone permits and other types of parking permits the City may offer in the future. The LIFE program, if enacted, will provide eligible citizens an opportunity to pay-off their unpaid parking citation debt, giving them a fresh start.

**Conflict, Duplication, Companionship, or Relationship to Other Legislation:**

None identified.

**Performance and Administrative Implications:**

None anticipated.

**Fiscal Implications:**

Upon implementation, the LIFE program will provide an equitable opportunity to qualifying citizens to pay their unpaid and past due citation fines and penalties at a reduced amount; while also generating revenues which were previously uncollected.

**Fiscal Impact**

\_\_\_\_\_ Check here if no fiscal impact

**Expenditures**

<b>Expenditure Type</b>	<b>FYE 23</b>	<b>FYE 24</b>	<b>FYE 25</b>	<b>Require BAR (Y/N)</b>	<b>Recurring (R) or Non-recurring (NR)</b>	<b>Fund</b>	<b>3-Year Total Cost</b>
<u>Personnel and Benefits*</u>	\$ N/A**	\$ N/A**	\$ N/A**	_____	_____	_____	
<u>Capital Outlay</u>	\$ N/A**	\$ N/A**	\$ N/A**	_____	_____	_____	
<u>Contractual/ Professional Services</u>	\$ N/A**	\$ N/A**	\$ N/A**				
<u>Operating</u>	\$ N/A**	\$ N/A**	\$ N/A**		_____	_____	\$ _____
<u>Total:</u>	\$ N/A**	\$ N/A**	\$ N/A**				\$ _____

\* This includes all staff time associated with executing the job functions of the proposed legislation.

**Expenditure Narrative:**

\*\*Staff does not anticipate any expenditures to implement and operate this LIFE program as presented. The program as presented is designed to sustain itself without an increase in staffing or other costs.

**Revenue**

<b>Revenue Type</b>	<b>FYE 23</b>	<b>FYE 24</b>	<b>FYE 25</b>	<b>Recurring (R) or Non-recurring (NR)</b>	<b>Fund</b>
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	<u>\$36,000</u>	<u>\$45,000</u>	<u>\$57,000</u>	<u>R</u>	<u>51150.450610</u>
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
<b>Total</b>	<u>\$36,000*</u>	<u>\$45,000*</u>	<u>\$57,000*</u>		

NOTE: \* Denotes conservative revenue projections. Actuals could be lower or higher.

**Revenue Narrative:**

Since LIFE is a new program, the number of people who would qualify for the LIFE program and the number of people who would avail themselves of the program can only be roughly estimated. Staff anticipates that 11% of those with past due balances both would qualify for the LIFE program and would seek to enter an agreement about debt over the first 3 years of the program. Since a successful participant will pay 50% of the past due amounts, the bill, if adopted, could generate an estimated \$138,000 over 3 years. The LIFE Ordinance does not have a sunset date.

The total unpaid citation amounts by Fiscal Year for the most current five (5) consecutive Fiscal years are

FY 2017	FY2018	FY2019	FY2020	FY2021	TOTAL
\$647,506	\$570,893	\$444,805	\$351,925	\$497,917	\$2,513,046

The LIFE program has the potential to generate on-going revenues which otherwise would not be collected as past trends have shown. However, it is anticipated that the projected revenue stream will decline after the third year as the past due and unpaid accounts will mostly be paid by those who voluntarily participate in the LIFE program.

**Signature:**

**Email:** npcorreia@santafenm.gov

# City of Santa Fe, New Mexico

## memo

**Date:** April 1, 2022

**To:** Community Development Commission public meeting (April 6, 2022)  
Public Works Committee meeting (April 25, 2022)  
Finance Committee public meeting (May 2, 2022)  
Quality of Life Committee public meeting (May 4, 2022)  
Santa Fe City Council public hearing (May 11, 2022)

**Via:** Alexandra Ladd, Director, Office of Affordable Housing *AGL*

**From:** Cody Minnich, Project Manager, Office of Affordable Housing *CJM*

**Re:** Approval of the 2022-23 CDBG Annual Action Plan

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### **ACTION REQUESTED**

Review and recommend approval of the 2022-23 Annual Action Plan for submittal to the Department of Housing and Urban Development.

### **BACKGROUND**

CDBG is the Community Development Block Grant Program funded by the U.S. Department of Housing and Urban Development (HUD). The CDBG Program provides an annual allocation of funds to local governments for a wide-range of eligible housing and community development activities. The City of Santa Fe, along with over 1,100 other cities in the country, is an “entitlement city” which means it automatically receives the federal money based on a formula that takes into consideration the community needs, including the extent of poverty, population, housing overcrowding, age of housing and population growth in relationship to other metropolitan areas.

### **ITEM AND ISSUE**

The Community Development Commission (CDC) is tasked with setting funding priorities, reviewing requests for housing funding, including CDBG and Affordable Housing Trust Fund (AHTF) funds and making initial recommendations to the Governing Body for projects and funding amounts. The CDBG-funded projects are described in the Annual Action Plan and submitted to the Department of Housing and Urban Development (HUD) 45 days prior to the start of the upcoming program year (beginning July 1, 2022).

The Office of Affordable Housing estimates receiving a CDBG entitlement grant amount of \$600,000, of which approximately 20% (\$120,000) will be reserved for program administration costs. Additionally, the City proposes to reprogram \$875,711 of unspent funds from prior year projects and anticipates that activities from prior years will result in the generation of program income in the amount of \$200,000. This results in a total funding amount of \$1,675,711.

**Funding Recommendation.** On March 2, 2022, the CDC met to hear applicant presentations (via Zoom) and to discuss the proposed uses of funds. The following table provides a summary of the CDC's recommendation to the Governing Body for CDBG funding in 2022-23, as well as their funding source:

	Estimated CDBG Entitlement Award	Reprogrammed CDBG Funds from Previous Program Years	Program Income
<b>Housing</b>			
Lamplighter Inn Project (JL Gray)	\$290,000		
Habitat Home Repair Program (SF Habitat for Humanity)	\$100,000		
Acquisition of property for AH (City of SF)		\$422,549	
Program Income-funded Mortgage Principal Reduction Loans (Homewise and Housing Trust)			\$200,000 (estimated)
<b>Public Services</b>			
School Liaison Project (SFPS Adelante)	\$35,000		
Women's Summer Safe Haven Shelter (Interfaith Community Shelter)	\$35,000		
Transitional Living and Street Outreach Program (Youth Shelters & Family Services)	\$20,000		
Consuelo's Place Shelter (NM Coalition to End Homelessness)		\$353,162	
<b>Public Improvements</b>			
Public infrastructure costs associated with Ocate SF (SF Civic Housing Authority)		\$100,000	
<b>Program Administration (20% of grant amount)</b>			
Administration (City of Santa Fe's OAH)	\$120,000		
<b>Subtotals</b>	<b>\$600,000</b>	<b>\$875,711</b>	<b>\$200,000</b>
<b>TOTAL BUDGET</b>	<b>\$1,675,711</b>		

**Public Participation.** The CDBG Public Participation Plan, as approved by HUD, requires that Santa Fe residents be given adequate time to review the City's use of CDBG funds. The City complies with the HUD-mandated public comment period by making the Plan available for public review and soliciting comment. This public review period for the 2022-2023 Action Plan will be from April 11 – May 11.

Due to health considerations related to the global pandemic, the Plan is available via website link: <https://www.santafenm.gov/hudrequiredreportingandplans>. Also available is a Spanish translation of the Executive Summary of the Annual Action Plan.

In addition to attending public committee meetings, members of the public are invited to participate at a public hearing during the May 11 City Council meeting. Residents are also encouraged to respond to a brief survey, located at: [https://www.santafenm.gov/affordable\\_housing](https://www.santafenm.gov/affordable_housing).

**SUMMARY OF PUBLIC PARTICIPATION:**

- Annual Plan posted on City's website for comment (April 11 – May 11, 2022)
- Online survey link posted on City's website for distribution
- Community Development Commission public meeting (April 6, 2022, 3:30pm)
- Public Works Committee public meeting (April 25, 2022, 5:00pm)
- Finance Committee public meeting (May 2, 2022, 5:00pm)
- Quality of Life Committee public meeting (May 4, 2022, 5:00pm)
- The Santa Fe City Council public hearing (May 11, 2022, 7pm)

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# ANNUAL ACTION PLAN

## July 1, 2022 - June 30, 2023

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**SUBMITTED BY:**

City of Santa Fe  
Office of Affordable Housing  
**P.O. Box 909**  
**500 Market Street, Suite 200**  
Santa Fe, New Mexico 87501  
Phone # (505) 955-6574

**\*As of the date of the release of this plan, the exact amount of the CDBG award is not finalized yet by HUD.\***

# **Acknowledgements**

## **Community Development Commission**

Councilor Renee Villarreal, Chair

Ken Hughes

Carla Lopez

Gabriella Marquez

John Padilla

Rosario Torres

Anne Watkins

For questions or to comment on the Annual Action Plan, contact Cody Minnich, Project Manager, [cjminnich@santafenm.gov](mailto:cjminnich@santafenm.gov)

# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

This document represents the Annual Action Plan for the City of Santa Fe for program year 2022-2023. The Annual Action Plan is required of any city, county or state that receives federal block grant dollars for housing and community development funding from the U.S. Department of Housing and Urban Development (HUD). The City is an entitlement city and receives an annual grant from the Community Development Block Grant (CDBG) program.

For the 2022-23 program year, the City estimates that HUD will entitle approximately \$600,000 in CDBG funding, of which 20% (approximately \$120,000) is set aside for administrative costs. **\*As of the date of the release of this plan, the exact amount of the CDBG award is not finalized yet by HUD.\*** In the event that the City receives more than the estimated amount, the additional funds will be allocated to the Lamplighter Inn project. In the event that the City receives a CDBG award less than \$600,000, the funding recommendations will be reduced proportionately. Additionally, the City proposes to reprogram \$875,711 of unspent funds from prior year projects and anticipates receiving \$200,000 in program income for a total funding amount of \$1,675,711. To further complement CDBG funds, the City has also made available local funds from its Affordable Housing Trust Fund (AHTF) in the amount of \$3,000,000 for the program year in addition to \$3,000,000 made available during the 2021 – 2022 program year.

This Plan is one of the three components required by HUD to be submitted on an annual basis:

- **Consultation and Citizen Participation:** the process through which the grantee engages the community in developing and reviewing the plan as well as consulting with partner stakeholders in the implementation of programs. This process is required annually as part of the Annual Action Plan.
- **Annual Action Plan:** submitted to HUD at the beginning of each funding cycle, the AAP provides a concise summary of the actions, activities, and specific federal and non-federal resources that will be used each year to address the priority needs and specific goals identified in the Consolidated Plan.
- **Consolidated Annual Performance and Evaluation Report (CAPER):** the annual report submitted to HUD in which grantees report accomplishments and progress toward meeting Consolidated Plan goals in the prior year.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The City of Santa Fe's focus over the next year is to prioritize offsetting the impacts of the Covid-19 global pandemic, related to keeping people housed and getting them rehoused if they've lost housing. In addition, CDBG funds will be used to improve and sustain affordable housing, rental, homeownership, and economic opportunities for low- to moderate-income households in Santa Fe, as well as to address the needs of those experiencing homelessness or at risk of becoming homeless. The City will accomplish this by administering program funds to service providers, supporting collaboration and strategically applying resources to community needs.

HUD identifies three sets of planning objectives and three sets of activity outcomes to guide the Consolidated Plan planning process. All goals are expected to relate directly to these objectives and outcomes as illustrated in the following Goals Table.

Planning objectives include:

- **Creating Suitable Living Environments (SL)** – relates to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low- and moderate-income persons, from physical problems with their environment, such as poor quality infrastructure, to social issues such as crime prevention, literacy, or elderly health services.
- **Providing Decent Housing (DH)** – covers the wide range of housing activities that could be undertaken with CDBG funds. This objective focuses on housing activities whose purpose is to meet individual family or community housing needs. It does not include programs where housing is an element of a larger effort to make community-wide improvements, since such programs would be more appropriately reported under Suitable Living Environments.
- **Creating Economic Opportunities (EO)** – applies to activities related to economic development, commercial revitalization, or job creation.

HUD-mandated outcomes include:

- **Availability/Accessibility** – applies to activities that make services, infrastructure, public services, public facilities, housing, or shelter available or accessible to low- and moderate-income (LMI) people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the basics of daily living available and accessible to LMI people where they live.
- **Affordability** – applies to activities that provide affordability in a variety of ways to LMI people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household. (For instance, a low interest loan program might make loans available to low- and moderate-income microenterprise businesses

at 1% interest, which is far below the market rate. This program lowers the cost of the loan, enabling entrepreneurs to start businesses. As a result, the program makes financing more affordable. Another example might be a subsidized day care program that provides services to low- and moderate-income persons/families at lower cost than unsubsidized day care.)

- **Sustainability** – applies to activities that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to persons of low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain communities or neighborhoods.

### 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The following bullets outline progress in meeting goals identified in the 2018-2022 Consolidated Plan, almost all of which are on track to be met, or exceeded. These achievements are a testament to the strong partnerships the City supports with its nonprofit providers and subrecipient contractors.

- The City's goal for **emergency shelters and permanent supported rental housing** as outlined in the 2018-2022 Consolidated Plan was to provide 33 permanent beds and/or longer-term units per year. Through the first half of the current program year (July 1, 2021 - December 31, 2021), AHTF funds were used to support emergency rental and utility assistance provided by The Life Link, New Mexico Coalition to End Homelessness, Santa Fe Recovery Center, SFPS Adelante, and YouthWorks, serving 75 Extremely Low Income (ELI) individuals experiencing homelessness or at risk of homelessness in the community. Additionally, CDBG funds continue to support essential services and shelter beds during the program year. Through the first half of the current program year (July 1, 2021 - December 31, 2021), the Interfaith Women's Summer Safe Haven sheltered 83 individuals. Additionally, Adelante's School Liaison Program assisted 639 students and their families who are currently experiencing homelessness or at risk of becoming homeless with referrals, resources, food, clothing, and other support.
- The City's goal for **rental housing** as stated in the 2018-2022 Consolidated plan was to serve renters earning less than 60 percent of Santa Fe's Area Median Income (AMI). During the 2021-22 program year, the City allocated Affordable Housing Trust Fund (AHTF) and Community Development Block Grant (CDBG) funds to rental facility improvements as well as to support services focused on the homeless, those in danger of becoming homeless, and very low-income renters. Through the first half of the program year (July 1, 2021 - December 31, 2021), more than 102 households were assisted (32-Adelante, 11-Santa Fe Recovery, 17-YouthWorks, 29-New Mexico Coalition to End Homelessness,13-Life Link) with rental assistance (including utilities, rental arrears and rent).
- City's goal for **home ownership housing** as outlined in the 2018-2022 Consolidated Plan was to provide comprehensive assistance to low-to-moderate-income homebuyers in the form

of mortgage principal reduction assistance to an average of 10 households annually. Through the first half of the current program year (July 1, 2021 - December 31, 2021), Homewise has served nine households with CDBG-funded mortgage principal reduction assistance and two households with AHTF-funded mortgage principal reduction assistance.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The City of Santa Fe's community participation process focuses upon meaningful engagement of residents and stakeholders representing local organizations and coalitions. However, public outreach for the 2022 plan has been modified in response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, and the limits on the numbers of people who can gather in public. All City Committees, including the Governing Body meetings were not be held in person but via Zoom meeting. Links to the City's broadcast channels are provided each week on the meeting agenda, accessible through the City's weekly meeting list. The public meeting schedule for the plan is as follows:

- Community Development Commission public meeting (April 6, 2022)
- Annual Plan posted on City's website for a 30-day public comment period (April 11 – May 11, 2022)
- Santa Fe City Council Approval of Request to Publish Notice of Public Hearing (April 13, 2022)
- Public Works Committee public meeting (April 25, 2022)
- Finance Committee public meeting (May 2, 2022)
- Quality of Life Committee public meeting (May 4, 2022)
- The Santa Fe City Council public hearing (May 11, 2022)

The meetings can be made accessible to people with disabilities, including sign language interpretation with prior notice to the City Clerk's office. The meetings are also publicized in Spanish. The public hearing at the May 11 City Council meeting will be streamed on the City's YouTube channel, broadcast on KSFR 101.1 and the public can make comments via Zoom during the meeting or prior to the meeting via email.

**Methods of engagement.** Engagement methods include opportunities for residents and stakeholders to participate in the development of planning strategies. Stakeholders are consulted and public is invited to comment on the AAP and proposed use of funds as participants at virtual public meetings, by reviewing an electronic copy of the plan, and responding to a survey link on the City's website.

**Public outreach** is promoted through the City of Santa Fe and individual Council members' Facebook pages. Media relations included a press release to local media and postings on the city's website.

**Partner outreach.** Local stakeholders, including organizations, agencies and coalitions, promote the outreach efforts directly to their members, residents, consumers and clients. In addition to lending their

subject-matter expertise, participating organizations promoted resident engagement opportunities to recruit focus group participants and encourage residents to participate in the community meeting events.

## 5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

*Public comments and feedback will go here*

## 6. Summary of comments or views not accepted and the reasons for not accepting them

*Summary of comments will go here*

## 7. Summary

Over the next program year, the Office of Affordable Housing will continue to work on strategies that prevent the most vulnerable City residents from falling into cycles of poverty and chronic homelessness, particularly as a result of the COVID-19 pandemic. Available resources will be deployed as quickly as possible to keep vulnerable people housed, fed and their basic needs met. The City will continue its focus on low income "at risk" neighborhoods with comprehensive programming interventions, and work with the larger community to identify ways that community needs can be more effectively and efficiently identified and met with limited community resources. Note that all projects establish income eligibility by using HUD's Area Median Income (AMI) statistic.

Projects recommended for CDBG funding for FY 2022 – 2023 include:

- Home Repair for Very Low Income Homeowners (Santa Fe Habitat for Humanity): Provides home repair services for people who cannot afford necessary repairs to uphold the structural and functional safety of their homes (roofs, heating systems, windows, etc.). The majority of homeowners who benefit from this program are elderly and considered very low income (VLI). **Proposed CDBG funding amount: \$100,000.**
- School-based Services for Homeless Students and Families (SFPS Adelante School Liaison): Provides referral and support services for students and their families experiencing homelessness. The mission of the program is to support academic achievement by helping with tutoring, case management, school supplies, clothing and advocacy to attain other social services. **Proposed CDBG funding amount: \$35,000.**
- Women's Safe Haven Summer Shelter (Interfaith Shelter): Supports staffing costs to keep the shelter open exclusively for women during the summer months when it would normally be closed. Provides meals, short term support services and connection to longer term case management. **Proposed CDBG funding amount: \$35,000**

- Transitional Living and Street Outreach Programs (Youth Shelters and Family Services): Supports staffing costs to run the Transitional Living and Street Outreach Programs. The Transitional Living Program provides a supervised independent living campus for young people aged 17-22. The Street Outreach Program operates a drop-in center providing homeless young people up to age 21 with necessities for survival as well as referrals and services which seek to end their homelessness. **Proposed CDBG funding amount: \$20,000.**
- Lamplighter Inn Project (JL Gray): Funds will support the rehabilitation and conversion of the Lamplighter Inn on Cerrillos Road into 58 units of affordable housing for low-moderate income residents at 80% AMI or less. **Proposed CDBG funding amount: \$290,000.**
- Consuelo's Place Shelter (New Mexico Coalition to End Homelessness): Supports the continued operations of Consuelo's Place Shelter, an emergency shelter that provides services to those experiencing homelessness and for those at imminent risk of becoming homeless. Consuelo's Place Shelter also provides quarantine services and housing for those who have recently tested positive for COVID-19, have had recent exposure to COVID-19, and/or are awaiting results. CDBG funds will support emergency shelter stays, case management, formal and informal skill building for clients, quarantine services, general upkeep, security services, staff salaries, and administration. **Proposed CDBG funding amount: \$353,162.**
- Ocate SF (Santa Fe Civic Housing Authority): Funds will support public infrastructure costs associated with the development of a new apartment project targeted towards households with children earning 80% AMI or less. **Proposed CDBG funding amount: \$100,000.**

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SANTA FE	
CDBG Administrator	SANTA FE	Office of Affordable Housing/City of Santa Fe
HOPWA Administrator		
HOME Administrator		
HOPWA-C Administrator		

Table 1 – Responsible Agencies

### Narrative (optional)

The City of Santa Fe's Office of Affordable Housing Division administers the Community Development Block Grant (CDBG), the Affordable Housing Trust Fund (AHTF), and other local funds to support housing and community development activities in Santa Fe.

### Consolidated Plan Public Contact Information

Alexandra Ladd, Director  
Office of Affordable Housing  
City of Santa Fe  
505-303-9868 / agladd@santafenm.gov

Cody Minnich, Project Manager / Housing Grant Manager  
Office of Affordable Housing  
City of Santa Fe  
505-955-6574 / cjminnich@santafenm.gov

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

Because of the City's long-standing partnerships with community-based organizations, much of the consultation about the Annual Action Plan happens within the context of strategic planning, participation in regional collaborations, and through interdepartmental collaboration. The City's Community Services Department funds several programs through its Youth and Family Services Division that provide emergency housing, healthcare, and safety-net services. The Office of Affordable Housing funds programs through CDBG and local funds to support the housing component that is aligned with the human services programming. Both City divisions rely on Strategic Plans to guide funding decisions and ensure that needs are identified and met in a comprehensive manner. All of the City's housing and human services providers work closely with other governmental agencies and health providers to ensure that the provision of housing services is provided hand in hand with wrap around health and social services. The City also relies on its Office of Emergency Management to provide guidance related to preventing, protecting against, mitigating, preparing for, responding to, and recovering from emergencies or disasters in order to ensure that housing funds are expended with resilience in mind. The City is also designing a project for improving broadband service and accessibility by stimulating competition in services provision to open up economic opportunities for underserved communities and businesses.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

To enhance coordination and communication between agencies the City of Santa Fe and Santa Fe County collaborated and formalized the CONNECT program. CONNECT is a network of nearly 60 local providers and programs and close to 200 navigators that work together to get residents connected to services. Residents are screened for deficiencies using a Social Determinants of Health (SDOH) screening tool, which includes access to safe and stable housing, and are connected to local non-profit resources within the network. The CONNECT program has enhanced the coordination between providers and their clients, using data from the network the City has been able to analyze gaps in services, especially in housing and mental health services and drive policy and funding shifts to address critical needs. CONNECT has a leadership, planning and operations council set up with providers and other stakeholders that work together to drive, coordinate and enhance how CONNECT serves the community.

The City's Youth and Family Services Division funds emergency housing and community development programs, social services and supports a juvenile justice program, which provides program planning, service integration, data analysis, and program evaluation to ensure that youth are provided alternatives to detention and referral to support services, including housing, as appropriate. The City's partner

organizations, YouthWorks, Adelante, and Youth Shelters and Family Services, have provided several programs to integrate disconnected youth with mainstream educational opportunities, job training and internships, reunification with families, and referral to other support services. Life Link, another City nonprofit partner, provides intake, referral and on-site social services to people with mental illness who are homeless or at risk of becoming homeless. The agency works closely with other governmental, private and nonprofit providers of services, as well as hospitals and correctional institutions to ensure that services are continuous. The City's CDBG allocation, its economic development fund and other local funds have supported several of these initiatives. Some beneficiaries of this funding also are recipients of public housing services. The City's CDBG sub-recipients strive to coordinate with the Santa Fe Civic Housing Authority so that outreach activities and some programming are located at housing authority sites.

Through the New Mexico Coalition to End Homelessness (NMCEH) efforts to coordinate housing grants and HMIS, and the collaboration of partner agencies that receive funding from the City of Santa Fe's Human Services and Children and Youth funding programs, the vulnerability of discharged patients to becoming homeless is greatly reduced.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Through the NMCEH's efforts to coordinate housing grants and HMIS, and the collaboration of partner agencies that receive funding from the City of Santa Fe's Human Services and Children and Youth funding programs, the most vulnerable homeless people are prioritized for housing. Monthly case conferencing sponsored by NMCEH for veterans and chronically homeless people helps to coordinate the placement of the most vulnerable into housing. Youth are prioritized separately and housing is provided through the Youth Homelessness Demonstration Program.

NMCEH operates a statewide system of coordinated assessment where every homeless family and individual is given an assessment based on the nationally recognized VI/SPDAT (Vulnerability Index/Service Prioritization Assessment Tool). The results of the assessment are used to refer homeless people to the type of housing that best fits their needs and the assessment is used to create a prioritized list with chronically homeless people at the top of the list for permanent supportive housing.

In addition to HUD funds, the City's local funds are used to support Life Link, St. Elizabeth Shelter, and the Interfaith Shelter to provide shelter to homeless people and help them make the transition to permanent housing. Additionally, the City directly supports Youth and Family Shelters through local administrative contracts to provide services to assist unaccompanied youth with securing housing, rapid rehousing, pregnant and parenting support, counseling, job training, and family re-unification when possible. CDBG funds will be used in the upcoming program year to provide expanded hours for the Youth Shelters Drop-in Center which provides food, case management and referral for disconnected

youth. CDBG funds will also support the Interfaith Shelter's Women's Summer Safe Haven, which provides shelter services during the summer months to women and their children.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The organizations within CoC that receive ESG funding are The Interfaith Community Shelter and St. Elizabeth Shelters & Supportive Housing. Both organizations work extensively with numerous other service groups in providing assistance to the homeless. Linkage to services include, yet are not limited to Healthcare for the Homeless (medical issues), The Life Link (housing & counseling), Goodwill (employment and veteran housing), the New Mexico Human Services Department (Medicaid, SNAP and TANF) and the Santa Fe Recovery Center (drug and alcohol treatment). Consumers entering either organization are met with a case manager who assess their needs and assist them in the development of an Individual Service Plan, outlining the goals they wish to accomplish as a client. The case manager then refers them to the appropriate agency(ies) which will best serve their needs.

The Interfaith Community Shelter (ICS) is one of the few minimal barrier shelters in Northern New Mexico and, as such, accepts everyone, regardless of condition or circumstance, including their pets. ICS operates in accordance with US Department of Health and Human Services' strategic action plan and provides Resource Days every Tuesday, Wednesday and Friday, year-round. By creating a "one-stop shop" ICS has incorporated within its design a delivery system that will afford those who are chronically homeless the best opportunities to make the transition from homelessness to stable housing. Resource Partner Providers include those listed above as well as the VA Administration, the Food Depot, Youth Shelters Street Outreach, Street Homeless Animal Project, Upaya Zen Center, Santa Fe Desert Chorale Choir, Legal Clinic, and Homeless Court.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	SANTA FE CIVIC HA
	<b>Agency/Group/Organization Type</b>	Housing PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The sections of the 2022 AAP pertaining to public housing are highlighted and the information is emailed for verification or update. Since this organization deals with these issues on a daily basis, accurate and precise data is provided and incorporated into the plan. The SFCHA has received a completed copy of the document for review.
2	<b>Agency/Group/Organization</b>	THE LIFE LINK
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities Services-homeless Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The sections of the 2022 AAP for the upcoming year pertaining to homelessness and needs of people experiencing homelessness are highlighted and emailed for verification or update. Since this organizations deals with these issues on a daily basis, accurate and precise data is provided to inform this plan.
3	<b>Agency/Group/Organization</b>	ST ELIZABETH SHELTER
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-homeless

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The sections of the 2022 AAP for the upcoming year pertaining to the needs of people experiencing homelessness are highlighted and emailed for verification or update. Since these organizations deal with these issues on a daily basis, accurate and precise data is provided to inform this plan.
4	<b>Agency/Group/Organization</b>	NEW MEXICO COALITION TO END HOMELESSNESS
	<b>Agency/Group/Organization Type</b>	Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The sections of the 2022 AAP for the upcoming year pertaining to homelessness are highlighted and emailed for verification or update. Since this organization acts as a regional convener of funding and services, it provides a broadbased perspective related to homelessness needs to inform this plan.
5	<b>Agency/Group/Organization</b>	SANTA FE COMMUNITY HOUSING TRUST
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with HIV/AIDS Community Development Financial Institution
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The sections of the 2022 AAP for the upcoming year pertaining to tax credit properties, homeownership and upcoming development initiatives are highlighted and emailed for verification or update. Since this organization deals with these issues on a daily basis, accurate and precise data is provided to inform this plan. The City of Santa Fe has worked with the Santa Fe Community Housing Trust to develop three apartment communities where 25% of the units are set aside for people exiting homelessness. The City has contributed financially in various ways to each of these projects
6	<b>Agency/Group/Organization</b>	SANTA FE COUNTY
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Market Analysis
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	In addition to reviewing the Plan, County staff worked with the City to disperse federal CARES Act funds to renters in arrears because of income loss due to the COVID pandemic.
7	<b>Agency/Group/Organization</b>	HOMEWISE
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Community Development Financial Institution
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Market Analysis Anti-poverty Strategy

<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The sections of the 2022 AAP for the upcoming year pertaining to affordable homeownership are highlighted and emailed for verification or update. Since this organization deals with this priority on a daily basis, accurate and precise data is provided to inform this plan. The City of Santa Fe has worked with Homewise to ensure that financial assistance supports the ability of low/mod income homebuyers to afford homes.</p>
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## **Identify any Agency Types not consulted and provide rationale for not consulting**

While the City works diligently to foster geographic equity, there are no identified blighted areas within the City limits, or extreme levels of poverty concentrated in census tracts requiring consultation with other entities or organizations at this time. Areas of 30% poverty have been addressed through the Opportunity Zones recently identified for the City which include small pockets of higher poverty rates, yet, the engagement of individuals in these areas will be more addressed in the future during the City wide engagement plan process for the Midtown Campus project. Establishment of services and businesses to contribute to these zones is in the beginning stages meanwhile, the OpZone neighborhoods continue to be served through the CDBG funds and other service providers.

Additionally, Fair Housing education is made available through the dissemination of fair housing data facts and information (primarily through distribution of the "Tino the Tenant" novella, and the City's website, Office of Affordable Housing page), there is not capacity to actively develop fair housing materials and distribute them and/or consult regularly with fair housing advocacy providers. All of the City's fair housing partners are subject to fair housing law and provide notices as applicable. In the event that a resident of Santa Fe reports a fair housing violation, City staff takes appropriate action to ensure that they are referred to an appropriate agency or HUD's fair housing complaint system.

Furthermore the City did not consult directly with the State of NM Department of Health (NMDOH) regarding lead exposure because Santa Fe has low risk factors. 9.6% of its housing stock was built before 1950 and in 2011, 0 children in Santa Fe County tested positively for elevated blood levels. More recent studies by the NMDOH identified Santa Fe County as having "low levels" of lead exposure, as cited in the NM Epidemiology Report, April 2017. The Office of Affordable Housing also conducts environmental reviews on all CDBG-funded activities. In cases where individual homes are older than 1978 and may have lead based paint, the subrecipient is required to follow all applicable law to assess the presence of lead and remediate it, if necessary.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	New Mexico Coalition to End Homelessness	Promotes a comprehensive CoC funding strategy to align services providers with housing opportunities.
5 Year Strategic Housing Plan	City of Santa Fe	Provides a needs assessment and housing affordability analysis of unit inventory and demand and provides policy to shape funding decisions, including CDBG.
Transportation Improvement Program	Santa Fe Metropolitan Planning Organization	Identifies multi-modal transportation projects that are prioritized for federal transportation funds.
Capital Improvement Plan	City of Santa Fe	Provides project list of capital improvements prioritized for funding.
Sustainable Land Use Code	City of Santa Fe	Regulates the development and construction of affordable housing units.
Analysis of Impediments	City of Santa Fe	Evaluates barriers to fair housing and recommends strategies for mitigating them which is closely related to housing services for low-income people. In 2017, the City submitted the Assessment of Fair Housing which looks at housing through the lens of opportunity
Fair Housing Assessment	City of Santa Fe	Evaluates housing need through the lens of equity and recommends strategies for increasing access to housing and economic opportunity.
Office of Emergency Management Strategic Plan	City of Santa Fe	Focuses on planning for, evaluating the impact of, and mitigating the effects of natural disasters, societal disruption and special events.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The City solicits comments from local service providers (housing, human services, children and youth) and relies on them to outreach directly to their clientele and/or represent the needs of their clientele. Alternate avenues of public outreach were pursued in the 2016 Analysis of Impediments and the 2017 Assessment of Fair Housing. The City updated its Citizen Participation Plan during the 2018-2022 Consolidated Plan planning process with careful consideration of how to conduct more relevant public outreach that brings voices to the discussion that are not always heard to include online surveys and partnering with outside organization events related to specific geographic areas.

The City's Office of Emergency Management works closely with the NM Homeland Security and Emergency Management for issues related to flood management and emergency management including hazard mitigation planning and recovery matters. The City also relies on the Santa Fe National Forest regarding hazardous fuel management in the surrounding forest where a catastrophic fire would directly endanger the city's residents and its water supply. The City continues to work closely with the NM Department of Health on issues specific to the global pandemic and other emerging threats to public health.

Another initiative that the City supported was the provision of free WiFi service in Santa Fe's lowest income zip code (87507) that traditionally has the most significant barriers to connectivity. The service was focused on mobile home parks to ensure that children would be able to attend school remotely. The effort was in conjunction with the Santa Fe Chamber of Commerce's broadband group which intends to expand these efforts in the City's lowest income Census tract, located in the Hopewell Mann neighborhood.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

As per the City's Citizen Participation Plan, the opportunities for the public to learn about and comment on the 2022 AAP includes: four (4) public meetings (April 6, 2022 - Community Development Commission, April 25 – Public Works Commission, May 2 – Finance Committee, May 4 – Quality of Life Committee) and one Public Hearing (May 11, 2022) which are noticed in the Santa Fe New Mexican and posted on the City's weekly meeting list. Because of the COVID-19 pandemic, public outreach for the 2022 plan was modified in response to the State's declaration of a Public Health Emergency, the Mayor's Proclamation of Emergency, and the ban on mass public gatherings. All City Committees, including the Governing Body meetings were held via Zoom rather than in-person.

A 30-day public comment period was advertised and conducted from April 11 – May 11, 2022, during which the Plan was available for review on the City's website: <https://www.santafenm.gov/hudrequiredreportingandplans>. Two public notices were published in the Santa Fe New Mexican advertising the beginning of the public comment period (April 11, 2022) and the notice of public hearing (April 27, 2022). Paper copies of the Plan were not distributed because of the need for social distancing; however, City staff made it possible to access paper copies on a per request basis. A brief online survey was also conducted. The link was posted on the City's website (<https://www.santafenm.gov/hudrequiredreportingandplans>) and distributed via the City's employee list serve (reaching 1,000+ employees) and broadcast to community-based nonprofit and industry group organizations. The Santa Fe Action Coalition actively distributed the survey link to its membership and social media outlets.

While virtual meetings are not ideal from a public participation perspective, every effort was made to accommodate the public's ability to participate. The Community Development Commission meeting was accessible to the general public through a Zoom meeting link. The City Council Committees and the Governing Body meeting were also available via Zoom link and streamed on YouTube. The public hearing was also broadcast on KSFR 101.1. All You Tube recordings are posted in the City's archive for on-demand viewing.

Results from the public survey indicate an ongoing need for direct financial assistance to offset the impacts from the global pandemic. This need will continue to shape the City's goal of keeping vulnerable people housed, getting them rehoused and stabilizing the housing situations of those renters and homeowners who are in precarious financial situations.

## Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Community Development Commission April 6, 2022 - Public Meeting	Non-targeted/broad community	Seven Commissioners were present, Three City staff	<i>This will be updated after session</i>	<i>This will be updated after session</i>	<a href="https://santafe.primegov.com/public/portal">https://santafe.primegov.com/public/portal</a>
2	Newspaper Posting – Notice of Public Comment Period (April 11, 2022 – May 11, 2022)	Non-targeted/broad community	<i>This will be updated as comments are received</i>	<i>This will be updated as comments are received</i>	<i>This will be updated as comments are received</i>	N/A
3	Internet Outreach (April 11 – May 11, 2022)	Non-English Speaking - Specify other language: Spanish  Non-targeted/broad community	Survey link provided opportunity for residents to comment on housing needs and express opinions on City's focus for use of funds. Approx (This # will be updated as responses to survey are received) residents responded; also available in Spanish	<i>This will be updated as survey responses are received</i>	<i>This will be updated as survey responses are received</i>	<a href="https://www.santafenm.gov/hudrequiredreportingandplans">https://www.santafenm.gov/hudrequiredreportingandplans</a>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	City Council Approval of Request to Publish Notice of Public Hearing April 13, 2022 – Public Meeting	Non-targeted/broad community	Seven Councilors present + Mayor; public viewed on Youtube	<i>This will be updated after session</i>	<i>This will be updated after session</i>	<a href="https://santafe.primegov.com/public/portal">https://santafe.primegov.com/public/portal</a>
5	Public Works Committee April 25, 2022 – Public Meeting	Non-targeted/broad community	Five Councilors present; public viewed on Youtube	<i>This will be updated after session</i>	<i>This will be updated after session</i>	<a href="https://santafe.primegov.com/public/portal">https://santafe.primegov.com/public/portal</a>
6	Newspaper Posting – Notice of Public Hearing April 27, 2022	Non-targeted/broad community	N/A	N/A	N/A	N/A
7	Finance Committee May 2, 2022 – Public Meeting	Non-targeted/broad community	Five Councilors present; public viewed on Youtube	<i>This will be updated after session</i>	<i>This will be updated after session</i>	<a href="https://santafe.primegov.com/public/portal">https://santafe.primegov.com/public/portal</a>
8	Quality of Life Committee May 4, 2022 – Public Meeting	Non-targeted/broad community	Five Councilors present; public viewed on Youtube	<i>This will be updated after session</i>	<i>This will be updated after session</i>	<a href="https://santafe.primegov.com/public/portal">https://santafe.primegov.com/public/portal</a>
9	City Council Public Hearing May 11, 2022 – Public Meeting	Non-targeted/broad community	Seven Councilors present + Mayor; public viewed on Youtube	<i>This will be updated after session</i>	<i>This will be updated after session</i>	<a href="https://santafe.primegov.com/public/portal">https://santafe.primegov.com/public/portal</a>

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

For the 2022-23 program year, the City estimates that HUD will entitle approximately \$600,000 in CDBG funding, of which 20% (approximately \$120,000) is set aside for administrative costs. As of the date of the release of this plan, the exact amount of the CDBG award is not known. In the event that the City receives more than the estimated amount, the additional funds will be allocated to the Lamplighter Inn project. In the event that the City receives a CDBG award less than \$600,000, the funding recommendations will be reduced proportionately. Additionally, the City proposes to reprogram \$875,711 of unspent funds from prior year projects and anticipates receiving \$200,000 in program income for a total funding amount of \$1,675,711. To further complement CDBG funds, the City has also made available local funds from its Affordable Housing Trust Fund (AHTF) in the amount of \$3,000,000 for the program year in addition to \$3,000,000 made available during the 2021 – 2022 program year.

#### Anticipated Resources

Expected Amount Available Year 5				
Source of Funds	Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$
CDBG – federal	\$600,000	\$200,000	\$875,711	\$1,675,711
Affordable Housing Trust Fund - Local	3,000,000	0	0	0

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The greatest challenge facing the City of Santa Fe's housing and public service programs in 2022 is the recovery from the economic downturn caused by the public health emergency posed by the COVID-19 virus. Early in the pandemic, the sharp decline of gross receipts tax, the need to prevent community spread, and the increase in housing instability for all incomes had far-reaching effects. Many residents fell behind in rent and mortgage payments because of lost income and projections estimate 1000s will lose their homes when federal, state and local moratoria preventing eviction are lifted.

The federal government has responded with several infusions of cash into local government budgets. Using these funds creatively and effectively when there is an increase in need and requirements that must be addressed will be challenging in the upcoming months. The areas most impacted are likely to be in the public services category which supports non housing projects and public facilities improvements, which are generally housing-related. Additionally, the City strives to leverage local funds to ensure that effective and important local services continue to be provided in our community, regardless of the status of federal funds.

The City's nonprofit partners estimate that every dollar of federally-funded down payment assistance leverages \$14 of funding from other state, local, and private sources. Both the Housing Trust and Homewise are Community Development Financial Institutions and actively leverage funds from HOME, Fannie Mae secondary market loans, state-funded mortgage products allocated through the New Mexico Mortgage Finance Authority, Low Income Housing Tax Credits (the Housing Trust), solar tax credits, Federal Home Loan Bank of Dallas' Community Investment Programs, bank and foundation investments, and other DOE funds as well as having substantial organizational resources to use for real estate development and to support programmatic goals.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

All of the property on which public housing facilities are situated is owned by the City and used by the Santa Fe Civic Housing Authority under long-term leases. The units are rented to income-qualified renters, many of them very low-income seniors. At any time during the year if the City determines that donating and/or using City-owned property will benefit a proposed project that will serve the priority needs and funding objectives outlined in this plan, the City will do so, as allowed under the NM Affordable Housing Act.

During 2019, the City donated a 5-acre portion of a City-owned parcel on Siler Road. This donation supported the construction, currently underway, of 65 units of affordable live/work housing targeted to “creatives” – technology entrepreneurs, visual and performance artists, craft manufacturers, self-employed, etc. A shared resource center will be included with a performance and display space, retail areas and other workshops. The project, called the “Siler Yard” is being developed by the New Mexico Interfaith Housing Coalition. Low Income Housing Tax Credit (LIHTC) funds were secured providing over \$10M of equity. Additionally, the City is continuing from 2019 a public outreach process and study of other City-owned parcels to prioritize several for future affordable housing development.

Additionally, the City is assessing the future viability of redeveloping the Midtown campus site (formerly the location of the College of Santa Fe and then, the Santa Fe University of Art and Design). The community’s vision for the site is to include public gathering spaces, mixed uses (public services, entertainment, job centers, high tech, film and education) and affordable and mixed income housing. The affordability of future housing on this site will be subsidized through the City’s donation of land, fee waivers, and water offsets.

**Discussion**

All of the donations described above are intended to support the uses of CDBG resources, both by increasing access to community facilities and programs but also to support the City's subrecipients in their efforts to leverage additional housing and community development resources into the community.

# Annual Goals and Objectives

## AP-20 Annual Goals and Objectives

### Goals Summary Information

Sort Order	Goal Name	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase Opportunities for At-Risk Populations	Affordable Housing Public Housing Homeless	Citywide	Rental Vouchers Emergency Shelter Support Services for Homeless and At Risk Rental Rehabilitation Fair Housing Outreach AFH Factor: Aging Housing Stock AFH Factor: Work opportunities for disabled people AFH Factor: Accessible Housing for Disabled AFH Factor: Access to Schools & Transportation AFH Factor: Fair Housing Information and Resources	CDBG: \$643,162	Public service activities for Low/Moderate Income Housing Benefit: 1,235 Households Assisted; Rental units rehabilitated: 58 Household Housing Unit

Sort Order	Goal Name	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Increase Affordable Rental Housing Opportunities	Affordable Housing	Citywide	Rental Vouchers Rental Units & Support Services Rental Rehabilitation Fair Housing Outreach Diversity of Housing Types AFH Factor: High Housing Costs AFH Factor: Aging Housing Stock AFH Factor: Accessible Housing for Disabled AFH Factor: Fair Housing Information and Resources	CDBG: \$643,162	Rental units rehabilitated: 58 Household Housing Unit; Tenant-based rental assistance: 800 Households Assisted

Sort Order	Goal Name	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Increase Affordable Homeowner Opportunities	Affordable Housing	Citywide	Refinancing Services & Support-Current Homeowners Mortgage Principal Reduction Homebuyer Training and Counseling Homeowner Rehab, Upgrades and Retrofits Construction of Affordably-priced Homes Fair Housing Outreach AFH Factor: High Housing Costs AFH Factor: Aging Housing Stock AFH Factor: Accessible Housing for Disabled	CDBG: \$100,000	Homeowner Housing Rehabilitated: 12 Household Housing Unit

4	Align Housing Opportunities With Emerging Needs	2018	2022	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	Citywide	Rental Vouchers Support Services for Homeless and At Risk Rental Units & Support Services Rental Rehabilitation Mortgage Principal Reduction Fair Housing Outreach Diversity of Housing Types AFH Factor: High Housing Costs AFH Factor: Aging Housing Stock AFH Factor: Fair Housing Information and Resources	CDBG: \$843,162	Rental units rehabilitated: 58 Household Housing Unit; Homeowner Housing Rehabilitated: 12 Households Assisted; Tenant-based rental assistance / Rapid Rehousing: 800 Households Assisted; Direct Financial Assistance to Homebuyers: 5 Households Assisted
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5	AFH Goal #1: Create more affordable, quality housing	2018	2022	Affordable Housing	Citywide	Rental Vouchers Support Services for Homeless and At Risk Rental Units & Support Services Rental Rehabilitation Mortgage Principal Reduction Homeowner Rehab, Upgrades and Retrofits Construction of Affordably-priced Homes Fair Housing Outreach Diversity of Housing Types AFH Factor: High Housing Costs AFH Factor: Aging Housing Stock AFH Factor: Accessible Housing for Disabled AFH Factor: Fair Housing Information and Resources	CDBG: \$843,162	Public service activities for Low/Moderate Income Housing Benefit: 1,235 Households Assisted; Rental units rehabilitated: 58 Household Housing Unit; Homeowner Housing Rehabilitated: 12 Households Assisted; Tenant-based rental assistance / Rapid Rehousing: 800 Households Assisted; Direct Financial Assistance to Homebuyers: 5 Households Assisted
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6	AFH Goal #2: Preserve and improve existing housing	2018	2022	Affordable Housing	Citywide	Rental Vouchers Support Services for Homeless and At Risk Rental Units & Support Services Rental Rehabilitation Homeowner Rehab, Upgrades and Retrofits Fair Housing Outreach AFH Factor: High Housing Costs AFH Factor: Aging Housing Stock AFH Factor: Accessible Housing for Disabled AFH Factor: Fair Housing Information and Resources	CDBG: \$643,162	Public service activities for Low/Moderate Income Housing Benefit: 1,235 Households Assisted Rental units rehabilitated: 58 Household Housing Unit Homeowner Housing Rehabilitated: 12 Household Housing Unit Direct Financial Assistance to Homebuyers: 10 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 800 Households Assisted
7	AFH Goal #3: Continue to work to improve economic	2018	2022	Non-Homeless Special Needs	Citywide	AFH Factor: Work opportunities for disabled people	CDBG: \$0	

8	AFH Goal #4: Create more accessible, affordable, q	2018	2022	Affordable Housing Non-Homeless Special Needs	Citywide	Rental Vouchers Emergency Shelter Support Services for Homeless and At Risk Rental Rehabilitation Homeowner Rehab, Upgrades and Retrofits AFH Factor: Aging Housing Stock AFH Factor: Accessible Housing for Disabled AFH Factor: Fair Housing Information and Resources	CDBG: \$643,162	Public service activities for Low/Moderate Income Housing Benefit: 1,235 Households Assisted Rental units rehabilitated: 58 Household Housing Unit Homeowner Housing Rehabilitated: 12 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 800 Households Assisted
9	AFH Goal #5: Improve access to high quality school	2018	2022	Affordable Housing Homeless	Citywide	Support Services for Homeless and At Risk AFH Factor: High Housing Costs AFH Factor: Work opportunities for disabled people AFH Factor: Access to Schools & Transportation	CDBG: \$643,162	Public service activities for Low/Moderate Income Housing Benefit: 1,235 Households Assisted Rental units rehabilitated: 58 Household Housing Unit

<b>10</b>	AFH Goal #6: Strengthen access to fair housing and	2018	2022	Fair Housing & Renters Rights	Citywide	Fair Housing Outreach AFH Factor: Fair Housing Information and Resources	CDBG: \$0	Public service activities for Low/Moderate Income Housing Benefit: 1,235 Households Assisted
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**Table 6 – Goals Summary**

## Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Increase Opportunities for At-Risk Populations
	<b>Goal Description</b>	<p>This goal focuses on reducing the rate of Households with cost burden. Actions include preventing homelessness through rental vouchers, emergency assistance, support services expanding rental choices for households earning less than 30% AMI, providing rehab services for rental properties serving very low income renters, improving outreach efforts to mono-lingual Spanish speakers. This goal incorporates actions from the following AFH Goals:</p> <ol style="list-style-type: none"> <li>1. Create more affordable, quality housing that is equitably distributed throughout the City</li> <li>2. Preserve and improve existing housing occupied by low and moderate income renters and owners</li> <li>3. Strengthen access to fair housing and knowledge of fair housing among residents and landlords</li> </ol>
<b>2</b>	<b>Goal Name</b>	Increase Affordable Rental Housing Opportunities
	<b>Goal Description</b>	<p>This goal focuses on expanded inventory of very low income rental units and vouchers to meet increased demand: Supporting LIHTC projects and the provision or retention of permanent, subsidized rental units, rental units reserved for persons transitioning out of homelessness, rehabilitating existing rentals to expand choice and housing quality, identifying additional funding sources and/or creating revenue streams to fund local rental vouchers. This goal incorporates actions from the following AFH Goals:</p> <ol style="list-style-type: none"> <li>1. Create more affordable, quality housing that is equitably distributed throughout the City</li> <li>2. Preserve and improve existing housing occupied by low and moderate income renters and owners</li> <li>3. Create more accessible, affordable, quality housing, to accommodate persons with disabilities</li> <li>3. Strengthen access to fair housing and knowledge of fair housing among residents and landlords</li> </ol>

<b>3</b>	<b>Goal Name</b>	Increase Affordable Homeowner Opportunities
	<b>Goal Description</b>	<p>Increased homeownership opportunities and support for long term affordability and accessibility for current homeowners is accomplished through continuing mortgage principal reduction loans, homebuyer counseling and training services, production of affordably-priced homes, supporting partnerships with nonprofits, for-profit builders and other housing providers, considering acquisition/rehab programs to absorb existing market supply, funding energy efficiency upgrades, continuing foreclosure prevention and legal aid and refinancing services for existing homeowners, offering accessibility improvements to help “age in place” and multi-generational transfers. This goal incorporates actions from the following AFH Goals:</p> <ol style="list-style-type: none"> <li>1. Create more affordable, quality housing that is equitably distributed throughout the City</li> <li>2. Preserve and improve existing housing occupied by low and moderate income renters and owners</li> <li>3. Create more accessible, affordable, quality housing, to accommodate persons with disabilities</li> <li>4. Strengthen access to fair housing and knowledge of fair housing among residents and landlords</li> </ol>
<b>4</b>	<b>Goal Name</b>	Align Housing Opportunities With Emerging Needs
	<b>Goal Description</b>	<p>Housing opportunities reflect emerging needs, changing demographics and are aligned with redevelopment objectives and sustainability goals: Supporting non-traditional housing types and live/work housing, including housing as a required component of redevelopment projects, prioritizing housing that is located in transit corridors, has access to community facilities, accommodates live/work or other flexible scenarios, is aimed at the “creative” worker, can accommodate needs of aging residents, achieving high standards of sustainability through green building, design, and alternative energy sources. This goal incorporates actions from the following AFH Goals:</p> <ol style="list-style-type: none"> <li>1. Create more affordable, quality housing that is equitably distributed throughout the City</li> <li>2. Continue to work to improve economic conditions of persons with disabilities</li> <li>3. Improve access to high quality schools and public transportation</li> </ol> <p>Note that the funding, programs and anticipated accomplishments related to this goal are also reported for the preceding goals.</p>

5	<b>Goal Name</b>	AFH Goal #1: Create more affordable, quality housing
	<b>Goal Description</b>	<p>This AFH goal corresponds to Consolidated Plan goals: 1, 2, 3, 4. The following milestones and metrics are established in the AFH to guide the achievement of this goal: support 60 rental units (min); revise SFCC 26-1 to require &lt;50%AMI units in LIHTC (15 units); dedicate local funding to rental assistance to support 40 renter households (HH); Down Payment Assistance + homebuyer support services to 30 HH; revise SFCC 26-1 to create menu of compliance options to support inclusion of 100 rent-restricted units in market rate projects.</p> <p>Note that the accomplishments and funding relevant to this section are also relevant to preceding sections.</p>
6	<b>Goal Name</b>	AFH Goal #2: Preserve and improve existing housing
	<b>Goal Description</b>	<p>This goal corresponds with Consolidated Plan Goals: 1, 2, 3. Metrics and milestones include: continue support of emergency repair grants to serve 15 – 30 HH; design program for historic districts to offset costs of repair to serve 3 – 5; rehab of affordable rental units to rehab 129 affordable units in the rental market.</p> <p>Note that funding and accomplishments are also reported in Goals 1 - 3.</p>
7	<b>Goal Name</b>	AFH Goal #3: Continue to work to improve economic
	<b>Goal Description</b>	<p>The metrics and milestones associated with this AFH goal are to establish and expand job creation opportunities for under-employed workers with disabilities. This work would be supported by the City's Office of Affordable Housing but is carried out primarily by other City divisions, government agencies and nonprofit partners. None of the funding would be housing-related.</p>
8	<b>Goal Name</b>	AFH Goal #4: Create more accessible, affordable, q
	<b>Goal Description</b>	<p>This AFH goal corresponds with Consolidated Plan Goals: 2, 3. Metrics and milestones include focusing housing rehabilitation programs (both homeownership and rental) on serving the needs of the disabled, including the mentally ill, chronically ill, developmentally disabled, mobility-impaired and those in recovery to rehab an additional 10 - 15 housing units. Also, this goal necessitates supporting the efforts of current homeless and special needs providers to link resources and align the provision of services. This would build on the model established by the NMCEH in its successful effort to meet the USICH's criteria for ending veteran homelessness</p> <p>Funding and accomplishments also reported in related to Goals 1 -3.</p>
9	<b>Goal Name</b>	AFH Goal #5: Improve access to high quality school
	<b>Goal Description</b>	<p>This AFH goal does not have a Consolidated Plan equivalent because it is not directly related to housing; however, it establishes the following metrics and milestones: align housing resources with efforts serving young people at risk of being homeless; align housing resources with school based social services and workforce training/support program; align housing resources with transit planning to expand services and improve access.</p> <p>Note that funding and accomplishments also reported in Goals 1 - 3.</p>

<b>10</b>	<b>Goal Name</b>	AFH Goal #6: Strengthen access to fair housing and
	<b>Goal Description</b>	This AFH Goal corresponds with all Consolidated Planning Goals; however it is directly related to the City's obligation to further fair housing. Metrics and milestones include: continuing to support fair housing training (1 event/year) through donation of City meeting space, assistance with marketing, PSAs with trainers, etc.; dedicating local resources to support bi-lingual Landlord/Tenant counseling and assistance through Hotline, including focus on Landlord responsibilities under FHA (serving 300 renters/year). Using local funds, the City is establishing a hotline and navigation services to help renters avoid eviction and to connect them to rental payment resources.

# Projects

## AP-35 Projects – 91.220(d)

### Introduction

Projects funded for FY 2022-23 reflect a variety of programs, facilities improvements and public services in addition to programs focused upon increasing affordable housing to include rental and homeowner rehabilitation and mortgage principal reduction for homebuyers for low-to moderate income households. Additionally, the City operates a local affordable housing trust fund (AHTF) that is funded through developer fees, pay off of City-held affordability liens, and land sales revenues from City-held mortgages. The trust funds are monitored by the NM Mortgage Finance Authority for compliance with the NM Affordable Housing Act which allows funds to be used for beneficiaries earning up to 120% AMI (area median income). This enables subrecipients to serve a full range of incomes as CDBG funds are used for those at 80% AMI and below and the AHTF can be used for those at 81-120% AMI. Additionally, program income provides additional revenue for eligible programs. In the past, PI has been used for mortgage principal reduction loans and home repair loans. For the upcoming program year, the City anticipates that \$200,000 will be generated and used for mortgage principal reduction loans. Reprogrammed funds from prior years make up the balance of available funds.

### Projects

#	Project Name
1	Housing
2	Public Services
3	Public Improvements
4	Program Administration

Table 7 - Project Information

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

The City continues to prioritize supporting the work of its nonprofit partners who provide the majority of housing related services and shelter. All applicants for CDBG funds are required to match the funds at a 1:1 basis, ensuring that funded projects are viable.

## AP-38 Project Summary

1	<b>Category</b>	Housing
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Increase Opportunities for At-Risk Populations Increase Affordable Rental Housing Opportunities Increase Affordable Homeowner Opportunities Align Housing Opportunities With Emerging Needs AFH Goal #1: Create more affordable, quality housing AFH Goal #2: Preserve and improve existing housing AFH Goal #3: Continue to work to improve economic AFH Goal #4: Create more accessible, affordable, q AFH Goal #5: Improve access to high quality school AFH Goal #6: Strengthen access to fair housing and
	<b>Needs Addressed</b>	Support Services for Homeless and At Risk Rental Units & Support Services Rental Rehabilitation Homeowner Rehab, Upgrades and Retrofits AFH Factor: High Housing Costs
	<b>Funding</b>	\$1,012,549
	<b>Description</b>	A means of providing or producing affordable housing – such as production, rehabilitation, or acquisition.
	<b>Target Date</b>	Completed by June 30, 2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	12-15 homeowners served; 58 renter households served
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	1) JL Gray - Lamplighter Inn Project (\$290,000); 2) Santa Fe Habitat for Humanity - Habitat Home Repair Program (\$100,000); 3) City of Santa Fe's Office of Affordable Housing and Public Works Department - Acquisition of property for affordable housing (\$422,549) 4) Program Income-funded Mortgage Principal Reduction Loans (estimated amount \$200,000)
2	<b>Category</b>	Public Services
	<b>Target Area</b>	Citywide

	<b>Goals Supported</b>	Increase Opportunities for At-Risk Populations Increase Affordable Rental Housing Opportunities Align Housing Opportunities With Emerging Needs AFH Goal #5: Improve access to high quality school AFH Goal #6: Strengthen access to fair housing and
	<b>Needs Addressed</b>	Rental Vouchers Emergency Shelter Support Services for Homeless and At Risk AFH Factor: High Housing Costs AFH Factor: Access to Schools & Transportation
	<b>Funding</b>	\$443,162
	<b>Description</b>	Provision of public services (including labor, supplies, and materials) including but not limited to those concerned with employment, crime prevention, child care, health, drug abuse, education, fair housing counseling, energy conservation, welfare (but excluding the provision of income payments) homebuyer downpayment assistance, or recreational needs
	<b>Target Date</b>	Completed by June 30, 2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	800 renter households; 160 chronically homeless woman and their children; 60 homeless persons; 215 youth experiencing or at risk of homelessness
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	1) Adelante (SFPS) - Expanded School Liaison Project (\$35,000); 2) Interfaith Community Shelter - Women's Summer Safe Haven Shelter (\$35,000); 3) Youth Shelters and Family Services - Transitional Living and Street Outreach Programs (\$20,000); 4) New Mexico Coalition to End Homelessness - Consuelo's Place Shelter (\$353,162);
<b>3</b>	<b>Category</b>	Public Improvements
	<b>Target Area</b>	Ocate Road (off of Cerrillos near the Subaru and Honda dealerships)
	<b>Goals Supported</b>	Increase Affordable Rental Housing Opportunities Align Housing Opportunities With Emerging Needs AFH Goal #1: Create more affordable, quality housi
	<b>Needs Addressed</b>	Rental Units & Support Services look up needs – infrastructure?
	<b>Funding</b>	\$100,000

	<b>Description</b>	The CDBG program identifies publicly-owned facilities and infrastructure such as, streets, playgrounds, and underground utilities, and buildings owned by non-profits that are open to the general public, as Public Facilities and Improvements
	<b>Target Date</b>	Completed by June 30, 2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	60 renter households
	<b>Location Description</b>	Ocate Road (off of Cerrillos near the Subaru and Honda dealerships)
	<b>Planned Activities</b>	Santa Fe Civic Housing Authority - Public Infrastructure costs associated with the development of the Ocate SF Apartments (\$100,000)
<b>4</b>	<b>Category</b>	Program Administration
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	N/A
	<b>Needs Addressed</b>	N/A
	<b>Funding</b>	\$120,000 (estimated):
	<b>Description</b>	General management, oversight, and coordination of administering the CDBG program
	<b>Target Date</b>	Completed by June 30, 2023
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	N/A

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The Community Development Commission placed the highest funding priority on affordable housing and the provision of related services citywide, rather than focusing on a specific area or neighborhood. The final high priority of the CDC is funding public facilities that most closely serve households transitioning out of homelessness as well as funding public services that help very low income individuals and households to transition out of homelessness. Again, because of Santa Fe's relatively compact geography, funds are not prioritized for a particular area as all facilities serve city-wide residents.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide	100

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

All programs for the 2022 CDBG program year will serve extremely low to moderate-income residents throughout the city as the City of Santa Fe does not have priorities for allocating resources geographically.

### **Discussion**

The City's policy of city-wide distribution of resources is due in part because the population of low income/minority residents is not substantial enough relative to specific areas of concentration in Santa Fe. In contrast, a larger urban area with more population is more likely to have higher numbers of low income/minority residents living in concentrated areas which makes geographic priorities more feasible and effective. In Santa Fe, eligibility is defined based on household (income) versus the location of the project or program. For example the City allocates funding programs for mortgage principal reduction assistance which is dependent on the household income versus the location of the home, which is also the same standard for home improvement funds. Likewise, public service programs that serve at risk youth, for example, focus on serving citywide residents versus those coming from a specific geographic area.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City of Santa Fe's expenditure of funds - federal and local - supports projects and programming that serve the spectrum of housing needs from the homeless to the homeowner. The City identifies needs and evaluates existing housing gaps to ensure that programs and projects increase and improve access to the community's housing opportunities. Delivery of these services is provided through the City's network of nonprofit partners which ensures they are effective, responsive and timely. For the upcoming program year, the City will immediately deploy Affordable Housing Trust Funds (AHTF) in the amount of \$1,225,000 in conjunction with CDBG funds, serving almost 800 additional households and individuals.

<b>One Year Goals for the Number of Households to be Supported</b>	
Homeless	435
Non-Homeless	930
Special-Needs	0
Total	1,365

**Table 9 - One Year Goals for Affordable Housing by Support Requirement (CDBG funded activities only)**

<b>One Year Goals for the Number of Households Supported Through</b>	
Rental Assistance	800
The Production of New Units	58
Rehab of Existing Units	12
Acquisition of Existing Units	0
Total	870

**Table 10 - One Year Goals for Affordable Housing by Support Type (CDBG funded activities only)**

#### Discussion

The projects addressing homelessness for the 2022-23 fiscal year will serve the following through public service and shelters: 800 households served through Adelante; 160 women provided shelter at the Women's Safe Haven; 215 youth through the Youth Shelters and Family Services Transitional Living and Street Outreach Programs; and 60 homeless persons at Consuelo's Place Shelter, where emergency quarantine services is available for individuals who have been infected with, or have been exposed to, COVID-19. Non-homeless households shown above to be supported through CDBG funded affordable housing in 2022-23 include the following: Habitat for Humanity will rehabilitate a minimum of twelve (12) units owned by low-income households; Adelante will support the previously mentioned 800 households that are at risk of becoming homeless through rental, utility, and arrears assistance; and JL Gray will rehabilitate and convert the Lamplighter Inn into 58 units of affordable housing. The 2020-2021 projects listed also address the fair

housing goals outlined in the City's AFH Plan.

In addition to the above stated CDBG funded projects, Affordable Housing Trust Funds (AHTF) will be used to support affordable housing provision, rehabilitation, and direct financial assistance to income-qualified individuals. Rental assistance will be provided through six organizations, (Adelante, Life Link, New Mexico Coalition to End Homelessness, Santa Fe Recovery Center, St. Elizabeth Shelters, and Youthworks) serving a cumulative total of 459 households, all of whom are at risk of or presently experiencing homelessness. Of these 459 households, 90 are individuals who have completed Santa Fe Recovery Center's residential treatment program and will be provided 2-6 months of housing assistance in SFCR's Bridge Home Sober Living apartments. Homewise, Habitat for Humanity, and the Santa Fe Community Housing Trust will use AHTF to support mortgage principal reduction loans for thirty (30) homebuyer households. Additionally, the Housing Trust will use AHTF funds to support a community design process and the creation of a schematic design for a new housing development for seniors. Arbor Lodging Partners will use AHTF to support the acquisition and conversion of the Green Tree Inn into an income- and rent-restricted senior housing complex containing 84 studio apartment units.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Santa Fe Civic Housing Authority (SFCHA) is the primary public housing agency in Santa Fe. It oversees 28 units of public housing, 491 units of HUD Project based rental assistance (PBRA) – 459 of which are also LIHTC units, and 145 Low Income Housing Tax Credit (LIHTC). SFCHA also manages 670 housing choice vouchers in Santa Fe. Of the PBRA there are a total of 359 units for seniors and 132 units for families. Currently, over 300 people are on the waiting lists for a housing authority apartment unit, and approximately 300 people on the Section 8 waiting list for Santa Fe. SFCHA receives approximately 35 applications per month for housing. The wait for a unit is between 18 and 24 months; however, the waiting lists are usually only open on a lottery basis at designated times during the year. In addition SFCHA owns and operates affordable units in the City of Espanola and the Town of Bernalillo.

Santa Fe County also manages 200 units of public housing and administers 241 housing choice vouchers (44 VASH). Some vouchers are used within city limits.

### **Actions planned during the next year to address the needs to public housing**

Maintenance of aging units is a continuous effort so the housing authority is systematically converting its units under the Rental Assistance Demonstration (RAD) project. For the upcoming year, funds will be used to rehabilitate public housing units to bring them up to current code requirements, improve energy efficiency, and update other quality of life amenities. SFCHA has a 45 unit Family project currently under construction and planned for completion by the end of 2022. This project was awarded AHTF money for the 2020/2021 round. SFCHA has also received an additional \$500,000 of AHTF funding in the 21-22 round to rehabilitate the Paseo del Sol Apartments and preserve 80 units of affordable housing.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Both Public Housing Authority's (PHA) provide a Family Self-Sufficiency Program which supports self-sufficiency with the eventual goal of becoming viable homeowners. The family enters into a five-year Contract of Participation with the Housing Authority and sets specific goals to be achieved over the term of the Contract. As part of the Contract, the Housing Authority opens an escrow account for each participating family and any time there is an increase to the family's earned income during the term of the Contract, money is deposited into the family's escrow account. Upon successful completion of the Program, the family receives the balance in their escrow account to use for home ownership and educational goals.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be**

**provided or other assistance**

The PHA is not designated as troubled.

**Discussion**

As an active developer of LIHTC projects, the Santa Fe Civic Housing Authority is considered a partner of the City of Santa Fe's in the provision of affordable rental housing beyond the typical housing authority functions. The City has to subordinate and amend its lease agreements with the housing authority every time a funding application is submitted. The City is providing support for the Calle Resolana project, 45- townhomes proposed for construction that were awarded LIHTC funding in 2019. During the program year, the City expects to put out for RFP the donation of another parcel of City-owned land and anticipates that the housing authority will submit a proposal to develop approximately 60 units of affordable rental housing.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City works in partnership with many non-profit organizations who provide a wide range of services to prevent “at-risk” populations such as unaccompanied youth, families with children, veterans, battered families, people with disabilities and seniors from becoming homeless. Another objective is to help existing homeless populations obtain safe, affordable and sustainable housing opportunities as well as needed services such as health care, transportation and counseling.

These activities necessarily run along a continuum of housing program options that range from emergency shelter services to transitional housing and permanent supportive housing services to the new construction of mixed income and mixed use affordable rental development projects. Currently the City has in place emergency and transitional housing programs for homeless individuals, families with children, veterans, and unaccompanied youth.

The City has incorporated the mission of "Built for Zero" (BFZ) to address chronic homelessness in 2019. The BFZ project is a national, evidence based model used to end homelessness:

<https://www.community.solutions/what-we-do/built-for-zero>. The first step to the model was to identify those who are homeless by August 2019, within the community, by name, followed by a strategic, coordinated outreach and networking system of linking homeless individuals and families to services as well as housing. The goal indicator for the BFZ program is a significant reduction (30%) in homelessness by January 2020. Service prioritization is made through the development of a simplified VI-SPDAT (Vulnerability Index-Service Prioritization Decision Assistance Tool). Finance consultants at Community Solutions, the umbrella organization for the BFZ program identify innovative funding structures that will allow Santa Fe to expand its stock of affordable and supportive housing that will remain tied to the coordinated entry system providing a continuous housing supply for those in need.

Those who are facing homelessness or special needs are now able to benefit from long range transportation for access to VA services in Albuquerque and SOAR model benefits application assistance through YSFS, Life Link and Adelante. These are added services that are currently provided by organizations throughout the City and greatly contribute expanding access for consumers.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:**

#### **1) Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

All of the city’s nonprofit partners who work with homeless persons have extensive outreach activities that the City seeks to improve over the next program year. The City’s one year goal is to identify, by-name, all the currently chronically homeless individuals and those precariously housed –this will be

completed through an online database that can access and screen for basic social determinants of health. The City is working with local non-profit service providers, the HMIS continuum site as well as housing partners.

In the winter, the Interfaith Shelter, St. Elizabeth's and Youth Shelters provide emergency beds, meals and clothing. Most importantly, the organization brings together outreach coordinators to case consult and provide information about available services. Medical care, job counseling, meals, clothing, transportation are a few of the services provided at the Interfaith Shelter, St. Elizabeth's and Youth and Family Services, which is partially funded through local funds allocated through the City's Community Services Department. In response to direct community need, Interfaith now has the Women's Summer Safe Haven when shelter staff and first responders noted that women were particularly vulnerable on the streets during summer months when the shelter is closed for the season.

The City is now working with the New Mexico Coalition to End Homelessness in response to the COVID-19 crisis to expand outreach to unsheltered people. The City is using some unused dormitories at the old College of Santa Fe campus as temporary housing for homeless people. Unsheltered people will be given the uniform housing assessment and placed on the by-name list for housing. Using the COVID-19 emergency funding, the City hopes to place almost all homeless people in rapid rehousing.

The City of Santa Fe works closely with the New Mexico Coalition to End Homelessness to coordinate services for homeless individuals and families. NMCEH operates a statewide system of coordinated entry where every homeless family and individual is given an assessment based on the nationally recognized VI/SPDAT (Vulnerability Index/Service Prioritization Assessment Tool). The results of the assessment are used to refer homeless people to the type of housing that best fits their needs and the permanent supportive housing. As previously stated, the City recently signed up to be part of Built for Zero, a national movement to end chronic and veteran homelessness in participating communities. Since Santa Fe has met the federal benchmarks for effectively ending veteran homelessness, current efforts are focused on housing all of those in

the City who are chronically homeless. The coordinated entry system is used to create a regularly updated by-name list of those who are homeless, and the City is working with its nonprofit partners to develop more permanent supportive housing to meet the needs of the approximately 100 individuals who are currently chronically homeless in Santa Fe. In December 2020 the City worked with its partners to purchase a 123 unit residence hotel and is using it to provide permanent supportive housing to 40 chronically homeless households and as affordable housing for other low income renters. The City and its partners hope to purchase another property for permanent supportive housing in 2021. In addition to helping provide funds for purchase and renovation, the City also plans to provide operating support to these projects.

## **2) Addressing the emergency shelter and transitional housing needs of homeless persons**

The City relies on a network of services providers to address the emergency shelter and transitional needs of homeless persons. These programs are supported through fee-for services agreements and pass through funds from federal and local sources. The City's partners include:

**St. Elizabeth Shelter.** Operates the Men's Emergency Shelter (28 beds) and Casa Familia (30 beds for women and children) and three transitional/supportive housing properties: Casa Cerrillos (28 apartments), Sonrisa Family Shelter (8 apartments) and the Santa Fe Suites (120 apartments). St. Elizabeth's recently took on management of the Suites, which is a mixed-income program for those coming out of homelessness and/or those who are working with low to moderate incomes. The shelters provide respite care for those who are in need of a place to recover from illnesses and behavioral health issues. Both have a program manager, case managers and supervisory staff. The supportive housing programs have on-site program/case managers that work closely with each guest and monitor their progress.

**Interfaith Community Shelter (ICS).** Through partnership with 40+ faith and community groups and nearly 2,000 active volunteers, ICS provides shelter and services to men, women and children who are experiencing homelessness in Santa Fe, and provides a point of entry to the other services necessary to make the transition from homelessness to stable housing. As a minimal barrier shelter, it offers the Seasonal Night Shelter; the Day Services Program; and the Women's Summer Safe Haven. Resource Days operate 3 days/week, year round, with 12 partner provider agencies.

**Life Link.** Operates 24 apartment units at La Luz, administers Continuum of Care vouchers to support 70 scattered-site units for people with mental illness and other co-occurring disorders. They also administer 78 linkage vouchers in Santa Fe. The Life Link provides extensive outpatient treatment, psychiatric and medication assisted treatment, psychosocial rehabilitation, homeless outreach, prevention, and rental assistance, peer support services, onsite healthcare screening, and comprehensive human trafficking outreach and aftercare services.

**Esperanza Shelter.** Offers no cost services to victims of domestic violence. The organization provides community navigation, advocacy, safety planning, therapy, substance abuse therapy, case management,

child/family therapy, parenting classes, infant mental health, psycho educational groups for both survivors and offenders and legal advocacy. It operates a 24/7 crisis hotline 1-800-473-5220, and emergency shelter services for those needing to escape domestic violence.

**Youth Shelters and Family Services.** Youth Shelters and Family Services helps hundreds of homeless, runaway, and at-risk youth and their dependent children each year. The organization provides thousands of bed nights for unaccompanied youth experiencing homelessness through its emergency shelter, cold weather shelter, transitional living, and rapid rehousing programs.

In addition, services are provided through the organization's drop-in center, street outreach, counseling center, pregnant and parenting initiative, youth appropriate referrals, case management, skill building services and activities geared toward self-sufficiency and readiness for adulthood.

**3) Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The City relies on its network of community partners to facilitate coordination of services and ensure that those vulnerable to homelessness don't "fall through the cracks". In October of 2017 a homeless task force held a series of meetings to provide recommendations to the Governing Body "to ensure that homelessness is prevented whenever possible or is otherwise a rare, brief and non-recurring experience." These recommendations shaped the 2018-2022 Consolidated Plan planning process. Also, the NMCEH continues to implement systems for ensuring that homeless who seek services are tracked through HMIS through a statewide system of coordinated assessment. Every homeless family and individual is given an assessment based on the nationally recognized VI/SPDAT (Vulnerability Index/Service Prioritization Assessment Tool). The results of the assessment are used to refer homeless people to the type of housing that best fits their needs and the assessment is used to create a prioritized list. Chronically homeless people are placed at the top of the list for permanent supportive housing.

The City of Santa Fe has worked closely with the Santa Fe Community Housing Trust to develop three apartment communities - Village Sage (60 units), Stagecoach Apartments (60 units) and Las Soleras Station (87 units) where 25% of the units are set aside for people exiting homelessness. On-site support services and referral to other service providers is also provided. The City has contributed financially in various ways to each of these projects.

The City, along with other local housing funding partners, has contributed funds to the Lamplighter Inn project, which will convert a local motel into 58 units of affordable housing with 25% of the units reserved for people exiting homelessness. The City has previously allocated AHTF funds to this project

and will contribute CDBG funds in the 22-23 program year.

**4) Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The City's CDBG entitlement funds and local funds will be used to support those with special needs through Adelante, Life Link, the Interfaith Shelter, and NM Coalition to End Homelessness programs which will provide services to homeless, veterans, and people with special needs in order to help them in the area of their specific need(s) and/or to make the transition to permanent housing. The City's Family and Youth Services Office funds numerous transitional homeless programs including: Youth Shelters (outreach, transitional living, rapid rehousing, and emergency shelter for youth and their dependent children with special needs and/or at risk of homelessness), Interfaith (Women's and Community Shelter for women with special needs and/or at risk for homelessness). In addition, these programs work with the Veterans Advisory Board which funds a veteran support worker through the Veterans Integration Center (VIC) and rental space at Interfaith for a Homeless Veterans Coordinator through the Veterans Administration. Casa Cielo addresses housing and care needs of elderly and/or terminally ill individuals, including people who are homeless, facing end of life transitions, regardless of their ability to pay.

The City also funds Adelante, a school-based program and Communities in Schools (CIS), who work directly with students in Santa Fe Public Schools. CIS works with students to empower and encourage academic achievement and supports the work of Adelante by referring prospective students to Adelante staff members who work with students and their families' to qualify them for services through the McKinney-Vento Homeless Assistance Act and provide support focusing on housing instability, food instability, and academic success. CDBG funds are being used to provide enhanced security for homeless youth, such as Youth Shelters and Family Services' Transitional Living and Street Outreach Programs. Apart from HUD funding, the City also supports the Santa Fe Recovery Center to provide housing for individuals who have graduated from their addiction recovery program.

The City has set aside funding for supplementation of rental assistance programs provided by a collaboration of at-risk-for-homelessness-serving organizations (LifeLink, SFPS Adelante Program, YouthWorks, the Santa Fe Recovery Center, and NM Coalition to End Homelessness). These organizations have joined forces to address the gap in housing availability and homelessness for young adults to seniors, those young people who are unstably housed but working or attending higher education or trades training, and those starting a new chapter toward addiction recovery within the community. The collaboration was formed from a working group of concerned organizations that work daily to serve the populations with the highest-needs in Santa Fe. In addition to the rental assistance,

the organizations will work together in a complimentary manner to provide a coordinated system of entry, wraparound services, staff and administrative support and interagency referrals for optimal placement of residents. The City works closely with its network of housing partners to ensure that the needs of those discharged from institutions are also being met. Many women have entered Casa Familia after giving birth once discharged from the hospital. Likewise, Youthworks receives many referrals from juvenile corrections systems and assists youth and their families with support to overcome obstacles such as housing instability, and other wrap-around services.

## **Discussion**

As a result of the COVID-19 pandemic, the City re-commissioned several dormitory rooms and campus apartments to house homeless people or people without access to a safe place to stay if they needed to self-quarantine. CARES Act funding was deployed to support the ongoing use of this site as a shelter. Since October 2020, The Life Link has provided case management and clinical services to 97 individuals and families housed at the Coyote South Motel in a partnership with the City and County to decrease homeless numbers during the pandemic. The 2<sup>nd</sup> round of CARES Act funding will soon be distributed by the City of Santa Fe to the Santa Fe Suites, a hotel conversion project that offers support services to their tenant base that is largely made up of individuals transitioning out of homelessness.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

Typically, those who are most heavily cost-burdened, have the lowest incomes. The City of Santa Fe reviewed its policies and practices to mitigate barriers to housing development-- particularly affordable housing development—as part of the 2011 Analysis of Impediments (AI) to Fair Housing Choice. The City also submitted the 2016 AI update which was made available for public review with its successor, the City’s 2017 Assessment of Fair Housing (AFH). HUD required both documents to be submitted in consecutive years, though the 2016 AI contains much of the framework as required by the AFH, per the new federal rule to Affirmatively Further Fair Housing. This update provides an in-depth review of city housing policies and land use and zoning regulations and also incorporates elements of the successor study as required by HUD. This study examines in further depth any groups or individual citizens not captured in the 2016 AI participation, especially such persons who reside in areas identified as Racially or Ethnically-Concentrated Areas of Poverty (R/ECAP's), Limited English Proficient (LEP) persons, and persons with disabilities. Some of the barriers or impediments to affordable housing identified in the 2011 AI still exist according to the 2016 analysis and mitigation steps are incorporated in the 2018-22 Consolidated Plan as well as the 2020 Annual Action Plan.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

According to the City’s most recent AI, there are four substantial barriers to fair housing:

1. Lack of affordable housing: The City continues to undertake several activities to address its lack of affordable housing. In 2019, an ordinance amendment to the Santa Fe land use code eased restrictions on building accessory dwelling units. The objective was to provide incentives for incremental infill development and open up potential options for naturally occurring affordable rental units. The City also amended its inclusionary zoning program (SFCC 26-1, 26-2) to provide incentives and flexible options for the purpose of encouraging development that meets the community's current needs. The funds generated through allowable fees-in-lieu are expected to generate enough revenue to continue funding tenant-based rental assistance to meet a variety of needs - rent, utilities, rental/utility arrears, rental deposits, etc. As with any revenue generated or earmarked for affordable housing, use of the funds is dictated by city code and must be compliant with the NM Affordable Housing Act.
2. Some residents lack equal access to opportunity due to lower performing schools in high-poverty neighborhoods, *and* the lack of public transportation. CDBG projects funded through the RFA process are scored based upon livability and sustainability to include higher scoring for walkability to services, transportation and quality schools.

3. There is a lack of fair housing information and supportive services to assist people facing housing discrimination. The City's Fair Housing Assessment is accessible to the public on the City website and is updated every few years. The Annual Action Plan and projects chosen for the year are largely influenced by the needs outlined in the FHA.
4. Stakeholders continue to view neighborhood resistance or NIMBYism (Not-In-My-Backyard mentality) as a barrier to fair housing choice. One quarter of these survey respondents identified this as a "very serious" contributing factor. By expanding outreach tools and through partnerships with advocacy organizations, the City seeks a more demographically diverse representation in voices and opinions to be shared throughout the City.

### **Discussion:**

The most recent data shows a current occupancy of almost 98% for all rental housing in Santa Fe. Almost half of the city's renter population is cost-burdened and three quarters of them do not earn enough to afford the median priced home for purchase. For that reason, the City continues to proactively enforce its inclusionary zoning requirement and to support the construction of housing, both affordable and market rate units. The City's objective is to support a healthy housing market that offers all types and price ranges. To that end, the City's been exploring efforts to potentially redevelop several of its underused corridors that have infrastructure and could support rental housing, and which wouldn't have existing residential neighbors concerned about higher density housing developments, while also providing easy access to transportation. These areas include the Siler Road corridor, the Midtown Local Innovation Corridor District (Midtown LINC), at St. Michael's Drive, the Airport Road corridor and the Midtown campus property.

Real estate development activity remains strong in Santa Fe. Update: As of February 2022, there were 2,544 housing units under construction and 125 in the review and approval pipeline. Of these, 273 are affordable single family homes under construction, with an additional 23 affordable units in the approval pipeline.

Future production of new units will need to reflect the needs of emerging populations, specifically older, smaller households; the elderly; the self-employed; and special needs groups such as veterans. Market demand for single-family suburban style housing is decreasing as more households seek housing that is close to transportation, economic centers, services and amenities and can be adapted to changing needs to allow "aging in place" and entrepreneurial activities.

A focus in 2022 will be on the development of new, sustainable (in location, as well as efficiency) affordable units and sustainable rehabilitation of existing units in order to maintain affordable rent and housing stock as well as increase the availability of affordable housing. The City of Santa Fe's 25-Year Sustainability Plan was adopted in December 2018 and is focused upon taking the necessary steps to become carbon neutral by 2040, while increasing ecological resilience, economic vitality, quality of life and social equity for Santa Feans. Increasingly, interdisciplinary efforts are being made throughout the City to address the triple bottom line needs outlined in the 25-Year Plan for resiliency and

sustainability through scaling and scoring each project's impact in environmental, economic and social health giving preference to the projects that will provide the most positive impact(s).

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

Having a roof over one's head is one of our essential needs as human beings, as important as eating, sleeping, and receiving medical care. Yet, too often, the poor, the disabled, the elderly and even many in the workforce are not able to afford a house that meets their needs. A lack of high quality housing directly affects one's ability to build wealth, participate in civic activities, enjoy leisure time, and most of all, to have a decent and safe place to live. The overall health and vitality of a community suffers directly when its residents aren't housed adequately.

In Santa Fe, this situation is compounded by the fact that as a tourist destination and a place where wealthy people have second homes or choose for retirement, the city has attracted people from all over the world to live here, driving up the value of real estate beyond the ability of many who rely on the local economy to afford housing. Furthermore, due to the rise of remote work from the COVID-19 pandemic, Santa Fe has seen an influx of remote workers move to the city who earn far more than the average Santa Fean and drive up market rate rents. A common obstacle to the underserved need of homeownership for Santa Fe residents is lack of credit worthiness and the inability to save a down payment for a home. Several of the City's partner organizations offer assistance in the rebuilding of credit history, as well as homebuyer education programs. However, those earning low incomes, mostly renters, are even more hard-pressed to attain affordable housing.

### **Actions planned to address obstacles to meeting underserved needs**

This section describes additional efforts to address obstacles to meeting underserved needs, promote efforts to coordinate and facilitate the many elements related to housing, create suitable living environments, and promote economic development for low and moderate income persons.

The primary obstacle to meeting underserved needs is the lack of available resources. With continuing reductions in the available resources, the number of people and the extent to which they can be served is declining. The local economic environment is generally positive. Unemployment is low and the community has seen some commercial growth. Because of the predominance of tourism and service-oriented jobs, as well as the high numbers of self-employed and gig economy workers, the effects of the pandemic have been devastating.

The City remains committed to using its limited financial resources in the most effective and efficient manner possible and to collaborate with other agencies and programs to address the community's needs, particularly those arising from the pandemic. More importantly, the City will dedicate its resources to keeping safely housed those who are recently unemployed, precariously housed or

homeless.

### **Actions planned to foster and maintain affordable housing**

The City of Santa Fe is committed to providing funding that supports innovative and sustainable housing solutions that result in permanently affordable and sustainable housing for residents who live and/or work in Santa Fe. It will continue to prioritize the use of CDBG and the Affordable Housing Trust Fund allocations to support mortgage principal reduction assistance, home repair and rental assistance. The City also provides administrative funding to nonprofit partners to provide housing and/or housing-related services. The Youth and Family Services Division funds several programs that serve homeless and those with special needs and the City's Office of Affordable Housing provides funding to support homebuyer training and counseling and support for existing homeowners through home repair, refinancing, and Home Equity Conversion Mortgages (HECM).

The City's inclusionary zoning program requires all residential developments to provide a percentage of the total units as affordable, 20% for homeownership units and three options for compliance for rental units: 1) paying a "fee-in-lieu of" (calculated using an "affordability gap" basis: the subsidized rent amount subtracted from the area's fair market rent); 2) constructing "Low Priced Dwelling Units" (affordable to renters earning up to 120% AMI); or 3) setting aside 15% for renters earning less than 80%AMI. Fees paid support the Affordable Housing Trust Fund, which, in turn, can fund rental assistance throughout the City as well as down payment assistance. The incentives for this program are a 15% density bonus, fee reductions for water and wastewater connections and fee waivers for development review and permit fees.

The affordability of homes created through the SFHP is controlled by the placement of a lien on the property that constitutes the difference between the appraised value of the home and the subsidized/effective sales price paid by the income-qualified buyer. If the unit is sold, the lien is either transferred to the new affordable buyer who is income qualified or repaid into the City's Affordable Housing Trust Fund (AHTF).

### **Actions planned to reduce lead-based paint hazards**

According to the State of NM Department of Health (NMDOH), Santa Fe has low risk factors for lead exposure in children. 9.6% of its housing stock was built before 1950 and in 2011, 0 children in Santa Fe County tested positively for elevated blood levels. More recent studies by the NMDOH identified Santa Fe County as having "low levels" of lead exposure, as cited in the NM Epidemiology Report, April 2017. The Office of Affordable Housing also conducts environmental reviews on all CDBG-funded activities. In cases where individual homes are older than 1978 and may have lead based paint, the subrecipient is required to follow all applicable law to assess the presence of lead and remediate it, if necessary.

Additionally, the City of Santa Fe's housing partners - Habitat for Humanity, The Housing Trust and Homewise - must notify homeowners of any potential lead-based paint issues as part of every home-

buying transaction. If a homebuyer purchases an existing home with financial assistance from the Housing Trust or Homewise, they are given a lead-based paint disclosure form that must be signed. If a home is purchased that was built before 1978, the EPA lead-based paint pamphlet entitled “Protect Your Family from Lead in Your Home” is also given to the homeowner. All federally funded home-repair activities are also subject to stringent guidelines for lead-based paint assessment and remediation. Both Habitat and Homewise are experienced in addressing the presence of lead-based paint in their home rehabilitation programs. Any presence of lead-based paint is remediated by a certified professional.

### **Actions planned to reduce the number of poverty-level families**

As part of an anti-poverty strategy, the City will work toward implementing the following:

- Establish priorities for allocating federal tax credits to mixed income rental developments where at least 30% of the rental units will be affordable to households earning less than 50% of the AMI; (The Soleras Station project funded through CDBG initiated this strategy. The Siler Yard and Calle Resolana projects which broke ground in 2020-2021 both followed suit and implemented this approach.)
- Fund a local housing voucher program to provide assistance to the homeless and near homeless; (Local funds will support a voucher program administered through Life Link, Adelante, NM Coalition to End Homelessness, YouthWorks, and Santa Fe Recovery Center.)
- Work with for-profit and non-profit organizations to develop one new multi-family, mixed income rental property. Total units not to exceed 100 per project (Support for the Siler Yards project and Calle Resolana is ongoing);
- Identify all existing affordable rentals and develop a preservation plan as needed. (Underway as part of the revitalization of the Midtown Campus project.)

Given the city’s high rate of cost burden, even for homeowners, it is apparent that continued focus on rehabilitation, home repair, and other support services is essential to alleviating poverty in Santa Fe. Specific programs that reduce the number of poverty level families are:

- Dedicating capital impact programming and resources to Santa Fe’s existing lower-income residential neighborhoods.
- Supporting youth recreation programs, meal delivery and afterschool resources to serve the needs of poverty level individuals and families.
- Continuing to support rehabilitation loan programs targeted toward low to moderate income homeowners (50%-80% AMI), which includes home renovations, emergency repairs and energy conservation measures including the purchase of new appliances, retrofits, and solar water heaters.
- Supporting the SFCHA’s ongoing RAD conversion projects to renovate public housing units,

building new units when feasible.

### **Actions planned to develop institutional structure**

The biggest challenge for the City of Santa Fe over the next five years will be to continue to address the increasing demands of housing needs with limited financial resources. The City of Santa Fe's model of service delivery is to pass through most federal funds to sub-grantees and enter into administrative contracts with service providers who provide the services. This ensures that services are provided in the most efficient and relevant manner as possible. The sub-grantees are then able to leverage additional programming and project funds, including LIHTC, HOME, ESG, CDFI, as well as funds allocated through the state's Mortgage Finance Authority.

The City of Santa Fe will carry out the priorities in the Consolidated Plan and subsequently, the 2022 Annual Action Plan, by continuing to collaboratively work with our non-profit partners. The City's philosophy is to help build the capacity of our service providers, rather than increase the size of the City's bureaucracy. The City and its staff serve as advocates and coordinators for our partner non-profits. Another strength is the diversity of services provided with little overlap because of the coordination between City departments as well as between the City and the non-profit organizations. This communication and cooperation are key to ensuring that the services reach a wide range of the population who are in need, including homeless, senior citizens, low/mod income, at risk youth and people with special needs and disabilities.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City of Santa Fe has a long and successful history of working with the nonprofit, private, and governmental sectors to create collaborative partnerships. The City encourages partnerships with the state and federal governments to expand funding for affordable housing, especially housing for people with disabilities, seniors, minorities, female-headed populations and various special needs populations. The City acts as a convener through its use of funds to support a variety of housing services and programs related to housing security. Through its various citizen committees (Community Development Commission, Veterans Affairs Committee, the Mayor's Panel on Disability, the newly formed Mayor's Task Force on Homelessness, Built for Zero Initiative with Community Services, the Children and Youth Committee, and more efforts to network with Economic Development for the increase of affordable workforce housing stock, etc.) the City ensures that funds are deployed to maximum benefit in the community.

The Community Services Department funds numerous transitional homeless programs including: Youth Shelters (outreach, transitional living, and emergency shelter), Interfaith (Women's and Community Shelter), St Elizabeth Shelter (Men and Family shelter). In addition, the Veterans Advisory Board funds a veteran support worker through the Santa Fe Veterans Alliance and rental space at Interfaith for a

Homeless Veterans Coordinator through the Veterans Administration. The City also funds Adelante a school based program and Communities in Schools to identify and work with homeless families in Santa Fe Public Schools. The City will continue to support these organizations along with providing support for case consulting meetings. These partners, among others, are using a new City purchased data base that allows for better client center coordination and getting individuals and families connected to resources. While this is a new data system, we have already seen positive results, including better identification of those precariously housed, getting those families/individuals into programs or referrals to housing assistance to avoid falling into homelessness. CDBG funds are being used to provide renovation of a permanent supportive housing program (Casa Cerrillos) run by St Elizabeth Shelter, as well as the funding necessary to support an outreach coordinator for the Drop In Center run by Youth Shelters.

Specific projects that bridge economic development needs with that of housing providers and social services agencies include: redevelopment of the Midtown Campus; support of the Siler Yard live/work affordable housing project; support of the housing needs for youth participating in the Youthworks Culinary job training program; and support for low-mod homebuyers and homeowners which directly supports the local economy and the triple bottom line address of social, economic and environmental sustainability practices adoption throughout the City.

#### **Discussion:**

The City's philosophy is to help build the capacity of community-based service providers, rather than to increase the size of its bureaucracy. This has been achieved by providing local funding to support administrative contracts in all areas of nonprofit services – affordable housing, youth programs, human services and economic development. As a result, the nonprofit network in Santa Fe is among the strongest in the state of New Mexico. Many pilot programs initiated in Santa Fe have been replicated not only statewide, but across the nation.

Another strength of the City's service delivery model is that a wide diversity of services is provided with little overlap because of the coordination between City departments as well as between the City and the non-profit organizations. This communication and cooperation are key to ensuring that services reach a those in the most need, including homeless families and individuals and those in danger of becoming homeless, veterans, senior citizens, victims of domestic violence, very-low income renters, at risk youth and people with special needs and disabilities.

Due to the devastating economic effects of the COVID-19 pandemic, the number of households at risk of becoming homeless or experiencing episodic homelessness has increased dramatically. Without an increase in resources to support services and facilities, the service providers will grapple with limited capacity to meet emerging needs. The Santa Fe City Council will continue to support an innovative combination of regulation, policy and financial support for the development, preservation and improvement of affordable housing.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$58,155
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>\$58,155</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Projects funded for FY2022-2023 reflect a variety of programs, facilities and services in addition to the programs that are most commonly funded by the City – home improvement for low-to moderate-income households, rental rehab projects, as well as rental, utility, and arrears assistance. Program income funds generated from previous program years will be recycled by the City's subrecipients to provide additional mortgage principal reduction assistance.



# City of Santa Fe, New Mexico

200 Lincoln Avenue, P.O. Box 909, Santa Fe, N.M. 87504-0909  
www.santafenm.gov

*Alan Webber, Mayor*

Councilors:

Signe I. Lindell, Mayor Pro Tem, District 1  
Renee Villarreal, District 1  
Michael J. Garcia, District 2  
Carol Romero-Wirth, District 2  
Lee Garcia, District 3  
Chris Rivera, District 3  
Jamie Cassutt, District 4  
Amanda Chavez, District 4

**DATE:** April 21, 2022  
**TO:** Finance Committee  
**VIA:** Mary T. McCoy *MM*  
Finance Director<sup>MM</sup>  
**FROM:** Andy Hopkins *AH*  
Budget Officer<sup>AH</sup>

## **ITEM AND ISSUE:**

Request for Approval of a Budget Amendment Resolution for the Quarter Ending March 31, 2022  
(Third Quarter)

## **BACKGROUND AND SUMMARY:**

Attached is a Resolution listing increases/decreases to the FY 2021/22 operating and CIP budget. All of these amendments are included in this amendment Resolution because they result in a net increase or decrease to the various funds affected, and thus require DFA/LGD approval as part of the quarterly budget Resolution. The schedule of detail supporting these increases/decreases is presented in four sections:

- A. Amendments to FY 2021/22 Budget That Have Previously Been Approved by City Council: these budget amendments have been previously approved by the Governing Body, and reflect amendments that exceed \$60,000 and that result in a net increase or decrease to any funds (and do not represent re-appropriations of unspent budget amounts from the prior year); per City ordinance, such amendments require Governing Body approval. They are included in this Resolution for the purpose of summarizing all quarterly budget amendments on a single resolution to provide to the New Mexico Department of Finance

and Administration/Local Government Division (DFA/LGD) for their review and approval. Presentation of these amendments on a single resolution in this way is much more efficient than the alternative of presenting a revised resolution to DFA/LGD for each and every individual budget amendment approved by City Council.

- B. Amendments to FY 2021/22 Budget That Have Not Previously Been Approved by City Council: these amendments were approved by and executed under the authority of the Finance Director (if the net budgetary change to any fund was under \$5,000) or the City Manager (if the net budgetary change was between \$5,000 and \$60,000), as per City ordinance. Also included are purely technical corrections and re-appropriations of unspent prior year budget amounts (including amounts over \$60,000), which, per City ordinance, are approved and entered based on the prior year's City Council-approved budget authority, and subsequently submitted on a quarterly basis for City Council review and approval.
- C. Joint Operations (Buckman Direct Diversion & Santa Fe Solid Waste Management Agency) – Board-Approved Amendments to FY 2021/22 Budget: as the title of this section attests, these amendments reflect net changes to the Buckman Direct Diversion (BDD) and SF Solid Waste Management Agency (SFSWMA) joint operations budgets, approved and entered under the authority of the governing boards of those entities. Like the amendments outlined above, these budgetary changes are included in this Resolution for the purpose of presenting all quarterly net budgetary fund changes to DFA/LGD for their approval as required.
- D. Summary of All Quarterly Amendments to FY 2021/22 Budget by Fund: this section summarizes the net changes to all City funds detailed in the previous three sections (A-C). As shown at the bottom of this section, these amendments result in a net increase to the City's overall expenditure budget of \$28,892,218 and a net increase to the overall revenue budget of \$22,901,446. The resulting net expenditure increase of \$5,990,772 (over and above additional revenue) is supported by current budgeted revenues and/or available fund balances.

The Budget Office submits all amendments resulting in net budgetary fund changes on a quarterly basis for Finance Committee consideration and City Council approval, and subsequently submits said amendments to DFA/LGD after approval by the Governing Body.

**ACTION RECOMMENDED:**

Recommend these amendments to the Governing Body for approval. After City Council approval, the Resolution will be forwarded to DFA/LGD for their approval as required.

**ATTACHMENTS:**

Resolution  
Budget Amendments  
Fiscal Impact Report

1 **CITY OF SANTA FE, NEW MEXICO**

2 **RESOLUTION NO. 2022-**

3 **INTRODUCED BY:**

4  
5 Mayor Alan Webber

6  
7  
8  
9  
10 **A RESOLUTION**

11 **APPROVING THE CITY’S REQUEST FOR STATE AUTHORIZAZATION FOR THE**  
12 **IMPLEMENTATION OF THIRD QUARTER BUDGET AMENDMENTS FOR FISCAL**  
13 **YEAR 2021/2022.**

14  
15 **WHEREAS**, a Third Quarter Review of the Fiscal Year 2021/2022 Budget shows a need to  
16 address significant priorities through adoption of net budget amendments that have been previously  
17 approved by the Governing Body, City Manager or Finance Director, Buckman Direct Diversion  
18 (BDD), or SF Solid Waste Management Agency (SFSWMA).

19 **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
20 **CITY OF SANTA FE** that the Governing Body does request authorization for budget amendments as  
21 detailed on the attached Resolution Detail by Fund (see Attachment), hereby incorporated as part of  
22 this resolution.

23 **BE IT FURTHER RESOLVED** that it is respectfully requested that authorization to  
24 implement the Third Quarter Budget Amendments be granted by the Local Government Division of  
25 the New Mexico Department of Finance and Administration.

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PASSED, APPROVED, and ADOPTED the \_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_


ALAN WEBBER, MAYOR

ATTEST:

\_\_\_\_\_

KRISTINE MIHELICIC, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_

ERIN K. MCSHERRY, CITY ATTORNEY

\_\_\_\_\_

LOCAL GOVERNMENT DIVISION  
N.M. DEPARTMENT OF FINANCE  
AND ADMINISTRATION

FISCAL IMPACT REPORT

General Information:

(Check) Bill: \_\_\_\_\_ Resolution:  X

Short Title(s):  Third Quarter Budget Amendments, Fiscal Year 2021/2022

Sponsor(s):  Mayor Alan Webber

Reviewing Department(s):  Finance

Staff Completing FIR:  Andy Hopkins  Date:  4/21/2022  Phone:  955-6177

Reviewed by City Attorney:  *Eric McElroy*  Date:  Apr 22, 2022

Reviewed by Finance Director:  *Mary McCoy*  Date:  Apr 22, 2022

Summary:

The purpose of the Resolution is to approve the City's request to the State to make 3<sup>rd</sup> Quarter FY 2021/2022 budget amendments, increases and decreases to various funds, including adjustments for department priorities, grant adjustments, prior year encumbrances and increases supported by available revenue.

Departments Affected:

Various.

Consequences of Not Enacting Legislation:

If this resolution is not approved then the budget approved by the State will not sufficiently reflect actual revenues and expenditures. Necessary adjustments cannot be submitted for NM DFA approval as required by the State.

Conflict, Duplication, Companionship, or Relationship to Other Legislation:

None identified.

Performance and Administrative Implications:

None; staff have already performed necessary actions to comport with the purpose of the budget amendments.

Fiscal Implications:

See Resolution attachments – Resolution Detail by Fund

Fiscal Impact

X  Check here if no fiscal impact

**Expenditures**

<b>Expenditure Type</b>	<b>FYE 22</b>	<b>FYE 23</b>	<b>FYE 24</b>	<b>Require BAR (Y/N)</b>	<b>Recurring (R) or Non-recurring (NR)</b>	<b>Fund</b>	<b>3-Year Total Cost</b>
<u>Personnel and</u>	\$ †	\$ 0	\$ 0	N	NR	†	
<u>Benefits*</u>							
<u>Capital Outlay</u>	\$ †	\$ 0	\$ 0	N	NR	†	
<u>Contractual/</u>	\$ †	\$ 0	\$ 0			†	
<u>Professional Services</u>							
<u>Operating</u>	\$ †	\$ 0	\$ 0			†	
<u>Total:</u>	\$ †	\$ 0	\$ 0			†	\$ †

\* This includes all staff time associated with executing the job functions of the proposed legislation.

**Expenditure Narrative:**


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**Revenue**

<b>Revenue Type</b>	<b>FYE 22</b>	<b>FYE 23</b>	<b>FYE 24</b>	<b>Recurring (R) or Non-recurring (NR)</b>	<b>Fund</b>
General Fund	\$ †	\$ 0	\$ 0	NR	†
Special Revenue	\$ †	\$ 0	\$ 0	NR	†
CIP	\$ †	\$ 0	\$ 0	NR	†
Enterprise	\$ †	\$ 0	\$ 0	NR	†
Internal Service	\$ †	\$ 0	\$ 0	NR	†
Trust & Agency	\$ †	\$ 0	\$ 0	NR	†
Federal	\$ †	\$ 0	\$ 0	NR	†
Other	\$ †	\$ 0	\$ 0	NR	†
Total	\$ †	\$ 0	\$ 0		

**Revenue Narrative:**

† See Attachments – Resolution Detail by Fund

**CITY OF SANTA FE**

**3<sup>RD</sup> QUARTER FY 2021/22**

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**SUB-SECTION [A]**

**AMENDMENTS TO FY 2021/22 BUDGET  
THAT HAVE PREVIOUSLY BEEN  
APPROVED BY CITY COUNCIL**

**CITY OF SANTA FE - THIRD QUARTER FY 2021/2022**  
**SUB-SECTION [A]: BUDGET AMENDMENTS PREVIOUSLY APPROVED BY CITY COUNCIL**

<i>Fund</i>	<i>Fund Title</i>	<i>Amendment Description</i>	<i>Expenditure Increase (Decrease)</i>	<i>Revenue Increase (Decrease)</i>	<i>Budgeted Net Fund Increase (Decrease)</i>
<b><u>Council-Approved Capital Improvements Program (CIP) Budget Amendments:</u></b>					
216	Gross Receipts Tax Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund citywide Streets pavement rehabilitation projects and traffic signal cabinet replacements [CC apvd. 3/9/22, #9-v]	\$ 1,050,000	\$ 1,050,000	\$ -
216	Gross Receipts Tax Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund various citywide Facilities CIP projects [CC apvd. 3/9/22, #9-p]	600,000	600,000	-
231	City Drainage Fund	Appropriation of NM Environment Dept. grant for the Santa Fe River Bank Stabilization Project [CC apvd. 1/26/22, #9-o]	1,561,110	1,561,110	-
232	Impact Fees Fund	Allocation of Roads Impact Fees to the SWAN Park Connector Road CIP project [CC apvd. 3/9/22, #9-g]	1,000,000	-	(1,000,000)
232	Impact Fees Fund	Allocation of Parks Impact Fees for reconstruction of tennis courts at Larragoite Park, Atalaya Park and Herb Martinez Park [CC apvd. 3/30/22, #9-o]	800,000	-	(800,000)
232	Impact Fees Fund	Allocation of Roads Impact Fees to the Camino Entrada Roundabout CIP project [CC apvd. 3/30/22, #9-i]	224,892	-	(224,892)
320	CIP Facilities	Appropriation from FY22 GRT earned in excess of budgeted estimates and available position vacancy savings to fund various citywide Facilities CIP projects [CC apvd. 3/9/22, #9-p]	1,440,000	1,440,000	-
320	CIP Facilities	Appropriation of NM DFA Severance Tax Bond grant to support the Citywide Diaper Changing Stations CIP project [CC apvd. 3/9/22, #9-e]	100,000	100,000	-
330	CIP Streets & Roadways	Appropriation from FY22 GRT earned in excess of budgeted estimates and available position vacancy savings to fund citywide Streets pavement rehabilitation projects and traffic signal cabinet replacements [CC apvd. 3/9/22, #9-v]	1,500,000	1,500,000	-
330	CIP Streets & Roadways	Reallocation from savings in the Public Works Administration Division's General Fund budget for the Bishop's Lodge Reconstruction CIP project [CC apvd. 2/23/22, #9-j]	160,478	160,478	-
345	CIP Community Development	Appropriation of NM DFA Severance Tax Bond grant to support the Electric Vehicles project [CC apvd. 2/23/22, #9-h]	750,000	750,000	-
355	CIP Parks and Trails	Allocation of Roads Impact Fees to the SWAN Park Connector Road CIP project [CC apvd. 3/9/22, #9-g]	1,000,000	1,000,000	-
355	CIP Parks and Trails	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund various citywide Parks CIP projects [CC apvd. 3/9/22, #9-t]	930,000	930,000	-
355	CIP Parks and Trails	Allocation of Parks Impact Fees for reconstruction of tennis courts at Larragoite Park, Atalaya Park and Herb Martinez Park [CC apvd. 3/30/22, #9-o]	800,000	800,000	-
365	½% GRT Income Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund various citywide Parks CIP projects [CC apvd. 3/9/22, #9-t]	930,000	930,000	-

<i>Fund</i>	<i>Fund Title</i>	<i>Amendment Description</i>	<i>Expenditure Increase (Decrease)</i>	<i>Revenue Increase (Decrease)</i>	<i>Budgeted Net Fund Increase (Decrease)</i>
365	½% GRT Income Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates and available position vacancy savings to fund various citywide Facilities CIP projects [CC apvd. 3/9/22, #9-p]	440,000	440,000	-
365	½% GRT Income Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund the Rail Corridor Safety Improvements and Railyard Platform #4 Design CIP projects [CC apvd. 3/9/22, #9-s]	350,000	350,000	-
500	Waste Water Management	Appropriation for Wastewater Digester CIP project engineering/construction services [CC apvd. 1/26/22, #9-j]	135,547	-	(135,547)
505	Water Management	Appropriation from available balance for master water meter vaults to properly account for water sales to Santa Fe County [CC apvd. 1/26/22, #9-f]	1,040,000	-	(1,040,000)
505	Water Management	Appropriation from available balance for Water CIP project engineering services [CC apvd. 1/26/22, #9-g]	474,519	-	(474,519)
505	Water Management	Appropriation for on-call grounds maintenance and vegetation management [CC apvd. 3/9/22, #9-i]	65,063	-	(65,063)
365	½% GRT Income Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund the Rail Corridor Safety Improvements and Railyard Platform #4 Design CIP projects [CC apvd. 3/9/22, #9-s]	350,000	350,000	-
530	Municipal Recreation Complex	Appropriation of Santa Fe County grant for the MRC Soccer Valley Improvements project [CC apvd. 1/12/22, #10-e]	500,000	500,000	-
540	Transit Bus System	Allocation of Roads Impact Fees to the Camino Entrada Roundabout CIP project [CC apvd. 3/30/22, #9-i]	224,892	224,892	-
<b>Subtotal - Council-Approved Capital Improvements Program (CIP) Budget Amendments</b>			<b>\$ 16,426,501</b>	<b>\$ 12,686,480</b>	<b>\$ (3,740,021)</b>
<b><u>Other Council-Approved Budget Amendments:</u></b>					
100	General Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates and available vacancy savings to purchase Police vehicles and associated equipment [CC apvd. 3/9/22, #9-q]	\$ 1,643,099	\$ 1,643,099	\$ -
100	General Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to replace a paint truck and signage/roadway markings in the Traffic Engineering Section [CC apvd. 3/9/22, #9-u]	1,500,000	1,500,000	-
100	General Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund contracted eviction prevention services [CC apvd. 3/9/22, #9-n]	850,705	850,705	-
100	General Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates for contracted assistance to support on-time completion of the City's FY21-FY22 audits [CC apvd. 3/9/22, #9-z]	582,000	582,000	-
100	General Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund the feasibility study and architectural plans for the El Lucero Crossing LEDA manufacturing expansion project in Economic Development [CC apvd. 3/9/22, #9-w]	210,711	210,711	-
100	General Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund new sod for the Plaza and a mower for medians [CC apvd. 3/9/22, #9-t]	110,000	110,000	-

<i>Fund</i>	<i>Fund Title</i>	<i>Amendment Description</i>	<i>Expenditure Increase (Decrease)</i>	<i>Revenue Increase (Decrease)</i>	<i>Budgeted Net Fund Increase (Decrease)</i>
212	Economic Development	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund the feasibility study and architectural plans for the El Lucero Crossing LEDA manufacturing expansion project in Economic Development [CC apvd. 3/9/22, #9-w]	250,000	250,000	-
213	Lodgers' Tax Fund	Appropriation from FY22 Lodgers' Tax earned in excess of budgeted estimates to support additional tourism-related advertising [CC apvd. 3/9/22, #9-l]	300,000	300,000	-
213	Lodgers' Tax Fund	Appropriation from FY22 Lodgers' Tax earned in excess of budgeted estimates to support various Arts & Culture programs and initiatives [CC apvd. 3/9/22, #9-r]	300,000	300,000	-
223	Law Enforcement	Appropriation from FY22 GRT earned in excess of budgeted estimates and available vacancy savings to purchase Police vehicles and associated equipment [CC apvd. 3/9/22, #9-q]	2,979,997	2,979,997	-
240	Community Development	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund contracted eviction prevention services [CC apvd. 3/9/22, #9-n]	1,000,000	1,000,000	-
251	Library Fund	Appropriation of NM State GO Bond funding for Library materials and equipment [CC apvd. 1/12/22, #10-c]	171,277	171,277	-
252	Arts & Culture Grants	Appropriation from FY22 Lodgers' Tax earned in excess of budgeted estimates to support various Arts & Culture programs and initiatives [CC apvd. 3/9/22, #9-r]	15,000	15,000	-
500	Waste Water Management	Appropriations from available balance for purchase of Wastewater composting equipment [CC apvd. 1/26/22, #9-e & 2/23/22 #9-i]	1,005,257	-	(1,005,257)
505	Water Management	Appropriation of funding from available balance for Water Conservation programs and initiatives [CC apvd. 3/9/22, #9-x]	105,000	-	(105,000)
510	Environmental Services	Appropriations from available balance for increased landfill tip fees, tires and equipment [CC apvd. 3/9/22, #9-h]	763,560	-	(763,560)
510	Environmental Services	Appropriation from available balance to cover cost increases for refuse collection vehicle purchases [CC apvd. 1/12/22, #10-a]	131,790	-	(131,790)
511	Utilities Administration	Appropriations from available balance for utility billing electronic payment services [CC apvd. 1/26/22, #9-i]	84,000	-	(84,000)
520	Santa Fe Convention Center	Appropriation from FY22 Lodgers' Tax earned in excess of budgeted estimates to support various Arts & Culture programs and initiatives [CC apvd. 3/9/22, #9-r]	50,000	50,000	-
<b>Subtotal - Other Council-Approved Budget Amendments</b>			<b>\$ 12,052,396</b>	<b>\$ 9,962,789</b>	<b>\$ (2,089,607)</b>
<b>TOTAL - Budget Amendments Previously Approved by City Council</b>			<b>\$ 28,478,897</b>	<b>\$ 22,649,269</b>	<b>\$ (5,829,628)</b>

**CITY OF SANTA FE**

**3<sup>RD</sup> QUARTER FY 2021/22**

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**SUB-SECTION [B]**

**AMENDMENTS TO FY 2021/22 BUDGET  
THAT HAVE NOT PREVIOUSLY BEEN  
APPROVED BY CITY COUNCIL**

**CITY OF SANTA FE - THIRD QUARTER FY 2021/2022**  
**SUB-SECTION [B]: BUDGET AMENDMENTS NOT PREVIOUSLY APPROVED BY CITY COUNCIL**

<i>Fund</i>	<i>Fund Title</i>	<i>Amendment Description</i>	<i>Expenditure Increase (Decrease)</i>	<i>Revenue Increase (Decrease)</i>	<i>Budgeted Net Fund Increase (Decrease)</i>
100	General Fund	Appropriation from FY22 GRT earned in excess of budgeted estimates to fund Municipal Court Staff Attorney salary increase and legal research system	\$ 50,000	\$ 50,000	\$ -
100	General Fund	Adjustment of ITT internal service charges to Public Works for Midtown Campus computer hardware purchases	5,200	5,200	-
213	Lodgers' Tax Fund	Reimbursement from Economic Development for a portion of costs incurred by the Arts & Culture Division for the Americans for the Arts Prosperity Study	8,100	8,100	-
240	Community Development	Adjustments to NM Dept. of Tourism Santa Fe Beautiful Grant based on final award	(34,983)	(7,427)	27,556
241	Senior Citizen Grants/Programs	Appropriation of US Treasury ARPA grant to support the Senior Nutrition Program	60,000	60,000	-
251	Library Fund	Appropriation of NM State Library Grant-in-Aid for purchase of Library materials	19,426	19,426	-
500	Waste Water Management	Appropriation for on-call engineering services for Wastewater	60,000	-	(60,000)
500	Waste Water Management	Appropriation for wastewater laboratory analysis costs per NPDES permit requirements	33,000	-	(33,000)
505	Water Management	Appropriation of salary/benefits increase for a Water Automation and Security Administrator position to bring the position's salary into line with industry standards	5,875	-	(5,875)
511	Utilities Administration	Appropriation in Utility Customer Service to cover computer hardware purchases necessary for billing system upgrade	10,000	-	(10,000)
515	Railyard Properties	Reallocation of Engineering Division salary savings from the 1/2% GRT Income Fund for Railyard special events	36,000	36,000	-
620	Services to Other Departments	Adjustment of ITT internal service charges to Facilities Maintenance for computer hardware and mobile phone purchases/communications charges	30,000	30,000	-
620	Services to Other Departments	Adjustment of ITT internal service charges to Planning & Land Use for computer hardware purchases	20,383	20,383	-
620	Services to Other Departments	Adjustment of ITT internal service charges to the Community Services Administration Division for computer hardware/mobile phone purchases and communications charges	6,420	6,420	-
620	Services to Other Departments	Adjustment of ITT internal service charges to Economic Development for computer hardware purchases	5,580	5,580	-
620	Services to Other Departments	Adjustment of ITT internal service charges to Public Works for Midtown Campus computer hardware purchases	5,200	5,200	-
620	Services to Other Departments	Adjustment of ITT internal service charges to Visit Santa Fe (CVB) for purchase of laptops	5,000	5,000	-
620	Services to Other Departments	Adjustment of ITT internal service charges to Fire for mobile phone purchases/communications charges	4,000	4,000	-
620	Services to Other Departments	Adjustment of ITT internal service charges to Youth & Family Division for mobile phone purchase/communications charges	2,200	2,200	-
620	Services to Other Departments	Adjustment of ITT internal service charges to Civic Convention Center for laptop purchase	1,395	1,395	-

<i>Fund</i>	<i>Fund Title</i>	<i>Amendment Description</i>	<i>Expenditure Increase (Decrease)</i>	<i>Revenue Increase (Decrease)</i>	<i>Budgeted Net Fund Increase (Decrease)</i>
620	Services to Other Departments	Adjustment of ITT internal service charges to Constituent Services Division for mobile phone purchase	700	700	-
<b>TOTAL - Budget Amendments <u>Not</u> Previously Approved by City Council</b>			<b>\$ 333,496</b>	<b>\$ 252,177</b>	<b>\$ (81,319)</b>

**CITY OF SANTA FE**

**3<sup>RD</sup> QUARTER FY 2021/22**

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**SUB-SECTION [C]**

**JOINT OPERATIONS  
(BUCKMAN DIRECT DIVERSION & SF SOLID  
WASTE MANAGEMENT AGENCY) –  
BOARD-APPROVED AMENDMENTS TO  
FY 2021/22 BUDGET**

**CITY OF SANTA FE - THIRD QUARTER FY 2021/2022**  
***SUB-SECTION [C]: JOINT OPERATIONS - BOARD-APPROVED BUDGET AMENDMENTS***

<i>Fund</i>	<i>Fund Title</i>	<i>Amendment Description</i>	<i>Expenditure Increase (Decrease)</i>	<i>Revenue Increase (Decrease)</i>	<i>Budgeted Net Fund Increase (Decrease)</i>
810	SF Solid Waste Mgmt Agency	Appropriation for BuRRT glass hauling services	\$ 79,825	\$ -	\$ (79,825)
<b><i>TOTAL - Joint Operations - Board Approved Budget Amendments</i></b>			<b><i>\$ 79,825</i></b>	<b><i>\$ -</i></b>	<b><i>\$ (79,825)</i></b>

**CITY OF SANTA FE**

**3<sup>RD</sup> QUARTER FY 2021/22**

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**SUB-SECTION [D]**

**SUMMARY OF ALL QUARTERLY  
AMENDMENTS TO FY 2021/22 BUDGET BY  
FUND**

**CITY OF SANTA FE - THIRD QUARTER FY 2021/2022**  
**SUB-SECTION [D]: TOTAL QUARTERLY AMENDMENTS BY FUND**

<i>Fund</i>	<i>Fund Title</i>	<i>Expenditure Increase (Decrease)</i>	<i>Revenue Increase (Decrease)</i>	<i>Budgeted Net Fund Increase (Decrease)</i>
100	General Fund	\$ 4,951,715	\$ 4,951,715	\$ -
212	Economic Development	250,000	250,000	-
213	Lodgers' Tax Fund	608,100	608,100	-
216	Gross Receipts Tax Fund	1,650,000	1,650,000	-
223	Law Enforcement	2,979,997	2,979,997	-
231	City Drainage Fund	1,561,110	1,561,110	-
232	Impact Fees Fund	2,024,892	-	(2,024,892)
240	Community Development	965,017	992,573	27,556
241	Senior Citizen Grants/Programs	60,000	60,000	-
251	Library Fund	190,703	190,703	-
252	Arts & Culture Grants	15,000	15,000	-
320	CIP Facilities	1,540,000	1,540,000	-
330	CIP Streets & Roadways	1,660,478	1,660,478	-
345	CIP Community Development	750,000	750,000	-
355	CIP Parks and Trails	2,730,000	2,730,000	-
365	½% GRT Income Fund	1,720,000	1,720,000	-
500	Waste Water Management	1,233,804	-	(1,233,804)
505	Water Management	1,690,457	-	(1,690,457)
510	Environmental Services	895,350	-	(895,350)
511	Utilities Administration	94,000	-	(94,000)
515	Railyard Properties	386,000	386,000	-
520	Santa Fe Convention Center	50,000	50,000	-
530	Municipal Recreation Complex	500,000	500,000	-
540	Transit Bus System	224,892	224,892	-
620	Services to Other Departments	80,878	80,878	-
810	SF Solid Waste Mgmt Agency	79,825	-	(79,825)
<b>QUARTERLY TOTAL - ALL FUNDS</b>		<b>\$ 28,892,218</b>	<b>\$ 22,901,446</b>	<b>\$ (5,990,772)</b>



# City of Santa Fe New Mexico

## Memorandum



**Date:** April 22, 2022

**To:** Quality of Life Committee, Finance Committee, and Governing Body

**Via:** Geronimo Griego, Fire Marshal GGG  
GGG

**From:** Brian Moya, Fire Chief BJM  
Nathan Miller, Wildland Superintendent NFM  
BJM  
NFM

**RE:** Extending Fire Restrictions

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### ITEM AND ISSUE:

The proposed Resolution would extend certain fire restrictions throughout the City of Santa Fe (“City”) based on data supplied by the U.S. Forest Service and published by the National Weather Service.

### BACKGROUND AND SUMMARY:

NMSA 1978, Section 60-2C-8.1, authorizes the governing body of a municipality to restrict the sale or use of fireworks within the boundaries of the municipality if severe or extreme drought conditions exist. As of April 21, all of Santa Fe County was in exceptional drought, the highest classified level. State statute precludes a governing body from adopting fire restrictions 20 days prior to a holiday for which fireworks may be sold – the Fourth of July. Each Resolution has a maximum effective time period of thirty days, requiring the adoption of subsequent Resolutions if drought conditions persist.

### ACTION REQUESTED:

Adopt the Resolution as presented.

### ATTACHMENTS:

Resolution  
Fiscal Impact Report  
Drought Monitor – Weekly Conditions  
Drought Monitor – Seasonal Outlook

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**CITY OF SANTA FE, NEW MEXICO**

**RESOLUTION NO. 2022-**

**INTRODUCED BY:**

Councilor Chris Rivera

Councilor Carol Romero-Wirth

Councilor Renee Villarreal

**A RESOLUTION**

**PROCLAIMING SEVERE OR EXTREME DROUGHT CONDITIONS EXIST IN THE CITY OF SANTA FE; IMPOSING FIRE RESTRICTIONS FROM MAY 11, 2022, TO JUNE 10, 2022; RESTRICTING THE SALE OR USE OF FIREWORKS WITHIN THE CITY OF SANTA FE AND PROHIBITING OTHER FIRE HAZARD ACTIVITIES.**

**WHEREAS**, the danger of range fires, grass fires, forest fires and structure fires are very high or extremely high in and around the city of Santa Fe; and

**WHEREAS**, the weather in Santa Fe has been dry and windy, contributing to the present very high or extremely high fire risk, and it is predicted that the windy and dry weather will continue into the coming weeks, causing progressively worsening fire conditions; and

**WHEREAS**, due to abnormally low winter precipitation, United States forest service data indicates very high or extreme fire danger presently exists; and

**WHEREAS**, multiple fires have broken out in central and northern New Mexico in the past few weeks; and

**WHEREAS**, it is anticipated that drought conditions will be present for the foreseeable

1 future; and

2           **WHEREAS**, the probability of ignition of materials likely to serve as fuel for fire is  
3 presently extremely high in the city of Santa Fe; and

4           **WHEREAS**, if the city experiences a fire that burns out of control in the watershed, 40%  
5 of the city’s water resources are at serious risk of complete loss or substantially reduced capacity;  
6 and

7           **WHEREAS**, if the city experiences a fire that burns out of control in populated areas, it  
8 may be necessary to evacuate and relocate affected residents; and

9           **WHEREAS**, pursuant to NMSA 1978, Section 60-2C-8.1, the governing body of a  
10 municipality is authorized to restrict the sale or use of fireworks within the boundaries of the  
11 municipality if severe or extreme drought conditions exist; and

12           **WHEREAS**, according to the U.S. Drought Monitor, Santa Fe County is in an extreme  
13 drought, the second highest category.

14           **NOW, THEREFORE, BE IT PROCLAIMED BY THE GOVERNING BODY OF**  
15 **THE CITY OF SANTA FE:**

16           **Section 1.**       This resolution shall be deemed a proclamation within the meaning of  
17 NMSA 1978, Section 60-2C-8.1 and SFCC 1987, Section 12-3.9.

18           **Section 2.**       As per NMSA 1978, Section 60-2C-8.1, the Governing Body anticipates  
19 severe or extreme drought conditions exist or may exist within the boundaries of the city of Santa  
20 Fe based upon current drought indices published by the national weather service and other relevant  
21 information supplied by the United States forest service.

22           **Section 3.**       The Governing Body restricts the sale or use of fireworks from May 11,  
23 2022 to June 10, 2022 to the maximum extent possible permitted in NMSA 1978, Section 60-2C-  
24 8.1.

25                   A.       The sale or use of the following fireworks is specifically prohibited within

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the city limits:

- (1) aerial devices:
  - (a) aerial spinners;
  - (b) helicopters;
  - (c) mines;
  - (d) missile-type rockets;
  - (e) roman candles;
  - (f) shells; and
  - (g) stick-type rockets;
- (2) ground audible devices:
  - (a) chasers; and
  - (b) firecrackers.

B. All fireworks within any lands covered wholly or in part by timber, brush, or native grass are prohibited.

**Section 4.** An exception to the above restrictions is public displays of fireworks in strict conformance with the requirements and conditions set forth in Section 12-3.3 SFCC 1987 and as approved by the City of Santa Fe fire chief.

**Section 5.** Pursuant to SFCC 1987, Section 12-3.9,

A. Any individual, firm, partnership, or other entity found in violation of the above restrictions shall be deemed guilty of a misdemeanor and shall be punished by imprisonment for up to ninety (90) days or a fine not to exceed five hundred dollars (\$500), or both.

B. Each and every occasion on which this section is violated shall be considered a separate offense.

**BE IT FURTHER RESOLVED** that

1           **Section 1.**       Due to severe or extreme drought conditions and wildland fire conditions,  
2 the Governing Body hereby prohibits the following activities, in accordance with the International  
3 Fire Code® , Section 307.1.1, as adopted by SFCC 1987, Section 12-2.1:

- 4           A.       Open burning, including campfires, bonfires, pit barbecues;
- 5           B.       Burning of weeds, trash, or other vegetation;
- 6           C.       Using charcoal barbecue grills in public parks and recreation areas;
- 7           D.       Smoking in public parks, recreation areas, or on any public trail; and
- 8           E.       Using any motorized all-terrain vehicle or motorcycles on city owned open  
9                   space, parks, trails, or other recreational areas, except for the Motocross  
10                   Track located off of the 599 Relief Route.

11           UL/FM-approved gas cooking appliances are approved and shall not be within fifteen feet  
12 of combustible material and shall be closely monitored at all times. Extinguishment measures such  
13 as a fire extinguisher or water hose shall be readily available.

14           **Section 2.**       Pursuant to SFCC 1987, Section 1-3.1:

15           A.       Any individual, firm, partnership, or other entity found in violation of the  
16 above restrictions shall be deemed guilty of a misdemeanor and shall be punished by  
17 imprisonment for up to ninety (90) days or a fine not to exceed five hundred dollars (\$500),  
18 or both.

19           B.       Each and every occasion on which this section is violated shall be  
20 considered a separate offense.

21           **BE IT FURTHER RESOLVED** that the Governing Body recognizes that NMSA 1978,  
22 Section 60-2C-8.1 only allows municipalities to adopt fire restrictions for 30 days at a time and no  
23 less than 20 days prior to a holiday for which fireworks may be sold. Therefore, to ensure that there  
24 will be no lapse in the fire restrictions imposed by this resolution, the Governing Body may impose  
25 these fire restrictions at any subsequent meeting date hereafter to ensure that such fire restrictions

1 are in place during extreme or severe drought conditions and wildland fire conditions.

2 PASSED, APPROVED, AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2022.

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\_\_\_\_\_  
ALAN WEBBER, MAYOR

7 ATTEST:

8

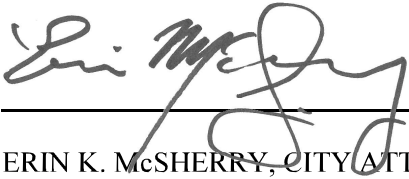
9

\_\_\_\_\_

10 KRISTINE MIHELICIC, CITY CLERK

11 APPROVED AS TO FORM:

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\_\_\_\_\_

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14 ERIN K. McSHERRY, CITY ATTORNEY

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*Legislation/2022/Resolutions/Fire Restrictions 22-4*

## FISCAL IMPACT REPORT

**General Information:**

(Check) Bill: \_\_\_\_\_ Resolution:   X  

Short Title(s):   Fire Restrictions  

Sponsor(s):   Councilor Rivera and Councilor Romero-Wirth  

Reviewing Department(s):   Fire Department  

Staff Completing FIR:   Nathan Miller   Date:   4/21/2022   Phone: \_\_\_\_\_

Reviewed by City Attorney: *Eric McGeary* Date:   Apr 22, 2022  

Reviewed by Finance Director: *Mary McGeary* Date:   Apr 22, 2022  

**Summary:**

  The proposed Resolution establishes restrictions for the sale and use of fireworks within City limits due to severe to exceptional drought.  

**Departments Affected:**

  Fire Department; Police Department  

**Consequences of Not Enacting Legislation:**

  The City will not have the authority to restrict the use of fireworks in the City limits that pose a risk of starting a fire due to severe to exceptional drought.  

**Conflict, Duplication, Companionship, or Relationship to Other Legislation:**

  The Resolution is consistent with NMSA 1978, Section 60-2C-8.1 and SFCC 1987, Chapter 12, Fire Protection and Prevention.  

**Performance and Administrative Implications:**

  If the Resolution is not adopted, there will not be an enforcement mechanism for the prohibitions adopted in the Resolution regarding the sale and use of fireworks.  

**Fiscal Implications:**

  None identified.  

**Fiscal Impact**

  X   Check here if no fiscal impact

**Expenditures**

<b>Expenditure Type</b>	<b>FYE __</b>	<b>FYE __</b>	<b>FYE __</b>	<b>Require BAR (Y/N)</b>	<b>Recurring (R) or Non-recurring (NR)</b>	<b>Fund</b>	<b>3-Year Total Cost</b>
<u>Personnel and</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Benefits*</u>							
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ _____	\$ _____	\$ _____		_____	_____	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

\* This includes all staff time associated with executing the job functions of the proposed legislation.

**Expenditure Narrative:**

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**Revenue**

<b>Revenue Type</b>	<b>FYE __</b>	<b>FYE __</b>	<b>FYE __</b>	<b>Recurring (R) or Non-recurring (NR)</b>	<b>Fund</b>
General Fund	\$ _____	\$ _____	\$ _____	_____	_____
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

**Revenue Narrative:**

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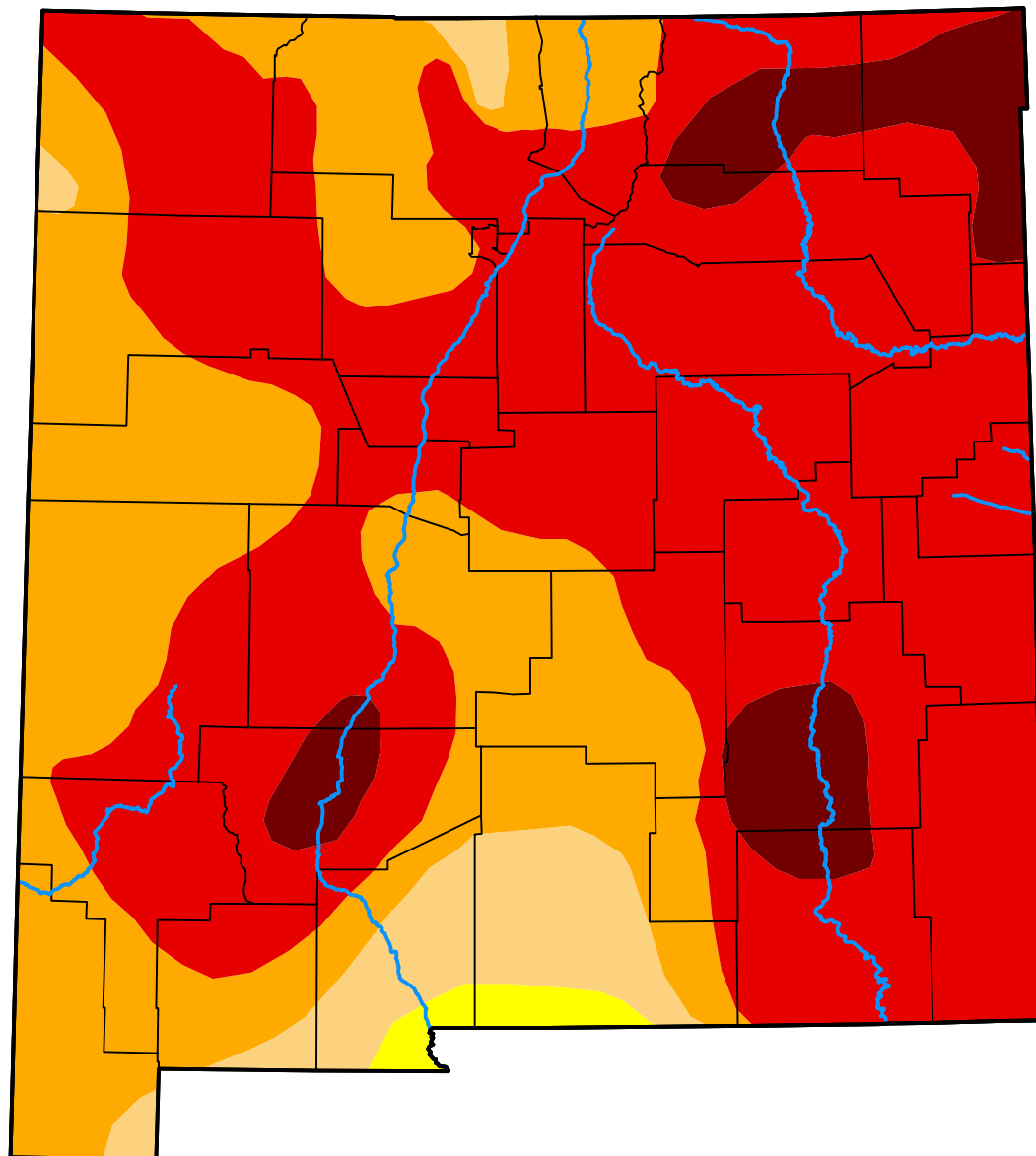
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# U.S. Drought Monitor New Mexico

**April 19, 2022**  
(Released Thursday, Apr. 21, 2022)  
Valid 8 a.m. EDT



### Intensity:

-  None
-  D0 Abnormally Dry
-  D1 Moderate Drought
-  D2 Severe Drought
-  D3 Extreme Drought
-  D4 Exceptional Drought

*The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>*

### Author:

Brad Rippey  
U.S. Department of Agriculture

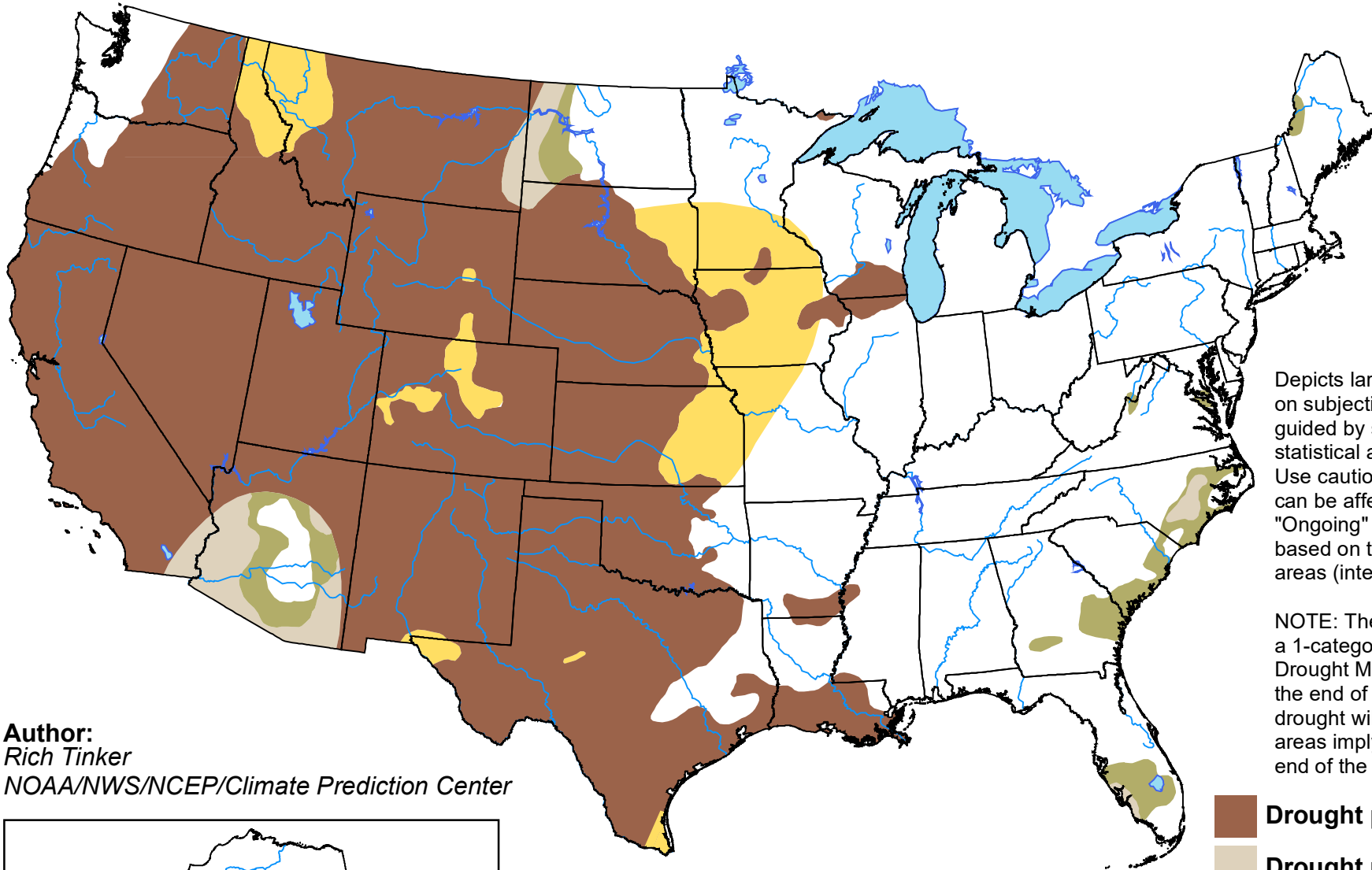


[droughtmonitor.unl.edu](https://droughtmonitor.unl.edu)

# U.S. Seasonal Drought Outlook

## Drought Tendency During the Valid Period





Valid for April 21 - July 31, 2022  
Released April 21

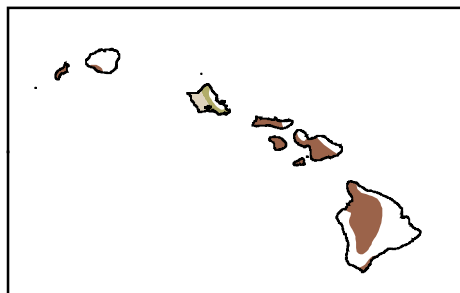
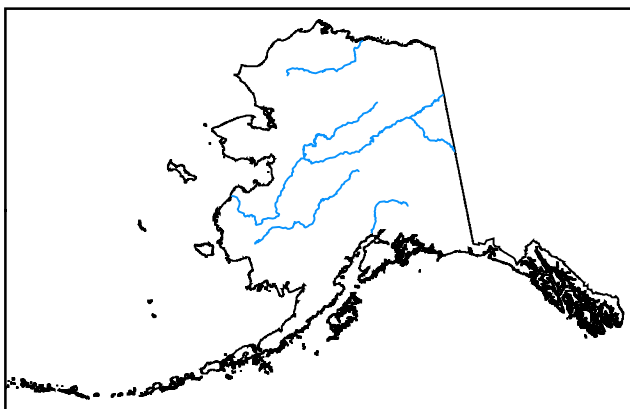


Depicts large-scale trends based on subjectively derived probabilities guided by short- and long-range statistical and dynamical forecasts. Use caution for applications that can be affected by short lived events. "Ongoing" drought areas are based on the U.S. Drought Monitor areas (intensities of D1 to D4).

NOTE: The tan areas imply at least a 1-category improvement in the Drought Monitor intensity levels by the end of the period, although drought will remain. The green areas imply drought removal by the end of the period (D0 or none).

**Author:**  
Rich Tinker  
NOAA/NWS/NCEP/Climate Prediction Center

-  Drought persists
-  Drought remains but improves
-  Drought removal likely
-  Drought development likely



<http://go.usa.gov/3eZ73>

# City of Santa Fe, New Mexico

## memo

**Date:** April 13, 2022

**To:** Finance Committee – May 2, 2022  
Quality of Life Committee – May 4, 2022  
Public Works Committee – May 9, 2022  
Governing Board – May 11, 2022

**From:** Alexandra Ladd, Director, Office of Affordable Housing *all*

**Re.** Partial Release of Tierra Contenta Corporation Mortgage for Tract 53A

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### **ACTION REQUESTED**

Request approval of the attached partial release of mortgage between the City of Santa Fe and Tierra Contenta Corporation (TCC) to facilitate the sale of the parcel to the Housing Trust. Upon release, a partial pay off of the mortgage in the amount of \$47,531.66 will be made to the City.

### **BACKGROUND**

The Tierra Contenta Corporation (TCC) was established by the City of Santa Fe as a non-profit development corporation to develop the spine infrastructure for Tierra Contenta and manage land sales to housing developers. The Tierra Contenta Master Plan governs land disposition through the promotion of affordability (40% of all homes), walkability, traditional streetscapes, clustered housing, mixed-use districts, and access to an extensive open space and trails network. Every land sale in Tierra Contenta requires that TCC's mortgage with the City is partially released in order for TCC to meet its obligation to pay back the City and to transfer ownership.

### **ITEM AND ISSUE**

The Housing Trust intends to purchase Tract 53A from TCC. The tract is approx. 3.65 acres and is zoned for 20 homes, of which at least half will be priced affordably for income-certified homebuyers (earning less than 80% of area median income). In order for the sale to be completed, the City's mortgage with TCC must be partially released as per the attached document. Staff has determined that all conditions of the mortgage release have been met, specifically, a land survey to confirm the exact boundaries and size of the parcel.

Additionally, the transfer of the property requires that TCC pays back the City at a rate of \$13,007.05 per acre. This will result in a total payment of \$47,531.66, with 2/3 of the payoff deposited into the Economic Development fund and 1/3 deposited into the Affordable Housing Trust Fund (AHTF).

## PARTIAL RELEASE OF MORTGAGE

PARTIAL RELEASE OF MORTGAGE (this "Release") by and between Tierra Contenta Corporation, a New Mexico corporation ("TCC"), and the City of Santa Fe, New Mexico, a New Mexico municipal corporation (the "City"), dated as \_\_\_\_\_.

### RECITALS

- A. TCC granted a mortgage to the City, pursuant to that certain Mortgage recorded on December 15, 1994 in the real property records of Santa Fe County, New Mexico, in book 1122 at pages 790-814, as document 888,263 (the "mortgage"), on all of the property described on Exhibit B to the Mortgage (such property, the "Premises").
- B. Section 6 of the Amended Mortgage, Item #13-1080, dated November 19, 2013, provides for the partial release of the Mortgage on the Premises if certain conditions are met.
- C. The required conditions for partial release are met because Borrower has delivered to Lender a map and a written survey description of Tract 53A as depicted on the Plat of Tierra Contenta Subdivision Phase 2C, which map and description have been certified by a professional land surveyor licensed in the State of New Mexico, and include a calculation of the number of acres within the parcel, as specified in Section E(iii) of the Amended Mortgage.
- D. Phase 2C of the Premises is depicted on that certain plat of survey entitled "TIERRA CONTENTA SUBDIVISION PHASE 2C" recorded November 3, 2016 in the real property records of Santa Fe County, New Mexico, in book 809, at pages 8-13, (the "Phase 2C Plat").
- E. TCC desires to sell to The Santa Fe Community Housing Trust (The Housing Trust), a New Mexico non-profit corporation, and The Santa Fe Community Housing Trust desires to acquire Tracts 53A as depicted on the Plat of Tierra Contenta Subdivision Phase 2C.
- F. Tracts 53A, of Tierra Contenta Subdivision, Phase 2C is a part of the Premises and is fully described on Exhibit A attached hereto and comprises 3.6543 acres.
- G. A condition for the closing of the sale of Tracts 53A is the partial release of the Mortgage of Tracts 53A (3.6543 acres), which is part of the Premises.
- H. The parties mutually desire that the City release the Mortgage as to Tracts 53A. The mortgage amount is equal to the number of acres of land comprising The Santa Fe Community Housing Trust tract that are part of the Premises multiplied by Thirteen Thousand Seven Dollars and Five Cents (\$13,007.05), or a total of Forty-seven Thousand Five Hundred Thirty-one Dollars and 66/100's (\$47,531.66).
- I. Thirteen Thousand Seven Dollars and Five Cents (\$13,007.05) per acre, or a total of Forty-seven Thousand Five Hundred Thirty-one Dollars and 66/100's (\$47,531.66) will be paid to the City upon recordation of the closing documents.

AGREEMENTS

NOW, THEREFORE, in consideration and fulfillment of the terms and conditions of the Mortgage and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree to the following terms:

1. Release of Mortgage

1.01 **Release.** At closing the Seller will pay an amount of Forty-seven Thousand Five Hundred Thirty-one Dollars and 66/100's (\$47,531.66) as to Tract 53A described and shown on plat, Exhibit A.

2. Miscellaneous Provisions

2.01 **"Effective Date"**. As used in the Release, the term "Effective Date" means the date this Release is recorded in the records of Santa Fe County, New Mexico.

2.02 **Filing and Recording.** TCC will cause this Release to be filed, registered or recorded. TCC will pay all filing and recording fees and any fees of the Escrow Agent.

IN WITNESS WHEREOF, this Release has been duly authorized and has been executed and delivered by the parties as of the date first above written.

THE CITY:  
The City of Santa Fe  
SANTA FE, CITY OF NEW MEXICO

By: \_\_\_\_\_  
Name: Alan M. Webber  
Title: Mayor

Attest:

\_\_\_\_\_  
Kristine Bustos-Mihelcic, City Clerk

**APPROVED AS TO FORM:**

Patricia Feghali  
Patricia Feghali, Assistant City Attorney





# City of Santa Fe

## Real Estate Summary of Contracts, Agreements, Amendments & Leases

### Section to be completed by department

1. Munis Contract # \_\_\_\_\_

Contractor: Tierra Contenta Corporation

Description: **The Master Plan for Tierra Contenta Phase 3 to develop over 1,300 new housing units with at least 40% to be sold or rented with price restrictions to income qualified renters and home buyers.**

Contract  Agreement  Lease / Rent  Amendment

Term Start Date: 4/15/2023 Term End Date: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

### Contract / Lease:

Amendment # N/A to the Original Contract / Lease # \_\_\_\_\_

Increase/(Decrease) Amount \$ \_\_\_\_\_

Extend Termination Date to: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

### Amendment is for:

2. **HISTORY of Contract, Amendments & Lease / Rent - Please Elaborate** (option: attach spreadsheet if multiple amendments)  
Office of Affordable Housing (35%) 2572750.470500  
Economic Development Dept (65%) 2122800.470500

### 3. Procurement History: N/A

*Fran Donaway*  
Fran Donaway (Apr 25, 2022 11:15:35 MDT)

Purchasing Officer Review: \_\_\_\_\_  
Comment & Exceptions: No Procurement -Sale of Property

Apr 25, 2022

Date: \_\_\_\_\_

### 4. Funding Source: AHTF (35%) & Econ Dev (65%)

*Andy Hopkins*  
Andy Hopkins (Apr 21, 2022 11:42 MDT)

Budget Officer Approval: \_\_\_\_\_  
Comment & Exceptions: \_\_\_\_\_

Org / Object: 2572750.470500 (35%)

Apr 21, 2022

Date: \_\_\_\_\_

Staff Contact who completed this form: Roberta Catanach Phone # 505-955-6421

Email: rlcatanach@santafenm.gov

### To be recorded by City Clerk:

Clerk # \_\_\_\_\_


Date of Execution: \_\_\_\_\_

# City of Santa Fe, New Mexico

## memo

**Date:** April 13, 2022

**To:** Finance Committee – May 2, 2022  
Quality of Life Committee – May 4, 2022  
Public Works Committee – May 9, 2022  
Governing Body – May 11, 2022

**From:** Alexandra Ladd, Director, Office of Affordable Housing 

**Re:** Amendment #1 to Amended Mortgage Agreement for Tierra Contenta

---

### **ACTION REQUESTED**

Request approval of Amendment #1 of the Amended Mortgage Agreement for Tierra Contenta which authorizes the City Manager to grant releases and partial releases of the Mortgage on behalf of the City in order to facilitate land sales for Phase 3 development of Tierra Contenta.

### **BACKGROUND**

The Tierra Contenta Corporation (TCC) was established by the City of Santa Fe as a non-profit development corporation to develop the spine infrastructure for Tierra Contenta and manage land sales to housing developers. The Tierra Contenta Master Plan governs land disposition through the promotion of affordability (40% of all homes), walkability, traditional streetscapes, clustered housing, mixed-use districts, and access to an extensive open space and trails network. Every land sale in Tierra Contenta requires that TCC's mortgage with the City is partially released in order for TCC to meet its obligation to pay back the City and to transfer ownership.

While development in Tierra Contenta has been somewhat dormant for the last several years, upcoming development partnerships will finance the installation of spine infrastructure and open up the remaining land for development. Over 1,300 homes, both rental and homeownership, stand alone and multifamily, will be created, with price restrictions applicable to 40% of them. Additionally, the final phase will include community services and amenities, include parks and open space, and fortify the area's trail network.

### **ITEM AND ISSUE**

The Amended Mortgage is written in such a way to imply that the Governing Body must approve any releases or partial releases of the Mortgage between the City and Tierra Contenta. Because land sales negotiations are often time-sensitive, staff recommends amending the mortgage so that the City Manager can approve the releases, once staff verifies that the transaction is valid and meets the conditions of the Phase 3 Master Plan.

Item# \_\_\_\_\_

**CITY OF SANTA FE  
AMENDMENT No. 1 TO  
AMENDED MORTGAGE AGREEMENT  
FOR TIERRA CONTENTA  
ITEM#13-1080**

This AMENDMENT No. 1 (the "Amendment") amends the CITY OF SANTA FE AMENDED MORTGAGE AGREEMENT, dated November 19, 2013 the "Agreement"), between the City of Santa Fe (the "City") and Tierra Contenta Corporation ("TCC"). The date of this Amendment shall be the date when it is executed by the City and TCC, whichever occurs last.

**Recitals:**

WHEREAS, the Master Plan for Tierra Contenta was recently amended to guide the development of Phase 3A for the planned community; and

WHEREAS, over 1,300 new housing units will be developed in Phase 3, of which at least 40% will be sold or rented with price restrictions to income-qualified renters and homebuyers; and

WHEREAS, these units will be built on several individual tracts of land and upon sale to each housing developer a partial mortgage release is required so that the title can transfer and TCC can pay back the City mortgage; and

WHEREAS, currently the Amended Mortgage Agreement is written in such a way that the mayor has to sign for each partial mortgage release which requires approval by the Governing Body; and

WHEREAS, the City Manager is authorized to sign for most similar agreements under SFCC 1987 26-1.14, pertaining to the Santa Fe Homes Program; and

WHEREAS, the development of Phase 3 is not covered by the Santa Fe Homes Program

(SFHP), but responds to the same policy priority which is to support affordable housing and therefore giving authority to the City Manager to sign the partial mortgage releases in the Amended Mortgage is consistent with the City's current practices under the SFHP Program.

**Terms:**

In this Amendment, the City and TCC agree that the City Manager is authorized to grant releases of the Mortgage or partial releases of the Mortgage on behalf of the City, subject to the rest of the terms in the Amended Mortgage Agreement.

AGREEMENT IN FULL FORCE.

Except as specifically provided in this Amendment, the Agreement remains and shall remain in full force and effect, in accordance with its terms.

IN WITNESS WHEREOF, the parties have executed this Amendment No. 1 to the Amended Mortgage Agreement as of the dates set forth below.

CITY OF SANTA FE:

Tierra Contenta Corporation, a New Mexico non-profit corporation:

\_\_\_\_\_  
CITY MAYOR/MANAGER

\_\_\_\_\_  
NAME

DATE: \_\_\_\_\_

\_\_\_\_\_  
TITLE

DATE: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
KRISTINE BUSTOS MIHELICIC, CITY CLERK

CITY ATTORNEY'S OFFICE:

*Patricia Foghali*  
\_\_\_\_\_  
ASSISTANT CITY ATTORNEY

APPROVED FOR FINANCES:

\_\_\_\_\_  
MARY MCCOY, FINANCE DIRECTOR

ACKNOWLEDGEMENT

STATE OF NEW MEXICO

COUNTY OF SANTA FE

This instrument was acknowledged before me on \_\_\_\_\_, by \_\_\_\_\_, \_\_\_\_\_  
of the City of Santa Fe, A Municipal Corporation.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

AMENDED MORTGAGE

**WHEREAS**, Tierra Contenta Corporation (TCC), a New Mexico non-profit corporation (Borrower) and the City of Santa Fe, a municipal corporation, Santa Fe County, New Mexico, (Lender), entered into a Settlement Agreement on June 26, 2007, to mutually settle a lawsuit filed by the Borrower against the Lender, in United States District Court, District of New Mexico, Cause #06-766 LH/RLP (“Settlement Agreement”).

**WHEREAS**, TCC granted a mortgage to the City, recorded on December 15, 1994, in the real property records of Santa Fe County, New Mexico, in book 1122 at pages 790-814, as document 888,263 (the “Mortgage”), on all of the property described on Exhibit B to the Mortgage.

**WHEREAS**, in consideration for dismissal, the Lender agreed, in Paragraph 3. F.: “The City agrees to extend the final due date of the Tierra Contenta Corporation Promissory Note and Mortgage from July 2012 to July 2014. The City shall release the Mortgage from the portions of the project to which 30 afy referred to in paragraph 3. A. above is applied. In return, the per acre payments to the City by TCC under the Promissory Note shall be increased by the amount necessary to ensure full payment by TCC to the City of the remaining amount owned on the Promissory Note.”

**WHEREAS**, TCC and the City entered into a Partial Release of Mortgage dated December 18, 2009, filed of record as document #1587593 on January 6, 2010 whereby the City released Phase 2C (49.1312 acres) from the Mortgage so that TCC could sell those acres to Commercial Center at 599. The Mortgage for the developable acres in the amount of \$362,255.00 was transferred to the remaining land in TCC per paragraph 3.F. of the Settlement Agreement and Release.

**WHEREAS**, the Borrower and the Lender now simultaneously amend the Mortgage and Promissory Note to: i) to reflect the terms of the Settlement Agreement; ii) extend the final due date to July 1, 2024 of the Mortgage Promissory Note; and iii) adjust the Mortgage, and the Mortgage Promissory Note to reflect reductions in developable area within the Tierra Contenta Master Plan from that area that the City of Santa Fe sold to TCC as evidenced by actual historical subdivision approvals as opposed to the estimated usable area at the time that the land was sold to Tierra Contenta Corporation.

**WHEREAS**, the Borrower and Lender agree that the aforementioned Settlement Agreement requires TCC to adjust the release price per acre to account for releases made in Phase 2C of Tierra Contenta and for reductions in the actual developable acres remaining within the Master Plan Area. The attached Schedule A demonstrates that the remaining acreage owned by TCC that is secured by the note and mortgage with the City on this date is 163.00. The remaining balance on this date is \$2,512,826.86. The balance should be amended to reflect the reduced amount of acres sold to TCC. That reduction is 37.045 acres at the original price of \$10,600 per

acre yields an adjustment (reduction) in the amount of \$392,677.00, resulting in the remaining balance on the note and mortgage of \$2,120,150 (\$2,512,826.86 less \$392,677.00). (See Schedule B). Hence, the new amended price per acre should be \$13,007.05.

**THEREFORE**, the Borrower and Lender agree:

1. **Mortgage**: Borrower grants to Lender the real estate described on attached Exhibit B (real Estate) with mortgage covenants. This Mortgage is upon the statutory mortgage condition for the breach of which this Mortgage is subject to foreclosure as provided by law.
2. **Obligations Secured**: The original Mortgage was given to secure (collectively, the Obligations) (i) the payment of the promissory note in the amount of six million, two hundred eighty seven thousand dollars (\$6,287,000), dated the same date as this Mortgage, given by Borrower in favor of Lender, a copy of which promissory note is attached as Exhibit A, and all extensions and renewals of the promissory note, and (ii) the performance of Borrower as provided in this Mortgage. The original Mortgage was in the amount of \$6,287,000 for 593.113 developable acres, or \$10,600 per developable acre. Out of the original 593.113 developable acre, the Borrower has platted back 39.825 acres to the City for open space. Further, the Borrower, to date, has paid back to the City \$3,773,818 at \$10,600 per acre for 356 developable acres released and sold. Therefore, currently, the remaining balance owed to the Lender from the Borrower on the original Mortgage and Promissory Note is \$2,512,826.86. The Borrower received a release from the City for 34.175 acres in 2010 and in accordance with the 2007 Settlement Agreement, paragraph F., which requires a new recalculation of the release price per acre, i.e., a different number than the original \$10,600 per acre release price. Currently, the remaining developable acres owned by the Borrower is 163.00 acres. Therefore, according to the Settlement Agreement, paragraph 3. F., the new recalculation of the release price is as follows: remaining balance on the Mortgage and the Promissory Note divided by developable acres (\$13,007.05 per acre).
3. **Ownership**: Borrower guarantees that Borrower owns the Real Estate in fee simple, free from encumbrance and has the right, power and authority to mortgage the Real Estate. Borrower will defend the Real Estate against all claims of all persons at any time claiming the Real Estate, or any interest in the Real Estate, except Lender.
4. **Protection**: Borrower may transfer, redivide and encumber the Real Estate. Lender may inspect the real Estate at any reasonable time. Borrower will pay when due any taxes and assessments on the Real Estate and the use and operations of the Real Estate. If any items of Real Estate are taken by any governmental authority by

eminent domain, or under threat of eminent domain, the proceeds, after expenses and provision for any taxes on the proceeds, will be paid as a prepayment on the Obligations.

5. Land Transfer: Borrower and/or its assigns agree to transfer to the City a minimum of 351 acres within Tierra Contenta. Approximately 258 acres of this amount is designated on the Tierra Contenta masterplan as parks, open space and major roads.
6. Partial Releases – Subdivision and Development.
  - A. Borrower's Intention. Despite any provision to the contrary contained in this Mortgage, Borrower may obtain partial releases of portions of the Real Estate from this Mortgage as provided in this Mortgage.
  - B. Costs and Expenses. The costs and expenses of any surveying and subdividing (with or without platting), dedicating roads, easements, and rights-of-way, reserving easements, restricting, developing, bringing and providing utilities, constructing upon, obtaining partial releases from Lender, reselling, and other activities of Borrower with respect to the Real Estate, will be the sole expense of Borrower, and Borrower will defend, indemnify and hold Lender harmless from these costs, expenses and activities.
  - C. Joinder by Lender. Lender will join in the signing, acknowledgement, and delivery of all documentation required to effect any of the foregoing upon request by Borrower, provided that Borrower is not in default as provided in this Mortgage.
  - D. Partial Release Price. Borrower may obtain releases from this Mortgage of subdivided or un-subdivided parcels of the Real Estate to be selected by Borrower by payment of thirteen thousand, seven dollars and five cents (\$13,007.05) per acre in reduction of the principal balance of the Promissory Note. Borrower may obtain partial releases from this Mortgage of parcels which are fractions of an acre, provided that the principal balance of the Promissory Note is reduced proportionately.
  - E. Application of Partial Release Price. The consideration for release of the lots or parcels to be released will be as follows:
    - (i) In consideration of the reduction in the Promissory Note, Borrower may obtain the partial release of a parcel of Real Estate at the rate as provided in this Mortgage; and

- (ii) All payments made in reduction of the Promissory Note may be used by the Borrower to obtain a partial release of a parcel of Real Estate at the rate as provided in this section. All payments for the partial release of the parcel of the Real Estate will be applied as principal reductions on the remaining unpaid balance of Promissory Note.
  - (iii) When Borrower wants to obtain the partial release of a parcel of the Real Estate, Borrower will deliver to Lender: (a) a map and a written survey description of that portion of the Real Estate constituting an un-subdivided parcel, which map and description will be certified by a professional land surveyor licensed in the State of New Mexico, and will include a calculation of the number of acres within the parcel, or (b) the legal description of any subdivided lot and, thereupon Lender will make sign, acknowledge, and deliver to Borrower a partial release of the lot or parcel of the Real Estate selected by Borrower to be released.
  - (iv) In circumstances where the Borrower sells property to another buyer under a multi-year note, the Lender will allow the Borrower to pay off the partial release price over an identical multi-year period, up to the maximum of two years from the date of release, at no interest.
  - (v) The Lender agrees to subordinate this Mortgage and the Promissory Note to development lenders of the Borrower and the construction lenders of builders who purchase property from the Borrower. The Borrower agrees to render to the Lender an annual accounting and an interim accounting following each sale of the Property in connection with which the City has provided a partial release of the Mortgage, of the proceeds from sales of parcels within the Property, any and all payments made on notes between the Borrower and builders, and the balance owing on the development loan and on the notes between Borrower and builders.
7. Costs: If Borrower fails to perform any of the duties of Borrower as provided in this Mortgage, Lender may do so on behalf of the Borrower. If this Mortgage is placed in the hands of a lawyer for enforcement, Borrower will pay the costs, including the reasonable actual lawyer fees, of Lender incurred in enforcing this Mortgage. Any amounts expended by Lender in performing the duties of Borrower or enforcing this Mortgage will bear interest at four percent (4%) a year and will be payable by Borrower to Lender on demand.
8. Default: Borrower will be in default as provided in this Mortgage and as provided in the Obligations upon the happening of any of the following events:

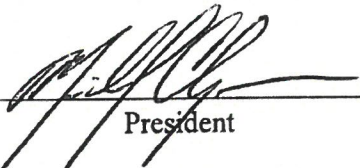
- A. The failure of Borrower to perform within thirty days from the due date of the Obligations required to be performed by Borrower; or
  - B. The appointment of a receiver of any part of the property of, assignment for the benefit of creditors by, or the commencement of any proceedings as provided in any bankruptcy or insolvency laws by or against, Borrower; or
  - C. Any guarantee made by Borrower in this Mortgage is false.
9. Remedies: Upon the default of the Borrower, Lender will give Borrower written notice specifying the default, and Borrower will have thirty days after the date of the receipt by Borrower of the written notice within which to cure the default. If Borrower fails to cure the default within the thirty day period, then, at any subsequent time:
- A. This Mortgage may be foreclosed, the Real Estate sold and the proceeds of sale applied to discharge the Obligations. Lender may purchase the Real Estate, or any part of the Real Estate, at the foreclosure sale, and will be entitled to a credit on the purchase price in the amount of the interest of Lender in the proceeds of the sale. The redemption period will be two months.
  - B. Lender, or a receiver for Borrower appointed by a court, may take possession of the Real Estate, collect the rents and profits of the Real Estate, and apply them to the obligations. The right to the appointment of a receiver will not be dependent upon the insolvency of Borrower or the value of the Real Estate.
10. Enforcement of Obligations: Despite any provision of the Obligations or this Mortgage, the Obligations of Borrower to pay the Obligations and perform or make good the representations, warranties and agreements contained in the Obligations, this Mortgage or in any other document that may now or subsequently be executed and delivered by Borrower to secure payment of the Obligations, will not be enforced by any action or proceeding in which or by which damages or any money judgment (including any deficiency judgment) will be sought against Borrower or any assignee, transferee, or successor in interest of Borrower; provided that Lender will not be prohibited from naming Borrower or the assignee, transferee or successor in interest of Borrower as a party to any action, suit or other proceeding initiated by Lender to enforce the rights of Lender as provided in, or to foreclose any lien granted by, this Mortgage or any other security document, no assets of Borrower or assignee, transferee or successor in interest of Borrower will be subject to levy, executed or other enforcement procedure for the satisfaction of the remedies of Lender.

11. Waiver: No waiver by Lender of any default will operate as a waiver of any other default or of the same default on a future occasion. The taking of this Mortgage will not waive or impair any other security Lender may have or may subsequently acquire for the Obligations, nor will the taking of any additional security waive or impair the rights granted as provided in this Mortgage. Lender may resort to any security Lender may have in the offer Lender may deem proper.
12. Binding Effect: This Mortgage will inure to the benefit of, and bind, Borrower and Lender and then successors and assigns, is specifically enforceable, is construed under the laws of New Mexico, and may be modified only in writing.
13. Term: This Mortgage is now extended from July 2014 as stated in the Settlement Agreement to July 1, 2024, due to adverse market conditions.

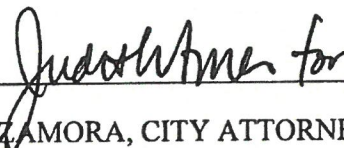
DATED: 11/19/13, 2013.

BORROWER:

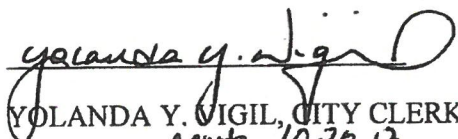
Tierra Contenta Corporation, a  
New Mexico non-profit corporation

By:   
President

APPROVED AS TO FORM:

  
GENO ZAMORA, CITY ATTORNEY

ATTEST:

  
YOLANDA Y. VIGIL, CITY CLERK  
centa 10-30-13

LENDER:

The City of Santa Fe, a municipal  
corporation

By:   
Mayor David Coss

APPROVED:

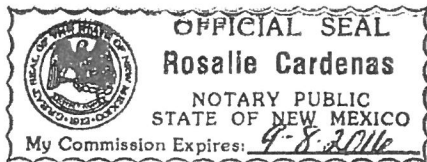
[Signature] 11/8/13

MARCOS TAPIA, FINANCE DIRECTOR

STATE OF NEW MEXICO }

COUNTY OF SANTA FE } ss.

The foregoing instrument was acknowledged before me on November 13, 2013, by David Coss, Mayor of City of Santa Fe, a municipal corporation, on behalf of the municipal corporation.



[Signature]  
Notary Public

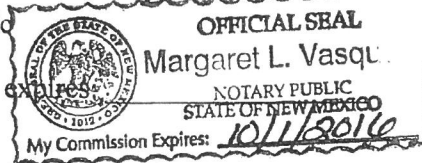
Commission expires: September 8, 2016

STATE OF NEW MEXICO }

COUNTY OF SANTA FE } ss.

The foregoing instrument was acknowledged before me on November 19, 2013, by Michael Chapman, President of Tierra Contenta, a non-profit corporation, on behalf of the non-profit corporation.

[Signature]  
Notary Public



Commission expires:

NMSD-TCC Dev Prog, tracts

Schedule A				
NMSD-TCC Unsold Tracts				
03/04/10				
		Allowed*	Most Likely**	
NMSD Land	Acres	Units	Density	
Tract 21- Residential 6-9 du/acr	5.2	36	36	
Tract 22 - Residential 1-5 du/acr	8.8	35	35	
Tract 23 - Residential 1-5 du/acr	39.5	158	158	
Tract 66 - Neighborhood comm	1.1	0	0	
Tract 70- Residential 10-20 du/acr	4.5	72	54	
Tract 71- Residential 6-9 du/acr	13.7	96	96	
Tract 72 - Campus	40.5	0	182	requires Master Plan amendment
Tract 73 - Residential 1-5 du/acr	43.7	175	175	
Tract 74 - Residential 1-5 du/acr	24.2	97	97	
<b>SUBTOTAL - NMSD</b>	<b>181.2</b>	<b>669</b>	<b>833</b>	
TCC Land				
Tract 55 - Residential 1-5 du/acr	22.8	103	0	
Tract 56 - Residential 1-5 du/acr	5.7	26	0	
Tract 57 - Residential 1-5 du/acr	43.2	194	194	
Tract 58- Residential 6-9 du/acr	14.8	111	100	
Tract 59 - School	8	0	0	
Tract 60- Residential 10-20 du/acr	7.7	131	92	
Tract 61- Residential 6-9 du/acr	29.3	220	200	
Tract 62 - Residential 1-5 du/acr	23.2	104	104	
Tract 63- Residential 10-20 du/acr	6	102	72	
Tract 64 - Community	1.3	0	0	
Tract 65 - Park	1	0	0	
Tract 67 - Neighborhood comm	1.6	0	0	not on mortgage
Tract 68- Residential 10-20 du/acr	6.6	119	80	not on mortgage
Tract 69- Residential 6-9 du/acr	22.4	168	152	not on mortgage
<b>TOTAL - TCC</b>	<b>193.6</b>	<b>1278</b>	<b>994</b>	
<b>Total Master Plan Area</b>	<b>374.8</b>	<b>1947</b>	<b>1827</b>	
*	Allowed per Master Plan			
**	Density based on historical usage			

Tierra Contenta Corporation  
 Tract Sales Data -SCHEDULE B  
 5/6/2008, updated 6-17-13

Phase	Year	Date	Sales \$	Acres	Per Master Plan Acres	Comments
1A	Tract 1A			3.327	3.000	
1A	Tract 1B			1.406	-	
1A	Tract 2A (Tr 2 on plan)			8.454	30.900	
1A	Tract 2B (Tr 2 on plan)			11.407	-	
1A	Tract 2C (Tr 2 on plan)			3.834	-	
1A	Tract 2D (Tr 2 on plan)			8.103	-	
1A	Tract 3 Park			1.167	1.500	
1A	Tract 4			6.507	6.500	
1A	Tract 5 (6 on plan)			6.283	6.000	
1A	Tract 5A			0.438	0.000	
1A	Tract 6 (tr 5 on plan)			3.868	2.700	
1A	Tract 7+ 10 school			8.049	10.000	
1A	Tract 8A + 8B+9A+9B			32.784	33.200	
1A	Tract 10 (tr 12 & 13)			9.904	10.800	
1A	Tract 11 (plan 14, 15, 16)			7.548	8.000	
1A	Tract 12 (plan 17)			6.584	6.200	
1A	Tract 13 (plan 18)			11.487	11.300	
1A	Tract 14 (19 on plan)			4.664	5.300	
<b>1A</b>	<b>subtotal Ph 1A</b>			<b>135.814</b>	<b>135.400</b>	
1B	Tract 15 (tr 30 on plan)	04/30/2001	450,000	11.852	9.200	
1B	Tract 16 (tr 24+ 25 on plan)	12/20/1999	784,800	19.383	30.000	
1B	Tract 16A (part of 24 on plan)	11/30/2001	95,000	2.353	-	
1B	Tract 17 +18 (tr 26 on plan)	04/26/1999	726,170	17.947	16.000	
1B	Tract 19+ 21 (31 &36)	12/15/1998	891,000	14.879	12.000	
1B	Tract 20	12/31/2000	215,000	3.300	3.849	
1B	Tract 22 (37 on plan)	06/12/2000	479,299	13.828	13.000	
1B	Tract 23 (35 on plan)	01/31/2002	337,736	5.412	8.000	
1B	Tract 24 (34 on plan)	11/08/2002	270,000	1.914	1.500	

1B	Tract 25 (tr 32 on plan)	09/09/1999	241,230	5.398	5.700
1B	Tract 26 + 30 (part of 38 on plan)	05/31/2001	590,780	12.762	37.000
1B	Tract 27 (part of 38 on plan)	03/27/2002	405,911	2.332	-
1B	Tract 28 (part of 38 on plan)	02/03/2000	130,000	3.084	-
1B	Tract 29 (part of 38 on plan)			7.329	-
1B	Park Track D (part of tr 24)			0.669	1.300
<b>1B</b>	<b>subtotal Ph 1B</b>			<b>122.442</b>	<b>137.549</b>
2A, U1	Tract 31+ 33 (tr 38 & 39 on plan)	05/31/2002	1,143,870	23.476	19.000
2A, U1	Tract 32 (part of tr 38 on plan)	05/28/2004	325,000	1.868	0.000
2A, U1	Tract 34	03/29/2002	861,000	9.775	18.000
2A, U1	Tract 35 (tr 40 on plan)			2.519	1.000
2A, U1	Tract 36 (half of 44 on Plan)	09/30/2002	471,500	10.397	10.500
2A, U1	Tract 37 (half of 44 on plan)			8.363	10.500
2A, U1	Tract 38 (part of 43 & 44 on plan)	12/21/2004	860,000	5.395	6.000
<b>2A, U1</b>	<b>subtotal Ph 2A, U1</b>			<b>61.793</b>	<b>65.000</b>
2A, U2	Tract 39 (tr 45 on plan)	10/31/2004	260,000	2.050	2.600
2A, U2	Tract 40 (part tr 43 on plan)	06/08/2004	747,650	11.588	24.400
2A, U2	Tract 41 (part tr 43 on plan)	10/01/2003	422,750	6.289	-
2A, U2	Tract 42 (part of tr 44)			0.969	-
2A, U2	Tract 43 +44 (part of 44 & 46)	10/01/2003	413,850	6.362	10.000
2A, U2	Tract 45 + 47 (tr 47 & part of 43)	11/10/2003	636,000	9.999	11.000
2A, U2	Tract 46 (part of 47)	03/01/2004	240,000	3.799	-
2A, U2	Tract 48	12/05/2003	934,000	8.980	5.800
<b>2A, U2</b>	<b>subtotal Ph 2A, U2</b>			<b>50.036</b>	<b>53.800</b>
2B	Tract 50 (part of tr 43)	08/30/2005	259,000	3.844	4.000
2B	Tract 51 (part of tr 42)	10/04/2005	380,508	4.479	38.100
2B	Tract 52 (part of tr 42)	05/17/2005	326,500	4.740	-
2B	Tract 53 (part of tr 42)	02/28/2005	461,000	6.329	-
2B	Tract 54 (part tr 41 & 42)	05/17/2005	285,000	4.020	-
2B	Tract 55 (part tr 41 & 42)	05/17/2005		3.799	-
2B	Tract 56 (part tr 41 & 42)	05/17/2005		7.890	-

2B	Tract 57 (part of tr 41)	05/17/2005	442,000	7.225	37.600	
2B	Tract 58 (part of tr 41)	12/31/2005	466,000	7.570	-	
2B	Tract 59 (part of tr 39)			7.428	-	
2B	Tract 60 (part of tr 39)			4.579	-	
2B	Tract 61 (part of tr 39)			2.984	-	
	<b>subtotal Phase 2B</b>			64.887	79.700	
2C	Tract 49			7.300	7.300	
2C	Tracts 51A, 51B, 54A, 54B	12/31/2009		25.832	26.400	
2C	<b>subtotal Phase 2C</b>			33.132	33.700	
	<b>Total all phases</b>			468.104	505.149	37.045
	Elisia Property					
	Tr 16 (tr 24-31 on plan)			64.714	67.5	
	Tr16A (tr 24-31 on plan)					
	Tr 17 (tr 24-31 on plan)					
	Tr 18 (tr 24-31 on plan)					
	Tr 19 (tr 24-31 on plan)					
	Tr 20 (tr 24-31 on plan)					
	Tr 21 (tr 24-31 on plan)					
	Tr 15 (tr 24-31 on plan)					
	<b>Total Elisia</b>			64.714	67.5	
	<b>Grand total less Elisia</b>			403.390	437.649	



# City of Santa Fe

## Real Estate Summary of Contracts, Agreements, Amendments & Leases

### Section to be completed by department

1. Munis Contract # \_\_\_\_\_

Contractor: Tierra Contenta Corporation

Description: **Partial Release of Mortgage. Thirteen Thousand seven Dollars and Five Cents (\$13,007.05) per acre, or a total of Forty-seven thousand Five Hundred Thirty-one Dollars and 66/100 (\$47,531.66) will be paid to the City upon recordation of the closing**

Contract  Agreement  Lease / Rent  Amendment

Term Start Date: 4/15/2023 Term End Date: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

### Contract / Lease:

Amendment # N/A to the Original Contract / Lease # \_\_\_\_\_

Increase/(Decrease) Amount \$ \_\_\_\_\_

Extend Termination Date to: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

### Amendment is for:

2. **HISTORY of Contract, Amendments & Lease / Rent - Please Elaborate** (option: attach spreadsheet if multiple amendments)  
Office of Affordable Housing (35%) 2572750.470500  
Economic Development Dept (65%) 2122800.470500

3. **Procurement History: \$13,007.05 per acre will be paid to the City upon recordation of the closing**

*Fran Duraway*  
Fran Duraway (Apr 25, 2022 15:34 MDT)

Purchasing Officer Review: \_\_\_\_\_  
Comment & Exceptions: No Procurement-

Apr 25, 2022  
Date: \_\_\_\_\_

4. **Funding Source: Affordable Housing (35%)& Econ Dev (65%)** Org / Object: 2572750.470500; 2122800.470500

*Andy Hopkins*  
Andy Hopkins (Apr 21, 2022 11:42 MDT)

Budget Officer Approval: \_\_\_\_\_  
Comment & Exceptions: \_\_\_\_\_

Apr 21, 2022  
Date: \_\_\_\_\_

Staff Contact who completed this form: Roberta Catanach Phone # 505-955-6421

Email: rlcatanach@santafenm.gov

### To be recorded by City Clerk:

Clerk # \_\_\_\_\_

Date of Execution: \_\_\_\_\_



# City of Santa Fe New Mexico

## Memorandum



**Date:** April 27, 2022

**To:** Economic Development Advisory Committee  
Public Works/Utilities Committee  
Finance Committee:  
Quality of Life Committee  
Governing Body Meeting

**From:** Elizabeth Camacho, Economic Development & Communications Administrator

**CC:** Rich Brown, Community & Economic Development Director

**RE:** Memorandum of Understanding (MOU) between UNM Anderson and the City of Santa Fe

---

### **ITEM AND ISSUE:**

This Memorandum of Understanding (MOU) creates a partnership between the City of Santa Fe's Office of Economic Development Department (OED) and Anderson School of Management at the University of New Mexico (UNM Anderson) to collaborate on strengthening entrepreneurship in the City of Santa Fe. The collaboration will allow for increased programming, services and education for local businesses as well as residents while positioning Santa Fe as a regional leader in social entrepreneurship (business for good). The OED and UNM Anderson team will seek funding to create a regional entrepreneurship hub in Santa Fe.

### **BACKGROUND AND SUMMARY:**

During the past year, entrepreneurship has grown faster than before the pandemic. According to data from the U.S. Census Bureau analyzed by the Economic Innovation Group, about 1.4 million new startup applications were filed with the government through September 30, 2021. That's compared with 1.14 million during the same period in 2020 and 987,000 in 2019. Another significant shift is how younger generations expect businesses to do more. For example, 63% of Millennials stated that a business's primary purpose should be improving society. The Business Roundtable, an organization of the largest U.S. corporations, agreed when they announced a shift from maximizing shareholder value as the purpose of business to boosting stakeholder value. Stakeholders include communities, team members, and customers. The City of Santa Fe is uniquely positioned to capitalize on both through this collaborative effort with UNM Anderson.

Santa Fe Innovates a local entrepreneurial community will support UNM Anderson and OED to create a framework for a center that includes certification programs as well as conducting research to better provide services and programming to local businesses. An added effort will focus on grant writing for planning and launching the Center while identifying private and non-profit foundation financial resources. OED and UNM Anderson will work collaboratively to develop the plan while piloting programs to ensure a sustainable and growing Center for the long term.

### **ACTION REQUESTED:**

The Office of Economic Development recommends moving forward with this MOU since this collaboration will allow for increased programming, services and education for local businesses as well as residents while positioning Santa Fe as a regional leader in social entrepreneurship (business for good).

**ATTACHMENTS:**

- Memorandum of Understanding
- Certificate of Liability Insurance
- Summary of Contract

*Elizabeth Camacho*

Elizabeth Camacho  
Economic Development & Communications Administrator

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF SANTA FE AND THE UNIVERSITY OF NEW MEXICO  
ANDERSON SCHOOL OF MANAGEMENT**

This Memorandum of Understanding (MOU) is entered into by the Anderson School of Management at the University of New Mexico (hereinafter referred to as UNM Anderson) and the City of Santa Fe (hereinafter referred to as the City). The purpose of this MOU is to collaborate on grant funding opportunities for economic development and education, and to guide responsible entrepreneurs and leaders.

**RECITALS**

WHEREAS, in 2021, entrepreneurship has grown faster than before the pandemic. According to data from the U.S. Census Bureau analyzed by the Economic Innovation Group, about 1.4 million new startup applications were filed with the government through September 30, 2021, compared with 1.14 million during the same period in 2020, and 987,000 in 2019;

WHEREAS, according to Society for Human Resource Management, 63% of Millennials stated that a business's primary purpose should be improving society. The Business Roundtable, an organization of the largest U.S. corporations, agreed when they announced a shift from maximizing shareholder value as the purpose of business to boosting stakeholder value. Stakeholders include communities, team members, and customers;

WHEREAS, the Economic Development Department has supported social entrepreneurship in Santa Fe. With the UNM Anderson partnership, the Santa Fe community can capitalize more effectively on the growth in entrepreneurship while focusing on building a solid presence for companies and business leaders who want to embrace a broader stakeholder mission;

WHEREAS, a partnership between the City and UNM may create additional opportunities and jobs for younger generations to start new businesses while strengthening our community values; and

WHEREAS, the guiding ideas behind this initiative in creating a center (hereinafter referred to as the Center) for social entrepreneurship and leadership are as follows:

- Create a short- and long-term positive impact for entrepreneurs and local businesses in Santa Fe and Northern New Mexico.
- Build a reputation for fostering the social enterprise shift in capitalism (i.e., stakeholder capitalism) and promote UNM Anderson and Santa Fe as a place where social entrepreneurs and leaders thrive.
- Retain and attract the next generation of entrepreneurs and investors.
- Integrate economic and cultural development.

This MOU creates a partnership between the UNM Anderson School and the City's Economic Development Department (EDD). EDD will work with UNM Anderson to design programs and

support social entrepreneurs in Santa Fe. Entrepreneurship is growing as more individuals explore starting a business while balancing the objectives of growing profitably and giving back to our communities. The dual profit-purpose mission fits well within Santa Fe's cultural and economic development. With UNM Anderson's presence, expertise, and collaboration, entrepreneurs, mentors, and investors can thrive in our community while giving back as they grow and hire locally.

The term of this Memorandum of Understanding shall be in effect upon the date of last signature by the parties and expire when work is completed, a new agreement is put in place, or when terminated by written notice to the other party.

#### RESPONSIBILITIES:

UNM Anderson will be supported by Santa Fe Innovates, a local social entrepreneur community. The collaborative work with EDD will be to finalize a framework for the Center, including program, educational, and community development. An added effort will focus on grant writing for planning and launching the Center while identifying private and non-profit foundation financial resources. EDD and UNM Anderson will work collaboratively to develop the plan while piloting programs to ensure a sustainable and growing Center for the long term.

Each party commits to exploring a Center for acceleration, incubation, education, or other development of business in the areas of sustainability, ethical business, responsible leadership, industry areas important to the state and city (e.g., outdoor economy, green technology) that capitalize on the unique geography, location, partners, and citizens of Santa Fe, New Mexico. In pursuit of this goal, each party agrees to the following:

UNM Anderson School of Management agrees to:

Subsidize or provide grant writing services for the funding of collaborative initiatives; the use of meeting spaces at UNM Anderson in Albuquerque; human resources including interested faculty and staff, when available to explore this initiative and the facilitation of exclusive educational opportunities (for credit and not-for-credit) that might be associated with this endeavor. Leverage and expand initiatives through the New Mexico for Good programs, including the ideation programs and mentoring community established by Santa Fe Innovates.

The City of Santa Fe agrees to:

Subsidize or provide grant writing services for the funding of collaborative initiatives; exploring the use of local space for the Center; participate as a collaborative partner when pursuing planning and economic development grants, being an active partner in any funding solicitations.

Force and Effect:

This MOU does not create any binding obligation on the part of any signatory. This MOU memorializes the intent of the parties and describes the responsibilities they understand to be accepting through their participation.

Amendment:

No amendment or modification of this MOU will have effect unless it is made in writing and agreed to by all signatories or their successors.

Entire Agreement:

This MOU supersedes all prior understandings and agreements, whether oral and written, between the parties regarding the subject matter of this MOU. To be effective, an amendment, waiver or termination of this MOU must be in a document signed by an authorized representative of a party.

Liability:

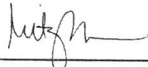
Each party shall be liable for its actions in accordance with this MOU. Any liability incurred by the government entity in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act, Section 41-4-1, et. seq. NMSA 1978, as amended. The government entities, and its "public employees" as defined in the New Mexico Tort Claims Act, do not waive sovereign immunity, do not waive any defense, and do not waive any limitation of liability pursuant to law. No provision in this Agreement modifies or waives any provision of the New Mexico Tort Claims Act.

Agreed this \_\_\_\_\_ day of \_\_\_\_\_, 2022

City of Santa Fe:

\_\_\_\_\_  
Mayor Alan Webber  
Date: \_\_\_\_\_

UNM Anderson School of Management:

  
\_\_\_\_\_  
Mitzi M. Montoya, PhD  
Date: 4/21/2022

Attest:

\_\_\_\_\_  
Kristine Bustos Mihelcic, City Clerk

City Attorney's Office:

\_\_\_\_\_  
Senior Assistant City Attorney

Approved for Finances:

\_\_\_\_\_  
Mary McCoy, Finance Director

## **Santa Fe Center Framework**

### **A Collaborative Partnership Between UNM Anderson, Santa Fe Economic Development, & Santa Fe Innovates**

#### **Background**

##### **Guiding Elements from the MOU:**

The guiding ideas behind this initiative in creating a center are as follows:

- Create a short- and long-term positive impact for entrepreneurs and local businesses in Santa Fe and Northern New Mexico.
- Build a reputation for fostering the social enterprise shift in capitalism (i.e., stakeholder capitalism) and promote UNM Anderson and Santa Fe as a place where social entrepreneurs and leaders thrive.
- Retain and attract the next generation of entrepreneurs and investors.
- Integrate economic and cultural development.

#### **Purpose & Mission**

**Place:** Embrace our place – Santa Fe – to bring the blend of context, culture, history, and change together, enabling holistic and ethical leadership in business. Create an engaging and learning community through our art, science, culture, and nature.

**Social Entrepreneurship:** Create a community where entrepreneurs can learn, launch, and scale their for-profit social enterprises.

**Convening and Collaborating:** Be a center of convening for environmental, social, and governance changemakers – with an attitude of collaboration and support of mutual goals and initiatives in New Mexico. Connect with the [global network](#) of sustainability centers to bring best practices of promoting stakeholder capitalism to New Mexico and share Santa Fe’s efforts to this growing body of work.

**Leadership Preparation:** Prepare NM business leaders for the future in Environment, Social, and Governance (ESG) and stakeholder capitalism, including Diversity Equity and Inclusion, ethical leadership, and sustainability.

**No Borders:** Attract business leaders from around the country on the future of ESG and stakeholder capitalism while learning from them in a mutual engaging learning experience.

**Place-Based, Context-Based Research:** Enable a research center that blends context, culture, and history into new ways to lead within the intersections of business, society, environment, and governance (ESG+).

**Leveraging Change:** Provide training, resources, and advocacy for policy development to encourage corporate social responsibility and stakeholder capitalism.

## **Key Market & Community Segments**

### **Local segments:**

- Small businesses in Santa Fe.
- Social entrepreneurs in Santa Fe and Northern New Mexico.
- Business leaders in Santa Fe and Northern New Mexico looking to learn new capabilities for stakeholder capitalism.

### **National segments:**

- Social entrepreneurs who want to start or grow their business in Santa Fe.
- Social enterprise and business leaders who want to learn new capabilities for stakeholder capitalism.

### **Connections to UNM Anderson ABQ Campus:**

- Offer on-the-ground business educational programming in Santa Fe.
- Expand business as a force for good by offering educational programs and building community.
- Expand entrepreneurship and leadership with skills-based, micro-credential programs.
- Connect students to entrepreneurs and vice versa.
- Expand Innovation Academy programming to include social innovation, school system interaction (working with high school students in the Santa Fe area), etc.
- Leverage educational programs that can be offered virtually while promoting the Santa Fe community.

## **Key Differentiators**

- **Access Applied Academic Research:** Conduct industry and market research with local businesses and entrepreneurs. Offer access to university research to local entrepreneurs.
- **Leverage Santa Fe:** Attract national customer segments to attend programming in the state's capital. Highlight the essence of Santa Fe and New Mexico in programming. Promote what other social enterprise leaders can learn from us and what Santa Fe can learn from business leaders and social entrepreneurs outside of our city.
- **Robust Partnerships and Economic Development:** Bridging academia, applied business practices, and the existing community focused on using business for good, the center will leverage resources to bring national, state, and private funding to develop and expand programs. These efforts will aid in positioning Santa Fe as a robust social entrepreneur and leadership ecosystem.
- **Result:** Through the center, Santa Fe and UNM Anderson will be recognized as a place where social entrepreneurs and social enterprise leaders thrive, driving businesses to help solve our social and environmental problems.

## **Santa Fe Center Framework Program Direction and Next Steps**

### **Program Direction**

#### **Entrepreneur-Focused Programs:**

- **Ideation (early-stage idea acceleration)** – all industries with a focus on purpose and profit. This builds on the previous work of Santa Fe Innovates and the four cohorts of entrepreneurs supported (over 50 social entrepreneurs).
- **Acceleration** – market-solution fit, preparation for venture funding.
- **Social Entrepreneur-in-Residence (SEIR) Program** – social entrepreneurs who have started and scaled for-profit ventures or impact investors who have invested in social enterprises.
- **Mentoring** – develop and coach new entrepreneurs; build a sense of community between mentors; focus on social entrepreneur mentoring. This builds on the over 24 mentors who have been working with Santa Fe Innovates during the past two years.
- **Invest Locally** – Engage NM Angels; establish relationships with impact investors locally and nationally.
- **Social Entrepreneurial Leadership** – develop education programs to develop venture, operational, social capital, and adaptive leadership practices.

#### **B Corp | Sustainability | ESG:**

- **B Local New Mexico Support** – develop advocates; build B community; facilitate an exchange of ideas; offer education programs; share stories of success and challenges between B Corps. This builds on work and conferences held by the NM for Good Program, directed by UNM Anderson professors and alumni.
- **Sustainability (and other related social enterprise topics) Speaker Series** – host public education sessions with a consistent schedule; tie it to professional development.
- **Social Entrepreneur/Enterprise Leadership training** – develop and produce offerings focused on ESG, tension-filled decisions (social and economic), and stakeholders.
- **Governance** – craft and offer programs to support ESG initiatives and metrics and diversity, equity, and inclusion (DEI) programs, metrics, and leadership.
- **Leadership** – develop educational programs to support the growth and knowledge of leaders embracing stakeholder capitalism.

#### **Small & Local Business:**

- **Small Business Education** – focus on local, low-growth segments in Santa Fe and other nearby towns and cities; offer collaborative education with other groups, like SCORE, New Collar, UNM Anderson, Small Business Institute, Chamber – green and other, etc.
- **Environmental Focus** – support and develop small business programs on how to reduce the environmental footprint
- **Economic and Cultural Development** – explore ways to manage change that balances the economy with culture and history

**Other Actions:**

- **Undertake** an analysis of target audience, competitive landscape, discover needs, data collection
- **Vary** the length of programs – series, weekend, 5-weeks, 9 months, 2 years, etc.
- **Relate** convening to teaching (interdisciplinary) – certificate programs with UNM Anderson name behind it

**Next Steps: 2022 Plans****Phase 1:**

- Host customer discovery sessions for a social innovation hub:
  - Target entrepreneurs from the four groups who participated in the Santa Fe Innovates early-stage idea program.
  - Host an open session on what the entrepreneurial community would like to see in a social entrepreneur and leadership center and conduct targeted outreach to under-represented groups to boost diverse participation.
- Identify planning grant programs and develop proposals to submit with a collaborative effort between UNM Anderson, the City of Santa Fe, and Santa Fe Innovates, adding other partners as work gains momentum.
- Begin to develop a more detailed budget for first two phases, along with beginning to develop an overall operational budget for the center.
- Identify collaborative partners and develop a fundraising plan for private funds.

**Phase 2:**

- Host an introductory B Corp certification education session (2–3-hour workshop, target timing: August 2022).
- Host an early-stage social entrepreneur 5-week program, a collaborative effort between UNM Anderson and Santa Fe Innovates (target timing: after Labor Day 2022).
- Explore hosting the national B Academics Research community in Santa Fe (target timing: Summer/Fall 2023).
- Develop hybrid programming to offer entrepreneurs and business leaders a mix of virtual and in-person sessions (target timing: November 2022).
- Develop an add-on social entrepreneur acceleration program, inviting individuals from all previous cohorts to apply (target timing: mid-January 2023).



**NEW MEXICO**

GENERAL SERVICES DEPARTMENT  
RISK MANAGEMENT DIVISION

**EVIDENCE OF COVERAGE**

**MEMORANDUM NUMBER:RMD-EOC-FY22**

This Evidence of Coverage is used as a matter of information only and confers no rights upon the Certificate Holder. This Evidence of Coverage does not amend, extend, or alter the coverage afforded by the Tort Claims Act or the applicable Certificates of Coverage or policies for the type(s) of coverage listed below.

**CERTIFICATE HOLDER INFORMATION**

**INSURED**

**STATE OF NEW MEXICO**

**and**

**UNIVERSITY OF NEW MEXICO (96900)**

**LOSS PAYEE: TO WHOM IT MAY CONCERN**

**Coverage Period:**

**12:00 AM 07/01/2021 to 11:59 PM 06/30/2022**

This is to certify that the Insured has the coverages listed below for the period indicated. Notwithstanding any requirement, term or condition of any contract or other document with respect to which this Evidence of Coverage may be used or may pertain, the coverages indicated in this Evidence of Coverage are subject to all terms, exclusions, and conditions of the Certificates of Coverage and other insurance policy(s) to which this Evidence of Coverage pertains. Property and Liability Certificates of Coverage may be obtained by contacting the State of New Mexico's Risk Management Division at 505-827-2036.

Type of Coverage	Limit of Liability/Coverage
A) Liability i. General Liability ii. Automobile Liability iii. Law Enforcement iv. Civil Rights	Statutory Limit NMSA § 41-4-19
B) Workers Compensation	Statutory Limits NMSA § 52-1-1 et seq.
C) Property	\$550,000,000.00 Limit - Actual Cash Value (ACV)
D) Medical Malpractice	Statutory Limit NMSA § 41-4-19
E) Boiler & Machinery	\$100,000,000.00 Limit
F) Fine Arts	\$300,000,000.00

Per 66-5-207, NMSA 1978, - A motor vehicle owned by the United States Government, any state, or political subdivision of the state, is exempt from the Mandatory Financial Responsibility Act.

Per 66-6-15(E), NMSA 1978, - A vehicle or trailer owned by and used in the service of the State of New Mexico or any county or municipality thereof need not be registered but must continually display plates furnished by the Transportation Services Division of the General Services Department.

Should any of the above coverages for the Covered Party be changed or withdrawn prior to the expiration date issued above, the State of New Mexico will notify the Certificate Holder, but failure of such notification shall impose no obligation or liability of any kind upon the State of New Mexico, its agents, or representatives.

**Authorized Representative:** Mark Tyndall, Director, Risk Management Division, GSD

**Date Issued:** 7-1-2021



For questions please contact the Loss Prevention and Control Bureau at 505-827-2036 or GSD.LPCB@state.nm.us

N. M. S. A. 1978, § 41-4-19

§ 41-4-19. Maximum liability

Effective: July 1, 2021

A. Unless limited by Subsection B of this section, in any action for damages against a governmental entity or a public employee while acting within the scope of the employee's duties as provided in the Tort Claims Act, the liability shall not exceed:

(1) the sum of two hundred thousand dollars (\$200,000) for each legally described real property for damage to or destruction of that legally described real property arising out of a single occurrence;

(2) the sum of three hundred thousand dollars (\$300,000) for all past and future medical and medically related expenses arising out of a single occurrence; and

(3) the sum of four hundred thousand dollars (\$400,000) to any person for any number of claims arising out of a single occurrence for all damages other than real property damage and medical and medically related expenses as permitted under the Tort Claims Act.

B. The total liability for all claims pursuant to Paragraphs (1) and (3) of Subsection A of this section that arise out of a single occurrence shall not exceed seven hundred fifty thousand dollars (\$750,000).



# City of Santa Fe

## Real Estate Summary of Contracts, Agreements, Amendments & Leases

### Section to be completed by department

1. Munis Contract # \_\_\_\_\_

Contractor: UNM Anderson

Description: **Memorandum of Understanding (MOU) between City of Santa Fe and UNM Anderson to collaborate on seeking funding and developing programming for an entrepreneurial center in Santa Fe.**

Contract  Agreement  Lease / Rent  Amendment

Term Start Date: Upon approval of MOU Term End Date: At completion of MOU

Approved by Council Date: \_\_\_\_\_

### Contract / Lease:

Amendment # N/A to the Original Contract / Lease # \_\_\_\_\_

Increase/(Decrease) Amount \$ \_\_\_\_\_

Extend Termination Date to: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

### Amendment is for:

2. **HISTORY of Contract, Amendments & Lease / Rent - Please Elaborate** (option: attach spreadsheet if multiple amendments)

### 3. Procurement History: N/Q

  
Fran Camacho (Apr 27, 2022 10:59 MDT)

Purchasing Officer Review: \_\_\_\_\_

Apr 27, 2022

Date: \_\_\_\_\_

Comment & Exceptions: MOU - No Procurement of tangibles and/or services

### 4. Funding Source: N/A

  
Andy Hopkins (Apr 27, 2022 11:05 MDT)

Budget Officer Approval: \_\_\_\_\_

Org / Object: \_\_\_\_\_

Apr 27, 2022

Date: \_\_\_\_\_

Comment & Exceptions: \_\_\_\_\_

Staff Contact who completed this form: Liz Camacho Phone # 505-955-6402

Email: excamacho@santafenm.gov

### To be recorded by City Clerk:

Clerk # \_\_\_\_\_

Date of Execution: \_\_\_\_\_