

SANTA FE COUNTY
BOARD OF COUNTY COMMISSIONERS
SPECIAL CDBG - MEETING

July 9, 2019

Anna T. Hamilton, Chair - District 4
Henry Roybal, Vice Chair - District 1
Anna Hansen, Chair - District 2
Ed Moreno - District 5

Rudy Garcia - District 3 [absent]

SFC CLERK RECORDED 08/21/2019

SANTA FE COUNTY

SPECIAL MEETING

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

BOARD OF COUNTY COMMISSIONERS

July 9, 2019

1. A. This special CDBG meeting of the Santa Fe Board of County Commissioners was called to order at 2:08 p.m. by Chair Anna Hamilton in the Santa Fe County Commission Chambers, Santa Fe, New Mexico.

B. Roll Call

Roll was called by Deputy County Clerk Julia Valdez and indicated the presence of a quorum as follows:

Members Present:

Commissioner Anna Hamilton, Chair
Commissioner Henry Roybal, Vice Chair
Commissioner Anna Hansen
Commissioner Ed Moreno

Members Excused:

Commissioner Rudy Garcia

C. Approval of the Agenda

CHAIR HAMILTON: Are there any changes to the agenda?
PAUL OLAFSON (Planning Division): Madam Chair, no.
CHAIR HAMILTON: So what's the pleasure of the Board?
COMMISSIONER HANSEN: Move to approve.
COMMISSIONER ROYBAL: I'll second.
CHAIR HAMILTON: Thank you. I have a motion and a second.

The motion passed by unanimous [4-0] voice vote.

2. **2019 CDBG Project Selection Process and Confirming Economic Development Project Application for 2019**

- A. CDBG Program Objectives, Requirements and Limitations
- B. Program Objectives
- C. Eligible Applicants
- D. Eligible and Ineligible Activities
- E. Program Requirements
- F. Application Requirements

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G. Current and Past CDBG Projects
H. Questions and Board Comments

MR. OLAFSON: Madam Chair, thank you. Moving on to the second item, this is the 2019 CDBG – which is Community Development Block Grant project selection process and confirmation confirming economic development project application for 2019.

As you recall, we had selected, the Board had selected an economic development project. That project had some changes to it. We brought it back to you on June 11th and June 25th. On June 11th and June 25th we did have hearings before the Board, special CDBG meetings and the Board, on the 25th of June, did select a project; it's New Mexico Fresh Foods food processing project and it would be submitted when the application is completed to DFA for the County's 2019 economic development CDBG grant application.

Before you today, or on the agenda, I have to run through some of the background and the information about the Community Development Block Grant and at the end I'll ask for a public hearing to have any further public input on the project selection.

So as you know, the Department of Housing and Urban Development administers Community Development Block Grants. This is administered in New Mexico through the Department of Finance and Administration, and they are currently accepting projects up to \$500,000 for economic development projects.

Program objectives are to benefit principally lower and moderate income families, aid in the prevention of slum or blight, meet urgent community development needs, and address urgent situations.

Eligible applicants include all counties, incorporated municipalities except the cities of Albuquerque, Las Cruces, Santa Fe, Farmington and Rio Rancho. They have their own block grant funding source. Water and mutual domestic associations may apply. Indian pueblos and tribes receive funding directly from HUD.

Eligible activities and categories include community infrastructure, housing, public service, capital outlay, economic development planning and *colonias*. Ineligible activities include city halls or county courthouses, except for ADA improvements, general operations and maintenance of public facilities, housing allowance payments and mortgage subsidies, expenditures for political purposes and costs involved in preparing applications.

Program requirements include applicants must conduct at least one public hearing prior to selecting a project; there must be citizen participation encouraged; emphasis on English and Spanish, which we have done the outreach for that in newspapers and on the web; and recommendations from the public are to be considered; each CDBG application must address at least one of the three objectives I outlined before: benefit to low and moderate income persons, prevent slum and blight, or meet an urgent or life-threatening community development need.

Some of the application requirements include, as I stated before, requests are limited to \$500,000 for economic development projects; applicants must meet threshold requirements; the rural applicants, 3,000 or less – which doesn't apply to the county, as we're at a non-rural – applicants may receive waivers of matching fees of local

resources, and applications are scored using a rating system. Again, on the benefits we outlined below.

So on July 11, 2018 the Board met and instructed staff to look at an economic development project with United Way of Santa Fe County. In working with United Way and DFA, United Way determined that they would not like to apply for an economic development project. Subsequently, in February of 2019, the Board selected the New Mexico Fresh Foods project as the proposed CDBG economic development project. However, the location of that moved from outside the city limits to inside the city limits and staff brought the project back again to confirm with the Board that they would still like to move forward. On June 25th the Board did make that selection.

We are required, as I said, to have at least one public hearing. This is actually the third public hearing, and this public hearing is to confirm that the Board has selected the project of New Mexico Fresh Foods, a food processing project for its 2019 economic development project with the Community Development Block Grant program.

Also, some past projects that have received funding through the County and CDBG include the Santa Fe County Housing Authority with the roofing repairs and upgrades, Greater Glorieta Mutual Domestic Water Association system improvements, La Familia Medical Center, Marcos P. Trujillo Teen Center, Nancy Rodriguez Community Center and the Youth Shelters facility.

And again, citizen input is a very important part of the CDBG application process. this is the third of the three meetings. This is to allow the public an opportunity to speak to the selection of the New Mexico Fresh Foods project if there is anyone who would like to speak to that. There is no action requested from the Board at this time; it's just a public hearing to confirm that the project was selected and will be applied for, and at this time, Madam Chair, I'd ask you to open the meeting to a public hearing.

2. I. Citizen Input

CHAIR HAMILTON: Fabulous. First, this is our third meeting and I appreciate you going through all the requirements as required and everything. Are there any questions with respect to the requirements from the bench? Okay. Not seeing any, I will go and now open this for public comment. So if there's anybody here who wishes to speak to the project that's being considered for CDBG, come forward. Once again, is there anybody here who wishes to speak about this project? And does the applicant – and this is the third meeting. There's absolutely no need but if there's any – thank you. So not seeing any public comment I'm going to close public comment. And Paul, at this point can you walk us through the two resolutions we've got to consider?

3. Action Items

A. Request Approval to Appoint Designees to act as Certifying Officials (CO) for the Environmental Review Process of the 2019 Community Development Block Grant (CDBG) Economic Development Application

MR. OLAFSON: Yes, Madam Chair. The next two items are agenda items

3. Action Items. The first is not in a resolution but it is a request to appoint both Chris Hyer and Jacob Stock in the Growth Management Department to serve as the certifying officials for environment review process for the 2019 Community Development Block Grant economic development application. We did this prior; we wanted to just reconfirm. And with that I would stand for any questions.

CHAIR HAMILTON: Thank you, Commissioners. Commissioner Hansen.

COMMISSIONER HANSEN: I move to approve appointing the designees to act as certifying officials.

CHAIR HAMILTON: Thank you. Do I have a second?

COMMISSIONER MORENO: I'll second.

CHAIR HAMILTON: Excellent. So I have a motion and a second.

The motion passed by unanimous [4-0] voice vote.

3. B. **Resolution No. 2019-85, a Resolution Amending Resolution 2019-27, a Resolution Selecting a Community Development Block Grant (CDBG) Infrastructure Project; Authorizing the Submission of a New Mexico CDBG Program Application to the Department of Finance and Administration/Local Government Division/Community Development Bureau for the Project; and Authorizing the County Manager to Act as the Chief Executive Officer and Authorized Representative in All Matters Pertaining to the Application and Santa Fe County's Participation in the CDBG Program.**

MR. OLAFSON: Yes. Next, I'm going to ask Jacob to come up and speak to the resolution.

JACOB STOCK (Planning Division): Thank you, Madam Chair and Commissioners. This item requests that the Board adopt a resolution to amend Resolution 2019-27. This was the resolution that selected and authorized submission of a CDBG infrastructure application to include a phased project request amount and phased project cash match.

On February 26th the Board of County Commissioners adopted Resolution 2019-27 selecting the Greater Glorieta Regional Well project for submission as a CDBG infrastructure project application to the New Mexico Department of Finance and Administration. On June 20th, the County submitted a CDBG application for the project to DFA. At the time of submission DFA advised the County that the project application must include a phased project request amount and that that phased amount must also include a phased project cash match from the County and this all must be included in the resolution which authorized submission of the application.

So staff coordinated with DFA and with Greater Glorieta to develop a phased project proposal for the application which was submitted to DFA. This resolution adds the phased project amount and cash match to Resolution 2019-27.

CHAIR HAMILTON: So are there any questions? If not, what's the pleasure of the Board?

COMMISSIONER HANSEN: Madam Chair,
CHAIR HAMILTON: Yes, Commissioner Hansen.

COMMISSIONER HANSEN: I move to approve the resolution amending Resolution 2019-27, a resolution selecting a Community Development Block Grant infrastructure project, the Greater Glorieta Water system.

CHAIR HAMILTON: Thank you. Do I have a second?

COMMISSIONER ROYBAL: I'll second.

CHAIR HAMILTON: Thank you. So I have a motion and a second.

The motion passed by unanimous [4-0] voice vote.

CHAIR HAMILTON: Thank you. And thank you guys for doing this. Mr. Olafson, is there any concluding business we have to consider?

MR. OLAFSON: Madam Chair, Commissioners, no.

4. Concluding Business
A. Adjournment

Upon motion by Commissioner Roybal and second by Commissioner Hansen, and with no further business to come before this body, Chair Hamilton declared this meeting adjourned at 2:21 p.m.

SFC CLERK RECORDED 08/21/2019



Approved by:

Anna Hamilton
Board of County Commissioners
Anna Hamilton, Chair

ATTEST TO:

Geraldine Salazar
GERALDINE SALAZAR
SANTA FE COUNTY CLERK

Respectfully submitted:

Karen Farrell
Karen Farrell, Wordswork
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Santa Fe, NM 87501

COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

BCC MINUTES
PAGES: 6

I Hereby Certify That This Instrument Was Filed for Record On The 21ST Day Of August, 2019 at 11:50:21 AM And Was Duly Recorded as Instrument # 1894562 Of The Records Of Santa Fe County



Witness My Hand And Seal Of Office
Deputy *Estrella Martinez* County Clerk, Santa Fe, NM
Martinez