

**SANTA FE COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
**SPECIAL MEETING - CDBG MEETING**  
**June 24, 2025**

Camilla Bustamante, Chair - District 3  
Lisa Cacari Stone, Vice Chair - District 2  
Justin Greene - District 1  
Hank Hughes - District 5  
Adam Johnson - District 4

SEC CLERK RECORDED 07/31/2025

**SANTA FE COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
**SPECIAL MEETING - CDBG PROGRAM**

**June 24, 2025**

1. A. This special meeting of the Santa Fe Board of County Commissioners Board was called to order at approximately 1:30 p.m. by Chair Camilla Bustamante in the County Commission Chambers, 102 Grant Avenue, Santa Fe, New Mexico.

**B. Roll Call**

Roll was called by Celeste Garcia of the County Clerk's Office and indicated the presence of a quorum as follows:

**Members Present:**

Commissioner Camilla Bustamante, Chair  
Commissioner Lisa Cacari Stone, Vice Chair  
Commissioner Justin Greene  
Commissioner Hank Hughes  
Commissioner Adam Johnson

**Members Absent:**

None

**C. Approval of Agenda**

Upon motion by Commissioner Hughes and second by Commissioner Greene, the agenda, as published was approved by unanimous [5-0] voice vote.

2. **CDBG Presentation and Public Hearing**

A. **Presentation on the Community Development Block Grant Program (CDBG) Requirements and Potential Projects Requested for CDBG Funding**

MAXX HENDREN (Growth Management Department): Thank you, good afternoon, Chair Bustamante and Commissioners. Thank you for your time and consideration on this special meeting to comply with the mandatory engagement for the requirements of the Department of Housing and Urban Development Community Development Block Grant program. I am Maxx Hendren, the Capital Planning Team Leader for the Growth management Department and one of my responsibilities is managing perspective grant applications for the Community Development Block Grant.

These funds are administered by the New Mexico Department of Finance and

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Administration the Infrastructure Planning Development Division, and we'll call them the DFA and the Community Development Council, the CDC.

On May 6, 2025, the DFA conducted a CDBG application workshop to help applicants prepare for the highly competitive 2025 CDBG funding cycle. The purpose of this special meeting is to provide you information on the Community Development Block Grant/the CDBG program and encourage public participation. This meeting serves as the third pre-project selection requirement. Staff will come back on July 8<sup>th</sup> for a fourth public participation meeting in anticipation of selecting a project with the Board and moving forward with a CDBG application. All of these efforts will maximize the County's points for public participation in anticipation of submitting a grant application for these 2025 CDBG funds. During this meeting information about the CDBG funding program, eligible applications and types of projects that can be applied for will be provided. Today we will also provide the public an opportunity to comment on potential projects for CDBG funding. Please be sure to sign in on this sign-in sheet, it's Exhibit B in your packet material because this documentation will be included in the CDBG application. We have a Dow and Monica in the front or just outside, so we'll need everybody's signature, if you would please for the documentation.

Okay, so this is the third meeting in which the public can comment on potential uses for the funds. In June of 2024 during the closeout process for the Greater Glorieta Regional Well, a project that was partly funded by CDBG, staff held two close-out public hearings with the dual purpose to meet the CDBG public participation requirement. First to announce the closeout of the successfully completed CDBG funded Greater Glorieta Regional Well project and second, to meet the requirements for pre-project selection. During these meetings staff received project ideas for community needs in anticipation of 2025 CDBG funding cycle. Since then, staff have evaluated each project idea and provided that information to you in Exhibit A.

There was a project in Chimayo to rehab – a request for a project in Chimayo to rehab the old Head Start building into a community center. But since then the old Head Start building has been repurposed for the community as a post office. And then there was a request for LCLC Mutual Domestic PFAS program. But the PFAS classification at this time has been allocated funding, the study is currently underway and there are no infrastructure projects identified at this time.

There are sidewalks, there was a request for sidewalks, to use these funds for sidewalks on Lopez Lane. That project has since been removed from our ICIP. It is currently funded and underway.

Then there was a request for MainStreet Agua Fria Community Center. The Historic Arts and Cultural Center was reviewed by the Capital Planning Committee this year and it has been approved for a feasibility study. At this time there are no infrastructure projects to be identified for these funds.

There was also a request for San Ysidro bridge, that project has been funded for a feasibility study for a low-water crossing and there are no infrastructure projects identified at this time for the San Ysidro bridge.

Also brought to our attention were projects for public housing improvements. There are three public housing projects on our ICIP. We have Santa Cruz, Valle Vista and the Camino de Jacobo. The LMI national objective for CDBG is met with the

SFC CLERK RECORDED 07/31/2025

housing activities because to qualify for housing assistance you have to have low income.

A little bit about the CDBG program, the purpose and the history. The NMAC 2.110.2 is the Small Cities CDBG Rule. It's Exhibit C in your file. It was established under Title I of the Housing and Community Development Act of 1974. The statute establishes that the state and national objectives require assistance to be made for activities that address at least one of these national program objectives: A) that benefits principally low and moderate income families; B) that it could aid in the prevention of slum or blight; or, C) that it meets other community development needs having a particular urgency because existing condition poses a serious and immediate threat to health and welfare of the community and where other financial resources are not available. That is in 2.110.2.9 if you want to take a look at the program objectives.

So the County will really concentrate on projects that meet the national objective to benefit low to moderate income families. To meet LMI a project will automatically qualify if the area is at least 51 percent or higher low to moderate income. This determination is met by the Department of Housing and Urban Development using census data and a HUD formula or if the project – that is through ACS, American Community Survey, or if a project is serving a limited clientele or it could also be determined by conducting a survey. So let me get into a little bit more detail about that.

The Department of Finance Administration is the state funding agency for the CDBG program. The DFA and HUD allow the ACS data, the American Community Survey data, to be used. As an example of how this income eligibility is applied, in 2019 the Village of Glorieta, ACS LMI figure was 54 percent. The Great Glorieta Regional Well Project is a communitywide project for Glorieta and that ACS LMI data of 54 percent met the national objective for CDBG funding that was established by HUD and that's how we went forward with that project.

In general, if an entity's ACS LMI is under 51 percent, they don't automatically qualify; however, it's not to say that they can't qualify LMI. LMI activities can serve the limited clientele. So if the project only serves a limited clientele, such as a senior center or homelessness or abused children, these limited clientele are considered 100 percent LMI and the project meets the national objective and can qualify.

The Santa Fe County Public Housing Authority's communities automatically meets the requirements of LMI with the limited exception of law enforcement personnel who resides in these communities, 100 percent of the residents in public housing communities are income qualified at or below 80 percent LMI.

We could also conduct a survey. LMI can potentially be met by conducting a survey if the project directly benefits and is restricted to a certain geographic area then an LMI survey can be conducted. So all surveys are conducted by a randomizer and an example of that kind of survey to meet those direct beneficiaries could be for a street rehabilitation project. The families on that street will be surveyed because they would benefit directly from that project. The surveys can be conducted door-to-door, by telephone or by mailing survey. Door-to-door is definitely more successful. The demographics and the confidential income data would be gathered and then calculated to determine an LMI percentage. If that percentage is 51 percent or higher and the State DFA approves the survey methodology and the calculations, then that project could potentially qualify.

So who are the eligible and the ineligible applicants: All counties and incorporated municipalities are eligible except for the entitled cities of Albuquerque, Las Cruces, Santa Fe, Rio Rancho and Farmington. Those cities are called entitlement cities because of their population and they received direct funding through HUD. Also Indian pueblo and tribes, they receive CDBG funding directly from the HUD office of Native American Program in Albuquerque.

Eligible activities or categories that we can use these funds for: Community infrastructure projects; public facilities, housing projects, economic development projects or an emergency. There are also allocations for planning grants that have a maximum of \$50,000 per plan. And there's also a CDBG allocation of 10 percent earmarked for colonias projects.

Some ineligible activities that CDBG will not fund are construction of buildings used to conduct government business like city halls. These funds cannot be used for general operation and maintenance nor can these costs be involved in the preparation of applications or securing funds.

Some other program requirements that need to be outlined are: applicants must conduct at least a minimum of two public hearings, a pre project selection meeting and a post project selection meeting. Like I said earlier, this presentation is the third pre project selection hearing and a post project selection meeting will be held on July 8<sup>th</sup>.

There will be four public hearings that will provide us the maximum amount of points in an application for the project rating and ranking process of the CDBG grant.

Project recommendations from the public will be considered and project requests will formally be vetted, reviewed and selected through our capital planning process and it will be approved by the Board of County Commissioners in a regularly scheduled – and the project will also be included in our ICIP.

All applicants must the three national objectives to benefit to low- and moderate-income persons.

An entity that uses cost estimates can apply for an unlimited amount of funding but if we do not use certified cost in the estimate, we can only apply for up to \$500,000. We do have a cash-match requirement. For the County's non-rural community we must provide a 10 percent cash-match.

All applicants will be scored by rating. Certain criteria like the description and need; benefit to LMI; leveraging; citizen participation; planning; feasibility and readiness; and cost benefit. There is also a new update from DFA. They are requiring a professional external project administrator for each applicant. We are currently working with North Central New Mexico Economic Development District because they have a capacity building grant that can help us with the application process. Also, CDBG will allow 3 percent for technical assistance for grant administrator and probably go into contract, should we move forward with the COG and utilize those funds. But I don't know what their costs are yet and that's just something else to consider.

The New Mexico Community Council is responsible for allocating the grant under the NMAC 2.110.2 and these council members are appointed by the governor and include representatives from the Governor's Office, the New Mexico Environment Department, the Department of Health and the Department of Finance and Administration. Other representatives are from the six regional planning districts, our

Council of Governments and we are represented by District 2 and that is the North Central New Mexico Economic Development District and Wayne Sonchar from Las Vegas is our appointed representative from District 2.

Some of our county's previously funded CDGB programs I want to highlight: the Greater Glorieta Regional Well, so in 2019 the County secured \$750,000 of CDBG funds for the well. In addition an unprecedented opportunity was provided to the County to request additional funds through the CDBG CV funds because of the Covid pandemic and the country shutting down and all of those rising costs of construction because of supply chain issues. That provided additional funds to the DFA, the County requested and was awarded an additional \$381,968 for a total of \$1,131,968 CDBG funds. In collaboration with the Greater Glorieta Community Regional Mutual Domestic Water Consumers and Sewage Works Association we leveraged and secured \$2.4 million to construct a new well, ensuring a sustainable water supply for 70 households. The project was successfully completed by the DFA, they sent us a close out letter on August 22, 2024.

Some other past CDBG funded projects was the Santa Fe County Roof Rehabilitation. In 2016, the County was awarded \$500,000 to reroof 39 units located in the Valle de Esperanza/Santa Cruz housing site and 12 units at the Camino de Jacobo site. The project helped 101 LMI beneficiaries and was successfully completed within 24 months. Other CDBG funded projects include Glorieta Mutual Domestic Water Line Phase 1 and the La Familia Medical Center.

In conclusion, the purpose of this meeting was to provide CDBG information and gather information from the Santa Fe County community regarding potential project ideas. Community members please keep in mind the parameter of the CDBG program in terms of eligibility and other required elements. At this time, the County has not determined a CDBG project to pursue and I yield to Commissioner Bustamante and the Commissioners and the public for questions and comments as well as received input for potential project ideas in a public hearing.

CHAIR BUSTAMANTE: Thank you, Maxx. Do we have any questions directly for Maxx at this time or should we move into public hearing. Commissioner Greene.

COMMISSIONER GREENE: Thank you, Madam Chair, Thank you, Maxx, good to see you. A question about the Chimayo old Head Start building. I understand the building is being converted into a post office. I'm wondering about the rest of the property. There was a mobile home that burned down last year and there's a site that could – it's a big enough site to handle the same needs that were requested in a community center and so I'm wondering if that could within that site handle that without looking just at the building itself but more at the site there. And then, secondarily, if not there, if the need was identified for a community center up there, there's the old New Mexico State Police outpost next to the Bennie Chavez Senior Center that is currently vacant and I've had a number of constituents asking about a childcare facility, sort of like an old Head Start and given that the state has a lot of money for PreK they feel like they need a space for a PreK facility and maybe a pre-PreK facility.

So I'm just trying to throw those two things out that sort of relate to this item that has been removed just because the post office doesn't mean the need goes away.

MS. HENDREN: Chair Bustamante, Commissioner Greene, thank you for those ideas. We can definitely take them back to the committee and identify if there's a potential project for those two ideas/sites. I'm not quite sure what you want us to do with the trailer.

COMMISSIONER GREENE: The trailer is gone. The State Police building may not be suitable for conversion into a childcare facility but it might be. And then up at the old Head Start location that is County property and part of it is going to be dedicated to a post office but it may have a location up there that could also host another community benefit so that people could go and have a community center and a post office at one location.

MS. HENDREN: Thank you for those ideas.

CHAIR BUSTAMANTE: Anyone else. Commissioner Cacari Stone.

COMMISSIONER CACARI STONE: Thank you, Chair Bustamante.

Maxx, I just want to appreciate the level of thought and intention you as well as Leandro's shop, Mr. Cordova's shop, that you always put into all of these deliberations into your presentations. It's very well presented for the public and I just want to put a note in that the historic village of Agua Fria is located on the Camino Real de Andrento that's 300 years representing conflict, cultural and collaboration and exchanges, yet it remains a volatile community in terms of the requirements to be eligible in terms of low to moderate income, in terms of the need for community development and infrastructure and I think it brings to the entire county the opportunity for economic development, arts and historical, cultural exchanges to recognize that locality that goes all the way through the Gulf of Mexico up to southern Colorado. Those are just my comments but also I thank you.

CHAIR BUSTAMANTE: Thank you, Commissioner. At this time – Commissioner Johnson.

COMMISSIONER JOHNSON: Sorry, thank you, Madam Chair. I just had a question. Thanks, Maxx and I echo Commissioner Cacari Stone's thanks. So could we – I'm thinking about regional transit hubs because I sit on the board of the NCRTD; is that something that would be applicable to put in bus shelters, infrastructure things like in areas that qualify?

MS. HENDREN: Chair Bustamante, Commissioner Johnson, I would have to look into bus shelters. I don't know of a project for bus shelters. It's more community infrastructure to develop roads, water facilities, wastewater facilities, but I can definitely ask DFA if that's a potential project.

COMMISSIONER JOHNSON: Yes, thank you. I think it would at least be interesting to know because the NCRTD primarily serves LMI individuals so it sort of fits but I would wonder if it actually fits the criteria. Thank you.

CHAIR BUSTAMANTE: Thank you, Commissioner Johnson, because in these areas we do have more people who would use public transportation and especially in the more rural areas where they are rolling out some new programs and people don't have any shelter. I think it at least falls into the LMI concern.

**B. Public Hearing on the Community Development Block Grant (CDBG) Program, Including Questions and Citizen Input**

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*[Exhibit 1: CDBG Statement from Agua Fria Village Assoc. Regarding the Proposed Agua Fria History, Arts and Cultural Center, undated]*

CHAIR BUSTAMANTE: All right, it is 1:59 and we are going to move into public hearing on this issue. Maxx, please stay close by. I see you have Leandro with you. How many people from the public would like to speak today? None? Anybody from the public; okay, we have two people from the public. We can go ahead. Do they need to be sworn in?

WALKER BOYD (County Attorney): Madam Chair, I do not believe they need to be sworn in. It's for purposes of this grant and I do not think they need to be sworn.

CHAIR BUSTAMANTE: I am going to remind everyone who is attending this meeting, the CDBG grant meeting to sign the roster. It's very important that we all sign the roster that is just outside the door but I will ask those who want to speak to please approach the microphone.

DANIEL FRESQUEZ (County Media Coordinator): Chair Bustamante, would you like me to display a timer?

CHAIR BUSTAMANTE: Yes, please, and you'll have three minutes.

NANCY SUTOR: Thank you. My name is Nancy Sutor. I live in Agua Fria Village and I need a little clarification about our Agua Fria Village History, Art and Cultural programming center – History, Art and Cultural Center, which I thought was being proposed for this grant but now I'm – what I think I'm hearing is that at this point it is not eligible; is that correct?

MS. HENDREN: Yes, Chair Bustamante, Commissioners, Nancy, yes, the project is not identified as an infrastructure project at this time. It is in the feasibility study and maybe potential funds on down the road.

MS. SUTOR: And then it seemed like there's feasibility study money available but my understanding too is that we've already been granted \$100,000 from the County for our feasibility study; is that correct?

MS. HENDREN: That is in the potential capital budget.

MS. SUTOR: Okay, so that's not a done deal yet. Thanks for the clarification. Thank you all.

CHAIR BUSTAMANTE: Thank you. Next.

WILLIAM MEE: William Mee, Agua Fria Village Association. And so Nancy's comments kind of mirrored my own. I know that on our history, arts and cultural center what we've been doing is preparing a website so that we can get some traffic and have the traffic from online focus to drive the need for bricks and mortar building. But thanks to the Commission for doing anything you can for Agua Fria Village.

CHAIR BUSTAMANTE: Thank you, Mr. Mee. Is there anyone else who wants to speak to the CDBG grant? Anyone on line? If there are no further comments --

COMMISSIONER CACARI STONE: Chair Bustamante, if I could just ask for clarification to Maxx. Even though we're looking at the feasibility phase, why can't Agua Fria Village Traditional Historic Cultural Center be considered now or for future CDBG because it does meet some of the requirements that you outlined in terms of income and the need for infrastructure community development.



MS. HENDREN: Yes, sure. Commissioner Stone and Chair Bustamante, the project is not fully identified as an infrastructure project at this time. These grants are only 24 months. We have to complete the project within 24 months. Perhaps it will be better to apply for those funds once the project is fully identified and we can quickly move forward into construction, quickly move forward into implementation of a project.

COMMISSIONER CACARI STONE: Thank you, Maxx and Chair Bustamante and lawyer Boyd, could this – the testimony that was submitted [*Exhibit 1*] for the record at least for future consideration of CDBG funds because I think it's really important to get priority projects that have been long-term discussed in our county, in the pipeline and bring additional awareness to the other Commissioners and of why and how this is needed and to also honor and recognize the community partners who have really been fighting and advocating for presence in the entire county in District 2 as a traditional village. Can it be – the testimony at least put in the public record? Thank you.

CHAIR BUSTAMANTE: Thank you. Any additional comments?  
Commissioner Greene.

COMMISSIONER GREENE: Thank you, Madam Chair. Thanks, Maxx. So, I don't know where we go forward with this, but it seems like there are a lot of things that are on our lists; right? Capital lists, projects and so on; is there a way that the things that are not quite ready, like to Commissioner Cacari Stone's point, give them a pathway to get ready. So maybe it's next year or the year after and then if we can look at the projects that we would think that would be eligible and ready, right, we could do this in two years, it's eligible and that we could then have a comprehensive list of these things and maybe we could have a discussion up here and say, this is eligible -- you know, here's the list of eligible, it's ready to go, it's shovel ready, whatever those things are to make sure that we can do and then we would have a more comprehensive list of that.

MS. HENDREN: Certainly, Commissioner Greene, Chair Bustamante, we do have the ICIP list that we definitely want to draw our projects off of the ICIP list. And we have mentioned the public housing projects that are pretty much ready to go. LMIs are pretty much already identified we could get the approval from DFA. And there may be some other projects that we could potentially conduct a survey. But we don't really know whether or not we will get that survey in that neighborhood or not. But we could come up with some kind of a list that could potentially qualify for infrastructure and provide that for your consideration.

COMMISSIONER GREENE: Thank you. From my perspective, I do like supporting affordable housing but I find its impact somewhat limited, right. I like – my preference is communitywide projects. So when you do a water system everyone in the community benefits. When you do other larger communitywide would have a bigger impact here so there might be a way to score that differently and for us to bring those things together. When you do a cultural center, everyone in the community gets to be a part of that cultural center. So when you upgrade 12 affordable houses, it's wonderful for those 12 families and we shouldn't pooh-pooh it, we should definitely make sure that if there's no other better choice we should go for those. But sometimes those more macro level things have –

MS. HENDREN: Certainly, Commissioner Greene, Chair Bustamante. Like I mentioned the LMI qualifiers, we did look at the ACS, the American Community

Survey, to determine if any of our communities qualify and the only community that could perhaps, could qualify is Española right now. And within Española is the Santa Cruz housing project. There are no other projects that qualify on our ICIP in that area for CDBG funds. That would have been the low picking fruit, the easy projects to consider that they're already LMI eligible and move forward with those projects. We do want to identify our projects and get the application moving as soon as possible. And that's the purpose of coming here to provide you all the requirements of the CDBG program and staff capacity to move projects forward as quickly as possible and get that application in by August 19<sup>th</sup>.

COMMISSIONER GREENE: Okay, and just to follow up with that eligibility for Española; do we know if Española is applying and has a project that maybe there's a partnership that we could help with? That maybe they don't have the capacity to get queued up for CDBG grants but maybe we do and that we could help them get it over the finish line.

MR. HENDREN: Yes, Commissioner Greene, I do not know if they have a potential project to collaborate with.

COMMISSIONER GREENE: It would be wonderful to know. So I will go ask as part of my district includes part of Española.

CHAIR BUSTAMANTE: Thank you, Commissioner Greene. Do we have more to discuss? I do want to remind everyone, if you're in this meeting and you were here for the CDBG grant to please sign the roster. Maxx, can you remind us of the other meetings?

MS. HENDREN: We've already conducted two meetings and this is the third meeting. And the final post project selection meeting is going to be scheduled for July 8<sup>th</sup> before the regular BCC meeting.

CHAIR BUSTAMANTE: Thank you. Commissioner Cacari Stone.

COMMISSIONER CACARI STONE: Thank you for the time, Chair Bustamante. I just want to highlight again since we don't have a process for pipeline, it's not on you, Maxx, I'm actually talking to the Commissioners as well as the County Manager and folks, since we don't have a process for the pipeline for CDBG long-term planning, my recommendation and request is for the record, that we have an Agua Fria Village Historic Community Cultural Center in the pipeline and again requesting that their testimony be entered into the public record as in the pipeline project. Thank you.

CHAIR BUSTAMANTE: Thank you, if there are no further comments we would like to have concluding business.

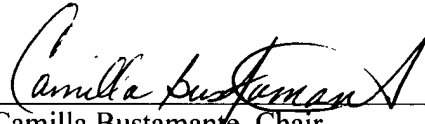
**3. Concluding Business**

**A. Announcements – None.**

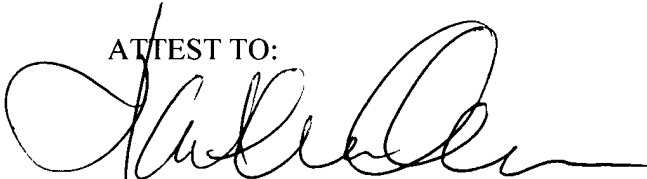
**B. Adjournment**

Upon motion to adjourn by Commissioner Johnson and second by Commissioner Greene and with no further business to come before this body, Chair Bustamante declared this meeting adjourned at 2:10 p.m.

Approved by:

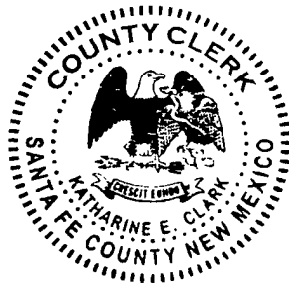
  
Camilla Bustamante, Chair  
Board of County Commissioners

ATTEST TO:

  
KATHARINE E. CLARK  
SANTA FE COUNTY CLERK

Respectfully submitted:

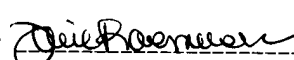
Karen Farrell, Wordswork  
453 Cerrillos Road  
Santa Fe, NM 87501



COUNTY OF SANTA FE                    )  
STATE OF NEW MEXICO                ) ss                   BCC MINUTES  
PAGES: 11

I Hereby Certify That This Instrument Was Filed for  
Record On The 31ST Day Of July, 2025 at 03:39:50 PM  
And Was Duly Recorded as Instrument # 2064055  
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office

Deputy  Katharine E. Clark  
County Clerk, Santa Fe, NM



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