

**SANTA FE COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**  
**SPECIAL MEETING**  
**CDBG Program**

**July 8, 2025**

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

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**BOARD OF COUNTY COMMISSIONERS**  
**SPECIAL MEETING – CDBG PROGRAM**

**July 8, 2025**

**1. Opening Business**

A. This special meeting of the Santa Fe Board of County Commissioners Board was called to order at approximately 1:35 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 [virtually]  
Commissioner Justin Greene  
Commissioner Hank Hughes  
Commissioner Adam Johnson

**Members Excused:**

None

**C. Approval of Agenda**

No changes were noted and Commissioner Johnson moved to approve the agenda as published. Commissioner Greene seconded and the motion passed by unanimous [5-0] voice vote.

**2. CDBG Presentation, Public Hearing and Project Selection Resolution**

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

MAXX HENDREN (Growth Management Department): Good afternoon, Chair Bustamante and Commissioners. Thank you for your time to conduct this special BCC meeting for the Department of Housing and Urban Development Community Development Block Grant Program, the CDBG. I am Maxx Hendren. I am a community

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planner planning team leader and I am also responsible for managing prospective CDBG project applications and CDBG program.

The funds are administered through the New Mexico Department of Finance and Administrations Infrastructure, Planning and Development Division. We will refer to them as the DFA and the Community Development Council.

Staff did inform the BCC and the public on the CDBG program most recently on June 24, 2025. The CDBG program falls under the NMAC 2.11.0.2, the Small Cities CDBG Rule. It is established under Title 1 of the Housing and Community Development Act of 1974. The CDBG program requires that selected CDBG infrastructure project must meet the state and national objective to benefit low to moderate income persons, LMI, and the LMI qualification is that the project area must be at least 51 percent or higher low to moderate income.

There are other program requirements, for instance, we described eligible applicants like Santa Fe County is an applicant. Eligible applicant and eligible activities for infrastructure housing, water, wastewater, etcetera. All of those activities are eligible. There are also public participation requirements. There must be a minimum of two public hearings. Once a pre-project selection and at least post-project selection meeting. So far the County has conducted pre-project selection meetings on June 20, 2024 before the Village of Glorieta and then before the BCC public participation meetings were held June 25, 2024, June 24, 2025 and today.

Once the Board selects a project or CDBG application, staff anticipates conducting a post-project selection meeting in the community on July 24<sup>th</sup>.

There are other CDBG project updates from the DFA. First, they informed us that there would be no cap on grant amounts with certified cost engineer estimates. There will be a requirement for professional external project administration and we will have to provide a 10 percent cash match requirement.

The DFA conducted a CDBG application workshop on May 6, 2025 and they provided a deadline of August 19, 2025 to submit our CDBG application. When we select a project, we just have to keep in mind those parameters.

At this time, staff can stand for questions from the Board from any of our meetings in the past, if you have any questions and also would the Board like to open up the public hearing as advertised. And we do have a sign in sheet for all that are here for documentation of this public hearing.

CHAIR BUSTAMANTE: Thank you, Maxx. Do I understand that you've completed item A and we are moving into item B.

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

CHAIR BUSTAMANTE: I don't see anyone in the chambers here to speak on the CDBG. Do we have anyone on line?

DANIEL FRESQUEZ (Media Coordinator): Chair Bustamante, I don't see any users raising their digital hands.

CHAIR BUSTAMANTE: Okay, we don't have anyone on line. Maxx, are we prepared to move onto item C.

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MS. HENDREN: Yes.

**C. Resolution No. 2025-073, a Resolution Selecting a Community Submission of a New Mexico CDBG Program Application to the Department of Finance and Administration/Infrastructure Planning and Development Division for the Project; and Authorizing the County Manager to act as the Chief Executive Officer and the Authorized Representative in All Matters Pertaining to the Application and Santa Fe County's Participation in the CDBG Program**

MS. HENDREN: Chair Bustamante, the other purpose of this meeting is to request approval of the resolution to an infrastructure project for the submission under the 2025 CDBG Infrastructure Program. The resolution does require that the County provide a full and a phased project scope of work options. The resolution also provides commitment of a 10 percent cash match and the funding of an external project administrator.

Staff has received project ideas for community needs during the pre-project selection meetings that were held in Glorieta on June 20 and before the Board of County Commissioners most recently on June 24<sup>th</sup> that is Exhibit A. But the recommendation from staff is to select the public housing project in Santa Cruz. The project will include improvements to public housing units, replacing windows, and restuccoing the units and also it will provide enhancements to the Santa Cruz community park. There are eligibility requirements that this project meets. First for the state and national objective to benefit LMI families because 100 percent of the Santa Cruz residents except the resident law enforcement personnel, they meet the LMI eligibility. This project also falls under the American Community Survey that is distributed through HUD that Española is an LMI community and all of that LMI information is documented in the Santa Cruz tenant demographics spreadsheet.

Another CDBG requirement that this project meets and that would be for site control and environmental review. The Board will need to sign off on documents proving the County has access, rights-of-way, deeds, trust and other legal ownership documents. The Public Housing Division has all of these necessary legal documents for compliance of the program. And, also, the environmental review as required by the CDBG program, this project will unlikely have to do a full environmental assessment. More than likely we will be required to do a categorically excluded subject to, a CEST, which will streamline the process and save time to expedite the implementation of the project.

So the subject resolution is Exhibit A. It also includes language that will provide a scope of work for both a phased and a full project scope. The County's commitment to the 10 percent cash match and the program administration. These costs for the project are pending a certified engineer cost estimate report that is currently being procured. But with a certified cost estimates – engineer cost estimates, we can request more than \$500,000. So it is important that we wait to get these cost estimates.

I also need to point out that the documents that are in your file in Boarddocs does

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have an error that we had to correct on the whereas statement. We did not include the public participation that was held in the Village of Glorieta on June 20<sup>th</sup> for the resolution that will signed.

So at this time, staff request that the Board adopt the resolution selecting a CDBG infrastructure project.

CHAIR BUSTAMANTE: Thank you, Maxx. Do we have questions?  
Commissioner Greene.

COMMISSIONER GREENE: Thank you, Madam Chair. Thank you, Maxx. Thank you to the Santa Fe County team that has put this together. The CDBG grant program is a great opportunity for us to invest in projects like the Santa Cruz Housing Project. For my fellow Commissioners and for the community I want to point out that this is a intergenerational facility. It is the home, for those of you who don't know, of the Abedon Lopez Senior Center that is undergoing a complete redevelopment and it also has a Boys and Girls Club on site as well as a number of affordable units that belong to Santa Fe County. And, so, improving those units as well as investing in the park with playground equipment is a great tribute and support for not only the residents of the community but the park can be used by all of the folks in northern Santa Fe County and if you want to come visit northern Santa Fe County you can come visit the Santa Cruz development up there and take part and play with the community up there.

Thank you, Maxx, for putting this together. I am in full support of this and when the opportunity is there, I will make the motion if I can.

CHAIR BUSTAMANTE: Are there any further questions? We have a motion to approve the resolution by Commissioner Greene.

COMMISSIONER JOHNSON: Second.

CHAIR BUSTAMANTE: Second by Commissioner Johnson.

MR. FRESQUEZ: Excuse me, Madam Chair. Commissioner Cacari Stone has her hand raised.

CHAIR BUSTAMANTE: Okay, question from Commissioner Cacari Stone.

COMMISSIONER CACARI STONE: Oh, I was just going to second it. And, Chair, if it's easier for the sake of the meeting, I can raise when I want to second or I can just speak out loud. It's up to you, Chair.

CHAIR BUSTAMANTE: I appreciate it. I'm going to open it so I can see when your hand goes up.

Okay, we have a motion from Commissioner Greene and second from Commissioner Cacari Stone. All in favor.

The motion passed by unanimous [5-0] voice vote.

CHAIR BUSTAMANTE: Thank you for your good work on this effort.

MS. HENDREN: Thank you, Madam Chair and Commissioners.

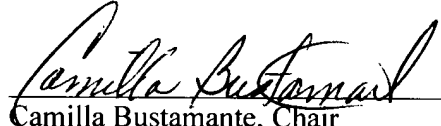
[The Clerk's Office provided the resolution number.]

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3. **Concluding Business**  
A. **Adjournment**

Upon motion to adjourn by Commissioner Greene and second by Commissioner Hughes and with no further business to come before this body, Chair Bustamante declared this meeting adjourned at 1:48 p.m.

Approved by:

  
Camilla Bustamante, Chair  
Board of County Commissioners

ATTEST TO:



KATHARINE E. CLARK  
SANTA FE COUNTY CLERK

Respectfully submitted:

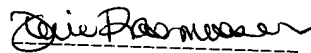
Karen Farrell, Wordswork  
453 Cerrillos Road  
Santa Fe, NM 87501



COUNTY OF SANTA FE           )  
STATE OF NEW MEXICO       ) ss

BCC MINUTES  
PAGES: 6

[ Hereby Certify That This Instrument Was Filed for  
Record On The 14TH Day Of August, 2025 at 04:43:24 PM  
and Was Duly Recorded as Instrument # 2065107  
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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