

division of the council's decision to revert all or part of award by certified mail. The applicant may appeal, in writing, the council's decision to revert all or part of the award within 30 days of receipt of the written notice of the council's decision. The appeal of the council's decision by the applicant shall be held at a council meeting no later than 90 days from the council's receipt of the written appeal. The council's decision on the appeal of the reversion shall be final. The council may grant the applicant a reasonable period of time to cure the particular default that was the cause of the reversion. At the end of the cure period, the council shall vote again on the issue of the reversion and this decision shall be final.

C. Reversions and supplemental funding - When funds are reverted from a previously approved project grant or additional funds are made available for any other reason, the council may decide that the funds will:

- (1) be added to the emergency fund;
- (2) be returned to the category of the program from which it was awarded;
- (3) go into any other category; or
- (4) take other action as deemed appropriate.

D. Underruns - if upon completion of the approved activities a balance of funds remains after all payments have been made, this balance shall be handled as follows: if the grantee has not accomplished all work called for in the original application submitted for funding consideration, the grantee may request division staff to approve the expenditure of underrun funds for a portion or all of the remaining work.

(1) if appropriate justification and sufficient funding exist, division staff may approve the request for use of underrun funds and amend the grant agreement accordingly;

(2) a negative decision may be appealed to the council.

E. If the grantee proposes to undertake activities not included in the approved application, the grantee may request council approval to expend underrun funds for other eligible activities. The council may approve the request if appropriate justification and sufficient funding exist.

F. If the council disapproves a request for use of an underrun, associated funds shall revert to the council for disposition.

G. The processes described above for handling underruns are intended to encourage the grantee to use the most cost efficient means possible to construct projects funded by the council. Grantees shall not take advantage of this process by inflating initial funding requests.

[2.110.2.21 NMAC - Rp; 2 110.2.21 NMAC, 11/15/2016]

2.110.2.22 PROGRAM INCOME:

A. Grantees must pay CDBG program income to the state, except that grantees will be permitted to retain program income only if they always use the income for CDBG eligible activities upon council approval of a program income utilization plan.

B. Program income received by the state will be placed in the economic development category.

C. Program income retained by grantees shall be used to fund CDBG eligible activities and must meet CDBG requirements.

[2.110.2.22 NMAC - Rp, 2 110.2.22 NMAC, 11/15/2016]

2.110.2.23 CITIZEN ACCESS TO RECORDS: Citizens and units of general local government will be provided with reasonable access to records regarding the past use of CDBG funds.

[2.110.2.23 NMAC - Rp, 2 110.2.23 NMAC, 11/15/2016]

2.110.2.24 NM COMMUNITY ASSISTANCE FUNDS: The council will allocate and administer New Mexico community assistance underrun funds in accordance with the provisions of the Community Assistance Act.

[2.110.2.24 NMAC - Rp, 2 110.2.24 NMAC, 11/15/2016]

2.110.2.25 MEETING PROCEDURES:

A. Special meetings. Special meetings of the council may be called by a majority of the council members or the chairperson of the council, and will be held at the time and place fixed by the division.

B. Notice. Written notice stating the time, place and, if a special meeting, the purpose, will be delivered either personally, by mail, or email by the division, to each council member at least 72 hours before the scheduled date of the meeting. The meeting notice and agenda will be available to the public and posted on the department of finance and administration web site. The council may establish dates and times for regularly scheduled meetings.

C. Quorum. A majority of the current members of the council in attendance either in person or by telephone will constitute a quorum at council meetings.

D. Record of meetings. The meeting shall be recorded and the division shall have the minutes made into a written record. The original of this record shall be retained by the division and a copy shall be forwarded to the council members. Copies shall be available upon request.

E. Participation methods. A member of council may participate in a meeting of the council by means of a conference telephone or other similar communications equipment 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 council who speaks during the meeting.

[2.110.2.25 NMAC - Rp, 2 110.2.25 NMAC, 11/15/2016]

2.110.2.26 ECONOMIC DEVELOPMENT PROGRAM GUIDELINES:

A. Goals and objectives: The state's CDBG economic development goals and objectives include:

- (1) creating or retaining jobs for low - and moderate-income persons;

- (2) preventing or eliminating slum areas and blighted areas;
- (3) meeting urgent needs;
- (4) creating or retaining businesses owned by community residents;
- (5) assisting businesses that provide goods or services needed by, and affordable to low - and moderate-income residents;
- (6) providing technical assistance to promote any of the activities under Paragraph (1) through (5) of Subsection A of

2.110.2.26 NMAC.

B. Eligible activities: CDBG eligible activities authorized under Sections 570.200, 570.201, 570.202, 570.203, 570.204, 570.482 and 570.483 of the federal rules and directly affecting the creation or retention of employment opportunities, the majority of which are made available to low and moderate income persons, may include activities carried out by public, private nonprofit, or private for-profit entities when such activities are appropriate.

(1) To meet the needs and objectives of the community economic development plan, a project may include: acquisition of real property, construction, reconstruction rehabilitation, or installation of public facilities, site improvements, and utilities, and commercial or industrial buildings or structures and other commercial or industrial real property improvements and planning.

(2) Grantees and nonprofit sub recipients may carry out for the purpose of economic development, a wide range of activities such as those listed in Section 570.203 of the federal rules.

(3) The for-profit businesses, however, may carry out only the activities listed in that section and rehabilitation activities listed in Section 570.202 of the federal rules.

C. Financing policies and techniques: The CDBG program, as a development tool, can provide flexibility and take greater risks than conventional lending sources in its lending policies and financing techniques. For example, the program may:

(1) offer a negotiated period for repayment of principal and interest;

(2) take greater risk than banks are traditionally prepared to take, provided substantial economic development benefits will result if the loan is granted;

(3) leverage capital by reducing risk for commercial lenders and by taking a subordinate security/collateral position; or

(4) provide more favorable rates and terms than are generally available through conventional sources..

D. Project requirements: Project requirements for eligible CDBG economic development assistance include, but are not limited to:

(1) specific employment commitments for low and moderate income residents, generally with no more than fifty thousand dollars (\$50,000.00) in CDBG funds being used for each job created or retained;

(2) at least fifty-one percent of the jobs created/retained must be held or made available to persons of low to moderate income persons;

(3) within six months of completion of the project, the grantee is required to report to LGD, documentation to reflect the total number of jobs created or retained;

(4) a firm commitment for private financial participation in carrying out the proposed project, contingent on award of CDBG funding only, must be included with the application;

(5) a minimum leveraging ratio of one new private investment dollar to one CDBG dollar is required additional; greater leveraging will enhance a project's competitiveness;

(6) a determination by the applicant and its governing body that there is a well-documented need for CDBG assistance to make the project financing feasible and that the level of assistance requested is commensurate with the public benefits expected to be derived from the economic development project;

(7) evidence of project feasibility including a business plan that contains financial statements, project pro forma (cash flow projections) and specific source and intended use of all funds or assets used in the project;

(8) generally, projects that directly assist in the relocation of a business or industry from one community to another, intrastate or interstate, will be disqualified;

(9) prior to submission of an application, applicants should thoroughly review the credit worthiness of the proposed borrower and should obtain appropriate credit reports, audited financial statements, tax returns and verify collateral.

E. Program income: In addition to program income the requirements of 2.110.2.22 NMAC the Housing and Urban Rural Recovery Act that amended the Housing and Urban Rural Recovery Act 1983, provides, relative to economic development, the following:

(1) states may require program income to be returned to the state but local governments must be allowed to keep program income when used for the same activity which generated the income;

(2) if the applicant intends to retain program income, a program income utilization plan must be submitted with the application for approval.

F. Application cycle: Applications for economic development can be submitted at any time, and the division staff has 30 days to review them.

G. Pre-application conference: It is recommended that a pre-application conference be held prior to the submission of the final application to ensure that all elements are adequately addressed and to review any new federal guidelines that may be issued that relate to economic development activities. Contact the division, economic development representative for information. More detailed and extensive financial and project data may be required depending on the specific project. In addition, meeting the national objective to benefit low and moderate income requires documentation certifying that the majority of the jobs are created for or retained by low and moderate income persons. The majority of jobs are considered available to them. Please contact the division for a copy of the HUD guidelines.

H. APPLICATION REQUIREMENTS: The following must be included along with the regular CDBG application, and should

be submitted in lieu of question #2 in the regular application.

(1) **Economic development plan:** The applicant must submit as an attachment to the application a short (five page maximum) description of its plan for encouraging local economic development. The plan, incorporating references to the proposed project, should include a discussion of the following elements.

(a) **Need** - List the community's underlying economic problems. Need might include recent major industry shutdowns or extended layoffs, substantial increases in population without a corresponding increase in job opportunities, substantial population decreases due to lack of available or appropriate job opportunities, a lack of industrial diversification, the existence of large numbers of workers in the area with obsolete skills or skills for which there is no current demand, or other problems unique to the applicant's community.

(b) **Goals** - Describe what the community attempting to accomplish through its overall economic development program (not just that activity for which CDBG funding is sought). Goals might include preserving existing businesses or industries, encouraging community growth, fostering industrial diversification, revitalizing the central business district, or creating complementary industries to provide jobs in the off-season for workers now only seasonally employed.

(c) **Resources** - List the public and private resources, both financial and technical, available to available to help the community carry out its economic development program. Resources may include for example, a local development corporation or similar body has any agency organization assigned staff member(s) to work on economic development activities for a major portion of their time has the financial community's demonstrated willingness to participate in development activities, whether there is adequate available labor force to meet the demands of new or expanding businesses and industries, or whether the community has unique development advantages, e.g., location, transportation facilities, industrial park or other plant sites, available raw materials, abundant power supplies, employee training capabilities, a locally-administered revolving loan fund to assist growing businesses or industries, technical assistance programs to help business people deal with marketing, management, or financial planning problems.

(d) **Strategy** - Describe the strategy the community is using to pursue its economic development goals. Strategy might include the specific prioritized activities that have been identified as components of the community's strategy for encouraging local economic development costs of each strategy, funding sources available, and how the local government will support the strategies. Strategies might include offering property tax reductions to new or expanding industries, forming a local economic development corporation, or preparing industrial or tourism promotion packages.

(e) **Results** - Describe actions the community has already undertaken to implement its economic development plan, the funding sources used and results achieved. Results may include how many new jobs have been created or existing jobs retained, how many new firms have begun operations in the community. Or how many existing firms have undertaken expansion activities.

(2) **Hiring and training plan:**

(a) Applicants must establish procedures for the project to ensure preferential recruitment, hiring, and training of workers, particularly those of low and moderate income.

(b) In the event of a grant award, the applicant's commitment to the hiring plan will be considered binding and will be incorporated by reference in the grant agreement between the local governing body and the division.

(3) **Private sector commitments:**

(a) Applicants must provide evidence of firm commitments of financial resources from the private sector.

(b) Such commitments should be binding, contingent only upon receipt of CDBG funds.

(c) Investments made or costs incurred prior to the grant application are not eligible for use as matching funds or leverage but should be referenced as related to the total project, if applicable.

(4) **Public sector commitments:**

(a) If public sector resources are to be involved in the proposed economic development project, applicants must demonstrate evidence of a firm commitment of public funds or other resources.

(b) Such commitments should be binding, contingent only upon receipt of CDBG funds to the project.

(c) Evidence may include resolutions or ordinances passed by the local governing body and other appropriate

local groups.

(5) **Use of CDBG funds for economic development loans (if applicable):**

(a) Any project that includes a loan should provide an explanation of the proposed interest rate, terms and rationale for the proposed financing structure.

(b) Any loan made by a local governing body with CDBG funds as a part of an approved CDBG economic development project must be adequately secured.

(c) Subordinated loans may be made when justifiable and appropriate in the sole discretion of council.

(d) The applicant must include a detailed description of the proposed use of program income. (principal and interest). Applicants are encouraged to designate program income to be returned to the state for future economic development set-aside eligible activities.

(6) **Viability of assisted enterprises:** Any for-profit entity to be assisted with CDBG funds must document that without participation of CDBG funds the proposed activity would not be feasible and that after receipt of CDBG assistance the enterprise will be viable and self-sustaining. All applicants proposing an economic development activity shall submit the following for any entity to be assisted with CDBG

(a) a business plan consisting of at least a description of the history of the firm, background, and experience of the principals, organizational structure, a description of its major products or services, market area and market share, goals, and planned expansions or changes in operations; the plan should also describe the impact the CDBG project, if funded, would have on the firm's activities;

(b) a three year to five year operating plan forecast (profit and loss projection); applicants may use SBA forms or equivalent;

(c) a monthly cash flow analysis, SBA forms or equivalent;

(d) for any existing business, the two most recent year-end financial statements, including an income statement

balance sheet.

I. RATING CRITERIA: The economic development rating criteria will give priority to projects that firmly demonstrate the following: need, appropriateness, impact, and benefit to low and moderate income persons. Since each application will be unique, there are no "right" or "wrong" activities or solutions. The ranking of "appropriateness" and "impact" will necessarily be in part subjective, with the division taking into account not only how well each applicant addresses the problems it has defined, but also how its problems and responses compare with those of other applicants.

(1) **NEED** - (200 points) - In analyzing an applicant's need for a project, the division will use statistical information provided by the New Mexico department of workforce solutions and the U.S. bureau of the census which is uniformly available for all 33 counties. Since similar data is not accumulated at the municipal level, cities and towns will be scored with the figures for the county in which they are located. The three factors that will be considered are: the average number of unemployed persons in the county during the last calendar year; average percent of unemployment in the county during the last calendar year; the average unemployment rate in the county in the last five calendar years.

(a) The data will be calculated and each applicant assigned a relative score.

(b) The division will consider assigning a different score in exceptional cases, where an applicant can conclusively demonstrate that the first two factors used to measure economic need are not reflective of local economic conditions (such as major recent plant closings) and the situation is substantiated by the New Mexico department of workforce solutions. A request for consideration of local economic data must be submitted with the application. The applicant should identify sources of data and define methodologies.

(2) **APPROPRIATENESS** - (200 points) - Scores will be based on the soundness of the applicant's economic development plan and the related project for which CDBG funding is sought, and the strength of the applicant's hiring and training plan for ensuring that local residents, particularly those of low and moderate income, will be hired to fill the stated number of jobs created or retained as a result of CDBG-funded activities. Points are available as follows:

(a) **Plan and program** - (140 points) - Scoring will reflect whether:

(i) the applicant has developed a complete, well-reasoned, appropriate, and achievable plan for dealing with its total economic development needs, taking into consideration all available public and private resources and local capacity;

(ii) the local governing body has officially adopted the economic development plan as a matter of public policy;

(iii) the proposed project is an integral part of that plan; (it need not be the first priority item identified overall plan if other, more appropriate, resources are available and already being used to meet higher priority items);

(iv) the applicant has made substantial local efforts to deal with its economic development problems;

(v) the proposed CDBG project is realistic and workable, and the job savings or creation expected to result from its implementation will occur within a reasonable time following the date of grant award;

(vi) if income is to be generated by CDBG-funded activities, and retained locally, a plan for the use of that program income has been developed and submitted with the application; this plan must include mechanisms established for administration of the funds, (if a revolving loan fund is to be established with program income, procedures must be outlined covering local application processing, time frames, approval, negotiation, pricing, packaging, servicing, etc.);

(vii) there has been active citizen participation in the development of the economic development plan and in the selection of the project.

(b) **Hiring and training plan** - (60 points) - Each applicant must include in its application an employment and training plan to be used in filling jobs created or retained as a result of CDBG activities. Scoring will reflect whether:

(i) the applicant's employment and training plan provides clear, complete procedures for outreach, recruitment, screening, selection, training, and placement of workers which will ensure maximum access of local residents, particularly persons of low and moderate income, to jobs created or saved by the project;

(ii) attention has been given to necessary supportive services for trainees needing them;

(iii) a complete training curriculum has been developed and all training resources identified;

(iv) responsibility has been assigned for all phases of the training program;

(v) a written agreement to follow the plan has been obtained from each firm expected to benefit directly from the project.

(3) **IMPACT** - (200 points) - In weighing the anticipated impact of the applicant's proposed CDBG activities on the community's identified problems, the following four factors will be scored:

(a) **Leverage** - (50 points) - Applicants will be scored based on the ratio of private non-CDBG dollars for each dollar of CDBG funds requested.

(b) **CDBG dollars per job** - (50 points) - The total CDBG funds to be used (exclusive of administrative funds) will be divided by the total number of full-time jobs expected to result. In evaluating an applicant's job creation projections, the division will consider the historical relationships of sales, space, and machines to jobs. It will also look at typical ratios for the industry of which the firm to be assisted is a part. Applicants should be prepared to justify job creation claims that substantially exceed industry norms or fifty thousand (\$50,000) per job created or retained.

(c) **Type of jobs** - (50 points) - Applicants must indicate the percentage of jobs to be created or retained that are full-time or part-time, skilled, semi-skilled, or unskilled. Scores will be higher to the extent and application will create or retain full-time skilled, and semi-skilled jobs.

(d) **Overall economic impact** - (50 points) - The applicant must discuss both the direct and indirect effects the CDBG program is expected to have on the community's economy. Some of the factors that will be scored are:

- (i) the additional payroll expected to be generated for the jobs created or retained by the program;
- (ii) the total number of jobs to be created or retained;
- (iii) whether the firm to be assisted is an economic base industry (producing goods or services mainly to be sold outside the area or state, thereby importing dollars into the community and state economy); and
- (iv) whether local property tax revenues will be significantly increased as a result of the proposed business start-up, expansion, retention, etc.

(4) BENEFIT TO LOW AND MODERATE INCOME PERSONS - (200 points)

(a) This ranking criterion assesses the extent to which persons of low and moderate income will directly benefit from the expenditure of CDBG funds. To determine this score, the number of jobs to be created or retained and made available to low and moderate income persons will be divided by the total number of jobs to be created or retained as a result of the CDBG program.

(b) The highest score will receive up to a maximum of 200 points to be eligible for consideration a project must demonstrate that it will benefit principally persons of low and moderate income.

[2.110.2.26 NMAC - Rp, 2 110.2.26, 11/15/2016]

Attachment I
(Referenced by: 2.110.2.7 NMAC)
CDBG projects are designed to meet one of three national objectives: low and moderate income, slum and blight, or emergency. For those projects that are designed to meet the low and moderate income national objective, applicants may choose between two different processes to determine low and moderate income eligibility: (1) conduct a special survey using the HUD approved methodology in accordance with Section A "Survey Methodology" and Section C "HUD Section 8 Income Limits" below; or (2) use the most recent low and moderate income data from section B "American Community Survey" and Section C "HUD Section 8 Income Limits" below.
Survey Methodology
The division recommends using the following HUD approved methodology:
This survey methodology was designed by HUD to assist States and entitlement cities in determining whether most of the individuals in a proposed target area are of low and moderate income.
Upon requesting permission from the division to conduct a sample survey, an applicant should indicate the justification for the sample survey. Applicants must provide to the division a map of the project service area, a brief description of the proposed project, and a description of how the six steps described in the suggested methodology will be implemented.
If the applicant conducts a sample survey, such applicant must be prepared to document all efforts. There must be a master list (with telephone numbers, where possible) to match the surveys. The master list must be coded to the individual surveys.
Such documentation must include a separate survey for each household, for unreachables that could not be replaced from the universe, and for "non-households" in the survey area, such as empty lots, business and government property. The sixth step of the methodology provides a complete listing of the information that an applicant must maintain in its files and submit to the division.
The six steps of the survey methodology are located on the department of finance and administration website, local government division, community development bureau, CDBG information page.
B. American community survey (ACS)
The U.S. census bureau provides a fact finder source for population, housing, economic, and geographic information. This source may be used by applicants to determine eligibility for low to moderate income persons. This source is located at the American FactFinder website, community facts.
HUD Section 8 Income Limits
HUD Section 8 income limits must be used in conjunction with either the survey methodology or ACS data to determine low and moderate income eligibility. Applicants should contact the division for the most current data sets.

HISTORY OF 2.110.2 NMAC:

Pre-NMAC History: The material in this part was derived from that previously filed with the State Records Center and Archives:

DFA Rule 85-3, State of New Mexico Regulations Governing the 1986 Small Cities Community Development Block Grant Program and 1985 New Mexico Community Assistance Program, 10-4-85.

DFA Rule 87-3, State of New Mexico 1988 Small Cities Community Development Block Grant Program New Mexico Community Assistance Program Application Regulations, 12-4-87.

DFA Rule 89-3, 1989 Small Cities Community Development Block Grant Program New Mexico Community Assistance Program Applications Regulations, 3-22-89.

DFA Rule 90-1, 1990 Small Cities Community Development Block Grant Program New Mexico Community Assistance Application Regulations, 12-28-89.

DFA #91-1, 1991-1992 Small Cities Community Development Block Grant Program New Mexico Community Assistance Application Regulations, 1-14-92.

DFA #93-1, 1993 Small Cities Community Development Block Grant Program New Mexico Community Assistance Application Regulations, 7-9-93.

DFA-LGD No. 93-1, 1994 Small Cities Community Development Block Grant Program New Mexico Community Assistance Application Regulations, 6-13-94.

DFA-LGD Rule No. 95-1, 1995 Small Cities Community Development Block Grant Program New Mexico Community Assistance Application Regulations, 5-31-95.

DFA-LGD Rule No. 95-2, 1996 Small Cities Community Development Block Grant Application Regulations.

History of Repealed Material:

2.110.2 NMAC, Small Cities Community Development Block Grant - Repealed, 08-30-01.

2.110.2 NMAC, Small Cities Community Development Block Grant - Repealed, 06-05-15.

2.110.2 NMAC, Small Cities Community Development Block Grant - Repealed, 11-15-2016.

Santa Fe County
2019 Community Development Block Grant (CDBG)
Project Request Form

Project Name:	Plan, design, equip and construct Phase 3A Improvements to the Greater Glorieta Mutual Domestic Water Authority's drinking water project located in Glorieta in Santa Fe County		
Project Location:	Glorieta Estates, NM, at the intersection of Avenida Ponderosa and Pine Haven Drive (Figure 2, attached below), proximal to the existing (shallower and currently retired) Glorieta Estates well.		
Requestor Name:	Greater Glorieta Mutual Domestic Water Consumer's Association (MDWCA), Trent Botkin, President	Phone Number:	575-644-2210
Address:	P.O. Box 233, Glorieta, NM 87535	Email Address:	trentbotkin@gmail.com
Project Type: (Road, building, park, etc.)	Construct a new regional water well for the Greater Glorieta Community	Total Project Cost:	\$1,200,000
		CDBG Funds Requested:	\$750,000

Project Description: Please describe the project details including the type of project, size, equipment/furniture needed and location.

This is Phase 3A of a larger water system infrastructure project; this phase of the project is to construct a new regional water well for the Greater Glorieta MDWCA and community in a different (deeper) aquifer (the Madera Formation), at a depth of about 1,200-1,500 ft (approximate). The existing Glorieta Estates well (part of the Greater Glorieta regionalized MDWCA, but this well was retired due to water quality issues involving radium above SDW standards) as well as the Glorieta Village well which currently serves both the Village and the Estates in a unified, connected water system, are both in the shallow aquifer (the Sangre de Cristo Formation, with wells from about 400-500 ft deep), where other wells in this area (in addition to the Glorieta Estates well) have been contaminated with radium and sometimes other radionuclides. The project will include siting and drilling a water supply well into the Madera Formation, and appurtenances including a well head, pump, pipes and fittings to connect to the existing distribution system.

Project Benefits: Please describe the need for the project, public benefits, and any urgent issues. Please explain how the project will improve existing conditions.

The Greater Glorieta MDWCA (GGMDWCA) was created through regionalization of Glorieta Estates, the Village of Glorieta, and East Glorieta, and is located in Santa Fe County, southeast of the City of Santa Fe in the vicinity of Exit 299 on I-25 (Figure 1 attached below). The three communities were officially merged July 1, 2012, organizationally including a unified rate structure, operationally, with combined water utility assets & liabilities, and water rights, as well as asset mapping with a working asset management plan under development. The GMDWCA has 260 current water users with anticipated growth of 320 future users in the region.

A Preliminary Engineering Report (PER) completed by HDR Engineering, Inc. (Nov 2011) identified water system alternatives addressing needs and public health and safety concerns related to elevated radium concentrations in the Glorieta Estates water well and aging infrastructure (tank and distribution system) for East Glorieta. The GGMDWCA is actively working to address water system needs for each of the communities as part of a 3-phased approach as funding allows.

Phase 1 (completed) connected the Glorieta Estates and Village water systems as a short-term solution to provide safe drinking water to Glorieta Estates and limited fire protection (3 hydrants) to the Village, and installed meters on all water Glorieta service connections (all 3 communities). HDR completed design for this phase using existing Water Trust Board funding (Project #192-WTB); construction of the connection line plus appurtenances and fire hydrants was completed (mid-July 2014) with a combination of WTB funds (again #192-WTB) and Community Development Block Grant (CDBG) funds through Santa Fe County; and installation of all water meters was completed in early October 2014 (also

#192-WTB & CDBG grant).

Phase 2 (completed) was funded by WTB grant-loan #248-WTB, and included bidding design of the East Glorieta water storage tank; the bidding process selection of the construction firm; construction of the East Glorieta water storage tank and well collector piping; and engineering design of a deeper regional water supply well in the vicinity of Glorieta Estate (Phase 3A) and of the East Glorieta well collector piping and distribution system improvements (Phase 3B).

As suggested in the previous paragraph, Phase 3 of the program includes construction of a new, deep water supply close to the existing Glorieta Estates shallow well (Phase 3A, which is the project phase being applied for here); and an East Glorieta water distribution infrastructure that does not meet industry standards; fire hydrants throughout East Glorieta; and engineering services for construction administration and observation. The Phase 3A deep water supply well will directly benefit the combined Glorieta Village and Estates communities as a long term water source to address the public health risk of elevated radium above drinking water standards, a regional water supply source for both communities in the near term and a potential water source of East Glorieta should that subsystem be physically connected in the future; and by providing system redundancy for emergency purposes. The excess radium that occurred in the shallower existing Glorieta Estates well as well as in other wells in the area that are in the same shallow aquifer, also threatens the Glorieta Village shallow well in the same (Sangre de Cristo Formation) aquifer, and the PER recommended construction of a deep well in the Madera aquifer as a long-term solution to this water quality threat. The deep well will also provide a sustainable and more drought-resistant water source for the Greater Glorieta Community.

Project Readiness: Please describe if and how the project is part of a planning process/approved planning document and when construction can start.

Engineering design of this deeper regional water supply well in the vicinity of Glorieta Estates was completed as part of Phase 2 of this work by HDR Engineering, funded by WTB grant-loan #248-WTB. As a result, this project is ready for construction, and can be completed within one year of receiving funding.

Project Cost Details (Planning, Design, Land Acquisition, Construction)	Project Cost per Year					
	2017	2018	2019	2020	2021	Total
Planning / Design / Land Purchase	\$	\$	\$	\$	\$	\$
Construction	\$	\$	\$250,000	\$950,000	\$	\$1,200,000

Other Funding Source: Will requested funds be used with other funding? If yes, please describe amount and source of funding.

This Phase 3A project is a high priority on Santa Fe County's ICIP list, and as such, the County has requested capital outlay funding for this project from the 2019 legislature. While the full project amount was requested, it is realistically anticipated that \$250,000-\$300,000 will be received. Assuming \$250,000 of capital outlay funding and \$750,000 from CDBG, the Greater Glorieta MDWCA will apply to the WTB in the upcoming 2019 funding cycle for the remaining \$200,000.

Fiscal Impact	Operational Cost per Year					5 year Average
	Year 1	Year 2	Year 3	Year 4	Year 5	
Operations & Maintenance	\$	\$	\$	\$	\$	\$

Santa Fe County
 2019 Community Development Block Grant (CDBG)
 Project Request Form

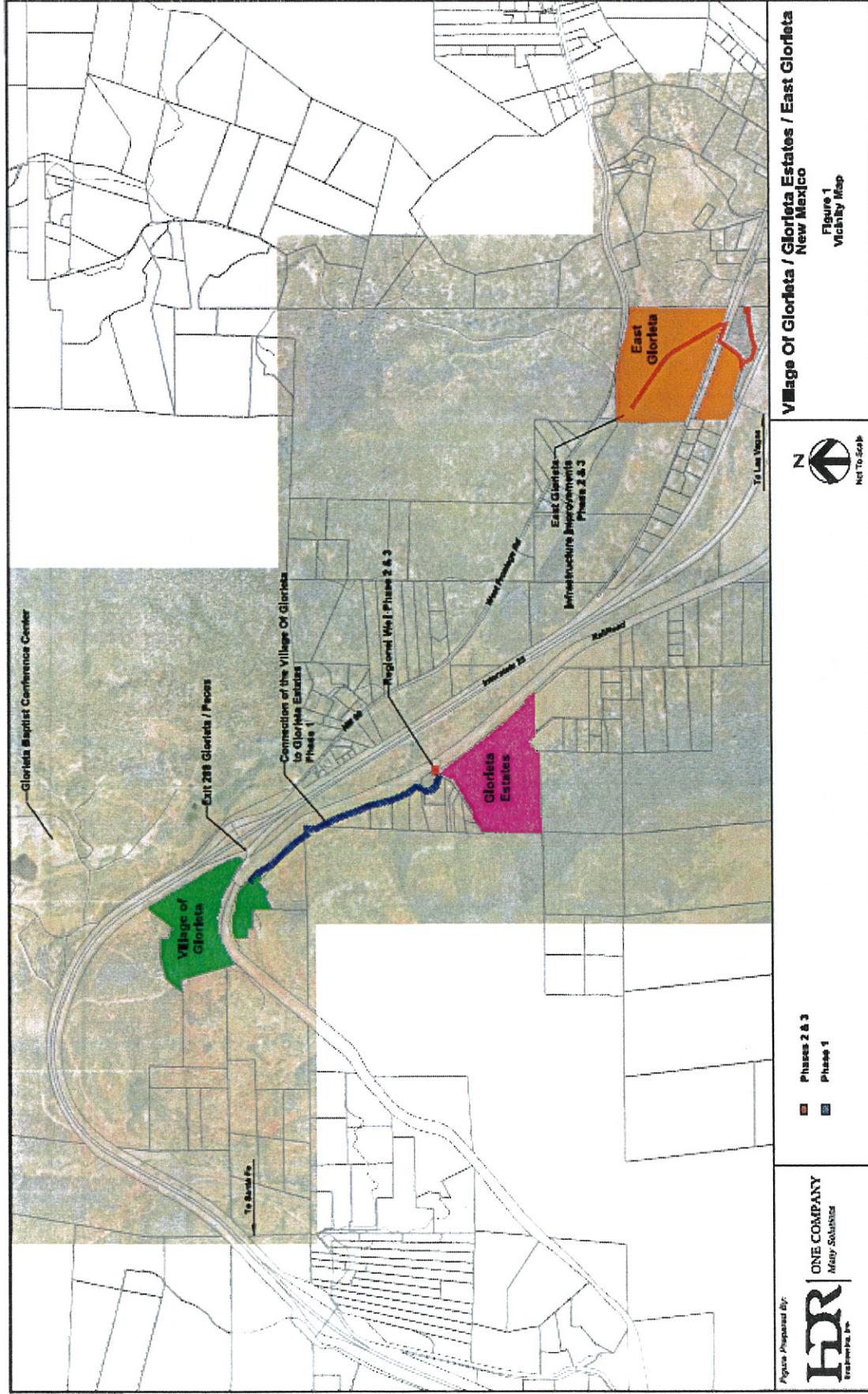
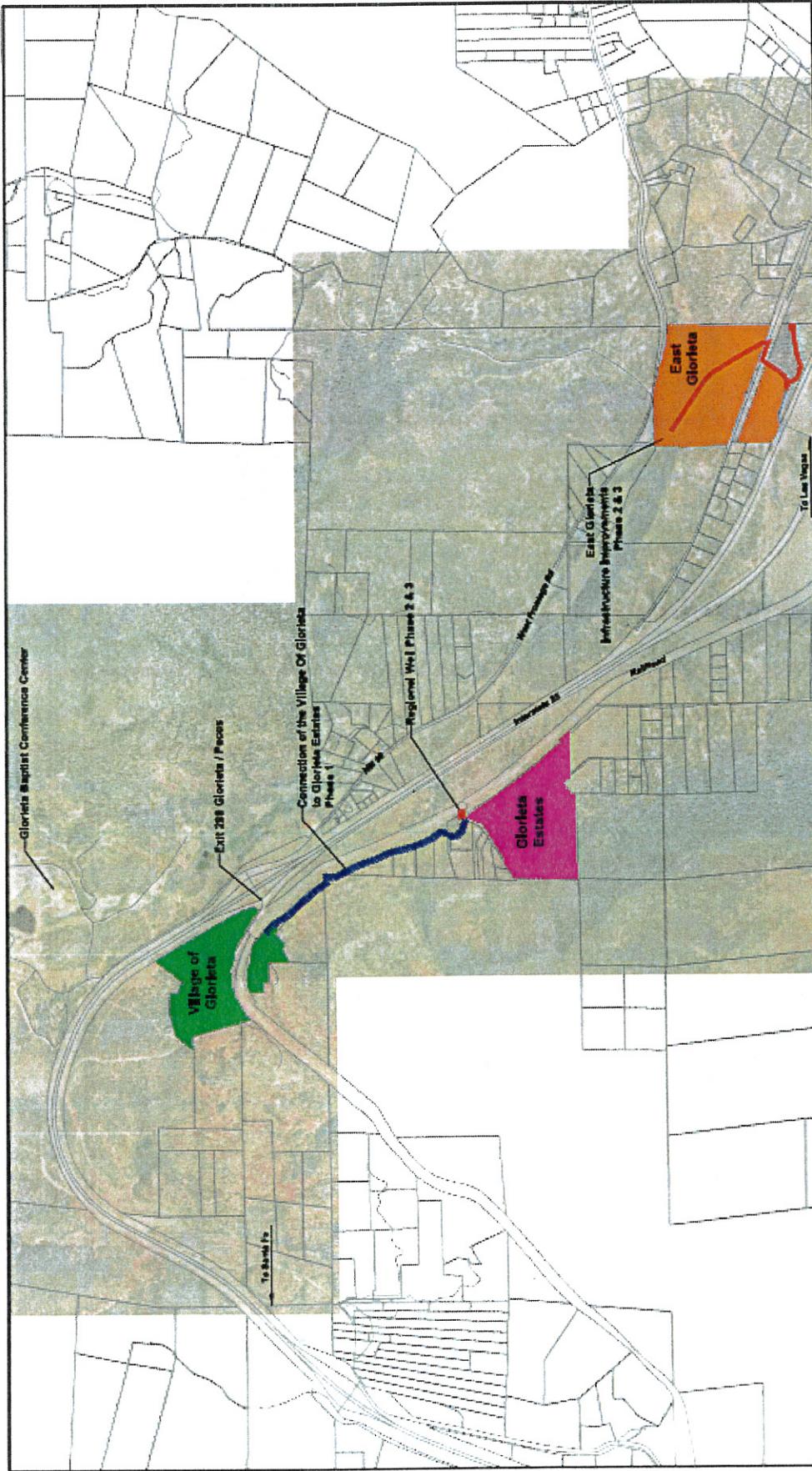


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Phases 2 & 3
 Phase 1

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 NET TO SCALE

Village of Glorieta / Glorieta Estates / East Glorieta
 New Mexico
 Figure 1
 Vicinity Map



**Village Of Glorifeta / Glorifeta Estates / East Glorifeta
New Mexico**

Figure 1
Vicinity Map



- Phases 2 & 3
- Phase 1

Figure Prepared By:

ONE COMPANY
ADAPTY SOLUTIONS
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Santa Fe County
2019 Community Development Block Grant (CDBG)
Project Request Form

Project Name:	New Mexico Fresh Foods - Food Processing Facility in Santa Fe County				
Project Location:	33 Velocity Way, Santa Fe				
Requestor Name:	New Mexico Fresh Foods, LLC		Phone Number:	505-780-5151	
Address:	851 W San Mateo, Santa Fe, NM 87505		Email Address:	Kelly@verdefood.com	
Project Type: (Road, building, park, etc.)	Equipment purchase for economic development project		Total Project Cost:	\$7.9 million	
			CDBG Funds Requested:	\$500,000.00	

Project Description: Please describe the project details including the type of project, size, equipment/furniture needed and location.

New Mexico Fresh Foods, LLC (NMFF) will open a food processing facility in the Santa Fe Community College District. A business-to-business model, the facility will provide services to other food producers that naturally extends the shelf life of fresh products through High Pressure Processing (HPP). HPP uses cold pressure to extend shelf life without the use of pasteurization or preservatives. Fresh New Mexico products, such as salsa and green chile, can be distributed more widely and compete regionally and nationally after they have been preserved naturally with HPP. This technology is a highly sustainable way to preserve fresh food after it has been pre-packaged. Food products will be manufactured off site in other food production centers, including non-profit kitchen incubators, where they are fully packaged and then transferred to the HPP facility. The project involves the purchase of a 15,000 square foot warehouse, conversion to refrigerated storage, and the procurement of food processing equipment, including the \$2million HPP machine.

Project Benefits: Please describe the need for the project, public benefits, and any urgent issues. Please explain how the project will improve existing conditions.

The project will directly create 100 new jobs over ten years with an average annual salary of \$40,000.00, 75% health care match, paid time off and professional development opportunities. The majority of these new jobs are lower-skilled and appeal to the low- and medium-income population. The project will also indirectly create 680 more jobs at other food companies. Over time, food companies will begin to locate in Santa Fe County to increase proximity to the HPP service. A partnership with the SF Community College is in place to develop workforce training programs and expand food science STEM programming to support a robust food economy centered around the SFCC District.

Project Readiness: Please describe if and how the project is part of a planning process/approved planning document and when construction can start.

The project is shovel ready. NMFF is acquiring a portion of the existing BTI facility in La Entrada Business Park. The requisite interior modifications and condominium of the building will only require administrative review by the Growth Management Department of Site Development Plan and Development Permit applications. Construction is expected to begin in July of 2019 with anticipated launch of operations in October 2019.

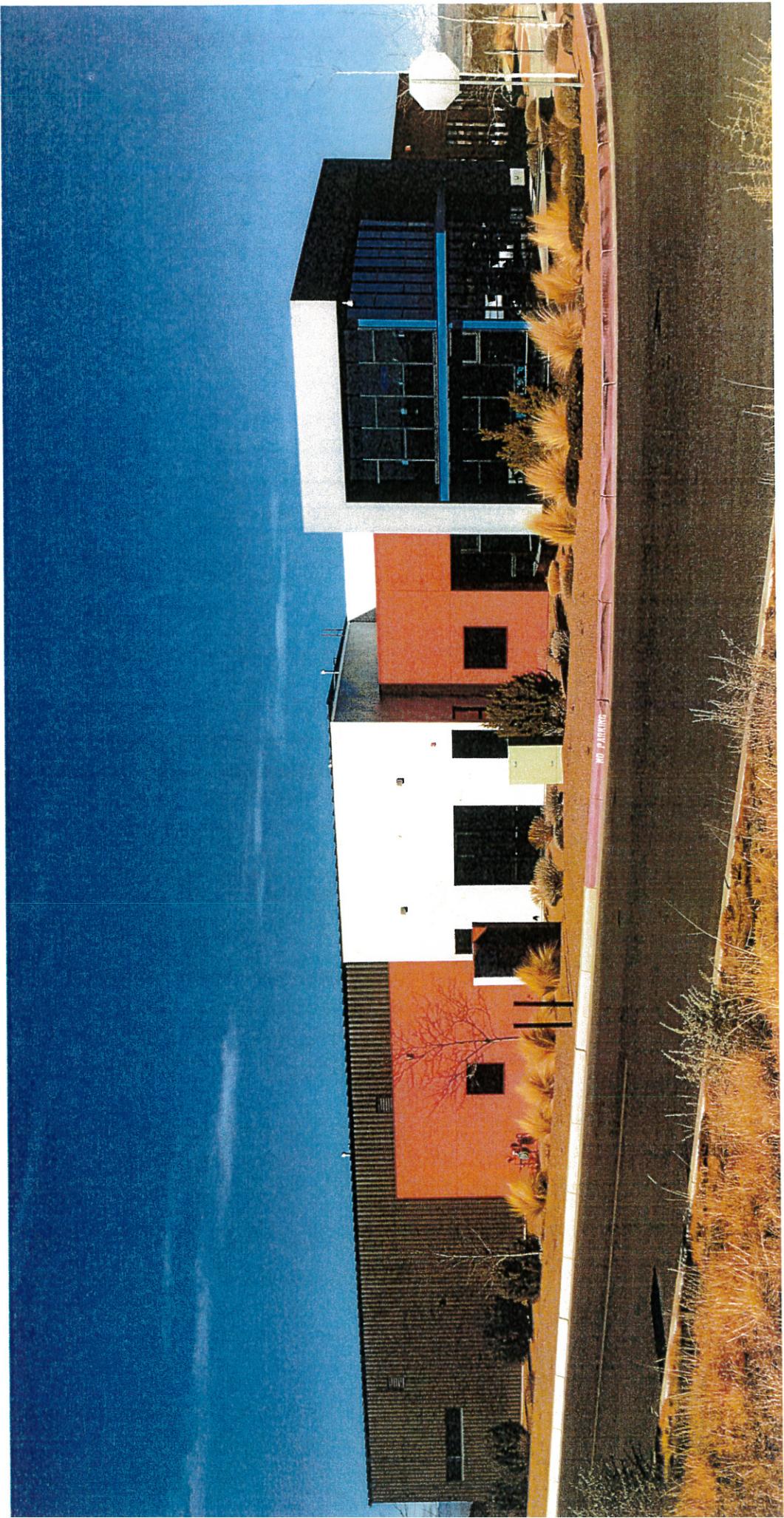
Project Cost Details* (Planning, Design, Land Acquisition, Construction)	Project Cost per Year					
	2019	2020	2021	2022	2023	Total
Planning / Design / Land Purchase	\$2,190,000	\$	\$	\$	\$	\$2,190,000
Construction	\$2,060,000	\$	\$	\$	\$	\$2,060,000

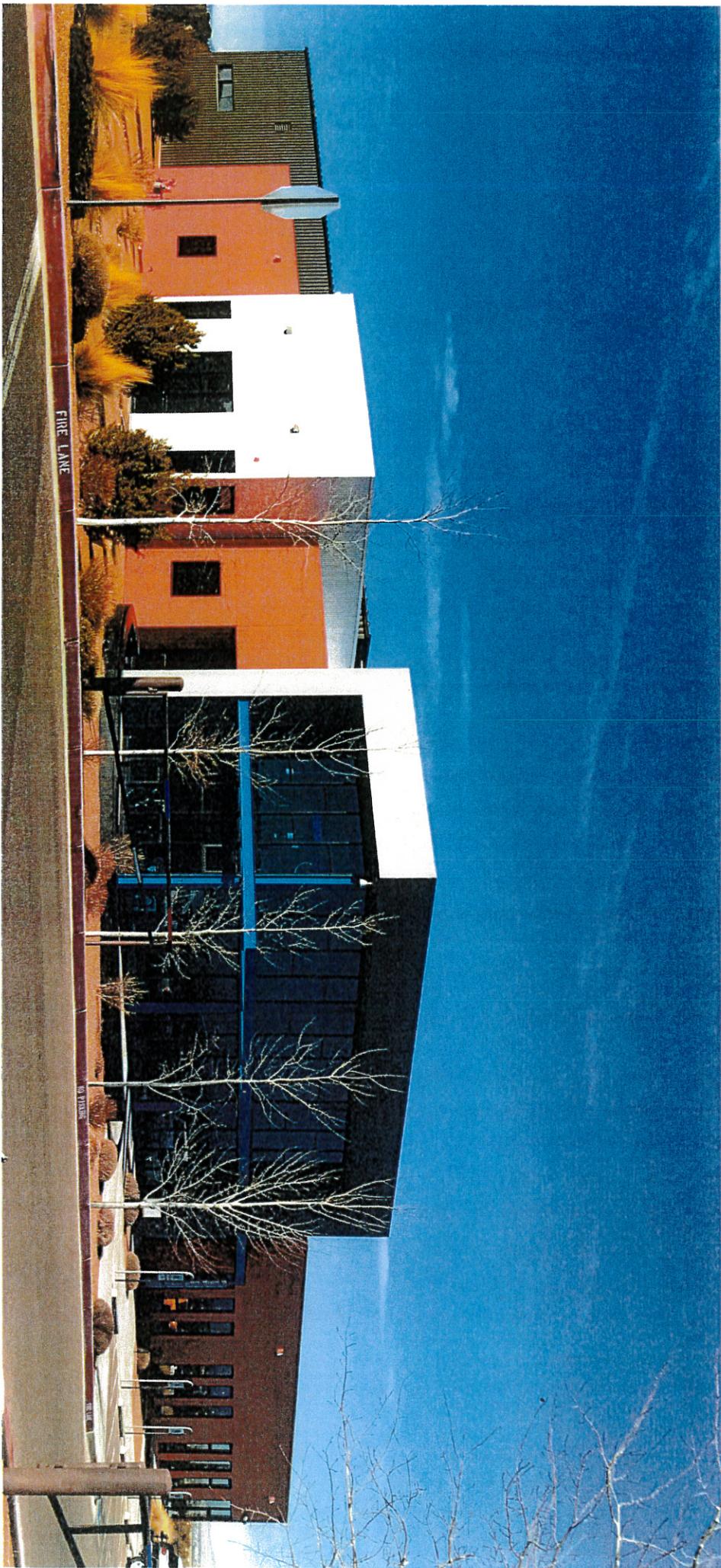
*Additional project costs include \$2.7million of equipment costs and \$800,000 of working start-up capital.

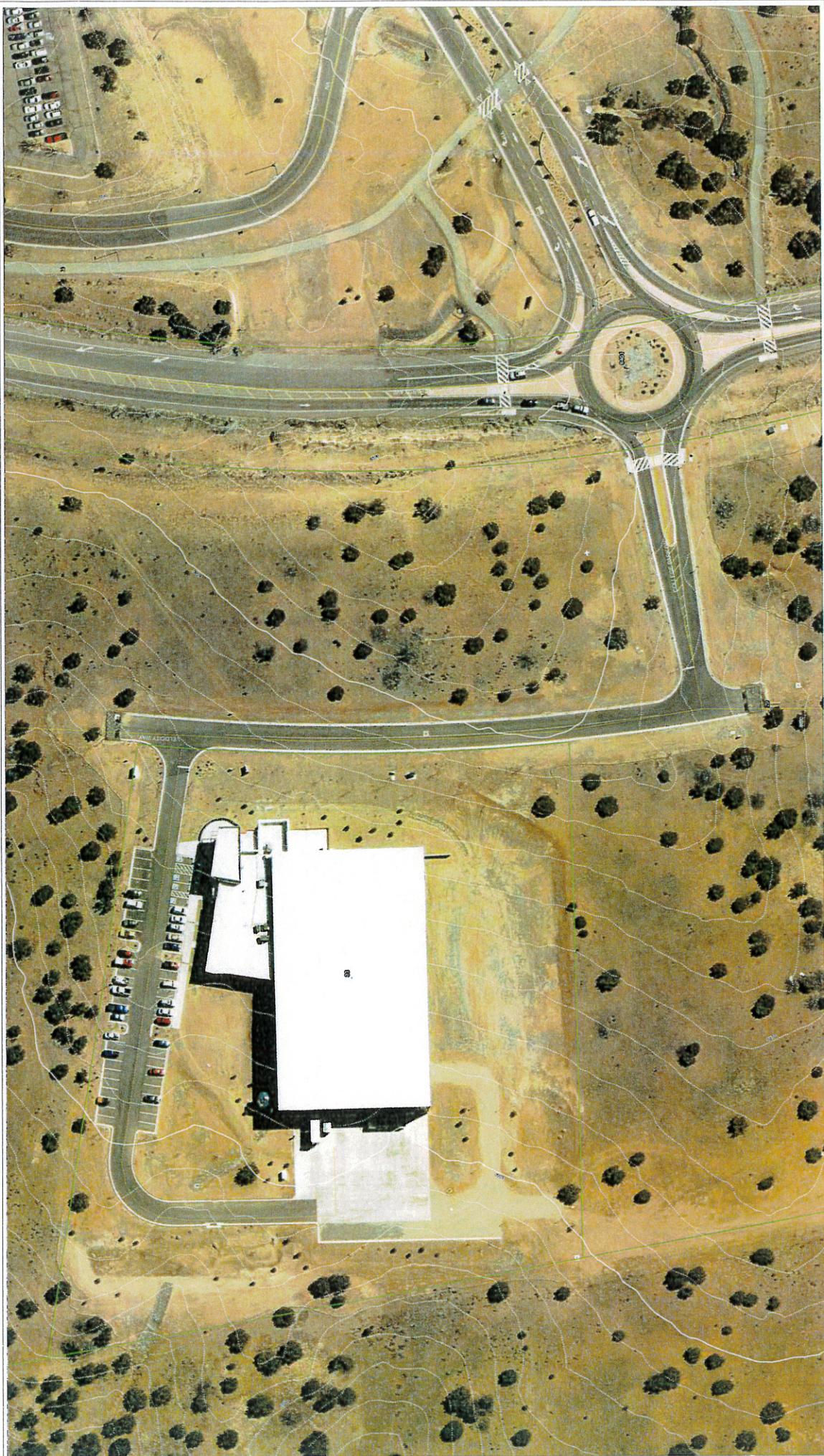
Other Funding Source: Will requested funds be used with other funding? If yes, please describe amount and source of funding.

It is anticipated that \$500,000.00 of start-up funding will come from impact investment loans through the Santa Fe Community Foundation and other private foundations. The project is also exploring funding sources through NM Economic Development for which it is eligible. Bank loans will finance the purchase of the building and the improvements. Most of the equipment will be financed through private equity. The requested CDBG funding would be applied directly to the purchase of the HPP machine, representing approximately 25% of the cost.

Fiscal Impact	Operational Cost per Year					5 year Average
	Year 1	Year 2	Year 3	Year 4	Year 5	
Operations & Maintenance	\$606,000	\$2,330,000	\$3,405,000	\$4,523,000	\$5,370,000	\$3,246,000







February 5, 2019

2014 Orthophotography
2 Foot Contours

This information is for reference only.
Santa Fe County assumes no liability for
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- Legend**
- Roads
 - Driveways
 - Parcels

