

**HOUSING AND NEIGHBORHOOD ECONOMIC
DEVELOPMENT FUND COMMITTEE
(UDAG)**

Tuesday, February 22, 2022

3:00pm to 4:30pm

Meeting Took Place Using Zoom

Members Present:	Members Absent:	City Staff:
Armijo, Frances (Chair)	Colonel, Gwen	Chacon, Briana
Lopez, Jesse	Vigil, Deacon Robert	Delgado, Omega
Lopez, Margaret	Senye, Kelle	Herrera, Jessica
Nelson, Robert		Krantz, Yolanda
Nordhaus, Richard		Lujan, Anna Marie
Plaza, Andrea		Montoya, Monica
Sanchez, Pat	HR&A Staff:	Padrino, Patricia
		Ruiz, Stacy
		Guests:
		Dorn-Jones, Diana

Quorum for today's meeting was met.

I. Welcome and Introductions

Introductions of committee members, City staff and guests were done.

City staff introduced Jessica Herrera to the committee as the new staff member that will be taking over the minutes and other staff duties. After today's meeting Briana will no longer serve on the committee as Jessica will take her place.

II. Changes/Additions to the Agenda

There were no changes to the meeting agenda.

- ❖ The agenda was unanimously approved.

III. Approval of Meeting Minutes

A review of the Minutes from the January 25, 2022 meeting was done. There were no changes to the minutes.

- ❖ A motion was made by Frances Armijo to approve the minutes and the minutes were unanimously approved.

IV. Committee Business

a. Review of the HNEDF Ten Year Draft Plan

- i. Prior to the meeting the subcommittee drafted and sent to City staff a listing of their comments and concerns after reviewing the draft Ten Year plan. The City then sent out that listing to the committee via email so they could review it and be ready to discuss it at this meeting.
- ii. Margaret stated that she agreed with all of what he listed in those comments. She also mentioned that there was one other thing that she wanted to add. On page 23 section seven where it talks about the seven goals part of the plan, goal five is written in a way that limits what can be done and should be reworded to include expanding work that is being done instead of saying to create new pathways. City staff pulled up the draft ten year plan and they are redlining it with the committees input from this meeting.
- iii. Robert mentioned that the subcommittee met the previous week to discuss the draft plan and that he agreed with what was written in the listing that was sent out. He also mentioned that he was concerned with the short amount of time that they had to review the draft plan and make comments prior to this meeting. He asked how close is the draft plan was to being finalized. City staff mentioned that the plan is close to being done. The public meeting for the plan is schedule for the end of March so we need to have a finalized plan done before that meeting. City staff also stated if we can't get the plan finalized today we might have to hold a special meeting in March prior to the public meeting to do that.
- iv. Robert asked for a reminder of what the purpose of the public meeting in March was for. City staff stated the public meeting is to present the ten year plan to the public to get their feedback on it. Once that is done the plan will then need to be sent to City Council for approval. Robert asked when the plan goes to City Council for review what does that process look like. City staff stated once the plan is ready staff will draft the legislation documents and it will go to the Mayor's office then it will go to the financing government operations board (FGO) and then it will go before City Council for final approval.
- v. Margaret mentioned that the second paragraph on page 25 talks about financial plan stability for the length of the plan and stated that the funding will be stretched out for the length of the ten years. This means that one tenth of the overall funding will be allocated each year of the ten years. Margaret stated that she did not agree with that and would rather the funding be used on an as needed basis for whatever project is needed. She stated that because of this the second paragraph needs to be deleted. She also stated that the first sentence of the third paragraph also needs to be deleted as it says the exact same thing.
- vi. City staff stated that the ordnance states a ten year plan needs to be implemented and that it makes sense for the funding to be stretched over that ten year period. Margaret mentioned that the ordnance stated a plan needed to be drafted but the ordnance doesn't say anything about having to spend funding for the entire length of those ten years.
- vii. City staff stated that the plan also mentioned in the same section that more funding could be allocated in any given year depending on project need, opportunities, or constraints. Margaret mentioned that while it says that the other paragraph should still be deleted because it is not needed. City staff mentioned what if the paragraph was written with a "could" instead of the "should" that is written. The committee was ok with that change.
- viii. Richard stated that he wanted the first goal to be ensure that projects provide a long term and sustainable benefit to people living in the POP. City staff stated that's more of a committee purpose and not a goal and that statement should be inserted in the introduction. Margaret mentioned there is a section right before the goals where that statement could be inserted.

- ix. City staff mentioned that the ranking and scoring criteria in the plan is just a generalized idea of how the proposed projects will be scored because each RFP that is issued will have a more specific ranking and scoring matrix based on what the RFP is. Richard stated that he wants the plan to detail exactly what was just said that way there is more clarity about what the criteria is and how it will be used. City staff stated that they would make a note of that in the draft they are redlining.
- x. City staff stated that it makes sense to reference the two year plan and the ordinance in the ten year plan and not just mention it in the executive summary.
- xi. On page 11 section 5 where it is talking about the POP today the sentence should read “propose to build new housing options that provide **long term affordability** for POP residents” instead of what was currently written.
- xii. Richard stated that the chart under population and demographics is hard to read because it’s white on white text if they could change it black text that would make it easier to read.
- xiii. In the section that talks about façade improvements that topic should be listed under number 5 which is physical improvements and move energy conservation under number 2.
- xiv. Francis asked if façade improvements provide economic improvement to businesses. Margaret stated that she agreed that façade improvements are a long term benefit compared to another project that has a more sustainable project.
- xv. The last comment was regarding the appendix. Richard asked if the appendix is complete. City staff stated that HR&A is still working on the appendix and they will work with them to complete it.
- xvi. The committee asked if the transcripts from all the community outreach groups would be provided because just having an excerpt from their input doesn’t really provide the committee with a complete overview of what the community wants and needs. City staff stated that they could ask for those items but that might not be useful to have then in the plan because that’s what the purpose of the plan is.
- xvii. City staff stated that information will be available to the public if they wanted to access it even if it wasn’t an appendix to the plan. Margaret asked if there was anything negative to making that an appendix. City staff mentioned that everyone that participated in the focus groups might not want their thoughts and opinions attached to something like the ten year plan. City staff will ask HR&A if that is a possibility and will discuss it with them.
- xviii. Andrea made a comment of providing the ordinance with the ten year plan at the public meeting. City staff stated they would provide the link to it because the meeting will be done through Zoom.
- xix. City staff mentioned that the public meeting was tentatively scheduled for March 23, 2022 but because that is during Spring Break City staff will be out and that meeting will need to be rescheduled. The next committee meeting is scheduled for March 29th. Margaret stated that they could move the public meeting to March 30th which would allow the committee to discuss anything prior to the public meeting.
- xx. Richard asked if HR&A would be presenting the plan. City staff stated that the City would take the lead in presenting it because it will be their ten year plan.
- xxi. The question of how the public meeting will be advertised was asked. City staff stated that they would post something on the City’s website and could put something in the Albuquerque Journal. City staff also mentioned that they could forward the link the committee members and they could then forward it to anyone they wanted to. City staff can ask HR&A for a listing of the contacts they met with or who participated in the focus groups so an invite to the public meeting could be sent to them.
- xxii. Margaret asked if someone could be recruited in advance and apply for her position before her term ending. City staff stated that the position wouldn’t be available to apply for until her term would be up, but that person could attend meetings as a guest.

- xxiii. The committee decided that they are ok with voting on recommending the ten year plan today.
 - ❖ A motion was made by Frances Armijo to recommend the ten year plan as amended. Margaret approved the motion and it was seconded by Jesse. The motion was unanimously approved.
- xxiv. City staff stated that now that the plan was approved a committee meeting is no longer needed on March 29th. The public meeting can be scheduled for March 29th instead. The regular committee meeting will not be held, the public meeting will be held on March 29, 2022 at 5:30pm.

V. Announcements

No Announcements

VI. Summary of Decisions and Assignments

None

VII. Public Comments

None

VIII. Next Meeting Date

The committee will be holding a public meeting on March 29, 2022 at 5:30pm in lieu of the March committee meeting to review and provide input on the ten year plan. The next committee meeting will be April 26, 2022 at 3:00pm; City staff will send out the Zoom link to the committee prior to the meeting.

Chairperson's Signature: _____

Prepared by: Briana Chacon