



Council Meeting Staff Report

December 3, 2024

Agenda No.:	B.
Indexes (Council Goals):	Economic Vitality - Housing, Quality Excellence - Effective, Efficient, and Reliable Services, Quality of Life - Health, Wellbeing , and Social Services
Presenters:	Dan Osborn
Legislative File:	AGR1080-24

Title

Possible Action on Service Agreement No. AGR82-24 Housing Rehabilitation and Home Buyer Assistance Program Service Contract in an Amount Not To Exceed \$2,036,373.19 Plus Applicable Gross Receipts Tax for Services to Implement, Manage, and Report on a Comprehensive Suite of Affordable Housing Programs and Services

Recommended Action

I move that Council approve service agreement AGR24-82 with Santa Fe Community Housing Trust in an amount not to exceed \$2,036,373.19 plus applicable Gross Receipts Tax for services to implement, manage, and report on a comprehensive suite of affordable housing programs and services.

County Manager's Recommendation

The County Manager recommends that Council approve the motion as requested.

Body

In March 2024, the Los Alamos Housing Partnership (LAHP), a local non-profit, who managed two affordable housing programs - the Homebuyer Assistance and Home Renewal programs - on behalf of Los Alamos County notified County staff they would be ending their partnership with the County at the end of their contracts which expired over the summer of 2024.

It should be noted, that the LAHP and staff have closed and completed all existing individual Homebuyer and Home Renewal contracts and issued the final payment to the LAHP for services rendered. There are no outstanding obligations by the LAHP or County under these programs.

To fill the void left by the LAHP, in June 2024 County staff issued a request for proposal (RFP) for administration of similar affordable housing homebuyer and home renewal programs. The RFP also requested respondents offer a suite of expanded services and innovative programs to address affordable housing in Los Alamos. Programs and services are targeted to engage a diverse population of first-time home buyers, seniors, and populations at risk of homelessness.

The County's Affordable Housing Code provides a framework for supporting qualified residents in acquiring and improving local homes. The County's RFP sought proposals that not only meet the minimum requirements of the programs outlined in the Code but innovative alternatives that accomplish the same. The required programs include homebuyer and home rehabilitation programs as well as other services meeting the scope of services within the RFP.

All programs must comply with the New Mexico Affordable Housing Act and the Los Alamos County Code of Ordinances, Chapter 14, Article VII - Affordable Housing.

After review and consideration, the proposal from the Santa Fe Community Housing Trust (SFCHT) was recommended. The SFCHT is a respected nonprofit organization with a proven track record

managing homebuyer and home renewal programs including downpayment assistance, home renewal loans, and educational workshops. In addition, they have experience developing multifamily affordable housing under the Low-Income Housing Tax Credit (LIHTC) program as well as having provided over 600 affordable single-family detached homes in the region.

If approved, this agreement will provide the following services for Los Alamos County:

Home buyer Assistance Program:

- **Objective:** Assist first-time homebuyers in overcoming financial barriers to homeownership with U.S. Department of Housing and Urban Development (HUD) certified counseling staff. They will provide a streamlined referral process and provide case management services to support residents in the purchase of a home.

- **Scope:** The program will offer comprehensive homebuyer education workshops and down payment assistance in various forms including non-amortizing and amortizing loans.

- **Impact:** Increased homeownership rates, improved financial literacy, and strengthened economic stability. Program deliverables will be tracked, and a reporting program established to measure outcomes and continually improve service delivery.

Housing Rehabilitation Program:

- **Objective:** Improve the quality, safety, and energy efficiency of existing homes for low-, and moderate-income residents of Los Alamos.

- **Scope:** The program will provide grants, non-amortizing, and low-interest loans for essential home repairs, accessibility modifications, and energy-efficiency upgrades.

- **Impact:** Enhanced living conditions, reduced utility costs, and prolonged property lifespan for homeowners.

Consultation and Development of Alternative Programs:

The SHCHT will work with Los Alamos County to determine future needs and alternative programs to serve the community which may include, but not be limited, to:

- Shared Equity Housing Programs to create long-term affordable homeownership.
- Acquisition of land in Los Alamos for development of homes for low - and moderate-income families.
- Management of permanent affordability requirements and properties
- Acquisition and rehabilitation of vacant, underutilized, or abandoned properties to increase affordable housing unit.

Alternatives

Council could choose not to approve the contract. Doing so would result in the cessions of home buyer and home rehabilitation loans in support of affordable housing.

Fiscal and Staff Impact/Planned Item

Annual funding for these programs is within the Community Development Department contractual services operations budget and Economic Development fund.

Attachments

A - AGR82-24 Housing Rehabilitation and Home Buyer Assistance Program Service Contract

B - Presentation