



# City of Las Cruces<sup>®</sup>

PEOPLE HELPING PEOPLE

## Council Action and Executive Summary

Item # 11 Ordinance/Resolution# 11-148 Council District: N/A

For Meeting of January 3, 2011  
(Adoption Date)

**TITLE:** A RESOLUTION APPROVING AMENDMENT #1 TO THE CITY OF LAS CRUCES 2010 ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAMS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD). THE RESOLUTION FURTHER AUTHORIZES AN ADJUSTMENT TO THE CITY'S ADOPTED FY2011 BUDGET FOR VARIOUS ACTIVITIES ASSOCIATED WITH THE CDBG AND HOME PROGRAMS, INCLUDING AMENDMENT #1.

**PURPOSE(S) OF ACTION:** Approve an amendment to the 2010 Action Plan for both CDBG and HOME Programs funded by HUD due to excess program income collected at the end of Program Year 2009.

<b>Drafter and Staff Contact:</b> David Dollahon <i>DD</i>		<b>Department:</b> Community Development		<b>Phone:</b> 528-3060	
<b>Department</b>	<b>Signature</b>	<b>Phone</b>	<b>Department</b>	<b>Signature</b>	<b>Phone</b>
Community Development	<i>DD</i>	528-3066	Budget	<i>Richard M. Johnson</i>	541-2107
			Assistant City Manager	<i>Steve Jan</i>	541-2271
Legal	<i>Agnes M. Glenn</i>	541-2128	City Manager	<i>Steve Jan</i>	541-2076

**BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:** The City of Las Cruces in an entitlement community from the U.S. Department of Housing and Urban Development (HUD) for both the Community Development Block Grant (CDBG) and HOME Investments Partnerships (HOME) Programs. As part of the entitlement community's responsibilities, a yearly Action Plan must be developed and approved by the City Council whereby the nearly \$1,500,000 in CDBG and HOME funds are allocated to specific projects and/or activities to be undertaken by both City and outside non-profit organizations.

In addition to the allocation process, the City also contributes program income which is generated from loan repayments to projects previously funded with CDBG and HOME funds. The program income is an estimate developed by staff based on past history and impending pay-offs of existing loans. Generally, a conservative estimate is used and is approximately \$100,000 from CDBG and \$35,000 from HOME annually as the program income contribution. The staff makes a conservative estimate each year, as any shortage in program income results in a decrease in project/activity funding at the end of the fiscal year, which would result in reduced funding for projects. Any excess program income collected above the estimated amount must be allocated in the next fiscal/program year through an Action Plan amendment, which is what the proposed Resolution provides.

For the CDBG Program Income for the Action Plan year that ended on June 30, 2010, the original estimate was for \$100,000 and the City was able to collect \$35,387.37 above this amount (or \$135,387.37 in total). For the HOME Program Income, the original estimated amount was \$35,000 and the City was able to collect \$23,054.02 above this amount (or \$58,054.02 in total). Therefore, staff has taken all the steps necessary to develop the Action Plan Amendment #1 for the Program Year 2010, which is attached to and part of the proposed Resolution.

City staff is proposing that the surplus funds for the CDBG Program be dedicated to the construction of Jefferson Road between Wilt Avenue and Porter Drive. This project has been scoped by the Public Works Department but hasn't moved forward due to the lack of funding. Due to recent loan/debt restructuring, the City is now in a position to provide local funds for the completion of this project in its entirety. Previously, without the City's contribution of the new local funds, the staff was looking to have to construct the entire length from Wilt to Porter. The additional CDBG funds will allow the City to complete the project and use the savings to the local funds to be used for roadways and other eligible projects elsewhere in the City.

City staff is proposing that the surplus funds for the HOME Program be dedicated to Mesilla Valley Habitat for Humanity (Habitat) for their new, single-family homeownership program that would be used for property acquisition or eligible hard and soft construction costs. Other consideration was also made for Community Action Agency (CAA) and Tierra del Sol Housing Corporation (CAA) to receive either all or part of the additional funding. The primary reason for this is that Habitat has 2010 HOME funds that are currently not obligated to specific projects, which will provide greater flexibility in its use and identification of properties. All of Tierra del Sol's previously awarded funds have been committed to projects, thus there is no need for the funds by TdS. CAA has 2010 funds that aren't committed to a project but has experienced delays due to negotiations with property sellers.

A public hearing was held on November 10, 2010, at 2:00 p.m. at the Henry Benavidez Center at 1045 McClure Road, as required by the City's Citizen Participation Plan for the CDBG and HOME Programs. There were approximately 25 people in attendance and comments were provided. Attached to this Council Action & Executive Summary form are the draft meeting minutes from this public hearing.

There was a comment provided that the additional CDBG funds would be used to update the alarm system at Building #1 at Mesilla Valley Community of Hope. The occupants at Community of Hope Building #1 indicate that the alarm panel has outlived its useful life and needs upgrades/replacement along with other sensor improvements. Staff is not supportive of this project as the Jefferson Road project is fully designed and budgeted between other CDBG and City funds. The alarm system and other improvements haven't been fully evaluated by City staff and the potential costs are unknown at this time. Further, \$100,000 in 2007 funds are provided for sewer, cooking hood, and kitchen counter improvements that are pending bidding by the City. However, both Jefferson Road and the alarm improvements at Community of Hope are eligible projects. **The Resolution, as presented, would dedicate the additional CDBG funds to Jefferson Road project. Should the Council wish to consider the alarm**

**system upgrades at Community of Hope, the Resolution would need to be amended by Council action.** No comments were provided on the use of the HOME funds.

The Resolution authorizes an adjustment to the City's FY2011 budget due to increased revenue and expenditures associated with the amendment.

Additionally, the Finance Department has requested that the CDBG Section 108 Loan Repayment Funds be adjusted from Fund 3275 to Fund 3810 to be in keeping with the City's chart of accounts. Therefore, this change in funds for the Section 108 Loan Repayment is included in this Resolution in order to prevent delays with the first loan payment scheduled in mid-January 2011.

**SUPPORT INFORMATION:**

1. Resolution
2. Exhibit "A" – 2010 Action Plan, Amendment #1
3. Exhibit "B" – Budget Adjustment
4. Attachment "C" – draft meeting minutes from November 10, 2010 Public Hearing for the 2010 Action Plan, Amendment #1 (excerpt only).
5. Attachment "D" – public comments received via e-mail or other correspondence related to this item, if any.

**SOURCE OF FUNDING:**

<b>Is this action already budgeted?</b>	Yes	<input type="checkbox"/>	See fund summary below
	N/A	<input type="checkbox"/>	Not Applicable, no direct budgetary impact
	No	<input checked="" type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input checked="" type="checkbox"/>	Expense reallocated from: <u>From Fund 3275 to Fund 3810 for the Section 108 Loan Repayment</u>
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input checked="" type="checkbox"/>	Proposed funding is from fund balance in the <u>2000 (Community Development) Fund</u> . This is seen as additional revenue generated by spending program income first, thus saving 2009 entitlement funds.
<b>Does this action create any revenue?</b>	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>2000 (Community Development Fund)</u> in the amount of <u>\$35,388 and \$23,054.</u>
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

**FUND EXPENDITURE SUMMARY:**

<b>Fund Name(s)</b>	<b>Account Number(s)</b>	<b>Expenditure Proposed</b>	<b>Available Budgeted Funds in Current FY</b>	<b>Remaining Funds</b>	<b>Purpose for Remaining Funds</b>
2000-Community Development Fund	20184240-854121-70M70 (CDBG)	\$35,388	\$216,407	\$216,407	Jefferson Road Project
	20184250-722190-11411 (HOME)	\$23,054	\$65,369	N/A	MV Habitat for Humanity – Property Acquisition
3810-Section 108 Loan Repayment Fund	XXXXXX-800100	\$36,578.43	\$0	N/A	Loan Interest Payment

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this will amend the City's 2010 Action Plan for CDBG and HOME Programs by providing extra program income earned at the end of the last program year to the Jefferson Road and Habitat for Humanity projects from CDBG and HOME, respectively. The CDBG funds total \$35,388 and the HOME funds total \$23,054. This will also correct the loan repayment from Fund 3275 to Fund 3810 in keeping with the City's chart of accounts.
2. Vote "No"; this will not amend the City's 2010 Action Plan for CDBG and HOME Programs by providing extra program income earned at the end of the last program year to the Jefferson Road and Habitat for Humanity projects from CDBG and HOME respectively. This action would prevent the additional funds to be expended for eligible activities and would make the City not in compliance with the HUD regulations related to obligation of all available funds. This will not correct the loan repayment from Fund 3275 to Fund 3810 in keeping with the City's chart of accounts.
3. Vote to "Amend"; this would be based on Council direction.
4. Vote to "Table"; this would not amend the 2010 Action Plan and will require direction from the City Council.

**REFERENCE INFORMATION**

The Resolution listed below is only for reference and is not included as attachments or exhibits.

None listed.

**RESOLUTION NO. 11-148**

**A RESOLUTION APPROVING AMENDMENT #1 TO THE CITY OF LAS CRUCES 2010 ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS (HOME) PROGRAMS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD). THE RESOLUTION FURTHER AUTHORIZES AN ADJUSTMENT TO THE CITY'S ADOPTED FY2011 BUDGET FOR VARIOUS ACTIVITIES ASSOCIATED WITH THE CDBG AND HOME PROGRAMS, INCLUDING AMENDMENT #1.**

The City Council is hereby informed that:

**WHEREAS**, the City of Las Cruces is an entitlement community for the Community Development Block Grant (CDBG) Program and the participating jurisdictions for the HOME Investments Partnerships (HOME) Program from the U.S. Department of Housing and Urban Development; and

**WHEREAS**, in order to expend the annual allocation of CDBG and HOME funds, the City must develop and implement an annual Action Plan, including the 2010 Action Plan which coincides with the City Fiscal Year 2011; and

**WHEREAS**, as part of each annual Action Plan, the City must provide estimates to the amount of program income received for both CDBG and HOME that will be earned from previously made loans to various home rehabilitation and multi-family rental development projects; and

**WHEREAS**, at the end of the previous program year that ended on June 30, 2009, the City received \$35,587.37 in CDBG and \$23,054.02 in HOME program income, respectively, above the amount estimated within the 2009 Action Plan; and

**WHEREAS**, an Action Plan amendment within the current program year (Program Year 2010) must be developed and approved by the City Council dedicating the additional program income to eligible projects for expenditure and use; and

**WHEREAS**, a draft 2010 Action Plan Amendment #1 has been developed and presented by City staff to the public at a public hearing on November 10, 2010, and the City staff is recommending the additional CDBG funds be dedicated to the Jefferson Road construction project on the City's east mesa, and the additional HOME funds be dedicated to Mesilla Valley Habitat for Humanity's property acquisition and eligible construction project for new, single-family homeownership project.

**NOW, THEREFORE,** Be it resolved by the governing body of the City of Las Cruces:

**(I)**

**THAT** the 2010 Action Plan Amendment #1, as shown in Exhibit "A," attached hereto and made part of this Resolution, is hereby approved.

**(II)**

**THAT** the City Manager is hereby authorized to submit the amendment to the U.S. Department of Housing and Urban Development for their review and approval.

**(III)**

**THAT** the City's adopted FY2011 Budget, as shown in Exhibit "B," attached hereto and made part of this Resolution, is hereby amended and approved.

**(IV)**

**THAT** City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

**DONE and APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

APPROVED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

(SEAL)

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

VOTE:

Mayor Miyagishima:	_____
Councillor Silva:	_____
Councillor Connor:	_____
Councillor Pedroza:	_____
Councillor Small:	_____
Councillor Sorg:	_____
Councillor Thomas:	_____

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney

**U.S. Department of Housing Urban Development  
CPD Consolidated Plan  
Listing of Proposed Projects**

Exhibit "A"

City of Las Cruces, NM

Participating Jurisdiction:

<b>Project ID/Local ID:</b>	2009-9	<b>HUD Matrix Code:</b>	03K	<b>Help the Homeless? Help those with HIV/AIDS?</b>	N
<b>Project Title:</b>	Street Imp - Jefferson Rd - Wilt to Porter	<b>Title:</b>	Street Improvements		
<b>Project Priority:</b>	High	<b>Eligibility Citation:</b>	570.201(c)		N
		<b>Accomplishments:</b>	People - (Code 01)		
		<b>Acc. Enumerated</b>	200		
		<b>Performance Measurements:</b>	<b>#</b>	<b>Title</b>	
		<b>Proposed Objective:</b>	1	Create Suitable Living Environments	
<b>Project Objective:</b>	Provide for street improvements on the City's east mesa	<b>Proposed Outcome:</b>	1	Availability/Accessibility	570.208 (a)(1)(i)
<b>Project Description:</b>	Completion of the last phase of Jefferson Road between Wilt Ave. and Porter Drive.	<b>Benefit Determination (CDBG)</b>	N/A		
		<b>Benefit Determination (HOME)</b>	N/A		
		<b>Continuing Proj? Yes or No:</b>	N/A	<b>If Yes, Yrs?</b>	N/A
		<b>Project Description:</b>	To provide street improvements in the special survey area on the City's east mesa, specifically Jefferson Road between Wilt and Porter. This includes the potential property acquisition to complete the road, in addition to the necessary base course and subgrade improvements. Other improvements will include curb/gutter and sidewalks. Currently, this roadway is an unpaved dirt road. The City's Utilities Department will provide necessary utilities using their own or City funds. Due to the contribution of other City monies, the project scope is expanding from Jefferson Road, from Wilt Ave. to Porter Drive. The previous terminus is at Porter Drive.		
<b>Start Date:</b>	1-Jul-09	<b>Completion Date:</b>	30-Jun-11	<b>CHDO - Yes/No:</b>	No
<b>Sub-recipient:</b>		<b>Location/Address:</b>	Jefferson Road, between Wilt and Porter		
<b>Consolidated Plan:</b>	2006-2010	<b>Prog Year:</b>	2009	<b>Strategic Plan Goal:</b>	Goal E/Obj E1 - Street Improvements
<b>PY:</b>	<b>Proj/Act #</b>	<b>CDBG</b>	<b>HOME</b>	<b>AMENDMENT</b>	<b>TOTAL</b>
2006	---	\$0.00	\$0.00	\$0.00	\$0.00
2007	---	\$0.00	\$0.00	\$0.00	\$0.00
2008	---	\$5,000.00	\$0.00	\$0.00	\$5,000.00
2009	9	\$393,747.00	\$0.00	\$35,387.34	\$429,134.34
2010	---	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>-----</b>	<b>\$398,747.00</b>	<b>\$0.00</b>	<b>\$35,387.34</b>	<b>\$434,134.34</b>
<b>Year</b>	<b>Project #</b>	<b>Activity #</b>	<b>Project Description</b>	<b>Sub-recipient</b>	<b>Dollar Reduction</b>
2009	N/A	N/A	Excess Program Income collected above estimate	City of Las Cruces	-\$35,387.37
2009	9		783 Jefferson Road, Wilt to Porter	City of Las Cruces	35,387.37
				Balance	\$0.00
<b>Action Plan - Amendment #</b>					
2010 Action Plan, Amendment #1 (City Council)					

**U.S. Department of Housing Urban Development  
CPD Consolidated Plan  
Listing of Proposed Projects**

Participating Jurisdiction: **City of Las Cruces, NM**

<b>Project ID/Local ID:</b>	2009-7(a)	<b>HUD Matrix Code:</b>	01	<b>Help the Homeless? Help those with HIV/AIDS?</b>	N
<b>Project Title:</b>	Property Acq. - SF Housing	<b>Title:</b>	Acquisition of Real Property		
<b>Project Priority:</b>	Hig	<b>Eligibility Citation:</b>	92.205(a)(2) & 206(c)		N
		<b>Accomplishments:</b>	Housing Units (Code 10)		
		<b>Acc. Enumerated</b>	1		
		<b>Performance Measurements:</b>	<b>#</b>	<b>Title</b>	
	Increase the supply of affordable, owner-occupied housing	<b>Proposed Objective:</b>	2	Provide Decent Affordable Housing	
		<b>Proposed Outcome:</b>	2	Affordability	N/A
	Increase the supply of affordable, owner-occupied housing	<b>Benefit Determination (CDBG)</b>	92.254 & 92.300		
		<b>Benefit Determination (HOME)</b>	Y	<b>If Yes, Yrs?</b>	2006, 2007, 2008 & Prior
		<b>Continuing Proj? Yes or No:</b>	Y		2006, 2007, 2008 & Prior
<b>Project Description:</b>	To provide acquisition cost for the purchase, and other eligible HOME costs, of 1 or more lots by Mesilla Valley Habitat for Humanity for the construction of single-family, owner-occupied housing using non-CHDO funds.				
<b>Start Date:</b>	1-Jul-09	<b>Completion Date:</b>	30-Jun-11	<b>CHDO - Yes/No:</b>	Yes
<b>Sub-recipient:</b>	MV Habitat	<b>Location/Address:</b>	To be determined - Habitat Ofc - 720 N. Santa Fe, LC, NM 88001		
<b>Consolidated Plan:</b>	2006-2010	<b>Prog Year:</b>		<b>Strategic Plan Goal:</b>	<b>#/VALUE!</b>
<b>PY:</b>	<b>Proj/Act #</b>	<b>CDBG</b>	<b>HOME</b>	<b>AMENDMENT</b>	<b>TOTAL</b>
2006	08	\$0.00	\$60,000.00	\$0.00	\$60,000.00
2007	---	\$0.00	\$0.00	\$0.00	\$0.00
2008	06	\$0.00	\$95,500.00	\$0.00	\$95,500.00
2009	07	\$0.00	\$65,369.00	\$23,054.02	\$88,423.02
		\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>		<b>\$0.00</b>	<b>\$220,869.00</b>	<b>\$23,054.02</b>	<b>\$243,923.02</b>

Action Plan - Amendment #		N/A	
Year	Project #	Activity #	Project Description
2009	N/A	N/A	Excess Program Income collected above estimate
2009	7	Multiples	Property Acquisition & Const - SF Homeownership
			<b>Sub-recipient</b>
			City of Las Cruces
			MV Habitat
			Balance
			<b>Dollar Reduction</b>
			-\$23,054.02
			23,054.02
			\$0.00

**CITY OF LAS CRUCES**  
**ADOPTED BUDGET FY 2010/2011**

FUND	DIVISION		FUND TYPE	
Community Development Fund 2000	Comm Dev		Special Revenue	
	FY 2009/10 Preliminary*	FY 2010/11 Adopted	Adjustment	FY 2010/11 Adjusted
<b>RESOURCES</b>				
Beginning Balance	\$ 62,496	36,953		36,953
<b>REVENUES</b>				
HR Non-Refunding Perf Bond 20180060-542301	\$ 2,809	10,000		10,000
CDBG Grant PY2010 20180320-551011	0	1,096,221		1,096,221
CDBG Grant PY2009 20180270-551011	28,808	538,720	35,388	574,108
CDBG Grant PY2008 20180230-551011	736,244	289,045		289,045
CDBG Grant PY2007 20180210-551011	56,678	100,001		100,001
CDBG Grant PY2006 20180050-551011	0	156,093		156,093
HOME Grant PY2010 20180330-551013	0	535,186		535,186
HOME Grant PY2009 20180280-551013	78,947	270,563	23,054	293,617
HOME Grant PY2008 20180240-551013	388,170	70,488		70,488
HOME Grant PY2007 20180220-551013	383,942	63,526		63,526
HOME Grant PY2006 20180120-551013	271,414	29,739		29,739
HOME Grant PY2004 20180100-551013	59,150			0
Interest Revenue CDBG 20180060-570115	14,600	15,000		15,000
Interest Revenue HOME 20180060-570116	1,886	18,000		18,000
Interest Revenue Home Rental Proj 20180060-570121	9,806	9,000		9,000
CDBG Pgm Inc (Principal) 20180060-581010	108,760	85,000		85,000
HOME Pgm Inc (Principal) 20180060-581011	42,137	15,711		15,711
Other Revenue - CDBG 20180060-592110	2,138	0		0
Other Revenue - HOME 20180060-592111	10	0		0
<b>Total Revenues</b>	\$ 2,185,499	3,302,293	58,442	3,360,735
<b>Total Resources</b>	\$ 2,247,995	3,339,246	58,442	3,397,688
<b>EXPENDITURES</b>				
HR Bond 20184130-722190	\$ 0	10,000	0	10,000
<b>2010/11 CDBG</b>				
Administration 20184300-XXXXX-10110	\$ 0	239,244	0	239,244
Rehab Administration 20184300-XXXXX-10210	0	357,977	0	357,977
Property Acq. HFH 10 20184300-722190-10410	0	100,000	0	100,000
La Casa-Emer Shelter 20184300-722190-10305	0	39,898	0	39,898
MVCH-Homeless Oper 20184300-722190-10306	0	38,298	0	38,298
St. Lukes HMLS Oper 20184300-722190-10317	0	5,738	0	5,738
Jardin de los Ninos-on site Medical 722190-10307	0	20,698	0	20,698
MV Casa-Vol Coor 20184300-722190-10314	0	20,298	0	20,298
CAAS - Sr. Theraputic Mis 20184300-722190-10315	0	10,298	0	10,298
CAASNM - Backpack 20184300-722190-10318	0	11,498	0	11,498
Tresco - Flex Prog 20184300-722190-10319	0	7,964	0	7,964
DA ACT4YTH - CH OBES 20184300-722190-10320	0	6,412	0	6,412
ABODE - HOPE HSG 1st 20184300-722190-10321	0	3,898	0	3,898
Property Acq. ABODE 20184300-722190-10405	0	84,000	0	84,000
Sr. Kitchen Prop 20184300-853100-10406	0	190,000	0	190,000
Section 108 Loan Repayment	0	0	23,422	23,422

\*Preliminary Projection as of Sept. 21, 2010

**CITY OF LAS CRUCES  
ADOPTED BUDGET FY 2010/2011**

<b>FUND</b>	<b>DIVISION</b>		<b>FUND TYPE</b>	
<b>Community Development Fund 2000</b>	<b>Comm Dev</b>		<b>Special Revenue</b>	
	<b>FY 2009/10 Preliminary*</b>	<b>FY 2010/11 Adopted</b>	<b>Adjustment</b>	<b>FY 2010/11 Adjusted</b>
<b>2009/10 CDBG</b>				
Administration 20184240-722190-10109	\$ 178,176	64,141		64,141
Rehabilitation Administration 20184240-722195-10209	178,551	160,548		160,548
Public Services:				
La Casa-Laundry Fac Rehab 20184240-722190-10408	0	23,920		23,920
La Casa-Emer Shelter 20184240-722190-10305	36,068	0	0	0
MVCH-Homeless Oper 20184240-722190-10306	33,876	0	0	0
Jardin de los Ninos-on site Medical 722190-10307	13,876	0	0	0
Casa de Peregrinos-Food Bank 722190-10313	13,855	0	0	0
MV Court Appt Spec Advocates-Vol 722190-10314	20,276	0	0	0
Comm. Act. Agc - Sr. Theraputic Mis 722190-10315	10,276	0	0	0
Comm. Act. Agc - Teen Parent Prog 722190-10316	11,876	0	0	0
FYI - Emerg Shelter Oper 20184240-722190-10312	5,469	0	0	0
Public Facilities/ADA/Public Improvements:				
Jefferson Road 20184240-722190-70M70	\$ 3,637	73,704	0	73,704
Jefferson Road 20184240-854121-70M70	100,000	216,407	35,388	251,795
<b>2008/09 CDBG</b>				
Administration 20184200-XXXXX-10108	\$ 39,648	0	0	0
Rehabilitation Administration 20184200-722195-10208	(1,179)	218,567	0	218,567
Home Rehabilitation 20184200-722196-10518-10531	264,114	0	0	0
Public Services:				
CAA - IDA 20184200-10310	10,000	0	0	0
Public Facilities/ADA/Public Improvements:				
MV Comm of Hope - Trns Hsg 20184200-722190-10405	0	65,478	0	65,478
Jefferson Road 20184200-854121-70M70	0	5,000	0	5,000
<b>2007/08 CDBG</b>				
Home Rehabilitation 20184160-722195-10207	0	1	0	1
Home Rehabilitation 20184160-722196-10520-23	29,576	0	0	0
Public Facilities/ADA/Public Improvements:				
Community of Hope 20184160-852100-61411	0	100,000	0	100,000
MVCommunity of Hope Ph I 20804080-852100-61411	0	0	0	0
<b>2006/07 CDBG</b>				
Public Facilities/ADA/Public Improvements:				
CLC Central Kitchen 20184110-722190-10406	5,000	156,093	0	156,093
<b>2004/05 CDBG</b>				
Public Facilities/ADA/Public Improvements:				
Branigan Library ADA Imp 20804020-854122-60Q03	\$ 0	0	0	0
Transit Shelters/Benches 20184030-730210-60401	10,185	0	0	0
<b>Total CDBG</b>	<b>\$ 963,280</b>	<b>2,230,080</b>	<b>58,810</b>	<b>2,288,890</b>

\*Preliminary Projection as of Sept. 21, 2010

CITY OF LAS CRUCES  
ADOPTED BUDGET FY 2010/2011

FUND	DIVISION		FUND TYPE	
Community Development Fund 2000	Comm Dev		Special Revenue	
	FY 2009/10 Preliminary*	FY 2010/11 Adopted	Adjustment	FY 2010/11 Adjusted
<b>2010/11 HOME</b>				
Administration 20184290-XXXXXXX-11110	\$ 0	53,505	0	53,505
HFH-CHDO SET ASD 10 20184290-722190-11209	0	28,900	0	28,900
TDS-CHDO SET ASD 10 20184290-722190-11210	0	28,900	0	28,900
CAA-CHDO SET ASD 10 20184290-722190-11211	0	28,900	0	28,900
HFH-CHDO OP 10 20184290-722190-11309	0	10,000	0	10,000
TDS-CHDO OP 10 20184290-722190-11310	0	10,000	0	10,000
CAA-CHDO OP 10 20184290-722190-11311	0	6,000	0	6,000
SF HSG - HFH 10 20184290-722190-11413	0	150,000	0	150,000
SF HSG - TDS 10 20184290-722190-11414	0	170,392	0	170,392
SF HSG - CAA 10 20184290-72190-11415	0	91,300	0	91,300
<b>2009/10 HOME</b>				
Administration 20184250-722190-11109	\$ 53,044	0	0	0
CHDO - Alta Tierra 20184250-722190-11208	85,934	0	0	0
Alta Tierra 20184250-722190-11410	164,066	0	0	0
TBRA 20184250-722190-11409	0	104,892	0	104,892
Habitat-CHDO 20184250-722190-11307	\$ 14,000	0	0	0
TDS - CHDO 20184250-722190-11308	10,000	0	0	0
Habitat-Property 20184250-722190-11411	0	65,369	23,054	88,423
Tierra del Sol 20184250-722190-11412	0	100,302	0	100,302
<b>2008/09 HOME</b>				
CHDO Set aside 2008- MV Habitat 11206	6,077	13,024	0	13,024
CHDO Set aside 2008- Tierra del Sol 11207	50,705	1,101	0	1,101
Property Acq - 2008- MV Habitat 11406	70,484	31,812	0	31,812
Property Acq - 2008- Tierra del Sol 11407	259,388	19,550	0	19,550
Property Acq - 2008- Tierra del Sol 11408	50,789	5,001	0	5,001
<b>2007/08 HOME</b>				
CHDO Set aside MV Habitat 20184170-722190-11205	44,747	44,989	0	44,989
FYI Transitional Housing 20184170-722190-11402	375,000	0	0	0
Tenant Based Rental Assist. 20184170-722190-11403	23,657	0	0	0
TBRA 20184170-722190-11409		18,537	0	18,537
<b>2006/07 HOME</b>				
Property Acquisition 20184120-722190-11401	39,871	29,739	0	29,739
<b>Total HOME</b>	\$ 1,247,762	1,012,213	23,054	1,035,267
<b>Total Expenditures</b>	\$ 2,211,042	3,242,293	81,864	3,324,157
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer to 3810 HUD Section 108 Loan Fund	0	(60,000)	23,422	(36,578)
<b>Total Other Financing Sources (Uses)</b>	\$ 0	(60,000)	23,422	(36,578)
<b>ENDING BALANCE</b>	\$ 36,953	36,953	0	36,953

\*Preliminary Projection as of Sept. 21, 2010

**CITY OF LAS CRUCES  
ADOPTED BUDGET FY 2010/2011**

<b>FUND</b>				
<b>General Fund 1000</b>				
	<b>FY 2009/10 Prelim Actual*</b>	<b>FY 2010/11 Adopted</b>	<b>Adjustment</b>	<b>FY 2010/11 Adjusted</b>
<b>BEGINNING BALANCE</b>	\$ 16,663,614	17,278,820		17,278,820
<b>REVENUES</b>				
Gross Receipts Taxes	\$ 55,368,682	56,049,000		56,049,000
Property Taxes	8,821,919	8,877,080		8,877,080
Franchise Fees	2,683,038	2,915,738		2,915,738
Administrative Transfers	2,056,067	3,388,437		3,388,437
Police Fines	1,063,989	1,096,724		1,096,724
Subdivision Fees	144,896	145,650		145,650
All Other Revenues	6,513,508	6,925,260		6,925,260
<b>TOTAL REVENUES</b>	\$ 76,652,099	79,397,889	0	79,397,889
<b>TOTAL RESOURCES</b>	\$ 93,315,713	96,676,709	0	96,676,709
<b>EXPENDITURES</b>				
Administration	\$ 1,738,672	2,056,440		2,056,440
Community Development	1,792,417	2,009,132		2,009,132
Facilities	10,877,850	13,165,615		13,165,615
Financial Services	3,397,344	3,184,335		3,184,335
Fire	8,662,226	8,908,391		8,908,391
Human Resources	955,203	923,616		923,616
Information Technology	0	3,736,755		3,736,755
Judicial	1,210,425	1,553,066		1,553,066
Legal	1,684,775	1,674,131		1,674,131
Legislative	785,092	722,295		722,295
Police	19,343,606	18,562,540		18,562,540
Public Services	5,685,692	5,965,303		5,965,303
Public Works	5,751,973	5,459,954		5,459,954
Reserves	1,193,126	1,834,437		1,834,437
Transfers	11,991,932	9,718,105	(135,693)	9,582,412
<b>Total General Fund Expenditures</b>	\$ 75,070,333	79,474,115	(135,693)	79,338,422
Adjustment due to change in accruals.	(966,559)	0	0	0
<b>ENDING BALANCE</b>	\$ 17,278,821	17,202,594	135,693	17,338,287
<b>Required 1/12th Reserve</b>	6,255,861	6,622,843	(11,308)	6,611,535
<b>UN-RESERVED ENDING BALANCE</b>	\$ 11,022,960	10,579,751	147,001	10,726,752

\*Preliminary actual as of 11/5/10.

## EXHIBIT "B" CONTINUED

**CITY OF LAS CRUCES  
ADOPTED BUDGET FY 2010/2011**

<b>General Fund Reserve Section</b>				
	<b>FY 2009/10 Prelim Actual*</b>	<b>FY 2010/11 Adopted</b>	<b>Adjustment</b>	<b>FY 2010/11 Adjusted</b>
<b>RESERVES FOR:</b>				
<b>1. Salary Increases:</b>				
610106 Reserve for Blue Collar Bargaining Unit Increase	\$ 0	44,722		44,722
610106 Reserve for Police Bargaining Unit Increases	0	145,885		145,885
610106 Reserve for Fire Bargaining Unit Increases	0	81,965		81,965
610106 Reserve for Non-Represented Increases	0	274,625		274,625
<b>2. Services</b>				
722190 Purchased Services	\$ 127,514	200,000		200,000
722194 Special Programs Public Services	0	0		0
722248 Admin Charge - County	125,669	79,894		79,894
722248 Admin Charge - GRT	512,381	539,000		539,000
722310 City Manager Contingency	5,737	20,000		20,000
723100 Building or Land Rental	92,856	0		0
<b>3. Payments to Other Government Entities</b>				
772900 Office of Emergency Management	\$ 49,270	69,346		69,346
772900 Council of Governments	11,140	14,000		14,000
<b>4. Payments for Other Government Programs</b>				
772900 Mesilla Valley Economic Development Alliance	\$ 200,000	200,000		200,000
722190 City Contribution to Doña Ana Arts Council	0	40,000		40,000
705105 Low Income Utility Assistance Program	68,559	75,000		75,000
705110 Affordable Housing Impact Fee Assistance	0	50,000		50,000
<b>Total Reserves</b>	\$ 1,193,126	1,834,437	0	1,834,437
<b>5. Transfers to Other Funds</b>				
951005 Fund 1005 Engineering Services	\$ 708,012	960,000		960,000
951010 Fund 1010 Airport Operations	302,276	320,000		320,000
951015 Fund 1015 Permit Services	295,679	670,683		670,683
951200 Fund 1200 Vehicle Acquisition	1,500,000	0		0
952330 Fund 2440 Prisoner Care	1,780,000	2,000,000		2,000,000
952815 Fund 2815 TIDD Dedicated Revenue	1,000,000	0		0
953275 Fund 3275 HUD Section 108 (MONAS)	0	147,925	(147,925)	0
953810 Fund 3810 Hud Section 108 (MONAS)	0	0	12,232	12,232
954001 Fund 4001 Capital Improvement Reserve	650,000	585,000		585,000
954012 Fund 4012 Facility State Grants	23,448	0		0
954201 Fund 4201 Streets General Fund	39,283	0		0
965920 Fund 5920 Transit	1,134,067	1,262,559		1,262,559
966310 Fund 6310 Unemployment Compensation	13,500	0		0
966340 Fund 6340 Liability Claims	1,741,487	1,489,396		1,489,396
772900-97410 Fund 7410 MVRDA	1,326,486	1,326,486		1,326,486
772900-97420 Fund 7420 Metro Narcotics	225,543	225,543		225,543
772900-97440 Fund 7440 Animal Service Center	802,151	650,513		650,513
9XXXXX Fund 2715 DLCP (Res 10-041)	0	80,000		80,000
952710 Fund 2710 CVB Bldg Payment	450,000	0		0
<b>Total Transfers Out</b>	\$ 11,991,932	9,718,105	(135,693)	9,582,412
<b>GRAND TOTAL RESERVE SECTION</b>	\$ 13,185,058	11,552,542	(135,693)	11,416,849

\*Preliminary actual as of 11/5/10.

Resolution

EXHIBIT "B"

**CITY OF LAS CRUCES**  
**ADOPTED BUDGET FY 2010/2011**

FUND	DIVISION		FUND TYPE	
HUD Section 108 (Museum of Nature & Science) Fund 3810	Finance		Debt Service	
	FY 2009/10 Projected*	FY 2010/11 Adopted	FY 2010/11 Adjustment	FY 2010/11 Adjusted
<b>RESOURCES</b>				
Beginning Balance	\$ 0	0		0
<b>Revenues</b>				
570010 Interest on Investments	\$ 0	0	0	0
570015 Net Incr (Decr) Fair Value Investment	0	0	0	0
<b>Total Revenues</b>	\$ 0	0	0	0
<b>Total Resources</b>	\$ 0	0	0	0
<b>EXPENDITURES</b>				
Bond/Note Principal	0	0		0
Bond/Note Interest	0	0	36,578	36,578
Bond/Admin. Fee				
<b>Total Expenditures</b>	\$ 0	0	36,578	36,578
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer from Fund 1000 - General Fund	0	0	12,232	12,232
Transfer from Fund 2000 - CDBG	0	0	36,578	36,578
<b>Total Other Financing Sources (Uses)</b>	\$ 0	0	48,810	48,810
<b>ENDING BALANCE</b>	\$ 0	0	12,232	12,232
Required Debt Service Reserve	0	0	0	0
<b>UN-RESERVED ENDING BALANCE</b>	0	0	12,232	12,232

Resolution

EXHIBIT "B"

**CITY OF LAS CRUCES  
ADOPTED BUDGET FY 2010/2011**

FUND	DIVISION		FUND TYPE	
HUD Section 108 (Museum of Nature & Science) Fund 3275	Finance		Debt Service	
	FY 2009/10 Projected*	FY 2010/11 Adopted	FY 2010/11 Adjustment	FY 2010/11 Adjusted
<b>RESOURCES</b>				
Beginning Balance	\$ 0	0		0
<b>Revenues</b>				
570010 Interest on Investments	\$ 0	0		0
570015 Net Incr (Decr) Fair Value Investment	0	0		0
<b>Total Revenues</b>	\$ 0	0	0	0
<b>Total Resources</b>	\$ 0	0	0	0
<b>EXPENDITURES</b>				
Bond/Note Principal	0	0		0
Bond/Note Interest	0	68,642	(68,642)	0
<b>Total Expenditures</b>	\$ 0	68,642	(68,642)	0
<b>OTHER FINANCING SOURCES (USES)</b>				
Transfer from Fund 1000 - General Fund	0	147,925	(147,925)	0
Transfer from Fund 2000 - CDBG	0	60,000	(60,000)	0
<b>Total Other Financing Sources (Uses)</b>	\$ 0	207,925	(207,925)	0
<b>ENDING BALANCE</b>	\$ 0	139,283	(139,283)	0

**2010 Action Plan Amendment  
Public Input Meeting  
November 10, 2010**

Following are the summary minutes of the 2010 Action Plan Amendment Public Input Meeting held on November 10, 2010, at 2:00 p.m. at the Henry Benavidez Center, 1045 McClure Rd., Las Cruces, New Mexico.

Staff Present: David Dollahon (Community Development)  
Jan Lauterbach (Community Development)  
Jean Barnhouse-Garcia (Community Development)  
Diana Garcia-Parra (Community Development)

HHSAC Member Present: Earl Nissen (Chair)  
Sue Patterson (Vice-Chair)

Public Present: Dolores Rosell (YWCA / CCCS)  
Sonia Jones (TdS)  
Adela Escudero (Southwest Counseling Center)  
Tina Reeves (MV Hospice)  
Melissa Saavedra (Action for Youth)  
Gretchen Michaud (MV CASA)  
Tim Miller (St. Luke's)  
Caryn Stone (St. Luke's)  
Sylvia Washington (Tresco, Inc.)  
Alma Camacho (Catholic Charities of Diocese of LC)  
Bernadine Dallago (La Pinon)  
Pamela Angell (MVCH)  
Amy Johnson-Bassford (La Casa, Inc.)  
Heather Smith (FYI)  
Elva Primevo (FYI)  
Dawn Shults (NAMI)  
Samantha Slim (FIC-DAC)

David Dollahon gave a powerpoint presentation of the 2010 Action Plan Amendment #1 (see attached). After the presentation, the following comments were made:

Pamela Angell commented that the Mesilla Valley Community of Hope (MVCH), Building #1, has need for a fire alarm system.

Mr. Dollahon advised they cannot pay for providing fire alarm services with CDBG funds.

Bernadine Dallago advised it would not be used for service. She advised that the fire alarm panel is old and not within code and needs to be upgraded and replaced along with other improvements. However, she is looking into the fire alarm issue further. Ms. Dallago did state that La Pinon at MVCH does need an air conditioner.

Tim Miller agreed with the need for an air conditioner, but stated the first priority would be the fire alarm system.

Ms. Angell asked if the funding could be split between the two needs.

Mr. Dollahon stated yes.

Ms. Dallago commented that she is looking to open the center in 15 days and would need to get the Fire Alarm before then so the funding couldn't help in that short of time. She is looking at a leasing option.

Mr. Dollahon agreed that the funding would not be available within that time and that the funding could not pay for leasing or alarm services.

No other comments were made in regard to the 2010 Action Plan Amendment.

Meeting ended at 2:30 p.m.

Approved: 11/23/2010

David Waller

# **2010 ACTION PLAN AMENDMENT #1**

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**CITY OF LAS CRUCES  
COMMUNITY DEVELOPMENT DEPT.  
NEIGHBORHOOD SERVICES SECTION**

**PUBLIC INPUT MEETING  
NOVEMBER 10, 2010 – 2:00 PM  
BENAVIDEZ CENTER**

# 2009 ACTION PLAN HISTORY

## ■ PROGRAM INCOME ESTIMATES:

– CDBG: \$100,000

– HOME: \$35,000

## ■ PROGRAM INCOME ACTUALS:

– CDBG: \$135,387.34

– HOME: \$58,054.02

## ■ DIFFERENCES:

– CDBG: \$35,387.34

– HOME: \$23,054.02

# **EXCESS PROGRAM INCOME**

- REQUIRES AN AMENDMENT WITHIN THE NEXT YEAR'S ACTION PLAN
- ESSENTIALLY PROGRAM INCOME MUST BE SPENT FIRST, THEREFORE 2009 CDBG AND HOME ENTITLEMENT MONEY REMAINS UNSPENT
  - MUST BE DEDICATED TO A PROJECT
- DUE TO BUDGETARY IMPACT, REQUIRES COUNCIL APPROVAL & THIS PUBLIC HEARING
- OPTIONS/PREFERENCES FOR ALLOCATING ADDITIONAL FUNDS
  - TO AN EXISTING PROJECT THAT IS NOT UNDERWAY OR IN ITS INFANCY
  - TO AN EXISTING PROJECT THAT IS SHORT ON FUNDS FOR ITS COMPLETION
  - NOT TO PROVIDE IT TO NEW PROJECTS, TO EXISTING PROJECTS THAT ARE ADEQUATELY FUNDED, OR WOULD EXCEED ESTABLISHED CAPS
  - ABILITY TO COMMIT TO A PROJECT IN SHORT TIME FRAME & PREFERABLY A 2009 FUNDING PROJECT

# **CDBG FUNDS - OPTIONS**

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- JEFFERSON ROAD PROJECT – WILT TO PORTER (2009)
- SENIOR KITCHEN PROJECT ON CAMPO STREET (2006)
- MVCH BUILDING 1 – REHABILITATION (2007)
- HOME REHAB PROGRAM – (2008/2009/2010)
- LA CASA LAUNDRY FACILITY – (2009)
- PROPERTY ACQUISITION – (VARIES – ABODE & HABITAT)

# **HOME FUNDS - OPTIONS**

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- **MESILLA VALLEY HABITAT (2010)**
- **TIERRA DEL SOL (2009 & 2010)**
- **COMMUNITY ACTION AGENCY (2010)**

# RECOMMENDATIONS

- CDBG: JEFFERSON ROAD
  - PROJECT SHORT ON FUNDS
  - READY TO BID
  - OTHER PROJECTS ARE FULLY FUNDED OR FUNDED TO A DEFINITIVE POINT, OR DELAYED
- HOME: MESILLA VALLEY HABITAT FOR HUMANITY
  - CAA IS SECOND, BUT HAS NO 2009 PROJECT
  - TDS IS THIRD, BUT ALL FUNDS HAVE BEEN COMMITTED FOR ALL YEARS

# **PUBLIC COMMENTS & QUESTIONS**

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- **YOUR TURN!**
- **THANKS!**