

49
City of Las Cruces[®]
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Council Action and Executive Summary

Item # 5 Ordinance/Resolution# 11-165 Council District: N/A

For Meeting of February 7, 2011

(Adoption Date)

TITLE: A RESOLUTION APPROVING THE CITIZEN PARTICIPATION PLAN, AS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD), AS PART OF THE PREPARATION FOR THE 2011-2015 CONSOLIDATED PLAN AND ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE FOR THE CITY OF LAS CRUCES. THE 2011-2015 CONSOLIDATED PLAN AND ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE IS REQUIRED BY HUD IN ORDER FOR THE CITY OF LAS CRUCES TO RECEIVE COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS.

PURPOSE(S) OF ACTION: Approve a Citizen Participation Plan for the upcoming 2011-2015 Consolidated Plan and Analysis of Impediments to Fair Housing Choice.

Drafter and Staff Contact: David Dollahon <i>[Signature]</i>		Department: Community Development		Phone: 528-3060	
Department	Signature	Phone	Department	Signature	Phone
Community Development	<i>[Signature]</i>	528-3066	Budget	<i>[Signature]</i>	541-2107
			Assistant City Manager	<i>[Signature]</i>	541-2271
Legal	<i>[Signature]</i>	541-2128	City Manager	<i>[Signature]</i>	541-2076

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS: The City of Las Cruces is 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, every three to five years the City must develop and adopt both a Consolidated Plan and Analysis of Impediments to Fair Housing Choice (or Con Plan and AI). The Consolidated Plan provides a profile of the City's housing market and community development needs within the designated low- and moderate-income areas and neighborhoods, along with a strategic plan and priorities for addressing these needs using the City's future CDBG and HOME funding allocations. The AI identifies those obstacles to providing fair and open housing within the community and actions that the City should take to address or remove those obstacles.

The City's current 2006-2010 Con Plan and AI expires at the end of City fiscal year 2011 (June 30, 2011). Staff is currently working with the City-hired consultants, BBC Research and Consulting of Denver, CO to complete the next City Con Plan and AI, which will run through Program Years 2011 to 2015 (City fiscal year's 2012 to 2016).

As part of the 2011-2015 Consolidated Plan and AI, the City must also develop and adopt a Citizen Participation Plan. This Citizen Participation Plan outlines how, when, and where the City staff will engage the public to receive their input on both the Con Plan and AI, as well as for the yearly Action Plans which allocate HUD's CDBG and HOME monies provided to the City of Las Cruces. Action Plans are the annual mechanism for dedicating the CDBG and HOME monies to specific projects that address an overall need from the Consolidated Plan.

The resolution, if adopted, would outline the City's current and future efforts for citizen involvement. The key points to the Citizen Participation Plan are:

1. Citizen Participation Plan Public Hearing, January 19, 2011 (previously occurred and required in advance of the adoption of the Citizen Participation Plan),
2. Public Forums – February 8, 9, and 10th, at Sunrise, Central and Hermosa Heights Elementary Schools – to gather general information about and provide the public with opportunity to comment on community development and housing needs as part of the Con Plan and AI's preparation, and
3. Public Input Meetings/Hearings – April 6th and 7th at Mesilla Valley Community of Hope (6th @ 2:00 pm), Munson Sr. Center (6th @ 6:00 pm) and City Council Chambers (7th at 9:00 am), presenting the draft Con Plan and AI to the public for comment.
4. City Council adoption – May 2nd, at 1:00 pm as part of the regularly scheduled Council meeting. This would be to adopt the 2011-2015 Consolidated Plan and AI, along with the 2011 Action Plan.

The Public Forums in February will involve exercises used in the Picturing El Paseo Project, primarily the mapping exercise for both housing and community development needs, and the City has mailed both a flyer and questionnaire to all residents within the designated low-income areas of the City in advance of the public forums.

SUPPORT INFORMATION:

1. Resolution
2. Exhibit "A" – Citizen Participation Plan for the 2011-2015 Consolidated Plan and Analysis of Impediments to Fair Housing Choice
3. Attachment "B" – draft minutes from January 19, 2011 Public Hearing for the Citizen Participation Plan, including public comments (if any)

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input type="checkbox"/>	See fund summary below
	N/A	<input checked="" type="checkbox"/>	Not Applicable, no direct budgetary impact
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
<input type="checkbox"/>		Proposed funding is from fund balance in the _____ Fund.	
Does this action create any revenue?	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: _____ in the amount of _____.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
N/A	N/A	N/A	N/A	N/A	N/A

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will adopt the City's Citizen Participation Plan for the HUD-required 2011-2015 Consolidated Plan and Analysis of Impediments to Fair Housing Choice for use in allocating the City's CDBG and HOME Program funds.
2. Vote "No"; this will not adopt the City's Citizen Participation Plan for the HUD-required 2011-2015 Consolidated Plan and Analysis of Impediments to Fair Housing Choice for use in allocating the City's CDBG and HOME Program funds.
3. Vote to "Amend"; this would be based on Council direction.
4. Vote to "Table"; this would not amend the Citizen Participation Plan, will delay the staff's ability to develop, adopt, and implement the 2011-2015 Con Plan and AI, 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.**

RESOLUTION NO. 11-165

A RESOLUTION APPROVING THE CITIZEN PARTICIPATION PLAN, AS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD), AS PART OF THE PREPARATION FOR THE 2011-2015 CONSOLIDATED PLAN AND ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE FOR THE CITY OF LAS CRUCES. THE 2011-2015 CONSOLIDATED PLAN AND ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE IS REQUIRED BY HUD IN ORDER FOR THE CITY OF LAS CRUCES TO RECEIVE COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME INVESTMENT PARTNERSHIP PROGRAM FUNDS.

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 a three- to five-year Consolidated Plan and Analysis of Impediments to Fair Housing Choice (or Con Plan and AI); and

WHEREAS, the City's current Con Plan and AI is for the Program Years 2006 to 2010, which ends at the end of the current City Fiscal Year 2011 (or June 30th); and

WHEREAS, the Con Plan and AI identifies those housing and community development needs that affect low- and moderate-income families and areas throughout Las Cruces and any fair housing issues that the City can begin to address using its annual allocation of CDBG and HOME dollars; and

WHEREAS, prior to beginning the process to develop the next Con Plan and AI for the period of Program Years 2011 through 2015 (or City Fiscal Years 2012 to 2016), the City must develop, present to the public, and adopt a Citizen Participation Plan; and

WHEREAS, a draft of the proposed Citizen Participation Plan for the upcoming 2011-2015 Consolidated Plan and Analysis of Fair Housing Choice was presented to the public on January 19, 2011, at 6:00 p.m., at the Munson Senior Center at 975 S. Mesquite Street.

Senior Center at 975 S. Mesquite Street.

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

(I)

THAT the Citizen Participation Plan, as shown in Exhibit "A," attached hereto and made part of this Resolution, is hereby approved and adopted.

(II)

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:

(SEAL)

Mayor

ATTEST:

City Clerk

VOTE:

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

Moved by: _____

Seconded by: _____

APPROVED AS TO FORM:



City Attorney

City of Las Cruces Citizen Participation Plan, 2011-2015

The Consolidated Plan is a U.S. Department of Housing and Urban Development (HUD) requirement for a city to receive federal housing and community development funding. The Consolidated Plan report examines the housing and community development needs of a city, sets priorities for HUD grant monies to which a city is entitled, identifies the city's performance in meeting its goals, and establishes a strategic plan for meeting current and future needs. Each Consolidated Plan is also required to have a strategy for citizen participation in the Consolidated Planning process.

The City of Las Cruces is in the process of preparing its Five-Year Consolidated Plan covering the program years 2011 through 2015. This document outlines the City's plan for soliciting and receiving citizen input during preparation of the Consolidated Plan.

A public hearing to discuss this proposed Citizen Participation Plan will be held on January 19, 2011 at 6 p.m. at the Munson Senior Center, located at 975 S. Mesquite St., Las Cruces, NM 88001. Las Cruces City Council will adopt the final Citizen Participation Plan for 2011-2015 on February 7, 2011.

Purpose of Citizen Participation Plan

The City of Las Cruces recognizes the importance of public participation in both defining and understanding current housing and community development needs, and prioritizing resources to address those needs. The City's Citizen Participation Plan is designed to provide citizens of all ages, genders, economic levels, races, ethnicities, and special needs equal access to become involved each year. This document serves as the City's Citizen Participation Plan for the 2011 Consolidated Plan program year, and all subsequent program years through 2015. This Citizen Participation Plan was drafted in accordance with Sections 91.100 and 91.105 of HUD's Consolidated Plan regulations.

In order to ensure maximum participation in the Consolidated Planning process among all populations and needs groups, and in order to

ensure that their issues and concerns are adequately addressed, the City of Las Cruces will follow the standards set forth in its adopted Citizen Participation Plan during development of its Consolidated Plan and Consolidated Annual Performance and Evaluation Report (CAPER). The participation process will be developed and monitored by the City of Las Cruces Community Development Department.

Glossary of Relevant Terms.

CAPER: The Consolidated Annual Performance and Evaluation Report, as required by HUD regulations, reports the City's completion of projects and activities as outlined within the Action and Consolidated Plans and the expenditure of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds at the end of the program year.

Consolidated Plan: A three to five year plan of the City's Housing and Community Development needs, resources, priorities, and proposed activities to be undertaken for both the CDBG and HOME programs.

Action Plan: The yearly portion of the Consolidated Plan that identifies the specific activities and projects to be undertaken with CDBG and HOME during that funding/program year by the City.

CDBG: The Community Development Block Grant Program, as established under Title 1 of the Housing and Community Development Act of 1974, Public Law 93-383, and the funding received under such program, assists communities to address housing and community development needs, primarily for low- and moderate-income residents.

HOME: The HOME Investment Partnerships Program, as established by the Cranston-Gonzalez National Affordable Act of 1990, is designed to provide communities with funding from the U.S. Department of Housing and Urban Development for the creation of affordable housing opportunities through partnerships with other organizations.

Relevant Areas and Programs

The City of Las Cruces 2011–2015 Consolidated Plan covers the geographic area within the City limits of Las Cruces. The City is entitled to receive CDBG and HOME funding from HUD during the 2011, 2012,

2013, 2014 and 2015 program years. Each program year coincides with the City's fiscal year of July 1st to June 30th.

Citizen Involvement

The 2011 Consolidated Planning processes will offer many opportunities for citizen participation. The City will particularly encourage participation of persons with special needs and/or persons who are often underrepresented in public process, i.e. low income, persons of color, non-English speaking persons, persons with disabilities, persons who are homeless. Participation will be solicited and encouraged through the following activities.

Citizen participation hearing. Four public hearings will be held before the publication of the draft Consolidated Plan; one dedicated to receiving input on the Citizen Participation Plan (CPP), and the other three related to the Consolidated Plan. The primary purpose of the first public hearing, held on January 19, 2011 at 6:00 p.m. is to gather citizen input on the proposed Citizen Participation Plan of the Consolidated Planning process. This public hearing will take place at the Munson Senior Center, 975 S. Mesquite Street, a location which is accessible to persons with physical disabilities.

Community meetings. On February 8, 9 and 10, three Consolidated Plan community meetings (also known as public forums) will be held to gather public input about the housing and community development needs of citizens and their neighborhoods. The community meetings will also provide an opportunity for citizens and interested parties to obtain information about the City's housing and community development programs and eligibility requirements. City staff will be available at the meetings to provide technical assistance for developing funding proposals for the programs covered by the Consolidated Plan.

The community meetings will be held in early evenings to accommodate work schedules and persons who rely on public transportation and/or are not comfortable driving at night. The locations will be held in low and moderate income areas of the city.

Community residents will be informed of the community meetings using many methods, including distribution of brochures, personal contact

with agencies and advocates, and media releases. All sites selected for the meetings are accessible to the physically disabled. A Spanish translator will be available at all of the community meetings. The City will also develop flyers and/or pamphlets for distribution through regular mail to all residents living within existing, designated low-income areas and neighborhoods throughout the City to inform residents about the public hearings as an effort to increase public participation.

The schedule and locations for the public forms are:

- February 8, 2011, 6 to 7:30 p.m., Sunrise Elementary School, 5300 Holman Road, Las Cruces, NM 88012
- February 9, 2011, 6 to 7:30 p.m., Central Elementary School, 150 N. Alameda Blvd., Las Cruces, NM 88005
- February 10, 2011, 6 to 7:30 p.m., Hermosa Heights Elementary School, 1655 E. Amador Avenue, Las Cruces, NM 88001

Public hearings. The second round of public hearings on the Consolidated Plan will occur after the release of the Draft Consolidated Plan. The schedule and locations for the public hearings are:

- April 6, 2011, 2 to 3:30 pm, Mesilla Valley Community of Hope, Resource Room, Building 3, 999 W. Amador Avenue, Las Cruces, NM 88005;
- April 6, 2011, 6 to 7:30 pm, Munson Senior Center, 975 S. Mesquite St., Las Cruces, NM 88001
- April 7, 2011, 9 to 10:30 am, Las Cruces City Hall, Council Chambers, 700 N. Main St., Las Cruces, NM 88001

City Council will adopt the Consolidated Plan on Monday, May 2, 2011.

A Spanish translator will be available at all of the public hearings and all hearings are held in locations that are accessible to persons with disabilities.

Exhibit 1.

Summary of Community Meetings and Public Hearings, Dates and Locations

Type of Meeting	Date	Time	Location	Address
Public Hearing on CPP	Jan. 19, 2011	6:00 p.m. to 7:00 p.m.	Munson Senior Citizen's Center	975 South Mesquite Street
Community meeting	Feb. 8, 2011	6:00 p.m. to 7:30 p.m.	Sunrise Elementary School	5300 Holman Road
Community meeting	Feb. 9, 2011	6:00 p.m. to 7:30 p.m.	Central Elementary School	150 N. Alameda Blvd.
Community meeting	Feb. 10, 2011	6:00 p.m. to 7:30 p.m.	Hermosa Heights Elementary School	1655 E. Amador Ave.
Public Hearing—Draft plan	Apr. 6, 2011	2:00 p.m. to 3:30 p.m.	Mesilla Valley Community of Hope	Resource room, Building 3 999 West Amador Avenue
Public Hearing—Draft plan	Apr. 6, 2011	6:00 p.m. to 7:30 p.m.	Munson Senior Citizen's Center	975 South Mesquite Street
Public Hearing—Draft plan	Apr. 7, 2011	9:00 a.m. to 10:30 a.m.	Las Cruces City Hall	Council Chambers 700 N. Main Street

Announcements/invitations. Multiple processes will be used to inform citizens, local government officials, advocates, housing and community development officials, and others about the public hearings and community meetings.

Citizens will be given advance notice of the public hearings through notifications in direct mailings in late January, postings on City agency websites, press releases, emails, and publications in citywide newspapers. Email notifications of the meetings will also be sent to various non-profit and partner agencies on the City's e-mail listing and through an interagency listserv that is maintained by the local United Way to numerous non-profit agencies that work throughout Dona Ana County.

Public Comment

Citizen Participation Plan. A Draft Citizen Participation Plan will be released on January 13, 2011 and posted on the city's website at <http://www.las-cruces.org/cd/>. A public hearing to present and discuss the Citizen Participation Plan will be held on Wednesday, January 19, 2011. In the event that there are substantial amendments to the Citizen Participation Plan, an additional comment period of at least 15 days will be provided.

This Citizen Participation Plan, and, if necessary, the substantially amended Citizen Participation Plan, will be sent to key housing and community development organizations in the City before the 15-day comment period begins. This Citizen Participation Plan will be made available in a format accessible to persons with disabilities upon request.

Consolidated Plan. Prior to the adoption of a Consolidated Plan, the City will make available to interested parties the Draft Consolidated Plan and Executive Summary for a comment period of no less than 30 days. The exact public comment period is to be between April 2 and May 2, 2011, to coincide with the public hearings on the Consolidated Plan Draft.

The Draft Consolidated Plan will contain the amount of assistance the City expects to receive through the HUD CDBG, and HOME grants and the activities that are planned for the 2011-2015 Consolidated Planning period. The Draft Plan will also include the City's policies related to displacement of low- and moderate-income individuals, reducing poverty, removal of lead-based paint hazards, preventing and mitigating homelessness and removing barriers to fair housing choice.

The entire proposed Consolidated Plan will be available at the City during the full public comment period. The proposed Consolidated Plan will also be available for viewing on the City's website, <http://www.las-cruces.org/cd/>. Hard copies of the Executive Summary will be available to the public upon request.

Citizens or groups that have attended any of the community meetings or public hearings will be notified by mail or email of the Consolidated Plan's availability for comment.

The City will openly consider any comments of individuals or groups received in writing during the Consolidated Planning process or at public hearings. A summary of the written and public hearing comments will be included in the Final Consolidated Plan, along with the City's response to the comments.

The City will provide a substantive written response to all written citizen comments and complaints related to the Consolidated Plan, amendments, and the CAPER within 15 working days of receiving the

comments and complaints. Copies of the complaints, along with the City's response will be sent to HUD if they occur outside of the Consolidated Planning process and, as such, do not appear in the Consolidated Plan.

Consolidated Annual Performance and Evaluation Report (CAPER). Before the City submits a Consolidated Plan Annual Performance and Evaluation Report (CAPER) to HUD, the City will make available to interested parties the proposed CAPER for a comment period of no less than 15 days. Citizens will be notified of the CAPER's availability through newspaper notification. The notification will appear in at least one newspaper that is circulated throughout the City. The notification may be made as part of the City's notification of the public comment period for the Consolidated Plan and will be published between two and three weeks before the CAPER comment period begins.

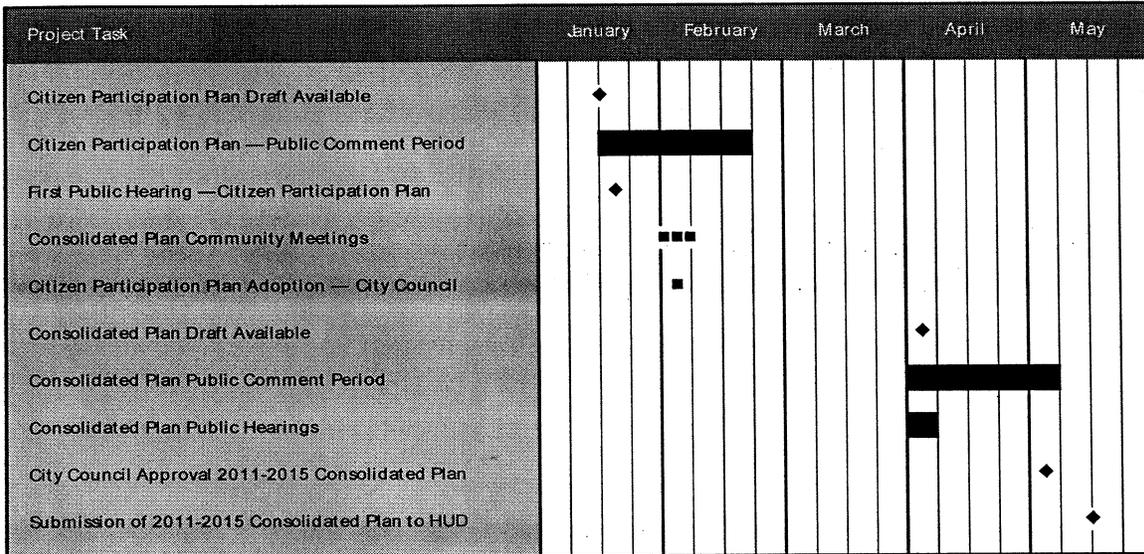
The CAPER will be available for review at the City during the full public comment period. Rather than conduct an optional meeting to provide the public with an opportunity to make comments on the CAPER, the City proposes to prepare the following:

- A Public Service Advertisement (PSA) on the City's Governmental Television channel that includes an overview of what that CAPER is, and the results/successes for any program year. This will included the various avenues available to the public to make comments on the CAPER (i.e., email, in writing, or in person). The PSA will air multiple and varied times throughout the public comment period.
- Hard copies of the Draft CAPER will be located at the library, City Clerk's Office, Community Development Department Offices, and on the City's website at <http://www.las-cruces.org/cd/>.

Public access to records. The City will provide all interested parties with access to information and records related to the City's Consolidated Plan and the City's use of assistance under all programs covered by the Consolidated Plan during the preceding five years. The public will be provided with reasonable access to housing assistance records, subject to City and local laws regarding privacy and obligations of confidentiality, during the CAPER public comment period.

Summary of citizen involvement. Exhibit 2 illustrates the opportunities for citizen involvement during the 2011-2015 Consolidated Planning process.

**Exhibit 2.
Opportunities for Citizen Involvement**



Consultation with Organizations and City Agencies

When preparing the Consolidated Plan, the City will actively consult with public and private agencies that provide housing, health, and social services in order to ensure that the interests and needs of all groups are being adequately addressed. The City will also make the Consolidated Plan available to surrounding units of local government and its PHA. This consultation will occur through the community meetings, interviews conducted with such organizations including those that provide services to special needs populations, and incorporation of data and reports produced by such organizations into the Consolidated Plan.

Substantial Amendments

Occasionally, public comments warrant an amendment to the Consolidated Plan. The criteria for whether to amend is referred to by HUD as "Substantial Amendment Criteria." The following conditions are considered to be Substantial Amendment Criteria:

Any change in the described method of distributing program funds.

1. Elements of a "method of distribution" are:
 - Application process;
 - Allocation among funding categories;
 - Grant size limits; and
 - Criteria selection.
2. An administrative decision to reallocate all the funds allocated to an activity in the Action Plan to other activities of equal or lesser priority need level, unless the decision is a result of:
 - A federal government recession of appropriated funds, or appropriations are so much less than anticipated that the City makes an administrative decision not to fund one or more activities; or
 - The governor declares a State of Emergency and reallocates federal funds to address the emergency; or
 - A unique economic development opportunity arises where the City administration asks that federal grants be used to take advantage of the opportunity.

Citizen participation in the event of a substantial amendment. In the event of a substantial amendment to the Consolidated Plan, the City will conduct at least one public hearing. This hearing will be held during a comment period of no less than 30 days, where the proposed, substantially amended Consolidated Plan will be made available to interested parties. Citizens will be informed of the public hearing through newspaper notification prior to the hearing, and the notice will appear in at least one newspaper.

The substantially amended sections of the Consolidated Plan will be available for review at the City during the full public comment period. In addition, the substantially amended sections of the Consolidated Plan will be made available on the City's website, <http://www.las-cruces.org/cd/>, for the full duration of the public comment period.

Consideration of Public Comments on the Substantially Amended Plan. In the event of substantial amendments to the Consolidated Plan, the City will openly consider any comments on the substantially amended Consolidated Plan from individuals or groups. Comments must be received in writing, including electronic mail message or emails, or verbally during public hearings. A summary of the written and public hearing comments on the substantial amendments will be included in the Final Consolidated Plan. Also included in the Final Consolidated Plan will be a summary of all comments not accepted and their reasons for dismissal.

Changes in federal funding level. Any changes in federal funding level after the Draft Consolidated Plan's comment period has expired and the resulting effect on the distribution of funds will not be considered an amendment or a substantial amendment.

Yearly Action Plans to the Consolidated Plan (2012 through 2015)

Excluding 2011 and any year in which a new Consolidated Plan is adopted by the City, the yearly Action Plan will be adopted through a Citizen Participation Process in which at least four public hearings are held. The public hearings will be conducted on the following basis:

Initial overview meetings. There will be two meetings held at the beginning of the Action Plan process. The meetings will occur in late fall and/or early winter, generally between November and February each year, and are intended to present the public with an overview of the adopted strategies and priorities of the Consolidated Plan. This will include an overview of allowed activities under the CDBG and HOME programs, as well as an overview of the previous year's Action Plan activities and projects for the City. The meetings will be held at two different locations throughout the City, and each will be held in public buildings located in areas that are close to or within the designated low- and moderate-income areas of the City. Additionally, the meetings will be held in buildings that are accessible to all members of the public.

Final Action Plan public hearings. There will be two public hearings held to gather direct input from the public on the overall proposed activities and programs to be completed as part of that year's Action Plan. The hearings will occur during the 30-day public comment period, generally in late winter or early spring around mid-March to mid-April, prior to consideration of the Action Plan by the City Council. The hearings will be held at two different locations throughout the City, with one occurring at a different location from the initial meetings and at least one on the City's East Mesa. The hearings will be held in public buildings located in areas that are close to or within the designated low- and moderate-income areas of the City. Additionally, the hearings will be held in buildings that are accessible to all members of the public. Citizens will be given advance notice of the public hearings through notifications in direct mailings in late March, postings on City agency websites, press releases, emails, and publications in citywide newspapers. Email notifications of the meetings will also be sent to various non-profit and partner agencies on the City's e-mail listing and through an interagency listserv that is maintained by the local United Way to numerous non-profit agencies that work throughout Dona Ana County.

Public comments and responses. The following comments were received at the City's January 19, 2011 public hearing on the Citizen Participation Plan. The suggestions were received as a response to the question "What are better ways to encourage the public to attend and participate in the public hearing process as it relates to the Consolidated Plan?"

Summarized Comment: None Received.

**CITIZEN PARTICIPATON PLAN MEETING
FOR THE
2011-2015 CONSOLIDATED PLAN
January 19, 2011**

Following are the summary minutes of the Citizen Participation Plan Meeting for the 2011-2015 Consolidated Plan held on January 19, 2011, at 6:00 p.m. at the Munson Senior Center, 975 S. Mesquite, Las Cruces, New Mexico.

Present: David Dollahon (Community Development)
 Diana Garcia-Parra (Community Development)
 Magdalena Giron (Interpreter)
 Jeffrey Mann (Parametrix)

No Public Present.

Note: Staff waited for 30 minutes to ensure ample opportunity for members of the public to attend.