



City of Farmington

# **2011 Annual Action Plan**

Year 3 of the 2009-2014 Consolidated Plan  
**October 1, 2011 - September 30, 2012**

**Adopted July 26, 2011**

City of Farmington  
**2011 Annual Action Plan**

Year 3 of the Consolidated Plan  
**October 1, 2011 - September 30, 2012**

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**City of Farmington**  
**2011 Annual Action Plan**  
**October 1, 2011 - September 30, 2012**

**Part One: Executive Summary**

The City of Farmington is entitled under a formula allocation to receive Community Development Block Grant (CDBG) funding from the US Department of Housing and Urban Development (HUD). In 2004 and 2009, the City adopted Consolidated Plans that identified community needs, goals, and objectives. Included in the 2009-2014 Consolidated Plan is a 5-year Strategic Plan to address the City's priority needs. An Annual Action Plan identifies and prioritizes key information on community development needs and lists proposed projects and their annual budgets. Table 1 is a summary of the funds available, the 2011 Annual Action Plan projects, and the proposed budget.

Table 1

<b>2011 Annual Action Plan Proposed Project Budgets</b>				
<b>2011 Total CDBG Grant</b>	<b>\$ 389,368.00</b>	<b>Public Service</b>	<b>Capital Project</b>	<b>Planning and Admin</b>
	Public Service Budget 15% Max	\$ 58,405.20		
	Capital Project Budget 65%		\$ 253,089.20	
	Planning and Administration 20% Max			\$ 77,873.60
<b>Prior Funding Available</b>	<b>\$ 15,789.78</b>			
	Prior Public Service	\$ 2,287.34		
	Prior Capital Project		\$ 13,502.44	
<b>Total 2011 New Funds Available</b>	<b>\$ 405,157.78</b>	<b>\$ 60,692.54</b>	<b>\$ 266,591.64</b>	<b>\$ 77,873.60</b>
Agency	Project Description	Public Service	Capital Project	Percent of Total Budget
City of Farmington Community Development	Downtown Façade Improvements - Extend current program for one more year with 25 \$2,000 mini-grants		\$ 50,000.00	65.799%
A Path Home	Transitional Housing for up to 60 individuals and 4 families with children		\$ 166,591.64	
Childhaven	Expansion and remodel of existing facility		\$ 50,000.00	
San Juan County Partnership	Rental Assistance	\$ 15,692.54		14.980%
Childhaven	Daycare for children in transitional housing	\$ 15,000.00		
San Juan college	Daycare assistance for students	\$ 15,000.00		
Northwest New Mexico Seniors	Home and Respite Care	\$ 15,000.00		
City of Farmington CDBG	Planning and Administration	\$ 77,873.60		19.221%
	<b>2011 Annual Action Plan Budget</b>	<b>\$ 405,157.78</b>		

## Part Two: Managing the Process

### A. Lead Agency

The City of Farmington CDBG Division is the lead agency in charge of administering the Community Development Block Grant.

### B. Annual Action Plan Process

The CDBG Division is operating under a new Action Plan process this year, which combines the Request for Proposal (RFP) process with the Action Plan process. With this change, partner agencies are selected concurrently with the adoption of the Action Plan. In the past, after the Action Plan was adopted only then were RFPs sent out to look for agencies to run programs. It is hoped that this new process will allow projects to begin much sooner in the fiscal year, and eliminate issues with timeliness for the lead agency.

The following work schedule shows all of the key dates, meetings, and actions for the process of developing and adopting the 2011 Annual Action Plan. All of the actions that are in bold were publicly noticed in the Farmington Daily Times and posted on the City's web site. The Introduction to the new Action Plan Process and the Request for Proposal publication was also sent out to e-mail lists of the following local agencies: the Affordable Housing Alliance; San Juan Safe Communities; the Local Collaborative; and the San Juan County Home Builders Association. The draft Action Plan will be sent to San Juan County and the Cities of Aztec and Bloomfield for their review and comment prior to adoption. The Draft 2011 Annual Action Plan is available for review at the City of Farmington City Clerks Office, the Community Development Department, the Farmington Library, and on the City's web site

### 2011 Annual Action Plan Work Schedule

- **Public Meeting to Introduce the new Action Plan Process . May 4, 4-7 pm**
- **Action Plan RFP Pre-Proposal Meeting . . . . . May 19, 10:00 am**
- **Project Proposal RFP Submittal Deadline Date . . . . . June 2**
- Project Proposal Eligibility Review . . . . . June 3 to June 10
- Project Proposal Evaluation Review Committee Meeting. . . . . June 13, 9:00 am
- **City Council Work Session, Presentation of proposals . . June 21, 9:00 am**
- City Council RFP Awards . . . . . June 28, 7:00 pm
- **City Council Draft Action Plan Presentation . . . . . July 12, 7:00 pm**
- **Planned City Council Action Plan adoption date . . . . . July 26, 7:00 pm**
- Planned transmittal date . . . . . August 1
- Last Chance for City Council adoption . . . . . August 9
- HUD Due Date, Must Arrive on . . . . . August 17

**Part Three: Available Funds 91.220(b)(1), 91.220 (b)(2)**

Federal Resources: The 2011 CDBG budget for Farmington is **\$389,368**. This is about \$67,000 less than last year's budget and less than originally estimated for the 2011 Federal Fiscal year in the City's 2009-2014 Consolidated Plan. This cut in funding reduces \$11,442.90 from the public service budget and reduces \$49,585.90 from the Capital Projects budget.

Action Plan Amendments and Remainder Funds

Included in this year's Action Plan are amendments to prior year budgets to make available remainder or uncommitted funds. Table 2 below shows the projects where the funds came from, the available funds, and notes about each project. All of these funds were committed to projects that have been completed and closed. These funds come from past public service projects and capital projects. The addition of these funds to the 2011 CDBG budget is shown in Table 1 above. None of these individual remainder amounts trigger a substantial amendment and were approved by a simple vote of the City of Farmington Council without public notice. However, in this case these amendments are being included in the 2011 Annual Action Plan process and the amendments will be formally adopted by the City Council in the same action.

Table 2

<b>Remainder Funds/Uncommitted Funds</b>		
Source	Amount	Notes
Rental Assistance	\$ 1,743.00	Left over from 2009 Not carried over into new Contract.
Senior Home Care	\$ 544.02	Left over from 2008 not carried over still in IDIS
Sycamore Park Comm Center	\$ 13,502.44	Was holding for landscaping but took too long. Project was closed in IDIS after HUD Financial Monitoring.
Home Buyer Education	\$ 0.32	Last invoice did not zero out. This amount is left in IDIS.
<b>Total</b>	<b>\$ 15,789.78</b>	
Planning and Admin Funding Balance	\$ 24,515.96	The last drawdown was completed on July 7, 2011, for all expenditures through June 30, 2011.

Income

The City of Farmington has not undertaken any CDBG projects that have generated any program income.

Leveraging: There is no specific requirement for leveraging with CDBG grant funds. The 2011 Annual Action Plan's Capital Improvement and Economic Development projects have the potential to leverage other grant funds and private funds. However, the exact amounts will not be known until projects are awarded and contracts are finalized.

City Resources: The City of Farmington supports Community Service Agencies through service contracts to benefit the community. This funding comes from the General Fund. Table 3 details the Farmington fiscal year 2011 budget for Community Services.

Table 3

<b>City of Farmington Fiscal Year 2011 Community Service Budget</b>	
Total Behavioral Health	\$100,000
4 Winds Recovery Center	\$273,600
The Roof Operations Contract	\$57,000
Family Crisis Center	\$12,000
Path	\$15,000
Childhaven	\$24,000
Northwest NM Seniors	\$1,400
PMS - Shield/Roundtree	\$20,000
4 Winds Grant Pass Thru	\$300,000
Safe Communities	\$40,000
Sexual Assault	\$15,000
CRC	\$20,000
NM Centennial	\$25,000
ECHO Back Packs	\$6,500
Total	\$909,500

**Part Four: Summary of Priorities and Objectives 91.220(c)**

All Action Plan projects and activities are based upon priorities identified through public input during the development of the 2009-2014 Consolidated Plan. Specific objectives prioritized in the Consolidated Plan are identified with each Action Plan project. All 2009 Consolidated Plan objectives are consistent with national HUD Objectives and are Eligible projects. Table 4 lists the projects, priorities, objectives, and targeted clients for 2009. The Objectives are references to the Objectives in the adopted City of Farmington Consolidated Plan.

Table 4

Projects for the 2011 Annual Action Plan					
Eligible Activities	Consolidated Plan Ranking 0 to 10	Proposed Action Plan Project	Outcome Objectives	National Objectives	Type of Project
14E Rehab: Public/Private-Owned Commercial	5.53	Downtown Façade Improvements	EO-3	LMA	Capital Improvement
03C Homeless Facilities (not operating costs)	9.15 and 8.11	A Path Home - Transitional Housing	DH-1	LMC	Capital Improvement
03C Homeless Facilities (not operating costs)	7.89	Childhaven Facility Upgrade	SL-3	LMC Presumed	Capital Improvement
05S Rental assistance	8.26	Emergency Rental Assistance San Juan County Partnership	DH-2	LMC	Public Service
05L Child Care Services 570.201(e)	6.56	Childhaven Daycare for Children in Transitional Housing	EO-2	LMC	Public Service
05L Child Care Services 570.201(e)	6.56	Child care for students at San Juan College for Employment Training	EO-1	LMC	Public Service
05A Senior Services 570.201(e)	5.68	Home and Respite Care Northwest New Mexico Seniors	SL-1	LMC	Public Service
21A General Program Administration		Grant Management			Planning and Administrative
1st Quartile = Low Need					Total Annual Budget
2nd Quartile = Med Need					
3rd Quartile High Need					
4th Quartile Highest Need					

Outcome Objective Definitions			
	Availability/ Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	DH-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

LMC - Low Mod Clientele
LMH - Low Mod Housing
LMA - Low Mod Area
URG - Urgent Need

**Part Five: 2011 Annual Action Plan Projects and Budget 91.220(c)**

Table 5 details the proposed 2011 Annual Action Plan available funds, projects, and their budgets. The top rows show the 2011 CDBG grant of \$389,368 broken down into public service, capital projects, and planning and administration allocations. The Prior Funding Available shows funds leftover from completed projects that are being made available for this year's projects. The Total 2011 New Funds Available row shows the amended total funds available for public service and capital projects. In the lower rows are the individual projects with their funding broken down by public service or capital project and the over all percent of project budgets for public service, capital projects, and planning and administration.

Table 5

<b>2011 Annual Action Plan Proposed Project Budgets</b>				
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<b>Agency</b>	<b>Project Description</b>	<b>Public Service</b>	<b>Capital Project</b>	<b>Percent of Total Budget</b>
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	<b>2011 Annual Action Plan Budget</b>	<b>\$</b>	<b>405,157.78</b>	

## **Part Six: Expenditure Limits 570.206, 570.201(e)(1), and 570.208**

The 2011 Annual Action Plan complies with the expenditure limits established by HUD.

**Planning and Administrative Cap** - The maximum 20% administrative cap will not be exceeded. The 2011 CDBG formula grant is \$389,368. The proposed 2011 Annual Action Plan Planning and Administrative budget is **\$ 77,873.60**, which is 20% of the budget.

**Public Service Cap** - The maximum 15% public service cap will not be exceeded. The 2011 CDBG formula grant is \$389,368 and 15% of this amount is \$58,405.20. The remainder public service funds from the Action Plan Amendment portion of this report are \$2,287.34. This amount is being added to this year's 15% only because it was previously budgeted for public service.

**Capital Projects** – There is no limit on capital projects but after the 20% planning and administrative and 15% public service caps are taken out, 65% of the total funds remain. After adding the Action Plan Amendment funds to the 65% the total capital project budget is \$266,591.64.

**Low/Mod Benefit** Excluding Planning and Administrative costs, 100% of all budgeted funds will be used to assist either Low-Moderate Clientele and/or Low-Moderate Areas.

## **Part Seven: Geographic Mapping 91.220 (d)**

### **A. Targeted Low- and –Moderate Income Neighborhoods**

During the development of last year's 2010 Annual Action Plan, it was necessary to revise the Targeted Low- and Mod-Income Neighborhood table and map. Federal regulation CFR 570.208 (a) (1) (ii) (A) provides direction on qualifying Low- and Moderate-Areas and the following table and map complies with the federal requirements.

CFR 570.208 (a) (1) (ii) (A) exception, states the highest quartile of block groups of Low-Mod concentration qualifies as a Low/Mod Area, not just the block groups that are 51% or higher. Table 5 found on page 6 of the 2010 Annual Action Plan lists all Census Tract Block groups in order of their percentage of Low-Mod income population. This data comes directly from the 2000 Census which is cited on the HUD Data Users Web Page. There are 36 Block Groups within the City of Farmington; therefore the nine Block Groups with the highest concentration of Low/Mod income population are qualified.

Table 6 below shows the concentration of Low-Mod populations by all Census Tract Block Groups in Farmington's Jurisdiction. The tracts shaded green qualify under the 51 percent requirement. The yellow shading shows tracts that meet the CFR 570.208 (a) (1) (ii) (A) exception, which states: the highest quartile of block groups of Low-Mod concentration qualifies.

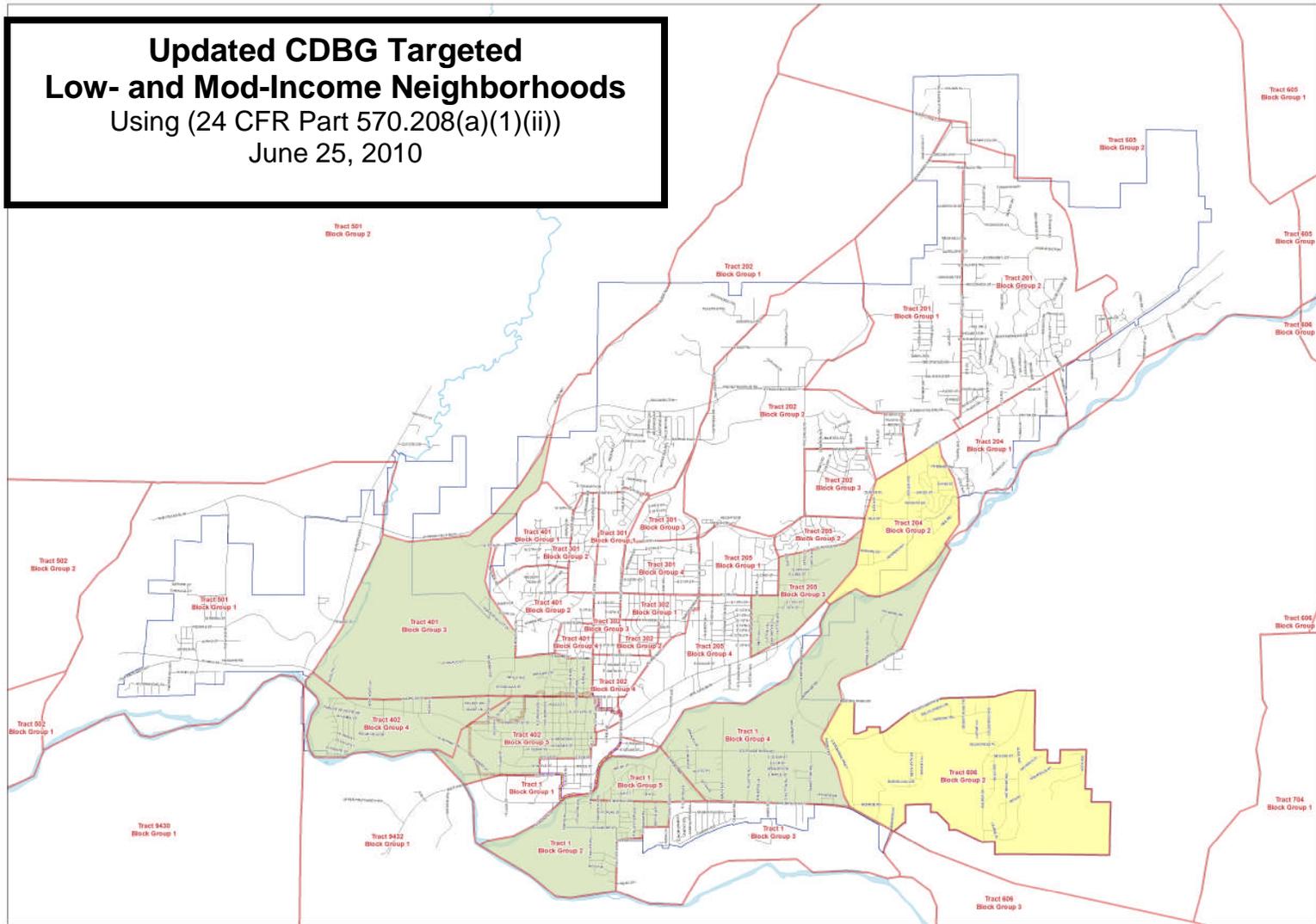
Map 1 on page 9 of this report shows all of the qualifying block groups that make up the City's targeted low- and moderate-income neighborhoods.

Table 6

<b>Low-Mod Concentration by Census Track Block Groups</b>				
<b>Track</b>	<b>Block Group</b>	<b>Low-Mod Universe</b>	<b>Low-Mod Population</b>	<b>Low-Mod Percent</b>
000100	5	597	431	72%
000402	4	1451	898	62%
000205	3	1539	910	59%
000100	2	1208	695	58%
000100	4	1389	776	56%
000401	3	1674	932	56%
000402	5	1280	652	51%
000606	2	2,007	978	49%
000204	2	1616	716	44%
000302	3	639	275	43%
000501	1	2130	900	42%
000401	4	661	275	42%
000205	4	2504	1033	41%
000302	4	949	365	38%
000205	1	1298	471	36%
000301	1	1447	478	33%
000302	2	604	163	27%
000100	1	175	47	27%
000100	3	1015	262	26%
000301	4	1541	370	24%
000605	2	228	54	24%
000204	1	535	114	21%
000301	2	874	171	20%
000202	3	577	108	19%
000301	3	845	157	19%
000302	1	1057	190	18%
000202	2	1095	159	15%
000401	2	1283	185	14%
000201	1	1013	140	14%
000401	1	1126	143	13%
000201	2	1978	238	12%
000205	2	948	75	8%
000202	1	1828	115	6%
000501	2	0	0	-
000606	3	0	0	-

Source HUD Data Users Web Page 2010 - 2000 US Census

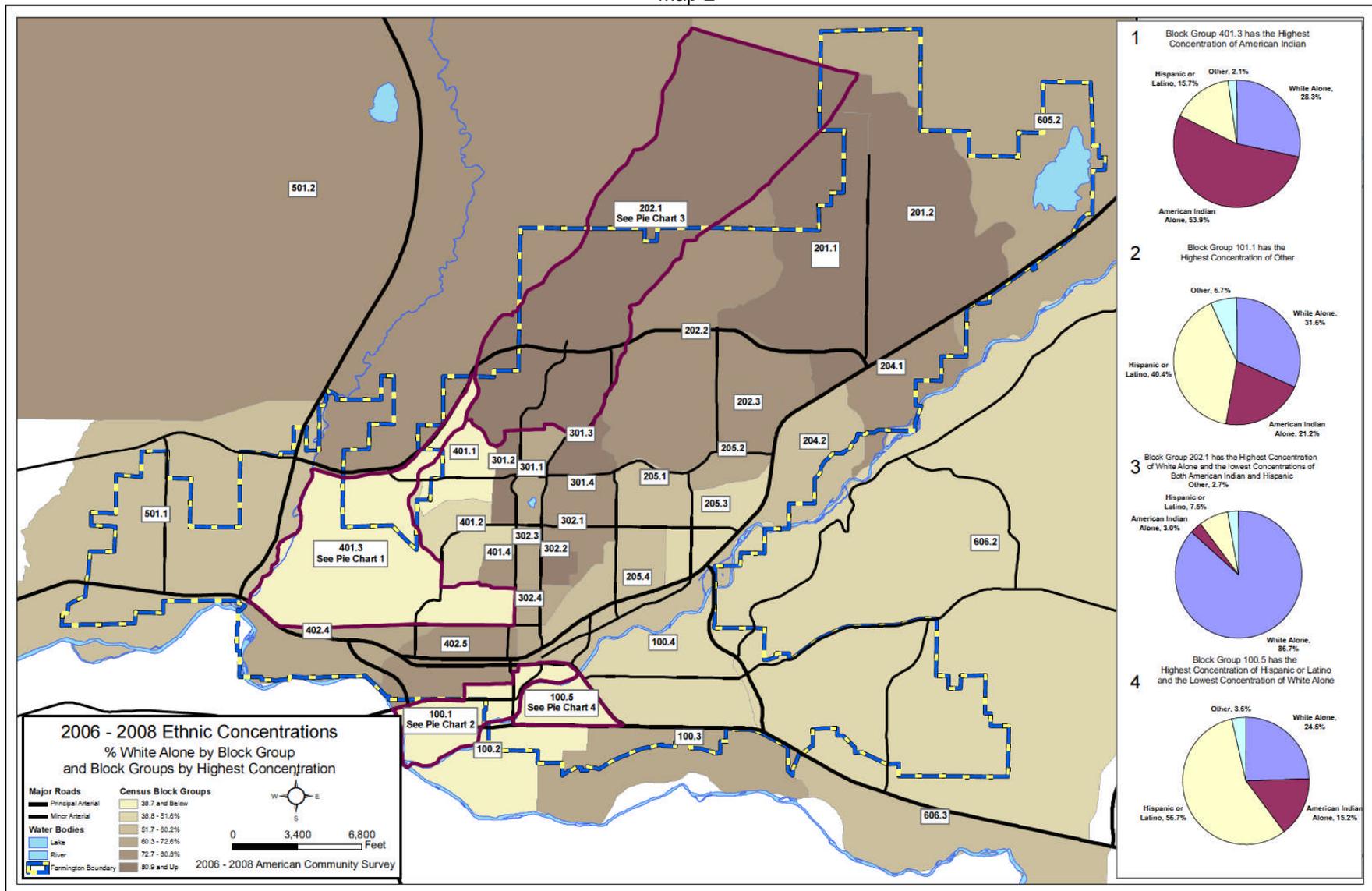
Map 1



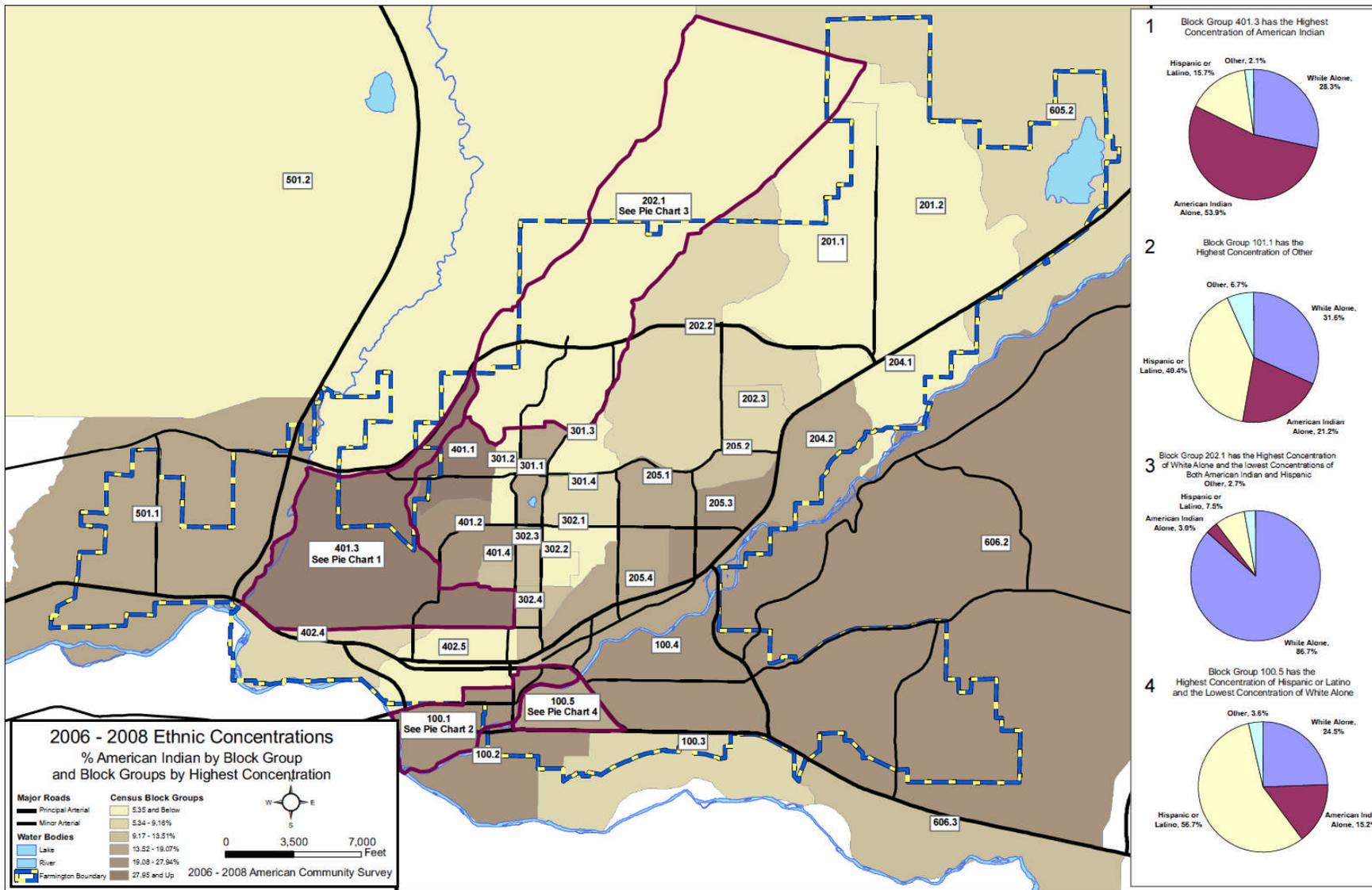
## **B. Ethnic Concentrations**

Maps 2 through 4 on the following pages detail the ethnic concentrations in the City of Farmington. Map 2 shows the concentration of the White Alone Population, Map 3 shows the concentration of the Navajo population, and Map 4 shows the concentration of the Hispanic population.

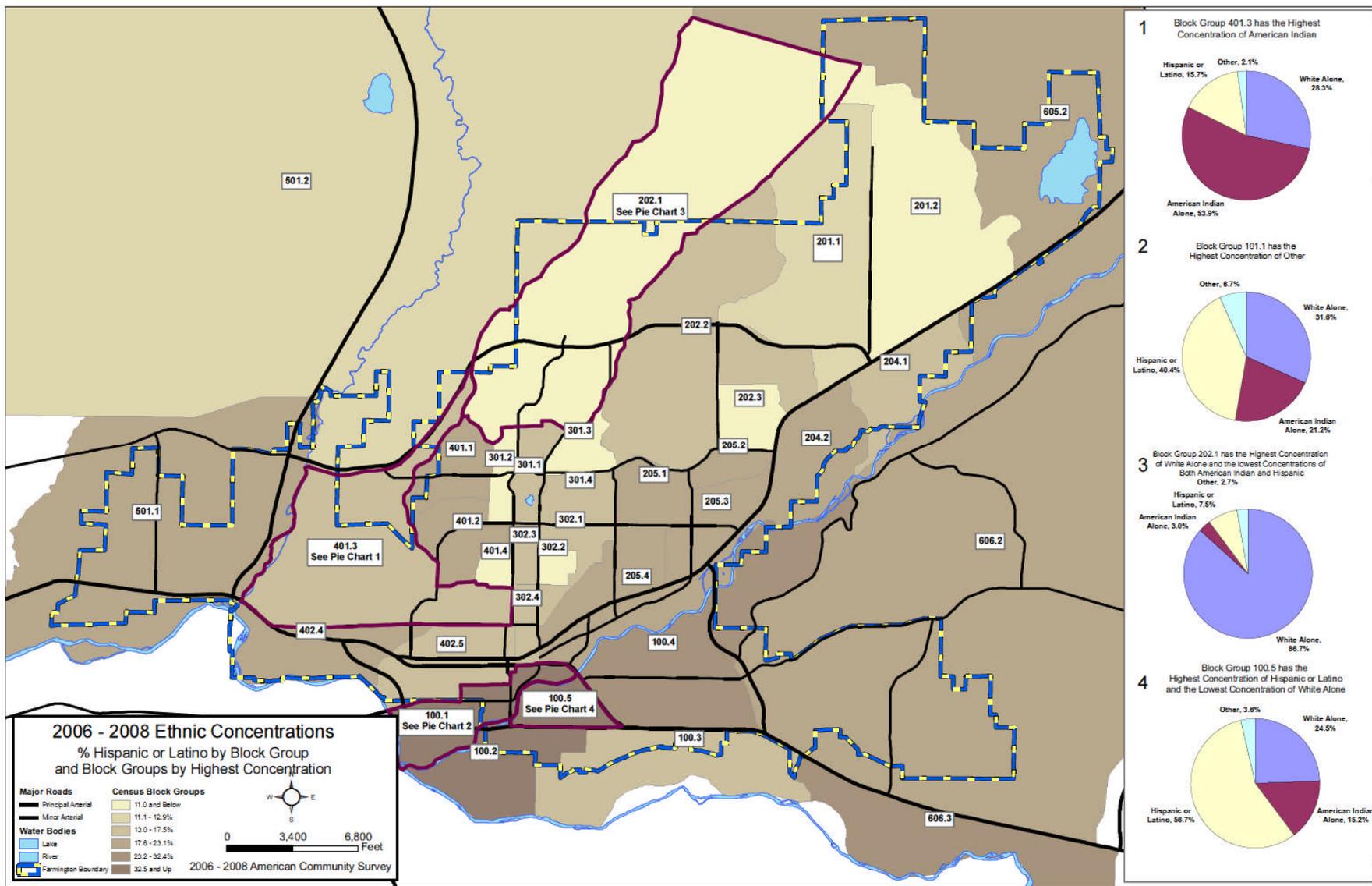
Map 2



Map 3



Map 4



**Part Eight: Geographic Distribution of Funds 91.220(d)**

Table 7 below shows the geographic allocation of priorities for the proposed 2011 Annual Action Plan projects. The one Low- and Mod-Income Area (LMA) project is the Downtown Façade Improvements project. Its budget is shown in the Targeted Neighborhood column. This project is located in the Census Tract Block Group 402.5 which is shown in Map 1 on page 9 and in Table 6 on page 8. At the bottom of Table 7 is the amount and percent of non-Planning and Administrative funding broken down by Community Wide and Targeted Neighborhoods.

Table 7

<b>2011 Annual Action Plan Geographic Distribution of Funds</b>			
<b>Agency</b>	<b>Project</b>	<b>Community Wide</b>	<b>Targeted Neighborhood</b>
City of Farmington Community Development	Downtown Façade Improvements - \$2,000 mini-grants		\$ 50,000.00
A Path Home	Transitional Housing for up to 60 individuals and 4 families with children	\$ 166,591.64	
Childhaven	Expansion and remodel of existing facility	\$ 50,000.00	
San Juan County Partnership	Rental Assistance	\$ 15,692.54	
Childhaven	Daycare for children in transitional housing	\$ 15,000.00	
San Juan College Family Resource Center	Daycare assistance for students	\$ 15,000.00	
Northwest New Mexico Seniors	Home and Respite Care	\$ 15,000.00	
	<b>Budgeted by Geographic Type</b>	<b>\$ 277,284.18</b>	<b>\$ 50,000.00</b>
	<b>Percent by Geographic Type</b>	<b>68%</b>	<b>12%</b>

**Part Nine:****A. Homeless and Other Special Needs Activities 91.220(e)**

The 2011 Annual Action Plan specifically addresses the homeless and those with special needs with five projects:

- A Path Home – Transitional Housing for up to 60 individuals and 4 families with children
- Childhaven - Expansion and remodel of existing emergency shelter for children at risk.
- San Juan County Partnership – Emergency rental assistance provides move-in and eviction prevention.
- Childhaven – Daycare for children in transitional housing.
- Senior Home Care

In 2010 the City of Farmington organized local community service providers in a collaborative effort to apply for and receive approximately \$350,000 in Homeless Prevention and Rapid Re-housing Program (HPRP) Stimulus Grant funding through the New Mexico MFA. This program is still operating in the community but is in its last phase of funding and all assistance will end in December of this year. As of September of 2010, 671 families had been assisted by this program.

**B. Anti-Poverty Strategy 91.215 (h)**

The following projects from the 2011 Annual Action Plan address the reduction of poverty.

Emergency Rental Assistance – This project provides move-in assistance and eviction prevention to low income families.

Daycare Assistance – This project helps to keep young parents in school by providing daycare assistance to eligible families enrolled at San Juan College.

**Part Ten: Other Actions 91.220(f)**

To develop institutional structure, and to enhance coordination between public and private housing, the City of Farmington is a member of the local Affordable Housing Alliance (AHA). Also, all RFP submittals for CDBG projects include a pre-proposal meeting to allow agencies the opportunity to ask questions and learn how to put together a quality proposal.

**Part Eleven: Public Housing 91.22 (f)(2)**

There are no public housing projects in Farmington, or San Juan County, NM.

## **Part Twelve: Monitoring 91.230**

The City of Farmington has implemented a new monitoring procedure this past year. The CDBG Division now conducts a mid-year financial monitoring. On March 31<sup>st</sup> of each Federal fiscal year, all active projects are reviewed to determine the progress of expenditures towards project goals. Data reviewed includes invoices, expenditures, funding left on contracts, and IDIS drawdowns. A memo to the project file is developed for all projects reporting any findings. If any projects are found to be behind schedule in expending budgeted funds, then a meeting is scheduled with the agency representative to discuss ways to accomplish the goals in a timely manner. The focus of this financial monitoring is to ensure meeting the annual August 2<sup>nd</sup> 1.5 Timeliness Review. All results of the financial monitoring will be included in the annual CAPER for HUD's review.

The City of Farmington monitors the CDBG program in the following ways:

- Training
- Informal Monitoring
- Formal Monitoring
- Invoice Monitoring
- Financial Monitoring
- Contract Monitoring
- Accomplishments
- CAPER
- Long Term Monitoring

**Training** – The CDBG Division works with the management and case workers of partner agencies to ensure that all key personnel understand their contract's scope of services, pertinent Federal Regulations, and accomplishment reporting. This occurs after contracts are signed and as part of the project startup.

**Informal Monitoring** – Farmington is a relatively small community and the CDBG Division staff has frequent contacts with its partner agencies. Phone calls are also made to check up on specific issues or just to see how things are going. Occasionally memos to the project file are created to document these conversations.

**Formal Monitoring** – At the request of (and with the assistance of) the City's HUD representative, the CDBG Division has developed a multi-page monitoring worksheet. This worksheet included a wide variety of review questions and regulation compliance check-offs. The partner agency is provided a copy of the worksheet and an appointment is made for an on-site visit. During that visit, case files are reviewed, the worksheet is filled out, and any findings or concerns are noted. A copy of the final worksheet is provided to the partner agency for their review. Any findings or concerns will be corrected and documentation of the fixes kept in the project file.

**Invoice Monitoring** – All partner agencies are required to submit documented invoices for CDBG payments. The documentation must include justification of paid expenses and required accomplishments. The CDBG Division reviews the invoices to ensure that they are both eligible and reasonable costs. This is the most frequent type of monitoring that occurs.

**Financial Monitoring** – This new type of monitoring reviews the progress made in the implementation of the CDBG project and the progress of spending project funds prior to targeted project completion dates. A report on this monitoring is developed after March 31 or the end of the second CDBG fiscal quarter.

Contract Monitoring – The CDBG Division monitors expenditures by project contract to ensure that funds are being drawn down in a timely manner and to ensure contract compliance.

Accomplishments – All contracts for CDBG projects include in the scope of services, a requirement to provide an end of the year accomplishment report. These include all data required to report accomplishments in HUD’s IDIS web page.

CAPER – The Consolidated Annual Performance Evaluation Report (CAPER) is a summary of the year’s monitoring efforts. This report is created by the CDBG Division, made available to the public for review and comment, presented to and adopted by the City Council, and submitted to HUD for Federal review. The CAPER focuses on accomplishments, financial reporting, and compliance with Federal regulations.

Long Term Monitoring - The City of Farmington has developed some CDBG projects that have long term compliance requirements such as the development of housing, the operation of facilities, and liens on properties that are forgivable over time. These types of projects and long term scopes of services require an annual monitoring effort for 5, 10, or 15 years. Long term monitoring results are included in the annual CAPER.

**Part Thirteen: Lead Based Paint Hazards 91.215 (g)**

There are no specific Action Plan projects that relate to Lead-Based Paint prevention and there are no proposed housing rehabilitation projects.

**Part Fourteen: Public Participation 91.105(a) (2)**

All applicable citizen participation requirements have been met or exceeded for the 2011 Action Plan process. The following comes from the 2011 Annual Action Plan Work Schedule and details all of the publicly advertised meetings or hearings in the process. All public hearing notices were published 16 days prior to the meeting or hearing except for the Project Proposal RFP which was published 21 days prior to the submittal deadline in compliance with State Procurement Code. The Draft Action Plan Public Comment period was from July 7<sup>th</sup> through July 25<sup>th</sup> for 19 days.

**2011 Annual Action Plan Work Schedule**

- **Public Meeting to Introduce the new Action Plan Process . May 4, 4-7 pm**
- **Project Proposal Publication Date (21 days) . . . . . May 8**
- **Action Plan RFP Pre-Proposal Meeting . . . . . May 19 10:00 am**
- **Project Proposal RFP Submittal Deadline Date . . . . . June 2**
- **City Council Work Session, Presentation of proposals . . June 21, 9:00 am**
- **City Council RFP Awards . . . . . June 28, 7:00 pm**
- **City Council Draft Action Plan Presentation . . . . . July 12, 7:00 pm**
- **Planned City Council Action Plan adoption date . . . . . July 26, 7:00 pm**

The opportunity for language, hearing, and accessibility assistance was part of the public notification and the 2011 Annual Action Plan was available for public review at the Public Library, City Clerk’s office, the Community Development Department, and was posted on the City web site.

There were no written public comments on the plan but the following attachments are included at the end of this report.

- City Council Resolution Adopting the 2011 Annual Action Plan
- Public Hearing Minutes July 26 - Adoption (Pending)
- Public Hearing Minutes July 12 - Draft Plan Presentation
- Council Meeting June 28 – Project Proposals Selection
- Public Hearing Minutes June 21 – Project Proposals
- Public Hearing Notice Affidavits of Publication
- RFP Pre-Proposal Meeting Notice
- RFP Pre-Proposal sign-in sheet
- RFP E-Correspondence with Interested Parties
- Introduction to the New Action Plan Process sign-in sheet.

The following section of Public Participation is from the 2009-2014 Consolidated Plan:

**Sec. 91.100 Consultation; local governments**

1. *The City of Farmington shall consult with other public and private agencies that provide assisted housing, health services, and social and fair housing services (including those focusing on services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, homeless persons) during preparation of the Consolidated Plan.*
2. *When preparing the portion of the Consolidated Plan describing the jurisdiction's homeless strategy, the City of Farmington shall consult with public and private agencies that provide assisted housing, health services, and social services to determine what resources are available to address the needs of any persons that are chronically homeless.*
3. *When preparing the Consolidated Plan's section concerning lead-based paint hazards, the City of Farmington shall consult with state or local health and child welfare agencies and examine existing data related to lead-based paint hazards and poisonings, including health department data on the addresses of housing units in which children have been identified as lead poisoned.*
4. *When preparing the description of priority nonhousing community development needs, the City of Farmington shall notify and work with San Juan County and the adjacent Cities of Aztec and Bloomfield.*
5. *The City of Farmington will also consult with San Juan County and the adjacent Cities of Aztec and Bloomfield particularly for problems and solutions that go beyond a single jurisdiction.*

During this 2011 Annual Action Plan year the City of Farmington will continue to consult with area governments and local agencies. The City is an active member of the local Affordable Housing Alliance (AHA) which is a mixture of many nonprofit service providers, developers, banking, and real estate representatives. This diverse group will be consulted on a variety of issues and AHA will be specifically invited to comment on all upcoming plans and reports. They will be an integral component of the CDBG Public Participation Process. City of Farmington CDBG staff will also continue to work with the County and the other two neighboring cities, Aztec and Bloomfield.

**Part Fifteen: Community Profile 91.205 and 91.210**

Under Part 91 Consolidated Plan requirements, a complete Housing and Homeless Needs Assessment, Housing Market Analysis, and Special Needs Assessment must be prepared every five years. Elements of these assessments are updated each year and presented in the Annual Action Plan to demonstrate a continual monitoring of the needs of the community.

**A. Demographics**

This section includes community profile information looking at community trends from 2000 to 2010, and other recent data available from the American Community Survey.

**1. Population Growth by Race**

Table 8 below shows the growth of the total population and the three predominate racial groups in Farmington White Alone, American Indian, and Hispanic or Latino, and provides comparisons between the City of Farmington and San Juan County. At the bottom of the table are some interesting data facts showing how much of the County growth occurred within the City of Farmington.

Table 8

<b>Population by Race Number, Percent, and Percent Change from 2000 to 2010</b>					
<b>City of Farmington</b>	<b>2000</b>		<b>2010</b>		<b>% Population Change</b>
Total Population	37,844		45,877		21.2%
White alone	23,780	62.8%	24,059	52.4%	1.2%
American Indian	6,969	18.4%	9,793	21.3%	40.5%
Hispanic or Latino	6,684	17.7%	10,298	22.4%	54.1%
<b>San Juan County</b>	<b>2000</b>		<b>2010</b>		<b>% Population Change</b>
Total Population	113,801		130,044		14.3%
White alone	52,922	46.5%	55,254	42.5%	4.4%
American Indian	41,968	36.9%	46,321	35.6%	10.4%
Hispanic or Latino	17,057	15.0%	24,776	19.1%	45.3%

Source: Table DP-1 of the 2000 and 2010 Decennial Census

<b>Data Facts:</b>
The City of Farmington accounted for 49.5% of all growth in the County
The City of Farmington accounted for only 12% of the White Only growth in the County
The City of Farmington accounted for 65% of all American Indian growth in the County
The City of Farmington accounted for 47% of all Hispanic growth in the County

## 2. Population Growth by Age

Table 9 below shows the growth of the population from 2000 to 2010 by age groups and provides a comparison between the City of Farmington and San Juan County. The highest growth rate in the City of Farmington was 81 percent for the 85 Years + age group. In the Housing Needs Assessment of the 2009-2014 Consolidated Plan, this age group was showing an 80.44 percent growth rate from 2000 to 2005 in San Juan County. It is interesting that by 2010 the County ended up with a 61.5 percent gain while the City of Farmington finished the decade with 81 percent gain in the 85 Years + age group. This age group has grown at four times the overall population growth rate.

Table 9

<b>City of Farmington and San Juan County Population and Growth by Age 2000 to 2010</b>							
<b>City of Farmington</b>				<b>San Jaun County</b>			
	2000	2010	% Change		2000	2010	% Change
Total	37,844	45,877	21.2%	Total	113,801	130,044	14.3%
Under 5 Years	2,867	3,963	38.2%	Under 5 Years	9,149	10,875	18.9%
5 to 14 Years	6,122	6,766	10.5%	5 to 14 Years	21,068	20,569	-2.4%
15 to 24 Years	5,863	6,662	13.6%	15 to 24 Years	18,281	18,935	3.6%
25 to 34 years	4,737	6,936	46.4%	25 to 34 years	14,040	17,906	27.5%
35 to 44 years	10,795	5,362	-50.3%	35 to 44 years	17,963	15,161	-15.6%
45 to 54 years	5,166	6,091	17.9%	45 to 54 years	14,267	18,197	27.5%
55 to 64 Years	2,977	5,004	68.1%	55 to 64 Years	8,707	14,318	64.4%
65 to 74 years	2,207	2,528	14.5%	65 to 74 years	6,033	7,910	31.1%
75 to 84 years	1,421	1,794	26.2%	75 to 84 years	3,255	4,497	38.2%
85 Years +	426	771	81.0%	85 Years +	1,038	1,676	61.5%
65 Years +	4,054	5,093	25.6%	65 Years +	10,326	14,083	36.4%
Median Age	33.6	32.7	-2.7%	Median Age	31	36.7	18.4%

Source: 2000 and 2010 Census

### 3. Median Family Income by Income Group

Table 10 shows the City of Farmington Median Family Income and income groups, the number of families in the income groups, and the percent of families in income groups. The source of this data comes from the 2007-2009 American Community Survey (ACS). This is the most current data source that provides income data and covers just the City of Farmington.

Table 10

<b>City of Farmington Median Family Income 2007-2009 ACS</b>			
Income Group	Income of Group	Total Families and # of Families in Group	% of Total Families
Median Family Income	\$ 61,178	10,609	
80% MFI	\$ 48,942	2,275	21.4%
50% MFI	\$ 30,589	963	9.1%
30% MFI	\$ 18,353	1,928	18.2%
Total Families at less than 80% MFI		5,166	48.7%

### 4. Median Family Income by Race

Table 11 below shows the Median Family Income by the three predominate racial groups. The table also shows the number and percent of families in the racial groups.

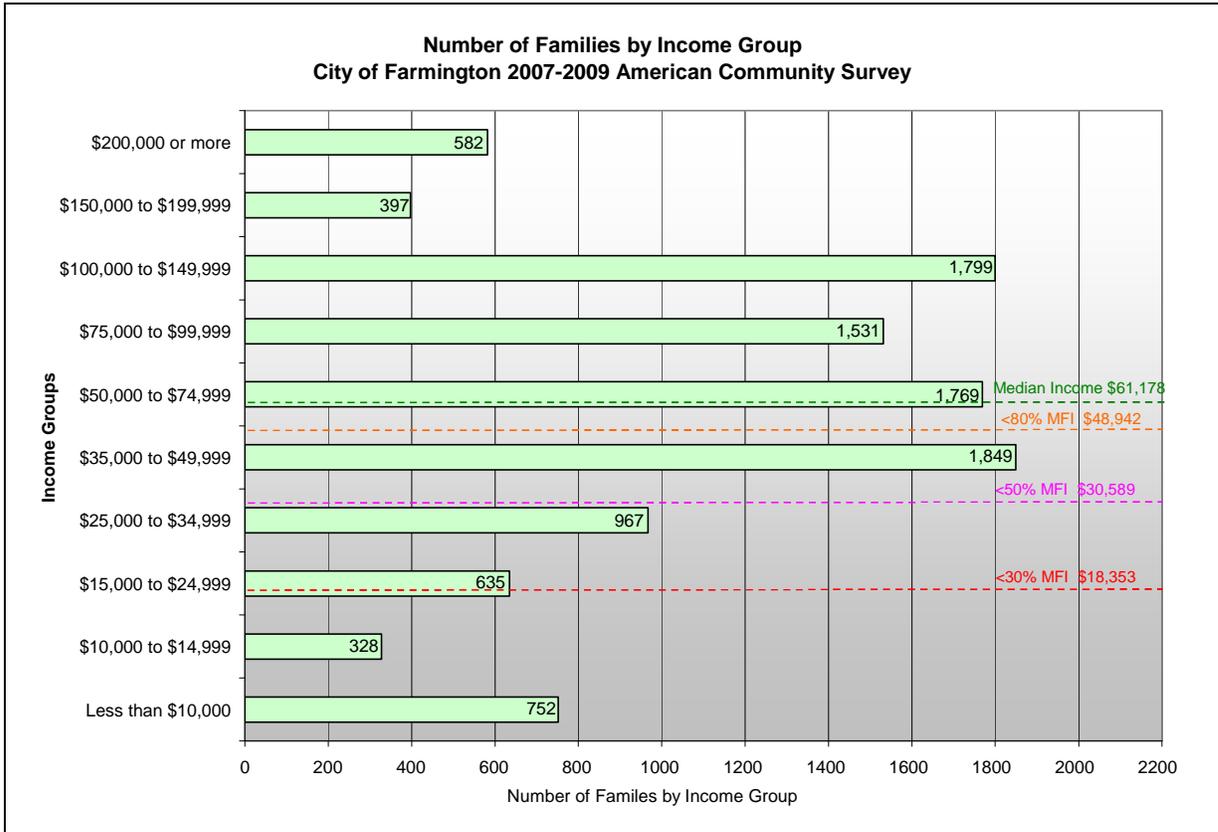
Table 11

<b>City of Farmington Median Family Income by Race 2007-2009 ACS</b>			
Income Group	Income of Group	Total Families and # of Families in Group	% of Total Families
Median Family Income	\$ 61,178	10,609	
White Alone not Hispanic	\$ 74,388	6,189	58.3%
Native American	\$ 46,325	1,776	16.7%
Hispanic or Latino	\$ 42,130	1,956	18.4%

### 5. Number of Families by income Group

Chart 1 below shows the number of families (represented by the green bars) in the City of Farmington by income groups. This chart also shows, for reference, the Median Family Income, and the <80%, <50%, and <30% MFI (dashed lines). The single largest green bar on the chart is the \$35,000 to \$49,999 income group which fits within the <80% MFI category.

Chart 1



## 6. Poverty Rates by Household Type and by Race and Age

Table 12 below shows the number and percent of households in poverty in the City of Farmington and San Juan County. It also shows the number and percent of persons in poverty by race and age in the City of Farmington and San Juan County. The **bold** percentages for each group of rows show the overall poverty rate by group. The blue cells with the **bold** percentages show the overall poverty rates in the two areas, city and county. In the Household Type rows the overall poverty rate is indicated as 13 percent in the City of Farmington and 17.7 percent in San Juan County. The rest of the percent cells are shaded green or orange. The green cells are subgroups that have a poverty rate that is less than the overall poverty rate by area. The orange shaded cells show subgroups that have a poverty rate that is higher than the overall poverty rate by area. This table documents that a disproportionately high percentage of Native Americans and Hispanics live in poverty in both the City of Farmington and San Juan County.

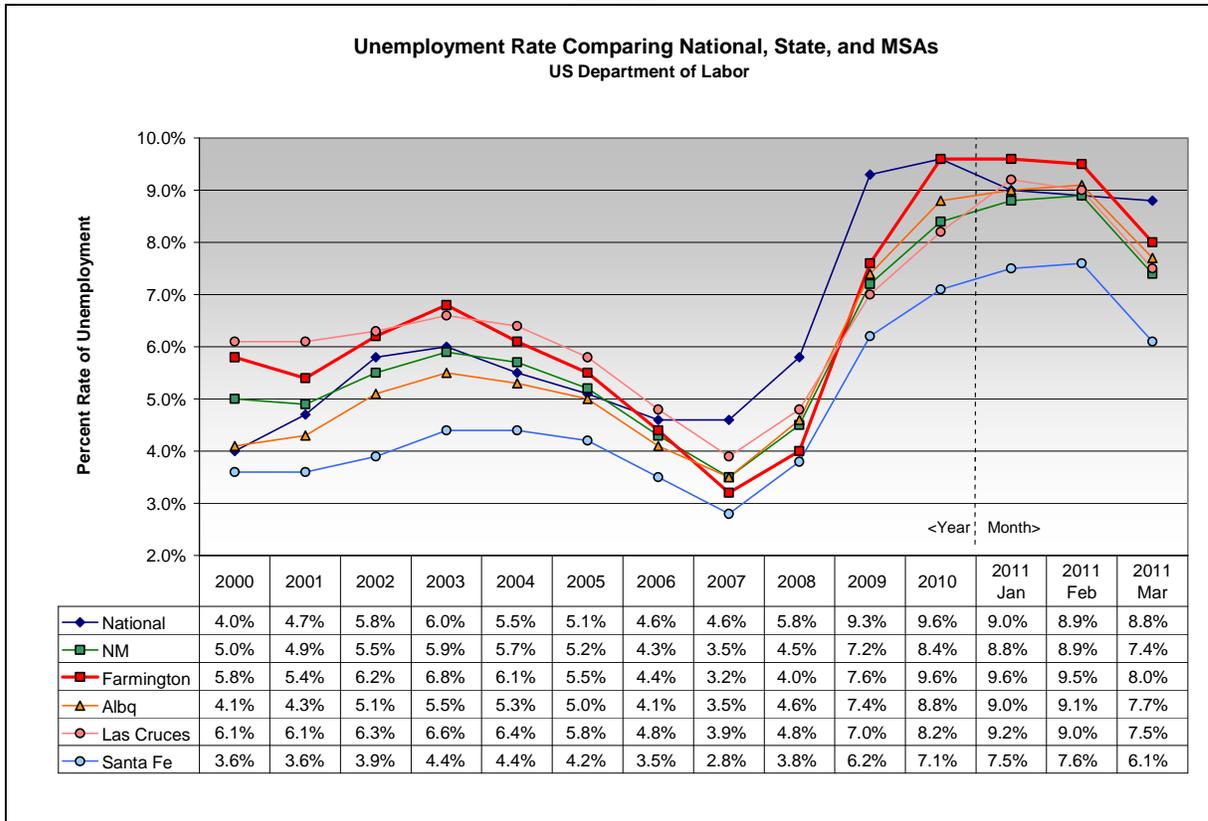
Table 12

<b>Poverty Rates by Household Type and by Race and Age in the City of Farmington and San Juan County</b>				
<b>Household Type</b>	<b>City of Farmington</b>		<b>San Juan County</b>	
	Number	Percent	Number	Percent
Total Households	14,704		39,854	
Income in the past 12 months below poverty level:	1,914	<b>13.0%</b>	7,065	<b>17.7%</b>
Married-couple family	597	7.4%	1,849	8.7%
Male householder, no wife present	124	19%	764	26%
Female householder, no husband present	496	26%	1,908	34%
<b>Race by Age</b>	<b>City of Farmington</b>		<b>San Juan County</b>	
	Number	Percent	Number	Percent
Total White Alone	21,129		51,619	
White Alone Below Poverty	2,019	<b>9.6%</b>	5,868	<b>11.4%</b>
Under 18 years	268	6.4%	1,148	10.6%
18 to 64 years	1,449	10.8%	3,641	11.0%
65 years and over	302	8.6%	1,079	13.8%
Total Native American	10,299		44,217	
Native American Below Poverty	2,271	<b>22.1%</b>	12,111	<b>27%</b>
Under 18 years	1,012	29.0%	4,835	33.8%
18 to 64 years	1,237	19.0%	6,367	23.8%
65 years and over	22	7.3%	909	28.8%
Total Hispanic or Latino	8,990		22,102	
Hispanic or Latino Below Poverty	1,757	<b>19.5%</b>	4,087	<b>18.5%</b>
Under 18 years	877	25.6%	2,020	24.7%
18 to 64 years	797	15.3%	1,674	13.3%
65 years and over	83	23.4%	393	29.1%
Source: U.S. Census Bureau, 2007-2009 American Community Survey				
Lower than the overall poverty rate				
Higher than the overall poverty rate				
Overall poverty rate by area				

## 7. Unemployment Rate

Chart 2 below shows the percent of unemployed comparing the National, State and MSAs. Data for the City of Farmington is shown with the thick red line. The vertical dashed line shows the break from annual data to monthly data. The state and all of the other MSAs indicate a decline in the percentage of unemployment in March of 2011. Farmington dropped from 9.5 percent down to 8.0 percent in that one month.

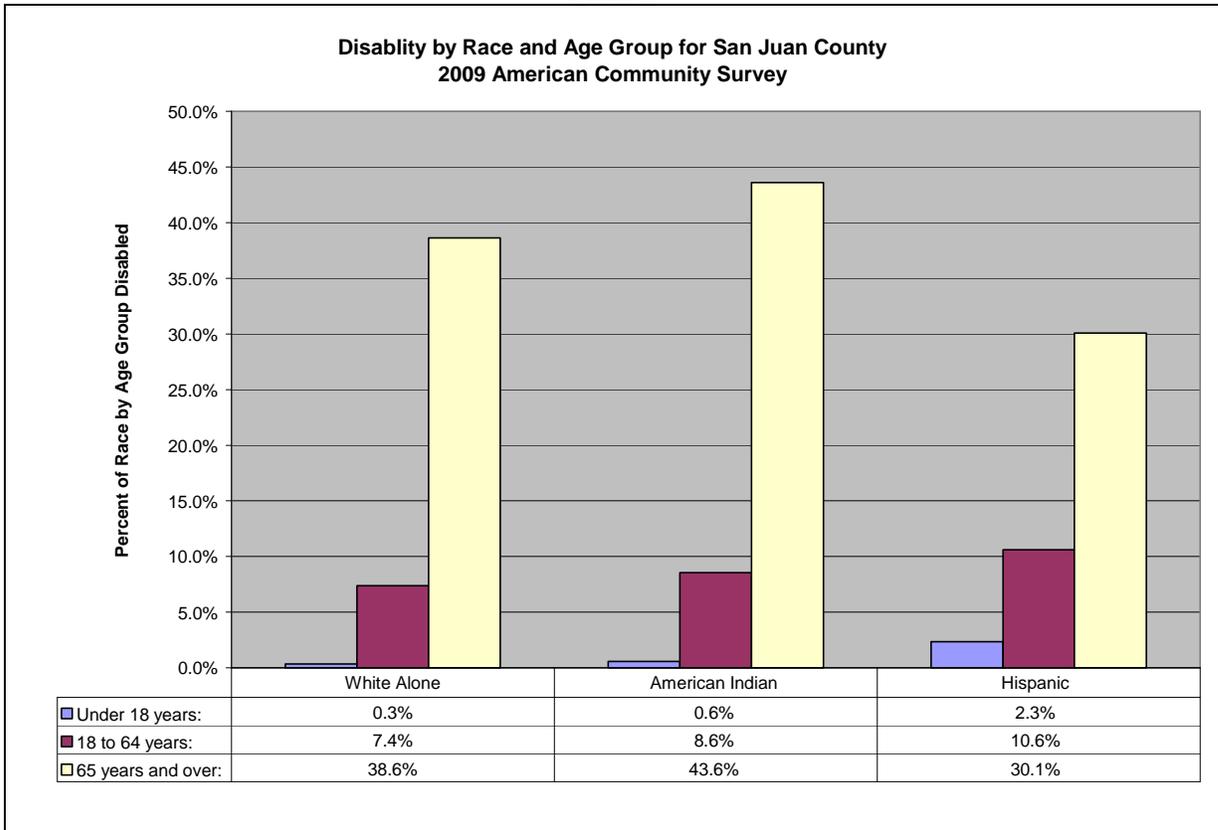
Chart 2



### 8. Disability by Race and Age Group

Chart 3 below shows the disability rate by race and age groups in San Juan County. The chart indicates that both American Indian and Hispanics have a higher rate of disability for the under 18 and the 18-64 years age groups than the White Alone group. However, the Hispanic over 65 years and older group has a significantly lower percentage of disability. The City of Farmington tracks trends in the disabled population as part of a mandate from HUD to monitor this group's needs in the community.

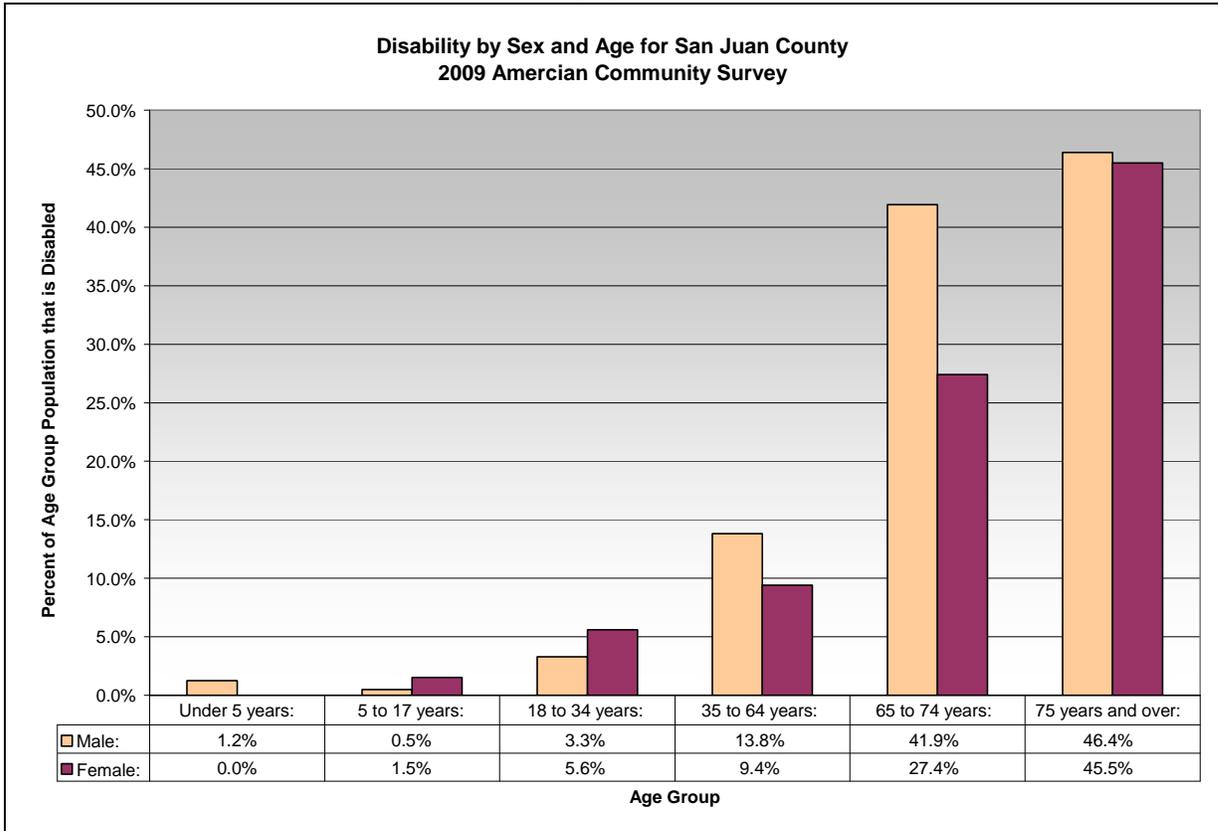
Chart 3



### 9. Disability by Sex and Age for San Juan County

Chart 4 below shows the percent of the population groups that are disabled by Sex and Age in San Juan County. Only San Juan County data is available through the 2009 ACS. The ACS web page reports that the survey methodology changed in 2008 so there is not three years of data available on the city level.

Chart 4



## 10. Residential Vacancy Rate

Table 13 below shows the residential vacancy rates from 2000 to 2010 in the City of Farmington, San Juan County, the State of New Mexico, United States, and other Cities in New Mexico. This comparison shows Farmington has the second lowest vacancy rate out of the New Mexico Cities and is significantly lower than the County, State, and National rates. It is interesting to note that the vacancy rate for New Mexico has declined while the National vacancy rate has increased. Surprisingly, Santa Fe has a 47 percent increase in the vacancy rate. Farmington's relatively low 6.3 percent vacancy rate is not surprising when compared with the 2010 Housing Needs Assessment's rental housing section. The tight rental market appears to keep rental housing costs relatively high in our community.

Table 13

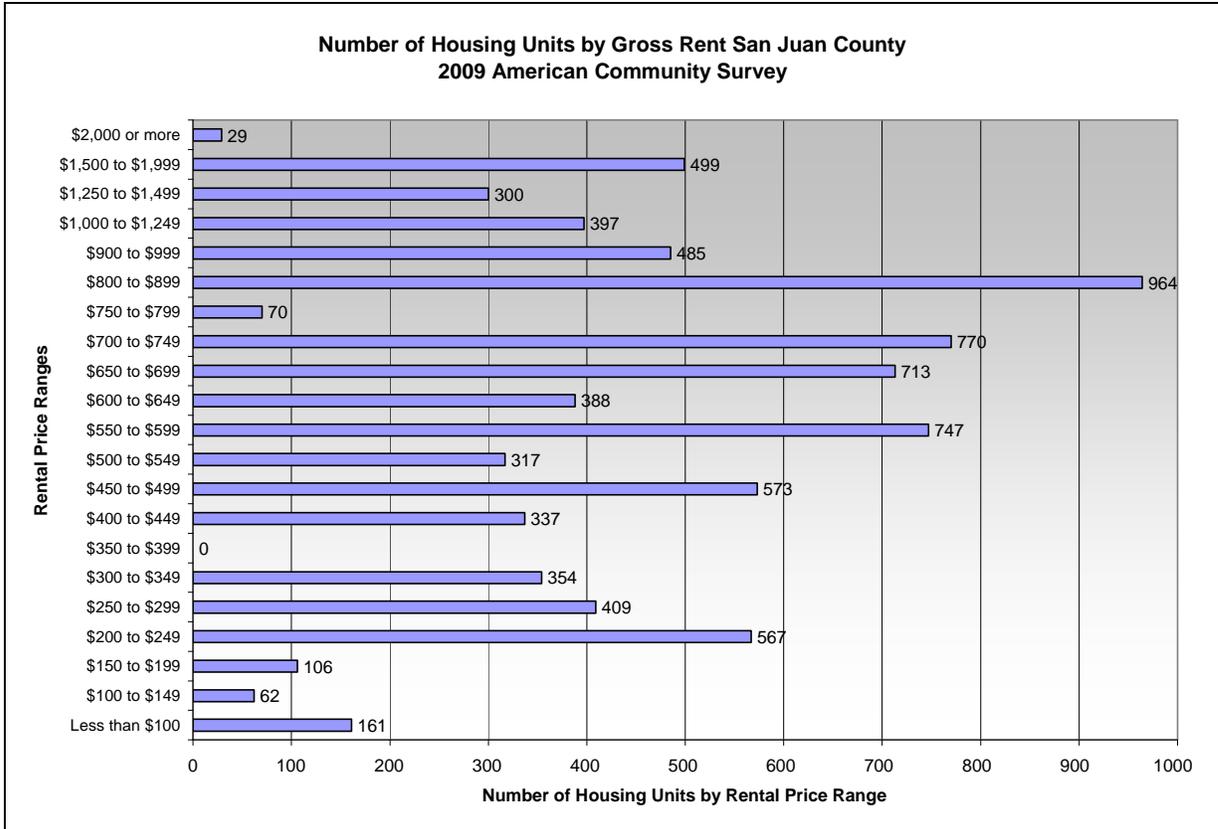
<b>Residential Vacancy Rates 2000 to 2010</b>			
<b>Jurisdiction</b>	<b>2000</b>	<b>2010</b>	<b>% Change</b>
City of Farmington	7.2%	6.3%	-13%
San Juan County	12.7%	10.0%	-21%
City of Albuquerque	7.7%	6.2%	-20%
City of Santa Fe	9.7%	14.3%	47%
City of Las Cruces	12.4%	6.9%	-44%
State of New Mexico	13.1%	12.2%	-7%
National	9.0%	11.4%	27%

Source: 2000 and 2010 US Census

### 11. Number of Housing Units by Gross Rent

Chart 5 below shows the number of occupied housing units by gross rent cost level. The single highest number of renters falls within the \$800 to \$899 price range.

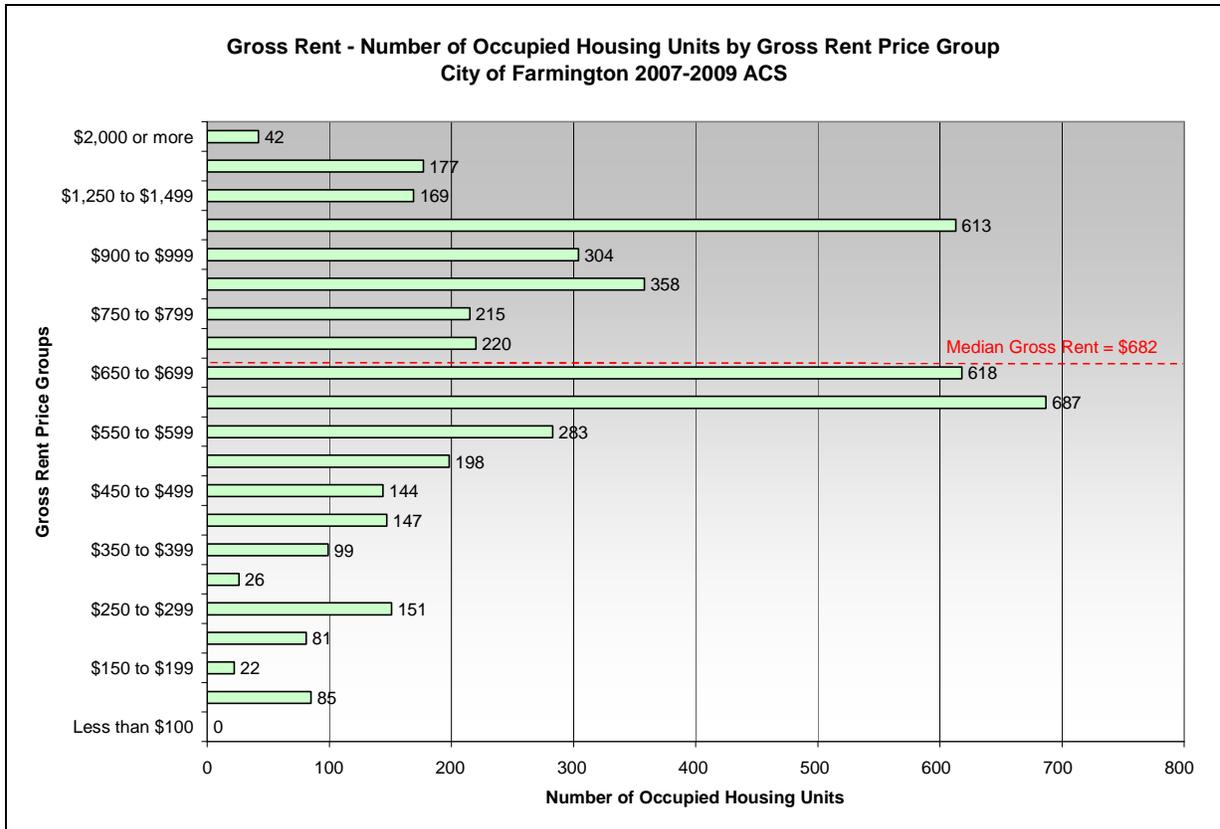
Chart 5



**12. Number of Occupied Housing Units by Gross Rent Price Group**

Chart 6 below shows, with the green bars, the number of occupied housing units by gross rent price groups. This data comes from a survey of existing renters and differs from the City of Farmington Rental Survey of advertised rental prices of available units. The data in this table tend to be lower but is still gives a valuable representation of the distribution of what families are paying for rent. The two largest bars are for the \$600 to \$649 and the \$650 to \$699 price groups, and these groups fall just under the median gross rent of \$682. The third highest peak on the chart is for the \$1000 to \$1249 group with 613 housing units.

Chart 6



**B. Barriers to Affordable Housing 91.210(e)**

The City of Farmington’s past Analysis of Impediments to Fair Housing report and the 2009-2014 Consolidated Plan identified housing affordability as the primary barrier to Fair Housing.

The City of Farmington’s new 2010 Analysis to Impediments to Fair Housing report is currently under development and is expected to be published in September 2011. The 2010 report will be much more comprehensive and looks at disproportionate impacts to special needs populations as well as racial groups. A key feature in the new report is the review of lending data in the community, which looks at Fair Housing in lending.

**C. Affordable Housing Goals 91.215(b)**

The City of Farmington City Council adopted its first Affordable Housing Strategic Plan on May 24, 2011. This document built upon the CDBG Division's Housing Affordability 2010 Update and Housing Needs Assessment in the 2009-2014 Consolidated Plan. The Affordable Housing Strategic Plan was approved by the New Mexico Mortgage Finance Authority (MFA). In adopting the plan, the City Council directed city staff to develop an Affordable Housing ordinance.

The Farmington CDBG Division is working towards the City's affordable housing goals with the development of new affordable rental units. M&H Construction has partnered with the City and is developing ten new affordable rental units. CDBG is providing funds for property acquisition and predevelopment costs. In exchange a contract has been signed with the developer, which requires a certain number of the units to be rented for 15 years to low-income families at affordable rates. At the time of writing this report the construction of the project is underway.

**D. Special Populations 91.220(e)**

The 2009-2014 Consolidated Plan includes documentation of Homeless Needs and the Special Needs of the Non-Homeless Populations.

Key issues or needs identified include:

- Substance abuse and alcohol addiction
- Services for the elderly and frail elderly
- Services for the disabled and disabled veterans
- Families in poverty

Only one area in the special populations needs assessment was identified as an area of low priority and that was assistance to persons with HIV/AIDS. There are very small numbers of HIV/AIDS patients identified in this community as reported in the 2008 Community Health Assessment.

Of the identified needs, the 2011 Annual Action Plan projects address three out of four of them. There is no current project that specifically addresses the needs of the disabled.

**Part Sixteen: Project Summaries 91.220(c)**

**A. Annual Action Plan Project Total Budgets**

Table 14 below shows all Annual Action Plan projects in the City of Farmington to date. Each project's total budget, total expenditures, and total balance is shown along with projected expenditures and the projected balance at the end of the 2010 Federal fiscal year. The projects identified as closed have been completed and closed out. The last column and the blue shaded cells show the sources of the remainder funding being added to the 2011 Annual Action Plan budget by minor amendment in Table 1 at the beginning of this report.

Table 14

Annual Action Plan Total and Projected Budgets for All Projects for All Plan Years through 2010						
Projects	Total Budget	Total Drawdowns IDIS	IDIS Grant Balance as of June 30, 2011	Projected Expenditures and IDIS Drawdowns Through 9/30/11	Projected Balance 9/30/10	2011 Annual Action Plan Amendment Funding Shift
Emergency Rental Assistance	\$118,750.00	\$117,007.00	\$1,743.00	Closed		\$1,743.00
Senior Home Care	\$117,000.00	\$110,018.08	\$6,981.92	\$6,981.92	\$0	\$544.02
Pedestrian Infrastructure Sidewalks	\$225,000.00	\$216,219.63	\$8,780.37	\$8,780.37	\$0	
Youth Transportation Bus	\$37,000.00	\$36,314.00	\$0.00	Closed		
Sycamore Park Community Center Design	\$50,000.00	\$50,000.00	\$0.00	Closed		
Sycamore Park Community Center Construction	\$645,000.00	\$631,497.56	\$13,502.44	Closed		\$13,502.44
The Roof Design	\$50,000.00	\$50,000.00	\$0.00	Closed		
The Roof Construction	\$242,112.00	\$242,112.00	\$0.00	Closed		
Homebuyer Education	\$21,000.00	\$20,999.68	\$0.32	Closed		\$0.32
Transitional Housing Catholic Charities	\$93,000.00	\$93,000.00	\$0.00	Closed		
Day Care Assistance San Juan College	\$107,800.00	\$95,920.14	\$11,879.86	\$11,879.86	\$0	
Lead Based Paint Inspections	\$7,888.00	\$7,888.00	\$0.00	Closed		
Blight Removal	\$92,957.00	92,957.17	(\$0.17)	Closed		
Indian Center Kitchen Remodel	\$0.00	\$0.00	\$0.00	Canceled		
Transitional Housing - Masada House	\$244,963.00	\$218,498.28	\$26,464.72	\$26,464.72	\$0	
Youth Daycare Center	\$250,000.00	\$0.00	\$250,000.00	Canceled		
Production of new rental units	\$344,000.00	\$180,335.14	\$163,664.86	\$75,000	\$88,665	
Public Service Classes	\$38,000.00	\$15,018.68	\$22,981.32	\$5,000	\$17,981	
Downtown Streetscape and Façade	\$250,000.00	\$19,982.61	\$230,017.39	\$60,000	\$170,017	
Planning and Administration	525,309.00	467,540.34	\$24,515.96	\$24,515.96	\$0	
Totals	\$3,459,779.00	\$2,665,308.31	\$760,531.99	\$218,623	\$276,664	
Percent of Total Budget		77.0%	22.0%	6.3%	8.0%	

**B. Year 2011 Project Descriptions 91.220(c)**

The following are descriptions of the proposed 2011 Annual Action Plan projects:

**Downtown Façade Improvements -**

This year's project extends the current program for one more year with \$50,000. The first request for proposals (RFP's) will be for up to twenty-five (25) \$2,000 no-match mini grants. The second and any additional RFP's will consider larger matching grants. The façade improvements may include building frontages and/or wall signage which are located along Main Street within the priority funding area.

**A Path Home –**

This project will develop transitional housing for up to 60 individuals, and four families with children. A project location has been proposed but not yet secured at this time.

**Childhaven Facility Expansion –**

Childhaven plans to remodel its existing facility to increase the nursery area to increase the number of infants that they can care for and to remodel the facility to comply with new care design guidelines.

**San Juan County Partnership Rental Assistance -**

San Juan County Partnership will provide rental assistance to low- and mod-income families for homelessness prevention or move-in assistance.

**Childhaven Transitional Daycare -**

Childhaven will provide daycare to children who are homeless or living in transitional housing so their parents can have the time to look for work, receive counseling, or training.

**San Juan College Family Resource Center Daycare Assistance –**

This is a continuation of an existing project from previous plan years, which provides day care assistance to low income students at San Juan College to keep students in school. This is a public service project but can also be considered an economic development project.

**Northwest New Mexico Seniors Home Care –**

This is a continuation of an existing project from previous plan years. The Senior Home Care project provides home and respite care to frail elderly, who are over 65 with documented medical conditions. Three to six hours of service are typically provided every week to low- and mod-income participants.

**C. Project Summaries and Eligibility Determinations 91.220(c)**

The following worksheets describe the individual projects and document the determinations from CDBG Staff on how the projects meet the HUD eligibilities and Federal objectives. All Action Plan project proposals from the RFP process had this review done prior to being evaluated by the review committee.

# CDBG Project Summary and Eligibility Review

**Name of Project:**

Downtown Façade Improvement Program

**Name of Contractor/Subrecipient**

City of Farmington – Community Development

**Project Description:**

This year’s project extends the current program for one more year with \$50,000. The first request for proposals (RFP’s) will be for up to twenty-five (25) \$2,000 no-match mini grants. The second and any additional RRP’s will consider larger matching grants. The façade improvements may include building frontages and/or wall signage which are located along Main Street within the priority funding area.

**Project Location:**

- Address
- City Wide
- Targeted Low- and Mod-Income Neighborhood

**Project Budget:**

CDBG \$ 50,000

**Plan Year:**

2011

- |                            |  |   |  |
|----------------------------|--|---|--|
| <b>Objective category:</b> | <input type="checkbox"/> Suitable Living Environment | <input type="checkbox"/> Decent Housing | <input checked="" type="checkbox"/> Economic Opportunity |
| <b>Outcome category:</b>   | <input type="checkbox"/> Availability/Accessibility  | <input type="checkbox"/> Affordability  | <input checked="" type="checkbox"/> Sustainability       |

**HUD Objective:** LMA

**Objective Citation:** 570.208 (a) (1) (ii) (A)

**HUD Matrix Code:** 14E

**Eligibility Citation:** 570.202 (a) (3)

**Accomplishment Type:**

Number of businesses assisted

**Accomplishment Data:**

Number of businesses assisted

**Eligibility Determination:**

570.208 (a) (1) (ii) (A) The downtown district’s Block Group is 4.02.05 and it is within the Low- and Mod-Income Targeted Neighborhood identified in the Consolidated Plan and updated in the 2010 Annual Action Plan.

**Consolidated Plan Needs Determination:**

The Downtown Façade Improvement Program is not a part of the Consolidated Plan’s Strategic Plan. However, it does fit in the Consolidated Plan’s Action Plan Potential Project List. The Eligible activity is Public Facilities and Improvements. This potential project was given a community needs ranking of 5.53.

**Staff Sign-Off**

Name: Jay Peterman Jr., CDBG Administrator

Date: Tuesday, June 07, 2011

**§ 570.202 Eligible rehabilitation and preservation activities.**

(a) *Types of buildings and improvements eligible for rehabilitation assistance.*

CDBG funds may be used to finance the rehabilitation of:

(3) Publicly or privately owned commercial or industrial buildings, except that the rehabilitation of such buildings owned by a private for-profit business is limited to improvements to the exterior of the building and the correction of code violations (further improvements to such buildings may be undertaken pursuant to § 570.203(b));

**Objective Determination:**

**§ 570.209 Guidelines for evaluating and selecting economic development projects**

(b) *Standards for evaluating public benefit.*

The grantee is responsible for making sure that at least a minimum level of public benefit is obtained from the expenditure of CDBG funds under the categories of eligibility governed by these guidelines

(1) *Standards for activities in the aggregate.*

Activities covered by these guidelines must, in the aggregate, either:

or

(ii) Provide goods or services to residents

**§ 570.201 Basic eligible activities.**

(c) *Public facilities and improvements.*

CDBG funds may be used for the following activities:

Such activities may also include the execution of architectural design features, and similar treatments intended to enhance the aesthetic quality of facilities and improvements receiving CDBG assistance, such as decorative pavements, railings, sculptures, pools of water and fountains, and other works of art.

of an area, such that the number of low- and moderate-income persons residing in the areas served by the assisted businesses amounts to at least one low- and moderate-income person per \$350 of CDBG funds used.

(F) Provides assistance to business(es) that operate(s) within a census tract (or block numbering area) that has at least 20 percent of its residents who are in poverty;

# CDBG Project Summary and Eligibility Review

**Name of Project:**

A Path Home

**Name of Contractor/Subrecipient**

Four Corners Community Foundation

**Project Description:**

A new transitional housing facility is proposed to house up to 60 individuals and 4 family units in a 12,500 square foot building in its first phase. The proposed project location is between Melba Lane and the Animas River. The facility will focus on the treatment of addiction. A future phase 2 building is eventually planned to house up to an additional 21 families.

**Project Location:**

- Address 520 Hydroplant Road
- City Wide
- Targeted Low- and Mod-Income Neighborhood

**Project Budget:**

CDBG: \$166,591.64

**Plan Year:**

2011

Other: \$300,000 in private donations currently secured

Total project budget \$2,100,000 (Phase 1)

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**HUD Objective:** LMC

**Objective Citation:** 570.208 (a) (2) (i) (A)

**HUD Matrix Code:** 03C

**Eligibility Citation:** 570.201 (c)

**Accomplishment Type:**

Public Facility, number of beds and number of family units

**Accomplishment Data:**

Number of beds created. Long term records, number of persons or families assisted, race, disability, LMC Income.

**Eligibility Determination:**

The project is specifically directed at low income transitional housing. The project will create a public facility operated by a non-profit organization. LMC Income Limit 80% of MFI - all clients will have to certify income.

**Consolidated Plan Needs Determination:**

Transitional Housing for homeless families with children was ranked 9.15 out of 10 and transitional housing for chronic substance abuse was ranked 8.11 out of 10. Transitional housing was identified as a project on the Consolidated Plan's Strategic Plan.

**Staff Sign-Off**

Name: Jay Peterman Jr. CDBG Administrator

Date: Friday, June 03, 2011

# CDBG Project Summary and Eligibility Review

**Name of Project:**

Childhaven Facility Upgrade

**Name of Contractor/Subrecipient**

Childhaven

**Project Description:**

Upgrade existing facility by expanding the square footage of the nursery to allow up to seven infants, remodel to increase play space and remove blind spots, upgrade fire alarms, and other improvements to the floor plan.

**Project Location:**

- Address 807 W. Apache Street  
 City Wide  
 Targeted Low- and Mod-Income Neighborhood

**Project Budget:**

CDBG \$ 50,000

**Plan Year:**

2011

**Objective category:**

Suitable Living Environment

Decent Housing

Economic Opportunity

**Outcome category:**

Availability/Accessibility

Affordability

Sustainability

**HUD Objective:** LMC

**Objective Citation:** 570.208 (a) (2) (A)

**HUD Matrix Code:** 03C

**Eligibility Citation:** 570.201 (c)

**Accomplishment Type:**

Completion of facility upgrades

**Accomplishment Data:**

Long term records, number of children assisted, race, disability status.

**Eligibility Determination:**

Childhaven specifically serves abused, neglected, or abandoned children by providing emergency shelter. This population is generally presumed to be low income under 570.208 (a) (2) (A). Reconstruction or remodel of a public facility owned by a non-profit agency is allowed as a 03C matrix code under 570.201 (c).

**Consolidated Plan Needs Determination:**

Youth Centers is a project identified in the 2009-2014 Consolidated Plan's Strategic Plan. The project had a Consolidated Plan Needs Assessment ranking of 7.79 out of 10 and was also identified as a community need in the 2008 San Juan County Needs Assessment.

**Staff Sign-Off**

Name: Jay Peterman Jr. CDBG Administrator

Date: Tuesday, June 07, 2011

# CDBG Project Summary and Eligibility Review

**Name of Project:**

Emergency Rental Assistance

**Name of Contractor/Subrecipient**

San Juan County Partnership

**Project Description:**

Provide emergency rental assistance for one (1) month to those living in the City of Farmington earning less than 80% MFI. Move-in assistance or Homeless Prevention assistance. San Juan County Partnership maintains a public office for intake of clients at the Farmington Indian Center.

**Project Location:**

- Address \_\_\_\_\_
- City Wide
- Targeted Low- and Mod-Income Neighborhood - Census Tract # \_\_\_\_\_

**Project Budget:**

CDBG \$ \$15,692.34

**Plan Year:**

2011

- |                            |  |  |   |
|----------------------------|--|--|---|
| <b>Objective category:</b> | <input type="checkbox"/> Suitable Living Environment | <input checked="" type="checkbox"/> Decent Housing | <input type="checkbox"/> Economic Opportunity |
| <b>Outcome category:</b>   | <input type="checkbox"/> Availability/Accessibility  | <input checked="" type="checkbox"/> Affordability  | <input type="checkbox"/> Sustainability       |

**HUD Objective:** LMH

**Objective Citation:** 570.208 (a) (2) (i) (C)

**HUD Matrix Code:** 05Q

**Eligibility Citation:** 570.201 (e) (1)

**Accomplishment Type:** Number of Families or individuals served  
**Accomplishment Data:** Number, race, income level, female head of household, and disability.

**Eligibility Determination:**

Public service rental assistance max of 90 days. To spread out the limited funds available, only one month of assistance will be provided. LMH requires certification of 80% MFI.

**Consolidated Plan Needs Determination:**

Emergency Rental Assistance is a project identified in the Consolidated Plan's Strategic Plan and had a ranking of 8.26 out of 10 in the Consolidated Plan's Needs Assessment.

**Staff Sign-Off**

Name: Jay Peterman Jr. CDBG Administrator

Date: June 3, 2011

# CDBG Project Summary and Eligibility Review

**Name of Project:**

Daycare Assistance for Children Living in Transitional Housing

**Name of Contractor/Subrecipient**

Childhaven

**Project Description:**

Provide up to 90 days of daycare service to children living in transitional housing to allow the parents time to attend counseling, training, or look for work.

**Project Location:**

- Address 807 W. Apache Street
- City Wide
- Targeted Low- and Mod-Income Neighborhood

**Project Budget:**

CDBG \$ 15,000

**Plan Year:**

2011

**Objective category:**

- Suitable Living Environment
- Decent Housing
- Economic Opportunity
- Availability/Accessibility
- Affordability
- Sustainability

**HUD Objective:** LMC

**Objective Citation:** 570.208 (a) (2) (i) (A)

**HUD Matrix Code:** 05L

**Eligibility Citation:** 570.201 (e)

**Accomplishment Type:**

Number of Children Assisted

**Accomplishment Data:**

Long term records, number of children assisted, race, LMC Income.

**Eligibility Determination:**

The project is specifically directed at children who live in transitional housing or who are homeless. This population is generally presumed to be low income, 570.208 (a) (2) (i) (A). Childcare is specifically mentioned as an eligible public service under 570.201 (e).

**Consolidated Plan Needs Determination:**

Daycare assistance for children living in transitional housing is a project identified in the 2009-2014 Consolidated Plan's Strategic Plan. The project had a Consolidated Plan Needs Assessment ranking of 6.56 out of 10 and was also identified as a community need in the 2008 San Juan County Needs Assessment.

**Staff Sign-Off**

Name: Jay Peterman Jr. CDBG Administrator

Date: Tuesday, June 07, 2011

# CDBG Project Summary and Eligibility Review

**Name of Project:**  
Daycare Assistance

**Name of Contractor/Subrecipient**  
San Juan College Family Resource Center

**Project Description:**  
San Juan College Family Resource Center's Daycare Center provides daycare assistance for fulltime students of San Juan College who earn less than 80% of the median family income. Assistance for 30 children is proposed with a 50% to 100% daycare rate subsidy depending on the number of children cared for per semester.

**Project Location:**  
 Address 4601 College Boulevard (on campus at San Juan College)  
 City Wide  
 Targeted Low- and Mod-Income Neighborhood

**Project Budget:** CDBG \$ 15,000  
**Plan Year:** 2011

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**HUD Objective:** LMC **Objective Citation:** 570.208 (a) (2) (i) (C)

**HUD Matrix Code:** 05L **Eligibility Citation:** 570.201 (e)

**Accomplishment Type:** Number of Children Assisted  
**Accomplishment Data:** Long term records, number of children assisted, race, LMC Income, and disability status.

**Eligibility Determination:**  
The project is specifically directed at low income student parents. All must be full time students, in good standing with San Juan College, and meet the LMC Income Limit 80%.

**Consolidated Plan Needs Determination:**  
Daycare Assistance is a project identified in the 2009-2014 Consolidated Plan's Strategic Plan and had a ranking of 6.56 out of 10 in the Consolidated Plan's Needs Assessment. Daycare Assistance was also identified in the 2008 San Juan County Needs Assessment.

## Staff Sign-Off

Name: Jay Peterman Jr. CDBG Administrator

Date: Friday, June 03, 2011

# CDBG Project Summary and Eligibility Review

**Name of Project:**  
Senior Home Care

**Name of Contractor/Subrecipient**  
Northwest New Mexico Seniors

**Project Description:**  
Provide home care or respite care to frail elderly seniors with a low income and with documented medical problems.

**Project Location:**  
 Address  
 City Wide  
 Targeted Low- and Mod-Income Neighborhood - Census Tract #

**Project Budget:** CDBG \$ \$15,000  
**Plan Year:** 2011

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**HUD Objective:** LMC **Objective Citation:** 570.208(a)(2)(i)(C).

**HUD Matrix Code:** 05A Seniors **Eligibility Citation:** 570.201e

**Accomplishment Type:** Number of seniors  
**Accomplishment Data:** Number, race, income level, female head of household, and disability status.

**Eligibility Determination:**  
The project is specifically directed at low income seniors with medical conditions. The project is a public service and counts towards the 15% cap. 24 CFR 570.201e public service. Clients must certify their income to be less than 80% MFI.

**Consolidated Plan Needs Determination:**  
Senior Home Care is a project identified in the Consolidated Plan's Strategic Plan and had a ranking of 5.68 out of 10 in the 2009-2014 Consolidated Plan's Needs Assessment. Senior Home Care was also identified as a need in the 2008 Community Needs Assessment.

## Staff Sign-Off

Name: Jay Peterman Jr. CDBG Administrator

Date: June 3, 2011

**D. Table 3's**

The following are HUD Table 3's which document 2011 Action Plan projects.

**Table 3  
2011 Action Plan Listing of Projects**

**Applicant's Name:** City of Farmington

**Priority Need:** The Farmington Metropolitan Redevelopment Area Plan recommended façade improvements as a high need to spur economic development in the downtown area.

**Project Title:** Downtown Façade Improvements

**Project Description:**

This year's project extends the current program for one more year with \$50,000. The first request for proposals (RFP's) will be for up to twenty-five (25) \$2,000 no-match mini grants. The second and any additional RRP's will consider larger matching grants. The façade improvements may include building frontages and/or wall signage which are located along Main Street within the priority funding area.

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity

**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location:**

The historic downtown and surrounding areas.

Objective Number SL-2	Project ID
HUD Matrix Code 14E	CDBG Citation 570.201(c) and 202 (a)(3)
Type of Recipient LMA	CDBG National Objective 570.208(a)(1)(ii)(A)
Start Date 10/01/2011	Completion Date 09/30/2012
Performance Indicator	Buildings improved 25
Local ID	Units Upon Completion 25

**Funding Sources:**

CDBG	..... \$50,000
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	..... \$50,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities

Benefiting Population – Downtown economic development will affect the LMA population.

Monitoring and Evaluation – Successful completion of building improvements.

**Table 3  
2011 Action Plan Listing of Projects**

**Applicant's Name:** Four Corners Community Foundation, Inc.

**Priority Need:** Transitional Housing is a highly ranked need in the 2009-2014 Consolidated Plan and is a proposed project in the Strategic Plan.

**Project Title:** A Path Home

**Project Description:**

A new transitional housing facility is proposed for up to 60 individuals and 4 family units in a 12,500 square foot building. The proposed project location is between Melba Lane and the Animas River. The facility will focus on the treatment of addiction. A future phase 2 building is planned to house up to an additional 21 families.

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location:**

A specific location has not yet been secured but 520 Hydroplant Road is proposed.

Objective Number SL-1	Project ID
HUD Matrix Code 12	CDBG Citation 570. 201. (c)
Type of Recipient LMH	CDBG National Objective 570.208 (a) (2) (i) (A)
Start Date 10/01/2011	Completion Date 09/30/2012
Performance Indicator Completion of Facility	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	..... \$166,591.44
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	..... \$1,933,408.56
Total	..... \$2,100,000 Phase 1

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities

Benefiting Population - Homeless and recovering substance abuse population.

Monitoring and Evaluation - The City will comply with state and federal regulations for acquisition, construction, and environmental assessments that pertain to CDBG funds expended for project land selection and purchase, for design, for construction and/or remodeling requirements of the planned transitional housing facility.

**Table 3  
2011 Action Plan Listing of Projects**

**Applicant's Name:** Childhaven

**Priority Need:** **Youth Care Facility:** Youth Centers is a project identified in the Consolidated Plan's Strategic Plan. The project had a Consolidated Plan Needs Assessment ranking of 7.79 out of 10 and was also identified as a community need in the 2008 San Juan County Needs Assessment.

**Project Title:** Childhaven Facility Expansion and Remodel

**Project Description:**

Upgrade existing facility by expanding the square footage of the nursery to allow the care of up to seven infants, remodel to increase play space and remove blind spots, upgrade fire alarms, and other improvements to the floor plan.

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location:**

Existing Childhaven Facility located at 807 W. Apache Street

Objective Number SL-3	Project ID
HUD Matrix Code 03C	CDBG Citation 570.201(c)
Type of Recipient LMC	CDBG National Objective 570.208(a)(2)(A)
Start Date 10/01/2011	Completion Date 09/30/2013
Performance Indicator Completion of Project	Annual Units 1
Local ID	Units Upon Completion 1 Addition

**Funding Sources:**

CDBG	.....	\$50,000
ESG	.....	
HOME	.....	
HOPWA	.....	
Total Formula	.....	
Prior Year Funds	.....	
Assisted Housing	.....	
PHA	.....	
Other Funding	.....	
Total	.....	\$50,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities

Benefiting Population - Childhaven specifically serves abused, neglected, or abandoned children by providing emergency shelter.

Monitoring and Evaluation - The City will comply with the state and federal regulations for, construction, and environmental assessments that pertain to CDBG funds expended for project for design, for construction and/or remodeling requirements of the existing facility.

**Table 3  
2011 Action Plan Listing of Projects**

**Applicant's Name:** San Juan County Partnership

**Priority Need:** Affordable Housing – Emergency Rental Assistance was identified as an urgent need within the Housing Market Analysis and within the agency survey results.

**Project Title:** Emergency Rental Assistance

**Project Description:**

San Juan County Partnership provides rental assistance ranging from 50% to 100% of the rent for up to a maximum of one month to prevent eviction and prevent homelessness, and assists people leaving transitional care or the homeless.

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location:**  
Community wide

Objective Number DH-2	Project ID
HUD Matrix Code 05S	CDBG Citation 570.201 (e)(1)
Type of Recipient LMC	CDBG National Objective 570.208 (a) (2) (i) (C)
Start Date 10/01/2011	Completion Date 09/30/2012
Performance Indicator Families assisted	Annual Units 18 households
Local ID	Units Upon Completion 18

**Funding Sources:**

CDBG	..... \$15,692.54
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding (MFA)	.....
Total	..... \$15,692.54

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities

Benefiting Population – Low/Mod Clientele.

Monitoring and Evaluation - City shall ensure consistency with and HUD income guidelines. The City and will ensure that rental prices will be at fair market housing rates. A maximum of one month of rental assistance will be provided per family.

**Table 3  
2011 Action Plan Listing of Projects**

**Applicant's Name:** Childhaven

**Priority Need:** **Transitional Daycare:** Daycare assistance for children living in transitional housing is a project identified in the 2009-2014 Consolidated Plan's Strategic Plan.

**Project Title:** Childhaven Transitional Daycare

**Project Description:**

Provide up to 90 days of daycare service to children living in transitional housing to allow the parents time to attend counseling, training, or look for work.

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location:**

Existing Childhaven Facility located at 807 W. Apache Street

Objective Number EO-2	Project ID
HUD Matrix Code 05L	CDBG Citation 570.201(e)
Type of Recipient LMC	CDBG National Objective 570.208(a)(2) (i) (A)
Start Date 10/01/2011	Completion Date 09/30/2012
Performance Indicator Completion of Project	Annual Units 90 days service
Local ID	Units Upon Completion 90 days service

**Funding Sources:**

CDBG	\$15,000
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	\$15,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities

Benefiting Population - Children who are homeless or living in a transitional house facility.

Monitoring and Evaluation - The number of children served. Incomes of parents and documentation of housing status will be monitored.

**Table 3  
2011 Action Plan Listing of Projects**

**Applicant's Name:** San Juan College Family Resource Center

**Priority Need:** **Child Care Assistance:** Daycare Assistance is a project identified in the Consolidated Plan's Strategic Plan and had a ranking of 6.56 out of 10 in the Consolidated Plan's Needs Assessment.

**Project Title:** Daycare Assistance

**Project Description:**

The City of Farmington staff shall coordinate with the San Juan College Family Resource Center Daycare Center to provide daycare assistance for fulltime students of San Juan College who earn less than 80% of the median family income.

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location:**

4601 College Blvd. - San Juan College Daycare Center

Objective Number SL-2	Project ID
HUD Matrix Code 05L	CDBG Citation 570.201 (e)
Type of Recipient LMC	570.208 (a)(2)(i)(C)
Start Date 10/01/2011	Completion Date 09/30/2012
Performance Indicator Number of Families	Annual Units 20
Local ID L/FFY 3-8	Units Upon Completion 20

**Funding Sources:**

CDBG	\$15,00
ESG	
HOME	
HOPWA	
Total Formula	
Prior Year Funds	
Assisted Housing	
PHA	
Other Funding	
Total	\$15,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities

Benefiting Population - Families with low to moderate income (less than 80% of MFI) who are full time students of San Juan College

Monitoring and Evaluation – The family income and number of families and children assisted. The City shall ensure that this program is consistent with Federal and City purchasing requirements.

**Table 3  
2011 Action Plan Listing of Projects**

**Applicant's Name:** Northwest New Mexico Seniors

**Priority Need:** **Elderly and Disabled Homemaking Services** was identified as a priority need within the San Juan Regional Medical Center sponsored elderly needs assessment as well as the 2009-2014 Consolidated Plan.

**Project Title:** **Homemaker and Respite Services – Elderly and Disabled**

**Project Description:**

The NW NM Seniors will implement this program that provides additional homemaker services to the frail elderly and disabled. Generally, the monies will be used to support two part-time year-round workers in the provision of homemaker and respite services, an area that the elderly survey identified as a growing concern. Homemaker services within this program may include home maintenance and cleaning, meal preparation and shopping errands. Respite services include temporary substitute support services for older persons homebound in order to provide brief periods of relief or rest for family members or other caregivers.

**Objective category:**     Suitable Living Environment     Decent Housing     Economic Opportunity  
**Outcome category:**     Availability/Accessibility     Affordability     Sustainability

**Location:**  
Community wide

Objective Number SL-2	Project ID
HUD Matrix Code 05A	CDBG Citation 570.201 (e)
Type of Recipient LMC	CDBG National Objective 570.208 (a)(2)(i)(A)
Start Date 10/01/2010	Completion Date 09/30/2011
Performance Indicator SL-2	Annual Units 25
Local ID	Units Upon Completion 25

**Funding Sources:**

CDBG	..... \$15,000
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding	.....
Total	..... \$15,000

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities

Benefiting Population - Meeting the homemaker needs of the elderly and respite care needs of families providing primary care for elderly family members.

Monitoring and Evaluation - The City shall ensure that homemaker and respite services are provided to the frail elderly and monitor the number of people served and the hours of service provided.

**Table 3  
2011 Action Plan Listing of Projects**

**Applicant's Name:** City of Farmington

**Priority Need:**

**Project Title:** Planning and Administration

**Project Description:**

The City will administer the CDBG 2009-2014 Consolidated Plan and the 2011 Annual Action Plan. Expenditures will include wages and benefits for CDBG staff, office supplies, travel and training, and consultant work for plans and studies.

**Objective category:**  Suitable Living Environment  Decent Housing  Economic Opportunity  
**Outcome category:**  Availability/Accessibility  Affordability  Sustainability

**Location:**

City of Farmington Community Development Department, 800 Municipal Drive

Objective Number	Project ID
HUD Matrix Code 21A	CDBG Citation 570.206
Type of Recipient	CDBG National Objective
Start Date 10/01/2011	Completion Date 09/30/2012
Performance Indicator	Annual Units
Local ID	Units Upon Completion

**Funding Sources:**

CDBG	\$77,873.60
ESG	.....
HOME	.....
HOPWA	.....
Total Formula	.....
Prior Year Funds	.....
Assisted Housing	.....
PHA	.....
Other Funding (MFA)	.....
Total	\$77,873.60

The primary purpose of the project is to help:  the Homeless  Persons with HIV/AIDS  Persons with Disabilities

Benefiting Population – Low/Mod Clientele

Monitoring and Evaluation – Meeting CDBG Program and budgetary goals.

**City of Farmington**  
**2011 Annual Action Plan**  
**October 1, 2011 - September 30, 2012**

**Attachments**

- City Council Resolution Adopting the 2011 Annual Action Plan
- Public Hearing Minutes July 26 - Adoption (Pending)
- Public Hearing Minutes July 12 - Draft Plan Presentation
- Council Meeting June 28 – Project Proposals Selection
- Public Hearing Minutes June 21 – Project Proposals
- Public Hearing Notice Affidavits of Publication
- RFP Pre-Proposal Meeting Notice
- RFP Pre-Proposal sign-in sheet
- RFP E-Correspondence with Interested Parties
- Introduction to the New Action Plan Process sign-in sheet.