



# **DRAFT 2018 Action Plan Substantial Amendment**

**Public Review/Comment Period is from  
September 8, 2019-October 8, 2019.**

**The Public Hearing is scheduled for Tuesday, October 8, 2019, at 6:00 PM in the City Council Chambers at City Hall (800 Municipal Drive). The City will consider adoption of the documents by resolution immediately after the public hearing.**

**Comments may be submitted in writing prior to the public hearing via US Mail to Community Development Department, 800 Municipal Drive, Farmington, NM 87401, Attn: Mary L. Holton, AICP, CDBG Administrator, or by FAX to 505-599-1299, or by email to [mholton@fmtn.org](mailto:mholton@fmtn.org), or may be submitted in person during the public hearing.**



# CITY OF FARMINGTON, NM 2018 ANNUAL ACTION PLAN SUBSTANTIAL AMENDMENT

The purpose of this amendment is to remove one of the approved capital projects listed in the 2018 Action Plan, and replace it with a new capital project, which was selected by the City Council on Tuesday, December 18, 2018. The 2018 Annual Action Plan was approved on July 24, 2018 and included the Capital Project, Homeless Shelter, with \$130,000 allocated to the project. (It is noted that this project has been completed utilizing other funds.) This Substantial Amendment to the 2018 Annual Action Plan includes a New Capital Project: ADA Improvements to parking and exteriors to the following City of Farmington Parks, Recreation, & Cultural Affairs (PRCA) facilities: the Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center. The funding for the new project is to consist of the reallocated \$130,000, plus \$1,625.45 that is remaining from the completed 2015 PRCA ADA Improvements Capital Project.

## **Executive Summary**

### **AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)**

#### **1. Introduction**

The Community Development Block Grant (CDBG) Program is administered by the U.S. Department of Housing and Urban Development (HUD). The CDBG program provides an annual grant to entitlement communities to carry out a wide range of activities directed towards providing decent, safe, and sanitary housing, a suitable living environment, and expandable economic opportunities. The amount of funds the City of Farmington receives is based on population size and the number of low-to-moderate income residents. This is the 15th year that the City will receive Block Grant funds. Each activity must meet one of the three following national objectives identified by HUD for the CDBG program before it is eligible for funding:

- Benefit to low- and moderate-income (LMI) persons;
- Aid in the prevention or elimination of slums and blight; or
- Address other community development needs that present a serious and immediate threat to the health and welfare of the community.

CDBG activities must also meet eligibility requirements set by HUD and address a priority need, goal, and objective established in the City's 2014-2018 Consolidated Plan. The priority needs established in the Consolidated Plan include: homelessness; special needs populations; community facilities; infrastructure; and, low-to-moderate income households. This Annual Action Plan identifies the projects recommended to receive funding for the 2018 CDBG program year and serves as the City's application for funding.

## **2. Summarize the objectives and outcomes identified in the Plan**

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The objectives of this Action Plan are based on those identified in the 2014-2018 Consolidated Plan's Strategic Plan. These objectives include providing decent housing, providing a suitable living environment, and expanding economic opportunities. More specifically:

- Providing decent housing means helping homeless persons obtain appropriate housing and assisting those at risk of homelessness; preserving the affordable housing stock; increasing availability of permanent housing that is affordable to low- and moderate-income persons without discrimination; and increasing the supply of supportive housing.
- Providing a suitable living environment entails improving the safety and livability of neighborhoods; increasing access to quality facilities and services; and reducing the isolation of income groups within an area through integration of low-income housing opportunities.
- Expanding economic opportunities involves creating jobs that are accessible to low- and moderate-income persons; making mortgage financing available for low- and moderate-income persons at reasonable rates; providing access to credit for development activities that promote long-term economic and social viability of the community; and empowering low-income persons to achieve self-sufficiency to reduce generational poverty in federally-assisted and public housing.

The City proposes to utilize the 2018 CDBG grant to fund capital improvements and public services to address the priority needs of the homeless, special needs populations, community facilities, infrastructure and low- to moderate income persons. The project outcomes will be based on the number of persons assisted on the projects.

## **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City of Farmington understands the value of CDBG dollars and the impact the funding has on those in need. The critical annual funding increases the services available in the community and allows eligible residents to be served.

The City of Farmington began receiving CDBG funds in 2004 and since then has developed three Consolidated Plans. Each plan has involved a citizen participation process to determine the community's needs. This process helped to establish the priorities, goals, and objectives.

The City of Farmington, as a recipient of CDBG funding, has completed the Consolidated Annual Performance and Evaluation Performance Reports (CAPER) at the end of each program year. These reports summarize end of year accomplishments and evaluates performance in regards to meeting goals set forth by the Consolidated Plan. CAPERS are published on the City website at: <http://www.fmtn.org/266/Community-Development-Block-Grant>.

The City has engaged in a variety of projects that help to meet the objectives of past Action Plans, including providing decent housing through rental assistance, suitable living environments through transitional housing, and economic opportunities through community projects. The accomplishments in past program years have allowed the City to continue to meet the goals set forth by the Consolidated Plan.

Over the past year, the City began to provide technical assistance throughout the program year to assist organizations in successfully completing their projects. We make this service available for several reasons:

- To ensure that projects and reimbursable expenses are in compliance with federal regulations.
- To ensure accurate outcomes are provided in a timely manner.
- To keep projects moving forward so they are completed within the contracted timeframe.
- To make the reporting process as easy as possible for sub-recipients.
- To encourage current sub-recipients and new sub-recipients to apply for funds in the future.

#### **4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

The U.S. Department of Housing and Urban Development (HUD) requires entitlement communities under the federal Housing and Community Development Act of 1974, as amended, to develop a citizen participation plan as the first step in developing a new Consolidated Plan. The Citizen Participation Plan describes how the City of Farmington will involve residents in the planning, implementation, and assessment process for how to use Community Development Block Grant (CDBG) funds. It includes the City's policies and procedures for public participation in the Consolidated Plan process. The Consolidated Plan is a five-year plan required by HUD that assesses community needs and sets out a strategic plan with proposed projects for the five-year period. The main components of the Consolidated Plan include: housing affordability; housing needs; community needs; homeless needs; special needs; priority ranking; a strategic plan; and, an Analysis of Impediments to Fair Housing Choice. Also, included in the process is the development of the first year Annual Action Plan (2014).

The Citizen Participation Plan generally documents the process and public involvement for the development of the Consolidated Plan, the Annual Action Plans, and the Consolidated Annual Performance and Evaluation Reports (CAPER) over the next five years. All public meetings and public hearings are publicized in accordance with applicable HUD, state and local regulations.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The 2018 Action Plan was available for public review beginning on June 25 through July 24, 2018. Staff received no comments from the public.

This Substantial Amendment will be made available for public review/comment beginning September 8 through October 8, 2019. Any public comments received will be included in this document prior to its submittal to HUD.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

The City of Farmington makes every attempt to incorporate all comments into the formulation of this Action Plan. There were no comments made during the public comment period for the 2018 Action Plan.

## **7. Summary**

The City of Farmington will continue to receive annual CDBG allocations to benefit low-and-moderate income residents in the community. CDBG projects recommended for funding for the 2018 program year meet a priority, goal, and objective identified in the 2014-2018 Consolidated Plan. The City will evaluate past performance and make adjustments in the future to better serve the needs of the community. Residents and providers will continue to be informed and invited to participate in the CDBG process to ensure projects meet the needs of the community.

**PR-05 Lead & Responsible Agencies – 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	FARMINGTON	Community Development Department

**Table 1 – Responsible Agencies**

**Narrative (optional)**

The City of Farmington is an entitlement community based on the 2000 U.S. Census population and was able to apply for CDBG funding. In order to continue to qualify, HUD requires entitlement communities to submit an Annual Action Plan outlining the projects recommended for funding. The 2018 Annual Action Plan serves as the City’s application for funding for the 2018 program year. The Action Plan is based on input from the community in accordance with the Citizen Participation Plan and the 2014-2018 Consolidated Plan.

**Consolidated Plan Public Contact Information**

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## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The Annual Action Plan identifies the organization and projects awarded with 2018 CDBG program year funds. These projects address the community needs identified in the 2014-2018 Consolidated Plan. Community needs were based on input received from services providers, clients, and residents during the Consolidated Plan process. The City additionally requested these stakeholders to review the Draft Action Plan and this Substantial Amendment, and share their comments.

### **Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City of Farmington staff collaborates with, coordinates with, and supports a number of organizations in the area to provide CDBG updates on activities related to housing, health, and other services. These updates are given at the various meetings of the following local organizations: Cities of Aztec and Bloomfield, San Juan County, Town of Kirtland, Four Corners Comprehensive Homeless Assistance Providers (CHAP), San Juan Safe Communities, San Juan Community PLACE MATTERS, San Juan Regional Medical Center, Totah Behavioral Health, Presbyterian Medical Services, Joint Intervention Program, ECHO Food Bank, Veterans Affairs Supportive Housing, Four Corners Foundations, Childhaven, Family Crisis Center, Four Winds Recovery Center, People Assisting the Homeless (PATH), The Roof, San Juan County Housing Authority, San Juan County Partnership, San Juan Center for Independence, Northwest New Mexico Seniors, other local organizations and businesses, and Red Apple Transit.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

The applicable Continuum of Care (CoC) is managed by the New Mexico Coalition to End Homelessness, in Santa Fe. While the City's CDBG Program does not received funding from the CoC, two of our past sub-recipients, San Juan County Partnership and PATH, receive funding through their programs. Staff participates in the local CHAP (Comprehensive Homeless Assistance Providers) meetings with staff from the New Mexico Coalition to End Homelessness.

### **Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

The City of Farmington does not receive Emergency Solution Grant funding from HUD.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	San Juan County
	<b>Agency/Group/Organization Type</b>	Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Consolidated Plan - Housing Sections; Action Plans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff participates in the City's CHAP (Comprehensive Homeless Assistance Providers) meeting that brings together agencies and organization that provide services to the homeless. Staff provides information on CDBG and to get input from local agencies.
2	<b>Agency/Group/Organization</b>	San Juan County Partnership
	<b>Agency/Group/Organization Type</b>	Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Consolidated Plan - Housing Sections; Action Plans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	San Juan County Partnership provide staff with information on the homeless population with information related to housing services.
3	<b>Agency/Group/Organization</b>	City of Bloomfield
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Consolidated Plan - Housing Sections; Action Plans

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff participates in the City's CHAP (Comprehensive Homeless Assistance Providers) meeting that brings together agencies and organization that provide services to homeless. Staff provides information on CDBG and to get input from local agencies.
4	<b>Agency/Group/Organization</b>	City of Aztec
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Consolidated Plan - Housing Sections; Action Plans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff participates in the City's CHAP (Comprehensive Homeless Assistance Providers) meeting that brings together agencies and organization that provide services to the homeless. Staff provides information on CDBG and to get input from local agencies.
5	<b>Agency/Group/Organization</b>	San Juan Center for Independence
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Consolidated Plan - Housing Sections; Action Plans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff participates in the City's CHAP (Comprehensive Homeless Assistance Providers) meeting that brings together agencies and organization that provide services to homeless. Staff provides information on CDBG and to get input from local agencies.
6	<b>Agency/Group/Organization</b>	City of Farmington Police Department
	<b>Agency/Group/Organization Type</b>	Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Strategy Consolidated Plan - Housing Sections; Action Plan
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff participates in the City's Community Relations Commission and CHAP (Comprehensive Homeless Assistance Providers) meetings that brings together agencies and organization that provide services to the homeless population. Staff provides information on CDBG and to get input from local agencies. The FPD provide statistical data on the homeless population.
7	<b>Agency/Group/Organization</b>	Northwest New Mexico Seniors
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Consolidated Plan - Housing Sections; Action Plans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Northwest New Mexico Seniors provide staff with information on the elderly services.
8	<b>Agency/Group/Organization</b>	New Mexico VA Health Care System
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Services-Persons with Disabilities Services-homeless Health Agency Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Needs - Veterans Homelessness Strategy Consolidated Plan - Housing Sections; Action Plans
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff participates in the City's CHAP (Comprehensive Homeless Assistance Providers) meeting that brings together agencies and organization that provide services to the homeless. Staff provides information on CDBG and to get input from local agencies.
9	<b>Agency/Group/Organization</b>	Native American Disability Law Center
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff participates in the City's CHAP (Comprehensive Homeless Assistance Providers) meeting that brings together agencies and organization that provide services to the homeless. Staff provides information on CDBG and to get input from local agencies.
10	<b>Agency/Group/Organization</b>	Totah Behavioral Health
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Health Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homeless Needs - Chronically homeless Homelessness Needs - Veterans Homelessness Strategy Consolidated Plan - Housing Sections; Action Plans

	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Staff participates in the City's CHAP (Comprehensive Homeless Assistance Providers) meeting that brings together agencies and organization that provide services to the homeless. Staff provides information on CDBG and to get input from local agencies.
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**Identify any Agency Types not consulted and provide rationale for not consulting**

The City's outreach efforts are comprehensive to ensure that all citizens and service providers have access to the Action Plan and an opportunity to share comments. There are no organizations that are specifically not consulted. CDBG staff emails its contact list of service providers and interested individuals to encourage them to participate in the review of the Action Plan.

Consultation regarding lead-based paint data is not readily available. The New Mexico Department of Health's Environmental Health Epidemiology Bureau and the Center for Disease Control and Prevention is used to acquire informational data on lead-based paint in San Juan County.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	New Mexico Balance of State Continuum of Care New Mexico Coalition to End Homelessness	The City of Farmington's Priority Needs include Homelessness, Special Needs Populations, and Low-to-Moderate Income Households.
2017 San Juan County Needs Assessment	San Juan County Partnership	Top identified needs are included in the potential projects list and considered high priority projects.
2017 Community Health Needs Assessment Report	San Juan Regional Medical Center	Utilizes information to identify needs in the community.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Affordable Housing Plan for NE San Juan County	City of Farmington, San Juan County	Identifies need for affordable housing.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

N/A

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The priorities, goals and objectives identified in the 2014-2018 Consolidated Plan are a direct result of implementing the Citizen Participation Plan utilizing the data and comments collected through surveys and public meetings. The survey results determine the initial priorities. Attendees at public meetings expressed agreement with the priority levels. All projects proposed for the 2018 CDBG program year meet one of these priorities, goal, and objectives. The City's Action Plan outreach efforts comply with the Citizen Participation Plan and are comprehensive to ensure that all have an opportunity to participate.

Citizen participation utilized in developing this Action Plan includes:

- Consultation with the City Council during scheduled and noticed public meetings on May 22 and June 19, 2018 for direction and discussion regarding possible projects.
- Publication and posting of the public notice of the public comment period, as well as, a notice for the public hearing. The notices are printed in the legal section of the local newspaper. Posting locations include: City Hall; Community Development Department; San Juan Center for Independence; Sycamore Park Community Center; Bonnie Dallas Senior Center; Farmington Indian Center; and, the Farmington Civic Center. In the notices, citizens are given the opportunity to request accommodation for special needs or interpreters to review the draft and in advance of the public hearing
- The public notices are additionally emailed to service providers and interested parties, and are posted on the City's website.
- A 30-day public comment period started on June 25 and ended on July 24, 2018, The public comment period provides an opportunity for the public to review and comment on the proposed 2018 Action Plan.
- Public Hearing: A public hearing is held with the City Council to hear public comments, and to review and adapt the 2018 Action Plan.
- City Council adopted the 2018 Action Plan on July 24, 2018.
- SUBSTANTIAL AMENDMENT: The City Council on December 18, 2018, recommended selection of a new 2018 Action Plan capital project: ADA Improvements to the parking and exteriors to the following PRCA facilities: the Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center. A 30-day public review/comment period is scheduled from September 8 until October 8. The City Council is to consider the substantial amendment on October 8, immediately after the public hearing.

The citizen participation process detailed here is expected to reinforce the goals set forth in the 2014-2018 Consolidated Plan.

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Public Meeting</p> <p>Comments: May 22: No comments received. June 19: No comments received. July 24: No comments received.</p>	<p>Meeting minutes are included in the 2018 Action Plan Appendix.</p>		<p><a href="http://www.fmtn.org/AgendaCenter">http://www.fmtn.org/AgendaCenter</a></p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	Newspaper ads in English and Spanish for Public Review Notice and the Public Hearing Notice were placed in the City of Farmington's Daily Times newspaper.	No comments were received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Notices at City Locations for Public Review/Comment Period/Public Hearing	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Posting Public Notice/Hearings in English and Spanish at City locations for Public Review/Comment Period. Notices were placed on: June 25.	No comments were received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Posting location of Draft Action Plan Notice for Public Review/Comment	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Posting location of Draft Action Plan Notice for Public Review/Comment were placed at City Locations for Public Review/Comment Period on June 25.</p>	No comments were received.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Internet Outreach	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	<p>Posting of Draft 2018 Action Plan on the City's website. June 25. Emails with the Draft 2018 Action Plan were sent out to local agencies for review on June 25.</p>	<p>No comments received.</p>		<p><a href="http://www.fmtn.org/266/Community-Development-Block-Grant">http://www.fmtn.org/266/Community-Development-Block-Grant</a></p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
6	Public Notices for Substantial Amendment's Public Review/Comment and Public Hearing	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing  Special Populations	Posting of Draft 2018 Action Plan Substantial Amendment on the City's website. Sept 6, 2019. Emails with the Draft 2018 Action Plan Substantial Amendment to be sent out to local agencies for review on Sept 6, 2019.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Posting locations for Draft 2018 Annual Action Plan Substantial Amendment	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing  Special Populations	Posting Public Notice/Hearings in English and Spanish at City locations for Public Review/Comment Period. Notices were placed on: Sept 6, 2019.			

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Public Hearing	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing  Special Populations	Public Hearing for the Substantial Amendment schedules for October 8, 2019.			

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The U.S. Department of Housing and Urban Development (HUD) has awarded the City of Farmington \$353,025 to fund projects during the 2018 program year from October 1, 2018 to September 30, 2019. Projects must benefit low- and moderate –income residents or special needs population and meet a priority need, goal, and national objective in the 2014-2018 Consolidated Plan.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	353,025	0	1,625	354,650	0	CDBG 2018 program year funds will be allocated as follows: Capital Projects: \$229,467 (65%) Public Service Project: \$52,953 (15%) Planning and Admin: \$70,605 (20%). Substantial Amendment includes a reallocation from 2015 Action Plan to the new 2018 capital project.

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

While there are no specific requirements for leveraging CDBG grant funds, the City has found that sub-recipients typically leverage other grant and private funds. The exact amounts are not known until projects are fully implemented.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

At this time, there are no plans to use publically owned land or property located within the City of Farmington.

**Discussion**

The City expects to receive \$353,025 in CDBG funding during the HUD Federal Fiscal Year 2018. Of this total, \$229,467 is to be spent on two capital projects, including the ADA improvements to the Bonnie Dallas Senior Center and the ADA Improvements to parking and exteriors to the following PRCA facilities: the Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center, accounting for 65 percent of the CDBG funds. Public service projects will be allotted 15 percent with \$52,953. Planning and Administration will account for 20 percent with \$70,605.

The Expected Amount Available Remainder of Con Plan (Priority Table) is an estimate of the 2018 FFY estimated allocation and an approximation of past years allocation (i.e. this year's expected amount (\$353,025) + and estimated remaining amount of the Consolidated Plan (\$0). This year is the 5th year of the 2014-2018 Consolidated Plan.

Remaining funds from the 2015 Action Plan will be reallocated to the ADA Improvements to parking and exteriors to the following PRCA facilities: the Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center in the amount of \$1,625.45.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Infrastructure: Water and Streets	2014	2018	Non-Housing Community Development	Low Mod Targeted Neighborhood City of Farmington's Metropolitan Development Area	Special Needs Populations Community Facilities Infrastructure Low-to-Moderate Income Households	CDBG: \$231,092	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 400 Persons Assisted
2	Public Services	2014	2018	Affordable Housing Homeless Non-Homeless Special Needs		Homelessness Special Needs Populations Low-to-Moderate Income Households	CDBG: \$52,953	Public service activities other than Low/Moderate Income Housing Benefit: 24 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 542 Households Assisted

Table 6 – Goals Summary

#### Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Infrastructure: Water and Streets
	<b>Goal Description</b>	Provide ADA streets improvements to the Bonnie Dallas Senior Center, and to provide ADA Improvements to parking and exteriors to the following PRCA facilities: the Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center.
<b>2</b>	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	<p>Provide service to eligible citizens through agencies/organizations. The 2018 Annual Action Plan will include five (5) Public Service Projects. They are the following projects:</p> <ol style="list-style-type: none"> <li>1. Homeless Shelter (\$15,953)</li> <li>2. Emergency Rental Assistance (\$15,000)</li> <li>3. Mentoring and Educational Assistance (\$8,000)</li> <li>4. Domestic Violence Shelter (\$7,000)</li> <li>5. Daycare Assistance (\$7,000)</li> </ol>

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The 2018 Annual Action Plan will include two (2) Capital Projects (65%), up to six (6) Public Service projects (15%) and Planning and Administration (20%).

#### Capital Projects:

Utilizing CDBG capital fund, the Parks Recreation and Cultural Affairs Department will address critically needed ADA improvements at the Bonnie Dallas Senior Center, the Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center.

The Bonnie Dallas Senior Center has an insufficient number of accessible space, access aisles do not all connect to an accessible route, lacking designated van space, exceeding slope standards, lack of signage, and deterioration of parking stalls. The CDBG funds will focus on the northern parking lot of Bonnie Dallas Senior Center's main facility. The ADA upgrades will include resurfacing the entire parking lot, creation of accessible routes, creation of an ADA compliant pick-up/drop-off location, and appropriate signage to assist the senior citizens who use the Bonnie Dallas Senior Center facility.

The Farmington Recreation Center has many deficiencies associated with parking and exterior accessibility routes. Some of the deficiencies include lacking the appropriate number of ADA spaces, lacking compliant ADA access aisles, lacking handicapped-accessible van compliant spaces, handicap symbol locations, parking slopes, handicap signage, lacking detectable warning strips, and deterioration of sidewalk. Required improvements will include: design services, removal and replacement of asphalt and concrete, installation of proper signage, proper markings, and increasing the number of ADA parking spaces.

Civitan Park North listed multiple deficiencies regarding parking and accessible routes, including: lacking the appropriate number of ADA parking spaces, access aisles too narrow, ADA spots and access aisles are painted the wrong color, grade of slopes greater than 2%, lack of signage, not all spaces connect to accessible routes, lack of detectable warning strips, and steep accessible routes. Required improvements will include: design services, removal and replacement of asphalt and/or concrete, installation of proper signage and proper markings, constructing compliant accessible routes, and increasing the number of ADA parking spaces.

PCRA's ADA audit of Sycamore Park Community Center identified issues with the designated parking spaces and the accessible routes, including: slopes exceeding standards, lack of appropriate signage, parking spaces located improperly, and accessible route deterioration. Required improvements will include: design services, removal and replacement of asphalt and concrete, installation of proper

signage and proper markings, constructing compliant accessible routes, and relocation of ADA parking spaces.

Public Service Projects:

The Public Service projects will address the priority needs outlined in the 2014-2018 Consolidated Plan, which include operational funds for a homeless shelter and for homeless assistance, a domestic violence shelter, a mentoring/educational programming for low-to-moderate income (LMI) youth, emergency rental assistance to prevent homelessness, and daycare assistance.

Public service project are selected through a Request for Proposal (RFP) process. The proposals are reviewed by staff to ensure they meet a HUD national objective and a Consolidated Plan priority need. The City Council makes the final determination on public service projects including the funding allocations.

Planning and Administration:

The Planning and Administration will be utilized by the City to administer CDBG activities. In addition, the administration of the CDBG program will ensure compliance with statutory and regulatory requirements.

**Projects**

#	Project Name
1	Bonnie Dallas Senior Center ADA Improvements
2	The Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center ADA Improve
3	Public Service
4	Planning and Administration

**Table 7 - Project Information**

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

CDBG funds and associated activities must address a priority need, goal, and objective established in the 2014-2018 Consolidated Plan. A number of factors are taken into consideration in determining how funds are allocated. Funding levels are highly dependent upon the critical needs in the community, the number of RFP applications received, and the types of projects submitted through the RFP application process. Staff met with the City Council during scheduled and noticed public meetings on May 22 and June 19, 2018 to determine the program year's capital projects.

SUBSTANTIAL AMENDMENT: Staff met with the City Council on December 18, 2018 and discussed an

alternate 2018 capital project. The Council directed staff to prepare this Substantial Amendment at the time to designate the new project: ADA Improvements to parking and exteriors to the Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center.

HUD limits the amount of funding for public service projects to 15% of the jurisdiction's total annual CDBG allocation, making the application process highly competitive. The City Council makes the final determination on public service projects including the funding allocation. The final determination for selections and award occur after a City Council public hearing.

The overarching obstacles that exist in meeting the City's underserved needs are the limited amounts of funding available, including CDBG funds allowed to be utilized for both capital projects and public service projects and the economic downturn that still persists in the region.

**AP-38 Project Summary**  
**Project Summary Information**

1	<b>Project Name</b>	Bonnie Dallas Senior Center ADA Improvements
	<b>Target Area</b>	City of Farmington's Metropolitan Development Area
	<b>Goals Supported</b>	Infrastructure: Water and Streets
	<b>Needs Addressed</b>	Special Needs Populations Infrastructure
	<b>Funding</b>	CDBG: \$99,467
	<b>Description</b>	Senior Center ADA Improvements for Public Facilities and Infrastructure Improvements. LMC/Creating Suitable Living Environments/Availability Accessibility/03A
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	The project will focus on the northern parking lot of Bonnie Dallas Senior Center's main facility. The ADA upgrades will include resurfacing the entire parking lot, creation of accessible routes, creation of an ADA compliant pick-up/drop-off location, and appropriate signage.
2	<b>Project Name</b>	The Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center ADA Improve
	<b>Target Area</b>	Low Mod Targeted Neighborhood
	<b>Goals Supported</b>	Infrastructure: Water and Streets
	<b>Needs Addressed</b>	Special Needs Populations Infrastructure Low-to-Moderate Income Households
	<b>Funding</b>	CDBG: \$131,625
	<b>Description</b>	ADA Improvements for Public Facilities and Infrastructure Improvements. LMC/Creating Suitable Living Environments/Availability Accessibility/03A
	<b>Target Date</b>	

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	The project will provide ADA improvements to the parking and exteriors of the Farmington Recreation Center, Civitan Park North, and Sycamore Park Community Center.
<b>3</b>	<b>Project Name</b>	Public Service
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Homelessness Special Needs Populations Low-to-Moderate Income Households
	<b>Funding</b>	CDBG: \$52,953
	<b>Description</b>	Provide support to public service agencies operating programs that benefit low-to-moderate income persons. The public service activities will address a priority need outlined in the 2014-2018 Consolidated Plan, HUD National Objective and Outcome. In addition, the public service activities will concentrate on the following: homeless shelter, domestic violence shelter, emergency rental assistance, mentoring and educational assistance, and daycare assistance.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	

	<b>Planned Activities</b>	<p>Public service activities will include</p> <ol style="list-style-type: none"> <li>1. Provide operational funds for a homeless shelter, provide food, and counseling to the homeless. (\$15,953)</li> <li>2. Provide emergency rental assistance to prevent homelessness. (\$15,000)</li> <li>3. Provide mentoring and educational services to LMI children and youth. (\$8,000)</li> <li>4. Provide shelter to families who have been displaced due to domestic violence circumstances. (\$7,000)</li> <li>5. Provide daycare assistance to low-to-moderate college students. (\$7,000)</li> </ol>
<b>4</b>	<b>Project Name</b>	Planning and Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$70,605
	<b>Description</b>	Planning and Administration staff will oversee administrative activities that support the implementation of the CDBG program year (i.e. project activities, monitoring and reporting). 21A
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
<b>Planned Activities</b>	<p>Staff will oversee administrative activities that support the implementation of the CDBG (i.e. project activities, monitoring, and reporting).</p> <p>Twenty (20) percent of the 2018 CDBG funding will used for grant administration.</p>	

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

All CDBG funding will be used within the boundaries of the City of Farmington. The capital projects will be located at the Bonnie Dallas Senior Center, the Farmington Recreation Center, Civitan Park, North, and Sycamore Park Community Center. The public service projects for the 2018 program year are clientele-based, as opposed to location based. The exact percentage of funds distributed geographically will not be known until the projects are completed.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Low Mod Targeted Neighborhood	25
City of Farmington's Metropolitan Development Area	28

**Table 8 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

Geography was not used to determine funding allocation priorities for the City. Both the capital project and public service projects provide services within the City of Farmington boundaries. Allocations and use of funds were determined by community priorities, and in the case of public service awards, by a competitive application process open to all eligible organizations.

### **Discussion**

N/A

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

Although there are sufficient numbers of households with unmet housing needs, the City does not anticipate utilizing CDBG funds for rehab or new housing construction.

The City has utilized CDBG funding in the past to partially fund an affordable housing project. The project required carrying over CDBG funds for 2-3 years, which unfortunately, resulted in the City exiting HUD’s 1.5 Timeliness Standard. Though annual CDBG funding is not sufficient to support such projects, the City continues to encourage, and assist where possible, the efforts of developers to construct affordable housing projects throughout the City.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	5
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	5

**Table 10 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

N/A

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

There are no public housing facilities in the City of Farmington or San Juan County. The limited amount of the annual CDBG grant and the wide variety of needs identified does not allow for the creation of a public housing project.

### **Actions planned during the next year to address the needs to public housing**

N/A

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

N/A

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

N/A

### **Discussion**

N/A

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The Action Plan will reach the needs of homeless and other special needs populations through a variety of outlets. The public service projects will meet the needs of homeless and other special needs populations through providing services that can be accessed by community members.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Three (3) public service projects in the year's Action Plan will provide direct services to the homeless, particularly the chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. The PATH Shelter, New Beginnings Program and San Juan County Partnership will provide a homeless shelter, domestic violence shelter, and rental assistance. The homeless shelter project entails providing operational funds for a homeless shelter, a transitional living facility, and providing other assistance to the homeless. The domestic violence shelter will provide transitional housing for women, men and children who have been displaced due to domestic violence circumstances. Additionally, the emergency rental assistance project will also address homelessness in the community. The emergency rental assistance project will provide emergency rental assistance to prevent homelessness.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

Both the homeless shelter and the domestic violence shelter projects include case management, counseling, and education components. The majority of social services agencies in the community work collaboratively to reach out to homeless persons and provide individual assessments.

#### **Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

Helping homeless persons, especially chronically homeless individuals and families, families with children, veterans and their family, and unaccompanied youth, through CDBG funded programs is a top

priority. For residents at the PATH Shelter, New Beginnings Program and San Juan County Partnership housing program provide needed services, guidance and support to prevent homelessness in the future. These services include weekly group/individual meetings are scheduled to provide education on housing, budgeting, nutrition, employment, and health care. Residents can take advantage on learning basic computer literacy, learning how to save money, learning skills for living independently, and use of a daycare while job searching.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

The City will continue to support local agencies that provide emergency and transitional housing to under the CDBG program. During the 2018 program year the San Juan County Partnership Housing Program will use CDBG funds to provide emergency rental assistance to prevent homelessness for ten (10) families or individuals. In addition, the New Beginnings domestic violence shelter will use CDBG funds to provide transitional housing for individuals or families that have been displaced from domestic violence circumstances for a minimum of fourteen (14) clients. The PATH shelter will provide needed wrap around services for a minimum of one hundred (100) individuals and families guidance and supportive services to empower them to regain productive, self-supportive lifestyles.

## **Discussion**

The need to provide housing and supportive service needs for persons who are not homeless but have other special needs such as elderly, frail elderly, persons with disabilities (mental, physical, developmental, person with alcohol or other drug addictions), persons with HIV/AIDS and their families are considered special populations that are listed on the Consolidated Plan's priority needs list for the City. Each of these special populations would greatly benefit from CDBG funds for supportive services. Staff will continue to inform local agencies and organization affiliated with helping the special needs populations to apply for CDBG funds in the next program year. In the meantime, local agencies such as the Totah Behavior Health and the San Juan Center for Independence will continue to offer services to

these special needs populations.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

The City of Farmington continues to identify and address barriers to affordable housing in order to increase the availability of affordable housing units.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City continues to address Affordable Housing by utilizing City resources to fully implement its Affordable Housing Ordinance by establishing the application process and by marketing it, and by working with the private sector to identify land areas the City owns for private development of affordable housing projects. In the event that sufficient funding becomes available in future Action Plan years, the City wants the ability to partner with the private sector, as it has done in a past Action Plan year, to provide new housing unit production or housing rehabilitation.

### **Discussion:**

The City of Farmington has taken the following action to ameliorate the barriers to affordable housing:

- The City of Farmington adopted its Affordable Housing Strategic Plan on May 24, 2011. This document built upon the City's Housing Affordability 2010 Update and Housing Needs Assessment in the 2009-2014 Consolidated Plan.
- City staff additionally worked with the New Mexico Mortgage Finance Authority to develop an Affordable Housing Ordinance (No. 2012-1261), which was adopted on November 27, 2012.
- The City plans to address Affordable Housing by utilizing City resources to fully implement its Affordable Housing Ordinance by establishing the application process and by making it available, and by working with the private sector to identify land areas the City owns for private development of affordable housing projects.
- In the event that sufficient funding becomes available in future Action Plan years, the City wants the ability to partner with the private sector, as it has done in a past Action Plan years, to provide new housing unit production or housing rehabilitation.

Additionally, the City intends to continually update its zoning regulations and zoning map purposely to support increasing the availability of affordable housing in the City.

Land availability is an issue in Farmington. The Navajo Nation, as well as numerous state and Federal properties surround the City. The City will work with the BLM and the State to secure the release of

public property for the development of affordable housing.

The City continues to promote homebuyer education and credit counseling that assist persons to work towards qualifying for mortgages and in public outreach efforts.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The City plans to establish the application process for the affordable housing ordinance and begin outreach to opportunities to potential developers

### **Actions planned to address obstacles to meeting underserved needs**

There is an undeserved need across most categories, including homelessness, special needs populations, and low income residents. Obstacles to meeting these needs include the lack of funding required to meet all the needs. This Action Plan strategically places an emphasis on projects that will have the most impact for high needs populations. This means that an emphasis is placed on projects that utilize a high degree of coordination with other agencies, that meet the highest-rated needs, and that can have a measureable impact on the persons served.

### **Actions planned to foster and maintain affordable housing**

The Housing Needs Assessment in the Consolidated Plan complies with 91.205 (b) by looking in depth at affordable housing. The assessment provides projections for the number and type of families in need of housing assistance for extremely low-income, low-income, moderate-income, and middle-income families, for renters and owners, for elderly persons, for single persons, for large families, and for persons with disabilities. The assessment details the affordability, or cost burden, for a variety of housing types.

A key recommendation of the Housing Need Assessment in the Consolidated Plan is to specifically address the needs of the families in greatest need, as defined by HUD.

HUD defines Greatest Need as those in the greatest need for affordable housing as “families and individuals whose income falls 50 percent below an area’s median income, who either pays 50 percent or more of their monthly income for rent, or who live in substandard housing.” Substandard housing is defined as housing without complete kitchens or plumbing facilities or families who live in overcrowded conditions. Overcrowding is defined as more than one person per room in a household.

The Farmington MSA has a significant number of households that are considered greatest need families. Any affordable housing project conducted in the Farmington MSA should directly affect the families in greatest need.

Obviously, the limited annual CDBG Formula Grant that the City of Farmington received does not allow any significant impact on the number of households in greatest needs; however, the information in the Housing Needs Assessment does provide a rational justification for any housing affordability project,

rental or purchase.

The Consolidated Plan regulations require specific objectives that describe proposed accomplishments the jurisdiction hopes to achieve and must specify the number of extremely low-income and moderate-income families that should be provided assistance. Given the variety of potential projects, the limited annual grant resources, the need to find or develop a partner to create a housing project, it is difficult to identify realistic affordable housing goals for the 2018 Action Plan.

### **Actions planned to reduce lead-based paint hazards**

There are no Action Plan projects related to lead-based paint. The City does not intend to fund renovations. However, the City will continue to ensure that capital projects funded by CDBG, which involve rehabilitations, require the mitigation of lead based paint appropriately by including the requirement in applicable contracts with sub-recipients.

### **Actions planned to reduce the number of poverty-level families**

The Action Plan will reduce the number of poverty-level families through the implementation of funding to the Public Service projects. These projects will provide support for household that can assist them on the road to self-sufficiency and allow families to access new opportunities plus the support and education needed to be able to exit out of poverty.

### **Actions planned to develop institutional structure**

Funding the Administration of CDBG funds will allow the City to monitor and guide the implementation of goals. The guidance will ensure the City can meet its obligations as outlined by HUD.

The City of Farmington's Mayor and City Council serves as the legislative, policy-making and administrative body governing the City. The Mayor and City Council performs legislative and quasi-judicial functions, which include adopting ordinance and resolutions for the safety, health, and well-being of the community.

The Mayor and City Council appoints a City Manager to carry out the policy directions of the City Council and to supervise and coordinate the work of department staff. With the exception of the City Attorney and City Clerk, the City Manager has line authority over all City departments. The Community Development Department, which administers the CDBG program, is one of these departments.

Action planned to continue to develop institutional structure include:

- Provide data and other information through the appropriate channels to ensure that leaders are aware of issues and can make decisions accordingly.
- Implement the 2014-2018 Consolidated Plan and the 2018 Annual Action Plan for the CDBG

program.

- Update the Mayor and City Council regarding the CDBG program, request approvals and provide project information as needed.
- Include other local jurisdictions in the CDBG process.
- Continue engaging sub-recipients and eligible organization in the annual application process, provide updates on funded projects, new rules and regulations from HUD, as well as fair housing information.
- Continue providing training and technical assistance to sub-recipients.
- Continue to encourage collaboration amongst agencies and organizations.
- Encourage, facilitate and foster relationships throughout San Juan County to strengthen the service available to the public.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

Coordination among all providers is essential in improving the conditions and addressing service gaps for the City's citizens. Action planned to enhance coordination between public and private housing and social service agencies include:

- Award CDBG funds to eligible projects for housing for social services.
- Encourage agencies to work together to apply for CDBG funds to leverage resources to the fullest extent.
- Continue working with agencies to address issues of poverty and homelessness.
- Continue to attend and be involved in meetings, events and training opportunities for housing and social service agencies.
- Continue to conduct outreach at public events on fair housing.

### **Discussion:**

N/A

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

N/A

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	90.00%

N/A

