

2018  
CONSOLIDATED ANNUAL PERFORMANCE &  
EVALUATION REPORT (CAPER)

# **PUBLIC REVIEW COPY**

**PUBLIC HEARINGS:**

SEPTEMBER 10, 2019

CITY OF LAS CRUCES, CITY HALL 5:30 P.M.

CONFERENCE ROOM 1158

700 N MAIN STREET

SEPTEMBER 12, 2019

MESILLA VALLEY COMMUNITY OF HOPE 2:30 PM

999 W. AMADOR

**PUBLIC COMMENT PERIOD:**  
**AUGUST 30, 2019-SEPTEMBER 20, 2019**

**DO NOT REMOVE UNTIL SEPTEMBER,  
23 ,2019**



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## CR-05 - Goals and Outcomes

### Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

#### Goal #1: Provide affordable homeownership options.

Funds Used: HOME & CDBG

Activities: The City's HOME Program saw the closeout of five (5) owner-occupied single-family units by Mesilla Valley Habitat for Humanity. All five HOME-assisted units completed by Habitat for Humanity were located in the Aurora Subdivision with addresses of 4186, 4178, 4182, 4174, and 4185 Aurora Star Ct. Pre 2015, 2015, and 2016 HOME funds were used for acquisition of vacant land and HOME eligible construction expenses. Total HOME funds used by Habitat were \$244,860.25; CDBG funds in the amount of 25,496.66 were used to purchase the vacant lot for 4185 Aurora Star Ct. Habitat also purchased 5 additional lots with Pre2015 and 2018 CDBG funding in the amount \$131,993.34 in the Aurora Subdivision with the addresses of 4181, 4177, and 4173, 4169, and 4165 Aurora Star Ct. These lots are scheduled to begin construction in October 2019. Our other partner in the development of affordable housing, Tierra Del Sol Housing Corporation, did not complete any HOME-assisted units during PY2018. They were delayed in the start of construction with the engineering on the environmental side and the construction contractor and also their funding. Actual construction began in August 2019, the lots are located in the Highland View Subdivision. 2016 HOME funding in the amount of \$153,390 was committed to 7 lots with addresses of 134, 138, 142, 146, 135, 136, and 127 Scotland Ct. in the Highview Subdivision.

#### Goal #2: Increase affordability of rental housing.

Funds used: HOME and Neighborhood Stabilization Program (NSP).

Activities: In PY2018 HOME Funds were used for two Tenant Based Rental Assistance (TBRA) Programs. Eighteen (18) homeless and near homeless households who are also victims of domestic violence were assisted through La Casa Inc. Fourteen (14) homeless households, comprised of mostly veterans were assisted through the Mesilla Valley Community of Hope (MVCH). The funding has provided rent subsidy, security deposits and supportive services. This resulted in approximately \$ 98,469 in rental assistance payments for PY2018.

The City continues to provide oversite for rental housing purchased with NSP funding for special needs populations in partnership with two local non-profits, La Casa Inc and Mesilla Valley Community of Hope.

#### Goal # 3: Preserve existing affordable housing.

Funds Used: CDBG

Activities: Twenty-two (22) applicants were processed from the Home Rehabilitation program during PY2018. Eighteen (18) withdrew or were removed from the program waitlist due to various ineligibility factors. Four (4) owner-occupied home rehabilitation projects were completed. Four (4) of the houses were built prior to 1978 and required adherence to the Lead Safe Housing Rule for federally funded projects. Lead based paint inspections; risk assessments; and in the event of the presence of lead above the federal minimum, clearance inspections were performed. All subsequent work involving lead was done by certified contractors and lead safe work practices were used. A total of \$198,316.20 was spent on the four projects, of which \$4,308.89 went toward Lead Safe Housing activities



Three (3) additional projects began in PY18 and are currently under construction, with anticipated completion dates in PY2019.

Fourteen (14) applicants from the Mobile Home Ramp Program were processed during PY2018. Six (6) applicants withdrew or were removed from the program waitlist due to various ineligibility factors. Eight (8) were completed. The total expenditures for the program year is approximately \$37,180.84.

**Goal #4: Reduce homelessness.**

Funds used: CDBG (Public Services) and HOME TBRA

Activities: PY2018 CDBG Public Services funds were allocated to local homeless services and homeless prevention providers and domestic violence victims' assistance. Funds were awarded to six (6) local non-profit organizations during PY2018 that provided high priority community services to help curb escalation of social problems such as homelessness, food insecurity, lack of healthcare and domestic violence. These services were intended to better the living environment of low-income residents. Services are summarized, as follows:

- (1) Casa de Peregrinos, a food pantry, received \$22,000 in PY2018 CDBG Public Services funds to operate a food rescue program, to supplement their Emergency Food Program which focuses on alleviating food insecurity through the provision of emergency food distribution to Las Cruces families. Casa de Peregrinos was able to rescue approximately 1,220,000 pounds of food and served total of 13,259 persons during PY2018.
- (2) Jardín de los Niños, a childcare facility for homeless and near-homeless children, located on the campus of the Mesilla Valley Community of Hope, received \$22,000 in PY2018 CDBG Public Services funding to provide Children's Therapeutic Services for homeless/near homeless children. The program focuses on direct treatment, prevention, intervention and education via early learning opportunities, individualized curriculum, therapy for developmental delays and social and emotional behavioral interventions; as well as assistance for self-sufficiency and stabilization out of homelessness; and Healthcare assessments, housing assistance and information/education. Jardín served a total of 288 duplicated children during PY2018.
- (3) La Casa, Inc., a facility serving homeless and near-homeless abused spouses and children, received \$22,000 in PY2018 CDBG Public Services funding to implement the operations of their Emergency Shelter Program. La Casa, Inc. served 398 unduplicated homeless and near-homeless abused spouses and children during PY2018.
- (4) Mesilla Valley CASA (Court Appointed Special Advocates), received an \$22,000 operational grant in PY2018 CDBG Public services funding. MVCASA provided advocacy for abused and neglected children who are in the foster care system. MVCASA provided services to 232 unduplicated children during PY2018.
- (5) Mesilla Valley Community of Hope, a primary provider of services to homeless, near-homeless and disabled persons received \$22,000 in PY2018 CDBG Public Services funding for day shelter (showers, laundry, clothing) and case management (referrals to health care, housing, employment and counseling) services. Mesilla Valley Community of Hope served 880 unduplicated homeless and near-homeless adults and their families during PY2018.
- (6) St. Luke's Health Care Clinic, a provider of medical services for homeless, near-homeless and disabled persons received a \$21,889 operational grant in PY2018 CDBG Public Services funding for Homeless Health Care Coordination. St. Luke's Health Care Center served 3,319 duplicated patients during PY2018.

See Summary of HOME TBRA, and Permanent Supportive Housing Shelter Plus Care under Goal 2 above.

### **Goal #5: Stabilized impoverished households**

Funds Used: CDBG, City General Fund

Activities: PY2018 CDBG Public Services funds were allocated to local homeless services and homeless prevention providers and domestic violence victims' assistance. Funds were awarded to six (6) local non-profit organizations during PY2018 that provided high priority community services to help curb escalation of social problems such as homelessness, food insecurity, lack of healthcare and domestic violence. These services were intended to better the living environment of low-income residents. Medical challenges, substance abuse challenges, domestic violence, nutritional needs, mental health issues, needs of children, support for elderly residents in poverty, all contribute to conditions that tear at the fabric of independence. To address this the City also awarded 1.4 million dollars from its general fund for the provision public services to local agencies and charitable groups to provide a level of basic services to assist those households in maintaining greater independence and stability.

### **Goal #6: Economic opportunity/public improvements.**

Funds used: CDBG

Activities: There were not any new CDBG infrastructure grant/project awarded during PY2018.

Tierra Del Sol Housing (TDS) was awarded \$40,000 in PY16 CDBG funding for the Low-Income Senior Roof Repair/Replacement program. Three projects were completed during PY17. An amendment to the CDBG agreement between the City and TDS to extend the time of performance allowing TDS time to complete an additional project was processed so that all remaining funds in the grant can be spent. Two (2) additional projects were completed during PY18 for a total of five (5) new roofs. Total expenditure was \$40,000.

In PY2017 the City awarded 200,000 to the Nevada Cool Corridor project for roadway improvements this project was out to bid and a contractor has been identified. Construction is expected to begin in early PY2019.

### **Summary of Fair Housing activities.**

Funds Used: CDBG

Activities: Fair housing awareness training of all new City employees was continued in PY2018 as well as taking calls, office visits, and emails from the general public and referring them to the appropriate channels for problem resolutions. Approximately 256 new employees were provided fair housing awareness training during the program year. Training was provided to One Hundred Sixty-Four (164) Hispanics, Seventy-Three (73) White Non-Hispanics, Two (2) Blacks, One (1) Asian, Ten (10) persons who identified with two or more races and Six (6) American Indians. Staff devoted approximately 10% of their time to fair housing issues with approximately \$1,200.00 was spent on fair housing activities. City staff also processed over 825 landlord tenant/fair housing inquiries which resulted in referrals to applicable agencies. Staff referred approximately 15% of inquiries to the HUD Fair Housing Hotline. City Staff mailed 44,000 utility mail inserts to all residents in the City notifying them about their fair housing rights and available resources.

### **Additional Information:**

The City actively plans and programs each year's funding allocation of CDBG and HOME funds. Should additional program income result in a substantial amount of savings of entitlement funding, then an Action Plan Amendment will be completed to dedicate the funds to an additional or on-going project. The City conducts public meetings and works with its outside partners or on its own accord to utilize the funds available

within the Action Plan.

One person is designated to sign all certificates of consistency and that is the Community Development Director. This position is responsible for oversight of both the HOME and CDBG programs and is an employee of the City of Las Cruces. The certification is only required on projects for outside agencies for other HUD funds not administered directly by the City and for CoC Supportive Housing Program grants.

The City's Community Development Department serves as the starting point for a number of projects funded by entitlement and/or other funding. Therefore, staff are involved in a great deal of oversight in many areas and their work interacts with other City departments and functions. Regular staff meetings and discussions help to identify potential areas that might be affected by other departments and staff. The Department Director is also part of the City's Executive Management team and attends all City Council meetings. This provides for routine oversight and inquiry into potential issues on a regular basis and serves as the foundation for eliminating hindrances to the Consolidated Plan's implementation by action or willful inaction.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Economic opportunity/public improvements	Homeless Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	0	0.00%			
Economic opportunity/public improvements	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	2	0	0.00%			

Increase affordability of rental housing	Affordable Housing Homeless Non-Homeless Special Needs	HOME: \$ / Affordable Housing Trust Fund: \$	Rental units constructed	Household Housing Unit	150	0	0.00%	36	0	0.00%
Increase affordability of rental housing	Affordable Housing Homeless Non-Homeless Special Needs	HOME: \$ / Affordable Housing Trust Fund: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	50	0	0.00%			
Preserve existing affordable housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOME: \$ / Affordable Housing Trust Fund: \$	Rental units rehabilitated	Household Housing Unit	25	0	0.00%			
Preserve existing affordable housing	Affordable Housing Public Housing Non-Homeless Special Needs	CDBG: \$ / HOME: \$ / Affordable Housing Trust Fund: \$	Homeowner Housing Rehabilitated	Household Housing Unit	70	41	58.57%	25	1	4.00%

Provide affordable home ownership options	Affordable Housing	CDBG: \$ / HOME: \$ / Affordable Housing Trust Fund: \$ / General Fund Impact Fee Waivers: \$	Homeowner Housing Added	Household Housing Unit	70	4	5.71%	14	4	28.57%
Provide affordable home ownership options	Affordable Housing	CDBG: \$ / HOME: \$ / Affordable Housing Trust Fund: \$ / General Fund Impact Fee Waivers: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	0		0	0	
Provide affordable home ownership options	Affordable Housing	CDBG: \$ / HOME: \$ / Affordable Housing Trust Fund: \$ / General Fund Impact Fee Waivers: \$	Direct Financial Assistance to Homebuyers	Households Assisted	10	0	0.00%			

Reduce Homelessness	Affordable Housing Homeless	CDBG: \$ / HOME: \$90000 / Health Related Public Services: \$ / Permanent Supportive Housing Grant: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	14707				
Reduce Homelessness	Affordable Housing Homeless	CDBG: \$ / HOME: \$90000 / Health Related Public Services: \$ / Permanent Supportive Housing Grant: \$	Homeowner Housing Rehabilitated	Household Housing Unit	0	13	0	13		



Reduce Homelessness	Affordable Housing Homeless	CDBG: \$ / HOME: \$90000 / Health Related Public Services: \$ / Permanent Supportive Housing Grant: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0	15	0	0.00%
Reduce Homelessness	Affordable Housing Homeless	CDBG: \$ / HOME: \$90000 / Health Related Public Services: \$ / Permanent Supportive Housing Grant: \$	Homeless Person Overnight Shelter	Persons Assisted	0	512			

Reduce Homelessness	Affordable Housing Homeless	CDBG: \$ / HOME: \$90000 / Health Related Public Services: \$ / Permanent Supportive Housing Grant: \$	Homelessness Prevention	Persons Assisted	4000	0	0.00%			
Reduce Homelessness	Affordable Housing Homeless	CDBG: \$ / HOME: \$90000 / Health Related Public Services: \$ / Permanent Supportive Housing Grant: \$	Housing for Homeless added	Household Housing Unit	55	0	0.00%			
Stabilize impoverished households	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / Health Related Public Services: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	11558				



Stabilize impoverished households	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / Health Related Public Services: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0					
Stabilize impoverished households	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / Health Related Public Services: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6000	37698	628.30%	13600	18247	134.17%	
Stabilize impoverished households	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / Health Related Public Services: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	0	0					
Stabilize impoverished households	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / Health Related Public Services: \$	Homeless Person Overnight Shelter	Persons Assisted	0	0					

Stabilize impoverished households	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$ / Health Related Public Services: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0			
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Table 1 - Accomplishments – Program Year & Strategic Plan to Date

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

For PY2018 the City’s use of funds addressed the highest priority needs identified through the 2016-2020 Consolidated Plan process. These activities included CDBG public services (general), services to battered and abused spouses, healthcare services, child care services, rehab single unit residential, energy efficiency improvements, lead-based paint testing and abatement, HOME rental subsidy payments, acquisition of real property, and general program administration. The City used Public Services and General Funds to stabilize impoverished households and reduce homelessness.

HOME funds were used for acquisition of vacant land and eligible new construction expenses for single family development by Mesilla Valley Habitat for Humanity. City policy is to alternate funding years between multi-family and single-family projects for HOME assistance. PY2018 is designated a single-family year for HOME-assisted projects. The goal of 10 units was short by 5 units due to delays with the completion of the environmental assessment and funding and contractor delays.

The City meets the goal of preserving existing affordable housing stock through the implementation of a CDBG-funded, Home Rehabilitation Program. In PY2018, the program completed rehabilitation of four (4) single family homes, helping low and moderate-income persons to upgrade or improve their homes to safe living conditions through addressing code deficiencies, repairing or replacing sub-standard elements, or providing necessary weatherization or accessibility needs. This included required lead-based paint testing, reporting and depending on the scope of work, abatement on all houses built prior to 1978.

The City’s Mobile Home Ramp Program, which provides ADA compliant wheelchair ramps for low-income disabled occupants of mobile homes

completed eight (8) ramps in PY2018. The completed ramps totaled \$37,180.84 in expenditures.

The Section 3 program is designed to give employment opportunities, to the greatest extent feasible, to low-income residents that meet Section 3 criteria. Section 3 residents are residents of public housing and/or low, to low-mod income residents of the City of Las Cruces. When Section 3 covered projects come up for bidding, the Section 3 certification and employment needs form are included in the bid documents.

In April of 2019, a mailing went out to all recipients of federal housing assistance informing them of the Section 3 program. Letters were sent to recipients of Federal housing assistance notifying them of the Section 3 program. Three recipients of the letter called the City interested in finding work. Efforts will be made to achieve opportunity for employment of Section 3 Residents. The Section 3 report for PY2018 will be submitted with this report.

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG	HOME
White	18,110	111
Black or African American	335	1
Asian	54	0
American Indian or American Native	133	0
Native Hawaiian or Other Pacific Islander	9	0
<b>Total</b>	<b>18,641</b>	<b>112</b>
Hispanic	11,870	99
Not Hispanic	6,771	13

Table 2 – Table of assistance to racial and ethnic populations by source of funds

### Narrative

The above clients are consistent with the racial and ethnic demographics identified through the Consolidated Plan process. The Consolidated Plan identified The City's racial and ethnic demographics as 57% Hispanic; 38%/White/NH; 2% Black, 2% Asian/NH; 1% American Indian/AK Native; 1% Native HI/Pac Islander and 1% two or more races.

The AFFHT data for Las Cruces shows that the dissimilarity index is in the Low Segregation index level in Las Cruces, indicating that segregation is not a concerning issue. While many census tracts have more than 50% Hispanic population, there are just two that meet the R/ECAP threshold of 50% non-white and having a poverty rate of 40% or more, or three times or more the average tract poverty rate for the Las Cruces MSA. HUD has recently developed a data and mapping tool that identifies these "R /ECAP" census tracts based on 2010 census data. In Las Cruces, there are two R /ECAP tracts– 4.01 and 6.00. Tract 10.00 is owned solely by New Mexico State University and is not within the City limits.

For PY2018, a total of 18,389 CDBG client beneficiaries and 37 HOME beneficiaries. There were 3320 disabled households assisted through the CDBG and HOME programs in PY2018. There were 10,248 female head of households assisted through the CDBG and HOME programs in PY2018. See the below chart for program specific detailed breakdown.

In PY2017 the city administratively updated its definition of "concentration" in its Analysis of impediments to fair housing choice. The City of Las Cruces considers there to be a

“concentration” of racial or ethnic minorities if there is 15% more than the total minorities (62.6%) or the representation of minorities is 77.6% and over.

#### Client Beneficiary Demographic Chart

	CDBG			HOME			CDBG	HOME
	CDBG Public Services	Home Rehab	Other CDGB Activities	Homeownership Activities		Tenant Based Rental Assistance	Totals	Totals
<b>Expended:</b>	\$ 131,889.71	\$ 235,497.10	\$ 157,490.00	\$ 244,860.25		\$ 98,468.83	\$ 524,876.81	\$ 343,329.08
			Land Acq					
<b>Total Units Served:</b>	18,453	12		5		32	18465	37
<b>Income:</b>	-							
≤ 30%	17,982	8				31	17990	31
≤ 50%	309	1				1	310	1
≤ 80%	85	3		5			88	5
<b>Race</b>	-							
White	17,429	12		5		30	17441	35
Black	769					2	769	2
Asian	51						51	0
American Indian	124						124	0
Native Hawaiian	3						3	0
Other	-						0	0
	-							
Hispanic	11,464	9		4		18	11473	22
Non-Hispanic	5,439	3		1		6	5442	7
<b>Disabled</b>	3,307	11				13	3318	13
	-							
<b>Female Head of Household</b>	10,225	7		3		20	10232	23

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	899,294	728,723
HOME	public - federal	469,502	327,210
Other	public - local	0	0

Table 3 - Resources Made Available

### Narrative

Generally, HOME funds spent on activities during any current year are from previous years allocations. All HOME activities completed or in which funds were expended during PY2018 were funded with HOME funds from Program Years Pre-15, 2015, and 2016. HOME funds were expended on single family units for acquisition of vacant land, HOME eligible construction expenses, and Tenant Based Rental Assistance. For single family development, actual disbursement of funds can take place over two to three program years depending on the size of the project. CDBG funds of \$157,490.00 were used for land acquisition for SFD development (\$76,490 in Pre2015 and \$81,000 in PY2018 funds. Additional HOME funds of \$17,551.80 were also used for CHDO operating expenses for Tierra Del Sol Housing Corporation. HOME funds in the amount of \$43,950 were spent on administration fees. CDBG funds were expended on home rehabilitation projects, mobile home ramp projects, mobile home utility upgrades CDBG public services agencies, land acquisition in conjunction with HOME funds for affordable housing development and program administration expenses.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Citywide	100	100	Within jurisdiction

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The City of Las Cruces made efforts to direct assistance to low-moderate income Census Tracts in the City, in addition to segments of Census Tracts that were found to qualify as low to moderate income ("CDBG Special Benefit Areas"). Appendix E of the Consolidated Plan contains the documentation of the door-to-door surveys that were conducted in December 2010 and January 2011 to qualify the special benefit areas.

The City's primary method of allocating CDBG and HOME dollars is to assist low to moderate income and special needs populations. To the extent that specific geographic areas have greater needs than other areas in the City and /or if service and housing organizations are located in certain areas, they will receive a larger proportionate share of the funding. For sidewalk improvements, the City does focus on the geographic areas where sidewalks, curb cuts and related ADA accommodations are lacking. Finally, to provide affordable rental and single-family housing, the City's dollars were allocated in areas of new development where land was previously purchased at an affordable price and where environmental assessments were completed promoting price affordability.

There were not any public infrastructure projects awarded in PY18.



## Leveraging

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

CDBG and Home Funds were used as gap-funding dollars which allowed other funds to be leveraged through our participation. The following is an estimated amount of funds leveraged for CDBG Public services in PY2018:

Organization	CDBG Grant Amount	Add'l Funds Leveraged per Organizations' Operating Budgets. (Grants/fundraising)
Casa de Peregrinos	\$22,000	\$ 524,000
Jardin De Los Ninos	\$22,000	\$ 578,916
La Casa Inc	\$22,000	\$ 518,900
Mesilla Valley CASA	\$22,000	\$ 229,050
Mesilla Valley Comm. Of Hope	\$22,000	\$ 1,792,947
St. Luke's Health Care	\$22,000	\$ 1,812,177
TOTAL	132,000	

The HOME funds generally require a match of local monies. The City has a 50% match reduction for Program Year 2018 according to HUD's website and the HOME Match Liability Report (PR33).

Mesilla Valley Habitat for Humanity primarily uses HOME funds for eligible acquisition and construction expenses and all labor is provided by volunteers except their construction superintendent and subcontractors for plumbing, electrical, plastering, and foundation work. Additional project financing is provided by funding from their Re-store activities. Tierra Del Sol Housing Corporation uses private construction loans for labor costs and construction costs over and above HOME funding for land acquisition and HOME eligible construction activities.

Home Match liability was met through a variety of sources including carry over from previous years. This included funding from impact fee waivers for affordable housing development from the City's general fund, sweat equity used for the construction of single family development by Mesilla Valley Habitat for Humanity.

The City of Las Cruces, owns the property identified as Mesilla Valley Community of Hope Campus. The Campus is a unique and highly successful consortium of non-profit organizations that serves the City's homeless and low-income persons on City owned property and buildings located at 999 W. Amador Avenue, Las Cruces, NM 88005. Five of these non-profits have formed an Alliance and operate in close proximity to each other on the 7.3 acres of land on a cul-de-sac street.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	851,476
2. Match contributed during current Federal fiscal year	81,000
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	932,476
4. Match liability for current Federal fiscal year	34,966
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	897,509

**Table 5 – Fiscal Year Summary - HOME Match Report**



Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
1115	10/18/2017	3,000	0	0	0	13,200	0	0
1116	10/18/2017	3,000	0	0	0	13,200	0	0
1117	10/18/2017	3,000	0	0	0	13,200	0	0
1118	10/18/2017	3,000	0	0	0	13,200	0	0
1119	10/18/2017	3,000	0	0	0	13,200	0	0

**HOME MBE/WBE report**

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period \$	Total amount expended during reporting period \$	Amount expended for TBRA \$	Balance on hand at end of reporting period \$
57,316	31,939	69,905	69,905	19,350

**Table 6 – Program Income**

Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period						
	Total	Minority Business Enterprises				White Non-Hispanic
		Alaskan Native or American Indian	Asian or Pacific Islander	Black Non-Hispanic	Hispanic	
Contracts						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	0	0
Sub-Contracts						
Number	0	0	0	0	3	5
Dollar Amount	0	0	0	0	93,945.39	107,333.87
	Total	Women Business Enterprises	Male			
Contracts						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0		8			
Dollar Amount	0	0	201,278.26			

**Table 7 – Minority Business and Women Business Enterprises**

All Contracts and Subcontracts for single family new construction were executed between the Sub recipient of HOME funds and the contractors.

See attached MBE/WBE reports submitted during 2019 All HOME-activities were implemented through non-profit organizations dedicated to creating affordable housing. The non-profit organizations did contract with minority business owners for the construction of four (4) single family homes; however, the dollar amount for each contract for construction using HOME funds did not exceed \$25,000.00 for each individual contracted unit (per 24 CFR 92.508 (a) (7) (2) (b)).

<b>Minority Owners of Rental Property</b> – Indicate the number of HOME assisted rental property owners and the total amount of HOME funds in these rental properties assisted						
	<b>Total</b>	<b>Minority Property Owners</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
Number	0	0	0	0	0	0
Dollar Amount	0	0	0	0	0	0

**Table 8 – Minority Owners of Rental Property**

All Home assisted rental properties are owned by Limited Liability Corporations and/or non-profit agencies.

<b>Relocation and Real Property Acquisition</b> – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0	0			
Businesses Displaced		0	0			
Nonprofit Organizations Displaced		0	0			
Households Temporarily Relocated, not Displaced		0	0			
<b>Households Displaced</b>	<b>Total</b>	<b>Minority Property Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
Number	0	0	0	0	0	0
Cost	0	0	0	0	0	0

**Table 9 – Relocation and Real Property Acquisition**

The City has an adopted Anti-Displacement and Relocation Policy. City efforts are to always minimize relocation and displacement wherever possible in accordance with the adopted Policy. Actions were taken to utilize the NM Department of Transportation's property acquisition requirements to further ensure our efforts comply with federal regulations. No HOME or CDBG funds were used in acquisition projects triggering Anti-displacement and Relocation.

**LOAN SUMMARY CHART:**

HOME Portion				
Project Names	Loan Type	Term	Balance as of June 30, 2019	
Rental Projects – Both New and Rehab Projects				
Casa de Corazones – 811 Project	Forgivable Loan	45 years	\$94,942.07	
Montana Sr. Village II – LIHTC *	Deferred Payment	33 years	\$322,459.73	
Mesquite Village - LIHTC	Low Interest Loan	30 years	\$77,751.66	
Cactus Gardens – New Rental	Low Interest Loan	30	\$36,782.48	
Desert Palms – LIHTC/Rental Rehab*	Low Interest Loan	30 years	\$555,825.99	
Stone Mountain Place – LIHTC	Deferred Payment & Interest Only Pymt.	45 years	\$419,115.54	
Alta Tierra Apts. - LIHTC/Rental Rehab*	Low Interest Loan (Partial Int Only Pymt)	45 years	\$333,679.20	
Home Rehabilitation	Low Interest - #=4	20 to 30 years	\$49,969.86	
	Deferred Payment Loan (0% interest, due upon sale or transfer) - #=		\$77,362.14	
	Deferred Payment Loan (0% interest, with expiration dates) - #=	Less than 10 years	\$0.00	
	Grants – with due dates, forgiven with time - #=	Less than 10 years	\$0.00	
CDBG Portion				
Project Types	Loan Type or Subtypes	# of Loans Outstanding	Term	Principal Balance (as of June 30, 2017)
Home Rehabilitation	Low Interest Loans	43	20 to 25 yrs.	\$443,576.28
	DPL (0% Interest – due on sale or transfer)	17	N/A	\$1,869,595.69
	Grants – with due dates/forgiven with time	34	0 to 29 yrs.	\$461,348.48

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	15	0
Number of Non-Homeless households to be provided affordable housing units	35	0
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>50</b>	<b>0</b>

Table 10 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	15	0
Number of households supported through The Production of New Units	10	0
Number of households supported through Rehab of Existing Units	25	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>50</b>	<b>0</b>

Table 11 – Number of Households Supported

**Discuss the difference between goals and outcomes and problems encountered in meeting these goals.**

For the HOME program serving non-homeless through the production of new units, 5 new units were completed, a decrease over the 2018 goal of 10 due to delays with the environmental, funding and contractor processes in the units to be construction of 7 lots in the Highland View Subdivision. Construction did begin in August 2019.

The goals for the City's Home Rehabilitation program were to complete a total of twenty-five (25) home rehabilitation projects and mobile home accessibility ramps. In PY2018 four (4) homes were completed with three (3) additional projects currently under construction, to be completed in PY2019. Eight (8) mobile home ramp projects were completed. Staff shortage, training and turnover were factors in the Community Improvement section during the program year.

**Discuss how these outcomes will impact future annual action plans.**

For the HOME program, we are tracking the progress of all projects including any delays and

causes of delays. For PY2018 all Habitat for Humanity projects were completed on schedule. Tierra Del Sol purchased lots for construction and completed the environmental assessment on 7 lots they purchased in the Highland View subdivision. The HOME agreement has executed, households have been income qualified and executed the HOME agreement and are in the process of income qualifying the households and under contract. Start of construction was delayed with outside source funding and contractor delays. Construction began in August 2019 and is expected to be completed in May 2020. Should projects with the partners be delayed, written explanations are required and work-out plans may be requested. This process allows staff to anticipate the number of units to be completed during any program year to ensure compliance with HOME guidelines.

For the CDBG infrastructure programs, staff frequently collaborates with the City's Public Works Department. Additional efforts to collaborate with other City Departments on future planned infrastructure projects is underway. There is a street project planned for PY19.

In addition, staff has developed a system to more quickly move applicants on the waitlist through processing by routinely updating information and desire to participate in the program. Staff will continue to work towards the addition of programs and re-structuring current program guidelines in the existing Home-Rehab Handbook to refine programs that will expand services to clients

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	6	0
Low-income	2	0
Moderate-income	0	0
<b>Total</b>	<b>8</b>	<b>0</b>

**Table 12 – Number of Persons Served**

**Narrative Information** All five (5) single- family HOME-assisted units completed during PY2018 were constructed and sold to income eligible households earning between 50-80% AMI. There were a total of 15 individuals in the five units for HOME single family construction.

All CDBG completed, Home Rehabilitation, Mobile Home Ramp, projects during PY2018 were provided to households earning less than 80% AMI. There was a total of twelve (12) households with eighteen (18) people assisted. There were a total of 32 applications processed during the year, with 23 applicants being determined to be ineligible (6 Ramp and 17 Home Rehab) for various reasons.

All households assisted through HOME Tenant Based Rental Assistance were households earning below 80% AMI. Thirty-Two households were assisted in PY2018.



## **CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

CDBG public services funds directly assist the homeless population and their needs. Up to 15% of the City's PY2018 CDBG Entitlement was dedicated to Public Services. In PY2018 \$110,000 was dedicated to sub-recipients who serve the homeless and near homeless populations almost exclusively.

The agencies are:

(1) Casa de Peregrinos, a food pantry, received \$22,000 in PY2018 CDBG Public Services funds to operate a food rescue program, to supplement their Emergency Food Program which focuses on alleviating food insecurity through the provision of emergency food distribution to Las Cruces families. Casa de Peregrinos was able to rescue approximately 1,220,000 pounds of food and served total of 13,259 persons during PY2018.

(2) Jardín de los Niños, a childcare facility for homeless and near-homeless children, located on the campus of the Mesilla Valley Community of Hope, received \$22,000 in PY2018 CDBG Public Services funding to provide Children's Therapeutic Services for homeless/near homeless children. The program focuses on direct treatment, prevention, intervention and education via early learning opportunities, individualized curriculum, therapy for developmental delays and social and emotional behavioral interventions; as well as assistance for self-sufficiency and stabilization out of homelessness; and Healthcare assessments, housing assistance and information/education. Jardín served a total of 288 duplicated children during PY2018.

(3) La Casa, Inc., a facility serving homeless and near-homeless abused spouses and children, received \$22,000 in PY2018 CDBG Public Services funding to implement the operations of their Emergency Shelter Program. La Casa, Inc. served 398 unduplicated homeless and near-homeless abused spouses and children during PY2018.

(4) Mesilla Valley Community of Hope, a primary provider of services to homeless, near-homeless and disabled persons received \$22,000 in PY2018 CDBG Public Services funding for day shelter (showers, laundry, clothing) and case management (referrals to health care, housing, employment and counseling) services. Mesilla Valley Community of Hope served 880 unduplicated homeless and near-homeless adults and their families during PY2018.

(5) St. Luke's Health Care Clinic, a provider of medical services for homeless, near-homeless and



disabled persons received a \$21,889 operational grant in PY2018 CDBG Public Services funding for Homeless Health Care Coordination. St. Luke's Health Care Center served 3,319 duplicated patients during PY2018.

In PY2017 the began a pilot program with its general funds known as Mano y Mano. Mano y Mano is a day labor program targeting unsheltered homeless individuals in the City of Las Cruces. The program will be managed by the local homeless housing provider in an attempt to make outreach and assess the needs of individuals. Through this outreach efforts staff can make the necessary referrals and help address their housing and other needs. This program has been so successful it was increased by an additional 400,000 in PY2018. As a result, Mesilla Valley Community of Hope has seen an increase in clients served through day shelter outreach services.

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

The City funded two (2) agencies who are working to meet the housing needs of homeless persons with the City of Las Cruces, Mesilla Valley Community of Hope and La Casa Inc.

La Casa and Mesilla Valley Community of Hope were awarded Continuum of Care Supportive Housing Grants awarded under the McKinney-Vento Act, as well as State funded Tenant Based Rental Assistance. La Casa provides emergency shelter for victims of domestic violence and transitional housing for those exiting the shelter. Mesilla Valley Community of Hope uses the funds for a variety of housing programs and is the project sponsor for the City's Shelter plus Care grant.

The City's general fund provided \$361,000 in operational support to an emergency shelter for runaway and homeless youth. This effort will seek to help youth transition to more stable placement and link to other community resources. Program implementation began in PY2018 and additional allocation of \$175,000 was provided in PY2019.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Prior years HOME funding assisted in the construction of a transitional living facility that targets young adults aging out of foster care, rehabilitation facilities, correction programs and homeless youth. Families and Youth Incorporated/ Resources for Children and Youth own and manage the facility which offers support services for the youth such as life and employment counseling, educational path awareness opportunities and other supportive services. Approval from HUD

and the Department of Finance and Administration allowed a change from transitional housing to permanent rental housing for adults. The facility called El Crucero is a 12- unit facility now offers permanent supportive housing to families.

The City's general funds will be providing operational support to an emergency shelter for runaway and homeless youth. This effort will seek to help youth transition to more stable placement and link to other community resources.

**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**

HOME funded TBRA provided transitional housing with clients participating in supportive services promoting self-sufficiency and independent living skills. The City provides non-HUD funds to needed public services provided by non-profit agencies to the community that would include assistance to the homeless and chronically homeless. During PY2018 approximately \$1.4 million in health care funding was allocated for service providers, some of which was dedicated to homeless services.

The City's general fund provided \$361,000 in operational support to an emergency shelter for runaway and homeless youth. This effort will seek to help youth transition to more stable placement and link to other community resources. Program implementation began in PY2018 and additional allocation of \$175,000 was provided in PY2019.

In PY2017 the began a pilot program with its general funds known as Mano y Mano. Mano y Mano is a day labor program targeting unsheltered homeless individuals in the City of Las Cruces. The program will be managed by the local homeless housing provider in an attempt to make outreach and assess the needs of individuals. Through this outreach MVCH can provide case management and referral services, the day stipend also helps housed individuals pay for necessities like utility payments. This program has been so successful it was increased by an additional \$400,000 in PY2018. As a result, Mesilla Valley Community of Hope has seen an increase in clients served through day shelter outreach services.

In PY2015 the City was officially recognized by HUD for reaching functional zero in the Mayor's Challenge to End Veteran Homelessness. The City allocated additional funds to our partner Mesilla Valley Community of Hope to ensure that functional zero is maintained in PY2018.

## **CR-30 - Public Housing 91.220(h); 91.320(j)**

### **Actions taken to address the needs of public housing**

No actions were taken in PY2018 by the City of Las Cruces, as the Public Housing efforts and initiatives are under the responsibility of the Mesilla Valley Public Housing Authority (MVPHA). The MVPHA does not use HOME or CDBG funds for improvements in public housing.

Capital Fund Program funds are awarded annually to maintain public housing units. MVPHA received \$558,686.00 in Capital Funds for PY2019.

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

MVPHA has a Resident Council that participates in the process for the review of the Annual and Five-Year Plan and attends the MVPHA's Board of Commissioners meetings.

MVPHA has 13 families who participate in the HCV Homeownership Program.

In 2019, HUD awarded MVPHA 5 additional Veterans Affairs Supportive Housing (VASH) vouchers for a total of 70 VASH vouchers to serve Veterans in Dona Ana County, MVPHA is planning to apply for additional VASH vouchers for year 2020.

MVPHA currently has 42 participants in the HCV Family Self-Sufficiency (FSS) Program and is looking to expand within the next fiscal year. An application was submitted to HUD to fund the FSS Coordinator position for calendar year 2019.

MVPHA posts all vacant positions and notices in the MVPHA lobby, Interagency Council, and with NM Dept. of Workforce Solutions so interested residents can submit an application.

### **Actions taken to provide assistance to troubled PHAs**

The Department of Housing and Urban Development (HUD) designated the MVPHA HCV program a standard performer on the Fiscal Year 2018 SEMAP Assessment.

The Department of Housing and Urban Development (HUD) designated the MVPHA Public Housing program a standard performer on Fiscal Year 2018 PHAS Assessment.

### **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken 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. 91.220 (j); 91.320 (i)**

The Las Cruces City Council acknowledges the burden that public policies can have on the creation of affordable housing and has provided funding to pay development impact fees for qualified grantees for the development of affordable housing. The Las Cruces City Council has also allocated funding to the City of Las Cruces Affordable Housing Trust Fund. Land acquired or owned by the City may also be allocated to the City's Affordable Housing Land Bank for future development of affordable housing or it also may be sold with the proceeds set aside for the affordable housing trust fund for additional affordable housing development. Development standards for density bonus, parking standards, and development on infill lots have also been reviewed to help with the feasibility of new development. The City has received approval from the NM Mortgage Finance Authority (MFA) for its Affordable Housing Plan (AHP) and has submitted the Affordable Housing Land Bank and Trust Fund Policies to MFA for approval. The City's first project on land held in the land bank, Sierra Tract affordable housing development is currently out for a requests for proposal for developers. We anticipate choosing a developer prior to year end 2019 with construction to begin late in 2020 or early 2021.

The City continued to allocate funding for development impact fee waivers for affordable housing units using City General Fund monies. This program provides approximately \$15,000 in impact fee waiver value for park fees, public safety fees, water and wastewater impact fees waivers, in accordance with the State's Affordable Housing Act. These funds helped offset development costs for 5 single family owner-occupied affordable housing units in PY2018. The City's Comprehensive Plan 2040 previously adopted in 2013 provides a systems approach to comprehensive planning with an emphasis on four themes which include Health Community, Community Character, Economic Prosperity and Sustainable Growth. The Healthy Community theme, provides goals and policies which consider housing choice, alternative housing types, infill development, creative incentives programs, etc. to promote and expand affordable housing. The Comprehensive Plan is currently in the process of being completely updated over an 18-month long process and is anticipated to be adopted in 18-24 months.

### **Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)**

No other specific actions related to the Action Plan are identified other than those previously described or elsewhere in this report. However, the City does look to use or pursue other funding sources to address the needs, including their own. This includes providing public service funds for general welfare and health care needs from the City's special funds from the proceeds and/or



interest earnings of a pre-paid lease of Memorial Medical Center. In PY2017, approximately \$321,435 of City-financed health care funds was provided to public service agencies that primarily benefited the low-income residents of the community.

The City also provides money from its general fund to an outside agency that provides low-income residents with assistance on their City utility bills. This assistance is limited to those residents that are delinquent in their payments and receive some other form of government assistance to determine their income status/eligibility. In PY2018, the City provided \$80,778.72 in utility assistance from the general fund.

The City's Public Works and Facilities Departments also use either grants or other appropriations received from the State of New Mexico to implement projects that benefit low-income residents, special needs populations, or low-income areas. On-going efforts include funding for improvements to the buildings at Community of Hope.

**Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)**

The City of Las Cruces is committed to reducing the hazards posed by Lead Based Paint (LBP) in the older stock of the City and to reduce the potential for childhood lead poisoning.

All City-eligible contractors in the Home Rehabilitation Program, which bid on houses that were built before 1978 and are found to contain levels of LBP that require action, are mandated to be certified with the EPA's "Renovate, Repair, and Painting Rule" (RRP). This EPA Rule has added more advanced training and documentation requirements for contractors and renovation workers.

Under the City's Home Rehabilitation and Neighborhood Stabilization Programs, LBP testing was done on all homes constructed before 1978 and which were rehabilitated through these two (2) programs. All LBP, detected at levels considered "hazardous," were remediated through either interim controls or abatement per HUD/EPA regulations as part of the rehabilitation.

In PY2018, the Home Rehabilitation Program tested seven (7) houses for LBP. Five (5) were found to be clear of LBP hazards and two (2) were found to have LBP at levels considered to be "hazardous". To date there are two (2) ongoing projects with LBP hazards being remediated. The following is a table that summarizes the LBP efforts of the City's Home Rehabilitation Program:

## LEAD BASED PAINT SUMMARY PY2018

Number of Homes Rehabilitated (completed)	4
Number of homes under construction	3
Number of Homes Tested for LBP #	6
Number of Houses Containing LBP #	1
Total Cost of LBP Testing	\$4,308.89
Total Cost of LBP Clearance	\$406.17
Estimated Cost of Removal of all LBP	\$2,000.00
Combined Total – LBP Testing, Clearance, and Removal	\$6,715.06
Total Estimated Rehabilitation Cost of Houses with LBP#	\$65,000.00
% of LBP Testing, Clearance, and Removal to Total Costs (Approx.)	10.3%

### **Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)**

The low incomes of many citizens of Las Cruces have left them with insufficient means for decent, affordable living. The immediate goal is to ensure services are provided throughout the City that address this issue. The City understands the needs of those living in poverty. Its strategy is to address the issue of poverty by supplementing resources to promote an acceptable standard of living, and this will continue to be done through a number of programs and goals. These programs and goals include: home rehabilitation for low-income families who cannot afford to maintain their homes and who would be in danger of losing them, and funding and support of other types of services (primarily CDBG Public Services) for low-income persons (primarily presumed benefit groups). All of these activities support housing or social service needs so that low-income families and persons can use their limited resources for other living requirements.

The City has undertaken additional efforts to assist with reducing the number of poverty level families. This includes the use of EDI grants (previously completed), the use of Health Care funds and other general funds to area non-profits, and Continuum of Care, especially those programs that provide permanent supportive housing efforts.

### **Actions taken to develop institutional structure. 91.220(k); 91.320(j)**

The City's institutional structure for addressing housing and community development activities

is efficient. Duplication of services is limited. The City benefits from having a relatively small group of nonprofit organizations specializing in serving certain populations.

The City has worked diligently to foster and develop strong relationships with community organizations that provide housing and supportive services to low income and special needs populations. City staff are accessible to its providers of housing and services and the City works to make the CDBG and HOME application processes transparent. In recent years, the City has been very proactive in implementing policies and programs that remove barriers and support the provision of needed housing and services, such as the establishment of an affordable housing land bank and trust fund, streamlining the development process and implementing impact fee waivers for affordable housing development. These efforts will continue during the next action plan period and throughout the Consolidated Plan period.

The City of Las Cruces adheres to HUD regulations for monitoring requirements and has an adopted Evaluation & Monitoring Guide which identifies the methods in which applications and agencies will be determined to be evaluated each year. In addition to the Evaluation Guide, which determines the number of monitoring reviews that are to be accomplished each year, the program monitoring and compliance staff is charged with conducting the monitoring visits for each agency each year as applicable. The monitoring is for both financial and programmatic review in accordance with the CDBG, HOME, Permanent Supportive Housing Programs, and applicable OMB circulars. This is in addition to technical assistance provided by the City's HOME and CDBG program staff.

**Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)**

The City provided public service funding to local non-profit funds for agencies that serve special needs populations, primarily to the homeless, victims of domestic violence, the disabled, and low- income youth and young adults. Additionally, the City provided HOME funds to private, non-profit housing providers for the development of single-family housing.

The City began the process for implementation of its Affordable Housing Land Bank and Trust Fund. However, the New Mexico Mortgage Finance Authority required a substantial update to the AHP which was adopted in PY2016. Implementation is ongoing. The City has published an RFP for the development of Affordable Housing on City owned property. Additional RFPs and Parcels maybe solicited in PY2019.

In PY2015 the City was officially recognized by HUD for reaching functional zero in the Mayors Challenge to End Veteran Homelessness. The City allocated additional funds to our partner Mesilla Valley Community of Hope to ensure that functional zero is maintained in PY2018.

The City continued participating in meetings with outside partners in efforts to improve overall delivery of CDBG, HOME, and CoC-funded projects, as well as public service and homeless providers on a regular basis.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The impediments to Fair Housing Choice and recommended actions listed were identified through the preparation of the 2016-2020 Consolidated Plan and Analysis of Impediments to Fair Housing Choice. Impediments are not listed in any particular order of priority. Each action includes a target time period for the action to be undertaken and completed. Some actions are noted as ongoing. The 2016 Impediments listing includes and expands upon the Impediments identified in the 2011 Impediments report. The 2016 listing reflects current conditions and concerns that exist in the community.

**Impediment 1: Lack of knowledge about Fair Housing roles and responsibilities of consumers and providers.**

**Impediment 2: Housing Consumers with limited English proficiency Have difficulty in understanding and accessing information on Fair Housing and the often-complex forms and documents used in obtaining services or completing a transaction for Housing.**

**Impediment 3: Discrimination by Property owners and Managers, against persons with Disabilities and Hispanic Residents limits these groups from Equal access to housing.**

**Impediment 4: The increasing cost and scarcity of both rental and For Sale Housing Disproportionately Impacts Persons with Disabilities, and Hispanics as Quantified in the Consolidated Plan and the Housing Concerns Section of the Analysis of Impediments.**

**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**

**Impediment 1: Lack of knowledge about Fair Housing roles and responsibilities of consumers and providers.**

2018 Actions to address Impediment 1:

- The City partners with other agencies and programs to increase awareness of Fair Housing Laws and policies including those at the Federal, State, and local levels. The City provided



an updated Fair Housing website as part of the Las Cruces web portal. The Fair Housing website contains necessary information in English and Spanish including Fair Housing Laws and Ordinances as well as information on agencies to contact and the steps needed to file a complaint. The City will continue to provide Fair Housing materials and all other informational documents related to its Community Development activities and reports in alternative formats if requested by a disabled person.

- The City continued to provide printed and electronic information to landlords and property managers that they can pass on to prospective tenants and purchasers. Fair Housing information was made available in alternative formats upon request. City staff conducted one landlord fair housing awareness meeting in PY2018.
- The City Community Development Department partnered with professional associations and fair housing agencies to provide community forums and meetings educating citizens on Fair Housing laws and their importance in ensuring equal access to housing and the programs and services the City provides.

**Impediment 2: Housing Consumers with limited English proficiency Have difficulty in understanding and accessing information on Fair Housing and the often-complex forms and documents used in obtaining services or completing a transaction for Housing.**

**2018 Actions to address Impediment 2:**

- The City, as outlined in its Public Participation Plan, continued to provide notice that interpreter services and materials in alternative formats will be made available at public meetings and meetings discussing City services and programs so that potential applicants will have equal access to programs and services in spite of their limited English proficiency or due to sensory disabilities.
- Development of the Language Access plan is near complete, changes in staff resulted in ongoing delays. Staff attended Language Accesses planning for Limited English proficiency individuals in anticipation of completing the LAP.

**Impediment 3: Discrimination by Property owners and Managers, against persons with Disabilities and Hispanics residents limits these groups from equal access to housing.**

**2018 Actions to address Impediment 3:**

- The City of Las Cruces Community Development Department continues its outreach and educational efforts to inform builders, property owners and managers of the provisions and requirements that must be met in providing equal access to housing for the protected classes of people outlined above. The educational effort included providing written and

electronic information on how housing providers can ensure that advertising, screening processes, lease policies, and general interactions with those seeking housing are treated equally

- Community Development staff assisted complainants who wish to file a discrimination complaint, in filing the necessary forms through the HUD web portal and provided guidance and referrals on the process the City and other state and federal agencies will utilize in responding to complaints.
- The City posted Fair Housing information at all facilities controlled by the City of Las Cruces. This effort was extended to City subgrantees which provide housing services.
- The City provided technical assistance and oversight to CDBG and HOME subgrantees to ensure that each agency has a compliant Affirmatively Furthering Fair Housing Marketing Plan (AFFHMP), if applicable.
- In PY2016 the City began to update and revise its Transition plan and will include 504 self-evaluation. In PY2017 the draft was completed and is posted to the City's transitional plan website and submitted to the State of New Mexico for review. Council adoption is still pending City of Las Cruces Human Resources department and State of New Mexico approval. Vacancies in the State have cause substantial delays.

**Impediment 4: The increasing cost and scarcity of both rental and For Sale Housing Disproportionately Impacts Persons with Disabilities, and Hispanics as Quantified in the Consolidated Plan and the Housing Concerns Section of the Analysis of Impediments.**

**2018 Actions to address Impediment 4:**

- In its 2016-2020 Consolidated Plan, the City has prioritized increasing the supply of accessible, affordable rental housing as a high priority. The City has made this priority by expending its federal and local resources to support development efforts to provide more rental housing to very low and low-income households, particularly those with special needs. In PY2018 the City awarded HOME funding to a LIHTC multifamily development special needs project. The project application was awarded LIHTC funding.
- In PY2017 the City updated its Affordable Housing Ordinance to more clearly define income levels to match the State's Affordable Housing Act. Implementation of the Affordable Housing Plan and the Affordable Housing Land Bank and Trust Fund continued in PY2018, an RFP was issued to solicit affordable housing development on City owned property. Additional RFPs and properties will be identified PY2019.
- The City continued its review of density limitations, minimum lot sizes and other

regulations that may constrict housing providers' ability to produce both smaller apartments and for sale homes for sectors of the market which cannot presently afford the products available in Las Cruces. In PY2019, the City will provide zoning variances to a multifamily LIHTC project.

- Development Readiness Measures: The City through its mapping and property records system will identify vacant and underutilized residentially-zoned properties in zoning areas that have adequate infrastructure to support greater densities for residential uses. In PY2016 the City created a Neighborhood Action Team to address vacant and abandoned properties. In PY2017 additional "Teams" were created to review and guide City policies. Most notable is the Housing Policy Review Committee which is currently developing ordinances for Nuisance Abatement and Uniform Housing Code. In PY2018 several vacant nuisance properties were acquired by the City through lien foreclosures. These properties will be abated and returned to the market as affordable housing homes/land parcels. RFP for developers will be issued in late PY2019 or PY2020.
- The City continued to provide limited financial assistance to households who qualify for long term mortgages. In PY2018 the City utilized approx. \$15,000 for its impact fee waiver program for homes that meet the City definition of affordable housing.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City's monitoring expectations call for at least one annual visit to each CDBG Public Service, HOME Project site (including CHDO Operating, CHDO Reserve projects and TBRA-assisted sites); and Supportive Housing Shelter Plus Care Housing grants (as applicable). HOME rental project sites are monitored in accordance with the requirements at 24 CFR 92.504. City staff provide the monitoring review to the sub-recipient at a time that is conducive to their schedule. Generally, the arrangement for the visit commences with a call to arrange the visit, with a follow-up formal letter, verifying the time and indicating what records are to be reviewed, and what activities are to be assessed. This letter is generally done with at least a two-week advance notice.

To perform the actual monitoring visit, City staff use Community Planning and Development (CPD) Handbook (HBK) 6509.2, Revision-5, selected forms, as applicable, from Chapters 3 and 22 for Public Services, Chapters 13 and 22 for Supportive Housing Program (as applicable), and Chapters 7 and 22 for both HOME/CHDO and as a framework for S+C.

Generally, for all on-site reviews there is a full record(s) review (review of program participant eligibility and supporting documentation), a complete Uniform Physical Conditions Standards (UPCS) for HOME multi-family, plus TBRA and Supportive Housing Program tenant-based rentals and a walk-through of HOME single-family homes under construction or un-occupied, but where construction has been completed. If there are problems or issues beyond program staff's expertise, other City Departments may be contacted. Once the review is complete, a written follow-up letter is provided to the agency, noting any Findings, Concerns, Comments, and/or Observations to the Sub-recipient, with appropriate due dates for correction/compliance.

For PY2018, CDBG Public Services reviews have been completed, and the program year monitoring results have been closed out.

For the HOME program the monitoring has been completed for all-multi-family project except for El Crucero apartment complex which will take place the first quarter of PY2019. Of the complexes that have been monitored there were 6 findings that are in the process of being addressed. CHDO agency monitoring will be schedule for the 1<sup>st</sup> quarter of PY2019 for Mesilla Valley Habitat for Humanity and Tierra Del Sol Housing Corporation. Monitoring for the HOME TBRA Program is anticipated to be completed by the end of December 2018. CHDO recertification's take place at least twice a year, once at application and then again prior to the execution of any agreement for the commitment of CHDO funds for the City's two (2) CHDOs',



Tierra Del Sol Housing Corporation and Mesilla Valley Habitat for Humanity.

The City also monitored all single-family rental units owned by non-profits partnering agencies that were purchased using NSP funds in previous program years. There were no findings or concerns.

For PY2018, most of the CDBG Public Services sub-recipients experienced few problems and had few findings or concerns; which have been corrected and addressed in a timely manner. The monitoring results for the HOME projects that have been completed resulted 6 findings and 5 concerns that are being addressed.

**Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

A draft of the 2018 CAPER, will be available for comment between Friday, August 30, 2019 through Friday, September 20, 2019, on the City's website at [www.las-cruces.org](http://www.las-cruces.org) (website is ADA compliant for the visually impaired), at the Community Development Department, and the City Clerk's Office, 700 N. Main Street, and Branigan Library, 200 E. Picacho Las Cruces, NM. Two Public input meetings will be held on Tuesday, September 10, 2019 at Las Cruces City Hall conference room 1158, 700 N. Main Street from 5:30 to 6:30 p.m. and September 12, 2019 at the Mesilla Valley Community of Hope, Resource Room at 999 W. Amador from 2:30 to 3:30 p.m.

Meeting notifications in English and in Spanish were posted at all City Municipal buildings, including Senior Centers and local churches of various denominations.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

There are a number of barriers that may have a negative impact on fulfilling the strategies and the overall vision. The lack of funding, is a significant barrier that most negatively impacts the City's ability to fulfill the strategies and vision for the community. Community growth and construction projects in prior years experienced some slow down due to downturns in the economy. There was some positive change over the past year with an increase in construction projects and slight community growth.

PY2018 program objectives are reflective of the goals identified in the 2016-2020 Consolidated Plan. As is the case with almost all cities in the United States, the need for affordable housing and supportive services for the homeless, disabled, elderly, and low-income persons, in general, far exceeds the capacity of municipalities to provide them. The City generally has to balance the limited HOME funding between single-family (homebuyers) and multi-family (renters) in alternating years. The social services need to Special Needs Populations, as well as housing, is also part of the limitations from funding (CDBG Public Services cap of 15%). However, the City continues to address the targeted goals to include the preservation needs for owner-occupied housing, and infrastructure and economic improvements to neighborhoods.

All HOME project units under construction were completed in a timely manner and the City of Las Cruces has met HOME funds commitment deadlines.

Grant disbursements are completed in a timely manner.

No substantial changes have been made to programs; however, the City is continuing to evaluate, revise, and update Standard Operating Procedures for improvement in processes for our programs and services to residents. This may result in process changes to grant programs for PY2019.

The Museum of Nature and Science was funded by a \$2,000,000 Brownfield Economic Development Initiative (BEDI) grant and a \$2,000,000 Sec 108 loan, as well as an ARRA grant from DOE, finished construction during program year 2012 and has been open for business. The P&I amount repaid for PY2018 was \$145,776.60 with a cumulative amount repaid of \$1,142,382.18.

## **CR-50 - HOME 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

**Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.**

For PY2018 City staff held or has scheduled on-site monitoring visits for all HOME-assisted multi-family properties with the exception of El Crucero which will be scheduled for the first quarter of PY2019. The properties with completed monitoring visits are, Montana Senior Village II, Mesquite Village, Stone Mountain Place, and Alta Tierra, Casa De Corazones and Cactus Gardens. The complexes with completed site reviews had 6 findings and 7 concerns for tenant files and housing inspection standards with satisfactory financial performance. File reviews at complexes visited had errors with incorrect and/or missing documentation. :

Alta Tierra – Missing bank statements for bank account list on applications

Montana Senior - No findings

Mesquite Village – No findings

Stone Mountain Place – inaccurate income calculation and missing identification for household members

Desert Palms- missing lead based paint disclosure in tenant file

Cactus Gardens- incomplete documentation for income certification/recertification process, bank statement and incorrect utility allowance.

Casa De Corazones- no findings

El Crucero – on schedule to be monitored 1st quarter of PY2019.

Monitoring information for the City's two (2) CHDO's Mesilla Valley Habitat for Humanity and Tierra Del Sol Housing Corporation will be in the 1<sup>st</sup> quarter of PY2019.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.**

### **92.351(b)**

The City provided technical assistance and oversight to CDBG and HOME sub-grantees to ensure that each agency has a compliant Affirmatively Furthering Fair Housing Marketing Plan



(AFFHMP), if applicable

The City of Las Cruces actively markets its programs through bilingual public forums and advertisements. All HOME-assisted projects must have an affirmative marketing plan or certification as applicable as part of their HOME Agreement with the City. The City's single-family owner-occupied units are not developed under the "spec home" concept. Prior to starting construction, all units have a qualified homebuyer and executed construction and/or sales contracts in place with qualified applicants on the agencies' waiting lists. All multi-family projects have Affirmative Fair Housing Marketing Plans. For single-family development City sub-recipients, Mesilla Valley Habitat for Humanity and Tierra Del Sol, also have Fair Housing Marketing Plans which they advertise.

Places where Mesilla Valley Habitat for Humanity and Tierra Del Sol advertise include:

- Las Cruces Sun News
- Las Cruces Bulletin
- Barnes & Noble Bookstore
- Senior Centers
- Local Radio Stations
- Presentations at Local Low-Income Health Clinics, La Clinica de Familia and Ben Archer
- Social Media sites including Facebook and Instagram

And various churches including the below:

- Peace Lutheran Church
- First Church of Nazarene
- Catholic Diocese
- Baptist Student Union
- Apostolic Tabernacle
- Bethel Second Baptist Church
- Holy Cross Catholic Church
- St. Alberts Newman Center
- Calvary Christian Church
- First Baptist Church
- Bethel Bible Fellowship
- Immaculate Heart of Mary Catholic Church

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

HOME Program income expended during the program period totaled \$69,904.92. All funds were spent on eligible Tenant Based Rental Assistance activities and HOME program admin expenses. The beneficiary characteristics are reported in other section CR 10.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

All HOME-assisted multi-family complexes with the exceptions of Cactus Gardens a four-unit complex, Casa de Corazones a Section 811 property, and El Crucero apartment complex were financed with LIHTC funding from New Mexico Mortgage Finance Authority. City of Las Cruces policy is to alternate funding years between single family and multi-family housing. PY2018 was designated as a single-family year for HOME funding allocations.

## Unique Appendices

<b>Tab B:</b>	Certification of CAPER 2017
<b>Tab C:</b>	Minutes of September 2017, 2017 – CAPER Public Hearing
<b>Tab D:</b>	Proof of Publication – 2017 CAPER Public Input and Comment Period
<b>Tab E:</b>	Map of 2017 CAPER Projects
<b>Tab F:</b>	PR01 – HUD Grants and Program Income
<b>Tab G:</b>	PR05 - Drawdown Report by Project and Activity
<b>Tab H:</b>	PR06 – Summary of Consolidated Plan Projects for Report Year 2017 & PR08 Grantee Summary Activity Report
<b>Tab I:</b>	PR09 – Program Income Details by Fiscal Year and Program & PR07 – Drawdown Report
<b>Tab J:</b>	PR23 – Program Year 2017 Summary of Accomplishments
<b>Tab K:</b>	CDBG Program Income & Entitlement Funds Reconciliation- PY 2017 & PR50 Selected CDBG Expenditure Report
<b>Tab L:</b>	PR03 – CDBG Activity Summary Report (GPR) for PY 2017 & PR54 CDBG Performance Profile
<b>Tab M:</b>	PR26 – CDBG Financial Summary for Program Year 2017 & PR35 – CDBG Grant, Subfund, Subgrant Report
<b>Tab N:</b>	PR83 – CDBG Performance Measures Report & PR79 CDBG Housing Rehabilitation Report & PR10 CDBG Housing Activities Report
<b>Tab O:</b>	PR22 – Status of HOME Activities & PR15 Cost per HOME-Assisted Unit – Family & PR16 – HOME Lower Income Benefits – All Year
<b>Tab P:</b>	PR25 – Status of CHDO Funds by Fiscal Year
<b>Tab Q:</b>	PR27 – Status of HOME Grants & PR35 HOME Grant, Subfund, Subgrant Report
<b>Tab R:</b>	PR33 - HOME Matching Liability Report
<b>Tab S:</b>	HOME – Program Income & Other Funds Reconciliation - PY 2017
<b>Tab T:</b>	Section 3 Report
<b>Tab U:</b>	MBE/WBE Report 2516 (Contracting/Subcontracting Activity)
<b>Tab V:</b>	Semi-Annual Labor Standards Report 4710