

**CITY OF EL PASO, TEXAS**  
**AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Community and Human Development

**AGENDA DATE:** November 27, 2012

**CONTACT PERSON/PHONE:** Bill Lilly/541-4643

**DISTRICT(S) AFFECTED:** All Districts

**SUBJECT:**

**APPROVE a resolution / ordinance / lease to do what? OR AUTHORIZE the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.**

Discussion and action on a Resolution that City Council amend the City's Annual Action Plans 2011-2012 and 2012-2013 of the Consolidated Plan for 2010-2015 by deleting one public service activity in the 37<sup>th</sup> Year (2011-2012) Annual Action Plan and transferring those funds to the CDBG Contingency Account to be reprogrammed for future use; deleting one public service activity in the 38<sup>th</sup> Year (2012-2013) Annual Action Plan and reprogramming those funds to add one new public service activity; and by deleting one activity in the 2011-2012 ESG Program and reprogramming those funds to add one new activity; and that the City Manager be authorized to take any actions necessary to accomplish the intent of the resolution upon approval by the City Attorney's Office and Director of Community and Human Development Department.

**BACKGROUND / DISCUSSION:**

**Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action? What are the citizen concerns?**

**Accessible Housing Units Database - \$50,000 – Deletion from 37<sup>th</sup> Year (2011-2012) CDBG Program:** This one-year public service project, which was funded in conjunction with an Accessible Housing Units Survey project, never got underway due to its dependence on the completion of the survey. The survey is due to be completed by December 2012. City Council has already approved another Accessible Units Housing Database project in the 38<sup>th</sup> Year (2012-2013) that will be implemented at the completion of the survey.

**Lutheran Social Services of the South – Community Support Program - \$30,000 – Deletion from the 38<sup>th</sup> Year (2012-2013) CDBG Program:** This one-year public service project is proposed be deleted from the program at the request of Lutheran Social Services of the South, which no longer was financially able to administer this community service program.

**Assistance League of El Paso – Operation School Bell - \$30,000 – Addition to the 38<sup>th</sup> Year (2012-2013) CDBG Program:** This new, one-year public service is proposed to be added to the program due to deletion of the Lutheran Social Services of the South's project. This all-volunteer non-profit agency provides new clothing, school supplies and hygiene items to economically-deprived elementary school children (grades 1-5) as identified by the school.

**Dame La Mano - \$10,000 – Deletion from the 2011-2012 Emergency Shelter Grant (ESG) Program:** This project is proposed to be deleted from the program at the request of the City of El Paso. The agency has been under investigation for over one year with no resolution in sight. The City never entered into a contract with Dame La Mano for use of the funds because of the ongoing investigation. ESG funds awarded to the City of El Paso must be used within a two-year period, so the recommendation is to delete this project and re-program the \$10,000 before the City loses the ability to expend the funds.

**Salvation Army – Red Shield Family Center Meals - \$10,000 – Addition to the 2011-2012 ESG Program:**  
This new project is proposed to be added to the ESG program to expend the \$10,000 left by the deletion of Dame La Mano's project. The Salvation Army will use the funds for direct costs related to the purchase of food for residents of its shelter.

A Notice was placed in the El Paso Times and El Diario newspapers on October 10, 2012 to allow a 30-day period for public comment ending November 12, 2012. There were no citizen comments received.

**PRIOR COUNCIL ACTION:**

**Has the Council previously considered this item or a closely related one?**

Amendments to the City's approved Annual Action Plans are common occurrences.

**AMOUNT AND SOURCE OF FUNDING:**

**How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?**

The projects proposed to be deleted are budgeted in the following accounts:

- Accessible Units Housing Database – G7137SS11-2400
- Lutheran Social Services of the South – G7138SS71-2400
- Dame La Mano – G7137ES12-2020

Budget transfers will be required.

The projects proposed to be added will need new account numbers established and budget transfers will also be required.

**BOARD / COMMISSION ACTION:**

**Enter appropriate comments or N/A**

The CD Steering Committee unanimously approved the proposed changes on October 4, 2012.

\*\*\*\*\***REQUIRED AUTHORIZATION**\*\*\*\*\*

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**DEPARTMENT HEAD:** Anthony C. Stear for W. Lilly

(Example: if RCA is initiated by Purchasing, client department should sign also)  
*Information copy to appropriate Deputy City Manager*

**APPROVED FOR AGENDA:**

**CITY MANAGER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

## **RESOLUTION**

**WHEREAS**, on June 28, 2011, the City Council for the City of El Paso adopted a Final Action Plan for 2011-2012 for the Consolidated Plan 2010-2015, including the 37th Year (2011-2012) Community Development Block Grant (CDBG) Program and the 2011-2012 Emergency Shelter Grant (ESG) Program, and on the same date authorized the City Manager to sign and submit to the United States Department of Housing and Urban Development (HUD) the Annual Action Plan (2011-2012) and all certifications contained therein; and

**WHEREAS**, on June 19, 2012, the City Council for the City of El Paso adopted a Final Action Plan for 2012-2013 for the Consolidated Plan 2010-2015, including the 38th Year (2012-2013) Community Development Block Grant (CDBG) Program, and on the same date authorized the City Manager to sign and submit to the United States Department of Housing and Urban Development (HUD) the Annual Action Plan (2012-2013) and all certifications contained therein; and

**WHEREAS**, the City Council, based on the recommendation of the Director of the Community and Human Development Department and Department staff, now desires to amend the Annual Action Plan (2011-2012) of the 2010-2015 Consolidated Plan and 37th Year (2011-2012) CDBG Program Budget by deleting one public service activity and transferring those funds to the CDBG Contingency Account to be reprogrammed for future use; amend the Annual Action Plan (2012-2013) of the 2010-2015 Consolidated Plan and 38th Year (2012-2013) CDBG Program Budget by deleting one public service activity and reprogramming those funds to add one new public service activity; and amend the Annual Action Plan (2011-2012) of the 2010-2015 Consolidated Plan and 2011-2012 ESG Program Budget by deleting one activity and reprogramming those funds to add one new activity; and

**WHEREAS**, on October 10, 2012, the City of El Paso published in the El Paso Times and El Diario newspapers public notice and allowed a 30-day public comment period regarding the proposed amendment to the Annual Action Plans (2011-2012 and 2012-2013) and 37th Year (2011-2012) CDBG and ESG Program Budgets and 38th Year (2012-2013) CDBG Program Budget and City Council has duly considered public comment, if any; and

### **NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

1. That the Annual Action Plan (2011-2012) and 37th Year (2011-2012) CDBG Program Budget is hereby amended as follows:

Accessible Housing Units Database - \$50,000 (**All Districts**): This public service project is deleted from the CDBG program at the request of the City of El Paso, the original applicant;

2. That the Annual Action Plan (2012-2013) and 38th Year (2012-2013) CDBG Program Budget is hereby amended as follows:

Lutheran Social Services of the South – Community Support Program - \$30,000 (**All Districts**): This public service project is deleted from the CDBG program by mutual agreement between the City of El Paso and Lutheran Social Services of the South. Funds from this project will be used to fund the following 38th Year public service project:

Assistance League of El Paso – Operation School Bell – \$30,000 (**All Districts**): This new public service project is added to the CDBG program. This all-volunteer non-profit agency provides new clothing, school supplies and hygiene items to economically-deprived elementary school children (grades 1-5) as identified by the school;

3. That the Annual Action Plan (2011-2012) and 2011-2012 ESG Program Budget is hereby amended as follows:

Dame La Mano – \$10,000 (**All Districts**): This project is deleted from the ESG program at the request of the City of El Paso. Funds from this project will be used to fund the following 2011-2012 ESG project:

Salvation Army – Red Shield Family Center Meals – \$10,000 (**All Districts**): This new ESG project is added to the 2011-2012 ESG program. The Salvation Army will use the funds for direct costs related to the purchase of food for residents of its shelter; and

4. That the City Manager be authorized to take any actions necessary to accomplish the intent of this resolution upon approval by the City Attorney’s Office and Director of Community and Human Development Department.

*(signatures follow on next page)*

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

CITY OF EL PASO

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John F. Cook  
Mayor

ATTEST:

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Richarda Duffy Momsen  
City Clerk

APPROVED AS TO FORM:



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Kristen L. Hamilton  
Assistant City Attorney

APPROVED AS TO CONTENT:

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William L. Lilly, Director  
Community and Human Development