

COUNTY OF TORRANCE

RESOLUTION NO. 2002-24

**AUTHORIZING SUBMITTAL OF AN APPLICATION FOR
THE YEAR 2002 SMALL CITIES COMMUNITY
DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM.**

WHEREAS, in accordance with the Housing and Community Development Act of 1974, as amended, the State of New Mexico, through the Community Development Council and the Department of Finance and Administration, Local Government Division, has elected to exercise its option to administer the 2002 Small Cities Community Development Block Grant (CDBG) Program; and

WHEREAS, Torrance County wishes to participate in the 2002 Small Cities CDBG program; and

WHEREAS, Torrance County has solicited public input on community needs at a public hearing held on _____ (date) _____; and

WHEREAS, Torrance County does not have an up-to-date Comprehensive Plan, and there are many benefits associated with the formulation, adoption, and implementation of a Comprehensive Plan; and

WHEREAS, a Comprehensive Plan would define the County's vision and enable the County to achieve that vision; serve as a guide to decision making on issues such as land use, housing, transportation, infrastructure, economic development, and open space; and such a plan would strengthen the County's Comprehensive Zoning Ordinance.

NOW THEREFORE, BE IT RESOLVED that the Board of County Commissioners of the governing body of Torrance County, does hereby approve and authorize submittal of a planning grant application for the Year 2002 State of New Mexico CDBG program.

PASSED, APPROVED, AND ADOPTED this 22 day of _____, 2002.





Bill R. Williams
County Commission Chairman

**STATE OF NEW MEXICO
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
APPLICATION COVER SHEET**

Application No. _____
(For Staff Use)

Applicant: Torrance County
(For Joint Applications, enter Lead Applicant)

Address: P.O. Box 48 205 9th St. Estancia NM 87016
(For Joint Applications, enter address of Lead Applicant)

Contact Person: Robert Ayre, County Manager Phone Number: (505) 384-2418

County in Which Located: Torrance Planning District: 3

(Check One) Rural (Rural is a population of 25,000 or less for counties;
3,000 or less for municipalities.)
Non-Rural _____ (All other applicants)

(Check One) Individual Application Joint Application _____

If Joint Application, name other municipality/county involved: _____

Amount Requested: \$ 25,000 Phased Amount: \$ _____

Matching Waiver Requested: (Check One) NO YES _____

Matching Loan Requested: (Check One) NO YES _____

Categorical area to be addressed by the proposed project: (Check One)

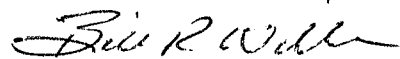
- | | |
|--|---|
| <input type="checkbox"/> Community Infrastructure | <input type="checkbox"/> Economic Development |
| <input type="checkbox"/> Housing | <input type="checkbox"/> Emergency |
| <input type="checkbox"/> Public Service Capital Outlay | <input type="checkbox"/> Colonias |
| <input checked="" type="checkbox"/> Planning | <input type="checkbox"/> Planning/Water Association |

CERTIFICATION:

I hereby certify that the attached resolution adopted by the governing body of (municipality/county)

_____ on _____
(Applicant) (Date Adopted)

authorizes me to file this application for assistance from the State of New Mexico. I further certify that to the best of my knowledge, the information in this application is true and correct.



(Chief Elected Official)

**STATE OF NEW MEXICO
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
HUD CDBG DISCLOSURE REPORT**

PART I – APPLICANT/GRANTEE INFORMATION

1. Applicant/Grantee Name: Torrance County

Address: P.O. Box 48, 205 9th St. City/State/ZIP
Estancia NM 87016

Phone: (505) 384-2418

2. Indicate whether this is: Initial Report Update Report

Federal employer identification number: _____

3. Project Assisted / To Be Assisted

a. Fiscal Year: 2002

b. Project No. _____

c. Amount Requested/Received: \$25,000

d. Program income to be used with "c" above: \$ 1,250

e. Total of "c" and "d": \$ 26,250

PART II – THRESHOLD DETERMINATIONS

1. Is the amount listed in 3e (above) more than \$200,000? Yes No

Have you received or applied for other HUD assistance, which when added to 3e (above), amounts to more than \$200,000? Yes No

If the answer to either 1 or 2 of this Part is "yes", then you must complete the remainder of this report.

If the answer to both 1 and 2 of this Part is "no", then you are not required to complete the remainder of this report, but you must sign the following certification.

I hereby certify that this information is true.

Ben R. Wood
(Chief Elected Official)

5-22-02
(Date)

STATE OF NEW MEXICO
 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
 PLANNING APPLICATION FORM

PROJECT NARRATIVE

Applicant: Torrance County

PROJECT DESCRIPTION & NEED. Describe the plan, including need, historical information, problem, proposed solutions [300 words or less].

The current Torrance County Comprehensive Plan is a 5-page document adopted by the County Commission in 1988. It established development policy and addressed four basic elements: land use and natural resources, county infrastructure, services to the public, and economic development. In subsequent years the document has loosely served as the basis for revisions to county subdivision regulations and zoning ordinances. However, the sketchy nature of the current plan is inadequate for planning purposes.

Torrance County is experiencing rapid population growth and subsequent development pressures. We need a well researched, designed, and articulated Comprehensive Plan to guide us through the next few years, so that we can make informed decisions and implement cohesive, consistent policies. Recognizing the need, the County Commission has included this project on our Infrastructure Capital Improvement Plan (ICIP) list for 2002. At the present time the Torrance County Planning and Zoning Board has seated a volunteer committee to initiate this project and they are involved in a community needs assessment survey. However, neither the committee nor the Torrance County Government staff has the personnel or expertise to complete the entire process of designing and implementing an effective Comprehensive Plan without assistance from outside consultant sources.

As a large rural county our economic resources are limited. At the present time we have no unallocated resources with which to fund this project. Therefore, we are requesting a \$25,000 CDBG Grant so that we may retain the services of qualified planning experts through the Middle Rio Grande Council of Governments (MRGCOG). If we are successful in obtaining funding, it is our intention to utilize MRGCOG to assist us with: data collection and research; facilitation of community participation; formulation of realistic goals, objectives, and strategies; the preparation of the actual document; and finally, the adoption and implementation process.

Demographic Category	Total	Above LMI	Below LMI	%
(a) <u>White, not Hispanic Origin</u>	9677			14%

(b)	Black, not Hispanic Origin	255	N/A
(c)	Hispanic	6283	32%
(d)	American Indian or Alaskan Native	266	21%
(e)	Asian or Pacific Islander	68	N/A
(f)	Other		33%
TOTAL		16911	24.6%
(1)	Female Head of Household	740	11.8%
(g)	Male	8681	
(h)	Female	8230	

1. Consistency (25 points)

Document the degree to which the proposed planning project is (1) consistent with the applicant's current version of its comprehensive plan, (2) its infrastructure capital improvement plan, and (3) its planning region's consolidated plan.

The current Comprehensive Plan for Torrance County was adopted to "ensure rational development which responds to the human, economic, and environmental needs of the County;" Our county is part of State Planning and Development District 3. In its summary of the 2000 census data for this district, MRGCOG notes that the district has seen a 22% increase in the population over 1990. In response to this population explosion with the resulting pressures on our resources and infrastructure, the Torrance County Board of Commissioners added the revision of the Comprehensive Plan to its ICIP list for 2002. The Estancia Valley Economic Development Association has also recognized the need for a revised plan to be in place if economic development opportunities are to be realized. EVEDA has committed resources and funding to data collection in order to expedite the comprehensive planning process. Focus 2050 defined the development vision for our district. If Torrance County is to move towards this goal, a cohesive, well-designed comprehensive plan must be in place to guide our future development decisions.

2. Appropriateness (25 points)

Describe the impact the proposed project will have on at least one of the three national objectives of the CDBG program.

Torrance County is applying for CDBG funding for our Comprehensive Plan revision in order to alleviate the blight conditions, which have developed in the county due to the inadequacy of our current plan. Inconsistent development policy has resulted in conflicting zoning ordinances and subdivision regulations. Many of our older

subdivisions have been haphazardly developed with inadequate roads, which make it impossible for our sheriff's office and emergency services personnel to respond to residents, especially when the weather is inclement. Enforcement of zoning regulations in these areas is particularly difficult due to the sheer number of the violations and the very rural character of the area. Much of the county has become a dumping ground for abandoned trailer homes and junk cars, and the environment is further threatened by the proliferation of septic systems and individual wells, many of which are unlicensed and have not been inspected. The Estancia Valley Water Board is particularly concerned about the potential for contamination of the aquifer. As part of the planning process we will survey current conditions in the county in order to devise effective management strategies for the future.

3. Citizen involvement (25 points)

Describe how the planning process will involve citizens (1) in the preliminary identification of community needs,(2) in the development and active participation in the planning process, and (3) in the implementation of the plan.

The Torrance County Planning and Zoning Board recognizes the need for broad citizen involvement in all aspects of this project. Planning and Zoning members are acting as the steering committee. In December of 2001 they issued, through the local papers, a call for volunteers to serve as a working committee. This committee was approved and began work in January of 2002. It consists of 20 volunteers who are representative of the county as a whole. They have been meeting twice a month, and have initiated a survey and interview procedure to assess the needs of the county. Members have been attending regularly scheduled meetings of civic and business organizations, school groups, senior gatherings, and church groups. They are also conducting interviews of key members of the various communities within Torrance County. Plans are currently underway to mail a survey to citizens in the Electric Co-op billing. Every effort is being made to reach all population groups within our county.

Monthly working committee reports are being filed with the Planning and Zoning Board and the project coordinator reports to the board in an open meeting on a quarterly basis. Initial drafts of the plan will be reviewed in open meetings so that citizens can express their opinions and have direct input in the process. Before the final plan is adopted, a series of public hearings will take place. By maximizing public input, it is our intention to design and adopt a Comprehensive Plan that honestly addresses the needs, desires, and interests of the citizens of Torrance County.

4. Implementation (25 points)

Describe (1) the local commitment of resources to the planning process; (2) commitment to adopt the plan, either by resolution, rule, policy or ordinance; and (3) commitment to use the results of the planning process in the decision making process.

Torrance County 's funding resources are limited and fully allocated. However, as a rural applicant, we pledge to match this grant on a 5% basis. We currently provide and will continue to provide support services for this effort through the office of the County Manager. Our citizen volunteers have been working diligently on the Comprehensive Plan project for 3 months and anticipate that the entire process will take 12 to 18 months to complete. They are fully committed and involved. The Estancia Valley Economic Development Association (EVEDA) recognizes the importance of this project and is willing to provide whatever data and support that may be of value. Similarly, the Torrance County Maternal and Child Health Project Office is providing us with essential social services information.

Upon review and recommendation of the Planning and Zoning Board, the Torrance County Commission will adopt the Comprehensive Plan as a resolution. The revised Plan will become the basis for subsequent zoning ordinances and subdivision regulations and a consistent guide for development decisions. Our elected and appointed officials will have a set of agreed upon goals and strategies to refer to when making policy decisions. Our revised Comprehensive Plan will reflect our resources and our needs, and establish priorities. Future policy will grow from a shared vision of appropriate land and water use, required infrastructure, road and transportation systems, economic development zones, social service priorities, housing options, and educational opportunities.

PRIVATE CONSULTANT. If the applicant hired a private consultant to prepare this application or lobby for it, please provide the name of the consultant and amount of the contract.

Torrance County Comprehensive Plan

Project Cost Data [for incorporation into CDBG application summary table]

PROJECT COST ACTIVITIES	CDBG FUNDS	LOCAL FUNDS	TOTAL COST
Administration:			
a) Personnel	\$500		\$500
Other Professional	\$24,500		\$24,500
Other Activities (list)			
Advertising		\$1,250	\$1,250
TOTALS	\$25,000	\$1,250	\$26,250

Use of Funds by Activity (tentative) [as an exhibit in contract budget with MRGCOG]

ACTIVITY	ESTIMATED COSTS
Task 1: Data Collection and Research	\$ 8,575
Task 2: Community Participation Element	7,350
Task 3: Formulation of Goals, Objectives, Strategies	2,450
Task 4: Preparation of Comprehensive Plan Document	3,675
Task 5: Adoption and Implementation of Plan	2,450
TOTAL	\$24,500

EXHIBIT C
 State of New Mexico
 DFA – Local Government Division
 PROJECT COST / FINANCING SUMMARY

TYPE OF BUDGET <input checked="" type="checkbox"/> Application <input type="checkbox"/> Revision <input type="checkbox"/> Final Contract		Date:
CDBG Amount \$		Grant No.
Project Period: From: _____ To: _____		Phase:
Applicant:		Project Title

PROJECT COST ACTIVITIES	CDBG FUNDS	PROJECT FUNDING SOURCES				TOTAL PROJECT COST
		OTHER SOURCES (Identify other funds – local, state, federal or private)				
Administration*						
a) Personnel						
b) Travel						
c) Supplies						
d) Contractual						
e) Other						
Architect/Engineer						
Other Professional						
Inspection						
Property Acquisition						
Construction/Rehab						
Contingencies						
Other Activities (list)						
TOTALS:						

PART V – EXPECTED SOURCES AND USES OF FUNDS

This part requires that you identify the sources and uses of all assistance, including CDBG, that have been or may be used in the project.

Alphabetical List of All Persons with a Reportable Financial Interest in the Project	Social Security No. or Employer ID No.	Type of Participation in Project	Financial Interest in Project Amount & Percent (\$ and %)