CITY OF ALBUQUERQUE
SIXTEENTH COUNCIL

COUNCIL BILL NO. FS-R-04-188 (4) ENACTMENT NO. ________________

SPONSORED BY:

RESOLUTION

AMENDING F/S R-04-56, ENACTMENT 66-2004; PROVIDING FOR AN APPROPRIATION TO THE WEST CENTRAL METROPOLITAN REDEVELOPMENT PROJECT; ESTABLISHING PROCEDURES FOR MANAGEMENT OF THE FUNDING BY THE ALAMOSA NEIGHBORHOOD ASSOCIATION; ACCEPTING A PROGRAM OF ASSOCIATION BETWEEN THE ALAMOSA NEIGHBORHOOD ASSOCIATION AND THE WEST CENTRAL COMMUNITY DEVELOPMENT GROUP (WCCDG); CALLING FOR THE ESTABLISHMENT OF A NEW COMMUNITY DEVELOPMENT CORPORATION (CDC) TO CARRY OUT PROJECTS IN THE AREA; ESTABLISHING REQUIREMENTS FOR TRAINING AND THE ESTABLISHMENT OF OPERATING AND FINACIAL PROCEDURES BY THE NEW CDC; AND FUNDING A COMMUNITY BASED ECONOMIC DEVELOPMENT TRAINING PROGRAM.

WHEREAS, F/S R-04-56, Enactment 66-2004, set aside Two Hundred Thousand Dollars ($200,000), received from the Phillips Semiconductor IRB Settlement, in a General Fund Reserve for Community and Local Economic Development projects; and

WHEREAS, while a number of neighborhood associations and other organizations support establishing a relationship with the Alamosa Neighborhood Association (ANA) to carry out redevelopment activities and implement the West Central Metropolitan Redevelopment Area Plan, other associations are opposed to this approach and would prefer to establish a new Community Development Corporation; and

WHEREAS, drafts of legislation specifying these different approaches were written, posted on the City Council's web site, and have been the subject of many meetings including one for which thousands of notices were mailed to area property owners and neighborhood association officers; and

WHEREAS, these discussions have not altered positions regarding the different redevelopment approaches; and

WHEREAS, the West Central Metropolitan Redevelopment Area is large, containing approximately 850 acres, and the West Central MRA identified three opportunity sites (Atrisco Business Park, Atrisco Town Crossing, and Atrisco Plaza Area) that will require significant effort to successfully redevelop; and

WHEREAS, funding is available to support the two different redevelopment approaches and it is appropriate to encourage neighborhood and business associations to improve the West Central area; and

WHEREAS, the Alamosa Neighborhood Association (ANA) agrees to the following conditions set forth by the City of Albuquerque in this Resolution; and

WHEREAS, ANA will enter into a memorandum of understanding with a West Central Community Development Group (WCCDG) setting standards for future projects that will be included in the Metropolitan Redevelopment Area; and

WHEREAS, it is appropriate for a new Community Development Corporation be established by a neighborhoods and others in the area; and

WHEREAS, the City should establish organizational requirements for the new Community Development Corporation as elements of the partnership between the City and the community; and

WHEREAS, the City should provide funding and opportunities for local economic development training.

BE IT RESOLVED BY THE COUNCIL, THE GOVERNING BODY OF THE CITY OF ALBUQUERQUE THAT:

SECTION 1. Three Hundred Thousand Dollars ($300,000) from the General Fund Reserve to address Community and Local Economic Development projects are appropriated to the Transfer to the Metropolitan Redevelopment Fund (275) in the General Fund (110).

SECTION 2. Three Hundred Thousand Dollars ($300,000) are appropriated to the West Central Metropolitan Redevelopment Project in the Metropolitan Redevelopment Fund (275) under the Metropolitan Redevelopment Agency to support activities to redevelop the West Central Metropolitan Redevelopment Area under the conditions of this legislation.

SECTION 3. Alamosa Neighborhood Association and the West Central Community Development Group. The amount of $150,000, as contained in the appropriation above, shall be drawn upon by the Metropolitan Redevelopment Agency in support of these organizations. The City Metropolitan Redevelopment Agency shall develop an approximately 18 - 24 month expenditure plan containing benchmarks and calendar dates that shall be used to control the dispersal of these funds.

A. A West Central Community Development Group (WCCDG) shall be established from among, but not be limited to, the groups identified in Attachment A. At least 80% of the membership of the groups in Attachment A shall sign an agreement forming the WCCDG largely as specified in Attachment B, with participation on the WCCDG Board. The signed agreement is to be submitted to the Metropolitan Redevelopment Agency. No funds shall be distributed by the City Metropolitan Redevelopment Agency to the ANA prior to this agreement being executed as provided here.

B. To receive funding set forth in Section 3 and other appropriations from the City for the purposes of activities in the West Central Metropolitan Redevelopment Area, ANA must satisfy the following conditions:

1. Exhibit organizational, financial and project development capacities prescribed by the City to successfully develop projects within the West Central Metropolitan Redevelopment Area including, but not limited to, contracting with the Enterprise Foundation for an assessment of ANA's strengths and weaknesses, identifying resources for the West Central redevelopment effort, defining strategic goals and objectives, financial management training, public/private partnership real estate development training including the development of affordable housing, human resource training, and training of critical path techniques for developing solutions to community problems. In addition, the WCCDG's Board members should participate in the training provided through the community based economic development.

2. Develop a Memorandum of Understanding (MOU) with the WCCDG for the purposes of ANA managing West Central MRA projects. The agreement to be in effect shall require approval of the WCCDG Board. The ANA

shall have the financial, legal, membership, and operational rules and procedures necessary for the ANA to execute the functions envisioned in the agreement.

C. The ANA and the WCCDG must agree to the following terms for West Central MRA redevelopment activities:

1. The ANA will act as a community development organization for implementation of redevelopment activities in the West Central MRA appropriate for a community based non-profit;

2. The ANA will sponsor or directly develop appropriate projects in the West Central MRA;

3. The ANA will provide an annual work plan related to the West Central MRA to the WCCDG Board for approval. The work plan will contain a calendar of specific activities to be undertaken and a set of measurable objectives for the redevelopment efforts. The work plan also will be submitted to the City Metropolitan Redevelopment Agency;

4. The ANA will obtain the approval of the WCCDG before undertaking any new development activity or project within the MRA;

5. Projects that ANA wishes to initiate will be evaluated to determine the following: meets the objectives and standards in the West Central MRA, enhances the health, welfare, safety, and quality of life for all residents of the West Central Area, includes living wage jobs, and be environmentally sensitive and fiscally sound. A report evaluating each proposed project in relation to these standards must be provided by the ANA to the WCCDG prior to their review of the project. This report also shall be provided to the City Metropolitan Redevelopment Agency;

6. The ANA will provide the WCCDG Board and the City Metropolitan Redevelopment Agency with project updates and reports of activities on a regular basis but at least semi-annually;

7. Once the WCCDG Board has given project approval, ANA will be required to obtain additional approvals for significant changes as the development project moves forward;

8. The relationship between ANA and the WCCDG is specified in Attachment B to this legislation. Modification of this MOU may be made as agreed upon by the parties.

D. A six-month review of ANA's activities in carrying out the West Central redevelopment shall take place by the Board of the WCCDG.

SECTION 4. New Community Development Corporation (CDC) in the vicinity of the West Central Metropolitan Redevelopment Area. The amount of $150,000, as contained in the appropriation above, shall be drawn upon by the Metropolitan Redevelopment Agency in support of the new CDC. The City Metropolitan Redevelopment Agency shall develop an approximately 18 – 24 month expenditure plan containing benchmarks and calendar dates that shall be used to control the dispersal of these funds.

A. The new Central Community Development Corporation (CDC) shall be established shall be established from among, but not be limited to, the groups identified in Attachment C. At least 80% of the groups in Attachment C (5 of 6 groups) shall formally agree to join the CDC with participation on the Board of Directors. The agreement is to be submitted to the Metropolitan Redevelopment Agency. No funds shall be distributed by the City Metropolitan Redevelopment Agency to support this effort prior to the agreement being executed as provided here.

B. Funding set forth in Section 3 and other appropriations from the City for the purposes of activities in the West Central Metropolitan Redevelopment Area vicinity, shall be distributed to the CDC in the following manner, as specified in Attachment D.

1. Initial funding, referred to as Phase 1, shall assist the formation of the CDC. The work tasks supported in Phase 1 include the following:

a. Draft and adopt bylaws including a set of operating procedures. The CDC bylaws shall include provisions related to how the CDC can be dissolved;

b. Adopt a system of financial record keeping and reporting;

c. Elect officers;

d. Incorporate the Community Development Corporation and obtain non-profit IRS status;

e. Secure a fiscal / financial agent prior to the CDC being able to fully carry out these functions.

Funding shall be provided for part-time staffing, consultant assistance, and office expenses in order to undertake these tasks.

C. Either concurrently with or after completion of the tasks identified in Section 4.B.1, Phase 2 activities involve contracting with the Enterprise Foundation or other group with similar capabilities as approved by the City Metropolitan Redevelopment Agency for an assessment of the CDC's strengths and weaknesses, identifying resources for the West Central redevelopment effort, defining strategic goals and objectives, financial management training, human resource training, public/private partnership real estate development training including the development of affordable housing, and training of critical path techniques for developing solutions to community problems. In addition, the CDC's Board members and staff should participate in the training provided through the community based economic development.

D. Following completion of these steps, the CDC shall begin full-scale operations in Phase 3, as a community development organization for implementing redevelopment activities in the West Central MRA and vicinity appropriate for a community based non-profit. The follow terms of activity are specified for this stage of work:

1. An Executive Director / Community Development Specialist and an Administrative Assistant shall be hired;

2. The CDC shall exhibit organizational, financial and project development capacities prescribed by the City to successfully develop projects;

3. The CDC will sponsor or directly develop appropriate projects in the West Central MRA vicinity;

4. Projects that CDC wishes to initiate will be evaluated to determine the following: meets the objectives and standards in the West Central MRA, enhances the health, welfare, safety, and quality of life for all residents of the West Central area, includes living wage jobs, environmentally sensitive, and fiscally sound. A report evaluating each project in relation to these standards must be provided by the CDC staff to the Board prior to their vote to support the

project. This report also shall be provided to the City Metropolitan Redevelopment Agency;

5. The CDC will provide the City Metropolitan Redevelopment Agency with project updates and reports of activities on a bi-annual basis;

E. CDC Board will be asked to obtain additional approvals for substantial changes as the redevelopment projects move forward.

F. A CDC annual work plan related to the West Central MRA and vicinity, as approved by the Board, will be submitted to the City Metropolitan Redevelopment Agency. The work plan will contain a calendar of specific activities to be undertaken and a set of measurable objectives for the redevelopment efforts.

Section 5. Regarding the Relationship of the Alamosa Neighborhood Association (ANA) / West Central Community Development Group (WCCDG) and the New Community Development Corporation (CDC).

A. The work of the new Community Development Corporation shall be focused on the Atrisco Plaza Area. The work of ANA / WCCDG shall be focused on the area around the Alamosa Neighborhood. (This does not exclude projects in other locations.) All redevelopment projects proposed by the two entities shall be subject to a public hearing with notice provided to, but not limited to, the neighborhood and other organizations participating in WCCDG, the CDC, and South West Area Neighborhoods. Expenditure of public funds on proposed redevelopment projects shall be subject to the normal review by the City.

B. Future Tax Increment Financing (TIF) revenue from the West Central Metropolitan Redevelopment Area, after the expenditure of the initial $300,000, shall be allocated to each of these organizations on a 50%/50% basis up to $50,000 per organization annually. Additional TIF revenues from specific redevelopment projects shall be distributed to the organization which caused the redevelopment project to be successfully established based on a formula created by the Metropolitan Redevelopment Agency.

Section 5. Community Based Economic Development Training. **One hundred thousand dollars ($100,000) are appropriated from the General Fund**

(110) Reserve for Community and Local Economic Development to the Metropolitan Redevelopment Fund (Fund 275) to establish a Community Based Economic Development Training Program. These funds will be used to secure the services of a community / neighborhood economic development training support organization through a Request for Proposal process. This Program will be jointly managed by the Metropolitan Redevelopment Agency in the Planning Department and City Council Services. The neighborhood associations and community development organizations identified in this Resolution as well as other City neighborhood associations shall be encouraged to participate jointly in these training sessions. Training shall be focused on identification of specific redevelopment projects, redevelopment strategies and programs, and project implementation plans.

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FS/R-04-188 Attachment A.

NEIGHBORHOOD & MERCHANT ASSOCIATIONS FOR MEMBERSHIP IN THE WEST CENTRAL COMMUNITY DEVELOPMENT GROUP

1. Alamosa Neighborhood Association.
2. Avalon Neighborhood Association.
3. Crest View Bluff Residents Association
4. Los Altos Civic Residents Association.
5. Los Volcanes Residents Association.
6. Skyview West Residents Association.
8. Sun Rise Homeowners Residents Association
9. Vecinos Del Bosque Residents Association.
10. Westgate Heights Residents Association
11 Westgate Heights Residents Association/Valle Del Canto
12. Westgate Heights Residents Association/Vista Sandia Homeowners Association.
13. West Central Merchants Association

FSR-04-188 Attachment B.

The Alamosa Neighborhood Association (ANA) submits the following to the city of Albuquerque in order to ensure the city that it will be able to represent the interests of the community within the West Central Metropolitan Redevelopment Area when it engages in any economic and/or community development activity under the West Central Metropolitan Redevelopment Area Plan. ANA also commits itself to acquire the appropriate organizational, financial and project development capacities in order to successfully develop projects within the West Central Metropolitan Redevelopment Area.

In order to ensure that it will be able to represent the interests of the entire community within the West Central Metropolitan Redevelopment Area when it engages in any economic and/or community development activity under the West Central Metropolitan Redevelopment Area Plan:

The ANA agrees to:

- Obtain the approval of the Board of Directors of the West Central Community Development Group (WCCDG) before undertaking any new development activity within the MRA, based on project evaluation as specified in adopted Bill No. F/S R-04-188;
- Obtain WCCDG approval for any major changes in the scope of any development activity previously approved by WCCDG,
- Acknowledge the requirement to obtain WCCDG approval for development projects in the MRA by appropriate changes and modifications to ANA's by-laws and other internal working documents including strategic and business plans;
- Enter into a Memorandum of Agreement with WCCDG detailing the delegation of approval authority for ANA development activities to WCCDG and including provisions for the dissolution of the relationship between the WCCDG and ANA;
- Work with WCCDG to assist it in constituting its board membership to include a representation from the West Central Metropolitan Redevelopment Area;
- Provide an annual work plan to the WCCDG Board for approval, and project updates and reports of activities to the Board at least semi-annually;
- Carry out the other responsibilities identified in adopted Bill No. F/S R-04-188.

In order to ensure that it acquires the appropriate organizational, financial and project development capacities in order to successfully develop projects within the West Central Metropolitan Redevelopment Area. ANA and the WCCDG will receive training and technical assistance from The Enterprise Foundation. The Enterprise Foundation has over twenty years experience in working with community development organizations across the nation and over twelve years specifically working in New Mexico. When it works with these organizations, Enterprise helps identify their strengths and weaknesses and provides tools for success, including training and consulting on everything from managing budgets and staffing to raising additional money to creating solutions for the community's toughest challenges. Enterprise has agreed to assist ANA in three phases as follows:

- <u>Phase I</u>: ANA and the WCCDG will be assisted by Enterprise in conducting an in-depth self-assessment using the SWOT analysis process. Enterprise will critique these assessments and provide ANA with a written report. This assessment will also cover all ANA financial matters and systems

- <u>Phase II:</u> Enterprise will assist ANA and the WCCDG in identifying available resources for ANA use.

- <u>Phase III</u>: Enterprise will assist ANA and the WCCDG to define strategic goals and objectives and to design an implementation schedule, which will include a list of needed follow up trainings and consultations that Enterprise will provide.

In addition to the training that will be provided by Enterprise, ANA submits the following budget to show how it will spend the one hundred and fifty thousand dollars ($150,000) the city of Albuquerque has committed to ANA in order to provide it with financial resources to develop its development capacities in order to work successfully in the West Central Metropolitan Redevelopment Area:

<u>Budget Details</u>

A. Personnel (all are annual full-time equivalents)

Salaries:

West Central Community Redevelopment Specialist	$40,000
Administrative Assistant	<u>$25,000</u>
Subtotal	$65,000
Benefits @20%, e.g. FICA, Workman's Compensation, Unemployment Compensation, Group Insurance, Etc.	$13,000
Salaries Total	<u>$78,000</u>

B. Organizational Infrastructure and Operations (Annual)

Professional Services (research, evaluation, legal, etc), Printing/Copying, Equipment, Supplies, Training, Travel (total, including mileage reimbursement for staff), Postage/delivery, Utilities, Maintenance, Indirect Costs etc:

Organizational Expenses Total	<u>$12,000</u>

Annual Total of Personnel, Operations: **<u>$100,000</u>**

FSR-04-188 Attachment C.

NEIGHBORHOOD ASSOCIATIONS FOR MEMBERSHIP IN THE NEW COMMUNITY DEVELOPMENT CORPORATION

1. Pat Hurly Residents Association
2. West Mesa Neighborhood Association
3. Vista Magnifica Neighborhood Association
4. Riverview Heights Neighborhood Association
5. Huning Castle Neighborhood Association
6. West Park Neighborhood Association

FSR-04-188 Attachment D.

Budget Details

Phase 1 (6 months)

Project Coordinator (50% FTE, 6 months)	$10,000
Benefits @20%	$ 2,000
Office, supplies, phone, etc. ($500 per month)	$ 3,000
Consulting (Training, Legal, Accounting)	$15,000
Total Phase 1	**$30,000**

Phase 2 (4 months)

Project Coordinator (75% FTE, 4 months)	$10,000
Benefits @20%	$ 2,000
Office, supplies, phone, etc. ($750 per month)	$ 3,000
Consulting (Training, Legal, Accounting)	$10,000
Total Phase 2	**$25,000**

Phase 3 (12 months)

Executive Director / Community Development Specialist	$40,000
Administrative Assistant	$25,000
Benefits @20%	$13,000
Office, supplies, phone, etc. ($1,000 per month)	$12,000
Consulting (Training, Legal, Accounting)	$ 5,000
Total Phase 3	**$95,000**

Total Budget (1 yr., 10 mos.): $150,000

The Metropolitan Redevelopment Agency shall insure successful completion of each Phase before authorizing the start of the next Phase.

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