

Renard U. Johnson
Mayor

Dionne Mack
City Manager



CITY COUNCIL
Alejandra Chávez, District 1
Josh Acevedo, District 2
Deanna Maldonado-Rocha, District 3
Cynthia Boyar Trejo, District 4
Ivan Niño, District 5
Art Fierro, District 6
Lily Limón, District 7
Chris Canales, District 8

AGENDA FOR THE REGULAR COUNCIL MEETING

June 10, 2025
COUNCIL CHAMBERS, CITY HALL, 300 N. CAMPBELL AND VIRTUALLY
9:00 AM

Teleconference phone number: 1-915-213-4096
Toll free number: 1-833-664-9267
Conference ID: 276-374-884#

Notice is hereby given that a Regular Meeting of the City Council of the City of El Paso will be conducted on June 10, 2025 at 9:00 A.M. Members of the public may view the meeting via the following means:

Via the City's website: <http://www.elpasotexas.gov/videos>
Via television on City15,
YouTube: <https://www.youtube.com/user/cityofelpasotx/videos>

In compliance with the requirement that the City provide two-way communication for members of the public, members of the public may communicate with Council during public comment, and regarding agenda items by calling the following number:

1-915-213-4096 or Toll free number: 1-833-664-9267

At the prompt, please enter Conference ID: 276-374-884#

The public may sign up to speak on items on this agenda before the 9:00 AM deadline on the meeting day at the following links:

For Call to the Public:

<https://app.smartsheet.com/b/form/dfad29e838da41fd86052bb264abd397>

To Speak on Agenda Items:

<https://app.smartsheet.com/b/form/7086be5f4ed44a239290caa6185d0bdb>

9:00 A.M. PLEDGE OF ALLEGIANCE

Pasodale Elementary School at the Invitation of City Representative Deanna Maldonado-Rocha

**Jeremiah Daniel
Thomas Daniel
Laila Gomez
Lizbeth Leon
Sadee Jaramillo
Fernanda Navarro
Nova Wilcox
Gemma Castro
Annabella Hernandez
Ximena Hernandez
Felix Jimenez**

MAYOR'S PROCLAMATIONS

Pride Month

Roger Argenis Day

2025 Juneteenth Observance

Hector Serrano Day

10:00 A.M. ROLL CALL

A QUORUM OF THE CITY COUNCIL MUST BE PRESENT AT THIS TIME

**INVOCATION BY THE MINISTRY COORDINATOR FOR THE EL PASO COUNTY
SHERIFF'S OFFICE, AND CHAPLAIN EMERITUS FOR THE EL PASO POLICE
DEPARTMENT, SAM FARAONE**

PUBLIC COMMENT ON CONSENT AGENDA AND REGULAR AGENDA ITEMS

Public comment on agenda items will begin at 10:00 a.m. Request to speak must be received by 9:00 a.m. on the day of the meeting.

Members of the public may choose to comment at 10:00 a.m. or at the time the item is heard, but not both.

CALL TO THE PUBLIC (CITY RELATED NON-AGENDA ITEMS)

Call to the Public will begin at 10:00 a.m. Requests to speak must be received by 9:00 a.m. on

the day of the meeting. Sixty minutes in total will be devoted for Call to the Public. This time is reserved for members of the public who would like to address the City Council on items that are not on the City Council Agenda.

NOTICE TO THE PUBLIC

All matters listed under the CONSENT AGENDA, including those on the Addition to the Agenda, will be considered by City Council to be routine and will be enacted by one motion unless separate discussion is requested by Council Members. Prior to the vote, members of the audience may ask questions regarding items on the consent agenda. When the vote has been taken, if an item has not been called out for separate discussion, the item has been approved. Council may, however, reconsider any item at any time during the meeting.

CONSENT AGENDA - APPROVAL OF MINUTES:

1. Approval of the Minutes of the Regular City Council Meeting of May 28, 2025. [25-708](#)

All Districts

City Clerk's Office, Laura D. Prine, (915) 212-0049

CONSENT AGENDA - REQUEST TO EXCUSE ABSENT CITY COUNCIL MEMBERS:

2. REQUEST TO EXCUSE ABSENT CITY COUNCIL MEMBERS [25-89](#)

CONSENT AGENDA - RESOLUTIONS:

3. Request that the City Council ratifies the issuance of Purchase Order CEP01-2025006897 to Jordan Foster Construction, LLC for the performance of the emergency rock wall façade removal to mitigate the safety risk posed by the failing rock walls. [25-701](#)

Department:	El Paso International Airport and Purchasing & Strategic Sourcing
Award to:	Jordan Foster Construction, LLC
City & State:	El Paso, TX
Item(s):	All
Contract Term:	8 Consecutive Calendar Days
Ratification Amount:	\$127,000.00
Account(s):	562-3010-62335-522260-PAP00993
Funding Source(s):	Airport Enterprise Funds
District(s):	3

Non-Competitive Procurement under Local Government General Exemption:
Section 252.022 - (a)(2) a procurement necessary to preserve or protect the public health or safety of the municipality's residents.

District 3

Purchasing and Strategic Sourcing, Claudia A. Garcia, (915) 212-0043

Airport, Tony Nevarez, (915) 474-2424

4. That the Mayor be authorized to sign an Interlocal Agreement between the City of El Paso and the County of El Paso to ensure public safety as pertains to inmate ambulance transport from the County Jail to hospitals, for a period of one (1) year. [25-687](#)

All Districts

Fire, Chief Jonathan P Killings, (915) 212-5665

5. That the City Manager or designee be authorized to submit to the Motor Vehicle Crime Prevention Authority (MVCPA), a grant application for the City of El Paso Police Department project identified as "Senate Bill 224 Catalytic Converter grant FY26" to provide financial assistance to the City of El Paso. Requesting \$370,833.00, with a cash match of \$74,167.00, for a total project amount of \$445,000.00. The grant period will be from September 1, 2025 -August 31, 2026. [25-697](#)

All Districts

Police, Assistant Chief Humberto Talamantes, (915) 212-4305

6. That the Solid Waste liens on the attachment posted with this agenda be approved (see Attachment A). [25-637](#)

Districts 1, 2, 3, 4, 5, 6, 8

Environmental Services Department, Nicholas Ybarra, (915) 212-6000

7. That the Demolition liens on the attachment posted with this agenda be approved (See Attachment B). [25-685](#)

Districts 1, 4

Environmental Services Department, Nicholas Ybarra, (915) 212-6000

CONSENT AGENDA - APPLICATIONS FOR TAX REFUNDS:

8. That the tax refunds listed on the attachment posted with this agenda be approved. This action would allow us to comply with state law which requires approval by the legislative body of refunds of tax overpayments greater than \$2,500.00. (See Attachment C) [25-698](#)

All Districts

Tax Office, Maria O. Pasillas, (915) 212-0106

CONSENT AGENDA - NOTICE OF CAMPAIGN CONTRIBUTIONS:

9. For notation pursuant to Section 2.92.080 of the City Code, receipt of campaign contributions by Mayor Renard U. Johnson in the amounts of \$2,500 from John Martin, \$2,500 from Brent Harris, \$5,000 from Stanley Jobe, \$1,000 from Eileen Karlsruher, \$500 from Gary Borsch, \$500 from John Folmer, \$5,000 from Rick Francis, \$1,000 from Rick Amstater, \$5,000 from Scott Schwartz, \$1,000 from Randy Bowling, \$1,000 from Bobby Bowling, \$1,000 from Margo Living Trust, \$500 from LJ Shamaley, \$500 from Barbara Armendariz, \$1,000 from JK [25-722](#)

Robison, \$2,500 from Paige Fox, \$500 from Jack Chapman, \$2,500 from Leisa Peisen, \$1,000 from Rick Lange, \$5,000 from Ted Houghton, and \$1,000 from Marathon Petroleum Political Action Committee.

Members of the City Council, Mayor Renard U. Johnson, (915) 212-0021

REGULAR AGENDA - FIRST READING OF ORDINANCES:

INTRODUCTION OF ORDINANCES PURSUANT TO SECTION 3.9 OF THE EL PASO CITY CHARTER:

Public comment typically is not taken during the first reading of ordinances. Public comments are invited at the date of the scheduled public hearing.

Public Hearings will be held as part of the regular City Council meeting that begins at approximately 10:00 a.m. All interested persons present shall have an opportunity to be heard at that time. After the public hearings, Council may also delay taking action on Ordinances; no requirement is made by Section 3.9B of the El Paso City Charter to publish any further notice. Copies of all Ordinances are available for review in the City Clerk's office, 300 N. Campbell, Monday through Thursday, 7:00 a.m. to 6:00 p.m.

10. An Ordinance amending the Future Land Use Map (FLUM) contained in "Plan El Paso" for the properties legally described as part of Tract 1B, part of Tract 3, Tract 5D, part of Tract 5E1A, and part of Tract 5E1B, part of Tract 2C, Block 41, and part of Tract 5C-1, Block 50, Ysleta Grant, City of El Paso, El Paso County, Texas, from O-1, Preserve and O-3, Agriculture to G-7, Industrial and/or Railyards.

[25-699](#)

Subject Property: North of Americas Ave. and West of Southside Rd.
Applicant: Mount Carmel Cemetery, Ajeya Bhava, LLC, and FIELP #1 LLC
PLCP25-00001

District 7

Planning and Inspections, Philip F. Etiwe, (915) 212-1553
Planning and Inspections, Andrew Salloum, (915) 212-1603

PUBLIC HEARING WILL BE HELD ON JUNE 24, 2025

REGULAR AGENDA – PUBLIC HEARINGS AND SECOND READING OF ORDINANCES:

11. An Ordinance granting a Special Privilege License to Rio Valley LLC to allow for the construction, installation, maintenance, use and repair of a surface encroachment consisting of four (4) covered balconies and support columns over the city right-of-way for the planned development located along La Vona Dr.; setting the license term for a term of fifteen (15) years with an option for one (1) renewable fifteen (15) year term.

[25-644](#)

Subject Property: 6441 Westside Dr.
Applicant: Rio Valley LLC, PSPN24-00007

District 1

Planning and Inspections, Philip F. Etiwe, (915) 212-1553
Planning and Inspections, Armida R. Martinez, (915) 212-1605

REGULAR AGENDA - MEMBERS OF THE CITY COUNCIL

12. Discussion and action on a Resolution to authorize the expenditure of District 5 discretionary funds, in an amount not to exceed \$1,000.00 for capital costs related to the new Pet Pantries at El Paso Public Libraries, including mobile microchip scanners, and related accoutrements, which serves the municipal purpose of nurturing and promoting a healthy and sustainable community for El Paso pets and pet owners; and further, that the City Manager, or designee, be authorized to effectuate any budget transfers and execute any contracts and/or related documents necessary to ensure that the funds are properly expended for the municipal purpose.

[25-711](#)

District 5

Members of the City Council, Representative Ivan Niño, (915) 212-0005

13. Discussion and action on a Resolution to authorize the expenditure of District 5 discretionary funds in an amount not to exceed \$3,000.00 to support initiatives, events, and meetings in District 5. These funds will be used to support current and future programming for youth, seniors, and athletic activities; community meetings; and other events within the district.

[25-712](#)

Authorization is also requested for the purchase of items such as water, refreshments, snacks, prizes, and recognition or award items. Events may take place at various community locations, including but not limited to the Beast Urban Park, the Upper Eastside Regional Command Center, East Side Sports Complex, Salvador Rivas Jr. Park, and the Esperanza Moreno Acosta Library.

District 5

Members of the City Council, Representative Ivan Niño, (915) 212-2005

REGULAR AGENDA - OPERATIONAL FOCUS UPDATE

14. Presentation and discussion on proposed amendments to El Paso City Code 20.20 (Historic Landmark Preservation).

[25-709](#)

All Districts

Planning and Inspections, Philip Etiwe, (915) 212-1553
Planning and Inspections, Providencia Velazquez, (915) 212-1567

REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS:

15. Discussion and action on the award of Solicitation 2025-0221 Janitorial Services - Health Locations to Ace Government Services, LLC for an initial term of three (3) years for an estimated amount of \$1,789,826.10. The award also includes a two (2) year option for an estimated amount of \$1,193,217.40. The total contract time is for five (5) years for a total estimated amount of \$2,983,043.50. This contract will provide daily janitorial services to the

[25-704](#)

Department of Public Health clinics & locations.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$532,868.10 for the initial contract term, which represents a 42.39% increase due to new locations and services added to the scope of work in addition to price increases for services.

Department:	Department of Public Health
Award to:	Ace Government Services, LLC.
City & State:	El Paso, TX
Item(s):	ALL
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$596,608.70
Initial Term Estimated Award:	\$1,789,826.10
Option Term Estimated Award:	\$1,193,217.40
Total Estimated Award	\$2,983,043.50
Account(s):	341-1000-41160-522060 341-2141-41160-522060 P19-PCP14HLTH3YR
Funding Source(s):	General Fund Medicaid Waiver Program Fund
District(s):	All

This was a Best Value Bid Procurement - unit price contract.

The Purchasing & Strategic Sourcing and Public Health Departments recommend award as indicated to Ace Government Services, LLC the highest ranked bidder based on the evaluation factors established in the evaluation criteria for this procurement.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

All Districts

Purchasing and Strategic Sourcing, Claudia A. Garcia, (915) 212-0043
Public Health, Veerinder Taneja, (915) 212-6500

REGULAR AGENDA - OTHER BUSINESS:

16. Discussion and action on a Resolution approving the adoption of the revised City of El Paso Budget Policy, which establishes appropriate fund balance guidelines for the General Fund.

25-700

All Districts

Office of Management and Budget, Robert Cortinas, (915) 212-1067

17. Discussion and action on a Resolution authorizing the City Manager, or designee, to sign an Agreement for Professional Services by and between the CITY OF EL PASO and ALVIDREZ ASSOCIATES, INC., a domestic for profit corporation authorized to do business in Texas, for a project known as "Architect and Engineering Services for the EPIA Federal Inspection Services (FIS) Renovation, New Information Desk and Accessible Pathways Project" for an amount not to exceed \$583,544.00; that the City Engineer is authorized to approve additional Basic Services and Reimbursables for an amount not to exceed \$50,000.00 and to approve Additional Services for an amount not to exceed \$50,000.00 if such services are necessary for the proper execution of the project and that the increased amounts are within the appropriate budgets of the project for a total amount of \$683,544.00; and that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for the execution of the Agreement.

[25-705](#)

All Districts

Capital Improvement Department, Yvette Hernandez, (915) 212-0065

18. Discussion and action on a Resolution that the City Manager, or designee, be authorized to effectuate the listed budget transfer to utilize 2012 Quality of Life Investment Interest funds to set up budget for the Asia Forest Skylight Roof Replacement within the Support Elements Project.

[25-693](#)

District 2

Capital Improvement Department, Gilbert Guerrero, (915) 212-1803

19. Discussion and action on a Resolution that the City of El Paso supports funding a shared use path project on Magoffin Avenue from Cotton Street to Palm Street as described in the 2025 TA (Transportation Alternatives Set-Aside Program) Detailed Application and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of EL Paso is willing and able to enter into an agreement with the Texas Department of Transportation by resolution or ordinance, should the project be selected for funding.

[25-703](#)

District 8

Capital Improvement Department, Joaquin Rodriguez, (915) 212-0065

20. Discussion and action on a Resolution that the City of El Paso supports a project to construct an upper deck with multimodal transportation infrastructure and amenities over I-10 as described in the 2025 TA Detailed Application and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of El Paso is willing and able to enter into an agreement with the Department by resolution or ordinance, should the project be selected for funding.

[25-713](#)

District 8

Capital Improvement Department, Joaquin Rodriguez, (915) 212-0065

21. Discussion and action to authorize the City Manager to sign a sub-award agreement with the Texas Energy Poverty Research Institute (TEPRI), a Harris County sub-recipient, to implement the Solar for All Program in El Paso. [25-689](#)
- All Districts**
Strategic and Legislative Affairs, Fernando Berjano, (915) 337-2517
22. Discussion and action to approve the 2025 Community Needs Assessment (CNA), a facet of the Citizen Participation Plan which provides a guide for citizens and citizen organizations to participate in an advisory role to implement the 2025-2029 City of El Paso Consolidated Plan. [25-694](#)
- All Districts**
Community and Human Development, Nickole H. Rodriguez, (915) 212-1673
23. Discussion and action to approve policies and procedures for planning and implementation of Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) Program, HOME Investment Partnerships (HOME) Program, Housing Opportunities for Persons with AIDS (HOPWA) Program, and HOME Investment Partnerships American Rescue Plan Program (HOME-ARP). [25-695](#)
- All Districts**
Community and Human Development, Nickole H. Rodriguez, (915) 212-1673
24. Discussion and action to approve the Draft 2025-2029 Consolidated Plan and the first year Annual Action Plan funding allocation of this 5-year Consolidated Plan. [25-696](#)
- All Districts**
Community and Human Development, Nickole H. Rodriguez, (915) 212-1673

EXECUTIVE SESSION

The City Council of the City of El Paso may retire into EXECUTIVE SESSION pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Chapter 551, Subchapter D, to discuss any of the following: (The items listed below are matters of the sort routinely discussed in Executive Session, but the City Council of the City of El Paso may move to Executive Session any of the items on this agenda, consistent with the terms of the Open Meetings Act and the Rules of City Council.) The City Council will return to open session to take any final action and may also, at any time during the meeting, bring forward any of the following items for public discussion, as appropriate.

Section 551.071	CONSULTATION WITH ATTORNEY
Section 551.072	DELIBERATION REGARDING REAL PROPERTY
Section 551.073	DELIBERATION REGARDING PROSPECTIVE GIFTS
Section 551.074	PERSONNEL MATTERS
Section 551.076	DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS
Section 551.087	DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS
Section 551.089	DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING

- EX1.** Mark Avalos v. City of El Paso and El Paso Fire Department; 2023DCV1882 (551.071) [25-714](#)
City Attorney's Office, Matt Marquez, (915) 212-0033
- EX2.** Application of El Paso Electric Company to Change Rates - PUC#57568; HQ#UTILITY-60 (551.071) [25-715](#)
City Attorney's Office, Matt Marquez, (915) 212-0033
- EX3.** Statement of Intent of Texas Gas Service Company, a Division of ONE Gas, Inc. to Increase Rates Within the Company's Incorporated Areas of the Central-Gulf, West North, and Rio Grande Valley Service Areas, in the State of Texas - HQ#UTILITY-67 (551.071) [25-716](#)
City Attorney's Office, Robert Aguinaga, (915) 212-0033
- EX4.** Discussion on economic development opportunities in Van Horn, Texas HQ#25-4694 (551.087) [25-718](#)
City Attorney's Office, Karina Brasgalla, (915) 212-0094
- EX5.** Discussion on purchase, exchange, lease, or value of real property in El Paso; HQ 25-4962 (551.071) (551.072) [25-725](#)
City Attorney's Office, Josette Flores, (915) 212-0033
Capital Improvement Department, Yvette Hernandez, (915) 212-0065
- EX6.** City Attorney evaluation and legal consultation regarding employment, evaluation process and duties for City Manager, City Attorney and Chief Internal Auditor, as City Council appointed employees. HQ#4883 (551.071) (551.074) [25-719](#)

Outside Counsel, Lea Ream, (512) 349-6484

ADJOURN

NOTICE TO THE PUBLIC:

Sign Language interpreters are provided for Regular City Council Meetings. If you need Spanish Interpretation Services, please email CityClerk@elpasotexas.gov by 12:00 p.m. on the Friday before the meeting.

Si usted necesita servicios de interpretación en español, favor de enviar un correo electrónico a CityClerk@elpasotexas.gov a mas tardar a las 12:00 p.m. del viernes previo a la fecha de la junta.

ALL REGULAR CITY COUNCIL AGENDAS ARE PLACED ON THE INTERNET ON THURSDAY PRIOR TO THE MEETING AT THIS ADDRESS: <http://www.elpasotexas.gov/>



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-708, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

All Districts

City Clerk's Office, Laura D. Prine, (915) 212-0049

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Approval of the Minutes of the Regular City Council Meeting of May 28, 2025.

RENARD U. JOHNSON
MAYOR

DIONNE MACK
CITY MANAGER



CITY COUNCIL
ALEJANDRA CHÁVEZ, DISTRICT 1
JOSH ACEVEDO, DISTRICT 2
DEANNA MALDONADO-ROCHA, DISTRICT 3
CYNTHIA BOYAR TREJO, DISTRICT 4
IVAN NIÑO, DISTRICT 5
ART FIERRO, DISTRICT 6
LILY LIMÓN, DISTRICT 7
CHRIS CANALES, DISTRICT 8

MINUTES FOR REGULAR COUNCIL MEETING

May 28, 2025
COUNCIL CHAMBERS, CITY HALL AND VIRTUALLY
9:00 AM

9:00 AM PRESENTATION OF COLORS/PLEDGE OF ALLEGIANCE

Scouting America: High Desert Council at the Invitation of City Representative Cynthia Boyar Trejo

Emilyn Spears
Kellen Spears
Kian Spears
Charlotte Davis

MAYOR'S PROCLAMATIONS

Mike Dee Day

The Rio Grande Branch of National Association of Social Workers (NASW)

Amigo Kidney Foundation

Mental Health Awareness Month

10:00 AM ROLL CALL

The City Council of the City of El Paso met on the above time and date. Meeting was called to order at 10:01 a.m. Mayor Renard Johnson was present and presiding and the following Council Members answered roll call: Alejandra Chávez, Josh Acevedo, Deanna Maldonado-Rocha, Cynthia Boyar Trejo, Ivan Niño, Art Fierro, and Chris Canales. Lily Limón requested to be excused.

INVOCATION BY EL PASO POLICE CHAPLAIN ROBERT HEMPHILL, JR. PH.D.

CALL TO THE PUBLIC (CITY RELATED NON-AGENDA ITEMS):

The following members of the public commented:

1. Ms. Elizabeth Crawford
2. Mr. Ron Comeau
3. Ms. Barbara Valencia

4. Ms. Maloy Callendine
5. Ms. Claudia Contreras Siller

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NOTICE TO THE PUBLIC

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Motion made by Mayor Pro Tempore Chávez, seconded by Representative Fierro, and unanimously carried to **APPROVE**, all matters listed under the Consent Agenda unless otherwise noted. (Items approved, postponed, or deleted pursuant to the vote on the Consent Agenda will be shown with an asterisk {*}.)

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

ABSENT: Representative Limón

-
1. *Motion made, seconded, and unanimously carried to **APPROVE** the minutes of the Regular City Council Meeting of May 13, 2025 and the Work Session of May 12, 2025.
-

CONSENT AGENDA – REQUEST TO EXCUSE ABSENT CITY COUNCIL MEMBERS:

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2. *Motion made, seconded, and unanimously carried to **EXCUSE** Representative Lily Limón from the May 28, 2025, Regular City Council Meeting.
-

CONSENT AGENDA – RESOLUTIONS:

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3. ***R E S O L U T I O N**
-

WHEREAS, GHC The Company (hereinafter referred to as “Grantee”) has submitted an application for a Special Event Permit as per Chapter 13.38 (Special Events) of the El Paso City Code, for the use and closure of rights-of-way within the City of El Paso (hereinafter referred to as “the City”) for the **Sal y Limon 2025 from 2:00 p.m. on Saturday, June 7, 2025, to 12:00a.m. on Sunday, June 8, 2025** (hereinafter referred to as the “Event”); and

WHEREAS, The Event will utilize both City and State rights-of-way: and

WHEREAS, The City has found the Event serves a public purpose; and

WHEREAS, The State of Texas (hereinafter referred to as the “State”) owns and operates a system of highways for public use and benefit, including **Mesa Street and Texas Avenue** within El Paso, Texas; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of portions of the State Highway System for periods of time exceeding four hours; and

WHEREAS, the State in recognition of the public purpose for the Event, provides a means of cooperating with the City for the temporary closure of State right-of-way, provided the closure is in accordance with the requirements of 43 TAC, Section 22.12 and the City enters into an Agreement for the Temporary Closure of State Right-of-Way for the Event (Form TEA 30A).

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF EL PASO:

That the closure of rights-of-way within the City of El Paso for the **Sal y Limon 2025 from 5:00 p.m. on Friday, June 6, 2025, to 1:00 p.m. on Sunday, June 8, 2025**, serves a public purpose of providing cultural and recreational activities for the residents and visitors of the City of El Paso, and in accordance with 43 TAC, Section 22.12, the City Manager be authorized to sign an Agreement For The Temporary Closure of State Right Of Way (Form TEA 30A) by and between the City of El Paso and the State of Texas, acting by and through the Texas Department of Transportation, for the temporary closure and use of State owned and operated street(s) in excess of four hours for portions of **Mesa Street between Franklin Street and San Antonio Avenue and Texas Avenue from Stanton Street to Oregon Street** upon the issuance of required permits from the City of El Paso and substantial conformity to the finalized TEA30 agreement between the City of El Paso and State of Texas Department of Transportation.

4.

***R E S O L U T I O N**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager, or designee, is authorized to sign a Contract of Sale by and between the City of El Paso and Westside Community Church, for the purchase of 0.5062 acre portion out of Lot 1, Block 1, also known as Westside Community Church Center, for a total amount of \$129,000.00.

5.

***R E S O L U T I O N**

WHEREAS, on August 20, 2024, pursuant to Section 7.3D of the City of El Paso municipal code, the City Council approved the FY2025 City budget by resolution ("Budget Resolution"); and

WHEREAS, Section 6 of the FY2025 Budget Resolution authorizes the City Manager or designee to make budget transfers between departments and/or non-enterprise funds or reprogram funds within an enterprise department, not to exceed \$100,000, to the extent permitted by law and budget transfers between departments and/or non-enterprise department funds exceeding \$100,000 requiring City Council approval; and

WHEREAS, the Parks and Recreation Department requires a budget transfer in excess of \$100,000, which in accordance with Section 6 of the FY2025 Budget Resolution, requires City Council approval.

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

THAT, the City Manager, or designee, be authorized to effectuate the listed budget transfer to add funds from Parks and Recreation Operating Budget into Parks Master Plan in accordance with updated project scope and expenditure needs, as respectively listed and referenced below:

BT Number	Fund	Project	Increase /(Decrease)
2025-0725	4930	PCP24PRKMSTRPLN	\$77,500

CONSENT AGENDA – BOARD RE-APPOINTMENTS:

6. *Motion made, seconded, and unanimously carried to **RE-APPOINT** Matt Kerr to the City of El Paso Employees Retirement Trust Board of Trustees by Mayor Renard U. Johnson.
7. *Motion made, seconded, and unanimously carried to **RE-APPOINT** Rene D. Pena to the City of El Paso Employees Retirement Trust Board of Trustees by Mayor Renard U. Johnson.
8. *Motion made, seconded, and unanimously carried to **RE-APPOINT** Lauren Hanson to the City Plan Commission by Representative Deanna Maldonado-Rocha, District 3.
9. *Motion made, seconded, and unanimously carried to **RE-APPOINT** Gilda Wilson to the Americorps Seniors Advisory Council by Representative Josh Acevedo, District 2.
10. *Motion made, seconded, and unanimously carried to **RE-APPOINT** Silvia Serna to the Fair Housing Task Force by Representative Josh Acevedo, District 2.
11. *Motion made, seconded, and unanimously carried to **RE-APPOINT** Cecilia Ochoa Levine to the Committee on Border Relations by Mayor Renard U. Johnson.

CONSENT AGENDA – BOARD APPOINTMENTS:

12. *Motion made, seconded, and unanimously carried to **APPOINT** Elizabeth M. Badillo to the City Plan Commission by Mayor Renard U. Johnson.
13. *Motion made, seconded, and unanimously carried to **APPOINT** Rodolfo Rodriguez to the City Plan Commission by Representative Cynthia Boyar Trejo, District 4.
14. *Motion made, seconded, and unanimously carried to **APPOINT** Kenneth “Ken” Gorski to the Greater El Paso Civic, Convention and Tourism Advisory Board by Representative Chris Canales, District 8.
15. *Motion made, seconded, and unanimously carried to **APPOINT** Margie Aguilar to the Ethics Review Commission by Representative Cynthia Boyar Trejo, District 4.

CONSENT AGENDA – APPLICATIONS FOR TAX REFUNDS:

16. *Motion made, seconded, and unanimously carried to **APPROVE** the tax refunds greater than \$2,500 listed below:
 1. Charlie Clark Nissan El Paso, in the amount of \$15,518.24, made an overpayment on October 22, 2024 of 2024 taxes. (Geo. #18PP-999-9246-6050)
 2. George S Bilbro DDS., in the amount of \$4,867.78, made an overpayment on February 03, 2025 of 2024 taxes. (Geo. #0368-999-6015-0000)
 3. 9828 Montana LLC, in the amount of \$ 9,088.28, made an overpayment on January 31, 2024 of 2023 taxes. (Geo. #S231-999-0230-9100)
 4. Corelogic, in the amount of \$ 5,329.03, made an overpayment on December 18, 2024 of 2024 taxes. (Geo. #S373-999-002A-0100)

CONSENT AGENDA - NOTICE FOR NOTATION:

17. *Motion made, seconded, and unanimously carried to **NOTE** Special Projects, Discretionary fund expenditures, and P-Card Transactions for the period of March 21, 2025 - April 20, 2025 for Mayor, City Council Representatives, City Attorney's Office, City Manager's Office and staff.

.....
CONSENT AGENDA - BIDS:
.....

18. *Motion made, seconded, and unanimously carried to **AWARD** Solicitation 2025-0284 Wainwright, Nashville/Byron and Wadsworth Pedestrian Improvements to BLACK STALLION CONTRACTORS, INC. for a total estimated amount of \$845,338.60. The project includes park improvements at Wainwright Park, sidewalk and ramp upgrades along Nashville Avenue and Byron Street, and the installation of directional ramps along Wadsworth Avenue.

Department:	Capital Improvement
Award to:	BLACK STALLION CONTRACTORS, INC.
City & State:	El Paso, TX
Item(s):	All
Contract Term:	240 Consecutive Calendar Days
Base Bid I:	\$619,756.39
Base Bid II:	\$85,065.11
Base Bid III:	\$140,517.10
Total Estimated Award:	\$845,338.60
Account(s):	471-2400-71240-580270-G7148CD61 471-2400-71240-580270-G7148CD62 471-2400-71240-580270-G7148CD63
Funding Source(s):	Community Development Block Grant
District(s):	2 & 4

This was a Low Bid Procurement - unit price contract.

The Purchasing & Strategic Sourcing and Capital Improvement Departments recommend award as indicated to BLACK STALLION CONTRACTORS, INC., the lowest responsive and responsible bidder.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

Work under this unit price contract is only an estimated value and will be ordered, performed, invoiced, and paid by measured quantity. The actual cost of this contract may be higher or lower than the total estimated value and will be the sum total of unit prices at the end of the contract term.

As a part of this award, upon the review of the City Attorney, the City Engineer may without further authorization from City Council approve contract changes which are necessary for proper execution of the work and carrying out the intent of the project, which are in accordance with applicable law, do not make changes to the prices and are within the appropriate budget.

.....
19. *RESOLUTION
.....

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager be authorized to sign a Service Agreement (Solicitation 2025-0191R) to review and audit of the City's Hotel Occupancy Tax Audit by and between the City of El Paso ("City") and Avenu Insights & Analytics, LLC ("Agency") for the Internal Audit Department for an initial three-year term; in an estimated amount of \$60,000 per year. The award also includes a one, 2-year option for an estimated amount of \$120,000. The total value of the contract is, including the initial term plus option, is an estimated, aggregated amount of \$300,000.

In accordance with this award the City Manager or designee is authorized to exercise future options. Additionally, the City Manager or designee is authorized to execute any documents and agreements necessary to effectuate the intent of this award; including but not limited to documents related to the collection of amounts owed or owing to the City of El Paso; upon review and approval by the City Attorney's Office.

-
20. *Motion made, seconded, and unanimously carried to **AWARD** Solicitation 2025-0192R Hotel Occupancy Tax Administration Services to Avenu Insights & Analytics, LLC for an initial term of three (3) years for an estimated amount of \$97,500.00. The award also includes one (1) term of two (2) years for an estimated amount of \$65,000.00. The total contract time is for five (5) years for an estimated total amount of \$162,500.00. This contract will allow a firm to administer the collection and monitoring of the City's Local Hotel Occupancy Tax Revenues.

Contract Variance:

The difference based in comparison to the previous contract is as follows: A decrease of \$67,255.00, which represents a 29.27% decrease due to a reduction in scope of work.

Department:	Internal Audit
Award to:	Avenu Insights & Analytics, LLC
City & State:	Centreville, VA
Item(s):	All
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$32,500.00
Initial Term Estimated Award:	\$97,500.00
Option Term Estimated Award:	\$65,000.00
Total Estimated Award:	\$162,500.00
Account(s):	457- 2326 - 57000 - 521100
Funding Source(s):	External Legal Counsel Service.
District(s):	All

This was a Request for Proposals Procurement service contract.

The Purchasing & Strategic Sourcing and Internal Audit Departments recommend award as indicated to Avenu Insights & Analytics, LLC the highest ranked offeror based on the evaluation factors established in the evaluation criteria for this procurement.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

.....

REGULAR AGENDA – FIRST READING OF ORDINANCES:

.....
Motion made by Representative Canales, seconded by Representative Niño, and unanimously carried that the following Ordinances, having been introduced pursuant to Section 3.9 of the El Paso City Charter, be **ADVERTISED** for public hearing:

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

ABSENT: Representative Limón
.....

- 21.** An Ordinance changing the zoning of a part of Tract 5D, Tract 5E1A, and Tract 5E1B, Block 41, Ysleta Grant, City of El Paso, El Paso County, Texas from R-F (Ranch and Farm) to C-4 (Commercial) and imposing conditions. The penalty is as provided for in Chapter 20.24 of the El Paso City Code.

The proposed rezoning meets the intent of the Future Land Use designation for the property and is in accordance with Plan El Paso, the City's Comprehensive Plan.

Subject Property: North of Americas Ave. and West of Southside Dr.

Applicant: Mount Carmel Cemetery, PZRZ24-00042
.....

- 22.** An Ordinance changing the zoning of Lot 4, Block 1, Falcon Hills #2, 7213 Royal Arms Drive, City of El Paso, El Paso County, Texas from R-3/sp (Residential/special permit) to R-4/sp (Residential/special permit), and imposing a condition. The penalty is as provided for in Chapter 20.24 of the El Paso City Code.

The proposed rezoning meets the intent of the Future Land Use designation for the property and is in accordance with Plan El Paso, the City's Comprehensive Plan.

Subject Property: 7213 Royal Arms Drive

Applicant: Lucia Garcia, PZRZ24-00029
.....

- 23.** An Ordinance changing the zoning of Lots 5 to 10, Block 226, Alexander, 2821 N. Kansas Street, City of El Paso, El Paso County, Texas from A-2 (Apartment) to A-3 (Apartment). The penalty is as provided for in Chapter 20.24 of the El Paso City Code.

The proposed rezoning meets the intent of the Future Land Use designation for the property and is in accordance with Plan El Paso, the City's Comprehensive Plan.

Subject Property: 2821 N. Kansas St.

Applicant: Reyesbilt Group, LLC, PZRZ24-00034
.....

- 24.** An Ordinance granting Special Permit No. PZST24-00017, to allow for a 70% parking reduction on the property described as Lots 5 to 10, Block 226, Alexander, 2821 N. Kansas Street, City of El Paso, El Paso County, Texas, pursuant to Section 20.14.070 of the El Paso City Code. The penalty being as provided in Chapter 20.24 of the El Paso City Code.

The proposed special permit meets the intent of the Future Land Use designation for the property and is in accordance with Plan El Paso, the City's Comprehensive Plan.

Subject Property: 2821 N. Kansas St.

Applicant: Reyesbilt Group, LLC, PZST24-00017
.....

25. An Ordinance changing the zoning of Lot 29, Block 24, Enchanted Hills Unit Five, 7600 Hunter Foster Drive, City of El Paso, El Paso County, Texas from R-5/c (Residential/conditions) to C-1/c (Commercial/conditions) and R-5 (Residential) to C-1 (Commercial), and imposing conditions. The penalty is as provided for in Chapter 20.24 of the El Paso City Code.

The proposed rezoning meets the intent of the Future Land Use designation for the property and is in accordance with Plan El Paso, the City's Comprehensive Plan.

Subject Property: 7600 Hunter Foster Dr.

Applicant: EP Transmountain Residential LLC, PZRZ24-00018

.....
PUBLIC HEARING WILL BE HELD ON JUNE 24, 2025, FOR ITEMS 21-25
.....

26. An Ordinance granting a Special Privilege License to Rio Valley LLC to allow for the construction, installation, maintenance, use and repair of a surface encroachment consisting of four (4) covered balconies and support columns over the city right-of-way for the planned development located along La Vona Dr.; setting the license term for a term of fifteen (15) years with an option for one (1) renewable fifteen (15) year term.

Subject Property: 6441 Westside Dr.

Applicant: Rio Valley LLC, PSPN24-00007

.....
PUBLIC HEARING WILL BE HELD ON JUNE 10, 2025
.....

.....
REGULAR AGENDA – PUBLIC HEARINGS AND SECOND READING OF ORDINANCES:
.....

27. **ORDINANCE 019734**

The City Clerk read an Ordinance entitled: **AN ORDINANCE AMENDING TITLE 20 (ZONING), CHAPTER 20.02 (GENERAL PROVISIONS AND DEFINITIONS), CHAPTER 20.08 (APPENDIX A), TABLE OF PERMISSIBLE USES, CHAPTER 20.10 (SUPPLEMENTAL USE REGULATIONS), AND (APPENDIX C) TABLE OF PARKING REQUIREMENTS AND STANDARDS OF THE EL PASO CITY CODE TO SUPPORT THE GOALS AND PRIORITIES OF DOWNTOWN REDEVELOPMENT, ADD DEFINITIONS, DISALLOW INCOMPATIBLE USES WITHIN THE C-5 (COMMERCIAL) ZONING DISTRICT, AND ALLOW USES SUPPORTIVE OF HIGH-DENSITY DEVELOPMENT. THE PENALTY IS AS PROVIDED FOR IN CHAPTER 20.24 OF THE EL PASO CITY CODE.**

Ms. Karina Brascalla, Economic and International Development Director, presented a PowerPoint presentation (copy on file in the City Clerk's Office).

Mayor Johnson and Representatives Canales and Fierro commented.

Ms. Dionne Mack, City Manager, commented.

Motion duly made by Representative Canales, seconded by Representative Chávez, and carried that the Ordinance be **ADOPTED**.

Whereupon the Mayor ordered that a vote be taken on the passage and adoption of the Ordinance which when so done resulted as follows:

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None
ABSENT: Representative Limón

Whereupon the Mayor ordered that, the vote having been cast in favor of the Ordinance, the same be and the same is hereby **ADOPTED**.

28.

ORDINANCE 019735

The City Clerk read an Ordinance entitled: **AN ORDINANCE CHANGING THE ZONING OF A PORTION OF TRACT 8, MILAGRO ACRES, CITY OF EL PASO, EL PASO COUNTY, TEXAS FROM R-4 (RESIDENTIAL) TO C-1 (COMMERCIAL). THE PENALTY IS AS PROVIDED FOR IN CHAPTER 20.24 OF THE EL PASO CITY CODE.**

THE PROPOSED REZONING MEETS THE INTENT OF THE FUTURE LAND USE DESIGNATION FOR THE PROPERTY AND IS IN ACCORDANCE WITH PLAN EL PASO, THE CITY'S COMPREHENSIVE PLAN.

Mr. Luis Zamora, Planning and Inspections Chief Planner, presented a PowerPoint presentation (copy on file in the City Clerk's Office).

Motion duly made by Representative Boyar Trejo, seconded by Representative Canales, and carried that the Ordinance be **ADOPTED**.

Whereupon the Mayor ordered that a vote be taken on the passage and adoption of the Ordinance which when so done resulted as follows:

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

ABSENT: Representative Limón

Whereupon the Mayor ordered that, the vote having been cast in favor of the Ordinance, the same be and the same is hereby **ADOPTED**.

29.

ORDINANCE 019736

The City Clerk read an Ordinance entitled: **AN ORDINANCE CHANGING THE ZONING OF A PORTION OF TRACT 1-B-1 AND 1-B-2, O.A. DANIELSON SURVEY 314 AND A PORTION OF TRACT 3-B, BLOCK 56, YSLETA GRANT SURVEY, CITY OF EL PASO, EL PASO COUNTY, TEXAS FROM C-3/SC (COMMERCIAL/SPECIAL CONTRACT) TO C-4/SC (COMMERCIAL/SPECIAL CONTRACT). THE PENALTY IS AS PROVIDED FOR IN CHAPTER 20.24 OF THE EL PASO CITY CODE.**

THE PROPOSED REZONING MEETS THE INTENT OF THE FUTURE LAND USE DESIGNATION FOR THE PROPERTY AND IS IN ACCORDANCE WITH PLAN EL PASO, THE CITY'S COMPREHENSIVE PLAN.

Motion duly made by Mayor Pro Tempore Chávez, seconded by Representative Fierro, and carried that the Ordinance be **ADOPTED**.

Whereupon the Mayor ordered that a vote be taken on the passage and adoption of the Ordinance which when so done resulted as follows:

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales
NAYS: None
ABSENT: Representative Limón

Whereupon the Mayor ordered that, the vote having been cast in favor of the Ordinance, the same be and the same is hereby **ADOPTED**.

30.

ORDINANCE 019737

The City Clerk read an Ordinance entitled: **AN ORDINANCE CHANGING THE ZONING OF A PORTION OF TRACT 70 AND 71, CINECUE PARK SUBDIVISION, 422 S. YARBROUGH DRIVE, CITY OF EL PASO, EL PASO COUNTY, TEXAS FROM R-F (RANCH AND FARM) TO C-1 (COMMERCIAL), AND IMPOSING CONDITIONS. THE PENALTY IS AS PROVIDED FOR IN CHAPTER 20.24 OF THE EL PASO CITY CODE.**

THE PROPOSED REZONING MEETS THE INTENT OF THE FUTURE LAND USE DESIGNATION FOR THE PROPERTY AND IS IN ACCORDANCE WITH PLAN EL PASO, THE CITY'S COMPREHENSIVE PLAN.

Motion duly made by Alternate Mayor Pro Tempore Fierro, seconded by Representative Chávez, and carried that the Ordinance be **ADOPTED**.

Whereupon the Mayor ordered that a vote be taken on the passage and adoption of the Ordinance which when so done resulted as follows:

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales
NAYS: None
ABSENT: Representative Limón

Whereupon the Mayor ordered that, the vote having been cast in favor of the Ordinance, the same be and the same is hereby **ADOPTED**.

31.

ORDINANCE 019738

The City Clerk read an Ordinance entitled: **AN ORDINANCE AMENDING TITLE 12 (VEHICLES AND TRAFFIC), CHAPTER 12.48 (LOADING ZONES, BUS AND TAXI STANDS), OF THE EL PASO CITY CODE TO PERFORM THE FOLLOWING: AMEND CHAPTER 12.48 (LOADING ZONES, BUS AND TAXI STANDS) HEADING TO ADD RIDESHARE ZONES"; AMEND SECTION 12.48.010 (LOADING ZONE - AUTHORITY TO DESIGNATE) TO ADD PARAGRAPH C; AMEND SECTION 12.48.030 (LOADING ZONE - PICK-UP AND DISCHARGE OF PASSENGERS) TO REPLACE "PASSENGER" WITH "RIDESHARE OR TAXI", AND TO ADD "FOR A MAXIMUM OF FIVE MINUTES"; AMEND SECTION 12.48.040 (PUBLIC CARRIER STOPS, STANDS AND ROUTE - AUTHORITY TO DESIGNATE) PARAGRAPH A TO ADD "RIDESHARE ZONES" AND "RIDESHARE ZONE"; AMEND SECTION 12.48.050 (USE OF STANDS BY BUSES AND TAXICABS) HEADING TO ADD "RIDESHARE VEHICLES", AND TO ADD PARAGRAPH E; AMEND SECTION 12.48.060 (USE OF STANDS BY OTHER THAN THOSE DESIGNATED FOR) TO DELETE "OR OTHER THAN", AND TO ADD "OR OTHER THAN A RIDESHARE VEHICLE IN A RIDESHARE ZONE". THE PENALTY AS PROVIDED IN CHAPTER 12.84 OF THE EL PASO CITY CODE.**

Mr. Steve Alvarado, Code Enforcement Director, and Mr. Steven Lopez, Police Commander, presented a PowerPoint presentation (copy on file in the City Clerk's Office).

Mayor Johnson and Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, and Canales commented.

Mr. Randy Garcia, Streets and Maintenance Assistant Director, commented.

Motion duly made by Representative Canales, seconded by Representative Boyar Trejo, and carried that the Ordinance be **ADOPTED**.

Whereupon the Mayor ordered that a vote be taken on the passage and adoption of the Ordinance which when so done resulted as follows:

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

ABSENT: Representative Limón

Whereupon the Mayor ordered that, the vote having been cast in favor of the Ordinance, the same be and the same is hereby **ADOPTED**.

REGULAR AGENDA - MEMBERS OF THE CITY COUNCIL

32.

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

WHEREAS, District 2 desires to hire a part-time graduate intern employee for the Office of District 2 for a period not to exceed 20 hours per week;

WHEREAS, the hiring of a part-time employee will assist District 2 in the City goal to promote transparent & consistent communication amongst members of the community;

WHEREAS, the use of the expenditure of discretionary funds of District 2, shall not exceed \$3,000.00 for payroll purposes of graduate intern;

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

This expenditure would serve the municipal purpose to promote transparent & consistent communication amongst all members of the community by fostering and encouraging open communication of current and future projects to our citizens; and

Further, that the City Manager, or designee, be authorized to effectuate any budget transfers and execute any contracts and/or related documents necessary to ensure that the funds are properly transferred for payroll purposes.

Representative Acevedo commented.

Motion made by Representative Acevedo, seconded by Representative Maldonado-Rocha, and unanimously carried to **APPROVE** the Resolution.

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales
NAYS: None
ABSENT: Representative Limón

33.

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Council declares the expenditure of District 2 and District 4 discretionary funds of \$700.00 each and to not to exceed \$1,400.00 to be used for the purchase of meals for the public on June 12, 2025, at Wellington Chew Senior Center in honor of Father's Day serves the municipal purpose of enhancing the quality of the life of the citizens of El Paso, and by fostering community pride and encouraging civic engagement; and

That the City Manager is authorized to effectuate any budget transfer necessary to ensure that the funds are properly expended for such purpose and to execute any related agreements and amendments to such agreements.

Motion made by Representative Boyar Trejo, seconded by Representative Acevedo, and unanimously carried to **APPROVE** the Resolution.

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales
NAYS: None
ABSENT: Representative Limón

REGULAR AGENDA – OTHER BIDS, CONTRACTS, PROCUREMENTS:

34. Motion made by Representative Maldonado-Rocha, seconded by Representative Fierro, and unanimously carried to **AWARD** Solicitation 2025-0342 EPIA Iron Dust Off Bypass to Dan Williams Company for a total estimated amount of \$3,658,121.92. This project will consist of the construction of a vehicle bypass for non-secured traffic access to the William Beaumont Army Medical Center located on Constitution Avenue, within the El Paso International Airport property limits.

Department:	El Paso International Airport
Award to:	Dan Williams Company
City & State:	Austin, TX
Item(s):	Base Bid I
Contract Term:	270 Consecutive Calendar Days
Base Bid I:	\$3,658,121.92
Total Estimated Award:	\$3,658,121.92
Account(s):	562-3080-62330-580270-PAP00990. 562-3010-62335-580270-PAP00990
Funding Source(s):	Defense Economic Adjustment Assistance Grant (DEAAG) Airport Enterprise Fund
District(s):	3

This was a Low Bid Procurement - unit price contract.

The Purchasing & Strategic Sourcing, El Paso International Airport, and Capital Improvement Departments recommend award as indicated to Dan Williams Company the lowest responsive and responsible bidder.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

Work under this unit price contract is only an estimated value and will be ordered, performed, invoiced, and paid by measured quantity. The actual cost of this contract may be higher or lower than the total estimated value and will be the sum total of unit prices at the end of the contract term.

As a part of this award, upon the review of the City Attorney, the City Engineer may without further authorization from City Council approve contract changes which are necessary for proper execution of the work and carrying out the intent of the project, which are in accordance with applicable law, do not make changes to the prices and are within the appropriate budget.

AYES: Representatives Chávez, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

NOT PRESENT FOR THE VOTE: Representative Acevedo

ABSENT: Representative Limón

REGULAR AGENDA – OTHER BUSINESS:

35.

R E S O L U T I O N

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager be authorized to sign a Chapter 380 Economic Development Program Agreement (“Agreement”) by and between **CITY OF EL PASO** (“City”) and **PADEL PASO PROPERTIES, LLC**, (“Applicant”) to further the municipal purpose of promoting economic development, in support of the construction of a development located on the real property with the following Property IDs 732524 and 732525, El Paso, Texas, 79912 and more fully described in Exhibit A** and A-1** of the Agreement. The project includes a paddle court entertainment district and a full-service restaurant. The Agreement requires the Applicant to make a minimum investment of \$2,310,000. Over the term of the Agreement, the City shall provide economic incentives not to exceed \$45,425 in the form of a Property Tax Rebate; a Development Fee Rebate; and a Construction Materials Sales Tax Rebate.

**Exhibits available at the City Clerk’s Office.

Mr. Bill Allen, Economic and International Development Assistant Director, presented a PowerPoint presentation (copy on file in the City Clerk’s Office).

Mayor Johnson and Representatives Chávez and Canales commented.

Motion made by Mayor Pro Tempore Chávez, seconded by Representative Niño, and unanimously carried to **APPROVE** the Resolution.

AYES: Representatives Chávez, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

NOT PRESENT FOR THE VOTE: Representative Acevedo

ABSENT: Representative Limón

WHEREAS, on November 8, 2022, as part of the 2022 Community Progress Bond, City of El Paso voters approved three bond propositions, including funding for intersection safety; and

WHEREAS, on June 6, 2023, the El Paso City Council adopted the Vision Zero Action Plan, including the commitment to prioritize vulnerable road users such as children, seniors, cyclists, and pedestrians; and

WHEREAS, the intersection safety projects identified in the bond outreach included a number of traffic signals and the Capital Improvement Department has programmed those projects through local, state and/or federal funding; and

WHEREAS, children, seniors, and disadvantaged populations are more likely to walk and bike to parks and other recreation facilities; and

WHEREAS, City staff has conducted a data driven analysis identifying a priority list of park and recreation facilities in need of safety improvements; and

WHEREAS, \$5,800,000 of intersection safety bond funds are currently unprogrammed and the proposed improvements at priority parks and recreation facilities are consistent with the bond proposition.

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

THAT the City Council approves the priority project list attached as Exhibit "A" of this Resolution and authorizes implementation of intersection safety improvements surrounding priority parks and recreation facilities in a manner consistent with the language of the 2022 Community Progress Bond totaling \$5,800,000; and further, that the City Manager, or designee, be authorized to effectuate any budget transfers and execute any contracts and/or related documents necessary to ensure that the funds are properly expended.

EXHIBIT "A"

PARK NAME	DISTRICT	PRIORITY
1. ARMIJO PARK	8	HIGHEST
2. PAT O'ROURKE REC CENTER	8	HIGHEST
3. JOEY BARRAZA AND VINO MEMORIAL	4	HIGHEST
4. SALVADOR RIVAS JR	5	HIGHEST
5. PAVO REAL	7	HIGHEST
6. MARTY ROBINS	6	HIGHEST
7. MARY FRANCES KEISLING	1	HIGHEST
8. HIDDEN VALLEY PARK	3	HIGHEST
9. SANDSTONE RANCH ESTATE PARKS	4	HIGHEST
10. WASHINGTON PARK	2	HIGHEST
11. MOUNTAIN VIEW SKATE PARK	2	LOWER
12. MUNDY PARK	8	LOWER
13. MEMORIAL PARK	2	LOWER

Mr. Joaquin Rodriguez, Grant Funded Programs Director, presented a PowerPoint presentation (copy on file in the City Clerk's Office).

Representative Chávez commented.

Motion made by Representative Boyar Trejo, seconded by Representative Niño, and unanimously carried to **APPROVE** the Resolution.

AYES: Representatives Chávez, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

NOT PRESENT FOR THE VOTE: Representative Acevedo

ABSENT: Representative Limón

EXECUTIVE SESSION

Motion made by Representative Niño, seconded by Representative Boyar Trejo, and unanimously carried that the City Council **RETIRE** into **EXECUTIVE SESSION**, for Items EX1 through EX4, at 11:24 a.m. pursuant to Section 3.5A of the El Paso City Charter and the Texas Government Code, Sections 551.071 - 551.089 to discuss the following items:

Section 551.071 CONSULTATION WITH ATTORNEY

Section 551.072 DELIBERATION REGARDING REAL PROPERTY

Section 551.087 DELIBERATION REGARDING ECONOMIC DEVELOPMENT NEGOTIATIONS

AYES: Representatives Chávez, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

NOT PRESENT FOR THE VOTE: Representative Acevedo

ABSENT: Representative Limón

Motion made by Alternate Mayor Pro Tempore Fierro, seconded by Representative Maldonado-Rocha, and unanimously carried to **ADJOURN** the Executive Session at 1:10 p.m. and **RECONVENE** the meeting of the City Council at which time motions were made.

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

ABSENT: Representative Limón

EX1. Texas Gas Service Test Year 2024 Gas Reliability Infrastructure Program Interim Rate Adjustment for the Incorporated Areas of the West North Service Area; HQ#UTILITY-62 (551.071)

Motion made by Mayor Pro Tempore Chávez, seconded by Representative Fierro, and unanimously carried that the **CITY OF EL PASO**, after review of the Test Year 2024 Gas Reliability Infrastructure Program Interim Rate Adjustment – West North Service Area (“Interim Rate Adjustment”) filed by the Texas Gas Service Company, a division of ONE Gas, Inc., (“TGS”) on February 11, 2025, **FINDS**:

*That the requested Interim Rate Adjustment is hereby **DENIED**.*

This Motion is intended to grant authority to the City Attorney’s Office to take all action necessary to address these matters, including but not limited to, the initiation and response to any litigation, complaints, appeals, administrative or judicial proceedings or process regarding this matter.

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None
ABSENT: Representative Limón

.....
EX2. Discussion on potential economic development opportunities in Northwest El Paso. HQ#25-4748 (551.087)

NO ACTION was taken on this item.

.....
EX3. Discussion on potential economic development opportunities in East El Paso. HQ#25-4979 (551.087)

NO ACTION was taken on this item.

.....
EX4. Real Estate Division Update. HQ #25-5035 (551.072)

NO ACTION was taken on this item.

.....
Motion made by Mayor Pro Tempore Chávez, seconded by Representative Maldonado-Rocha, and unanimously carried to **ADJOURN** this meeting at 1:11 p.m.

AYES: Representatives Chávez, Acevedo, Maldonado-Rocha, Boyar Trejo, Niño, Fierro, and Canales

NAYS: None

ABSENT: Representative Limón

.....
APPROVED AS TO CONTENT:

Laura D. Prine, City Clerk



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-89, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

REQUEST TO EXCUSE ABSENT CITY COUNCIL MEMBERS



Legislation Text

File #: 25-701, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

District 3

Purchasing and Strategic Sourcing, Claudia A. Garcia, (915) 212-0043
Airport, Tony Nevarez, (915) 474-2424

AGENDA LANGUAGE:

*This is the language that will be posted to the agenda. Please use ARIAL 11 Font.
Populate the table to maintain proper formatting. Copy and paste the agenda language in the designated area below. You may
include more language after the table. Just make sure all posting language is populated between "TITLE" and "END".*

Request that the City Council ratifies the issuance of Purchase Order CEP01-2025006897 to Jordan Foster Construction, LLC for the performance of the emergency rock wall façade removal to mitigate the safety risk posed by the failing rock walls.

Department:	El Paso International Airport and Purchasing & Strategic Sourcing
Award to:	Jordan Foster Construction, LLC
City & State:	El Paso, TX
Item(s):	All
Contract Term:	8 Consecutive Calendar Days
Ratification Amount:	\$127,000.00
Account(s):	562-3010-62335-522260-PAP00993
Funding Source(s):	Airport Enterprise Funds
District(s):	3

Non-Competitive Procurement under Local Government General Exemption: Section 252.022 - (a)(2) a procurement necessary to preserve or protect the public health or safety of the municipality's residents.

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



DEPARTMENT: El Paso International Airport
Purchasing & Strategic Sourcing
AGENDA DATE: June 10, 2025
PUBLIC HEARING DATE: N/A
CONTACT PERSON NAME: Tony Nevarez, Aviation Director
Claudia A. Garcia, Director
PHONE NUMBER: (915) 474-2424
PHONE NUMBER: (915) 212-0043
DISTRICT(S) AFFECTED: 3

SUBJECT:

Request that the City Council ratifies the issuance of Purchase Order CEP01-2025006897 to Jordan Foster Construction, LLC for the performance of the emergency rock wall facade removal to mitigate the safety risk posed by the failing rock walls.

BACKGROUND / DISCUSSION:

On May 13, 2025, high winds caused a rock wall facade on the Airport's ConRAC facility to detach and collapse. In order to prevent any injury or death to pedestrians or damage to vehicles on the parallel roads with three of the remaining 7 walls, the Airport requested an emergency purchase order to have a contractor remove three additional rock wall facades that were showing signs of detachment.

COMMUNITY AND STAKEHOLDER OUTREACH:

N/A

SELECTION SUMMARY:

General Exemption under Texas Local Government Code Section 252.022 (a) (2) a procurement necessary to reserve or protect the public health or safety of the municipality's residents. Necessary demolition of the rock facades posing a safety risk to pedestrians, vehicles, and adjacent infrastructure to the ConRAC facility.

CONTRACT VARIANCE:

N/A

PROTEST

No protest received for this requirement.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Amount: \$127,000.00

Funding Source: Airport Enterprise Funds

Account: 562-3010-62335-522260-PAP00993

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

Report any contributions or donations to City Council of an accumulated total of \$500 or more. Report the name of the elected official and the amount.


NAME	AMOUNT (\$)
Form was provided to the applicant	

*******REQUIRED AUTHORIZATION*******

DEPARTMENT HEAD:



Tony Nevarez - Aviation Director



Claudia A. Garcia – Director of Purchasing & Strategic Sourcing

Project Form
Resolution

*****Posting Language Below*****

Please place the following item on the Consent Agenda for the City Council Board Meeting of June 10, 2025.

Request that the City Council ratifies the issuance of Purchase Order CEP01-2025006897 to Jordan Foster Construction, LLC for the performance of the emergency rock wall facade removal to mitigate the safety risk posed by the failing rock walls.

Department:	El Paso International Airport and Purchasing & Strategic Sourcing
Award to:	Jordan Foster Construction, LLC
City & State:	El Paso, TX
Item(s):	All
Contract Term:	8 Consecutive Calendar Days
Ratification Amount:	\$127,000.00
Account(s)	562-3010-62335-522260-PAP00993
Funding Source(s):	Airport Enterprise Funds
District(s):	3

Non-Competitive Procurement under Local Government General Exemption: Section 252.022 - (a)(2) a procurement necessary to preserve or protect the public health or safety of the municipality's residents;

RESOLUTION

WHEREAS, on May 13, 2025, high winds caused damage to rock wall facades around the El Paso International Airport (“Airport”) and caused one wall to fail and begin to crumble; and

WHEREAS, continued high winds were anticipated to lead to additional damage to the rock wall facades; and

WHEREAS, the damage to the rock wall facades posed a safety hazard and a risk of injury to both members of the public and to employees of the Airport; and

WHEREAS, a contractor was needed to perform work on an emergency basis to remove the rock walls to prevent further damage and to mitigate the safety risk; and

WHEREAS, Jordan Foster Construction, LLC (“Jordan Foster”) was able to provide a quote and have the resources available to perform the necessary work within the needed timeframe; and

WHEREAS, the City issued Purchase Order CEP01-2025006897 in the amount of \$127,000.00 for the work performed by Jordan Foster in accordance with Sec. 252.022(a)(2) of the Local Government Code; and

WHEREAS, the parties now desire that City Council ratify the Purchase Order for the emergency rock wall façade removal for a total amount of \$127,000.00.

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

That the City Council ratifies the issuance of Purchase Order CEP01-2025006897 to Jordan Foster Construction, LLC for the performance of the emergency rock wall façade removal to mitigate the safety risk posed by the failing rock walls.

(Signatures Begin on the Following Page)

APPROVED this _____ day of _____, 20__.

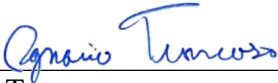
THE CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:


Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Ignacio Troncoso
Assistant City Attorney

APPROVED AS TO CONTENT:



Claudia A. Garcia, Director
Purchasing and Strategic Sourcing



Legislation Text

File #: 25-687, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Fire, Chief Jonathan P Killings, (915) 212-5665

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

That the Mayor be authorized to sign an Interlocal Agreement between the City of El Paso and the County of El Paso to ensure public safety as pertains to inmate ambulance transport from the County Jail to hospitals, for a period of one (1) year.

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

DEPARTMENT:

AGENDA DATE: 6/10/25

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:


PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: 

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Mayor be authorized to sign an Interlocal Agreement between the City of El Paso and the County of El Paso to ensure public safety as pertains to inmate ambulance transport from the County Jail to hospitals, for a period of one (1) year.

Approved this ____ day of _____, 2025.

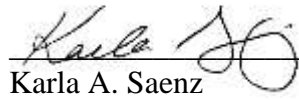
CITY OF EL PASO

Renard U. Johnson
Mayor

ATTEST:


Laura D. Prine, City Clerk

APPROVED AS TO FORM:



Karla A. Saenz
Assistant City Attorney

APPROVED AS TO CONTENT:



Jonathan Killings, Chief
El Paso Fire Department

STATE OF TEXAS)
)
COUNTY OF EL PASO)

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT (the "Agreement") is entered into on the last listed approved date below between the CITY OF EL PASO, TEXAS, a home rule municipal corporation, (hereinafter called the "CITY") and the COUNTY OF EL PASO, a political subdivision of the State of Texas, (hereinafter called the "COUNTY") by and through their duly authorized officials, pursuant to the Interlocal Cooperation Act.

WHEREAS, the CITY and the COUNTY are authorized to enter into this Agreement pursuant to the Interlocal Cooperation Act, Chapter 791.003(3)(N) and 791.011(a), Texas Government Code; and

WHEREAS, the CITY and the COUNTY desire to work together to ensure public safety as pertains to inmate ambulance transport from the County Jail to hospitals.

NOW THEREFORE, for and in consideration of the mutual covenants and agreements as set forth herein, the parties agree as follows:

I. CONTRACTUAL RELATIONSHIP

- A. The parties to this Agreement are governmental entities which are entering into this Agreement pursuant to Chapter 791, Texas Government Code, which establishes the legal relationship between the parties. No other legal relationship is intended to be created by this Agreement.
- B. The CITY acknowledges and agrees that it does not have, and will not attempt to assert, the authority to make commitments for or to bind the COUNTY to any obligation other than the obligations set forth in this Agreement. The COUNTY also acknowledges and agrees that it does not have, and will not attempt to assert, the authority to make commitments for or to bind the CITY to any obligation other than the obligations set forth in this Agreement.
- C. The COUNTY and the CITY are independent legal entities. Nothing in this Agreement shall be construed to create the relationship of employer and employee, or principal and agent, or any relationship other than that of independent parties contracting with each other solely for the purpose of carrying out the terms of this Agreement. Neither the COUNTY nor the CITY nor any of their respective agents or employees shall control or have any right to control the activities of the other party in carrying out the terms of this Agreement.

II. OBLIGATIONS OF THE COUNTY

- A. The COUNTY shall reimburse the CITY at the State Medicaid rate for the emergency transport of inmates from the County Jail to local hospitals.
- B. The County Jail staff shall, to the best of their ability, follow the protocol described in this Agreement in order to request emergency ambulance transport services for inmates at the County Jail.
 - 1. The County Jail staff may contact El Paso County 911 District Sheriff's Office Dispatch and provide, to the best of their ability and knowledge, the following information if available:
 - a. Chief complaint or nature of the request (emergency or non-emergency service)
 - b. Approximate Age
 - c. Level of consciousness
 - d. Breathing status
 - e. Severity of bleeding if any
 - f. Patient location
 - g. Access point
 - 2. The Sheriff's Office Dispatch will "CLONE" the Computer Aided Dispatching (CAD) card to El Paso Fire Department Dispatching as per standard procedure.
- C. The County Jail staff shall escort and provide security to fire department personnel at all times from the access point to any point inside the complex.
- D. The County Jail staff shall accompany the inmate in the ambulance patient compartment during transport. The COUNTY may, to the best of its ability and knowledge, provide CITY with all necessary information at their immediate disposal about the patient to enable CITY to properly provide the necessary Ambulance Service and bill the appropriate payor. Such information may include the patient's insurance status if known to the County Jail staff if consistent within federal HIPPA laws.

III. OBLIGATIONS OF THE CITY

- A. The CITY shall respond to requests for emergency ambulance transport for inmates from the County Jail to hospitals within the City of El Paso limits (the "Services") as soon as possible upon request from the COUNTY.
- B. The CITY shall provide ground basic and advanced life support ambulance services medically necessary to inmate patients at the County Jail who require such ambulance service, 24 hours-per-day, 7 days-per week, Ambulance Services consist of a response by CITY to the County Jail, treatment and other transport activities, including the rendering of emergency medical service at the County Jail, appropriate care and treatment during transport, and one-way transportation to the closest appropriate hospital by a state licensed Emergency Medical Technicians (EMT)..

- C. The CITY shall provide the invoice for its services to the COUNTY within 30 days for processing of payment to the CITY.
- D. The CITY shall maintain an active Emergency Medical Service Provider licensure issued by the Texas Department of State Health Services.
- E. All EMTs providing care under this agreement shall have an active EMT certification issued by the Texas Department of State Health Services at the time of service.

IV. CONSIDERATION

- A. The COUNTY shall pay the State Medicaid rate for the emergency ambulance services that the CITY provides for the Services described in this Agreement. The COUNTY shall not be required to pay any amount in addition to the State Medicaid rate for the Services.

V. PAYMENT

- A. The CITY shall provide a monthly invoice for the Services provided to the COUNTY.
- B. The rate paid by the COUNTY to the CITY shall reflect any adjustments to the Medicaid rate at the time the service is provided, so that the CITY will capture any increase or decrease to the Medicaid rate, without the need to amend this Agreement.
- C. The COUNTY agrees to remit payment to CITY within thirty (30) calendar days of receiving the invoice for all transports for which it is responsible to pay under this agreement.
- D. CITY shall not bill any patient, financially responsible party, insurer or third-party payor for any transports that are paid for by the COUNTY. When charges are properly billed for transports, CITY shall accept the fee schedule amount outline in this agreement as payment in full.

VI. TERM AND TERMINATION

- A. Effective Date. This Agreement shall be September 1, 2024, regardless of the date on which this Agreement is signed, and the initial term shall end on August 31, 2025. This Agreement shall be automatically extended for five (5) additional twelve-month periods, unless written notice of termination is given by either party as provided in this Agreement.
- B. Termination. Either party may terminate this Agreement, effective as of the conclusion of the initial term or as of the conclusion of any year-to-year extension of the term, by providing written notice to the other party not less than ninety (90) calendar days prior to the end of the initial term or any subsequent anniversary of such date.

Termination Shall Not Be Construed as Release. Termination by either party shall not be construed as a release of any claims that the terminating party may be lawfully entitled to assert against the other party. Further, the terminated party shall not be relieved of any liability for damages sustained by the terminating party by virtue of any breach of this Agreement.

- C. Effect of Termination. Except as otherwise provided herein, all duties, obligations or undertakings as are set forth herein of the CITY and the COUNTY shall cease upon termination or expiration of this Agreement.

VII. GOVERNMENTAL FUNCTION AND IMMUNITY

- A. Governmental Function. The parties expressly agree that, in all things relating to this Agreement, the parties enter into this Agreement for the purpose of performing governmental functions as defined by the Texas Tort Claims Act. The parties further expressly agree that every act or omission of each party, which in any way pertains to or arises out of this Agreement, falls within the definition of governmental function. No provision of this Agreement that imposes an obligation or restriction on either party not permitted by applicable law shall be enforceable.
- B. Sovereign Immunity. The CITY and the COUNTY reserve, and do not waive, their respective rights of sovereign immunity and similar rights and do not waive their rights under the Texas Tort Claims Act. Neither party waives, nor shall be deemed hereby to waive, any immunity or defense that would otherwise be available to it against claims arising in the exercise of its powers or functions or pursuant to the Texas Tort Claims Act or other applicable statutes, laws, rules, or regulations.

VIII. RISK ALLOCATION-LIMITATION OF LIABILITY

- A. Liability. This Agreement is not intended to alter or reallocate any defense or immunity authorized or available to either party by law. Each party shall be solely responsible for fiscal penalties, fines or any other sanctions occasioned as a result of a finding that violations of any applicable local, state, or federal regulations, codes or laws occurred as a result of that party's actions.
- B. Intentional Risk Allocation. The CITY and the COUNTY each acknowledge that the provisions of this Agreement were negotiated to reflect an informed, voluntary allocation between them of all risks (both known and unknown) associated with the transactions associated with this Agreement. The disclaimers and limitations in this Agreement are intended to limit the circumstances of liability. The remedy limitations, and the limitations of liability, are separately intended to limit the forms of relief available to the parties.
- C. No Indemnification. The Parties expressly agree that, except as provided herein, neither

Party shall have the right to seek indemnification or contribution from the other Party for any losses, costs, expenses, or damages directly or indirectly arising, in whole or part, from this Agreement.

IX. GENERAL PROVISIONS

- A. **Compliance with Laws.** In the performance of their obligations under this Agreement, the parties shall comply with all applicable federal, state or local laws, ordinances and regulations.
- B. **Governing Law.** This Agreement shall be construed and interpreted in accordance with the laws of the State of Texas, along with any applicable provisions of the federal law, the City Charter and/or any ordinance of the CITY.
- C. **Venue.** The parties hereto agree that this Agreement shall be enforceable in El Paso, Texas, and if legal action is necessary to enforce it, exclusive venue shall lie in El Paso County, Texas. Should the need for dispute resolution arise, venue is in El Paso County, Texas.
- D. **Current Revenues.** Pursuant to Section 791.011(d)(3), Texas Government Code, each party paying for the performance of governmental functions or services will make those payments from current revenues available to the paying party.
- E. **No Waiver.** The failure of either party at any time to require performance by the other party of any provision of this Agreement shall in no way affect the right of such party to require performance of that provision. Any waiver by either party of any breach of any provision of this Agreement shall not be construed as a waiver of any continuing or succeeding breach of such provision, a waiver of the provision itself, or a waiver of any right under this Agreement.
- F. **Amendment; Assignability.** This Agreement and the obligations hereunder shall not be amended, assigned, transferred or encumbered, in any manner without the written consent of the other party, which shall not be unreasonably withheld.
- G. **Severability.** All agreements and covenants contained in this Agreement are severable. Should any term or provision of this Agreement be declared illegal, invalid or unenforceable by a court of competent jurisdiction, the remainder of this Agreement will not be affected; and in lieu of each provision which is held to be illegal, invalid or unenforceable, there will be added as part of this Agreement, a provision which preserves the intention of the unenforceable provision, but which complies with the law.
- H. **Section Headings.** The paragraph or section headings contained in this Agreement are for reference purposes only and shall not in any way control the meaning or interpretation of this Agreement.
- I. **Notices.** Any notice, demand, request, consent or approval that either party may or is

Page 5 of 10

required to provide to the other, shall be in writing and either personally delivered or sent via United States Postal Service certified mail return receipt requested, addressed to the other party at the following address(es) provided below:

CITY: City of El Paso
Attention: Office of the City Manager
P.O. Box 1890
El Paso, Texas 79950-1890

COPY TO: City of El Paso
Attention: Fire Chief
Fire Department
416 N. Stanton, Ste. 200
El Paso, Texas 79901

COUNTY: El Paso County Judge's Office
500 E. San Antonio Ave., Rm 301
El Paso, Texas 79901
Tel: 915-546-2098
Fax: 915-543-3888

COPY TO: El Paso County Sheriff
3850 Justice Dr.
El Paso, Texas 79901

Changes may be made to the above addresses and new addressees through timely written notice provided to the other party without the need for a formal contract amendment.

- J. Representation of Counsel; Mutual Negotiation. Each party has had the opportunity to be represented by counsel of its choice in negotiating this Agreement. This Agreement shall therefore be deemed to have been negotiated and prepared at the joint request, direction, and construction of the parties, at arms' length, with the advice and participation of counsel, and will be interpreted in accordance with its terms without favor to any party.
- K. Force Majeure. Notwithstanding any provisions of this Agreement to the contrary, no failure, delay or default in performance of any obligation hereunder shall constitute an event of default or a breach of this Agreement if such failure to perform, delay or default arises out of causes beyond the control and without the fault or negligence of the party otherwise chargeable with failure, delay or default; including but not limited to acts of God, acts of public enemy, civil war, insurrection, riots, fires, floods, explosion, theft, earthquakes, natural disasters or other casualties, strikes or other labor troubles, which in any way restrict the performance under this Agreement by the parties.
- L. Open Meetings Act. The parties hereby represent and affirm that this Agreement was adopted in an open meeting held in compliance with the Texas Open Meetings Act (Tex.Gov. Code, Ch. 551), as amended.

M. Counterparts. This Agreement may be executed in multiple counterparts which, when taken together, shall be considered as one original.

IN WITNESS WHEREOF, this Agreement has been executed by the parties named hereinabove as of the date, month and year first written above.

(Signatures follow on next page)

STATE OF TEXAS)
)
COUNTY OF EL PASO)

INTERLOCAL AGREEMENT

Signature page for the City of El Paso, Interlocal Agreement between the County of El Paso and City of El Paso for ambulance transport from the County Jail to hospitals.


CITY OF EL PASO

Renard U. Johnson
Mayor

ATTEST:


Laura Prine
City Clerk

APPROVED AS TO FORM:



Carlos L. Armendariz
Assistant City Attorney

APPROVED AS TO CONTENT:



Jonathan Killings
Fire Chief

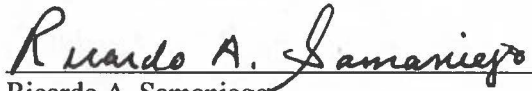
STATE OF TEXAS)
)
COUNTY OF EL PASO)

INTERLOCAL AGREEMENT

Signature page for the County of El Paso, Interlocal Agreement between the County of El Paso and City of El Paso for ambulance transport from the County Jail to hospitals.

APPROVED this 9th day of December, 2024.

COUNTY OF EL PASO



Ricardo A. Samaniego
County Judge


ATTEST:



Delia Briones
County Clerk



APPROVED AS TO FORM:



Carlos G. Madrid
Assistant County Attorney



Legislation Text

File #: 25-697, Version: 1

CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Police, Assistant Chief Humberto Talamantes, (915) 212-4305

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

That the City Manager or designee be authorized to submit to the Motor Vehicle Crime Prevention Authority (MVCPA), a grant application for the City of El Paso Police Department project identified as "Senate Bill 224 Catalytic Converter grant FY26" to provide financial assistance to the City of El Paso. Requesting \$370,833.00, with a cash match of \$74,167.00, for a total project amount of \$445,000.00. The grant period will be from September 1, 2025 -August 31, 2026.

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



DEPARTMENT: Police

AGENDA DATE: 6/10/25

PUBLIC HEARING DATE:

CONTACT PERSON NAME: Assistant Chief Humberto Talamantes

PHONE NUMBER: 915-212-4305

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL:

Goal 2: Set the standard for a Safe and Secure City.

SUBGOAL:

2.1 Maintain standing as one of the nation's top safest cities.

SUBJECT:

That, the City Manager or designee be authorized to submit to the Motor Vehicle Crime Prevention Authority (MVCPA), a grant application for the City of El Paso Police Department project identified as "Senate Bill 224 Catalytic Converter Grant FY26" to provide financial assistance to the city of El Paso. Requesting \$370,833.00, with a cash match of \$74,167.00, for a total project amount of \$445,000.00. The grant period will be from September 1, 2025 – August 31, 2026.

BACKGROUND / DISCUSSION:

The Senate Bill 224 Catalytic Converter Grant FY26 funding is for coordinated regulatory and law enforcement activities intended to detect and prevent catalytic converter theft in this state. This funding will be used for overtime, travel, and purchase equipment to assist in investigations.

COMMUNITY AND STAKEHOLDER OUTREACH:

N/A

PRIOR COUNCIL ACTION:

The FY24 Senate Bill 224 Catalytic Converter grant was approved by City Council on July 30, 2024.

AMOUNT AND SOURCE OF FUNDING:

N/A

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

N/A

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

H. Takamantse

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, under the provisions of the Texas Transportation Code Chapter 1006 and Texas Administrative Code Title 43; Part 3; Chapter 57, entities are eligible to receive grants from the Motor Vehicle Crime Prevention Authority to provide financial support to law enforcement taskforces and agencies for economic motor vehicle theft, including catalytic converter theft; and

WHEREAS, this grant program will assist this jurisdiction to combat catalytic converter theft; and

WHEREAS, the El Paso City Council designates the City Manager or her designee as the City's authorized official.

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

1. **THAT**, the City Manager or designee is authorized to submit to the Motor Vehicle Crime Prevention Authority (MVCPA), a grant application for the City of El Paso Police Department project identified as "Senate Bill 224 Catalytic Converter Grant FY26" to provide financial assistance to the City of El Paso.
2. **THAT**, the City of El Paso shall provide all matching funds for said grant, if applicable.
3. **THAT**, the El Paso Police Department Auto Theft Task Force Lieutenant Ricardo Porras or designee is designated as the Program Director.
4. **THAT**, the City of El Paso agrees that in the event of loss or misuse of the MVCPA grant funds, the City of El Paso assures that the grant funds will be returned in full to MVCPA.
5. **THAT**, the City of El Paso's Chief Financial Officer Robert Cortinas, or designee, is designated as the Financial Officer for this grant.
6. **BE IT FURTHER RESOLVED THAT**, the City Manager or designee is authorized to sign any related paperwork, including but not limited to, the actual grant contract, the authorization of budget transfers, and/or revisions to the operation plan, as well as any grant amendments, corrections, or extensions of the grant agreement which increase, decrease, or de-obligate program funds, provided that no additional City funds are required.

ADOPTED this ____ day of _____, 2025.

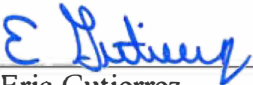
CITY OF EL PASO

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Eric Gutierrez
Senior Assistant City Attorney

APPROVED AS TO CONTENT:


Peter Pacillas
Chief of Police

Senate Bill 224 Grant Application for 2026

[Request for Application \(RFA\)](#)

Primary Agency / Grantee Legal Name: *City of El Paso*

Organization Type: *Law Enforcement*

Organization ORI (if applicable): *TX0710200: EL PASO PD (MIP)*

Program Title Please enter a short description of the proposed program that can be used as the title.

El Paso Police Department's Auto Theft Task Force

Application Category (See **Request for Applications [RFA]** for category details and descriptions RFA Priority Funding Section):

- ☐ **Continued Grant** - Only available to agencies that have a 2025 grant. These are annual competitive grants for the program described in the application. The program must be submitted for substantially the same program as the previous year. The requested funds, match funds, and in-kind match must be within 5% of the previous year but in any event may not go below the 20% minimum cash match requirement. The number of staff positions must be within 5% of the total positions. Awarded activities are funded on a reimbursement basis.
- ☐ **Modified Grant** - Only available to agencies that have a 2025 grant. The grantee will only enter the portion with a difference more or less than 5% of their current grant. These are annual competitive grants that require a minimum cash match of 20% for the program described in the application. Awarded activities are funded on a reimbursement basis

MVCPA Program Category (see **RFA** and TAC 43, 3 §57.14). Check all that apply.

- ☒ Law Enforcement, Detection and Apprehension
- ☐ Prosecution, Adjudication and Conviction
- ☒ Reduction of the Theft of Catalytic Converters
- ☒ Education Programs and Marketing

Taskforce Grant Participation and Coverage Area

Provide a General Description of the Participating and Coverage Area of this Grant Application

The El Paso Police Department's Auto Theft Task Force is the participating agency and provides coverage to all the listed agencies that are located within the City and County of El Paso, Texas. To Include the Native American tribe of Ysleta del Sur Pueblo and the Fort Bliss Military Base.

Define in the tables below the grant relationships and geographic area of the Catalytic Converter program:

Applicant will add the participating and coverage agencies from the ORI list below. If an agency is not in the ORI list, please include the agency and role in the general description above. Make sure to follow the definitions below and select an agency in the dropdown. Use the *Add as Participating Agency* or *Add as Coverage Agency* button to populate the list.

Participating Agencies are agencies that materially participate in the grant application through the exchange of funds for reimbursement and cash match. Participating agencies are defined after the grant award by interlocal/interagency agreements. Each applicant must select their own agency first. Then select agencies that will receive or provide funding and/or resources. [Note: Interlocal/interagency agreements do not need to be submitted with the application. Interlocal agreements will need to be executed prior to the first payment being made if selected for a grant. Letters of support with the application from the participating agencies are strongly recommended.]

Coverage Agencies are agencies that provided some level of coverage, assistance or support by this grant application but will not materially exchange funds as cash match or reimbursement. The coverage is not supported by an after the award with interlocal/interagency agreements. Coverage agencies as law enforcement agencies may have jurisdictional coverage agreements unrelated to the grant (Ex. City Y is within County X or vice versa). Agencies selected in this list include agencies that will be covered or where the agency indicates that their agency will coordinate or call upon the program. Letters of support with the application from the participating agencies are strongly recommended.

Participating Agencies	Coverage Agencies
TX0710200 EL PASO PD (MIP)	TX0710000 EL PASO CO (MIP) (AE)
	TX0710100 ANTHONY PD (AE)
	TX0710400 UT EL PASO PD (AE)
	TX0711100 EL PASO COMM COLLEGE PD
	TX0711300 EL PASO ISD PD (AE)
	TX0711400 HORIZON CITY PD (AE)
	TX0711600 SOCORRO PD
	TX0712200 SOCORRO ISD PD (AE)

☒ **Other Coverage** (Use if ORI not listed or explanation is necessary.):
 In addition to the listed Coverage Agencies above, the taskforce also provides coverage to the listed agencies: Ysleta Del Sur Tribal Police; Fort Bliss, Texas CID and Military Police; Clint Police Department [TX0711200]; Texas Tech University Police Department (El Paso Campus); San Elizario Police Department [TX 0712800]; Canutillo ISD Police Department [TX07112700]; (7) Constable Precincts within the City and County of El Paso, Texas; City of El Paso Fire Marshalls Division [TX0711500]; and, El Paso County Fire Marshalls Office [TX0712600].

- ☐ **National Insurance Crime Bureau (NICB)** Used as Match (Documentation and time certification required.)
- ☐ **Texas Department of Public Safety (DPS)**
- ☐ **Other State or Federal Agency** (specify:)

Resolution: Complete a Resolution and submit to local governing body for approval. [Sample Resolution](#) is found in the Request for Application or send a request for an electronic copy to grantsMVCPA@txdmv.gov. The completed and executed Resolution must be attached to this on-line application.

Grant Budget Form

MVCPA recommends that the applicant complete the total costs (MVCPA and Cash Match combined) for this program. The applicant can then enter the desired amount of Cash Match (not less than 20% per TAC Title 43, Â§57.36). The system will then calculate the correct grant and match amounts.

Budget Entry Option:

- ☒ Enter Total and let system calculate MVCPA Funds and Cash Match, Match Percentage: 20%
- ☐ Enter MVCPA and Cash Match Amounts

Click on category name to edit budget detail for that category.

Budget Category	MVCPA Expenditures	Cash Match Expenditures	Total Expenditures	In-Kind Match
Personnel				
Fringe				
Overtime	\$208,333	\$41,667	\$250,000	
Professional and Contract Services				
Travel	\$5,000	\$1,000	\$6,000	
Equipment	\$20,000	\$4,000	\$24,000	
Supplies and Direct Operating Expenses (DOE)	\$137,500	\$27,500	\$165,000	
Total	\$370,833	\$74,167	\$445,000	
Cash Match Percentage		20.00%		

Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total	In-Kind Match
Personnel						

Total Personnel

Description	Subcategory	Pct Time	MVCPA Funds	Cash Match	Total	In-Kind Match
Fringe						
Total Fringe						
Overtime						
EPPD Sworn Peace Officers	Investigator/LEO		\$208,333	\$41,667	\$250,000	
Total Overtime			\$208,333	\$41,667	\$250,000	
Professional and Contract Services						
Total Professional and Contract Services						
Travel						
SB224 Advisory Committee Meetings	Administrative In-state		\$5,000	\$1,000	\$6,000	
Total Travel			\$5,000	\$1,000	\$6,000	
Equipment						
X2 Covert Track Bait Systems			\$11,667	\$2,333	\$14,000	
X2 Emergency Light Packages for Crime Prevention Vehicles			\$8,333	\$1,667	\$10,000	
Total Equipment			\$20,000	\$4,000	\$24,000	
Supplies and Direct Operating Expenses (DOE)						
FUSUS (1)			\$137,500	\$27,500	\$165,000	
Total Supplies and Direct Operating Expenses (DOE)			\$137,500	\$27,500	\$165,000	

Budget Narrative

C. Overtime

Overtime funding will provide additional resources to extend officer's presence and operations beyond regular shifts and weekends. Overtime funding enables proactive measures to deter and apprehend offenders of catalytic converter thefts. Strategic allocations of overtime hours will be based on the prioritization of high-risk areas and times based on crime analysis data. It will allow for the deployment of additional personnel during peak theft periods, such as after normal regular shifts and weekends. Overtime operations will focus on areas with high concentrations of vulnerable vehicles such as commercial lots and public parking lots. It will allow for enhanced surveillance techniques such as surveillance and the deployment of a bait vehicle to catch thieves in the act. It will allow for the deployment of LPRs in targeted locations. It will allow for regulatory business checks that comply with the Texas Transportation Code or the Texas Occupation Code. A an exemption to the MVCPA Grant Manual, Section 4.3 APPROVED OVERTIME, pertaining to authorized overtime pay is being made to allow the Taskforce Commander or designee the opportunity to announce and allow any Texas Peace Officer employed by the El Paso Police Department to work the FY2026 SB224 grant overtime. This request is being made in hopes of making meaningful progress in combating catalytic converter thefts within the City of El Paso, Texas.

E. Travel

Lt. R. Porras, Jr., Taskforce Commander, currently serves on the SB224 Advisory Committee which will require him to travel to-and-from committee meetings and events [\$6,000.00].

F. Equipment

Funding for a two (2) Covert Track Bait Vehicle System [\$14,000] is being requested to equip the Taskforce's bait vehicles for covert operations. Funding for two (2) Emergency Light Packages for the two Crime Prevention Awareness Wrap Vehicles that are used for crime prevention events [\$10,000].

G. Supplies and Direct Operating Expenses (DOE)

Funding will be used for the purchase of services for the detection, deterrence, and combat of motor vehicle theft, unauthorized use of motor vehicle, burglary of vehicles, fraudulent reports, salvaged vehicle operations, and catalytic converter thefts. Service maintenance agreements included are for a 1-year period.

Revenue

Indicate Source of Cash and In-Kind Matches for the proposed program. Click on links to go to match detail pages for entry of data.

Cash Match

Source of Cash Match

System Calculated	Grantee	\$74,167
Total Cash Match		\$74,167

Statistics to Support Grant Problem Statement

Reported Cases	2024	2025
Jurisdiction	Catalytic Converter Theft	Catalytic Converter Theft
City of El Paso	30	6

Add/Edit Statistics

Application Narrative

Grant Introduction (Executive Summary) and General Information

- 1.1 Briefly describe the organization and program operation. Provide a high level summary to the application and how it will affect the local community. (500 words or less)

Safety and security continues to be an essential part of the economic growth and prosperity of the City of El Paso, Texas. In order to achieve this, the El Paso Police Department must continue to maintain a strong relationship with its citizens; it must establish and maintain new and continued law enforcement partners through constant teamwork with all stakeholders. The El Paso Police Department's Auto Theft Task Force program will efficiently use Motor Vehicle Crime Prevention Authority (MVCPA) Senate Bill 224 FY2026 grant funding to combat and reduce thefts of automobile parts, namely catalytic converters (CATs). MVCPA Senate Bill 224 FY2026 grant funding will ensure the sustainment of the highly specialized Auto Theft Task Force officers and support staff. Furthermore, the MVCPA Senate Bill 224 FY2026 grant will assist with the enhancement of automobile crime prevention measures such as surveillance of known catalytic converter thieves, catalytic converter bait vehicle operations, crime prevention & awareness initiatives, and automobile business inspections governed by the Texas Transportation Code and the Texas Occupation Code. The goal is the reduction of catalytic converter thefts occurring within the City of El Paso, Texas. The accomplishment of this goal will be contingent upon the collaboration between the citizens of El Paso and all local, state and federal law enforcement partners.

- 1.2 Describe the taskforce governing, organization and command structures. Include a description of the nature of support and agreements that will be in place if the grant is awarded. Provide any details unique to the taskforce organization or geographical target area. Describe whether any part of this grant will be directed to serve a specific target population (or subset of the community)?

The El Paso Police Department's Auto Theft Task Force is part of the El Paso Police Department's Organized Crime Division. The Organized Crime Division is one of five bureaus within the large police department. Assistant Chief (A/C) H. Talamantes, who reports directly to the Chief of Police Peter Pacillas and heads the Investigations Bureau. A/C Talamantes is in charge of two Divisions, the Organized Crime Division and the Major Crimes Division. Commander R. Moton is the Division Commander of the Organized Crime Division. The Organized Crime Division consist of five investigative units: The Auto Theft Task Force, the Fusion Center, the Gang Unit, the Narcotics Unit, and the Special Investigative Unit. All five of the investigative units have their own assigned unit commanders. Lieutenant R. Porras, Jr. is the Unit Commander for the Auto Theft Task Force. The catalytic converter theft problem in the City of El Paso is unique due to the geographical positioning of the city. The City of El Paso has four International Bridges connecting the City of El Paso to the City of Juarez, Mexico. The City of El Paso borders two State of New Mexico Counties, which contributes to criminal groups crossing state lines, as well as international boundaries, between New Mexico; Juarez, Mexico; and Texas. This accessibility allows the criminal element to conduct illegal catalytic converter transactions in other jurisdictions not regulated by Texas Law. The El Paso Police Department's Auto Theft Task Force is an exclusive auto theft authority that exists in the West Texas Region of the State of Texas. The taskforce uses established partnerships with local, state, and federal law enforcement officers, as well as Mexican authorities to accomplish its local mission. The taskforce provides services to all Texas citizens and to any visitors of the City of El Paso, Texas that become a victim of an automobile crime.

Grant Problem Statement

- 2.1 Provide an assessment of the Catalytic Converter Theft problem in the coverage area of this application. Include loss data consistent with the reported incident numbers above.

The catalytic converter theft (CAT) problem in El Paso, Texas presents a significant and complex challenge. Catalytic converter theft incidents are primarily driven by the high value of precious metals they contain, such as platinum, palladium, and rhodium. This criminal activity inflicts substantial financial burdens on vehicle owners, who face expensive repairs, increased insurance premiums, and disruptions of their daily lives. One of the greatest challenges is tracking stolen catalytic converters due to the absence of serial numbers and limited resources for investigation. The driving factor for these thefts is the availability of catalytic converters and the proximity to both the New Mexico border and to the Mexican border. CAT thieves target the most vulnerable vehicles and in a matter of minutes cut off a victim's CAT, normally with a battery powered saw-saw that could be purchased from any local hardware store. Furthermore, CAT thieves have the opportunity to transport the stolen CAT(S) to either New Mexico or Mexico for sale, as those jurisdictions have different governing regulations concerning the acceptance of such items. The close proximity of City of El Paso to New Mexico and to Mexico, is approximately thirty-minutes from any part of the city, and this aggravates this type of criminal activity.

Grant Goals and Activities

There are two parts to this section: 1) Functions of Proposed Program and 2) Goals Strategies and Activities (GSA). In the following boxes, describe the functions of the proposed program and then complete a fillable form called GSA.

MVCPA programs must completely describe the actions, methods and tactics that law enforcement and civilian staff will perform for each of the categories below. Describe the reliance on technology or other program elements to solve the problem statement above and goals below. Functions must be detailed and consistent with the requested budget. If a grant is awarded, funds expended towards activities not described in this section will result in the reimbursement being denied.

Part 1

3.1 Functions of the proposed program related to Catalytic Converter Theft from a motor vehicle.

The objectives of the program is to reduce the incidence of catalytic converter thefts through enforcement and collaborations with law enforcement stakeholders. The taskforce will conduct inspections of local businesses, such as salvage yards, automotive repair shops, parts recycling centers, used car dealerships, salvage rebuilders, and title service companies, as authorized by the Texas Transportation Code or Texas Occupation Code. The taskforce will conduct catalytic converter bait vehicle operations to catch thieves in the act; conduct covert surveillance of known or suspected offenders; and, arrest wanted catalytic converter thieves.

3.4 Functions of the proposed program related to preventing Catalytic Converter Theft

The objectives of the program for preventing catalytic converter thefts within the City of El Paso is to educate the public and law enforcement stakeholders of the intricacies associated with catalytic converter thefts. The taskforce will conduct presentations to the public, on the best practices of how to prevent themselves from becoming a victim of an automobile crime. The taskforce will foster partnerships with auto repair shops, scrapyards, and metal recycling centers to track and trace stolen catalytic converters. The taskforce will provide shift training to officers on identifying suspicious behavior and investigating catalytic converter thefts. The program will also use crime analysis to track trends, coordinate responses, and implement enforcement strategies in furtherance of the objectives.

3.6 Collaboration Effort -- Describe the taskforce method to collaborate, and not duplicate existing activities. Describe the cross boundaries regional approach to grant activity implementation. Describe how the applicant staff and jurisdiction will coordinate with other taskforces and law enforcement agencies to implement this program.

The taskforce will utilize established partnerships and resources available from local, state, and federal stakeholders that are involved in combating automobile crimes. The taskforce will coordinate conducting joint operations that concentrate on catalytic converter thefts and will participate in the sharing of intelligence information to reduce the amount of thefts. The taskforce will coordinate and host a weekly catalytic converter intelligence-sharing meetings with all law enforcement shareholders, to exchange crime trends & patterns, as well as pertinent information on known or suspected catalytic converter thieves.

3.7 If the proposed application requests any exceptions or deviation from any general grant rules, RFA conditions or grant administrative policy, please indicate in the section below. Indicate the section of the specific issue and citation that you are asking the MVCPA to consider and the rational for the request.

An exemption to the MVCPA Grant Manual, Section 4.3 APPROVED OVERTIME, pertaining to authorized overtime pay is being made to allow all MVCPA funded personnel, regardless of funding source, and any El Paso Police Department Sworn Peace Officer, not assigned to the taskforce, permission to work FY2026 SB224 grant overtime operations targeting catalytic converter thefts and thieves.

Part II

Goals, Strategies, and Activities

[Select Goals, Strategies, and Activity Targets](#) for the proposed program described in the application.

Click on the link above to open a new table called Goals, Strategies, and Activity. Applicants will review the statutory and optional activities. The first section is the statutory measures. Grantees may not provide targets for this section but need to review the descriptions to ensure that they understand the statutory minimum requirements associated with this grant. Applicants will then review the other items and estimate targets for only the activities that the applicant has described and plans to complete under this application.

ID	Activity	Measure	Target
Measures for Grantees. Add Target values for those that you will measure.			
1	Goal 1: Reduce the Incidence of Catalytic Converter Theft through Enforcement Strategies		
1.1	Strategy 1: Conduct Activities that Result in the Arrest, Clearance, and Recoveries of Catalytic Converter Theft		
1.1.1	Identify groups of catalytic converter theft offenders through intelligence gathering, crime analysis and the use of informants	Number of catalytic converter theft groups identified. Include gangs, cartels or other criminal enterprise with two or more members	1
1.1.2	Identify and document/record prolific Catalytic Converter Theft offenders [Prolific is defined as "linked to Catalytic Converter Theft offenses three or more times"]	Number identified/documented offenders	3
1.1.5	Conduct inspections of local businesses related to vehicle enterprise (transportation code or occupation code authorized companies such as salvage yard,	Number of businesses inspected	3

ID	Activity	Measure	Target
	repair shop, parts recycling center, used car dealership, salvage rebuilder, title service company, other).		
1.1.6	Conduct bait vehicle operations that target Catalytic Converter Theft offenders	Number of bait vehicle deployments. Include Catalytic Converter Theft bait operations here.	6
1.1.8	Deploy license plate readers (LPR)	Number of times LPR deployed. Deploy: If stationary unit then total number of days or partial days unit was operable and on. Mobile unit number of days the unit was on and operable.	10
1.1.9	Respond to taskforce license plate reader (LPR) alert notifications	Number of times investigators responded to taskforce LPR alert notifications regardless of whether vehicle was located	3
1.1.12	Conduct covert operations targeting Catalytic Converter Theft offenders	Number of covert operations	30
1.1.13	Conduct warrant "round-up" operations targeting catalytic converter crime offenders, including people wanted for Catalytic Converter Theft	Number of warrant round-up operations performed Catalytic Converter Theft	3
1.1.15	Increase the recovery rate of stolen motor vehicle Catalytic Converter Theft	Report the number of Catalytic Converters recovered by taskforce	5
1.1.16	Increase the clearance rate of Catalytic Converter Theft	Report the number of Catalytic Converter Theft cases cleared	2
1.1.17	Increase the number of persons arrested for Catalytic Converter Theft	Report the number of persons arrested for Catalytic Converter Theft by taskforce	2
1.2	Strategy 2: Conduct Collaborative Efforts that Result in Reduction of Incidents of Catalytic Converter Theft		
1.2.1	Provide Agency Assists for Catalytic Converter Theft	Number of agency assists related to catalytic converter theft. Assist means responding or answering questions via phone, e-mail, or in person. Providing recommendation, guidance, strategy, support or information that other LEOs will use to resolve their cases. The assist generally does not have the direct responsibility for an investigation nor uses LEO authority. The assist helps another LEO or agency investigate cases. Analysts and civilian employees will record their assists to outside LEOs and agencies met here along with officers.	1
1.2.2	Collaborate with other units or divisions (i.e. homicide, vice, narcotics, etc.) within the taskforce department(s) where there were crimes involving catalytic converter theft. Include all participating jurisdiction departments here.	Number of times collaborated within departments or SOs participating in taskforce related to Catalytic Converter Theft. Collaboration means physically using law enforcement resources, tactics and authority to perform activity on cases that draw upon or aid in the investigation intended to further the resolution of any case, identify parties to crime, identify vehicles, interview witnesses/suspects and apprehend suspects. Collaboration will include any help, recommendation, contribution or support requested from or provided to another unit or offered by the taskforce that aids in the furtherance of Catalytic Converter Theft investigations.	1
1.2.3	Collaborate with all other outside LE agencies and other organizations that assist in the reduction of Catalytic Converter Theft. Include all coverage jurisdictions here	Number of times collaborated with coverage area agencies or other law enforcement agencies and organizations that assist in the reduction of Catalytic Converter Theft. Collaboration means physically using law enforcement resources, tactics and authority to perform activity on cases that draw upon or aid in the investigation intended to further the resolution of any case, identify parties to crime, identify vehicles, interview witnesses/suspects and apprehend suspects. Collaboration will include any help, recommendation, contribution or support requested from or provided to another unit or offered by the taskforce that aids in the furtherance of Catalytic Converter Theft investigations	2
1.2.5	Conduct intelligence information-sharing (Personal attendance)	Number of intelligence meetings attended (include attending as presenter, participant or attendee)	2
1.2.6	Conduct intelligence information-sharing (Written information)	Crime analysis bulletins disseminated (include information distributed to law enforcement agencies via text, e-mail, or intra-net communications)	2
1.2.7	Collaborate with other MVCPA taskforces	Number of times collaborated with other MVCPA taskforces that assist in the reduction in Catalytic Converter Theft	1
3	Goal 3: Educate/Train Citizens and Qualified Personnel in Detection and Prevention of Catalytic Converter Theft		
3.1	Strategy 1: Conduct Public Awareness Related Activities Used to Educate Citizens		
3.1.1	Conduct educational outreach events (include trade show, exhibits, booths at community events, vehicle displays, brochures, etc.)	Number of outreaches	1
3.1.2	Conduct educational presentations to the public	Number of presentations. Presentation means in person, on-line, original written document, article, or webpage.	1

ID	Activity	Measure	Target
3.1.4	Conduct vehicle identification initiative/event	Number of etching events. Including catalytic converters.	2
3.1.4.1	Conduct vehicle identification initiative/event	Number of Participants/Attendees Catalytic Converters Marked)	25
3.1.5	Purchase advertisements in local outlets	Number of advertisements purchased or provided complimentary for taskforce. Include all types of media purchased or provided free (social, tv, utility inserts, billboards, transportation, etc.)	0
3.1.7	Utilize social media outlets (Facebook, Twitter, Instagram, etc.)	Number of postings in social media outlets	2
3.1.8	Deploy outdoor public notification signage	Number of deployments per month (if sign remains several months, count as 1 deployment per month)	0
3.1.10	Conduct media outreach, including, public service announcements, press releases, and interviews	Number of outreaches	2
3.2	Strategy 2: Conduct Law Enforcement Training Activities to Educate Officers on Recognition and Apprehension of Stolen Vehicles and Property		
3.2.1	Conduct law enforcement training (TCOLE)	Number of classes provided for TCOLE credit	0
3.2.3	Conduct vehicle crimes presentations to law enforcement agencies (non TCOLE)	Number of classes or presentations. Presentations may include electronic roll call documents, shift BOLOs and other written or presented materials based on local practices.	6

Grant Evaluation

- 4.1 Describe the local method and/or practice used to collect the data for reporting Goals, Strategies, and Activities and to evaluate the grant program effectiveness. Describe management and staff participation. Include descriptions of systems (forms and software) that will be used to ensure reliable and accurate data is collected and reported. Describe any other evaluation methods used in the applicant agency to determine effectiveness or cost efficiency of the program.
- Taskforce officers use Daily Activity Reports (DAR Log sheets) that are mandated by El Paso Police Department's (EPPD) Policy and Procedures to document all daily work activity. Taskforce supervisors track and evaluate the effectiveness of the program by using the data derived from their assigned officer's DAR log sheets, as well as information that is documented in the department's WebRMS (Record Management System) database, and from crime analysis data provided by the taskforce's crime analyst. The taskforce analyst, who is housed at the EPPD FUSION Center, uses a two-prong approach when keeping track of catalytic converter thefts. Data tracking is structured in this manner to create a system that allows for verifying across the two prongs. This ensures that the numbers that are reported are accurate and reliable. The primary method for tracking catalytic converter thefts happens at the Regional Command Center level. The EL Paso Police Department is decentralized and has five Regional Command Centers that cover the five regions of the City of El Paso (Central, Westside Upper Valley, Northeast, Pebble Hills Eastside, and Mission Valley-Lower Valley). At each Regional Command Center, an assigned crime analyst reviews all thefts for their assigned region. All incidents that involve a catalytic converter theft are then recorded and tracked in an Excel spreadsheet. This file is then stored in a manner that is compliant with both the Criminal Justice Information System (CJIS) and 28 Code of Federal Regulations (CFR) Part 23. The second method for tracking catalytic converter thefts happens at the EPPD FUSION Center. Here the taskforce analyst executes Structured Query Language (SQL) codes that are linked to department's On-Call Records Management System, via Microsoft SQL software. This macro level approach allows the analyst to quickly set parameters and pull large numbers of incidents related to catalytic converter thefts. The purpose of this approach is not to arrive at a primary number of catalytic converter thefts, but rather to verify the accuracy of the Regional Command Center analyst's records. This set up allows the taskforce analyst to verify the reliability of the Regional Command Center analyst's accuracy of each incident, week-in and week-out, while also allowing the taskforce analyst the opportunity to check their data for accuracy.
- 4.2 Provide any other suggested measures that would better reflect the law enforcement or prevention work that the proposed program will perform. If the suggested measure fits into one of the stated goals above please indicate.
- No suggested measures are being made at this time.

TxGMS Standard Assurances by Local Governments

- ☐ We acknowledge reviewing the [TxGMS Standard Assurances by Local Governments](#) as promulgated by the Texas Comptroller of Public Accounts and agree to abide by the terms stated therein.

Print

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Legislation Text

File #: 25-637, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

Districts 1, 2, 3, 4, 5, 6, 8

Environmental Services Department, Nicholas Ybarra, (915) 212-6000

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

That the Solid Waste liens on the attachment posted with this agenda be approved (see Attachment A).

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, KELLER ROBERT M & JANIS M , referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

813 Wingfoote Rd, more particularly described as Lot 18 (21000 Sq Ft), Block 4, Coronado Country Club Estates Subdivision, City of El Paso, El Paso County, Texas, PID #C801-999-0040-5700

to be \$403.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 26th day of August, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FOUR HUNDRED THREE AND 00/100 DOLLARS (\$403.00) to be a lien on the above described property, said amount being due and payable within ten (10) days

from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

Leslie B. Jean-Pierre
Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:

Nicholas H. Ybarra
Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, TRUMP JEREMY, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

968 Crooked River Dr, more particularly described as Lot 67, Block
1, Artcraft Estates Subdivision, City of El Paso, El Paso County,
Texas, PID #A767-999-0010-6700

to be \$325.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 8th day of August, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED TWENTY FIVE AND 00/100 DOLLARS (\$325.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:


Renard U. Johnson
Mayor

ATTEST:

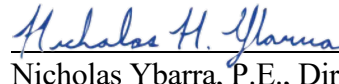
Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:



Leslie B. Jean-Pierre
Assistant City Attorney



Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, AMATO CARLOS & THELMA, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

1042 Missbev Ave, more particularly described as Lot 8 (14942 Sq Ft), Block 2, Pinckard Subdivision, City of El Paso, El Paso County, Texas, PID #P859-999-0020-0080

to be \$379.50, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 19th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED SEVENTY NINE AND 50/100 DOLLARS (\$379.50) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Leslie B. Jean-Pierre
Assistant City Attorney

Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, CAMARILLO CARLOS C, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

1187 Upper Canyon Pl, more particularly described as Lot 18
(9179.80 Sq Ft), Block 8, The Highlands #5 Subdivision, City of El
Paso, El Paso County, Texas, PID #T213-999-0080-1800

to be \$349.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 9th day of February, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED FORTY NINE AND 00/100 DOLLARS (\$349.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

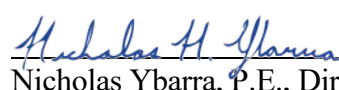
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, SARABIA CARLOS E, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

4132 Perth Dr, more particularly described as Lot 1 & Tria In Nwc
Of 2 (130 Ft On Nw 4 Ft On Sw 130.06 Ft On Se), Block 6,
Westwood Subdivision, City of El Paso, El Paso County, Texas, PID
#W195-999-0060-0100

to be \$344.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 29th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED FORTY FOUR AND 00/100 DOLLARS (\$344.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

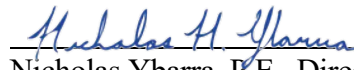
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, RONQUILLO OSCAR & ROSA, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

5265 Charl Ann St, more particularly described as Tr 6-C (0.58 Ac),
Block 5, Upper Valley Subdivision, City of El Paso, El Paso County,
Texas, PID #U819-999-005A-0660

to be \$361.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 20th day of October, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED SIXTY ONE AND 00/100 DOLLARS (\$361.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Leslie B. Jean-Pierre
Leslie B. Jean-Pierre
Assistant City Attorney

Nicholas H. Ybarra
Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, AGUIRRE FEDERICO, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

816 Cardon St, more particularly described as Lot 289 (5750 Sq Ft),
Block 28, Loretto Place Subdivision, City of El Paso, El Paso
County, Texas, PID #L681-999-0280-1200

to be \$647.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 15th day of August, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount SIX HUNDRED FORTY SEVEN AND 00/100 DOLLARS (\$647.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

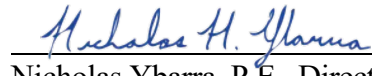
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, VILLAR ANTONIO M, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

2320 San Jose Ave, more particularly described as Lots 21 & 22
(6000 Sq Ft), Block 40, Highland Park Subdivision, City of El Paso,
El Paso County, Texas, PID #H453-999-0400-6700

to be \$742.50, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 15th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount SEVEN HUNDRED FORTY TWO AND 50/100 DOLLARS (\$742.50) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Leslie B. Jean-Pierre
Leslie B. Jean-Pierre
Assistant City Attorney

Nicholas H. Ybarra
Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, SANNER EMILY, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3229 Tularosa Ave, more particularly described as Lots 21 & 22
(7000 Sq Ft), Block 93, East El Paso Subdivision, City of El Paso,
El Paso County, Texas, PID #E014-999-0930-6700

to be \$437.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 6th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FOUR HUNDRED THIRTY SEVEN AND 00/100 DOLLARS (\$437.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:

Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, LOPEZ GLORIA, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3626 Hayes Ave, more particularly described as Lots 13 & 14 & E
1/2 Of 15 7500 Sq Ft, Block 126, Morningside Heights Subdivision,
City of El Paso, El Paso County, Texas, PID #M794-999-1260-4600

to be \$650.50, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 14th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount SIX HUNDRED FIFTY AND 50/100 DOLLARS (\$650.50) to be a lien on the above described property, said amount being due and payable within ten (10) days

from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:


Renard U. Johnson
Mayor

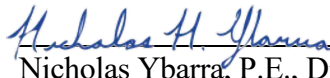
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:


Leslie B. Jean-Pierre
Assistant City Attorney


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, NUNEZ DANIEL A P, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3700 Rivera Ave, more particularly described as Lots 15 & 16 (7000 Sq Ft), Block 16, Woodlawn Subdivision, City of El Paso, El Paso County, Texas, PID #W886-999-0160-3700

to be \$428.75, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 1st day of August, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FOUR HUNDRED TWENTY EIGHT AND 75/100 DOLLARS (\$428.75) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:


Renard U. Johnson
Mayor

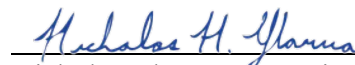
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:


Leslie B. Jean-Pierre
Assistant City Attorney


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, BACA JOSE O, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3830 Fillmore Ave, more particularly described as Lots 17 & 18
(6600 Sq Ft), Block 93, Morningside Heights Subdivision, City of
El Paso, El Paso County, Texas, PID #M794-999-0930-4900

to be \$508.50, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 8th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FIVE HUNDRED EIGHT AND 50/100 DOLLARS (\$508.50) to be a lien on the above described property, said amount being due and payable within ten (10) days

from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

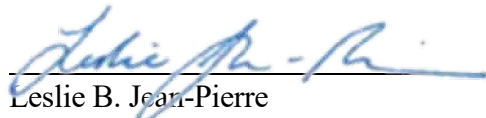
CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

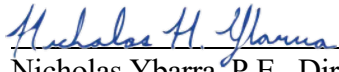
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, FRUTAS JAVIER & SANTOS, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3924 Mountain Ave, more particularly described as Lots 21 & 22
(6000 Sq Ft), Block 102, Grandview Subdivision, City of El Paso,
El Paso County, Texas, PID #G686-999-1020-5600

to be \$487.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 6th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FOUR HUNDRED EIGHTY SEVEN AND 00/100 DOLLARS (\$487.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

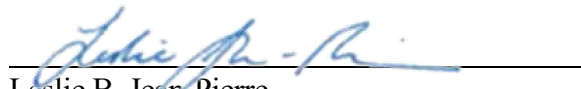
CITY OF EL PASO:

Renard U. Johnson
Mayor


ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, SWENSON S G & GEYER HOLLY G & 3, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

4909 Blue Ridge Cir, more particularly described as Lot 2091 (6955 Sq Ft), Block 85, Mountain View Subdivision, City of El Paso, El Paso County, Texas, PID #M851-999-0850-4200

to be \$458.50, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 11th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FOUR HUNDRED FIFTY EIGHT AND 50/100 DOLLARS (\$458.50) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

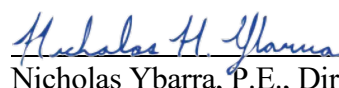
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, HERNANDEZ MARIA, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

5621 Dailey Ave, more particularly described as Lots 6 & 7 & E 1
Ft Of 8 (6120 Sq Ft), Block 8, Brentwood Heights Subdivision, City
of El Paso, El Paso County, Texas, PID #B724-999-0080-1600

to be \$336.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 23rd day of July, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED THIRTY SIX AND 00/100 DOLLARS (\$336.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:

Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, CHAVEZ AIZZA A, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3328 Kirkcaldy Rd, more particularly described as Lot 17 (9182 Sq Ft), Block 19, Scotsdale Subdivision, City of El Paso, El Paso County, Texas, PID #S225-999-0190-4900

to be \$344.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 14th day of December, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED FORTY FOUR AND 00/100 DOLLARS (\$344.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Leslie B. Jean-Pierre
Assistant City Attorney

Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, JELINEK A V, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

4632 El Campo Dr, more particularly described as Lot 1, Block 1,
North Ridge Subdivision, City of El Paso, El Paso County, Texas,
PID #N463-999-0010-0100

to be \$617.50, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 16th day of August, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount SIX HUNDRED SEVENTEEN AND 50/100 DOLLARS (\$617.50) to be a lien on the above described property, said amount being due and payable within ten (10)

days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

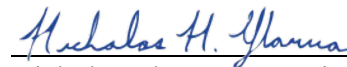
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, MIKE REYNA RENTALS LLC, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

5621 Creston Ave, more particularly described as Lot 19, Block 8,
Colonia Verde Subdivision, City of El Paso, El Paso County, Texas,
PID #C741-999-0080-7300

to be \$292.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 14th day of August, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount TWO HUNDRED NINETY TWO AND 00/100 DOLLARS (\$292.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:


Renard U. Johnson
Mayor

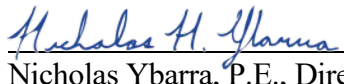
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:


Leslie B. Jean-Pierre
Assistant City Attorney


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, SIFUENTES RUBEN, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

5708 Calgary Ave, more particularly described as Lot 17, Block 10,
Colonia Verde Subdivision, City of El Paso, El Paso County, Texas,
PID #C741-999-0100-3300

to be \$344.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 6th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED FORTY FOUR AND 00/100 DOLLARS (\$344.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

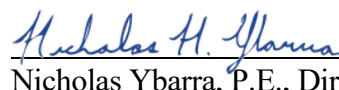
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, GARCIA JAMES P, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

5729 Longview Cir, more particularly described as Lot 8 (6600 Sq Ft), Block 32, Sarah Anne Park #2 Subdivision, City of El Paso, El Paso County, Texas, PID #S162-999-0320-1500

to be \$333.50, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 6th day of September, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED THIRTY THREE AND 50/100 DOLLARS (\$333.50) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:


Renard U. Johnson
Mayor

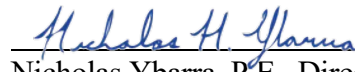
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:


Leslie B. Jean-Pierre
Assistant City Attorney


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, JACKSON PAMELA W, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

1828 Joan Francis Dr, more particularly described as Lot 18
(4725.00 Sq Ft), Block 26, Montwood Heights #6 Subdivision, City
of El Paso, El Paso County, Texas, PID #M771-999-0260-1800

to be \$440.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 14th day of December, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FOUR HUNDRED FORTY AND 0/100 DOLLARS (\$440.00) to be a lien on the above described property, said amount being due and payable within ten (10) days

from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:


Renard U. Johnson
Mayor

ATTEST:

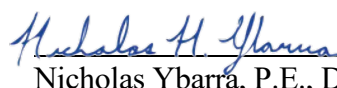
Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:



Leslie B. Jean-Pierre
Assistant City Attorney



Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, O M CONSTRUCTION LLC, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3336 Scarlet Point Dr, more particularly described as Lot 10
(4935.00 Sq Ft), Block 194, Tierra Del Este #50 Subdivision, City
of El Paso, El Paso County, Texas, PID #T287-999-1940-1000

to be \$384.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 27th day of July, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED EIGHTY FOUR AND 00/100 DOLLARS (\$384.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

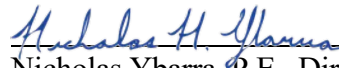
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, VASQUEZ ROSA MARIA, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

1500 Sierra Bonita Dr, more particularly described as Lot 1 6398.05
Sq Ft, Block 422, Vista Del Sol #93 Subdivision, City of El Paso,
El Paso County, Texas, PID #V893-999-4220-0100

to be \$341.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 20th day of December, 2023, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED FORTY ONE AND 00/100 DOLLARS (\$341.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO

Renard U. Johnson
Mayor


ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, SIERRA-JIMENEZ OSCAR F, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

2921 E San Antonio Ave, more particularly described as Lot 11
(3500 Sq Ft), Block A, East El Paso Subdivision, City of El Paso,
El Paso County, Texas, PID #E014-999-000A-5600

to be \$376.50, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 26th day of July, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED SEVENTY SIX AND 50/100 DOLLARS (\$376.50) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:

Leslie B. Jean-Pierre
Leslie B. Jean-Pierre
Assistant City Attorney

Nicholas H. Ybarra
Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, BACHIR DEBBA, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3125 Frutas Ave, more particularly described as Lot 12 & W 24 Ft
Of 13 (6860 Sq Ft), Block 30, East El Paso Subdivision, City of El
Paso, El Paso County, Texas, PID #E014-999-0300-2100

to be \$426.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 26th day of August, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FOUR HUNDRED TWENTY SIX AND 00/100 DOLLARS (\$426.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

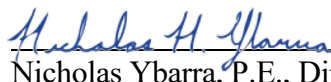
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:


Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, OAJ PROPERTIES LLC, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3400 Frutas Ave, more particularly described as Lots 31 & 32 (4100 Sq Ft), Block 22, East El Paso N Subdivision, City of El Paso, El Paso County, Texas, PID #E014-999-0220-6100

to be \$319.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 25th day of July, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount THREE HUNDRED NINETEEN AND 00/100 DOLLARS (\$319.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

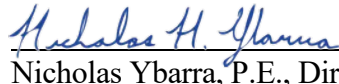
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Leslie B. Jean-Pierre
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 9.04 of the El Paso City Code, DOMINGUEZ LIBRADA, referred to as owner, regardless of number, of the hereinafter described property, was given notice that said property constituted a public nuisance due to the accumulation of trash, vegetation and weeds or other objectionable, unsightly or unsanitary matter in violation of Chapter 9.04 of the El Paso City Code; and the owner failed to comply with due notices. In accordance with El Paso City Code Chapter 9.04, the Environmental Services Department proceeded to clean and dispose of the trash, vegetation, weeds or other rubbish; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

3523 Rivera Ave, more particularly described as Lot 13 (3500 Sq Ft), Block 7, East El Paso Subdivision, City of El Paso, El Paso County, Texas, PID #E014-999-0070-3400

to be \$426.00, in accordance with the El Paso City Code Section 9.04.880 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 8th day of August, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 9.04 of the El Paso City Code, declares the above total amount FOUR HUNDRED TWENTY SIX AND 00/100 DOLLARS (\$426.00) to be a lien on the above described property, said amount being due and payable within

ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 2025.

CITY OF EL PASO:


Renard U. Johnson
Mayor

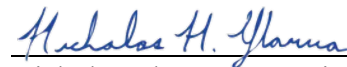
ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

APPROVED AS TO CONTENT:


Leslie B. Jean-Pierre
Assistant City Attorney


Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this ____ day of _____, 2025,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

ATTACHMENT A

SOLID WASTE LIENS

June 10, 2025

Address	Owner of Record	Amount	District
813 WINGFOOTE RD	KELLER ROBERT M & JANIS M	\$403.00	1
968 CROOKED RIVER DR	TRUMP JEREMY	\$325.00	1
1042 MISSBEV AVE	AMATO CARLOS & THELMA	\$379.50	1
1187 UPPER CANYON PL	CAMARILLO CARLOS C	\$349.00	1
4132 PERTH DR	SARABIA CARLOS E	\$344.00	1
5265 CHARL ANN ST	RONQUILLO OSCAR & ROSA	\$361.00	1
816 CARDON ST	AGUIRRE FEDERICO	\$647.00	2
2320 SAN JOSE AVE	VILLAR ANTONIO M	\$742.50	2
3229 TULAROSA AVE	SANNER EMILY	\$437.00	2
3626 HAYES AVE	LOPEZ GLORIA	\$650.50	2
3700 RIVERA AVE	NUNEZ DANIEL A P	\$428.75	2
3830 FILLMORE AVE	BACA JOSE O	\$508.50	2
3924 MOUNTAIN AVE	FRUTAS JAVIER & SANTOS	\$487.00	2
4909 BLUE RIDGE CIR	SWENSON S G & GEYER HOLLY G & 3	\$458.50	2
5621 DAILEY AVE	HERNANDEZ MARIA	\$336.00	2
3328 KIRKCALDY RD	CHAVEZ AIZZA A	\$344.00	3
4632 EL CAMPO DR	JELINEK A V	\$617.50	4
5621 CRESTON AVE	MIKE REYNA RENTALS LLC	\$292.00	4
5708 CALGARY AVE	SIFUENTES RUBEN	\$344.00	4
5729 LONGVIEW CIR	GARCIA JAMES P	\$333.50	4
1828 JOAN FRANCIS DR	JACKSON PAMELA W	\$440.00	5
3336 SCARLET POINT DR	O M CONSTRUCTION LLC	\$384.00	5
1500 SIERRA BONITA DR	VASQUEZ ROSA MARIA	\$341.00	6

2921 E SAN ANTONIO AVE	SIERRA-JIMENEZ OSCAR F	\$376.50	8
3125 FRUTAS AVE	BACHIR DEBBA	\$426.00	8
3400 FRUTAS AVE	OAJ PROPERTIES LLC	\$319.00	8
3523 RIVERA AVE	DOMINGUEZ LIBRADA	\$426.00	8



Legislation Text

File #: 25-685, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

Districts 1, 4

Environmental Services Department, Nicholas Ybarra, (915) 212-6000

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

That the Demolition liens on the attachment posted with this agenda be approved (See Attachment B).

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, in accordance with Chapter 2.38 of the El Paso City Code, BENAVIDEZ GABRIEL, in accordance with Chapter 2.38.070 and 2.38.080 of the El Paso City Code, after due notice and hearing, the City Council of the City of El Paso ordered the owner of the hereinafter described property to vacate the building, and relocate the tenants on said property and clear the property of all rubbish and debris, and the owner having failed after due notice to comply with such ORDER, the ENVIRONMENTAL SERVICES DEPARTMENT, under the Building Official instructions, proceeded to vacate the Building, relocate the tenants, secure and maintain the Building secure until repaired or demolished, and clean the property of all rubbish and debris; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

5772 Ethel Rd, more particularly described as Lot 266 Abst 8716 Tr
21-H (0.135 Ac), S A & M G RR Surv Subdivision, City of El Paso,
El Paso County, Texas, PID #X266-999-S00B-6560

to be \$10,599.25, in accordance with the El Paso City Code Section 2.38.070 and 2.38.080 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 31st day of May, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 2.38.070 and 2.38.080 of the El Paso City Code, declares the above total amount TEN THOUSAND FIVE HUNDRED NINETY NINE AND 25/100 DOLLARS (\$10,599.25) to be a lien on the above described property, said amount being due and payable within ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 20__.

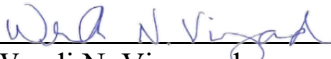
CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

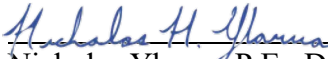
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Wendi N. Vineyard
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 20__,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

RESOLUTION

WHEREAS, in accordance with Chapter 2.38 of the El Paso City Code, SHELDON RICHARD L, in accordance with Chapter 2.38.070 and 2.38.080 of the El Paso City Code, after due notice and hearing, the City Council of the City of El Paso ordered the owner of the hereinafter described property to vacate the building, and relocate the tenants on said property and clear the property of all rubbish and debris, and the owner having failed after due notice to comply with such ORDER, the ENVIRONMENTAL SERVICES DEPARTMENT, under the Building Official instructions, proceeded to vacate the Building, relocate the tenants, secure and maintain the Building secure until repaired or demolished, and clean the property of all rubbish and debris; and

WHEREAS, the Director of the Environmental Services Department has reported the cost of doing such work in the amount hereinafter set forth.

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

1. The City Council determines its reasonable expenses including administrative costs and the cost of removing the accumulated trash, vegetation and weeds or other rubbish located on the property known as:

10360 Preston Dr, more particularly described as Lot 24, Block 10,
Sun Valley #2 Subdivision, City of El Paso, El Paso County, Texas,
PID #S816-999-0100-4700

to be \$8,929.98, in accordance with the El Paso City Code Section 2.38.070 and 2.38.080 and the Texas Health & Safety Code Section 342.007. The City Council finds that the work was completed on the 16th day of April, 2024, and approves the costs described herein.

2. The City Council, in accordance with Chapter 2.38.070 and 2.38.080 of the El Paso City Code, declares the above total amount EIGHT THOUSAND NINE HUNDRED TWENTY NINE AND 98/100 DOLLARS (\$8,929.98) to be a lien on the above described property, said amount being due and payable within ten (10) days from the date of City Council approval, and thereafter bearing ten percent (10%) interest per annum.

3. The City Clerk is directed to give notice of the lien by filing a copy of this Resolution for record with the County Clerk.

4. All records of the City Clerk's office relating to the proceeding against the above described property are made a part of this Resolution by reference.

PASSED AND APPROVED this _____ day of _____, 20__.

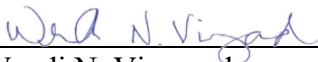
CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:


Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Wendi N. Vineyard
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicholas Ybarra, P.E., Director
Environmental Services Department

(ACKNOWLEDGEMENT ON FOLLOWING PAGE)

ACKNOWLEDGEMENT

STATE OF TEXAS)
)
COUNTY OF EL PASO)

This instrument was acknowledged before me on this _____ day of _____, 20__,
by Renard U. Johnson, as Mayor, of the City of El Paso.

Notary Public, State of Texas
Notary's Printed or Typed Name:

My Commission Expires:

PREPARED IN THE OFFICE OF:

Office of the City Attorney
P.O Box 1890
El Paso, Texas 79950-1890

FOR PAY-OFF INFORMATION PLEASE CONTACT:

Environmental Services Department
7968 San Paulo
El Paso, Texas 79907
(915) 212-6000

BUILDING & STANDARDS COMMISSION

From Notice of Violation to Pending Action Letters (lien/demolition will be handled by Jason Sarate)

Process and procedures regarding “Unsafe Structures” Building & Standards Enforcement

1. Complaints are received from the general public and other governmental agencies including patrols by the Property Maintenance & Zoning Division of the Planning and Inspections Department. A file is opened and maintained by the Property Maintenance & Zoning Division of the Planning and Inspections Department. The Property Maintenance & Housing Inspector will be required to follow all SOP's in regards to the maintenance, documentation and updates of their case record in Accela, BSC drive folder and hard file folder throughout the duration of their case.
2. A physical investigation of the site is conducted by a City Property Maintenance & Housing Inspector abiding by all laws, ordinances and constitutional amendments for obtaining entry.
3. A search for ownership is done by the Property Maintenance & Zoning Division staff through Central Appraisal District, EP County Deed Search and Tax Records. A Notice of Violation letter (30 day IPMC letter) is sent to the property owner(s) stating the specific items that violate the El Paso Municipal Code. The owner(s) are given thirty (30) calendar days to correct the violations and notified that if they do not correct the violations within the allotted time, the case will be submitted to the City Building and Standards Commission for unsafe structure proceedings. The letter states that the Commission will decide whether or not the structure is unsafe and whether or not it should be rehabilitated, vacated, secured, cleaned or demolished as per Title 18,50 and 2.38 of the El Paso Municipal Code.
4. If the owner(s) do not respond within thirty (30) calendar days, the Property Maintenance & Zoning Division inspectors will request a title search via email through the title company's representative, Danny Estrada, at email address destrada@lonestartitle.com and carbon copy Mr. Nathan Walsh, Mr. Cesar Ortiz, and Rosa Gomez. If known, Property Maintenance & Housing Inspector will need to advise Nathan Walsh, Cesar Ortiz, and Rosa Gomez that the owner(s) and/or any interested party(s) will need a language interpreter for the BSC meeting so arrangements can be made prior to the meeting.
5. Once the title report received from the title company, Rosa Gomez will forward to the City Attorney's Office who will then review the title report and identify the

owners, mortgagees, and lienholders (interested parties) that must receive notice of any hearing (Notice of Public Hearing Letter) before the Building and Standards Commission. (Notice to owners, mortgagees, and lienholders is required by City Code 2.38.090(C) and Local Government Code §214.001(b)(2)-owners, and §214.001(e)-mortgagees and lienholders.)

6. The City Attorney's Office will forward the title report, invoice for title report, and memo identifying the interested parties including owner(s), to the Property Maintenance & Zoning Division. Either Rosa, Cesar or Nathan will forward that report with identified interested parties including owner(s) to the Property Maintenance & Housing Inspector.
7. The Property Maintenance & Zoning Division shall pay the invoice for title report and retain a copy of the invoice for the file. The copy of the invoice for the file will be emailed to the Property Maintenance & Housing Inspector so that the inspector may update and document the file in Accela, BSC folder drive and hard file.
8. As soon as the memo identifying the interested parties is received by Property Maintenance & Zoning staff, the Property Maintenance & Housing Inspector shall prepare a Notice of Public Hearing Letter (before the Building and Standards Commission), Notice of Public Hearing 1st trip posting notice, and the Demolition/Rehabilitation Recommendations Agenda Memorandum. If an emergency situation is present, action may be taken by the City before the Commission meets if applicable (emergency measures declaration from the Fire Official and/or Building Official and/or the new board and secure procedures). Once those documents are completed, the Property Maintenance and Housing Inspector will email the Administrative Support Personnel and carbon copy the Division Manager and Supervisor advising the documents are ready and completed in the BSC folder file. The Inspector will also need to update Accela and the hard file.
9. The Notice of Public hearing letter must include: (LGC 212.001 (c)(e):
 - a) Name and address of the owner of the affected property if that information can be determined.
 - b) An identification of the building and legal description of the property on which it is located.
 - c) A description of the violation(s) of El Paso Municipal Code that is present at the building.
 - d) A statement that the owner(s), lienholder(s), or mortgagee(s) will be required to submit at the hearing proof of the scope of any work that may be required to comply and the time it will take to reasonably perform the work.
 - e) A description of the hearing.
 - f) A statement that the mortgagee(s) and lienholder(s) will be given an opportunity to comment at the hearing.

- g) A statement that the municipality will vacate, secure, remove, or demolish the building or relocate the occupants of the building if the ordered action is not taken within a reasonable time.
10. The Notice of **Public** Hearing letter is mailed certified mail with return receipt requested, to all property owners, mortgagees, lienholders and any other interested parties, at least 10 calendar days prior to the Building and Standards Commission Hearing by the Administrative Support Personnel. (As a departmental policy, we will be requiring the mailing of these letters 20 days prior to the Building and Standards Commission Hearing.) The Property Maintenance & Housing Inspector will also post the Notice of Public Hearing 1st trip posting notice at the address of violation the day the Notice of Public Hearing letters are signed, initialed and mailed. Posting pictures of the posting will be required for the case management and shall be updated into the Accela, BSC folder and hard file folder by the inspector.
11. The Notice of Public Hearing letter/publication is also submitted to El Paso Times by the Administrative Support Personnel to be advertised in the newspaper at least ten (10) days prior to the hearing. The Administrative Support Personnel shall also file the Notice of Public Hearing in the Official Public Records of Real Property for the County. A posting of this letter will need to be posted at City Hall by the Administrative Support Personnel.
12. The Administrative Support Personnel shall forward an invoice for the newspaper publication and the County filing fee to Property Maintenance & Zoning staff to be retained in the Accela, BSC folder and hard file. (Property Maintenance & Housing Inspector's responsibility to update and maintain those files.)
13. Property Maintenance & Housing Inspectors shall also prepare a report (BSC PowerPoint presentation) to be presented to the Building and Standards Commission. The report shall include staff's findings and recommendations.
14. The property owner(s) or their representative may also appear before the Building and Standards Commission to present to the Commission any documents to demonstrate how the property can be made safe.
15. **The day of the hearing the Property Maintenance & Housing Inspector shall search the County Deeds and Records website to determine if there has been any change of ownership.** If there has been a change in ownership the item will be deleted from the agenda by the Administrative Support Personnel at the hearing and staff shall restart the process at #3 and schedule a new hearing. The staff shall also search the U.S. Post Service track and confirm site to determine if all notices have been mailed in the required time.

16. The Building and Standards Commission may decide to pursue the following with regard to structures brought before them:

- A. Order structure(s) to be secured and maintained secure until rehabilitated.
- B. Order structure(s) to be vacated if someone is living in the structure.
- C. Order demolition.
- D. Order the premise to be cleaned and maintained.
- E. Impose civil penalties.
- F. Postpone item until the next board meeting (however, the Commission may still order structure to be secure and maintained).

17. In most cases, staff will recommend that the owner take the action that is ordered within thirty (30) days; however, the commission may allow more time pursuant to State Law.

18. The next business day following the Hearing, the Property Maintenance & Housing Inspector shall prepare a final approved/amended Order of the Commission (Final Order Demo/Rehab letter and Final Order Demo/Rehab publication). The inspector shall then notify the Administrative Support Personnel, Division Manager and Supervisor of the completed documents and save them in the BSC folder drive, Accela and hard file.

The Order needs to include an additional reasonable time as provided by State Code for the ordered action to be taken by any of the mortgagees or lienholders in the event the owner fails to timely take the ordered action. The Property Maintenance and Housing Inspector will be required to place a Hard Hold on the parcel of the address stating the property was condemned and the Certificate of Occupancy was revoked.

19. Following the Hearing and when notified by the Property Maintenance & Housing Inspector that the documents are ready, the Administrative Support Personnel shall "promptly" mail by certified mail, a copy of the Final Order to the owner(s), lienholder(s), or mortgagee(s). (LGC 214.001(g)). A copy of the Notice of Final Order Publication shall be posted at the address in violation by the Property Maintenance & Housing Inspector the same day the Final Orders are mailed. Posting pictures must be obtained and Accela, BSC Folder and hard file must be updated accordingly.

20. Following the Hearing and when notified by the Property Maintenance & Housing Inspector that the documents are ready, the Administrative Support Personnel shall provide a copy of the Final Order and a Notice of Final Order Publication to the City Clerk, City Attorney's Office, Chairman of the Commission present the date of the Hearing and the Building Official.

Notice of Order does not mean the entire order. Is simply a notice containing:

- a) The street address or legal description of the property;
 - b) The date of the hearing;
 - c) A brief statement indicating the results of the order; and
 - d) Instructions stating where a complete copy of the order may be obtained.
- (See the Final Order Publication notices in the BSC folder drive)

21. Within ten (10) days after the date the Order is signed, the Administrative Support Personnel shall file the Final Order in the City Clerk's office and publish the Notice of Final Order in the newspaper. (LCG 214.001 (f)).

22. Administrative Support Personnel shall also file a copy of the Final Order in the Official Public Records of Real Property for the County. The Administrative Support Personnel will post the Notice of Order at City Hall.

23. The Administrative Support Personnel shall forward an invoice for the newspaper publication and the County filing fee to Property Maintenance & Zoning staff to be retained in the Accela, BSC folder and hard file. (Property Maintenance & Housing Inspector's responsibility to update and maintain those files.)

24. A person affected by an Order of the Commission shall have twenty (20) days after notice is provided, to request a rehearing.

25. If the interested parties do not comply with the terms of the Order in the time allotted, the City may take the ordered action to bring the property into compliance. The following steps will be implemented:

- a. If a change in ownership has occurred the new owner will be contacted and provided with a copy of the Building and Standards Commission Order. The new owner will be given an opportunity to bring the property into compliance with the Commission order via a rehearing through the Building and Standards Commission.
- b. If there is no change in ownership, notices of the impending action and notices of utilities abatement (i.e. secure and clean or demolition) will be sent, certified mail, to all owner(s) and interested parties informing them of the date (thirty (30) calendar days) and time the city will begin performance of the work in accordance with the commission order by the Property Maintenance & Housing Inspector. An abatement order is prepared by the inspector to be reviewed by the Division Manager/Supervisor, Building Official, legal department and forwarded to the third party approved contractor for secure/clean and/or demolition. A writ of entry will need to be prepared and signed by a Judge with language advising the writ's purpose for the abatement (secure/clean/demolish/vacate) to be conducted by the approved third party contractor in conjunction with a Building & Standards Commission order. It will be the inspector's responsibility to prepare the writ of entry.

Once the writ of entry is returned and signed by a Judge, the inspector will then forward that writ to the Division Manager and carbon copy the Division Supervisor. The Division Manager will forward the writ to the approved third party contractor that will be conducting the work. Inspector will update Accela, BSC folder file and hard file with all documents.

- c. Five days prior to the scheduled date the city will begin performance of the work in accordance with the commission order, the Property Maintenance & Housing Inspector shall mail, certified mail, to all owner(s) and interested parties informing them of the abatement action (5 day letter) and post the notice at the property (2.38.090, D, 1, a-d) with a copy of the final order. Posting pictures must be taken by the inspector. Inspector will update Accela, BSC folder file and hard file with all documents.

26. The day before the work is to commence the Property Maintenance & Housing Inspector will search the county deeds and records to determine if a change in ownership has occurred. If there has been a change in ownership the approved third party contractor will be notified not to proceed with the action. If there is no change in ownership, the third party contractor may commence with the work. The day of the work, the Inspector must be present with a copy of the Final Order and signed writ of entry document. The inspector will need to take photos of the property prior to the work performed. If EPPD is required to stand by, it will be the Inspector's responsibility to reach out to the region's EPPD PAR Officer and schedule his/her assistance. Once the work has been concluded, the Property Maintenance & Housing Inspector will taking pictures of the abatement and shall notify CAD to remove all homestead exemptions from the property if applicable. The inspector will be required to update Accela, BSC folder and hard file folder with all appropriate pictures/documentation.

27. Jason Sarate with ESD will handle the demolition/lien process for these BSC final orders.

~~28.~~ [REDACTED]

~~29.~~ [REDACTED]

30. [REDACTED]

31. [REDACTED]

32. [REDACTED]

33. [REDACTED]

34. [REDACTED]

35. [REDACTED]

IT WILL BE THE RESPONSIBILITY OF THE PROPERTY MAINTENANCE AND HOUSING INSPECTOR WORKING ON THE CASE TO ASSURE THAT ALL DOCUMENTS, PICTURES, ORDERS, WRITS, INVOICES, DRAFT LETTERS, MAILED LETTERS, USPS TRACKING CONFIRMATIONS, ETC., BE UPDATED/ADDED/ENTERED INTO THE ACCELA ENHS CASE, BSC FOLDER DRIVE AND HARD FILE FOLDER.

BSC CHECKLIST



MONTH: _____

1. BEFORE THE MEETING

- ☐ Send first reminder to BSC Commission members

Date completed:

- ☐ Received NOPH Letters and Publications from Inspectors

Date completed:

- ☐ Email NOPH and Publications to legal for approval and signatures

Date completed:

- ☐ Email NOPH letters signed by legal to Tony De La Cruz for his signature

Date completed:

- ☐ Request publication with EP Times minimum 15 days prior to meeting so it can Publish 10 days prior to meeting.

Date requested:

Date to be published:

- ☐ Record with the county the first four pages up to Legals and Building Official's signatures.

<http://apps.epcounty.com/eRecording/Account/Login>

Username: City of El Paso Planning

Password: Pl@nning2022

- ☐ Prepare NOPH Letters with envelopes and mail minimum 10 calendar days before meeting

Date completed:

- ☐ Drop off NOPH letters with City Clerk along with EP Times posting and EP County recordings for Laura Prine's Signature

Date completed:

- ☐ Mock presentations from Inspectors

Date completed:

- ☐ Enter Agenda, web backups, previous meeting minutes (PDF format) to Granicus for online posting

Date completed:

- ☐ Email second reminder to BSC Commission members

Date completed:

- ☐ Confirm with IT coverage for meeting, an email can be sent to IT-SS-TEAMS
- ☐ Friday prior to meeting, call Commissioners who have not responded to confirm quorum.
- ☐ Save Power point presentations in flash drive to use during meeting to project presentations
- ☐ To Include in Commissioner Packets (Also prepare packet for Legal, Tony, and Nathan Walsh)

Agenda

Minutes

Power Point presentations for each item

- ☐ Print out extra agendas to place at the entrance and sign in sheet for public comment
- ☐ Take name plaque, packets, and flash drive

2. DURING THE BSC

- ☐ Set up name plates according to district
- ☐ Help inspectors Set up power point in projectors
- ☐ Place agendas in the table before entering the room
- ☐ If anyone from the public wants to speak, provide the chair with the name prior to the start of the meeting.

3. AFTER THE BSC

- ☐ Collect all folders from the Commissioners and name plaques as well as USB from computer
- ☐ Once Inspectors submit Final Orders, wait for Nathan and Tony for review and approval
- ☐ Send Final Order to Legal for signature (Roman Salina, Vineyard Wendi)
- ☐ When received from Legal, Tony needs to sign
- ☐ Once final orders are signed by Wendi and Tony coordinate with the Chair to sign.
- ☐ When orders are signed by chair request Final Order in newspaper and mail out final orders
- ☐ Once newspaper posting is available, take Final Orders to City Clerk for signature
- ☐ Final orders need to be recorded with the county as well.

ATTACHMENT B

DEMOLITIONS

June 10, 2025

Address	Owner of Record	Amount	District
5772 ETHEL RD	BENAVIDEZ GABRIEL	\$10,599.25	1
10360 PRESTON DR	SHELDON RICHARD L	\$8,929.98	4



Legislation Text

File #: 25-698, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Tax Office, Maria O. Pasillas, (915) 212-0106

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

That the tax refunds listed on the attachment posted with this agenda be approved. This action would allow us to comply with state law which requires approval by the legislative body of refunds of tax overpayments greater than \$2,500.00. (See Attachment C)

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****


DEPARTMENT HEAD: _____

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

TAX REFUNDS OVER \$2,500
June 10, 2025

1. Stonebriar Auto Services LLC, in the amount of \$12,352.14, made an overpayment on April 23, 2025 of 2024 taxes.
(Geo. # 23PP-999-8428-7030)
2. Situs Asset Management LLC, in the amount of \$59,909.91, made an overpayment on January 27, 2025 of 2024 taxes.
(Geo. #A301-999-0010-0170)
3. Home Loan Serv, in the amount of \$5,368.93, made an overpayment on December 19, 2023 of 2023 taxes.
(Geo. #P863-999-0040-6700)

Laura D. Prine
City Clerk



Maria O. Pasillas, RTA
Tax Assessor Collector

OP
+2500 ✓

SV

APPLICATION FOR TAX REFUND

The Consolidated Tax Office collects property taxes for all eligible property taxing entities within El Paso County.

APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION:

23PP-999-8428-7030

Refund To: Stonebriar Auto Services LLC ✓	Phone: HOME WORK	Property ID# (One application per account) 721009
Address (mail refund to:) 3000 Internet Blvd Ste 610 Frisco TX 75034 ✓	Property Address: and/or 7045 S DESERT BLVD Legal Description:	

Tax year requested:	Date payment made:	Check No. & Date, if known:	Amount of taxes paid:	Amount of refund requested:
1. 2024	4/23/2025		18528.21	12352.14
2.				
3.				
TOTAL AMOUNT (sum of the above amounts)			18528.21	12352.14 ✓

(City Council approval required if over \$2,500)

REQUIRED: Copy of original receipt, front & back of negotiated check, OR bank statement showing item cleared (both the bank & taxpayer name must appear)

REASON FOR OVERPAYMENT:

Paid online, the website appear to not be processing the payment initially. Payment went through multiple times.

"I certify that information given to obtain this refund is true and correct."

Requestor signature: Jasmin Ennis-Fleming Date: 5/21/2025
Printed name: Jasmin Ennis-Fleming Title: Staff Accountant ✓

Any person knowingly submitting false entries is subject to: (1) Imprisonment of 2 to 10 years, or \$5,000 fine, or both. (2) Imprisonment up to one year, or fine not over \$2,000, or both. (Sec 37.10 Penal Code) An application for a refund must be made within 3 years after the date of the payment or the taxpayer waives the right to the refund (Sec. 31.11 (c)).

TAX OFFICE Entry: (✓) REFUND APPROVED

Tax Office Approval: N.H.

Date: 5-21-25 ✓

(Placed on City Council Agenda over \$2,500)

() DISAPPROVED () Returned to sender. () See below/attached.

() Required documentation (Tax Receipt, Canceled Check, Bank Statement, or Other) not submitted.

() Record of overpayment not found on this property.

() Property not found as identified, resubmit after correction.

() Other: _____

MAY 12 2025



MARIA O. PASILLAS, RTA
CITY OF EL PASO TAX ASSESSOR COLLECTOR
221 N. KANSAS, STE 300
EL PASO, TX 79901

PH: (915) 212-0106 FAX: (915) 212-0107 Email: taxforms@elpasotexas.gov

SITUS ASSET MANAGEMENT LLC
1 N LASALLE ST STE 2100
CHICAGO, IL 60602

Geo No. A301-999-0010-0170	Prop ID 413261
Legal Description of the Property 1 AIRWAY COMMERCIAL PARK NWLY PT OF 1 (521.82' ON ST - 298.48' ON SE - 186.31' ON SW - 449.72' ON NW) (105937.43 SQ FT) 6650 E GATEWAY BLVD 79915 OWNER: FP EL PASO AIRPORT LLC	

2024 OVERAGE AMOUNT \$59,909.91

1: CITY OF EL PASO, 5: YSLETA ISD, 6: COUNTY OF EL PASO, 7: EL PASO COMMUNITY COLLEGE, 8: UNIVERSITY MEDICAL CENTER

Dear Taxpayer:

Our records indicate that an overpayment exists on the property tax account listed above as of the date of this letter. If you paid the taxes on this account and believe you are entitled to a refund, please complete the application below, sign it, and return it to our office. If the taxes were paid by your mortgage/title company or any other party, you must obtain a written letter of release in order for the refund to be issued in your name. If you did not make the payment(s) on this account, please forward this letter to the person who paid these taxes. You may also request the transfer of this overpayment to other tax accounts and/or tax years in the space provided or by attaching an additional sheet if necessary. Your application for refund must be submitted within three years from the date of the overpayment, or you waive the right to the refund (Sec. 31.11c). Governing body approval is required for refunds in excess of \$2500.

APPLICATION FOR PROPERTY TAX REFUND:

This application must be completed, signed, and submitted with supporting documentation to be valid.

Step 1. Identify the refund recipient. Show information for whomever will be receiving the refund.	Who should the refund be issued to:			
	Name: <u>Situs Asset Management LLC</u>			
	Address: <u>1 N. LaSalle St. Suite 2100</u>			
	City, State, Zip: <u>Chicago IL 60602</u>			
Step 2. Provide payment information. Please attach copy of cancelled check, original receipt, online payment confirmation or bank/credit card statement.	Daytime Phone No.: <u>312 777 6063</u>		E-Mail Address: <u>payments@fbtm.com</u>	
	Payment made by:	Check No.	Date Paid	Amount Paid
	Check Payment	7712	01/27/2025	\$2,181,555.85
	TOTAL AMOUNT PAID (sum of the above amounts)			
Step 3. Provide reason for this refund. Please list any accounts and/or years that you intended to pay with this overage.	Please check one of the following:			
	<input type="checkbox"/> I paid this account in error and I am entitled to the refund.			
	<input type="checkbox"/> I overpaid this account. Please refund the excess to the address listed in Step 1.			
	<input type="checkbox"/> I want this payment applied to next year's taxes.			
	<input type="checkbox"/> This payment should have been applied to other tax account(s) and/or year(s), escrow (listed below):			
Step 4. Sign the form. Unsigned applications cannot be processed.	By signing below, I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct. (If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under the Texas Penal Code, Sec. 37.10.)			
	SIGNATURE OF REQUESTOR (REQUIRED)		PRINTED NAME & DATE	
	<u>[Signature]</u>		<u>JANEMCARLIN 5/12/25</u>	
TAX OFFICE USE ONLY: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied By: <u>N.H.</u> Date: <u>5-12-25</u>				



TAX OFFICE
RECEIVED

MAY 05 2025

MARIA O. PASILLAS, RTA
CITY OF EL PASO TAX ASSESSOR COLLECTOR
221 N. KANSAS, STE 300
EL PASO, TX 79901

PH: (915) 212-0106 FAX: (915) 212-0107 Email: taxforms@elpasotexas.gov

~~CORELOGIC~~
~~PO BOX 9205~~
~~COPELL, TX 75019-9214~~

Home loan serv

+2500 ✓
~~2500~~

Geo No. P863-999-0040-6700	Prop ID 293396
Legal Description of the Property 4 PLEASANT HILLS #4 LOT 34 6525.81 SQ FT 10773 PLEASANT HILL DR	
OWNER: CARRILLO MANUEL & NORDBERG JESSICA R	
2023 OVERAGE AMOUNT \$5,368.93 ✓	

1: CITY OF EL PASO, 3: EL PASO ISD, 6: COUNTY OF EL PASO, 7: EL PASO COMMUNITY COLLEGE, 8: UNIVERSITY MEDICAL CENTER OF EL PASO

Dear Taxpayer:

Our records indicate that an overpayment exists on the property tax account listed above as of the date of this letter. If you paid the taxes on this account and believe you are entitled to a refund, please complete the application below, sign it, and return it to our office. If the taxes were paid by your mortgage/title company or any other party, you must obtain a written letter of release in order for the refund to be issued in your name. If you did not make the payment(s) on this account, please forward this letter to the person who paid these taxes. You may also request the transfer of this overpayment to other tax accounts and/or tax years in the space provided or by attaching an additional sheet if necessary. Your application for refund must be submitted within three years from the date of the overpayment, or you waive the right to the refund (Sec. 31.11c). Governing body approval is required for refunds in excess of \$2500.


APPLICATION FOR PROPERTY TAX REFUND: This application must be completed, signed, and submitted with supporting documentation to be valid.

Step 1. Identify the refund recipient. Show information for whomever will be receiving the refund.	Who should the refund be issued to:				
	Name: Home loan serv				
	Address: PO Box 7899 ✓				
	City, State, Zip: Boise ID 83707 ✓				
Step 2. Provide payment information. Please attach copy of cancelled check, original receipt, online payment confirmation or bank/credit card statement.	Daytime Phone No.: 800-526-7145		E-Mail Address: linda.w@info.org		
	Payment made by: Check No. Date Paid Amount Paid				
	Check Payment		0003529939	12-19-23	153,141.95
	TOTAL AMOUNT PAID (sum of the above amounts)				
Step 3. Provide reason for this refund. Please list any accounts and/or years that you intended to pay with this overage.	Please check one of the following:				
	<input type="checkbox"/> I paid this account in error and I am entitled to the refund.				
	<input checked="" type="checkbox"/> I overpaid this account. Please refund the excess to the address listed in Step 1. ✓				
	<input type="checkbox"/> I want this payment applied to next year's taxes.				
Step 4. Sign the form. Unsigned applications cannot be processed.	This payment should have been applied to other tax account(s) and/or year(s), escrow (listed below):				
	By signing below, I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct. (If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under the Texas Penal Code, Sec. 37.10.)				
	SIGNATURE OF REQUESTOR (REQUIRED)		PRINTED NAME & DATE		
	Jue 5/14/25		Linda Winchester 5-5-25 ✓		
TAX OFFICE USE ONLY: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied By: N/A Date: 5-7-25 ✓					

TAX REFUNDS OVER \$2,500
June 10, 2025

1. Stonebriar Auto Services LLC, in the amount of \$12,352.14, made an overpayment on April 23, 2025 of 2024 taxes.
(Geo. # 23PP-999-8428-7030)
2. Situs Asset Management LLC, in the amount of \$59,909.91, made an overpayment on January 27, 2025 of 2024 taxes.
(Geo. #A301-999-0010-0170)
3. Home Loan Serv, in the amount of \$5,368.93, made an overpayment on December 19, 2023 of 2023 taxes.
(Geo. #P863-999-0040-6700)

Laura D. Prine
City Clerk



Maria O. Pasillas, RTA
Tax Assessor Collector

OP
+2500 ✓

SV

APPLICATION FOR TAX REFUND

The Consolidated Tax Office collects property taxes for all eligible property taxing entities within El Paso County.

APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION:

23PP-999-8428-7030

Refund To: Stonebriar Auto Services LLC ✓	Phone: HOME WORK	Property ID# (One application per account) 721009
Address (mail refund to:) 3000 Internet Blvd Ste 610 Frisco TX 75034 ✓	Property Address: and/or 7045 S DESERT BLVD Legal Description:	

Tax year requested:	Date payment made:	Check No. & Date, if known:	Amount of taxes paid:	Amount of refund requested:
1. 2024	4/23/2025		18528.21	12352.14
2.				
3.				
TOTAL AMOUNT (sum of the above amounts)			18528.21	12352.14 ✓

(City Council approval required if over \$2,500)

REQUIRED: Copy of original receipt, front & back of negotiated check, OR bank statement showing item cleared (both the bank & taxpayer name must appear)

REASON FOR OVERPAYMENT:

Paid online, the website appear to not be processing the payment initially. Payment went through multiple times.

"I certify that information given to obtain this refund is true and correct."

Requestor signature: <u>Jasmin Ennis-Fleming</u>	Date: <u>5/21/2025</u>
Printed name: <u>Jasmin Ennis-Fleming</u>	Title: <u>Staff Accountant</u> ✓

Any person knowingly submitting false entries is subject to: (1) Imprisonment of 2 to 10 years, or \$5,000 fine, or both. (2) Imprisonment up to one year, or fine not over \$2,000, or both. (Sec 37.10 Penal Code) An application for a refund must be made within 3 years after the date of the payment or the taxpayer waives the right to the refund (Sec. 31.11 (c)).

TAX OFFICE Entry:	(✓) REFUND APPROVED
Tax Office Approval:	<u>N.H.</u> <u>Jmc 5/22/25</u>
Date: <u>5-21-25</u> ✓	
Date: _____	
(Placed on City Council Agenda over \$2,500)	
<input type="checkbox"/> DISAPPROVED <input type="checkbox"/> Returned to sender. <input type="checkbox"/> See below/attached.	
<input type="checkbox"/> Required documentation (Tax Receipt, Canceled Check, Bank Statement, or Other) not submitted.	
<input type="checkbox"/> Record of overpayment not found on this property.	
<input type="checkbox"/> Property not found as identified, resubmit after correction.	
<input type="checkbox"/> Other: _____	

MAY 12 2025



MARIA O. PASILLAS, RTA
CITY OF EL PASO TAX ASSESSOR COLLECTOR
221 N. KANSAS, STE 300
EL PASO, TX 79901

PH: (915) 212-0106 FAX: (915) 212-0107 Email: taxforms@elpasotexas.gov

SITUS ASSET MANAGEMENT LLC
1 N LASALLE ST STE 2100
CHICAGO, IL 60602

Geo No. A301-999-0010-0170	Prop ID 413261
Legal Description of the Property 1 AIRWAY COMMERCIAL PARK NWLY PT OF 1 (521.82' ON ST - 298.48' ON SE - 186.31' ON SW - 449.72' ON NW) (105937.43 SQ FT) 6650 E GATEWAY BLVD 79915 OWNER: FP EL PASO AIRPORT LLC	

2024 OVERAGE AMOUNT \$59,909.91

1: CITY OF EL PASO, 5: YSLETA ISD, 6: COUNTY OF EL PASO, 7: EL PASO COMMUNITY COLLEGE, 8: UNIVERSITY MEDICAL CENTER

Dear Taxpayer:

Our records indicate that an overpayment exists on the property tax account listed above as of the date of this letter. If you paid the taxes on this account and believe you are entitled to a refund, please complete the application below, sign it, and return it to our office. If the taxes were paid by your mortgage/title company or any other party, you must obtain a written letter of release in order for the refund to be issued in your name. If you did not make the payment(s) on this account, please forward this letter to the person who paid these taxes. You may also request the transfer of this overpayment to other tax accounts and/or tax years in the space provided or by attaching an additional sheet if necessary. Your application for refund must be submitted within three years from the date of the overpayment, or you waive the right to the refund (Sec. 31.11c). Governing body approval is required for refunds in excess of \$2500.

APPLICATION FOR PROPERTY TAX REFUND:

This application must be completed, signed, and submitted with supporting documentation to be valid.

Step 1. Identify the refund recipient. Show information for whomever will be receiving the refund.	Who should the refund be issued to:			
	Name: <u>Situs Asset Management LLC</u>			
	Address: <u>1 N. LaSalle St. Suite 2100</u>			
	City, State, Zip: <u>Chicago IL 60602</u>			
Step 2. Provide payment information. Please attach copy of cancelled check, original receipt, online payment confirmation or bank/credit card statement.	Daytime Phone No.: <u>312 777 6063</u>		E-Mail Address: <u>payments@fbtm.com</u>	
	Payment made by:	Check No.	Date Paid	Amount Paid
	Check Payment	7712	01/27/2025	\$2,181,555.85
	TOTAL AMOUNT PAID (sum of the above amounts)			
Step 3. Provide reason for this refund. Please list any accounts and/or years that you intended to pay with this overage.	Please check one of the following:			
	<input type="checkbox"/> I paid this account in error and I am entitled to the refund.			
	<input type="checkbox"/> I overpaid this account. Please refund the excess to the address listed in Step 1.			
	<input type="checkbox"/> I want this payment applied to next year's taxes.			
Step 4. Sign the form. Unsigned applications cannot be processed.	<input type="checkbox"/> This payment should have been applied to other tax account(s) and/or year(s), escrow (listed below):			
	By signing below, I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct. (If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under the Texas Penal Code, Sec. 37.10.)			
	SIGNATURE OF REQUESTOR (REQUIRED)		PRINTED NAME & DATE	
	<u>[Signature]</u>		<u>JANEMCARLIN 5/12/25</u>	

TAX OFFICE USE ONLY:



Approved



Denied

By:

N.H.

Date:

5-12-25



**TAX OFFICE
RECEIVED**

MAY 05 2025

**MARIA O. PASILLAS, RTA
CITY OF EL PASO TAX ASSESSOR COLLECTOR
221 N. KANSAS, STE 300
EL PASO, TX 79901**

PH: (915) 212-0106 FAX: (915) 212-0107 Email: taxforms@elpasotexas.gov

~~CORELOGIC~~
~~PO BOX 9205~~
~~COPELL, TX 75019-9214~~

Home loan serv

+2500 ✓
~~2500~~

Geo No. P863-999-0040-6700	Prop ID 293396
Legal Description of the Property 4 PLEASANT HILLS #4 LOT 34 6525.81 SQ FT 10773 PLEASANT HILL DR	
OWNER: CARRILLO MANUEL & NORDBERG JESSICA R	
2023 OVERAGE AMOUNT \$5,368.93 ✓	

1: CITY OF EL PASO, 3: EL PASO ISD, 6: COUNTY OF EL PASO, 7: EL PASO COMMUNITY COLLEGE, 8: UNIVERSITY MEDICAL CENTER OF EL PASO

Dear Taxpayer:

Our records indicate that an overpayment exists on the property tax account listed above as of the date of this letter. If you paid the taxes on this account and believe you are entitled to a refund, please complete the application below, sign it, and return it to our office. If the taxes were paid by your mortgage/title company or any other party, you must obtain a written letter of release in order for the refund to be issued in your name. If you did not make the payment(s) on this account, please forward this letter to the person who paid these taxes. You may also request the transfer of this overpayment to other tax accounts and/or tax years in the space provided or by attaching an additional sheet if necessary. Your application for refund must be submitted within three years from the date of the overpayment, or you waive the right to the refund (Sec. 31.11c). Governing body approval is required for refunds in excess of \$2500.

APPLICATION FOR PROPERTY TAX REFUND: This application must be completed, signed, and submitted with supporting documentation to be valid.

Step 1. Identify the refund recipient. Show information for whomever will be receiving the refund.	Who should the refund be issued to:				
	Name: Home loan serv ✓				
	Address: PO Box 7899 ✓				
	City, State, Zip: Boise ID 83707 ✓				
Step 2. Provide payment information. Please attach copy of cancelled check, original receipt, online payment confirmation or bank/credit card statement.	Daytime Phone No.: 800-526-7145		E-Mail Address: linda.w@info.org ✓		
	Payment made by: Check No. Date Paid Amount Paid				
	Check Payment		0003529939	12-19-23	153,141.95
	TOTAL AMOUNT PAID (sum of the above amounts)				
Step 3. Provide reason for this refund. Please list any accounts and/or years that you intended to pay with this overage.	Please check one of the following:				
	<input type="checkbox"/> I paid this account in error and I am entitled to the refund.				
	<input checked="" type="checkbox"/> I overpaid this account. Please refund the excess to the address listed in Step 1. ✓				
	<input type="checkbox"/> I want this payment applied to next year's taxes.				
Step 4. Sign the form. Unsigned applications cannot be processed.	This payment should have been applied to other tax account(s) and/or year(s), escrow (listed below):				
	By signing below, I hereby apply for the refund of the above-described taxes and certify that the information I have given on this form is true and correct. (If you make a false statement on this application, you could be found guilty of a Class A misdemeanor or a state jail felony under the Texas Penal Code, Sec. 37.10.)				
	SIGNATURE OF REQUESTOR (REQUIRED)		PRINTED NAME & DATE		
	[Signature] Linda Winchester		5-5-25 ✓		
TAX OFFICE USE ONLY: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied By: N/A Date: 5-7-25 ✓					



Legislation Text

File #: 25-722, Version: 1

CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

Members of the City Council, Mayor Renard U. Johnson, (915) 212-0021

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

For notation pursuant to Section 2.92.080 of the City Code, receipt of campaign contributions by Mayor Renard U. Johnson in the amounts of \$2,500 from John Martin, \$2,500 from Brent Harris, \$5,000 from Stanley Jobe, \$1,000 from Eileen Karlsruher, \$500 from Gary Borsch, \$500 from John Folmer, \$5,000 from Rick Francis, \$1,000 from Rick Amstater, \$5,000 from Scott Schwartz, \$1,000 from Randy Bowling, \$1,000 from Bobby Bowling, \$1,000 from Margo Living Trust, \$500 from LJ Shamaley, \$500 from Barbara Armendariz, \$1,000 from JK Robison, \$2,500 from Paige Fox, \$500 from Jack Chapman, \$2,500 from Leisa Peisen, \$1,000 from Rick Lange, \$5,000 from Ted Houghton, and \$1,000 from Marathon Petroleum Political Action Committee.



Legislation Text

File #: 25-699, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

District 7

Planning and Inspections, Philip F. Etiwe, (915) 212-1553

Planning and Inspections, Andrew Salloum, (915) 212-1603

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

An Ordinance amending the Future Land Use Map (FLUM) contained in "Plan El Paso" for the properties legally described as part of Tract 1B, part of Tract 3, Tract 5D, part of Tract 5E1A, and part of Tract 5E1B, part of Tract 2C, Block 41, and part of Tract 5C-1, Block 50, Ysleta Grant, City of El Paso, El Paso County, Texas, from O-1, Preserve and O-3, Agriculture to G-7, Industrial and/or Railyards.

Subject Property: North of Americas Ave. and West of Southside Rd.

Applicant: Mount Carmel Cemetery, Ajeya Bhava, LLC, and FIELP #1 LLC PLCP25-00001

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



DEPARTMENT: Planning and Inspections

AGENDA DATE: 6/10/25

PUBLIC HEARING DATE: 6/24/25

CONTACT PERSON NAME: Philip F. Etiwe

PHONE NUMBER: 1-915-212-1553

2nd CONTACT PERSON NAME: Andrew Salloum

PHONE NUMBER: 1-915-212-1603

DISTRICT(S) AFFECTED: 7

STRATEGIC GOAL:

#3 Promote the Visual Image of El Paso

SUBGOAL:

3.2 Set one standard for infrastructure across the city

SUBJECT:

An Ordinance amending the Future Land Use Map (FLUM) contained in "Plan El Paso" for the properties legally described as part of Tract 1B, part of Tract 3, Tract 5D, part of Tract 5E1A, and part of Tract 5E1B, part of Tract 2C, Block 41, and part of Tract 5C-1, Block 50, Ysleta Grant, City of El Paso, El Paso County, Texas, from O-1, Preserve and O-3, Agriculture to G-7, Industrial and/or Railyards.

Subject Property: North of Americas Ave. and West of Southside Rd.

Applicant: Mount Carmel Cemetery, Ajeya Bhava, LLC, and FIELP #1 LLC PLCP25-00001

BACKGROUND / DISCUSSION:

The applicant is requesting to revise the Future Land Use Map designation from O-1, Preserve and O-3, Agriculture to G-7, Industrial and/or Railyards. City Plan Commission recommended 4-3 to approve of the proposed Future Land Use Map amendment on March 27, 2025. As of May 13, 2025, the Planning Division has not received any communication in support of or opposition to the request from the public. See attached staff report for additional information.

COMMUNITY AND STAKEHOLDER OUTREACH:

N/A

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

N/A

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

N/A

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: Kevin Smith for Philip Etiwe

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP (FLUM) CONTAINED IN “PLAN EL PASO” FOR THE PROPERTIES LEGALLY DESCRIBED AS PART OF TRACT 1B, PART OF TRACT 3, TRACT 5D, PART OF TRACT 5E1A, AND PART OF TRACT 5E1B, PART OF TRACT 2C, BLOCK 41, AND PART OF TRACT 5C-1, BLOCK 50, YSLETA GRANT, CITY OF EL PASO, EL PASO COUNTY, TEXAS, FROM O-1, PRESERVE AND O-3, AGRICULTURE TO G-7, INDUSTRIAL AND/OR RAILYARDS.

WHEREAS, *Plan El Paso*, as subsequently amended, was initially adopted by the El Paso City Council on March 6, 2012 pursuant to provisions of the Texas Local Government Code as the Comprehensive Plan for the City; and

WHEREAS, the Comprehensive Plan provides a basis for the City’s regulations and policies that directs its physical and economic development; and

WHEREAS, the Future Land Use Map (FLUM) is one of the policies adopted by the El Paso City Council contained within the Comprehensive Plan which identifies desired land use patterns; and

WHEREAS, the City’s Future Land Use Map serves as a guide to the type and manner of future development for the City of El Paso; and

WHEREAS, when changes and amendments to the zoning map are requested, the reviewing City departments and the City Plan Commission must make recommendations regarding the conformity of the proposed change to the City’s Comprehensive Plan; and

WHEREAS, in some instances when a request to amend the zoning map does not conform to the Future Land Use Map, an amendment to that map may be required; and

WHEREAS, the City Plan Commission, after conducting a public hearing, recommended the proposed amendment to the Future Land Use Map; and

WHEREAS, after conducting a public hearing, the proposed amendment to the Future Land Use Map of *Plan El Paso* will have no negative impact upon the public health, safety, morals, and general welfare of the City, and will carry out the purpose and spirit of the policies expressed in *Plan El Paso*.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

ORDINANCE NO. _____

PLCP25-00001

HQ25-4745|Tran#610445
Americas and Southside FLUM Amendment
JAQ

1. That the areas identified in “Exhibit A” and legally described Part of Tract 1B, part of Tract 3, Tract 5D, part of Tract 5E1A, and part of Tract 5E1B, part of Tract 2C, Block 41, and part of Tract 5C-1, Block 50, Ysleta Grant, City of El Paso, El Paso County, Texas, be incorporated into the City’s Comprehensive Plan, *Plan El Paso*, for all the purposes, including amending the Future Land Use Map from O-1, Preserve and O-3, Agriculture to G-7, Industrial and/or Railyards.
2. That *Plan El Paso* and its related documents, as herein modified, shall remain in full force and effect as to the long-range general policies for guiding growth and development in the City.

ADOPTED this _____ day of _____, 2025.

THE CITY OF EL PASO

ATTEST:

Renard U. Johnson
Mayor


Laura D. Prine, City Clerk

APPROVED AS TO FORM:



Jesus A. Quintanilla
Assistant City Attorney

APPROVED AS TO CONTENT:

 for _____
Philip Etiwe, Director
Planning & Inspections Department

ORDINANCE NO. _____
HQ25-4745|Tran#610445
Americas and Southside FLUM Amendment
JAQ

PLCP25-00001

LEGAL DESCRIPTION**ZONING EXHIBIT****EXHIBIT "A"**

BEING a 52.1 acre tract of land situated in the Block 41 of the Ysleta Grant, City of El Paso, El Paso County, Texas; said tract being part of Tract 1B, part of Tract 3, Tract 5D, part of Tract 5E1A, and part of Tract 5E1B in said Block 41 as described in Warranty Deed to Catholic Properties of El Paso recorded in Volume 3428, Page 1669 of the Deed Records of El Paso County, Texas; said tract also being part of Tract 2C in said Block 41; said tract being all of that tract of land described in Warranty Deed to Ajeya Bhava LLC recorded in Instrument No. 20230052409 of the Official Public Records of El Paso County, Texas; said tract also being a part of Tract 5C-1, Block 50 of said Ysleta Grant; said tract being all of that tract of land described in General Warranty Deed to FIELP #1, LLC recorded in Instrument No. 20240095605 of said Official Public Records; said tract being more particularly described as follows:

BEGINNING at the intersection of the north right-of-way line of S Americas Avenue (a variable width right-of-way) and the west line of Southside Feeder Lateral;

THENCE South 75°18'40" West, along said north line of S Americas Avenue, a distance of 1,718.23 feet to a point for corner in the east line of Playa Drain;

THENCE North 21°31'26" West, along said east line of Playa Drain, a distance of 1,680.86 feet to a point for the southwest corner of said Tract 5E1B; said point being in the east line of S Zaragoza Road;

THENCE North 14°38'33" East, departing said east line of Playa Drain and along said east line of S Zaragoza Road, a distance of 531.64 feet to a point for corner;

THENCE South 35°17'04" East, departing said east line of S Zaragoza Road, a distance of 402.58 feet to a point for corner;

THENCE South 28°59'24" East, a distance of 298.95 feet to a point for corner;

THENCE South 29°01'39" East, a distance of 282.04 feet to a point for corner;

THENCE South 32°28'50" East, a distance of 363.70 feet to a point for corner in the west line of said Tract 5D;

THENCE North 29°45'43" East, along said west line of Tract 5D, a distance of 532.52 feet to a point for corner in the south line of Jornada Lateral;

THENCE along said south line of Jornada Lateral, the following three (3) calls:

South 59°13'48" East, a distance of 125.06 feet to a point for corner at the beginning of a tangent curve to the left with a radius of 270.00 feet, a central angle of 18°09'23", and a chord bearing and distance of South 68°18'30" East, 85.20 feet;

CONTINUED ON SHEET 2

ZONING EXHIBIT
52.1 ACRE TRACT
PART OF BLOCK 41 & 50
YSLETA GRANT
CITY OF EL PASO
EL PASO COUNTY, TEXAS

Kimley»Horn

801 Cherry Street, Unit 11, # 1300
Fort Worth, Texas 76102 FIRM # 10194040

Tel. No. (817) 335-6511
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
N/A	MCB	KHA	3/19/2025	060029400	1 OF 4

In an easterly direction, with said tangent curve to the left, an arc distance of 85.56 feet to a point for corner;

South 77°23'12" East, a distance of 384.01 feet to a point for corner in the southeast terminus corner of said Jornado Lateral; said point being in the west line of said Tract 3;

THENCE South 03°29'25" West, along said west line of Tract 3, a distance of 6.30 feet to a point for corner at the beginning of a non-tangent curve to the left with a radius of 8,270.00 feet, a central angle of 05°06'55", and a chord bearing and distance of South 84°30'46" East, 738.07 feet;

THENCE in an easterly direction, with said non-tangent curve to the left, an arc distance of 738.32 feet to a point for corner in said west line of Southside Feeder Lateral;

THENCE South 10°04'30" West, along said west line of Southside Feeder Lateral, a distance of 715.91 feet to the **POINT OF BEGINNING** and containing 52.1 acres of land, more or less.

NOTES

Bearing system based on the Texas Coordinate System of 1983 (2011 adjustment), Central Zone (4203). A survey plat of even survey date herewith accompanies this metes and bounds description. This document was prepared under 22 Texas Administrative Code §138.95, does not reflect the results of an on the ground survey, and is not to be used to convey or establish interests in real property except those rights and interests implied or established by the creation or reconfiguration of the boundary of the political subdivision for which it was prepared.



MICHAEL CLEO BILLINGSLEY
REGISTERED PROFESSIONAL
LAND SURVEYOR NO. 6558
801 CHERRY STREET,
UNIT 11 SUITE 1300
FORT WORTH, TEXAS 76102
PH. 817-335-6511
michael.billingsley@kimley-horn.com



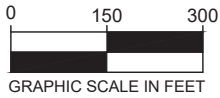
ZONING EXHIBIT
52.1 ACRE TRACT
PART OF BLOCK 41 & 50
YSLETA GRANT
CITY OF EL PASO
EL PASO COUNTY, TEXAS

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Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
N/A	MCB	KHA	3/19/2025	060029400	2 OF 4



GRAPHIC SCALE IN FEET

PLAYA DRAIN

S ZARAGOZA ROAD

PART OF
TRACT 5E1A
BLOCK 41
YSLETA GRANT
(VOL. 3428, PG. 1669)

PART OF
TRACT 5E1A
BLOCK 41
YSLETA GRANT
(VOL. 3428, PG. 1669)

PART OF
TRACT 5E1B
BLOCK 41
YSLETA GRANT
(VOL. 3428, PG. 1669)

**52.1
ACRES**

TRACT 1B
BLOCK 41
YSLETA GRANT
(VOL. 3428, PG. 1669)

TRACT 5D
BLOCK 41
YSLETA GRANT
(VOL. 3428, PG. 1669)

JORNADO LATERAL

TRACT 4A
BLOCK 41
YSLETA GRANT
(VOL. 3428, PG. 1669)

LEGEND

Δ = CENTRAL ANGLE
P.O.C. = POINT OF COMMENCING
P.O.B. = POINT OF BEGINNING

S AMERICAS AVENUE
(A VARIABLE WIDTH RIGHT-OF-WAY)

TRACT 2C
BLOCK 41
YSLETA GRANT
(INST. NO. 20230052409)

TRACT 5C-1
BLOCK 50
YSLETA GRANT
(INST. NO. 20240096605)

TRACT 3
BLOCK 41
YSLETA GRANT
(VOL. 3428, PG. 1669)

P.O.B.

SOUTHSIDE FEEDER LATERAL

SOUTHSIDE ROAD

(A 30-FOOT WIDE RIGHT-OF-WAY)

ZONING EXHIBIT
52.1 ACRE TRACT
PART OF BLOCK 41 & 50
YSLETA GRANT
CITY OF EL PASO
EL PASO COUNTY, TEXAS

Kimley»Horn

801 Cherry Street, Unit 11, # 1300
Fort Worth, Texas 76102 FIRM # 10194040

Tel. No. (817) 335-6511
www.kimley-horn.com

Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
1" = 300'	MCB	KHA	3/19/2025	060029400	3 OF 4

LINE TABLE		
NO.	BEARING	LENGTH
L1	S75°18'40"W	1718.23'
L2	N21°31'26"W	1680.86'
L3	N14°38'33"E	531.64'
L4	S35°17'04"E	402.58'
L5	S28°59'24"E	298.95'
L6	S29°01'39"E	282.04'
L7	S32°28'50"E	363.70'
L8	N29°45'43"E	532.52'
L9	S59°13'48"E	125.06'
L10	S77°23'12"E	384.01'
L11	S03°29'25"W	6.30'
L12	S10°04'30"W	715.91'

CURVE TABLE					
NO.	RADIUS	DELTA	CHORD BEARING	CHORD	LENGTH
C1	270.00'	18°09'23"	S68°18'30"E	85.20'	85.56'
C2	8270.00'	5°06'55"	S84°30'46"E	738.07'	738.32'

ZONING EXHIBIT
 52.1 ACRE TRACT
 PART OF BLOCK 41 & 50
 YSLETA GRANT
 CITY OF EL PASO
 EL PASO COUNTY, TEXAS

Kimley»Horn
801 Cherry Street, Unit 11, # 1300
 Fort Worth, Texas 76102 FIRM # 10194040 Tel. No. (817) 335-6511
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Scale	Drawn by	Checked by	Date	Project No.	Sheet No.
N/A	MCB	KHA	3/19/2025	060029400	4 OF 4

Americas and Southside

City Plan Commission — March 27, 2025



CASE NUMBER:	PLCP25-00001
CASE MANAGER:	Andrew Salloum, (915) 212-1603, SalloumAM@elpasotexas.gov
PROPERTY OWNER:	Mount Carmel Cemetery, Ajeya Bhava, LLC, and FIEP #1 LLC
REPRESENTATIVE:	Kimley-Horn c/o Bryce Eckeberger
LOCATION:	North of Americas Ave. and West of Southside Rd. (District 7)
PROPERTY AREA:	50.27 acres
REQUEST:	Adjust the Future Land Use designation from O-1, Preserve and O-3, Agriculture to G-7, Industrial and/or Railyards
RELATED APPLICATIONS:	PZRZ24-00042, Rezoning
PUBLIC INPUT:	N/A

SUMMARY OF REQUEST: The applicant is requesting an amendment to *Plan El Paso*, the City's comprehensive plan, to adjust the Future Land Use designation for one property, from O-1, Preserve and O-3, Agriculture to G-7, Industrial and/or Railyards, to accommodate proposed industrial development.

SUMMARY OF STAFF'S RECOMMENDATION: Staff recommends **APPROVAL** of the request. The proposed development is in keeping with the character of the adjacent commercial and industrial development and the policies of *Plan El Paso* for the G-7, Industrial and/or Railyards Future Land Use designation.

PLCP25-00001

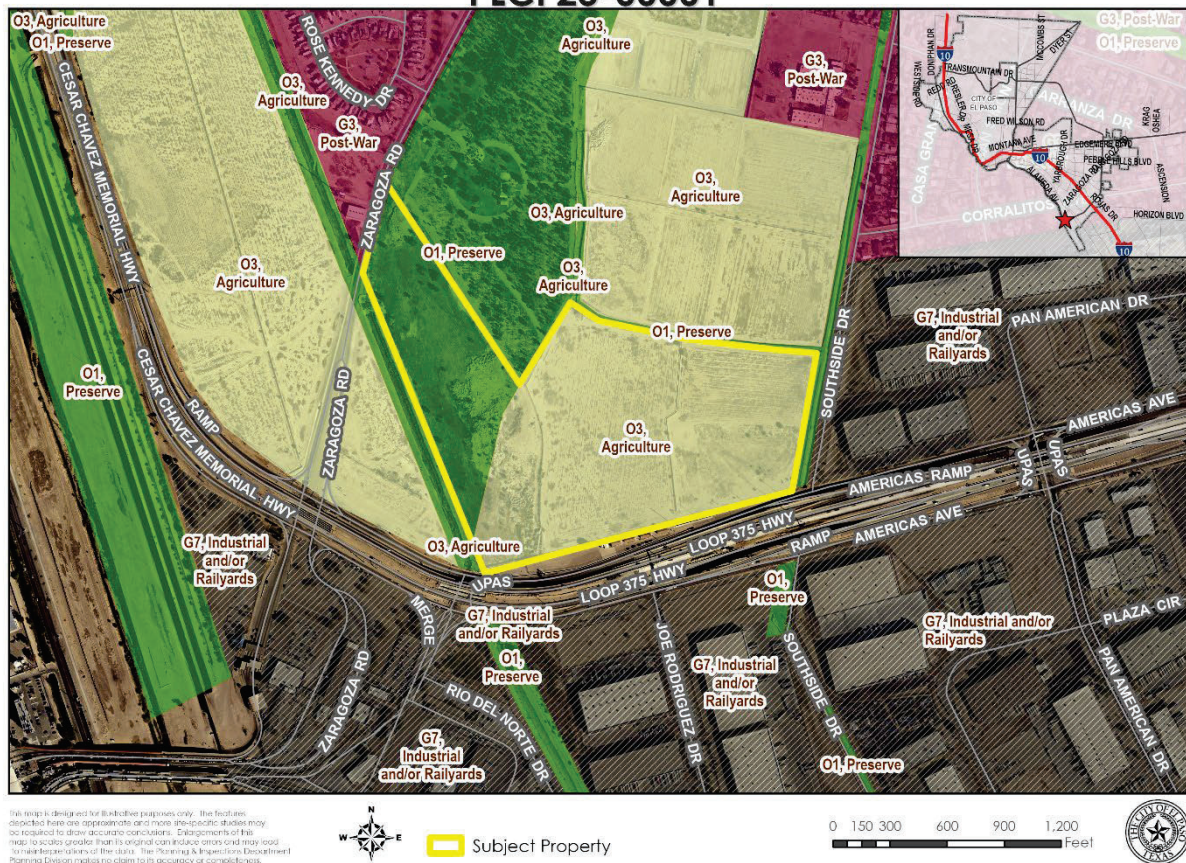


Figure A. Subject Property & Immediate Surroundings

DESCRIPTION OF REQUEST: The applicant is proposing to adjust the Future Land Use designation on a 50.27-acre property in order to clean up the area's designation to match the existing and proposed zoning districts and allow for development of industrial park to include general warehouses. The existing O-1, Preserve designation was anticipated for expansion of the cemetery, however, this portion of the property currently is inactive and vacant. Additionally, the existing O-3, Agriculture designation on the property is currently inactive farmland with the majority of it zoned for high intensity commercial uses. The existing O-1, Preserve and O-3, Agriculture designations are no longer appropriate for the area as the cemetery expansion and any agricultural uses have ceased and the area is transitioning into increased commercial and industrial development in part to enhancements to the Zaragoza port of entry, which has spurred development.

COMPATIBILITY WITH NEIGHBORHOOD CHARACTER: The G-7 designation is most in character with the proposed development and the current zoning district on most of the property. The designation is similar in scale and character to other nearby commercial and manufacturing zoned properties and uses. Nearby properties with similar zoning and use are also designated G-7. The cemetery and vacant lots located to the north are designated O-1, Preserve and O-3, Agriculture, respectively. The properties located to the south and east are designated G-7, Industrial and/or Railyards consists general warehouses. The properties located to the west is designated G-3, Post-War and O-3, Agriculture consists general warehouse and vacant lots, respectively.

COMPLIANCE WITH <i>PLAN EL PASO</i> – When evaluating whether a proposed adjustment is in accordance with Plan El Paso, consider the following factors:	
Criteria	Does the Request Comply?
<p>Future Land Use Map: Proposed Future Land Use designation for the property:</p> <p>G-7 – Industrial: This sector applies to industrial parks, large free-standing industrial uses, refineries, non-military airfields, trucking terminals, and mines, all on large tracts in areas dominated by vehicles. This sector is essential to El Paso's economy; however, when an industrial use becomes obsolete, there can be potential for mixed-use redevelopment of the site. This sector also includes the existing rail yards which could be redeveloped as mixed-use communities if the rail yards were moved out of town</p>	<p><i>Plan El Paso</i> calls out the G-7 designation as appropriate for industrial parks and industrial uses, which is in keeping with the proposed uses. The associated rezoning to C-4 will ensure that any future proposed uses will remain compatible with the G-7 designation.</p>

THE PROPOSED DESIGNATION'S EFFECT ON THE PROPERTY AND SURROUNDING PROPERTY, AFTER EVALUATING THE FOLLOWING FACTORS:	
Historic District or Special Designations & Study Area Plans: Any historic district or other special designations that may be applicable. Any adopted small area plans, including land-use maps in those plans.	N/A
Potential Adverse Effects: Potential adverse effects that might be caused by approval or denial of the requested change.	A large portion already zoned for higher commercial and industrial uses. The request will serve to clean up the area's designation to match the existing and proposed zoning districts.
Natural Environment: Anticipated effects on the natural environment.	There are no anticipated negative effects on the natural environment. The subject property is currently inactive farmland and vacant open land. The existing irrigation canals and drainage laterals adjacent to the development will not be modified.

Stability: Whether the area is stable or in transition.	The surrounding area is in transition from farmland to higher commercial and industrial uses, as enhancements to the port of entry have spurred development.
Socioeconomic & Physical Conditions: Any changed social, economic, or physical conditions that make the existing designation no longer suitable for the property.	Expansion of the cemetery and agricultural uses have ceased on the subject property and there is increased development in the area. The area is in transition and therefore the 'Agriculture' and 'Preserve' designation is no longer appropriate.

RELATED APPLICATIONS: This case is related to rezoning application PZRZ24-00042, which requests to rezone part of the subject area from R-F (Ranch-Farm) to C-4 (Commercial) to match adjacent properties and allow for the proposed use of general warehouses.

CITY PLAN COMMISSION OPTIONS:

The City Plan Commission (CPC) has the authority to advise City Council on changes to the Comprehensive Plan. In evaluating the request, the CPC may take any of the following actions:

1. **Recommend Approval** of the request, finding that the request is in conformance with the review criteria of *Plan El Paso* as reflected in the Staff Report, or that the request is in conformance with other criteria that the CPC identifies from the Comprehensive Plan. **(Staff Recommendation)**
2. **Recommend Approval of the request With Modifications** to bring the request into conformance with the review criteria of *Plan El Paso* as reflected in the Staff Report, or other criteria that the CPC identifies from the Comprehensive Plan.
3. **Recommend Denial** of the request, finding that the request does not conform to the review criteria of *Plan El Paso* as reflected in the Staff Report, or other criteria that the CPC identifies from the Comprehensive Plan.



Legislation Text

File #: 25-644, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

District 1

Planning and Inspections, Philip F. Etiwe, (915) 212-1553

Planning and Inspections, Armida R. Martinez, (915) 212-1605

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

An Ordinance granting a Special Privilege License to Rio Valley LLC to allow for the construction, installation, maintenance, use and repair of a surface encroachment consisting of four (4) covered balconies and support columns over the city right-of-way for the planned development located along La Vona Dr.; setting the license term for a term of fifteen (15) years with an option for one (1) renewable fifteen (15) year term.

Subject Property: 6441 Westside Dr.

Applicant: Rio Valley LLC, PSPN24-00007

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

2nd CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*******REQUIRED AUTHORIZATION*******

DEPARTMENT HEAD: Kevin Smith for Philip Etiwe

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

ORDINANCE NO. _____

AN ORDINANCE GRANTING A SPECIAL PRIVILEGE LICENSE TO RIO VALLEY LLC TO ALLOW FOR THE CONSTRUCTION, INSTALLATION, MAINTAINENANCE, USE, AND REPAIR OF A SURFACE ENCROACHMENT CONSISTING OF FOUR (4) COVERED BALCONIES AND SUPPORT COLUMNS OVER THE CITY RIGHT-OF-WAY FOR THE PLANNED DEVELOPMENT LOCATED ALONG LA VONA DR.; SETTING THE LICENSE TERM FOR FIFTEEN (15) YEARS WITH AN OPTION FOR ONE (1) RENEWABLE FIFTEEN (15) YEAR TERM.

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

SECTION 1. DESCRIPTION

The City of El Paso (hereinafter called “City”) hereby grants a Special Privilege License (hereinafter called “License”) to **RIO VALLEY LLC** (hereinafter referred to as the “Grantee”). This License will permit the construction, installation, maintenance, use and repair of a surface encroachment consisting of four (4) covered balconies and support columns. The covered balconies will extend ten (10) feet over the sidewalk, while the columns measure between 11’0” and 12’0” feet in height and are surrounded by a decorative base measuring 1’-8” x 2’-8” as shown in *Exhibit A*, which is made a part hereof for all purposes (hereinafter referred to as “covered balconies and support columns”).

SECTION 2. LICENSE AREA

The surface rights granted herein over a portion of right-of-way along La Vona Drive, adjacent to the properties described as Lot 14, Block 11 & Lot 1, Block 14 & Lot 1, Block 15 and Lot 1, Block 16, Rio Valley Replat A, City of El Paso, El Paso County, Texas more particularly shown in Exhibit “B, which is made part hereof for all purposes (hereinafter referred to as “License Areas”).

SECTION 3. USE OF PROPERTY

This License is granted solely for the encroachment onto City right of way for the covered balconies and support columns. Grantee agrees to maintain the License Area in proper working condition and in accordance with all applicable City specifications, which includes restoration to allow and not impede the City’s use of the right of way for pedestrian access. Except for the waiver of fees as provided herein, this Special Privilege License shall not be construed to waive any City permit requirements. Grantee shall be responsible for all maintenance of the covered balconies and support columns. Grantee, at no cost to the City, shall clean up all litter and debris within the License Area, leaving City rights-of-way in a clean and orderly condition at all times.

This License shall not permit or be construed to permit any other private use of the City right-of-way that impairs its function as a City right-of-way. Except for maintenance of the covered balconies and support columns as provided herein, Grantee shall not construct any additional improvements, or make any additions or alterations on, above, or below the City right-of-way, without prior written consent of the El Paso City Manager or designee.

SECTION 4. REGULATION OF CONSTRUCTION

The work done by Grantee in installing, replacing, repairing, reconstructing, or maintaining the balconies and support columns shall be subject to all applicable City, State, and Federal requirements applicable to the construction of the covered balconies and support Columns. Work done in connection with the repair and maintenance of the covered balconies and support columns is subject to the continuing police power of the City.

In the event that Grantee desires to reconstruct, repair, maintain, or replace the covered balconies and support columns built hereunder, Grantee shall obtain all applicable permits required by the City. Where proposed, any excavation or trenching and other construction in the License Area shall be so carried out as to interfere as little as practical with the surface use of the License Area in accordance with any lawful and reasonable direction given by or under the authority of the governing body of the City under the police and regulatory powers necessary to provide for public convenience.

Grantee covenants and agrees that Grantee shall, at Grantee's own expense, repair all water lines, storm and sanitary sewer lines, service lines and water meters owned by the City that Grantee, Grantee's employees, contractors, agents or assigns damage so that such repair of the water lines, storm and sanitary sewer lines and water meters shall comply with the approval of the City.

The City shall have the power at any time to order and require Grantee to remove and abate any portion of the License Area that is dangerous to life or property; Should Grantee, after notice, fail or refuse to comply within a reasonable time, the City shall have the power or abate the same, at the expense of Grantee. In the event City removes or abates the License Area as provided herein, Grantee shall not be compensated for the loss of the License Area, or revenues associated with the area, nor shall the City be liable to the Grantee for any direct, indirect or consequential damages due to the removal or abatement of the License Area.

SECTION 5. TERM

This Special Privilege shall be for a term of FIFTEEN (15) years from the effective date hereof, unless terminated earlier as provided herein. At the end of this term, the City shall have the unilateral option of renewing this Special Privilege for One (1) additional FIFTEEN (15) year term upon the request of the Grantee and approval of the El Paso City Council. If Grantee Wishes the City to renew this License, Grantee shall submit a request in writing to the City no later than three (3) months prior to the expiration date of this License. The City shall not unreasonably withhold renewal. Should Grantee

fail to submit such request for the extension of this License to the City as herein required, the License shall expire upon the expiration date. Grantee understands, agrees, and accepts that the city may require the terms, conditions, and provisions of this License be modified as a condition for renewing the grant of the encroachment within the License Area as permitted by this License.

SECTION 6. WORK DONE BY OTHERS

Throughout the term of this License, the City expressly reserves the right to install, repair, or reconstruct the City right-of-way used or occupied by Grantee, any streets or alleys and all ancillary public uses, usual and customary in connection with streets and alleys, expressly including but not limited to, drainage facilities and structures.

The City reserves the right, subject to further conditions described in this paragraph, to lay and permit to be laid, utility lines including, but not limited to, storm and sanitary sewer, gas, water, and other pipelines or cables, and to do and permit to be done, any underground and overhead installation or improvement that may be deemed necessary or proper by the governing body of the City in, across, along, over or under the License Area occupied by Grantee, and to change any curb or sidewalk or the street grade of any street. The City shall notify Grantee of work to be performed as herein described. The City shall not be liable to Grantee for any damage resulting there from, nor shall the City be liable to Grantee for any damages arising out of the performance of any work by the City, its contractors or subcontractors, not willfully and unnecessarily occasioned; provided, however, nothing herein shall relieve any other persons or entities from liability for damage to the License Area

SECTION 7. RESERVATION OF SURFACE, SUBSURFACE, AND AIRSPACE RIGHTS

The City reserves the right to use the surface or subsurface or airspace within the License Area for any public purposes allowed by law and deemed necessary by the City and to do or permit to be done any work in connection therewith which may be deemed necessary or proper by the City on, across, along, under or over said License Area occupied by Grantee provided such use does not interfere with Grantee's use of the License Area. Whenever by reason of said work in connection with said purposes it shall be deemed necessary by the City to alter, change, adapt, conform or relocate segment(s) of the covered balconies and support columns such alteration or change or relocation shall be made by Grantee when ordered in writing by the City Manager or designee without any claim for reimbursement or damages against the City.

SECTION 8. CONSIDERATION

As consideration for this special Privilege License, the Grantee shall pay to the City FOUR THOUSAND TWO HUNDRED FORTY AND 00/100 DOLLARS (\$4,240.00) for the covered balconies and support columns per year. The annual fee shall remain the same for a period of one year from the date of execution by the El Paso City Council and shall be subject to change after each one-year period the License remains in effect. The El Paso City Council retains the right to increase or decrease the annual fee specified in this License.

The City shall notify the Grantee of any proposed changes in fees as prescribed in Section 15 (Notice) of this License. This License is granted on the condition the Grantee pay for all costs associated with the covered balconies and support columns, as well as all costs for the restoration of the License Area upon the termination of the License.

The first annual consideration shall be due and owing prior to the El Paso City Council approval of the License. The advance payment shall be in the form of a cashier's check or business check payable to "The City of El Paso" and delivered to the Planning and Inspections Department for remittance to the Financial Services Department. If the Special Privilege is disapproved by the El Paso City Council, a full refund of the payment shall be made by the Financial Services Department within fifteen (15) days of the denial action. Subsequent annual considerations shall be due the first day of the month in which the License has been granted by the El Paso City Council and remitted to the Financial Services Department.

ADVANCE PAYMENT OPTION:

Grantee shall have the option of pre-paying the City the entire amount for the FIFTEEN (15) year term of the License, prior to the execution of this License. The FIFTEEN (15) year amount is equal to FIFTY-TWO THOUSAND ONE HUNDRED THIRTY-FIVE AND NO/100 DOLLARS **(\$52,135.00)**. Said \$52,135.00 reflects the net present value (NPV) at a three percent (3%) discount rate of the annual fees for the entire FIFTEEN (15) year term of the License. Should Grantee select the advance payment option, Grantee shall not be entitled to a refund of the consideration paid to the City in case of cancellation by the City and/or the Grantee prior to the expiration of the 15-year term.

Both the annual consideration and the advance payment shall be exclusive of and in addition to all general municipal taxes of whatever nature, including, but not limited to, ad valorem taxes, assessments for public improvements or any other assessments that may be enacted during the term of this License or any renewal, except hereinafter provided. The fee established in this section shall not be affected by any relocation of Grantee's covered balconies and support columns required by the City pursuant to this License.

The fee payment shall be exclusive of and in addition to all costs of obtaining required permits, plans and other approvals as necessary to conform to all other applicable City Special Privileges and regulations.

SECTION 9. INSURANCE

Prior to commencement of any future construction, repairs, or maintenance operations during the term of this License, Grantee shall provide the City with a certificate of insurance and shall maintain such insurance in effect during the term of this License. The City shall be named as an additional insured on all of the Grantee's insurance policies that are required by this License. Failure to maintain

insurance after receipt of notice of default and thirty (30) days to cure shall be a material breach of this License and a basis for termination of this License by the City.

Grantee shall obtain and provide a general liability policy with a one million-dollar (\$1,000,000.00) limit, per occurrence, for personal injury, death, and property damage, with a minimum two million dollar (\$2,000,000.00) general aggregate limit. These amounts are not a limitation upon the Grantee's agreement to indemnify and hold the City harmless.

Grantee shall procure said insurance with a solvent insurance company authorized to do business in Texas. Such policy or certificate shall provide that the insurance cannot be canceled, modified or the amount of coverage changed without thirty (30) days prior written notice to the Financial Services Department, or ten (10) days prior written notice to the Financial Services Department for cancellation based on non-payment of insurance premiums. Grantee shall file a copy of the policy of insurance with Financial Services Department and the Planning and Inspections Department. If the policy is not kept in full force and effect throughout the term of this License, the License shall automatically become void.

SECTION 10. INDEMNITY

AS A CONDITION OF THIS LICENSE, GRANTEE SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY, ITS OFFICERS, AGENTS, SERVANTS AND EMPLOYEES FROM AND AGAINST ANY AND ALL COSTS, CLAIMS, LIENS, DAMAGES, LOSSES, EXPENSES (INCLUDING BUT NOT LIMITED TO ATTORNEYS' FEES AND COSTS), FEES, FINES, PENALTIES, PROCEEDINGS, DEMANDS, CAUSES OF ACTION, LIABILITY AND SUITS OF ANY KIND AND NATURE, INCLUDING BUT NOT LIMITED TO, PERSONAL INJURY OR DEATH OR PROPERTY DAMAGE, ARISING OUT OF, RESULTING FROM OR RELATED TO THE GRANTEE'S ACTIVITIES UNDER THIS LICENSE, INCLUDING ANY ACT OR OMISSION BY THE GRANTEE, THE GRANTEE'S AGENTS, EMPLOYEES OR SUBCONTRACTORS, ALL, WITHOUT, HOWEVER, WAIVING GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY, HEREAFTER, THE "DAMAGES". THIS INDEMNIFICATION SHALL APPLY EVEN WHERE SUCH DAMAGES DESCRIBED ABOVE INVOLVE THE NEGLIGENCE OR ALLEGATIONS OF NEGLIGENCE ON THE PART OF THE CITY, ITS OFFICERS, AGENTS OR EMPLOYEES.

The provisions of this indemnification are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any person or entity. Without modifying the conditions of preserving, asserting, or enforcing any legal liability against the City as required by the City Charter or any law, the City will promptly forward to the Grantee every demand, notice, summons, or other process received by the City in any claim or legal proceeding contemplated herein. Grantee shall investigate or cause the investigation of accidents or

occurrences involving such damages, negotiate or cause to be negotiated the claim as the Grantee may deem expedient, and defend or cause to be defended on behalf of the City all suits for damages, even if groundless, false or fraudulent brought because of such damages. Grantee shall pay all judgments finally establishing liability of the City in actions defended by Grantee pursuant to this section, along with all attorneys' fees and costs incurred by the City, including interest accruing to the date of payment by Grantee and premiums on any appeal bonds.

The City, at its election, will have the right to participate in any such negotiations or legal proceedings to the extent of its interest. In addition, the Grantee shall promptly advise the City in writing of any claim or demand against the City or the Grantee known to the Grantee related to or arising out of the Grantee's activities under this License. **The City will not be responsible for any loss of or damage to the Grantee's property from any cause.**

SECTION 11. RIGHTS IN THE EVENT OF ABANDONMENT

As an express condition of this License, and not as a mere covenant, in the event Grantee abandons the covered balconies and support columns or a portion thereof or ceases to use the covered balconies and support column encroachments for the purposes enumerated herein for any period of six (6) months or longer, other than the time elapsing between the Effective Date of this license and the completion of construction of the covered balconies and support columns, this License shall automatically terminate, free and clear of any right, title, or interest in Grantee without the necessity of any notice to Grantee or any re-entry by the City.

SECTION 12. CANCELLATION

Grantee shall have the option to terminate this License at any time upon giving the City written notice thirty (30) days in advance of such termination. In addition, the City shall have the option to cancel and terminate this License for failure of Grantee to comply with any material provision or requirement contained in this agreement after thirty (30) days written notice to Grantee. However, if said breach or failure to comply cannot be reasonably cured within thirty (30) days, if Grantee shall proceed promptly to cure the same with due diligence, the time for curing such failure to comply shall be extended for such period of time as may be deemed reasonably necessary by the City to complete such curing unless such breach involves public safety.

The City shall have the option to terminate this License at any time upon giving the Grantee written notice thirty (30) days in advance of such termination, at no cost to the City and may take possession of the City right-of-way. All rights of the Grantee for the City right-of-way shall then be terminated. If the License is cancelled by the City, Grantee shall not be entitled to a refund of the paid annual consideration for the months remaining in the License year (the twelve-month period beginning on the effective date of this License). If this License is cancelled due to Grantee's failure to cure any default under this License, abandonment or cancellation by Grantee, Grantee shall not be entitled to a refund of consideration paid to the City.

Upon termination of this License, prior to the expiration of the original term for any reason, Grantee shall remove Grantee's covered balconies and support columns located in the License Area at no cost to the City. Grantee shall restore the License Area to the reasonable satisfaction of the City Engineer and in accordance with City specifications, at Grantee's own cost and expense. Any such restoration shall be subject to the reasonable approval of the City. If the Grantee fails to restore the License Area as required herein, the City may at its option restore the License Area and charge such costs to Grantee who shall be responsible for payment of such repair and restoration costs.

The City shall have the option to terminate this License at any time or assure that the property is maintained in good order throughout the term of the license upon written notice sixty (60) days in advance of such termination, at no cost to the City and may take possession of the City right-of-way. All rights of the Grantee for the City right-of-way shall then be terminated, unless upon termination of this License, the City agrees to the sale of the land to the Grantee, which upon payment of a fair valuation therefore, the land shall be and become the property of the Grantee.

SECTION 13. RECORDS

The El Paso City Council and the El Paso City Manager or designee shall be kept fully informed by Grantee as to matters pertaining in any way to Grantee's exercise of Grantee's rights under this License, including the construction, replacement, maintenance, and repair of the covered balconies and support columns within the License Area. Obtaining all applicable City permits shall be deemed sufficient to keep such parties informed. Grantee shall keep complete and accurate maps, construction drawings, and specifications describing the location of the structure(s) within the City right-of-way. The City shall have the right, at reasonable times to inspect such maps, construction drawings, and specifications.

SECTION 14. NOTICE

Any notice or communication required in the administration of this License shall be sent in writing by prepaid certified mail, return receipt requested, to the following addresses:

CITY: City of El Paso
 Attn: City Manager
 300 North Campbell Street
 El Paso, Texas 79901

with copy to: City of El Paso
 ATTN: Planning and Inspections Department
 811 Texas Avenue
 El Paso, Texas 79901

with copy to: City of El Paso
ATTN: Financial Services Department –
Financial Accounting & Reporting
300 North Campbell Street
El Paso, Texas 79901

GRANTEE: Rio Valley LLC
6300 Escondido Dr.
El Paso, Texas 79912
ATT: Herschel Stringfield

or to such other addresses as Grantee may designate from time to time by written notice as required in this paragraph.

SECTION 15. ASSIGNMENT

The rights granted by this License inure to the benefit of the Grantee, and any parent, subsidiary, or successor entity now or hereafter existing. The rights shall not be assignable without the express advanced written consent of the El Paso City Manager. Failure of the City to respond to a consent to assignment within forty-five (45) days of receipt by the City shall result in approval of the request.

SECTION 16. LEASING OR DEDICATION OF FACILITIES

Grantee, without the advanced written consent of the El Paso City Manager or designee, shall not lease the License Area to any non-grantee person or entity. This shall not impact the Grantee's ability to freely lease the abutting storefronts and residential units to the License Area without the consent of the City.

SECTION 17. ADMINISTRATION OF LICENSE

The El Paso City Manager or designee is the principal City official responsible for the administration of this License. Grantee recognizes that questions regarding the interpretation or application of this License shall be referred to the El Paso City Manager or designee.

SECTION 18. NO PROPERTY RIGHTS

Nothing herein shall grant any real property interest to the Grantee nor give rise to any vested right in the Grantee, Grantee's assigns or successors in interest, none of whom shall have a cause of action for damages upon revocation or termination of this License in accordance with the terms herein.

SECTION 19. LIENS AND ENCUMBRANCES

Grantee shall defend and indemnify the City against any liability and loss of any type arising from any lien or encumbrance on the License Area that arises or is alleged to have arisen from Grantee's

use of the Licensed Area.

SECTION 20. RIGHT OF ENTRY AND INSPECTION

The City's authorized representative shall have the right to enter upon the Licensed Area at all reasonable times for the purpose of inspecting the same and determining compliance with the terms of this License. This does not include the residential portion of the balcony. The City may enter the residential portion of the balcony for inspection at a reasonable time for the purpose of inspecting the same and determining compliance with the terms of this License upon TEN (10) days written notice to the Grantee. The City may only inspect the residential portion of the balcony if the City determines the inspection cannot solely be done from the non-residential License Area.

SECTION 21. LAWS AND ORDINANCES

Grantee shall comply with all applicable statutes, laws, codes and ordinances applicable to Grantee's construction, repair, renovation, alteration or use of the License Area.

SECTION 22. ENTIRE AGREEMENT

This document contains all of the agreements between the parties and may not be modified, except by an agreement in writing signed by both parties.

SECTION 23. SEVERABILITY

Every provision of this license is intended to be severable. If any term or provision hereof is illegal or invalid for any reason whatsoever, such illegality shall not affect the validity of the remainder of this license.

SECTION 24. LAWS GOVERNING/VENUE

The laws of the State of Texas shall govern the validity, performances, and enforcement of this license and if legal action is necessary to enforce it, exclusive venue shall be in El Paso County, Texas.

SECTION 25. RESTRICTIONS AND RESERVATIONS

This License is subject to all rights-of-way, easements, dedications, restrictions, reservations and other encumbrances of record and running with the land. If, at any time during the initial term of this license, or any extension thereof, any such rights-of-way, easements, dedications, restrictions, reservations and other encumbrances of record and running with the land, preclude, interrupt or interfere with Grantee's use of the License Area, Grantee shall have the right to terminate this License upon giving the City prior written notice of its intent to do so.

SECTION 26. EFFECTIVE DATE

The Effective Date of this License shall be the date last entered below. This License shall not take

effect unless Grantee files Grantee's written acceptance with the City prior to the enactment of this License by the El Paso City Council.

PASSED AND APPROVED this ____ day of _____, 2025

WITNESS THE FOLLOWING SIGNATURES AND SEALS

THE CITY OF EL PASO

Renard U. Johnson
Mayor

ATTEST:

Laura Prine
City Clerk

APPROVED AS TO FORM:

Russel T. Abeln

Russel T. Abeln
Senior Assistant City Attorney

APPROVED AS TO CONTENT:

Philip F. Etiwe

Philip F. Etiwe, Director
Planning and Inspections Department

ACCEPTANCE

The above instrument, with all conditions thereof, is here by accepted this 11 day of April, 2025.

GRANTEE:

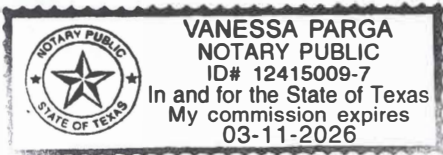
Rio Valley LLC

By: [Signature] as MEMBER
(Print Name) (Title)

ACKNOWLEDGMENT

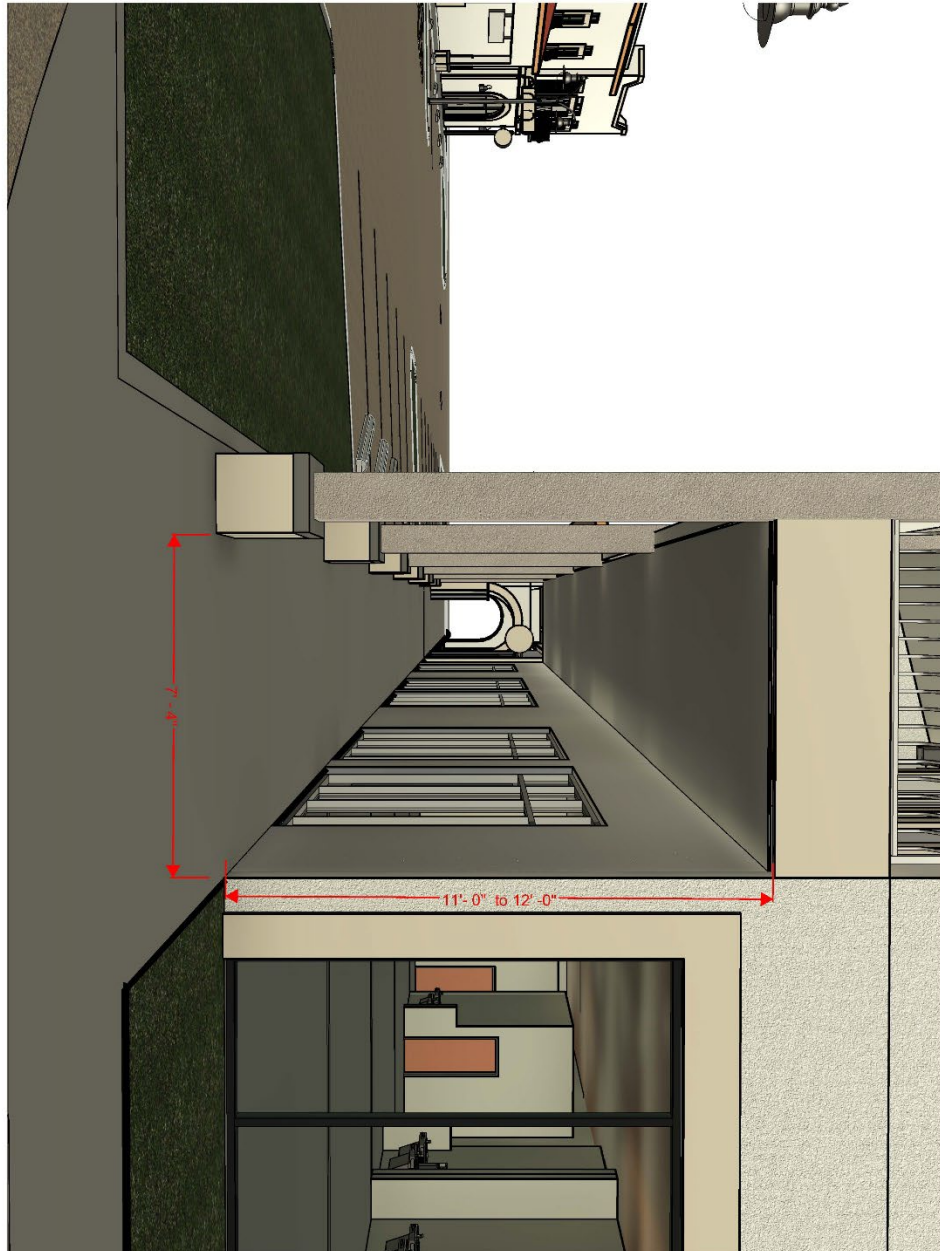
THE STATE OF TEXAS)
COUNTY OF EL PASO)

This instrument is acknowledged before me on this 11 day of April, 2025, by [Signature] as Grantee.



[Signature]
Notary Public, State of Texas
Vanessa Parga
Notary's Printed or Typed Name
3/11/26
My Commission Expires

EXHIBIT A





CONSULTANTS
CONSULTING ENGINEERS
10000 WILSON AVENUE, SUITE 100
DALLAS, TEXAS 75243
TEL: 214-343-7000
FAX: 214-343-7001
WWW.MPA-CONSULTING.COM

LA VONA CENTRO -
PHASE 1
10000 WILSON AVENUE, SUITE 100
DALLAS, TEXAS 75243
TEL: 214-343-7000
FAX: 214-343-7001
WWW.MPA-CONSULTING.COM

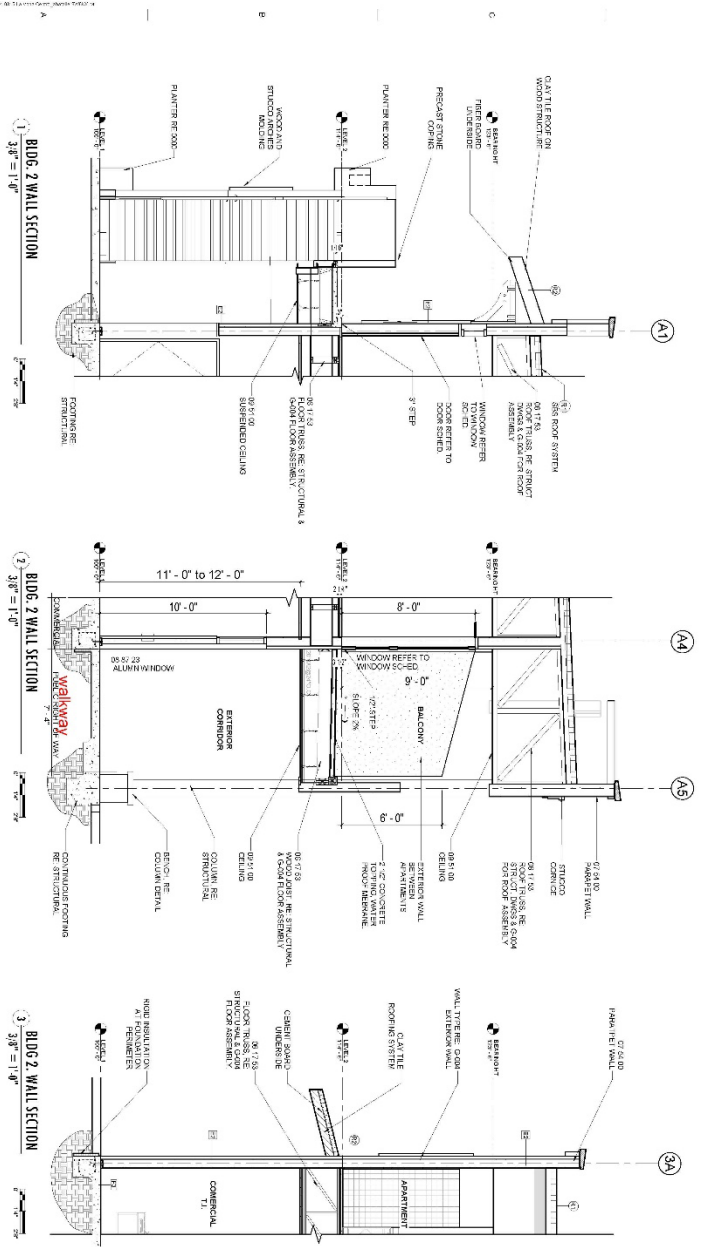
OWNER
"IN-SUIT CLIENT"

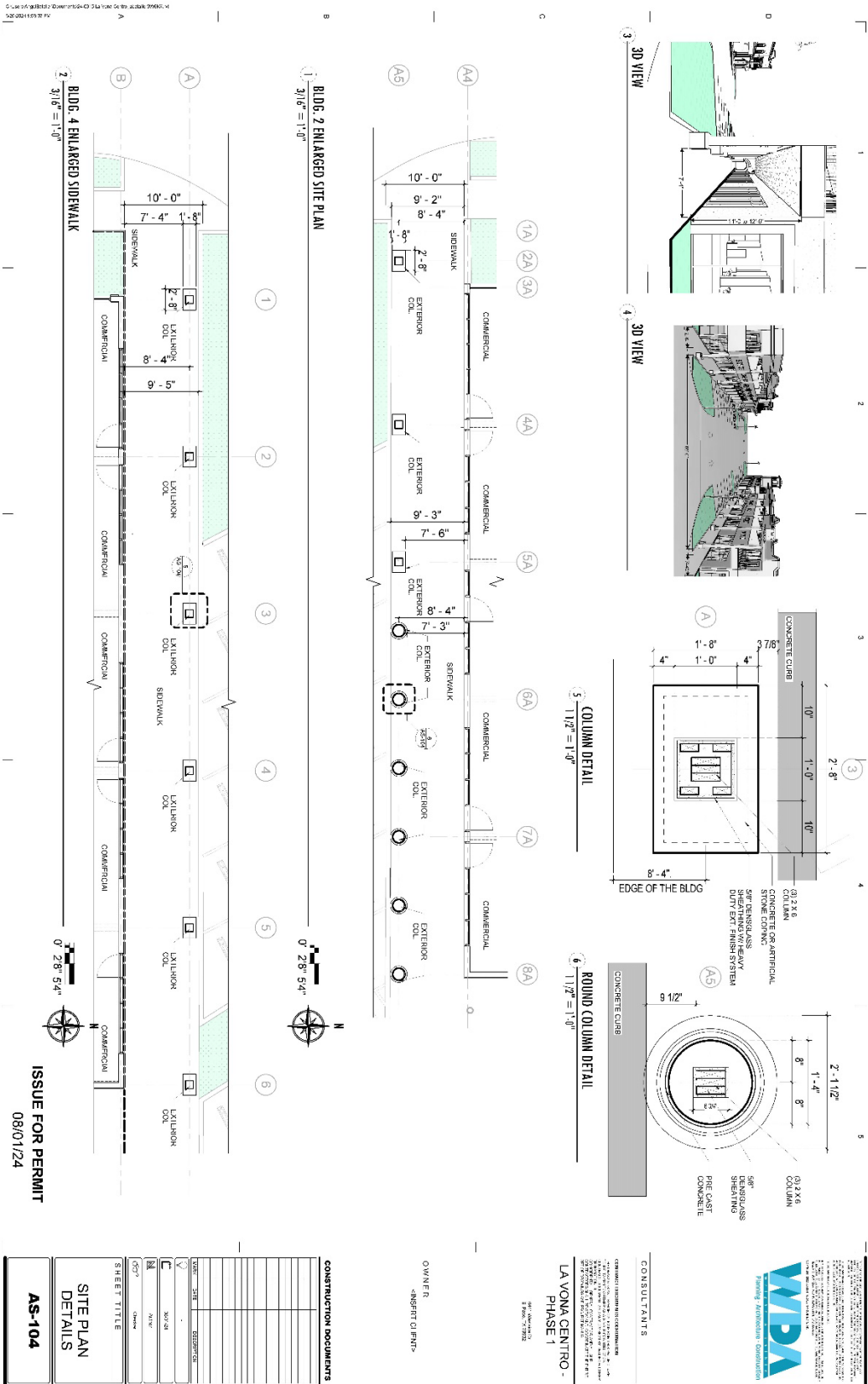
CONSTRUCTION REQUIREMENTS

NO.	REVISION	DATE
1	ISSUE FOR PERMIT	08/02/24

SHEET TITLE
BLDG. 2 WALL SECTIONS
A-303-2

ISSUE FOR PERMIT
08/02/24





EXHIBITS B

Block 11

Barragan And Associates Inc.

10950 Pellicano Dr., Building "F", El Paso, Texas 79935 Ph. (915) 591-5709 Fax (915) 591-5706

METES AND BOUNDS DESCRIPTION (10' WIDE EASEMENT)

Description of a 10' wide easement out of Hoop Street and La Vona Drive right of way, adjacent to Lot 14, Block 11, Rio Valley Subdivision Replat "A", City of El Paso, El Paso County, Texas, according to the Plat thereof of record in Instrument No. 20140049084, Real Property Records of El Paso County, Texas, and being more particularly described as follows:

COMMENCING, at a Found City Monument at the centerline intersection of La Vona Drive and Hoop Street; **THENCE**, S 03° 03' 43" W, along the centerline of Hoop Street, a distance of 33.03 feet to a point; **THENCE**, leaving said centerline, S 86° 56' 17" E, a distance of 15.00 feet to a Set Nail for the **POINT OF BEGINNING** of this description;

THENCE, S 86° 48' 52" E, a distance of 225.50 feet to a Set "V" for corner;

THENCE, S 04° 28' 31" W, a distance of 10.00 feet to a Found "X" Mark for corner on the southerly R.O.W. line of La Vona Drive for the northeasterly corner of said Lot 14, Block 11;

THENCE, N 86° 48' 52" W, along the northerly line of Lot 14, Block 11 and the southerly R.O.W. line of La Vona Drive, a distance of 215.25 feet to a point marking the northwesterly Lot corner of said Lot 14, Block 11;

THENCE, S 03° 03' 43" W, along the westerly line of Lot 14, Block 11 and easterly R.O.W. line of Hoop Street, a distance of 37.48 feet to a Set Nail for corner;

THENCE, N 86° 56' 17" W, leaving said easterly right of way line, a distance of 10.00 feet to a Set "V" Mark for corner;

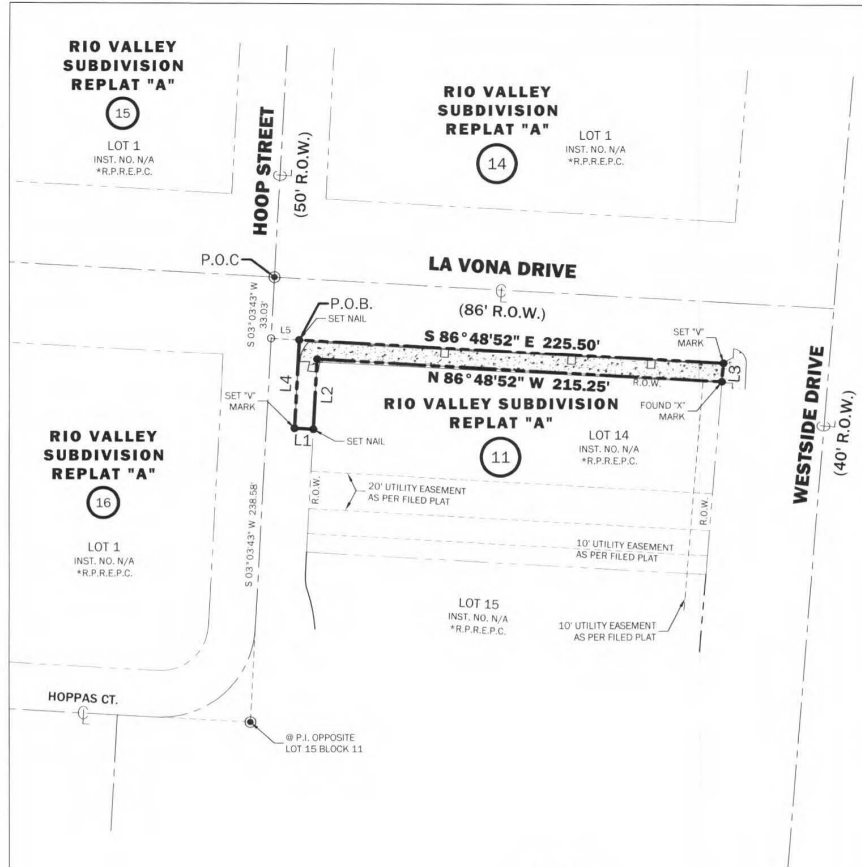
THENCE, N 03° 03' 43" E, a distance of 47.50 feet to the **POINT OF BEGINNING** of this description and containing in all 0.06 acres more or less.

NOTES:

1. This property may be subject to easements whether of record or not. No Additional Research was performed by B&A Inc. for any reservations, restrictions, building lines, and or easements which may or may not affect this parcel.
2. Bearings shown are grid bearings derived from RTK Observations to the Texas CO-OP Network. Referred to the Texas Coordinate System (NAD 83) Central Zone. Distances are ground and may be converted to grid dividing by 1.000231.
3. This description is not intended to be a subdivision process which may be required by the local or state code, and it is the client/owner responsibility to comply with this code if required.
4. A Plat of Survey dated 04/04/2024 accompanies this description.



Benito Barragan TX R.P.L.S 5615,
Barragan and Associates Inc.
Texas Surveying Firm # 10151200
April 04, 2024
Job No. 240325-09



*R.P.R.E.P.C. = REAL PROPERTY RECORDS OF EL PASO COUNTY, TEXAS

NOTES:

1. THE BEARINGS AND DISTANCES SHOWN HEREON ARE REFERENCED TO THE TEXAS COORDINATE SYSTEM OF 1983, TEXAS CENTRAL ZONE 4203, AND ARE BASED ON THE NORTH AMERICAN DATUM OF 1983, 2011 ADJUSTMENT. DISTANCES ARE GROUND AND CAN BE CONVERTED TO GRID DIVIDING BY 1.000231. ALL AREAS SHOWN HEREON ARE CALCULATED BASED ON SURFACE MEASUREMENTS.
2. NO ADDITIONAL RESEARCH WAS PERFORMED BY B&A INC. FOR ANY RESERVATION, BUILDING AND UTILITY LINES, AND/OR EASEMENTS WHICH MAY OR MAY NOT AFFECT SUBJECT PARCEL.
3. PROPERTY OWNERS ARE SOLELY RESPONSIBLE FOR COMPLYING WITH ALL TITLE COMMITMENT PROVISIONS, TERMS, CONDITIONS, COVENANTS, AND CONFIRMING THE SIZE AND USE OF ALL RECORDED TERMS, RESTRICTION CONDITIONS AND EASEMENTS PERTAINING TO THIS PROPERTY, IN SPITE OF THE ACCURACY OR DEFECTS OF THIS PLAT.
4. THIS SURVEY WAS DONE WITHOUT THE BENEFIT OF A TITLE REPORT.
5. THE TERM "CERTIFY" OR "CERTIFICATE" AS SHOWN AND USED HEREON INDICATED AN EXPRESSION OF PROFESSIONAL OPINION REGARDING THE FACTS OF THE SURVEY AND DOES NOT CONSTITUTE A WARRANTY OR GUARANTEE, EXPRESSED OR IMPLIED, AND IS ADDRESSED EXCLUSIVELY TO THE PARTIES NAMED HEREON.
6. A WRITTEN DESCRIPTION OF EVEN DATE ACCOMPANIES THIS PLAT.

B Barragan & Associates Inc.

LAND PLANNING & SURVEYING
TEXAS SURVEYING FIRM# 10151200
10950 Pellicano Dr. Building F,
El Paso, TX 79935
Phone (915) 591-5709 Fax (915) 591-5706

Plat of Survey

10' WIDE EASEMENT
OUT OF HOOP STREET AND LA VONA DRIVE
RIGHT OF WAY, ADJACENT TO
LOT 14, BLOCK 11
RIO VALLEY SUBDIVISION REPLAT "A"
THE CITY OF EL PASO,
EL PASO COUNTY, TEXAS.
AREA 0.06 ACRES ±

Plat Reference Clerk's File No. 20140049084

Scale: 1"=60' Date: 04/04/2024 Drawn By: PR

Prepared by and under my supervision.

STATE OF TEXAS
REGISTERED
GENITO BARRAGAN
5515
PROFESSIONAL SURVEYOR

Benito Barragan TX, R.P.L.S. No. 5615
Job No. 240325-07 Copy Rights: ©

Field: JM Book: N/A Page: N/A

BLOCK 14

Barragan And Associates Inc.

10950 Pelicano Dr., Building "F", El Paso, Texas 79935 Ph. (915) 591-5709 Fax (915) 591-5706

METES AND BOUNDS DESCRIPTION (10' WIDE EASEMNT)

Description of a 10' wide easement out of Hoop Street and La Vona Drive right of way, adjacent to Lot 1, Block 14, Rio Valley Subdivision Replat "A", City of El Paso, El Paso County, Texas, according to the Plat thereof of record in Instrument No. 20140049084, Real Property Records of El Paso County, Texas, and being more particularly described as follows:

COMMENCING, at a Found City Monument at the centerline intersection of La Vona Drive and Hoop Street; **THENCE**, N 03° 03' 43" E, along the centerline of Hoop Street, a distance of 88.13 feet to a point; **THENCE**, leaving said centerline, S 86° 56' 17" E, a distance of 15.00 feet to a Set "V" Mark for the **POINT OF BEGINNING** of this description;

THENCE, S 86° 56' 17" E, a distance of 10.00 feet to a Set Nail for corner on the easterly R.O.W. line of Hoop Street also westerly line of said Lot 1, Block 14;

THENCE, S 03° 03' 43" W, along the easterly R.O.W. line of Hoop Street a distance of 45.19 feet to a Found "X" Mark for corner marking the southwesterly corner of Lot 1, Block 14, Rio Valley Subdivision Replat "A";

THENCE, S 86° 48' 52" E, along the southerly line of Lot 1, Block 14 and the northerly R.O.W. line of La Vona Drive, a distance of 217.67 feet to a Found "X" Mark marking the southeasterly corner of said Lot 1, Block 14;

THENCE, S 04° 29' 29" W, a distance of 10.00 feet to a Set "V" Mark for corner;

THENCE, N 86° 48' 52" W, a distance of 227.42 feet to a Set Nail for corner;

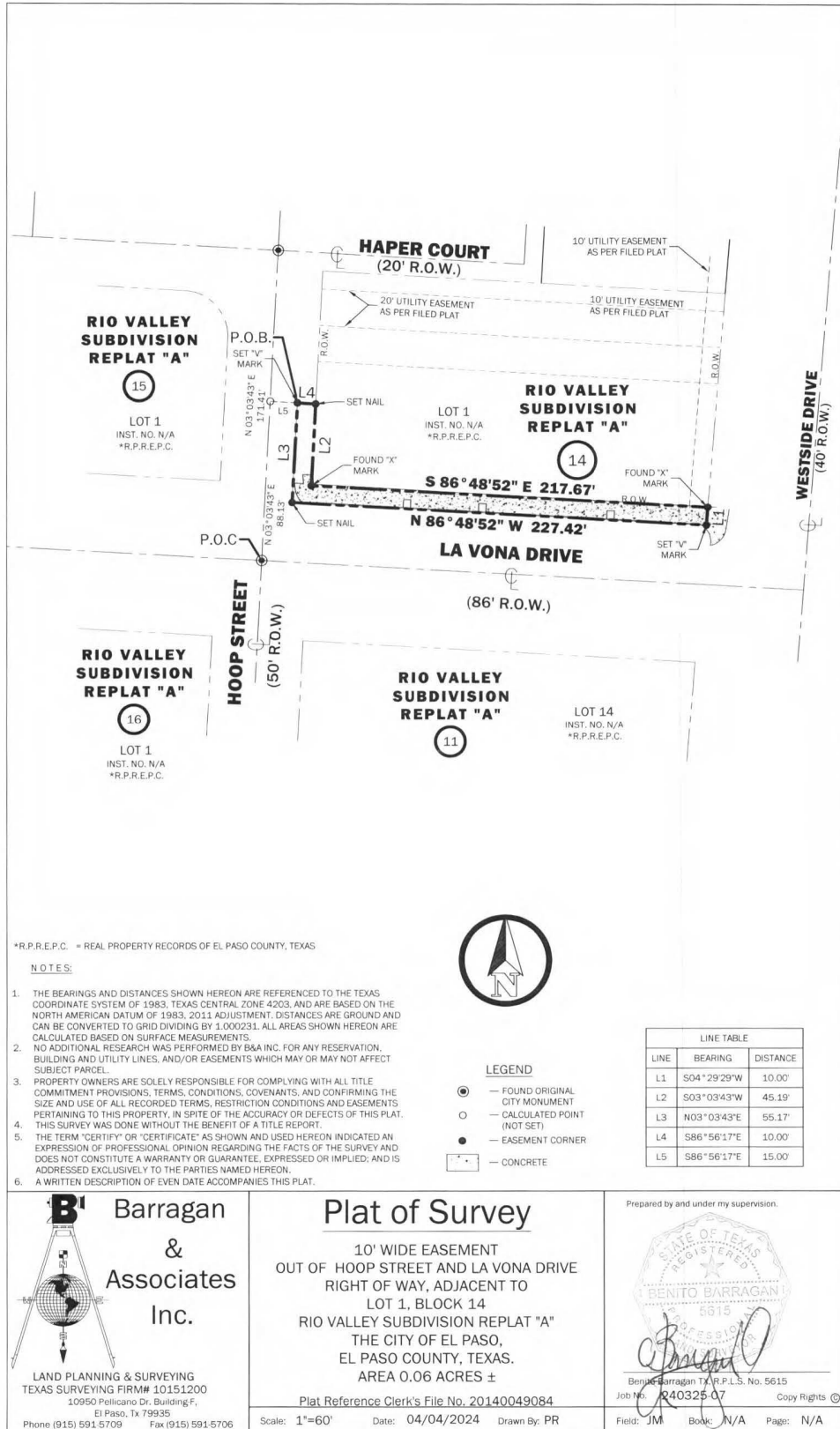
THENCE, N 03° 03' 43" E, a distance of 55.17 feet to the **POINT OF BEGINNING** of this description and containing in all 0.06 acres more or less.

NOTES:

1. This property may be subject to easements whether of record or not. No Additional Research was performed by B&A Inc. for any reservations, restrictions, building lines, and or easements which may or may not affect this parcel.
2. Bearings shown are grid bearings derived from RTK Observations to the Texas CO-OP Network. Referred to the Texas Coordinate System (NAD 83) Central Zone. Distances are ground and may be converted to grid dividing by 1.000231.
3. This description is not intended to be a subdivision process which may be required by local or state code, and it is the client/owner responsibility to comply with this code if required.
4. A Plat of Survey dated 04/04/2024 accompanies this description.



Benito Barragan TX RPLS 5615,
Barragan and Associates Inc.
Texas Surveying Firm # 00151200
April, 04, 2024
Job No. 240325-07



BLOCK 15

Barragan And Associates Inc.

10950 Pellicano Dr., Building "F", El Paso, Texas 79935 Ph. (915) 591-5709 Fax (915) 591-5706

METES AND BOUNDS DESCRIPTION (10' WIDE EASEMENT)

Description of a 10' wide easement out of Hoop Street, Toivoa Place and La Vona Drive right of way, adjacent to Lot I, Block 15, Rio Valley Subdivision Replat "A", City of El Paso, El Paso County, Texas, according to the Plat thereof of record in Instrument No.20140049084, Real Property Records of El Paso County, Texas, and being more particularly described as follows:

COMMENCING, at a Found City Monument at the centerline intersection of La Vona Drive and Hoop Street: THENCE, N 03° 03' 43" E, along the centerline of Hoop Street, a distance of 78.03' feet to a point; THENCE, leaving said centerline, N 86° 56' 17" W, a distance of 15.00 feet to a Set "V" Mark for the POINT OF BEGINNING of this description;

THENCE, S 03° 03' 43" W, a distance of 45.00 feet to a Set Nail for corner;

THENCE, N 86° 48' 52" W, a distance of 23.17 feet to a Set Nail for corner;

THENCE, N 03° 11' 08" E, a distance of 10.00 feet to a Set "V" Mark for corner;

THENCE, S 86° 48' 52" E, 2.9 feet to Found "X" Mark for the southwesterly corner of said Lot I, continuing 218.3 feet along the northerly right of way line of La Vona Drive for a total distance of 221.15 feet to a Found "X" Mark, marking the southeasterly Lot corner of said Lot I Block 15;

THENCE, N 03° 03' 43" E, along the easterly line of Lot I, Block 15 and Westerly R.O.W. line of Hoop Street, a distance of 35.00 feet to a Set Nail for corner;

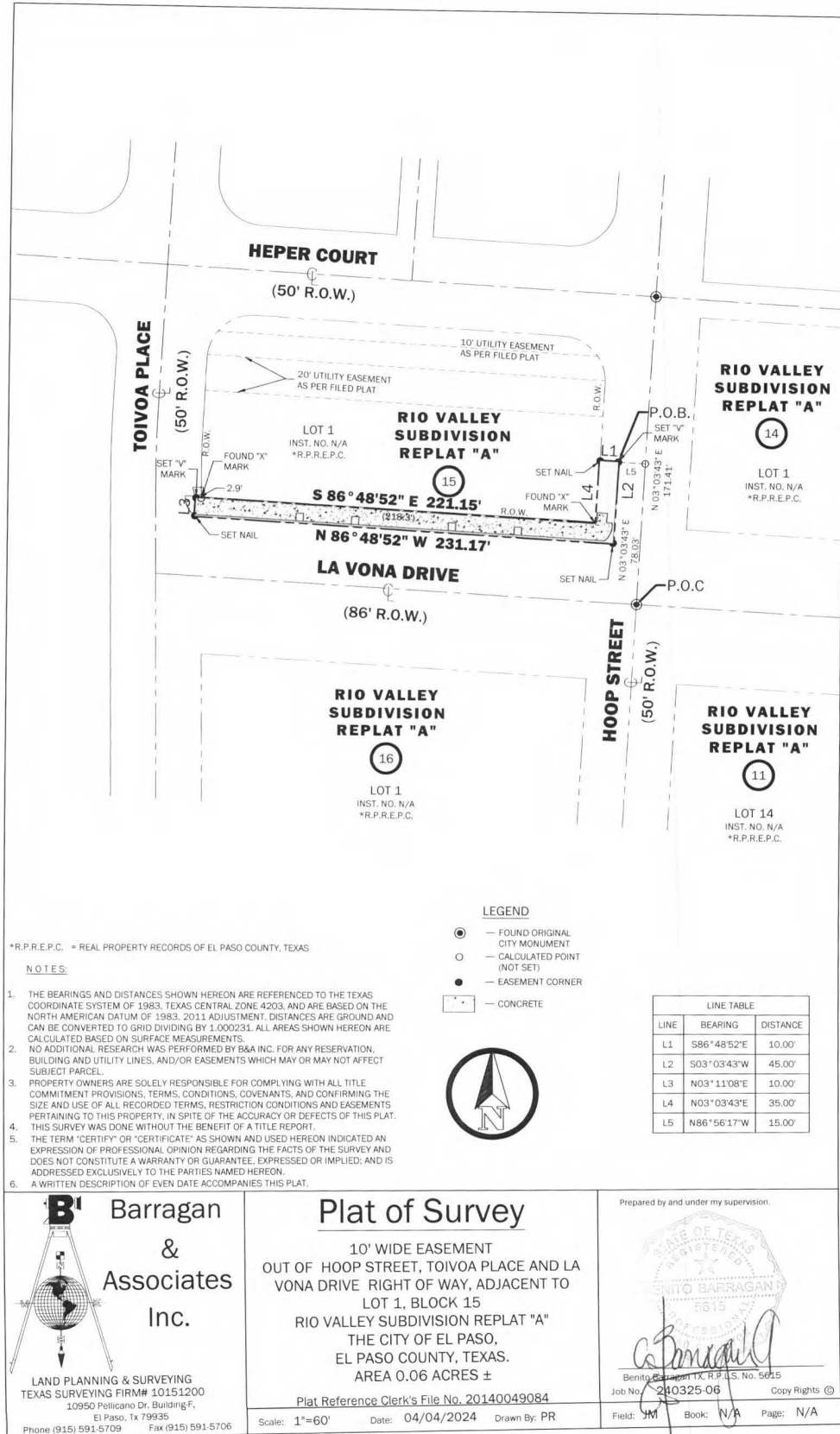
THENCE, S 86° 48' 52" E, leaving said westerly right of way line, a distance of 10.00 feet to the POINT OF BEGINNING of this description and containing in all 0.06 acres more or less.

NOTES:

1. This property may be subject to easements whether of record or not. No Additional Research was performed by B&A Inc. for any reservations, restrictions, building lines, and or easements which may or may not affect this parcel.
2. Bearings shown are grid bearings derived from RTK Observations to the Texas CO-OP Network. Referred to the Texas Coordinate System (NAO 83) Central Zone. Distances are ground and may be converted to grid dividing by 1.000231.
3. This description is not intended to be a subdivision process which may be required by local or state code, and it is the client/owner responsibility to comply with this code if required.
4. A Plat of Survey dated 04/04/2024 accompanies this description.



Benito Barragan TX R.P.L.S 5615,
Barragan and Associates Inc.
Texas Surveying Firm # 10151200
April 04, 2024
Job No. 240325-06



BLOCK 16

Barragan And Associates Inc.

10950 Pellicano Dr., Building "F", El Paso, Texas 79935 Ph. (915) 591-5709 Fax (915) 591-5706

METES AND BOUNDS DESCRIPTION (10' WIDE EASEMENT)

Description of a 10' wide easement out of Hoop Street, Toivova Place and La Vona Drive right of way, adjacent to Lot 1, Block 16, Rio Valley Subdivision Replat "A", City of El Paso, El Paso County, Texas, according to the Plat thereof of record in Instrument No. 20140049084, Real Property Records of El Paso County, Texas, and being more particularly described as follows:

COMMENCING, at a Found City Monument at the centerline intersection of La Vona Dive and Hoop Street; **THENCE**, S 03° 03' 43" W, along the centerline of Hoop Street, a distance of 32.97 feet to a point; **THENCE**, leaving said centerline, N 86° 56' 17" W, a distance of 15.00 feet to a Set Nail for the **POINT OF BEGINNING** of this description;

THENCE, S 03° 03' 43" W, a distance of 114.58 feet to a Set Nail for corner;

THENCE, N 86° 56' 17" W, a distance of 10.00 feet to a Set Nail for corner on the westerly R.O.W. line of Hoop Street also the easterly line of said Lot 1, Block 16;

THENCE, N 03° 03' 43" E, along the westerly R.O.W. line of Hoop Street, a distance of 104.60 feet to a point for corner marking the northeasterly corner of Lot 1, Block 16, Rio Valley Subdivision Replat "A";

THENCE, N 86° 48' 52" W, along the northerly line of Lot 1, Block 16 and the southerly R.O.W. line of La Vona Drive, a distance of 212.81 feet to a point marking the northwesterly Lot corner of said Lot 1, Block 16;

THENCE, S 00° 34' 59" E, along the westerly line of Lot 1, Block 16 and the easterly right of way line of Toivova Place, a distance of 104.40 feet to a Set Nail for corner;

THENCE, S 89° 25' 01" W, leaving said easterly right of way line, a distance of 10.00 feet to a Set Nail for corner;

THENCE, N 00° 35' 51" W, a distance of 115.08 feet to a Set Point for corner;

THENCE, S 86° 48' 52" E, a distance of 233.50 feet to the **POINT OF BEGINNING** of this description and containing in all 0.10 acres more or less.

NOTES:

1. This property may be subject to easements whether of record or not. No Additional Research was performed by B&A Inc. for any reservations, restrictions, building lines, and or easements which may or may not affect this parcel.
2. Bearings shown are grid bearings derived from RTK Observations to the Texas CO-OP Network. Referred to the Texas Coordinate System (NAD 83) Central Zone. Distances are ground and may be converted to grid dividing by 1.000231.
3. This description is not intended to be a subdivision process which may be required by local or state code, and it is the client/owner responsibility to comply with this code if required.
4. A Plat of Survey dated 04/04/2024 accompanies this description.



Benito Barragan TX R.P.S. # 5615,
Barragan And Associates Inc.
Texas Surveying Firm # 1031200
April 04, 2024
Job No. 240325-08

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND DONATIONS FORM

In compliance with [Title 2, Chapter 2.92, Section 2.92.080](#)

Introduction:

Individuals or entities benefiting by a City Council Agenda item must disclose contributions or donations made to current members of Council under the City's Ethics Code. The information on this form is being captured for transparency purposes and will be noted on the relevant City Council Agenda. **Contributions and Donations do NOT disqualify an applicant from doing business with the City.**

Definitions:

- "Contribution" A direct or indirect transfer of money, goods, services, or any other thing of value and includes an agreement made or other obligation incurred, whether legally enforceable or not, to make a transfer. The term includes a loan or extension of credit, other than those expressly excluded by the Texas Election Code, and a guarantee of a loan or extension of credit.
- "Contributor" A person making a contribution, including the contributor's spouse.
- "Donation" Cash and the value of any in-kind contributions or gifts to the council member for use by their office or in their district.
- "Donor" An individual and spouse, a business entity, or an individual who owns a business entity in whole or in part, or is operated by the individual, that is the subject of a council agenda item.
- "Benefiting" Shall include but not be limited to any contract, bid award, franchise, permit, zoning or rezoning, and other award that council will vote on.

Instructions: Please read and complete this form carefully. If you have made campaign contributions or donations to any current City Council member(s) totaling an aggregate of \$500 or more during their campaign(s) or term(s) of City office, you are required to disclose the information as specified below. If you have not made such contributions or donations past the limit specified in the ordinance, you are required to affirm your compliance with the municipal code. Please submit this completed form along with your application or proposal to the relevant city department. Failure to disclose campaign contributions or donations as required by the ordinance may result in a violation of the City's Ethics Code requirements, and sanctions under the Ethics Code 2.92.

Contributor / Donor Information:

Full Name _____

Business Name _____

Agenda Item Type _____

Relevant Department _____

Disclosure Affirmation: Please check the appropriate box below to indicate whether you have made campaign contributions or donations totaling an aggregate of \$500 or more to any City Council member(s) during their campaign(s) or term(s) of City office specified in Section 2.92.080 of the El Paso Municipal Code.

I have **NOT** made campaign contributions or donations totaling an aggregate of \$500 or more to any City Council member(s) during their campaign(s) or term(s) of City office, as specified in Section 2.92.080 of the El Paso Municipal Code.

OR

I have made campaign contributions or donations totaling an aggregate of \$500 or more to the following City Council member(s) during their campaign(s) or term(s) of City office:

OFFICE	CURRENT COUNCIL MEMBER NAME	AMOUNT (\$)
Mayor		
District 1		
District 2		
District 3		
District 4		
District 5		
District 6		
District 7		
District 8		

Declaration: I hereby affirm that the information provided in this disclosure form is true and accurate to the best of my knowledge. I understand that this disclosure is required by Title 2, Chapter 2.92 of the El Paso Municipal Code and is subject to verification by the city authorities. Further, **I understand that upon submission of this form, I must disclose any subsequent contributions or donations prior to the relevant council meeting date.**

Signature: _____ Date: _____



Legislation Text

File #: 25-711, Version: 1

CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

District 5

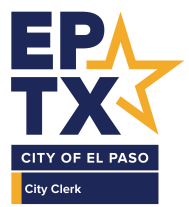
Members of the City Council, Representative Ivan Niño, (915) 212-0005

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action on a Resolution to authorize the expenditure of District 5 discretionary funds, in an amount not to exceed \$1,000.00 for capital costs related to the new Pet Pantries at El Paso Public Libraries, including mobile microchip scanners, and related accoutrements, which serves the municipal purpose of nurturing and promoting a healthy and sustainable community for El Paso pets and pet owners; and further, that the City Manager, or designee, be authorized to effectuate any budget transfers and execute any contracts and/or related documents necessary to ensure that the funds are properly expended for the municipal purpose.

**CITY OF EL PASO, TEXAS
AGENDA ITEM
AGENDA SUMMARY FORM**



DEPARTMENT:

AGENDA DATE: June 10, 2025

CONTACT PERSON NAME

PHONE NUMBER:

2nd CONTACT PERSON

PHONE NUMBER:

3rd CONTACT PERSON

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

COMMUNITY AND STAKEHOLDER OUTREACH:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)	DATE

BACKGROUND / DISCUSSION:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

*****REQUIRED AUTHORIZATION*****

RESOLUTION

WHEREAS, the Representative of District 5 desires to use discretionary funds for nurturing and promoting a healthy, sustainable community for El Paso pets and pet owners.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

THAT City Council declares the expenditure of District 5 discretionary funds, in an amount not to exceed \$1,000.00 for capital costs related to the new Pet Pantries at El Paso Public Libraries initiative, at Esperanza Acosta Moreno Library, including mobile microchip scanners, and related accoutrements, which serves the municipal purpose of nurturing and promoting a healthy and sustainable community for El Paso pets and pet owners.

THAT the City Manager, or designee, be authorized to effectuate any budget transfers and execute any contracts and/or related documents necessary to ensure that the funds are properly expended for the municipal purpose.

APPROVED his ____ day of _____, 2025.

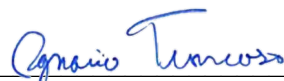
CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Ignacio R. Troncoso
Assistant City Attorney



Legislation Text

File #: 25-712, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

District 5

Members of the City Council, Representative Ivan Niño, (915) 212-2005

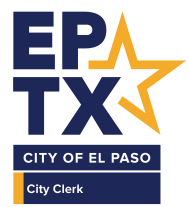
AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action on a Resolution to authorize the expenditure of District 5 discretionary funds in an amount not to exceed \$3,000.00 to support initiatives, events, and meetings in District 5. These funds will be used to support current and future programming for youth, seniors, and athletic activities; community meetings; and other events within the district.

Authorization is also requested for the purchase of items such as water, refreshments, snacks, prizes, and recognition or award items. Events may take place at various community locations, including but not limited to the Beast Urban Park, the Upper Eastside Regional Command Center, East Side Sports Complex, Salvador Rivas Jr. Park, and the Esperanza Moreno Acosta Library.

**CITY OF EL PASO, TEXAS
AGENDA ITEM
AGENDA SUMMARY FORM**



DEPARTMENT:

AGENDA DATE: June 10, 2025

CONTACT PERSON NAME

2nd CONTACT PERSON

3rd CONTACT PERSON

PHONE NUMBER:

PHONE NUMBER:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

COMMUNITY AND STAKEHOLDER OUTREACH:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)	DATE

BACKGROUND / DISCUSSION:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

*****REQUIRED AUTHORIZATION*****

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Council declares that the expenditure of District 5 discretionary funds in an amount not to exceed \$3,000.00, to support current and future programming for youth, seniors, and athletic activities; initiatives; events; community meetings; and other events in District 5 serves the municipal purpose of fostering a positive community atmosphere, promotes cultural enrichment, supports local initiatives, and enhances the overall quality of life for El Paso residents; and

That discretionary funds be used for the purchase of items, including but not limited to water, refreshments, snacks, prizes, and recognition or award items, for events that may be held at various community locations, including but not limited to the Beast Urban Park, the Upper Eastside Regional Command Center, East Side Sports Complex, Salvador Rivas Jr. Park, and the Esperanza Moreno Acosta Library; and

Further, that the City Manager, or designee, be authorized to effectuate any budget transfers and execute any contracts and/or related documents necessary to ensure that the funds are properly expended for the municipal purpose.

APPROVED this ____ day of _____ 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Oscar Gomez
Assistant City Attorney



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-709, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Planning and Inspections, Philip Etiwe, (915) 212-1553

Planning and Inspections, Providencia Velazquez, (915) 212-1567

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Presentation and discussion on proposed amendments to El Paso City Code 20.20 (Historic Landmark Preservation).

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

2nd CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: Philip Tiive

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)



Legislation Text

File #: 25-704, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Purchasing and Strategic Sourcing, Claudia A. Garcia, (915) 212-0043

Public Health, Veerinder Taneja, (915) 212-6500

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Populate the table to maintain proper formatting. Copy and paste the agenda language in the designated area below. You may include more language after the table. Just make sure all posting language is populated between "TITLE" and "END".

Discussion and action on the award of Solicitation 2025-0221 Janitorial Services - Health Locations to Ace Government Services, LLC for an initial term of three (3) years for an estimated amount of \$1,789,826.10. The award also includes a two (2) year option for an estimated amount of \$1,193,217.40. The total contract time is for five (5) years for a total estimated amount of \$2,983,043.50. This contract will provide daily janitorial services to the Department of Public Health clinics & locations.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$532,868.10 for the initial contract term, which represents a 42.39% increase due to new locations and services added to the scope of work in addition to price increases for services.

Department:	Department of Public Health
Award to:	Ace Government Services, LLC.
City & State:	El Paso, TX
Item(s):	ALL
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$596,608.70
Initial Term Estimated Award:	\$1,789,826.10
Option Term Estimated Award:	\$1,193,217.40
Total Estimated Award	\$2,983,043.50

Account(s):	341-1000-41160-522060 341-2141-41160-522060 P19-PCP14HLTH3YR
Funding Source(s):	General Fund Medicaid Waiver Program Fund
District(s):	All

This was a Best Value Bid Procurement - unit price contract.

The Purchasing & Strategic Sourcing and Public Health Departments recommend award as indicated to Ace Government Services, LLC the highest ranked bidder based on the evaluation factors established in the evaluation criteria for this procurement.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

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



DEPARTMENT: Public Health
Purchasing & Strategic Sourcing
AGENDA DATE: June 10, 2025
PUBLIC HEARING DATE: N/A
CONTACT PERSON NAME: Dr. Veerinder Taneja, Director
Claudia A. Garcia, Director
PHONE NUMBER: (915)212-6500
PHONE NUMBER: (915)212-0043
DISTRICT(S) AFFECTED: All

SUBJECT:

Discussion and action on the award of solicitation 2025-0221 Janitorial Services - Health Locations to Ace Government Services, LLC for an initial term of three (3) years for an estimated amount of \$1,789,826.10. The award also includes a two (2) year option for an estimated amount of \$1,193,217.40. The total contract time is for five (5) years for a total estimated amount of \$2,983,043.50.

BACKGROUND / DISCUSSION:

The contract will provide daily janitorial services to Department of Public Health clinics and locations.

COMMUNITY AND STAKEHOLDER OUTREACH:

A pre-bid meeting was held on February 5, 2025. Five (5) suppliers were in attendance.

SELECTION SUMMARY:

Solicitation was advertised on January 28, 2025 and February 4, 2025. The solicitation was posted on City website on January 28, 2025. There were a total twenty-five (25) viewers online; eleven (11) bids were received; five (5) from local suppliers.

CONTRACT VARIANCE:

The difference based in comparison to the previous contract is as follows: An increase of \$532,868.10 for the initial contract term, which represents a 42.39% increase due to new locations and services added to the scope of work in addition to price increases for services.

PROTEST

No protest received for this requirement.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Amount: \$2,983,043.50

Funding Source: General Fund

Medicaid Waiver Program Fund

Account: 341-1000-41160-522060

341-2141-41160-522060-P19-PCP14HLTH3YR

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

Report any contributions or donations to City Council of an accumulated total of \$500 or more. Report the name of the elected official and the amount.


NAME	AMOUNT (\$)
Form was provided to the applicant	

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

 for Veerinder Taneja

Dr. Veerinder Taneja, Director of Public Health


for Claudia A. Garcia – Director of Purchasing & Strategic Sourcing

Project Form
Best Value Bid

*****Posting Language Below*****

Please place the following item on the Regular Agenda for the City Council Meeting of June 10, 2025.

Award Summary:

Discussion and action on the award of solicitation 2025-0221 Janitorial Services - Health Locations to Ace Government Services, LLC for an initial term of three (3) years for an estimated amount of \$1,789,826.10. The award also includes a two (2) year option for an estimated amount of \$1,193,217.40. The total contract time is for five (5) years for a total estimated amount of \$2,983,043.50. This contract will provide daily janitorial services to the Health clinics & locations.

Contract Variance:

The difference based in comparison to the previous contract is as follows: An increase of \$532,868.10 for the initial contract term, which represents a 42.39% increase due to new locations and services added to the scope of work in addition to price increases for services.

Department:	Department of Public Health
Award to:	Ace Government Services, LLC.
City & State:	El Paso, TX
Item(s):	ALL
Initial Term:	3 Years
Option Term:	2 Years
Total Contract Time:	5 Years
Annual Estimated Award:	\$596,608.70
Initial Term Estimated Award:	\$1,789,826.10
Option Term Estimated Award:	\$1,193,217.40
Total Estimated Award	\$2,983,043.50
Account(s)	341-1000-41160-522060 341-2141-41160-522060-P19-PCP14HLTH3YR
Funding Source(s):	General Fund Medicaid Waiver Program Fund
District(s):	All

This was a Best Value Bid Procurement - unit price contract

The Purchasing & Strategic Sourcing and Public Health Departments recommend award as indicated to Ace Government Services, LLC the highest ranked bidder based on the evaluation factors established in the evaluation criteria for this procurement.

It is requested that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for execution of this award.

In accordance with this award, the City Manager or designee is authorized to exercise future options if needed.

CITY OF EL PASO BEST VALUE SCORESHEET												Committee Scoresheet		
PROJECT: 2025-0221 Janitorial Services - Health Locations														
Evaluation of Submittal														
	Ace Government Services, LLC El Paso, TX	Imelda Sanchez dba Mely's Janitorial Services LLC El Paso, TX	West Force Division, LLC Denver, CO	ChemGiant, LLC Anthony, TX	AREDI Enterprises, LLC El Paso, TX	Bella Luna Engineering & Building Maintenance El Paso, TX	Treco Services Inc. San Antonio, TX	La Med Facility Maintenance Inc. San Antonio, TX	Facility Services Janitorial dba Facilitie360 Ann Ararbor, MI	American Facility Services, Inc. (Bid Form - Amendment A003 was not used) Alpharetta, GA	Francisco Corral dba The Eagle Janitorial Services (Bid Form - Amendment A003 was not used) El Paso, TX			
MAX POINTS														
Factor A - Price														
	35	\$1,789,826.10	\$1,694,556.89	\$1,253,817.12	\$1,435,505.31	\$1,628,060.40	\$1,993,857.30	\$1,425,412.05	\$1,694,556.89	\$1,808,014.84	Bid deemed non-responsive	Bid deemed non-responsive		
		24.52	25.90	35.00	22.01	27.56	26.95	30.79	23.00	30.57				
Factor B - Experience – Comparable Contracts														
	30	26.00	23.33	28.33	18.33	22.33	9.33	6.00	9.33	0.00				
Factor C - References														
	25	25.00	25.00	8.33	24.00	13.33	16.33	8.00	6.67	8.33				
Factor D - Employee Medical Benefits and Incentives														
	10	8.00	0.00	2.00	2.00	0.00	2.00	8.00	6.00	2.00				
TOTAL SCORE	100	83.52	74.23	73.66	66.34	63.22	54.61	52.79	45.00	40.90				
Rank		1	2	3	4	5	6	7	8	9				



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Ace Government Services LLC El Paso, TX Bidder 1 of 11	American Facility Services, Inc. (Bid Form - Amendment A003 was not used) Alpharetta, GA Bidder 2 of 11	AREDI Enterprises, LLC El Paso, TX Bidder 3 of 11
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Group 1												
Item No.	Description	Unit Of Measure	Approximate/ Estimate Monthly Hours (A)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)
1	EP Community Clinic-Henderson	Hourly	87.00	\$ 22.00	\$ 22,968.00	\$ 68,904.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 24,012.00	\$ 72,036.00
2	EP Community Clinic-Lower Valley	Hourly	108.75	\$ 22.00	\$ 28,710.00	\$ 86,130.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 30,015.00	\$ 90,045.00
3	EP Community Clinic-Northeast/Laboratory	Hourly	217.50	\$ 22.00	\$ 57,420.00	\$ 172,260.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 60,030.00	\$ 180,090.00
4	EP Community Clinic-Westside	Hourly	87.00	\$ 25.00	\$ 26,100.00	\$ 78,300.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 24,012.00	\$ 72,036.00
5	Food Inspections	Hourly	43.50	\$ 22.00	\$ 11,484.00	\$ 34,452.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 12,006.00	\$ 36,018.00
6	Health Administration	Hourly	315.38	\$ 27.00	\$ 102,181.50	\$ 306,544.50	\$ -	\$ -	\$ -	\$ 23.00	\$ 87,043.50	\$ 261,130.50
7	Pat O'Rourke Clinic	Hourly	87.00	\$ 25.00	\$ 26,100.00	\$ 78,300.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 24,012.00	\$ 72,036.00
8	Rawlings Dental Clinic	Hourly	113.10	\$ 22.00	\$ 29,858.40	\$ 89,575.20	\$ -	\$ -	\$ -	\$ 23.00	\$ 31,215.60	\$ 93,646.80
9	TB/STD Clinic/Food Inspection	Hourly	174.00	\$ 22.00	\$ 45,936.00	\$ 137,808.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 48,024.00	\$ 144,072.00
Total - Group 1 (items 1-9)					\$ 350,757.90	\$ 1,052,273.70		\$ -	\$ -		\$ 340,370.10	\$ 1,021,110.30



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Ace Government Services LLC El Paso, TX	American Facility Services, Inc. (Bid Form - Amendment A003 was not used) Alpharetta, GA	AREDI Enterprises, LLC El Paso, TX
	Bidder 1 of 11	Bidder 2 of 11	Bidder 3 of 11

Group 2												
Item No.	Description	Unit Of Measure	Approximate/ Estimate Monthly Hours (A)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)
1	Americas WIC Center	Hourly	52.20	\$ 25.00	\$ 15,660.00	\$ 46,980.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 14,407.20	\$ 43,221.60
2	Canutillo WIC Center	Hourly	8.70	\$ 50.00	\$ 5,220.00	\$ 15,660.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 2,401.20	\$ 7,203.60
3	Gateway West WIC Center	Hourly	52.20	\$ 26.00	\$ 16,286.40	\$ 48,859.20	\$ -	\$ -	\$ -	\$ 23.00	\$ 14,407.20	\$ 43,221.60
4	George Dieter WIC Center	Hourly	78.30	\$ 25.00	\$ 23,490.00	\$ 70,470.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 21,610.80	\$ 64,832.40
5	Henderson WIC Center	Hourly	17.40	\$ 50.00	\$ 10,440.00	\$ 31,320.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 4,802.40	\$ 14,407.20
6	Lee Trevino WIC Center	Hourly	78.30	\$ 25.00	\$ 23,490.00	\$ 70,470.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 21,610.80	\$ 64,832.40
7	Montana Vista WIC Center	Hourly	17.40	\$ 28.00	\$ 5,846.40	\$ 17,539.20	\$ -	\$ -	\$ -	\$ 23.00	\$ 4,802.40	\$ 14,407.20
8	Pershing WIC Center	Hourly	78.30	\$ 25.00	\$ 23,490.00	\$ 70,470.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 21,610.80	\$ 64,832.40
9	San Elizario WIC Center	Hourly	26.10	\$ 25.00	\$ 7,830.00	\$ 23,490.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 7,203.60	\$ 21,610.80
10	Sunrise WIC Center	Hourly	78.30	\$ 25.00	\$ 23,490.00	\$ 70,470.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 21,610.80	\$ 64,832.40
11	Westside WIC Center	Hourly	34.80	\$ 30.00	\$ 12,528.00	\$ 37,584.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 9,604.80	\$ 28,814.40
12	Ysleta WIC Center/ Mobile Unit	Hourly	60.90	\$ 30.00	\$ 21,924.00	\$ 65,772.00	\$ -	\$ -	\$ -	\$ 23.00	\$ 16,808.40	\$ 50,425.20
Total - Group 2 (items 1-12)					\$ 189,694.80	\$ 569,084.40		\$ -	\$ -		\$ 160,880.40	\$ 482,641.20



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations BID NO: 2025-0221

BID DATE: March 19, 2025 DEPARTMENT: Public Health

	Ace Government Services LLC El Paso, TX Bidder 1 of 11	American Facility Services, Inc. (Bid Form - Amendment A003 was not used) Alpharetta, GA Bidder 2 of 11	AREDI Enterprises, LLC El Paso, TX Bidder 3 of 11
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Group 3												
Item No.	Description	Unit Of Measure	Stripping and Waxing Schedule per Year (A)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)
1	Health Administration	ea	2	\$ 2,000.00	\$ 4,000.00	\$ 12,000.00	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
2	EP Community Clinic-Northeast/Laboratory	ea	2	\$ 5,087.20	\$ 10,174.40	\$ 30,523.20	\$ -	\$ -	\$ -	\$ 1,840.00	\$ 3,680.00	\$ 11,040.00
3	EP Community Clinic-Henderson	ea	2	\$ 1,872.00	\$ 3,744.00	\$ 11,232.00	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
4	Food Inspections	ea	2	\$ 1,872.00	\$ 3,744.00	\$ 11,232.00	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
5	Pat O'Rourke Clinic	ea	2	\$ 2,180.00	\$ 4,360.00	\$ 13,080.00	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
6	Rawlings Dental Clinic	ea	2	\$ 1,400.00	\$ 2,800.00	\$ 8,400.00	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
7	Henderson WIC Center	ea	2	\$ 2,114.40	\$ 4,228.80	\$ 12,686.40	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
8	Montana Vista WIC Center	ea	2	\$ 847.20	\$ 1,694.40	\$ 5,083.20	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
9	San Elizario WIC Center	ea	2	\$ 1,088.00	\$ 2,176.00	\$ 6,528.00	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
10	George Dieter WIC Center	ea	2	\$ 1,440.00	\$ 2,880.00	\$ 8,640.00	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
11	Ysleta WIC Center/ Mobile Unit	ea	2	\$ 1,231.60	\$ 2,463.20	\$ 7,389.60	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
12	Westside WIC Center	ea	2	\$ 1,524.80	\$ 3,049.60	\$ 9,148.80	\$ -	\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
13	Lee Trevino WIC Center	ea	2	\$ 1,616.80	\$ 3,233.60	\$ 9,700.80		\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
14	Pershing WIC Center	ea	2	\$ 2,204.00	\$ 4,408.00	\$ 13,224.00		\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
15	Sunrise WIC Center	ea	2	\$ 1,600.00	\$ 3,200.00	\$ 9,600.00		\$ -	\$ -	\$ 920.00	\$ 1,840.00	\$ 5,520.00
Total - Group 3 (items 1-15)					\$ 56,156.00	\$ 168,468.00		\$ -	\$ -		\$ 29,440.00	\$ 88,320.00
Grand Total Groups 1 - 3												
					\$ 596,608.70	\$ 1,789,826.10		\$ -	\$ -		\$ 530,690.50	\$ 1,592,071.50



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations		BID NO: 2025-0221	
BID DATE: March 19, 2025		DEPARTMENT: Public Health	
	Ace Government Services LLC El Paso, TX Bidder 1 of 11	American Facility Services, Inc. (Bid Form - Amendment A003 was not used) Alpharetta, GA 30004 Bidder 2 of 11	AREDI Enterprises, LLC El Paso, TX Bidder 3 of 11
OPTION TO EXTEND THE TERM OF THE			
AGREEMENT			
THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.			
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:			
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)	<div>X</div>	<div></div>	<div>X</div>
NO OPTION OFFERED	<div></div>	<div></div>	<div></div>
AMENDMENTS ACKNOWLEDGED:	YES		YES



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Bella Luna Engineering & Building Maintenance El Paso, TX	ChemGiant, LLC Anthony, TX	Francisco Corral dba The Eagle Janitorial Services (Bid Form - Amendment A003 was not used) El Paso, TX
	Bidder 4 of 11	Bidder 5 of 11	Bidder 6 of 11

Group 1												
Item No.	Description	Unit Of Measure	Approximate/ Estimate Monthly Hours (A)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)
1	EP Community Clinic-Henderson	Hourly	87.00	\$ 23.00	\$ 24,012.00	\$ 72,036.00	\$ 26.60	\$ 27,770.40	\$ 83,311.20	\$ -	\$ -	\$ -
2	EP Community Clinic-Lower Valley	Hourly	108.75	\$ 23.00	\$ 30,015.00	\$ 90,045.00	\$ 26.60	\$ 34,713.00	\$ 104,139.00	\$ -	\$ -	\$ -
3	EP Community Clinic-Northeast/Laboratory	Hourly	217.50	\$ 23.00	\$ 60,030.00	\$ 180,090.00	\$ 26.60	\$ 69,426.00	\$ 208,278.00	\$ -	\$ -	\$ -
4	EP Community Clinic-Westside	Hourly	87.00	\$ 23.00	\$ 24,012.00	\$ 72,036.00	\$ 26.60	\$ 27,770.40	\$ 83,311.20	\$ -	\$ -	\$ -
5	Food Inspections	Hourly	43.50	\$ 23.00	\$ 12,006.00	\$ 36,018.00	\$ 26.60	\$ 13,885.20	\$ 41,655.60	\$ -	\$ -	\$ -
6	Health Administration	Hourly	315.38	\$ 22.00	\$ 83,259.00	\$ 249,777.00	\$ 26.60	\$ 100,667.70	\$ 302,003.10	\$ -	\$ -	\$ -
7	Pat O'Rourke Clinic	Hourly	87.00	\$ 22.00	\$ 22,968.00	\$ 68,904.00	\$ 26.60	\$ 27,770.40	\$ 83,311.20	\$ -	\$ -	\$ -
8	Rawlings Dental Clinic	Hourly	113.10	\$ 22.00	\$ 29,858.40	\$ 89,575.20	\$ 26.60	\$ 36,101.52	\$ 108,304.56	\$ -	\$ -	\$ -
9	TB/STD Clinic/Food Inspection	Hourly	174.00	\$ 23.00	\$ 48,024.00	\$ 144,072.00	\$ 26.60	\$ 55,540.80	\$ 166,622.40	\$ -	\$ -	\$ -
Total - Group 1 (items 1-9)					\$ 334,184.40	\$ 1,002,553.20		\$ 393,645.42	\$ 1,180,936.26		\$ -	\$ -



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Bella Luna Engineering & Building Maintenance El Paso, TX	ChemGiant, LLC Anthony, TX	Francisco Corral dba The Eagle Janitorial Services (Bid Form - Amendment A003 was not used) El Paso, TX
	Bidder 4 of 11	Bidder 5 of 11	Bidder 6 of 11

Group 2												
Item No.	Description	Unit Of Measure	Approximate/ Estimate Monthly Hours (A)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)
1	Americas WIC Center	Hourly	52.20	\$ 18.00	\$ 11,275.20	\$ 33,825.60	\$ 26.60	\$ 16,662.24	\$ 49,986.72	\$ -	\$ -	\$ -
2	Canutillo WIC Center	Hourly	8.70	\$ 22.00	\$ 2,296.80	\$ 6,890.40	\$ 26.60	\$ 2,777.04	\$ 8,331.12	\$ -	\$ -	\$ -
3	Gateway West WIC Center	Hourly	52.20	\$ 19.00	\$ 11,901.60	\$ 35,704.80	\$ 26.60	\$ 16,662.24	\$ 49,986.72	\$ -	\$ -	\$ -
4	George Dieter WIC Center	Hourly	78.30	\$ 18.00	\$ 16,912.80	\$ 50,738.40	\$ 26.60	\$ 24,993.36	\$ 74,980.08	\$ -	\$ -	\$ -
5	Henderson WIC Center	Hourly	17.40	\$ 19.00	\$ 3,967.20	\$ 11,901.60	\$ 26.60	\$ 5,554.08	\$ 16,662.24	\$ -	\$ -	\$ -
6	Lee Trevino WIC Center	Hourly	78.30	\$ 18.00	\$ 16,912.80	\$ 50,738.40	\$ 26.60	\$ 24,993.36	\$ 74,980.08	\$ -	\$ -	\$ -
7	Montana Vista WIC Center	Hourly	17.40	\$ 20.00	\$ 4,176.00	\$ 12,528.00	\$ 26.60	\$ 5,554.08	\$ 16,662.24	\$ -	\$ -	\$ -
8	Pershing WIC Center	Hourly	78.30	\$ 18.00	\$ 16,912.80	\$ 50,738.40	\$ 26.60	\$ 24,993.36	\$ 74,980.08	\$ -	\$ -	\$ -
9	San Elizario WIC Center	Hourly	26.10	\$ 22.00	\$ 6,890.40	\$ 20,671.20	\$ 26.60	\$ 8,331.12	\$ 24,993.36	\$ -	\$ -	\$ -
10	Sunrise WIC Center	Hourly	78.30	\$ 20.00	\$ 18,792.00	\$ 56,376.00	\$ 26.60	\$ 24,993.36	\$ 74,980.08	\$ -	\$ -	\$ -
11	Westside WIC Center	Hourly	34.80	\$ 22.00	\$ 9,187.20	\$ 27,561.60	\$ 26.60	\$ 11,108.16	\$ 33,324.48	\$ -	\$ -	\$ -
12	Ysleta WIC Center/ Mobile Unit	Hourly	60.90	\$ 22.00	\$ 16,077.60	\$ 48,232.80	\$ 26.60	\$ 19,439.28	\$ 58,317.84	\$ -	\$ -	\$ -
Total - Group 2 (items 1-12)					\$ 135,302.40	\$ 405,907.20		\$ 186,061.68	\$ 558,185.04		\$ -	\$ -



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

Bella Luna Engineering & Building Maintenance
El Paso, TXChemGiant, LLC
Anthony, TXFrancisco Corral
dba The Eagle Janitorial Services
(Bid Form - Amendment A003 was not used)
El Paso, TX

Bidder 4 of 11

Bidder 5 of 11

Bidder 6 of 11

Group 3

Item No.	Description	Unit Of Measure	Stripping and Waxing Schedule per Year (A)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)
1	Health Administration	ea	2	\$ 2,200.00	\$ 4,400.00	\$ 13,200.00	\$ 3,400.00	\$ 6,800.00	\$ 20,400.00	\$ -	\$ -	\$ -
2	EP Community Clinic-Northeast/Laboratory	ea	2	\$ 3,500.00	\$ 7,000.00	\$ 21,000.00	\$ 8,400.00	\$ 16,800.00	\$ 50,400.00	\$ -	\$ -	\$ -
3	EP Community Clinic-Henderson	ea	2	\$ 3,000.00	\$ 6,000.00	\$ 18,000.00	\$ 3,090.00	\$ 6,180.00	\$ 18,540.00	\$ -	\$ -	\$ -
4	Food Inspections	ea	2	\$ 2,000.00	\$ 4,000.00	\$ 12,000.00	\$ 3,090.00	\$ 6,180.00	\$ 18,540.00	\$ -	\$ -	\$ -
5	Pat O'Rourke Clinic	ea	2	\$ 2,000.00	\$ 4,000.00	\$ 12,000.00	\$ 2,490.00	\$ 4,980.00	\$ 14,940.00	\$ -	\$ -	\$ -
6	Rawlings Dental Clinic	ea	2	\$ 1,500.00	\$ 3,000.00	\$ 9,000.00	\$ 1,911.00	\$ 3,822.00	\$ 11,466.00	\$ -	\$ -	\$ -
7	Henderson WIC Center	ea	2	\$ 3,500.00	\$ 7,000.00	\$ 21,000.00	\$ 3,092.00	\$ 6,184.00	\$ 18,552.00	\$ -	\$ -	\$ -
8	Montana Vista WIC Center	ea	2	\$ 3,500.00	\$ 7,000.00	\$ 21,000.00	\$ 1,258.00	\$ 2,516.00	\$ 7,548.00	\$ -	\$ -	\$ -
9	San Elizario WIC Center	ea	2	\$ 2,500.00	\$ 5,000.00	\$ 15,000.00	\$ 1,595.00	\$ 3,190.00	\$ 9,570.00	\$ -	\$ -	\$ -
10	George Dieter WIC Center	ea	2	\$ 2,500.00	\$ 5,000.00	\$ 15,000.00	\$ 2,110.00	\$ 4,220.00	\$ 12,660.00	\$ -	\$ -	\$ -
11	Ysleta WIC Center/ Mobile Unit	ea	2	\$ 2,200.00	\$ 4,400.00	\$ 13,200.00	\$ 1,800.00	\$ 3,600.00	\$ 10,800.00	\$ -	\$ -	\$ -
12	Westside WIC Center	ea	2	\$ 2,200.00	\$ 4,400.00	\$ 13,200.00	\$ 2,235.00	\$ 4,470.00	\$ 13,410.00	\$ -	\$ -	\$ -
13	Lee Trevino WIC Center	ea	2	\$ 2,000.00	\$ 4,000.00	\$ 12,000.00	\$ 2,405.00	\$ 4,810.00	\$ 14,430.00	\$ -	\$ -	\$ -
14	Pershing WIC Center	ea	2	\$ 2,000.00	\$ 4,000.00	\$ 12,000.00	\$ 3,230.00	\$ 6,460.00	\$ 19,380.00	\$ -	\$ -	\$ -
15	Sunrise WIC Center	ea	2	\$ 2,000.00	\$ 4,000.00	\$ 12,000.00	\$ 2,350.00	\$ 4,700.00	\$ 14,100.00	\$ -	\$ -	\$ -
Total - Group 3 (items 1-15)					\$ 73,200.00	\$ 219,600.00		\$ 84,912.00	\$ 254,736.00		\$ -	\$ -
Grand Total Groups 1 - 3					\$ 542,686.80	\$ 1,628,060.40		\$ 664,619.10	\$ 1,993,857.30		\$ -	\$ -



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations		BID NO: 2025-0221	
BID DATE: March 19, 2025		DEPARTMENT: Public Health	
	Bella Luna Engineering & Building Maintenance El Paso, TX Bidder 4 of 11	ChemGiant, LLC Anthony, TX Bidder 5 of 11	Francisco Corral dba The Eagle Janitorial Services (Bid Form - Amendment A003 was not used) El Paso, TX Bidder 6 of 11
<u>OPTION TO EXTEND THE TERM OF THE</u>			
<u>AGREEMENT</u>			
THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.			
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:			
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NO OPTION OFFERED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AMENDMENTS ACKNOWLEDGED:	YES	YES	



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Facility Services Janitorial dba Facilitle360 Ann Ararbor, MI Bidder 7 of 11	La Med Facility Maintenance Inc. San Antonio, TX Bidder 8 of 11	Imelda Sanchez dba Mely's Janitorial Services LLC El Paso, TX Bidder 9 of 11
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Group 1												
Item No.	Description	Unit Of Measure	Approximate/ Estimate Monthly Hours (A)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)
1	EP Community Clinic-Henderson	Hourly	87.00	\$ 19.90	\$ 20,775.60	\$ 62,326.80	\$ 28.47	\$ 29,722.68	\$ 89,168.04	\$ 19.75	\$ 20,619.00	\$ 61,857.00
2	EP Community Clinic-Lower Valley	Hourly	108.75	\$ 19.90	\$ 25,969.50	\$ 77,908.50	\$ 28.47	\$ 37,153.35	\$ 111,460.05	\$ 19.75	\$ 25,773.75	\$ 77,321.25
3	EP Community Clinic-Northeast/Laboratory	Hourly	217.50	\$ 19.90	\$ 51,939.00	\$ 155,817.00	\$ 28.47	\$ 74,306.70	\$ 222,920.10	\$ 19.75	\$ 51,547.50	\$ 154,642.50
4	EP Community Clinic-Westside	Hourly	87.00	\$ 19.90	\$ 20,775.60	\$ 62,326.80	\$ 28.47	\$ 29,722.68	\$ 89,168.04	\$ 22.16	\$ 23,139.00	\$ 69,417.00
5	Food Inspections	Hourly	43.50	\$ 19.90	\$ 10,387.80	\$ 31,163.40	\$ 28.47	\$ 14,861.34	\$ 44,584.02	\$ 19.75	\$ 10,309.50	\$ 30,928.50
6	Health Administration	Hourly	315.38	\$ 19.90	\$ 75,311.55	\$ 225,934.65	\$ 28.47	\$ 107,744.72	\$ 323,234.15	\$ 19.75	\$ 74,743.88	\$ 224,231.63
7	Pat O'Rourke Clinic	Hourly	87.00	\$ 19.90	\$ 20,775.60	\$ 62,326.80	\$ 28.47	\$ 29,722.68	\$ 89,168.04	\$ 29.78	\$ 31,090.32	\$ 93,270.96
8	Rawlings Dental Clinic	Hourly	113.10	\$ 19.90	\$ 27,008.28	\$ 81,024.84	\$ 28.47	\$ 38,639.48	\$ 115,918.45	\$ 21.08	\$ 28,609.78	\$ 85,829.33
9	TB/STD Clinic/Food Inspection	Hourly	174.00	\$ 19.80	\$ 41,342.40	\$ 124,027.20	\$ 28.47	\$ 59,445.36	\$ 178,336.08	\$ 19.75	\$ 41,238.00	\$ 123,714.00
Total - Group 1 (items 1-9)					\$ 294,285.33	\$ 882,855.99		\$ 421,318.99	\$ 1,263,956.97		\$ 307,066.76	\$ 921,200.28
											Bidder Price \$307,063.13	Bidder Price \$921,189.38



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Facility Services Janitorial dba Facilitie360 Ann Arbor, MI Bidder 7 of 11	La Med Facility Maintenance Inc. San Antonio, TX Bidder 8 of 11	Imelda Sanchez dba Mely's Janitorial Services LLC El Paso, TX Bidder 9 of 11
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Group 2												
Item No.	Description	Unit Of Measure	Approximate/ Estimate Monthly Hours (A)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)
1	Americas WIC Center	Hourly	52.20	\$ 19.90	\$ 12,465.36	\$ 37,396.08	\$ 28.47	\$ 17,833.61	\$ 53,500.82	\$ 26.07	\$ 16,330.25 Bidder Price \$16,331.40	\$ 48,990.74 Bidder Price \$48,994.20
2	Canutillo WIC Center	Hourly	8.70	\$ 19.90	\$ 2,077.56	\$ 6,232.68	\$ 28.47	\$ 2,972.27	\$ 8,916.80	\$ 54.23	\$ 5,661.61 Bidder Price \$5,661.90	\$ 16,984.84 Bidder Price \$16,985.70
3	Gateway West WIC Center	Hourly	52.20	\$ 19.90	\$ 12,465.36	\$ 37,396.08	\$ 28.47	\$ 17,833.61	\$ 53,500.82	\$ 27.19	\$ 17,031.82 Bidder Price \$17,033.40	\$ 51,095.45 Bidder Price \$51,100.20
4	George Dieter WIC Center	Hourly	78.30	\$ 19.90	\$ 18,698.04	\$ 56,094.12	\$ 28.47	\$ 26,750.41	\$ 80,251.24	\$ 19.75	\$ 18,557.10 Bidder Price \$18,557.10	\$ 55,671.30 Bidder Price \$55,671.30
5	Henderson WIC Center	Hourly	17.40	\$ 19.90	\$ 4,155.12	\$ 12,465.36	\$ 28.47	\$ 5,944.54	\$ 17,833.61	\$ 57.68	\$ 12,043.58 Bidder Price \$12,043.80	\$ 36,130.75 Bidder Price \$36,131.40
6	Lee Trevino WIC Center	Hourly	78.30	\$ 19.90	\$ 18,698.04	\$ 56,094.12	\$ 28.47	\$ 26,750.41	\$ 80,251.24	\$ 19.75	\$ 18,557.10 Bidder Price \$18,557.10	\$ 55,671.30 Bidder Price \$55,671.30
7	Montana Vista WIC Center	Hourly	17.40	\$ 19.90	\$ 4,155.12	\$ 12,465.36	\$ 28.47	\$ 5,944.54	\$ 17,833.61	\$ 29.23	\$ 6,103.22 Bidder Price \$6,103.80	\$ 18,309.67 Bidder Price \$18,311.40
8	Pershing WIC Center	Hourly	78.30	\$ 19.90	\$ 18,698.04	\$ 56,094.12	\$ 28.47	\$ 26,750.41	\$ 80,251.24	\$ 19.75	\$ 18,557.10 Bidder Price \$18,557.10	\$ 55,671.30 Bidder Price \$55,671.30
9	San Elizario WIC Center	Hourly	26.10	\$ 19.90	\$ 6,232.68	\$ 18,698.04	\$ 28.47	\$ 8,916.80	\$ 26,750.41	\$ 19.75	\$ 6,185.70 Bidder Price \$6,185.70	\$ 18,557.10 Bidder Price \$18,557.10
10	Sunrise WIC Center	Hourly	78.30	\$ 19.90	\$ 18,698.04	\$ 56,094.12	\$ 28.47	\$ 26,750.41	\$ 80,251.24	\$ 19.75	\$ 18,557.10 Bidder Price \$18,557.10	\$ 55,671.30 Bidder Price \$55,671.30
11	Westside WIC Center	Hourly	34.80	\$ 19.90	\$ 8,310.24	\$ 24,930.72	\$ 28.47	\$ 11,889.07	\$ 35,667.22	\$ 33.54	\$ 14,006.30 Bidder Price \$14,007.60	\$ 42,018.91 Bidder Price \$42,022.80
12	Ysleta WIC Center/ Mobile Unit	Hourly	60.90	\$ 19.90	\$ 14,542.92	\$ 43,628.76	\$ 28.47	\$ 20,805.88	\$ 62,417.63	\$ 30.06	\$ 21,967.85 Bidder Price \$21,964.50	\$ 65,903.54 Bidder Price \$65,893.50
Total - Group 2 (items 1-12)					\$ 139,196.52	\$ 417,589.56		\$ 199,141.96	\$ 597,425.87		\$ 173,558.74 Bidder Price \$173,560.50	\$ 520,676.21 Bidder Price \$520,681.50



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Facility Services Janitorial dba Facility360 Ann Arbor, MI Bidder 7 of 11	La Med Facility Maintenance Inc. San Antonio, TX Bidder 8 of 11	Imelda Sanchez dba Mely's Janitorial Services LLC El Paso, TX Bidder 9 of 11
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Group 3

Item No.	Description	Unit Of Measure	Stripping and Waxing Schedule per Year (A)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)
1	Health Administration	ea	2	\$ 1,600.00	\$ 3,200.00	\$ 9,600.00	\$ 569.00	\$ 1,138.00	\$ 3,414.00	\$ 3,000.00	\$ 6,000.00	\$ 18,000.00
2	EP Community Clinic-Northeast/Laboratory	ea	2	\$ 4,069.00	\$ 8,138.00	\$ 24,414.00	\$ 1,424.00	\$ 2,848.00	\$ 8,544.00	\$ 7,630.80	\$ 15,261.60	\$ 45,784.80
3	EP Community Clinic-Henderson	ea	2	\$ 1,497.00	\$ 2,994.00	\$ 8,982.00	\$ 541.00	\$ 1,082.00	\$ 3,246.00	\$ 2,808.00	\$ 5,616.00	\$ 16,848.00
4	Food Inspections	ea	2	\$ 1,497.00	\$ 2,994.00	\$ 8,982.00	\$ 456.00	\$ 912.00	\$ 2,736.00	\$ 2,808.00	\$ 5,616.00	\$ 16,848.00
5	Pat O'Rourke Clinic	ea	2	\$ 1,744.00	\$ 3,488.00	\$ 10,464.00	\$ 627.00	\$ 1,254.00	\$ 3,762.00	\$ 3,270.00	\$ 6,540.00	\$ 19,620.00
6	Rawlings Dental Clinic	ea	2	\$ 1,120.00	\$ 2,240.00	\$ 6,720.00	\$ 399.00	\$ 798.00	\$ 2,394.00	\$ 2,100.00	\$ 4,200.00	\$ 12,600.00
7	Henderson WIC Center	ea	2	\$ 1,691.20	\$ 3,382.40	\$ 10,147.20	\$ 598.00	\$ 1,196.00	\$ 3,588.00	\$ 3,171.60	\$ 6,343.20	\$ 19,029.60
8	Montana Vista WIC Center	ea	2	\$ 875.84	\$ 1,751.68	\$ 5,255.04	\$ 228.00	\$ 456.00	\$ 1,368.00	\$ 1,267.20	\$ 2,534.40	\$ 7,603.20
9	San Elizario WIC Center	ea	2	\$ 870.40	\$ 1,740.80	\$ 5,222.40	\$ 313.00	\$ 626.00	\$ 1,878.00	\$ 1,632.00	\$ 3,264.00	\$ 9,792.00
10	George Dieter WIC Center	ea	2	\$ 1,152.00	\$ 2,304.00	\$ 6,912.00	\$ 427.00	\$ 854.00	\$ 2,562.00	\$ 2,160.00	\$ 4,320.00	\$ 12,960.00
11	Ysleta WIC Center/ Mobile Unit	ea	2	\$ 985.28	\$ 1,970.56	\$ 5,911.68	\$ 285.00	\$ 570.00	\$ 1,710.00	\$ 1,847.40	\$ 3,694.80	\$ 11,084.40
12	Westside WIC Center	ea	2	\$ 1,219.84	\$ 2,439.68	\$ 7,319.04	\$ 427.00	\$ 854.00	\$ 2,562.00	\$ 2,287.20	\$ 4,574.40	\$ 13,723.20
13	Lee Trevino WIC Center	ea	2	\$ 1,212.60	\$ 2,425.20	\$ 7,275.60	\$ 456.00	\$ 912.00	\$ 2,736.00	\$ 2,425.20	\$ 4,850.40	\$ 14,551.20
14	Pershing WIC Center	ea	2	\$ 1,763.20	\$ 3,526.40	\$ 10,579.20	\$ 626.00	\$ 1,252.00	\$ 3,756.00	\$ 3,306.00	\$ 6,612.00	\$ 19,836.00
15	Sunrise WIC Center	ea	2	\$ 1,212.60	\$ 2,425.20	\$ 7,275.60	\$ 396.00	\$ 792.00	\$ 2,376.00	\$ 2,400.00	\$ 4,800.00	\$ 14,400.00
Total - Group 3 (items 1-15)					\$ 45,019.92	\$ 135,059.76		\$ 15,544.00	\$ 46,632.00		\$ 84,226.80	\$ 252,680.40
Grand Total Groups 1 - 3					\$ 478,501.77	\$ 1,435,505.31		\$ 636,004.95	\$ 1,908,014.84		\$ 564,852.30 Bidder Price \$564,850.43	\$ 1,694,556.89 Bidder Price \$1,694,551.28



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations		BID NO: 2025-0221	
BID DATE: March 19, 2025		DEPARTMENT: Public Health	
	Facility Services Janitorial dba Facility360 Ann Arbor, MI Bidder 7 of 11	La Med Facility Maintenance Inc. San Antonio, TX Bidder 8 of 11	Imelda Sanchez dba Mely's Janitorial Services LLC El Paso, TX Bidder 9 of 11
OPTION TO EXTEND THE TERM OF THE			
AGREEMENT			
THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.			
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:			
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
NO OPTION OFFERED	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AMENDMENTS ACKNOWLEDGED:	YES	YES	YES



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Treco Services Inc. San Antonio, TX	West Force Division LLC Denver, CO	
	Bidder 10 of 11	Bidder 11 of 11	

Group 1										
Item No.	Description	Unit Of Measure	Approximate/ Estimate Monthly Hours (A)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	
1	EP Community Clinic-Henderson	Hourly	87.00	\$ 19.27	\$ 20,117.88	\$ 60,353.64	\$ 17.40	\$ 18,165.60	\$ 54,496.80	
2	EP Community Clinic-Lower Valley	Hourly	108.75	\$ 19.27	\$ 25,147.35	\$ 75,442.05	\$ 17.40	\$ 22,707.00	\$ 68,121.00	
3	EP Community Clinic-Northeast/Laboratory	Hourly	217.50	\$ 19.27	\$ 50,294.70	\$ 150,884.10	\$ 17.40	\$ 45,414.00	\$ 136,242.00	
4	EP Community Clinic-Westside	Hourly	87.00	\$ 19.27	\$ 20,117.88	\$ 60,353.64	\$ 17.35	\$ 18,113.40	\$ 54,340.20	
5	Food Inspections	Hourly	43.50	\$ 19.27	\$ 10,058.94	\$ 30,176.82	\$ 17.40	\$ 9,082.80	\$ 27,248.40	
6	Health Administration	Hourly	315.38	\$ 19.27	\$ 72,927.32	\$ 218,781.95	\$ 17.40	\$ 65,850.30	\$ 197,550.90	
7	Pat O'Rourke Clinic	Hourly	87.00	\$ 19.27	\$ 20,117.88	\$ 60,353.64	\$ 17.35	\$ 18,113.40	\$ 54,340.20	
8	Rawlings Dental Clinic	Hourly	113.10	\$ 19.27	\$ 26,153.24	\$ 78,459.73	\$ 17.40	\$ 23,615.28	\$ 70,845.84	
9	TB/STD Clinic/Food Inspection	Hourly	174.00	\$ 19.27	\$ 40,235.76	\$ 120,707.28	\$ 17.40	\$ 36,331.20	\$ 108,993.60	
Total - Group 1 (items 1-9)					\$ 285,170.95	\$ 855,512.85		\$ 257,392.98	\$ 772,178.94	



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

	Treco Services Inc. San Antonio, TX	West Force Division LLC Denver, CO	
	Bidder 10 of 11	Bidder 11 of 11	

Group 2										
Item No.	Description	Unit Of Measure	Approximate/ Estimate Monthly Hours (A)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	Price (B)	Yearly Total C=AXB (C)	3 Year Total (D = C X 3) (D)	
1	Americas WIC Center	Hourly	52.20	\$ 21.95	\$ 13,749.48	\$ 41,248.44	\$ 17.35	\$ 10,868.04	\$ 32,604.12	
2	Canutillo WIC Center	Hourly	8.70	\$ 21.95	\$ 2,291.58	\$ 6,874.74	\$ 17.35	\$ 1,811.34	\$ 5,434.02	
3	Gateway West WIC Center	Hourly	52.20	\$ 21.95	\$ 13,749.48	\$ 41,248.44	\$ 17.40	\$ 10,899.36	\$ 32,698.08	
4	George Dieter WIC Center	Hourly	78.30	\$ 21.95	\$ 20,624.22	\$ 61,872.66	\$ 17.40	\$ 16,349.04	\$ 49,047.12	
5	Henderson WIC Center	Hourly	17.40	\$ 21.95	\$ 4,583.16	\$ 13,749.48	\$ 17.35	\$ 3,622.68	\$ 10,868.04	
6	Lee Trevino WIC Center	Hourly	78.30	\$ 21.95	\$ 20,624.22	\$ 61,872.66	\$ 17.40	\$ 16,349.04	\$ 49,047.12	
7	Montana Vista WIC Center	Hourly	17.40	\$ 21.95	\$ 4,583.16	\$ 13,749.48	\$ 17.35	\$ 3,622.68	\$ 10,868.04	
8	Pershing WIC Center	Hourly	78.30	\$ 21.95	\$ 20,624.22	\$ 61,872.66	\$ 17.40	\$ 16,349.04	\$ 49,047.12	
9	San Elizario WIC Center	Hourly	26.10	\$ 21.95	\$ 6,874.74	\$ 20,624.22	\$ 17.35	\$ 5,434.02	\$ 16,302.06	
10	Sunrise WIC Center	Hourly	78.30	\$ 21.95	\$ 20,624.22	\$ 61,872.66	\$ 17.40	\$ 16,349.04	\$ 49,047.12	
11	Westside WIC Center	Hourly	34.80	\$ 21.95	\$ 9,166.32	\$ 27,498.96	\$ 17.35	\$ 7,245.36	\$ 21,736.08	
12	Ysleta WIC Center/ Mobile Unit	Hourly	60.90	\$ 21.95	\$ 16,041.06	\$ 48,123.18	\$ 17.40	\$ 12,715.92	\$ 38,147.76	
Total - Group 2 (items 1-12)					\$ 153,535.86	\$ 460,607.58		\$ 121,615.56	\$ 364,846.68	



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations

BID NO: 2025-0221

BID DATE: March 19, 2025

DEPARTMENT: Public Health

				Tresco Services Inc San Antonio, TX			West Force Division LLC Denver, CO			
				Bidder 10 of 11			Bidder 11 of 11			
Group 3										
Item No.	Description	Unit Of Measure	Stripping and Waxing Schedule per Year (A)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)	Price (B)	Yearly Total C=AXB (C)	3-Year Total D=CX3 (D)	
1	Health Administration	ea	2	\$ 1,426.83	\$ 2,853.66 Bidder Price \$2,853.67	\$ 8,560.98 Bidder Price \$8,561.01	\$ 1,250.00	\$ 2,500.00	\$ 7,500.00	
2	EP Community Clinic-Northeast/Laboratory	ea	2	\$ 3,629.30	\$ 7,258.60 Bidder Price \$7,258.59	\$ 21,775.80 Bidder Price \$21,775.78	\$ 3,815.00	\$ 7,630.00	\$ 22,890.00	
3	EP Community Clinic-Henderson	ea	2	\$ 1,335.52	\$ 2,671.04 Bidder Price \$2,671.03	\$ 8,013.12 Bidder Price \$8,013.10	\$ 1,350.00	\$ 2,700.00	\$ 8,100.00	
4	Food Inspections	ea	2	\$ 1,335.52	\$ 2,671.04 Bidder Price \$2,671.03	\$ 8,013.12 Bidder Price \$8,013.10	\$ 1,350.00	\$ 2,700.00	\$ 8,100.00	
5	Pat O'Rourke Clinic	ea	2	\$ 839.55	\$ 1,679.10	\$ 5,037.30	\$ 1,635.00	\$ 3,270.00	\$ 9,810.00	
6	Rawlings Dental Clinic	ea	2	\$ 856.10	\$ 1,712.20	\$ 5,136.60	\$ 875.00	\$ 1,750.00	\$ 5,250.00	
7	Henderson WIC Center	ea	2	\$ 1,508.45	\$ 3,016.90	\$ 9,050.70	\$ 1,585.80	\$ 3,171.60	\$ 9,514.80	
8	Montana Vista WIC Center	ea	2	\$ 602.70	\$ 1,205.40 Bidder Price \$1,205.39	\$ 3,616.20 Bidder Price \$3,616.17	\$ 528.00	\$ 1,056.00	\$ 3,168.00	
9	San Elizario WIC Center	ea	2	\$ 776.20	\$ 1,552.40	\$ 4,657.20	\$ 680.00	\$ 1,360.00	\$ 4,080.00	
10	George Dieter WIC Center	ea	2	\$ 841.83	\$ 1,683.66 Bidder Price \$1,683.67	\$ 5,050.98 Bidder Price \$5,051.00	\$ 900.00	\$ 1,800.00	\$ 5,400.00	
11	Ysleta WIC Center/ Mobile Unit	ea	2	\$ 693.16	\$ 1,386.32 Bidder Price \$1,386.31	\$ 4,158.96 Bidder Price \$4,158.94	\$ 769.75	\$ 1,539.50	\$ 4,618.50	
12	Westside WIC Center	ea	2	\$ 888.06	\$ 1,776.12	\$ 5,328.36	\$ 953.00	\$ 1,906.00	\$ 5,718.00	
13	Lee Trevino WIC Center	ea	2	\$ 939.43	\$ 1,878.86	\$ 5,636.58	\$ 1,010.50	\$ 2,021.00	\$ 6,063.00	
14	Pershing WIC Center	ea	2	\$ 1,572.37	\$ 3,144.74	\$ 9,434.22	\$ 1,763.20	\$ 3,526.40	\$ 10,579.20	
15	Sunrise WIC Center	ea	2	\$ 970.25	\$ 1,940.50	\$ 5,821.50	\$ 1,000.00	\$ 2,000.00	\$ 6,000.00	
Total - Group 3 (items 1-15)					\$ 36,430.54 Bidder Price \$36,430.52	\$ 109,291.62 Bidder Price \$109,291.56		\$ 38,930.50	\$ 116,791.50	



CITY OF EL PASO

BID TABULATION FORM



BID TITLE: Janitorial Services - Health Locations				BID NO: 2025-0221				
BID DATE: March 19, 2025				DEPARTMENT: Public Health				
		Tresco Services Inc. San Antonio, TX		West Force Division LLC Denver, CO				
		Bidder 10 of 11		Bidder 11 of 11				
Grand Total Groups 1 - 3		\$ 475,137.35	\$ 1,425,412.05		\$ 417,939.04			\$ 1,253,817.12
		Bidder Price	Bidder Price					
		\$475,137.33	\$1,425,411.99					
<u>OPTION TO EXTEND THE TERM OF THE</u>								
<u>AGREEMENT</u>								
THE CITY AT ITS SOLE DISCRETION, MAY EXERCISE ANY OPTION TO EXTEND THE TERM OF THE AGREEMENT, BY GIVING THE CONTRACTOR WRITTEN NOTICE WITHIN THE TIME PERIOD NOTED ON THE SELECTED OPTIONS. THE TERM OF THIS CONTRACT SHALL BE BASED ON ONE OF THE SELECTIONS BELOW AND UNDER THE SAME TERMS AND CONDITIONS. THE CITY MANAGER OR DESIGNEE MAY EXTEND THE OPTION TO EXTEND.								
BIDDER OFFERS THE CITY THE OPTION OF EXTENDING THE TERM OF THE CONTRACT FOR:								
TWO (2) ADDITIONAL YEARS AT THE SAME UNIT PRICE(S)		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
NO OPTION OFFERED		<input type="checkbox"/>		<input type="checkbox"/>				
AMENDMENTS ACKNOWLEDGED:		YES		YES				
BIDS SOLICITED: 353		LOCAL SOLICITED: 125		BIDS RECEIVED: 11		LOCAL RECEIVED: 5		
						NO BIDS: 5		

NOTE: The information contained in this bid tabulation is for information only and does not constitute actual award/execution of contract.

2025-0221 Janitorial Services - Health Locations Views List			
No.	Participant Name	City	State
1	915 Maintenance and Contracting (Bustillos & Rojero Enterprises LLC)	El Paso	TX
2	Chi-Ada Corporation	Tamarac	FL
3	Construction Reporter	Albuquerque	NM
4	International Eagle Enterprises	El Paso	TX
5	Madrigal Holdings LLC	El Paso	TX
6	North America Procurement Council Inc., PBC	Grand Junction	CO
7	Silver Shield Inc.	Frisco	TX
8	wesco distribution	el paso	TX
9	eagle janitorial services	El Paso	TX
10	Bella Luna Engineering and Building Maintenance	El Paso	TX
11	ChemGiant llc	Anthony, TX	TX
12	Treco Services, Inc.	San Antonio	TX
13	Ace Government Services LLC	El Paso	TX
14	Mely's Janitorial Services LLC	El Paso	TX
15	American Facility Services, Inc.	ALPHARETTA	GA
16	West Force Division	Denver	CO
17	La Med Facility Maintenance Inc	San Antonio	TX
18	Facilities 360	Ann arbor	MI
19	AREDi Enterprises, LLC	El Paso	TX
20	Strategos International LLC	Independence	MO
21	ConvergeOne, Inc.	Bloomington	MN
22	Border Force Security LLC	El Paso	TX
23	Ritz Safety LLC	Dayton	OH
24	Zeraus Iluminacion	El Paso	TX
25	Jonco Enterprises Inc	Dallas	TX



DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND DONATIONS FORM

In compliance with [Title 2, Chapter 2.92, Section 2.92.080](#)

Introduction:

Individuals or entities benefiting by a City Council Agenda item must disclose contributions or donations made to current members of Council under the City's Ethics Code. The information on this form is being captured for transparency purposes and will be noted on the relevant City Council Agenda. **Contributions and Donations do NOT disqualify an applicant from doing business with the City.**

Definitions:

- "Contribution" A direct or indirect transfer of money, goods, services, or any other thing of value and includes an agreement made or other obligation incurred, whether legally enforceable or not, to make a transfer. The term includes a loan or extension of credit, other than those expressly excluded by the Texas Election Code, and a guarantee of a loan or extension of credit.
- "Contributor" A person making a contribution, including the contributor's spouse.
- "Donation" Cash and the value of any in-kind contributions or gifts to the council member for use by their office or in their district.
- "Donor" An individual and spouse, a business entity, or an individual who owns a business entity in whole or in part, or is operated by the individual, that is the subject of a council agenda item.
- "Benefiting" Shall include but not be limited to any contract, bid award, franchise, permit, zoning or rezoning, and other award that council will vote on.

Instructions: Please read and complete this form carefully. If you have made campaign contributions or donations to any current City Council member(s) totaling an aggregate of \$500 or more during their campaign(s) or term(s) of City office, you are required to disclose the information as specified below. If you have not made such contributions or donations past the limit specified in the ordinance, you are required to affirm your compliance with the municipal code. Please submit this completed form along with your application or proposal to the relevant city department. Failure to disclose campaign contributions or donations as required by the ordinance may result in a violation of the City's Ethics Code requirements, and sanctions under the Ethics Code 2.92.

Contributor / Donor Information:

Full Name	Steven Chapel
Business Name	Ace Government Services, LLC
Agenda Item Type	2025-0221 Janitorial Services - Health Locations
Relevant Department	Public Health

Disclosure Affirmation: Please check the appropriate box below to indicate whether you have made campaign contributions or donations totaling an aggregate of \$500 or more to any City Council member(s) during their campaign(s) or term(s) of City office specified in Section 2.92.080 of the El Paso Municipal Code.



I have **NOT** made campaign contributions or donations totaling an aggregate of \$500 or more to any City Council member(s) during their campaign(s) or term(s) of City office, as specified in Section 2.92.080 of the El Paso Municipal Code.

OR



I have made campaign contributions or donations totaling an aggregate of \$500 or more to the following City Council member(s) during their campaign(s) or term(s) of City office:

OFFICE	CURRENT COUNCIL MEMBER NAME	AMOUNT (\$)
Mayor		
District 1		
District 2		
District 3		
District 4		
District 5		
District 6		
District 7		
District 8		

Declaration: I hereby affirm that the information provided in this disclosure form is true and accurate to the best of my knowledge. I understand that this disclosure is required by Title 2, Chapter 2.92 of the El Paso Municipal Code and is subject to verification by the city authorities. Further, **I understand that upon submission of this form, I must disclose any subsequent contributions or donations prior to the relevant council meeting date.**

Signature: _____

Date: _____

03/12/2025



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-700, Version: 1

CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

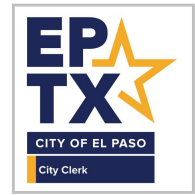
Office of Management and Budget, Robert Cortinas, (915) 212-1067

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action on a Resolution approving the adoption of the revised City of El Paso Budget Policy, which establishes appropriate fund balance guidelines for the General Fund.

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



DEPARTMENT: Office of Management and Budget

AGENDA DATE: June 10, 2025

PUBLIC HEARING DATE:

CONTACT PERSON NAME: Robert Cortinas

PHONE NUMBER: 915-212-1067

2nd CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED: All

STRATEGIC GOAL:

Goal 6: Set the Standard for Sound Governance and Fiscal Management

SUBGOAL:

6.6 Ensure continued financial stability and accountability through sound financial management, budgeting and reporting

SUBJECT:

Discussion and Action on the approval of the City of El Paso Budget Policies to include an amendment to Section 10 - Reserves, to establish fund balance guidelines for the General Fund. This item was presented to FOAC on May 8, 2025

BACKGROUND / DISCUSSION:

The amendment to the Budget Policies allow for the City to establish an appropriate fund balance policy for the general fund while defining the scope, purpose, appropriate level, use and replenishment of the funds. The City will benefit from formally establishing a best practice to ensure we continue to have an appropriate level of reserves.

COMMUNITY AND STAKEHOLDER OUTREACH:

N/A

PRIOR COUNCIL ACTION:

The prior amendment to the Budget Policies was approved by Council on May 9, 2023.

AMOUNT AND SOURCE OF FUNDING:

N/A

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

N/A

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, on May 9, 2023, the City Council approved the revised Budget Policy; and

WHEREAS, the City desires to amend the Budget Policy to allow the City to establish appropriate fund balance guidelines for the General Fund; defining the scope, purpose, appropriate level, and use and replenishment of the funds.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO THAT:

That the City hereby approves the adoption the revised City of El Paso Budget Policy, attached to this resolution as Exhibit A, which establishes appropriate fund balance guidelines for the General Fund.

APPROVED this _____ **day of** _____ **2025.**


CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Juan S. Gonzalez
Senior Assistant City Attorney

APPROVED AS TO CONTENT:

Bonnie Cordova

Bonnie Cordova, Interim Director
Office of Management and Budget

Exhibit A
City of El Paso
Budget Policy (2025)

City of El Paso



BUDGET POLICIES

Office of Management and Budget

Previous Revision May 2023

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- XII. PENSION STABILIZATION FUND
- XIII. PAY FOR FUTURES FUND
- XIV. BUDGET ADOPTION
- XV. BUDGET CONTROLS AND ACCOUNTABILITY
- XVI. AMENDMENTS TO THE BUDGET
- XVII. REPORTING

BUDGET POLICIES

I. PURPOSE

The following policies outline the City of El Paso's (the "City") guidelines for budgetary decision-making and set standards for sound budgetary practices and fiscal performance. Budget Policies that are consistently followed will assist the City in achieving its current and future goals in a fiscally responsible and sustainable manner.

II. SCOPE

The scope of this policy spans areas of both operating and capital projects budgeting, revenue management, forecasting, internal controls, and reporting.

III. OBJECTIVES

These policies serve to guide the development of the City's budget and outline standards for revenue generation and the execution of operating expenditures as recommended by the Government Finance Officers Association (GFOA). The budget policies will also help manage financial pressures to address growing demands upon City resources, while preserving long-term fiscal stability.

IV. BUDGET PROCESS

The purpose of the budget process is to help decision makers make prudent choices about the provision of services and capital assets and to promote stakeholder participation in the process. The following is a summary of policies that will guide the process.

1. The City Manager and City Council will set parameters/priorities at the beginning of each budget cycle.
2. The Office of Management and Budget will publish annually a Budget Preparation Manual guiding departments with the development of their budgets. The manual will include an operating budget preparation calendar.
3. The budget process should include a five-year financial forecast to assess long-term financial implications of current and proposed policies, programs, and assumptions that develop appropriate strategies to achieve City Council's goals.
4. Upon submission of the departmental requests, the City Manager reviews and evaluates all baseline budget requests to determine whether they fulfill City Council goals and objectives, improve management effectiveness, and service delivery.

5. The City Manager submits a Proposed Budget to City Council for approval which includes the City Manager's Budget Message, a concise summary of the budget, shall include:
 - a) Summary of the major changes in priorities or service levels from the current year and the factors leading to those changes.
 - b) The priorities and key issues for the new budget period.
 - c) Identify and summarize major financial factors and trends affecting the budget, such as economic factors; long-range outlook; significant changes in revenue collections, tax rates, or other changes; current and future debt obligations; and significant use of or increase in unreserved fund balance.
 - d) Provide financial summary data on revenues, other resources, and expenditures for at least a five-year period, including prior year actual, current year budget and/or estimated current year actual and the proposed budget.

V. BALANCED BUDGET

The general fund, which is the main operating fund of the City, is required to annually have a balanced budget. The City's goal is to balance the operating budget with current revenues, whereby, current revenues would match and fund on-going expenditures/expenses. The City considers the budget balanced when total expenditures/expenses are equal to total revenues.

However, the budget is also balanced in situations where total expenditures/expenses are less than total revenues, which is technically a surplus. There are also instances when the City might plan to spend excess fund balances accumulated from previous years (while maintaining established reserves) on one-time or non-routine expenditures. The City considers the budget to be balanced in this case also, provided the funding from previous years is available, and a plan is in place to not include ongoing expenditures/expenses into this type of funding. This type of balanced budget is especially prevalent when capital projects are budgeted using proceeds from the issuance of bonds.

VI. LONG-TERM PLANNING

It is the policy of the City to maintain a multi-year forecast of revenues, expenditures, and reserves to help guide the decisions of City officials where the decisions impact the long-term finances of the City. The multi-year revenue and expenditure forecast shall be

reviewed at least once prior to the budget process and after adoption of the budget. The multi-year forecast will also be updated upon the approval of any capital improvement plan

submitted to City Council and should be updated based on any dramatic changes in policy, legislation and the economy. The projection will cover a minimum of three years.

The Office of Management and Budget is responsible for presenting the multi- year forecast to the City Manager and City Council as part of the Proposed Operating Budget cycle. It will outline general approaches the City should follow over the long-term to maintain and increase the ability of the City to provide services through maintaining and increasing revenues, growing the City's economy for the purpose of revenue generation, and controlling and managing the cost of services and the method of delivery of services.

VII. REVENUE POLICIES

A. REVENUE DIVERSIFICATION

The City shall maintain a broad revenue base to distribute the revenue burden equitably to minimize the risk exposure of unforeseen down turns in any one-revenue stream supporting the City budget.

During each year of a budget process OMB will review current property tax exemptions approved by City Council and will submit recommendations to City Administration identifying possible increases or decreases in the approved exemptions or any new exemptions being proposed. OMB will also identify both the short and long-range effects on City resources available to fund existing and proposed programs. City Council will review tax exemptions only during the budget process.

Based on economic conditions, OMB will identify specific revenue sources that may be severely impacted. Revenue sources are reviewed on a monthly basis to report any significant changes that may impact the budget and identify corrective action if necessary to City administration. Potential new revenue sources, when identified and evaluated, are to be submitted during the budget process.

Revenue directly related to a restricted fund shall only be used for purposes legally permissible and in a fiscally responsible manner for that fund. Programs and services funded by restricted revenue will be clearly designated as such.

B. ONE-TIME REVENUES

The City shall limit the use of one-time revenues for purposes other than to maintain sustained operating expenses due to the disruptive effects on services due to the non-recurrence of these sources. Such one-time revenue sources shall be solely

utilized for the purchase of one-time expenditures, such as capital items or short-term contractual obligations of duration of less than twelve months.

C. UNPREDICTABLE REVENUE

The City shall identify major revenue sources it considers unpredictable. Unpredictable revenue sources are those revenues with a more than normal risk of varying from budget by more than \$50,000. The collection of revenue shall be considered when determining whether revenue is unpredictable.

It is important to consider how significant a variation in revenue receipts will affect the City's financial outlook and ability to operate programs in the current and future budget periods. The City should decide, in advance, on a set of tentative actions to be taken if one or more of these sources generate revenues substantially higher or lower than projected. The plans should be publicly discussed and used in budget decision-making.

D. REVENUE ESTIMATES

City departments that generate revenue are required to submit revenue estimates on a monthly basis in order to prepare for the preceding fiscal year's budget. OMB will review the estimates and any supporting documentation identifying the methodology utilized in preparing revenue estimates.

Revenues should be estimated using a conservative approach to avoid any budget shortfalls during the fiscal year. Departments should provide estimates annually during the budget process of the revenue generated by their department. There should be a consensus by the Department, the Office of Management and Budget, and the Chief Financial Officer on the estimate prior to inclusion in the proposed budget submitted to City Council for adoption.

E. SETTING CHARGES/FEES

Departments will review at least annually any fees associated with their department and make changes based on factors such as the impact of inflation, indirect cost adjustments, and any other related expenses that impact the cost of providing services to the public. Proposed changes must be submitted to City Attorney for review and OMB during the budget process with full disclosure on proposed changes.

New fees are to be included as part of the budget process and if approved by administration, included in the proposed budget submitted to City Council for adoption.

Fees will be set at a level to fully recover costs, except where there is a greater public benefit through use of a lower fee, such as where full recovery may adversely impact overall revenue or may discourage participation in programs where the participation benefits the overall community. In the event that a fee or license amount is limited by state statute, said fee or license will be established accordingly.

Enterprise Funds shall be self-supporting so that the relationship between costs and revenues is clearly identified.

F. COLLECTION

The City monitors recognized revenue throughout the fiscal year. When revenue is less than estimated, OMB notifies administration with expected impact on the current fiscal year budget and provides recommended corrective action. The City Manager initiates action consistent with prudent financial management and notifies City Council of such action.

G. INDIRECT COSTS

Indirect costs should be recovered from other funds. This is done in accordance with the A-87 Indirect Cost Recovery Plan developed each year by outside consultants.

VIII. EXPENDITURE POLICIES

A. EXPENDITURE ESTIMATES

Expenditures shall be sufficient to provide quality services at a reasonable cost and within available financial resources. All new requests for program funding should be accompanied with concise statements of program's mission, objectives, and intended measurable outcomes.

B. SALARIES & BENEFITS "PERSONAL SERVICES"

The budget resolution shall specify the authority Department Heads will have in respect to changing their personal services budgets.

Benefits such as health insurance, life insurance, worker's compensation, and pension will be budgeted in the department.

During budget process, all personnel requests must be fully justified to show that they will either meet new program purposes or maintain or enhance service delivery. The City Manager shall approve all position additions.

C. REPLACEMENT OF ROLLING STOCK

The City has a major investment in its fleet of cars, trucks, tractors, and other similar equipment. The City anticipates having to replace the existing equipment as necessary and budgets to that end each year. Vehicle and equipment maintenance is also funded in this manner. Vehicles and equipment will be replaced when it is cost effective to do so. Vehicles and equipment purchased will be suitable for their purpose but not exceed the necessary features and capabilities required to meet the day-to-day requirements of the vehicle/equipment. When an existing vehicle is replaced by a new vehicle, every effort is made to utilize the outgoing vehicle somewhere else in the City fleet as long as its condition is suitable for the new purpose.

IX. OPERATING CONTINGENCY

The City will establish as per budget resolution, an operating contingency account, to offset expenditures for unexpected maintenance or other unanticipated expenses that might occur throughout the fiscal year. Expending from the contingency account must have approval from the City Manager or Chief Financial Officer.

X. RESERVES

RESTRICTED: Each year an amount equal to five percent of the prior year's adopted general fund operating expenditure budget shall be appropriated for the purpose of creating a cash reserve fund to provide coverage for unexpected expenses. Borrowing from the Cash Reserve Fund for unanticipated expenditures requires that funds be paid in full within a year, according to the City Charter.

Per the City Charter, each year an amount equal to five percent of the prior year's adopted general fund operating expenditure budget shall be appropriated for the purpose of creating a cash reserve fund; provided the funds are maintained and may be used in accordance with Section 7.4 of the City Charter. B. The cash reserve fund must be maintained as a separate entity in accounting records. Additionally, the balance on deposit in the cash reserve fund must be invested in accordance with state guidelines and income from such investments will remain within the fund, except as may be expended in accordance with Section 7.4 of the City Charter. C. Withdrawals from the cash reserve fund, whether it has attained the required size or not, may be made from time to time to meet current expenses until sufficient taxes are collected. Such withdrawals must be approved by city council action.

As soon as practical after collection of taxes, the amount so withdrawn shall be repaid to the cash reserve fund so as to keep the fund available for use in the following year.

The reserved and unreserved general fund balance will be maintained to respond to emergencies of general fund expenditures. The City shall have a plan in place to maintain reserves level.

Flexibility will be allowed in the use of fund balance but its use should be prioritized in the following order:

1. Unforeseen events or emergencies
2. Capital Expenditures
3. Future year budgets

Funding of this reserve will come from one-time revenues, excess fund balance and revenues in excess of expenditures.

UNRESTRICTED: An adequate and financially responsible fund balance in this category shall be set to provide the City with financial stability that helps manage finances more effectively, preventing unsustainable budgeting practices and ensuring the ability to handle unexpected costs or revenue fluctuations. The appropriate level of unrestricted reserve shall provide service continuity during economic downturns and improve or maintain bond ratings at a level that lowers the cost of borrowing to reduce the overall debt financial burden on the community.

The City shall maintain an unrestricted General Fund balance of no less than 17% of operating expenditures. The reserve level shall be calculated using the prior fiscal year-end unrestricted fund balance (defined as the combined total of unassigned, assigned, and committed fund balances) as a percentage of the succeeding fiscal year's adopted General Fund budget appropriations. The General Fund reserve is intended to provide financial stability and shall be used to: (1) provide resources for one-time capital outlay expenditures; (2) meet emergency expenditures resulting from catastrophic events; (3) address major economic downturns while expenditure reductions are implemented, or alternative revenue sources are identified (4) or as a planned use of fund balance adopted with the budget resolution. City Council approval is required prior to any use of the reserve for these purposes.

The City Manager or designee shall review the General Fund balance no later than 180 days following the end of each fiscal year and submit a recommendation to the City Council if the unrestricted fund balance falls below the minimum threshold or significantly exceeds the threshold. If the balance falls below 17%, the City Manager shall present a plan for replenishment, and the City Council shall adopt a replenishment plan within 12 months. If the balance exceeding the threshold is determined to be significant, the City Manager may recommend the use of excess reserves for one-time expenditures, capital investments, or other non-recurring purposes consistent with the City's strategic plan. Restoration of the General Fund balance to within the target range shall be the City's highest priority when allocating General Fund surpluses.

XI. OPERATING AND DEBT STABILIZATION FUND

The City will establish an operating and debt stabilization fund as a reserve of surplus revenues to be used with the purpose of 1) minimizing future tax rate impact for maintenance and operations as well as debt service, 2) protecting against raising charges for services and fees and 3) providing available funding for specific circumstances as needed to maintain the same levels of service. In such case, the use of the fund resources will be determined and approved by Council action.

The operating and debt stabilization fund serves as a source of financial support for the City's budget in times of slow or declining revenue growth, as a safeguard to continue funding priorities included in the strategic plan, and as the primary source of protection against having to make drastic cuts in City services in periods of economic downturns.

The amount of funds to be committed and transferred will be recommended by the Chief Financial Officer or designee to the City Council during the year. The City Council will have final approval of the amount maintained in the fund, as well as the planned uses of the fund.

XII. PENSION STABILIZATION FUND

The City will establish a pension stabilization fund as a reserve of surplus revenues from all City's funds (governmental and enterprise funds), to the extent permitted by law, to be used with the sole purpose of making payments to the civilian, firemen and policemen's retirement pension plans on an annual basis commencing in the fiscal year 2023. The pension stabilization fund is created to fund additional contributions to the City Employees Retirement Trust and to the Firemen and Policemen's Pension Fund. The goal is to reduce the current unfunded pension liability and sustain the City's bond rating.

The amount of funds to be committed and transferred will be recommended by the Chief Financial Officer or designee to the City Council for approval during the year. The balance in the fund should be invested in accordance with the City's investment policy and all investment earnings should be used for the purpose of the fund.

XIII. PAY FOR FUTURES FUND

The City will establish a pay for futures fund as a reserve of surplus revenues from the City's general fund to the extent permitted by law, to serve as a source of funds for the City's budget with a sole purpose to support Police, Fire and civilian compensation increases. The amount of funds to be committed and utilized each year will be recommended by the Chief Financial Officer and approved by City Council. The approved amount will be committed for the purpose outlined above from September 1, 2023 (FY 2024) and concluding on August 31, 2028 (FY 2028) with any unused funds returning to the unassigned fund balance on September 1, 2028.

XIV. BUDGET ADOPTION

The budget shall be adopted by resolution, subject to the Mayor's veto, not later than the day before the first day of the City's fiscal and budget year; but, in the event the budget is not adopted, the appropriation for personnel and essential operating supplies made in the previous year shall be extended until the new budget is adopted.

XV. BUDGET CONTROLS AND ACCOUNTABILITY

Each department director, appointed by the City Manager, will be responsible for the strategic plan and goals adopted by City Council as part of the budget and for monitoring their individual departmental budget for compliance with spending limitations.

The Chief Financial Officer and the City Manager may transfer funds within the operations and maintenance or capital line items of a departmental budget category, in accordance with the budget resolution. All other transfers of appropriation or budget amendments that alter the original adopted budgets at the fund level require City Manager and City Council approval as outlined in the following section.

XVI. AMENDMENTS TO THE BUDGET

Before adoption:

After the public hearing, the City Council may adopt the budget with or without amendments. In amending the proposed budget, it may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt service, provided that no amendment to the proposed budget shall increase expenditures to an amount greater than the estimated income (including the use of available Fund Balance).

After adoption:

- a. Department Heads are authorized to make budget transfers not exceeding an established dollar limit. Those exceeding this limit will require City Council or City Manager approval, as per Budget Resolution.
- b. A budget transfer of personal services appropriations or impacting revenue accounts requires the approval of the City Manager or his/her designee.
- c. A budget transfer must be approved prior to the occurrence of the expenditure except for emergency expenditures when approved by the City Manager or his/her designee and ratified by the City Council.
- d. The City Manager shall have the authority to establish the budget for any capital projects that are approved by the City Council.

- e. Budget transfers submitted to City Council shall be accompanied by an explanation from the department, approval by OMB, and a recommendation from the City Manager or his/her designee. The department's explanation must be sufficiently clear and provide sufficient detail for the members of City Council to determine the need for the transfer.
- f. The City Manager or his/her designee is authorized to establish budgets and staffing table changes for grants and similar awards when the applications for such grants and awards have been previously approved by the City Council or the City Manager. All grant applications requiring City Council approval shall be prepared in accordance with established procedures. The agenda item shall state clearly the type and amount of the required City match and the funding source of the grant match.

XVII. REPORTING

Departments will submit to the Office of Management and Budget an expenditure and revenue analysis, if necessary, no later than 10 days after the accounting period has been closed.

The Office of Management and Budget will monitor expenditures monthly and report to City Council on a quarterly basis. Quarterly reports will be made available through OMB's homepage: <http://www.elpasotexas.gov/omb>. These reports will include the current status of revenues and expenditures to-date compared with the corresponding budgets for each fund.

City of El Paso



BUDGET POLICIES

Office of Management and Budget

[Previous Revision May 2023](#)

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I. PURPOSE

The following policies outline the City of El Paso's (the "City") guidelines for budgetary decision-making and set standards for sound budgetary practices and fiscal performance. Budget Policies that are consistently followed will assist the City in achieving its current and future goals in a fiscally responsible and sustainable manner.

II. SCOPE

The scope of this policy spans areas of both operating and capital projects budgeting, revenue management, forecasting, internal controls, and reporting.

III. OBJECTIVES

These policies serve to guide the development of the City's budget and outline standards for revenue generation and the execution of operating expenditures as recommended by the Government Finance Officers Association (GFOA). The budget policies will also help manage financial pressures to address growing demands upon City resources, while preserving long-term fiscal stability.

IV. BUDGET PROCESS

The purpose of the budget process is to help decision makers make prudent choices about the provision of services and capital assets and to promote stakeholder participation in the process. The following is a summary of policies that will guide the process.

1. The City Manager and City Council will set parameters/priorities at the beginning of each budget cycle.
2. The Office of Management and Budget will publish annually a Budget Preparation Manual guiding departments with the development of their budgets. The manual will include an operating budget preparation calendar.
3. The budget process should include a five-year financial forecast to assess long-term financial implications of current and proposed policies, programs, and assumptions that develop appropriate strategies to achieve City Council's goals.
4. Upon submission of the departmental requests, the City Manager reviews and evaluates all baseline budget requests to determine whether they fulfill City Council goals and objectives, improve management effectiveness, and service delivery.

5. The City Manager submits a Proposed Budget to City Council for approval which includes the City Manager's Budget Message, a concise summary of the budget, shall include:
 - a) Summary of the major changes in priorities or service levels from the current year and the factors leading to those changes.
 - b) The priorities and key issues for the new budget period.
 - c) Identify and summarize major financial factors and trends affecting the budget, such as economic factors; long-range outlook; significant changes in revenue collections, tax rates, or other changes; current and future debt obligations; and significant use of or increase in unreserved fund balance.
 - d) Provide financial summary data on revenues, other resources, and expenditures for at least a five-year period, including prior year actual, current year budget and/or estimated current year actual and the proposed budget.

V. BALANCED BUDGET

The general fund, which is the main operating fund of the City, is required to annually have a balanced budget. The City's goal is to balance the operating budget with current revenues, whereby, current revenues would match and fund on-going expenditures/expenses. The City considers the budget balanced when total expenditures/expenses are equal to total revenues.

However, the budget is also balanced in situations where total expenditures/expenses are less than total revenues, which is technically a surplus. There are also instances when the City might plan to spend excess fund balances accumulated from previous years (while maintaining established reserves) on one-time or non-routine expenditures. The City considers the budget to be balanced in this case also, provided the funding from previous years is available, and a plan is in place to not include ongoing expenditures/expenses into this type of funding. This type of balanced budget is especially prevalent when capital projects are budgeted using proceeds from the issuance of bonds.

VI. LONG-TERM PLANNING

It is the policy of the City to maintain a multi-year forecast of revenues, expenditures, and reserves to help guide the decisions of City officials where the decisions impact the long-term finances of the City. The multi-year revenue and expenditure forecast shall be

reviewed at least once prior to the budget process and after adoption of the budget. The multi-year forecast will also be updated upon the approval of any capital improvement plan

submitted to City Council and should be updated based on any dramatic changes in policy, legislation and the economy. The projection will cover a minimum of three years.

The Office of Management and Budget is responsible for presenting the multi- year forecast to the City Manager and City Council as part of the Proposed Operating Budget cycle. It will outline general approaches the City should follow over the long-term to maintain and increase the ability of the City to provide services through maintaining and increasing revenues, growing the City's economy for the purpose of revenue generation, and controlling and managing the cost of services and the method of delivery of services.

VII. REVENUE POLICIES

A. REVENUE DIVERSIFICATION

The City shall maintain a broad revenue base to distribute the revenue burden equitably to minimize the risk exposure of unforeseen down turns in any one-revenue stream supporting the City budget.

During each year of a budget process OMB will review current property tax exemptions approved by City Council and will submit recommendations to City Administration identifying possible increases or decreases in the approved exemptions or any new exemptions being proposed. OMB will also identify both the short and long-range effects on City resources available to fund existing and proposed programs. City Council will review tax exemptions only during the budget process.

Based on economic conditions, OMB will identify specific revenue sources that may be severely impacted. Revenue sources are reviewed on a monthly basis to report any significant changes that may impact the budget and identify corrective action if necessary to City administration. Potential new revenue sources, when identified and evaluated, are to be submitted during the budget process.

Revenue directly related to a restricted fund shall only be used for purposes legally permissible and in a fiscally responsible manner for that fund. Programs and services funded by restricted revenue will be clearly designated as such.

B. ONE-TIME REVENUES

The City shall limit the use of one-time revenues for purposes other than to maintain sustained operating expenses due to the disruptive effects on services due to the non-recurrence of these sources. Such one-time revenue sources shall be solely

utilized for the purchase of one-time expenditures, such as capital items or short-term contractual obligations of duration of less than twelve months.

C. UNPREDICTABLE REVENUE

The City shall identify major revenue sources it considers unpredictable. Unpredictable revenue sources are those revenues with a more than normal risk of varying from budget by more than \$50,000. The collection of revenue shall be considered when determining whether revenue is unpredictable.

It is important to consider how significant a variation in revenue receipts will affect the City's financial outlook and ability to operate programs in the current and future budget periods. The City should decide, in advance, on a set of tentative actions to be taken if one or more of these sources generate revenues substantially higher or lower than projected. The plans should be publicly discussed and used in budget decision-making.

D. REVENUE ESTIMATES

City departments that generate revenue are required to submit revenue estimates on a monthly basis in order to prepare for the preceding fiscal year's budget. OMB will review the estimates and any supporting documentation identifying the methodology utilized in preparing revenue estimates.

Revenues should be estimated using a conservative approach to avoid any budget shortfalls during the fiscal year. Departments should provide estimates annually during the budget process of the revenue generated by their department. There should be a consensus by the Department, the Office of Management and Budget, and the Chief Financial Officer on the estimate prior to inclusion in the proposed budget submitted to City Council for adoption.

E. SETTING CHARGES/FEES

Departments will review at least annually any fees associated with their department and make changes based on factors such as the impact of inflation, indirect cost adjustments, and any other related expenses that impact the cost of providing services to the public. Proposed changes must be submitted to City Attorney for review and OMB during the budget process with full disclosure on proposed changes.

New fees are to be included as part of the budget process and if approved by administration, included in the proposed budget submitted to City Council for adoption.

Fees will be set at a level to fully recover costs, except where there is a greater public benefit through use of a lower fee, such as where full recovery may adversely impact overall revenue or may discourage participation in programs where the participation benefits the overall community. In the event that a fee or license amount is limited by state statute, said fee or license will be established accordingly.

Enterprise Funds shall be self-supporting so that the relationship between costs and revenues is clearly identified.

F. COLLECTION

The City monitors recognized revenue throughout the fiscal year. When revenue is less than estimated, OMB notifies administration with expected impact on the current fiscal year budget and provides recommended corrective action. The City Manager initiates action consistent with prudent financial management and notifies City Council of such action.

G. INDIRECT COSTS

Indirect costs should be recovered from other funds. This is done in accordance with the A-87 Indirect Cost Recovery Plan developed each year by outside consultants.

VIII. EXPENDITURE POLICIES

A. EXPENDITURE ESTIMATES

Expenditures shall be sufficient to provide quality services at a reasonable cost and within available financial resources. All new requests for program funding should be accompanied with concise statements of program's mission, objectives, and intended measurable outcomes.

B. SALARIES & BENEFITS "PERSONAL SERVICES"

The budget resolution shall specify the authority Department Heads will have in respect to changing their personal services budgets.

Benefits such as health insurance, life insurance, worker's compensation, and pension will be budgeted in the department.

During budget process, all personnel requests must be fully justified to show that they will either meet new program purposes or maintain or enhance service delivery. The City Manager shall approve all position additions.

C. REPLACEMENT OF ROLLING STOCK

The City has a major investment in its fleet of cars, trucks, tractors, and other similar equipment. The City anticipates having to replace the existing equipment as necessary and budgets to that end each year. Vehicle and equipment maintenance is also funded in this manner. Vehicles and equipment will be replaced when it is cost effective to do so. Vehicles and equipment purchased will be suitable for their purpose but not exceed the necessary features and capabilities required to meet the day-to-day requirements of the vehicle/equipment. When an existing vehicle is replaced by a new vehicle, every effort is made to utilize the outgoing vehicle somewhere else in the City fleet as long as its condition is suitable for the new purpose.

IX. OPERATING CONTINGENCY

The City will establish as per budget resolution, an operating contingency account, to offset expenditures for unexpected maintenance or other unanticipated expenses that might occur throughout the fiscal year. Expending from the contingency account must have approval from the City Manager or Chief Financial Officer.

X. RESERVES

RESTRICTED: Each year an amount equal to five percent of the prior year's adopted general fund operating expenditure budget shall be appropriated for the purpose of creating a cash reserve fund to provide coverage for unexpected expenses. Borrowing from the Cash Reserve Fund for unanticipated expenditures requires that funds be paid in full within a year, according to the City Charter.

Per the City Charter, each year an amount equal to five percent of the prior year's adopted general fund operating expenditure budget shall be appropriated for the purpose of creating a cash reserve fund; provided the funds are maintained and may be used in accordance with Section 7.4 of the City Charter. B. The cash reserve fund must be maintained as a separate entity in accounting records. Additionally, the balance on deposit in the cash reserve fund must be invested in accordance with state guidelines and income from such investments will remain within the fund, except as may be expended in accordance with Section 7.4 of the City Charter. C. Withdrawals from the cash reserve fund, whether it has attained the required size or not, may be made from time to time to meet current expenses until sufficient taxes are collected. Such withdrawals must be approved by city council action.

As soon as practical after collection of taxes, the amount so withdrawn shall be repaid to the cash reserve fund so as to keep the fund available for use in the following year.

The reserved and unreserved general fund balance will be maintained to respond to emergencies of general fund expenditures. The City shall have a plan in place to maintain reserves level.

Flexibility will be allowed in the use of fund balance but its use should be prioritized in the following order:

1. Unforeseen events or emergencies
2. Capital Expenditures
3. Future year budgets

Funding of this reserve will come from one-time revenues, excess fund balance and revenues in excess of expenditures.

UNRESTRICTED: An adequate and financially responsible fund balance in this category shall be set to provide the City with financial stability that helps manage finances more effectively, preventing unsustainable budgeting practices and ensuring the ability to handle unexpected costs or revenue fluctuations. The appropriate level of unrestricted reserve shall provide service continuity during economic downturns and improve or maintain bond ratings at a level that lowers the cost of borrowing to reduce the overall debt financial burden on the community.

The City shall maintain an unrestricted General Fund balance of no less than 17% of operating expenditures. The reserve level shall be calculated using the prior fiscal year-end unrestricted fund balance (defined as the combined total of unassigned, assigned, and committed fund balances) as a percentage of the succeeding fiscal year's adopted General Fund budget appropriations. The General Fund reserve is intended to provide financial stability and shall be used to: (1) provide resources for one-time capital outlay expenditures; (2) meet emergency expenditures resulting from catastrophic events; (3) address major economic downturns while expenditure reductions are implemented, or alternative revenue sources are identified (4) or as a planned use of fund balance adopted with the budget resolution. City Council approval is required prior to any use of the reserve for these purposes.

The City Manager or designee shall review the General Fund balance no later than 180 days following the end of each fiscal year and submit a recommendation to the City Council if the unrestricted fund balance falls below the minimum threshold or significantly exceeds the threshold. If the balance falls below 17%, the City Manager shall present a plan for replenishment, and the City Council shall adopt a replenishment plan within 12 months. If the balance exceeding the threshold is determined to be significant, the City Manager may recommend the use of excess reserves for one-time expenditures, capital investments, or other non-recurring purposes consistent with the City's strategic plan. Restoration of the General Fund balance to within the target range shall be the City's highest priority when allocating General Fund surpluses.

XI. OPERATING AND DEBT STABILIZATION FUND

The City will establish an operating and debt stabilization fund as a reserve of surplus revenues to be used with the purpose of 1) minimizing future tax rate impact for maintenance and operations as well as debt service, 2) protecting against raising charges for services and fees and 3) providing available funding for specific circumstances as needed to maintain the same levels of service. In such case, the use of the fund resources will be determined and approved by Council action.

The operating and debt stabilization fund serves as a source of financial support for the City's budget in times of slow or declining revenue growth, as a safeguard to continue funding priorities included in the strategic plan, and as the primary source of protection against having to make drastic cuts in City services in periods of economic downturns.

The amount of funds to be committed and transferred will be recommended by the Chief Financial Officer or designee to the City Council during the year. The City Council will have final approval of the amount maintained in the fund, as well as the planned uses of the fund.

XII. PENSION STABILIZATION FUND

The City will establish a pension stabilization fund as a reserve of surplus revenues from all City's funds (governmental and enterprise funds), to the extent permitted by law, to be used with the sole purpose of making payments to the civilian, firemen and policemen's retirement pension plans on an annual basis commencing in the fiscal year 2023.

The pension stabilization fund is created to fund additional contributions to the City Employees Retirement Trust and to the Firemen and Policemen's Pension Fund. The goal is to reduce the current unfunded pension liability and sustain the City's bond rating.

The amount of funds to be committed and transferred will be recommended by the Chief Financial Officer or designee to the City Council for approval during the year. The balance in the fund should be invested in accordance with the City's investment policy and all investment earnings should be used for the purpose of the fund.

XIII. PAY FOR FUTURES FUND

The City will establish a pay for futures fund as a reserve of surplus revenues from the City's general fund to the extent permitted by law, to serve as a source of funds for the City's budget with a sole purpose to support Police, Fire and civilian compensation increases. The amount of funds to be committed and utilized each year will be recommended by the Chief Financial Officer and approved by City Council. The approved amount will be committed for the purpose outlined above from September 1, 2023 (FY 2024) and concluding on August 31, 2028 (FY 2028) with any unused funds returning to the unassigned fund balance on September 1, 2028.

BUDGET ADOPTION

The budget shall be adopted by resolution, subject to the Mayor's veto, not later than the day before the first day of the City's fiscal and budget year; but, in the event the budget is not adopted, the appropriation for personnel and essential operating supplies made in the previous year shall be extended until the new budget is adopted.

XIV. BUDGET CONTROLS AND ACCOUNTABILITY

Each department director, appointed by the City Manager, will be responsible for the strategic plan and goals adopted by City Council as part of the budget and for monitoring their individual departmental budget for compliance with spending limitations.

The Chief Financial Officer and the City Manager may transfer funds within the operations and maintenance or capital line items of a departmental budget category, in accordance with the budget resolution. All other transfers of appropriation or budget amendments that alter the original adopted budgets at the fund level require City Manager and City Council approval as outlined in the following section.

XV. AMENDMENTS TO THE BUDGET

Before adoption:

After the public hearing, the City Council may adopt the budget with or without amendments. In amending the proposed budget, it may add or increase programs or amounts and may delete or decrease any programs or amounts, except expenditures required by law or for debt service, provided that no amendment to the proposed budget shall increase expenditures to an amount greater than the estimated income (including the use of available Fund Balance).

After adoption: Not a new section, just page adjustment

- a. Department Heads are authorized to make budget transfers not exceeding an established dollar limit. Those exceeding this limit will require City Council or City Manager approval, as per Budget Resolution.
- b. A budget transfer of personal services appropriations or impacting revenue accounts requires the approval of the City Manager or his/her designee.
- c. A budget transfer must be approved prior to the occurrence of the expenditure except for emergency expenditures when approved by the City Manager or his/her designee and ratified by the City Council.

- d. The City Manager shall have the authority to establish the budget for any capital projects that are approved by the City Council.
- e. Budget transfers submitted to City Council shall be accompanied by an explanation from the department, approval by OMB, and a recommendation from the City Manager or his/her designee. The department's explanation must be sufficiently clear and provide sufficient detail for the members of City Council to determine the need for the transfer.
- f. The City Manager or his/her designee is authorized to establish budgets and staffing table changes for grants and similar awards when the applications for such grants and awards have been previously approved by the City Council or the City Manager. All grant applications requiring City Council approval shall be prepared in accordance with established procedures. The agenda item shall state clearly the type and amount of the required City match and the funding source of the grant match.

XVI. REPORTING

Departments will submit to the Office of Management and Budget an expenditure and revenue analysis, if necessary, no later than 10 days after the accounting period has been closed.

The Office of Management and Budget will monitor expenditures monthly and report to City Council on a quarterly basis. Quarterly reports will be made available through OMB's homepage: <http://www.elpasotexas.gov/omb>. These reports will include the current status of revenues and expenditures to-date compared with the corresponding budgets for each fund.



Legislation Text

File #: 25-705, Version: 1

CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

Capital Improvement Department, Yvette Hernandez, (915) 212-0065

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action on a Resolution authorizing the City Manager, or designee, to sign an Agreement for Professional Services by and between the CITY OF EL PASO and ALVIDREZ ASSOCIATES, INC., a domestic for profit corporation authorized to do business in Texas, for a project known as "Architect and Engineering Services for the EPIA Federal Inspection Services (FIS) Renovation, New Information Desk and Accessible Pathways Project" for an amount not to exceed \$583,544.00; that the City Engineer is authorized to approve additional Basic Services and Reimbursables for an amount not to exceed \$50,000.00 and to approve Additional Services for an amount not to exceed \$50,000.00 if such services are necessary for the proper execution of the project and that the increased amounts are within the appropriate budgets of the project for a total amount of \$683,544.00; and that the City Manager be authorized to establish the funding sources and make any necessary budget transfers and execute any and all documents necessary for the execution of the Agreement.

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

2nd CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

DISCLOSURE OF CAMPAIGN CONTRIBUTIONS AND DONATIONS FORM

In compliance with [Title 2, Chapter 2.92, Section 2.92.080](#)

Introduction:

Individuals or entities benefiting by a City Council Agenda item must disclose contributions or donations made to current members of Council under the City's Ethics Code. The information on this form is being captured for transparency purposes and will be noted on the relevant City Council Agenda. **Contributions and Donations do NOT disqualify an applicant from doing business with the City.**

Definitions:

- "Contribution" A direct or indirect transfer of money, goods, services, or any other thing of value and includes an agreement made or other obligation incurred, whether legally enforceable or not, to make a transfer. The term includes a loan or extension of credit, other than those expressly excluded by the Texas Election Code, and a guarantee of a loan or extension of credit.
- "Contributor" A person making a contribution, including the contributor's spouse.
- "Donation" Cash and the value of any in-kind contributions or gifts to the council member for use by their office or in their district.
- "Donor" An individual and spouse, a business entity, or an individual who owns a business entity in whole or in part, or is operated by the individual, that is the subject of a council agenda item.
- "Benefiting" Shall include but not be limited to any contract, bid award, franchise, permit, zoning or rezoning, and other award that council will vote on.

Instructions: Please read and complete this form carefully. If you have made campaign contributions or donations to any current City Council member(s) totaling an aggregate of \$500 or more during their campaign(s) or term(s) of City office, you are required to disclose the information as specified below. If you have not made such contributions or donations past the limit specified in the ordinance, you are required to affirm your compliance with the municipal code. Please submit this completed form along with your application or proposal to the relevant city department. Failure to disclose campaign contributions or donations as required by the ordinance may result in a violation of the City's Ethics Code requirements, and sanctions under the Ethics Code 2.92.

Contributor / Donor Information:

Full Name David Alvidrez AIA

Business Name Alvidrez Architecture Inc.

Agenda Item Type Professional Services

Relevant Department Capital Improvement

Disclosure Affirmation: Please check the appropriate box below to indicate whether you have made campaign contributions or donations totaling an aggregate of \$500 or more to any City Council member(s) during their campaign(s) or term(s) of City office specified in Section 2.92.080 of the El Paso Municipal Code.

☐

I have **NOT** made campaign contributions or donations totaling an aggregate of \$500 or more to any City Council member(s) during their campaign(s) or term(s) of City office, as specified in Section 2.92.080 of the El Paso Municipal Code.

OR

☒

I have made campaign contributions or donations totaling an aggregate of \$500 or more to the following City Council member(s) during their campaign(s) or term(s) of City office:

OFFICE	CURRENT COUNCIL MEMBER NAME	AMOUNT (\$)
Mayor	Renard Johnson	\$ 500.00
District 1		
District 2		
District 3		
District 4		
District 5		
District 6		
District 7		
District 8		

Declaration: I hereby affirm that the information provided in this disclosure form is true and accurate to the best of my knowledge. I understand that this disclosure is required by Title 2, Chapter 2.92 of the El Paso Municipal Code and is subject to verification by the city authorities. Further, I understand that upon submission of this form, I must disclose any subsequent contributions or donations prior to the relevant council meeting date.

Signature: _____ Date: 9.17.2025



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-693, Version: 1

CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

District 2

Capital Improvement Department, Gilbert Guerrero, (915) 212-1803

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action on a Resolution that the City Manager, or designee, be authorized to effectuate the listed budget transfer to utilize 2012 Quality of Life Investment Interest funds to set up budget for the Asia Forest Skylight Roof Replacement within the Support Elements Project.

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, on August 20, 2024, pursuant to Section 7.3D of the City of El Paso Charter, the City Council approved the FY2025 City budget by resolution (“FY2025 Budget Resolution”); and

WHEREAS, Paragraph 6 of the FY2025 Budget Resolution authorizes the City Manager or designee to make budget transfers between departments and/or non-enterprise funds or reprogram funds within an enterprise department in an amount not to exceed \$10,000; and

WHEREAS, in accordance with Paragraph 6 of the FY2025 Budget Resolution, budget transfers between departments and/or non-enterprise department funds exceeding \$10,000 require City Council approval; and

WHEREAS, the Capital Improvement Department requires a budget transfer in excess of \$100,000, which in accordance with Paragraph 6 of the FY2025 Budget Resolution, requires City Council approval.

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

THAT, the City Manager, or designee, be authorized to effectuate the listed budget transfer to utilize 2012 Quality of Life Investment Interest funds for the Asia Forest Skylight Roof Replacement within the Support Elements Project as referenced below:

Project	Fund	Amount
Asia Forest Skylight Roof Replacement	4800	\$691,063.08

APPROVED this _____ day of _____, 2025.

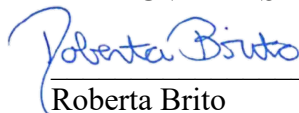
THE CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

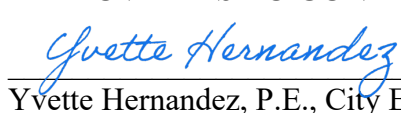
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Roberta Brito
Senior Assistant City Attorney

APPROVED AS TO CONTENT:



Yvette Hernandez, P.E., City Engineer
Deputy City Manager



Legislation Text

File #: 25-703, Version: 1

CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

District 8

Capital Improvement Department, Joaquin Rodriguez, (915) 212-0065

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action on a Resolution that the City of El Paso supports funding a shared use path project on Magoffin Avenue from Cotton Street to Palm Street as described in the 2025 TA (Transportation Alternatives Set-Aside Program) Detailed Application and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of EL Paso is willing and able to enter into an agreement with the Texas Department of Transportation by resolution or ordinance, should the project be selected for funding.

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: _____

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, the Texas Department of Transportation issued a call for projects in January 2025 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TA) Program.

WHEREAS, the TA funds may be used for development of preliminary engineering (plans, specifications, and estimates and environmental documentation) and construction of pedestrian and/or bicycle infrastructure. The TA funds require a local match, comprised of cash or Transportation Development Credits (TDCs), if eligible. The City of El Paso would be responsible for all non-reimbursable costs and 100% of overruns, if any, for TA funds.

WHEREAS, the City of El Paso desires to submit a 2025 TA Detailed Application for TA funding for a project to construct a shared use path on the south side of Magoffin Avenue from Cotton Street to Palm Street, continuing on Palm Street to Piedras Street to Paisano Drive at Gateway Boulevard North. The proposed project will include pedestrian illumination, high visibility crosswalks, street trees, irrigation, and wayfinding signage.

WHEREAS, should its project be selected for funding, the City would be eligible to use Transportation Development Credits in lieu of cash for the City's local match.

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

THAT the City of El Paso supports funding this project as described in the 2025 TA Detailed Application and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of El Paso is willing and able to enter into an agreement with the Department by resolution or ordinance, should the project be selected for funding.

APPROVED this _____ day of _____, 2025.


CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Roberta Brito
Senior Assistant City Attorney

APPROVED AS TO CONTENT:



Joaquin Rodriguez
CID Grant Funded Programs Director



Legislation Text

File #: 25-713, Version: 1

CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

District 8

Capital Improvement Department, Joaquin Rodriguez, (915) 212-0065

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action on a Resolution that the City of El Paso supports a project to construct an upper deck with multimodal transportation infrastructure and amenities over I-10 as described in the 2025 TA Detailed Application and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of El Paso is willing and able to enter into an agreement with the Department by resolution or ordinance, should the project be selected for funding.

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

DEPARTMENT:

AGENDA DATE:

PUBLIC HEARING DATE:

CONTACT PERSON NAME:

PHONE NUMBER:

DISTRICT(S) AFFECTED:

STRATEGIC GOAL:

SUBGOAL:

SUBJECT:

BACKGROUND / DISCUSSION:

COMMUNITY AND STAKEHOLDER OUTREACH:

PRIOR COUNCIL ACTION:

AMOUNT AND SOURCE OF FUNDING:

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD: 

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

WHEREAS, the Texas Department of Transportation issued a call for projects in January 2025 for communities to apply for funding assistance through the Transportation Alternatives Set-Aside (TA) Program.

WHEREAS, the TA funds may be used for development of preliminary engineering (plans, specifications, and estimates and environmental documentation) and construction of pedestrian and/or bicycle infrastructure. The TA funds require a local match, comprised of cash or Transportation Development Credits (TDCs), if eligible. The City of El Paso would be responsible for all non-reimbursable costs and 100% of overruns, if any, for TA funds.

WHEREAS, the City of El Paso desires to submit a 2025 TA Detailed Application for TA funding for a project involving the construction of an upper deck with multimodal transportation infrastructure and amenities over a 6-block (0.38 miles) length of Interstate Highway 10 (I-10) in Downtown El Paso, Texas.

WHEREAS, should its project be selected for funding, the City would be eligible to use Transportation Development Credits in lieu of cash for the City's local match.

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

THAT the City of El Paso supports funding this project as described in the 2025 TA Detailed Application and is willing to commit to the project's development, implementation, construction, maintenance, management, and financing. The City of El Paso is willing and able to enter into an agreement with the Department by resolution or ordinance, should the project be selected for funding.

APPROVED this _____ day of _____, 2025.

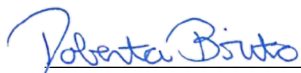
CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

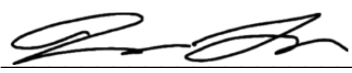
Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Roberta Brito
Senior Assistant City Attorney

APPROVED AS TO CONTENT:



Joaquin Rodriguez
CID Grant Funded Programs Director



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-689, Version: 2

CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

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All Districts

Strategic and Legislative Affairs, Fernando Berjano, (915) 337-2517

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action to authorize the City Manager to sign a sub-award agreement with the Texas Energy Poverty Research Institute (TEPRI), a Harris County sub-recipient, to implement the Solar for All Program in El Paso.

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

AGENDA DATE: June 10, 2025

CONTACT PERSON(S) NAME AND PHONE NUMBER: Fernando Berjano (915) 337-2517

DISTRICT(S) AFFECTED: All Districts

STRATEGIC GOAL: Goal 8 – Nurture and Promote a Healthy, Sustainable Community

SUBGOAL: Develop and implement a comprehensive climate action plan

SUBJECT:

Approve a resolution to authorize the City Manager to sign any documents necessary for the proper implementation of the U.S. Environmental Protection Office (EPA) Solar for All program in El Paso.

BACKGROUND / DISCUSSION:

In June, 2023, the Environmental Protection Agency (EPA) released the Notice of Funding Opportunity (NOFO) for the Solar for All program. The program's goal is to ensure that low-income households have access to the economic benefits of solar energy by providing financial support and other incentives. The City of El Paso has identified energy burden and solar energy as priorities during the development of the Climate Action Plan. The County of El Paso joined a proposal led by Harris County, TX, that was awarded one of the grants by the EPA. The County of El Paso would like for the City of El Paso to take over the funding, management and implementation of the scope of work by entering into a sub-recipient agreement with the Texas Energy Poverty Research Institute (TEPRI).

The program's goal is to ensure that low-income households (440) have access to residential rooftop through providing financial support and other incentives.

PRIOR COUNCIL ACTION:

None

AMOUNT AND SOURCE OF FUNDING:

NA

HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED? ☒ YES ☐ NO

PRIMARY DEPARTMENT: City Manager's Office – Strategic Partnerships – Ian Voglewede

SECONDARY DEPARTMENT: Community and Human Development – Nickole Rodriguez

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD:

Stephen Ian Voglewede

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

RESOLUTION

WHEREAS, in June, 2023, the Environmental Protection Agency (EPA) released the Notice of Funding Opportunity (NOFO) for the Solar for All program; and

WHEREAS, the program's goal is to ensure that low-income households have access to the economic benefits of solar energy, through providing financial support and other incentives; and

WHEREAS, the City of El Paso has identified energy burden and solar energy as priorities during the development of the Climate Action Plan; and

WHEREAS, the County of El Paso joined the Texas for All Coalition proposal led by Harris County, Texas; and

WHEREAS, the County of El Paso was awarded a \$ 6,010,030.00 no-match sub-award through the Texas Energy Poverty Research Institute (TEPRI); and

WHEREAS, the County has not entered into the sub-award agreement with TEPRI and desires the City of El Paso to enter into the sub-award agreement and accept and manage the sub-award.

THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

THAT the City Manager is authorized to negotiate a sub-award agreement with the Texas Energy Poverty Research Institute (TEPRI), a Harris County's sub-recipient, to implement the program in El Paso utilizing a \$6,010,030.00 sub-award, with no match required from the City, for the Solar for All program in El Paso.

THAT the City Manager, or designee, after consultation with the City Attorney's Office, is authorized to sign any documents necessary for the proper implementation of said agreement and program including, but not limited to, revisions to the project scope, and revisions that increase, decrease or de-obligate program funds.

APPROVED this _____ day of _____ 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

(additional signatures following page)

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

Russel T. Abeln

Russell T. Abeln
Senior Assistant City Attorney

APPROVED AS TO CONTENT:

Stephen Ian Voglewede

Stephen I. Voglewede
Director, Strategic and Legislative Affairs



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-694, Version: 1

CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

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All Districts

Community and Human Development, Nickole H. Rodriguez, (915) 212-1673

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action to approve the 2025 Community Needs Assessment (CNA), a facet of the Citizen Participation Plan which provides a guide for citizens and citizen organizations to participate in an advisory role to implement the 2025-2029 City of El Paso Consolidated Plan.

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



DEPARTMENT: Community and Human Development

AGENDA DATE: 6/10/25

PUBLIC HEARING DATE: 6/10/25

CONTACT PERSON NAME: Nickole H. Rodriguez

PHONE NUMBER: 915-212-1673

DISTRICT(S) AFFECTED: All Districts

STRATEGIC GOAL: Goal 8 – Nurture and Promote a Healthy, Sustainable

SUBGOAL: Goal 8.2 – Stabilize neighborhoods through community, housing

SUBJECT: Discussion and action to approve the 2025 Community Needs Assessment (CNA), a facet of the Citizen Participation Plan which provides a guide for citizens and citizen organizations to participate in an advisory role

BACKGROUND / DISCUSSION:

The Community Needs Assessment (CNA) is a public participation process to gather and identify opinions from El Paso residents on their perceived social service and infrastructure needs. The Community Needs and Fair Housing Choice Survey, an online questionnaire designed for the assessment, consists of a series of questions covering various topics.

COMMUNITY AND STAKEHOLDER OUTREACH:

The Community Needs Assessment survey gathered input from over 640 residents city-wide, which consists of a series of questions covering various topics, including: community service programs, public facility improvements, housing accessibility, and homelessness.

PRIOR COUNCIL ACTION:

Community Needs Assessment previously approved by City Council on November 5, 2024 as part of the Citizen Participation Plan (CPP).

AMOUNT AND SOURCE OF FUNDING:

N/A

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

N/A

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Nickole H. Rodriguez

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Community Needs Assessment (CNA) be revised as reflected in Attachment A as a means to provide guidance on how the CNA gathers and identifies social services and infrastructural needs from El Paso residents as well as describe procedures to fulfill the requirements in accordance with the 2025-2029 Consolidated Plan submitted to the U.S. Department of Housing and Urban Development (HUD) and the following programs: Community Development Block Grant, Emergency Solutions Grants, Housing Opportunities for Persons with AIDS (HOPWA), and HOME Investment Partnerships Programs.

APPROVED this ____ day of _____ 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

Russell T. Abeln
Russell T. Abeln
Assistant City Attorney

APPROVED AS TO CONTENT:

Nickole H. Rodriguez
Nickole H. Rodriguez, Director
Community and Human Development

Community Needs Assessment

2025



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Overview

The **Community Needs Assessment (CNA)** is a public participation process to gather and identify opinions from El Paso residents on their perceived social service and infrastructure needs. The **Community Needs and Fair Housing Choice Survey**, an online questionnaire designed for the assessment, consists of a series of questions covering various topics, including community service programs, public facility improvements, housing accessibility, and homelessness. The data collected through the evaluation will directly inform the allocation of resources to priority areas that support the most vulnerable populations within the community.

More specifically, the CNA will guide the City's **2025-2029 Consolidated Plan** which is submitted to the **U.S. Department of Housing and Urban Development (HUD)** as part of the City of El Paso's annual requests for federal grant funding. Before submitting the findings and plan to HUD, they will be presented to the City of El Paso's Mayor and Council. This presentation will include public hearings, allowing both the Council and residents to provide additional input before finalizing the plan.

With over 645 respondents, the CNA generated a vast number of participants who collectively determined these key priorities for El Paso:

- Most needed community services - mental health services, transportation, youth program, and childcare services.
- Most needed public improvements - mental health centers, walkability/accessibility, and food pantries.
- Affordable housing needs - more rental units for low-income families and single-family homes.
- Strong support for - affordable rental locations across all El Paso, housing rehabilitation, and homebuyer down payment assistance.
- Identified gap - lack of accessible housing for people with disabilities.
- High priority - addressing homelessness through supportive services, shelters, permanent housing, and independent living support.
- Fair housing barriers - limited awareness on fair housing and widespread experiences of housing discrimination.

The public input sessions echoed these findings, emphasizing gaps in housing resources, particularly for homeless youth and individuals transitioning to permanent housing, along with a need for clearer communication on available support services.

Background

The Department of Community and Human Development

The Department of Community and Human Development's (DCHD) central role is ensuring that the City of El Paso effectively meets the social service and housing needs of its residents. It manages a wide range of programs and services to assist the city's most vulnerable residents which are made possible by federal grant funding that DCHD is responsible for administering. These programs range from managing annual funds designated towards mitigating

homelessness, supporting family and household stability, providing aid to low-income residents seeking their first home, and organizing senior volunteer initiatives, all with the mission to enhance sustainability and resilience across the city.

This structure makes DCHD particularly well-equipped to craft a needs assessment that is both relevant and effective in addressing the key social service, public facility, and housing needs of the community. The department operates on three core pillars—Civic Empowerment, Human Services, and Neighborhood Development. Human Service and Neighborhood Development are directly served by federal funding, and through its Civic Empowerment pillar of civic engagement and empowering residents, it makes the department ideal for gathering input that captures perspectives from different demographics and neighborhoods. By utilizing the CNA outcomes, the department confirms the funding allocated to the community is used in a way that aligns with the priorities of El Paso residents, HUD requirements, and the city’s strategic goals, and in turn, DCHD displays its capacity to turn assessment findings into actionable, community-focused plans.

Planning for Federal Grant Funding

The City of El Paso’s ability to apply for and receive federal funding from HUD is a cornerstone of its community development efforts. The Consolidated Plan is a strategic framework developed by DCHD to guide the City of El Paso in its use of federal resources over a five-year period (2026-2031). The plan outlines the goals, and specific actions that the City plans to take to improve living conditions, expand housing opportunities, and support underserved populations, including low-to moderate-income residents. The four primary federal grants that the City applies for annually are:

1. **Community Development Block Grant (CDBG):** CDBG funds support a wide range of community development activities, including the improvement of public infrastructure, housing, and services for low- and moderate-income residents. This grant helps fund essential programs that contribute to neighborhood revitalization and improved living conditions.
2. **Emergency Solutions Grant (ESG):** ESG funds are used to support homelessness prevention and rapid re-housing programs. The goal is to help individuals and families who are experiencing or at risk of homelessness by providing emergency services, transitional housing, and other resources necessary to help them stabilize and obtain permanent housing.
3. **Housing Opportunities for Persons with AIDS (HOPWA):** The HOPWA program provides funding for housing assistance and supportive services for individuals living with HIV/AIDS. This program addresses housing instability and provides critical support for those who face challenges in accessing stable housing due to their health status.
4. **HOME Investment Partnership Program (HOME):** HOME funds are used to create affordable housing opportunities, including homebuyer assistance, home repairs, and the construction of rental housing. This program is critical for developing and preserving affordable housing options for low-income individuals and families.

Together, these four grants significantly impact the City of El Paso's ability to address a range of community needs and improve the quality of life for vulnerable populations and the Consolidated Plan helps ensure that the City effectively secures and uses these funds to address local needs.

Methodology

Community Engagement Methods

To gather valuable input for the 2025-2029 Consolidated Plan, an online survey was designed as the primary tool to collect input from residents regarding their perceived community needs with the intent to be accessible to a broad audience. In addition to the survey, public information sessions were held as an additional or alternative way to engage residents. These sessions provided opportunities for residents to learn more about the purpose of the Community Needs Assessment and share their thoughts in person.

To ensure a diverse range of feedback, DCHD leveraged its extensive network of stakeholders, including subrecipients, neighborhood associations, the City of El Paso's Neighborhood Leadership Academy, City employees, and City boards and commissions. These stakeholders, who represent various segments of the community, were instrumental in facilitating outreach and encouraging participation in the survey and public information sessions.

Survey Design

The CNA survey consisted of 18 core questions, designed to gather community input on key areas that align with the Consolidated Plan. It was available in both **English** and **Spanish** to ensure accessibility for El Paso's significant Spanish-speaking demographic due to its location on the U.S.-Mexico border.

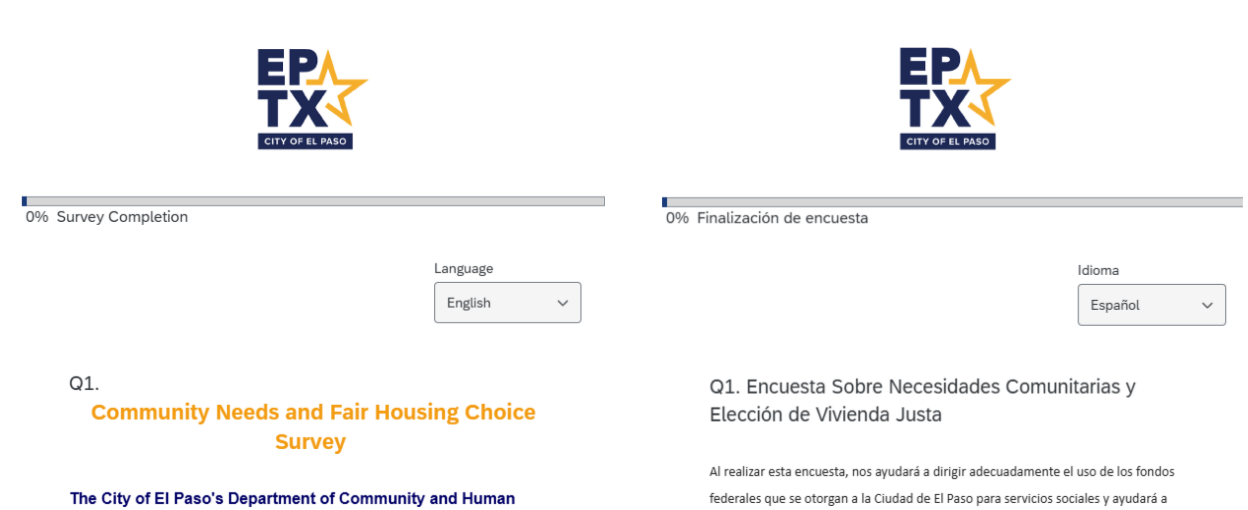


Image: Screenshots of the Community Needs Assessment shows they survey was offered in both English and Spanish.

The questions covered essential topics, including:

- **Social service programs**
- **Public facilities improvements**
- **Homelessness and housing-related issues**
- **Accessibility for persons with disabilities**
- **Fair housing issues**

Additionally, 12 demographic questions were included to better understand the socio-economic background of the respondents. These questions gathered information such as:

- **Area of residence**
- **Income and employment status**
- **Familial status and household size**
- **Homeownership**
- **If respondents had a disability**

Survey Distribution



The flyer is titled "PARTICIPATE IN THE COMMUNITY NEEDS ASSESSMENT" and features the El Paso, Texas logo. It includes two circular images: one showing hands typing on a laptop and another showing hands pointing at a table with sticky notes. The text on the flyer reads: "The City is seeking resident input on on what priorities and community resources related to social services, access to housing, homelessness and accessibility, are most needed." Below this, it lists two options: "TAKE & SHARE SURVEY" and "ATTEND INPUT SESSION". It then provides details for two public input sessions: "Community Needs Public Input Session #1" on Thursday, Feb. 20, 5:30P – 7:00P at Sylvia Carreon Community Center, 709 Lomita Dr.; and "Community Needs Public Input Session #2" on Tuesday, Feb 25 | 5:30P – 7:00P at Wayne Thornton Community Center (Grandview), 3134 Jefferson Ave. A note states: "Your input will help us properly direct the use of federal funds that are granted to the City of El Paso by the U.S. Dept. of Housing and Urban Development." The footer includes the Department of Community and Human Development and the email conplanai2025@elpasotexas.gov.

Image: Flyer promoting the Community Needs Assessment survey and public sessions

The survey was officially launched in February 2025, and its distribution strategy was designed to reach a widespread audience across the city. DCHD employed several methods to distribute the survey, ensuring ample participation:

1. **Email Distribution:** The survey was initially sent to a contact list maintained by the DCHD, which includes key community partners, social service providers, non-profits, and stakeholders. This initial outreach helped ensure that individuals and organizations with direct knowledge of community needs were among the first to participate in the survey.

2. **Citywide Outreach: The City's Strategic Communications Office** played a key role in promoting the survey city-wide and encouraging participation. They sent a mass email to all City employees, inviting them to take the survey and share it with their networks. Additionally, the communications team used the City's official social media channels to promote the survey and public information sessions, sharing posts multiple times throughout the month.
3. **Public Information Sessions:** To complement the online survey, the DCHD hosted two public information sessions to engage community members in person. These sessions were held at the following locations and times:
 - a. Thursday, February 20, 2025 from 5:30 p.m. – 7:00 p.m. at the Sylvia Carreon Community Center (709 Lomita Dr, El Paso, TX 79907)
 - b. Tuesday, February 25, 2025 from 5:30 p.m. – 7:00 p.m. at the Wayne Thornton Community Center (Grandview) (3134 Jefferson Ave, El Paso, TX 79930)
4. **Stakeholder and Community Group Engagement:** To Ensure feedback from those actively involved in their community or dedicated to serving underrepresented groups was gathered, the DCHD invited the following key stakeholders to participate in the survey:
 - a. Federal grant subrecipients
 - b. City-registered neighborhood associations (approximately 100)
 - c. Participants of the Neighborhood Leadership Academy (annual city program designed to educate residents about City government operations), including both current participants and past graduates
 - d. City boards and commissions, specifically those that represent vulnerable populations, such as:
 - i. **Accessibility Advisory Committee**
 - ii. **AmeriCorps Seniors Advisory**
 - iii. **Fair Housing Task Force**
 - iv. **Veterans Affairs Advisory Council**
 - v. **Women's Rights Commission**
5. **Senior Center Outreach:** Understanding the importance of engaging senior residents, the Retired Seniors Volunteer Program (RSVP), a DCHD program, contributed by assisting seniors with completing the online survey. These outreach events were held at:
 - e. Pavo Real Senior Center on February 25, 2025
 - f. Wayne Thornton Community Center (Grandview) on February 27, 2025

In total 35 surveys were completed at the two senior centers. RSVP also helped to distribute the survey to their 34 partnered non-profit agencies that participate in the volunteer program to expand the reach even further.

Key Findings & Analysis

The DCHD designed survey questions to gather information relevant to the Comprehensive Plan. A total of 641 participants responded to the survey, with an average of 447 respondents per question. The survey focused on identifying critical service and facility needs, especially those affecting vulnerable groups like low-to-moderate income individuals, people with disabilities, and those experiencing housing instability. To strengthen the findings of the CNA, the DCHD also

analyzed additional supporting data from credible sources, such as the U.S. Census Bureau's 2022 American Community Survey, the 2025 State of Homelessness Roundtable for El Paso, and HUD's 2022 Comprehensive Housing Market Analysis for El Paso. The goal was to ensure that local priorities align with the measurable needs of the community.

Analysis is key because it identifies where disparities exist between public perceptions and actual service gaps, helping the city prioritize initiatives. It also underscores the interconnected nature of the identified needs and how housing affordability, mental health services, and transportation access are often intertwined.

El Paso Services Needs Analysis: 2025 Community Priorities and Gaps

The Services Needs Analysis summarizes the most urgent community service needs in the City of El Paso based on findings from the CNA and supported by demographic data from the U.S. Census Bureau's 2022 American Community Survey such as poverty rates, housing cost burden, and access to transportation. Results of the 2025 State of Homelessness Roundtable session are also incorporated. The focus is on service-based initiatives such as mental health care, emergency shelter support, housing navigation, family services, and transportation access.

Five core service areas were consistently identified by residents and providers including mental health services, homelessness services, family services (including childcare), youth services, and transportation. Each of these priorities is discussed below with supporting data and references to the survey questions that informed their ranking.

Mental health services were ranked as the highest priority among survey participants with 18% of individuals selecting it as one of their top three community service needs. These responses are consistent with El Paso County's status as a federal "Mental Health Professional Shortage Area," and is underscored by the census data ranking El Paso as one of the highest uninsured cities in the state with 22.1% of residents lacking health insurance. The combination of under-resourced systems and economic barriers significantly limits access to ongoing care and places mental health services at the top of the city's service priorities.

Family services emerged as a significant concern, with 10% of respondents selecting childcare services as a top community need and 6% selecting domestic violence prevention. Local data reinforces these concerns, particularly for individuals caring for children or fleeing domestic violence situations. In El Paso, approximately 36% of households have children under 18, with nearly 29% of those children living in poverty. The findings were further corroborated during the State of Homelessness Roundtable, where agencies highlighted the urgent need for family stabilization services, parenting support, trauma recovery, and legal advocacy.

What are the top three community services that are most needed in El Paso?

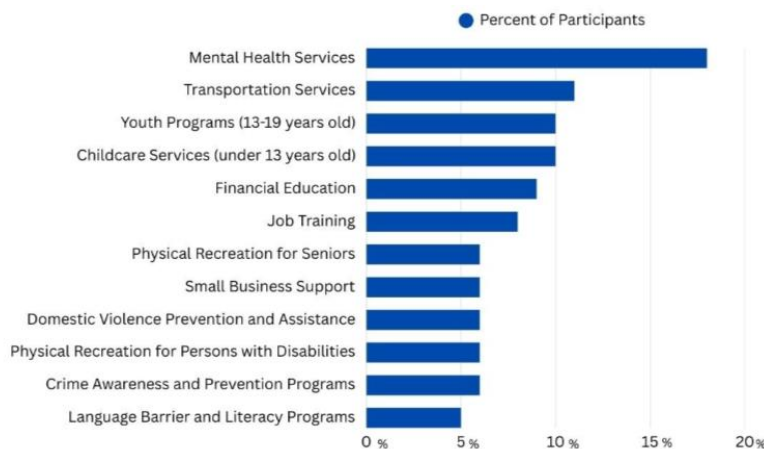


Figure 1: A bar graph shows the percentage of participants identifying the top three needed community services in El Paso.

Youth services, defined as programs aimed at individuals aged 13 to 19, were highly prioritized by residents. Youth programs were identified as one of the top three most-needed community services receiving 10% of responses. This is particularly relevant in a city where 26% of the population is under the age of 18. During the State of Homelessness Roundtable, agencies reaffirmed these concerns by reporting that youth encounter barriers to housing, education, and mental health care. This concern is prominently seen in youth aging out of foster care or experiencing homelessness.

Transportation services were a top selection with 11% of residents identifying transportation as one of the most pressing needs in the city. According to U.S Census data, 7.4% of households in El Paso do not have access to a vehicle. This percentage is even higher in low-income neighborhoods and disproportionately affects the elderly, people with disabilities, and individuals experiencing homelessness. Providers echoed this concern during the State of Homelessness Roundtable, noting that limited public transit, long travel times, and inaccessible routes hinder residents' ability to reach medical appointments, shelters, schools, and job opportunities.

Homelessness services followed as a critical area of concern. When asked how important it is for the City to address homelessness, 59.4% of respondents rated it as a high priority, which prompts a comparison to how many low-income households remain at risk of eviction or long-term housing instability. In a large group discussion on homelessness during the State of Homelessness Roundtable, local service providers also emphasized the need for homelessness outreach, case management, and system navigation.

How important is it for the City of El Paso to address homelessness in the community?

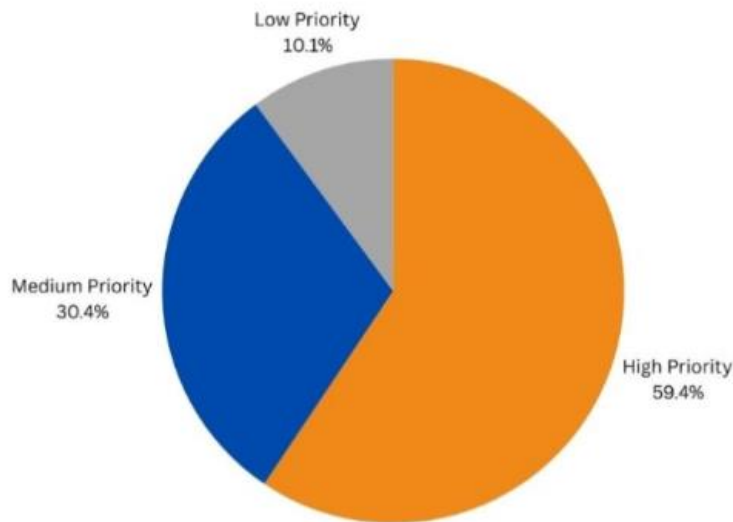


Figure 2: Pie chart showing the percentage of participants identifying the need for the City of El Paso to address homelessness.

Together, these findings provide a strong foundation for setting service program priorities in the City's Consolidated Plan and Annual Action Plan. Areas of mental health, homelessness, family support, youth services, and transportation are deeply interconnected needs that reflect both resident perceptions and measurable service gaps. Addressing them strategically will improve outcomes across the city and strengthen El Paso's social infrastructure.

El Paso Infrastructure Analysis: 2025 Community Priorities and Gaps

The priority infrastructure needs and gaps in the City of El Paso are based on the data from the 2025 Community Needs and Fair Housing Choice Survey and HUD's 2022 Comprehensive Housing Market Analysis for El Paso. The infrastructure priorities that were identified include affordable housing, mental health centers, walkability and accessibility improvements, and homeless facilities.

HUD's 2022 Comprehensive Housing Market Analysis for El Paso predicted the demand for 2,300 rental units between 2022 and 2025. Emphasizing this gap, was the 45% of CNA survey respondents who highlighted the need for **affordable housing for low-to-moderate income families** throughout El Paso. In addition to this is the 22% of participants in support of **affordable housing for elderly individuals**. Furthermore, 44% of respondents agreed the City should prioritize **rehabilitation and new construction of affordable rental housing units**.

In addition to the need for affordable housing rental units, 26% of respondents indicated that the City should prioritize the development of **affordable single-family homes for first-time homebuyers**. Furthermore, 23% of participants expressed support for **homebuyer down payment assistance**. Only 11% of respondents felt that El Paso has adequate affordable rental housing units, which underscores a broader consensus that affordable housing is needed throughout the city. The two regions most identified as in need are East (19% of responses) and Central (18% of responses). Despite this identified need, several factors, including HUD incentivized homeownership regulations, El Paso's median sales prices, and challenges related to post-purchase sustainability, inhibit the effectiveness of homebuyer assistance funded by federal resources.

What type of affordable housing do you think is most needed in EL Paso?

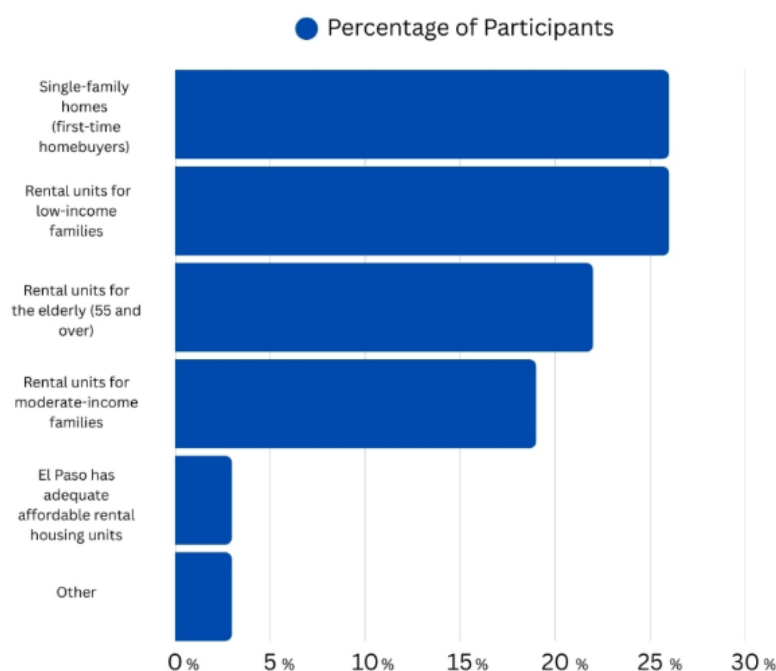


Figure 3: Bar graph showing respondent selections on the types of affordable housing most needed in El Paso

In addressing housing affordability within our community, the CNA indicates that 64% of respondents strongly agree that local tax dollars should supplement federal funding for homeowner assistance programs. This support reflects the community's willingness to invest locally in efforts to close the housing affordability gap.

Furthermore, the CNA identified infrastructure focused on equity and health as critical priorities. The most commonly reported service need was mental health services. Consequently, mental health centers emerged as one of the top three choice public improvements, alongside enhancements in walkability and accessibility. Additionally, respondents consistently prioritized accessibility for persons with disabilities in rental housing infrastructure. This reinforces the

necessity for comprehensive infrastructure design that addresses both public spaces and housing developments.

What are the top three public improvements that are most needed in El Paso?

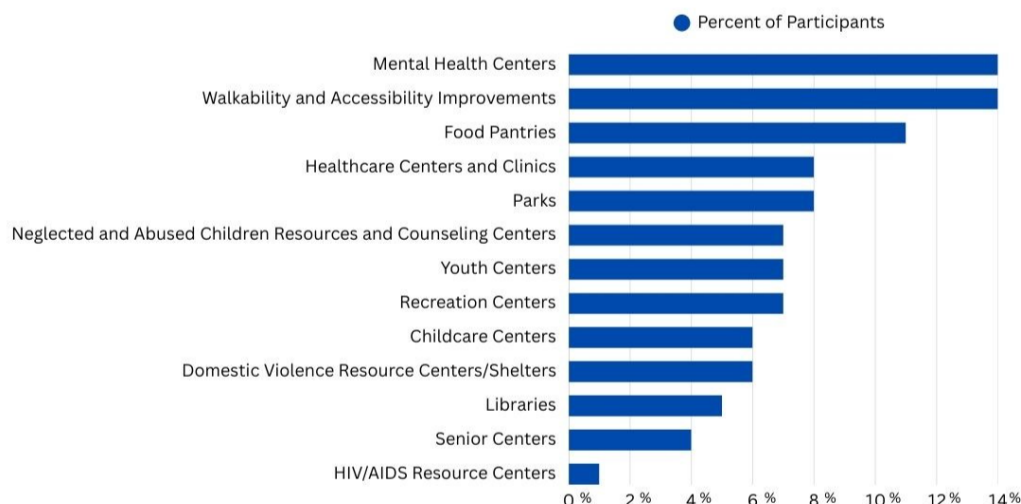


Figure 4: A bar graph showing the percentage of participants identifying the top three most needed public improvements in El Paso.

Food pantries were the second most identified public improvement area of need in the CNA survey. With the housing cost burden in El Paso, it highlights the intersection of housing and basic living needs. HUD's 2022 Comprehensive Housing Market Analysis for El Paso data shows that more than 55,000 households pay over 30% of their income on housing, including nearly 27,000 that are severely cost burdened, paying a significant portion of their income toward rent or a mortgage. These families are more likely to struggle with basic necessities.

Lastly, in alignment with homelessness services being identified as one of the top community service needs - facilities designed to mitigate homelessness received comparable levels of support. Each of these facilities offers various services to support individuals without homes:

- **Emergency shelters** – offer immediate, short-term housing for individuals experiencing homelessness.
- **Supportive housing** – combines affordable housing with services that promote independent living.
- **Transitional housing** – provides structured, temporary housing (up to two years) to help individuals prepare for permanent housing.
- **Permanent housing** – offers long-term, community-based living options that support self-sufficiency.

In summary, this data highlights the urgent need for a **multi-faceted** approach, along with both federal and local investment, to address the gaps within our community that disproportionately affect low-to-moderate-income residents, a situation exacerbated by cost burdens and limited federal support.

Select the top homeless facility types that are most needed in El Paso?

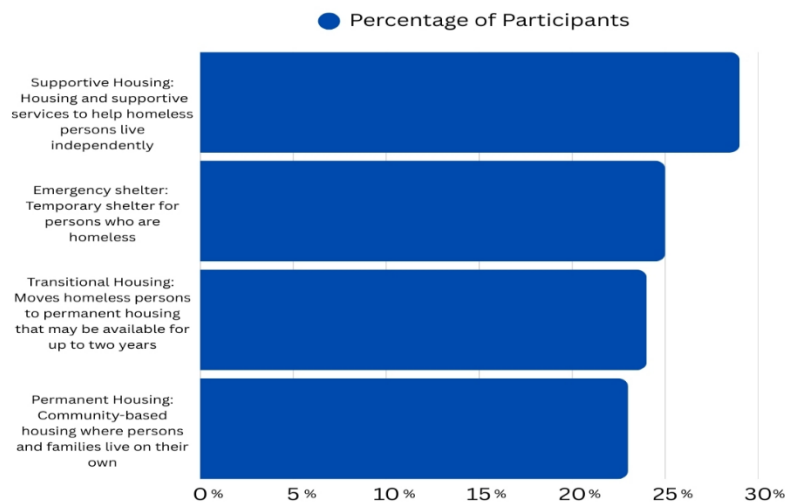


Figure 5: A bar graph showing the percentage of participants identifying the top homeless facility types most needed in El Paso.

Equal Opportunity

The accessibility of housing for individuals with disabilities and the issue of fair housing are closely interconnected, as both involve ensuring equal opportunities and rights for all individuals, regardless of disability, race, or other protected characteristics. Survey results reveal a significant gap in accessible housing options and public awareness regarding accessibility and fair housing issues.

Accessibility for Persons with Disabilities:

Do you believe enough information on accessibility and the Americans with Disabilities Act (ADA) is available to the public?

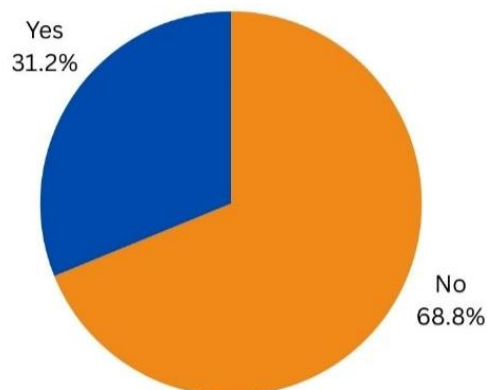


Figure 6: A pie chart showing the percentage of participants identifying if there is enough information on accessibility and the Americans with Disabilities Act made available to the public. Of the participants that took the survey, 100 individuals identified as having a disability. Nearly 70% of all survey respondents expressed the belief that there is a lack of accessible public information relating to the Americans with Disabilities Act (ADA) and overall accessibility issues. When participants were prompted to evaluate the necessity of rental housing units specifically designed for individuals with disabilities, 47% of the respondents identified this issue as a high priority. In addition to the pressing need for specialized rental units, many participants also indicated high to medium priority for accessible amenities and ADA-compliant parking. Furthermore, the need for accessibility enhancements was not limited to renters; 47% of participants also identified a high need for accessibility improvements to ensure homes are accessible to homeowners as well.

The overall findings of the accessibility portion of the survey indicated that there is insufficient accessible public information about the Americans with Disabilities Act and its related accessibility issues. Participants highlighted the need for rental housing units designed for individuals with disabilities, while also highlighting the importance of accessible improvements for homeowners.

Fair Housing

Concerning the availability of information on fair housing and housing discrimination accessible to the public in El Paso, nearly half of respondents believed there was not enough information available. In addition, 37% of the 210 respondents acknowledged that they had been unable to find an accessible home or apartment and 132 survey contributors stated they had at some point experienced a form of discrimination, such as being discouraged and/or denied because of their race, disability, or sexual orientation, when renting or buying a home.

Is there enough information on fair housing and housing discrimination available to the public in El Paso?

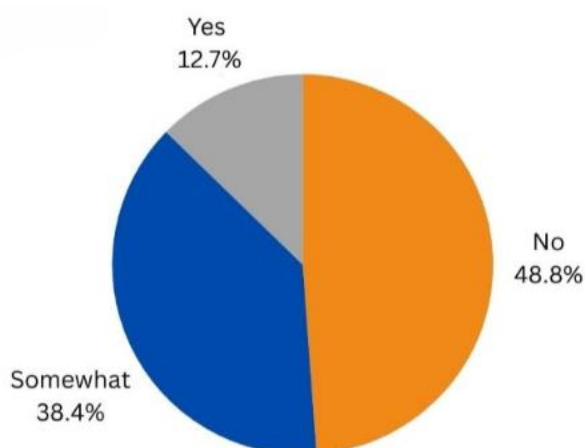


Figure 7: A pie chart showing the percentage of participants identifying if there is enough information on fair housing and housing discrimination available to the public.

In response to questions regarding potential actions in the event of encountering housing discrimination, a significant 32% of respondents indicated their intent to report the incident to local government or housing authorities. The responses reflected a notable distribution of support for alternative courses of action, with an even proportion of participants expressing a willingness to report the matter to state or federal government entities, as well as to confront the offending individual or housing organization directly. Additionally, 19 respondents chose to provide a more detailed response by explaining their answer in the "Other" answer choice. This revealed a choice to utilize digital platforms, such as social media and review sites, as a means of confronting discrimination.

Both accessibility and fair housing issues are crucial in ensuring equal living opportunities for all, particularly individuals with disabilities. The lack of accessible rental units, inadequate public information on ADA compliance, and the prevalence of housing discrimination point to systemic barriers that prevent full participation in housing markets. Addressing these challenges requires not only improving the availability of accessible housing and amenities but also increasing public awareness of fair housing rights and the steps individuals can take to address discrimination.

Demographic Breakdown of Survey Respondents

A total of 641 individuals participated in the CNA survey, of which 415 respondents provided detailed demographic information. The survey was offered to participants in both English and Spanish. Of the 641 initial survey respondents, a prominent 609 individuals responded to the questions in English. Hispanics accounted for 71% of the 412 individuals who answered the question about which race they identified as. The majority, 60% of individuals, who participated in the survey were female. Additionally, a large number of participants reported that they resided in the Eastside area of the city in zip codes: 79936, 79938, 79925, and 79928. When asked which District they resided in, many respondents were not sure. Districts 1, 2, 4, and 7 resulted to have a similar number of respondents; however, it is important to note that there were respondents from all eight El Paso city Districts.

Questions regarding familial composition revealed that of 411 respondents, 186 identified as married and 150 as single, meanwhile 76 have children and 37 do not have children. A majority, 67% (280) of the individuals surveyed, reported to have full-time employment status. The second highest segment of participants providing information about their employment status self-identified as being retired and accounted for 25% of responses.

Regarding where participants reside, 64%, of the 414 respondents, indicated they were homeowners, 27% renters, and 9% other. Of the participants who answered other, 13 responded that they lived with a family member and five self-identified as homeless. Concerning household income, the two income brackets that received the most answers were \$50,000-\$74,999 and \$100,000-\$149,999, with 74 and 71 responses respectively. Additionally, there were 60 respondents who indicated having household incomes under \$25,000 and 65 indicating \$35,000-\$49,999.

Overall, the demographical information provided by CNA survey respondents is representative of El Paso city's general population demographics. According to data from the U.S. Census Bureau

(2023) 81% of El Paso residents identify as Hispanic. Married-couple family households comprise 43% of the city's population. In addition, 79936 is one of the most populated zip codes in the state of Texas. The only outlier in the demographical data collected was the number of surveys that were taken in Spanish. Data from the U.S. Census Bureau (2023) shows that 63% the city's population speaks Spanish as their primary language at home while only 35% speak English as their primary language at home.

Public Input Sessions

The Department of Community and Human Development hosted two Community Needs Public Input Sessions alongside the CNA survey. These sessions provided an opportunity for the public to offer feedback on what community resources, especially regarding social services, access to housing, homelessness, and accessibility, should be prioritized when the City of El Paso allocates federal funds from the U.S. Department of Housing and Urban Development. The first session occurred on February 20, 2025, at the Sylvia Carreon Community Center, and the second took place on February 25, 2025, at the Wayne Thornton Community Center. Before the session began, department staff explained the Community Needs Assessment and the Consolidated Plan to participants.

During the input sessions, participants were asked the following four questions:

1. What do you feel are the biggest gaps in services or resources in our city, and are there areas that are underserved or have greater needs than others?
2. How do you think HUD federal entitlement dollars should be prioritized in the next five years to address community needs?
3. What do you see as the most pressing issue facing our community right now, and are there specific groups (e.g., seniors, youth,) facing unique challenges?
4. What is your vision for the future of El Paso, and how can the Department of Community and Human Development contribute to achieving that vision?

Attendees were divided into two groups and asked to answer/discussion two questions before switching groups and answering the other two. DCHD employees wrote each question on a larger poster board and provided participants sticky notes and markers so that they could write responses and add them to the pertaining board. The poster boards with the corresponding participant responses attached were collected, documented, and summarized by DCHD Research Assistants. The questions were used to identify pressing issues, gaps in service/resources, and how the Department of Community and Human Development could contribute to the solution.

Participants voiced concerns about the city's communication regarding available resources, particularly among youth who are often unaware of existing programs. The discussions revealed a prominent housing crisis, highlighting the lack of affordable housing and quick-access temporary solutions for those experiencing homelessness. One critical point raised was the gap in support during the transition from temporary to permanent housing, where individuals often lose access to resources that could help them maintain stability. Many participants also emphasized the lack of job opportunities with adequate pay, which affects various demographics striving for financial independence.

The sessions also identified substantial gaps in services for homeless youth with criminal records, as minor offenses hinder their future housing opportunities. Attendees expressed that fundamentally improving El Paso's core issues could catalyze broader positive changes in the community. Furthermore, there was a shared concern that some individuals may avoid city resources due to misconceptions about potential stipulations, underscoring the need for clear communication regarding how these resources operate to encourage better community engagement.

Conclusion

The Community Needs Assessment (CNA) has provided invaluable insights into the critical needs and service gaps within El Paso, particularly in the areas of mental health services, along with improved public facilities that support overall health, affordable housing, varied sheltering of the homeless, and disability access. With a wealth of respondents, the survey brought forward the community's consensus for enhanced mental health services with complementary facilities, as well as a significant lack of quality affordable rental units and single-family homes. Additionally, there is a clear demand for accessible housing for individuals with disabilities, alongside a growing concern for homelessness, with support for a variety of homeless facilities, including emergency shelters and permanent housing. The CNA also identified barriers to fair housing, including a lack of public information and a notable level of housing discrimination.

The community's prioritization of mental health and transportation services and separately, of improvements to mental health centers and increasing walkability not only reflects a broader concern for the well-being of residents, but shows a congruence between the identified needs in public services and public facilities, suggesting a perceived connection between the services that are most critical to residents and the physical infrastructure necessary to support those services. Additionally, the equal support for multiple forms of homeless facilities indicates that homelessness is a complex issue in need of diverse, integrated solutions. The overwhelming consensus on the insufficient availability of affordable housing highlights the need for enhanced strategic allocation of resources to meet the growing demand for housing in the city. The survey reveals significant communication challenges regarding the availability of education concerning fair housing and disability access.

Further engaging and informing the community as a whole, will be imperative to improving awareness and participation in the available services. As these findings are incorporated into the Consolidated Plan, the DCHD will play a pivotal role in ensuring that these exigencies are met by strategically funneling the federal grant funds toward essential programs aimed at filling these gaps and supporting those most in need.

Next Steps and Future Engagement

The data and insights gathered through the CNA will directly inform the City of El Paso's 2025-2029 Consolidated Plan. This document will guide the strategic use of federal funding and establish the City's priorities for the next five years. Public hearings and presentations will allow for further discussion with the City's Mayor and Council, ensuring that community input continues to shape the final plan.

The City will also continue engaging with stakeholders throughout the process to ensure that the needs of El Paso's residents are not only being heard but, most importantly their perspectives are incorporated in addressing the complex challenges identified in this assessment.

Closing

The City of El Paso remains steadfast in its commitment to addressing the community's needs. By prioritizing the findings outlined in this assessment, federal resources will be strategically allocated to support the most vulnerable populations. By actively listening to the voices of El Paso residents, the DCHD aims to mitigate homelessness, promote family stability, support affordable housing initiatives, enhance accessibility and create a fairer, more accessible housing environment for all residents, particularly those who face systemic barriers and discrimination.

In the spirit of community development and empowerment, DCHD will continue to leverage its programs and partnerships to implement the goals of the Consolidated Plan. With the support of the community, the City of El Paso is dedicated to advancing these initiatives and ensuring a more equitable and resilient community.

Appendices

Survey Questions:

1. Select the top 3 community services that are most needed in El Paso:

- physical recreation for seniors
- physical recreation for persons with disabilities
- Youth Programs (13-19 years of age)
- Child Care Services (under 13 years of age)
- Transportation Services
- Crime Awareness and Prevention Programs
- Mental Health Services
- Domestic Violence Prevention and Assistance
- Small Business Support
- Job Training
- Financial Education
- Language Barrier and Literacy Programs

2. Select the top 3 public improvements that are most needed in El Paso:

- Walkability and Accessibility Improvements
- Domestic Violence Resource Centers/Shelters
- Mental Health Centers
- Senior Centers
- Youth Centers
- Libraries
- Recreation Centers
- Parks
- Childcare Centers
- Healthcare Centers and Clinics
- HIV/AIDS Resource Centers
- Neglected and Abused Children Resource and Counseling Centers
- Food Pantries

3. How important is it for the City of El Paso to address homelessness in the community?

- low priority
- Medium Priority
- High Priority

4. Select the top homeless facility types that are most needed in El Paso:

- Emergency shelter: temporary shelter for persons who are homeless
- Transitional housing: moves homeless persons to permanent housing that may be available for up to two years
- Supportive housing: housing and supportive services to help homeless persons live independently
- Permanent housing: community-based housing where persons and families live on their own

5. Are you from a social service agency that provide services to the unhoused population?

- Yes
- No

6. Please enter the social service agency you are from:

7. Briefly describe the services your agency provides to assist families and individuals who are experiencing homelessness or are at risk of becoming homeless.

8. What populations are in the most need of additional services and/or resources?

- Individuals and families at risk of experiencing homelessness
- Individuals experiencing homelessness
- Families experiencing homelessness
- Youth experiencing, or at risk of experiencing, homelessness
- Veterans individuals experiencing homelessness

9. What do you consider to be the top gaps in our community's homeless service system?

10. Where do you think resources should be allocated to address gaps in the homeless service system?

11. What do you consider to be the top strengths in our community's homeless service system?

12. Where do you think resources should be allocated to leverage the strengths of the homeless service system?

****Social Service Agencies Only****

13. During COVID-19, what would you consider to be the most successful initiatives that safeguarded families and individuals experiencing homelessness, or at risk of experiencing homelessness?

14. Do you have any other thoughts on homeless service provision in El Paso?

****Social Service Agencies Only****

15. Do you believe enough information on accessibility and the Americans with Disabilities Act (ADA) is available to the public?

- Yes
- No

16. Rate the level of need for rental housing units for persons with disabilities.

- low priority
- Medium Priority
- High Priority

17. Rate the level of need for accessibility to amenities (e.g., laundry, picnic areas, etc.) at rental housing units

- low priority
- Medium Priority
- High Priority

18. Rate the level of need for availability to ADA parking spaces in a rental or housing complex.

- low priority
- Medium Priority
- High Priority

19. Rate the level of need for accessibility improvements for homeowners

- low priority
- Medium Priority
- High Priority

20. What type of housing do you think is most needed in El Paso?

- Affordable rental units for low-income families
- Affordable rental units for moderate-income families
- Affordable rental units for the elderly (55 and over)
- Affordable single family homes (for first-time homebuyers)
- El Paso has adequate affordable rental housing units
- Other (open ended response)

21. In what area do you think affordable rental housing units are most needed in El Paso?

- Downtown
- West
- Northeast
- Central
- East
- Far East
- Affordable rental housing units are not needed in any are of El Paso
- other (open ended response)

22. Do you think that all families in El Paso have equal access to safe and adequate housing?

- Yes
- No

23. Which of the following rental or home-owner assistance programs for low-income families should the City of El Paso prioritize?

- New construction of affordable rental housing units
- Rehabilitation of affordable rental housing units
- Single family owner-occupied rehabilitation
- Single family owner-occupied emergency repair
- Homebuyer down payment assistance
- Other (open ended response)

24. Do you think local tax dollars should supplement federal funding for homeowner assistance programs?

- Yes
- No

25. There is enough information on Fair Housing and housing discrimination available to the El Paso public?

- Yes
- No
- somewhat

26. Have you experienced any of the following when renting or buying a home?

- Discouraged from buying or renting a dwelling based on your race, color, religion, national origin, sex, familial status or disability
- Discouraged from buying or renting a dwelling based on your sexual orientation or gender identity
- Denied, or charged more for homeowner's insurance; or a home or equity loan based on your race, color, religion, national origin, sex (includes gender identity and sexual orientation), familial status or disability
- Denied reasonable accommodation or modification to make an apartment more accessible to someone with a disability
- Denied, or charged to have a service or emotional support animal in a rental property
- Unable to find an accessible home or apartment

27. What would you do if you encountered housing discrimination? Mark which applies.

- Confront the person or housing entity directly
- I am not sure
- Do nothing
- Report it to local government or housing authority
- Report it to state government
- Report it to federal government
- Other (open ended response)

28. What district do you reside in?

- District 1
- District 2
- District 3
- District 4
- District 5
- District 6
- District 7
- District 8
- I am not sure
- I am not a resident of the City of El Paso

29. What is your zip code?

30. What is your gender?

- Male
- Female
- Non-binary / third gender
- Prefer not to say
- other

31. What is your race? Select all that apply

- American Indian/Alaskan Native
- Asian
- Black/African American
- Hispanic
- Native Hawaiian/Other Pacific Islander
- White
- Multi-racial or other

32. What is your familial/marital status? Select all that apply.

- Single
- Married
- Separated
- Divorced
- Widowed
- Have children
- No children

33. Do you have a disability?

- Yes
- No

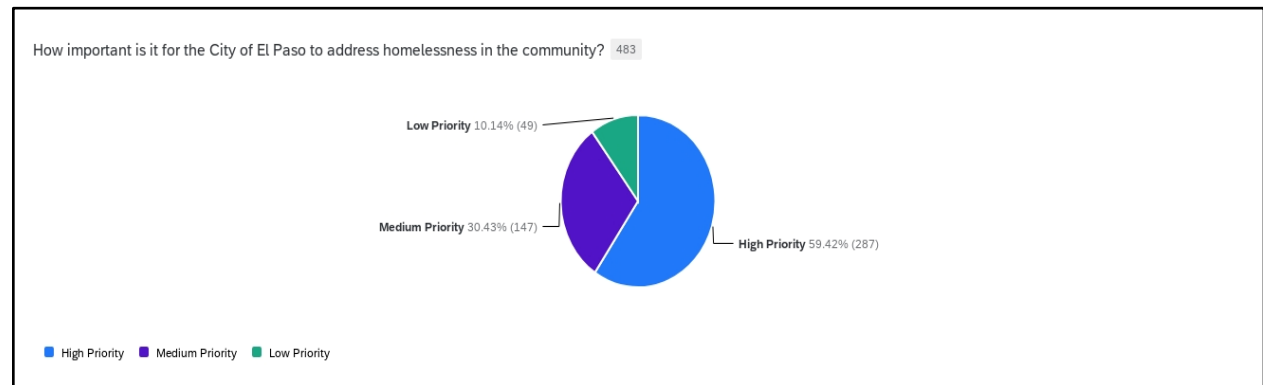
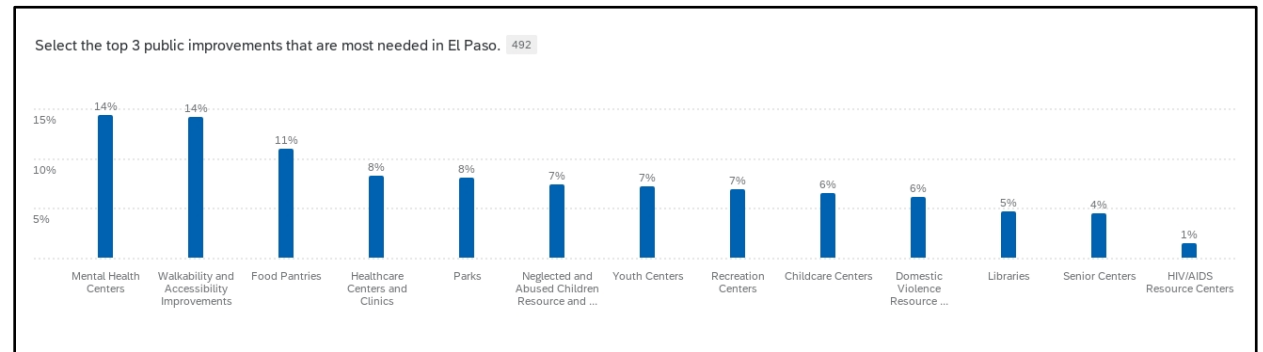
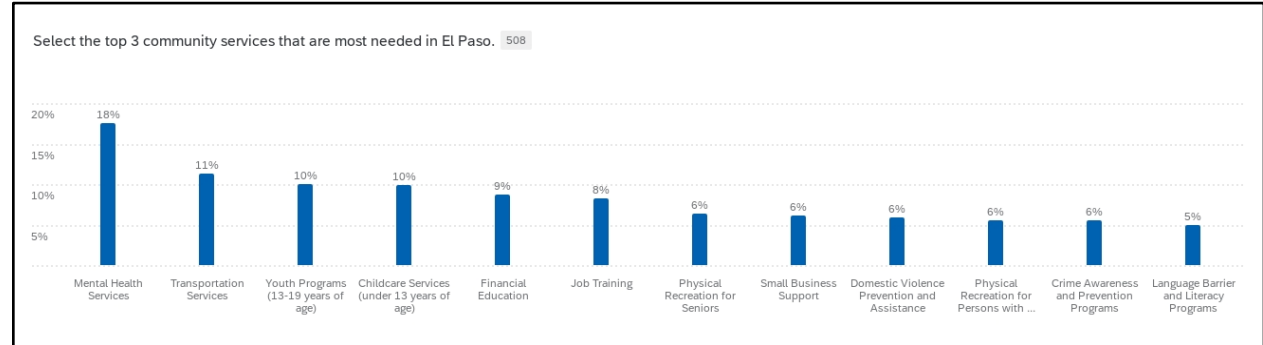
34. Please select all that apply.

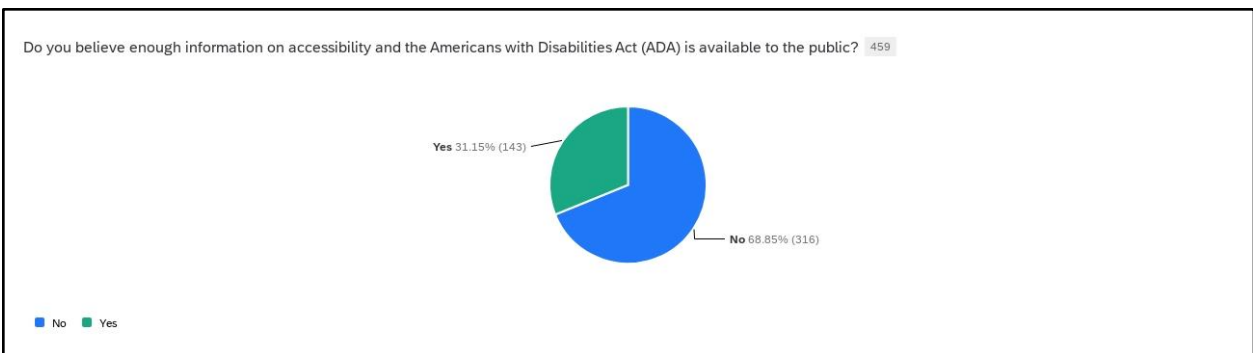
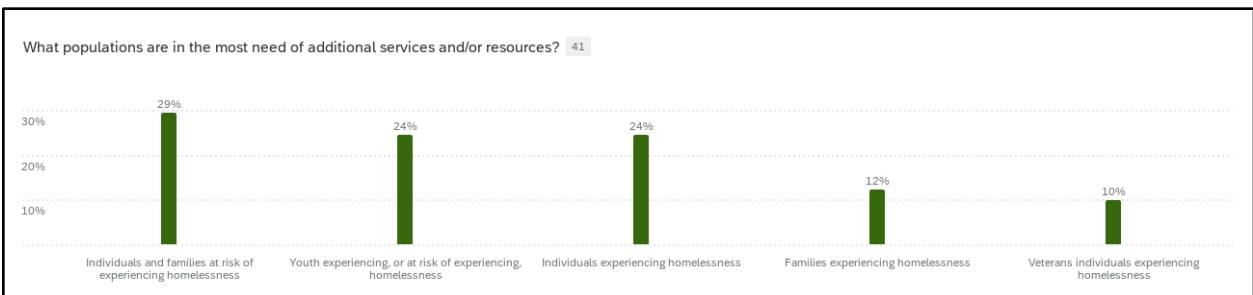
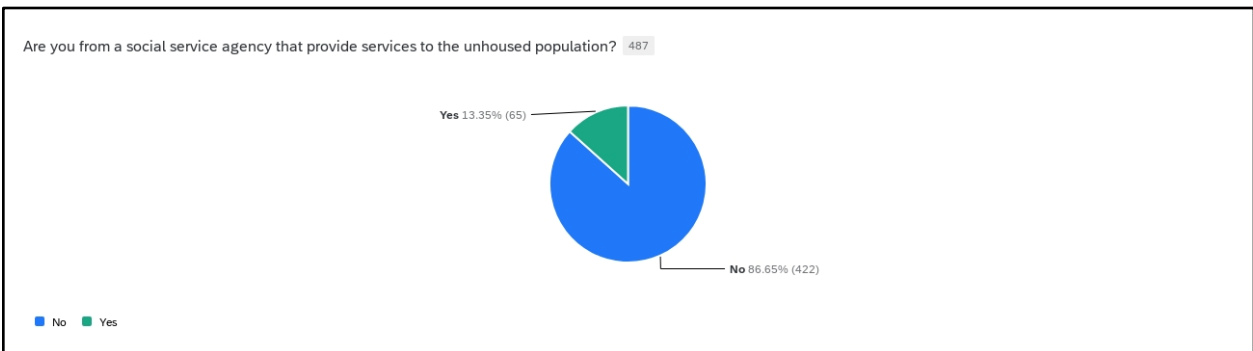
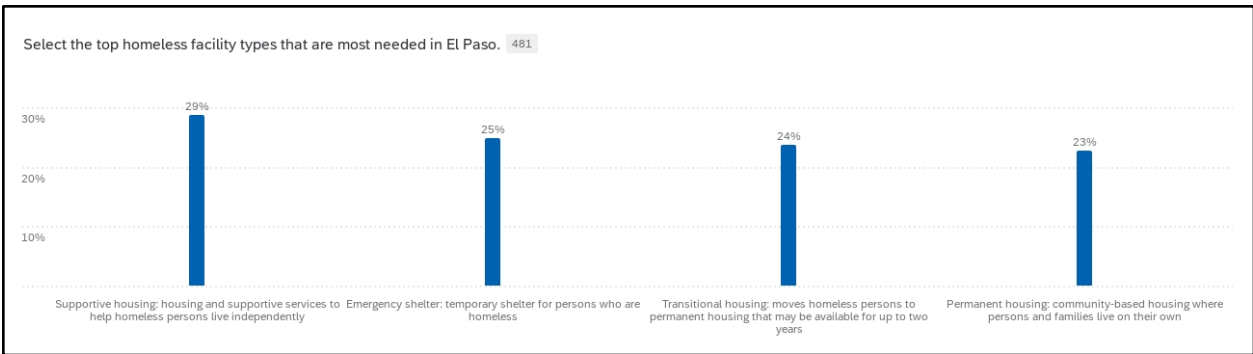
- Do you have serious difficulty walking or climbing stairs? (5 years old or older)
- Are you deaf, or do you have serious difficulty hearing?
- Because of a physical, mental, or emotional condition, do you have difficulty doing errands alone such as visiting a doctor's office or shopping? (15 years old or older)
- Do you have difficulty dressing or bathing? (5 years old or older)
- Are you blind, or do you have serious difficulty seeing, even when wearing glasses?
- Because of a physical, mental, or emotional condition, do you have serious difficulty concentrating, remembering, or making decisions? (5 years old or older)

35. What is your employment status?

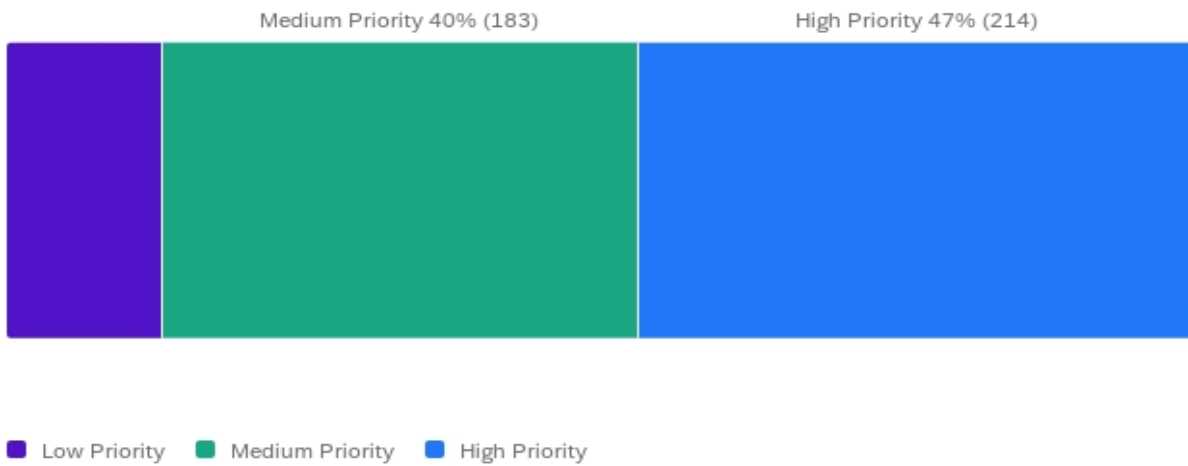
- Full-time
- Part-time
- Retired
- Self-Employed
- Service member
- Temporary/Contract
- Unemployed
- Unemployed and Seeking Employment
- Veteran

Qualtrics Automated Graphs:

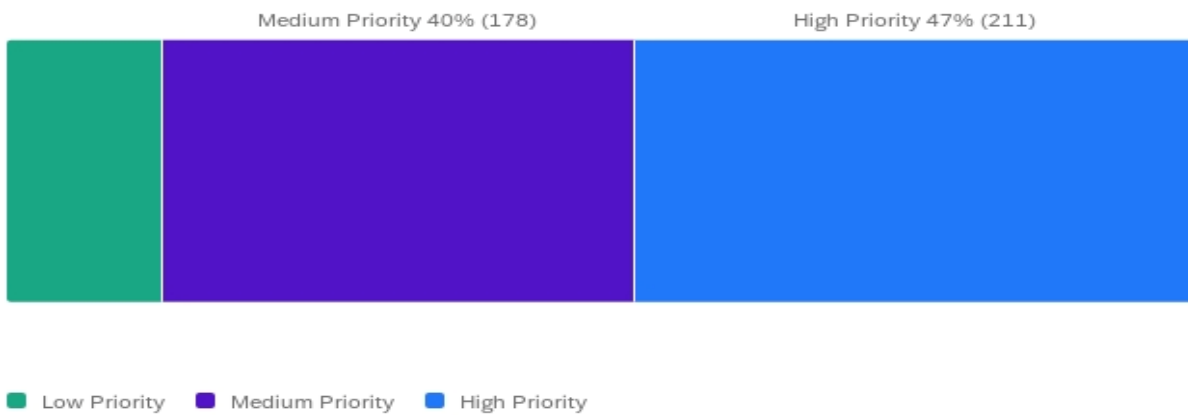




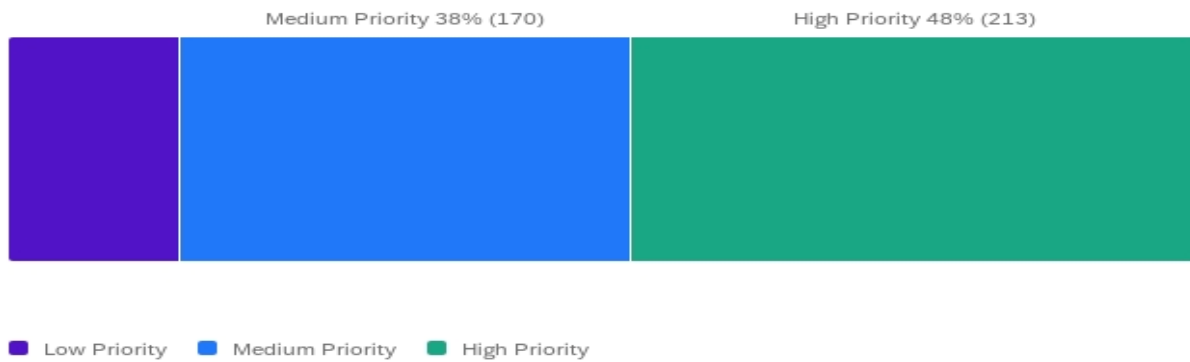
Rate the level of need for rental housing units for persons with disabilities.



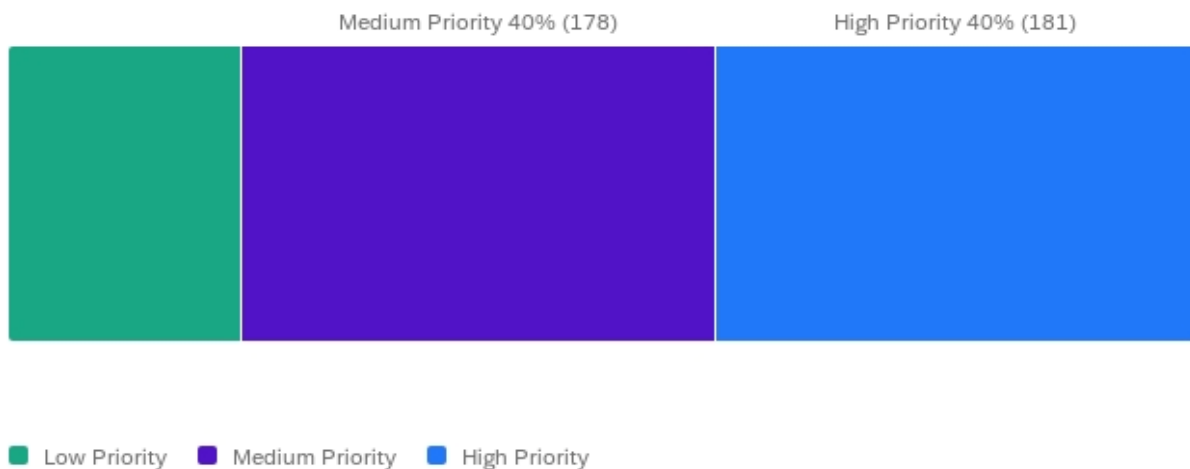
Rate the level of need for accessibility improvements for homeowners



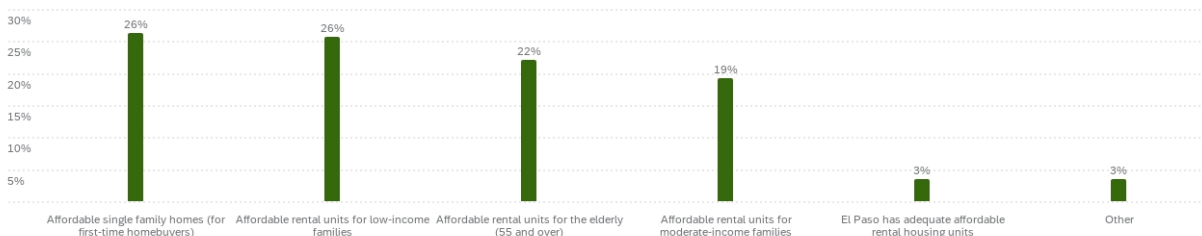
Rate the level of need for accessibility to amenities (e.g., laundry, picnic areas, etc.) at rental housing units



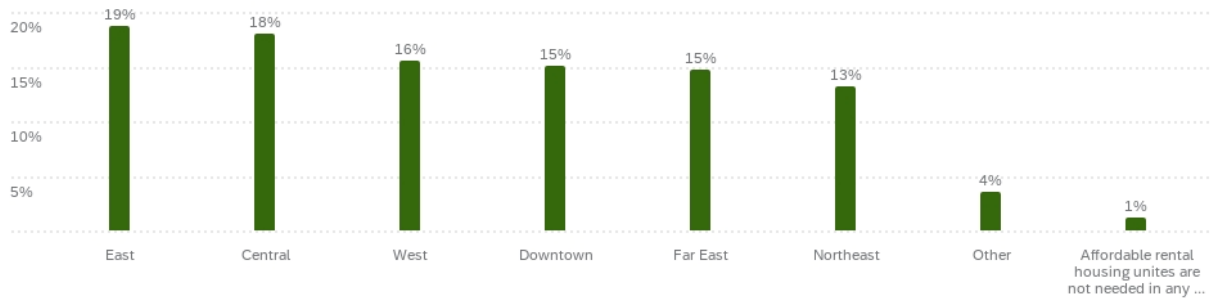
Rate the level of need for availability to ADA parking spaces in a rental or housing complex.



What type of housing do you think is most needed in El Paso? 448



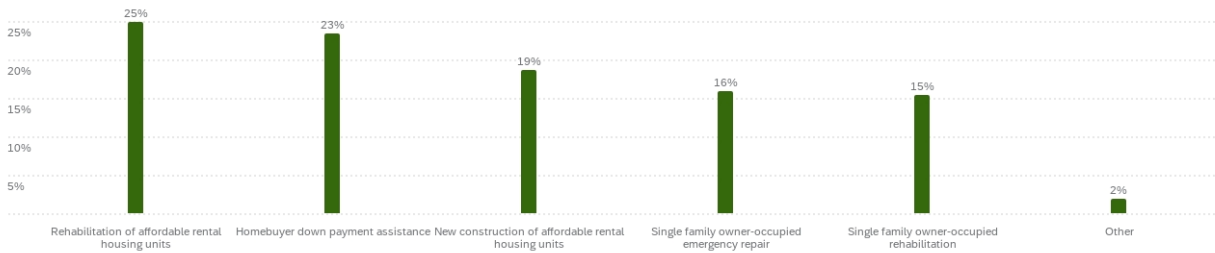
In what area do you think affordable rental housing units are most needed in El Paso? 447



Do you think that all families in El Paso have equal access to safe and adequate housing? 441



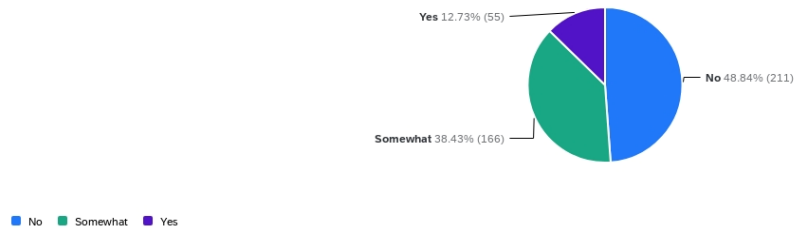
Which of the following rental or home-owner assistance programs for low-income families should the City of El Paso prioritize? 441



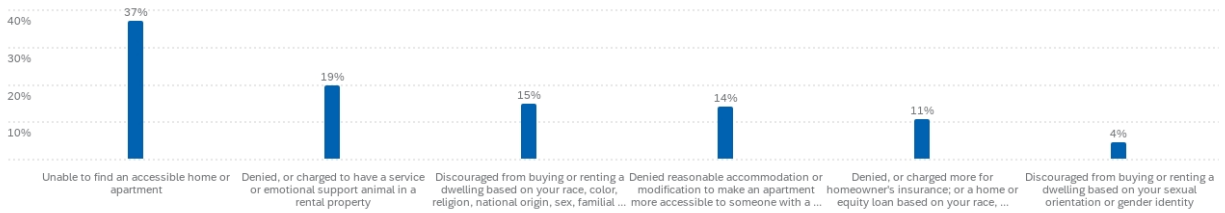
Do you think local tax dollars should supplement federal funding for homeowner assistance programs?



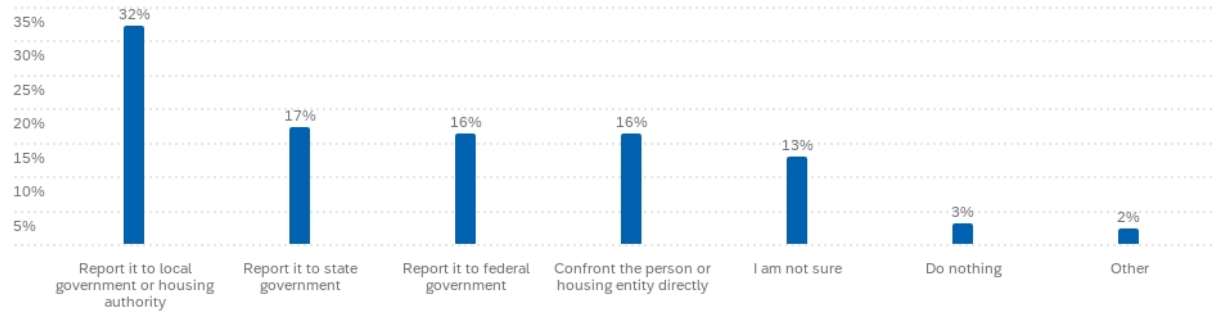
There is enough information on Fair Housing and housing discrimination available to the El Paso public?



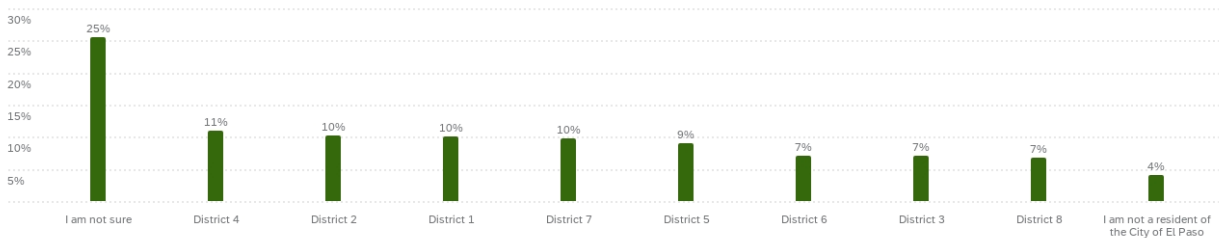
Have you experienced any of the following when renting or buying a home? 210



What would you do if you encountered housing discrimination? Mark which applies. 428



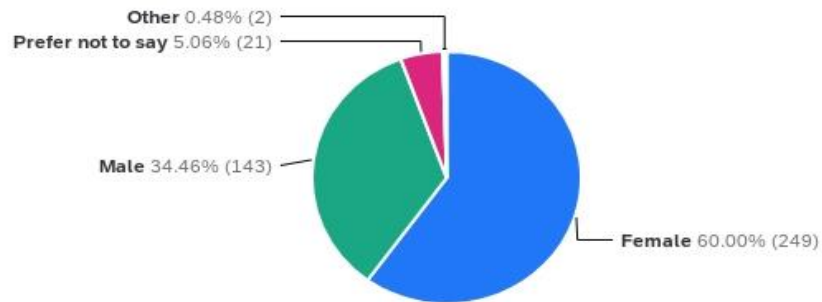
What district do you reside in? 401



What is your zip code? 641

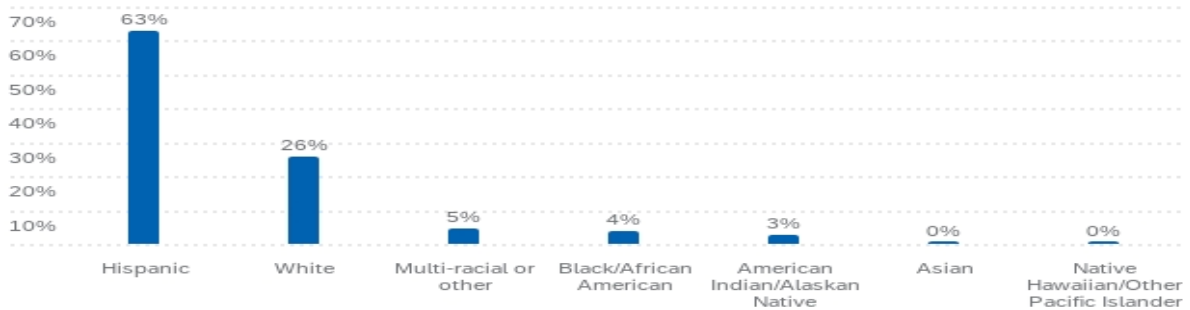


What is your gender? 415

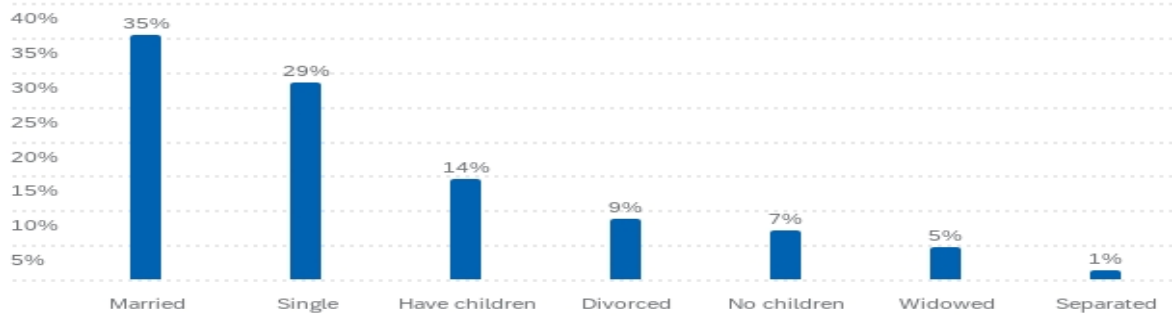


Female Male Prefer not to say Other Non-binary / third gender

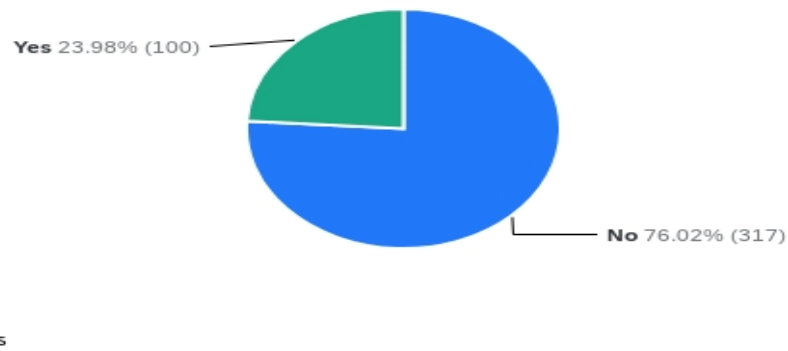
What is your race? Select all that apply 412



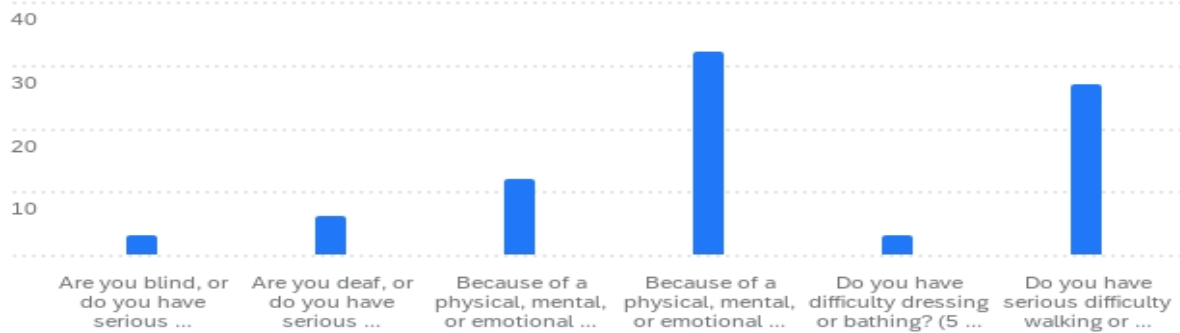
What is your familia/marital status? Select all that apply. 411



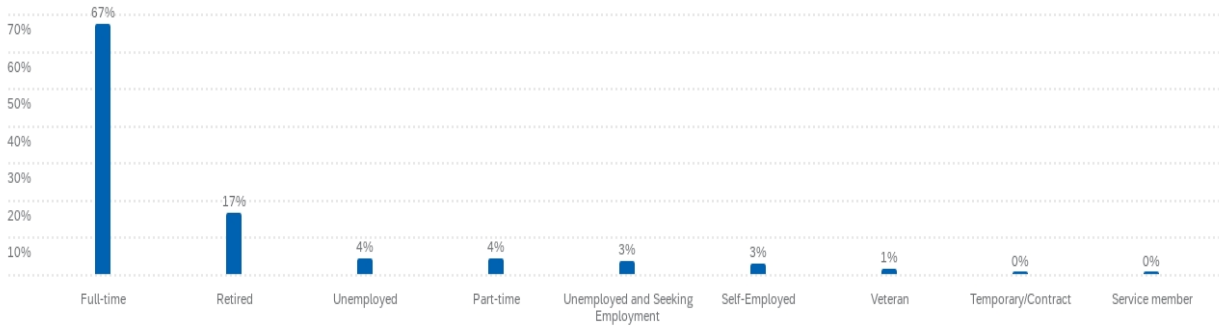
Do you have a disability? 417



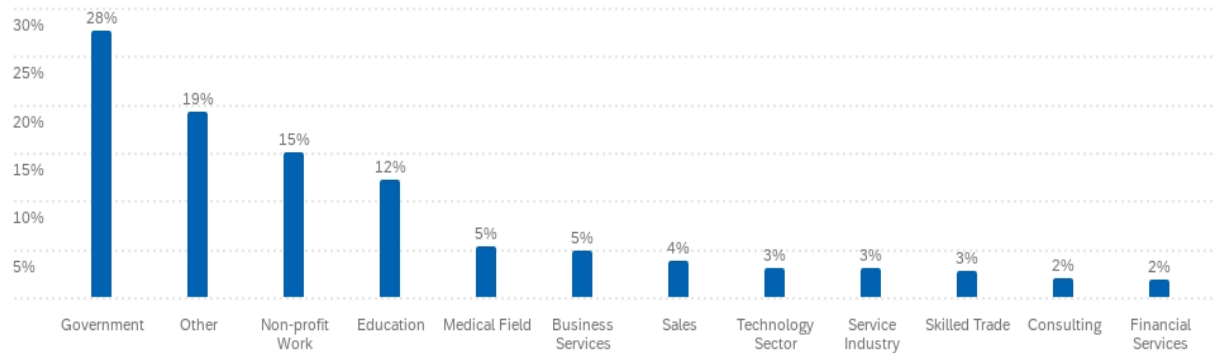
Please select all that apply. 83



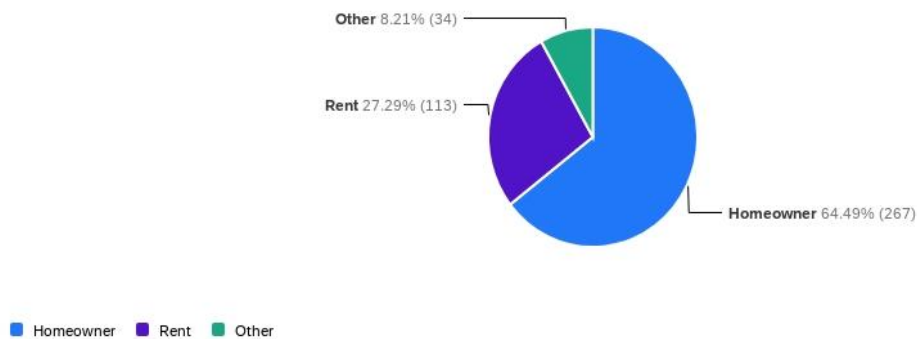
What is your employment status? 417



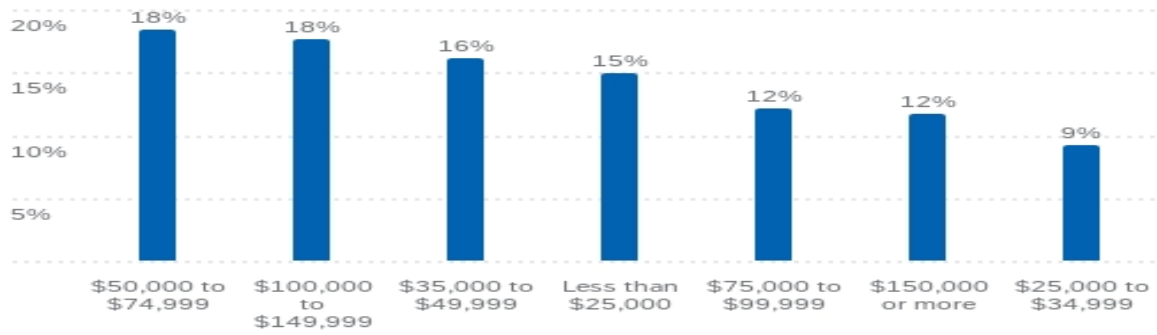
What is your career field? 402



Are you a homeowner or do you rent? 414



What is your household income? 403



Resources

City of El Paso Dept. of Community and Human Development. (2025). Consolidated Plan 2025-2029. City of El Paso.

Office of Policy Development and Research. (2022). Comprehensive Housing Market Analysis. U.S. Department of Housing and Urban Development.
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Legislation Text

File #: 25-695, Version: 1

**CITY OF EL PASO, TEXAS
LEGISTAR AGENDA ITEM SUMMARY FORM**

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

Please choose District and Department from drop down menu. Please post exactly as example below.

No Title's, No emails. Please use ARIAL 10 Font.

All Districts

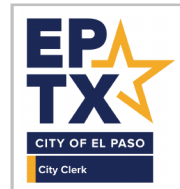
Community and Human Development, Nickole H. Rodriguez, (915) 212-1673

AGENDA LANGUAGE:

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Discussion and action to approve policies and procedures for planning and implementation of Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) Program, HOME Investment Partnerships (HOME) Program, Housing Opportunities for Persons with AIDS (HOPWA) Program, and HOME Investment Partnerships American Rescue Plan Program (HOME-ARP).

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



DEPARTMENT: Community and Human Development

AGENDA DATE: 6/10/25

PUBLIC HEARING DATE: 6/10/25

CONTACT PERSON NAME: Nickole H. Rodriguez

PHONE NUMBER: 915-212-1673

DISTRICT(S) AFFECTED: All Districts

STRATEGIC GOAL: Goal 8 – Nurture and Promote a Healthy, Sustainable

SUBGOAL: Goal 8.2 – Stabilize neighborhoods through community, housing

SUBJECT: Discussion and action to approve policies and procedures for planning and implementation of Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) Program, HOME Investment

BACKGROUND / DISCUSSION:

The Department of Community and Human Development (DCHD) updates, on a regular basis, the Policies and Procedures for all funding sources received through the Department of Housing and Urban Development (HUD). Those funding sources are:

COMMUNITY AND STAKEHOLDER OUTREACH:

All funded activities must align with priority needs and gaps identified through the City's Community Needs Assessments (CNA).

PRIOR COUNCIL ACTION:

Previously approved by City Council on 11/27/2023

Previously approved by City Council 1/29/2022

Previously approved by City Council 6/8/2021

AMOUNT AND SOURCE OF FUNDING:

N/A

REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:

N/A

NAME	AMOUNT (\$)

*****REQUIRED AUTHORIZATION*****

DEPARTMENT HEAD:

Nickole H. Rodriguez

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the Policies and Procedures for implementing the Community Development Block Grant (CDBG) Program, Emergency Solutions Grant (ESG) Program, Housing Opportunities for Persons with AIDS (HOPWA) Program, HOME Investment Partnerships Program (HOME), HOME Investment Partnerships American Rescue Plan Program (HOME-ARP), and Homeless Housing and Services Program (HHSP) are approved and adopted, and that the Director of Community and Human Development be authorized to make amendments to the policies and grant exceptions to the policies and procedures provided such exceptions do not violate any federal regulations.

APPROVED this ____ day of _____ 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

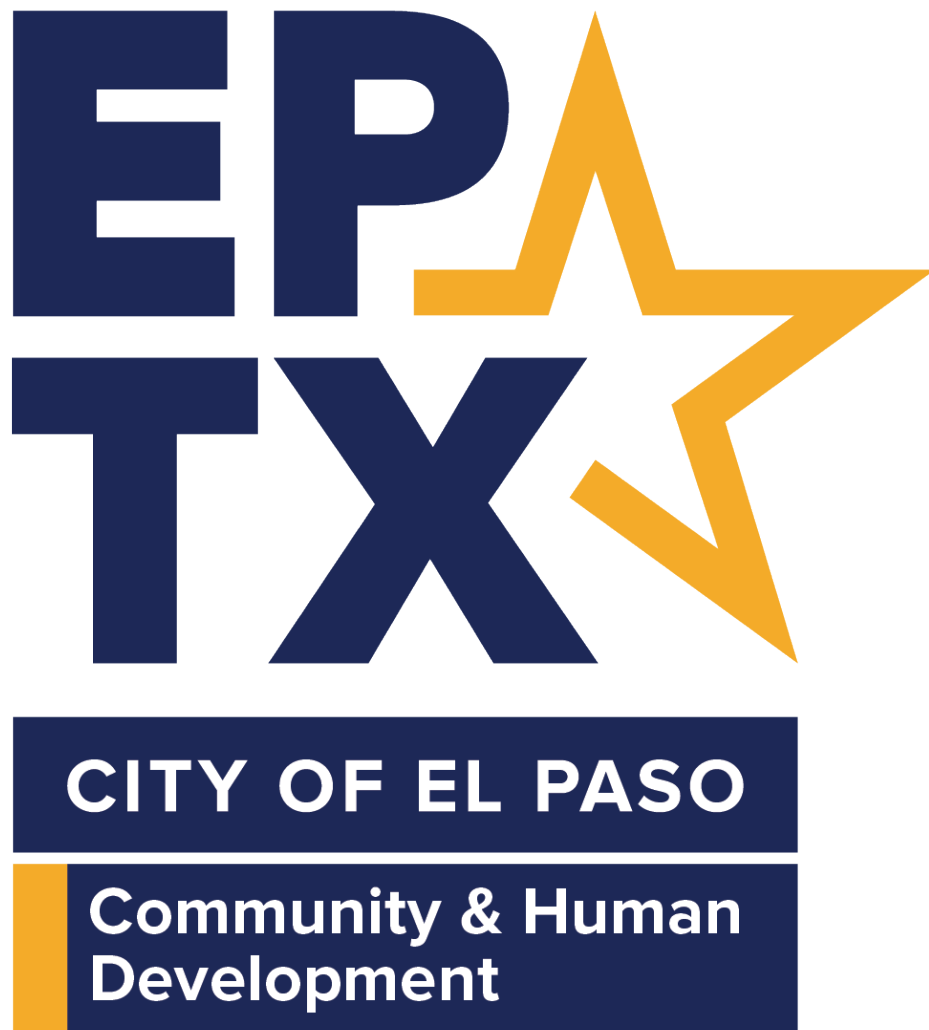
Russell T. Abeln

Russell T. Abeln
Senior Assistant City Attorney

APPROVED AS TO CONTENT:

Nickole H. Rodriguez

Nickole H. Rodriguez, Director
Community and Human Development



Policies + Procedures

**For U.S. Department of Housing and Urban
Development & Texas Department of Housing
and Community Affairs Grants**

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HUD Assurances & Attachments

Assurances

Assurance A – Acceptance of Grant Conditions and Terms of CDBG, HOPWA, and ESG

Assurance B – Assurance of Applicant Eligibility for Non-Profit Organizations

Assurance C – Assurance of Compliance with Ordinance No. 9779

Assurance D – Accessibility / Letter of Assurance with Self-Evaluation

Attachments

Attachment A – General Completeness Checklist

Attachment B – Tentative Schedule for Upcoming Program Year

Attachment C – HUD Income Limits for Upcoming Program Year

Attachment D – Citizen Participation Plan

Attachment E – Community Performance Standards

Attachment F – ESG Program Certification

Attachment G – ESG Written Standards Certification

Attachment H – Faith-Based Organization Guidelines

Attachment I – HMIS Policies & Procedures

Attachment J – Instructions to Obtain Certificate of Account Status

Attachment K – Instructions to Obtain SAM Record Status

Attachment L – Letter of Intent – CDBG Services, Economic Development, HOPWA + ESG, Volunteer Housing Rehabilitation

Attachment M – Project Concept Form – CDBG Public Facilities

Attachment N – Public Facilities Application

Attachment O – Volunteer Housing Rehabilitation

Executive Summary

These policies and procedures govern the administration of federal and state funding streams received by the City of El Paso to support community development, housing, and homelessness initiatives. The Department of Community and Human Development (DCHD) is responsible for the planning, administration, and compliance oversight of these funds on behalf of the City of El Paso (City).

The City receives federal entitlement funding from the **U.S. Department of Housing and Urban Development (HUD)**, which includes:

- ❖ Community Development Block Grant (CDBG)
- ❖ Emergency Solutions Grant (ESG)
- ❖ Housing Opportunities for Persons with AIDS (HOPWA)
- ❖ HOME Investment Partnerships Program (HOME)

Additionally, the City receives Homeless, Housing, and Services Program (HHSP) funds from the **Texas Department of Housing and Community Affairs (TDHCA)** to support services and programs aimed at individuals and families experiencing or at risk of homelessness.

Funding for these programs becomes available on September 1 of the City's Fiscal Year, with programming expected to run through August 31 of the same year. Final entitlement allocations are subject to Congressional approval of the HUD budget and will be published on the Community Development webpage once available.

Alignment with City Strategic Goals

The City of El Paso has prioritized the development of a vibrant regional economy, safe and beautiful neighborhoods, and exceptional recreational, cultural, and educational opportunities. These priorities are outlined in the 30 by 2030 Strategic Plan, which identifies specific goals, actions, and tasks to achieve the City's vision.

Projects, services, and programs funded through CDBG, ESG, HOPWA, HOME, and HHSP should support the following strategic goals:

- ❖ Cultivate an Environment Conducive to Strong Economic Development
- ❖ Set the Standard for a Safe and Secure City
- ❖ Promote the Visual Image of El Paso
- ❖ Enhance El Paso's Quality of Life through Recreational, Cultural, and Educational Environments
- ❖ Promote Transparent and Consistent Communication Amongst all Members of the Community
- ❖ Set the Standard for Sound Governance and Fiscal Management
- ❖ Enhance and Sustain El Paso's Infrastructure Network

- ❖ Nurture and Promote a Healthy, Sustainable Community

Specifically, funding priorities align with:

- ❖ **Strategic Objective 22** – Support affordable, high-quality housing options, especially for vulnerable populations
- ❖ **Strategic Objective 30** – Develop solutions to increase access and services for El Pasoans experiencing or at risk of homelessness.

Application Eligibility & Requirements

Applicants seeking funding through these programs must first confirm eligibility under federal and state requirements. Additionally, proposals should demonstrate alignment with the City of El Paso's Strategic Goals and Objectives to ensure that funded projects contribute to the city's long-term development priorities. More details on the City's Strategic Plan can be found at:

<https://www.elpasotexas.gov/government/strategic-planning>.

Definitions

- ❖ **Agency Credit Score** – A general score given to an agency for performance on past grants
- ❖ **At Risk of Homelessness** – A person or family who is very close to losing their home but hasn't become homeless yet
- ❖ **Cash Match** – Money an organization must provide (from non-ESG sources) to help fund ESG activities.
- ❖ **Chronically Homeless** – A person with a disability who has been homeless for at least a year or repeatedly over time.
- ❖ **Comparable Database** – A system used by domestic violence service providers instead of HMIS to keep client information confidential.
- ❖ **Conflict of Interest** – A situation where someone involved in the ESG program could personally benefit from funding decisions.
- ❖ **Emergency Shelter** – A temporary place for people experiencing homelessness to stay, often providing basic services like food and case management.
- ❖ **Entitlement Grants** – are annual grants that are provided on a formula basis to eligible cities and counties. Department of Community and Human Development
- ❖ **Government Entity** – any branch, department, agency, or instrumentality of state government, or any official or other person acting under the color of state law (e.g., school districts, public housing authority).

- ❖ **Rapid Re-Housing (RRH)** – Short-term financial help and case management to quickly move people from homelessness into permanent housing.
- ❖ **Recipient** – the City of El Paso DCHD, which receives funds directly from HUD through an executed grant agreement.
- ❖ **Subrecipient Agency** – an agency that receives funding from the Recipient (DCHD) and provides direct client services.

DCHD Funding Administration and Multi-Year Funding Cycles

DCHD of the City of El Paso acts as the grantee for funding received from both HUD and TDHCA. DCHD is responsible for administering the allocation of funds to subrecipients and ensuring compliance with federal, state, and local regulations, as well as the policies and procedures outlined in this document.

Funding allocations are projections and may be modified at the discretion of the Director of DCHD, provided that such modifications do not represent a significant change in allocation priorities or distribution methods. Additionally, the Director of DCHD may grant exceptions to policies and procedures contained in this document, as long as those exceptions comply with all applicable federal, state, and local regulations. For HHSP funding, any exceptions must be granted prior to the presentation of the funding recommendation to the City Council.

Transition Multi-Year Funding Cycles

To improve long-term planning and resource allocation, DCHD is transitioning all funding cycles to multi-year models for Public Services, Public Facilities, and Homelessness Programs: Public Facilities projects moved to a 3-year funding cycle in FY 2024, allowing for phased funding and better alignment with HUD expenditure requirements.

Public Services programs will transition to a 3-year model beginning in FY 2027, with an initial year of funding, followed by mid-year and end-of-year performance and spending reviews.

HHSP funds will operate on a 2-year funding cycle, covering FY 2025 and FY 2026. Funding will be renewed for FY 2026 only if the program demonstrates satisfactory performance and spending rates at the end of FY 2025.

Programs that do not meet objectives or fail to maintain a healthy spending rate may lose funding after the first year. This ensures that funding is allocated to effective, accountable initiatives that align with community needs and strategic goals. For HUD and TDHCA-funded programs, continued funding is contingent on awards from the funder and the program's ability to meet performance benchmarks. This structured approach enhances financial oversight, strategic alignment, and program effectiveness, ensuring that resources are used efficiently and equitably to serve the El Paso community.

Community Development Block Grant (CDBG)

The primary objective of the CDBG Program is the development of viable urban communities, including decent housing, suitable living environments, and the expansion of economic opportunities, principally

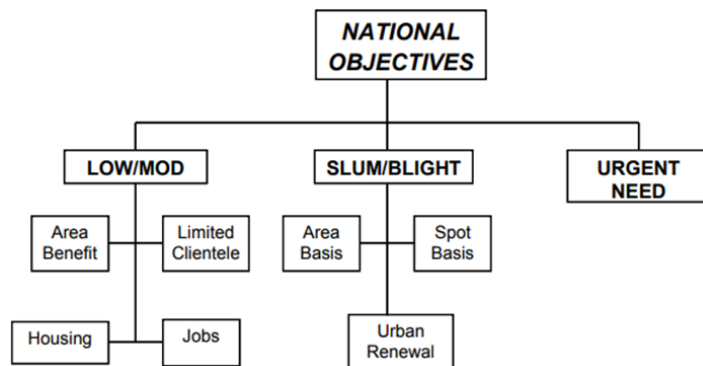
for persons of low and moderate income. The following sections explain the services, programs, and projects that are funded through CDBG.

HUD National Objectives

The authorizing statute of the CDBG program requires that every funded activity, except for program administration and planning activities, meet one of three national objectives. The three national objectives are:

- ❖ Benefit to low- and moderate-income (LMI) persons;
- ❖ Aid in the prevention or elimination of slums or blight; and
- ❖ Meet a need having a particular urgency (referred to as an urgent need).

To comply with CDBG requirements, all activities must meet a national objective. The following exhibit depicts the different categories associated with each of the national objectives.



- ❖ The LMI national objective is often referred to as the “primary” national objective because the statute requires that recipients expend 70 percent of their CDBG funds to benefit LMI persons. Below are the four categories that can be used to meet the LMI national objective:
- ❖ **Low Mod Area Benefit (LMA)** - The area benefit category is the most commonly used national objective for activities that benefit a residential neighborhood. An area benefit activity benefits all residents in a particular area where at least 51 percent of the residents are LMI persons.
- ❖ **Low Mod Limited Clientele (LMC)** - The limited clientele category is a second way to qualify specific activities under the LMI benefit national objective. Under this category, 51 percent of the beneficiaries of an activity have to be LMI persons. To qualify under this category, the activity must do one of the following:
 - Benefit a clientele that is generally presumed to be principally LMI. This presumption covers abused children, battered spouses, elderly persons, severely disabled adults (see the box below), homeless persons, illiterate adults, persons living with AIDS, and migrant farm workers; or
 - Require documentation on family size and income in order to show that at least 51 percent of the clientele are LMI; or

- Have income eligibility requirements limiting the activity to LMI persons only; or
- In extremely rare circumstances, DCHD may consider that the service provided is of such a nature and in such a location that it can be concluded that clients are primarily LMI. An example is a daycare center that is designed to serve residents of a public housing complex.
- ❖ **Low Mod Housing Activities (LMH)** - The housing category of LMI benefit national objective qualifies activities that are undertaken for the purpose of providing or improving permanent residential structures which, upon completion, will be occupied by LMI households.
- ❖ **Low Mod Job Creation or Retention Activities (LMJ)** - The job creation and retention LMI benefit national objective addresses activities designed to create or retain permanent jobs, at least 51 percent of which (computed on a full-time equivalent basis) will be made available to or held by LMI persons.

DCHD utilizes HUD's Income Limits that are provided on an annual basis to determine if a person or household is of low to moderate income. To determine qualification, refer to Attachment C for the most current HUD income limits summary.

The focus of activities under the elimination of Slums and Blight national objective is a change in the physical environment of a deteriorating area. This contrasts with the LMI benefit national objective, where the goal is to ensure that funded activities benefit LMI persons. Three categories are used to qualify activities under this national objective:

- ❖ **Slum Blight Area Basis (SBA)** - This category covers activities that aid in the prevention or elimination of slums or blight in a designated area. To qualify under this category, the area in which the activity occurs must be designated as slum or blighted. Documentation must be maintained by the grantee on the boundaries of the area and the conditions that qualified the area at the time of its designation. The designation of an area as slum or blighted must be re-determined every 10 years for continued qualifications.
- ❖ **Slum Blight Spot Basis (SBS)** - These activities eliminate specific conditions of blight or physical decay on a spot basis and are not located in a slum or blighted area. Activities under this category are limited to acquisition, clearance, relocation, historic preservation, remediation of environmentally contaminated properties, and building rehabilitation activities. Furthermore, rehabilitation is limited to the extent necessary to eliminate a specific condition detrimental to public health and safety.

Use of the Urgent Need national objective category is rare. It is designed only for activities that alleviate emergency conditions. Urgent Need qualified activities must meet the following criteria: the existing conditions must pose a serious and immediate threat to the health or welfare of the community; the existing conditions are of recent origin or recently became urgent (generally, within the past 18 months); the grantee is unable to finance the activity on its own; and other sources of funding are not available.

Refer to HUD's 24 CFR Part 570.208 for further information on the criteria for national objectives.

Public Services

The Public Services category of CDBG is intended to maximize outcomes in our community based on the identified needs of vulnerable populations. Public Service programs aim to respond to emerging community needs and/or expand services for an existing need as well as attempt to align and enhance other CDBG and locally funded activities. Periodically, DCHD will conduct a community needs assessment (CNA), which will determine priority needs and gaps to which Public Service funds will be available for applicants. A comprehensive CNA will be conducted every three years, and a small-scale assessment will be conducted on an annual basis. Should a crisis arise, the DCHD Director may determine that a comprehensive CNA be conducted. The CNA will be published annually on the DCHD website.

DCHD solicits funding proposals from interested public and non-profit entities for the use of CDBG funds for Public Service programs. Federal regulations stipulate that a maximum of 15% of the annual CDBG funding may be allocated to Public Services.

CDBG Public Service - Innovative Program Incubator

The Innovative Program Incubator category is designed to give funding opportunities for innovative, promising programs. The purpose of this category is to create new initiatives and program structures that can prove to be best practices throughout the public service community. Programs applying for incubator funding will be required to provide projected performance outcomes inclusive of key performance indicators. Metrics should be illustrative of community impact indicated by improvement from baseline conditions. Alignment with priorities identified through the Community Needs Assessment, as well as alignment with the City of El Paso Consolidated Plan, City Strategic Plan, and/or City Resilience Strategy, is required.

The Innovative Program Incubator is funded as a \$100,000 program set aside for a single program. However, DCHD may redistribute partial or whole funding of this set-aside to one or more CDBG Public Services categories if the Department does not receive an application for an incubator program that is responsive to the objective of the set-aside. Incubator grant projects do not have to fall within the designated Service Categories, but they must meet DCHD Public Services guidelines. While both new and existing agencies can apply, the program itself must be new and must not have received funding in any previous CDBG funding cycle.

CDBG Project Eligibility & Performance

Types of Eligible Service Programs:

Projects must provide direct services to clients who qualify under HUD income guidelines and who reside within the limits of the City of El Paso. Funded agencies will be required to verify each client's residence and eligibility. HUD has determined that the following populations meet income guidelines and are presumed eligible:

- ❖ Elderly persons (aged 62 and older)
- ❖ Severely disabled adults
- ❖ Homeless persons
- ❖ Abused children, battered spouses
- ❖ Persons living with AIDS
- ❖ Migrant farm workers
- ❖ Illiterate adults

Other Project Compliance & Implementation Requirements

- ❖ **Agency Strategic Planning** - Applicant agencies must submit along with their application, the agency's most recently approved mid to long-term strategic plan and/or sustainability plan as well as their current annual plan.
- ❖ **Budget Revisions** - Budget revisions may be requested among existing budget line items. All budget revisions occurring within the contract period may not exceed 20% of the total award without the approval of the DCHD Director or their designee. Only budget modifications/revisions that result in a significant change of scope, performance measures, or outcomes require a contract amendment.
- ❖ **Emergency Shelter Funding** - Agencies may apply specifically for "Emergency Shelter" component funding from both the Emergency Solutions Grant and the Community Development Block Grant. Funding may be awarded from multiple entitlement grants, such as CDBG or ESG, but they are not exclusive.
- ❖ **Financial Capacity** - CDBG funds are distributed on a reimbursement basis. All agencies receiving funds must demonstrate the financial capacity to fully operate the proposed project for a period of at least three months prior to reimbursement. Applicants will be required to provide verification of three months of capital for the sustainability of their public service program.
- ❖ **Funding Request** - The Minimum funding request by applicant for any project must be \$100,000.
- ❖ **Income Verification** - Subrecipient must verify, through use of a DCHD-issued or approved Income Eligibility Form, the client income to confirm CDBG eligibility for clients receiving services.
- ❖ **Multiple sites** - The Applicant must complete an Activity/Partner Supplement if their program provides services in more than one location. The Activity/Partner Supplement must be completed for each site. A budget must be produced for each site if any non-shared resources are being requested, and the budgets for the combined sites or activities must align with the budget for the overall project. If the applicant's program consists wholly of shared resources, then only one budget for the overall project must be completed. An example of a non-shared

resource is supplies that will be used at each separate site; an example of a shared resource is an instructor who travels to different sites to offer classes

- ❖ **Partnerships** - Applicants must state in their application if they plan to partner with another agency. The identification of the partnership and plan of action for the partnership must be outlined in the CDBG application when it is submitted to DCHD.
 - If any portion of the project will be carried out by a partner, contractor, consultant, or other third party, the Activity/Partner Supplement of the application must be completed, reflecting the role of the partner. This supplement will be provided as a module within the application.
- ❖ **Program Scope + Eligibility** - Applicants may submit more than one proposal that offers different services within a single service category or in more than one service category. However, the proposal cannot provide the same services as another proposal or provide services to clients during the same period that they are being served by another City-funded project. Each proposed project must be clearly defined and easily differentiated from the others. Proposals cannot be dependent or subsidiary to another proposal.
- ❖ **Staff Hours** - The City will only reimburse applicants for staff hours that are spent on direct services funded by CDBG to eligible clients.
- ❖ **Subsidiary Projects** - Projects that are dependent or subsidiary to one another should be submitted as a single project.

Performance Goals

Applicants must have the capability to track their project outcome(s), performance measures and units of service over time and report on results if the project/activity is eventually funded. Funded projects will have a contractual obligation to meet projected outcomes, performance measures, and units of service. Failure to meet these obligations, to include units of service and/or clients served, may result in a temporary or permanent hold on reimbursement, and affect their Agency Credit Score. Further technical assistance on this subject will be provided to funded agencies upon request.

Public Facilities

Public facilities improvements are generally interpreted to include all facilities and improvements that are publicly owned or that are owned by a non-profit and open to the general public. CDBG Public Facilities funding must be used to service or benefit LMI persons, including those populations who are generally presumed to be LMI.

DCHD solicits funding proposals from interested City departments, non-municipal government entities, and non-profit agencies for the use of CDBG funds for public facilities improvements within the city limits of El Paso. The minimum funding amount for a Public Facilities project is \$1,000,000, though lower-budget projects may be made eligible at the discretion of the Director of DCHD to maximize community impact and ensure timely expenditure of HUD funds.

All Public Facilities applicants whose Attachment N Project Concept Form is determined eligible and feasible are required to schedule a site visit with DCHD staff prior to the application deadline in order to discuss project scope.

3-Year Community Vulnerability Capital Improvement Plan

As mentioned in the Public Services section of this document, DCHD performs a Community Needs Assessment (CNA) in the fall of each year to determine priority categories of public services. The CNA includes priority needs for facilities once every three (3) years, starting with the 2022 CNA.

Recommendations for Public Facilities projects represent a 3-year allocation plan including the projects to be wholly or partially funded under the first year's HUD allocation, as well as the projected funding for projects in the second and third years of the Public Facilities funding cycle. This 3-year funding cycle allows for multi-year, phased funding for design and construction activities of approved projects that significantly aid in the City's ability to meet HUD's timely expenditure requirements.

At or around the time that DCHD presents final funding recommendations to City Council for the 3-year Public Facilities allocation plan, a waiting list of projects may also be presented for Council approval. Projects on the waiting list may be included in an Annual Action Plan and may be funded should any approved project(s) be delayed, cancelled, or completed under budget, thus allowing for additional projects to be funded.

Multi-year projects will be contracted through one (1) subrecipient agreement unless otherwise approved by DCHD. While funding for any one project may be planned for multiple years, the award of any subgrant amount is contingent on the City receiving the annual allocation of funds from HUD. The Subrecipient is obligated to uphold the projected spending schedule submitted after the execution of the subrecipient agreement. The subrecipient is obligated to accept, execute, and uphold the Notice to Proceed (NTP) included with the subrecipient agreement. All projects and phases of projects are expected to be completed within the contracted time period. Failure to comply with all agreement stipulations, including but not limited to timely expenditure of funds, may result in a reduction of funding, recapture of funding, or termination of the contract for cause.

The next Public Facility planning process is expected to take place in the FY26 Annual Action Plan planning process and every three (3) years thereafter.

Project Eligibility & Performance

Types of Eligible Facilities Projects:

Projects must qualify under a HUD National Objective and be within the limits of the City of El Paso.

- ❖ Examples of eligible projects include but are not limited to: new construction; rehabilitation improvements; reconstruction and removal of architectural barriers; and design features and improvements which promote energy efficiency and distributed generation technologies.

- ❖ Examples of ineligible activities include but are not limited to: acquisition of real property (land and/or buildings), rehabilitation or new construction of fire stations or the purchase of fire equipment, regular maintenance and repair of public facilities and improvements (e.g., filling potholes, repairing cracks in sidewalks, mowing grass at public recreational areas or replacing street light bulbs), and operating costs associated with public facilities or improvements.

DCHD accepts applications for public facilities improvements from three groups – City departments, non-municipal government entities and non-profit agencies.

The following sections explain the requirements that are unique to the applicant groups. Each applicant must adhere to these requirements in addition to all general project eligibility and compliance standards. Note that all applications must meet one of HUD’s national objectives, and all applicants must attend a mandatory workshop as described in the Mandatory Workshop Training section of this document.

Municipally Owned Projects

Municipally owned projects are those that belong to the City of El Paso and whose applicants are City departments. All City departments are eligible to apply for CDBG funding.

- ❖ **Availability of Operating Funds for New Construction or Expansion Projects** - For projects involving new or expanded public facilities, if additional staff or additional operation and maintenance (O&M) funds will be required, applicants must submit a written commitment from the appropriate City officials (i.e., Department Director, Director of OMB, and Deputy City Manager) that additional O&M funds for the facility will be available once the project is completed. At minimum the additional O&M funds must be available for 5-years after project completion.
- ❖ **Other Funding Sources** - If other funding sources (i.e. grant monies, General Revenue funding, etc.) will be used for the project, the City department must submit written documentation to verify that the funding is committed and available.
- ❖ **Project Scope of Work + Cost Estimates** - City Departments are required to submit with their application a cost estimate that has been reviewed and/or prepared by the Capital Improvement Department (CID). The City Department must ensure that the cost estimate correctly reflects the project’s scope of work. It is highly recommended that the City Department and CID staff developing and approving the estimate make a site visit to the proposed location to determine current conditions. DCHD will not recommend additional funds for unforeseen site conditions that reasonably could have been identified during an initial site visit.
- ❖ **Required Cash Match** - Applicants are required to provide at the start of the project a minimum of 10% of the total project cost from a non-CDBG funding source. Applicants may also choose to provide a greater percentage of the project cost in order to make the project more impactful.
 - City departments are eligible to request in writing from the DCHD Director a waiver for the required cash match, however, a matching contribution will be a factor when evaluating each project.

Non-Municipal Governmental Entities & Non-Profit Organizations

Other branches, departments or agencies of government and local non-profit organizations can apply for CDBG funding for public facility improvements. Examples of such non-municipal government entities include local school districts and the public housing authority.

- ❖ **Collateral** - Applicant must be able to secure the CDBG funding by providing project collateral. Collateral must be at minimum equal to the amount of CDBG funding that is being awarded, and must be secured at minimum for the duration of construction. Collateral is usually provided through one of the following forms: (1) a letter of credit; (2) a promissory note that is secured by a deed of trust; or (3) an escrow account. If an applicant is unable to secure the loan through any one of these three methods, an alternative option must be provided. Applicant must submit choice of collateral with Attachment M Project Concept Form, which will be reviewed by DCHD staff for viability and approval.
 - If awarded, subrecipients must ensure they are following all stipulations within the written Agreement for the term of the Agreement. In events of default or breach, subrecipients will be responsible for repaying the City in an amount no less than the awarded amount.
- ❖ **Leased Property** – Project proposals that include leased property will be considered on a case to case basis. For consideration, the applicant must provide the following documents with Attachment M Project Concept Form: 1) the terms of the lease agreement inclusive of the property being leased for at minimum 5-years after project completion, and 2) approved documentation certifying that the lessor has acknowledged and approves of the CDBG-funded facilities improvements.
- ❖ **Owned Property** - If applicant owns the property that is being improved, the Deed of Trust for the property that is being improved must be attached to the application.
- ❖ **Project Scope of Work and Cost Estimate** - All public facility projects involving rehabilitation or new construction will be required to be estimated and designed by an architect or engineer licensed in the State of Texas. The project cost estimate (not the cover letter) must be stamped with the official seal of the architect or engineer licensed in the State of Texas.
 - If a funded agency chooses, for project implementation purposes, to use the same design consultant who prepared the cost estimate as a part of their application, the applicant should ensure that all applicable federal, state and local procurement rules were followed when the design/engineering services were initially acquired.
- ❖ **Property Appraisal** - A current appraisal value of property in the form of a Market Analysis, Certified Audit Report or a Report from the El Paso Central Appraisal District (EPCAD) must be submitted with the application.
- ❖ **Required Cash Match** - Applicants are expected to provide at the start of the project a minimum of 10% of the total project cost from a non-CDBG funding source. Applicants may also choose to provide a greater percentage of the project cost in order to make the project more impactful.

- ❖ **Schedule A** - Applicants will be required to complete Schedule A as a part of their application packet. Schedule A defines the budget line items associated with the soft costs for a construction project. This document must be attached to the public facilities application at the time of submittal.
- ❖ **Task Schedule** - Applicants must provide a preliminary schedule of tasks involved in carrying out the proposed project that indicates the proposed project will be completed within 365 calendar days of Agreement execution. All projects and phases of projects are expected to be completed within the contracted time period. Failure to comply with all agreement stipulations, may result in reduction of funding, recapture of funding, or termination of contract for cause. In the event of revocation of funding, the applicant agrees and acknowledges that the applicant will not be entitled to any costs or damages from the City.

Financial Terms

The City of El Paso provides gap financing. Applicants must explore all possible outside funding sources such as other federal, state, local funding or a combination of these and other resources prior to applying to the City of El Paso for gap financing. Based on the application and funds leveraged, the City of El Paso maintains the discretion to approve, modify, or reject the financing terms proposed by the applicant.

- ❖ **Direct Loan** - a loan to be paid back in cash in accordance with a specified payment schedule.
- ❖ **Forgivable Loan** - a loan that is paid back by fulfilling the terms of the Forgivable Loan Agreement, which generally involves operating the facility, in full compliance with the Agreement, for its stated purpose for a specified period of time. The term of a Forgivable Loan will be at least 5 years after project completion.
- ❖ A combination of a Direct Loan and a Forgivable Loan

Additionally, applicant agencies whose projects produce income may be asked to repay a portion of the funding to the City of El Paso based upon a financial analysis of the project.

Other Project Compliance & Supporting Documentation

- ❖ **Building Codes** - Applicant must comply with all applicable City Housing, Building and Zoning Codes.
- ❖ **Buy America Build America** - For agreements at or above \$250,000.00, applicants must comply with Buy America Build America Act (BABA) as stipulated in Division G, Title IX of the Infrastructure Investment and Jobs Act (IIJA) to ensure all iron, steel, and manufactured products used in the project are produced in the United States.
- ❖ **Community Support** - It is highly recommended that applicants submit documentation corroborating community support for projects, such as a petition signed by persons who would benefit from the improvement. Demonstration of community outreach such as meetings or a town hall style forum demonstrate an even higher level of engagement because they include the opportunity for citizen feedback.

- ❖ **Encroachment** - For street improvement projects involving encroachment issues, a written plan describing how the applicant intends to address the encroachment issues with the affected property owners, preferably including proof of correspondence with the said property owners indicating their willingness and cooperation in addressing the street improvements as it pertains to their property or properties.
- ❖ **Environmental Review** - Applicants must not commit funds, HUD dollars or otherwise, to choose-limiting actions prior to environmental clearance. DCHD Compliance Staff must evaluate the viability of projects based on environmental factors, including whether or not the project is located in a flood zone. The environmental review may determine whether a project is funded, or may indicate that project modifications or alternatives are needed.
 - For projects that are located in a floodplain, applicant will need to identify and evaluate if there is (1) no project alternative, (2) a non-flood plain project alternative, and/or (3) a floodplain proposal.
 - Lead Clearance and Asbestos Survey - Based on the age of the facility, a lead clearance and/or asbestos survey may be required. If either has already been completed, please submit with the application.
- ❖ **LMC Data Tracking Verification** - Prior to recommending a project for funding that will meet the LMI National Objective via LMC, DCHD will review the data collection, storage and tracking systems of the applicant agency to ensure that systems are in place to achieve compliance with LMC reporting requirements. Public facility projects that meet HUD National Objectives under LMC must operate for 90 days and show compliance with LMC documentation requirements before final progress payment and developer fees (if applicable) are approved by the City and paid out to the subrecipient or contractor.
- ❖ **Purchase of Equipment** - The purchase with CDBG funds of equipment, fixtures, motor vehicles, furnishings, or other personal property that is not an integral structural fixture is generally ineligible.
- ❖ **Section 3** - Projects that exceed \$200,000 on construction costs shall direct, to the greatest extent feasible, employment and economic opportunities to low and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns that provide economic opportunities to low- and very low-income persons. If awarded funding for a Public Facilities project that meets this threshold, the subrecipient will be required to procure a prime construction contractor who will make best efforts to meet HUD's benchmarks for Section 3 projects; and the subrecipient, in collaboration with the prime contractor, will be responsible for completing HUD's 60002 form to document these efforts. Refer to HUD's 24 CFR Part 75 for further information on economic opportunities for low and very low-income persons.
- ❖ **Sustainability Considerations** - Applicants will be expected to incorporate sustainable building technologies, standards and/or practices, such as those in the Leadership Energy and

Environmental Design (LEED) Building rating system, or similar (Energy Star, Green Globes), if possible. Projects that include replacement or repair of energy consuming systems (i.e. HVAC, lights, and boilers) must follow Energy Star (www.energystar.gov) standards.

- ❖ **Use by Public** - Applicant must agree to open the public facility for use by the general public during all normal hours of operation upon completion of the public facility improvement project, if funding is approved. Reasonable fees may be charged for the use of the facilities assisted with CDBG funds, but charges such as excessive membership fees, which have the effect of precluding low- and moderate-income persons from using the facilities, are not permitted.
- ❖ **Wage Rates** - The federal government requires the payment of prevailing wages for all construction contracts that have federal funding that exceeds \$2,000, which includes federal, state and local public works projects. Projects will be monitored by the City of El Paso's Capital Improvement Department to ensure that the general contractor and subcontractors adhere to this requirement.

Volunteer Housing Rehabilitation

DCHD has set-aside funding to support a Volunteer Housing Rehabilitation program. Approximately \$200,000 will be set aside for this program.

Objectives

DCHD funds may be used to make basic and necessary repairs, rejuvenate and/or rehabilitate the homes of low-income elderly and/or disabled homeowners located Citywide. Funds may be used for staff hours that are spent on direct services that are funded and eligible under this category, and may be used to pay for required licensed electricians, plumbers or other required skilled or licensed labor. No costs may be charged to the eligible low-income elderly and/or disabled homeowners. Note that this program is not designed for homes needing major rehabilitation.

Rehabilitation should provide adequate shelter and promote independence and accessibility to persons considered "severely" disabled adults, which meet the Individuals with Disability provision in the Federal Register (November 9, 1995). Priority for service will be based on income, age/disability and funds available to complete the designated scope of work. Qualified applicants must complete all required forms.

The program should utilize every dollar possible for the benefit of the eligible homeowner; however, a small portion of the CDBG funds may be used for administrative costs, insurance, and food/drink items for volunteers and the family present at worksites.

The goal of this program is to maintain the City of El Paso's housing stock while providing a safer, accessible, clean home to allow the existing eligible elderly and/or disabled homeowner to remain in his/her home as long as their health permits thus delaying the need to place the homeowner(s) in alternative housing.

Types of Eligible Improvements

The objective of the Volunteer Housing Rehabilitation Program is to increase availability and accessibility of decent housing for low-income elderly and/or disabled homeowners within the City of El Paso city limits. Repair, safety and health issues are to be addressed.

Eligible activities include but are not limited to:

- ❖ Repair or replace:
- ❖ Air conditioner
- ❖ Furnace
- ❖ Stove
- ❖ Refrigerator
- ❖ Windows
- ❖ Plumbing
- ❖ Repair stairs and walkways
- ❖ Scraping and patching walls
- ❖ Caulking bathtubs and showers
- ❖ Interior and exterior painting
- ❖ Clean overgrown yards, remove trash and accumulated debris
- ❖ Remove mold caused by roof leaks
- ❖ Replace or repair roofs
- ❖ Replace ceiling tile due to water leaks
- ❖ Remove and/or replace torn carpeting and broken tile that is hazardous
- ❖ Install grab bars and ramps
- ❖ Install ADA approved toilet
- ❖ Shower renovations
- ❖ Repair or replace door and/or door locks

Ineligible activities include but are not limited to:

- ❖ Used for the general conduct of government
- ❖ General government expenses

- ❖ Political activities
- ❖ Purchase of equipment
- ❖ Operating and maintenance expenses
- ❖ New housing construction
- ❖ Income payments

For a complete list of eligible activities, refer to 24 CFR 570.201 - 5070.206. For ineligible activities refer to 24 CFR 570.207.

Other Project Compliance & Implementation Requirements

- ❖ **Eligibility** - Documentation must be maintained indicating that the owner of the property that is being rehabilitated is CDBG eligible under the LMI national objective.
- ❖ **Environmental Review Procedures** - Before improvements can be made on applicant housing for Volunteer Rehabilitation all property must be submitted for an environmental review request and approved by DCHD Compliance team. Refer to 24 CFR Part 58.
- ❖ **Maximum Value of Rehabilitation** - The total value of improvements at one location (i.e., home) cannot exceed \$4,999.
- ❖ **Mobile Home Improvements** - Funding cannot be used to improve mobile homes, regardless if the value of the home or property is more than the maximum value of the rehabilitation.
- ❖ **Other Funding Sources** - Applicants applying for Volunteer Rehabilitation Housing Program are not limited to the amount of CDBG funding they may request. If other funding is available, evidence of the funding source(s) must be present with the CDBG application.
- ❖ **Presumed Benefit** - The homeowner, meaning the person who holds the real estate title that indicates that they are the rightful owner of the property being improved, is the person who must meet the presumed benefit qualification.
- ❖ **Sustainability Considerations** - Projects that include replacement or repair of energy consuming systems (i.e. HVAC, lights, and boilers) must follow Energy Star (www.energystar.gov) standards.

Performance Goals

Subrecipients must have the capability to track their project outcome(s) over time and report on results. Subrecipients will have a contractual obligation to meet projected outcomes. Failure to meet performance outcomes, including but not limited to number of clients served, may result in a hold on reimbursement and/or may negatively impact the applicant's and affect their Agency Credit Score and future application submission.

Housing Opportunities for Persons with Aids (HOPWA)

DCHD receives funding for the HOPWA program, which provides housing assistance and supportive services for low-income individuals living with HIV/AIDS and their families. As the only federal program dedicated to addressing the housing needs of people with HIV/AIDS, HOPWA ensures stable housing and access to essential services. While housing assistance is limited to residents within the City of El Paso, case management and supportive services can be provided countywide, ensuring broader access to critical resources for individuals in need.

Project Eligibility & Performance

HOPWA funds may be used to assist in all forms of housing designed to prevent homelessness including emergency housing, shared housing arrangements, apartments, single room occupancy (SRO) dwellings, and community residences. All HOPWA subsidized housing must be located within El Paso County. Supportive services must be provided as part of any HOPWA assisted housing activities. However, HOPWA funds may also be used to provide supportive services independently of HOPWA housing activities. The following activities can be carried out with HOPWA funds:

- ❖ Housing information services including, but not limited to, counseling, information, and referral services to assist an eligible person to locate, acquire, finance and maintain housing. This may also include fair housing counseling for eligible persons who may encounter discrimination on the basis of race, color, religion, sex, age, national origin, familial status, or disability.
- ❖ Resource identification to establish, coordinate and develop housing assistance resources for eligible persons (including conducting preliminary research and making expenditures necessary to determine the feasibility of specific housing-related initiatives).
- ❖ Project- or tenant-based rental assistance including assistance for shared housing arrangements
- ❖ Short-term rent, mortgage, and utility payments to prevent the homelessness of the tenant or mortgagor of a dwelling, up to 21 days.
- ❖ Supportive services that include, but are not limited to, assessment and case management, drug and alcohol abuse counseling and treatment, mental health, day care, personal assistance, nutritional services, intensive care (when required), and assistance on other Federal/State/Local benefits and services.
- ❖ Permanent Housing Placement (PHP) helps eligible individuals and families find safe and affordable housing, with the goal of establishing permanent residency. What PHP provides Housing assistance. PHP can help with application fees, first and last month's rent, and security deposits.

Other Project Compliance & Implementation Requirements

HOPWA and HIPAA Compliance - Agencies administering HOPWA funds must comply with the Health Insurance Portability and Accountability Act (HIPAA) to protect the confidentiality and privacy of individuals living with HIV/AIDS. Since HOPWA services are directly tied to a person's HIV status, agencies must handle all client information with strict confidentiality to prevent unauthorized disclosure and protect clients from stigma and discrimination.

Non-Match Funding Stream. HOPWA funds cannot be used to match other federal grants or loans.

Persons Served

Eligibility - Documentation must be maintained indicating that the assisted person is HIV positive or has a diagnosis of AIDS, as determined by a health professional competent to make such a determination. Sufficient determinations include documentation resulting from appropriate HIV tests administered by a physician's office, HIV counseling center or community health center. Documentation must also confirm that the eligible person and his/her family have a low income.

Applicant must provide services to HOPWA eligible persons and their families.

- ❖ An eligible person is defined as a person with acquired immunodeficiency syndrome or a related disease who is low-income and the family of such a person.
- ❖ The term acquired immunodeficiency syndrome and related diseases means the disease of acquired immunodeficiency syndrome and any conditions arising from the etiologic agent for acquired immunodeficiency syndrome.
- ❖ A low-income individual is a person with household income that is at 80% of the median income or less. HUD income guidelines are issued annually.

Partnerships - Applicants must state in their Letter of Intent if they plan to partner with another agency. The identification of the partnership and plan of action for the partnership must be outlined in the full HOPWA application when it is submitted to DCHD.

- ❖ The partnership must identify the fiscal agent who will be the main applicant for the project.
- ❖ If any portion of the project will be carried out by a partner, contractor, consultant or other third party, the Activity/Partner Supplement of the application must be completed reflecting the role of the partner. This supplement will be provided as a module within the application.

Sub-recipient - More than one agency/organization may be awarded the HOPWA grant.

Supportive Services - Applicants must demonstrate that supportive services will be made available to the HOPWA client(s) occupying or benefiting from the housing project. Letters of support from a minimum of two (2) or more service providers, who will make available the supportive services, need to be included with the application. The type of supportive services to be provided needs to be identified, and whether or not the client will be charged service fees.

Performance Goals

Subrecipients must have the capability to track their project outcome(s) over time and report on results. Subrecipients will have a contractual obligation to meet projected outcomes. Failure to meet performance outcomes, including but not limited to number of clients served, may result in a hold on reimbursement and/or may negatively impact the applicant's and affect their Agency Credit Score and future application submission.

Emergency Solutions Grant (ESG)

Emergency Solutions Grant (ESG) funds street outreach, emergency shelter, homelessness prevention and rapid re-housing and Homeless Management Information System (HMIS) and administration. The purpose of the ESG program is to assist individuals and families to quickly regain stability in permanent housing after experiencing a housing crisis or homelessness. The ESG program is governed by federal laws and regulations including the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act (42 U.S.C. §11302 et. seq.) as amended; the HUD regulations codified in 24 Code of Federal Regulations (CFR) Part 576; 24 CFR Part 58, for environmental requirements; 2 CFR Part 200 for Uniform Administrative Requirements; 24 CFR §135.38 for Section 3 requirements; and 24 CFR Part 5, Subpart A for fair housing (collectively, the Federal Rules and Regulations).

Funding Allocation

The City understands the importance of an effective crisis response system that makes homelessness rare, brief, and non-recurring. Given the current need to relieve pressure on El Paso's emergency shelters, support for homelessness prevention and rapid rehousing activities is a priority.

HUD limits the amount of ESG funding for Emergency Shelter and Street Outreach to 60% of the total allocation. Therefore, the final funding distribution between components will be determined based on data-informed community needs at the time of application review. The following allocations are preliminary projections and may be adjusted based on CFR regulations, funding requests, and demonstrated community needs:

Allocation	Eligible Activities
25%	Street Outreach
15%	Emergency Shelter
20%	Homelessness Prevention
26%	Rapid Re-Housing
7% (Set Aside)	Homeless Management Information System (HMIS)
7%	City of El Paso - Administration

These projected distributions are subject to change based on community needs and applications received to ensure that ESG funds are allocated effectively and in compliance with HUD regulations.

Eligible Activities

Street Outreach Component – Eligible street outreach costs include: costs of providing essential services necessary to reach out to unsheltered homeless people, connect them with emergency shelter, housing,

or critical services; and provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility, as further identified in 24 CFR 576.101. For the purposes of this section, the term "unsheltered homeless people" means individuals and families who qualify as homeless under paragraphs (1)(i) of the "homeless" definition under 24 CFR 576.2.

Emergency Shelter Component – Eligible emergency shelter costs include: costs of operating emergency shelters, providing essential services to homeless families and individuals. Providing case management; cost of assessing arranging, coordinating and monitoring individualized services. Component services and activities consist of: The use of coordinated entry system, conducting initial evaluations, verifying eligibility, counseling, developing securing and coordinating services and obtaining federal, state and local benefits monitoring and evaluating participant progress, providing information and referrals to other providers, providing ongoing risk assessment for victims of domestic violence, developing an individualized housing service plan, including planning a path to permanent housing stability, as identified in 24 CFR 576.102

Homelessness Prevention Component – Rental Assistance

Eligible rental assistance includes:

- ❖ Short-term rental assistance (up to 3 months)
- ❖ Medium-term rental assistance (more than 3 months and up to 12 months)
- ❖ One-time payment for up to 6 months of rent in arrears, to include late fees.

Eligible costs include: rental application fees, security deposits, last month's rent, utility deposits, utility payments (with a limit of 6 months in utility payment arrears), and moving costs (including storage costs up to 3 months). Applicants must re-evaluate the program participant's eligibility, type and amounts of assistance, and program participants needs no less than every three (3) months.

Homelessness Prevention Component – Housing Relocation and Stabilization Services

Eligible services include:

- ❖ Housing search and placement;
- ❖ Housing stability case management mediation;
- ❖ Legal services; and
- ❖ Credit Repair

Eligible case management services include:

- ❖ coordinated entry assessments
- ❖ initial evaluation, counseling

- ❖ coordinating services

for a complete list of eligible case management activities please reference 24 CFR 576.105(b)(2)).

Rapid Re-Housing Component – Rental Assistance

Eligible rental assistance includes:

- ❖ Short-term rental assistance (up to 3 months)
- ❖ Medium-term rental assistance (more than 3 months and up to 12 months)
- ❖ One-time payment for up to 6 months of rent in arrears, to include late fees

Eligible costs include: rental application fees, security deposits, last month's rent, utility deposits, utility payments (with a limit of 6 months in utility payment arrears), moving costs (including storage costs up to 3 months). The 12 months may include a one-time payment for up to 6 months of rent arrears on the tenant's portion of the rent. The rent amount must not exceed HUD's published Fair Market Rent and the HUD standard for rent reasonableness (24 CFR 982.507). There must be a rental assistance agreement between the landlord and agency and a written lease between the tenant and landlord. Eligibility and income shall be reviewed every six months. Participants in rapid rehousing are required to meet with case managers monthly.

Rapid Re-Housing Component – Housing Relocation and Stabilization Services

- ❖ Eligible services include:
- ❖ Housing search and placement;
- ❖ Housing stability case management mediation;
- ❖ Legal services;
- ❖ Credit repair

Eligible services under case management include: centralized coordinated assessments, initial evaluation, counseling, and coordinating services (for a complete list of eligible case management activities please reference 24 CFR 576.105(b)(2)).

HMIS – funding for ESG-funded agencies to cover software licensing fees and other fees incurred by the agency for utilization of HMIS data systems

Ineligible Activities

- ❖ Acquisition of real property
- ❖ New construction
- ❖ Legal services for immigration and citizenship matters, and issues relating to mortgages
- ❖ Inpatient detoxification and other inpatient drug or alcohol treatment

- ❖ Payment of temporary storage fees in arrears
- ❖ Bad debts/late fees
- ❖ Payment or modification of a debt
- ❖ Rehabilitation of structures to the extent that those structures are used for inherently religious activities
- ❖ Mortgage payments

Other Project Compliance & Implementation Requirements

Applicants must match their total ESG award with at least 100% in cash and/or in-kind contributions from non-CDBG sources used for ESG-eligible expenditures, as outlined in 24 CFR 576.201 and 2 CFR 200.306.

If awarded funding, agencies must provide a signed document on official letterhead confirming the amount, source, and date of availability of matching funds before their agreement with the City is executed. Matching contributions should be reported and documented on a monthly basis to ensure compliance and prevent delays in spending.

Agencies should not fall behind on their match contributions, as this slows down the spend rate and may impact future funding eligibility. Maintaining a consistent and timely match helps ensure efficient program operation and compliance with HUD regulations.

Below are additional requisites that apply to the 100% match requirement:

- ❖ Matching funds must be used on an eligible ESG activity for allowable costs.
- ❖ Not more than 50% of agency match may be derived from donations. Clothes and toy donations cannot be used as match.

Matching funds are provided based on the total grant award and do not have to be provided on a component-by-component basis. For example, if an agency is awarded \$10,000 for HMIS, they do not need to find \$10,000 in data collection funds from another source as match. Rather, the \$10,000 match could be used on another ESG component towards allowable costs. Matching funds must not, and will not, be used to match any other Federal program's funds nor any other federal, state and/or local grant. Agency must keep records of the source and use of contributions made to satisfy the match requirement. Refer to HUD's 24 CFR Part 576.201 for further information on ESG's matching requirement.

El Paso Helps - ESG-funded street outreach services must align with and compliment El Paso Helps, the City-led initiative to coordinate street outreach and other services for vulnerable populations. This include collaboration with the El Paso Helps partners during the collaborative meetings.

Administrative Capacity - ESG funds are distributed on a reimbursement basis. All agencies receiving funds must demonstrate administrative and financial capacity to fully operate the proposed project for a period of at least three months prior to reimbursement.

Written Standards - Applicants must certify they have written standards that comply with the requirements of 24 CFR §576.400 to include order of priority. Additionally, a copy of the written standards of the program will be required within 30 days of submission of application.

Budget Revisions - Budget revisions may be requested among existing budget line items within an ESG component. All budget revisions occurring within the contract period may not exceed 20% of the total award without the approval of the DCHD Director or their designee. A moving of funds between different ESG components requires will not be authorized.

Contact Information - At least three contact names, phone numbers and email addresses must be provided with each application. The agency's Executive Director must be one of these three contacts. Applicants are responsible for submitting updated contact information throughout the funding year.

Eligibility Guidelines - Applicant must provide direct services to at-risk or homeless individuals and families. Applicant is required to verify each client's eligibility status.

Emergency Shelter - While applicants may apply specifically for "Emergency Shelter" funding from both the Emergency Solutions Grant and the Community Development Block Grant, any awarded funding will only be from one of those entitlement grants.

Funding Request - Minimum funding request by applicant for any project must be \$100,000.

HMIS Participation - Applicants for ESG are required to participate and enter their data in the El Paso Homeless Management Information System (HMIS). Refer to the local requirements section of this document for detailed HMIS participation requirements.

Multiple Sites - Each physical location where funded services are provided is considered to be a separate activity. Any project that provides services in more than one location must complete an Activity/Partner Supplement for each site. The budgets for combined sites or activities must align with the budget for the overall project.

Partnerships - Applicants are encouraged to collaborate in order to maximize the use of funding and streamline services. Applicants must state in their Letter of Intent if they plan to partner with another agency. The identification of the partnership and plan of action for the partnership must be outlined in the full ESG application when it is submitted to DCHD.

- ❖ If any portion of the project will be carried out by a partner, contractor, consultant or other third party, the Activity/Partner Supplement of the application must be completed reflecting the role of the partner. This supplement will be provided as a module within the application.

Program Income - Applicants are required to report program income and expended match funds monthly.

Rental Assistance - Applicants who apply to provide Rental Assistance will be required to conduct inspections of housing units for compliance with Housing Standards (24 CFR Part 576.403(c), Lead-Based Paint requirement Standards (24 CFR Part 35, 576.403(a), Fair Market Rent and Rent Reasonableness Standards (24 CFR Part 576.106(d).

Staff hours - The City will only reimburse applicants for staff hours that are spent on direct services funded by ESG to eligible clients.

Performance Goals

Applicants must have the capability to track their project outcome(s) over time and report on results if the project/activity is eventually funded. Funded projects will have a contractual obligation to meet projected outcomes. Failure to meet performance outcomes, to include unduplicated clients served, may result in a hold on reimbursement. Further technical assistance on this subject will be provided to funded agencies.

Homeless Housing and Services Program (HHSP)

In accordance with Tex. Government Code §2306.2585, HHSP provides funding to municipalities with populations of 285,500 or greater to develop programs aimed at preventing and eliminating homelessness. The City of El Paso is projected to receive HHSP funds under both the General and Youth Set-Aside components.

General Component

Eligible applicants include agencies currently administering Homelessness Prevention and/or Rapid Rehousing Assistance programs that incorporate case management as part of their services. The local objectives for HHSP General funding are to:

- ❖ Prevent at-risk families and individuals from becoming homeless.
- ❖ Rapidly re-house individuals and families who are experiencing homelessness.
- ❖ Provide case management to ensure successful outcomes.

Youth Set-Aside Component

Eligible applicants must be agencies currently administering youth homelessness programs focused on transitional housing for unaccompanied homeless youth and homeless young adults (ages 18-24). These agencies must provide case management and/or essential services as part of their transitional housing programs. The local objectives for HHSP Youth Set-Aside funding are to:

- ❖ Provide case management to eligible youth (ages 18 to 24) in transitional housing.
- ❖ Provide transitional housing for youth (ages 18 to 24), including those who have aged out of foster care.
- ❖ Provide essential services to youth (ages 18 to 24) in transitional housing.

These objectives align with the City’s strategy to reduce homelessness by ensuring targeted support for both at-risk populations and homeless youth, promoting housing stability and long-term success.

Funding Allocation

The City of El Paso recognizes the critical need for an effective crisis response system that ensures homelessness is rare, brief, and non-recurring by providing immediate support, stabilization, and long-term housing solutions. To achieve this, HHSP funding allocations will align as closely as possible with ESG priorities. The City of El Paso recognizes the critical need for an effective crisis response system that ensures homelessness is rare, brief, and non-recurring by providing immediate support, stabilization, and long-term housing solutions. To achieve this, HHSP funding allocations will align as closely as possible with ESG (Emergency Solutions Grant) priorities.

Eligible Activities

General

Case management costs include staff salaries related to assessing, arranging, coordinating and monitoring the delivery of services related to finding or maintaining housing. Costs include, but are not limited to, household eligibility determination, counseling, coordinating services and obtaining mainstream benefits for Program Participants, monitoring Program Participant progress, providing safety planning for persons under VAWA, developing a housing and service plan, and entry into HMIS or an HMIS-comparable database.

Essential services costs are associated with finding and maintaining stable housing, and include, but are not limited to, costs for:

- ❖ Out-patient medical services;
- ❖ Child care;
- ❖ Education services;
- ❖ Legal services;
- ❖ Mental health services;
- ❖ Local transportation assistance;
- ❖ Drug and alcohol rehabilitation; and
- ❖ Job training

Homelessness prevention and homelessness assistance costs that are associated with housing relocation, stabilization and assistance costs.

Staff time entering information into HMIS or HMIS-comparable database related to homelessness prevention and homeless assistance is also an eligible cost.

Homelessness prevention and homelessness assistance costs include, but are not limited to:

- ❖ Hotel or motel costs.
- ❖ Transitional housing.
- ❖ Rental and utility assistance.
- ❖ Rental arrears.
- ❖ Utility reconnection fees.
- ❖ Reasonable and customary security and utility deposits; and
- ❖ Moving costs.

Youth Set-Aside

Transitional living activities for youth-headed households are designed to provide short-term housing in conjunction with appropriate supportive services designed to foster self-sufficiency.

- ❖ **Case management costs** include staff salaries related to assessing, arranging, coordinating and monitoring the delivery of services related to finding or maintaining housing. Costs include, but are not limited to, household eligibility determination, counseling, coordinating services and obtaining mainstream benefits for Program Participants, monitoring Program Participant progress, providing safety planning for persons under VAWA, developing a housing and service plan, and entry into HMIS or an HMIS-comparable database.
- ❖ **Operation costs** include rent, utilities, supplies and equipment purchases, food pantry supplies, and other related costs necessary to operate an emergency shelter serving individuals experiencing
- ❖ **Homelessness assistance costs** are those associated with housing relocation, stabilization and assistance.

Staff time entering information into HMIS or HMIS-comparable database related to homelessness prevention and homelessness assistance are also an eligible cost.

Homelessness assistance costs include, but are not limited to:

- ❖ Hotel or motel costs;
- ❖ Transitional housing;
- ❖ Rental and utility assistance;

- ❖ Rental arrears;
- ❖ Utility reconnection fees;
- ❖ Reasonable and customary security and utility deposits; and
- ❖ Moving costs

Program Participant Eligibility & Recordkeeping

Per the Texas Regulation 3762 §7.28, the following requirements pertain to program participant eligibility and recordkeeping:

- ❖ A Program Participant must satisfy the eligibility requirements by meeting the appropriate definition of “homeless” or “at-risk of homelessness” in this Chapter, relating to Homelessness Programs, including but not limited to applicable income requirements.
- ❖ B. A Program Participant who is homeless qualifies for emergency shelter, Transitional Living Activities, case management, essential services, and homeless assistance.
- ❖ C. A Program Participant who is at-risk of homelessness qualifies for case management, essential services, and homeless prevention.
- ❖ D. The Subrecipient shall establish income limits that do not exceed the moderate-income level pursuant to Tex. Gov’t Code §2306.152 in its written policies and procedures, and may adopt the income limit calculation method and procedures in TDHCA Handbook 4350 to satisfy this requirement.
- ❖ E. Recertification. Recertification is required for Program Participants receiving homelessness prevention and homelessness assistance within 12 months of the assistance start date. Subrecipient's written policies may require more frequent recertification. At a minimum, recertification requires that Program Participants receiving homelessness prevention or homelessness assistance:
 - ❖ 1. Meet the income eligibility requirements as established by the Subrecipient, if such limits are implemented in the Subrecipient's policies and procedures and required to be reviewed at Recertification; and
 - ❖ 2. Lack sufficient resources and support networks necessary to retain housing without assistance.
- ❖ F. Break in Service. The Subrecipient must document eligibility before providing services after a break in service. A break in service occurs when a previously assisted household has exited the program and is no longer receiving HHSP-funded services. Upon reentry into HHSP, the Household is required to complete a new intake application and provide updated source documentation, if applicable.

- ❖ G. Program Participant Files. Subrecipient or their Subgrantees shall maintain Program Participant files for non-emergency activities providing direct subsidy to or on behalf of a Program Participant that contain the following:
 - ❖ 1. An Intake Application, including the signature or legally identifying mark of all adult Household members certifying the validity of information provided, an area to identify the staff person completing the intake application, and the language as required by Tex. Gov't Code §434.212;
 - ❖ 2. Certification from the Applicant that they meet the definition of "homeless" or "at-risk of homelessness." The certification must include the Program Participant's signature or legally identifying mark;
 - ❖ 3. Documentation of income eligibility, if applicable, which may include a Declaration of Income Statement if documentation is unobtainable;
 - ❖ 4. Documentation of annual recertification, as applicable, including income eligibility determination and verification that the Program Participant lacks sufficient resources and supports networks necessary to retain housing without assistance;
 - ❖ 5. Documentation of determination of ineligibility for assistance when assistance is denied. Documentation must include the reason for the determination of ineligibility;
 - ❖ 6. Copies of all leases and rental assistance agreements for the provision of rental assistance, documentation of payments made to owners for the provision of rental assistance, and supporting documentation for these payments, including dates of occupancy by Program Participants;
 - ❖ 7. Documentation of the monthly allowance for utilities used to determine compliance with the rent restriction; and
 - ❖ 8. Documentation that the dwelling unit for Program Participants receiving rental assistance complies with the Housing Standards in this Chapter, relating to Homelessness Programs
- ❖ Administrative Capacity. HHSP funds are distributed on a reimbursement basis. All agencies receiving funds must demonstrate administrative and financial capacity to fully operate the proposed project for a period of at least three months prior to reimbursement.
- ❖ Written Standards. Applicants must certify that they have written standards that comply with the HHSP requirements to include order of priority. Additionally, a copy of the written standards of the program will be required within 30 days of submission of application.
- ❖ Budget Revisions. If an award is granted, the City's prior written approval will be required for any changes exceeding 20% within the consultants' line item.

- ❖ **Contact Information.** At least three contact names, phone numbers and email addresses must be provided with each application. The agency's Executive Director must be one of these three contacts.
- ❖ **Applicants are responsible for submitting updated contact information throughout the funding year.**
- ❖ **Eligibility Guidelines.** Applicant must provide direct services to homeless individuals and families or individuals and families at-risk of homelessness. Applicant is required to verify each client's eligibility status.
- ❖ **Funding Allocation.** The minimum funding for a project will be \$100,000. This may be adjusted by the department depending on state final allocation.
- ❖ **HMIS Participation.** Applicants for HHSP are required to participate and enter their data in the El Paso Homeless Management Information System (HMIS). Refer to the local requirements section of this document for detailed HMIS participation requirements.
- ❖ **Rental Assistance.** Applicants who apply to provide Rental Assistance will be required to conduct inspections of housing units for compliance with Housing Standards, Lead-Based Paint requirement Standards, Fair Market Rent and Rent Reasonableness Standards
- ❖ **Staff hours.** The City will only reimburse applicants for staff hours that are spent on direct services funded by HHSP to eligible clients. Applicants must have the capability to track their project outcome(s) over time and report on results if the project/activity is eventually funded. Projects funded will have a contractual obligation to meet projected outcomes. Failure to meet performance outcomes, to include clients served, may result with a hold on reimbursement. Further technical assistance on this subject will be provided to funded agencies.

Performance Goals

Applicants must have the capability to track their project outcome(s) over time and report on results if the project/activity is eventually funded. Funded projects will have a contractual obligation to meet projected outcomes. Failure to meet performance outcomes, to include unduplicated clients served, may result in a hold on reimbursement. Further technical assistance on this subject will be provided to funded agencies.

Community Performance Standards

Signed into law in 2009, the HEARTH Act requires communities to implement strategies to prevent the loss of housing, help people quickly move out of homelessness and into housing and ensure housing stability (24 CFR Part 578). Therefore, communities must track and report their homeless assistance systems progress towards these outcomes (24 CFR Part 578, items 6 & 7). Performing well on these outcomes requires communities to align their systems to focus on housing-based solutions, strengthen their capacity to collect data and information across programs and improve overall system performance.

Success in achieving performance standards during the annual monitoring period along with other factors, will inform funding decisions.

Housing Programs

The **HOME Investment Partnerships Program (HOME)** provides formula grants to states and local governments to fund affordable housing activities including acquiring, constructing, and/or rehabilitating affordable housing for rent or homeownership. HOME funds are typically dispersed in the form of grants, amortized loans, and deferred forgivable loans.

The **CDBG Revolving Loan Fund (RLF)** is a combination of proceeds from principal and interest generated from prior years' first-time home buyers, single family renovation, and multi-family affordable rental development borrowers. These funds cannot be used for new construction of affordable housing under HUD regulations but may be used to support housing rehabilitation programs for multi-family affordable rental units.

The CNA and El Paso Regional Housing Plan guide HOME and CDBG investment in affordable housing production, rehabilitation, and homebuyer assistance.

Funding Allocation

The funding allocation for each of the housing programs described above will be determined based on community need and the ability for programs to feasibly serve El Pasoans given HUD requirements and housing market conditions. Actual allocations are to be established through approval of the upcoming year's Annual Action Plan which is approved by City Council.

Development of Affordable Housing

When sufficient fund balances are available, DCHD issues a Notice of Funding Availability (NOFA) to receive proposals for new construction or rehabilitation of affordable rental units. The NOFA establishes a tentative amount of funding that is made available. Should DCHD receive an abundance of quality proposals, the tentative amount of funds available under the NOFA may be increased at the DCHD Director's discretion. Award of funds for projects are approved by City Council.

Single-Family Owner-Occupied Renovation Program

The purpose of the Single-Family Owner-Occupied Renovation Program is to assist low to moderate income homeowners (households at 80% or less of area median income as determined by HUD) to increase safety, sanitation and functionality of their homes. The program is inclusive of 4 distinct options for assistance:

- ❖ **Sewer Connection:** Aids in establishing an initial connection to local sewer lines, and assistance is capped at \$25,000.00. Sewer assistance is funded by CDBG, and no repayment will be required.

- ❖ **Minor Repair:** Provides funds for addressing conditions that pose an imminent threat to the health, safety and welfare of the occupants (as determined by HUD) and assistance is capped at \$25,000.00. Minor Repair is funded by CDBG and no repayment will be required.
- ❖ **Rehabilitation:** Aids with significant renovation addressing conditions that pose an imminent threat to the health safety and welfare of the occupants (as determined by HUD) ranging in cost from a minimum of \$25,001.00 - \$90,000.00. **The Rehabilitation Program requires a Forgivable Deferred Payment Loan Note and a recorded Deed of Trust that places a lien on the property.**
- ❖ **Reconstruction:** Aids with addressing conditions that pose an imminent threat to the health safety and welfare of the occupants (as determined by HUD) AND exceeds the \$90,000 rehabilitation threshold. The maximum assistance cap for reconstruction is calculated based on a formula provided by HUD. **The Reconstruction Program requires a Forgivable Deferred Payment Loan Note and a recorded Deed of Trust that places a lien on the property.**

The program is not currently open to new applicants. While it is our commitment to enhancing housing opportunities, the Single-Family Owner-Occupied Program is undergoing a temporary closeout. **This decision does not affect certified eligible applicants.**

Program Eligibility

Applicant refers to an individual who has applied to one of our four programs for Single-Family Owner-Occupied Renovation Programs. Being an applicant does not guarantee approval. An applicant is considered certified as eligible only after meeting all of the following criteria:

- ❖ **Duration of Occupancy:** In addition to owning the property, the applicant must verify that they have occupied the home for a minimum of 3 years prior to applying to the program.
- ❖ **Eligibility Restriction:** Applicant(s) are eligible for the Single-Family Owner-Occupied Renovation Program assistance only once per property and cannot receive additional funding for the same property.
- ❖ **Eligible Household Members:** Total number of household members is defined as Family members of household, including self, living at the address. This should include all persons related by blood, marriage, or adoption residing in one dwelling. The applicant is responsible for identifying family members who contend not to have eligible immigration status as per HUD 24 CFR 5.508.
- ❖ **Environmental Review:** In accordance with 24 CFR Parts 50, 58, and 570 the Property of the Applicant(s) applying for assistance under the Single-Family Owner-Occupied are subject to a review to evaluate impacts on the environment. The Property must pass an environmental review before being deemed eligible for assistance.
- ❖ **Homeowner Insurance/Flood Insurance:** The property must be insured at the time of application submission or be eligible for insurance upon completion in an amount sufficient to protect the full value of the assistance provided.

- ❖ **Income and Asset Qualification:** The gross annual income of the applicant's family may not exceed 80% of the median income for the City of El Paso, as published by HUD on an annual basis. Except that in a case of multiple owners, only the income of the owner(s) occupying the dwelling unit will be counted. A household is defined as one or more persons occupying a dwelling unit. HUD 24 CFR Part 5 definition of income and assets is utilized for this program. Current HOME Income Limits are published annually in the following link:
<https://www.hudexchange.info/programs/home/home-income-limits/>
- ❖ **Location and Characteristics:** Property must be a single unit dwelling, located within the city limits of the City of El Paso. Property must also comply with Section R304 (Minimum Room Areas, habitable rooms shall have a floor area of not less than 70 square feet) of the International Residential Code as adopted by the City of El Paso.
- ❖ **Outstanding Property Tax and City Debt:** As per City ordinance 016529, individuals that have outstanding indebtedness to the City, and not on an active deferment with the tax office will be considered ineligible for this program. Proof of current good standing regarding property taxes owed to the City of El Paso is required. All delinquent property taxes or other debt to the City must be remedied prior to proceeding with an application for assistance.
- ❖ **Property Value Requirements:** The maximum after rehabilitation value of the property may not exceed 95% of the Single-Family Mortgage Limits under Section 203 (b) of the National Housing Act (12 U.S.C. 1709 (b)) or the HOME 221 (d)(3) Limits for the City of El Paso per HUD established guidelines. The property value will be determined by one or more of the following methods:
 - **Estimates of Value (Comparable Sales):** Estimates of value based on sale prices for comparable properties in the immediate neighborhood (within the prior year). Projected estimates should include value prior to proposed improvement AND estimated after rehabilitation value.
 - **Tax Valuation:** Tax Valuation from the El Paso Central Appraisal District (EPCAD) for the applicant's property. EPCAD assessments for comparable property in the same neighborhood may be used to establish the after-rehabilitation value if the assessment is current and accurately reflects the market value of standard properties.
 - **Appraisal:** Appraisals prepared by a Texas Licensed fee appraiser may be used. Documentation of appraisal approach utilized must be provided. The appraised value approach may be used when the after-rehabilitation value is within \$1000 of the program limit or if there is a lack of comparable properties.
- ❖ **Residency Requirements:** Applicants must provide proof of residency within the city limits of the City of El Paso by providing copies of one of the following:
 - Driver's License
 - State Identification Card

- Utility Bills
- Notarized Affidavit attesting to residency in the City of El Paso
- ❖ **Verified Homeowner:** The applicant(s) must be both the owner(s) AND occupant of the property. Ownership must be verified by presenting the latest recorded Warranty Deed, Deed of Trust and/or in written form by a title company in the form of a Commitment for Title Insurance. Additionally, properties that have the following will not be accepted into the program:
 - Reverse Mortgages
 - Title Issues
 - Pending Bankruptcy
 - Pending Foreclosure
 - Currently Delinquent on Mortgage Payments

It is the responsibility of the applicant to ensure that all documentation submitted is complete and verified as accurate. Additional verification and re-certification of eligibility may be asked of the applicant to ensure that all verifications are completed and up to date as of the signing and execution of the Three-Party Agreement. An applicant is only considered an approved client for renovations after a three-party agreement is executed.

While all of the above documentation is required, the following factors may disqualify any applicant from the program regardless of meeting other eligibility requirements.

- ❖ **Cancellation:** Any applicant who cancels an application while it is process shall not be eligible for assistance for at least one year. If the applicant does not consent to the proposed scope of work, general contractor or loan terms cancelation must be documented in the file in writing. Cancellation may also occur at the discretion of the Director. Examples of cancelation include but are not limited to:
 - A situation where funds are not available
 - After a maximum of three (3) bidding attempts
- ❖ **Change in Income or other Asset based Eligibility:** Any changes to an applicant's income or assets during the application process must be reported to the City of El Paso immediately. Changes will initiate a complete restart of the application process.
- ❖ **Conflict of Interest:** Conflict of interest criteria derives from local requirements, specific-grant regulations as applicable, and federal regulations governed by the Code of Federal Regulations (CFR). In accordance with 2 CFR 200.112. Conflict of Interest, a recipient must disclose any potential conflict of interest to the applicable Federal agency. Similarly, Applicants must report any potential conflict of interest to the department in order to assess the potential conflicts'

effect. Such disclosure must be presented in writing describing the potential conflict's nature and details as well as the requested action to address the potential conflict.

In general, a conflict of interest occurs when an individual has a financial interest that may prevent them from acting in the best interests of the program or project at hand. Exceptions may be granted but must be assessed on a case-by-case scenario to ensure compliance with governing laws and regulations.

HOME Program Considerations. If the project is funded by the Home Investment Partnership Program (HOME), the project units must not be occupied by the owner, developer, or sponsor (or officer, employee, agent, elected or appointed official, or consultant of the owner, developer, or sponsor or immediate family member or immediate family member of an officer, employee, agent, elected or appointed official, or consultant of the owner, developer, or sponsor, whether private, for-profit or nonprofit including a community housing development organization (CHDO) when acting as an owner, developer, or sponsor) of the assisted by HOME during the affordability period of the project. This is not applicable to applicants who receives HOME funds to acquire or rehabilitate his or her principal residence or to an employee or agent of the owner or developer of a rental housing project who occupies a housing unit as the project manager or maintenance worker.

- ❖ **Failure to Provide Required Documentation / Incomplete Application:** Applications that are incomplete will not be accepted. The applicant(s) will be given 20 business day from date of initial application to provide the required documentation. Applicant(s) will be notified by email and/or certified mail of missing information. The notification will list the missing documents and give the applicant(s) a deadline of ten (10) calendar days to provide the information. Missed deadlines will result in disqualification from the Single-Family Owner-Occupied Renovation Program. Staff will consider extenuating circumstances when determining exemptions to this rule and the number of days to respond. Extenuating circumstances include death of a family member, long-term illness, or household member(s) unable to provide information due to circumstances beyond their control. Applicant(s) who are denied or withdraw will receive written notification from staff.
- ❖ **Harassment of City Staff:** Harassment of a public servant is defined as an act that intentionally causes a public servant to feel harassed or threatened. This includes any offensive or provocative behavior directed at the public servant in a manner likely to be considered menacing. Harassment can also involve electronic communication via text, email, video and more. The department head holds the authority to determine instances of harassment.
- ❖ **Non-Compliance with Previous Programs:** Individuals who have previously participated in the program and failed to comply with program guidelines are not eligible to apply again.
- ❖ **Sale or Transfer of the Property:** Any action taken to sell or transfer ownership of the property once the application process has begun will disqualify the applicant from the program.

Dispute Resolutions and Appeals

Please be aware that any applicant who has been denied assistance or disqualified from the program has the right to appeal the decision. Please note we will not accept appeals on the procurement process. Concerns regarding the procurement process should be addressed directly with the department of Purchasing and Strategic Sourcing. If a project has been bid unsuccessfully three times, it cannot be appealed.

The appeal process requires appeals to be submitted in writing to the Director of Community and Human Development. In the appeal, please include the following details:

- ❖ A clear statement indicating the decision being appealed,
- ❖ Any relevant documentation or evidence supporting your appeal,
- ❖ Any specific reasons or arguments explaining why you believe the decision should be overturned, and
- ❖ Your contact information for further communication regarding the appeal.

We emphasize the principle of ensuring that every individual has access to equitable treatment throughout the appeals process. It is our commitment to uphold the highest standards of accountability and fairness in addressing appeals, thereby safeguarding the rights and interests of all applicants involved.

Agreement Form and Requirements

- ❖ **Single-Family Owner-Occupied Three-Party Agreement:** The Single-Family Owner-Occupied Three-Party Agreement is a formal agreement established between three essential entities: The Property Owner, the General Contractor, and the City of El Paso. This contractual arrangement serves as a pivotal framework governing the relationships and responsibilities among these parties during the execution of the Single-Family Owner-Occupied Renovation Program. An applicant does not have an approved project unless a Three-Party Agreement is signed and formally executed.
 - **Property Owner:** The property owner is a key participant in the Agreement, representing the individual or family residing in the home targeted for renovation. Their role involves providing consent, cooperation, and access to the property for renovation purposes. The agreement outlines the specific obligations and expectations for the property owner throughout the renovation process.
 - **General Contractor:** The General Contractor plays a central role in executing the renovation work outlined in the program. They are responsible for overseeing and carrying out the necessary repairs or improvements. The Agreement delineates the scope of work, project timelines, quality standards, and other essential details that guide the General Contractor's actions throughout the renovation project.
 - **City of El Paso:** As the grantee overseeing the program, the City of El Paso acts as a regulatory authority and funding entity. The Agreement establishes the City's

expectations, guidelines, and conditions for the renovation project. It may include compliance requirements, reporting obligations, and standards that the property owner and General Contractor must adhere to during the course of the renovation.

❖ **Agreement Execution Process:**

- Obtain initial information from Property Owner and General Contractor: location, property and project description, sub-contractors, project completion, scope of work, all forms applicable to the project, and compliance requirements.
- DCHD will conduct a debarment check to ensure the General Contractor does not have any active findings prior to Agreement execution. Debarment checks for Task Order agreements executed under a Job Order Agreement will fulfill this requirement for the initial debarment check conducted during the execution of the Job Order Contract.
- DCHD gathers information to including but not limited to, financial amount terms, conditions precedent, lien and collateral documentation, covenants, notices and any other applicable documentation.
- Draft Agreement, inclusive of all pertinent attachments, is sent to all parties for review and confirmation; any changes deemed necessary must be revised at this point.
- DCHD forwards to Legal for approval then proceeds with obtaining all parties' signatures.
- Agreement is forwarded to Director and City Manager for approval and signatures; followed by full execution.
- Executed copy of Agreement is sent to all parties; execution date is official.

❖ **Disclosure Statement:** A notice of your rights and responsibilities under the law when entering into a legal transaction regarding the property owners' risk, rights, and responsibilities.

❖ **Title VI Non-Discrimination Requirements:** Title VI Non-Discrimination prohibits discrimination on the basis of race, color, or national origin in all HUD- assisted programs.

❖ **Change Orders and Amendments:** When unforeseen issues or modifications during construction arise, a change order may be necessary. All three parties must agree to the change order in writing, and an inspection of the modifications being made must be approved by the Department before any changes to the original scope of work are implemented. Once the change order has been agreed upon and approved by all three parties, an amendment to the original three-party agreement will be executed.

Procurement

Single-Family Owner-Occupied projects are procured using two primary methods:

- ❖ **Competitive Procurement:** Vendors and contractors submit bids or proposals, evaluated by the City's purchasing Department based on an exhaustive list of predefined criteria. These include assessments of price competitiveness, compliance with specifications, contractor qualifications, timeliness, quality of proposed materials or services, adherence to regulations, financial stability past performance, minority or women-owned business participation, and commitment to sustainability and environmental considerations. **In the case of individual competitive bidding, each project will undergo a maximum of three (3) bidding rounds, ensuring a comprehensive and fair selection process.**
- ❖ **Job Order Contract (JOC) Procurement:** Under a JOC, DCHD establishes pre-negotiated Agreements with JOC contractors. When a specific project arises, DCHD will issue a task order to the JOC Contractor for project execution. The DCHD will assess and select the best procurement method to utilize based on the project's description, scope of work, budget, and other information related to the project.

Following the completion of the application process and verification of all information, the project will either be assigned through a task order to an awarded JOC contractor or may undergo individual competitive bidding. Applicants do not have the option to choose between the JOC or Competitive Procurement process, as the Department determines the appropriate route based on the scope of work, availability of funds, contractor availability, and project timeline.

Sewer Connection – CDBG RLF

The purpose of the Residential Sewer Connection Program is to aid with the initial connection to local sewer collection lines for income-eligible single-family housing in El Paso. This program will cover costs associated with connection to the City's sewer collection line. This special assistance program can be provided independent of any other housing assistance programs.

Each household may be qualified to receive assistance for eligible work allowed up to the actual cost of initial connection to the main sewer collector.

Eligible Costs and Work

- ❖ The El Paso Water Utilities (EPWU) frontage fee for connection to the main sewer collector line, including sewer lateral stub-outs to the property line. The property owner should submit proof of an Installation and Service Agreement Application with the EPWU of the City of El Paso.
- ❖ Cost of installing the sewer service line, with two-way clean out, from the EPWU stub-out to the dwelling unit to be serviced.
- ❖ Cost of any sewer appurtenance necessary to make the sewer service functional, as well as the cost of restoring fences, rock walls, walkways, re-paving, etc. which are disturbed during the installation of the sewer line.
- ❖ The cost to treat any existing septic tank(s), backfill and compact.

Ineligible Costs and Work

- ❖ Replacement of an existing sewer line to an existing connection to a main sewer collection line is not allowed.
- ❖ No work will be performed inside any dwelling unit as part of this grant.
- ❖ In accordance with the City of El Paso zoning ordinance, when there is more than one dwelling located on the same lot, only the principal residence will be eligible for sewer connection.

Minor Repair – CDBG RLF

The Minor Repair program provides funds for repairs to address conditions that pose an imminent threat to the health, safety, and welfare of the occupants, or to bring conditions to accessible standards, if needed. The intent of the program is not to provide routine maintenance or general repairs, but to help prevent homelessness due to building safety deficiencies.

Program Terms

Each household may be qualified to receive assistance for eligible work allowed up to the maximum assistance of \$25,000.00 (of which a maximum of \$4,999.99 may be used for Lead Based Paint Interim controls, and the remainder for soft costs and minor repair hard costs).

Economic Feasibility Criteria

The application shall be deemed infeasible for assistance, if it is determined that more than the Community Development limit (\$25,000.00) will be necessary to correct all items requiring minor repair and perform Interim Controls on lead-based paint surfaces.

- ❖ Under certain circumstances, the applicant may supplement funds with private funds, in order to make such structure feasible for rehabilitation. The source of the private funds will be evaluated by the Housing Programs Division to ensure affordability.

Eligible Costs and Work

- ❖ The City of El Paso's Housing Programs Division will determine the eligible minor repairs based on HUDs requirements.
- ❖ Conditions that pose an imminent threat to the health, safety, and welfare of the occupants and/or accessibility requirements.
- ❖ Interim controls for surfaces that contain Lead Based Paint. Interim Controls shall be accomplished in strict accordance with the HUD lead rule. Only Certified Lead Firms or Contractors that have received training in Lead Safe Practices shall be permitted to perform Interim Controls.
- ❖ Costs for the initial Lead Based Paint Inspection and Risk Assessment from a certified Lead Firm.

Ineligible Costs and Work

- ❖ Routine maintenance or general repairs that don't address an imminent threat to health, safety, and welfare of the occupants, and or accessibility requirements, are not eligible under the Minor Home Repair Program.

Rehabilitation – HOME

The Rehabilitation program provides funds for repairs to address conditions that pose an imminent threat to the health, safety, and wellbeing of the occupants, or to bring conditions to accessible standards, if needed. The intent of the program is not to provide routine maintenance or general repairs, but to help prevent homelessness due to building safety deficiencies. Whenever HOME funds are used for rehabilitation, the work must be performed according to the written rehabilitation standards and the unit must be brought up to the applicable federal, state, or local code.

Program Terms

- ❖ Assistance for significant renovation addressing conditions that pose an imminent threat to the health safety and welfare of the occupants ranging in cost from a minimum of \$25,001.00 - \$90,000.00.
- ❖ Value of HOME assisted property after rehabilitation must not exceed 95% of the median purchase price for the area, as published by HUD, or, in accordance with the Final Rule, as determined locally through market analysis.
- ❖ Applicant(s) is required to maintain both homeowners' insurance and flood insurance for the entire affordability period. Proof of active coverage must be submitted annually. Failure to provide this documentation may result in non-compliance with program requirements.

Economic Feasibility Criteria

The application shall be deemed infeasible for assistance, if it is determined that more than the Community Development limit (\$90,000.00) will be necessary to correct all code violations and items requiring rehabilitation. If the applicant may be required to supplement the costs with private funds, in order to make such structure feasible for rehabilitation. If the applicant is unable to secure the required supplemental amount, the project will be deemed in-feasible, and the application will be cancelled.

- ❖ Under certain circumstances, the applicant may supplement funds with private funds, in order to make such structure feasible for rehabilitation. The source of the private funds will be evaluated by the Housing Programs Division to ensure affordability; or
- ❖ If a property is physically and/or financially infeasible for rehabilitation, reconstruction of the dwelling unit may be authorized.

Eligibility Requirements

- ❖ Applicant(s) must be at or below the area median income (80% AMI).
- ❖ Property's condition must pose threat to the health and safety of occupants.

- ❖ Property is in violation of International Residential Codes as adopted by the City of El Paso, State, and Federal regulations.
- ❖ Property located in the City of El Paso, deemed suitable for rehabilitation.

Eligible Costs and Work

❖ Hard Costs

- Meeting the rehabilitation standards
- Rehabilitation costs between \$25,001.00 and \$90,000.00 costs for the purpose of bringing a dwelling unit into compliance with the provisions of the International Residential Codes, standards, and ordinances
- Exterior façade improvements in accordance with HUD's neighborhood focus
- Historic Preservation Requirements
- Essential improvements
- Energy-related improvements
- Initial lead-based inspection
- Lead-based paint hazard reduction, asbestos, and mold abatement and/or encapsulation
- Accessibility for disabled persons
- Repair or replacement of major housing systems such as HVAC, electrical, and plumbing
- Incipient repairs and general property improvements of a non-luxury nature
- Site improvements and utility connections

❖ Soft Costs

- Financing fees
- Credit reports
- Title binders and insurance
- Recordation fees, transaction taxes
- Legal and accounting fee
- Appraisals
- Architectural/engineering fees, including specifications and job progress inspections
- Project costs incurred that are directly related to a specific project

- Refinancing of secured existing debt if the housing is owner-occupied and refinancing allows the overall costs of borrower to be reduced and the housing is made more affordable.

Lead Based Paint Hazards

Federal regulations (24 CFR 35) require the actions be taken to reduce lead-based paint hazards in any project receiving federal funds.

SUMMARY OF LEAD-BASED PAINT REQUIREMENTS FOR REHABILITATION (24 CFR 35)			
Total Project Cost	<\$5,000	\$5000 - \$25,000	>\$25,000
Approach to Lead Hazard	Do no harm	Identify and control lead hazards	Identify and abate lead hazards
Notification to Residents	a) Pamphlet b) Notice of lead hazard reduction	a) Pamphlet b) Notice of lead hazard evaluation c) Notice of lead hazard reduction	a) Pamphlet b) Notice of lead hazard evaluation c) Notice of lead hazard reduction
Lead Evaluation or Visual Assessment	Paint testing of surfaces to be disturbed	Paint testing and risk assessment	Paint testing and risk assessment
Lead Hazard Reduction	Repair surfaces disturbed during rehabilitation. Safe work practices & occupant protection Work must be performed by personnel with proper training or supervision.	Interim controls. Safe work practices & occupant protection Work must be performed by personnel with proper training or supervision.	*Abatement of hazards & surfaces disturbed by rehabilitation. Safe work practices & occupant protection Work must be performed by personnel with proper training, supervision, and certification.
Clearance	Clearance is required following abatement, interim controls, and paint stabilization (unless area stabilized is less than de minimis level)		

- ❖ ***Abatement of Lead Hazards & Surfaces Disturbed by Rehabilitation:** All painted surfaces to be disturbed during rehabilitation found to be lead-based paint and lead hazards identified by the

risk assessment must be abated, EXCEPT interim controls may be used on lead hazards on exterior surfaces that will not be disturbed during rehabilitation.

❖ **Definitions of Selected Key Terms**

- **Abatement:** Measures to permanently control (i.e., 20 years or more) lead-based paint or lead-based paint hazards. EPA regulations exclude from the definition of abatement “renovation, remodeling, landscaping or other activities, when such activities are not designed to permanently eliminate lead-based paint hazards, but instead are designed to repair, restore, or remodel a given structure or dwelling, even though these activities may incidentally result in a reduction or elimination of lead-based paint hazards.” [40 CFR 745.223]
- **Clearance Examination:** Clearance is performed after hazard reduction, rehabilitation or maintenance activities to determine if a unit is safe for occupancy. It involves a visual assessment, analysis of dust samples, and preparation of report. The certified risk assessor, paint inspector, or lead sampling technician performing clearance must be independent from the entity/individual conducting paint stabilization or hazard reduction.
- **Lead Safe Work practices:** Workers must follow safe work practices and occupant protection as outlined in 24 CFR 35.1350.
- **Paint Testing:** Testing of specific surfaces, by XRF (x-ray fluorescence) or lab analysis, to determine the lead content of these surfaces, performed by a certified lead-based paint inspector or certified risk assessor.
- **Presumption:** Assuming that a painted surface to be disturbed contains lead-based paint rather than having this surface tested for the presence of lead. For more information see 24.CFR 35.930. or “Making It Work: Implementing the Lead Safe Housing Rule” – Part III, Chapter 3 available on HUD’s website at www.hud.gov/offices/lead.
- **Visual Assessment:** A visual inspection of interior and exterior surfaces to identify specific conditions that may be lead-based paint hazards. A visual inspection does not identify lead-based paint. The assessment must be performed by a person trained in visual assessment. Training for visual assessment is available on HUD’s website at www.hud.gov/offices/lead and refer to the pages that list training resources.

Ineligible Costs and Work

- ❖ Routine maintenance or general repairs that don’t address an imminent threat to health, safety, and welfare of the occupants, and or accessibility requirements, are not eligible under the Rehabilitation Program

Loan Assistance Terms

- ❖ **Standard Homeowner Loan:** Each owner-occupied dwelling unit is eligible for a minimum assistance of \$25,000.01 and a maximum assistance up to \$90,000 that includes the loan and deferred payment loan amounts only. The applicant will be responsible for obtaining funds in excess of the \$90,000 limit. The amount of assistance shall be in the form of an amortized loan and/or forgivable deferred payment loan. All loans and/or deferred payment loans are to be secured by a Builder's and Mechanic's Lien Agreement and Deed of Trust (with Power of Sale).

The loan amount will be calculated using a maximum housing cost ratio of 35% of the applicant's gross monthly income. (The applicant's housing cost is the monthly mortgage payments, taxes, insurance (PITI), plus utilities. This amount is divided by the applicant's gross monthly income to determine the actual housing cost ratio percentage).

- ❖ **Amortized Loan:** The amount that will be payable on a monthly basis is the portion that falls within the 35% housing cost ratio. This amount will be in the form of a 0% interest loan amortized up to twenty (20) years. The first payment will be due the first day of the month following 90 days from the completion of the project. The Program requires the applicant to execute a Note(s) in the amount of the amortized loan and/or the forgivable deferred payment loan. A recorded Deed of Trust places a lien on the property. After reconciliation of the loan, any adjustments to the Note will be memorialized in a memo to file that will be added to the financial file and a copy attached to the servicing of loan packet.
- ❖ **Forgivable Deferred Payment Loan:** The portion of the loan amount that is above the 35% housing cost ratio, will be deferred and due upon the sale, lease, or transfer of ownership. The forgivable deferred payment loan will be for a term up to twenty (20) years at zero percent (0%) interest. The forgivable deferred payment loan shall state that up to 1/20th each year will be forgiven if the property remains as the applicant's principal residence. The outstanding balance on the indebtedness must be repaid to the City if the property is sold, leased, transferred, or it ceases to be the principal residence of the borrower(s). The Program requires the borrower(s) to execute a Forgivable Deferred Payment Loan Note and a recorded Deed of Trust that places a lien on the property. After reconciliation of the loan, any adjustments to the Note will be memorialized in a memo to file that will be added to the financial file and a copy attached to the servicing of loan packet.

Other Loan Terms

- ❖ **Loan to Value:** The property to be rehabilitated must be appraised in accordance with CFR 92.254 Qualifications as Affordable: Homeownership which states that the property rehabilitated under the program may not exceed more than 95% of the median purchase price for the area. Such median purchase price for the area will be in accordance with HUD and may vary on a yearly basis. to determine whether the project is economically feasible for rehabilitation.

- ❖ **Loan Recapture:** The maximum loan payment amount is limited to the net proceeds from sale received by the borrower. A detailed description of the loan recapture process is noted in the Community Development Annual Action Plan.

Reconstruction – HOME

The Home Investment Partnerships (HOME) Program aids eligible homeowners for the purpose of bringing a dwelling unit into compliance with the provisions of the International Residential Codes as adopted by the City. Reconstruction is a form of rehabilitation that consists of rebuilding a housing unit, that was determined to be beyond repair for rehabilitation, on the same lot in which such housing unit stands. Reconstruction is managed in the same manner as Rehabilitation but involves a complete rebuild of a home. Program assistance will involve the demolition of the existing substandard dwelling unit and construction of a new home based on the specifications provided and approved by the Housing Programs Division of DCHD.

Program Terms

DCHD will determine if an applicant's home is beyond repair which involves demolishing the old home and rebuilding a new home on the same lot provided that the number of units are not altered.

- ❖ Assistance for addressing conditions that pose an imminent threat to the health safety and welfare of the occupants and exceeds the \$90,000.00 rehabilitation threshold. The maximum assistance cap for reconstruction is calculated based on a formula provided by HUD.
- ❖ Value of HOME assisted property after rehabilitation must not exceed 95% of the median purchase price for the area, as published by HUD, or, in accordance with the Final Rule, as determined locally through market analysis.
- ❖ The number of housing units on the lot may not be decreased or increased as part of a reconstruction project, but the number of rooms per unit may be increased or decreased.
- ❖ Applicant(s) is required to maintain both homeowners' insurance and flood insurance for the entire affordability period. Proof of active coverage must be submitted annually. Failure to provide this documentation may result in non-compliance with program requirements.

Economic Feasibility Criteria

The application shall be deemed infeasible for assistance, if it is determined that more than the maximum assistance amount as determined by HUD will be necessary to correct all code violations and items requiring rehabilitation. Applicant may be required to supplement the costs with private funds, in order to make such structure feasible for reconstruction. If the applicant is unable to secure the required supplemental amount, the project will be deemed in-feasible, and the application will be cancelled.

- ❖ Under certain circumstances, the applicant may supplement funds with private funds, in order to make such structure feasible for reconstruction. The source of the private funds will be evaluated by the Housing Programs Division to ensure affordability; or

- ❖ If a property is physically and/or financially infeasible for rehabilitation, reconstruction of the dwelling unit may be authorized.

Eligibility Requirements

- ❖ Applicants must be at or below the area median income (80% AMI).
- ❖ Property's condition must pose threat to the health and safety of occupants.
- ❖ Property is in violation of International Residential Codes as adopted by the City of El Paso, State, and Federal regulations.
- ❖ Property located in the City of El Paso, beyond repair or rehabilitation and deemed uninhabitable.

Eligible Costs and Work

Hard Costs

- ❖ Reconstruction costs over \$90,000.00 for the purpose of bringing a dwelling unit into compliance with the provisions of the International Residential Codes, standards, and ordinances
- ❖ Exterior façade improvements in accordance with HUD's neighborhood focus
- ❖ Historic Preservation Requirements
- ❖ Essential Safety improvements
- ❖ Energy-related improvements
- ❖ Initial lead-based inspection
- ❖ Lead-based paint hazard reduction, asbestos, and mold abatement and/or encapsulation
- ❖ Accessibility for disabled persons
- ❖ Repair or replacement of major housing systems
- ❖ Incipient repairs and general property improvements of a non-luxury nature
- ❖ Site improvements and utility connections

Soft Costs

- ❖ Financing fees
- ❖ Credit reports
- ❖ Title binders and insurance
- ❖ Recordation fees, transaction taxes

- ❖ Legal and accounting fee
- ❖ Appraisals
- ❖ Architectural/engineering fees, including specifications and job progress inspections
- ❖ Project costs incurred that are directly related to a specific project
- ❖ Refinancing of secured existing debt if the housing is owner-occupied and refinancing allows the overall costs of borrower to be reduced and the housing is made more affordable.

Lead Based Paint Hazards

Federal regulations (24 CFR 35) require the actions be taken to reduce lead-based paint hazards in any project receiving federal funds.

SUMMARY OF LEAD-BASED PAINT REQUIREMENTS FOR REHABILITATION (24 CFR 35)			
Total Project Cost	<\$5,000	\$5000 - \$25,000	>\$25,000
Approach to Lead Hazard	Do no harm	Identify and control lead hazards	Identify and abate lead hazards
Notification to Residents	a) Pamphlet b) Notice of lead hazard reduction	a) Pamphlet b) Notice of lead hazard evaluation c) Notice of lead hazard reduction	a) Pamphlet b) Notice of lead hazard evaluation c) Notice of lead hazard reduction
Lead Evaluation or Visual Assessment	Paint testing of surfaces to be disturbed	Paint testing and risk assessment	Paint testing and risk assessment
Lead Hazard Reduction	Repair surfaces disturbed during rehabilitation. Safe work practices & occupant protection Work must be performed by personnel with proper training or supervision.	Interim controls. Safe work practices & occupant protection Work must be performed by personnel with proper training or supervision.	*Abatement of hazards & surfaces disturbed by rehabilitation. Safe work practices & occupant protection Work must be performed by personnel with proper training, supervision, and certification.
Clearance	Clearance is required following abatement, interim controls, and paint stabilization (unless area stabilized is less than de minimis level)		

- ❖ ***Abatement of Lead Hazards & Surfaces Disturbed by Rehabilitation:** All painted surfaces to be disturbed during rehabilitation found to be lead-based paint and lead hazards identified by the

risk assessment must be abated, EXCEPT interim controls may be used on lead hazards on exterior surfaces that will not be disturbed during rehabilitation.

❖ **Definitions of Selected Key Terms**

- **Abatement:** Measures to permanently control (i.e., 20 years or more) lead-based paint or lead-based paint hazards. EPA regulations exclude from the definition of abatement “renovation, remodeling, landscaping or other activities, when such activities are not designed to permanently eliminate lead-based paint hazards, but instead are designed to repair, restore, or remodel a given structure or dwelling, even though these activities may incidentally result in a reduction or elimination of lead-based paint hazards.” [40 CFR 745.223]
- **Clearance Examination:** Clearance is performed after hazard reduction, rehabilitation or maintenance activities to determine if a unit is safe for occupancy. It involves a visual assessment, analysis of dust samples, and preparation of report. The certified risk assessor, paint inspector, or lead sampling technician performing clearance must be independent from the entity/individual conducting paint stabilization or hazard reduction.
- **Lead Safe Work practices:** Workers must follow safe work practices and occupant protection as outlined in 24 CFR 35.1350.
- **Paint Testing:** Testing of specific surfaces, by XRF (x-ray fluorescence) or lab analysis, to determine the lead content of these surfaces, performed by a certified lead-based paint inspector or certified risk assessor.
- **Presumption:** Assuming that a painted surface to be disturbed contains lead-based paint rather than having this surface tested for the presence of lead. For more information see 24.CFR 35.930. or “Making It Work: Implementing the Lead Safe Housing Rule” – Part III, Chapter 3 available on HUD’s website at www.hud.gov/offices/lead.
- **Visual Assessment:** A visual inspection of interior and exterior surfaces to identify specific conditions that may be lead-based paint hazards. A visual inspection does not identify lead-based paint. The assessment must be performed by a person trained in visual assessment. Training for visual assessment is available on HUD’s website at www.hud.gov/offices/lead and refer to the pages that list training resources.

Other Considerations

Reconstruction may include the following types of assistance such as Accessibility (occupants only), Energy Conservation, Lead and Asbestos Abatement, and Historic Preservation.

- ❖ **Accessibility:** To include written assessment and recommendations by a Licensed Occupational Therapist regarding accessibility needs (for occupants only)

- ❖ **Abatement:** Lead, Asbestos and Mold Abatement/Encapsulation (includes inspection, risk assessment, project design and lead clearance)
- ❖ **Relocation Assistance:** To include temporary housing during the reconstruction process and timeline.

Ineligible Costs and Work

Routine maintenance or general repairs that don't address an imminent threat to health, safety, and welfare of the occupants, and/or accessibility requirements, are not eligible under the Reconstruction Program.

Loan Assistance Terms

- ❖ **Standard Homeowner Loan:** Each owner-occupied dwelling unit is eligible for a minimum assistance of \$90,000.00 and a maximum assistance as determined by formula provided by HUD that includes the loan and deferred payment loan amounts only. The applicant will be responsible for obtaining funds in excess of the limit determined by HUD. The amount of assistance shall be in the form of an amortized loan and/or forgivable deferred payment loan. All loans and/or deferred payment loans are to be secured by a Builder's and Mechanic's Lien Agreement and Deed of Trust (with Power of Sale).

The loan amount will be calculated using a maximum housing cost ratio of 35% of the applicant's gross monthly income. (The applicant's housing cost is the monthly mortgage payments, taxes, insurance (PITI), plus utilities. This amount is divided by the applicant's gross monthly income to determine the actual housing cost ratio percentage).

- ❖ **Amortized Loan:** The amount that will be payable on a monthly basis is the portion that falls within the 35% housing cost ratio. This amount will be in the form of a 0% interest loan amortized up to twenty (20) years. The first payment will be due the first day of the month following 90 days from the completion of the project. The Program requires the applicant to execute a Note(s) in the amount of the amortized loan and/or the forgivable deferred payment loan. A recorded Deed of Trust places a lien on the property. After reconciliation of the loan, any adjustments to the Note will be memorialized in a memo to file that will be added to the financial file and a copy attached to the servicing of loan packet.
- ❖ **Forgivable Deferred Payment Loan:** The portion of the loan amount that is above the 35% housing cost ratio, will be deferred and due upon the sale, lease, or transfer of ownership. The forgivable deferred payment loan will be for a term up to twenty (20) years at zero percent (0%) interest. The forgivable deferred payment loan shall state that up to 1/20th each year will be forgiven if the property remains as the applicant's principal residence. The outstanding balance on the indebtedness must be repaid to the City if the property is sold, leased, transferred, or it ceases to be the principal residence of the borrower(s). The Program requires the borrower(s) to execute a Forgivable Deferred Payment Loan Note and a recorded Deed of Trust that places a lien on the

property. After reconciliation of the loan, any adjustments to the Note will be memorialized in a memo to file that will be added to the financial file and a copy attached to the servicing of loan packet.

Other Loan Terms

- ❖ **Loan to Value:** The property to be rehabilitated must be appraised in accordance with CFR 92.254 Qualifications as Affordable: Homeownership which states that the property rehabilitated under the program may not exceed more than 95% of the median purchase price for the area. Such median purchase price for the area will be in accordance with HUD and may vary on a yearly basis. to determine whether the project is economically feasible for rehabilitation.
- ❖ **Loan Recapture:** The maximum loan payment amount is limited to the net proceeds from sale received by the borrower. A detailed description of the loan recapture process is noted in the Community Development Annual Action Plan.

Relocation Assistance

Payment for relocation costs may be issued to those clients (property owners) whose home will be rehabilitated using Federal Funds, who are identified as low-to-moderate income or below and are proven to need financial assistance to cover relocation related expenses. Relocation payments are not considered income.

Program Terms

- ❖ An interview to screen the client and determine which relocation services need to be provided to the client (advisory and/or payment for relocation expenses).
- ❖ Qualifying Rehabilitation and Reconstruction clients may receive payment for actual expenses or a fixed payment not to exceed \$3,000.00 or a combination of both. The payment amount and form of payment will be determined based on the client needs identified by HPS during the initial interview. Estimates may be requested.
- ❖ Eligible actual residential moving expenses [as noted on 49 CFR 24.301(g) (1-10)] may be covered on Homeowner Occupied Rehabilitation and Reconstruction projects in which Federal Funds are used. Expenses include, but are not limited to:
 - Rent/lodging (hotel/motel)
 - Security deposits
 - Storage
 - Moving expenses

Client Eligibility

- ❖ Applicants must be at or below low-to-moderate income of the area median income (80% AMI).

- ❖ Applicants benefitting from the City of El Paso Single-Family Owner-Occupied Renovation Program.
- ❖ Applicants who indicate a need for relocation assistance by the city.

Client Screening

An initial counseling session will be held with the Head of Household or representative, and City staff as soon as it is determined by the Housing Programs Specialist (HPS) that relocation assistance should be provided. Please note that final approval of the project is contingent upon a formally executed Three-Party Agreement. The names of the Head of Household and all occupants, along with the address and phone number will be forwarded to HPS who will review the family's income and other information to identify their needs and identify the best assistance options to meet those needs. The HPS must obtain the following information during the initial interview:

- ❖ Household Information
- ❖ Number of household members and composition
- ❖ Accessibility Needs
- ❖ Rental Needs
- ❖ The Head of Household or representative must identify whether the family will stay with relatives during renovation or if the family will be leasing a house or apartment. If undecided at the time of the initial screening, the client must provide this information within 14 days.
- ❖ Availability of funds (other than those provided by the City for relocation expenses)
- ❖ Preferred location
- ❖ Distance to school and/or employment locations
- ❖ Distance to hospitals, clubs, church, etc.
- ❖ Family transportation needs
- ❖ Other information provided by the Head of Household and/or Representative

Construction Procedures

Homeowners will be held to certain responsibilities within this voluntary program, including but not limited to:

- ❖ Attendance of Homeowner Progress Inspections
- ❖ Insurance Claim Proceeds
- ❖ Payment of Utilities
- ❖ Preparing Property for Repairs

Attendance of Homeowner Progress Inspections

Periodic progress inspections will be scheduled at least (5) business days in advance and the homeowner is required to attend these meetings.

Homeowner Progress Inspections are conducted to keep homeowners informed about the status of construction and anticipated move-back date. During these inspections, homeowners will be notified of any circumstances that have caused or may cause construction delays beyond the initial Notice to Proceed (NTP) completion date.

Insurance Claim Proceeds

If an insurance check is issued for property damages while the property is under the loan term, the homeowner must use the funds for necessary repairs. DCHD may require approval of the repair plan before releasing the funds.

The City of El Paso and its contractors **are not liable** for theft or damage to a homeowner's personal belongings. Liability for such incidents will be governed by the terms of the moving and storage contract between the homeowner and the organization providing such service.

Payment of Utilities

Homeowners shall be responsible for payment of their utility bills (gas, electricity, water etc.), which must be current and remain current until the work has been completed.

Preparing the Property for Repairs

Homeowners will have up to **30 calendar days** to prepare their property for program assistance. If a homeowner is unable to complete the necessary preparations within this timeframe, the City may grant an additional two-week extension if deemed necessary.

Failure to timely prepare the property for rehabilitation or demolition, including proper utility management, may delay the start of work and could result in the homeowner being administratively withdrawn from the program.

Death of the Homeowner

This section outlines the procedures and responsibilities in the event of a Homeowner's death while receiving assistance under the Single-Family Owner-Occupied Renovation Program.

Before Construction (Before Execution of the Three-Party Agreement)

If a Homeowner receiving any assistance becomes deceased before the Three-Party Agreement is executed and there is a Co-Applicant, then the Co-Applicant shall continue their responsibilities under the program's guidelines, including any applicable Affordability Period.

If a Homeowner receiving any assistance becomes deceased before the Three-Party Agreement is executed and there is not a Co-Applicant, the application will be withdrawn. If program funds are

available and the application process remains open, the surviving heir(s) may apply to participate in the program.

During Construction (After Execution of the Three-Party Agreement)

If a Homeowner receiving any assistance becomes deceased after the Three-Party Agreement is executed and there is a Co-Applicant, then the Co-Applicant shall continue their responsibilities under the program's guidelines, including any applicable Affordability Period.

If a Homeowner receiving any assistance becomes deceased after the Three-Party Agreement is executed and there is not a Co-Applicant, then the surviving heir(s) may request one of two options:

- ❖ Payoff of the Forgivable Loan, or
- ❖ Assumption of the Forgivable Loan

Payoff of the Forgivable Loan

The surviving heir(s) may pay off the remaining loan amount according to the terms established in the Deed of Trust and Promissory Note, as may be modified by Change Orders or amended. If applicable, a Release of Lien will be processed after the payoff is complete.

Assumption of the Forgivable Loan

The heir(s) may submit a request to DCHD for loan assumption. If deemed eligible by DCHD, the heir(s) may assume the original loan terms, provided they:

- ❖ Demonstrate proof of inheritance and clear title to the property,
- ❖ Agree to reside in the property as their principal residence for the remainder of the Affordability Period,
- ❖ Execute a Loan Assumption and Modification Agreement, an Amended and Restated Deed of Trust, and any other required legal documents as determined by the Director in consultation with the City Attorney, and
- ❖ The surviving heir(s) shall be responsible for all insurance and property maintenance costs.

If the surviving heir(s) do not elect either of the options above, the City may foreclose on the property or pursue other legal remedies.

After Construction (After Execution of the Acceptance Form and During Affordability Period)

If a Homeowner receiving assistance becomes deceased after the Acceptance Form is executed, but before the end of the applicable Affordability Period, and there is a Co-Applicant, then the Co-Applicant shall continue their responsibilities under the program's guidelines, including the applicable Affordability Period.

If a Homeowner receiving assistance becomes deceased after the Acceptance Form is executed, but before the end of the applicable Affordability Period, and there is not a Co-Applicant, then the City may

collect the assistance provided at the time the property is sold, leased, transferred, or ceases to be the principal residence of the borrower(s) or forgive the Forgivable Loan.

HOME-American Rescue Plan (HOME-ARP)

Program Overview

The HOME-American Rescue Plan (HOME-ARP) Program, funded through HUD, provides the City of El Paso with targeted resources to reduce homelessness and housing instability among vulnerable populations. The program is designed to support housing development and services that respond directly to the most urgent needs identified in the community.

Administered by DCHD, HOME-ARP funding must be used to assist individuals and families who meet one or more of HUD's qualifying population definitions, including:

- ❖ Individuals and families experiencing homelessness
- ❖ Those at risk of homelessness
- ❖ Survivors of domestic violence, dating violence, sexual assault, stalking, or human trafficking
- ❖ Other populations at greatest risk of housing instability

Veterans and veteran households who meet one of the above criteria

The City of El Paso has prioritized HOME-ARP funding across three core eligible activity categories:

- ❖ Supportive Services
- ❖ Tenant-based rental Assistance (TBRA)
- ❖ Affordable Rental Housing

These policies and procedures establish the framework for how HOME-ARP activities will be implemented locally, including eligibility requirements, application procedures, compliance standards, and performance expectations. All funded activities must align with federal guidance (Notice CPD-21-10), local housing goals, and data-driven priorities identified in the City's Community Needs Assessments (CNA) and Consolidated Plan.

In instances where these HOME-ARP policies and procedures do not provide specific guidance or operational detail, DCHD will default to HUD guidelines for HOME entitlement.

Supportive Services

The Supportive Services category under the HOME-ARP Program is designed to provide a comprehensive, trauma-informed array of services that promote housing stability, reduce barriers to permanent housing, and enhance well-being for individuals and families within HUD's qualifying populations. All services are required to comply with the definitions and requirements set forth in HUD

CPD Notice 21-10 and 24 CFR 92.209. Services focus on supporting housing retention, financial stability, and self-sufficiency.

Eligible Activities

Supportive Services include, but are not limited to, those authorized by 24 CFR 92.209 and as outlined in CPD Notice 21-10. These services may include case management (housing-focused and strength-based) per 24 CFR 578.53(e)(3); mental and physical health services, including outpatient treatment, under 24 CFR 578.53(e)(10); substance use disorder treatment and recovery support; legal services (eviction defense, benefits advocacy) in line with 24 CFR 578.53(e)(8); financial literacy, credit repair, and budget counseling; employment readiness and job training per 24 CFR 578.53(e)(7); childcare services per 24 CFR 578.53(e)(4); transportation services covering public transit, mileage, and limited vehicle assistance under 24 CFR 578.53(e)(9); services for survivors of domestic violence, dating violence, sexual assault, stalking, and human trafficking in compliance with VAWA requirements at 24 CFR 5.2005–5.2009; and street outreach and engagement focusing on housing navigation.

Programs are required to incorporate trauma-informed practices with staff trained to recognize the impact of trauma in accordance with HUD's principles.

Program Implementation Requirements

Agencies must serve households that meet HUD's qualifying population definitions, with verification and documentation procedures conforming to HUD's standards under 24 CFR 91.5 and CPD Notice 21-10. Programs must operate within the City of El Paso municipal limits and maintain strict client confidentiality per 24 CFR 5.2007, particularly for survivors of violence or trafficking. All data entry must be made into the Homeless Management Information System (HMIS) as required by 24 CFR 91.105 and 24 CFR 91.115, or into a comparable database in the case of domestic violence providers per VAWA standards.

Each agency must submit a detailed, site-specific budget for multi-site programs and ensure that reimbursable staff time covers only direct service activities, as governed by 2 CFR Part 200, Subpart E, with administrative and overhead costs clearly delineated. Agencies are required to maintain operational reserves sufficient to cover at least 3 months of expenses while reimbursement is pending and must demonstrate capacity to comply with the financial requirements outlined in 24 CFR 92.504.

Agencies are also expected to coordinate with community partners to avoid duplication of services and to maximize leverage, consistent with HUD's cross-program coordination expectations.

Performance Goals

Agencies must document the number of unduplicated individuals and households served, the units and types of services provided, and the outcomes achieved in housing stability, income improvements, and engagement in services. Recordkeeping must follow 24 CFR 92.508. Failure to meet contractual performance targets, as monitored under 24 CFR 92.504, may trigger corrective action plans, reimbursement holds, or render the agency ineligible for future funding.

Tenant-Based Rental Assistance (TBRA)

Program Introduction

The HOME-ARP Tenant-Based Rental Assistance (TBRA) Program in El Paso provides up to 24 months of rental assistance, security deposits, and utility deposits to income-eligible households from HUD-defined qualifying populations, with a preference for those fleeing domestic violence. Supportive services are encouraged to promote housing stability.

Program Activities

Eligible activities:

- ❖ Up to 24 months of rental assistance
- ❖ Security and utility deposits
- ❖ Housing inspections
- ❖ Determination of income eligibility

Ineligible activities:

- ❖ Rental arrears
- ❖ Assistance to homeowners
- ❖ Temporary shelter
- ❖ Duplicate subsidy
- ❖ Assistance beyond 24 months

Participant Selection

Eligible participants must be part of the HUD-defined qualifying populations and meet income limits. Applicants will be selected through a transparent and fair process based on the policies outlined in the NOFA. A preference may be given to individuals fleeing domestic violence, dating violence, stalking, or human trafficking.

Parameters of Assistance

- ❖ Maximum duration of assistance: 24 months
- ❖ Payment standard: based on HUD's FMR and rent reasonableness
- ❖ Minimum tenant contribution: \$25 per month unless hardship waiver is granted
- ❖ Lease and unit must meet Housing Quality Standards (HQS)
- ❖ Assistance may be terminated for noncompliance or fraud

Income Eligibility

For TBRA, income eligibility is determined as follows:

- **Initial Eligibility:** Households must have an annual income that does not exceed 60% of the Area Median Income (AMI) at the time of program entry.
- **Ongoing Eligibility:** If a household's income increases above 60% but remains below 80% of AMI during recertification, they may continue to receive assistance, subject to program policies.

These guidelines ensure that assistance is targeted to households in need while allowing for some income growth over time.

Determining Income Limits

To determine the specific income limits applicable to your area, including El Paso, Texas, you can refer to HUD's official income limits data:

- **HUD Income Limits:** <https://www.huduser.gov/portal/datasets/il.html> HUD User

This resource provides detailed income limits by area and family size, updated annually [HUD User](#).

For more detailed guidance on income eligibility and other program requirements, you may consult the following HUD resources:

- **HOME-ARP Income Limits:** [https://www.hudexchange.info/resource/6499/home-arp-income-limits/HUD Exchange](https://www.hudexchange.info/resource/6499/home-arp-income-limits/HUD%20Exchange)
- **HOME-ARP TBRA Fact Sheet:** <https://www.hud.gov/sites/dfiles/CPD/documents/HOME-ARP-TBRA-Fact-Sheet.pdf>

Housing Selection and Occupancy Standards

Participants may choose any eligible unit in El Paso. HQS inspections are required before move-in and annually. Occupancy standards must comply with HUD requirements.

Leasing Documents

Leases must:

- ❖ Be for at least one year
- ❖ Not contain prohibited lease terms

- ❖ Be accompanied by a TBRA Lease Addendum

Rental Assistance Payment Contracts:

- ❖ Between landlord and subrecipient
- ❖ Between subrecipient and tenant

Reports

Subrecipients must:

- ❖ Submit monthly reimbursement claims
- ❖ Include IDIS reporting forms, general ledger, and receipts
- ❖ Maintain documentation for five years

Monitoring and Compliance

DCHD will monitor subrecipient compliance through desk reviews and onsite visits. Corrective action may be required if findings are issued. Noncompliance can lead to reallocation of funds.

Other Federal Requirements

- Audit if over \$750,000 in federal funds used
- Lead-based paint compliance
- Fair housing and nondiscrimination
- VAWA protections must be upheld
- Equal access for LGBTQ+ individuals

Affordable Rental Housing

The Affordable Rental Housing component of the HOME-ARP Program supports the acquisition, rehabilitation, or new construction of housing for qualifying populations and lower-income residents in El Paso. This activity aims to address the city's shortage of affordable units and ensure long-term housing stability through regulated rents, occupancy standards, and tenant protections.

Eligible Activities and Funding Uses

Eligible activities include:

- ❖ Acquisition, rehabilitation, or construction of multi-family or scattered-site affordable rental housing
- ❖ Development hard costs
- ❖ Refinancing
- ❖ Soft costs associated with the housing development

- ❖ Relocation costs

Detailed information of eligible costs may be found in 24 CFR 92.206 and 24 CFR 92.353.

Funds may only be invested in units restricted for qualifying or low-income households. At least 70% of HOME-ARP-assisted units must be reserved for qualifying populations.

Project Development and Compliance Requirements

Requirements include:

- ❖ All HOME-ARP units must meet property standards under 24 CFR 92.251
- ❖ Units must be rented within 6 months of project completion
- ❖ Rent for qualifying population units must not exceed 30% of income for households at 50% AMI
- ❖ Rent for low-income units must follow 24 CFR 92.252 guidelines
- ❖ Units must remain compliant for a minimum 15-year affordability period
- ❖ The City must be named as loss payee on required property insurance
- ❖ On-site inspections will occur within 12 months post-completion and at least once every 3 years

Financing and Affordability

The City provides gap financing. Applicants must explore all alternative funding (LIHTC, state funds, etc.) prior to applying. Financing terms may include forgivable or amortized loans with 0% interest, depending on project benefit, leveraging, and feasibility. Excess cash flow from HOME-ARP-assisted units must be factored into the project underwriting and returned to the City where applicable. All HOME-ARP funds will be reimbursed based on eligible expenses.

Applicant Eligibility and Local Requirements

Applicants must:

- ❖ Be private investors, public agencies, or CHDOs
- ❖ Demonstrate administrative and financial capacity
- ❖ Be current on all property taxes
- ❖ Have site control and zoning compliance
- ❖ Be in good standing with DCHD

- ❖ Submit a Phase I Environmental Assessment (ASTM E1527-13)
- ❖ Avoid committing funds prior to environmental clearance

Federal, State, & Local Requirements

Local Authority to Establish Additional Requirements

DCHD has the authority to establish local funding guidelines in addition to federal and state requirements. These local requirements, including Policies and Procedures, are developed by DCHD staff and approved by City Council to ensure that funding allocations align with community needs, promote financial responsibility, and enhance the effectiveness of funded programs.

Organizations and clients who apply for funding must meet all applicable federal, state, and local eligibility requirements. Federal requirements are determined by HUD, while local guidelines, including Policies and Procedures, are developed by DCHD staff and approved by City Council.

Federal & State Requirements

Americans with Disabilities Act (ADA) and Historic Preservation

Applicants must comply with all City Codes, including federal, state, and local Americans with Disabilities Act (ADA) and historic preservation requirements.

Authority to Apply

Applicants must submit written minute action and/or Board approval documentation, signed by the Board President, authorizing the submission of the application and designating the authorized representative.

Authorized Signatory

Applicants must submit approved documentation (e.g., Board minute action or letter) certifying the individual authorized to sign contracts on behalf of the organization.

Unique Entity ID & System of Award Management (SAM) Verification

Applicants must provide their Unique Entity ID and SAM.gov record status to confirm eligibility and debarment status before funding consideration. DCHD will recertify compliance before executing any contract.

Environmental Impact Statement (EIS)

Is known to be the highest level of review and is required after the completion of an Environmental Assessment (EA) that shows the project is determined to have a potentially significant impact on the human environment. EIS are activities that are neither exempt nor categorically excluded, which exceed the threshold of activities requiring an Environmental Assessment (EA).

Employer Identification Number (EIN)

Applicants must provide a Federal Tax ID Number (EIN) required for tax reporting, hiring employees, opening a bank account, and applying for business licenses and permits.

Fair Housing Act Compliance

Applicants must comply with:

- ❖ The Fair Housing Act
- ❖ Executive Order 11063 (Equal Opportunity in Housing)
- ❖ The Civil Rights Act of 1964
- ❖ The Age Discrimination Act of 1975
- ❖ Executive Order 11246 (Equal Employment Opportunity)

Agencies operating programs or services in DCHD-funded facilities must develop and implement Affirmative Marketing Policies and Procedures to ensure housing availability without discrimination based on actual or perceived sexual orientation, gender identity, or marital status.

Faith-Based Organizations

Faith-based organizations applying for funding must comply with HUD's Final Rule (effective October 30, 2003, as amended). Refer to Attachment I for details.

Households and Persons Served

Applicants must provide the number of households and persons served under each awarded program or project.

For programs serving homeless individuals, applicants must also collect race, ethnicity, and age data to facilitate analysis of disparities and promote equitable service delivery.

Lobbying Restrictions

Under *Section 1352, Title 31, U.S. Code*, federal funds may not be used to influence:

- ❖ Any federal agency employee or officer
- ❖ A member of Congress or their staff
- ❖ Any federal contract, grant, loan, or cooperative agreement

If non-federal funds are used for lobbying, applicants must complete and submit *Standard Form-LLL* (Disclosure Form to Report Lobbying).

Procurement Guidelines

- ❖ **A Procurement Guidelines** - Applicants must follow federal procurement rules, along with all applicable state and local requirements, when purchasing services, supplies, materials, or equipment with DCHD-awarded funding. Below is a summary of the most current federal

procurement methods. Applicable federal regulations are contained in 2 CFR Part §200.320 Procurement Methods, Chapter 252 of the Texas Administrative Code, and City of El Paso local requirements.

The following Procurement Methods will be applied:

- ❖ **Low-Bid** – Applicable for purchases estimated at \$50,000.00 or more. Low-bid sections are based on the lowest priced bid and not best value offered.
- ❖ **Competitive Sealed Bids** – Bids are publicly solicited through an invitation and a firm fixed-price contract is awarded to the responsible bidder whose bid conforms with all the material terms and conditions of the invitation and is the lowest in price. The sealed bids procurement method is preferred for procuring construction services.
- ❖ **Best Value Bid** – This is Applicable for purchases estimated at \$50,000.00 or more. Best value bid selections are based on a combination of qualifications, quality, and price. DCHD, in collaboration with the City of El Paso’s Purchasing and Strategic Source Department, will select the factors that will determine the best value bid.
- ❖ **Request for Proposal (RFP)** – Applicable to purchases where the DCHD, in coordination with the Department of Purchasing, seeks the best value offered by a responsive and responsible proposer. Best value bid factors may include but are not be limited to:
 - Purchase price
 - Reputation of bidder
 - Quality of bidder’s services
 - Extent to which bidder’s services fit City’s needs
 - Past relationship with the City
 - Impact on owner to comply with laws & rules relating to Historically Underutilized Businesses (HUB’s) and nonprofit organizations that employ persons with disabilities;
 - Long-term costs to owner (Cost of Ownership)
 - Employee Medical Benefits
 - Any other relevant factors.
- ❖ **Competitive Sealed Proposals** – DCHD may conduct Competitive Sealed Proposals for constructions projects when deemed necessary and contracts awarded to the responsible proposer deemed to be the most advantageous for DCHD based on price and the evaluation factors included in the Request for Proposal.
- ❖ **Request for Qualifications (RFQ)** – DCHD will may conduct RFQs when soliciting professional services where certain specialized qualifications are required. Such professional services may include but not be limited to: certified public accountants, architects, landscape architect, land

surveyor, physicians, optometrists, professional engineer, and state certified real estate appraiser.

- ❖ **Job Order Contracting (JOC)** – Applicable to awards where construction projects with a specific set of task orders are assigned to construction general contractor upon being awarded through a competitive process.

Indirect Costs Allowance

Under 2 CFR § 200.56, *Indirect (Facilities & Administrative) Costs* are defined as costs that are incurred for a common or joint purpose and cannot be readily assigned to a specific project, activity, or cost objective without considerable effort.

These costs typically include:

- ❖ General administration (e.g., accounting, legal, human resources)
- ❖ Office space rent and utilities
- ❖ IT support and maintenance
- ❖ Depreciation of buildings and equipment
- ❖ Other overhead expenses not directly tied to a single program or project

Applicants may include Indirect Costs in program budgets using one of the following methods:

De Minimis Rate

- ❖ If awarded funding, agencies may apply 15% of total expenses per monthly reimbursement request.
- ❖ Agencies using this method must submit a signed memo from their authorized signatory confirming their intent to apply the 15% De Minimis Rate for the grant year.

Indirect Cost Allocation Plan

- ❖ Agencies must submit a current Indirect Cost Agreement from their cognizant federal agency.
- ❖ The agreement must specify the applicable indirect cost rate for reimbursement.

Jurisdiction Requirements

- ❖ Programs, clients, and/or improvements funded by CDBG, HOME, ESG, HHSP, or Home-ARP must be within the City of El Paso.
- ❖ HOPWA-funded subsidized housing must be within City of El Paso city limits, while case management can include County of El Paso Residents.

Race and Ethnicity Data Collection Requirement for CDBG

CDBG Categories That Require Race and Ethnicity Data Collection:

Public Services – Programs providing direct services to individuals, such as:

- ❖ Homeless services
- ❖ Food assistance programs
- ❖ Health and mental health services
- ❖ Childcare programs
- ❖ Senior services

Housing Activities – Programs that assist individuals and households, including:

- ❖ Homeowner rehabilitation
- ❖ Down payment assistance
- ❖ Rental housing assistance
- ❖ Lead-based paint hazard reduction

Economic Development Programs – When providing direct assistance to microenterprises, small businesses, or individuals benefiting from job creation programs.

Limited Clientele Activities – When CDBG funds are used to serve specific groups presumed to be low- and moderate-income (LMI), such as:

- ❖ Elderly individuals
- ❖ Homeless persons
- ❖ Severely disabled adults
- ❖ Abused children
- ❖ Victims of domestic violence
- ❖ Persons living with HIV/AIDS

Relocation Assistance – When a program results in displacement and requires relocation services for affected individuals.

Units of Service Reporting

- ❖ Applicants must define and report units of service provided under each funded program.
- ❖ A unit of service must be a direct service provided to a client or on behalf of a client. Units of service are not required for all funding categories.

Verification of Non-Profit Status

Non-profit agencies must submit:

- ❖ The IRS determination letter confirming *501(c)(3) tax-exempt status*
- ❖ A completed and signed Assurance of Applicant Eligibility for Non-Profit Organizations (Refer to Assurance B).

Local Requirements

Agency Credit Score Requirement

Applicants consent to an evaluation of past grant performance conducted by DCHD.

This evaluation assesses:

- ❖ Financial and administrative capacity
- ❖ Compliance with past funding agreements
- ❖ Overall program effectiveness

Past performance impacts funding eligibility and priority, reinforcing the City's commitment to responsible financial stewardship and HUD and TDHCA compliance.

Acceptance of Grant Conditions & Terms

Applicants must submit an Acceptance of Grant Conditions and Terms form, signed by an authorized representative of the applicant, with their application. Refer to Assurance A of this document.

Administrative Capacity

Applicants must demonstrate administrative and financial capacity to fully operate the project. A certified audit covering a period that ends after January 31 of the previous application year must be submitted when applying for the current year. This requirement may be waived for organizations or entities that expend less than \$750,000 in federal funds for the audited year.

Awarded funds are distributed on a reimbursement basis. All agencies, except City Departments receiving funds, must demonstrate the financial capacity to cover project-related costs, including design, construction, and/or operations, for at least three months prior to reimbursement.

Certificate of Account Status

Applicants must provide a *Certificate of Account Status* from the Texas Secretary of State to confirm their legal authorization to conduct business in Texas. Refer to Attachment K for instructions on obtaining this certificate.

Completeness Check

Applications and supporting documentation must be submitted by the respective deadline to be considered for funding. All required supporting documents must be included for an application to be considered complete. Instructions will be provided with the *Notice of Funding Availability (NOFA)*.

Compliance with Existing Contracts

Applicants currently receiving federal funds administered by the DCHD and applying for additional funds must:

- ❖ Be in full compliance with their current contract terms.
- ❖ Have no outstanding audit or monitoring findings as determined by the City or HUD.
- ❖ Maintain good standing throughout the entire program year.

Conflict of Interest

Conflict of Interest regulations are governed by local policies, specific grant requirements, and federal regulations (*2 CFR 200.112*). Applicants must disclose potential conflicts in writing, detailing the nature of the conflict and requesting a resolution.

If a conflict of interest is discovered after funding has been awarded or during the contract period:

- ❖ The subrecipient must promptly notify DCHD in writing, outlining the details of the conflict.
- ❖ DCHD will evaluate the conflict to determine if it affects the integrity of the funded program.
- ❖ Depending on the severity, DCHD may:
 - Require recusal of the individual from decision-making related to the grant.
 - Implement additional oversight or restrictions to mitigate risk.
 - Seek legal or HUD guidance if necessary.
- ❖ If the conflict compromises program integrity, DCHD may take corrective measures, including modifying, suspending, or terminating funding.
- ❖ In some instances, exceptions may be granted if the conflict is deemed manageable and does not violate governing laws or regulations.

Ensuring transparency and timely action helps protect funding integrity and compliance with HUD, TDHCA, and local regulations.

Contract Amendments

- ❖ Amendments will not be allowed within 45 days of the contract's expiration date unless an exception is granted by the DCHD Director.
- ❖ Requests for contract amendments must be submitted in writing on agency letterhead, signed by an authorized signatory, and include a detailed explanation of the circumstances requiring the amendment.

- ❖ Amendments are only considered for circumstances beyond the subrecipient's control, such as natural disasters, government orders, civil unrest, or other extraordinary events. General economic conditions or unanticipated difficulties do not qualify.

Contract Execution Readiness

Subrecipients must submit all required documentation for contract execution before the start of the program year (typically September 1) or as determined by the DCHD(DCHD). Failure to meet this requirement:

- ❖ Will not justify an extension of the contract term.
- ❖ May result in the cancellation, reallocation, or delay of funding.
- ❖ Will impact future award eligibility.

DCHD reserves the right to adjust, defer, defund, or reallocate funding based on project readiness and program needs. Subrecipients must be prepared to execute their contracts as soon as DCHD is ready to proceed with funding to avoid delays.

Required documentation may include, but is not limited to:

- ❖ Applicable insurance policies
- ❖ A finalized budget and scope of work
- ❖ Mode of securing the funding – if applicable
- ❖ Lien documentation – if applicable
- ❖ Timely submission of signatures and other required documentation
- ❖ Letter of Intent specifying terms of the agreement - if applicable
- ❖ Project Concept Form specifying terms of the agreement – if applicable

This policy ensures flexibility for DCHD while reinforcing the need for agencies and developers to be ready to execute when funding becomes available.

Ordinance 9779 – Non-Discrimination Against Persons with Disabilities

All facilities receiving funding from the City must comply with Ordinance 9779, ensuring accessibility for individuals with disabilities. Facilities must be accessible for both employment and service purposes or have an approved transition plan before funding approval.

Applicants must submit the following:

- ❖ Assurance of Compliance with Ordinance No. 9779
- ❖ Accessibility/Letter of Assurance
- ❖ Guidelines/Self-Evaluation for Community Development and City of El Paso Subrecipients

For projects with multiple service locations, a Letter of Assurance must be provided for each site.

Homeless Management Information System (HMIS) Participation

Applicants whose programs serve the homeless population through ESG or HHSP must fully participate in the Homeless Management Information System (HMIS) for the full term of their agreement and required by CFR and §10 TAC 7.6.

The City will verify compliance in consultation with the HMIS Lead Entity. Data on all individuals served must be entered into the appropriate HMIS or an HMIS-comparable database for domestic violence and legal service providers.

Relocation Assistance

In accordance with the City's Anti-Displacement Strategy, projects should avoid displacing low- and moderate-income tenants. If displacement is unavoidable, affected tenants must receive financial and advisory benefits as detailed in the Anti-Displacement Strategy.

Applicants should consult with DCHD staff if displacement or relocation will occur to ensure compliance and to allocate appropriate funds.

Suspension of Eligibility to Apply

An entity whose contract with the City for HUD funding is terminated for cause will be ineligible to apply for HUD funding through the City of El Paso for 24 months from the termination date.

Site Suitability

Applicants must ensure that their project location is appropriately zoned for the proposed activities.

- ❖ A Zoning Verification Letter from the City of El Paso's Planning and Inspections Department is required at the time of application.
- ❖ The letter must be issued within five years of the program year start date and be accompanied by a signed cover letter certifying no substantial changes have occurred.
- ❖ If zoning compliance is in progress, applicants may submit a written workout plan. However, compliance must be achieved before the City Council public hearing introducing the Draft Annual Action Plan.

For projects with multiple service locations:

- ❖ A single letter covering all locations or individual letters for each site will be accepted.
- ❖ Projects that relocate must obtain a new zoning compliance letter.
- ❖ Projects in public schools or City Parks Department facilities are exempt from this requirement.

Timeliness Requirements

Subrecipients of CDBG Public Services, ESG, HOPWA, HHSP, and other federal funding must maintain a spend-to-time ratio of more than -10%.

Month	1	2	3	4	5	6	7	8	9	10	11	12
% of time passed	8.33%	16.67%	25.00%	33.33%	41.67%	50.00%	58.33%	66.67%	75.00%	83.33%	91.67%	100.00%
Required % of funding expended	0.00%	6.67%	15.00%	23.33%	31.67%	40.00%	48.33%	56.67%	65.00%	73.33%	81.67%	100.00%

Failure to meet this requirement will trigger a remediation plan submission, detailing compliance strategies. Continued non-compliance may result in funding reduction or contract termination.

Subrecipients failing to expend all funds before the contract expiration date will impact their Agency Credit score and future award eligibility.

Insurance Coverage

Subrecipients of City of El Paso HUD and TDHCA funding must maintain the following insurance coverage throughout the contracted period of performance:

- ❖ Workers' Compensation Insurance with a minimum coverage of \$1,000,000
- ❖ General Liability Insurance, including a Certificate of Liability Insurance listing the City of El Paso as an additional insured
- ❖ Automobile Insurance, if employees drive for work-related purpose

Performance Outcomes

The DCHD has implemented a performance measurement system aligned with HUD's Outcome Performance Measurement System to assess the success of awarded projects and report accomplishments at the national level. Additionally, TDHCA grants may also require similar outcome reporting to evaluate project effectiveness and ensure compliance with state funding requirements.

Applicants are required to:

- ❖ Define measurable outcomes that demonstrate the impact and benefits of their projects.
- ❖ Submit a statement explaining the expected outcomes of their projects in their application.
- ❖ Describe the project's impact on individuals, families, organizations, and communities, whether through construction, program participation, or service delivery.

Outcomes should reflect the direct benefits resulting from the project and contribute to HUD's, TDHCA's, and DCHD's broader performance reporting requirements.

Tentative Schedule

DCHD will release on an annual basis a Tentative Schedule for Upcoming Program Year, which will indicate the tentative dates for key events that will take place as part of the upcoming program year's planning process and will be published on the City of El Paso Community Development webpage. This schedule will include dates for items such as the following:

- ❖ Community Needs Assessment
- ❖ Mandatory training workshops
- ❖ Application deadlines
- ❖ Public hearings
- ❖ City Council meetings

Note that dates stated in the Tentative Schedule for Upcoming Program Year are subject to change. Applicants should contact DCHD staff before any training, application deadlines, or other significant dates for confirmation.

Program Review & Scoring Process

NOTE: Meetings, trainings, workshops, public hearings, and other activities regularly conducted in person, may be conducted virtually at the discretion of DCHD.

Mandatory Training Workshops

A component of the DCHD planning process is a series of mandatory training workshops for all potential subrecipients of HUD funds and TDHCA funds. The applicant designee (i.e., personnel writing, preparing, and/or overseeing application submittal) of the subrecipient department or agency must attend the workshop to be considered for funding.

Technical Advisory Review Panel

Technical Advisory Review Panels (TARPs) will be established to evaluate funding proposals. TARP members may include DCHD staff, other City Department staff, and other subject matter experts as selected by DCHD. TARP will be selected with a primary focus on professional expertise and neutrality (i.e. individuals having no relationship to any of the applicant agencies in the service category being reviewed). All reviewers will be required to sign a Conflict of Interest Disclosure Affidavit. Upon review of the affidavit, DCHD staff will determine if a conflict of interest exists.

Agency Credit Score

The Agency Credit Score is a numerical value assigned to agencies based on their performance history with DCHD, including expenditures, programmatic performance, compliance, and responsiveness. These scores are sent to agencies following the completion of the program year and are also available upon

request by emailing DCHDservices@elpasotexas.gov. This score operates on a 500-point scale, and DCHD staff will evaluate several key factors when determining it:

- ❖ **Timeliness, Completeness, and Accuracy** - The agency's programmatic and fiscal reporting, including reimbursement requests, must be submitted on time, complete, and accurate. Any delays or inaccuracies will negatively impact the score.
- ❖ **Responsiveness** - The agency's promptness in responding to requests and inquiries from DCHD is crucial. A lack of responsiveness can hinder effective collaboration and will be reflected in the score.
- ❖ **Budget Management** - The agency's ability to execute prior projects within the original, approved budget is essential. Although allowed with managers approval, excessive budget amendments or revisions may indicate poor planning and will adversely affect the score.
- ❖ **Compliance** - A history of compliance concerns or findings identified by DCHD will strongly impact the credit score.
- ❖ **Performance History** - The agency's track record in meeting outcomes, providing units of service, and serving persons and households will be evaluated. Successful deployment of matching funds, if applicable, and a history of timely expenditure of funds are also critical factors.
- ❖ **Contract Execution and Implementation** - The agency's history of executing contracts and implementing them without the need for excessive amendments is important. Timely and efficient contract management demonstrates reliability and will positively influence the score.

These factors collectively form the basis of the Agency Credit Score, reflecting the agency's overall performance and reliability in fulfilling its obligations. Further explanation will follow on Agency Credit score section.

Agency Credit Scores are based on the average performance of previously funded projects under an agency. An agency will be treated as a single entity based on its Unique Entity ID, Employer Identification Number (EIN), leadership, board members, LLC or corporate name, or shared administrators with decision-making power.

This policy ensures agencies cannot avoid responsibility for poor performance or non-compliance by rebranding, changing leadership, or altering their board while continuing the same operations. If a person who held a key leadership role (e.g., CEO or Executive Director) at an agency with a low credit score is later hired as a consultant, their past involvement will still count toward the agency's credit score.

This helps protect public trust and ensures funding goes to organizations with a strong history of responsibility and compliance, even if names, leadership, or structures change.

Agency Credit Score and Semi-Automatic Renewal Process

The Agency Credit Score will be used annually to quantify past performance based on the most recently completed program year. This score serves as a key metric in evaluating an agency's effectiveness and accountability.

As we transition into a new three-year funding cycle beginning in 2026-27, the Agency Credit Score will also play a role in determining eligibility for semi-automatic funding renewals each year. However, since the first year in the new cycle will not be fully completed at the time funding decisions must be made for the following year, an alternative approach will be applied to ensure fair and consistent evaluations.

For programs eligible for semi-automatic renewal, the following standards will apply:

- ❖ **Annual Performance Requirement** - To qualify for continued funding, an agency must have achieved a minimum Credit Score of 350 out of 500 (70%) for the most recently completed program year.
- ❖ **Mid-Year Performance Check** - Agencies must meet a 40% threshold for both spending and programmatic goals by the six-month mark of the current funding year.

These measures ensure that agencies receiving ongoing support maintain strong performance and demonstrate progress toward their programmatic and financial commitments.

CDBG Public Services, HOPWA, ESG, and HHSP Application Process

The minimum funding amount for a Services project is \$100,000, though lower-budget projects may be made eligible at the discretion of the Director of DCHD to maximize community impact and ensure timely expenditure of HUD funds.

The full application packets, including all required modules, will be provided at the mandatory training workshops only to those agencies that attend. Virtual attendance may be authorized at the discretion of DCHD. The City of El Paso has a fiscal responsibility to ensure that subrecipients selected for funding abide by all rules and regulations established by the Federal government and that they are complying for the entirety of their funding cycles, as this will have a direct effect on the total Federal funds received by the City.

Funding recommendations are established as follows:

Step 1: Application Submission and Eligibility Review

DCHD receives and reviews all submitted applications to determine eligibility. Applications are assessed for completeness and compliance with federal, state, and local regulations before advancing to the next phase.

Step 2: TARP Review and Preliminary Scoring

A Technical Advisory Review Panel (TARP) is established to review and evaluate applications, assigning a Preliminary Application Score based on:

- ❖ Past agency performance
- ❖ Proper completion of the application
- ❖ Community impact and need
- ❖ Reasonable cost for personnel and program-related expenses
- ❖ Program eligibility under applicable regulations

For categories where only one application is received, a DCHD staff member reviews the submission for completeness, eligibility, and quality of outcomes.

Step 3: Agency Credit Score Utilization

The Agency Credit Score is developed at the end of the program year based on an agency's compliance, spending rate, and overall performance over the past three funding years. The score reflects an average of all programs funded under the agency, with more recent performance carrying greater weight while older data has less impact. If an agency has not received funding in the past three years, the Agency Credit Score is not used in the evaluation process.

Step 4: Development of the Final Preliminary Score

The Preliminary Score, based solely on the application, is combined with the most recent Agency Credit Score (from the previous program year) to determine the Final Preliminary Score. Before finalizing the score, point deductions may be applied based on predefined criteria. Once any necessary deductions are made, TARP members' scores are averaged to establish the Final Preliminary Score.

The Public Services category of CDBG is intended to maximize outcomes in our community based on the identified needs of vulnerable populations. Public Service programs aim to respond to emerging community needs and/or expand services for an existing need as well as attempt to align and enhance other CDBG and locally funded activities. Periodically, DCHD will conduct a community needs assessment (CNA), which will determine priority needs and gaps to which Public Service funds will be available for applicants. A comprehensive CNA will be conducted every three years, and a small-scale assessment will be conducted on an annual basis. Should a crisis arise, the DCHD Director may determine that a comprehensive CNA be conducted. The CNA will be published annually in the DCHD website.

DCHD solicits funding proposals from interested public and non-profit entities for the use of CDBG funds for Public Service programs. Federal regulations stipulate that a maximum of 15% of the annual CDBG

funding may be allocated to Public Services.

<u>Evaluation Scale</u>	
500: Maximum Total Score	
Credit Score	Score Card Deduction (-) Points
450-500	0
400-449	5
350-399	10
300-349	15
250-299	20
200-249	25
150-199	30
0-149	35
This tool will not be used for new agencies (or certain questions will not be applied) Tool will be used to adjust application score card.	

Step 5: Notification of Final Preliminary Score and Qualification for Oral Presentation

Applicants are notified of their Final Preliminary Score via memo. Agencies scoring 75% or higher qualify for the oral presentation phase.

Step 6: Appeal Process

If an agency wishes to appeal its Final Preliminary Score, it must submit a written appeal within seven (7) calendar days of notification, clearly stating the reason for the dispute. No appeals will be accepted after this period.

Step 7: Oral Presentation and Final Scoring

Agencies that qualify proceed to the oral presentation phase, which includes a 10-minute presentation followed by a question-and-answer session with the TARP. Following the presentations, TARP members finalize scores and rank applicants to establish the Final Score.

Step 8: Final Score Development and Funding Recommendation

After oral presentations, TARP members discuss each proposal, allowing panelists the opportunity to revise their scores based on the discussion. If any scores are adjusted, the final applicant score is re-averaged and used as a basis for DCHD's funding recommendation.

Step 9: Final Funding Recommendation and Approval

DCHD staff and leadership deliberate final rankings and establish a funding recommendation to present to City Council. The recommendation incorporates:

- ❖ Score rankings
- ❖ Community needs
- ❖ Regulatory requirements (e.g., ESG funding limitations)

Applicants are notified of the final funding recommendation via email, and full scoring details are available upon request once all recommendation letters are delivered.

Step 10: City Council and HUD Approval

Final program funding recommendations are presented to City Council, which has the ultimate authority on project selection. HUD also plays a role in ensuring compliance with federal regulations before final funding approval.

This structured process ensures fair, transparent, and data-driven funding decisions that align with community needs and regulatory requirements.

CDBG Public Facilities Application Process

The full application packets, including all required modules, will be provided at the mandatory training workshops only to those agencies who attend. Virtual attendance may be authorized at the discretion of DCHD. The City of El Paso has a fiscal responsibility to ensure that subrecipients selected for funding abide by all rules and regulations established by the Federal government, and that they are complying for the entirety of their funding cycles, as this will have a direct effect on the total Federal funds received by the City.

Funding Recommendations are Established as Follows

Step 1: Project Proposal Preliminary Review

Applicants submit the Attachment N Project Concept Form. If the proposed project is determined to be eligible and feasible, the applicant is required to schedule a site visit with DCHD staff before the application deadline.

Step 2: Application Submission and Eligibility Review

DCHD receives application submissions. Upon receipt of applications, DCHD staff will verify the completeness and eligibility of each application.

Step 3: Technical Advisory Review Panel (TARP) Review and Preliminary Scoring

TARPs will be established to review and evaluate applications. The TARP will review and score the applications, and an average Preliminary Application Score is established per project application.

This review will include, but is not limited to:

- ❖ Past applicant performance
- ❖ Proper completion of the application
- ❖ Community impact and community need
- ❖ Reasonable construction and design costs
- ❖ Reasonable project completion timeline
- ❖ Program eligibility according to applicable federal, state and local regulations

Step 4: Agency Credit Score Utilization

The Agency Credit Score is developed at the end of the program year based on an agency's compliance, spending rate, and overall performance over the past three funding years. The score reflects an average of all programs funded under the agency, with more recent performance carrying greater weight while older data has less impact. If an agency has not received funding in the past three years, the Agency Credit Score is not used in the evaluation process.

Step 5: Development of the Final Preliminary Score

Both the Preliminary Score and the Agency Credit Score are utilized to determine a Final Preliminary Score.

The use of the Agency Credit Score will be utilized to determine a Final Preliminary Application Score. The Agency Credit Score may result in the deduction of points using the scale below.

Evaluation Scale	
500: Maximum Total Score	
Credit Score	Score Card Deduction (-) Points
450-500	0
400-449	5
350-399	10
300-349	15
250-299	20
200-249	25
150-199	30
0-149	35
This tool will not be used for new agencies (or certain questions will not be applied) Tool will be used to adjust application score card.	

Step 6: Notification of Final Preliminary Score and Qualification for Oral Presentation

The TARP members' scores will be averaged, and the applicants will be notified in memo form of their Final Preliminary Score. All applicants will proceed to the oral presentation phase of the process. Oral presentations will be 10-minute presentations followed by a question-and-answer session.

Step 7: Appeal Process

If an agency would like to appeal their score at this point in the process, they must do so within seven (7) calendar days of receiving their Final Preliminary Score. The written appeal must detail the decision, or determination that is being disputed. After seven (7) days, decisions and determinations can no longer be appealed.

Step 8: Oral Presentation and Final Scoring

After oral presentations, TARPs establish a Final Score and the applicants are ranked based on these scores.

Final Scores will be developed as follows:

- ❖ The TARP will discuss each proposal. TARP members will have the opportunity to revise their Preliminary Scores for each proposal based on the TARP discussion.
- ❖ The scores of all TARP members will be averaged to create the applicant's final score, which will be used as a platform for the DCHD funding recommendation.

Step 9: Final Funding Recommendation and Approval

DCHD staff and leadership deliberates final ranks and establishes a funding recommendation to present to City Council. Final funding recommendations incorporate a combination of score rankings, community needs, and statutory regulations.

- ❖ Applicants will be notified by email of the final funding recommendation. Full details of the applicant's final score will be made available upon request once all recommendation letters are delivered.

Step 10: City Council and HUD Approval

Final program funding recommendations are presented to City Council, which has the ultimate authority on project selection. HUD also plays a role in ensuring compliance with federal regulations before final funding approval.

This structured process ensures fair, transparent, and data-driven funding decisions that align with community needs and regulatory requirements.

Appeal Process

- ❖ If an applicant wishes to appeal a decision or determination made by DCHD, the Applicant may submit an appeal in writing to DCHD. The steps to submit an appeal are as follows:
- ❖ Applicants must submit an appeal in writing to DCHD within seven (7) calendar days of receiving notice of the decision or determination. The written appeal must detail the decision, or determination that is being disputed. After 7 calendar days, decisions and determinations can no longer be appealed.
- ❖ DCHD staff will schedule a meeting with the applicant to discuss the appeal within fourteen (14) calendar days of receipt of an appeal.
- ❖ If DCHD staff determines that the appeal is valid, responsive action will be considered.
- ❖ If DCHD staff concludes that the appeal is invalid, an applicant can dispute this conclusion with the DCHD Director who will review the validity of the appeal request.
- ❖ The DCHD Director will either approve the appeal and modify a decision or determination accordingly or will deny the appeal and provide the applicant agency with written justification for denial of the appeal.
- ❖ The applicant will be notified in writing of the appeal decision by the Community and Human Development Director

*****This appeal process does not provide an opportunity to revise proposals, nor does it guarantee that decisions or determinations will be modified.**

Exit Conference

Applicants whose projects are not funded following the final City Council Budget Hearing may request a Technical Assistance (TA) Exit Conference to receive constructive feedback and strategic guidance. This conference serves as an opportunity for capacity building, helping applicants strengthen future proposals, improve program design, and enhance compliance with funding requirements. Additionally, DCHD staff will discuss alternative funding opportunities, best practices, and strategies for aligning projects with community needs and funding priorities to increase the likelihood of success in future funding cycles.

City Council

City Council retains the ultimate authority regarding funding for projects and programs covered by this document; however, HUD and TDHCA have final oversight and approval authority to ensure compliance with federal and state regulations. Funding recommendations initiated by DCHD staff are presented in draft form at a public hearing. Following this hearing, a 30-day public comment period allows the community to provide feedback, which is documented and considered for incorporation into the final Annual Action Plan submitted to HUD. Once finalized, the plan, along with all public comments received, is presented to City Council for approval. The adopted Annual Action Plan must then be submitted to HUD 45 days before the start of the upcoming program year for final review and authorization.

For TDHCA funding, a separate application process is required. After City Council grants authority to apply, DCHD submits the TDHCA application before the agency's deadline, which varies depending on the funding opportunity.



El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-696, Version: 1

CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

*Please choose District and Department from drop down menu. Please post exactly as example below.
No Title's, No emails. Please use ARIAL 10 Font.*

All Districts

Community and Human Development, Nickole H. Rodriguez, (915) 212-1673

AGENDA LANGUAGE:

This is the language that will be posted to the agenda. Please use ARIAL 11 Font.

Discussion and action to approve the Draft 2025-2029 Consolidated Plan and the first year Annual Action Plan funding allocation of this 5-year Consolidated Plan.

RESOLUTION

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager, or designee, be authorized to sign and submit to the Department of Housing and Urban Development (HUD) the 2025-2029 Consolidated Plan, Form SF-424 and Form SF 424 D, all certifications and assurances contained therein, and any documents necessary to comply with HUD requirements; and

That the City Manager, or designee, be authorized to sign Grant Agreements with HUD for the four entitlement grants covered by the 2025-2029 Consolidated Plan: The Community Development Block Grant (CDBG), the Emergency Solutions Grant (ESG), the HOME Investment Partnerships Program (HOME), the Housing Opportunities for Persons with AIDS Program (HOPWA).

That the City Manager, or designee, be authorized to sign all Letters of Support, Certifications of Local Government Approval, Release of Liens, Assurances, and Certifications of Consistency with the 2025-2029 Consolidated Plan required by HUD or the State of Texas for grant applications or applications for Low Income Housing Tax Credits for programs covered by the 2025-2029 Consolidated Plan or related Community Development programs; and

That the City Manager, or designee, subject to completion of environmental review, be authorized to sign all contracts and documents with subrecipients related to the implementation and performance of the activities contained in the 2025-2029 Consolidated Plan, corresponding Annual Action Plans, and programs thereof. The City Manager, or designee, is authorized herein to sign amendments to such contracts which add to or reduce funding, including but not limited to the de-obligation of funds by mutual termination, scope of work changes, and extensions to the contract period; and

That the City Manager, or designee, be authorized to sign all Environmental Assessments, Requests for Release of Funds, Certifications, and Performance Reports required by the U .S. Department of Housing and Urban Development for activities covered by the 2025-2029 Consolidated Plan and related Community Development programs; and

That the City Manager, or designee, be authorized to sign agreements to secure matching funds which add to amounts allocated under the regular budget; and to sign amendments to matching fund agreements, including extensions to the contract period; and

That the City Manager, or designee, be authorized to sign all amendments, subordination agreements, loan modification agreements, release of liens, assumption agreements, and other similar documents related to transactions performed under all Action Plans in under the 2025-2029 Consolidated Plan and previous entitlement grants provided such documents are approved by the City Attorney's office as to form and comply with department policies and procedures; and

That the City Manager be authorized to execute letters of support, certifications, and other similar documents, that allow third parties to secure funding from state, federal, and local agencies which further the goals of the City's Consolidated Plan.

APPROVED this _____ day of _____ 2025.

CITY OF EL PASO:

Renard U. Johnson
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:

Russell T. Abeln

Russell T. Abeln
Assistant City Attorney

APPROVED AS TO CONTENT:

Nickole H. Rodriguez

Nickole H. Rodriguez, Director
Community and Human Development

CITY OF EL PASO

Consolidated Plan

2025-2029



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DRAFT

Executive Summary

ES-05 Executive Summary

Introduction

The City of El Paso's 2025-2029 Consolidated Plan outlines a five-year strategy to address housing, infrastructure, and service needs for low to moderate-income residents. Developed by the Department of Community and Human Development (DCHD), the Plan supports the administration of five federal entitlement grants, including the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships Program (HOME), Housing Opportunities for Persons With AIDS (HOPWA), and HOME ARP. This strategy is based on extensive public input, current housing market conditions, and key findings from the 2025 Community Needs Assessment. For purposes of this plan, the City of El Paso may be referred to as "the City."

Summary of Objectives and Outcomes Identified in the Plan Needs Assessment Overview

The plan identifies five key objectives:

- ❖ Expand affordable housing through preservation, construction, and tenant-based rental assistance
- ❖ Strengthen homelessness prevention and rapid rehousing strategies
- ❖ Increase access to mental health care and supportive services
- ❖ Improve walkability and infrastructure in underserved areas
- ❖ Enhance public facilities and programs serving families and vulnerable individuals

The Community Needs Assessment (CNA) gathered input from over 640 residents through bilingual surveys and public forums, with additional responses from 40 local agencies. Community members identified mental health services, affordable housing, transportation, and family support as top concerns. Residents also prioritized neighborhood improvements such as food pantries, accessible sidewalks, and public safety infrastructure. The CNA emphasized unmet needs in walkability, housing repair, and mental health support, especially in central, lower valley, and Northeast neighborhoods. These findings shaped the Plan's goals and targeted investments.

Evaluation of Past Performance

Over the past five years, the City has invested federal funds to address housing insecurity, improve neighborhoods, and support nonprofit service delivery. Significant funding was allocated through the Emergency Rental Assistance programs during the pandemic, as well as through ESG-CV, which helped stabilize households at risk of homelessness. The City also expanded outreach and housing navigation, particularly through the El Paso Helps initiative. While these efforts made measurable progress, ongoing challenges remain related to housing affordability, system accessibility, and the availability of long-term support for vulnerable families.

Summary of Citizen Participation Process and Consultation Process

The City's Citizen Participation Plan guided a robust, equity-driven public engagement process. The 2025 Community Needs Assessment reached residents in both English and Spanish, using online surveys, neighborhood meetings, and senior center outreach with support from RSVP volunteers. A wide range of voices participated, including individuals with lived experience of homelessness, youth service organizations, and disability advocates. The City also hosted the 2025 State of Homelessness forum in collaboration with the El Paso Coalition for the Homeless, bringing together over 80 stakeholders. These engagement efforts shaped the Consolidated Plan's priorities, especially around behavioral health, family stability, and system navigation.

Summary of Public Comments

Survey participants and public forum attendees consistently emphasized the need for mental health care, affordable rental housing, safe and walkable neighborhoods, and youth and family services. Many respondents shared concerns about increasing rent burdens, overcrowded homes, and limited access to local services such as food pantries, childcare, and transportation. Stakeholders also identified the need for stronger case management, trauma-informed support, and affordable housing that accommodates large families and people with disabilities.

Summary of Comments or Views Not Accepted and the Reasons for Not Accepting Them

All comments received during the public outreach process **will be** reviewed and considered. No comments were intentionally excluded. Some agencies did not respond to outreach despite multiple engagement efforts. The City provided accessible, bilingual materials and

continues to prioritize outreach to underrepresented voices, including grassroots and community-based organizations, youth-focused programs, and reentry service providers.

Summary

The 2025–2029 Consolidated Plan reflects El Paso’s commitment to inclusive, data-informed, and community-centered planning. Guided by resident voices and local data, the Plan invests in housing access, mental and behavioral health, neighborhood infrastructure, and systems coordination. It supports a network of programs that help residents stabilize, recover, and thrive. By addressing the specific needs of low-income families, people with disabilities, and individuals experiencing homelessness, the Plan works towards a more equitable, safe, and supportive El Paso.

However, the Plan is developed in the context of significant fiscal uncertainty. The instability of federal allocations, combined with looming cuts to critical housing and community development programs, threatens to reduce the City’s ability to meet rising needs. These threats of funding reductions come at a time when inflation continues to drive up the cost of living, exacerbating the housing crisis and placing additional pressure on already strained local systems. As a result, service delivery may be impacted, and program reach may be limited. DCHD reserves the right to make adjustments to the Citizen Participation Plan, ensuring that any changes in priorities or funding allocations are made transparently, equitably, and with continued community input.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

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

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for the administration of each grant program and funding source.

AGENCY ROLE	NAME	DEPARTMENT/AGENCY
CDBG Administrator	EL PASO	Community and Human Development
HOPWA Administrator	EL PASO	Community and Human Development
HOME Administrator	EL PASO	Community and Human Development
ESG Administrator	EL PASO	Community and Human Development

Table 1 – Responsible Agencies

Narrative

For information regarding the City of El Paso 2025-2029 Consolidated Plan, please contact the Department of Community + Human Development at:

DCHDServices@elpasotexas.gov
(915) 212-1559
801 Texas Avenue, 3rd floor
El Paso, TX 79901
Consolidated Plan Public Contact Information

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

Introduction

The City of El Paso has developed an integrated and collaborative approach to addressing the needs of residents experiencing or at risk of homelessness, housing instability, or related challenges. Through the leadership of the Department of Community and Human Development (DCHD), the City coordinates with a broad network of public and assisted housing providers, social service agencies, health and behavioral health systems, and regional coalitions. This section outlines how the City enhances cross-sector coordination; collaborates with the Continuum of Care and partner agencies to meet the needs of people experiencing homelessness including chronically homeless individuals, veterans, families with children, and unaccompanied youth; and engages in meaningful consultation on the use of ESG funds and administration of HMIS to support evidence-based outcomes and strategic service delivery.

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

The City of El Paso, through DCHD, works year-round to coordinate with public and assisted housing providers, as well as private and governmental health, mental health, and service agencies. The City collaborates extensively with the Housing Authority of the City of El Paso / Housing Opportunity Management Enterprises (HOME), Centro San Vicente, Opportunity Center, Emergence Health Network, Amistad, and United Way of El Paso through the El Paso Helps initiative to ensure a unified approach to serving vulnerable populations.

These collaborative relationships are strengthened through the Community Needs Assessment (CNA) process, which gathers input from over 640 residents citywide and directs priorities for housing, mental health, family stability, and homelessness. The CNA is also supported by engagement with neighborhood associations, advocacy boards (e.g., Accessibility Advisory Committee, Veterans Affairs Council), and senior volunteer partners, like the RSVP program.

Additionally, the City supports and consults with agencies like Endeavors, Project Vida, and YWCA El Paso del Norte Region to bridge public housing efforts with supportive health and service delivery networks. These partnerships ensure coordination across housing development, homelessness prevention, mental and behavioral health care, and family support services.

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

The City of El Paso leads the El Paso Helps Collaborative, a citywide initiative designed to provide immediate, coordinated support to individuals and families experiencing homelessness or housing crises. El Paso Helps operates a real-time response network that includes:

- ❖ A centralized online portal and live-agent hotline
- ❖ Mobile 24/7, street outreach teams
- ❖ A no-barrier Welcome Center
- ❖ Direct links to shelter, housing, food, behavioral health care, and other critical services

Under the City's leadership, the collaborative brings together service providers across the region to respond to homelessness with speed and compassion. The initiative prioritizes individuals with the highest barriers to housing, including chronically homeless individuals and families, families with children, unaccompanied youth, and veterans. El Paso Helps has served over 11,000 individuals in the last year, expanding access to crisis resources, housing placement, and wraparound supports. It also plays a key role in prevention, working proactively with partner agencies to assist residents at risk of homelessness.

Alongside this leadership role, the City maintains a collaborative relationship with the El Paso Coalition for the Homeless, which serves as the Collaborative Applicant, Coordinated Entry, and HMIS lead for the El Paso Continuum of Care (CoC). The CoC consists of a wide and diverse group of agencies working collectively to prevent and end homelessness in the region. Partner organizations include, but are not limited to:

El Paso Coalition for the Homeless (EPCH)

- Role in CoC: Serves as the Collaborative Applicant, HMIS Lead, and Coordinated Entry entity for the El Paso CoC. EPCH facilitates system coordination, data management, and funding strategies across partner agencies to address homelessness in the region.
epchomeless.org

Opportunity Center for the Homeless

- Role in CoC: Operates emergency shelters, transitional housing, and permanent supportive housing. They work closely with EPCH and other partners to move clients toward housing stability and self-sufficiency.
homelessopportunitycenter.org

Emergence Health Network

- Role in CoC: Provides mental health and substance use treatment services, including crisis care and outpatient programming. A key behavioral health partner in the CoC, especially for high-needs individuals.
emergencehealthnetwork.org

Centro San Vicente Homeless Clinic

- Role in CoC: Offers medical, dental, and behavioral health services to people experiencing homelessness. Supports housing stability through integrated care.
nhchc.org

Project Punto de Partida (Recovery Alliance of El Paso)

- Role in CoC: Focuses on peer recovery support, harm reduction, and connecting people with substance use disorders to health and housing resources. Collaborates with outreach and housing partners.
recoveryalliance.net

El Paso Department of Public Health – STD & HIV Prevention & Surveillance

- Role in CoC: Provides public health outreach, testing, and care navigation for people experiencing homelessness, especially through the HOPWA program and linkage-to-care services.
elpasotexas.gov

El Paso County General Assistance

- Role in CoC: Offers rental and utility assistance to low-income households. Often works as a prevention and diversion partner within Coordinated Entry.
epcounty.com

Amistad

- Role in CoC: Provides outreach, transportation, and case management, particularly for individuals with disabilities or seniors. Supports housing access through navigation and referrals.
projectamistad.org

Endeavors

- Role in CoC: Specializes in housing assistance and supportive services for veterans and their families. Plays a key role in the CoC's veteran homelessness response.
endeavors.org

United Way of El Paso County

- Role in CoC: Supports local nonprofits and systems coordination through capacity building and funding. Occasionally, partners on initiatives that align with housing and health stability.
unitedwayelpaso.org

While Housing First is prioritized across the Continuum of Care, not all programs operate under this model. These agencies implement varying approaches, many of which incorporate Housing First principles by offering coordinated services such as outreach, emergency shelter, transitional and permanent housing, case management, and connections to healthcare and employment. The CoC places a strong emphasis on serving chronically homeless individuals, veterans, families with children, and unaccompanied youth.

The CoC's Strategic Plan focuses on:

- ❖ Expanding access to affordable housing
- ❖ Strengthening inter-agency leadership and civic engagement
- ❖ Enhancing self-sufficiency
- ❖ Reshaping the crisis response system
- ❖ Advancing housing and health stability

The EPCH also leads the annual Point-In-Time (PIT) Count, a vital tool for understanding the local homelessness landscape and guiding funding decisions. The PIT is done by volunteers to include community members. Data from the PIT Count and the Coordinated Entry System inform performance targets, service delivery priorities, and funding strategies.

Together, El Paso Helps, and the Continuum of Care represent the City's dual-track strategy to address homelessness, one that is proactive, collaborative, and centered on outcomes. Both systems are tightly aligned with HUD priorities and designed to address the most urgent and complex needs in the community.

Describe consultation with the Continuum(s) of Care that serve the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies, and procedures for the administration of HMIS.

The City of El Paso regularly consults with the El Paso Continuum of Care (CoC), which includes the CoC Collaborative Applicant, HMIS Lead Agency, the Coalition for the Homeless, and its network of partner agencies, to determine the most effective use of Emergency Solutions Grant (ESG) funds. This consultative process involves robust, collaborative planning sessions where key stakeholders review local housing and service data to prioritize ESG-funded activities. In these sessions, the City and its CoC partners focus on interventions that are designed to meet the critical needs of the community, particularly for chronically homeless individuals and families, families with children, veterans, and unaccompanied youth.

Key aspects of this consultative process include:

Collaborative Planning: Agencies come together to identify and prioritize ESG-funded initiatives. Specific activities such as rapid rehousing, homelessness prevention, and street outreach are strategically prioritized to ensure that resources directly address the needs of those most vulnerable. For example, planning sessions focus on creating rapid exit strategies for individuals in prolonged shelter stays, improving access to permanent supportive housing, and implementing targeted outreach programs for veterans and youth at risk of homelessness.

Development of Performance Benchmarks and Outcome Targets: The consultation process emphasizes the establishment of clear, measurable performance benchmarks and program outcome targets. Decisions are guided by data derived from the annual Point-in-Time Count, coordinated entry systems, and detailed agency-level performance metrics. This data-driven approach enables the CoC to set realistic targets and ensure that ESG-funded programs integrate housing placement with comprehensive supportive services, such as mental health care, substance use treatment, and employment assistance, that are critical for sustainable success.

Committee Involvement and Policy Shaping: The City participates in several committees that provide ongoing oversight and input on ESG-funded programs. These committees help to shape policies that ensure the effective delivery of services, refine performance standards, and maintain compliance with HUD guidelines. In addition, the City leverages its general fund and other outside sources to meet ESG matching requirements, thereby bolstering the overall impact of federal funds.

Evidence-Based Policy and Ongoing Improvements: El Paso's CoC-wide coordination supports the development of evidence-based policies by integrating real-time data and community feedback. This ensures accurate reporting and compliance with HUD requirements. Moreover, the City is actively involved in a task force aimed at revising the CoC 603 Charter, which will further streamline policies and

procedures to enhance the responsiveness of ESG-funded programs for those who are chronically homeless, families with children, veterans, and unaccompanied youth.

Through this comprehensive approach, the City of El Paso not only maximizes the impact of ESG funds but also creates a resilient, coordinated service network that is tailored to the unique challenges faced by the most vulnerable populations in the community.

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

Date	Mode of Outreach	Target of Outreach	Mode of Outreach Details (can put on "Other" under Target Outreach)
Feb-25	Other	Non-targeted/broad community	Community Needs Assessment Surveys
Feb-25	Other	Organizations serving the unhoused	Community Needs Assessment Surveys
Monthly	Other	Other: City Department, Non-Profit Agencies, and Non-Municipal Government Entities	Jail Re-Entry Task Force Meetings (monthly)
Monthly	Other	Other: City Department, Non-Profit Agencies, and Non-Municipal Government Entities	HOPWA Coordination Meetings (monthly)
Weekly	Other	Other: City Department, Non-Profit Agencies, and Non-Municipal Government Entities	El Paso Helps Partner Meetings (weekly)
Nov-24	Other	Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	Street Outreach Ride-Along
Nov-24	Other	Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	The Salvation Army Thanksgiving Meal Preparation "Volunteer" Opportunity/Collaboration (find better words)
Nov-24	Other	Non-targeted/broad community Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	Hunger & Homelessness Awareness Discussion Panel + Art Exhibit
Periodically	Other	Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	Humanitarian CFT - Campsite Visit/Call to Action Meetings/Homeless Response Approach Meeting/Humanitarian Operations Meeting

Mar-25	Other	Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	SOH Round-Table Discussion Meeting
Sep-24	Other	Non-targeted/broad community Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	HUD Affordable Housing Summit
Feb-25	Email distribution/Citywide Outreach	Non-targeted/broad community	Community Needs Assessment Public Information Session I
Feb-25	Email distribution/Citywide Outreach	Non-targeted/broad community	Community Needs Assessment Public Information Session II
Jun-25	Public Hearing	Non-targeted/broad community	Policies and Procedures presented to City Council (tentative)
Jun-25	Newspaper Ad	Non-targeted/broad community Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	ConPlan Presented to City Council (tentative)
Jun-25	Newspaper Ad	Non-targeted/broad community Non-English Speaking Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	Community Needs Assessment Presented to Council (tentative)
Jun-25	Public Hearing	Non-targeted/broad community Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	Newspaper Ad Consolidated Plan (tentative)
Jun-25	Newspaper Ad	Non-targeted/broad community Non-English Speaking Other: City Department, Non-Profit Agencies and Non-Municipal Government Entities	Newspaper Ad CNA (tentative)

Table 2

Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?

Consolidated Plan-EL PASO

The City of El Paso consulted with agencies, groups, and organizations through a multi-pronged outreach strategy that included direct invitations, stakeholder meetings, focus groups, email communication, public hearings, and a citywide Community Needs Assessment (CNA) survey. Materials were provided in both English and Spanish, and participation was promoted across the City's website, social media, and through outreach by partner agencies.

A key consultation effort was the 2024 State of Homelessness event, co-hosted by the City and the El Paso Coalition for the Homeless. The event convened 81 participants, including housing and service providers, public officials, and individuals with lived experience. It served as a forum for discussing current challenges, identifying system gaps, and cultivating actionable strategies for preventing and ending homelessness in El Paso.

Insights from the State of Homelessness event, along with broader engagement activities, were instrumental in informing the development of priorities for the Consolidated Plan and Annual Action Plan, particularly around expanding access to permanent housing, improving mental and behavioral health services, and strengthening rapid response capacity.

Anticipated outcomes of these consultations include:

- ❖ Enhanced coordination between housing, health, and social service agencies
- ❖ More targeted and equitable use of HUD funds
- ❖ Strengthened strategic planning for high-barrier populations (chronically homeless, families with children, veterans, and unaccompanied youth)
- ❖ Expanded partnerships and system-level problem-solving across sectors

Areas for improved coordination include:

- ❖ Broader engagement of grassroots and community-based organizations
- ❖ Continued outreach to agencies that did not respond during this cycle
- ❖ Increased collaboration with youth-focused, reentry, and workforce development providers

Notably, the most repeated takeaway from the State of Homelessness event was the importance of genuine collaboration. Many agencies began coordinating before the event even ended. Participants proposed actionable ideas such as forming recurring working groups, lobbying for updates to procurement legislation, developing centralized service directories, and increasing cross-agency mentorship.

There was a strong, collective emphasis on the need for shared data systems and trust-based partnerships as foundational tools to improve system navigation and drive long-term change.

Identify any Agency Types not consulted and provide rationale for not consulting

The City of El Paso did not intentionally exclude any agency type from the consultation process. Outreach during the planning cycle was comprehensive and inclusive. The Community Needs Assessment (CNA) survey and public input opportunities were promoted citywide through the City’s website, social media platforms, partner networks, and community meetings, with materials available in both English and Spanish.

Despite these efforts, some agencies and organizations did not respond to or participate in the process. Their absence was not due to exclusion or oversight but rather to non-response despite broad and accessible opportunities for input. The City remains committed to engaging all sectors in future planning efforts and will continue to build and strengthen relationships to ensure even broader participation moving forward. Other local/regional/state/federal planning efforts are considered when preparing the Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
City of El Paso 24 in 2025 Strategic Plan	City of El Paso	Goals and objectives in this Consolidated Plan are intentionally aligned with the goals of the City’s Strategic Plan.
Comprehensive Housing Market Analysis; El Paso, Texas	U.S. Department of Housing and Urban Development,	The goals align with the CHMA by addressing the city’s shortage of affordable housing, high-cost burdens, and the need for targeted support to vulnerable populations.
PHA Plan for the Housing Authority of the City of El Paso, Texas 5-Year Plan for Fiscal Years 2025 - 2029. o	Housing Authority of the City of El Paso	Expand affordable housing through new construction and rehabilitation, enhancing housing quality and accessibility, and promoting self-sufficiency and homeownership opportunities for low-income residents
Community Needs Assessment	Project Bravo	addressing critical gaps in affordable housing, utility assistance, and access to supportive services for low-income families across El Paso County.

Current State Report		
PEOPLE WITH DISABILITIES: A TEXAS PROFILE	Texas Workforce Investment Council	prioritizing accessible, affordable housing and supportive services that address the elevated cost burdens, lower incomes, and service needs experienced by individuals with disabilities.
State of Texas Low Income Housing Plan	Texas Department of Housing and Community Affairs	prioritizing the development and preservation of affordable rental housing, expanding housing choice, and targeting resources to extremely low-income households and underserved communities.
El Paso Coalition for the Homeless Strategic Plan	El Paso Coalition for the Homeless	The EPCH Homeless Strategic Plan is incorporated throughout the homeless sections of this Consolidated Plan.
State of Homelessness	Department of Community + Human Development	Focuses on strategies to reduce unsheltered homelessness, expand permanent supportive housing, and improve coordination across systems to make homelessness rare, brief, and non-recurring.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

The City of El Paso coordinates with various public entities, including the State of Texas, El Paso County, and adjacent units of general local government, to implement the goals and objectives outlined in the Consolidated Plan. These cooperative relationships help maximize resources, avoid duplication of efforts, and ensure that programs address the community's most pressing needs.

The City also maintains a State Legislative Affairs Office, which plays a critical role in intergovernmental coordination. This office organizes annual legislative delegations to Austin and Washington, D.C., to advocate for El Paso's housing, infrastructure, and social service needs. The priorities presented during these advocacy efforts are shaped by the Consolidated Plan process, incorporating public input, stakeholder engagement, and guidance from City Council, ensuring alignment with community needs and goals.

In addition, the City works in close partnership with the City of El Paso Housing Authority/Housing Opportunity Management Enterprises (HOME), the local public housing agency, to promote access to affordable housing. The City provides Certifications of Consistency with the Consolidated Plan for HOME's PHA Plan and supports other housing efforts.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

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

The City of El Paso utilized a comprehensive and equity-driven public engagement process to inform the 2025–2029 Consolidated Plan, guided by its adopted Citizen Participation Plan (CPP). The CPP outlines procedures to encourage participation from all residents, with a focus on those in low- and moderate-income neighborhoods, individuals with disabilities, non-English speakers, and other historically underserved populations.

As part of the 2025 planning cycle, the city conducted a Community Needs Assessment (CNA) to gather input on housing, infrastructure, public services, and community priorities. The CNA process was designed to ensure broad representation, using a bilingual online survey, in-person public information sessions, and targeted stakeholder engagement.

To reach the broader public, the city promoted the survey through multiple channels, including social media, City boards and commissions, the Strategic Communications Office, and its network of neighborhood associations. Public information sessions were held in neighborhoods, and RSVP volunteers assisted seniors and persons with disabilities in completing the survey at senior centers. In total, 641 residents participated in the survey or attended a public input session.

A total of 40 nonprofit and governmental agencies, including homeless service providers and community-based organizations, completed the CNA agency survey. These organizations contributed key insights into current service gaps, particularly around housing access, shelter needs, and supportive services.

The public and agency feedback received through the CNA aligned with trends documented in the State of Homelessness (SOH) report. The SOH highlighted rising rents, stagnant wages, and a severe shortage of affordable housing units as primary drivers of housing instability in El Paso. It also noted increasing demand for emergency shelters and transitional housing, especially for youth, families, and women exiting institutional settings. These findings were echoed by survey participants, who ranked mental health services, homelessness, Transportation, Family and youth services as priority. They also identified priority infrastructure needs and gaps, which are affordable housing mental health centers, walkability and accessibility improvements, and food pantries top priorities.

The information collected through both the CNA and SOH directly influenced the development of the Consolidated Plan's goals. Key priorities include expanding mental and behavioral health resources, preserving and increasing affordable housing, strengthening homeless prevention programs, and improving mobility and access to services.

By integrating resident input, agency expertise, and data from the State of Homelessness report, the City ensured that the Consolidated Plan reflects the lived experiences and critical needs of El Paso's most vulnerable communities.

DATE	NAME OF EVENT	EVENT SUMMARY
Feb-25	Community Needs Assessment Surveys	The purpose of this survey was to engage the public to complete the 2025-2029 Consolidated Plan and AI Survey.
Feb-25	Community Needs Assessment Surveys - Organization Specific	The purpose of this survey was to engage organizations who provide direct services to the unhoused or those at risk of becoming unhoused to complete the 2025-2029 Consolidated Plan and AI Survey.
Monthly	Jail Re-Entry Task Force Meetings (monthly)	The purpose of these meetings was to facilitate collaboration between the City of El Paso's Department of Community and Human Development (DCHD) and key stakeholders to support and improve the reentry process for individuals returning to the community following incarceration.
Monthly	HOPWA Coordination Meetings (monthly)	The purpose of these meetings was to foster collaboration between the City's Department of Community and Human Development, the Department of Public Health, and Amistad to ensure a smooth and coordinated transition of HOPWA clients between agencies.
Weekly	El Paso Helps Partner Meetings (weekly)	The purpose of these meetings was to foster collaboration between the City's Department of Community and Human Development, the Department of Public Health key community stakeholders servicing individuals who are unhoused or at risk of becoming unhoused.
Nov-24	Street Outreach Ride-Along	Members of the Department of Community and Human Development (DCHD) participated in a ride-along with the Amistad Street Outreach team to gain first-hand insight into the work being carried out through programs supported by DCHD funding.
Nov-24	The Salvation Army Thanksgiving Meal Preparation "Volunteer" Opportunity/Collaboration (find better words)	Members of the Department of Community and Human Development (DCHD) assisted with Thanksgiving meal preparation at The Salvation Army to gain first-hand insight into the impact of the programs and services supported through DCHD funding.
Nov-24	Hunger & Homelessness Awareness Discussion Panel + Art Exhibit	The Heart and Mind: Bridging the Gap Summit provided an immersive, public event focused on the challenges of homelessness and food insecurity in El Paso. Open to the community, the summit featured impactful art displays, personal narratives, and a panel of six experts representing a range of organizations and City departments. Through these diverse perspectives, attendees were invited to deepen their understanding, foster empathy, and explore collaborative solutions to address these critical community issues.
Periodically	Humanitarian Cross Functioning Team Meetings	The purpose of the Humanitarian Cross Functional Team (CFT) is to coordinate a unified, collaborative response to homelessness and related humanitarian needs in the community. Through activities such as campsite visits, Call to Action meetings, the Homeless Response Approach meeting, and ongoing Humanitarian Operations meetings, the CFT brings together key stakeholders to assess conditions on the ground, align strategies, and implement compassionate, solutions-focused approaches to support individuals experiencing homelessness.
Mar-25	SOH Round-Table Discussion Meeting	The State of Homelessness Round-Table, provided a forum for organizations to discuss key needs for individuals experiencing homelessness in El Paso. The event aimed to gather input for the City's 5-Year Consolidated Plan, which informs HUD funding priorities. With participation limited to 2-3 representatives per organization, the round-table featured networking, expert panels, and facilitated discussions on community goals, needs, and service gaps.
Sep-24	HUD Affordable Housing Summit	The event aimed to connect housing organizations and developers with financial institutions and community organizations to discuss affordable housing needs, challenges, and opportunities.

		Participants will learn how to leverage resources and strategies to increase affordable housing in El Paso and surrounding areas.
Feb-25	Community Needs Assessment Public Information Session I	The Department of Community and Human Development hosted two Community Needs Public Input Sessions alongside the CNA survey. These sessions provided an opportunity for the public to offer feedback on what community resources, especially regarding social services, access to housing, homelessness, and accessibility, should be prioritized when the City of El Paso allocates federal funds from the U.S. Department of Housing and Urban Development. Held at the Sylvia Carreon Community Center (709 Lomita Dr, El Paso, TX 79907)
Feb-25	Community Needs Assessment Public Information Session II	The Department of Community and Human Development hosted two Community Needs Public Input Sessions alongside the CNA survey. These sessions provided an opportunity for the public to offer feedback on what community resources, especially regarding social services, access to housing, homelessness, and accessibility, should be prioritized when the City of El Paso allocates federal funds from the U.S. Department of Housing and Urban Development. Held at the Wayne Thornton Community Center (Grandview) (3134 Jefferson Ave, El Paso, TX 79930)
Jun-25	Policies and Procedures presented to City Council (tentative)	Item to be presented to City Council in order to inform the community of the Department of Community and Human Development's updated Policies and Procedures.
Jun-25	Consolidated Plan Presented to City Council (tentative)	Item to be presented to City Council in order to inform the community of the Department of Community and Human Development's Consolidated Plan.
Jun-25	Community Needs Assessment Presented to Council (tentative)	The purpose of presenting this item to City Council is to inform the community of the Department of Community and Human Development's Community Needs Assessment.
Jun-25	Newspaper Ad Consolidated Plan (tentative)	Item will be published to inform the community of the Department of Community and Human Development's upcoming plans related to the Consolidated Plan.
Jun-25	Newspaper Ad CNA (tentative)	Item will be published to inform the community of the Department of Community and Human Development's Community Needs Assessment.

Table 4 - Citizen Participation Outreach

Needs Assessment

NA05 - Overview Needs Assessment Overview NA-10 Housing Needs Assessment - 24 CFR 91.205 (a, b, c)

Summary of Housing Needs

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	676,330	679,875	1%
Households	220,680	230,910	5%
Median Income	\$42,772.00	\$48,866.00	14%

Table 5 – Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	34,745	30,165	39,425	21,810	104,760
Small Family Households	11,315	11,000	18,790	10,590	55,590
Large Family Households	2,730	3,370	5,354	2,930	13,120
Household contains at least one person 62-74 years of age	7,935	7,185	7,865	4,555	22,320
Household contains at least one-person age 75 or older	6,274	5,045	4,870	2,415	8,130
Households with one or more children 6 years old or younger	6,165	5,540	8,864	4,760	14,059

Table 6 – Total Households Table

Data Source: 2016-2020 CHAS

Housing Needs Summary Tables

Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	395	145	260	160	960	155	45	200	80	480
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	640	405	535	150	1,730	85	205	415	170	875
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	1,290	1,280	1,479	355	4,404	230	225	659	415	1,529
Housing cost burden greater than 50% of income (and none of the above problems)	11,730	4,340	905	30	17,005	5,875	3,355	1,970	255	11,455

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	3,275	7,015	8,050	1,420	19,760	1,970	3,505	5,245	2,555	13,275
Zero/negative Income (and none of the above problems)	2,675	0	0	0	2,675	1,485	0	0	0	1,485

Table 7 – Housing Problems Table

Data Source: 2016-2020 CHAS

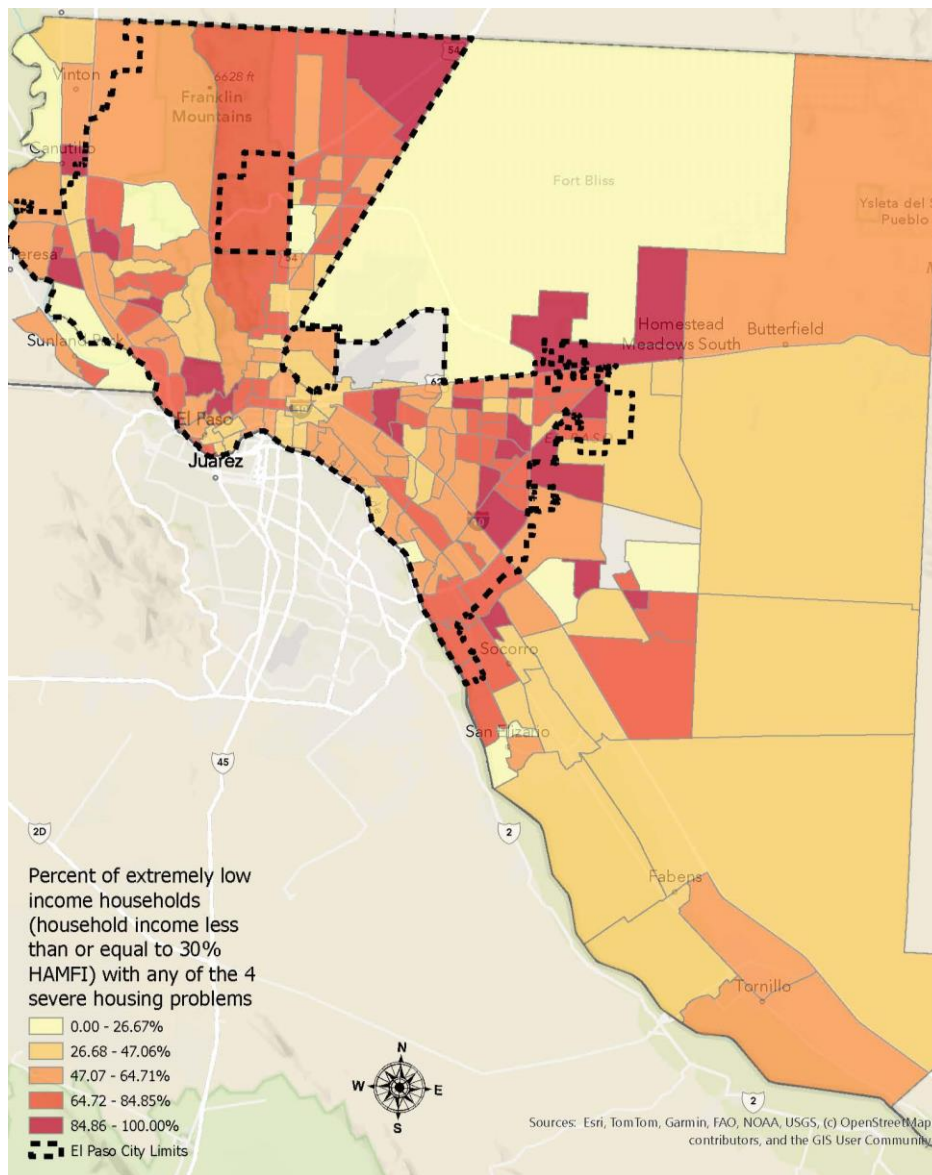


Figure 1.

Analysis:

(Extremely Low-Income Households with Housing Problems)

70 percent of households fall into this category. The highest concentrations are clustered near downtown, the Segundo Barrio, and parts of the Northeast and Lower Valley. These areas have historically faced disinvestment and are linked with generational poverty and high housing cost burdens.

Implications:

This map offers a baseline for prioritizing CDBG and HOME investments. Areas with high ELI concentration should be prioritized for supportive housing, rental assistance, and infrastructure upgrades. It also justifies expanded outreach and engagement efforts to ensure equitable access to services.

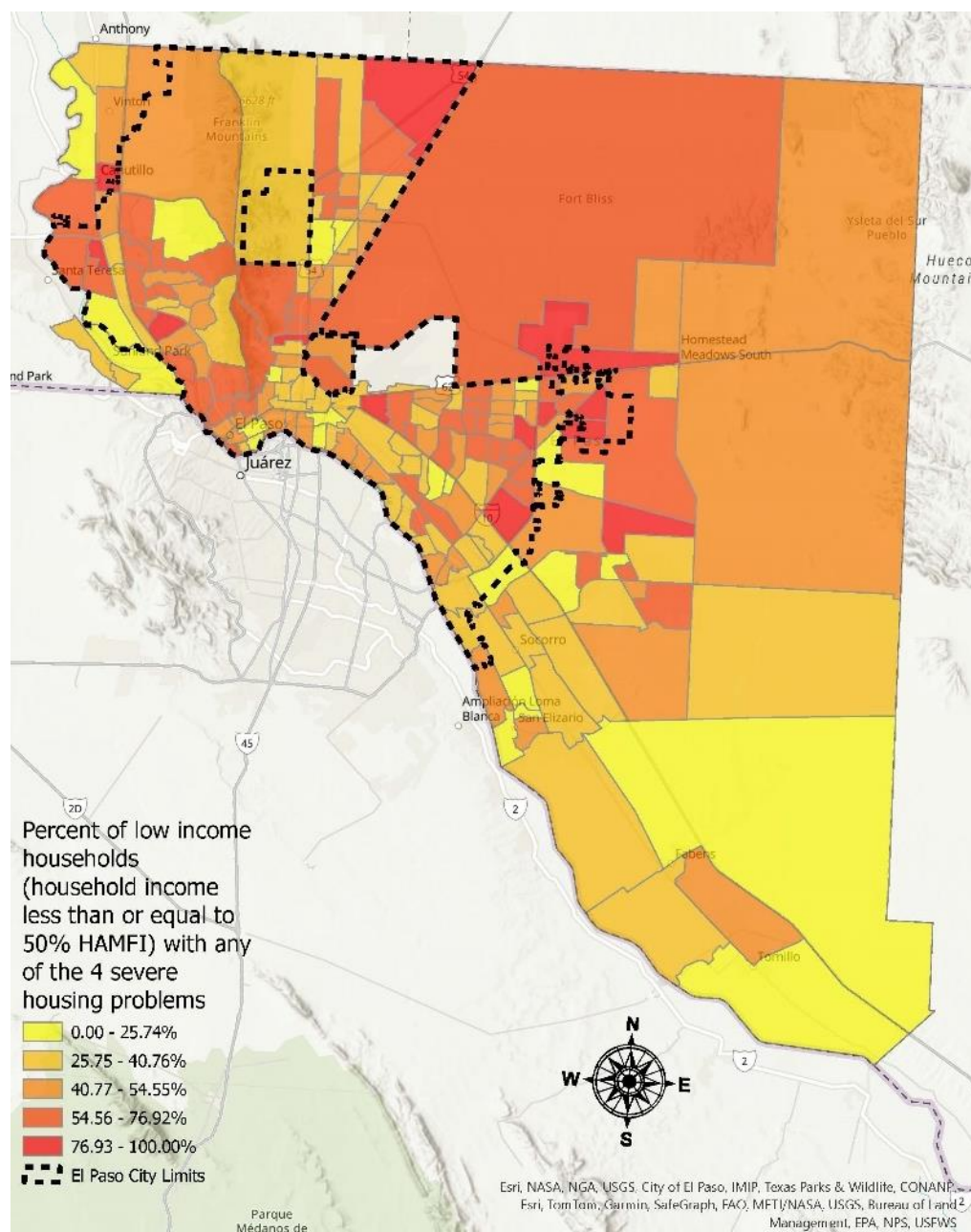


Figure 2
(Low-Income Households with Housing Problems)

Analysis:

This map shows where low-income households in El Paso are struggling with serious housing issues like overcrowding, high rent, or lack of basic facilities. In several neighborhoods—especially in the central city, parts of the Northeast, and southern areas near the border—more than 75% of low-income households face at least one of these problems.

Implications:

While low-income households face fewer problems than extremely low-income households, many still live in poor conditions. These areas need support through rental help, home repairs, and new affordable housing. Targeting funds here can improve living conditions for many families.

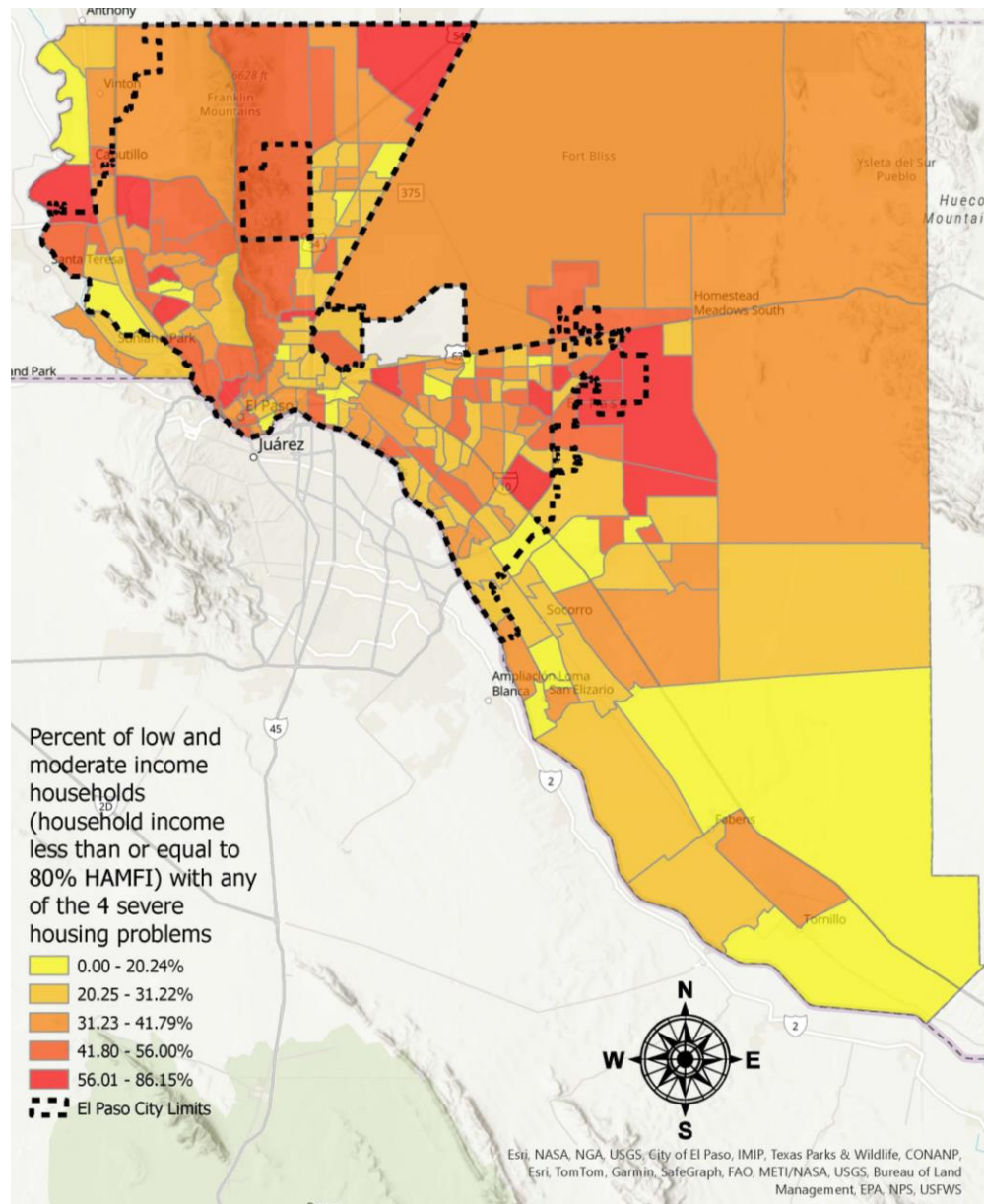


Figure 3

(Moderate-Income Households with Housing Problems)

Analysis:

Although moderate-income (MI) households (earning $\leq 80\%$ of HAMFI) generally face fewer housing problems, this map still reveals several tracts, particularly in the central and western parts of El Paso, where over 50 percent of MI households report severe housing issues.

Implications:

These findings suggest that affordability challenges are extending into what is traditionally considered the workforce housing bracket. It indicates the need to expand access to affordable rental housing, especially in areas with rising rents and limited supply.

Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of the four housing problems	14,060	6,170	3,180	695	24,105	6,350	3,825	3,250	915	14,340
Having none of four housing problems	9,080	10,135	15,340	8,130	42,685	5,255	10,035	17,660	12,080	45,030
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Table 8 – Housing Problems 2

Data Source: 2016-2020 CHAS

Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	6,410	5,265	5,330	17,005	2,200	2,480	3,990	8,670
Large Related	1,615	1,435	1,054	4,104	700	850	855	2,405
Elderly	4,515	2,254	970	7,739	4,275	2,804	1,544	8,623
Other	4,210	3,469	2,394	10,073	1,000	980	975	2,955
Total need by income	16,750	12,423	9,748	38,921	8,175	7,114	7,364	22,653

Table 9 – Cost Burden > 30%

Data Source: 2016-2020 CHAS

Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	1,915	1,915	1,895	1,130	0	3,025
Large Related	0	0	575	575	560	440	255	1,255
Elderly	3,015	674	180	3,869	2,805	1,215	269	4,289
Other	0	3,605	1,475	5,080	825	0	0	825
Total need by income	3,015	4,279	4,145	11,439	6,085	2,785	524	9,394

Table 10 – Cost Burden > 50%

Data Source: 2016-2020 CHAS

Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	1,800	1,345	1,524	400	5,069	165	270	804	470	1,709
Multiple, unrelated family households	110	285	340	95	830	120	165	270	125	680
Other, non-family households	64	55	150	10	279	30	10	0	0	40
Total need by income	1,974	1,685	2,014	505	6,178	315	445	1,074	595	2,429

Table 11 – Crowding Information – ½

Data Source: 2016-2020 CHAS

Describe the number and type of single person households in need of housing assistance.

Single-person households represent a significant segment of those in need of housing assistance in El Paso, particularly among extremely low-income renters and elderly individuals.

According to the 2016–2020 Comprehensive Housing Affordability Strategy (CHAS) data:

- ❖ Approximately 19,760 renter households earning less than 80% Area Median Income (AMI) experience a housing cost burden above 30% of their income. A sizable portion of these households are likely to be single-person households, particularly in the elderly and “other” categories, which often include single adults without children or non-family households.
- ❖ Over 24,105 renter households earning below 100% AMI have at least one of the four severe housing problems (i.e., overcrowding, substandard housing, or severe cost burden)
- ❖ Of special note:
 - Elderly households (age 62 and older) make up a substantial proportion of those experiencing severe cost burdens. For instance:
 - 3,869 renter households and 4,289 owner households among the elderly pay over 50% of their income toward housing
 - “Other” households (a category that includes single adults and non-related persons) comprise:
 - 10,073 renter households paying over 30% of their income on housing, and
 - 5,080 paying over 50% of their income—both indicators of significant cost burden

Additionally, the 2025 Community Needs Assessment (CNA) highlights that:

- ❖ Single-person households, especially those with disabilities or elderly individuals living alone, face challenges in finding affordable, accessible units.
- ❖ There is widespread support for more permanent housing solutions, including for individuals transitioning from homelessness, often a population dominated by single adults (CNA)

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

The 2016–2020 CHAS dataset identifies a substantial number of El Paso households in need of housing assistance due to limitations associated with disability or severe cost burdens that frequently impact households with elderly or disabled members. There are approximately 50,860 households that include at least one person aged 62 to 74, and 26,734 that include a person aged 75 or older. Of these, more than 43,000 fall below 80% of Area Median Income (AMI), placing them at risk for housing instability, particularly when combined with disability-related accessibility needs.

CHAS data also indicate that among elderly-headed households alone, 3,869 renter households and 4,289 owner households are severely cost burdened, paying more than 50% of their income on housing. These households are likely to include persons with ambulatory or independent living disabilities, given the age and income profiles presented. Across all age groups and household types, over 38,000 renter and 22,000 owner households with incomes below 80% AMI are cost-burdened.

The People with Disabilities: A Texas Profile (2024) further supports this analysis. It reports that El Paso County (Borderplex Workforce Development Area) includes 107,827 individuals with disabilities. Among these are:

- ❖ 56,021 individuals with ambulatory difficulties
- ❖ 39,439 with independent living difficulties
- ❖ 20,089 with self-care limitations

More than half of these individuals are of working age, but labor force participation among Texans with disabilities remains low — at just 39.6% compared to 76.5% among those without disabilities. In addition, poverty rates among individuals with disabilities are significantly higher (26.4%) than for the general population (9.9%). This further confirms the economic vulnerability of many disabled families and their likely need for subsidized or accessible housing.

In addition to households affected by disability, families impacted by domestic and sexual violence represent a critical subset of the population in need of housing assistance. According to the Project Bravo Current State Report, stakeholders report that domestic violence is one of the leading causes of homelessness and housing instability in the region. Providers emphasized that survivors often need not only emergency shelter, but also long-term affordable housing paired with supportive services. Project Bravo’s assessment noted that there are not enough transitional or permanent units to meet the needs of survivors, particularly those with children.

Service providers also highlighted challenges related to re-entry and reunification for survivors, including economic dependence, legal barriers, and trauma, all of which affect their ability to secure housing. These insights were echoed during community engagement efforts, which emphasized the need for trauma-informed and flexible housing interventions for survivors of violence.

What are the most common housing problems?

Residents in El Paso face a number of serious housing challenges, especially those with low incomes. The most common problems include high housing costs, overcrowded living conditions, poor housing quality, and limited access to homes that meet the needs of people with disabilities. These challenges often overlap and are felt most by families with children, seniors, and people living on fixed incomes.

1. High Housing Costs (Cost Burden)

- ❖ Housing cost burden is the most common problem in El Paso. CHAS data shows that more than 55,000 households pay over 30% of their income on housing, including nearly 27,000 that are severely cost burdened, paying over half of their income toward rent or a mortgage. Most of these households are renters who often have fewer financial resources and are more affected by rising housing costs.
- ❖ This trend is also seen statewide. The *Texas Low Income Housing Plan (2024)* reports that more than 75% of extremely low-income renters and nearly 80% of very low-income renters in Texas are cost-burdened. These families are more likely to struggle with utility bills, transportation, and food due to high housing costs.

2. Overcrowding

- ❖ Overcrowding, where too many people share a limited number of rooms, is another major issue. CHAS data indicates that over 7,700 households in El Paso experience overcrowding. The problem is most common in renter households with low incomes or larger families.
- ❖ This concern is reflected at the state level as well. Region 13, which includes El Paso, has the highest overcrowding rate in Texas at 11.2%, according to the *Texas Low Income Housing Plan*. That rate is nearly twice as high as most other regions in the state.

3. Poor Housing Quality

- ❖ While exact numbers vary, many homes in El Paso are older and in need of repairs. The 2025 Community Needs Assessment (CNA) and Project Bravo Current State Report both highlight frequent concerns from residents and service providers about aging housing, especially for families with limited income. Common issues include faulty wiring, poor insulation, plumbing problems, and lack of heating or cooling systems.

- ❖ Survey responses from the CNA show that home-repair programs were one of the most requested city housing services. Stakeholders shared that low-income homeowners often cannot afford to fix unsafe or deteriorating conditions in their homes.

4. Lack of Accessible Housing

- ❖ People with disabilities in El Paso face limited options for safe, accessible housing. According to the People with Disabilities: A Texas Profile (2024), over 107,000 people in El Paso County live with a disability, including more than 56,000 with mobility challenges and over 39,000 with independent living difficulties.
- ❖ The 2025 CNA also showed that residents consider accessible housing for people with disabilities and seniors one of the most urgent unmet needs in the region. Stakeholders noted a lack of rental units designed with universal or ADA-compliant features, especially for low-income tenants.

5. Households with No or Very Low Income

- ❖ CHAS data shows that more than 4,000 households in El Paso report having zero or negative income, meaning they have no consistent way to pay for housing without public assistance. These households are highly vulnerable to housing instability and are likely to be impacted by multiple challenges at once, including cost burden, overcrowding, and poor living conditions.

Are any populations/household types more affected than others by these problems?

Housing problems in El Paso are most severe among extremely low-income households, large families, seniors, people with disabilities, and those with no or minimal income.

According to CHAS 2016–2020 data, households earning less than 30% of the Area Median Income (AMI) are the most impacted. Nearly all renter households in this group face at least one serious housing problem. Specifically, 16,750 renter and 8,175 owner households pay more than 30% of their income on housing. Nearly 27,000 households are severely cost burdened, paying over 50% of their income toward housing.

The *Texas Low Income Housing Plan (2024)* supports this, noting that 76.9% of extremely low-income renters in Texas are cost burdened. These households often struggle to cover other basic needs, making them highly vulnerable to housing instability.

Large households also face overcrowding and cost burdens. CHAS data shows that over 4,100 large renter and 2,400 large owner households earning below 80% AMI are cost burdened. The *2025 Community Needs Assessment (CNA)* and *Project Bravo Current State Report* highlight a shortage of affordable multi-bedroom units, forcing many large families to live in overcrowded conditions.

Elderly households are another high-need group. CHAS data shows 3,869 elderly renters and 4,289 elderly owners are severely cost burdened. The *PHA Annual and Five-Year Plan FY2025–29* notes many seniors are on waitlists for accessible housing and includes efforts to address this through developments like Cielo Tower and Chai Manor.

People with disabilities also face disproportionate housing challenges. The *People with Disabilities: A Texas Profile (2024)* reports that 107,827 people in El Paso County live with a disability, including 56,021 with mobility issues and 39,439 with independent living challenges. The CNA identifies a lack of accessible units as a major concern, especially for low-income residents with disabilities.

Finally, more than 4,000 El Paso households report having zero or negative income (CHAS 2016–2020). These households face the highest risk of housing loss and depend heavily on public assistance. In summary, these populations experience the most severe housing problems in El Paso and require targeted support to ensure access to safe, affordable, and appropriate housing.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also, discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Extremely low-income individuals and families in El Paso—particularly those earning less than 30% of the Area Median Income (AMI)—face multiple, overlapping vulnerabilities that place them at high risk of homelessness. According to CHAS 2016–2020 data, El Paso has over 34,700 extremely low-income households, including more than 14,000 families with children. These households are typically severely cost burdened, often spending over half of their income on rent and utilities, leaving little for food, healthcare, or transportation. Many live in overcrowded, substandard, or unstable housing arrangements, such as being doubled up with other families or renting without a formal lease.

The *2025 Community Needs Assessment* confirms that families most at risk are often those with young children, single heads of household, and limited or unstable employment. They may also face barriers such as lack of affordable childcare, high transportation costs, language access challenges, and untreated physical or behavioral health conditions. These compounding factors make it difficult to maintain housing and increase the likelihood of eviction or displacement after even a short-term crisis.

To address these vulnerabilities, Emergency Rental Assistance (ERA 1 and 2) programs served over 18,000 people in El Paso, providing more than \$28 million in rental, utility, and resource navigation. ESG-CV funding further expanded both Homeless Prevention and Rapid Re-Housing (RRH) programs, helping stabilize families during the height of the COVID-19 pandemic. However, the scope of need has far outpaced available federal resources.

Recognizing this, the City of El Paso has also invested American Rescue Plan Act (ARPA) funds into continued prevention and housing stability programs. This local investment was critical, as inflation, rising rental prices, and the expiration of temporary benefits have worsened housing insecurity for vulnerable households.

For formerly homeless families and individuals receiving RRH assistance, the need for long-term support remains high. Many of these households are nearing the end of their time-limited subsidies without having reached income stability. As identified in the *PHA Plan* and *Project Bravo Report*, these families often struggle to secure childcare, increase wages, or find affordable units—putting them at risk of returning to homelessness once assistance ends.

In summary, households at greatest risk include those with extremely low incomes, children, disabilities, or other barriers to stability. Their primary needs include:

- ❖ Affordable rental housing with adequate space
- ❖ Ongoing rental or utility assistance
- ❖ Employment supports and childcare
- ❖ Accessible, trauma-informed services

Sustained investment in prevention, RRH, and wraparound support services—through both federal and local sources—is essential to keeping these families housed and reducing returns to homelessness.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

The City of El Paso defines households at risk of homelessness as those earning 30% or less of the Area Median Income (AMI) and facing severe cost burden, overcrowding, or housing instability such as being doubled up, at risk of eviction, or experiencing recent job loss. This definition aligns with HUD guidelines under 24 CFR §91.305(c).

To estimate the size of this population, the City used CHAS 2016–2020 data, which identifies 34,745 extremely low-income households, of which approximately 27,000 are severely cost burdened. The 2025 Community Needs Assessment provided additional insight into risk factors, including unaffordable rent, lack of stable employment, and informal living arrangements. Program data from ERA 1 and 2, which served over 18,000 residents with rental and utility assistance, and ESG-CV funding, which supported both prevention and rapid re-housing services, further validated the scale and urgency of local need. These sources collectively inform the City’s planning and prioritization of at-risk households.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Housing characteristics that are linked with instability and increased risk of homelessness include:

1. **Severe Cost Burden** – Households spending more than 50 percent of their income on housing are at high risk of instability and displacement, especially among extremely low-income renters.
2. **Overcrowding** – Living situations with more than one person per room often lead to stress, conflict, or eviction and signal unstable housing conditions.
3. **Substandard Conditions** – Homes that lack complete kitchens or plumbing are considered inadequate and can result in health and safety violations or forced relocations.
4. **Rising Rental Costs and Supply Shortages** – In markets with increasing rents and a shortage of affordable units, households with limited incomes struggle to maintain stable housing.
5. **Transition from Institutions** – People leaving foster care, hospitals, jails, or similar institutions often face gaps in housing access and support, increasing their risk of homelessness.

These factors commonly contribute to housing insecurity and are used to assess vulnerability in prevention and housing assistance programs.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	25,650	9,090	0
White	2,225	1,150	0
Black / African American	820	40	0
Asian	255	140	0
American Indian, Alaska Native	60	4	0
Pacific Islander	0	0	0
Hispanic	22,165	7,635	0

Table 13 – Disproportionally Greater Need 0 – 30% AMI

Data Source: 2016-2020 CHAS

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	20,510	9,655	0
White	1,905	690	0
Black / African American	540	155	0
Asian	170	95	0
American Indian, Alaska Native	40	45	0
Pacific Islander	85	0	0
Hispanic	17,675	8,555	0

Table 14 – Disproportionally Greater Need 30-50% AMI

Data Source: 2016-2020 CHAS

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	19,715	19,705	0
White	2,295	2,095	0
Black / African American	1,290	335	0
Asian	190	235	0
American Indian, Alaska Native	25	34	0
Pacific Islander	34	10	0
Hispanic	15,765	16,800	0

Table 15 – Disproportionally Greater Need 50-80% AMI

Data Source: 2016-2020 CHAS

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	5,585	16,235	0
White	1,235	2,410	0
Black / African American	195	545	0
Asian	60	114	0
American Indian, Alaska Native	4	20	0
Pacific Islander	0	25	0
Hispanic	3,905	12,765	0

Table 16 – Disproportionally Greater Need 80-100% AMI

Data Source: 2016-2020 CHAS

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	20,410	14,335	0
White	1,970	1,405	0
Black / African American	705	155	0
Asian	240	160	0
American Indian, Alaska Native	40	24	0
Pacific Islander	0	0	0
Hispanic	17,375	12,425	0

Table 17 – Severe Housing Problems 0-30% AMI

Data Source: 2016-2020

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	9,995	20,170	0
White	1,120	1,470	0
Black / African American	189	505	0
Asian	170	95	0
American Indian, Alaska Native	15	70	0
Pacific Islander	20	65	0
Hispanic	8,415	17,800	0

Table 18 – Severe Housing Problems 30-50% AMI

Data Source: 2016-2020 CHAS

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	6,430	33,000	0
White	505	3,885	0
Black / African American	620	1,010	0
Asian	65	360	0
American Indian, Alaska Native	0	60	0
Pacific Islander	30	14	0
Hispanic	5,165	27,405	0

Table 19 – Severe Housing Problems 50-80% AMI

Data Source: 2016-2020 CHAS

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,610	20,210	0
White	209	3,440	0
Black / African American	35	700	0
Asian	25	154	0
American Indian, Alaska Native	4	20	0
Pacific Islander	0	25	0
Hispanic	1,335	15,320	0

Table 20 – Severe Housing Problems 80-100% AMI

Data Source: 2016-2020 CHAS

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	155,280	40,334	30,855	4,450
White	28,445	5,175	3,615	875
Black / African American	5,870	1,525	1,220	25
Asian	2,525	385	390	85
American Indian, Alaska Native	465	85	60	0
Pacific Islander	85	164	50	0
Hispanic	116,105	32,605	25,350	3,345

Table 21 – Greater Need: Housing Cost Burdens AMI

Data Source: 2016-2020 CHAS

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

Analysis of CHAS 2016–2020 data confirms that Black or African American households in El Paso experience disproportionately greater housing need across all income categories up to 80% AMI. For example, 96% of Black households earning 0–30% AMI report at least one housing problem, compared to 74% jurisdiction-wide. Hispanic households, while more closely aligned with overall rates, account for the largest number of households experiencing cost burden and overcrowding across all income levels.

The Project Bravo Current State Report further identifies Hispanic and immigrant families as especially affected by overcrowded housing and limited access to services.

Statewide data from the Texas Low Income Housing Plan (2024) supports these findings, with Region 13 (El Paso) reporting the highest overcrowding rate in the state, disproportionately affecting Hispanic and Black renters. These patterns reflect long-standing disparities and highlight the need for targeted housing strategies to address racial and ethnic inequities in housing access and stability.

If they have needs not identified above, what are those needs?

Beyond cost burden, overcrowding, and substandard housing, Black and Hispanic households in El Paso face additional, intersecting barriers to housing stability. The 2025 Community Needs Assessment (CNA) notes that Hispanic households, who make up the majority of those with severe housing problems—often live in overcrowded or multigenerational settings, face language access issues, and may struggle with legal or documentation challenges.

The PHA Five-Year Plan and Project Bravo Report echo these concerns, identifying a shortage of larger affordable units, limited access to home repair assistance, and long wait times for housing programs among households of color.

These households need not only affordable housing, but also language-accessible services, legal support, proximity to essential resources, and housing that meets cultural and family size needs. Addressing these layered challenges requires a more holistic and equity-driven housing strategy.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

Hispanic or Latino residents, who make up over 80% of the population, are highly concentrated in several central, southern, and valley areas. Black or African American residents, though a smaller share of the population, are more concentrated in parts of Northeast El Paso.

[NA-35 Public Housing – 91.205\(b\)](#)

Introduction

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	5,687	5,110	35	4,893	64	0	56

Table 22 – Public Housing by Program Type

*Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	9,692	9,782	5,564	9,675	9,215		0
Average length of stay	0	0	8	6	1	6	0		0
Average Household size	0	0	2	2	1	2	1		0
# Homeless at admission	0	0	2	39	7	3	29		0
# of Elderly Program Participants (>62)	0	0	1,559	1,230	2	1,194	8		0
# of Disabled Families	0	0	664	760	13	684	13		0
# of Families requesting accessibility features	0	0	5,687	5,110	35	4,893	64		0
# of HIV/AIDS program participants	0	0	0	0	0	0	0		0
# of DV victims	0	0	0	0	0	0	0		0

Table 24 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	5,629	4,949	31	4,755	48	0	54
Black/African American	0	0	48	144	3	123	16	0	1
Asian	0	0	4	4	0	4	0	0	0
American Indian/Alaska Native	0	0	5	12	1	10	0	0	1
Pacific Islander	0	0	1	1	0	1	0	0	0
Other	0	0	0	0	0	0	0	0	0

**Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition*

Table 25 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Ethnicity	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	5,583	4,828	14	4,676	30	0	48
Not Hispanic	0	0	104	282	21	217	34	0	8

**Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition*

Table 26 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment

Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

According to the PHA's Five-Year Plan and PIC data, 5,687 public housing and 5,110 voucher units are currently in use, with **760 families in the voucher program** and **664 in public housing** identifying as disabled. Despite these numbers, the PHA reports **no current residents or applicants requesting accessible features**, suggesting a potential gap in data collection or self-reporting. However, HOME has committed to upgrading RAD developments to current accessibility standards and applying for special-purpose vouchers for persons with disabilities.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

According to the PHA's Five-Year Plan Residents of public housing and voucher programs have an average annual income of around \$9,700, significantly below El Paso's median, and an average household size of 2 people. The data also shows a high number of elderly residents (over 1,500 in public housing alone) and a large number of disabled households, indicating urgent needs related to accessible units, affordable healthcare, transportation, and in-home support services. Additionally, nearly 40 individuals experiencing homelessness entered through the voucher program, emphasizing a persistent need for housing stability and wraparound services.

How do these needs compare to the housing needs of the population at large

Compared to the general population, residents in public housing or using vouchers face higher rates of disability, lower income, and greater housing cost burden. CHAS 2016–2020 data shows that over 30,000 households citywide experience housing cost burdens greater than 50% of income, but public housing residents are especially vulnerable due to fixed incomes and limited support options. The Texas Low Income Housing Plan (2024) also identifies accessibility upgrades and deeper affordability as top needs statewide, particularly for elderly and disabled renters.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction

The annual Point-in-Time (PIT) count is conducted by the Continuum of Care TX-603, with the El Paso Coalition for the Homeless (EPCH) serving as the lead agency. The City of El Paso is a supporting partner but does not lead the PIT count process. These counts provide a

critical understanding of who is experiencing homelessness in the region and inform the City's strategy for outreach, prevention, and permanent housing solutions.

Total Persons Experiencing Homelessness (PIT Count Summary):

- ❖ 2020: 809
- ❖ 2021: 528 (*sheltered only, due to COVID-19*)
- ❖ 2022: 836
- ❖ 2023: 1112
- ❖ 2024: 913 (*Source: El Paso Coalition for the Homeless, 2020-2024 PIT data*)

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Due to the lack of comprehensive longitudinal tracking data for homelessness in El Paso, local partners rely on two primary data sources. The annual Point-in-Time (PIT) count is led by the El Paso Coalition for the Homeless (EPCH) and conducted by Continuum of Care TX-603 members to provide a snapshot of homelessness each January. Additionally, the SAGE HMIS Reporting Repository provides annual system performance data from ESG-funded agencies, offering insight into program outcomes and trends over time. Reviewing data over time from 2020 to 2024 provides useful context for each group:

The PIT count, supported by SAGE system reporting, offers a useful, though limited, snapshot of homelessness in El Paso. According to the SAGE repository's CoC System Performance Measures for El Paso:

- ❖ The average length of time persons remained homeless in emergency shelter, safe haven, or transitional housing was approximately 79 days in FY2023, reflecting a modest improvement from previous years.
- ❖ Returns to homelessness within 6 to 12 months remained under 10%, which is lower than national averages and indicates effective retention in housing placements.
- ❖ The rate of exits to permanent housing destinations from emergency shelter, transitional housing, and rapid rehousing programs hovered between 35% and 41% over the past three years.

- ❖ Utilization rates for emergency shelters remained above 95% throughout FY2023, highlighting ongoing demand for temporary housing services.

These performance trends reflect modest improvements in housing stability, but they also highlight gaps in housing capacity, especially for chronically homeless individuals and youth. Continued use of PIT and SAGE data can help identify trends and inform strategies to reduce the average length of homelessness and prevent returns to homelessness. Additional, ongoing data collection would strengthen understanding of inflow and outflow patterns, as well as length of stay in homelessness.

Nature and Extent of Homelessness

Race:	Sheltered:	Unsheltered (optional)
Ethnicity:	Sheltered:	Unsheltered (optional)
White	38%	41%
Black or African American	10%	15%
Hispanic/Latino	48%	50%
Other/Mixed	4%	4%

Disparities persist. Black individuals, who comprise about 4.5% of the city population, are overrepresented in both sheltered and unsheltered homelessness. Hispanic renters experience high-cost burdens (25%), with limited affordable housing options contributing to housing instability.

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

- ❖ Families with Children: An estimated 60–80 families with children need housing assistance each year. Many are led by single parents and face barriers like low wages, eviction histories, or limited access to supportive housing.
- ❖ Veteran Families: Approximately 30–40 veteran households annually require housing support. These may include families with dependents or older veterans at risk of chronic homelessness.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

Racial and ethnic disparities remain evident in El Paso's housing and homelessness landscape.

According to the Project Bravo Community Needs Assessment (2023):

Consolidated Plan-EL PASO

- ❖ Black renters: 42% are cost-burdened.
- ❖ Hispanic renters: 25% are cost-burdened.

These financial pressures increase the risk of eviction, housing instability, and homelessness. Although Black residents make up only about 4.5% of the city's population, they account for 10–15% of individuals experiencing homelessness, according to the 2024 PIT count. Hispanic residents, while the majority demographic in El Paso, face persistent structural barriers such as lower average incomes, overcrowding, and limited access to affordable housing.

The 2023–2024 CAPER confirms that Hispanic and Black households often experience housing insecurity at higher rates, and the Texas Low Income Housing Plan (2024) further highlights that households of color in El Paso are more likely to be rent-burdened, live in substandard housing, or be at risk of homelessness.

These findings underscore the need for targeted, culturally responsive interventions and equitable investment in long-term housing affordability solutions.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

In January 2024, the El Paso Coalition for the Homeless conducted its annual Point-in-Time (PIT) count, providing a snapshot of homelessness in the region. The count revealed a total 913 individuals experiencing homelessness, marking a significant decrease from the previous year. Of these, 259 189 unsheltered, reflecting a reduction compared to 2023. The remaining individuals were sheltered in emergency or transitional housing.

Sheltered Homelessness:

Emergency Shelters: 588 individuals were in emergency shelters

Transitional Housing: 136 individuals were in transitional housing, Unsheltered Homelessness:

Unsheltered Individuals: 189 individuals were living in places not meant for human habitation, such as streets, vehicles, or abandoned buildings.

Chronically Homeless: 99 were

Demographic Insights:

Families: This constituted 710 Households

Youth: 75 unaccompanied youth (ages 18–24) were counted

Older Adults: 193 individuals aged 55 and older were experiencing homelessness, a decrease from Veterans: 80 veterans were counted,

Discussion

El Paso continues to strengthen its homeless response infrastructure through Coordinated Entry, Housing First principles, and partnerships that span public health, housing, law enforcement, and justice systems. Significant non-HUD investments have expanded access to rapid rehousing, veteran-specific supports, and emergency and transitional resources for youth and families.

Data from the SAGE HMIS Reporting Repository shows that the average length of homelessness for individuals in ESG-funded programs was approximately 79 days in FY2023. The rate of exits to permanent housing destinations ranged between 35% and 41% over the past three years, and returns to homelessness within 6–12 months remained below 10%. Emergency shelter utilization rates stayed consistently high, over 95%, underscoring strong demand and capacity pressure across the system.

Despite these gains, persistent challenges remain. The local housing inventory is not sufficient to meet the needs of households exiting homelessness. Racial and ethnic disparities in access to housing assistance continue to affect historically marginalized groups. Service delivery for youth aging out of foster care and individuals reentering from incarceration remains underdeveloped.

A critical obstacle to systemwide coordination is the fact that the Opportunity Center for the Homeless operates outside of the shared Homeless Management Information System (HMIS) used by the HMIS Agency. This disconnect hinders the accuracy and completeness of performance reporting to HUD and limits the effectiveness of data-driven planning efforts. Efforts are being made to get them to systems to communicate with each other so we have real data and real time.

ESG, CDBG, CoC, and ARPA funds continue to play an essential role in supporting a coordinated, equity-focused response to homelessness in El Paso.

[NA-45 Non-Homeless Special Needs Assessment – 91.205 \(bid\)](#)

Introduction

HOPWA

HIV Housing Need (HOPWA Grantees Only)

Type of HOPWA Assistance	Estimates of Unmet Need
Tenant based rental assistance	50
Short-term Rent, Mortgage, and Utility	0
Facility Based Housing (Permanent, short-term or transitional)	0

Table 30 – HIV Housing Need

Data Source: HOPWA CAPER and HOPWA Beneficiary Verification Worksheet

Describe the characteristics of special needs populations in your community:

What are the housing and supportive service needs of these populations and how are these needs determined?

Individuals living with HIV/AIDS (PLWH) in El Paso have complex housing and supportive service needs that are shaped by their health status, income level, and family composition. As medical advances allow people with HIV to live longer, we are seeing a growing number of clients who are aging into retirement or are medically unable to work. This adds another layer of vulnerability, as many are on fixed incomes such as Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI), which are insufficient to meet the region's rising cost of living. Even those who are employed often cannot afford the full amount of rent without assistance.

A major barrier continues to be the inability to afford move-in costs. Many clients struggle to pay security deposits, first month's rent, and utility deposits. In addition, landlords frequently require nonrefundable fees for applications, administrative costs, and background or credit checks, often ranging from \$35 to \$60 per person. These expenses are prohibitive for low-income individuals, especially those with poor credit, prior evictions, or criminal histories, resulting in frequent denials or long delays in housing access.

Another common barrier is the requirement of pet deposits. Many clients have emotional support animals or long-term pets that provide companionship and emotional stability. However, not all landlords accept medical documentation for support animals, and the added cost of pet fees or deposits often places housing out of reach.

Supportive service needs for PLWH go beyond housing. They include access to childcare, transportation, food assistance, mental health and substance use treatment, medical case management, and employment support. Food insecurity is a significant challenge, especially

for families with children. Access to day care is critical for parents living with HIV, as it allows them to attend medical appointments, maintain employment, or engage in educational or job training opportunities.

Family dynamics among PLWH are diverse and may include single adults, parents with children, or minors born with HIV. Each household requires tailored services and supports to promote long-term stability and improved health outcomes.

These needs are assessed through structured intake processes, annual recertifications, regular case management contact, and ongoing collaboration with local healthcare providers and social service organizations. The HOPWA program also requires clients to register with the local housing authority as part of their transition to permanent housing solutions.

Importantly, all housing and supportive services provided align with the HIV Continuum of Care and broader efforts under the Ending the HIV Epidemic (EHE) initiative. Stable housing is a critical component in ensuring that individuals living with HIV are able to stay engaged in medical care, adhere to treatment, and achieve viral suppression, ultimately supporting public health goals and reducing new transmissions in the community.

To reduce barriers to housing and improve long-term outcomes, we are requesting funding to help cover essential housing-related costs including security and pet deposits, application and background check fees, and other critical move-in expenses.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

According to the Texas Department of State Health Services there 2,743 people living with HIV/AIDS (PLWH) in El Paso County as of 2023. The population of PLWH in the El Paso area is diverse and reflective of the region's demographics, with a majority identifying as Hispanic/Latino. Many clients served through local housing and supportive service programs, such as HOPWA, live at or below the federal poverty level. A significant portion are single adults; however, there is also a growing number of family households, including single parents and families with children, as well as minors born with HIV.

This population often faces a wide range of challenges that impact their housing stability and overall well-being. These include chronic medical conditions, mental health needs, and substance use disorders. A number of clients have a history of incarceration, which creates additional barriers to securing housing and employment. Even those who are employed frequently struggle to maintain stable housing due to low wages, rising rental costs, and the inability to afford upfront expenses such as deposits, application fees, and utility start-up costs.

HIV-related stigma remains a persistent barrier within the private rental market. Many clients report discriminatory practices from landlords once their HIV status becomes known, leading to repeated housing denials or limited options in substandard housing. In addition to stigma, clients commonly lack credit or have poor rental histories, further compounding their housing insecurity.

The HOPWA program in El Paso serves a wide spectrum of individuals, including those who are homeless, living in transitional situations, or recently discharged from institutional settings. Some participants require ongoing behavioral health support, including access to mental health counseling, substance use treatment, and methadone maintenance programs for opioid use. These intersecting needs highlight the importance of integrated supportive services tailored to each individual or family household.

Overall, the HIV/AIDS population in El Paso continues to grow older and more medically vulnerable, with many entering a phase of life where they are unable to work due to retirement or disability. The complexity of their circumstances underscores the need for a comprehensive housing and service delivery approach that addresses medical, behavioral, financial, and social factors contributing to long-term stability.

If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2) (ii))

There are significant unmet housing and supportive service needs among persons living with HIV/AIDS (PLWH) in El Paso that would strongly support the implementation of a TBRA (Tenant-Based Rental Assistance) preference under the HOME Program. Despite the critical support provided by the HOPWA program, the demand for stable, affordable housing continues to outpace available resources, leaving many clients vulnerable to homelessness or prolonged housing instability.

Many PLWH in the region face multiple systemic barriers, including unaffordable rent, landlord discrimination, lack of credit, poor rental history, and stigma related to their HIV status. Even when rental assistance is available, these factors often result in housing denials or limited access to safe, appropriate units. A particularly pressing issue is that many individuals who would otherwise qualify for TBRA under HOME are disqualified due to past criminal convictions. While criminal history may be a barrier under HOME or local housing authority criteria, the HOPWA program does not impose this restriction, allowing some of the most vulnerable individuals to receive the help they need. This flexibility is essential, as many PLWH are also re-entering society following incarceration and require supportive services and housing to reduce recidivism and promote stability.

A key requirement for individuals enrolled in the HOPWA program is to register with the local housing authority in an effort to secure permanent housing solutions. However, long waiting lists and limited voucher availability present serious challenges, often leaving clients in temporary or unsafe housing arrangements for extended periods of time.

The implementation of a TBRA preference under HOME would not only expand access to stable housing but also provide a much-needed bridge to permanent housing solutions, particularly for those who cannot meet traditional eligibility criteria. This approach would complement HOPWA's services by easing the bottleneck of housing demand and reducing the time clients spend in transitional or substandard living conditions.

In addition to housing, individuals living with HIV/AIDS require comprehensive case management (CM) services that address the full spectrum of medical, behavioral, and social needs. Unlike general low-income households, PLWH often face co-occurring conditions such as mental health disorders, substance use, chronic illness, and social isolation. Case management for this population is not merely supportive; it is essential. These services connect clients to vital medical care, ensure adherence to life-saving medication, coordinate transportation to appointments, and help navigate complex healthcare and benefits systems. A HOME TBRA preference, combined with wraparound case management services, would significantly enhance housing stability and improve overall health outcomes for PLWH.

In summary, integrating a TBRA preference under HOME would fill a critical gap in the housing continuum for individuals living with HIV/AIDS and align with the broader HIV Continuum of Care and national efforts to End the HIV Epidemic.

NA-50 Non-Housing Community Development Needs – 91.215(f)

Describe the jurisdiction's need for Public Facilities:

Based on extensive community input, the 2025 CNA identified the following as the top three (3) public facilities priorities for the City of El Paso:

1. Mental Health Centers – Residents and stakeholders highlighted the need for mental health centers. Key needs include mental health services.
2. Food Pantries – Residents and stakeholders highlighted the need for food pantries. Key needs include increased funding for food pantries, food programs and supply.
3. Facilities for Individuals Experiencing Homelessness – Residents and stakeholders highlighted the need for facilities that mitigate homelessness. Key needs include supportive housing, emergency shelter, transitional housing, permanent housing.

How were these needs determined?

These priorities were determined through a comprehensive public engagement process that included three key components:

❖ **Community Survey:**

An online survey—available in English and Spanish—was distributed widely and completed by more than 640 residents. The survey asked respondents to select and rank the most pressing needs in their neighborhoods. The responses revealed strong concern for affordable housing, mental health centers and food pantries. This tool provided broad, quantitative insight into public facilities gaps across the city.

❖ **In-Person Public Input Sessions:**

Two facilitated community meetings were held in February 2025. Participants worked in small groups to discuss neighborhood challenges, prioritize needs, and share personal experiences. These sessions confirmed the survey findings and added qualitative depth, particularly regarding barriers to affordable housing units, people with disabilities, and low-income families.

❖ **Targeted Stakeholder Feedback:**

Service providers and community organizations were invited to complete a specialized survey focused on homelessness and housing services. These professionals offered detailed insights on system gaps, unmet demand, and emerging trends.

Describe the jurisdiction's need for Public Improvements:

- ❖ **Walkability and Accessibility Improvements** – Residents and stakeholders highlighted the need for walkability and accessibility improvements. Key needs include accessible affordable housing units.

How were these needs determined?

These priorities were determined through a comprehensive public engagement process that included three key components:

1. **Community Survey:**

An online survey—available in English and Spanish—was distributed widely and completed by more than 640 residents. The survey asked respondents to select and rank the most pressing needs in their neighborhoods. The responses revealed strong concern for walkability and accessibility improvements. This tool provided broad, quantitative insight into public facilities gaps across the city.

2. **In-Person Public Input Sessions:**

Two facilitated community meetings were held in February 2025. Participants worked in small groups to discuss neighborhood

challenges, prioritize needs, and share personal experiences. These sessions confirmed the survey findings and added qualitative depth, particularly regarding barriers to affordable housing units, people with disabilities, and low-income families.

3. Targeted Stakeholder Feedback:

Service providers and community organizations were invited to complete a specialized survey focused on homelessness and housing services. These professionals offered detailed insights on system gaps, unmet demand, and emerging trends.

Describe the jurisdiction's need for Public Services:

Based on extensive community input, the 2025 Community Needs Assessment identified the following as the top five public service priorities for the City of El Paso:

1. Mental Health Services

Residents and stakeholders emphasized the urgent need for accessible mental health care across the city.

Key needs include counseling and therapy, psychiatric care, and crisis intervention services.

Mental health services were the most frequently selected priority in the community survey, reflecting a broad and growing concern.

2. Homeless Services

Homelessness emerged as a multifaceted issue requiring a range of services to meet residents' needs.

Identified service needs include emergency shelters, transitional housing, permanent supportive housing, day centers with meals, showers, and case management, street outreach and navigation, behavioral health and substance use treatment, and targeted support for unaccompanied youth, domestic violence survivors, and individuals with disabilities.

3. Family Services

Affordable, reliable childcare is essential for working families and single parents yet remains limited across many neighborhoods.

Identified needs include subsidized childcare programs, infant and toddler care options, and flexible hours to support non-traditional work schedules.

4. Youth Programs

Families and service providers highlighted the importance of investing in young people through structured, supportive activities. Top priorities include after-school and summer programming, mentoring and tutoring, safe recreation opportunities, and life skills development for at-risk youth.

5. Transportation Services

Reliable, affordable transportation remains a barrier to accessing employment, health care, and essential services—particularly for underserved populations.

Key needs include low-cost or free public transit, expanded routes and service hours, and transportation assistance for seniors, people with disabilities, and low-income households.

How were these needs determined?

These priorities were determined through a comprehensive public engagement process that included three key components:

1. **Community Survey:**

An online survey—available in English and Spanish—was distributed widely and completed by more than 640 residents. The survey asked respondents to select and rank the most pressing needs in their neighborhoods. The responses revealed strong concern for access to mental health care, homeless services, transportation, youth programs, and childcare. This tool provided broad, quantitative insight into public service gaps across the city.

2. **In-Person Public Input Sessions:**

Two facilitated community meetings were held in February 2025. Participants worked in small groups to discuss neighborhood challenges, prioritize needs, and share personal experiences. These sessions confirmed the survey findings and added qualitative depth, particularly regarding barriers to accessing services for unhoused individuals, people with disabilities, and low-income families.

3. **Targeted Stakeholder Feedback:**

Service providers and community organizations were invited to complete a specialized survey focused on homelessness and housing services. These professionals offered detailed insights on system gaps, unmet demand, and emerging trends—such as the growing number of unsheltered youth and the need for supportive housing with wraparound services.

By combining input from everyday residents with expert feedback from frontline service providers, the CNA process ensured that the top identified needs—mental health services, homeless services, transportation, youth programming, and childcare—are grounded in both lived experience and service system realities

Housing Market Analysis

MA-05 Overview

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	170,065	67%
1-unit, attached structure	8,935	4%
2-4 units	18,530	7%
5-19 units	30,400	12%
20 or more units	17,525	7%
Mobile Home, boat, RV, van, etc.	7,075	3%
<i>Total</i>	<i>252,530</i>	<i>100%</i>

Table 31 – Residential Properties by Unit Number

Data Source: 2016-2020 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	1,790	1%	5,055	5%
1 bedroom	1,345	1%	19,105	20%
2 bedrooms	11,995	9%	32,655	35%
3 or more bedrooms	122,535	89%	36,420	39%

	Owners		Renters	
	Number	%	Number	%
Total	137,665	100%	93,235	99%

Table 32 – Unit Size by Tenure

Data Source: 2016-2020 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

During the 2023–2024 program year, the City of El Paso deployed a coordinated mix of federal and local resources to address housing needs among low- and moderate-income households. These efforts focused especially on serving residents earning less than 60 percent of the Area Median Family Income (AMFI), including populations facing elevated housing challenges such as seniors, persons with disabilities, families with children, and individuals at risk of or experiencing homelessness.

A total of 414 households were directly assisted with housing services through rehabilitation, tenant-based rental assistance, or homelessness prevention programs. Of those assisted, the vast majority fell into the extremely low-income category, defined as earning 30 percent or less of AMFI. For reference, this equates to an annual income of approximately \$18,300 or less for a four-person household in El Paso, based on recent HUD income limits. Many of these households were comprised of single adults or elderly individuals living on fixed incomes, as well as female-headed families managing multiple challenges, including medical vulnerability or unstable employment.

Most assisted households received support in the form of rehabilitation for aging homes, short- to medium-term rental subsidies, or tenant-based rental assistance tied to supportive services. These services not only improved housing stability but also helped prevent displacement and institutionalization, especially for individuals living with chronic illness or disabilities. In total, 33 of the assisted households were classified as extremely low-income, 18 were low-income (31–50% AMFI), and 10 were moderate-income (51–80% AMFI), based on rehabilitation program data alone. Additional rental assistance and housing stability programs targeted individuals living with HIV/AIDS and households that were unhoused or at imminent risk of eviction.

In addition to these completed activities, El Paso made a significant investment in its future affordable housing stock. In late 2023, the City launched a major initiative to construct or rehabilitate 258 new affordable rental units using federal funds, matched by private investment. Although these units have not been completed at the end of the program year, they are designated for households earning no more than 60 percent of AMFI, with prioritization for those experiencing homelessness, older adults, and persons with disabilities.

Together, these efforts reflect El Paso's multi-layered strategy to meet immediate housing needs while also expanding the supply of long-term affordable housing.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

The Housing Authority of the City of El Paso (HACEP) does not anticipate any affordable units being lost due to the expiration of Section 8 contracts or public housing disposition during the 2025–2029 planning period. According to the PHA Five-Year Plan, no units are slated for demolition, disposition, or removal under RAD, Section 18, or other HUD programs.

All public housing units previously converted through the Rental Assistance Demonstration (RAD) program remain in service as Project-Based Rental Assistance (PBRA) units, ensuring long-term affordability. The PHA also confirms that no new RAD conversions are planned and that there are no pending compliance actions that would impact housing availability.

In addition, the agency is pursuing strategies to increase its public housing inventory up to the authorized Faircloth limit through new construction and redevelopment efforts.

Does the availability of housing units meet the needs of the population?

Available data shows that the supply of housing units in El Paso does not fully meet the needs of the population, particularly for low-income renters and individuals with specialized housing needs. While development has continued in both the for-sale and rental markets, persistent gaps remain in both quantity and affordability.

According to HUD's 2022 Comprehensive Housing Market Analysis for El Paso, demand was projected for 8,575 new for-sale homes and 2,300 new rental units during the 2022–2025 forecast period. However, only 810 homes and 740 rental units were under construction at the start of that period—just a fraction of the anticipated need. The overall rental market was described as “slightly tight,” with a 5.2% vacancy rate, and analysts noted that renter households had been increasing faster than the supply of rental housing since 2016.

This supply-demand mismatch is compounded by affordability issues. The CNA found that residents identified a shortage of both rental units and single-family homes at prices affordable to low- and moderate-income households. Respondents also expressed concern about a lack of accessible units for people with disabilities and emphasized the need for more emergency shelters and permanent housing for people experiencing homelessness.

Furthermore, housing production has not kept pace with demographic growth. The CHMA reported an estimated 302,900 households in the region, with household growth outpacing population growth due to shrinking household size. This trend further increases demand for more, smaller, and affordable units.

Market tightness is also reflected in cost pressures. Average apartment rents in El Paso increased by 12% year over year in 2022, reaching \$926. This upward trend in prices disproportionately affects renters, especially those earning below 60% of the Area Median Income (AMI), who face heightened housing cost burdens.

In summary, despite ongoing development, the current pace of housing production is not sufficient to meet demand in El Paso, particularly for affordable and accessible units. Both quantitative market indicators and qualitative community feedback point to unmet housing needs across various income and household types.

Describe the need for specific types of housing:

El Paso faces clear gaps in the availability of several key housing types. The most pressing needs—confirmed by community input and public data—include affordable family housing, accessible housing, senior housing, and supportive housing for individuals experiencing homelessness.

According to the 2025 Community Needs Assessment (CNA), the top housing needs identified by residents were:

- ❖ Affordable rental housing for low-income families (26%),
- ❖ Affordable homes for first-time buyers (26%), and
- ❖ Affordable senior rental housing (55+) (22%).

HUD's Comprehensive Housing Market Analysis (CHMA) projected demand for 8,575 for-sale homes and 2,300 rental units between 2022 and 2025, yet only 810 homes and 740 rentals were under construction at the start of that period.

Accessible housing is also in short supply. 47% of CNA respondents prioritized rental units for people with disabilities, and 14% of El Pasoans live with a disability, per Census estimates.

As the senior population grows (from 10% to nearly 13% between 2010 and 2019), demand for age-appropriate, affordable housing is increasing.

Homeless housing is another urgent need. Survey respondents expressed equal need for emergency, transitional, and permanent supportive housing, reflecting system-wide shortages.

MA-15 Housing Market Analysis: Cost of Housing – 91.210(a)

Introduction

Cost of Housing

	Base Year: 2009	Most Recent Year: 2020	% Change
Median Home Value	118,400	132,800	12%
Median Contract Rent	649	731	13%

Table 33 – Cost of Housing

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	21,739	23.3%
\$500-999	53,870	57.8%
\$1,000-1,499	14,545	15.6%
\$1,500-1,999	2,460	2.6%
\$2,000 or more	630	0.7%
Total	93,244	100.0%

Table 34 – Rent Paid

Data Source: 2016-2020 ACS

Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	7,325	No Data
50% HAMFI	23,580	15,140
80% HAMFI	61,090	42,785
100% HAMFI	No Data	57,480

Number of Units affordable to Households earning	Renter	Owner
Total	91,995	115,405

Table 35 – Housing Affordability

Data Source: 2016-2020 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	672	824	977	1,361	1,664
High HOME Rent	534	678	831	974	1,066
Low HOME Rent	513	550	661	763	851

Table 36 – Monthly Rent

Data Source: HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

The data indicates there is insufficient affordable housing for households at lower income levels, particularly those at or below 50% Housing Area Median Family Income (HAMFI). While households with incomes above 80% AMFI may have adequate housing options, lower-income groups face significant shortages.

In the City of El Paso, the cost of housing has experienced noticeable growth between the base year of 2009 and the most recent year, 2020. And even more now in 2025. Median home values increased from \$118,400 in 2009 to \$132,800 in 2020, to \$265,000 in 2025, according to the Greater El Paso Association of Realtors. Similarly, median contract rents saw a 13% rise, from \$649 in 2009 to \$731 in 2020.

Affordability remains a central challenge, especially for households earning significantly below the median income. Data from the 2016-2020 Comprehensive Housing Affordability Strategy (CHAS) indicates that the number of affordable units available varies considerably depending on household income. Specifically, for households earning 30% or less of the HAMFI, there are only 7,325 affordable rental units. Households earning up to 50% HAMFI have access to 23,580 affordable rental units, and those earning up to 80% HAMFI have significantly more options, with 61,090 affordable rental units available.

Monthly rent standards defined by HUD's Fair Market Rents (FMR) and HOME Rent programs provide further insights into rental costs in El Paso. The FMR ranges from \$672 for an efficiency apartment to \$1,664 for a four-bedroom unit. High HOME rents are somewhat lower, from \$534 for efficiencies to \$1,066 for four-bedroom apartments, while Low HOME rents are even lower, starting at \$513 for efficiencies and reaching up to \$851 for four-bedroom units.

These figures underscore the increasing pressure on housing affordability within the city, particularly impacting lower-income households, and indicate a clear need for continued investment in affordable housing solutions. Considering the trends of rising home values and rents, affordability may further decrease without strategic interventions. HOME rents and Fair Market Rents, when compared to the Area Median Rent, suggest a continued gap in affordability for lower-income residents. This gap highlights the importance of enhancing strategies that increase and preserve affordable housing, including leveraging additional resources, developing new affordable units, and maintaining existing affordable housing stock.

How is the affordability of housing likely to change considering changes to home values and/or rents?

Given the ongoing increases in home values and rents, housing affordability is likely to deteriorate further, particularly affecting lower-income households.

How do HOME rents/Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

HOME rents and Fair Market Rents are generally lower than Area Median Rent, illustrating the significant affordability gap for lower-income residents. This situation will necessitate strategies to not only produce more affordable housing but also to preserve existing affordable units through policy support, funding prioritization, and targeted housing initiatives.

[MA-20 Housing Market Analysis: Condition of Housing – 91.210\(a\)](#)

Introduction

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

For this Consolidated Plan and Action Plan, the City defines housing conditions as follows: “Standard condition” refers to housing that complies with the International Residential Code and meets the Minimum Acceptable Standards set by the City and relevant federal housing standards. “Substandard condition, but suitable for rehabilitation” refers to housing that does not meet these standards due to aging or outdated systems but remains functional and does not pose health or safety risks. Such housing can be rehabilitated to meet all required codes and standards at a reasonable cost, which does not exceed relevant housing regulations.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	33,825	25%	42,765	46%
With two selected Conditions	1,040	1%	3,865	4%
With three selected Conditions	35	0%	50	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	102,770	75%	46,565	50%
Total	137,670	101%	93,245	100%

Table 37 – Condition of Units

Data Source: 2016-2020 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	36,775	27%	21,870	23%
1980-1999	37,160	27%	28,125	30%
1950-1979	54,055	39%	34,205	37%
Before 1950	9,685	7%	9,040	10%
Total	137,675	100%	93,240	100%

Table 38 – Year Unit Built

Data Source: 2016-2020 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	63,740	46%	43,245	46%
Housing Units built before 1980 with children present	26,874	20%	14,100	15%

Table 39 – Risk of Lead-Based Paint

Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

Need for Owner and Rental Rehabilitation

Describe the need for owner and rental rehabilitation based on the condition of the jurisdiction's housing.

According to the 2016-2020 ACS data, approximately 33,825 owner-occupied and 42,765 renter-occupied units have one selected condition. These units represent the estimated number of housing units with one of the following conditions: lacks complete kitchen facilities, lacks complete plumbing facilities, more than one person per room, or cost burden greater than 30%, highlighting the need to rehabilitate owner and rental housing units.

Estimated Number of Housing Units Occupied by Low or Moderate-Income Families with LBP Hazards

Lead-based paint (LBP) remains a critical health and safety concern in El Paso, particularly in older homes occupied by families with young children. According to data from the 2016–2020 ACS and CHAS, approximately 40,974 housing units in the city were built before 1980 and are occupied by households with children:

- ❖ 26,874 owner-occupied units
- ❖ 14,100 renter-occupied units

These units represent the estimated number of housing units occupied by low- or moderate-income families at risk of lead-based paint (LBP) hazards. This estimate is based on HUD’s recommended methodology, which uses the presence of children in pre-1980 housing as a proxy indicator for LBP risk. Since no alternative local data source is available, this default baseline is used to inform program targeting and lead hazard mitigation strategies.

The City will continue to coordinate with local health and housing agencies to mitigate lead exposure risks, prioritize lead hazard control in rehabilitation efforts, and support public awareness on safe housing practices.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Total Number of Units

	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers					
				Total	Project-based	Tenant-based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available			5,923	5,436			412	0	340
# of accessible units									

**Includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-Year, and Nursing Home Transition*

Table 41 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

The City of El Paso is served by a single Public Housing Agency, Housing Opportunities Management Enterprises (HOME), which administers a substantial portfolio of public housing units and vouchers. As of the most recent data, HOME oversees 5,923 public housing

units and 5,436 Housing Choice Vouchers. Among these, 412 vouchers are designated for Veterans Affairs Supportive Housing (VASH), 340 are set aside for persons with disabilities, and none are allocated under the Family Unification Program (FUP). No units are currently reported under the Certificate or Moderate Rehabilitation programs, and the number of accessible units was not provided.

HOME continues to expand and improve its public housing supply through several initiatives. The agency is actively engaged in new construction projects, including developments at Nuestra Señora and Kinship Commons, and has initiated the leasing of Project-Based Vouchers at locations such as the Robinson Apartments. Future developments will include a combination of public housing and PBV units at Mesa Hills I and Patriot Place II b, as well as 105 additional public housing units and 469 PBVs projected for leasing in 2024.

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

Public housing in El Paso is undergoing significant modernization and redevelopment to improve living conditions and preserve long-term affordability. Through the RAD Program, HOME has converted many of its public housing units to project-based voucher units, thereby addressing long-standing physical and capital needs while maintaining affordability. As of 2024, HOME has completed the RAD conversion of its former public housing units and is now actively rehabilitating these properties using Project-Based Vouchers while also maximizing the use of Faircloth-authorized units.

Rehabilitation efforts are ongoing at several developments, including Cielo Tower, Sun Pointe, and El Cerrito (Machuca). The City supports these improvements through Certifications of Consistency with the Consolidated Plan, ensuring alignment with local housing strategies. Furthermore, HOME has emphasized quality by setting performance goals such as maintaining a SEMAP score of 90 for voucher management, adopting modernization plans, and planning for the replacement or disposition of obsolete public housing. These efforts reflect an overarching goal of increasing both the quality and quantity of public housing stock within El Paso.

Public Housing Condition

The following Public Housing properties were initially inspected by a third-party vendor before unit occupancy by residents. All units passed an NSPIRE inspection before occupancy.

- ❖ El Cerrito - recently renovated and leased on December 31, 2025. Other than initial NSPIRE inspection, the property has not undergone HUD or TDHCA inspections that would provide a score.

- ❖ Cielo Tower - Currently undergoing renovation. Once units are turned over for occupancy, NSPIRE initial inspections will be scheduled.
- ❖ Nuestra Señora - Currently undergoing renovation. Once units are turned over for occupancy, NSPIRE initial inspections will be scheduled.

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

HOME has identified significant restoration and revitalization needs across its public housing portfolio. These needs stem from the aging infrastructure of many properties, necessitating comprehensive upgrades to maintain safe and quality housing. To address these needs, HOME has leveraged the RAD Program, enabling the conversion of public housing units into Project-Based Voucher (PBV) or Project-Based Rental Assistance (PBRA) units. This conversion allows for the infusion of private and public funds to support critical rehabilitation and modernization efforts.

Currently, substantial rehabilitation is underway at Cielo Tower, Sun Pointe, and El Cerrito (Machuca). New construction is in progress at sites like Nuestra Señora and Kinship Commons. Additionally, HOME is initiating construction at Chai Manor Phase 2 to develop 40 new units—25 as public housing and 15 as PBV. These activities are part of a broader strategy to replace obsolete public housing, improve energy efficiency, enhance safety, and ensure long-term affordability through mixed-finance and tax credit mechanisms.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

HOME has developed a multi-faceted strategy focused on improving the overall living environment for low- and moderate-income residents. This approach includes both physical improvements to housing and supportive services designed to foster resident stability and upward mobility. Key components of this strategy include:

- ❖ Security enhancements: The El Paso Police Department conducted Crime Prevention Surveys at all HOME properties, with recommendations implemented to enhance safety. An inter-local agreement ensures ongoing data-sharing on criminal activity.
- ❖ Health and wellness services: Onsite clinics have been established at Chelsea and Sun Plaza in partnership with UMC. Health fairs and vaccinations are regularly offered in collaboration with the City's Department of Public Health.

- ❖ Education and youth development: A STREAM pilot program is underway at Tays North and Tays South, focusing on science, technology, reading, engineering, arts, and math. Additional programs promote career exploration and educational attainment.
- ❖ Resident empowerment and economic mobility: Budgeting, financial literacy, and homeownership workshops are offered regularly. A partnership with JP Morgan Chase provides residents with tools to prepare for homeownership, while scattered site homes are earmarked for qualified residents to purchase.
- ❖ Community partnerships: HOME collaborates with agencies to provide case management, job readiness, and domestic violence support services. Partnerships with entities like El Pasoans Fighting Hunger ensure residents receive monthly food distributions.

These integrated strategies reflect HOME's commitment to not only maintaining housing quality but also supporting the holistic well-being and long-term success of its residents.\

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year-Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	397	33	101	56	0
Households with Only Adults	525	0	52	87	0
Chronically Homeless Households	NA	0	0	51	0
Veterans	20	0	20	0	0
Unaccompanied Youth	22	0	22	6	0

Table 43 – Facilities and Housing Targeted to Homeless Households

Describe mainstream services, such as health, mental health, and employment services, to the extent that those services are used to complement services targeted to homeless persons.

In the City of El Paso, a robust network of mainstream services complements homeless-targeted programs by addressing health, mental health, and employment needs in an integrated fashion. The city partners with local organizations and health systems to ensure that individuals experiencing homelessness are connected with wraparound services that enhance housing stability and personal well-being.

Through initiatives like *El Paso Helps*, homeless individuals are connected to mental health services, case management, shelter, and employment resources via a centralized 24/7 online portal. This system is backed by American Rescue Plan Act (ARPA) funding and includes a no-barrier Welcome Center for immediate crisis response. Additionally, organizations such as Emergence Health Network offer outpatient clinics, coordinated specialty care, and Assertive Community Treatment for individuals with severe mental health conditions.

The City's Consolidated Annual Performance Evaluation Report (CAPER) notes that over 9,000 individuals were served by public health and mental health services funded through a combination of federal, state, and private resources. These services include preventative care, wellness checks, and community-based mental health support. Additionally, Project Bravo delivers programs that address economic opportunity, financial literacy, and workforce development, further aiding formerly homeless individuals in securing employment and stable housing.

These mainstream services are integral to El Paso's homelessness strategy, ensuring that individuals do not cycle back into homelessness due to untreated health or employment barriers.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The City of El Paso offers a comprehensive range of services and facilities that address the diverse needs of its homeless population. These include emergency shelters, transitional housing, permanent supportive housing, and targeted outreach programs that serve specific subpopulations.

1. El Paso Helps is the city's flagship collaborative, providing coordinated entry, case management, and referrals to housing, food assistance, and mental health services. It features a no-barrier *Welcome Center*, which served over 5,000 individuals during the COVID-19 pandemic and continues to offer immediate shelter and support services.

2. Opportunity Center for the Homeless operates multiple residential facilities tailored to various populations:

- ❖ *Missouri Street Residence* supports 39 single men transitioning from shelter to self-sufficiency.
- ❖ *Safe Haven* offers permanent housing for chronically homeless individuals with mental illness.
- ❖ *Women's Resource Center* serves single women, many with mental health needs.
- ❖ *Magoffin Avenue SRO* provides permanent supportive housing for elderly, sick, or disabled individuals.

3. Project Punto de Partida, operated by Recovery Alliance, provides peer-based recovery services, harm reduction tools, and residential supportive housing. It targets individuals experiencing homelessness due to substance use disorders and offers a connection to healthcare, dental, HIV/Hepatitis testing, and mental health counseling.

4. STD & HIV Prevention Program at the City of El Paso Department of Public Health delivers free testing, case management, and *Housing Opportunities for Persons with AIDS (HOPWA)* services, which offer rental assistance to eligible individuals and families with HIV/AIDS who are homeless or housing insecure.

5. Services for Unaccompanied Youth and Youth Aging Out of Foster Care are supported through ARPA funding. A new youth shelter specifically for young women transitioning out of care has been established to prevent homelessness among this vulnerable group. Collectively, these services, many of which are outlined under the MA-35 and SP-40 sections of the Consolidated Plan, are structured to offer both immediate shelter and long-term support. They provide trauma-informed care, help individuals manage disabling conditions, and guide them toward independence, ensuring that chronically homeless individuals, families, veterans, and youth receive tailored interventions appropriate to their unique needs.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

HOPWA Assistance Baseline Table

Type of HOWA Assistance	Number of Units Designated or Available for People with HIV/AIDS and their families
TBRA	0
PH in facilities	0
STRMU	0
ST or TH facilities	0
PH placement	0

Table 44 – HOPWA Assistance Baseline

Data Source: HOPWA CAPER and HOPWA Beneficiary Verification Worksheet

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents, and any other categories the jurisdiction may specify, and describe their supportive housing needs

In El Paso, supportive housing needs among special populations are met through targeted programs. Elderly and frail elderly residents require accessible units and onsite support, addressed through developments like Magoffin Avenue SRO and the upcoming Chai Manor Phase 2. Individuals with disabilities benefit from services by Emergence Health Network and housing at Safe Haven, which provides stability and mental health support.

Those with substance use disorders are served by Project Punto de Partida, offering harm reduction tools and peer-led recovery support. People living with HIV/AIDS receive rental assistance and care coordination through the City's HOPWA program and public health clinics.

Public housing residents receive wraparound services from HOME, including financial education, food access, and health programs. Youth aging out of foster care are supported through an ARPA-funded shelter offering transitional housing and life skills training. These efforts ensure vulnerable residents have access to stable, service-enriched housing.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing.

El Paso ensures that persons exiting mental and physical health institutions are connected to supportive housing through coordinated discharge planning and integrated care systems.

The *El Paso Helps* collaborative, which includes the Welcome Center and mobile outreach teams, plays a lead role in intercepting individuals at discharge from hospitals, shelters, or correctional facilities and immediately connecting them to housing, case management, and health services. This initiative is supported by ARPA funding and includes a 24/7 response capacity to prevent unnecessary returns to institutional settings.

Emergence Health Network offers a continuum of services that address the needs of individuals exiting psychiatric institutions. These include outpatient clinics, medication management, and the Assertive Community Treatment program for people with serious and persistent mental illness.

The Opportunity Center's Safe Haven and Women's Resource Center also specifically house residents with histories of institutionalization due to mental health issues, providing ongoing support to ease their transition back into community life.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified by 91.215(e) concerning persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

To address the needs of persons who are not homeless but have other special needs, the City of El Paso will implement a combination of housing and supportive service activities consistent with §91.215(e) and linked to its one-year goals under §91.315(e).

The City will also support the development and preservation of affordable rental housing, including units accessible to persons with disabilities or chronic health needs.

In coordination with local service providers, the City will continue to support programs that offer case management, housing navigation, and supportive services for individuals living with HIV/AIDS, as well as for residents with mental health or substance use disorders. These services are designed to help individuals maintain housing stability and improve health outcomes.

All of these efforts are aligned with the City's annual goals to preserve affordable housing, expand the supply of accessible units, and support vulnerable populations through integrated service delivery. These strategies reflect the City's commitment to ensuring that non-homeless residents with special needs can access and maintain safe, stable housing with the services necessary to thrive.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified by 91.215(e) concerning persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

To address the housing and supportive service needs of non-homeless persons with special needs, the City of El Paso will implement a range of activities that align with its Consolidated Plan goals. These efforts include supporting programs for persons living with HIV/AIDS, elderly residents, persons with disabilities, and individuals with chronic health conditions or behavioral health needs.

Activities planned include the provision of supportive housing assistance through established programs such as HOPWA, which offers case management, housing navigation, and stabilization services for low-income individuals and families.

In addition, the City will invest in the development of affordable rental housing, including units reserved for persons with special needs, through partnerships with non-profit developers and CHDOs. These housing activities are complemented by supportive services such as financial literacy, health education, and coordination with mental health and recovery providers.

All activities are tied to the City's one-year goals and are designed to increase housing stability, promote independent living, and reduce the risk of institutionalization or homelessness among vulnerable populations. These initiatives reflect the City's broader strategy to create an inclusive, resilient housing system that serves the needs of all residents, including those with special needs.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Public policies in El Paso have inadvertently contributed to challenges in affordable housing and residential investment through various mechanisms:

1. Zoning Regulations and Land Use Policies

El Paso's zoning laws have historically favored single-family homes and low-density developments, limiting opportunities for higher-density, affordable housing projects. Such exclusionary zoning practices restrict the supply of affordable units and perpetuate economic segregation. Recent efforts to amend these regulations aim to address historical injustices, but concerns about potential gentrification and displacement remain among residents.

2. Community Opposition and NIMBYism

Proposals for affordable housing developments often face resistance from local communities, citing concerns over increased traffic, crime, and potential declines in property values. For instance, residents in West El Paso opposed a project on Mesa Hills Drive and Bluff Canyon Circle, leading to public disputes and recall efforts against city representatives supporting the development.

Certain redevelopment projects in older neighborhoods of El Paso, such as the Chamizal area, have faced opposition when affordable housing is part of the plan. Some residents fear that such projects would lead to displacement of existing residents or changes to the historical character of the neighborhood. Despite the need for more affordable housing, concerns over gentrification and the preservation of community identity have made such redevelopment proposals contentious.

3. State-Level Funding Constraints

Texas state policies have limited funding mechanisms for affordable housing. Notably, real estate transfer taxes, a common funding source in other states, were deemed unconstitutional in Texas following Proposition 1 in 2015. This restriction hampers the establishment of sustainable housing trust funds essential for financing affordable housing initiatives.

4. Regulatory Barriers and Administrative Processes

Complex administrative procedures and stringent building codes can delay affordable housing projects and increase development costs. The 2020 Analysis of Impediments to Fair Housing Choice in El Paso highlighted that such regulations might inadvertently impede housing choice for residents based on various demographic factors.

MA-45 Non-Housing Community Development Assets – 91.215(f)

Introduction

Economic Development Market Analysis

Business Activity

	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	3,533	351	2	0	-2
Arts, Entertainment, Accommodations	33,049	37,267	15	16	0
Construction	13,221	13,686	6	6	0
Education and Health Care Services	39,111	43,605	18	18	0
Finance, Insurance, and Real Estate	11,672	13,291	5	6	0
Information	3,821	4,578	2	2	0
Manufacturing	12,941	14,421	6	6	0
Other Services	5,993	6,386	3	3	0
Professional, Scientific, Management Services	11,554	12,040	5	5	0
Public Administration	0	0	0	0	0
Retail Trade	32,818	40,947	15	17	2
Transportation and Warehousing	11,898	13,356	6	6	0
Wholesale Trade	10,420	12,267	5	5	0
Total	190,031	212,195	--	--	--

Table 1 - Business Activity

Data Source: 2016-2020 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	312,714
Civilian Employed Population 16 years and over	293,165
Unemployment Rate	6.25
Unemployment Rate for Ages 16-24	15.75
Unemployment Rate for Ages 25-65	3.79

Table 46 – Labor Force

Data Source: 2016-2020 ACS

Occupations by Sector	Number of People Median Income
Management, business, and financial	62,175
Farming, fisheries, and forestry occupations	13,790
Service	35,540
Sales and office	73,385
Construction, extraction, maintenance, and repair	24,205
Production, transportation, and material moving	16,150

Table 47 – Occupations by Sector

Data Source: 2016-2020 ACS

Travel Time

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Consolidated Plan-EL PASO

Travel Time	Number	Percentage
< 30 Minutes	204,099	72%
30-59 Minutes	68,670	24%
60 or More Minutes	11,446	4%
<i>Total</i>	<i>284,215</i>	<i>100%</i>

Table 48 – Travel Time

Data Source: 2016-2020 ACS

Education

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In the Labor Force		Not in the Labor Force
	Civilian Employed	Unemployed	
Less than a high school graduate	26,535	2,310	18,775
High school graduate (includes equivalency)	50,085	3,540	20,769
Some college or associate's degree	84,630	4,405	25,110
Bachelor's degree or higher	74,100	2,450	14,780

Table 49 – Educational Attainment by Employment Status

Data Source: 2016-2020 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	550	2,279	3,645	15,335	25,680

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
9th to 12th grade, no diploma	7,430	6,250	6,505	13,609	8,955
High school graduate, GED, or alternative	22,300	20,810	17,524	36,975	19,835
Some college, no degree	33,415	32,950	19,360	33,179	14,020
Associate's degree	5,755	11,755	8,469	12,100	4,040
Bachelor's degree	6,010	21,385	17,810	24,220	8,930
Graduate or professional degree	340	6,880	10,015	14,185	6,355

Table 50 – Educational Attainment by Age

Data Source: 2016-2020 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than a high school graduate	67,116
High school graduate (includes equivalency)	92,133
Some college or associate's degree	149,604
Bachelor's degree	208,645
Graduate or professional degree	288,291

Table 51 – Median Earnings in the Past 12 Months

Data Source: 2016-2020 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The top employment sectors are Healthcare and Social Assistance, employing 60,852 people, Retail Trade, employing 41,099 people, Accommodation and Food Services, employing 38,848 people, Educational Services, employing 38,419 people, Administrative and Support Services, employing 27,571 people, Construction, employing 22,877 people, and Transportation and Warehousing, employing 22,816

Describe the workforce and infrastructure needs of the business community:

The top current skills gaps in El Paso are in the technology sector, particularly in programming languages like Python and JavaScript, data analysis with SQL, cloud computing, and cybersecurity. The other main skills gap is various skills in the water industry, driven by sustainability initiatives.

Infrastructure gaps: Water and wastewater and storm flooding systems need upgrades, bridges, and highways is a consistent focus for investment, which suggests gaps in current capacity, and power grid expansion to enhance increased service and reliability.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support, or infrastructure that these changes may create.

Not applicable, as there is nothing on the horizon that would crimp or stop an ongoing project in any substantive way.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The current skillset of the average El Pasoan generally matches our current main industries. There is not difficulty in our current makeup of top industries finding skills amongst the local population to meet their needs.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges, and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

We have over 135,000 students enrolled in our region across 3 universities, about 5 technical and trade schools, and over 168-degree plans. The increased focus on Aerospace and Engineering, computer science, and technical trades is what we need to meet current skills gaps and to grow industries that are our future targets, such as Aerospace and Defense, Advanced Manufacturing, Life Sciences, and Advanced Logistics.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

Yes, there has been a CEDS in place, and an update to the current CEDS is currently ongoing.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The main development initiatives are those to help support the industries described above in number 5. We are working on the Advanced Manufacturing District to support the future Aerospace and Defense industry as well as Advanced Manufacturing, and our principal attraction efforts are geared towards these above industries.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (Include a definition of "concentration.")

El Paso has well-documented areas where housing problems are concentrated, particularly in neighborhoods like Segundo Barrio, Chamizal, Duranguito, and parts of the Lower Valley and Northeast El Paso. A *concentration* refers to places where households experience two or more housing challenges, such as overcrowding, severe cost burden, substandard housing, or lack of plumbing or kitchen facilities, at rates significantly higher than elsewhere in the city.

The 2025 Community Needs Assessment and Project BRAVO report both show that nearly half of the residents surveyed reported unmet housing needs, especially related to affordability and home repairs. CHAS and ACS data confirm that these issues are not evenly distributed. In South-Central neighborhoods, the majority of renters are extremely low income, with over 60 percent paying more than 50 percent of their income on rent.

The El Paso Regional Housing Plan reinforces this pattern, noting that these neighborhoods also contain some of the oldest housing in the city. In Chamizal, over 60 percent of homes were built before 1980, and many are in disrepair. These conditions co-exist with high rates of poverty, overcrowding, and environmental hazards.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

El Paso's population is majority Hispanic, but certain neighborhoods have especially high concentrations of Hispanic and low-income residents. Segundo Barrio, Chamizal, and Duranguito have some of the highest concentrations of Hispanic households in the entire city, with some census tracts reporting over 95 percent Hispanic populations and poverty rates above 30 percent.

In the Lower Valley, including Ysleta and Socorro, these patterns continue. Residents here are predominantly Hispanic, multigenerational households are common, and housing stock is older and less likely to be up to code.

The Regional Housing Plan explicitly identifies Chamizal as a neighborhood with "layered" socioeconomic challenges, concentrated poverty, poor housing conditions, and limited investment. These areas not only reflect racial and ethnic concentration but also illustrate systemic disinvestment that compounds disadvantage.

What are the characteristics of the market in these areas/neighborhoods?

These neighborhoods show consistent patterns: aging homes, rising housing costs, high rent burdens, limited new supply, and underinvestment. According to HUD's 2022 Comprehensive Housing Market Analysis, El Paso's apartment vacancy rate was just 3.3 percent, with rents increasing by more than 12 percent in one year, making the city unaffordable for many lower-income residents.

Homeownership in these neighborhoods is low. In Chamizal and Duranguito, 80 percent or more of residents are renters, with many households paying more than 30 or even 50 percent of their income on housing. New construction is rare, and most affordable units are developed through public subsidies like LIHTC or project-based vouchers.

Are there any community assets in these areas/neighborhoods?

Despite economic and housing challenges, these neighborhoods are rich in community institutions, social networks, and trusted service providers.

In South-Central El Paso, providers like Centro San Vicente deliver affordable primary and behavioral healthcare. Emergence Health Network offers crisis intervention, counseling, outpatient psychiatry, and Assertive Community Treatment teams that serve many residents with severe mental illness.

The Opportunity Center for the Homeless, located near Downtown and Chamizal, operates multiple facilities for single adults, women, and persons with mental illness. Their transitional and supportive housing programs are paired with case management, mental health care, and access to permanent housing supports.

Additionally, the El Paso Regional Housing Plan recognizes proximity to transit corridors, schools, and employment centers as built-in assets. Chamizal, for example, sits near the planned Alameda Bus Rapid Transit corridor and the Medical Center of the Americas, offering long-term potential for equitable redevelopment.

Are there other strategic opportunities in any of these areas?

Several strategic opportunities are identified in the Regional Housing Plan, especially in Chamizal, Duranguito, and adjacent areas.

- ❖ Chamizal is targeted for a small area plan focused on legacy home repair, code enforcement, and housing rehabilitation, supported by its location near Downtown and public transit. This is a key recommendation in the El Paso Regional Housing Plan.
- ❖ Duranguito is flagged in the 2024–2025 Annual Action Plan as an urgent site of housing loss. Public commenters and advocates called for it to serve as a model for affordable housing revitalization using city-owned or vacant parcels.
- ❖ The plan also recommends launching a Housing Trust Fund, funded by the City and County, to support rental subsidies, new construction, and repairs. If funded at the per-capita rate of peer cities like Louisville and Minneapolis, the fund could generate \$7 to \$8 million annually for affordable housing initiatives.
- ❖ A public land sale policy is proposed, allowing the City to offer discounted land to developers in exchange for public benefits like affordable units. Specific opportunities exist on South Campbell Street and in Chamizal, where underused parcels could be redeveloped into over 100 new affordable units.
- ❖ Finally, the plan identifies infill development potential and transit connectivity as long-term assets that could be leveraged for mixed-use, mixed-income housing that aligns with community priorities

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

According to a local report done by the Hunt Institute, only 56.7 percent of households in El Paso County meet the federal definition of broadband access, despite 82.7 percent reporting some form of internet connection. This disparity is especially severe in low- and moderate-income neighborhoods such as the Eastside and Lower Valley, which together account for nearly 60 percent of households without service. These areas also reported the lowest satisfaction and slowest speeds. HUD now requires grantees to assess broadband access as part of the Consolidated Plan (per MA-60), recognizing that internet connectivity is a key component of housing quality and access to opportunity. Without proper broadband wiring and infrastructure, many families, particularly those with limited income, struggle to access education, employment opportunities, and digital services. Targeted investment in broadband expansion is essential to closing this digital divide and supporting equitable community development (Hunt Institute Broadband Report, 2022).

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

According to the Hunt Institute Broadband Report, nearly 90 percent of El Paso's residential broadband market is controlled by just two providers: Spectrum and AT&T. This lack of competition has resulted in limited service options and inconsistent quality. Only 20.2 percent of households rate their connection as excellent, and speeds are especially lacking in underserved areas. Increased provider competition would promote better pricing, improved service reliability, and more equitable access. It would also help address market gaps where current providers have shown little incentive to invest, particularly in low-income and rural parts of the county. Competition is vital to ensuring that broadband access is both high quality and widely available (Hunt Institute Broadband Report, 2022).

MA-65 Hazard Mitigation – 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

The El Paso region faces increasing natural hazard risks associated with climate change, particularly for low- and moderate-income households, which are disproportionately affected by extreme heat, drought, and flooding. Climate projections indicate that the jurisdiction will experience significant increases in temperature extremes, more frequent droughts, and intensified precipitation events, all of which compound housing and public health vulnerabilities.

Extreme Heat

Extreme heat is one of the most pressing climate risks for the region. Historically, El Paso and Hudspeth counties experienced an average of 17 days per year with temperatures exceeding 100°F. By mid-century, this number is projected to rise to 55 days annually—a more than 220 percent increase under a high-emissions scenario. The region has already seen a preview of this trend, with 44 consecutive triple-digit days recorded in summer 2023, leading to spikes in heat-related hospitalizations, migrant deaths, and electricity demand. Heat impacts are most severe for elderly and low-income residents, many of whom cannot afford adequate cooling or medical care. Homes that rely on evaporative cooling, common among low-income households, will become less effective as humidity increases, placing additional strain on household budgets due to rising utility costs.

Drought

Droughts in the region are expected to become more frequent and severe, threatening the water supply for a growing population. The region's dependence on the Rio Grande River and underlying aquifers is increasingly stressed by prolonged droughts and upstream water use conflicts involving Colorado and New Mexico. Between 2012 and 2023, multiple drought periods forced local water utilities to increase reliance on groundwater, a trend that is unsustainable long term. EP Water projects a 60 percent increase in its service population by the 2070s, while water availability is expected to decrease due to declining snowpack and increased evaporation. One key indicator, the average number of consecutive dry days, is projected to increase from 50 to 57 by mid-century.

Flooding

While drought dominates the long-term outlook, flooding also presents an increased risk. The frequency of heavy rainfall events is expected to rise, with the number of days with over 1 inch of precipitation projected to increase by 22 percent by mid-century. Though the absolute increase may seem modest, it reflects a growing trend toward more intense and erratic rainfall events that can overwhelm local drainage systems and cause localized flooding, particularly in low-lying or poorly developed areas. Only a small portion (8.3 percent) of socially vulnerable communities are highly exposed to flooding, but these areas remain at risk of compounding hazards, especially where infrastructure is inadequate.

Conclusion

In sum, the El Paso region's climate risks are increasing across multiple hazard types. Almost all socially vulnerable communities representing low-income and historically underserved populations are highly exposed to extreme heat and drought, with some also at risk of flooding. These climate threats are expected to intensify over time, underscoring the need for coordinated adaptation strategies that reduce risk, increase housing resilience, and protect the health and well-being of the most vulnerable populations.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

Housing occupied by low- and moderate-income households in El Paso is highly vulnerable to climate-related risks, as evidenced by the regional climate vulnerability assessment. This population is disproportionately exposed to the effects of extreme heat and drought, with 96 percent of socially vulnerable communities facing high vulnerability to extreme heat and 100 percent to drought. These conditions directly impact habitability, energy burden, and public health.

Increased temperatures will exacerbate indoor living conditions, necessitating greater use of cooling systems, particularly in homes that rely on evaporative coolers, which will become less effective as humidity rises. This results in higher utility costs, placing additional financial stress on low-income households that already face limited income and outdated infrastructure. Many homes in these communities are older and lack energy-efficient upgrades, increasing exposure and sensitivity to heat.

Drought conditions also pose a significant threat to water access, especially for households that depend on private wells or lack access to reliable municipal systems. These conditions contribute to health risks such as heat-related illnesses, respiratory issues from increased airborne dust, and reduced access to water and food.

Although flood risk is less prevalent, with only 8.3 percent of socially vulnerable communities considered highly vulnerable, certain areas, such as Hudspeth County and neighborhoods between Interstate 10 and the Mexico border, face multiple overlapping hazards. These areas experience heightened vulnerability due to the cumulative impact of extreme heat, drought, and, in some cases, wildfire.

The assessment's reliance on point-based representation may understate exposure variation within large census tracts, yet the overall findings are consistent. Low- and moderate-income housing in the El Paso region remains acutely at risk due to systemic exposure to climate hazards, particularly extreme heat and drought. These findings underscore the need for targeted adaptation and resilience strategies that center on the specific needs of vulnerable households.

DRAFT

Strategic Plan

SP-05 Overview

Strategic Plan Overview

SP-10 Geographic Priorities – 91.215(a)(l) Geographic Area ([view/add](#))


Sort*	Area Name	Area Type 	Include	Action
	Citywide	Other		View

Table 52 – Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

All HUD-funded programs and services under this Consolidated Plan are available citywide. The City of El Paso no longer follows the previous geographic targeting model that prioritized select representative districts. Instead, the City has shifted toward a jurisdiction-wide approach to ensure equitable access to resources for all residents, particularly those who are low- and moderate-income, regardless of their location within the city.

This citywide allocation model applies to all activities, including capital improvements, public services, and housing programs, and is intended to increase flexibility and responsiveness to community needs wherever they arise.

For the HOPWA program, services remain available throughout the HUD-defined Eligible Metropolitan Statistical Area (EMSA), but funding is primarily focused on eligible residents within the City of El Paso. Case management and supportive services may extend countywide when necessary and appropriate, according to program guidelines.

As the designated Responsible Entity, the City ensures that all federal funds are used within its jurisdictional boundaries and by HUD regulations. The transition to a citywide investment approach reflects a commitment to equity and broad accessibility for vulnerable populations across all neighborhoods.

SP-25 Priority Needs – 91.215(a)(2)

Priority Needs

1	Priority Need Name	DH 3.1 Tenant-Based Rental Assistance (TBRA)/ Homeless Prevention
	Priority Level	High
	Population	Extremely Low, Low, Moderate Individuals
		Families with Children, Veterans, Unaccompanied Youth
	Geographic Areas Affected	Citywide
	Associated Goals	DH 3.1 Tenant-Based Rental Assistance/ Homeless Prevention
	Description	Rental assistance for individuals and families at risk of becoming homeless.
	Basis for Relative Priority	Tenant-Based Rental Assistance and Homelessness Prevention are high priorities due to rising housing cost burdens and a shortage of affordable units in El Paso. Community surveys and performance data confirm strong demand, especially among extremely low-income households. These programs effectively stabilize families and prevent displacement.
2	Priority Need Name	DH 3.2 Rapid Rehousing
	Priority Level	High
	Population	Extremely Low Individuals
		Families with Children veterans
		Persons with HIV/AIDS, Victims of Domestic Violence, Unaccompanied Youth
	Geographic Areas Affected	Citywide
	Associated Goals	DH 3.2 Rapid Rehousing
	Description	For El Pasoans experiencing homelessness, rapid rehousing in conjunction with case management will ensure that the experience of homelessness is brief and non-recurring.
	Basis for Relative Priority	Rapid Rehousing is a high priority because it quickly transitions individuals and families from homelessness to stable housing. It has proven effective in El Paso, with recent programs exceeding targets and helping households regain stability faster.
3	Priority Need Name	DH 2.1 Housing Rehabilitation Assistance
	Priority Level	High
	Population	Extremely Low, Low Moderate
	Geographic Areas Affected	Citywide
		Priority Housing Areas
	Associated Goals	DH 2.1 Housing Rehabilitation Assistance
	Description	Address the need for affordable decent housing through housing rehabilitation assistance for low/moderate-income owner-occupied households.

	Basis for Relative Priority	El Paso's affordable single-family housing stock is aging, particularly in the central area of town where City Council has identified several priority housing areas. Rehabilitation of these homes will provide a sustainable level of affordable housing choice in El Paso's core neighborhoods.
4	Priority Need Name	DH 2.2 Rental Housing by Developers
	Priority Level	High
	Population	Extremely Low, Low Moderate
		Large Families
		Families with Children Elderly
	Geographic Areas Affected	Citywide
		Priority Housing Areas
	Associated Goals	DH 2.2 Rental Housing Rehab by Developers
	Description	Address the need for affordable rental housing by offering loans and loan/forgivable loans.
		combinations for the acquisition with the construction, rehabilitation, or reconstruction of
		affordable rental
		Housing units by non-profit and for-profit agencies.
	Basis for Relative Priority	The El Paso Regional Housing Plan identifies a growing gap in affordable rental units for individuals at 60% AMI and below. Additional affordable units are required to prevent a future housing affordability crisis in El Paso.
5	Priority Need Name	DH 2.3 Rental Housing by CHDOs
	Priority Level	High
	Population	Extremely Low, Low Moderate
	Geographic Areas Affected	Citywide
		Priority Housing Areas
	Associated Goals	DH 2.3 New Housing Construction by CHDOs
	Description	Address the need for affordable decent rental housing units through the construction, rehabilitation, or reconstruction of multi-family housing units by Community Housing Development Organizations (CHDOs).
	Basis for Relative Priority	The 2018 Regional Housing Assessment illustrated a need for increased affordable rental units, particularly for households at 60% AMI or below.
6	Priority Need Name	DH 3.3 First Time Homebuyer Assistance
	Priority Level	Low
	Population	Low Moderate
		Large Families, Families with Children
		Public Housing Residents, Persons with Mental Disabilities, Persons with Physical Disabilities

		Persons with Developmental Disabilities, Persons with Alcohol or Other Addictions, Persons with HIV/AIDS and their Families, Victims of Domestic Violence
	Geographic Areas Affected	Citywide
	Associated Goals	DH 3.3 First Time Homebuyer Assistance
	Description	Leverage HOME funds to assist families with down payment assistance.
	Basis for Relative Priority	Expanding the city's stock of affordable rental housing includes transitioning moderate-income households into homeownership opportunities, once they are financially prepared to do so. Still, there is a challenge in El Paso for many low and moderate-income households in terms of household debt structure and their ability to qualify for a mortgage. Financial empowerment programs and services are a high priority in this Con Plan for that reason. While FTHB programs are a priority, until more El Pasoans are financially prepared to utilize a First Time Homebuyer Program, this will remain a lower priority than other housing programs.
7	Priority Need Name	DH 1.3 HOPWA Support Services
	Priority Level	Low
	Population	Persons with HIV/AIDS and their Families
	Geographic Areas Affected	Citywide
	Associated Goals	DH 1.3 HOPWA Support Services
	Description	To provide support services for persons living with HIV/AIDS in conjunction with tenant-based rental assistance (TBRA).
	Basis for Relative Priority	Wraparound service, including case management, is critical to the success of rental assistance programs, particularly for individuals living with HIV/AIDS, as accessing services can be a challenge for this population.
8	Priority Need Name	SL 1.1 Homeless, Emergency Shelter, and Housing
	Priority Level	High
	Population	Extremely Low Low
		Chronic Homelessness Individuals
		Families with Children Mentally Ill
		Chronic Substance Abuse Victims of Domestic Violence
	Geographic Areas Affected	Citywide
	Associated Goals	SL 1.1 Homeless, Emergency Shelter, and Housing
	Description	Service Category to provide safety services, including emergency shelter, transitional housing, special needs housing, and supportive services for basic needs such as food, transportation, health care, and other needs that lead to self-sustainability.
	Basis for Relative Priority	The City of El Paso is directing significant resources to mitigate homelessness.

	Basis for Relative Priority	This ongoing effort is currently successful and will continue through the period covered under this Consolidated Plan.
9	Priority Need Name	DH 2 HOPWA Permanent Housing Placement
	Priority Level	Low
	Population	Persons with HIV/AIDS and their Families
	Geographic Areas Affected	Citywide
	Associated Goals	DH 2 HOPWA Permanent Housing Placement
	Description	To provide security deposits for persons living with HIV/AIDS in conjunction with tenant-based rental assistance (TBRA).
	Basis for Relative Priority	Assist low-income persons with HIV/AIDS to access decent and affordable housing through permanent housing placement assistance, including security deposits, which is not allowed on TBRA or Supportive Services.
10	Priority Need Name	SL 1.2 Street Outreach
	Priority Level	High
	Population	Chronic Homelessness, Children and Families, Victims of Domestic Violence, Mentally Ill Chronic Substance Abuse
	Geographic Areas Affected	Citywide
	Associated Goals	SL 1.2 Street Outreach
	Description	Providing essential services necessary to reach out to unsheltered homeless people, connect them with emergency shelter, housing, or critical services, and provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.
	Basis for Relative Priority	Street Outreach is a high priority because it connects unsheltered individuals to critical services and housing resources. It is essential for engaging hard-to-reach populations and reducing barriers to care and shelter.
11	Priority Need Name	SL 1.3 Mental and Medical Health Services
	Priority Level	High
	Population	Extremely Low, Low Large Families Families with Children Elderly
		Individuals Mentally Ill Persons with Physical Disabilities, Persons with Developmental Disabilities, Persons with Alcohol or Other Addictions
	Geographic Areas Affected	Citywide
	Associated Goals	SL 1.3 Mental and Medical Health Services

	Description	Expands access to counseling, crisis care, and psychiatric support for low-income residents. It focuses on early intervention and coordinated care, especially for youth, veterans, and people experiencing homelessness.
	Basis for Relative Priority	Mental health services are a high priority due to the high prevalence of unmet mental health needs, especially among homeless individuals and low-income residents. Community surveys and provider feedback consistently identified mental health care access as a major gap affecting housing stability and overall well-being.
12	Priority Need Name	SL 1.5 Children and Youth Services
	Priority Level	High
	Population	Extremely Low Low Moderate
		Families with Children
	Geographic Areas Affected	Citywide
	Associated Goals	SL 1.5 Children and Youth Services
	Description	Public Services activities funded under the Children and Youth Collaborative to provide improved access to a suitable living environment by providing a comprehensive range of
		services for children and youth such as subsidize childcare, after school programs, specialized services for foster children, court advocacy, and physical and mental health programs.
13	Basis for Relative Priority	Children and Youth Services are a high priority due to high rates of poverty, housing instability, and limited access to safe after-school programs. Community feedback emphasized the need for supportive services that promote stability, education, and development for low-income families' potential future shocks of similar scale, require that high priority be placed on children and youth services.
	Priority Need Name	SL 2.1 Public Facilities - Homeless Shelters
	Priority Level	High
	Population	Extremely Low, Low, Moderate, Large Families
		Families with Children Individuals
		Families with Children veterans
		Victims of Domestic Violence
	Geographic Areas Affected	Citywide
	Associated Goals	SL 2.1 Public Facilities - Homeless Shelters
	Description	Public facilities improvement projects are to provide improved availability/accessibility to a suitable living environment.

	Basis for Relative Priority	The current facilities for sheltering persons experiencing homelessness are inadequate to absorb spikes in El Paso's homeless population. This poses a public health threat and requires high prioritization. In addition, the 2025 Community Needs Assessment highlighted the need for facilities that address homelessness.
14	Priority Need Name	SL 2.2 Public Facilities -Mobility Infrastructure
	Priority Level	High
	Population	Extremely Low, Low, Moderate, Large Families
		Families with Children Elderly
		Public Housing Residents
		Non-housing Community Development
	Geographic Areas Affected	Citywide
	Associated Goals	SL 2.2 Public Facilities- Mobility Infrastructure
	Description	Street and sidewalk improvements, including ADA curb cuts, APS, and streetscape shading projects to provide improved availability/accessibility to a suitable living environment.
	Basis for Relative Priority	Walkability and accessibility improvements were identified as a top priority among City of El Paso residents in the 2025 Community Needs Assessment.
15	Priority Need Name	SL 2.3 Public Facilities - Neighborhood
	Priority Level	High
	Population	Extremely Low, Low, Moderate, Large Families
		Families with Children Individuals
		Families with Children Victims of Domestic Violence Unaccompanied Youth
	Geographic Areas Affected	Citywide
	Associated Goals	SL 2.3 Public Facilities - Neighborhood
	Description	Public facilities improvement projects are to provide improved availability/accessibility to a suitable living environment.
	Basis for Relative Priority	The Strategic Plan for the City of El Paso emphasizes access to exceptional recreational, cultural, and educational opportunities, both at a neighborhood and citywide scale. Projects under this category will ensure that low and moderate-income families have equal access to those opportunities.
16	Priority Need Name	SL 2.4 Public Facilities - Healthcare
	Priority Level	Low
	Population	Extremely Low, Low, Moderate, Large Families
		Families with Children Elderly
		Public Housing Residents
	Geographic Areas Affected	Citywide

	Associated Goals	SL 2.4 Public Facilities - Healthcare
	Description	Health facilities' public facility improvement projects aim to provide improved availability/accessibility to a suitable living environment.
	Basis for Relative Priority	Medical health facilities for low and moderate-income populations are a high priority, as El Paso has a disproportionately large population of uninsured and underinsured households when compared with the rest of the Country. That disparity is evermore present in lower-income households, and a lack of healthcare can lead to decreased employment opportunities that can exacerbate negative health outcomes.
17	Priority Need Name	SL 2.5 Public Facilities - Mental Health
	Priority Level	High
	Population	Extremely Low, Low Moderate
		Persons with Mental Disabilities
	Geographic Areas Affected	Citywide
	Associated Goals	SL 2.5 Public Facilities - Mental Health
	Description	Mental health facilities' public facility improvement projects aim to provide improved availability/accessibility to a suitable living environment.
	Basis for Relative Priority	Infrastructure based on equity and health was identified in the CNA Survey. In alignment with the most identified service need, which was mental health services, mental health centers were selected as one of the top three public facility needs.
18	Priority Need Name	SL 2.6 Public Facilities - Parks and Open Space
	Priority Level	Low
	Population	Extremely Low, Low Moderate
	Geographic Areas Affected	Citywide
	Associated Goals	SL 2.6 Public Facilities - Parks and Open Space
	Description	Parks and recreational facilities improvement projects to provide improved availability/accessibility to a suitable living environment
	Basis for Relative Priority	The loss of revenues resulting from the economic crisis has significantly decreased the City's ability to operate and maintain existing facilities.
19	Priority Need Name	SL 2.7 Public Facilities for Abused/Neglected Children
	Priority Level	Low
	Population	Extremely Low, Low, Moderate, Large Families
		Families with Children Elderly
		Public Housing Residents Victims of Domestic Violence
		Non-housing Community Development
	Geographic Areas Affected	Citywide

	Associated Goals	SL 2.7 Public Facilities for Abused/Neglected Children
	Description	Abused/neglected children, domestic violence adults, and public facility improvement projects to provide improved availability/accessibility to a suitable living environment.
	Basis for Relative Priority	A priority is placed on new amenities and expanded access to existing amenities to improve the quality of life for children who have been abused or neglected.
20	Priority Need Name	SL 2.8 Public Facilities - Senior Centers
	Priority Level	Low
	Population	Extremely Low, Low Moderate
		Middle
		Elderly
		Frail Elderly
	Geographic Areas Affected	Citywide
	Associated Goals	SL 2.8 Public Facilities - Senior Centers
	Description	Senior center public facility improvement projects to provide improved availability/accessibility to a suitable living environment.
	Basis for Relative Priority	A priority is placed on new amenities and expanded access to existing amenities to improve quality of life for seniors. Deferred maintenance and upkeep of aging centers, while important, is not a priority for funding under Entitlement Grants.
21	Priority Need Name	CDBG Program Administration
	Priority Level	Low
	Population	Other
	Geographic Areas Affected	Citywide
	Associated Goals	CDBG Program Administration
	Description	Planning and management activities for entitlement grants.
	Basis for Relative Priority	
22	Priority Need Name	Continuum of Care Planning and Administration
	Priority Level	Low
	Population	Other
	Geographic Areas Affected	Citywide
	Associated Goals	
	Description	Planning and management activities for entitlement grants.
	Basis for Relative Priority	
23	Priority Need Name	ESG Program Administration
	Priority Level	Low
	Population	Other

	Geographic Areas Affected	
	Associated Goals	ESG Program Administration
	Description	Planning and management activities for entitlement grants.
	Basis for Relative Priority	
24	Priority Need Name	HOPWA Program Administration
	Priority Level	Low
	Population	Other
	Geographic Areas Affected	Citywide
	Associated Goals	
	Description	Planning and management activities for entitlement grants.
	Basis for Relative Priority	
25	Priority Need Name	HOPWA Sponsor Administration
	Priority Level	Low
	Population	Other
	Geographic Areas Affected	
	Associated Goals	HOPWA Sponsor Administration
	Description	Planning and management activities for entitlement grants.
	Basis for Relative Priority	
26	Priority Need Name	Housing Program Administration
	Priority Level	Low
	Population	Other
	Geographic Areas Affected	Citywide
	Associated Goals	Housing Program Administration
	Description	Planning and management activities for entitlement grants.
	Basis for Relative Priority	

Table 53 – Priority Needs Summary

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence The use of funds available for the housing type
Tenant-Based Rental Assistance (TBRA)	Rents are rising, or vacancies are low. In El Paso, the rental market is currently slightly tight with a 5.2% vacancy rate, and strong demand has pushed apartment vacancy even lower to 3.3%. Rents have grown significantly in recent years. These conditions support prioritizing TBRA.
TBRA for Non-Homeless Special Needs	Shortages of accessible units or long voucher waitlists. The 2024 Profile of People with Disabilities in Texas notes that people with disabilities have lower employment rates and incomes, suggesting ongoing affordability barriers, especially for non-homeless but vulnerable groups.
New Unit Production	Demand for new sales housing is high, with an estimated need for 8,575 homes between 2022 and 2025, while only 810 were under construction at the time of reporting. Similarly, for rentals, demand is projected at 2,300 new units through 2025, with only 740 under construction. This unmet demand justifies investments in new housing units.
Rehabilitation	Per ACS and CHAS data (MA-20 and Table 37), a substantial number of El Paso units are older and in need of repair. Additionally, the City's emphasis on improving housing quality through rehabilitation aligns with this strategy.
Acquisition, including preservation	Given El Paso's tight housing markets and projected increase in housing needs, acquiring and preserving existing affordable units remains a cost-effective strategy.

Table 54 – Influence of Market Conditions

SP-35 Anticipated Resources – 91.215(a)(4), 91.220(c)(1,2)

Introduction

IMPORTANT: The funding amounts referenced in this draft are projections and remain strictly tentative. Final allocations from HUD have not yet been confirmed. The City of El Paso is applying to receive the following five entitlement grants, administered by the U.S. Department of Housing and Urban Development (HUD): Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), HOME Investment Partnerships Program (HOME), Housing Opportunities for Persons With AIDS (HOPWA), and the HOME-American Rescue Plan (HOME-ARP). These grants, along with leveraged funds from local, private, state, and federal sources, support a wide range of community programs, including public services, housing and homelessness assistance, and public facility improvements.

Leveraged funding sources also include state-supported programs such as the Homeless Housing and Services Program (HHSP) and one-time allocations from the American Rescue Plan Act (ARPA). These resources have been vital in addressing immediate and high-priority needs across the city. However, as several of these funding sources are set to expire by 2026, the City is working on long-term sustainability strategies to continue essential services and protect vulnerable residents.

All funding estimates presented in this draft should be considered provisional until official notifications are received each year.

Anticipated Resources

These are estimates and serve as the draft plan and estimated by taking the proposed allocation from HUD and multiplying by 5 years.

Program	Source of Funds	Uses of Funds	(tentative) Expected Amount Available Year 1				(tentative) Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG		Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$6,441,184.00	\$260,000	0	\$6,701,184.00	\$25,764,736	CDBG funds support housing, public facilities, and services, often leveraged with other public and private sources to maximize impact. Priority is given to proposals that combine CDBG with other funding. City departments also use CDBG alongside federal, local, private, and Revolving Loan Funds. Due to the current political climate, funding reductions are projected.
ESG	Public Federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	\$555,074.00	0	0	\$555,074.00	\$2,220,296	Funds are awarded through a competitive request-for-proposal process, and selected organizations are required to provide a one-to-one match. Due to the current political climate, funding reductions are projected.
HOME	public – federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$2,713,016.63	\$1,500,000	0	\$4,213,016.63	\$10,852,066.52	Supports affordable housing through public-private partnerships and is often paired with other funding sources. Funds are awarded through a competitive process to support multifamily development throughout the Plan period. Due to the current political climate, funding reductions are projected.
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short-term or transitional housing facilities STRMU Supportive services TBRA	\$1,185,768			\$1,185,768	\$4,743,072	Funds are awarded through a competitive request-for-proposal process to support housing and services for individuals living with HIV/AIDS. While funding has increased in past years, reductions are anticipated due to the current political climate.
Other	public - federal	Public Services	\$555,074.00	0	0	\$555,074.00	\$2,220,296.00	This amount reflects the required project match and other leveraged funds that are bestowed through a variety of sources: other federal, state, local, private and in-kind.

Table 55 – Anticipated Resources

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

Additional resources that support activities under this Plan come from a variety of sources, including local funds, private investment, state programs, and other federal grants.

- **ESG subrecipients** are required to match grant funds with an equal amount of cash and/or non-cash contributions. These may include donated supplies, the fair market value of buildings, staff salaries, and volunteer time.
- **HOME funds** continue to attract significant private investment for the construction and rehabilitation of affordable housing. Although federal regulations typically require a local match, El Paso qualifies for a match reduction and currently has no active HOME match requirement.

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

For every year of the Consolidated Plan, the City plans to accept applications from City departments, non-profit agencies, and non-municipal government entities for public facilities improvements that benefit low-to-moderate income residents and/or individuals. Improvements to publicly owned land will occur when public facilities funding is awarded to either a City department or another government entity. These types of facility improvements will be described in more detail through the corresponding Annual Action Plan(s) that are associated with the Consolidated Plan. City prioritizes improvements to publicly owned land that enhance accessibility for individuals with disabilities. Projects may include ADA-compliant playground upgrades, accessible trail segments, curb ramps, restroom retrofits, and improvements to public facilities to ensure full and equitable access.

These improvements not only meet regulatory requirements but also support broader community inclusion and safety goals.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan, including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
CITY OF EL PASO - COMMUNITY & HUMAN DEVELOPMENT	Government	Economic Development, Homelessness, Non-homeless special needs, Ownership Planning	CITY OF EL PASO - COMMUNITY & HUMAN DEVELOPMENT

Table 56 – Institutional Delivery Structure

Assessment of Strengths and Gaps in the Institutional Delivery System

Activities in the consolidated plan will be primarily carried out by the City of El Paso. Local non-profit organizations and service providers will be identified through an annual RFP process to conduct activities that meet goals identified in the plan, however organizations have not yet been identified and activities will be closely monitored by the City of El Paso.

Availability of services targeted to homeless persons and persons with HIV, and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted at the Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	
Mortgage Assistance	X		
Rental Assistance	X	X	X
Utilities Assistance	X	X	X
Street Outreach Services			
Law Enforcement			
Mobile Clinics			
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X

Table 57 – Homeless Prevention Services Summary

Describe how the service delivery system, including, but not limited to, the services listed above, meets the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The City of El Paso works in collaboration with El Paso Helps, service providers, and other local partners to implement a coordinated response to homelessness. The service delivery system includes street outreach, emergency shelter, transitional and permanent housing

programs, supportive services, and homelessness prevention and diversion activities. These services are designed to support individuals and families at all stages of housing instability, with attention to subpopulations identified as having the highest need.

Chronically homeless individuals, families with children, veterans, unaccompanied youth, and survivors of domestic violence are prioritized through a centralized Coordinated Entry system, informed by real-time outreach data. Services include access to shelter, food, transportation, medical care, case management, behavioral health, and employment supports. Veterans are quickly linked to VA or non-VA housing and benefits depending on eligibility. Prevention programs offer rental and utility assistance with case management to support long-term stability.

Street outreach teams connect directly with unsheltered individuals and families in encampments, transit corridors, and parks, assisting with documentation, assessments, and service navigation. Once engaged, clients are matched to the most appropriate program based on vulnerability and housing readiness, supporting both rapid and sustained transitions into permanent housing.

Describe the strengths and gaps of the service delivery system for the special needs population and persons experiencing homelessness, including, but not limited to, the services listed above.

El Paso's system benefits from strong interagency partnerships, localized data, and an expanding network of coordinated outreach and housing navigation programs. El Paso Helps has strengthened the continuum's ability to connect people with services through digital tools and community access points. The presence of veteran-focused programs, legal clinics, childcare support, and flexible rental assistance adds to the system's strength.

However, key service gaps remain:

- ❖ There is an insufficient number of shelter beds and transitional housing for unaccompanied youth.
- ❖ A shortage of behavioral health and substance use services exists, especially for those with co-occurring disorders or without insurance.
- ❖ Services are limited during evenings and weekends, creating barriers to timely crisis response.
- ❖ Mobile medical care does not adequately reach individuals in shelters or those living unsheltered, although the Mobile Integrated Unit with the El Paso Fire Department is making great strides on this.
- ❖ The system lacks widespread access to dental, vision, and disability-focused services.
- ❖ Eligibility restrictions for some funding streams reduce flexibility in serving all vulnerable populations.

- ❖ Law enforcement is often called to manage unsheltered homelessness in the absence of a fully funded street-level crisis response system.

In addition, people with disabilities, limited English proficiency, or undocumented status may face structural barriers to accessing services, despite provider efforts to offer inclusive support.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs.

The City's strategy focuses on building a more responsive and equitable service delivery system by investing in capacity, coordination, and access. CDBG and ESG resources will continue to be used to strengthen the network of outreach, shelter, prevention, and housing services. In partnership with El Paso Helps and other cross-sector collaborators, the City will:

- ❖ Expand support for mobile outreach, housing navigation, and behavioral health integration into existing programs;
- ❖ Increase availability of services outside regular business hours and support new programs that extend access to unaccompanied youth and families;
- ❖ Enhance public access to digital intake and referral tools that simplify the connection between residents and available services;
- ❖ Identify and reduce institutional barriers within the system, including those related to documentation, language, and accessibility;
- ❖ Pursue blended funding strategies to support activities not fully covered by federal sources, such as flexible assistance for undocumented individuals or post-shelter stabilization.
- ❖ Support ongoing data-sharing, performance monitoring, and provider training to improve system-wide outcomes.

By reinforcing partnerships, reducing gaps in service hours and populations served, and prioritizing high-need areas identified through the State of Homelessness and CAPER data, the City aims to ensure that no one experiencing homelessness is left without a clear path to housing and stability.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	DH 3.1 Tenant-Based Rental Assistance/ Homeless Prevention	2025	2029	Homeless	Citywide	DH 3.1 Tenant-Based Rental Assistance/ Homeless Prevention	HOPWA: \$4,390,895 ESG\$350,238	Tenant-based rental assistance / Rapid Rehousing: Households Assisted:440
2	DH 3.2 Rapid Rehousing	2025	2029	Homeless	Citywide	DH 3.2 Rapid Rehousing	ESG: \$1,000,743	Tenant-based rental assistance / Rapid Rehousing: Households Assisted 140 Person:170
3	DH 2.1 Housing Rehabilitation Assistance	2025	2029	Affordable Housing	Citywide	DH 2.1 Housing Rehabilitation Assistance	CDBG: \$1,000,000 CDBG RLF: \$150,000	Homeowner Housing Rehabilitated: 250
4	DH 2.2 Rental Housing by Developers	2025	2029	Affordable Housing	Citywide	DH 2.2 Rental Housing by Developers	HOME: \$10,173,812.36 HOME PI: \$6,750,000.	Rental units constructed: 80 Rehabilitated: 80
5	DH 2.3 Rental Housing by CHDOs	2025	2029	Affordable Housing	Citywide	DH 2.3 Rental Housing by CHDOs	HOME: \$2,034,762.47	Rental units constructed: 10

6	DH 3.3 First Time Homebuyer Assistance	2025	2029	Affordable Housing	Citywide	DH 3.3 First Time Homebuyer Assistance	CDBG RLF: \$800,000	Direct Financial Assistance to Homebuyers: 20 Households Assisted
7	DH 1.3 HOPWA Support Services	2025	2029	Affordable Housing Public Housing Non-Homeless Special Needs	Citywide	DH 1.3 HOPWA Support Services	HOPWA: \$1,197,195	Public service activities other than Low/Moderate Income Housing Benefit: 390 Persons
8	SL 1.1 Homeless, Emergency Shelter, and Housing	2025	2029	Homeless	Citywide	SL 1.1 Homeless, Emergency Shelter, and Housing	CDBG: \$2,880,888.00 ESG: \$682,390	Homeless Person Overnight Shelter: 16400 Persons Assisted
9	DH 2 HOPWA Permanent Housing Placement	2025	2029	Affordable Housing	Citywide	DH 2 HOPWA Permanent Housing Placement	HOPWA: \$ 50,000.00	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted
10	SL 1.2 Street Outreach	2025	2029	Homeless	Citywide	SL 1.2 Street Outreach	ESG: \$539,500.00	Public service activities other than Low/Moderate Income Housing Benefit: 510 Persons Assisted
11	SL 1.3 Mental and Medical Health Services	2025	2029	Mental and Medical	Citywide	SL 1.3 Mental and Medical Health Services	CDBG: \$ 608,000.00	Public service activities other than Low/Moderate Income Housing Benefit: 225 Persons Assisted
12	SL 1.5 Children and Youth Services	2025	2029	Children and Youth	Citywide	SL 1.5 Children and Youth Services	CDBG: \$640,000	Public service activities other than Low/Moderate Income Housing Benefit: 1600 Persons Assisted
13	SL 2.1 Public Facilities - Homeless Shelters	2025	2029	Homeless	Citywide	SL 2.1 Public Facilities - Homeless Shelters	CDBG: \$3,986,769.60	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted

14	SL 2.2 Public Facilities- Mobility Infrastructure	2025	2029	Mobility Infrastructure	Citywide	SL 2.2 Public Facilities -Mobility Infrastructure	CDBG: \$3,986,769.60	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
15	SL 2.3 Public Facilities - Neighborhood	2025	2029	Public Facilities	Citywide	SL 2.3 Public Facilities - Neighborhood	CDBG: \$3,986,769.60	Low/Moderate Income Housing Benefit: 500 Persons Assisted
16	SL 2.4 Public Facilities - Healthcare	2025	2029	Public Facilities	Citywide	SL 2.4 Public Facilities - Healthcare	CDBG: \$996,692.40	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
17	SL 2.5 Public Facilities - Mental Health	2025	2029	Public Facilities - Mental Health	Citywide	SL 2.5 Public Facilities - Mental Health	CDBG: \$3,986,769.60	Public service activities other than the Low/Moderate Income Housing Benefit: 500 Persons Assisted
18	SL 2.6 Public Facilities - Parks and Open Space	2025	2029	Public Facilities – Parks and Open Space	Citywide	SL 2.6 Public Facilities - Parks and Open Space	CDBG: \$996,692.40	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
19	SL 2.7 Public Facilities for Abused/Neglected Children	2025	2029	Public Facilities for Abused and Neg Children	Citywide	SL 2.7 Public Facilities for Abused/Neglected Children	CDBG: \$996,692.40	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
20	SL 2.8 Public Facilities - Senior Centers	2025	2029	Public Facilities - Senior Centers	Citywide	SL 2.8 Public Facilities - Senior Centers	CDBG: \$996,692.40	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 500 Persons Assisted
21	CDBG Program Administration	2025	2029	Administration	Citywide	CDBG Program Administration	CDBG: \$6,441,184.00	Other: 0 Other
22	Continuum Planning and Administration	2025	2029	Administration	Citywide	Continuum of Care Planning and Administration	CDBG: \$200,000	Other: 0 Other
23	ESG Program Administration	2025	2029	Administration	Citywide	ESG Program Administration	ESG: \$202,500.00	Other: 0 Other

24	HOPWA Program Administration	2025	2029	Administration	Citywide	HOPWA Program Administration	HOPWA: \$177,860.00	Other: 0 Other
25	HOPWA Sponsor Administration	2025	2029	Administration	Citywide	HOPWA Sponsor Administration	HOPWA: \$112,890	Other: 0 Other
26	Housing Program Administration	2025	2029	Administration	Citywide	Housing Program Administration	HOME: \$1,356,508.32 HOME PI: \$750,000	Other: 0 Other

Table 58 – Goals Summary

Goal Descriptions

1	Goal Name	DH 3.1 Tenant-Based Rental Assistance/ Homeless Prevention
	Goal Description	Rental assistance for individuals and families at-risk of becoming homeless and rapidly re-housing individuals and families experiencing homelessness.
2	Goal Name	DH 3.2 Rapid Rehousing
	Goal Description	For El Pasoans experiencing homelessness, rapid rehousing in conjunction with case management will ensure that the experience of homelessness is brief and non-recurring.
3	Goal Name	DH 2.1 Housing Rehabilitation Assistance
	Goal Description	Address the need for affordable housing by offering housing rehabilitation assistance for low-income single-family owner-occupied households.
4	Goal Name	DH 2.2 Rental Housing by Developers
	Goal Description	Address the need for affordable housing by providing loans or loan/forgivable deferred payment loans to for-profit and non-profit housing developers for the acquisition with construction, rehabilitation, and reconstruction of affordable rental housing units for low-income tenants.
5	Goal Name	DH 2.3 Rental Housing by CHDOs

	Goal Description	Address the need for affordable housing by providing loans or loans/forgivable deferred payment loans to Community Housing Development Organizations (CHDO) for acquisition with construction, rehabilitation and reconstruction of affordable housing units for low-income tenants.
6	Goal Name	DH 3.3 First Time Homebuyer Assistance
	Goal Description	Address the need for affordable housing by offering down payment and closing cost assistance for low- and moderate- income First Time Homebuyers.
7	Goal Name	DH 1.3 HOPWA Support Services
	Goal Description	To provide support services for persons living with HIV/AIDS in conjunction with tenant-based rental assistance.
8	Goal Name	SL 1.1 Homeless, Emergency Shelter, and Housing
	Goal Description	Service Category to provide safety services, including emergency shelter, transitional housing, special needs housing, and supportive services for basic needs such as food, transportation, health care, and other needs that lead to self-sustainability.
9	Goal Name	DH 2 HOPWA Permanent Housing Placement
	Goal Description	Assist low-income persons with HIV/AIDS to access decent and affordable housing through permanent housing placement assistance, including security deposits, which is not allowed on TBRA or Supportive Services.
10	Goal Name	SL 1.2 Street Outreach
	Goal Description	Providing essential services necessary to reach out to unsheltered homeless people, connect them with emergency shelter, housing, or critical services, and provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.
11	Goal Name	SL 1.3 Mental and Medical Health Services
	Goal Description	Public Services activities funded under the Mental and Medical Health Services Category to provide improved access to a suitable living environment by the provision of a comprehensive range of mental and medical health services.
12	Goal Name	SL 1.5 Children and Youth Services
	Goal Description	Public Services activities funded under the Children and Youth Category are to provide improved access to a suitable living environment by providing a comprehensive range of services for children and youth.
13	Goal Name	SL 2.1 Public Facilities - Homeless Shelters

	Goal Description	Public facilities improvement projects are to improve availability/accessibility to a suitable living environment.
14	Goal Name	SL 2.2 Public Facilities- Mobility Infrastructure
	Goal Description	Street improvements, including curb cuts, infrastructure improvement projects to provide improved availability/accessibility to a suitable living environment.
15	Goal Name	SL 2.3 Public Facilities – Neighborhood
	Goal Description	Improve availability and accessibility to neighborhood facilities, including libraries, by renovating or expanding neighborhood facilities.
16	Goal Name	SL 2.4 Public Facilities - Healthcare
	Goal Description	Improve accessibility and availability to medical health care by renovating or expanding a health care center.
17	Goal Name	SL 2.5 Public Facilities - Mental Health
	Goal Description	Mental health facility improvements to provide availability/accessibility of services for persons experiencing adverse mental health conditions. Note: All public facility projects utilizing HUD funds are required to meet or exceed ADA standards.
18	Goal Name	SL 2.6 Public Facilities - Parks and Open Space
	Goal Description	Improve availability and accessibility to a suitable living environment by renovating or expanding park facilities.
19	Goal Name	SL 2.7 Public Facilities for Abused/Neglected Children
	Goal Description	Abused/neglected children, domestic violence adults, and public facility improvement projects to provide improved availability/accessibility to a suitable living environment.
20	Goal Name	SL 2.8 Public Facilities - Senior Centers
	Goal Description	Senior center public facility improvement projects to provide improved availability/accessibility to a suitable living environment.
21	Goal Name	CDBG Program Administration

	Goal Description	Planning and management activities for entitlement grants.
22	Goal Name	Continuum Planning and Administration
	Goal Description	Planning and management activities for entitlement grants.
23	Goal Name	ESG Program Administration
	Goal Description	Planning and management activities for entitlement grants.
24	Goal Name	HOPWA Program Administration
	Goal Description	Planning and management activities for entitlement grants.
25	Goal Name	HOPWA Sponsor Administration
	Goal Description	Planning and management activities for entitlement grants.
26	Goal Name	Housing Program Administration
	Goal Description	Planning and management activities for entitlement grants.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The City of El Paso expects to serve approximately 359 El Paso extremely low to moderate income households per year with affordable housing assistance. That assistance will be in the form of rental assistance, first-time homebuyer, rehabilitation of single-family owner-occupied units, and construction or rehabilitation of new affordable units.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

HOME properties meet or exceed the statutorily required Accessible Unit and 2% requirements.

Activities to Increase Resident Involvements

Supportive services are made available to residents at all properties layered with Low-Income Housing Tax Credits.

Is the public housing agency designated as troubled under 24 CFR part 902?

No

Plan to remove the ‘troubled’ designation

Not applicable.

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

Historically, El Paso’s stock of lower-cost, quality housing has been an asset for the region. The lower cost of housing allowed households with modest incomes to afford quality housing and helped to attract businesses to the region. In recent years, housing has shifted from an asset to a challenge for the region. Housing affordability is an increasing burden on residents as they struggle to afford rent or access homeownership. At the same time, development along the edges of the City, coupled with disinvestment in existing neighborhoods, is undermining the economic strength of the region. El Paso faces a rapidly growing shortage of affordable rental housing for households earning less than \$30,000 a year. Currently, the El Paso region faces a shortage of approximately 2,300 rental housing units. That number is projected to expand by 2025.

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

To eliminate barriers and provide high-quality affordable housing, the following are positive effects of public action: The El Paso Regional Housing Plan, adopted by the City Council, lays out a strategy to ameliorate the barriers to affordable housing. That strategy includes the

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following: Housing Trust Fund: Dedicate additional City and County funding sources to affordable housing projects. Public Land Sale Policy: Establish a Request-for-Proposals process to sell infill sites in priority areas at a discount in exchange for affordable housing production or other public benefits. Dedicate local funding to assemble sites for development in priority areas.

9% Low Income Housing Tax Credit Local Support Criteria: Revise local criteria to promote mixed-income housing with deeper affordability in priority areas.

4% Low Income Housing Tax Credit Funding: Invest locally-controlled public funding for projects using 4% LIHTC to increase the production of affordable rental housing in partnership with the Housing Authority

DCHD sets aside funding each year for a Volunteer Housing Rehabilitation program where up to \$4,999 in CDBG funds are used in combination with applicant funding, donations and volunteers to provide housing rehabilitation for the elderly and/or disabled. This has proved to be a great way to increase housing rehabilitation within the City and assist people to remain in their homes longer at no cost to the homeowner.

SP-60 Homelessness Strategy – 91.215(d)

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

The City of El Paso reaches unsheltered individuals through the *El Paso Helps* initiative, which includes a 24/7 street outreach phone line funded by ARPA and operated in coordination with local partners. This outreach connects individuals to shelter, food, housing, and mental health resources. While the *El Paso Helps* portal is not 24/7, it supplements outreach by helping users navigate available services online. Annual Point-in-Time (PIT) counts and interviews at shelters further support individualized assessments and care planning.

Addressing the emergency and transitional housing needs of homeless persons

The City of El Paso supports a range of emergency and transitional housing programs through CDBG and ESG funding. Approximately 25.2% of ESG funds and 59% of CDBG Public Services funds are allocated to shelter operations. Key facilities include the Women's Resource Center, Missouri Street Residence, and Safe Haven, which offer emergency shelter, case management, and transitional housing for single adults, individuals with mental illness, and those pursuing stability. Additionally, a no-barrier Welcome Center, funded by ARPA, provides 24/7 walk-in access to immediate shelter, health, and housing resources for individuals in crisis.

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 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.

To support long-term stability, 34% of ESG funding is allocated to Rapid Rehousing programs. These initiatives are bolstered by non-HUD funding and coordination through El Paso Helps. Clients receive case management, housing navigation, and follow-up to reduce homelessness duration and prevent recurrence.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs.

Prevention efforts are reinforced through 13.3% of ESG funding and partnerships with agencies serving those at risk. The City emphasizes discharge planning for individuals exiting institutions, using the Coordinated Entry system to prioritize and link them to services. The County operates a Re-entry Program offering support and legal assistance for individuals leaving jail.

[SP-65 Lead-based paint Hazards – 91.215\(i\)](#)

Actions to address LBP hazards and increase access to housing without LBP hazards

The Department of Community and Human Development will continue to perform Lead-Based Paint Testing on all housing being renovated that was built before 1978. The City of El Paso adopted procedures to comply with the Federal Department of Housing and Urban Development's (HUD) new rule on Lead-Based Paint (LBP) Poisoning Prevention in Certain Residential Structures. This rule is intended to protect young children living in HUD-assisted housing. Built before 1978 with lead-based paint hazards.

How are the actions listed above related to the extent of lead poisoning and hazards?

Although there are no indications of a significant problem with lead poisoning in El Paso, it still does occur. Consequently, the City of El Paso Health Department, other public health agencies, and private sector health care providers have continued to emphasize a

“community level intervention” that consists of training and education prevention activities, screening, surveillance, risk management, and primary prevention. Until lead poisoning has been eliminated, the City of El Paso’s public health agencies will continue to devote much of their lead-poisoning prevention resources to case management services for poisoned children. In addition, the City of El Paso will continue to utilize its federal funding in the abatement of lead-based paint in houses that were built before 1978.

How are the actions listed above integrated into housing policies and procedures?

The City requires an inspection report from one of the certified testing providers to include the project design describing the appropriate removal measures and required clearances, which will be specified in the plans and construction contract. This cost is an eligible renovation cost.

The City of El Paso’s Community and Human Development Department contracts for the construction or rehabilitation of residential structures, requires all contractors and subcontractors to comply with the provisions of the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35 to eliminate lead-based paint hazards. Also, the City of El Paso adopted procedures to comply with the Department of Housing and Urban Development’s (HUD) new rule on Lead-Based Paint Poisoning Prevention in Certain Residential Structures. This rule is intended to protect young children living in HUD-assisted housing built before 1978 from lead-based paint hazards.

[SP-70 Anti-Poverty Strategy – 91.215\(j\)](#)

Jurisdiction Goals, Programs, and Policies for Reducing the Number of Poverty-Level Families

The City of El Paso’s efforts to reduce the number of poverty-level families center on addressing urgent housing needs, particularly the shortage of affordable rental units and the risk of homelessness among low-income families. Guided by the 2025 Community Needs Assessment (CNA), the City prioritizes rental assistance, permanent housing for those experiencing homelessness, and the expansion of affordable housing development. The CNA findings also highlight the need for accessible units for people with disabilities, housing support for youth and families, and coordinated housing placement to reduce the risk of displacement. These goals are implemented through HUD-funded programs like ESG, HOME, and CDBG and are designed to stabilize households at risk of falling deeper into poverty.

How are the Jurisdiction’s Poverty-Reducing Goals, Programs, and Policies Coordinated with this Affordable Housing Plan

The poverty-reduction strategy is fully integrated into El Paso’s affordable housing goals. The Consolidated Plan and Annual Action Plan prioritize the development and preservation of affordable rental housing, tenant-based rental assistance, and programs that prevent

homelessness, especially for families and individuals with extremely low incomes. These priorities are drawn directly from CNA data, which showed high levels of rent burden and housing instability among respondents. Investments in permanent supportive housing, emergency housing options, and efforts to increase the overall supply of affordable units are coordinated to reduce housing insecurity, a primary driver of poverty in the region.

SP-80 Monitoring – 91.230

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

The Department of Community and Human Development will use current procedures to monitor all grant-funded project areas of program administration, fiscal compliance, and regulatory compliance to uphold the comprehensive plan's requirements, activities, and ensure that long-term requirements are upheld. The areas included are as follows: 1) program performance review of national objectives, eligible activities, contract objectives, scope of work, contract schedule, and contract budget; 2) financial management practices of the accounting system and internal controls; 3) record keeping and reporting practices; 4) general management practices, which includes the condition of facilities; and 5) anti-discrimination compliance.

Regulatory Compliance

Contract Compliance guides eligible activities, costs, and guidelines for the given program under each grant. Such guidelines are further stipulated in the agreements with the agencies and provide technical assistance throughout the term of the programs as needed.

The initial phase of Programmatic Monitor is a risk assessment. This form is sent to all public services programs to be completed by a given deadline (normally fifteen days), due January 15th of each year. Additional recommendations determine which programs will be monitored during the year. Monitoring will be conducted on-site and/or via Microsoft Teams to review if the program is compliant with city, state, and/or Federal guidelines. All programs undergo monitoring. An exit interview is held with the program staff to inform them of preliminary conclusions that involve compliance or non-compliance. Preliminary conclusions are finalized once the monitor discusses the program with its grant administrator. A final report is submitted by the monitor to the program within 7 days of the monitoring.

The Programmatic Monitor will consist of a risk assessment form that is sent to all programs to be completed by a given deadline (normally one week), and additional recommendations will determine which programs will be monitored during the fiscal year. Monitoring will be conducted on-site to review if the program is compliant with the review of city, state, and/or federal guidelines, a random selection of programmatic files (specifically client files related to the program), as well as activities and eligible costs by the program's agreement.

An exit interview is done with the program staff to inform them of preliminary conclusions that involve compliance or non-compliance. Preliminary conclusions are finalized once the monitor discusses with its program administrators the current state. A final report is then submitted by the monitor to the program within 30 days of the monitoring on-site visit.

Grant Administrators collect and review monthly reports submitted by agencies containing detailed information on:

- ❖ Expenditures
- ❖ Services provided
- ❖ Non-duplicated clients served
- ❖ Demographic characteristics
- ❖ Time reports on staff funded through the grant; and
- ❖ Other information as required by the program agreement

Data from these reports is reviewed and assessed for reimbursement and the program's performance.

CDBG/HOME and other HUD grant-funded affordable housing projects are site-monitored during construction until the project has been completed and confirmed via supporting documentation such as a Certificate of Occupancy and is owner-accepted. For projects exceeding \$2,000.00, they are also monitored to ensure compliance with Davis-Bacon Department of Labor guidelines. Similarly, Section 3 requirements are monitored for projects exceeding \$200,000.00. Homebuyer Assistance and HOME rental housing projects are monitored by conducting Uniform Physical Condition Standard (UPCS) Inspections by HUD to ensure a decent, safe, and sanitary environment for tenants.

CDBG Facilities projects funded through Multiple Task Forgivable Loan agreements are monitored on an annual basis for the term of the loan and reversionary period. Documentation and reporting monitored includes, but is not limited to, quarterly reports on client utilization and an Annual Utilization Report to ensure compliance with HUD's Low- to -Moderate Income National Objective. In addition, each January, the agency must submit an Annual Utilization Report. An on-site visit is conducted annually as well. Aspects of other monitoring are used for the on-site visit.

Fiscal

A Fiscal Monitor conducts annual desktop reviews, as time and resources permit, for sub-recipients. In the initial stages of each respective fiscal monitoring engagement, a Sub-recipient Risk Assessment Questionnaire is sent to the sub-recipient Management staff for completion. The questionnaire captures risk indicators regarding:

- ❖ Experience with the Grant
- ❖ Employee Turnover in Key Positions
- ❖ Past Compliance Performance
- ❖ Reception of qualified/adverse Opinion from the External Audit Firm
- ❖ Track Record on Reimbursement Request Errors
- ❖ Board Membership and Membership Turnover
- ❖ Amount of Funding Received

The responses and information received are recorded/archived to determine if the agency is a Low-Risk, Medium-Risk, or High-Risk agency. The monthly review of agency-submitted Request for Reimbursement Reports serves as an additional mechanism in place to "fiscally" review sub-recipient fiscal activity during the designated grant year.

Title VI. Civil Rights

All grant-funded agreements with subrecipients and other agencies funded through the department are required to adhere guidelines and protections granted under Title VI. Civil Rights Act of 1964. Compliance with Title VI is specifically required as part of the grant-funded agreements and granting agency requirements.

In addition, through outreach and collaborative efforts, the City of El Paso's Office of Title VI and ADA will aim to ensure that City's compliance with Title VI include compliance by the City's grantees, sub-recipients, and related entities and will assign responsibilities for ensuring compliance in all of their programs, services, and activities by;

- ❖ Ensuring that all persons can receive the benefit of programs, services, and activities;
- ❖ Ensuring that limited English proficient (LEP) individuals are provided meaningful access to programs, services, and activities;

- ❖ Avoiding, minimizing, or mitigating disproportionate adverse environmental effects, including social and economic effects, on communities of color and low-income populations as a result of programs, services, and activities; and
- ❖ Establishing clear procedures for filing, investigating, and successfully resolving complaints on a timely basis and at the lowest level possible.

DRAFT

Expected Resources

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

Introduction-Anticipated Resources

Program	Source of Funds	Uses of Funds	(tentative) Expected Amount Available Year 1				(tentative) Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation:\$	Program Income:\$	Prior Year Resources:\$	Total: \$		
CDBG	Public Federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	\$6,441,184	\$260,000	0	\$6,701,184.00	\$25,764,736	CDBG funds support housing, public facilities, and services, often leveraged with other public and private sources to maximize impact. Priority is given to proposals that combine CDBG with other funding. City departments also use CDBG alongside federal, local, private, and Revolving Loan Funds. Due to the current political climate, funding reductions are projected.
ESG	Public Federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	\$555,074.00	0	0	\$555,074.00	\$2,220,296	Funds are awarded through a competitive request-for-proposal process, and selected organizations are required to provide a one-to-one match. Due to the current political climate, funding reductions are projected.

HOME	public – Federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	\$2,713,016.63	\$1,500,000	0	\$4,213,016.63	\$10,852,066. 52	Supports affordable housing through public-private partnerships and is often paired with other funding sources. Funds are awarded through a competitive process to support multifamily development throughout the Plan period. Due to the current political climate, funding reductions are projected.
HOPWA	public - federal	Permanent housing in facilities Permanent housing placement Short-term or transitional housing facilities STRMU Supportive services TBRA	\$1,185,768	0	0	\$1,185,768	\$4,743,072	Funds are awarded through a competitive request-for-proposal process to support housing and services for individuals living with HIV/AIDS. While funding has increased in past years, reductions are anticipated due to the current political climate.
Other	public - federal	Public Services	\$555,074	0	0	\$555,074	\$2,220,296	This amount reflects the required project match and other leveraged funds that are bestowed through a variety of sources: other federal, state, local, private, and in-kind.

Table 59 – Expected Resources – Priority Table

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

For Program Year 2025, the City of El Paso will continue to use federal funds to leverage private, state, and local resources to maximize the impact of its housing and community development investments. This is especially critical for the Emergency Solutions Grant (ESG) program, which requires a one-to-one match under federal regulations.

To meet ESG matching requirements, the City and its subrecipient agencies will use a combination of funding sources, including:

- ❖ State-funded programs such as the Homeless Housing and Services Program (HHSP)
- ❖ Local general funds and private grants
- ❖ In-kind contributions such as staff time, donated goods, volunteer hours, and use of facilities
- ❖ Other federal sources used in coordination, such as Continuum of Care and HOME funds (where eligible)

By blending ESG with other funding streams, the City can sustain key services such as rapid rehousing, homelessness prevention, street outreach, and emergency shelter operations. This coordination helps stretch limited federal dollars and supports a more integrated service delivery system. In addition, leveraging supports long-term planning efforts by reinforcing partnerships with local agencies, nonprofit providers, and philanthropic partners committed to addressing housing insecurity and homelessness in El Paso.

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

For every year of the 2025-2029 Consolidated Plan, the City plans to accept applications from City departments, non-profit agencies, and non-municipal government entities for public facilities improvements that benefit low-to-moderate income residents and/or individuals. Improvements to publicly owned land will occur when public facilities funding is awarded to either a City department or another government entity. These types of facility improvements will be described in more detail through the corresponding Annual Action Plan(s) that are associated with the 2020-2025 Consolidated Plan.

For year 1 of the 2025-2029 Consolidated Plan, the City of El Paso will deploy \$1,536,888.86 of CDBG funding to address the affordable housing gap. One project will fully rehabilitate the Ruben E. Salazar Apartments.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	DH 3.1 Tenant-Based Rental Assistance/ Homeless Prevention	2025	2026	Homeless	Citywide	DH 3.1 Tenant-Based Rental Assistance/ Homeless Prevention	HOPWA: \$878,179.00 ESG: \$70,047.50 TOTAL: \$948,226.50	Tenant-based rental assistance / Rapid Rehousing: 88 Households Assisted
2	DH 3.2 Rapid Rehousing	2025	2026	Homeless	Citywide	DH 3.2 Rapid Rehousing	ESG: \$200,148.50	Tenant-based rental assistance / Rapid Rehousing: Households Assisted 28 Persons 34
3	DH 2.1 Housing Rehabilitation Assistance	2025	2026	Affordable Housing	Citywide	DH 2.1 Housing Rehabilitation Assistance	CDBG: \$200,000.00 CDBG RLF: \$30,000.00	Homeowner Housing Rehabilitated: Household Housing Unit 50

4	DH 2.2 Rental Housing by Developers	2025	2026	Affordable Housing	Citywide	DH 2.2 Rental Housing by Developers	HOME: \$2,034,762.47 HOME PI: \$1,350,000.00	Rental units constructed: 16
5	DH 2.3 Rental Housing by CHDOs	2025	2026	Affordable Housing	Citywide	DH 2.3 Rental Housing by CHDOs	HOME: \$406,952.49	Rental units constructed: Rehabilitated: 2
6	DH 3.3 First Time Homebuyer Assistance	2025	2026	Affordable Housing	Citywide	DH 3.3 First Time Homebuyer Assistance	CDBG RLF: \$160,000	Direct Financial Assistance to Homebuyers Households Assisted
7	DH 1.3 HOPWA Support Services	2025	2026	Affordable Housing Public Housing Non-Homeless Special Needs	Citywide	DH 1.3 HOPWA Support Services	HOPWA: \$239,439.00	Public service activities other than the Low/Moderate Income Housing Benefit: 78
8	SL 1.1 Homeless, Emergency Shelter, and Housing	2025	2026	Homeless	Citywide	SL 1.1 Homeless, Emergency Shelter, and Housing	CDBG: \$576,177.60 ESG: \$136,478.00 TOTAL: \$712,655.60	Homeless Person Overnight Shelter: 3280 Persons Assisted
9	DH 2 HOPWA Permanent Housing Placement	2025	2026	Affordable Housing	Citywide	DH 2 HOPWA Permanent Housing Placement	HOPWA: \$10,000.00	Public service activities other than the Low/Moderate Income Housing Benefit: 4 Persons Assisted
10	SL 1.2 Street Outreach	2025	2026	Homeless	Citywide	SL 1.2 Street Outreach	ESG: \$107,900.00	Public service activities other than Low/Moderate Income Housing Benefit: Persons Assisted 102

11	SL 1.3 Mental and Medical Health Services	2025	2026	Mental and Medical	Citywide	SL 1.3 Mental and Medical Health Services	CDBG: \$290,000.00	Public service activities other than Low/Moderate Income Housing Benefit: Persons Assisted: 270
12	SL 1.5 Children and Youth Services	2025	2026	Children and Youth	Citywide	SL 1.5 Children and Youth Services	CDBG: \$100,000.00	Public service activities other than Low/Moderate Income Housing Benefit: Persons Assisted: 200
13	SL 2.1 Public Facilities - Homeless Shelters	2025	2026	Homeless	Citywide	SL 2.1 Public Facilities - Homeless Shelters	CDBG: \$1,911,863.48	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: Persons Assisted: 2000
15	SL 2.3 Public Facilities - Neighborhood	2025	2026	Public Facilities	Citywide	SL 2.3 Public Facilities - Neighborhood	CDBG: \$2,074,906.12	Public Facility or Infrastructure Activities Low/Moderate Income Housing Benefit: Persons Assisted: 286
21	CDBG Program Administration	2025	2026	Administration	Citywide	CDBG Program Administration	CDBG: \$1,288,236.80	Other: 0 Other
23	ESG Program Administration	2025	2026	Administration	Citywide	ESG Program Administration	ESG: \$40,500.00	Other: 0 Other
24	HOPWA Program Administration	2025	2026	Administration	Citywide	HOPWA Program Administration	HOPWA: \$35,572	Other: 0 Other
25	HOPWA Sponsor Administration	2025	2026	Administration	Citywide	HOPWA Sponsor Administration	HOPWA: \$22,578	Other: 0 Other
26	Housing Program Administration	2025	2026	Administration	Citywide	Housing Program Administration	HOME EN: \$271,301.66 HOME PI: \$150,000.00	Other: 0 Other

Table 60 – Goals Summary

Goal Descriptions

1	Goal Name	DH 3.1 Tenant-Based Rental Assistance/ Homeless Prevention
	Goal Description	Rental assistance for individuals and families at-risk of becoming homeless and rapidly re-housing individuals and families experiencing homelessness.
2	Goal Name	DH 3.2 Rapid Rehousing
	Goal Description	For El Pasoans experiencing homelessness, rapid rehousing in conjunction with case management will ensure that the experience of homelessness is brief and non-recurring.
3	Goal Name	DH 2.1 Housing Rehabilitation Assistance
	Goal Description	Address the need for affordable housing by offering housing rehabilitation assistance for low-income single-family owner-occupied households.
4	Goal Name	DH 2.2 Rental Housing by Developers
	Goal Description	Address the need for affordable housing by providing loans or loan/forgivable deferred payment loans to for-profit and non-profit housing developers for the acquisition with construction, rehabilitation, and reconstruction of affordable rental housing units for low-income tenants.
5	Goal Name	DH 2.3 Rental Housing by CHDOs
	Goal Description	Address the need for affordable housing by providing loans or loans/forgivable deferred payment loans to Community Housing Development Organizations (CHDOs) for acquisition with construction, rehabilitation, and reconstruction of affordable housing units for low-income tenants.
6	Goal Name	DH 3.3 First Time Homebuyer Assistance
	Goal Description	Address the need for affordable housing by offering down payment and closing cost assistance for low- and moderate-income First homebuyers.
7	Goal Name	DH 1.3 HOPWA Support Services
	Goal Description	To provide support services for persons living with HIV/AIDS in conjunction with tenant-based rental assistance.
8	Goal Name	SL 1.1 Homeless, Emergency Shelter, and Housing

	Goal Description	Service Category to provide safety services, including emergency shelter, transitional housing, special needs housing, and supportive services for basic needs such as food, transportation, health care, and other needs that lead to self-sustainability.
9	Goal Name	DH 2 HOPWA Permanent Housing Placement
	Goal Description	Assist low-income persons with HIV/AIDS to access decent and affordable housing through permanent housing placement assistance, including security deposits, which is not allowed on TBRA or Supportive Services.
10	Goal Name	SL 1.2 Street Outreach
	Goal Description	Providing essential services necessary to reach out to unsheltered homeless people, connect them with emergency shelter, housing, or critical services, and provide urgent, non-facility-based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.
11	Goal Name	SL 1.3 Mental and Medical Health Services
	Goal Description	Public Services activities funded under the Mental and Medical Health Services Category to provide improved access to a suitable living environment by the provision of a comprehensive range of mental and medical health services.
12	Goal Name	SL 1.5 Children and Youth Services
	Goal Description	Public Services activities funded under the Children and Youth Category are to provide improved access to a suitable living environment by providing a comprehensive range of services for children and youth.
13	Goal Name	SL 2.1 Public Facilities - Homeless Shelters
	Goal Description	Public facilities improvement projects are to improve availability/accessibility to a suitable living environment.
14	Goal Name	SL 2.2 Public Facilities- Mobility Infrastructure
	Goal Description	Street improvements, including curb cuts, infrastructure improvement projects to provide improved availability/accessibility to a suitable living environment.
15	Goal Name	SL 2.3 Public Facilities – Neighborhood
	Goal Description	Improve availability and accessibility to neighborhood facilities, including libraries, by renovating or expanding neighborhood facilities.
16	Goal Name	SL 2.4 Public Facilities - Healthcare
	Goal Description	Improve accessibility and availability to medical health care by renovating or expanding a health care center.
17	Goal Name	SL 2.5 Public Facilities - Mental Health
	Goal Description	Mental health facility improvements to provide availability/accessibility of services for persons experiencing adverse mental health conditions. Note: All public facility projects utilizing HUD funds are required to meet or exceed ADA standards.
18	Goal Name	SL 2.6 Public Facilities - Parks and Open Space

	Goal Description	Improve availability and accessibility to a suitable living environment by renovating or expanding park facilities.
19	Goal Name	SL 2.7 Public Facilities for Abused/Neglected Children
	Goal Description	Abused/neglected children, domestic violence adults, and public facility improvement projects to provide improved availability/accessibility to a suitable living environment.
20	Goal Name	SL 2.8 Public Facilities - Senior Centers
	Goal Description	Senior center public facility improvement projects to provide improved availability/accessibility to a suitable living environment.
21	Goal Name	CDBG Program Administration
	Goal Description	Planning and management activities for entitlement grants.
22	Goal Name	Continuum Planning and Administration
	Goal Description	Planning and management activities for entitlement grants.
23	Goal Name	ESG Program Administration
	Goal Description	Planning and management activities for entitlement grants.
24	Goal Name	HOPWA Program Administration
	Goal Description	Planning and management activities for entitlement grants.
25	Goal Name	HOPWA Sponsor Administration
	Goal Description	Planning and management activities for entitlement grants.
26	Goal Name	Housing Program Administration
	Goal Description	Planning and management activities for entitlement grants.

Projects

AP-35 Projects – 91.220(d)

Introduction- Projects

1	DH 3.1 Tenant-Based Rental Assistance/ Homeless Prevention
2	DH 3.2 Rapid Rehousing
3	DH 2.1 Housing Rehabilitation Assistance
4	DH 2.2 Rental Housing by Developers
5	DH 2.3 Rental Housing by CHDOs
6	DH 3.3 First Time Homebuyer Assistance
7	DH 1.3 HOPWA Support Services
8	SL 1.1 Homeless, Emergency Shelter, and Housing
9	DH 2 HOPWA Permanent Housing Placement
10	SL 1.2 Street Outreach
11	SL 1.3 Mental and Medical Health Services
12	SL 1.5 Children and Youth Services
13	SL 2.1 Public Facilities - Homeless Shelters
14	SL 2.3 Public Facilities – Neighborhood
15	CDBG Program Administration
16	ESG Program Administration
17	HOPWA Program Administration
18	HOPWA Sponsor Administration
19	Housing Program Administration

Table 61 – Project Information

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

Allocation priorities for PY 2025 are based on findings from the Community Needs Assessment, which identified affordable rental housing, homelessness services, and support for extremely low-income households as the most pressing needs. Funding is directed to programs that stabilize households and prevent homelessness, including tenant-based rental assistance, shelter operations, and permanent housing placement.

The main obstacles include limited availability of deeply affordable units, rising construction and rent costs, and constrained entitlement funding. Additionally, service gaps for youth, families, and people with limited access to digital or transportation resources continue to hinder progress in reaching the most underserved residents.

AP-38 Project Summary

Project Summary Information

1.	Project Name	DH 3.1 Tenant-Based Rental Assistance & Homelessness Prevention
	Target Area	Countywide (HOPWA) and Citywide (ESG)
	Goals Supported	DH 3.1 Tenant-Based Rental Assistance & Homelessness Prevention
	Needs Addressed	DH 3.1 Tenant-Based Rental Assistance & Homeless Prevention
	Funding	HOPWA: \$878,179.00
		ESG: \$70,047.50 (plus match)
	Description	This project will provide affordable decent housing for people at risk of experiencing homelessness.
	Target Date	8/31/2026
	Estimate the number and type of families that will benefit from the proposed activities	88
	Location Description	TBD
	Planned Activities	HOPWA: Enable persons living with HIV/AIDS, and their families, to establish or better maintain a stable living environment in housing that is decent, safe, and sanitary by providing long-term housing assistance through tenant-based rental assistance and permanent housing placement.

2	Project Name	DH 3.2 Rapid Rehousing
	Target Area	Citywide
	Goals Supported	DH 3.2 Rapid Rehousing
	Needs Addressed	DH 3.2 Rapid Rehousing
	Funding	ESG: \$200,148.50 (Plus Match)
	Description	This project will move people experiencing homelessness into safe, decent housing.
	Target Date	8/31/26
	Estimate the number and type of families that will benefit from the proposed activities	34 persons/28 households
	Location Description	TBD
	Planned Activities	This project will provide rapid rehousing services to people experiencing homelessness.
3	Project Name	DH 2.1 Housing Rehabilitation Assistance
	Target Area	Citywide
	Goals Supported	DH 2.1 Housing Rehabilitation Assistance
	Needs Addressed	DH 2.1 Housing Rehabilitation Assistance
	Funding	CDBG: \$200,000
		CDBG RLF: \$30,000
	Description	Projects will provide safe, affordable, and decent housing through the rehabilitation of existing single-family, owner-occupied dwellings.
	Target Date	8/31/26
	Estimate the number and type of families that will benefit from the proposed activities	50 households will be assisted through single-family owner-occupied rehabilitation.
	Location Description	Citywide
4	Project Name	DH 2.2 Rental Housing by Developers
	Target Area	Citywide

	Goals Supported	DH 2.2 Rental Housing by Developers
	Needs Addressed	DH 2.2 Rental Housing by Developers
	Funding	HOME: \$2,034,762.47
		HOME PI: \$1,350,000
	Description	This project will provide loans to construct safe, affordable, and decent housing to increase and maintain the affordable rental housing stock.
	Target Date	8/31/26
	Estimate the number and type of families that will benefit from the proposed activities	16 households earning under 60% Annual Median Income (AMI) will be supported through this project.
	Location Description	Citywide
	Planned Activities	Construction of rental units available for low-income households.
5	Project Name	DH 2.3 Rental Housing by CHDOs
	Target Area	Citywide
	Goals Supported	DH 2.3 Rental Housing by CHDOs
	Needs Addressed	DH 2.3 Rental Housing by CHDOs
	Funding	HOME: \$406,952.49
	Description	This project will provide loans to construct safe, affordable, and decent housing to increase and maintain the affordable rental housing stock.
	Target Date	8/31/26
	Estimate the number and type of families that will benefit from the proposed activities	2 household earning 60% Annual Median Income (AMI) or less will be supported through this program.
	Location Description	Citywide
	Planned Activities	New rental units are to be constructed by Community Housing Development Organizations (CHDOs) for low-income households.
6	Project Name	DH 3.3 First Time Homebuyer Program
	Target Area	Citywide

	Goals Supported	DH 3.3 First Time Homebuyer Program	
	Needs Addressed	DH 3.3 First Time Homebuyer Program	
	Funding	CDBG RLF: \$160,000	
	Description	This project will provide safe, affordable, and decent housing for first-time homebuyers.	
	Target Date	8/31/2026	
	Estimate the number and type of families that will benefit from the proposed activities	4 households will be assisted through this activity.	
	Location Description	Citywide	
	Planned Activities	Provide first-time homebuyers with loans for down payment and closing cost assistance.	
7	Project Name	DH 1.3 HOPWA Supportive Services	
	Target Area	Countywide	
	Goals Supported	DH 1.3 HOPWA Support Services	
	Needs Addressed	DH 1.3 HOPWA Support Services	
	Funding	HOPWA: \$239,439.00	
	Description	Provision of supportive services, including, but not limited to, case management, counseling, referral services, and resource identification for housing, health, and mental health services.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities	78 low-to-moderate income families will receive supportive services.	
	Location Description	TBD	
8	Planned Activities	Enable low- and moderate-income persons living with HIV/AIDS, and their families, to establish or better maintain a stable living environment in housing that is decent, safe, and sanitary by providing supportive services, such as case management, counseling, and resources identification for housing, health, and mental health services.	
	Project Name	SL 1.1 Homeless, Emergency Shelter, and Housing	
	Target Area	Citywide	
	Goals Supported	SL 1.1 Homeless, Emergency Shelter, and Housing	

	Needs Addressed	SL 1.1 Homeless, Emergency Shelter, and Housing	
	Funding	ESG: \$136,478.00	
		CDBG: \$576,177.60	
	Description	These projects will increase availability and accessibility to a suitable living environment through homeless, emergency shelter, and housing activities.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	CDBG & ESG: 3280	
9	Location Description	TBD	
	Planned Activities	Agencies will assist individuals and families who are experiencing homelessness by providing emergency shelter services. Emergency shelter services from these agencies include safe shelter, job readiness training, GED instruction, case management, financial assistance and housing navigation. The ultimate goal of these activities is to help clients achieve stable, permanent housing and/or become economically independent.	
	Project Name	DH 2 HOPWA Permanent Housing Placement	
	Target Area	Countywide	
	Goals Supported	DH 2 HOPWA Permanent Housing Placement	
	Needs Addressed	DH 2 HOPWA Permanent Housing Placement	
	Funding	HOPWA: \$10,000	
	Description	Provision of supportive services, including, but not limited to, case management, counseling, referral services, and resource identification for housing, health, and mental health services.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities	4 low-to-moderate income families will receive supportive services.	
	Location Description	TBD	

	Planned Activities	Enable low- and moderate-income persons living with HIV/AIDS, and their families, to establish or better maintain a stable living environment in housing that is decent, safe, and sanitary by providing supportive services, such as case management, counseling, and resources identification for housing, health, and mental health services.	
10	Project Name	SL 1.2 Street Outreach	
	Target Area	Citywide	
	Goals Supported	SL 1.2 Street Outreach	
	Needs Addressed	SL 1.2 Street Outreach	
	Funding	ESG: \$107,900.00	
	Description	This project will address housing and homelessness, and mental health by providing street outreach services to individuals experiencing homelessness.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	A total of 102 individuals will be assisted through this program.	
	Location Description	TBD	
11	Planned Activities	Street Outreach is intended to link individuals on the streets to services that will help them become self-sufficient and find permanent housing.	
	Project Name	SL 1.3 Mental and Medical Health Services	
	Target Area	Citywide	
	Goals Supported	SL 1.3 Mental and Medical Health Services	
	Needs Addressed	SL 1.3 Mental and Medical Health Services	
	Funding	CDBG: \$290,000.00	
	Description	This program will provide improved access to a suitable living environment by providing a continuum of care that includes a comprehensive range of services and safety net services for seniors and persons with disabilities.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	This project will address resident empowerment, food security, housing and homelessness, and mental health by assisting 270 persons with medical and/or mental health services.	

	Location Description	TBD	
	Planned Activities	Public Services activities funded under the Mental and Medical Health Services Category to provide improved access to a suitable living environment by the provision of a comprehensive range of mental and medical health services.	
12	Project Name	SL 1.5 Children and Youth Services	
	Target Area	Citywide	
	Goals Supported	SL 1.5 Children and Youth Services	
	Needs Addressed	SL 1.5 Children and Youth Services	
	Funding	CDBG: \$100,000.00	
	Description	These programs will provide improved access to suitable living environments with a comprehensive range of services for children and youth through educational and personal development opportunities.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	A total of 200 low-to-moderate income children and their families will be assisted with this funding.	
	Location Description	TBD	
	Planned Activities	Agencies will provide a comprehensive range of services to children, youth, and their families.	
13	Project Name	SL 2.1 Public Facilities – Homeless Shelter	
	Target Area	Citywide	
	Goals Supported	SL 2.1 Public Facilities – Homeless Shelter	
	Needs Addressed	SL 2.1 Public Facilities – Homeless Shelter	
	Funding	CDBG: \$1,911,863.48	
	Description	This project will provide availability and accessibility for a suitable living environment by renovating a homeless shelter.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	A total of 2,000 residents will gain access to shelter.	

	Location Description	TBD	
	Planned Activities	This project will renovate an existing emergency shelter to provide shelter and supportive services to low- and very-low-income persons.	
14	Project Name	SL 2.3 Public Facilities - Neighborhood	
	Target Area	Citywide	
	Goals Supported	SL 2.3 Public Facilities - Neighborhood	
	Needs Addressed	SL 2.3 Public Facilities - Neighborhood	
	Funding	CDBG: \$2,074,906.12	
	Description	This project will provide availability and accessibility for a suitable living environment by improving a neighborhood facility.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	A total of 286 persons will gain access to affordable housing apartments.	
	Location Description	TBD	
	Planned Activities	This project will include the rehabilitation of affordable housing apartments.	
15	Project Name	CDBG Program Administration	
	Target Area	Citywide	
	Goals Supported	CDBG Program Administration	
	Needs Addressed	CDBG Program Administration	
	Funding	\$1,288,236.80	
	Description	This project will provide program management and coordination of CDBG funding.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	Not applicable	
	Location Description	801 Texas Ave., 3 rd floor, El Paso, TX, 79901	

	Planned Activities	This project will provide program management and coordination of CDBG funding.	
16	Project Name	ESG Program Administration	
	Target Area	Citywide	
	Goals Supported	ESG Program Administration	
	Needs Addressed	ESG Program Administration	
	Funding	\$40,500.00	
	Description	This project will provide program management and coordination of ESG funding.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	Not applicable	
	Location Description	801 Texas Ave., 3 rd floor, El Paso, TX, 79901	
	Planned Activities	This project will provide program management and coordination of ESG funding.	
17	Project Name	HOPWA Program Administration	
	Target Area	Citywide	
	Goals Supported	HOPWA Program Administration	
	Needs Addressed	HOPWA Program Administration	
	Funding	HOPWA: \$35,572	
	Description	This project will provide program management and coordination of HOPWA funding.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	Not applicable	
	Location Description	801 Texas Ave., 3 rd floor, El Paso, TX, 79901	
	Planned Activities	This project will provide program management and coordination of HOPWA funding.	
18	Project Name	HOPWA Sponsor Administration	
	Target Area	Citywide	

	Goals Supported	HOPWA Sponsor Administration	
	Needs Addressed	HOPWA Sponsor Administration	
	Funding	HOPWA: \$22,578	
	Description	This project will fund management and coordination HOPWA Program for the sponsor.	
	Target Date	8/31/26	
	Estimate the number and type of families that will benefit from the proposed activities.	Not applicable	
	Location Description	TBD	
	Planned Activities	This project will fund management and coordination of the City of El Paso Department of Public Health's HOPWA-funded activities.	
19	Project Name	Housing Program Administration	
	Target Area	Citywide	
	Goals Supported	Housing Program Administration	
	Needs Addressed	Housing Program Administration	
	Funding	HOME EN: \$271,301.66	
		HOME PI: \$150,000	
	Description	This project will provide program management and coordination activities for housing activities funded through HOME EN and HOME PI.	
	Target Date	8/31/2026	
	Estimate the number and type of families that will benefit from the proposed activities.	Not applicable.	
	Location Description	Community and Human Development, 801 Texas Avenue (City 3), El Paso, TX 79901	
	Planned Activities	This project will provide program management and coordination activities for housing activities funded through HOME EN, HOME PI, and CDBG-RLF.	

AP-50 Geographic Distribution – 91.220(f)

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

Assistance funded through the City of El Paso's four HUD entitlement grants—CDBG, ESG, HOME, and HOPWA—will continue to be provided throughout the City during Program Year 2025. CDBG and ESG programs, including public services and shelter support, are available citywide and target extremely low to moderate income residents. HOME-funded activities, such as tenant-based rental assistance and affordable housing development, also serve households within city limits.

HOPWA-funded services extend beyond city boundaries to eligible individuals and families living with HIV or AIDS across El Paso County. Clients must reside within the designated service area and meet low-income eligibility requirements or qualify under HUD's presumed benefit categories.

For CDBG public facilities, three of five projects will serve residents within designated low to moderate-income census tracts based on the most recent ACS data available. The remaining two projects were awarded to nonprofit agencies that provide services citywide and will verify client income eligibility in alignment with HUD standards. Agencies receiving CDBG funds for minor home repairs under the Volunteer Housing Rehabilitation Program will continue to determine eligibility at the household level based on HUD income limits and property location.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100%

Table 2 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

For Program Year 2025, all HUD-funded programs administered by the City of El Paso will be offered citywide to ensure equitable access for low to moderate income residents regardless of location. This approach allows the City to respond to community needs identified through the Community Needs Assessment and public input, which emphasized widespread housing instability, homelessness, and

affordability challenges throughout the city. By offering services and programs citywide, the City ensures flexibility in addressing individual and neighborhood-level needs without limiting assistance to specific geographic boundaries.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

For Program Year 2025, all HUD entitlement programs administered by the City of El Paso, including CDBG, ESG, HOME, and HOPWA, will continue to be implemented on a citywide basis to ensure broad and equitable access. The 2025 Community Needs Assessment confirmed that housing affordability, homelessness, and service gaps affect residents across all areas of the city, not just in historically underserved neighborhoods. Offering programs citywide enables the City to serve extremely low to moderate income households wherever they reside and to direct resources based on need rather than geography. HOPWA services will continue to extend beyond city limits to eligible clients residing within El Paso County. This citywide approach aligns with the City's strategy to reduce barriers, expand reach, and meet the growing demand for affordable housing and supportive services throughout the community.

One-Year Goals for the Number of Households to be Supported	
Homeless:	284
Non-Homeless:	72
Special-Needs:	78
Total:	434

Table 3 - One-Year Goals for Affordable Housing by Support Requirement

One-Year Goals for the Number of Households Supported Through	
Rental Assistance	362
The Production of New Units	18
Rehab of Existing Units:	50
Acquisition of Existing Units	4
Total	434

Table 4 - One-Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

Housing Opportunity Management Enterprises (HOME) is the local public housing authority and the second largest in the state of Texas. Its mission is to provide and increase the supply of safe, decent, sanitary, and affordable housing for families at or below 80% of median income by maintaining the Housing Authority's housing stock and ensuring that private rentals under the Section 8 – Housing Choice Voucher (HCV) Programs meet HUD Housing Quality Standards. A categorical description follows:

HOME administers: Conventional Public Housing units, which include scattered site dwellings, Section 8 New Construction (project-based) dwellings, Non-subsidized dwellings, USDA-subsidized units for migrant workers, Units for the elderly, HOME units for the elderly, Low-income housing tax credit units (LIHTC, including PBRA, Housing Choice Vouchers (HCV) / Section 8 assistance, Project Based Rental Assistance (PBRA)/LIHTC Units, Project-based vouchers.

Actions planned during the next year to address the needs of public housing

The City will continue to support, as appropriate, HOME efforts to obtain funds for housing-related renovations or new construction.

The city will continue to review and approve, as appropriate, Consolidated Plan certifications of consistency for HOME projects and proposals and annual plan/five-year plan submissions.

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

The City encourages qualifying graduates of the HOME Public Housing, Project-Based Rental Assistance, and Housing Choice Voucher Homeownership Assistance program to participate in homeownership by assisting them with Housing Counseling and Homebuyer Assistance through numerous local programs.

If the PHA is designated as troubled, describe how financial assistance will be provided or other assistance.

Housing Opportunity Management Enterprises does not fall under a troubled PHA designation.

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

Introduction

Describe the jurisdiction's one-year goals and actions for reducing and ending homelessness, including.

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

In PY 2025, the City of El Paso will continue to support and expand its coordinated street outreach system. A key component is the 24/7 street outreach phone line operated under the El Paso Helps initiative and funded through ARPA. This outreach effort is designed to identify and engage unsheltered individuals and families and connect them to emergency shelter, healthcare, and housing resources. Outreach teams work closely with the Coordinated Entry System to conduct needs assessments and ensure individuals are prioritized for housing and services based on vulnerability and barriers to housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

For PY 2025, the City will continue investing ESG and CDBG funds in the operation of emergency shelters and transitional housing programs. This includes low-barrier shelter options and specialized facilities such as the Women's Resource Center, Safe Haven, and the Missouri Street Residence. The no-barrier Welcome Center, funded by ARPA, will continue to operate as a 24/7 intake and triage hub, allowing individuals in crisis immediate access to safety, shelter, and stabilization services. The City's goal is to maintain or increase shelter capacity while improving access for vulnerable subpopulations.

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 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.

In PY 2025, the City will emphasize rapid rehousing and permanent supportive housing as key strategies for ending homelessness. A significant portion of ESG funds will support short- to medium-term rental assistance, housing search and placement, and case management. These programs are designed to reduce the average length of time individuals and families experience homelessness and to improve housing retention. Target populations include chronically homeless individuals, families with children, veterans and their families, and unaccompanied youth. The City will also coordinate with affordable housing developers to increase unit availability and explore local policy tools to facilitate permanent housing development.

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

Preventing homelessness remains a core priority in PY 2025, especially for extremely low-income households and those at risk due to institutional discharge. ESG funds will continue to support rental and utility assistance for households in crisis. The City, through its Coordinated Entry system, works with hospitals, jails, mental health facilities, and foster care agencies to identify individuals being discharged and ensure they are connected to housing options before release. The County's Re-entry Program also plays a key role in diverting justice-involved individuals from homelessness. These efforts are coordinated with public and private service agencies that address health, housing, youth services, and economic stability.

These PY 2025 goals are directly informed by the 2025 Community Needs Assessment, which identified urgent gaps in housing access, the need for supportive housing placements, and the importance of targeted prevention efforts for households with limited resources and high vulnerability.

Discussion

AP-70 HOPWA Goals - 91.220 (l)(3)

One-year goals for the number of households to be provided housing through the use of HOPWA for:	
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family	0
Tenant-based rental assistance	50
Units provided in permanent housing facilities developed, leased, or operated with HOPWA funds	0
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds	0
Total	50

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

Introduction:

Historically, El Paso's stock of lower-cost, quality housing has been an asset for the region. The lower cost of housing allowed households with modest incomes to afford quality housing and helped to attract businesses to the region. In recent years, housing has shifted from an asset to a challenge for the region. Housing affordability is an increasing burden on residents as they struggle to afford rent or access homeownership. At the same time, development along the edges of the City, coupled with disinvestment in existing neighborhoods, is undermining the economic strength of the region. El Paso faces a rapidly growing shortage of affordable rental housing for households earning less than \$30,000 a year. Currently, the El Paso region faces a shortage of approximately 2,300 rental housing units. That number is projected to expand by 2025.

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, growth limitations, and policies affecting the return on residential investment

To eliminate barriers and provide high-quality, affordable housing, the following are the positive effects of public action:

The El Paso Regional Housing Plan, adopted by the City Council, lays out a strategy to ameliorate the barriers to affordable housing. That strategy includes the following:

Housing Trust Fund: Dedicate additional City and County funding sources to affordable housing projects.

Public Land Sale Policy: Establish a Request-for-Proposals process to sell infill sites in priority areas at a discount in exchange for affordable housing production or other public benefits. Dedicate local funding to assemble sites for development in priority areas.

9% Low Income Housing Tax Credit Local Support Criteria: Revise local criteria to promote mixed-income housing with deeper affordability in priority areas.

4% Low Income Housing Tax Credit Funding: Invest locally-controlled public funding for projects using 4% LIHTC to increase the production of affordable rental housing in partnership with the Housing Authority

DCHD sets aside funding each year for a Volunteer Housing Rehabilitation program where up to \$4,999 in CDBG funds are used in combination with applicant funding, donations and volunteers to provide housing rehabilitation for the elderly and/or disabled. This has proved to be a great way to increase housing rehabilitation within the City and assist people to remain in their homes longer at no cost to the homeowner.

[AP-85 Other Actions – 91.220\(k\)](#)

Introduction:

Actions planned to address obstacles to meeting underserved needs

In PY 2025, the City of El Paso will address underserved needs by expanding affordable housing, maintaining low-barrier shelter access, and improving outreach to families and youth. The City will strengthen partnerships with local agencies, prioritize deeply affordable rental units, and continue operating the Welcome Center and El Paso Helps outreach system. Efforts will also focus on increasing awareness of available services, reducing navigation barriers, and advocating for fair housing protections.

Actions planned to foster and maintain affordable housing

The City of El Paso plans to foster and maintain affordable housing for its residents by providing a variety of affordable housing programs to assist with the preservation, construction, and purchase of affordable housing that has been discussed elsewhere in this Plan (AP-55

Affordable Housing). In addition, the City will take advantage of appropriate opportunities to support the development or rehabilitation of multi-family, mixed-income income and mixed-use housing projects that have an affordable component.

Actions planned to reduce lead-based paint hazards

Although there are no indications of a significant problem with lead poisoning in El Paso, it still does occur. Consequently, the City of El Paso Public Health Department, other public health agencies, and private sector health care providers have continued to emphasize a “community level intervention” that consists of training and education prevention activities, screening, surveillance, risk management, and primary prevention. Until lead poisoning has been eliminated, the City of El Paso’s public health agencies will continue to devote much of their lead-poisoning prevention resources to case management services for poisoned children. In addition, the City of El Paso will continue to utilize its federal funding in the abatement of lead-based paint in houses that were built before 1978.

Lead-based paint hazard inspections and mitigation are a standard practice for the renovation of residential structures. Contractors and subcontractors are required to comply with all provisions on the detection and elimination of lead-based paint hazards set forth by HUD Regulation 24 CFR Part 35 – Lead-Based Paint Poisoning Prevention in Single-Family Owner-Occupied dwellings. The City of El Paso maintains and updates procedures in its federally funded housing renovation programs to ensure it follows all regulations.

Actions are planned to reduce the number of poverty-level families

The City will focus on housing stability as a core poverty-reduction strategy by investing in tenant-based rental assistance, permanent housing placements, and public services that meet basic needs. Programs target extremely low-income families, aiming to reduce cost burdens and prevent displacement

Actions planned to develop the institutional structure

To strengthen internal capacity, the City will continue aligning Consolidated Plan goals with departmental operations, improve data collection through CNA and public engagement, and provide technical assistance to partners to increase project readiness and impact

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

The City will maintain active coordination with the Continuum of Care, housing developers, and nonprofits through regular meetings and joint planning. Collaborative efforts focus on housing access, resource alignment, and system-level improvements that support vulnerable populations across sectors.

Program Specific Requirements

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

Introduction:

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

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

1. The total amount of program income that will have been received before
The start of the next program year, and that has not yet been reprogrammed - \$260,000
 2. The amount of proceeds from the section 108 loan guarantees that will be
used during the year to address the priority needs and specific objectives
identified in the grantee's strategic plan - \$0
 3. The amount of surplus funds from urban renewal settlements - \$0
 4. The amount of any grant funds returned to the line of credit for which the
Planned use has not been included in a prior statement or plan. - \$0
 5. The amount of income from float-funded activities - \$0
- Total Program Income - \$260,000**

Other CDBG Requirements

1. The amount of urgent need activities- \$0

HOME Investment Partnership Program (HOME)

Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City seeks to leverage significant public and private funding for the development of affordable rental units by making available HOME funds to support approximately 50% of per-unit funding, requiring developers to find other funding sources for the remainder of the per-unit costs. Developers are encouraged to explore all possible outside funding sources, including LIHTCs, Housing Trust Fund grants, project-based vouchers, project-based rental assistance, operating cost reserves, state or local sources, or a combination of these and other resources before submitting an application to the City for gap financing.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities, as required in 92.254, is as follows:

Subrecipients shall comply with all guidelines for the resale and recapture of HOME funds as indicated in CFR 92.254. The recaptured funds will be treated by the City as program income, which is income that is required to be utilized to assist other HOME eligible activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The recaptured funds will be treated by the City as program income, which is income that is required to be utilized to assist other HOME-eligible activities serving any of the City's housing programs. The City's recapture policy is noted in Unique Grantee Appendices.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds, along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

For single-family owner-occupied housing, when lending HOME funds to rehabilitate housing, refinancing is allowed only if it excludes a lien created as a result of an extension of “home equity” credit under Section 50, Article XVI, Texas Constitution; and refinancing is necessary to reduce the overall housing costs to the borrower and make the housing more affordable and if the rehabilitation costs are greater than the amount of debt that is refinanced. The City must have a first lien after refinancing. The amount being refinanced is in the form of a loan at the owner-occupant’s qualifying interest rate for the rehabilitation loan.

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

Not applicable.

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

Not applicable.

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

Not applicable.

Emergency Solutions Grant (ESG)

Reference 91.220(l)(4)

- 1. Include written standards for providing ESG assistance (may include as an attachment)**

Included as an attachment

2. If the Continuum of Care has established a centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Centralized or Coordinated Assessment System Overview

The Continuum of Care (CoC) has established a Coordinated Entry System (CES) that fully aligns with HUD requirements to ensure that individuals and families experiencing homelessness have fair and equal access to housing and services. The CES operates with the following key features:

- **Standardized Access and Assessment:** All access points use the same assessment tools and protocols to evaluate the needs and vulnerability of participants. This ensures consistent data collection and equitable evaluation of service needs across populations (e.g., single adults, families, youth).
- **Participant-Centered Approach:** The system emphasizes low-barrier, voluntary participation and client choice, enabling participants to engage without preconditions and to select from available housing options that best suit their preferences and needs.
- **Housing-Focused Assessment:** The CES is designed to prioritize those with the greatest needs for housing interventions, not merely service connections. Assessments focus on housing barriers, vulnerabilities, and history of homelessness to support effective prioritization.
- **Prioritization and Referral:** Using objective criteria and a community-approved prioritization policy, the CES matches participants to appropriate housing and services based on need and availability. The process is transparent, consistent, and continuously refined through data analysis and community feedback.
- **Prevention and Diversion Integration:** Front-door screening includes steps to identify opportunities for homelessness prevention or diversion, allowing households to remain stably housed, when possible, without entering the homeless system.

3. Identify the process for making sub-awards and describe how the ESG allocation is available to private nonprofit organizations (including community and faith-based organizations).

For the allocation of Emergency Solutions Grant (ESG) funds to private nonprofit organizations, the City of El Paso employs a thorough process. Through a Notice of Funding Availability (NOFA), private nonprofit entities are invited to submit proposals. The applications undergo rigorous review by the Department of Community and Human Development (DCHD) staff and a Technical Advisory Review Panel (TARP), comprising community members with relevant expertise. Final funding decisions are made based on the agency's past

performance (if applicable), completeness of proposals, community impact, and program eligibility. Recommendations are then reviewed by the Community Needs Advisory Committee (CNAC) and ultimately presented to the City Council for approval.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

To ensure that policies and decisions regarding homelessness are informed by the firsthand experiences and perspectives of those affected, the City of El Paso mandates that subrecipients include homeless or formerly homeless individuals in their policy-making processes. This requirement underscores the City's commitment to inclusivity and empowerment, acknowledging the valuable insights that individuals with lived experiences can offer in shaping effective strategies.

5. Describe performance standards for evaluating ESG.

The Continuum of Care (CoC) evaluates Emergency Solutions Grant (ESG) funded programs based on performance standards that reflect both HUD requirements and locally adopted benchmarks. These standards are intended to ensure the effectiveness, efficiency, and housing outcomes of ESG projects, typically including Emergency Shelter, Street Outreach, Homelessness Prevention, and Rapid Rehousing components.

1. Housing Outcomes

- Permanent Housing Exit Rates:
 - Emergency Shelters: ≥ 60% of program exits should result in placement into permanent housing.
 - Street Outreach: ≥ 40% of client exits should result in a permanent housing destination.
 - Rapid Rehousing: ≥ 80% of program exits should result in permanent housing.
- Positive Housing Outcomes (SO to ES/TH): ≥ 20% for Street Outreach clients.

2. Timeliness of Services

- Average Length of Stay:
 - Emergency Shelter: ≤ 60 days.
 - Transitional Housing (if funded under ESG): ≤ 180 days.
- Rapid Rehousing Move-In: Households should be housed within 45 days of program eligibility.

3. System Coordination (CES Integration)

- ESG-funded programs must fully participate in the CoC's Coordinated Entry System (CES), with:
 - 100% referral acceptance rate.
 - Response time to referrals: ≤ 3 business days.

4. Data Quality and Timeliness

- Programs are required to enter complete data into HMIS within 4 days of both client entry and exit.

5. Income and Self-Sufficiency Progress (where applicable)

- For ESG-funded Rapid Rehousing and Transitional Housing programs:
 - Increase in Earned Income: $\geq 25\text{--}30\%$
 - Increase in Total Income: $\geq 45\text{--}50\%$

6. Minimizing Returns to Homelessness

- ESG programs aim to keep exits into homelessness under 2%, particularly for those exiting from Rapid Rehousing or PSH.

Monitoring and Compliance

These performance standards are evaluated through:

- HMIS data reviews
- Quarterly and annual performance reports

- Monitoring visits
- Participant outcome tracking
- Participation in CE and CoC planning

Programs failing to meet these benchmarks may be required to submit performance improvement plans, participate in technical assistance, or face potential reallocation of funds.

Housing Opportunities for People with AIDS/HIV (HOPWA) - Program Specific Requirements

Reference 91.220(l)(3)

HOPWA Application Process Overview

The City of El Paso ensures that HOPWA funds are distributed equitably and transparently, considering the critical services provided by private nonprofit organizations. To achieve this, the Department of Community and Human Development (DCHD) manages a meticulous process that involves multiple steps to evaluate and allocate funds. Private nonprofits, alongside city departments, have the opportunity to apply for funding through a Notice of Funding Availability (NOFA). Once submitted, proposals undergo thorough scrutiny by DCHD staff and a Technical Advisory Review Panel (TARP), comprising knowledgeable community members. This panel assesses each proposal based on various criteria, such as past performance, completeness, and potential community impact. Those meeting the criteria and scoring above a predetermined threshold are then invited to present their proposals to the TARP for further consideration. Following this presentation, the TARP deliberates and formulates a final recommendation, which is then reviewed by the Community Needs Advisory Committee (CNAC) and ultimately presented to the City Council for approval. This comprehensive process ensures that HOPWA funds are allocated fairly and responsibly, maximizing their impact in addressing the needs of individuals and communities affected by HIV/AIDS in El Paso.

References

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<https://www.huduser.gov>

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El Paso, TX

300 N. Campbell
El Paso, TX

Legislation Text

File #: 25-714, Version: 1

CITY OF EL PASO, TEXAS LEGISTAR AGENDA ITEM SUMMARY FORM

DISTRICT, DEPARTMENT, CONTACT INFORMATION:

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City Attorney's Office, Matt Marquez, (915) 212-0033

AGENDA LANGUAGE:

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Mark Avalos v. City of El Paso and El Paso Fire Department; 2023DCV1882 (551.071)



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File #: 25-715, Version: 1

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City Attorney's Office, Matt Marquez, (915) 212-0033

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Application of El Paso Electric Company to Change Rates - PUC#57568; HQ#UTILITY-60 (551.071)



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City Attorney's Office, Robert Aguinaga, (915) 212-0033

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Statement of Intent of Texas Gas Service Company, a Division of ONE Gas, Inc. to Increase Rates Within the Company's Incorporated Areas of the Central-Gulf, West North, and Rio Grande Valley Service Areas, in the State of Texas - HQ#UTILITY-67 (551.071)



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File #: 25-718, Version: 1

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City Attorney's Office, Karina Brascalla, (915) 212-0094

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Discussion on economic development opportunities in Van Horn, Texas HQ#25-4694 (551.087)



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File #: 25-725, Version: 1

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City Attorney's Office, Josette Flores, (915) 212-0033

Capital Improvement Department, Yvette Hernandez, (915) 212-0065

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Discussion on purchase, exchange, lease, or value of real property in El Paso; HQ 25-4962 (551.071)
(551.072)



El Paso, TX

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Legislation Text

File #: 25-719, Version: 1

**CITY OF EL PASO, TEXAS
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Outside Counsel, Lea Ream, (512) 349-6484

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City Attorney evaluation and legal consultation regarding employment, evaluation process and duties for City Manager, City Attorney and Chief Internal Auditor, as City Council appointed employees. HQ#4883 (551.071) (551.074)