

NEW MEXICO FINANCE ADMINISTRATION OVERSIGHT COMMITTEE

Community Development Program – Local Government
Division

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“Not everything that can be counted counts and not
everything that counts can be counted.”

– Albert Einstein

OVERVIEW

- ▶ Capital Outlay Bureau
 - ▶ Community Development Program-Local Government Division (CPD-LGD)Capital Outlay Goal & Objectives
 - ▶ CPD-LGD Capital Outlay Process
 - ▶ Key Elements for Successful execution of Capital Outlay Appropriations
 - ▶ Questions
 - ▶ Contact Information
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DEPARTMENT OF FINANCE & ADMINISTRATION - CAPITAL OUTLAY BUREAU (COB)

COB is responsible for:

- Coordinating the funding and administration of capital projects
- Administering the capital budgeting process, this includes the processing of the Capital Appropriation Bill
- Maintaining the State Capital Project Monitoring System (CPMS)
- Monitoring the expiration dates of all capital appropriations and ensures timely reversions of expired appropriation balances
- Providing training, assistance and oversight to agencies on the planning, project management and administration. *This includes the Infrastructure Capital Improvement Plan for State Agencies.

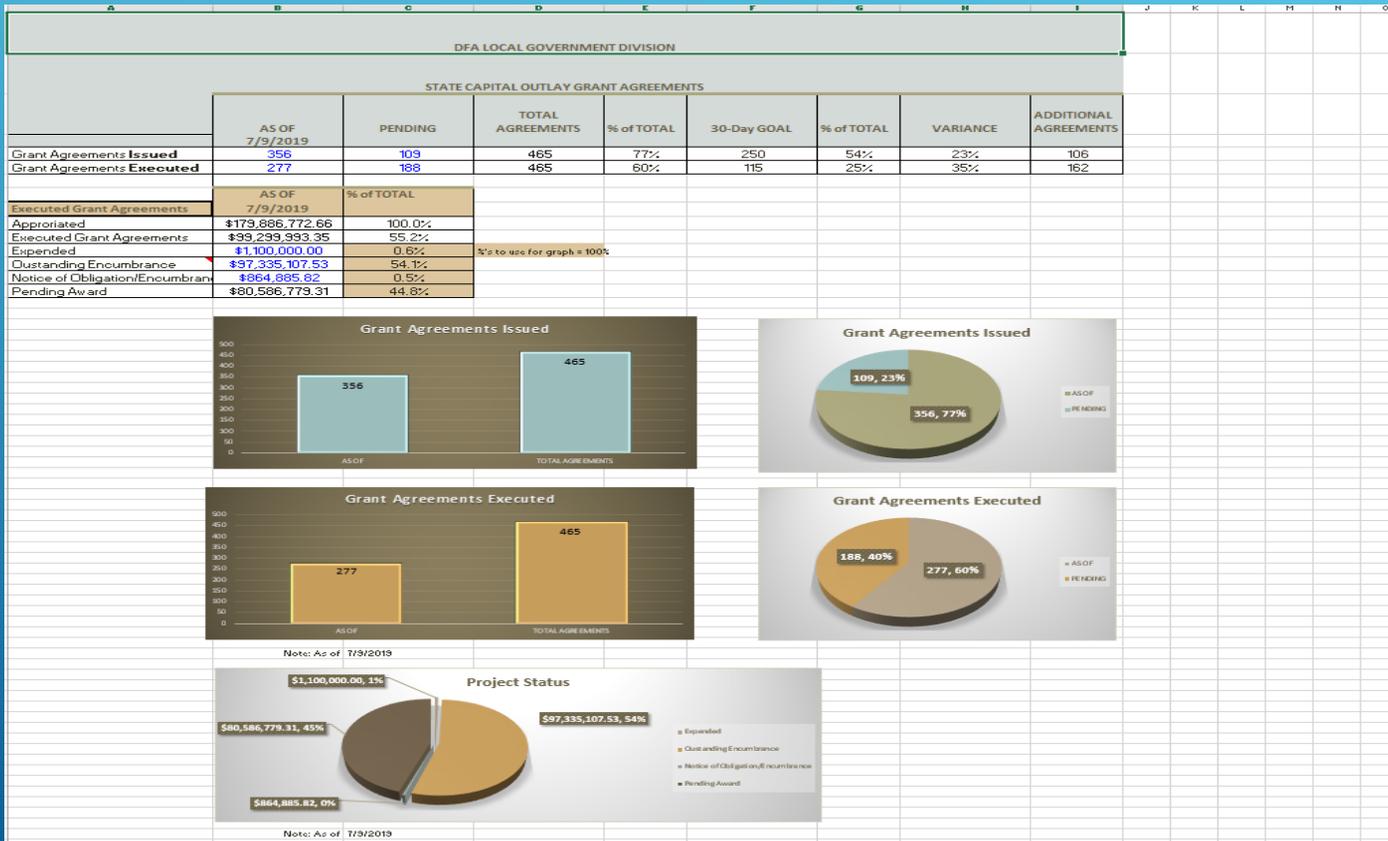
COMMUNITY DEVELOPMENT PROGRAM – LOCAL GOVERNMENT DIVISION

- ▶ **GOAL: Successfully Administer and Execute** SB 280 Capital Outlay, & “HB2 Jr.” Appropriations in a timely, accountable and transparent manner.
- ▶ **OBJECTIVES:**
 - ▶ Within **180 days of Governor signing SB 280** have **100%** of the Intergovernmental Grant Agreements (IGA) Executed (signed by both parties)
 - ▶ Provide timely & accurate data/information, reports to all stakeholders
 - ▶ Provide technical assistance to Grantees to enhance successful completion of all projects
 - ▶ Advise senior executive & respective legislators on projects that are “slow-move” or “no-move”
 - ▶ (**Projects that have **not** achieved 5% expenditure rate within 6 mos of award and/or not achieved 85% expenditure within 6 mos of reversion date)

LOCAL GOVERNMENT DIVISION CAPITAL OUTLAY PROCESS

- Governor signs Bill(s)
 - General Funds versus Severance Tax Bonds
 - Request information from Grantee
 - Conduct EEO 2013-006 Audit Review
 - Identify and satisfy Anti-Donation conditions (if applicable)
 - Generate Grant Agreements (GA)
 - Issue GA and Execute GA
 - Encumber funds with Notice of Obligation(s)
 - Reimburse eligible expenses
 - Track expenditures, status and completion of projects
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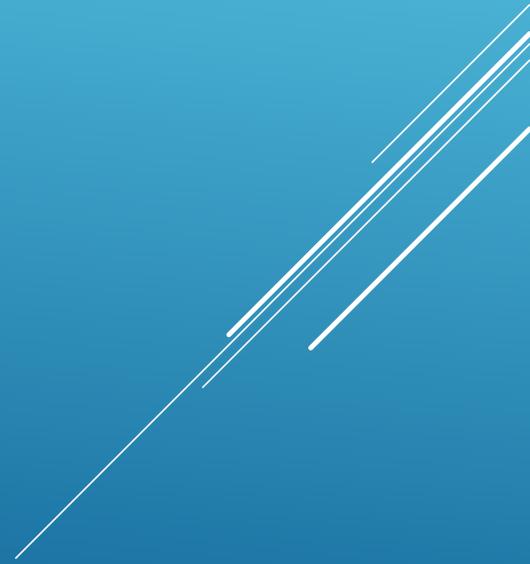
LOCAL GOVERNMENT DIVISION CAPITAL OUTLAY GRANT AGREEMENT STATUS



KEY ELEMENTS FOR SUCCESS

- Utilization of Comprehensive Plan for prioritizing projects
- Use of the Infrastructure Capital Improvement Plan (ICIP) Process
- Consider High Priority Projects for funding
- Incorporate sound project management principles & practices
- Communicate with team members & stakeholders from project conception through completion
- Ensure capital outlay appropriation language meets legislator intent
- Oversee project progress and intervene to get “slow-move or “no-move” projects back on track
 - Expend 5% of appropriation within 6 mos of execution of GA; 85% expenditure 6 mos of reversion date
- Celebrate *successful* completion

QUESTIONS



CONTACT INFORMATION

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