



City of Las Cruces¹⁰⁰
PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 6 Ordinance/Resolution# 11-211

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of April 18, 2011
(Adoption Date)

TITLE: A RESOLUTION REQUESTING APPROVAL TO TRANSFER SURPLUS SUPPLIES PURCHASED WITH FUNDS FROM THE STATE OF NEW MEXICO'S CHILDREN, YOUTH AND FAMILIES DEPARTMENT (CYFD), EARLY CHILDHOOD SERVICES, AND FAMILY NUTRITION BUREAU SUMMER FOOD GRANT TO FAMILIES AND YOUTH INCORPORATED (FYI).

PURPOSE(S) OF ACTION:

A proposal to transfer the Summer Food Program to Families and Youth Incorporated, Inc.

COUNCIL DISTRICT: ALL		
<u>Drafter/Staff Contact:</u> MaryLouise Pino, Recreation Program Coordinator	<u>Department/Section:</u> Facilities/Parks & Recreation	<u>Phone:</u> 541-2506
<u>City Manager Signature:</u>		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

For more than 40 years, the City of Las Cruces has applied for the State of New Mexico Summer Food Grant to fund and serve meals to children. Running the program required dedicating two Parks and Recreation full time employees to administer the summer program.

FYI also receives funding from the same grant and has been serving meals to children in Las Cruces and Dona Ana County. FYI has agreed to take over the City Program and apply for the grant and serve meals at Parks and Recreation sites. FYI will receive the City's portion of the grant funding. Therefore, there would be no reduction in services to the children of Las Cruces. The Parks and Recreation Section is assisting FYI with the transition, logistics, advertising and promotion of the program.

Over the years various ice chests, ice blankets and miscellaneous servicing utensils were purchased with grant funds. Staff is requesting authorization to transfer this food servicing equipment to FYI.

SUPPORT INFORMATION:

1. Resolution.

(Continue on additional sheets as required)

- Attachment "A". Copy of proposal letter from the City of Las Cruces to FYI.

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input checked="" type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from:
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.
Does this action create any revenue? N/A	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: _____ in the amount of \$ _____ for FY _____
	No	<input checked="" type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

During the mid-year budget process, \$189,524 was allocated in anticipation of continuing the program in fiscal year 2010-11. To date, \$109,155 has been expended with \$79,844 remaining in budget authority. The Summer Food Program is a reimbursable grant expense. Shifting the program and supplies to FYI will eliminate duplication of service, free up staff time, and continue to offer the same meal services to the City and participants in Park and Recreation programs. General Funds are not being used or transferred to FYI; only the grant.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Summer Food	2760 23003	(\$79,844)	\$79,844	\$.00	N/A

OPTIONS / ALTERNATIVES:

- Vote "Yes"; this will approve the transfer of Summer Food Program supplies to FYI.
- Vote "No"; this will deny the Resolution and will require staff to seek direction on how to proceed.
- Vote to "Amend and Approve"; the Resolution will require staff to seek direction on how to proceed with the transfer of Summer Food Program supplies to FYI.

(Continue on additional sheets as required)

REFERENCE INFORMATION:

The resolution(s) and/or ordinance(s) listed below are only for reference and are not included as attachments or exhibits.

N/A

(Continue on additional sheets as required)

RESOLUTION NO. 11-211

A RESOLUTION REQUESTING APPROVAL TO TRANSFER SURPLUS SUPPLIES PURCHASED WITH FUNDS FROM THE STATE OF NEW MEXICO'S CHILDREN, YOUTH AND FAMILIES DEPARTMENT (CYFD), EARLY CHILDHOOD SERVICES, AND FAMILY NUTRITION BUREAU SUMMER FOOD GRANT TO FAMILIES AND YOUTH INCORPORATED (FYI).

The City Council is informed that:

WHEREAS, for more than 40 years, the City of Las Cruces has applied for the State of New Mexico Summer Food Grant to fund and serve meals to thousands of children and has dedicated two full time employees to administer the summer program; and

WHEREAS, FYI also receives funding from the grant, and staff met with FYI and encouraged them to continue the program so there would be no reduction in services to the children of Las Cruces and Dona Ana County; and

WHEREAS, meals will continue to be delivered to sites previously serviced by the City including proposed summer recreation programs, and the City of Las Cruces is assisting FYI with the transition, logistics, advertising and promotion of the program; and

WHEREAS, during administration of the Summer Food Program, the City purchased miscellaneous food servicing supplies with grant monies.

NOW, THEREFORE, be it resolved by the governing body of the City of Las Cruces:

(I)

THAT City staff is authorized to transfer of all food servicing equipment and supplies purchased with Summer Food grant monies to FYI Inc.

(II)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this _____ day of _____, 2011.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

Moved by: _____

Seconded by: _____

VOTE:

Mayor Miyagishima: _____

Councillor Silva: _____

Councillor Connor: _____

Councillor Pedroza: _____

Councillor Small: _____

Councillor Sorg: _____

Councillor Thomas: _____

APPROVED AS TO FORM:



City Attorney

January 19, 2011

Jose V. Fietze, Chief Executive Officer
Families & Youth Incorporated
1320 S Solano Dr
Las Cruces, NM 88001

Dear Mr. Fietze:

Greetings! The City of Las Cruces and Families & Youth Inc. have provided the Summer Food Program to the children of Las Cruces for many years. In an effort to continue forming partnerships, we would like to have an opportunity to discuss a joint approach when applying for the Summer Food Grant. We would like to schedule a meeting to discuss these options and underlying opportunities the Summer Food Program may have for both organizations. We would also like to propose the possibility of Families & Youth Inc. taking over the fifteen (15) meal sites the City currently serves; we also propose the inclusion of the City's five (5) summer recreational sites. We would assist your organization at the recreational sites by assigning staff to serve the meals and fill out the corresponding paperwork.

We feel this partnership would provide growth for your organization as well as continue to serve the children of Las Cruces. We all know there is a great need for this program, as Doña Ana County is considered one of the poorest counties in New Mexico and the nation.

At your convenience, let's get together and discuss these opportunities. I can be reached at (575) 541-2550.

Mark Johnston, Parks and Recreation Administrator

**(e-mail was sent in letter format to Mr. Fietze in January 2011)*