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**City of Las Cruces**<sup>®</sup>  
 PEOPLE HELPING PEOPLE

**Council Action and Executive Summary**

Item # 10 Ordinance/Resolution# 10-032 Council District: All City

For Meeting of July 20, 2009  
 (Adoption Date)

**TITLE:**

**A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO ACCEPT A STATE-FUNDED SENIOR EMPLOYMENT PROGRAM CONTRACT AMENDMENT FROM THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT NON-METRO AREA AGENCY ON AGING FOR FISCAL YEAR 2008-2009 IN THE AMOUNT OF \$1,238.**

**PURPOSE(S) OF ACTION:** A resolution accepting a Senior Employment Program Contract Amendment from the North Central New Mexico Economic Development District Non-Metro Area Agency on Aging for Fiscal Year 2008-2009 in the amount of \$1,238.

<b>Name of Drafter:</b> Shelley Modell <i>Shelley Modell</i>		<b>Department:</b> Public Services/Senior Programs		<b>Phone:</b> 528-3000	
<b>Department</b>	<b>Signature</b>	<b>Phone</b>	<b>Department</b>	<b>Signature</b>	<b>Phone</b>
Originating Department	<i>Carol Jule</i> 1211 TICKNOR	528-3477	Budget	<i>Richard Hubbard</i>	2300
			Assistant City Manager	<i>[Signature]</i>	2071
Legal	<i>Yvonne Briggs</i>	2128	City Manager	<i>[Signature]</i>	2076

*ACTING FOR LOU GRUMETT*

**BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:**

On August 4, 2008, City Council approved Resolution 09-033 authorizing the City of Las Cruces to accept a grant award for Fiscal Year 2008-2009 in the amount of \$8,270 from the North Central New Mexico Economic Development District Non-Metro Area Agency on Aging (NCNMEDD/AAA) for the Senior Employment Program.

The attached contract amendment increases the Fiscal Year 2008-2009 appropriation from \$8,270 to \$9,508 thereby increasing the total dollar amount by \$1,238 for the contract period July 1, 2008, through June 30, 2009. This additional funding will be used to pay for administrative fees associated with the Senior Employment Program and the enrollee's wages.

(Continue on additional sheets as required)

**SUPPORT INFORMATION:**

<b>Fund Name / Account Number</b>	<b>Amount of Expenditure</b>	<b>Budget Amount</b>
Senior Employment/Part-Time Regular 21205130-610103-30600	\$1,238	\$1,238

1. Resolution.
2. Exhibit "A"—North Central New Mexico Economic Development District Non-Metro Area Agency on Aging Amendment Contract No. 2008-09-64014.

**OPTIONS / ALTERNATIVES:**

1. If approved, the additional funding will be used to pay for administrative fees associated with the Senior Employment Program and the enrollee's wages.
2. If not approved, the Senior Employment Program will operate at a reduced level of service and/or suspend employment opportunities for the Senior Employment Program enrollee.
3. Council may direct modification of the contracts and/or provide staff with alternate direction for Senior Employment Program.

RESOLUTION NO. 10-032

**A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO ACCEPT A STATE-FUNDED SENIOR EMPLOYMENT PROGRAM CONTRACT AMENDMENT FROM THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT NON-METRO AREA AGENCY ON AGING FOR FISCAL YEAR 2008-2009 IN THE AMOUNT OF \$1,238.**

The City Council is informed that:

**WHEREAS**, on August 4, 2008, City Council approved Resolution 09-033 authorizing the City of Las Cruces to accept a grant award for Fiscal Year 2008-2009 in the amount of \$8,270 from the North Central New Mexico Economic Development District Non-Metro Area Agency on Aging (NKNMEDD/AAA) for the Senior Employment Program; and

**WHEREAS**, the attached contract amendment increases the Fiscal Year 2008-2009 appropriation from \$8,270 to \$9,508 thereby increasing the total dollar amount by \$1,238 for the contract period July 1, 2008, through June 30, 2009; and

**WHEREAS**, this additional funding will be used to pay for administrative fees associated with the Senior Employment Program and the enrollee's wages.

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

**(I)**

**THAT** the Mayor is authorized to sign the Senior Employment Program Contract Amendment from the North Central New Mexico Economic Development District Non-Metro Area Agency on Aging for Fiscal Year 2008-2009 designated as Exhibit "A," attached hereto and made a part of this Resolution.

(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 \_\_\_\_\_, 2009.

APPROVED:

(SEAL)

\_\_\_\_\_  
Mayor

ATTEST:

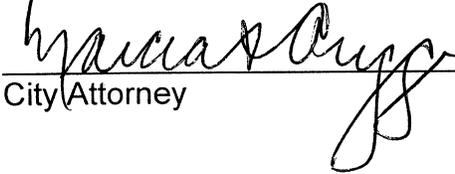
VOTE:  
Mayor Miyagishima: \_\_\_\_\_  
Councillor Silva: \_\_\_\_\_  
Councillor Connor: \_\_\_\_\_  
Councillor Archuleta: \_\_\_\_\_  
Councillor Small: \_\_\_\_\_  
Councillor Jones: \_\_\_\_\_  
Councillor Thomas: \_\_\_\_\_

\_\_\_\_\_  
City Clerk

Moved by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

APPROVED AS TO FORM:

*ASST*   
City Attorney

**NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT  
NON-METRO AREA AGENCY ON AGING**

**AMENDMENT NO. 1**

This Amendment is made and entered into this 1st day of June, by and between the North Central New Mexico Economic Development District, Non-Metro Area Agency on Aging hereinafter referred to as the "Agency" and City of Las Cruces, hereinafter referred to as the "Contractor".

1. Purpose of Amendment. The purpose of the Amendment is to:
  - A. Revise the contract amount from \$8,270 to \$9,508 thereby increasing the total dollar amount by \$1,238.
2. Changes to Contract. The following changes are amendments to the contract:
  - B. Paragraph 2. Compensation and Method of Payment is amended to read: The NCNMEDD, Non-Metro Area Agency on Aging will compensate the Contractor an amount not to exceed \$9,508 for the provision of services.
3. All other clauses in the original Agreement will remain unchanged and together with this Agreement constitute the entire Agreement between the Contractor and NCNMEDD, Non-Metro AAA.
4. IN WITNESS WHEREOF, the parties have executed this Agreement as of the dates listed below.

City of Las Cruces  
*Legal Name of Vendor/Contractor*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Printed/Typed Name of Signatory*

\_\_\_\_\_  
*Date*

NCNMEDD Non-Metro Area Agency on Aging  
*Name of Area Agency on Aging*

  
*Signature*

Barbara Deaux, Executive Director  
*Printed/Typed Name of Signatory*

6-22-09  
*Date*

NORTHCENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT  
 NON-METRO AREA AGENCY ON AGING  
 NOTIFICATION OR GRANT AWARD (NGA)  
 SPECIAL PROJECTS - STATE SENIOR EMPLOYMENT PROGRAM

GRANTEE: City of Las Cruces ADDRESS: PO Box 20000 Las Cruces NM 88004 PHONE:		APPROVED BUDGET FOR THE PERIOD		Type of Grant or Action		NGA DATE	
		FROM: 07/01/2008 TO: 06/30/2009		New/Cont:		Revision: X Other:	
Indirect Cost % of \$		Fund: 110 Title of Project: SEP		<b>COMPUTATION OF GRANT</b>			
DESCRIPTION		TOTAL		STATE		1. Estimated Total Cost ..... \$9,508.00	
<b>Administration</b> Admin Fees		\$811.00		\$811.00		2. LESS Anticipated Project Income ..... \$0.00	
Subtotal		\$811.00		\$811.00		3. Estimated Net Cost ..... \$9,508.00	
<b>Enrollee Costs</b> Enrollee Wages		\$8,632.00		\$8,632.00		4. Non-federal and Non-state Share of Net Cost ..... \$0.00	
Care & Support		65.00		65.00		5. Project Income (Used as Match) ..... \$0.00	
Subtotal		\$8,697.00		\$8,697.00		6. Federal Share of Net Cost ..... \$0.00	
Grand Total		\$9,508.00		\$9,508.00		7. State Share of Net Cost ..... \$9,508.00	
PERCENT OF TOTAL COST		100%		100%		8. Federal/State Shares will be Comprised of:	
						a. Federal/State grant unearned in previous FY Federal: 0.00	
						project year(s) FY State: 0.00	
						b. Carry Over 0.00	
						c. New Obligation Authority Herein Awarded FY State: \$1,238.00	
<p><input checked="" type="checkbox"/> Unless revised, the amount of lines 6 and 7 (Computation of Grant) will constitute a ceiling for federal and/or state participation in the approved cost.</p> <p><input checked="" type="checkbox"/> The federal and/or state share of the project cost is earned only when the cost is accrued and the non-federal and/or non-state share of the cost has been contributed. Receipt of federal and/or state funds (either through advance or reimbursement) does not constitute earning of these funds.</p> <p><input checked="" type="checkbox"/> If the actual net cost is less than the amount on line 3 (Computation of Grant) the non-federal and/or non-state share, the federal share, and the state share will meet the percentages indicated.</p> <p><input checked="" type="checkbox"/> As shown in the Computation of Grant (assuming satisfactory progress, adequate justification and the availability of funds), the federal and state shares shall meet the amounts shown on lines 6 and 7 of the estimated net project cost shown on line 3.</p> <p><input checked="" type="checkbox"/> Funds herein awarded will remain available during the length of the project period, however, state and/or federal funds are dependent upon availability.</p> <p><input checked="" type="checkbox"/> In accepting the grant awarded for support of the expanded portion of an existing program, the grantee agrees to maintain expenditures for the existing program in the amount of Line 6 during the approved project period.</p>							
All accounting records are to be kept in accordance with federal and state policy and readily available for examination by Area Agency personnel or other federal and/or state officials authorized to examine any or all financial and programmatic records. Such records shall be retained in accordance with the following:							
1. Keep adequate and complete financial records, and to report promptly and fully to the Area Agency. 2. If a federal and/or state audit has not been made within three (3) years after project termination, project records may then be destroyed, on approval of the Agency. 3. In all cases, an over-riding requirement exists to retain records until resolution of any audit questions relating to individual grants. 4. Non-federal resources must be contributed equally to the percentage of the non-federal share of actual net costs for a project year. If a Grantee reports federal and/or state cash received but unearned on the final project report for a project year, the Grantee then owes the Area Agency this amount. This amount may constitute a cash advance on any funds awarded to the Grantee by the Area Agency for the following project year. 5. The disposition of unearned portions of federal and/or state funds at the end of the project year shall be made in accordance with current state policies. 6. Unearned federal and/or state cash at the time the project is terminated shall be returned in full to the Area Agency. 7. All obligations will be liquidated within 30 days after the end of the project year and before final program and financial reports are submitted. 8. Inventory of project equipment will be maintained and submitted as requested. 9. Project records will preserved and kept available to federal and state auditors at the primary offices of the Grantee.							
Signature of Area Agency on Aging Authorizing Official:				We, the undersigned officers of the Grantee organization, certify that we are in agreement with the terms and conditions of this award.			
 Barbara Deaux, Executive Director				Date:			
				Date:			
Date: 6-22-09							