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City of Las Cruces[®]
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Council Action and Executive Summary

Item # 12 Ordinance/Resolution# 10-034 Council District: 2

For Meeting of July 20, 2009
 (Adoption Date)

TITLE: A RESOLUTION AUTHORIZING ALLOCATION OF \$14,900 FROM FISCAL YEAR 2010 FUND BALANCE TO COMPLETE PROCUREMENT OF DRAPERIES FOR THE AUDITORIUM AND STAGE AT MESILLA PARK COMMUNITY CENTER AND TO AMEND AND ADJUST THE FISCAL YEAR 2010 BUDGET.

PURPOSE(S) OF ACTION: To allow a procurement begun in late FY 2009 to be resumed in FY 2010 to purchase and install draperies in the auditorium at Mesilla Park Community Center to enhance the use of the room for meetings and lectures, and the theatrical experience for the children who perform there.

Name of Drafter: Lori Grumet - Director		Department: Public Services Admin.		Phone: 528-3477	
Department	Signature	Phone	Department	Signature	Phone
Public Services Department		528-3477	Budget		2300
			Assistant City Manager		2271
Legal		2128	City Manager		2076

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

In Fiscal Year 2009 recreation staff trimmed their operating budget to provide an allowance to meet departmental needs. As June approached the needs were handled through the Facilities Department freeing up funding to pursue other projects.

Staff at Mesilla Park Community Center presented a request from A Children's Theater, one of the groups that use the auditorium at Mesilla Park, for draperies to enhance the theater experience for the children and their families. New folding chairs and a theater spot light were purchased for the auditorium and quotations for draperies were obtained.

The preliminary quotations came in at more than \$10,000 – necessitating a bid process under procurement regulations. This process requires advertising and an appropriate response time be allotted to vendors. Unfortunately, the time frame to complete the procurement process took the project out of Fiscal Year 2009 where the funds were budgeted. A purchase order was not able to be cut in time to roll over into the new Fiscal Year.

(Continue on additional sheets as required)

Staff now requests permission to draw the funds from the present Fiscal Year fund balance to complete the purchase and installation process.

SUPPORT INFORMATION:

Fund Name / Account Number	Amount of Expenditure	Budget Amount
10205010 – 722194/FY09 (General Fund/Purchased Srvs/Spec. Proj.)	\$14,900	\$14,900

1. Resolution.
2. Exhibit "A" – Budget Adjustment Form.

OPTIONS / ALTERNATIVES:

1. A "Yes" Vote will authorize staff to adjust the Fiscal Year Budget and proceed to procure draperies for the Mesilla Park Auditorium.
2. A "No" Vote will mean that no funds will be available and the draperies will not be purchased.
3. Provide staff with alternate direction.

RESOLUTION NO. 10-034**A RESOLUTION AUTHORIZING ALLOCATION OF \$14,900 FROM FISCAL YEAR 2010 FUND BALANCE TO COMPLETE PROCUREMENT OF DRAPERIES FOR THE AUDITORIUM AND STAGE AT MESILLA PARK COMMUNITY CENTER AND TO AMEND AND ADJUST THE FISCAL YEAR 2010 BUDGET.**

The City Council of the City of Las Cruces is informed that:

WHEREAS, in Fiscal Year 2009 recreation staff trimmed their operating budget to provide an allowance to meet departmental needs. As June approached, the needs were handled through the Facilities Department freeing up funding to pursue other projects; and

WHEREAS, staff at Mesilla Park Community Center presented a request from A Children's Theater, one of the groups that use the auditorium at Mesilla Park, for draperies to enhance the theater experience for the children and their families; and

WHEREAS, the time frame to complete the procurement process took the project out of Fiscal Year 2009 where the funds were budgeted; and

WHEREAS, staff now requests permission to draw the funds from the present Fiscal Year fund balance to complete the purchase and installation process.

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

(I)

THAT City staff are authorized to pursue procurement of draperies for Mesilla Park Community Center Auditorium.

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(II)

THAT the Fiscal year budget is hereby adjusted to allow staff to utilize monies from fund balance for the purchase as shown the budget adjustment attached here to and made a part thereof.

(III)

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.

(SEAL)

APPROVED:

Mayor

ATTEST:

City Clerk

Moved by: _____

Seconded by: _____

VOTE:

Mayor Miyagishima: _____
Councillor Silva: _____
Councillor Connor: _____
Councillor Archuleta: _____
Councillor Small: _____
Councillor Jones: _____
Councillor Thomas: _____

APPROVED AS TO FORM:



City Attorney

CITY OF LAS CRUCES
ADOPTED BUDGET FY 2009/2010

FUND				
General Fund 1000				
	FY 2008/09 Projected*	FY 2009/10 Adopted	Adjustment	FY 2009/10 Adjusted
BEGINNING BALANCE	\$ 20,409,862	14,454,454		14,454,454
REVENUES				
512011 to 015 & 911500 Gross Receipts Taxes	\$ 53,960,000	53,699,000		53,699,000
511010 Property Taxes	8,029,209	8,369,756		8,369,756
514010 to 50 Franchise Fees	2,761,175	2,830,644		2,830,644
546301 to 08 Administrative Transfers	1,866,442	2,020,234		2,020,234
533001 Police Fines	1,075,782	1,098,373		1,098,373
521002 Subdivision Fees	270,000	276,750		276,750
All Other Revenues	5,279,035	5,470,876		5,470,876
TOTAL REVENUES	\$ 73,241,643	73,765,633	0	73,765,633
TOTAL RESOURCES	\$ 93,651,505	88,220,087	0	88,220,087
EXPENDITURES				
Administration	\$ 1,843,217	2,097,512		2,097,512
Community Development	1,531,820	1,879,236		1,879,236
Facilities	8,762,163	11,750,833		11,750,833
Financial Services	3,377,571	3,505,997		3,505,997
Fire	8,690,432	8,651,060		8,651,060
Human Resources	916,325	958,900		958,900
Judicial	1,313,729	1,567,634		1,567,634
Legal	1,614,796	1,845,985		1,845,985
Legislative	764,069	703,581		703,581
Police	19,635,046	18,629,434		18,629,434
Public Services	7,863,009	6,344,190	14,900	6,359,090
Public Works	5,930,298	5,487,983		5,487,983
Reserves	1,540,632	1,799,483		1,799,483
Transfers	15,413,944	8,579,373		8,579,373
Total General Fund Expenditures	\$ 79,197,051	73,801,201	14,900	73,816,101
Adjustment due to change in accruals.	0	0		
ENDING BALANCE	\$ 14,454,454	14,418,886	(14,900)	14,403,986
Required 1/12th Reserve	6,599,754	6,150,100	1,242	6,151,342
UN-RESERVED ENDING BALANCE	\$ 7,854,700	8,268,786	(16,142)	8,252,644

*Projected based on 8 months actual through February 28, 2009 and 4 months projected.