



**Council Action and Executive Summary**

Item # 5 Ordinance/Resolution# 15-011

For Meeting of \_\_\_\_\_  
(Ordinance First Reading Date)

For Meeting of July 21, 2014  
(Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL       LEGISLATIVE       ADMINISTRATIVE

**TITLE:** A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO ACCEPT GRANT FUNDING IN THE AMOUNT OF \$10,000.00 FROM THE NATIONAL RECREATION AND PARK ASSOCIATION, GROW YOUR PARK GRANT PROGRAM AND TO ADJUST THE FY2015 BUDGET.

**PURPOSE(S) OF ACTION:**

Accept funding and adjust the budget.

<b>COUNCIL DISTRICT: 1</b>		
<b><u>Drafter/Staff Contact:</u></b> S. Nicole Williams	<b><u>Department/Section:</u></b> Financial Services / Grants Administration	<b><u>Phone:</u></b> 541-2716
<b><u>City Manager Signature:</u></b>		

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

The National Recreation and Park Association has award the City of Las Cruces, on behalf of the Park and Recreation Department, \$10,000.00 in grant funding to be used for gardening supplies for the Sage Café community garden. There is no match requirement.

As per the Memorandum of Understanding, grant funds must be expended before December 31, 2014.

**SUPPORT INFORMATION:**

1. Resolution.
2. Exhibit "A", Memorandum of Understanding.
3. Exhibit "B", Budget Adjustment.

**SOURCE OF FUNDING:**

<b>Is this action already budgeted?</b>	Yes	<input type="checkbox"/>	See fund summary below
	No	<input checked="" type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from:
		<input checked="" 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.
<b>Does this action create any revenue?</b>	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>2761</u> in the amount of <u>\$10,000.00</u> for <u>FY15</u> .
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

**BUDGET NARRATIVE**

Funds will be established in the 2761 Other Operating Fund under project number 60638 for supplies purchases related to the Sage Café community garden.

**FUND EXPENDITURE SUMMARY:**

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Other Operating	27383030-730110-30638	\$10,000.00*	\$10,000.00*	\$0	None

\* Upon approval of budget adjustment.

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this will allow the City of Las Cruces to accept National Recreation and Park Association funding and approve the budget adjustment.
2. Vote "No"; this will reject the grant award and could cause a negative impact on future grant awards from the Nation Recreation and Park Association.
3. Vote to "Amend"; this is not an option as funding is specific to approved expenditures as stipulated under the Memorandum of Understanding.
4. Vote to "Table"; this is not an option as funding is constrained by a specific period of performance.

**REFERENCE INFORMATION:**

N/A

(Continue on additional sheets as required)

**RESOLUTION NO. 15-011**

**A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO ACCEPT GRANT FUNDING IN THE AMOUNT OF \$10,000.00 FROM THE NATIONAL RECREATION AND PARK ASSOCIATION, GROW YOUR PARK GRANT PROGRAM AND TO ADJUST THE FY2015 BUDGET.**

The City Council is informed that:

**WHEREAS**, the National Recreation and Park Association has award the City of Las Cruces, on behalf of the Park and Recreation Department, \$10,000.00 in grant funding to be used for gardening supplies for the Sage Café community garden; and

**WHEREAS**, there is no match requirement; and

**WHEREAS**, grant funds must be expended before December 31, 2014.

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

**(I)**

**THAT** the City of Las Cruces is authorized to accept grant funding from the National Recreation and Park Association on behalf of the Park and Recreation Department, in the amount of \$10,000.00 as per the Memorandum of Understanding, Exhibit "A", attached hereto and made part of this resolution.

**(II)**

**THAT** grant funds must be expended before December 31, 2014.

**(III)**

**THAT** the FY 2015 budget is adjusted as outlined in Exhibit "B", attached hereto and made part of this resolution.

**(IV)**

**THAT** City staff is hereby authorized to do all deeds necessary in the

accomplishment of the herein above.

**DONE AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**APPROVED:**

\_\_\_\_\_  
Mayor

**ATTEST:**

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

(SEAL)

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

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

**VOTE:**

Mayor Miyagishima:	_____
Councillor Silva:	_____
Councillor Smith:	_____
Councillor Pedroza:	_____
Councillor Small:	_____
Councillor Sorg:	_____
Councillor Levatino:	_____

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
City Attorney

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU), issued April 24, 2014, is made between the **National Recreation and Park Association**, a Virginia-based not-for-profit 501(c)3 with a mailing address of 22377 Belmont Ridge Road, Ashburn, Virginia, 20148 (hereinafter referred to as **NRPA**) and **City of Las Cruces on behalf of its Parks and Recreation Department**, a provider of park, recreation, or community services in Las Cruces, NM (hereinafter referred to as **Grantee**).

**1. Purpose**

The purpose of this MOU is to confirm approval of the terms governing the acceptance and use of funds made available to qualifying organizations for the construction, refurbishment or improvement of community gardens located in public parks and lands through the Grow Your Park program (hereinafter referred to as **Program**).

In collaboration with the Darden Restaurants, Inc. Foundation, NRPA is managing the 2014 Grow Your Park Program, including administration of this grant. Having been selected as a recipient of funding through the Program, Grantee is required to accept the terms contained within this MOU in order to receive funding as a grant recipient.

**2. Project Funding**

- A. Upon execution of this MOU, NRPA will send Grantee a check in the amount of **\$10,000**. These funds will be distributed by NRPA. No matching funds are required.
- B. Execution of this MOU is required within 30 days of the issue date above or the funds may be withheld.

**3. Project Requirements**

Grantee will:

- A. Promote receipt of grant and success of funded project through social media.
- B. Submit grant reports and photos to NRPA as requested.
- C. Host, if requested, a half-day site visit by NRPA staff.
- D. Donate or make available a portion of produce grown in the community garden at no cost to low-income individuals/families.
- E. Fulfill project(s) as submitted through the grant proposal.

**4. Release**

NRPA and the Darden Restaurants, Inc. Foundation may use the Grantee and/or the Park name, photos, and/or information in connection with the project for the purpose of recognizing participation in and impacts of the Program, in any and all media, without limitation and without further payment, notification, or permission, except where prohibited by law.

Neither the NRPA on its own behalf or on behalf of the Darden Restaurants, Inc. Foundation nor the City on behalf of its Parks and Recreation Department shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this MOU. Any liability incurred in connection with this MOU is subject to the immunities and limitations of the New Mexico Tort Claims Act or other New Mexico law.

**5. Term**

This MOU shall become effective on the date of execution and shall continue until December 31, 2014.

*These parties have caused this MOU to be signed by their duly authorized representatives as of the date set forth below.*

**NATIONAL RECREATION AND  
PARK ASSOCIATION**

**CITY OF LAS CRUCES ON BEHALF OF ITS PARKS  
AND RECREATION DEPARTMENT**

By: Rebecca Wickline  
 Printed Name: Rebecca Wickline  
 Title: VP, Development  
 Date: 5-12-14

By: Robert L. Garza, P.E.  
 Printed Name: Robert L. Garza, P.E. *Mark Wilson Member*  
 Title: City Manager, City of Las Cruces, NM  
 Date: May 8, 2014

*Approved as to Form,  
 Kay D. Kelly, Esq.  
 City Attorney*

CITY OF LAS CRUCES  
2014-15 Fiscal Year Budget

FUND	DIVISION		FUND TYPE	
Other Operating Grants Fund 2761	Various		Special Revenue Funds	
	2013-14 Unaudited Act.	2014-15 Adopted	2014-15 Adjustment	2014-15 Adjusted
<b>RESOURCES</b>				
Beginning Balance	\$ 0	0	4,000	4,000
<b>Revenues</b>				
Federal Grants	0	1,000		1,000
Local Grants	11,608	4,028	10,000	14,028
Operating Transfers In	0	0		0
<b>Total Revenues</b>	<u>11,608</u>	<u>5,028</u>	<u>10,000</u>	<u>15,028</u>
<b>TOTAL RESOURCES</b>	<u>\$ 11,608</u>	<u>5,028</u>	<u>14,000</u>	<u>19,028</u>
<b>Expenditures</b>				
Parks & Recreation				
30637 - ASAP FY14	858	500		500
30638 - NRPA - SAGE CAFE COMMUNITY GARDEN	0	0	10,000	10,000
Community & Cultural Services				
22010 - LINCOLN EXHIBIT SHIPPING GRANT BCC	750	0		0
22013 - MUSEUMS - BRANIGAN CULTURAL CENTER	0	1,000		1,000
22016 - GROUND UP XXVI GRANTS FY14	1,000	0		0
21A13 - FAMILY PLACE LIBRARIES PROGRAM	5,000	3,528		3,528
Operating Transfers Out	0	0		0
<b>Total Expenditures</b>	<u>\$ 7,608</u>	<u>5,028</u>	<u>10,000</u>	<u>15,028</u>
Accrual Adjustments	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>ENDING BALANCE</b>	<u>\$ 4,000</u>	<u>0</u>	<u>4,000</u>	<u>4,000</u>