

City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 4 Ordinance/Resolution# 15-129

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of January 5, 2015
(Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF ITS SENIOR PROGRAMS SECTION, TO ACCEPT A GRANT FROM BANFIELD CHARITABLE TRUST IN THE AMOUNT OF \$2,500.00, WITH NO MATCH REQUIRED, FOR THE CITY'S MEALS ON WHEELS (MOW) PET FOOD ASSISTANCE PROGRAM, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE FUNDING AGREEMENT, AND TO AMEND THE CITY'S ADOPTED FY2015 BUDGET.

PURPOSE(S) OF ACTION:

To accept grant and adjust the City budget.

COUNCIL DISTRICT: ALL		
<u>Drafter/Staff Contact:</u> Robin L. Rice	<u>Department/Section:</u> Finance/Grants	<u>Phone:</u> 575-541-2281
<u>City Manager Signature:</u>		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

Banfield Charitable Trust, in collaboration with Meals on Wheels of America Association (MOWAA), provided a grant opportunity for local Meals on Wheels (MOW) providers to apply for funding to begin a pet food assistance program. Senior Programs staff observed a need for a pet food assistance program with the City's homebound senior population, due to their limited incomes often must choose between feeding themselves or their pets.

The City's Senior Programs applied for and was awarded a \$2,500.00 grant award from Banfield Charitable Trust for the start-up of a MOW pet food assistance program. There is no local match required for this award. This grant funding will be used to purchase pet food and supplies and materials to support the program. A budget adjustment will add the grant award to the City's adopted FY2015 budget.

SUPPORT INFORMATION:

1. Resolution.

(Continue on additional sheets as required)

2. Exhibit "A", Grant Award.
3. Exhibit "B", Budget Adjustment.

SOURCE OF FUNDING:

Is this action already budgeted?	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.
Does this action create any revenue?	Yes	<input checked="" type="checkbox"/>	Funds will be deposited into this fund: <u>2761</u> in the amount of <u>\$2,500.00</u> for FY <u>2015</u> .
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

Grant funding in the amount of \$2,500.00, will be deposited in Fund 2761, Other Operating Fund, under project number 36002, and used to support its Meals on Wheels pet food assistance program.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Senior Programs	27200100-730110-36002	\$2,500.00	\$2,500.00*	\$0.00	N/A

* Pending approved budget adjustment.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will authorize the City of Las Cruces to accept the funding from Banfield Charitable Trust, ratify the City Manager's signature on the terms and conditions, and adjust the City's adopted FY2015 budget.
2. Vote "No"; this will prevent the City of Las Cruces from accepting the grant funds, and the funds would revert to the grantor.
3. Vote to "Amend"; this could affect the implementation of the grant-funded program.
4. Vote to "Table"; this could prevent the City from completing the grant-funded program.

(Continue on additional sheets as required)

REFERENCE INFORMATION:

N/A

(Continue on additional sheets as required)

RESOLUTION NO. 15-129

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF ITS SENIOR PROGRAMS SECTION, TO ACCEPT A GRANT FROM BANFIELD CHARITABLE TRUST IN THE AMOUNT OF \$2,500.00, WITH NO MATCH REQUIRED, FOR THE CITY'S MEALS ON WHEELS (MOW) PET FOOD ASSISTANCE PROGRAM, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE FUNDING AGREEMENT, AND TO AMEND THE CITY'S ADOPTED FY2015 BUDGET.

The City Council is informed that:

WHEREAS, the Banfield Charitable Trust, in collaboration with the Meals on Wheels Association of America, offered a grant opportunity to provide funding for pet food assistance to local Meals on Wheels (MOW) programs; and

WHEREAS, the City of Las Cruces Senior Programs applied for and was awarded \$2,500.00 in grant funds to implement a pet food assistance program providing pet food for eligible MOW clients and their pet.

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 a grant award from the Banfield Charitable Trust in the amount of \$2,500.00, as shown in Exhibit "A", attached hereto and made part of this Resolution.

(II)

THAT the Council does ratify the City Manager's signature on the terms and conditions, as shown in Exhibit "A", attached hereto and made a part of this Resolution.

(III)

THAT the FY2015 Adopted Budget is hereby adjusted as reflected in Exhibit "B", attached hereto and made a part of this Resolution.

(IV)

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

DONE AND APPROVED this _____ day of _____, 20____.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

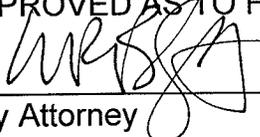
Moved by _____

Seconded by _____

VOTE:

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

APPROVED AS TO FORM:



City Attorney

PET ASSISTANCE GRANT TERMS AND CONDITIONS OF FUNDING

The granting of funds from the Banfield Charitable Trust is subject to certain terms and conditions.

1. The recipient acknowledges that funding of \$2500.00 has been approved for City of Las Cruces Senior Programs for your pet assistance program. Please note that funds can only be used for pet food purchases, rental space to store the food, food storage bins, shelving and storage bags, gas grants for volunteers to deliver the pet food, cat litter, veterinary care (except spay/neuter), grooming, pet deposits, temporary boarding expenses and pet supplies. **Funding cannot be used for any operating expenses, administrative costs, office supplies, marketing, or fundraising, etc.**
2. The recipient acknowledges that the funds provided must be spent by November 30, 2015.
3. If, for whatever reason, the recipient is unable to proceed with the funded project, the recipient will inform the Banfield Charitable Trust in writing as soon as possible and repay any unspent funds.
4. The recipient will provide appropriate public acknowledgment of the Banfield Charitable Trust's contribution to the funded project in news releases, newsletters, organization's website, and any other possible promotional opportunities. Banfield Charitable Trust logos will be provided for your use.
5. The recipient will help Banfield Charitable Trust educate the general public about how financial assistance to struggling pet owners can prevent pet surrender to shelters and keep vulnerable pet families together. Grant recipients will do so by contributing digital photos and stories of pets and people helped through Banfield Charitable Trust's grant. These photos and stories may be shared on all Banfield Charitable Trust's print or digital media. Please be sure your photo release permits Banfield Charitable Trust to use photos and stories you submitted.
6. The recipient will provide the Banfield Charitable Trust with a brief report on the achievements of the pet assistance program including expense tracking. Report not to exceed three pages and is due by October 31, 2015. Report should include number of pets and people served plus any stories, press releases, newsletters, etc.
7. Please sign this letter and return it to the Banfield Charitable Trust, 8000 NE Tillamook, Portland, OR 97213 by **November 30, 2014** and retain a copy of this document for your records. Funds will not be released until this signed document is received by the Banfield Charitable Trust.

SUBMITTED BY:

Dianne McGill
 Dianne McGill
 Executive Director & CEO
 8000 NE Tillamook
 Portland, Oregon 97213

ACKNOWLEDGED BY:

Robert L. Garza, P.E.
 Name
City Manager
 Title
11-21-14
 Date

 Signature



APPROVED AS TO FORM:


 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 Un-Audited	2014-15 Adopted	2014-15 Adjustment	2014-15 Adjusted
RESOURCES				
Beginning Balance	\$ 0	0	0	0
Revenues				
Federal Grants	0	0	0	0
Local Grants	11,650	19,127	2,500	21,627
Operating Transfers In	0	0	0	0
Total Revenues	11,650	19,127	2,500	21,627
TOTAL RESOURCES	\$ 11,650	19,127	2,500	21,627
Expenditures				
Parks & Recreation				
30637 - ASAP FY14	900	99	0	99
30638 - NRPA Sage Café Community Garden	0	10,000	0	10,000
Community & Cultural Services				
21003 - DONA ANA COUNTY BOOKMOBILE 2008	0	0	0	0
22010 - LINCOLN EXHIBIT SHIPPING GRANT BCC	750	0	0	0
22013 - MUSEUMS - BRANIGAN CULTURAL CENTER	0	0	0	0
22015 - TARGET MUSEUM OF ART FY13	0	0	0	0
22016 - GROUND UP XXVI GRANTS FY14	1,000	0	0	0
22018 - NATIONAL ENDOWMENT FOR THE HUMANITI	0	0	0	0
36001 - SUBARU OPPORTUNITY-BASED GRANT	0	0	0	0
36002 - BANFIELD CHARITABLE TRUST	0	0	2,500	2,500
Las Cruces Fire Department	0	0	0	0
33020 - NMDHS AND EMERGENCY MGT FY14	4,000	0	0	0
33023 - IAFC INTERNATIONAL HAZMAT CONF FY15	0	5,500	0	5,500
Operating Transfers Out	0	0	0	0
Total Expenditures	\$ 11,650	19,127	2,500	21,627
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ 0	0	0	0