

City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 6 Ordinance/Resolution# 15-199

For Meeting of _____
(Ordinance First Reading Date)

For Meeting of April 20, 2015
(Adoption Date)

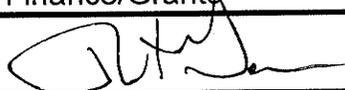
Please check box that applies to this item:

QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF ITS SENIOR PROGRAMS, TO ACCEPT ADDITIONAL INCENTIVE FUNDING IN THE AMOUNT OF \$10,000.00, FROM THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT NON-METRO AREA AGENCY ON AGING, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE CONTRACT AGREEMENT; AND TO AMEND THE CITY'S ADOPTED FY2015 BUDGET.

PURPOSE(S) OF ACTION:

To accept award 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:

The City of Las Cruces and the North Central New Mexico Economic Development Non-Metro Area Agency on Aging (NCNMEDD) have partnered together for numerous years to provide valuable services to area seniors aged sixty and over with funding stemming from the Federal Older Americans Act. Since the City's Senior Programs provided quality service and exceeded goals outlined in the agreement with NCNMEDD in fiscal year 2014/2015, an additional \$10,000.00 was awarded to Las Cruces Senior Programs.

The \$10,000.00 in additional funding, upon receipt of the executed document from the state, will be used to purchase supplies for Senior Programs "Meals on Wheels" program. A budget adjustment is necessary to include the additional funding in the approved FY 2015 budget.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Incentive Award.
3. Exhibit "B", Budget Adjustment.

(Continue on additional sheets as required)

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: 2171 in the amount of <u>\$10,000.00</u> for FY 2015.
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

Grant funds in the amount of \$10,000.00, will be deposited into Fund 2171, NM Area Agency on Aging Fund, under project number 3615B to be used by the Senior Programs in support of its Meals on Wheels 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	21205160-730110-3615B	\$10,000.00	\$10,000.00*	\$0.00	None

* Pending approved budget adjustment.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will accept award funds from the grant program and adjust the FY 2015 budget.
2. Vote "No"; this will impact Senior Programs ability to purchase needed equipment to support the Meals on Wheels Program.
3. Vote to "Amend"; this will delay the process of spending the grant funds within the predetermined grant schedule.
4. Vote to "Table"; this will impact Senior Programs ability to utilize the funds and the grant funds will be returned to NCNMEDD, to be used for other communities.

(Continue on additional sheets as required)

REFERENCE INFORMATION:

N/A

(Continue on additional sheets as required)

RESOLUTION NO. 15-199

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES, ON BEHALF OF ITS SENIOR PROGRAMS, TO ACCEPT ADDITIONAL INCENTIVE FUNDING IN THE AMOUNT OF \$10,000.00, FROM THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT NON-METRO AREA AGENCY ON AGING, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE CONTRACT AGREEMENT; AND TO AMEND THE CITY'S ADOPTED FY2015 BUDGET.

The City Council is informed that:

WHEREAS, the North Central New Mexico Economic Development District Non-Metro Area Agency on Aging (NCNMEDD) is a granting agency that provides funding for the City of Las Cruces (City) for programs to support senior congregate and homebound meal services; and

WHEREAS, the NCNMEDD notified the City that for FY2015 that it exceeded contracted levels of service in congregate meals and home delivered meals; and

WHEREAS, the NCNMEDD has awarded the City \$10,000.00, a one-time incentive funding for exceeding levels of service to be used in support of Senior Programs' "Meals on Wheels" Program for FY 2015.

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

(I)

THAT the City of Las Cruces on behalf of its Senior Programs is authorized to accept an incentive award from NCNMEDD for FY 2015 in the amount of \$10,000.00, 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 City's FY2015 budget is adjusted, as shown in Exhibit "B", attached hereto and made part of this Resolution.

(IV)

THAT the 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

Contract No. 2014-15-64014

**North Central New Mexico Economic Development District
Non-Metro Area Agency on Aging**

**DIRECT PURCHASE OF SERVICES
VENDOR AGREEMENT
AMENDMENT NO. 1**

This Amendment is made and entered into this 1st day of March, 2015, 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:

Revise the contract amount from (\$553,914) to (\$563,914) thereby *increasing* the total dollar amount by (\$10,000).

2. Changes to Contract. The following changes are amendments to the contract:

A. Paragraph I.B. Payment for Services is amended to read: For the services by the Agency to be satisfactorily provided by Vendor hereunder, the Agency shall pay the vendor during the Term an aggregate amount, not to exceed **(\$563,914)** said aggregate amount to be derived from the following sources, when units are met.

1. (\$34,283) from Title III-B of the OAA;
2. (\$113,002) from Title III-C1 of the OAA;
3. (\$29,316) from Title III-C2 of the OAA;
4. (\$0) from Title III-D of the OAA;
5. (\$35,503) from Title III-E of the OAA; and
6. (\$351,810) from the NMGAA-State/HB-2.

B. Paragraph I.C. Services and Reimbursement Methodology is amended to read:

Service	Total Unit Cost (III,State,PI,Local)	Federal Title III & State Negotiated Unit Costs	Units of Service	Persons
Congregate Meals	\$ 6.63358	\$ 2.18003	89,586	2,000
Home Delivered Meals	\$ 4.17016	\$ 1.52697	170,441	828
Transportation				
Homemaker/Housekeeping	\$ 48.05400	\$ 10.99525	4,000	100
CG-Respite Care – Elderly	\$ 20.29350	\$ 15.59375	4,000	35
CG-Supplemental-Grandchild.	\$200.00000	\$100.00000	20	15

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. For the faithful performance of the terms of this agreement, the parties affix their signatures and bind themselves effective July 1, 2014.

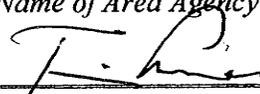
City of Las Cruces
Legal Name of Vendor/Contractor


Signature

Robert Garza
Printed/Typed Name of Signatory

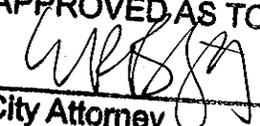
4-3-15
Date

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


Signature

Tim Armer, Executive Director
Printed/Typed Name of Signatory

3/18/15
Date

APPROVED AS TO FORM:

City Attorney

NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT
NON-METRO AREA AGENCY ON AGING
NOTIFICATION OF GRANT AWARD (NGA)

GRANTEE: City of Las Cruces		APPROVED BUDGET PERIOD				Grant/Action		NGA DATE	
ADDRESS:		FROM: 7/1/2014				New/Cont:	3.18.15		AMEND#1
PHONE:		TO: 6/30/2015				Revision: X	1XIncentive		
DESCRIPTION		FEDERAL	STATE	LOCAL	Fundraising-Foundations	PROJ. INC.	TOTAL		
Title IIIB	Access	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	In-Home	\$ 34,283	\$ 9,698	\$ 146,735	\$ -	\$ 1,500	\$ 192,216		
	Community All Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Subtotal	\$ 34,283	\$ 9,698	\$ 146,735	\$ -	\$ 1,500	\$ 192,216		
Title IIIC1	Meal Costs	\$ 113,002	\$ 82,298	\$ 288,976	\$ -	\$ 110,000	\$ 594,276		
	Subtotal	\$ 113,002	\$ 82,298	\$ 288,976	\$ -	\$ 110,000	\$ 594,276		
Title IIIC2	Meal Costs	\$ 29,316	\$ 230,942	\$ 368,508	\$ -	\$ 82,000	\$ 710,766		
	SubTotal	\$ 29,316	\$ 230,942	\$ 368,508	\$ -	\$ 82,000	\$ 710,766		
Title IIID	Health Promotion	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Title IIIE	Care Giver Support	\$ 35,503	\$ 28,872	\$ 20,799	\$ -	\$ -	\$ 85,174		
	Sub Total	\$ 35,503	\$ 28,872	\$ 20,799	\$ -	\$ -	\$ 85,174		
DEMONSTRATOR GRANT									
ALZHEIMER	Respite Care	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
ALL STATE OTHER		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
SUB TOTALS	Title IIIB	\$ 34,283	\$ 9,698	\$ 146,735	\$ -	\$ 1,500	\$ 192,216		
	Title IIIC1	\$ 113,002	\$ 82,298	\$ 288,976	\$ -	\$ 110,000	\$ 594,276		
	Title IIIC2	\$ 29,316	\$ 230,942	\$ 368,508	\$ -	\$ 82,000	\$ 710,766		
	Title IIID	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Title IIIE	\$ 35,503	\$ 28,872	\$ 20,799	\$ -	\$ -	\$ 85,174		
	Alzheimer Respite Care	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	All State Other	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	GRAND TOTAL	\$ 212,104	\$ 351,810	\$ 825,018	\$ -	\$ 193,500	\$ 1,582,432		
COMPUTATION OF GRANT		8. Federal/State Shares will be comprised of:							
1. Estimated Total Cost.....	\$ 1,582,432	a. Federal/State		FY 20 __	Federal				
2. LESS Anticipated Proj. Inc.	\$ 193,500	grant unearned			State				
3. Estimated Net Cost.....	\$ 1,388,932	in previous project year(s)							
4. Non-federal and Non-state Share of Net Cost.....		b. Carry Over		FY 20 __	Federal				
5. Proj. Inc. (Used as Match).....	\$ 193,500				State				
6. Federal Share of Net Cost....	\$ 212,104								
7. State Share of Net Cost....	\$ 351,810	c. New Obligational		FY-	Federal		\$ 10,000		
		Authority Herein Awarded			State		\$ -		

NOTIFICATION OF GRANT AWARD

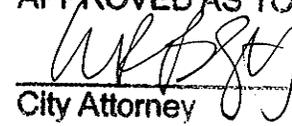
REMARKS: In addition to the conditions contained in the agreement on the application form, the conditions below apply to this grant:

- 1. 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.
- 2. 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.
- 3. 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 on Page 1 of the NGA.
- 4. 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.
- 5. Funds herein awarded will remain available during the length of the project period; however, state and/or federal funds are dependent upon availability.
- 6. Programs must meet the units of services projected to be reimbursed or submit an amended plan detailing reasons why approved units are not being met which must be approved by the NCNMEDD Area Agency on Aging.

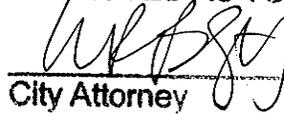
THE GRANTEE ORGANIZATION IS RESPONSIBLE FOR RETAINING RECORDS OF ALL FEDERAL AND/OR STATE ACCOUNTS AS FOLLOWS:

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 be preserved and kept available to federal and state auditors at the primary offices of the Grantee.

Signature of NCNMEDD Non-Metro 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.
Date: 3/18/15	Date: 4-3-15
Tim Armer Executive Director	Date:  City Attorney

APPROVED AS TO FORM.


City Attorney

Non-Metro Area Agency on Aging
Summary of Budgeted Revenues (SBR)
FY 2014/2015

Contractor: City of Las Cruces

Date: 3/31/

Funding Sources	Congregate Meals	Home-Del. Meals	Transportation	Assisted Transportation	Case Mgmt	Adult Day Care	Chore	Homemaker	Health Education Training	Physical Fitness/Exercise	Health
Federal Title IIIB			\$	\$				\$ 34,283			
Federal Title IIIC1	\$ 113,002										
Federal Title IIIC2	\$ 29,316										
Federal Title IIID											
Federal Title IIIE											
NSIP	\$ 66,967	\$ 104,305									
State	\$ 82,298	\$ 230,942						\$ 9,698			
Local Cash (City/County/Town)	\$ 288,976	\$ 368,508						\$ 146,735			
Fundraising	\$ -	\$ -									
Other Grants/Foundations	\$ -	\$ -									
State Funded Senior Empl. Prog	\$ -	\$ -									
In-Kind	\$ 133,162	\$ 150,218						\$ 41,062			
Program Income:											
Transportation:			\$ -	\$ -							
Housekeeping:								\$ 1,500			
Adult Day Care:					\$ -						
Other:											
Congregate Meals Donations	\$ 110,000										
Home Delivered Donations	\$ 82,000										
Other:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL:	\$ 794,405	\$ 965,289	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 233,278	\$ -	\$ -	\$ -
Projected Units	89,586	170,441						4,000			
Total Cost of Service (CoS)	\$ 8,86751	\$ 5,66348						\$ 58,31943			
Total CoS w/o In-Kind	\$ 7,38110	\$ 4,78213						\$ 48,05400			
Total CoS w/o SEP/NSIP	\$ 8,12000	\$ 5,49148						\$ 58,31943			
Total CoS w/o In-Kind/SEP/NSIP	\$ 6,63358	\$ 4,17016						\$ 48,05400			
Funding %	0.00000%	0.00000%						14.69220%			
Federal IIIB	14.22423%	0.00000%						0.00000%			
Federal IIIC1	0.00000%	3.03702%						0.00000%			
Federal IIIC2	0.00000%	0.00000%						0.00000%			
Federal IIID	0.00000%	0.00000%						0.00000%			
Federal IIIE	8.42883%	10.80557%						0.00000%			
State	10.35070%	23.92465%						4.15728%			
Local Cash (City/County/Town)	36.37641%	38.17592%						62.90142%			
Program Income	13.84684%	8.45487%						0.64301%			
Fundraising	0.00000%	0.00000%						0.00000%			
Other Grants/Foundations	0.00000%	0.00000%						0.00000%			
State Funded Senior Empl. Prog	0.00000%	0.00000%						0.00000%			
In-Kind	18.78248%	15.58197%						17.63209%			
Total of %'	100.00000%	100.00000%						100.00000%			
OAA Title III Contract Cost								\$ 8,57075			
Federal IIIB	\$ -	\$ -						\$ -			
Federal IIIC1	\$ 1,26138	\$ -						\$ -			
Federal IIIC2	\$ -	\$ 0,17200						\$ -			
Federal IIID	\$ -	\$ -						\$ -			
Federal IIIE	\$ -	\$ -						\$ -			
State	\$ 0,91865	\$ 1,35497						\$ 2,42450			
Total Federal & State	\$ 2,18003	\$ 1,52697						\$ 10,99625			

80
CITY OF LAS CRUCES
2014-15 Fiscal Year Budget

FUND	DIVISION		FUND TYPE	
Older Americans Act Fund 2171	Community & Cultural Services		Special Revenue Funds	
	2013-14 Un-Audited	2014-15 Adopted	2014-15 Adjustment	2014-15 Adjusted
RESOURCES				
Beginning Balance	\$ 0	0	0	0
Revenues				
Charges For Services	202,155	192,408	1,092	193,500
Federal Grants	195,417	202,104	0	202,104
State Grants	360,969	341,810	10,000	351,810
Operating Transfers In	0	0	0	0
Total Revenues	760,341	736,322	11,092	747,414
TOTAL RESOURCES	\$ 760,341	736,322	11,092	747,414
Expenditures				
Community & Cultural Services				
30600 - NCNMEDD AAA MEALS/TRANSP TITLE III	0	0	0	0
3614A - CONGREGATE III C1	321,498	0	0	0
3614B - HOME DELIVERED III C2	314,290	0	0	0
3614C - HEALTH PROMOTION III D	16,685	0	0	0
3614D - HOME CARE	51,702	0	0	0
3614F - CAREGIVER SUPPORT III E	51,830	0	0	0
3614G - GRANDPARENTS	4,336	0	0	0
3615A - CONGREGATE III C1	0	319,283	0	319,283
3615B - HOME DELIVERED III C2	0	318,275	1,092	319,367
3615D - HOME CARE	0	44,389	0	44,389
3615F - CAREGIVER SUPPORT III E	0	52,375	10,000	62,375
3615G - GRANDPARENTS	0	2,000	0	2,000
Operating Transfers Out	0	0	0	0
Total Expenditures	\$ 760,341	736,322	11,092	747,414
Accrual Adjustments	0	0	0	0
ENDING BALANCE	\$ 0	0	0	0