City of Las Cruces®
PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 9 **Ordinance/Resolution #** 15-241

For Meeting of _____ (Ordinance First Reading Date) **For Meeting of** July 6, 2015 (Adoption Date)

Please check box that applies to this item:

☐ QUASI JUDICIAL ☐ LEGISLATIVE ☒ ADMINISTRATIVE

TITLE: **A RESOLUTION ACCEPTING A GRANT FROM THE NEW MEXICO DEPARTMENT OF TRANSPORTATION, LOCAL GOVERNMENT ROAD FUND PROGRAM, FISCAL YEAR 2015/2016, FOR THE SOLANO DRIVE A.D.A. IMPROVEMENTS PROJECT IN THE AMOUNT OF $44,793.00, REQUIRING A CITY MATCH IN THE AMOUNT OF $14,931.00; AND TO AMEND THE FISCAL YEAR 2015/2016 BUDGET.**

PURPOSE(S) OF ACTION:

To accept a grant and amend the FY2015/2016 budget.

COUNCIL DISTRICT: 1		
Drafter/Staff Contact: Louis Grijalva, P.E.	**Department/Section:** Public Works/ Project Development	**Phone:** 528-3479
City Manager Signature:		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The City of Las Cruces (City), Public Works Department/Project Development Section submitted an application to the New Mexico Department of Transportation (NMDOT), Local Government Road Fund (LGRF) Program, Fiscal Year 2015/2016 for the Solano Drive A.D.A. Improvements Project, pursuant to Resolution 15-147.

The Solano Drive A.D.A. Improvements Project from Cactus Street to Mulberry Avenue is estimated to cost $110,000.00 for project development and construction. The City is required to match 25% of the grant amount and is responsible for 100% of the project cost in excess of the grant amount.

Recently, the City has been offered a grant in the amount of $44,793.00 from the NMDOT, LGRF Program, for this project (Attachment "B"). The City would be required to fund the difference between the total NMDOT project grant and the total construction cost. Acceptance of this grant will supplement a portion of the construction costs and would require the City to contribute a 25% match in the amount of $14,931.00 for a total project grant amount of

$59,724.00. The 25% match and the project cost in excess of the grant amount to construct the project will be funded through the Street Maintenance and Flood Control funds.

This project will include project development, design, construction, inspection, testing, and the construction of sidewalks and drive pads, to be in compliance with A.D.A. requirements. The project will also include miscellaneous removals and construction, curb and gutter, asphalt patching, construction staking, electrical pull boxes, and traffic control. The funds for the City match have been included in the Fiscal Year 2015/2016 budget.

The application process requires the City to pass a Resolution referencing the scope of work and monetary amounts submitted to the State Highway Commission for the project number SP-1-16 (912), control number HW2 L100216 and to adopt the project as a priority (Attachment "C") prior to processing the agreements between the NMDOT and the City.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Budget Adjustment.
3. Attachment "A", Vicinity Map.
4. Attachment "B", Letter from NMDOT, dated April 2, 2015.
5. Attachment "C", Letter from NMDOT, dated May 22, 2015.

SOURCE OF FUNDING:

Is this action already budgeted?			
	Yes	☐	See fund summary below
	No	☒	If No, then check one below:
	Budget Adjustment Attached	☐	Expense reallocated from: _____.
		☒	Proposed funding is from a new revenue source (i.e. grant; see details below)
		☐	Proposed funding is from fund balance in the _____ Fund.
Does this action create any revenue?			
	Yes	☒	Funds will be deposited into this fund: 4212 in the amount of $44,793.00 for FY 15.
	No	☐	There is no new revenue generated by this action.

BUDGET NARRATIVE

Grant funds will be deposited into Fund 4212 to be used by the Public Works Department for the Solano Drive A.D.A. Improvements Project. The required City match of $14,931.00 was budgeted into Fund 4202 Street Maintenance for FY2015/2016.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Paving: 4202	42806040-854121-70M34	$14,931.00	$530,221.20	$515,290.20	Construction of other street projects
St. Street Improvements: 4212	42806030-854121-70M34	$44,793.00	$44,793.00*	$0.00	N/A

**Pending adjustment*

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will approve the Resolution accepting a grant from the NMDOT, LGRF, Fiscal Year 2015/2016, in the amount of $44,793.00 for the Solano Drive A.D.A. Improvements Project and to amend the Fiscal Year 2015/2016 budget. A $14,931.00 City match is required.
2. Vote "No"; this will reject the Resolution. The grant will not be accepted from NMDOT, LGRF, Fiscal Year 2015/2016 budget.
3. Vote to "Amend"; this could modify the Resolution and provide staff alternate direction on how to proceed with the project and/or grant award. This could impact the availability of the funding from NMDOT.
4. Vote to "Table"; this could impact the availability of the funding from NMDOT.

REFERENCE INFORMATION:

The resolution(s) and/or ordinance(s) listed below are only for reference and are not included as attachments or exhibits.

1. Resolution 15-147.

RESOLUTION NO. 15-241

A RESOLUTION ACCEPTING A GRANT FROM THE NEW MEXICO DEPARTMENT OF TRANSPORTATION, LOCAL GOVERNMENT ROAD FUND PROGRAM, FISCAL YEAR 2015/2016, FOR THE SOLANO DRIVE A.D.A. IMPROVEMENTS PROJECT IN THE AMOUNT OF $44,793.00, REQUIRING A CITY MATCH IN THE AMOUNT OF $14,931.00; AND TO AMEND THE FISCAL YEAR 2015/2016 BUDGET.

The City Council is informed that:

WHEREAS, the City of Las Cruces (City), Public Works Department/Project Development Section submitted an application to the New Mexico Department of Transportation (NMDOT), Local Government Road Fund (LGRF) Program, Fiscal Year 2015/2016 for the Solano Drive A.D.A. Improvements Project, pursuant to Resolution 15-147; and

WHEREAS, the Solano Drive A.D.A. Improvements Project from Cactus Street to Mulberry Avenue is estimated to cost $110,000.00 for project development and construction. The City is required to match 25% of the grant amount and is responsible for 100% of the project cost in excess of the grant amount; and

WHEREAS, recently, the City has been offered a grant in the amount of $44,793.00 from the NMDOT, LGRF Program, for this project (Attachment "B"). The City would be required to fund the difference between the total NMDOT project grant and the total construction cost; and

WHEREAS, acceptance of this grant will supplement a portion of the construction costs and would require the City to contribute a 25% match in the amount of $14,931.00 for a total project grant amount of $59,724.00. The 25% match and the project cost in excess of the grant amount to construct the project will be funded through the Street Maintenance and Flood Control funds; and

WHEREAS, this project will include project development, design, construction,

inspection, testing, and the construction of sidewalks and drive pads, to be in compliance with A.D.A. requirements. The project will also include miscellaneous removals and construction, curb and gutter, asphalt patching, construction staking, electrical pull boxes, and traffic control. The funds for the City match have been included in the Fiscal Year 2015/2016 budget; and

WHEREAS, the application process requires the City to pass a Resolution referencing the scope of work and monetary amounts submitted to the State Highway Commission for the project number SP-1-16 (912), control number HW2 L100216 and to adopt the project as a priority (Attachment "C") prior to processing the agreements between the NMDOT and the City.

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

(I)

THAT acceptance of the grant from the NMDOT, LGRF, Fiscal Year 2015/2016, in the amount of $44,793.00 for the Solano Drive A.D.A. Improvements Project, requiring a City match in the amount of $14,931.00, is hereby approved.

(II)

THAT Fiscal Year 2015/2016 budget is hereby amended as outlined on Exhibit "A", attached hereto and made part of this resolution.

(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 _____, 20___.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

(SEAL)

VOTE:
Mayor Miyagishima: ____
Councillor Silva: ____
Councillor Smith: ____
Councillor Pedroza: ____
Councillor Small: ____
Councillor Sorg: ____
Councillor Levatino: ____

Moved by: _____

Seconded by: _____

APPROVED AS TO FORM:

_____
City Attorney

EXHIBIT "A"

CITY OF LAS CRUCES

Fund Summary

FUND	DIVISION	FUND TYPE
GRT Street Maintenance Fund 4202	Transportation	Capital Project

	2014-15 Un-Audited	2015-16 Adopted	2015-16 Adjustment	2015-16 Adjusted
RESOURCES				
Beginning Balance	$ 2,806,810	2,847,312	0	2,847,312
Revenues				
Miscellaneous Revenues	282,882	280,000	0	280,000
Operating Transfers In	1,790,853	2,300,000	0	2,300,000
Total Revenues	2,073,735	2,580,000	0	2,580,000
TOTAL RESOURCES	$ 4,880,545	5,427,312	0	5,427,312
Expenditures				
Transportation	95,724	480,200	0	480,200
Public Works	1,998,527	4,125,000	0	4,125,000
70130 - CAMPO STREET FY 13/14	0	0	0	0
70M34 - SOLANO DRIVE ADA IMPROVEMENTS PRO.	0	0	14,931	14,931
70W01 - MAIN ST REHAB STP-9991-2	(61,018)	0	0	0
Operating Transfers Out	0	0	0	0
Total Expenditures	$ 2,033,233	4,605,200	14,931	4,620,131
Accrual Adjustments	0	0	0	0
ENDING BALANCE	$ 2,847,312	822,112	(14,931)	807,181

EXHIBIT "A" CONTINUED

CITY OF LAS CRUCES

Fund Summary

FUND	DIVISION	FUND TYPE
State Street Improvement Grants Fund 4212	Public Works	Capital Project

	2014-15 Un-Audited	2015-16 Adopted	2015-16 Adjustment	2015-16 Adjusted
RESOURCES				
Beginning Balance	$ 79,534	79,526	0	79,526
Revenues				
State Grants	471,295	2,602,378	44,793	2,647,171
Operating Transfers In	0	0	0	0
Total Revenues	471,295	2,602,378	44,793	2,647,171
TOTAL RESOURCES	$ 550,829	2,681,904	44,793	2,726,697
Expenditures				
Transportation	0	0	0	0
70R02 - ALAMEDA DEPOT STREET LIGHTING	0	100,000	0	100,000
70R03 - MESQUITE HISTORIC DISTRIC ST LGHTNG	0	150,000	0	150,000
70R04 - TRAFFIC SAFTETY MGMT CONTOL CTR	0	717,750	0	717,750
Public Works	0	0	0	0
14315 - EL PASEO SAFETY LMP LC00130MAIN-UNI	4,269	28,255	0	28,255
70701 - STB 14-2064 STREET IMPROVEMENTS	0	1,036,000	0	1,036,000
70M31 - EL PASEO MEDIANS	40,663	0	0	0
70M32 - NMDOT LGRF FY 14/15	0	51,238	0	51,238
70M33 - LA LLORONA TRAIL IMPROVEMENTS	0	384,480	0	384,480
70M34 - SOLANO DRIVE ADA IMPROVEMENTS PRO.	0	0	44,793	44,793
70W01 - MAIN ST REHAB STP-9991-2	61,018	0	0	0
30120 - SAFE ROUTES TO SCHOOL FY14	365,353	134,655	0	134,655
Operating Transfers Out	0	0	0	0
Total Expenditures	$ 471,303	2,602,378	44,793	2,647,171
Accrual Adjustments	0	0	0	0
ENDING BALANCE	$ 79,526	79,526	0	79,526

Solano Dr.- A.D.A. Improvements from Cactus St. to Mulberry Ave.

ATTACHMENT "A"

ATTACHMENT "B"

COPY

New Mexico DEPARTMENT OF TRANSPORTATION
MOBILITY FOR EVERYONE

April 2, 2015

Louis Grijalva, Project Development Administrator
City of Las Cruces
P.O. Box 20000
Las Cruces, NM 88004-9002

Dear Mr. Grijalva:

Our office has been in contact regarding the Local Government Road Fund Program funding for the 2015 / 2016 fiscal year. This letter is to confirm what has been discussed.

The preliminary funding, subject to change, being offered for the City of Las Cruces is as follows:

	Entity Share	State Share	Project Total
Cooperative Agreement	$14,931.00	$44,793.00	$59,724.00

Please forward a <u>written response no later than 4-10-2015</u> showing acceptance of the offer. If you decide to fax the information to 575-544-7380, a hard copy also needs to be forwarded through the mail.

The scope of work shows "*Reconstruct sidewalks, ramps, curb & gutter, drive pads, removal & replacement of hot mix asphalt paving, traffic control, miscellaneous construction, development, design, construction, inspection & testing for Solano Drive - "from Cactus Street to Mulberry Avenue"*

<u>Please let us know as soon as possible if this scope of work is incorrect.</u>

This information will be presented at the May State Transportation Commission meeting. As soon as we have obtained approval of the funding distribution, you will be notified. Should you have any questions, please contact me at (575) 544-6536 or debraa.hudson@state.nm.us.

Sincerely,

Debbie Hudson
Local Government Road Fund Coordinator

Susana Martinez
Governor

Tom Church
Cabinet Secretary

Commissioners

Pete K. Rahn
Chairman
District 3

Ronald Schmeits
Vice Chairman
District 4

Dr. Kenneth White
Secretary
District 1

David Sepich
Commissioner
District 2

Butch Mathews
Commissioner
District 5

Jackson Gibson
Commissioner
District 6

New Mexico DEPARTMENT OF TRANSPORTATION
MOBILITY FOR EVERYONE

RECEIVED
MAY 29 2015
CITY OF LAS CRUCES
PW/PROJECT DEVELOPMENT

May 22, 2015

Louis Grijalva, Proj. Dev. Admin.
City of Las Cruces
P.O. Box 20000
Las Cruces, NM 88004

Re: 2015 - 2016 Local Government Road Fund Program

Dear Mr. Grijalva:

The State Transportation Commission approved the above program during their **May 21st meeting.**

A resolution passed by the governing body or agency head respectively adopting the project and verifying its priority standing with the Public Entity is the next item needed. The resolution should contain the scope of work and monetary amounts as submitted to the Transportation Commission and shown on the preliminary offer letter forwarded to your office on **April 2, 2015.** Additional information to be included in the resolution is the termini, project number **SP-1-16 (912)** and control number **HW2 L100216.**
A sample resolution is included for your convenience.**

****There are two sample resolutions included with this notification**. If you are asking for match waiver this year, please submit the "match waiver sample resolution" along with the "letter of intent to apply for a hardship waiver" (samples attached). If you will not be asking for match waiver then submit the normal resolution included in your samples.

Please submit the resolution no later than July 31st. This will allow the time needed to have the agreement fully executed by the October 31st deadline. **Any agreement not fully executed by this deadline could result in the loss of your funding.**

Agreements will be forwarded for signature upon receipt of the resolution in our office. **Please remember that NO aspect of the project can begin prior to the execution of the agreement.**

We appreciate your assistance and please email debraa.hudson@state.nm.us, fax 575-544-7380 or call 575-544-6536 if you should have any questions or need further assistance.

Sincerely,

Debbie Hudson
District One LGRF Coordinator

Enclosures

Susana Martinez
Governor

Tom Church
Cabinet Secretary

Commissioners

Pete K. Rahn
Chairman
District 3

Ronald Schmeits
Vice Chairman
District 4

Dr. Kenneth White
Secretary
District 1

David Sepich
Commissioner
District 2

Butch Mathews
Commissioner
District 5

Jackson Gibson
Commissioner
District 6

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City of Las Cruces®
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COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of _____ (Ordinance First Reading Date)

For Meeting of July 6, 2015 (Adoption Date)

TITLE: A RESOLUTION ACCEPTING A GRANT FROM THE NEW MEXICO DEPARTMENT OF TRANSPORTATION, LOCAL GOVERNMENT ROAD FUND PROGRAM, FISCAL YEAR 2015/2016, FOR THE SOLANO DRIVE A.D.A. IMPROVEMENTS PROJECT IN THE AMOUNT OF $44,793.00, REQUIRING A CITY MATCH IN THE AMOUNT OF $14,931.00; AND TO AMEND THE FISCAL YEAR 2015/2016 BUDGET.

Purchasing Manager's Request to Contract (PMRC) {Required?} Yes ☐ No ☒

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact		528-3479	5-29-15
Department Director		528-3125	6-5-15
Other			
Assistant City Manager /CAO	for m	3401	6-11-15
Management & Budget Manager		541-2106	6-10-15
Assistant City Manager/COO		x 2271	6/12/15
City Attorney		EXT 2128	6/16/15
City Clerk - Interim		x2115	6/26/15