



# City of Las Cruces®

PEOPLE HELPING PEOPLE

## Council Action and Executive Summary

Item # 10Ordinance/Resolution# 16-161For Meeting of \_\_\_\_\_  
(Ordinance First Reading Date)For Meeting of February 16, 2016  
(Adoption Date)

Please check box that applies to this item:

 QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

**TITLE:** A RESOLUTION APPROVING THE USE OF SALARY SAVINGS TO COMPLETE PROJECTS THAT ARE CURRENTLY UNFUNDED AND TO ADJUST THE FY 2015/2016 BUDGET.

**PURPOSE(S) OF ACTION:**

Approve utilizing salary savings to complete projects.

<b>COUNCIL DISTRICT: ALL</b>		
<b><u>Drafter/Staff Contact:</u></b> Mark Johnston	<b><u>Department/Section:</u></b> Parks and Recreation / Administration	<b><u>Phone:</u></b> 541-2550
<b><u>City Manager Signature:</u></b>		

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

Over the past year, the Parks and Recreation Department has had several full time positions that remained unfilled for numerous months resulting in general fund cost savings. Staff is requesting to utilize a portion of the savings to complete projects that are currently unfunded.

The projects will include resurfacing and structural repairs to the Apodaca and Young Park tennis courts (\$60,000.00), parking lot repairs at Lions Park (\$40,000.00), deck resurfacing at the Regional Aquatic Center (\$12,000.00), additional play features and enhancements to the Downtown Plaza fountain/spray feature (\$65,000.00), and furnishings for the Juvenile Citation Program housed in the Learning Center building (\$30,000.00). The total requested reallocation is \$207,000.00.

The funding was approved for salaries during the FY 2015/2016 budget process and thus requires City Council approval to use the funding for other purposes. As such, City Council is being requested to authorize an amendment to the budget to move these funds to complete the aforementioned projects.

(Continue on additional sheets as required)

**SUPPORT INFORMATION:**

1. Resolution.
2. Exhibit "A", Budget Adjustment Request.

**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 checked="" type="checkbox"/>	Expense reallocated from: <u>See Budget Adjustment Form</u>
		<input 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 type="checkbox"/>	Funds will be deposited into this fund: _____ in the amount of \$ _____ for FY ____.
	No	<input checked="" type="checkbox"/>	There is no new revenue generated by this action.

**BUDGET NARRATIVE**

N/A

**FUND EXPENDITURE SUMMARY:**

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
General	10383010-851200	\$ 65,000.00	\$ 67,840.00*	\$ 2,840.00	Complete projects currently unfunded.
General	10383020-721600	\$ 12,000.00	\$ 12,000.00*	\$ 0.00	N/A
General	10383050-721600	\$100,000.00	\$100,000.00*	\$ 0.00	N/A
General	10383100-730110-150C1	\$ 30,000.00	\$ 30,200.73*	\$ 200.73	Complete projects currently unfunded.

\*Upon approved budget adjustment.

**OPTIONS / ALTERNATIVES:**

1. Vote "Yes"; this will approve the expenditures.

(Continue on additional sheets as required)

2. Vote "No"; this will not approve the expenditures.
3. Vote to "Amend"; and provide changes to the resolution.
4. Vote to "Table"; and provide staff with further direction.

**REFERENCE INFORMATION:**

N/A



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## COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

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

For Meeting of February 16, 2016  
 (Adoption Date)

**TITLE:** A RESOLUTION APPROVING THE USE OF SALARY SAVINGS TO COMPLETE PROJECTS THAT ARE CURRENTLY UNFUNDED AND TO ADJUST THE FY 2015/2016 BUDGET.

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

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact		2530	1/20/16
Department Director		2530	1/20/16
Other			
Assistant City Manager /CAO Management & Budget Manager			
Assistant City Manager/COO		X2271	1-26-16
City Attorney		EXT 2128	3 FEB 2016
City Clerk		X2115	2-4-16

**RESOLUTION NO. 16-161**

**A RESOLUTION APPROVING THE USE OF SALARY SAVINGS TO COMPLETE PROJECTS THAT ARE CURRENTLY UNFUNDED AND TO ADJUST THE FY 2015/2016 BUDGET.**

The City Council is informed that:

**WHEREAS**, over the past year the Parks and Recreation Department has had several full time positions that remained unfilled for several months resulting in general fund cost savings; and

**WHEREAS**, staff is requesting to utilize a portion of the savings to complete projects that are currently unfunded; and

**WHEREAS**, the projects include, repairs to Young and Apodaca Parks tennis courts, repairs to Lions Park parking lot, enhanced play features and enhancements to the Downtown Plaza fountain/spray feature, and furnishings for the Juvenile Citation Program; and

**WHEREAS**, funding was approved for salaries during the FY 2015/2016 budget process and thus requires City Council approval to use the funding for other purposes.

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

**(I)**

**THAT** the use of salary savings to complete the projects is approved.

**(II)**

**THAT** the City FY 2015/2016 budget is adjusted, as shown in Exhibit "A", Budget Adjustment Request, 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 Gandara:	_____
Councillor Smith:	_____
Councillor Pedroza:	_____
Councillor Eakman:	_____
Councillor Sorg:	_____
Councillor Levatino:	_____

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

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

APPROVED AS TO FORM:

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

**BUDGET ADJUSTMENT REQUEST (BAR)**

<u>Department and Section</u> Parks & Rec/Variou	<u>Permanent or Temporary</u>  Temporary	<b>EXHIBIT "A"</b>	
		<u>Council/Board Resolution No.</u>	

Justification for Request

The purpose of this BAR is to complete projects that are currently unfunded using FY16 Salary Savings.

**MUNIS Comment:** FY16 Salary Savings projects

Veronica MacGregor	541-2022	FY 2016	1/20/2016
<b>Prepared by</b>	<b>Phone No.</b>	<b>FY to be Adjusted</b>	<b>Date</b>

Fund	Org	Object	Project	Object Name	Increase \$	Decrease \$
1000	10383050	721600		REPAIRS & MAINTENANCE GENERAL	60,000	
1000	10383010	851200		MAJOR EQUIPMENT	65,000	
1000	10383100	730110	150C1	SUPPLIES GENERAL	30,000	
1000	10383050	721600		REPAIRS & MAINTENANCE GENERAL	40,000	
1000	10383020	721600		REPAIRS & MAINTENANCE GENERAL	12,000	
1000	10383010	610101		ADMINISTRATION		71,000
1000	10383050	610102		CLASSIFIED		29,000
1000	10383070	610102		CLASSIFIED		24,500
1000	10383090	610111		CONTRACT EMPLOYEES		82,500
<b>Totals</b>					<b>\$207,000</b>	<b>\$207,000</b>

<i>By signing, I verify balances and accounts are available in MUNIS.</i>			<i>For use by Administration and Office of Mgmt &amp; Budget</i>		
 Administrator / Manager	01/20/16	Date	<b>Mark A. Winson, ACM / CAO</b>	Date	
 Administrator / Manager	1/20/2016	Date	 <b>Daniel Avila, ACM / COO</b>	1-26-16	Date
 Director	1/20/2016	Date			
<b>For use by Office of Mgmt &amp; Budget</b> <i>Revised 5/05/2015</i>					
			<b>Robert L. Garza, City Manager</b>	Date	
<u>Budget Adjustment Number</u>	<u>Posted By</u>	<u>Date</u>			
Period: JE#			 <b>Budget and Grant Manager</b>	1-20-2016	Date