



City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 2Ordinance/Resolution# 16-228For Meeting of _____
(Ordinance First Reading Date)For Meeting of June 6, 2016
(Adoption Date)

Please check box that applies to this item:

 QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LAS CRUCES ON BEHALF OF ITS POLICE DEPARTMENT, AND NEW MEXICO STATE UNIVERSITY, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$15,000.00, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE AGREEMENT, AND TO ADJUST THE FY16 BUDGET.

PURPOSE(S) OF ACTION:

Approve a Memorandum of Understanding.

COUNCIL DISTRICT: ALL		
Drafter/Staff Contact: Michelle K. Belone	Department/Section: Financial Services / Grants Administration	Phone: 541-2716
City Manager Signature:		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The City of Las Cruces (City), on behalf of its Police Department (LCPD), and New Mexico State University (NMSU), on behalf of the Stan Fulton Chair for the Improvement of Border and Rural Schools, upon acceptance of this Memorandum of Understanding (MOU) will agree to provide support both programmatically and financially for the LCPD Youth Leadership Academy (Academy). The LCPD Academy will provide an opportunity for young people to develop their leadership skills and become productive and positive members of our community. The MOU identifies the responsibilities, principles, working practices and financial responsibility that underlie the relationship between the City and NMSU.

The \$15,000.00 in funding provided through the MOU will purchase materials, supplies, and transportation costs associated with LCPD's Academy.

The City did not anticipate receiving these funds when the current fiscal year budget was adopted in May of 2015. The purpose of this Resolution is to obtain City Council approval to accept the

(Continue on additional sheets as required)

grant funding, to ratify the City Manager's signature on the memorandum of agreement, and to authorize an adjustment to the FY16 budget.

The Academies are scheduled to be held May 31-June 10, 2016, June 20-July 1, 2016, and July 18-29, 2016. This agreement between the parties is for the time period of May 31, 2016 to August 31, 2016 to allow ample time to complete activities and reimbursements.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Memorandum of Understanding Between the City of Las Cruces Police Department and New Mexico State University Stan Fulton Chair for the Improvement of Border and Rural Schools.
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>1000</u> in the amount of <u>\$15,000.00</u> for <u>FY16</u> .
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

Grant funding will be drawn-down as needed by LCPD for expenses related to general supplies and various services.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
General	10147010-730110-37141	\$15,000.00	\$15,000.00*	\$0.00	N/A

*Upon approved budget adjustment.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will approve the agreement, accept the grant funding, and ratify the City Manager's signature on the agreement.
2. Vote "No"; this will reject the agreement and the LCPD Academy will be cancelled.
3. Vote to "Amend"; this is could hinder necessary actions by both parties between jurisdictions.
4. Vote to "Table"; this action could cause the LCPD Academy to be cancelled as it is scheduled to be held from May 31-June 10, 2016, June 20-July 1, 2016, and July 18-29, 2016.

REFERENCE INFORMATION:

N/A

(Continue on additional sheets as required)



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COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of June 6, 2016
 (Adoption Date)

TITLE:

A RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LAS CRUCES ON BEHALF OF ITS POLICE DEPARTMENT, AND NEW MEXICO STATE UNIVERSITY, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$15,000.00, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE AGREEMENT, AND TO ADJUST THE FY16 BUDGET.

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

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact	<i>[Signature]</i>	541-2716	5.3.16
Department Director	<i>[Signature]</i>	541-2080	5.3.16
Other	<i>[Signature]</i>	528-4290	5/3/16
Assistant City Manager /CAO Management & Budget Manager	S. Mann for D. Dollahan <i>[Signature]</i>	541-2031 541-2107	5/4/16 5/4/2016
Assistant City Manager/COO	<i>[Signature]</i>	541-2271	5/13/16
City Attorney	<i>[Signature]</i>	EXT 2128	18 May 2016
City Clerk	<i>[Signature]</i>	X2115	5-19-16

RESOLUTION NO. 16-228

A RESOLUTION AUTHORIZING A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LAS CRUCES ON BEHALF OF ITS POLICE DEPARTMENT, AND NEW MEXICO STATE UNIVERSITY, TO ACCEPT A GRANT AWARD IN THE AMOUNT OF \$15,000.00, TO RATIFY THE CITY MANAGER'S SIGNATURE ON THE AGREEMENT, AND TO ADJUST THE FY16 BUDGET.

The City Council is informed that:

WHEREAS, the City of Las Cruces, (City) on behalf of its Police Department (LCPD), has been awarded grant funding in the amount of \$15,000.00 from New Mexico State University, on behalf of the Stan Fulton Chair for the Improvement of Border and Rural Schools (NMSU-Stan Fulton Chair), to support the LCPD's Youth Leadership Academy (Academy); and

WHEREAS, the Memorandum of Understanding between the City on behalf of its LCPD and the NMSU-Stan Fulton Chair, identifies the responsibilities, principles, working practices and financial responsibility that underlie the relationship between the City and the NMSU-Stan Fulton Chair; and

WHEREAS, the Memorandum of Understanding states that the NMSU-Stan Fulton Chair will provide funding not to exceed \$15,000.00 to provide materials, supplies and transportation costs for the LCPD Academy; and

WHEREAS, the LCPD Academies are scheduled to be held May 31-June 10, 2016, June 20-July 1, 2016, and July 18-29, 2016 with the period of performance of May 31, 2016 to August 31, 2016 to allow ample time to complete activities and reimbursements.

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

YOUTH LEADERSHIP ACADEMY

Memorandum of Understanding
Between the
City of Las Cruces Police Department
And New Mexico State University Stan Fulton Chair
for the Improvement of Border and Rural Schools

FORWARD

The Las Cruces Police Department (LCPD) and New Mexico State University (NMSU) have a history of mutual support and strong bond of supporting young people in our community. The LCPD Summer Youth Leadership Academy provides an opportunity for young people to develop their leadership skills and become productive and positive members of their community. The effective interaction of government and education is vital for the well-being of our children and the future of all our youth. School Resource Officers (SRO) work to provide a safe learning environment in the schools. Provide valuable resources to school staff, foster positive relationship with the youth in the schools and develop strategies to resolve problems affecting the school community

INTRODUCTION

This Memorandum sets out the understanding of the City of Las Cruces on behalf of its police department and the NMSU Stan Fulton Chair for the Improvement of Border and Rural Schools of the responsibilities, principles, working practices and financial responsibility that underlie the relationship between them.

This document shall be finding on both parties as a statement of intent designed to guide officials and support the development of detailed working arrangements.

GOALS AND OBJECTIVES

1. To create and provide a safe learning environment in the schools
 - a. Foster a positive relationship with the youth, school staff and SRO's.
 - b. Support the goals of LCPS's "Character Counts" curricula
 - c. Develop positive skills through mentoring and teamwork
2. Continue a lasting relationship between the police department, NMSU, the school district and the students, which will encourage communications and serve to develop a continually focused, effective collaboration to the benefit of our youth.

- a. Involve students through leadership activities and workshops
- b. Build relationships with the young people in attendance at the academy , to promote positive connection throughout the youth's school career and beyond
- c. Additionally, work with and on behalf of young people promoting bullying prevention, advocacy and education

MISSION STATEMENT

Our mission is to motivate and mentor potential young leaders, to enable them to take an active role in their school and community.

We hope to assist in building strong leaders who have hope for the future and the tools to influence a positive and safe community.

ROLES AND RESPONSIBILITIES

- The functions of each party are established by governing rules, regulations, policies, procedures, and statutes. Neither party shall be asked to compromise their internal responsibilities as a result of this partnership.
- SECTION ONE – THE CITY OF LAS CRUCES (CITY) ON BEHALF OF ITS POLICE DEPARTMENT AGREES:
 - LCPD will provide a budget to NMSU for the LCPD Summer Youth Leadership Academy;
 - LCPD will not expend any funds up to \$15,000.00 until the Memorandum of Understanding between the City and NMSU has been signed by the City Manager, and the funding accepted and the City Manager's signature has been ratified at a City Council meeting;
 - LCPD shall act as fiscal agent for funding by setting up a city account that is dedicated to this program to promote accurate tracking of expenditures, reimbursement requests and payments;
 - Financial reporting will be accomplished through the LCPD and the City of Las Cruces Accounting Office; and
 - Provide to NMSU a final programmatic report
- SECTION TWO – NEW MEXICO STATE UNIVERSITY STAN FULTON CHAIR FOR THE IMPROVEMENT OF BORDER AND RURAL SCHOOLS AGREES:
 - NMSU Stan Fulton Chair for the Improvement of Border and Rural Schools will provide funding not to exceed \$15,000.00 (\$5,000.00 per

- session) to provide materials, supplies and transportation costs for the LCPD Youth Leadership Academy;
 - Funding is contingent on an NMSU approved LCPD budget and approval of the Memorandum of Understanding by the College of Education Dean and Stan Fulton Chair as evidenced by their signature;
 - Agrees to cover the approved expenses upon a reimbursement request from the City of Las Cruces;
 - Recognize that acceptance of funding is contingent on the approval of this Memorandum of Understanding and ratification of the City Manager's signature by the City of Las Cruces City Council through a resolution authorizing the receipt and expenditure of funds associated with the LCPD Summer Youth Academy;
 - Funding will be on a cost reimbursement basis, by means of an invoice referencing a valid NMSU purchase order number;
 - The period of performance to complete activities and expenditures for the Summer Youth Academy are May 31, 2016 to August 31, 2016
- SECTION THREE-LIABILITY:
 - Neither party shall be responsible for liability incurred as a result of the other party's acts or omissions in connection with this Agreement. Any liability incurred in connection with this Agreement is subject to the immunities and limitations of the New Mexico Tort Claims Act.

PARTNER INVOLVEMENT IN COMMUNITY POLICING

The LCPD and NMSU are developing and implementing a new and innovative strategy to achieve needed results for our community and youth. This program will only serve to strengthen and verify those efforts. Both parties will strive to proactively solve problems and strengthen the bonds of cooperation within our community of interest.

- A shared focus on providing an effective and efficient service
- The maintenance of key relationships in a flexible way
- An open and cooperative dialogue on strategic and key issues
- A cooperative approach to settling issues of roles and responsibilities
- A transparent relationship which works effectively at all levels to meet the needs and challenges facing our youth.

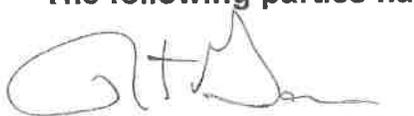
The LCPD and NMSU aim jointly to:

- **Enable each party to deliver its services in an effective manner in support of the program objective.**
- **Enable each party to participate in the development of future procedures in a cooperative atmosphere.**

- **Items and services procured to fulfill this grant will be obtained in accordance with applicable state and City of Las Cruces procurement regulations and adhere to the State of New Mexico Procurement Code**

This Agreement shall not be altered, changed, or amended except by an instrument, in writing, executed and approved by all parties.

The following parties have executed Agreement specified on the dates below.



Robert L. Garza, P.E.
City Manager
City of Las Cruces

4-27-16

Date



Jaime Montoya
Chief of Police
City of Las Cruces

4/25/16

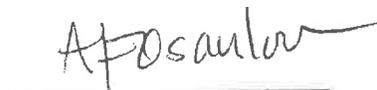
Date



Dr. Don Pope-Davis
Dean
College of Education
NMSU

5/1/16

Date

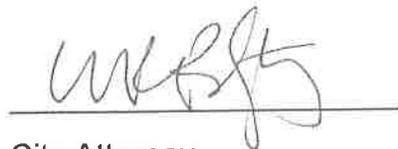


Dr. Azadeh Osanloo
Stan Fulton Chair for the
Improvement of Border and
Rural Schools

5/9/16

Date

APPROVED AS TO FORM:



City Attorney

CITY OF LAS CRUCES

Fund Summary

EXHIBIT "B"

Fund: 1000
DFA: 101

Fund Name: GENERAL FUND
DFA Name: General Fund

	2015-16 Budget			%
	Adopted	Adjustment	Amended	Inc. / Dec.
<i>Beginning Balance</i>	\$ 22,903,243	(1,882,130)	21,021,113	-8.22%
Resources				
Revenue	\$ 92,030,884	15,000	92,045,884	0.02%
Proceeds	26,125	0	26,125	0.00%
Transfers In	74,386	0	74,386	0.00%
Total Resources	\$ 92,131,395	15,000	92,146,395	0.02%
Expenditures				
Salaries & Benefits	\$ 62,452,452	0	62,452,452	0.00%
Operating Costs	19,672,267	0	19,672,267	0.00%
Capital Outlay	1,549,088	0	1,549,088	0.00%
Debt Service	26,125	0	26,125	0.00%
Grant / Projects	2,333,397	15,000	2,348,397	0.64%
Transfers Out	14,729,524	0	14,729,524	0.00%
Total Expenditures	\$ 100,762,853	15,000	100,777,853	0.01%
<i>Ending Balance</i>	\$ 14,271,785	(1,882,130)	12,389,655	-13.19%

