



City of Las Cruces®

PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 4Ordinance/Resolution# 16-242For Meeting of _____
(Ordinance First Reading Date)For Meeting of June 20, 2016
(Adoption Date)

Please check box that applies to this item:

 QUASI JUDICIAL LEGISLATIVE ADMINISTRATIVE

TITLE: A RESOLUTION ACCEPTING FUNDING IN THE AMOUNT OF \$3,400.00 FROM THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT (NCNMEDD) NON-METRO AREA AGENCY ON AGING (NMAAA) FOR SENIOR PROGRAMS AND TO ADJUST THE CITY'S ADOPTED FY2016 BUDGET.

PURPOSE(S) OF ACTION:

To accept funding and adjust budget.

COUNCIL DISTRICT: ALL		
<u>Drafter/Staff Contact:</u> Amy Johnson Bassford	<u>Department/Section:</u> Finance / Grants	<u>Phone:</u> 575-541-2281
<u>City Manager Signature:</u>	<i>Daniel Avila</i>	

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The City of Las Cruces (City) and the NMAAA have partnered together for numerous years to provide valuable services to area seniors aged sixty and over with funding from the Federal Older Americans Act. The NMAAA has awarded Senior Programs additional funding for FY2016 in the amount of \$3,400.00. This is additional funding, which was not awarded in the initial grant award and therefore not budgeted when the initial grant award from NMAAA was accepted, it is necessary to accept the additional funding and adjust the City's budget accordingly. This funding requires no amendment to the initial grant contract by NMAAA.

The \$3,400.00 in additional funding will be used to purchase new trays for the home delivered meals program for seniors, which was specified by NMAAA. A budget adjustment is necessary to include the additional funding in the City's adopted FY2016 budget and allow Senior Programs to utilize the funds before June 30, 2016, as required by NMAAA. Senior Programs will pay for the shipping of the trays from their existing budget.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Notification of Funding.

(Continue on additional sheets as required)

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>2171</u> in the amount of <u>\$3,400.00</u> for <u>FY2016</u> .
	No	<input type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE

Grant funds will be deposited into Fund #2171 (Older Americans Act Programs) under project number 3616B to be used by Senior Programs to provide client services.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Older Americans Act Programs	21205160-730110-3616B	\$3,400.00	\$3,400.00*	\$0.00	N/A

* pending adjustment

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will accept additional funds from the NMAAAA in the amount of \$3,400.00 and will adjust the City's FY2016 budget.
2. Vote "No"; this will cause the funds to be returned to NMAAAA, impacting services to the public provided by Senior Programs.
3. Vote to "Amend"; this is not an option given that all funds must be expended by June 30, 2016 for the purpose designated by NMAAAA.
4. Vote to "Table"; this is not an option given all funds must be expended by June 30, 2016; and would result in the funds being returned to NMAAAA.

(Continue on additional sheets as required)

REFERENCE INFORMATION:

N/A

(Continue on additional sheets as required)

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City of Las Cruces®

PEOPLE HELPING PEOPLE

COUNCIL ACTION AND EXECUTIVE SUMMARY PACKET ROUTING SLIP

For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of June 20, 2016
 (Adoption Date)

TITLE:

A RESOLUTION ACCEPTING FUNDING IN THE AMOUNT OF \$3,400.00 FROM THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT (NCNMEDD) NON-METRO AREA AGENCY ON AGING (NMAAA) FOR SENIOR PROGRAMS AND TO ADJUST THE CITY'S ADOPTED FY2016 BUDGET.

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

DEPARTMENT	SIGNATURE	PHONE NO.	DATE
Drafter/Staff Contact	<i>[Signature]</i>	X 2281	5/19/16
Department Director	<i>[Signature]</i>	X 2042	5/19/16
Other	<i>[Signature]</i>	X 2166	5/20/16
Assistant City Manager /CAO Management & Budget Manager	<i>[Signature]</i>	541-2107	5-20-16
Assistant City Manager/COO	<i>[Signature]</i>		5/24/16
City Attorney	<i>[Signature]</i>	EXT 2128	24 May 2016
City Clerk	<i>[Signature]</i>	X 2115	6-20-16

RESOLUTION NO. 16-242

A RESOLUTION ACCEPTING FUNDING IN THE AMOUNT OF \$3,400.00 FROM THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT (NCNMEDD) NON-METRO AREA AGENCY ON AGING (NMAAA) FOR SENIOR PROGRAMS AND TO ADJUST THE CITY'S ADOPTED FY2016 BUDGET.

The City Council is informed that:

WHEREAS, the NCNMEDD, NMAAA is a granting agency that provides funding to the City of Las Cruces (City) for programs that support core services to qualifying senior clients; and

WHEREAS, the NMAAA has awarded the City \$3,400.00, a one-time additional funding award, to be used in support of Senior Programs' home delivered meals program for FY2016.

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

(I)

THAT the City is authorized to accept the additional funding award from the NMAAA for FY2016 in the amount of \$3,400.00, as shown in Exhibit "A", attached hereto and made part of this Resolution.

(II)

THAT the FY2016 adopted budget is hereby adjusted as reflected in Exhibit "B", attached hereto and made a 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:

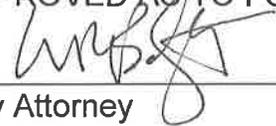
City Clerk

(SEAL)

Moved by _____

Seconded by _____

APPROVED AS TO FORM:



City Attorney

VOTE:

Mayor Miyagishima: _____

Councillor Gandara: _____

Councillor Smith: _____

Councillor Pedroza: _____

Councillor Eakman: _____

Councillor Sorg: _____

Councillor Levatino: _____

Amy Bassford

From: Sonia Saldana
Sent: Wednesday, May 18, 2016 4:41 PM
To: Amy Bassford
Subject: Notification of Additional Funding NMAAA

Below is the notification of additional funding award from Non-Metro Area Agency on Aging for the purchase of 10 cases of home delivered trays for the home delivered meal program for the City of Las Cruces Senior Programs. This funding is for FY2016 and must be used by June 30, 2016. Senior Programs will pay the associated shipping for this purchase.

Sonia Saldana

Administrator/Community and Cultural Services/Senior Programs
Direct: 575-541-2464 Main: 575-528-3000, ssaldana@las-cruces.org



From: Jenny Martinez [mailto:jennym@ncnmedd.com]
Sent: Wednesday, May 18, 2016 3:33 PM
To: Sonia Saldana <ssaldana@las-cruces.org>
Cc: Kevin Calabaza <kcalabaza@ncnmedd.com>; Marcia Medina <marciam@ncnmedd.com>
Subject: RE: Home delivered trays

Sonia,

Per our telephone conversation this email is to confirm that the funds NCNMEDD, Non Metro AAA provided for home delivered meals is a total of \$3400.00.

Thank you,
Jenny

Amy Bassford

From: Sonia Saldana
Sent: Wednesday, May 18, 2016 2:55 PM
To: Amy Bassford
Subject: FW: Home delivered trays

Importance: High

From: Jenny Martinez [mailto:jennym@ncnmedd.com]
Sent: Tuesday, April 26, 2016 3:16 PM
To: Sonia Saldana <ssaldana@las-cruces.org>
Cc: Marcia Medina <marciam@ncnmedd.com>; Kevin Calabaza <kcalabaza@ncnmedd.com>; Anita Guillen <aguillen@ncnmedd.com>
Subject: Home delivered trays
Importance: High

Good Afternoon,

This email is to confirm that you have been awarded a total of \$3739 for the purchase of 10 cases of home delivered trays. Please submit a purchase order/requisition (proof of purchase) no later than May 9, 2016 to Kevin at kcalabaza@ncnmedd.com. An ACH for this amount will be deposited after information required is received.

Have a great day!

Thank you!
Jenny D. Martinez, Director
Non Metro Area Agency on Aging
jennym@ncnmedd.com
505-395-2675

CITY OF LAS CRUCES

Fund Summary

EXHIBIT "B"

Fund: 2171
DFA: 219

Fund Name: OLDER AMERICANS ACT PROGRAMS
DFA Name: Senior Citizen

	2015-16 Budget			%
	Adopted	Adjustment	Amended	Inc. / Dec.
<i>Beginning Balance</i>	\$ 0	0	0	0.00%
Resources				
Revenue	\$ 787,318	3,400	790,718	0.43%
Proceeds	0	0	0	0.00%
Transfers In	0	0	0	0.00%
Total Resources	\$ 787,318	3,400	790,718	0.43%
Expenditures				
Salaries & Benefits	\$ 0	0	0	0.00%
Operating Costs	0	0	0	0.00%
Capital Outlay	0	0	0	0.00%
Debt Service	0	0	0	0.00%
Grant / Projects	786,818	3,400	790,218	0.43%
Transfers Out	0	0	0	0.00%
Total Expenditures	\$ 786,818	3,400	790,218	0.43%
<i>Ending Balance</i>	\$ 500	0	500	0.00%

