



**ACTION SHEET  
ITEM FROM FINANCE COMMITTEE MEETING OF 09/15/15  
FOR CITY COUNCIL MEETING OF 09/30/15**

**ISSUE:**

28. Request for Approval of a Resolution Supporting the Application and Response to the Request for Proposals Issued by the North Central New Mexico Economic Development District, Non-Metro New Mexico Area Agency on Aging for Continuation of Services for the Senior Citizens of the City of Santa Fe. (Mayor Gonzales) (Ron Vialpando)

**Committee Review:**

City Council (scheduled)

09/30/15

Fiscal Impact – No

**FINANCE COMMITTEE ACTION:**

Approved as Consent item.

**FUNDING SOURCE:**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

<b>VOTE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR TRUJILLO	X		
COUNCILOR RIVERA	X		
COUNCILOR LINDELL	X		
COUNCILOR MAESTAS	X		
CHAIRPERSON DOMINGUEZ			

4-13-15

# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

Resolution No. 2015-\_\_\_\_  
Senior Services AAA RFP

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**SPONSOR(S):** Mayor Gonzales

**SUMMARY:** The proposed resolution supports the application and response to the request for proposals issued by the North Central New Mexico Economic Development District, Non-Metro New Mexico Area Agency on Aging for continuation of services for the senior citizens of the city of Santa Fe.

**PREPARED BY:** Rebecca Seligman, Legislative Liaison Assistant

**FISCAL IMPACT:** No

**DATE:** September 2, 2015

**ATTACHMENTS:** Resolution  
FIR

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**CITY OF SANTA FE, NEW MEXICO**

**RESOLUTION NO. 2015-\_\_**

**INTRODUCED BY:**

Mayor Javier M. Gonzales

**A RESOLUTION**

**SUPPORTING THE APPLICATION AND RESPONSE TO THE REQUEST FOR PROPOSALS ISSUED BY THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT, NON-METRO NEW MEXICO AREA AGENCY ON AGING FOR CONTINUATION OF SERVICES FOR THE SENIOR CITIZENS OF THE CITY OF SANTA FE.**

**WHEREAS**, the Older Americans Act of 1965, as amended, was enacted by Congress to ensure provision of social services for America's elderly population; and

**WHEREAS**, the residents of Santa Fe were afforded an opportunity to submit their recommendations for senior services at an advertised public hearing; and

**WHEREAS**, the City of Santa Fe recognizes that there is a need to provide services for the senior citizens; and

**WHEREAS**, the Division of Senior Services of the City of Santa Fe currently administers social services such as congregate meals, home delivered meals, housekeeping, respite, transportation, volunteer opportunities and health promotion activities for senior citizens

1 living throughout our city; and

2       **WHEREAS**, every four years, the North Central New Mexico Economic Development  
3 District, Non-Metro New Mexico Area Agency on Aging (“Area Agency on Aging”) issues a  
4 Request for Proposals for prospective vendors to provide services for senior citizens; and

5       **WHEREAS**, currently the Division of Senior Services has a vendor agreement with the  
6 Area Agency on Aging to provide services for senior citizens; and

7       **WHEREAS**, the current vendor agreement expires on June 30, 2016.

8       **NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
9 **CITY OF SANTA FE** that the Governing Body:

- 10           1. Desires to continue services to the senior citizens of our community; and
- 11           2. Supports the application and response to the RFP issued by the Area Agency on
- 12           Aging; and
- 13           3. If awarded a vendor agreement, authorizes the execution of such agreement for
- 14           the 2016-2020 funding cycle, July 1, 2016 through June 30, 2020.

15       PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2015.

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18 ATTEST:

\_\_\_\_\_  
JAVIER M. GONZALES, MAYOR

19  
20  
21 \_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

22 APPROVED AS TO FORM:

23   
24 \_\_\_\_\_

25 KELLEY BRENNAN, CITY ATTORNEY

*M/Resolutions 2015/Senior Services AAA RFP*

### City of Santa Fe Fiscal Impact Report (FIR)

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

**Section A. General Information**

(Check) Bill: \_\_\_\_\_ Resolution:  X   
(A single FIR may be used for related bills and/or resolutions)

Short Title(s):  A RESOLUTION SUPPORTING THE APPLICATION AND RESPONSE TO THE REQUEST FOR PROPOSALS ISSUED BY THE NORTH CENTRAL NEW MEXICO ECONOMIC DEVELOPMENT DISTRICT, NON-METRO NEW MEXICO AREA AGENCY ON AGING FOR CONTINUATION OF SERVICES FOR THE SENIOR CITIZENS OF THE CITY OF SANTA FE.

Sponsor(s):  Mayor Javier M. Gonzales   
Reviewing Department(s):  Community Services Department   
Person Completing FIR:  Ron J. Vialpando  Date:  August 19, 2015  Phone:  955-4710

Reviewed by City Attorney:  Kelly A. Brennan  Date:  9/2/15   
(Signature)

Reviewed by Finance Director:  [Signature]  Date:  9-9-2015   
(Signature)

**Section B. Summary**

Briefly explain the purpose and major provisions of the bill/resolution.

As part of the submission of our application and response to the Request For Proposals issued by the NCNMEDD NM-AAA we are required to have a Resolution for the continuation of services for the senior citizens of the City of Santa Fe.

**Section C. Fiscal Impact**

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- a. The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- b. Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- c. Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

**I. Projected Expenditures:**

- a. Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- b. Indicate: "A" if current budget and level of staffing will absorb the costs  
"N" if new, additional, or increased budget or staffing will be required
- c. Indicate: "R" – if recurring annual costs  
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- d. Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- e. Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: \_\_\_\_\_

X     Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY _____	"A" Costs Absorbed or "N" New Budget Required	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Fringe**	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
All Other Operating Costs	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____
Total:	\$ _____	_____	_____	\$ _____	_____	_____	_____	_____

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

**2. Revenue Sources:**

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs - Recurring or "NR" Non-recurring	Fund Affected

_____	\$ _____	_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____	_____
_____	\$ _____	_____	\$ _____	_____	_____	_____
Total:	\$ _____	_____	\$ _____	_____	_____	_____

3. Expenditure/Revenue Narrative:

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

Expenditures and/or revenues will remain not increase or decrease because of this Resolution. However, as mandated by our Federal and State funding sources we are required to establish a Resolution for continuation of services for the senior citizens of the City of Santa Fe.

Section D. General Narrative

1. Conflicts: Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

This Resolution does not duplicate, conflict and/or relate to any City code or approved ordinance. This Resolution amends any previous Resolutions that may have incorporated County of Santa Fe participation and responsibilities.

2. Consequences of Not Enacting This Bill/Resolution:

Are there consequences of not enacting this bill/resolution? If so, describe.

As mandated by our grant funding source for our various programs, we are required to establish a Resolution for continuation of services for the senior citizens of the City of Santa Fe. This Resolution supports the NCNMEDD NM-AAA RFP process to bring in over \$1 million dollars (Federal and State) annually for the next four years specifically to assist and serve the City of Santa Fe senior population.

3. Technical Issues:

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

The Division of Senior Services was established in 1978 and has provided vital services and assistance to the elderly, frail, isolated, and/or homebound senior population within the City of Santa Fe and surrounding areas. Currently the City of Santa Fe is the only provider in the area that supports and provides a comprehensive array of services of this magnitude.

4. Community Impact:

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

The Division of Senior Services programs and mission are designed to allow older adults to remain living in their own homes as comfortably/independently as possible and to hopefully avoid expensive institutionalization funded by taxpayers. We utilize Federal, State and City funding to operate our program annually. Services include, but are not limited to, congregate and home delivered meals, transportation (medical appointments, grocery shopping, senior centers, therapy appointments, etc.), in-home support (respite and home management) volunteer opportunities (schools, nursing homes, soup kitchens, etc.), health promotion, tax assistance, defensive driving, etc. reaching approximately 10,000 seniors annually.