



AGENDA
CITY OF AZTEC
EMERGENCY COMMISSION MEETING
December 10, 2020
3:00 PM

Attendance:

Due to COVID-19 precautions from the State of New Mexico, the City of Aztec will be following the guidance from the Attorney General and the Governor of New Mexico regarding compliance with the Open Meetings Act. There will be NO public In-person attendance at this meeting. The public may watch the live stream on YouTube.

I. CALL TO ORDER

II. INVOCATION AND PLEDGE OF ALLEGIANCE

United States Pledge of Allegiance

New Mexico Pledge of Allegiance

I Salute the Flag of the State of New Mexico and the Zia Symbol of Perfect Friendship among United Cultures

III. ROLL CALL

IV. APPROVAL OF AGENDA ITEMS

V. BUSINESS ITEMS

A. New Mexico Department of Finance Administration CARES Act Agreement Amendment #1

VI. ADJOURNMENT

ATTENTION PERSONS WITH DISABILITIES: The meeting room and facilities are fully accessible to persons with mobility disabilities. If you plan to attend the meeting and will need an auxiliary aid or service, please contact the City Clerk's Office at 334-7600 prior to the meeting so that arrangements can be made.

Note: A final agenda will be posted 72 hours prior to the meeting. Copies of the agenda may be obtained from City Hall, 201 W. Chaco, Aztec, NM 87410.

Staff Summary Report

MEETING DATE:	December 10, 2020
AGENDA ITEM:	V. Business Item (A)
AGENDA TITLE:	Consideration of New Mexico Department of Finance and Administration (NMDFA) CARES Act Agreement Amendment #1

ACTION REQUESTED BY:	City Manager
ACTION REQUESTED:	Approval of NMDFA CARES Act Funding Award Agreement Amendment #1
SUMMARY BY:	Staff

PROJECT DESCRIPTION / FACTS

- The City was awarded \$1,198,125 for grants to local businesses for reimbursement of costs incurred between March 1, 2020 and December 30, 2020 specific to the public health emergency with respect to COVID-19.
- The City was also awarded \$218,750 to assist with Local Government expenditures specific to the public health emergency with respect to COVID-19.
- As of 12/4/2020 The City has expended \$92,308.24 of the Business Continuity Grant funds to assist local businesses. \$92,691.76 is encumbered leaving a balance of \$1,013,125.00 in the Business Cares Grant Fund. A transfer of \$403,656.53 from the Business Continuity Grant would leave a remaining balance of \$609,468.47.
- AS of 12/4/2020 \$29,016.63 has been spent from the Local Government funds with \$16,379.10 encumbered with a total balance of \$173,754.27 remaining.
- The City has been given preliminary approval by the State for a one time transfer of \$403,656.53 of the Business Continuity Grant funds remaining to the Local Government Grant Funds award to assist residential utility customers who have been impacted by the COVID-19 pandemic and are unable to pay their utility bills.
- The City suspended non-pay disconnects in the early stages of the pandemic and as of today have continued to serve all of our customers regardless of their ability to pay. To date, past due utility accounts total \$402,321.96.
- The transfer of the \$403,656.53 from the Business Cares Grant to the Local Government Grant would assist the City's residential utility customers that have been unable to pay their utility bills for various reasons related to the COVID-19 pandemic.
- With the approaching deadline of December 30, 2020 to expend these funds, staff would like to insure that funding received by the City for local assistance remains in the Community to benefit all affected by the COVID-19 pandemic.
- The transfer would also assist the City in lessening the impact to the utility from customers not being able to pay amounts owed on their utility bills.
- If the Commission decides to approve the CARES ACT AGREEMENT AMENDMENT #1, the deadline for returning the amending resolution to the State is 5:00pm, Friday, December 11, 2020.

PROCUREMENT

- All expenditures must be in accordance with the NM Procurement Code and federal procurement requirements.

FISCAL IMPACTS

- These funds are not considered grants but as other financial assistance. The financial assistance are federal funds and subject to the Single Audit Act (City will be subject to the single audit rule for FY21).
- Final request for reimbursement must be submitted by January 31, 2021. Final reimbursement will also include a narrative and detail cost report documenting how funds were expended. Record retention for this program is five years after final payment is made. Unexpended funds remain with the state.

SUPPORT DOCUMENTS: State of New Mexico Department of Finance and Administration Cares Act Agreement No. 1

DEPARTMENT'S RECOMMENDED MOTION: Move to Approve State of New Mexico Department of Finance and Administration Cares Act Agreement #1 transferring \$403,656.53 from CARES-BUS-16001-CAZ to CARES-16001-CAZ.

STATE OF NEW MEXICO
DEPARTMENT OF FINANCE AND ADMINISTRATION
CARES ACT AGREEMENT AMENDMENT NO. 1

CARES Act Awards:

CARES Act Award Number: CARES-16001-CAZ
CARES Act Funding Recipient: Aztec, City of
CARES Act Funding Amount: \$218,750

CARES Act Award Number: CARES-BUS-16001-CAZ
CARES Act Funding Recipient: Aztec, City of
CARES Act Funding Amount: \$1,198,125

THE SUBJECT CARES ACT AGREEMENTS ARE AMENDED AS FOLLOWS:

\$403,656.53 from CARES-BUS-16001-CAZ will be reallocated and redistributed to CARES-16001-CAZ effective December 7, 2020. The amended award amounts are listed below. The remaining balances of these awards must be expended by December 30, 2020.

CARES Act Award Number: CARES-16001-CAZ
CARES Act Funding Recipient: Aztec, City of
CARES Act Funding Amount (as amended): \$622,406.53

CARES Act Award Number: CARES-BUS-16001-CAZ
CARES Act Funding Recipient: Aztec, City of
CARES Act Funding Amount (as amended): \$794,468.47

IN WITNESS WHEREOF, the parties do hereby execute this Amendment.

THIS AMENDMENT has been approved by:

GRANTEE

Chief Elected Official/Authorized Signatory

Date

(Type or Print Name)

**DEPARTMENT OF FINANCE AND ADMINISTRATION
LOCAL GOVERNMENT DIVISION**



Division Director or Designee

12/7/2020

Date

(Type or Print Name)

Deborah K Romero
