

**CITY OF EL PASO, TEXAS
AGENDA ITEM
DEPARTMENT HEAD'S SUMMARY FORM**

DEPARTMENT: Community and Human Development

AGENDA DATE: February 2, 2021 (Consent)

CONTACT PERSON/PHONE: Nicole Ferrini, Chief Resilience Officer, 212-1659, ferrinim@elpasotexas.gov

DISTRICT(S) AFFECTED: All Districts

SUBJECT:

A resolution authorizing the City Manager to sign an amendment to a Local Cash Match Agreement between the City of El Paso and Workforce Solutions Borderplex, Inc., reducing the amount of match certification of 45th Year (2020) Community Development Block Grant (CDBG) funds and Parks and Recreation Department General Funds from \$90,000.00 to \$43,327.08, to reflect actual expenditures.

BACKGROUND / DISCUSSION:

In order to draw down available Texas Workforce Commission (TWC) federal matching funds for El Paso, our community is required to contribute child care services. The Workforce Solutions Borderplex, Inc. collaborates with other organizations to complete the required match. TWC allows for the contribution of matching funds to be in the form of a donation, transfer and/or the certification of expenditures on childcare services by a local public entity (e.g. cities, counties and school districts). The City of El Paso has been asked to contribute to the match by certifying expenditures for its childcare programs. Department of Community + Human Development identified two programs (Neighborhood Youth Outreach Program and Sun Country Summer Youth Program) administered by the City of El Paso Parks and Recreation Department, under which expenditures may be utilized as certified matching funds by Workforce Solutions Borderplex, Inc. The amount of match certification is provided from the Community Development Block Grant Funds (CDBG) awarded to the City of El Paso Parks and Recreation Department and the City of El Paso Parks and Recreation general funds. The original match certification was based on a projected expenditure amount of \$90,000. This amendment now certifies the actual expended funds (\$43,327.08) that are eligible to be applied to the cash match and allows for proper documentation of certified matching funds by Workforce Solutions Borderplex. Program delays and closures resulting from the COVID-19 pandemic resulted in fewer expended funds for the match. This partnership results in an increase in the amount of childcare funding available to eligible families in El Paso.

PRIOR COUNCIL ACTION:

On February 18, 2020, Council approved the projected cash match certification amount of \$90,000.

AMOUNT AND SOURCE OF FUNDING:

\$43,327.08 in CDBG and Parks and Recreation General Fund.

BOARD / COMMISSION ACTION:

N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) _____ **FINANCE:** (if required) _____

DEPARTMENT HEAD:



Nicole Ferrini, Chief Resilience Officer

APPROVED FOR AGENDA:

CITY MANAGER: _____ **DATE:** _____

RESOLUTION

WHEREAS, on February 18, 2020, City Council authorized the City Manager to sign a Memorandum of Understanding (MOU) with Workforce Solutions Borderplex to certify a projected Child Care Local Match Contribution of \$90,000; and

WHEREAS, an amendment to the Child Care Local Match Agreement is necessary to amend the projected certification amount from \$90,000 to the actual expenditures of \$43,327.08 which reflect actual services provided from the 45th year Community Development Block Grant Funds (CDBG) awarded to the City of El Paso Parks and Recreation Department and the City of El Paso Parks and Recreation general funds.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:

That the City Manager be authorized to sign the Child Care Local Agreement Amendment for the certification of services provided in the amount of \$43,327.08 as part of the 45th year Community Development Block Grant Funds (CDBG) awarded to the City of El Paso Parks and Recreation Department and the City of El Paso Parks and Recreation general funds.

APPROVED this _____ day of _____, 2021.

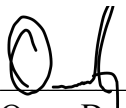
CITY OF EL PASO

Oscar Leeser
Mayor

ATTEST:

Laura D. Prine
City Clerk

APPROVED AS TO FORM:



Omar De la Rosa
Assistant City Attorney

APPROVED AS TO CONTENT:



Nicole M. Ferrini
Chief Resilience Officer

Child Care Local Match Agreement Amendment

NOTE: Amendments must be executed by both the Contributor and the Board prior to the current agreement end date.

NAME OF CONTRIBUTOR	City of El Paso	Amendment No.	1
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EFFECTIVE DATE OF AMENDMENT	9/30/2020	PROGRAM NUMBER (Must match Agreement being amended)	1020CCMC07
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The Contributor and the Board seek to amend the Local Match Agreement referenced above in the following manner (CHECK ALL THAT APPLY):

X MODIFICATION TO PLEDGED LOCAL MATCH CONTRIBUTION					
DONATION AMOUNT	CURRENT AMOUNT	\$	INCREASE:	\$	NEW AMOUNT
			DECREASE:	\$	\$
TRANSFER AMOUNT	CURRENT AMOUNT	\$	INCREASE:	\$	NEW AMOUNT
			DECREASE:	\$	\$
CERTIFICATION AMOUNT	CURRENT AMOUNT	\$ 90,000	INCREASE:	\$	NEW AMOUNT
			DECREASE:	\$ 46,672.92	\$ 43,327.08
<input type="checkbox"/> DONATION/TRANSFER PAYMENT OR CERTIFICATION SCHEDULE					

<input type="checkbox"/> MODIFICATION TO AGREEMENT PERIOD				
CURRENT	FROM*		TO	
NEW			TO	
*This date remains the same throughout the period of the Agreement.				


<input type="checkbox"/> MODIFICATION TO GENERAL TERMS OF AGREEMENT, including Use of Funds Description	
<input type="checkbox"/> OTHER (DESCRIBE)	_____

All other terms, conditions, and certifications of the Agreement not herein amended remain in effect and constitute promised performances by the Contributor and the Board.

SIGNATURES: The person signing this Agreement on behalf of the Contributor or the Board hereby warrants that he or she has been fully authorized by the organization to: execute this agreement on behalf of the organization; and

- validly and legally bind the organization to all the terms, performances, and provisions of this Agreement.

For the faithful performance of this Agreement, as amended, the parties below affix their signatures and bind their agencies.

	<u>CITY OF EL PASO</u> CONTRIBUTOR	<u>WORKFORCE SOLUTIONS BORDERPLEX</u> LOCAL WORKFORCE DEVELOPMENT BOARD
Signature		
Printed Name	Tomas Gonzalez	Leila Melendez
Title	City Manager	Chief Executive Officer
E-mail	citymanager@elpasotexas.gov	Leila.melendez@borderplexjobs.com

A. USE OF FUNDS DESCRIPTION:

The planned use of funds, including planned amounts, is described below. Use of funds must be in compliance with the state’s Child Care and Development Fund (CCDF) Plan in effect for the contract period.

1. Cash Contributions: The description below addresses the Board’s planned use of local and federal funds resulting from donation and transfer of funds agreements.

Fund Use		Planned Local and Federal Funding
Direct Child Care	The funds will be used: 1. for direct child care services provided; 2. for eligible children and families meeting TWC and Board’s eligibility criteria; and 3. at child care providers eligible under TWC rules. Source of Local Funds: _____	\$
Child Care Quality Improvement	The funds will be used for quality improvement activities allowable under TWC rule §809.16. Source of Local Funds: _____	\$
Administration and Operations	The funds will be used for administration and operations in accordance with applicable federal regulations and Agency policies.	\$
TOTAL	Sum of Direct Child Care, Child Care Quality Improvement, and Administration and Operations subtotals	\$

2. Certification of Expenditures: The descriptions below describe (1) the allowable child care services or activities that resulted in local certified expenditures and the source of the local funds; and (2) the Board’s planned use of the matched federal funds resulting from the certification of expenditures.

Fund Use		Planned Local Funding
Direct Child Care	Expenditures certified by the contributor resulted from: 1.direct child care services provided by: <u>City of El Paso</u> [child care provider or organization, or entity]; 2.direct child care services provided to children under 13 years of age; and 3.the amount of local match expenditures being proportional to the low-income population in the area served using the expenditures. Source of Local Funds: <u>CDBG, City</u>	\$ 43,327.00
Child Care Quality Improvement	Expenditures certified by the contributor resulted from quality improvement activities allowable under TWC rule §809.16. Source of Local Funds: _____	\$
Fund Use		Planned Federal Funding
Direct Child Care	The federal funds will be used: 1. for direct child care services provided: _____ [include a brief description of use of the funds *]; 2. for eligible children and families meeting TWC and Board eligibility criteria; and 3. at child care providers eligible under TWC rules. *No restrictions can be placed on use of funds by contributor.	\$ 82,321.00
Child Care Quality Improvement	The funds will be used for quality improvement activities allowable under TWC rule §809.16.	\$
Administration and Operations	The funds will be used for administration and operations in accordance with applicable federal regulations and Agency policies.	\$ 4,333.00
TOTAL	Sum of Direct Child Care, Child Care Quality Improvement, and Administration and Operations for Planned Local Funding and Planned Federal Funding	\$ 129,981.00

B. DONATION/TRANSFER PAYMENT(S) AND CERTIFICATION OF EXPENDITURES SCHEDULE: In compliance with Section 3(a) of this agreement, the contributor will remit payment or reports of actual expenditures in accordance with the completed schedule below.

1. Donation/Transfer Payment(s) (Local Funds):

	Donation/Transfer Date*	Actual Amount
1.		\$
2.		\$
3.		\$
4.		\$
5.		\$
6.		\$
7.		\$
8.		\$
9.		\$
10.		\$
11.		\$
12.		\$
TOTAL		\$

*Pursuant to TWC rule §800.73(a)(2), the donation(s)/transfer(s) must occur within the effective program year in which the funds are allocated.

2. Public Entity Certification of Expenditures (Local Funds):

	Certification Period*	Reporting Date**	Planned Amount of Expenditures
1.	From 10/1/19 to 12/31/19	3/2/20	\$ 24,412.71
2.	From 1/1/20 to 3/31/20	4/23/20	\$ 18,914.37
3.	From 4/1/20 to 6/30/20	8/20/20	\$ 0
4.	From 7/1/20 to 9/30/20	12/15/20	\$ 0
5.	From to		\$
6.	From to		\$
7.	From to		\$
8.	From to		\$
9.	From to		\$
10.	From to		\$
11.	From to		\$
12.	From to		\$
TOTAL			\$ 43,327.00

*Pursuant to TWC rule §800.73(a)(2), the certification(s) must occur within the effective program year in which the funds are allocated.

**Explanation is required below if reporting dates are outside the contract end date.

Time required for closeout of quarter

- *Private donor cash donations*—submit one original signed form to: TWC’s Board/Adult Education and Literacy Grants department, 101 East 15th Street, Room 104T, Austin, Texas 78778-0001.
- *Public Entity Transfers and Certifications*—submit one copy of the signed form to the e-mail address ccm.agreements@twc.state.tx.us
- Please call the Board’s assigned contract manager if you have questions. An individual may receive and review information that TWC collects by sending an e-mail to open.records@twc.state.tx.us or writing to TWC Open Records Unit, 101 East 15th Street, Room 266, Austin, Texas 78778-0001.

CCM-amendment1-City of El Paso

Final Audit Report

2021-01-07

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