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**CITY OF SAN ANTONIO**  
**OFFICE OF THE CITY COUNCIL**  
INTERDEPARTMENTAL CORRESPONDENCE SHEET

AGENDA ITEM NO. \_\_\_\_\_

TO: Mayor and Councilmembers

FROM: Councilwoman Antoniette "Toni" Moorhouse, District 3

COPIES TO: City Manager, City Clerk, City Attorney, Assistant to  
City Council and Mayor, File

SUBJECT: COUNCIL AGENDA ITEM FOR OCTOBER 24, 2002

DATE: October 15, 2002

I respectfully ask for Council concurrence for a contingency fund request in the amount of \$191.50 from the District 3 Budget Account. These funds will be used by Highland Forest Elementary Kindergarten to help defray the cost of students entrance fee to the Botanical Garden Academic Excursion exhibit and transportation to and from the gardens. **Note that staff has reviewed the request and concurs with this action.**

Your favorable consideration is requested

Antoniette Moorhouse (c)  
**ANTONIETTE MOORHOUSE**  
DISTRICT 3

Edward D. Garza  
**EDWARD D. GARZA, MAYOR**

Bobby Perez (c)  
**BOBBY PEREZ, DISTRICT 1**

John H. Sanders  
**JOHN H. SANDERS, DISTRICT 2**

Enrique Martin  
**ENRIQUE MARTIN, DISTRICT 4**

David A. Garcia  
**DAVID A. GARCIA, DISTRICT 5**

Enrique Barrera  
**ENRIQUE BARRERA, DISTRICT 6**

Julian Castro  
**JULIAN CASTRO, DISTRICT 7**

Bonnie Conner  
**BONNIE CONNER, DISTRICT 8**

Carroll W. Schubert  
**CARROLL W. SCHUBERT, DISTRICT 9**

David Carpenter  
**DAVID CARPENTER, DISTRICT 10**

RECEIVED  
CITY OF SAN ANTONIO  
CITY CLERK  
OCT 21 AM 10:01

# **REQUEST FOR CONTINGENCY ACCOUNT EXPENDITURES DISTRICT 3**

It is important that Council Items requiring the use of district contingency funds not be circulated until the following information is obtained:

1. Name of Organization: Highland Forest Elementary Kindergarten  
 Address: 3736 S.E. Military Drive  
 Phone: San Antonio Texas 78222  
phone: (210) 333-7385
2. Tax Exempt # (if applicable) \_\_\_\_\_
3. (a) Amount of Request: \$ 191.50 (not less than \$100.00).  
 (b) What other sources of funding does organization have? none
4. Purpose of Request (state exactly how funds are to be used, and the public benefit anticipated):  
Botanical Garden Academic Excursion - All Kindergarten level will take advantage of the exhibit at the Gardens. The funds will be used to pay for the students entrance to the exhibit as well as the transportation to and from the Gardens.
5. Contact person: Marco Meza  
 Address: 3736 S.E. Military Drive San Antonio TX 78222  
 Phone: 210-333-7385
6. Time Frame/Calendar  
 Date of Event: October 24<sup>th</sup>, 2002 8:15am - 2:00pm
7. Copy of separate written request attached? Yes ☒ No \_\_\_\_\_
8. Does the organization receive other city funds? Yes \_\_\_\_\_ No ☒
9. Is the city co-sponsoring the particular event? Yes \_\_\_\_\_ No ☒
10. (a) Comments by the City Attorney's Office  
Proposed expenditure is consistent with Ord No 96395 in that it promotes an educated community  

W. Zetzsche  
Deputy City Attorney
- (b) Comments from the Department Director  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

This form should be completed and attached to six-signature memorandum.

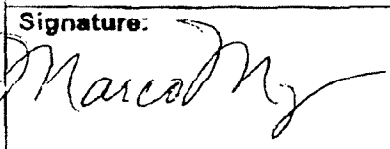
**Political Contributions**

Any individual or business entity seeking a discretionary contract from the city must disclose in connection with a proposal for a discretionary contract all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made directly or indirectly to any current or former member of City Council, any candidate for City Council, or to any political action committee that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under (1), (2) or (3) above. Indirect contributions by an individual include, but are not limited to, contributions made by the individual's spouse, whether statutory or common-law. Indirect contributions by an entity include, but are not limited to, contributions made through the officers, owners, attorneys, or registered lobbyists of the entity.

To Whom Made:	Amount:	Date of Contribution:
N/A	0	N/A

**Disclosures in Proposals**

Any individual or business entity seeking a discretionary contract with the city shall disclose any known facts which reasonably understood raise a question<sup>2</sup> as to whether any city official or employee would violate Section 1 of Part B, Improper Economic Benefit, by participating in official action relating to the discretionary contract.

N/A		
Signature: 	Title: Kindergarten Teacher Company: Highland Forest Elem.	Date: 09/25/02

<sup>2</sup> For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.

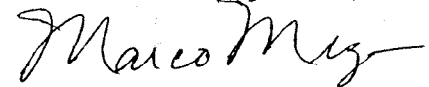
September 16, 2002

Dear Councilwoman Moorehouse,

I am writing you on behalf of our Kindergarten grade level in hopes of receiving financial assistance for a field trip to the Botanical Gardens' Dino exhibit. I believe that in the council meeting prior to the opening of the exhibit you might have mentioned that you thought the council members should try to help all those interested schools take advantage of this opportunity. We have made reservations for the 24th of October at 9 and 10 a.m.. The total for our 113 students, buses included, will be \$191.50. (Teachers included would be \$206.50.) We also have 2 physically challenged students that will join the trip with their aides and special bus. I believe their bus is a separate fee and is taken care of by the special education department.

I believe the students will enjoy the exhibit and the opportunity to visit the gardens, too. For many of them it will be their first time to see what an exhibit is. If you are able to assist us then it will be truly appreciated. This just may be that mind opening experience that just one child needs to see how important education is for the rest of their lives. Thank you for your time and help not only in this, but all that you do for your constituents.

Sincerely Yours,



Marco Meza  
Highland Forest - Kindergarten

Fax 333-4069  
(P) 333-2524

P.S. If you are free on this date and this time, please join us and my class will give you an Incredible Hulk Thank You.