

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
DEPARTMENT OF COMMUNITY INITIATIVES**

TO: Mayor and City Council

FROM: Dennis J. Campa, Director, Department of Community Initiatives

THROUGH: Terry M. Brechtel, City Manager

COPIES: Frances A. Gonzalez, Assistant to the City Manager; Finance Department; Office of Management and Budget; City Attorney's Office; Councilmember Bobby Perez, District 1; Councilmember Enrique Martin, District 4; Councilmember David A. Garcia, District 5; Councilmember Enrique M. Barrera, District 6; Councilman Julian Castro, District 7; Councilwoman Bonnie J. Conner, District 8; Councilmember Carroll W. Schubert, Council District 9; Councilmember David Carpenter, District 10; File

SUBJECT: AUTHORIZING THE EXPENSE OF DISTRICTS 1, 4, 5, 6, 7, 8, 9 & 10 HUMAN DEVELOPMENT SERVICES FUNDS

DATE: October 24, 2002

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes an agreement San Antonio Gateway Corridor, Inc. and authorizes the transfer of Human Development Services Funds from Council District 1, Council District 4, Council District 5, Council District 6, Council District 7, Council District 8, Council District 9 and Council District 10 in the aggregate amount of \$25,000 to San Antonio Gateway Corridor, Inc. for the development of a computer model illustrating various modifications in the San Antonio Zoo area, as requested by Councilmember Carroll W. Schubert.

Staff recommends the approval of this ordinance.

BACKGROUND INFORMATION

On August 29, 2002, Councilmember Carroll W. Schubert distributed a council six-signature memo requesting authorization to transfer Human Development Services Funds from District 9 in the amount of \$7,000.00, for support of the development of a computer model illustrating various proposed modifications in the area surrounding the San Antonio Zoo. Among these proposed modifications are hand-carved animal murals along the exit and entrance ramps at Hildebrand and Highway 281, street improvements along Hildebrand from Devine to Broadway, relocation of a Public Works site on Hildebrand,

and a "Gateway Arch" at the Hildebrand/281 overpass to serve as an entrance into downtown.

The mission of San Antonio Gateway Corridor, Inc. is to create a unique and beautiful gateway between the San Antonio International Airport and downtown, capturing the dynamic spirit of the city and showcasing the San Antonio Zoo. This organization also strives to form successful partnerships between public resources and private philanthropic commitment for development of a viable national model for similar projects.

The total cost for the computer model is estimated at \$25,000. Councilmember Schubert also requested other councilmembers consider contributing Human Development Services Funds for the development of this model. Seven additional councilmembers have agreed to provide Human Development Services Funds in the following amounts:

- District 1 - \$7,000
- District 4 - \$2,000
- District 5 - \$2,000
- District 6 - \$2,000
- District 7 - \$1,000
- District 8 - \$2,000
- District 10 - \$2,000

A copy of the Human Development Services Fund Guidelines is included as Attachment I.

POLICY ANALYSIS

This ordinance continues City policy of strengthening families and promoting economic development by providing for improvements that attract families and children to the park and zoo. Computer models of this sort have been successful in Austin and Fort Worth and were also used to generate support for the Downtown River Walk project. This computer model will give citizens, public officials, and potential corporate donors a visual image of the project at various levels of completion.

The Department of Community Initiatives in coordination with Public Works will monitor this contract. Deliverables specified in this contract have been coordinated with the Information Technology Services Department. Gateway will be required to comply with all City of San Antonio procurement procedures in the execution of this contract.

FISCAL IMPACT

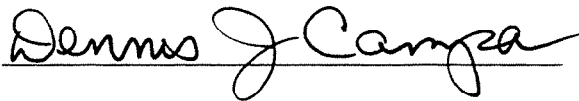
This ordinance authorizes the expense of Human Development Services Funds in the aggregate amount of \$25,000 (District 1 - \$7,000; District 4 - \$2,000, District 5 - \$2,000, District 6 - \$2,000, District 7 - \$1,000, District 8 - \$2,000, District 9 - \$7,000, District 10 - \$2,000).

COORDINATION

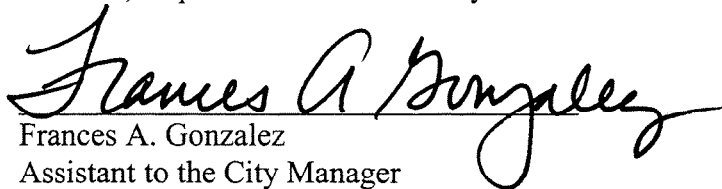
The Department of Community Initiative has coordinated activities with Council District 1, Council District 4, Council District 5, Council District 6, Council District 7, Council District 8, Council District 9, Council District 10, City Attorney's Office, Office of Management and Budget, and the Finance Department.

SUPPLEMENTARY COMMENTS

A Discretionary Contracts Disclosure Form is attached.



Dennis J. Campa
Director, Department of Community Initiatives



Frances A. Gonzalez
Assistant to the City Manager

Approved:



Terry M. Brechtel
City Manager

**CITY OF SAN ANTONIO
OFFICE OF THE CITY COUNCIL
INTERDEPARTMENTAL MEMORANDUM**

TO: MAYOR AND COUNCIL

FROM: Councilman Carroll W. Schubert, District 9

COPIES TO: City Manager; Assistant to City Manager; City Attorney;
City Clerk; Assistant to City Council

SUBJECT: Gateway San Antonio

DATE: August 29, 2002

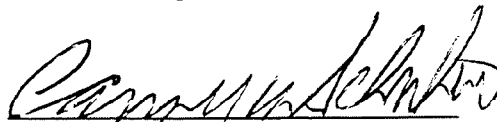
As I am sure you are all aware, there is an increased effort in San Antonio to improve our parks, including the San Antonio Zoo. Efforts to rehabilitate Brackenridge Park and its surrounding attractions have been underway for some time, and we are making great progress. All improvements made to Brackenridge Park and the Zoo serve to promote the area's economic development. Moreover, these improvements would attract additional families and children to the park and zoo, which will directly support the City Council's goal of strengthening families. To enhance these modifications as well as to serve as a gateway to the San Antonio Zoo and downtown, local businesses and public officials are proposing a new project at the Hildebrand and 281 interchange, which I am strongly supporting. This project serves many public purposes and is comprised of the following:

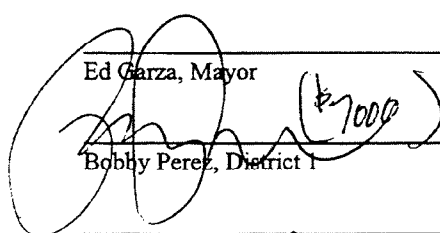
- 1) A public art family friendly showcase of hand-carved animal murals made from brick is proposed to align the exit and entrance ramps along Hildebrand at Highway 281. These pieces will be placed in front of the existing berm along the ramps so that they are incorporated in such a way that the animals appear to be natural and a part of the existing infrastructure and native habitat.
- 2) Street improvements along Hildebrand from Devine to Broadway.
- 3) Possible relocation of the Public Works site on Hildebrand to a larger more suitable area. This in turn should provide for more parking and better facilitate the business of the San Antonio Zoo and Brackenridge Park.
- 4) A "Gateway Arch" to serve as an entrance to downtown. This arch would be located at the Hildebrand/281 overpass.

These improvements will serve many purposes including improved thoroughfares, a beautified landscape, increased family gatherings at the zoo and park, and a gateway to the city for its residents and tourists.

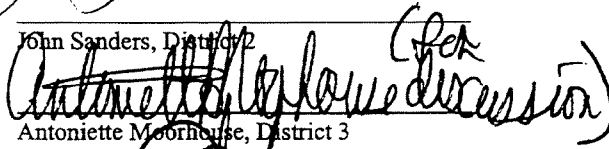
In order to market this project and secure funding, Seale Studios has offered to create a computerized, virtual model of the construction of this project from beginning to end. Seale Studios has done similar models on other projects including The Triangle Austin, Bank One Building Fort Worth, and the Downtown San Antonio River Walk. This model will give citizens, public officials, and potential corporate donors a visual image of the project in its different stages, and also a completed version of the project. The estimated cost to create this model is \$25,000. I am contributing \$7,000 from my Human Development funds of District 9. I respectfully request that you join me in contributing \$2,000 from your Human Development fund in order to facilitate the development of the computer model.

Thank you for your consideration of this request.


Carroll W. Schubert, District 9


Ed Garza, Mayor


Bobby Perez, District 1

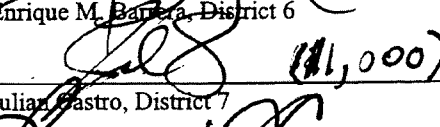

John Sanders, District 2

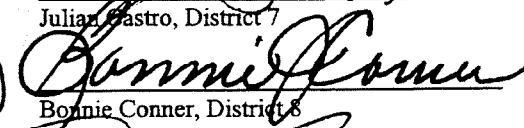

Antoniette Moorhouse, District 3

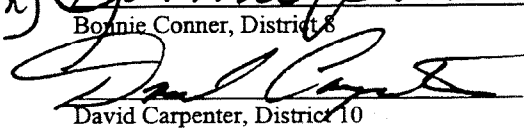

Enrique "Kike" Martin, District 4


David A. Garcia, District 5


Enrique M. Barba, District 6


Julian Castro, District 7



Bonnie Conner, District 8


David Carpenter, District 10

**CITY OF SAN ANTONIO
DEPARTMENT OF COMMUNITY INITIATIVES
OFFICE OF MANAGEMENT & BUDGET**

TO: Mayor and City Council

FROM: Dennis J. Campa, Director of Community Initiatives
Louis A. Lendman, Director of Management & Budget

THRU: Terry M. Brechtel, City Manager 

SUBJECT: City Council Human Development Services Fund

DATE: November 15, 2001

Overview

The FY 2002 Adopted Budget established the City Council Human Development Services Fund. The Human Development Services Fund totals \$700,000, or \$70,000 for each City Council District. Included in this total is the \$300,000 that was previously budgeted in the Community Initiatives Department for City Council district senior services programs.

In addition to supporting senior service initiatives such as senior nutrition programs, the City Council Human Development Services Fund can be used to support other human development service-related purposes, including but not limited to, childcare programs, youth service programs, scholarship programs, and training programs.

The FY 2001 Closing Ordinance carried into FY 2002 all prior year(s) outstanding balances, if any, that remained in the senior services program for each City Council District. These funds have been placed into the appropriate City Council District's Human Development Services Fund allocation. Attachment I details the exact balance that is currently available for each City Council District for the City Council Human Development Services Fund.

Implementing Actions

For projects to be implemented by City staff, direct expenditures will be made out of the appropriate City Council District's allocation. For projects involving an outside agency or organization, prior to the allocation of City funds, the agency or organization will be required to execute a contract with the City, approved by the City Attorney, establishing the terms and conditions for expenditure of the funds.

In order for the designated funds to be authorized for expenditure, the eligibility criteria set forth in Attachment II also will need to be met. These criteria are the same as those adopted by City Council for implementation of the FY 2001 One-Time City Council Projects.

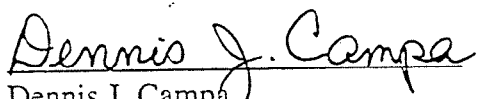
The City Manager, or her designee, is authorized under the FY 2002 Budget Ordinance to expend the Human Development Services Funds in accordance with the project selections made by each Councilmember as long as the project amount is less than \$25,000. Any contract/allocation proposed for the agency in excess of \$25,000 must first be approved by City Council before award of the funds, execution of the contract and commencement of the services are made.

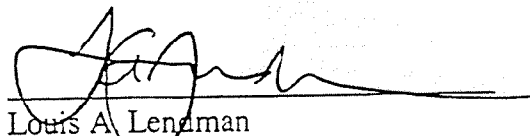
City Council Human Development Services Fund
November 15, 2001

Project Selection Coordinating Actions

Awards to agencies and organizations will be coordinated and monitored by the Community Initiatives Department with assistance provided by the Office of Management & Budget and the City Attorney's Office. City Council members may either provide a comprehensive list of projects to be funded with each district's Human Development Services Fund allocation or may inform staff of individual project selection throughout the fiscal year.

Please contact Dennis J. Campa, Director of Community Initiatives, at 207-7209 or Louis A. Lendman, Director of Management & Budget, at 207-2049 should you have any questions regarding the Human Development Services Fund.


Dennis J. Campa
Department of Community Initiatives


Louis A. Lendman
Office of Management & Budget

Attachments

ELIGIBILITY CRITERIA FOR CITY COUNCIL HUMAN DEVELOPMENT SERVICES FUND PROJECTS

General

The eligibility criteria proposed would be applicable to all agencies which receive funding support from the City's General Fund and the Hotel/Motel Occupancy Tax Fund. Separate criteria exist for agencies receiving support from the City's Community Development Block Grant (CDBG) and HOME funds.

A primary objective of City support to agencies is to provide funds allowing a supported agency to leverage additional funding from other sources to accomplish the agency's objectives consistent with the City Council's Budget Priorities. Additionally, the City's funds must be used to support a one-time program or service.

Organization

1. The agency must show proof of having filed as a not-for-profit corporation (tax exempt status as determined by the IRS under section 501(c)(3) of the Internal Revenue Code) or be an affiliate of a corporation having a not-for-profit charter elsewhere in Texas or in the United States. Additionally, the agency must show proof of exemption from franchise taxes by the State Comptroller.
2. All projects and services being provided by the agency must advance a public purpose or goal and be open to members of the public who meet eligibility requirements for the services.
3. The agency must have been in operation and providing the services for which funding is requested for a minimum of one year on the first day of January prior to the fiscal year for which assistance from the City is requested (i.e. January 1, 2001 for FY 2002) in order to identify a track record.

Resources

4. The agency must be governed by an autonomous volunteer board of directors or trustees having the authority to effectively represent, set policy for, govern and assure the financial support of the organization. When the organization is the local arm of a governing body at the statewide or national level, the local organization must have its own governing body that complies with these criteria.
5. If the agency's budget size exceeds \$50,000, the agency must have an established staff position (paid or unpaid) responsible for administering the organization's programs and who will be authorized by the board of directors or trustees to act as the primary point of contact between the City and the agency.
6. The agency must be able to demonstrate its development of significant community support through financial and volunteer resources and project/program sustainability in the absence of City funds.

7. The agency must demonstrate or show evidence of fiscal accountability including maintenance of its financial records in accordance with generally accepted accounting principles, preparation of internal financial reports, and compliance with required government filings. The agency must consent to the full disclosure and audit of its financial records when necessary or requested by the City.

Needs

8. The agency must be a provider of services which principally address community needs of the people of the City of San Antonio. The City of San Antonio's funding strategy supports the activities of agencies that facilitate children, families, seniors, healthy lifestyles, full community participation, neighborhood revitalization, economic development initiatives, job training, early childhood education, school completion, housing, and safety net services.
 - Excepted agencies not eligible for assistance include, for example, agencies which provide:
 - Services whose outcomes are principally religious or sectarian in character;
 - Services which are primarily commercial; or
 - Programs devoted primarily to the political advocacy of special causes
9. An agency's services shall be targeted at a clearly defined population and/or geographic area(s) and shall address quantifiable participant outcomes compatible with priorities as defined by the City Council.
10. The agency must provide and manage its services effectively and efficiently.
11. Its administrative and fund raising costs will not exceed 25% of the agency's total operating budget unless costs in excess of this level can be justified to the satisfaction of the City.

Legal Requirements

12. The agency must meet requirements established for Workers Compensation and other insurance and indemnity requirements of the City before commencing services under a contract.
13. The agency is required to sign a contract in a form prescribed by the City agreeing, among other things, to utilize the funds for the purpose stated in said contract and in compliance with these standards.
14. No City General and Hotel/Motel Tax Funds will be provided to other governmental entities for carrying out their functions except for joint projects where City programs are also involved. (Examples: General funds cannot be expended to purchase materials directly for a school district for student instruction during normal school hours. General funds cannot be expended to operate a particular program for the County.)
15. The service and/or product being provided by the agency must not be subject to any proprietary interest.

16. The agency may not use the (City) funds received under the contract, directly or indirectly, in any adversarial proceeding against the City.
17. The agency must comply with any and all applicable local, state and federal laws, rules, regulations, policies and procedures, including but not limited to, Section 252 of the Texas Local Government Code (the competitive bidding statute), the City of San Antonio Ethics Code (Ethics Disclosure), the Small Business Economic Development Advocacy (SBEDA) policy.
18. The agency must complete a Litigation Disclosure Statement prior to execution of the Contract. The disclosure statement asks if agency has been involved in litigation with or filed a claim against the City of San Antonio within the past five years.
19. The agency must not assign any interest in its contract to a third party.
20. The agency must certify that it meets all applicable requirements of local, state or federal government concerning credentials, accreditation or licensing.
21. The agency must certify that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in any State or Federal program.
22. The agency must comply with applicable City of San Antonio Operational Guidelines/General Provisions.

City of San Antonio
Discretionary Contracts Disclosure*

For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1&2
Attach additional sheets if space provided is not sufficient.
State "Not Applicable" for questions that do not apply.

* This form is required to be supplemented in the event there is any change in the information under (1), (2), or (3) below, before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed.

Disclosure of Parties, Owners, and Closely Related Persons

For the purpose of assisting the city in the enforcement of provisions contained in the City Charter and the code of ethics, an individual or business entity seeking a discretionary contract from the city is required to disclose in connection with a proposal for a discretionary contract:

(1) the identity of any individual who would be a party to the discretionary contract;

NONE

(2) the identity of any business entity¹ that would be a party to the discretionary contract;

and the name of:

(A) any individual or business entity that would be a subcontractor on the discretionary contract;

Seale Studios 935 Ison Road, San Antonio, TX 78216
Represented by Patrick Woolsey 210 492-2124

Sculptural Designs Atelier 10927 Wye Dr. Suite 103 San Antonio, TX 78217
Represented by Ned Dobberfuhr 210 326-0862

(B) any individual or business entity that is known to be a partner, or a parent or subsidiary business entity, of any individual or business entity who would be a party to the discretionary contract;

NONE

(3) the identity of any lobbyist or public relations firm employed for purposes relating to the discretionary contract being sought by any individual or business entity who would be a party to the discretionary contract.

NONE

¹ A business entity means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law.

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:
NONE		

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 question² 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.

NONE		
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Signature: 	Title: <i>President</i> Company: <i>SAN ANTONIO Gateway</i> <i>Center for IDA</i>	Date: <i>Oct 21, 2002</i>
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² 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.