

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
PARKS AND RECREATION DEPARTMENT**

TO: Mayor and City Council

FROM: Malcolm Matthews, Director, Parks and Recreation Department

THROUGH: Terry M. Brechtel, City Manager

COPIES: Melissa B. Vossmer; Finance; Management and Budget; Legal; File

SUBJECT: Authorize Execution of Delegate Agency Agreements for After School Challenge Program Sites

DATE: December 12, 2002

SUMMARY AND RECOMMENDATIONS

This ordinance authorizes execution of agreements with outside agencies for their participation with the Parks and Recreation Department After School Challenge Program during the school year of 2002-2003 and authorizes the reimbursement of program expenses for participating organizations.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

This ordinance authorizes the execution of Standard City Delegate Agency Contracts with four local community organizations for their operation of service sites for the Parks and Recreation Department After School Challenge Program (ASCP).

Several community organizations have successfully operated ASCP sites since FY 96/97 and the City staff wishes to continue this collaborative effort. The Bethel Neighborhood Center, the Madonna Neighborhood Center, Positive Beginnings Incorporated and the YMCA of San Antonio and the Hill Country will operate a total of ten (10) sites at elementary schools in the Edgewood and San Antonio School Districts. Operation of the sites by these community organizations facilitates a wide array of additional social, educational and support services being made available for program participants through an active referral system.

Funds in the amount of \$124,850.00 are approved in the Parks and Recreation Department General Fund budget for the program. In addition, District 6 has allocated an additional \$7,500.00 to be used for the ASCP site for Bethel Neighborhood Center. The agencies invoice the City for their actual ASCP eligible expenses and payment is made on a reimbursement basis.

POLICY ANALYSIS

This action follows the City policy of contracting with community organizations to provide health, recreation, cultural and social services in our community.

FISCAL IMPACT

The ASCP has funding of \$3,803,018.00 in the FY 02/03 City General Fund Budget. Payment to the four delegate agencies will account for \$124,850.00 of this total allocation. The balance will be utilized to fund ASCP sites operated by the City's Department of Parks and Recreation. In addition, City Council District 6 has contributed \$7,500.00 in Human Development Funds to supplement staffing for the Bethel Neighborhood Center ASCP, which is incorporated into this agreement. Payments to contractors and the number of sites to be provided are as follows:

<u>Contractor Agency</u>	<u># Sites</u>	<u>Amount</u>
Bethel Neighborhood Center	1	\$ 19,985.00
Madonna Neighborhood Center	1	\$ 12,485.00
Positive Beginnings Incorporated	1	\$ 12,485.00
YMCA of San Antonio and the Hill Country	<u>7</u>	<u>\$ 87,395.00</u>
	10	\$ 132,350.00


Beyond the amounts indicated above, this action places no other demands on the General Fund.

COORDINATION

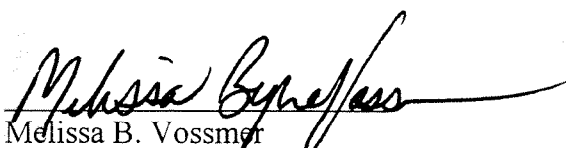
Development of the Delegate Agency Contract was coordinated with the City Attorney's Office, Community Initiatives and Asset Management.

SUPPLEMENTARY COMMENTS

Attached are the City Ethics Ordinance Disclosure Forms for each of the four agencies.



Malcolm Matthews
Director of Parks and Recreation



Melissa B. Vossmer
Assistant City Manager

Approved:



for Terry M. Brechtel
City Manager

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;

N/A

(2) the identity of any **business entity**¹ 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;

N/A

(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;

N/A

(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.

N/A

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:

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.

Signature: 	Title: Executive Director Company: Bethel Neighborhood	Date: 10/7/02

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.

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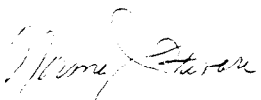
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Signature: 	Title: Executive Director Company: Madonna Neighborhood Center, Inc.	Date: 10-08-02

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To Whom Made:	Amount:	Date of Contribution:
Edgewood Political Action Committee	\$50.00	April 2002

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Signature: 	Title: Executive Director Company: Positive Beginnings	Date: 10/14/02

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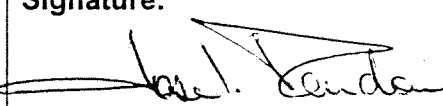
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N/A		
Signature: 	Title: Chief Operating Officer Company: YMCA of San Antonio	Date: 10/10/02

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