

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

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CITY OF SAN ANTONIO  
CITY CLERK

2002 DEC 13 AM 11:25

**TO:** Mayor and Councilmembers

**FROM:** John H. Sanders, Councilmember, District 2

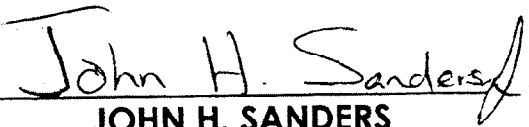
**COPIES TO:** City Manager; City Clerk; City Attorney; Management & Budget; Finance; File;

**SUBJECT:** COUNCIL AGENDA ITEM FOR MEETING OF December 19<sup>th</sup>, 2002

**DATE:** December 12, 2002

Your concurrence is requested in directing staff to place an item on the City Council Agenda authorizing the release of \$2,000.00 from the District 2 Contingency Account payable to the program 'Operation Life Saver.' Monies will be used to help defray the cost of expenses associated with purchasing food, personal items and blankets for senior citizens and disabled residents of the City of San Antonio.

Staff has reviewed this request and concurs with this action.

  
**JOHN H. SANDERS**  
DISTRICT 2

ED GARZA, MAYOR

  
BOBBY PEREZ, DISTRICT 1

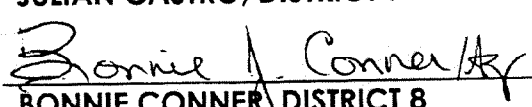
ANTONIETTE MOORHOUSE,  
DISTRICT 3

ENRIQUE MARTIN, DISTRICT 4

  
DAVID GARCIA, DISTRICT 5

ENRIQUE BARRERA, DISTRICT 6

JULIAN CASTRO, DISTRICT 7

  
BONNIE CONNER, DISTRICT 8

  
CARROLL SCHUBERT, DISTRICT 9

  
DAVID CARPENTER, DISTRICT 10

**REQUEST FOR  
CONTINGENCY ACCOUNT EXPENDITURES  
DISTRICT 2**

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

1. Name of Organization: Operation Life Saver  
Address: 1226 Highland  
Phone: 532-2256 or 364-7606
2. Tax Exempt # (if applicable) EJN 74-256-7912
3. (a) Amount of Request: \$ 3000 (not less than \$100.00).  
(b) What other sources of funding does organization have? Private  
Donations from Churches
4. Purpose of Request (state exactly how funds are to be used, and the public benefit anticipated):  
Funds will be used to offset costs for XMAS  
baskets which will include food items, personal  
items and blankets. 100 baskets will be  
delivered to Senior Citizens & disabled residents  
of Bexar County
5. Contact person: Rev Kenneth W. McIntyre  
Address: 1226 Highland  
Phone: 661-9398 home or 364-7606-cell
6. Time Frame/Calendar  
Date of Event: December 23 + 24th
7. Copy of separate written request attached? Yes \_\_\_\_\_ No \_\_\_\_\_
8. Does the organization receive other city funds? Yes X No \_\_\_\_\_
9. Is the city co-sponsoring the particular event? Yes X No \_\_\_\_\_
10. (a) Comments by the City Attorney's Office  
proposed expenditure supports public purpose of  
supporting the elderly & less fortunate of this  
community.  
M. Zetzsche  
Deputy City Attorney  
(b) Comments from the Department Director  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**RECEIVED**

DEC 12 2002

City Attorney's Office  
San Antonio, Texas

## City of San Antonio Discretionary Contracts Disclosure\*

For use of this form, see City of San Antonio Ethics Code, Part D, Sections 162  
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 entity<sup>1</sup> that would be a party to the discretionary contract  
OPERATION LIFE SAVER  
and the name of:

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

NONE

(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

<sup>1</sup> 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.

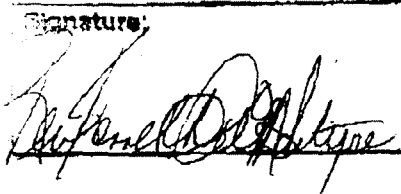
### Contributions

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.

Amount Made:	Amount:	Date of Contribution:
NONE	None	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 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.

Signature: 	Title: Director/Pastor Company: Operation Life Saver	Date: 12/11/2002

<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 refusal or require careful consideration of whether or not refusal is required.