

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

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CITY OF SAN ANTONIO
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2002 DEC 16 AM 10:24

TO: Mayor and Councilmembers

FROM: Councilwoman Antoniette "Toni" Moorhouse, District 3

COPIES TO: City Manager, City Clerk, City Attorney, Management & Budget, Finance, Assistant to City Council

SUBJECT: COUNCIL AGENDA ITEM FOR DECEMBER 19, 2002

DATE: December 16, 2002

I am requesting Council concurrence in placing an item on the Council agenda for December 19, 2002. I am requesting \$250.00 from District 3 Contingency Account to the Communities In Schools, Adams Elementary. These funds will be used to help offset the cost to purchase food items for baskets for needy families. **Note that staff has reviewed the request and concurs with this action.**

Your kind consideration of this request is appreciated.


 ANTONIETTE "TONI" MOORHOUSE,
 DISTRICT 3

 EDWARD D. GARZA, MAYOR


 BOBBY PEREZ, DISTRICT 1


 JOHN H. SANDERS, DISTRICT 2

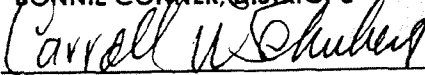
 ENRIQUE "KIKE" MARTIN, DISTRICT 4

 DAVID A. GARCIA, DISTRICT 5


 ENRIQUE BARRERA, DISTRICT 6


 JULIAN CASTRO, DISTRICT 7


 BONNIE CONNER, DISTRICT 8


 CARROLL W. SCHUBERT, DISTRICT 9


 DAVID CARPENTER, DISTRICT 10

**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: Communities In Schools Adams Elem.
Address: 135 E. Southcross San Antonio, Tx. 78214
Phone: (210) 923-5577
2. Tax Exempt # (if applicable) 74-2393714
3. (a) Amount of Request: \$ 250.00 (not less than \$100.00).
(b) What other sources of funding does organization have? Grant
4. Purpose of Request (state exactly how funds are to be used, and the public benefit anticipated):
Adams Elementary is conducting a canned food drive to support needy families in the school. Any money donated will be used to purchase turkey and ham that will be placed in each gift basket to complement donated food items.
5. Contact person: Robert Hoefl
Address: 135 E. Southcross, San Antonio, Tx 78214
Phone: (210) 923-5577
6. Time Frame/Calendar
Date of Event: 12/19/02
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 will support needy in the community

(b) Comments from the Department Director

M. Zetser
Deputy City Attorney

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

**City of San Antonio
Discretionary Contracts Disclosure***

For use of this form, see City of San Antonio Ethics Code, Part D, Sections 1A-7.
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:

Robert Hoefl

- (2) the identity of any business entity¹ that would be a party to the discretionary contract:
COMMUNITIES IN SCHOOL, ADAMS ELEMENTARY a
nd the name of:

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

Adams Elementary

- (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	0	

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: Robert Hoell	Title: Case Manager Company: Adams Elementary Communities In Schools	Date: 12/12/02

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.

ADAMS ELEMENTARY

HARLANDALE I.S.D.

Please note date

LEE BARTZ, PRINCIPAL
ROBERT VILLAFRANCA, VICE PRINCIPAL
DORIS FIGUEROA, ACADEMIC COORDINATOR
JAMES VEALE, COUNSELOR

135 E. Southcross, San Antonio, TX 78214 Telephone (210) 977-1400 Fax (210) 977-1407

Ms. Toni Morehouse
City Councilwoman District 3
(210) 207-7027
December 3, 2002

Dear Ms. Morehouse,

Adams Elementary is sponsoring a food drive for the families in need at our school this holiday season. We are trying to provide baskets for 40 families. The classrooms are competing against one another to see which class can gather the most food items by having the students bring in non-perishable items such as canned goods, stuffing mixes, and noodles. We are anticipating an abundance of these items, however they alone do not make a sufficient food basket. Therefore, we are requesting that local businesses support us in this endeavor as well. We need help providing the larger items for the food baskets, such as meats or fresh fruit to complete the baskets. We will take any assistance you would be willing to provide. Some businesses are going to provide the food items directly, while others are contributing money so that we can go purchase the missing items. Still other businesses are helping by contributing the incentives for the three classes that provide the most items. Please consider sharing the joy of the holiday season by contributing to help local families directly. Any donations are tax-deductible, and you would receive a charitable contribution tax form. Also, we are going to recognize the businesses that participate in a newsletter that will go out to all of the students, so this is a great way to help a worthy cause and get a bit of positive recognition within the community. Please contact Robin Charbonneau or Robert Hoefl in the Communities in Schools office at 923-5577 to contribute or with any questions you may have. Thank you for your generosity and assistance! Have a joyous holiday season!

Sincerely,

Robin Charbonneau

Robin Charbonneau, Case Manager

Robert Hoefl

Robert Hoefl, Case Manager