

**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

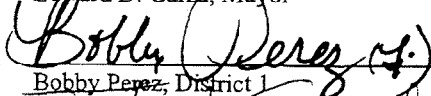
SUBJECT: Incarnate Word High School Madrigal Singers

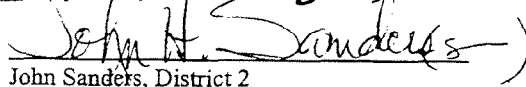
DATE: December 2, 2002

I respectfully request your support to place on the January 9, 2002 Council Agenda an allocation of \$500.00 to be paid from the District 9 Contingency Fund Budget to the Incarnate Word High School Madrigal Singers. These funds are to be used as a reimbursement to offset the costs associated with the Madrigal Singers' trip to Washington, D.C. on December 4, 2002, in which they will be singing at the White House. Your support is greatly appreciated in this matter. Thank you for your consideration of this request.


Carroll W. Schubert, District 9

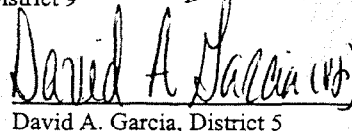
Edward D. Garza, Mayor

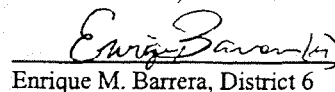

Bobby Perez, District 1


John Sanders, District 2

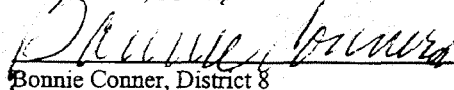
Antoniette Moorhouse, District 3

Enrique "Kike" Martin, District 4


David A. Garcia, District 5


Enrique M. Barrera, District 6

Julian Castro, District 7


Bonnie Conner, District 8

David Carpenter, District 10

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CITY OF SAN ANTONIO
CITY CLERK
2002 DEC 16 PM 1:57

**REQUEST FOR
CONTINGENCY ACCOUNT EXPENDITURES
DISTRICT 9**

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: Incarnate Word High School Madrigal Singers
Address: 727 E. Hildebrand San Antonio, TX 78212
Phone: (210) 829-3100
2. Tax Exempt # (if applicable) 3-01182-7010-4
3. (a) Amount of Request: \$ 500.00 (not less than \$100.00).
(b) What other sources of funding does organization have? Private donations,
4. Purpose of Request (state exactly how funds are to be used, and the public benefit anticipated):

Madrigal Singers are scheduled to sing at the White House in Washington, D.C. on
December 4-8, 2002. Funds will be used as a reimbursement of this trip.

5. Contact person: Mary Ann De La Garza
Address: 727 E. Hildebrand San Antonio, TX 78212
Phone: (210) 829-3100
6. Time Frame/Calendar
Date of Event: _____
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 supports public purpose of
promoting pride in the community

M. Zortuche
Deputy City Attorney

- (b) Comments from the Department Director

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



Established 1881

INCARNATE WORD HIGH SCHOOL

Dear Councilman Carroll Schubert:

We are sending this correspondence to share some very exciting news for the Incarnate Word High School family. In August of this year our Madrigal Singers received a phone call from The White House asking us to submit a videotaped audition so that we could be considered to perform for people visiting the White House during the Christmas holidays. We were informed that there would be approximately 1,000 submissions from choirs all over the country and that only 20 groups would be invited to sing in this beautiful setting.

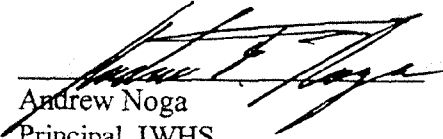
After a few rehearsals, the Madrigals taped their audition video consisting of three selections. We were very happy with our submission but knew, upon submission, that the competition would be very tough and we would consider ourselves fortunate just to have been asked to participate in the audition process. A few days passed and we didn't hear anything from The White House. We figured that perhaps we weren't what they were looking for, but held out hope nonetheless.

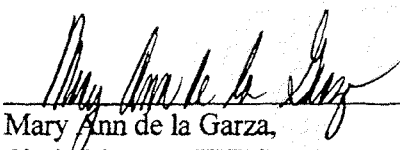
On October 21st, we received a phone call from Washington, informing us that our prayers had been answered and that, in fact, we were being asked to go to our nation's capitol and sing in the White House East Room. The dates of this trip are December 4th through December 8th, 2002, and would include 19 students, 1 choir director, and a minimum of 4 chaperones. Our girls and their families are, of course, honored by this invitation and are extremely eager and excited to participate in this beautiful time of celebration.

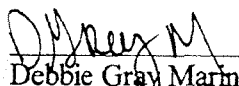
As you may conclude by now, this is where we need your help. Unfortunately, the funds for this trip are simply not available in our school budget at this time. We ask by this letter that you consider sponsoring our Madrigal Singers with whatever financial gift you can contribute to help make this wonderful opportunity possible for our girls. If you are not able to contribute financially at this time, we ask for your thoughts and prayers to make this trip a reality.

We are truly thankful for your consideration in this matter and are grateful for any assistance you can provide. If there are any questions we can answer as you consider this matter, please do not hesitate to call our Choir Director, Ms. Mary Ann de la Garza, at (210) 287-9702.

Very Truly Yours,


Andrew Noga
Principal, IWHS


Mary Ann de la Garza,
Choir Director, IWHS


Debbie Gray Marino
Madrigal Alum, IWHS

Tax Identification Number: 3-01182-7010-4

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 entity**¹ that would be a party to the discretionary contract:

Incarnate Word High School Madrigal Singers

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;

Incarnate Word High School Madrigal Singers
727 E. Hildebrand
San Antonio, TX 78212

(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.

Signature: 	Title: Vice President for Business & Finance Company: Incarnate Word High School	Date: Dec 7, 2002

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.