

**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:** Christopher J. Brady; Finance; Management and Budget; Legal; File

**SUBJECT:** Ordinance Authorizing the Submission of a Grant Application for Continuation of the Summer Food Service Program and the Acceptance of the Grant if Awarded

**DATE:** April 8, 2004

**SUMMARY AND RECOMMENDATIONS**

This ordinance authorizes the submission of an application to the Texas Department of Human Services (TDHS) for \$790,920.00 to fund the 2004 Summer Food Service Project operated by the Department of Parks and Recreation (DPAR) for the period June 7, 2004 through July 30, 2004 and authorizes acceptance of the grant if it is awarded.

Staff recommends approval of this ordinance.

**BACKGROUND INFORMATION**

This application will allow the continuation of the Summer Food Service Program that has provided nutritional meals to children age eighteen and below in our community during the summer months since 1969. This program should serve over 6,468 children each day, providing over 252,259 lunches and 252,259 snacks in conjunction with the DPAR's Summer Recreation programs and other city-wide non-profit organization programs at over seventy-six (76) sites throughout our community.

In addition to authorizing the grant application, if the grant is awarded this ordinance allows the establishment of a fund, budget and part-time employee positions to coordinate the food program. The positions will meet all applicable guidelines regarding part-time employees. Finally, this ordinance allows the City to accept any additional TDHS funds for food services awarded during the term of this grant.

**POLICY ANALYSIS**

This ordinance follows City policy in utilizing State and Federal funds to provide health, social and recreational support services for our community.

### **FISCAL IMPACT**


In addition to the \$790,920.00 grant, remaining funds from the 2003 program of \$50,365.00 will added for a total program budget of \$841,285.00. This will provide for all project costs, including personnel and support services. Over 89% or \$753,108.00 is allocated for the purchase of food, with the remainder utilized for support services, including personnel, transportation and fees. The food service purveyor bids, funded through this grant, will be accepted in a subsequent ordinance. This action will place no demands on the City General Fund.

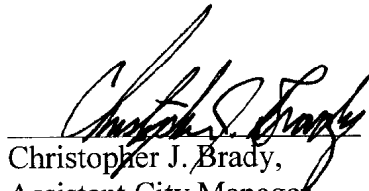
### **COORDINATION**

Project services are coordinated each summer with the Health Department and the Community Initiatives Department.

### **SUPPLEMENTARY COMMENTS**

A Discretionary Contracts Disclosure Form is not required.

  
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Malcolm Matthews,  
Director of Parks and Recreation

  
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Christopher J. Brady,  
Assistant City Manager

Approved:

  
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Terry M. Brechtel  
City Manager

## Attachment II

CITY OF SAN ANTONIO  
 PARKS AND RECREATION DEPARTMENT  
 Summer Food Service Program 2004  
 Fund No. 26-017105  
 Budget for period June 7, 2004 to July 30, 2004

INDEX #.		OBJ-CODE	AMOUNT
	REVENUES		
071043	Texas Department of Human Services Grant	00-004	\$790,920
106039	Trf. From 26-017104	00-009	\$50,365
	<b>Total Revenues:</b>		<b>\$841,285</b>
	EXPENDITURES		
578096	Part Time Employees Salaries	01-010	\$58,430
578146	Part Time Employees Social Security	01-030	\$4,470
	<b>Total Personnel:</b>		<b>\$62,900</b>
578153	Mail & Parcel Post	02-113	\$200
578161	Rental of Equipment	02-119	\$12,500
578179	Car Expense Allowance	02-130	\$6,120
	<b>Total Contractual:</b>		<b>\$18,820</b>
578187	Office Supplies	03-210	\$750
578195	Janitor Supplies	03-212	\$600
578211	Food	03-216	\$753,108
	<b>Total Commodities:</b>		<b>\$754,458</b>
578252	Indirect Costs @ 8.74% (x Salaries only)	04-280	\$5,107
	<b>Total Other:</b>		<b>\$5,107</b>
	<b>Total Expenditures:</b>		<b>\$841,285</b>

nd Only Index: 004684  
 anization Code: 26-14-09

PERSONNEL COMPLEMENT (PART TIME EMPLOYEES)

<u>Class No.</u>	<u>Title</u>	<u># of Positions</u>
0445	Program Coordinator	1
0451	Senior Recreation Specialist	13
0871	Account Technician	<u>3</u>
	<b>Total Personnel:</b>	<b>17</b>