

AN ORDINANCE 2018-09-06-0682

**AUTHORIZING THE 2019 APPLICATION FOR AND ACCEPTANCE OF COMMUNITY SERVICES BLOCK GRANT FUNDS UPON AWARD IN THE AMOUNT OF \$2,051,128.00 FROM THE TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS FOR THE PERIOD JANUARY 1, 2019 THROUGH DECEMBER 31, 2019, AND AUTHORIZING A BUDGET AND PERSONNEL COMPLEMENT.**

\* \* \* \* \*

**WHEREAS**, the City of San Antonio Department of Human Services (DHS), the designated Community Action Agency for San Antonio and Bexar County, has operated the Community Action Program since 1979; and

**WHEREAS**, the primary purpose of the Community Services Block Grant program is to transition individuals and families out of poverty and to provide safety net assistance and support, including utility, rental and tuition assistance, and long-term case management focusing on education, employment, emergency support and financial education to San Antonio and Bexar County residents at or below 125% of the Federal Poverty Level; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The City Manager or her designee, or the Director of the DHS or her designee, is authorized to apply for and to accept Community Services Block Grant funds upon award in the amount of \$2,051,128.00 from the Texas Department of Housing and Community Affairs (TDHCA) for the period January 1, 2019 through December 31, 2019, and to execute any and all necessary documents to effectuate acceptance of the grant funds. A copy of the grant is on file with the DHS.

**SECTION 2.** The City Manager or her designee, or the Director of the DHS or her designee, is further authorized to execute amendments pertaining to the grant when approved by TDHCA, to include: a) carry-over funds; b) line item budget revisions; c) modifications to the performance measures so long as the terms stay within the general parameters of the intent of the grant; d) no cost extensions; e) supplemental grant funds in an amount up to 20% of the total amount initially awarded; f) reimbursement increases of administrative funds for each participant served; (g) one-time equipment purchases or defined program services; and h) changes in regulations.

**SECTION 3.** New fund and internal order numbers will be created upon acceptance of this grant, should funding be awarded, and the sum of up to \$2,051,128.00 will appropriated from

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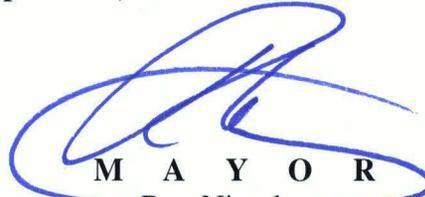
TDHCA. The proposed budget, which is attached hereto and incorporated herein for all purposes as **Attachment I**, is approved and adopted for entry in the City books.

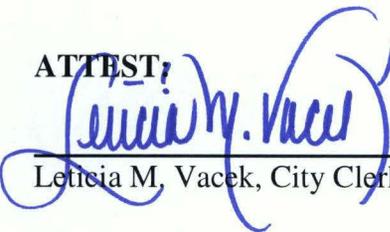
**SECTION 4.** The personnel complement of twenty-five (25) positions, which is attached hereto and incorporated herein for all purposes as **Attachment II**, is hereby approved.

**SECTION 5.** The financial allocations in this Ordinance are subject to approval by the Director of Finance, City of San Antonio. The Director of Finance, may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers and SAP GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 6.** This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

**PASSED AND APPROVED this 6th day of September, 2018.**

  
M A Y O R  
Ron Nirenberg

ATTEST:  
  
\_\_\_\_\_  
Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:  
  
for \_\_\_\_\_  
Andrew Segovia, City Attorney

<b>Agenda Item:</b>	<b>9 ( in consent vote: 4, 5, 8, 9, 10, 11, 15 )</b>						
<b>Date:</b>	09/06/2018						
<b>Time:</b>	09:27:35 AM						
<b>Vote Type:</b>	Motion to Approve						
<b>Description:</b>	Ordinance approving the submission of the 2019 application for and acceptance of, upon award, Community Services Block Grant funds in the amount of \$2,051,128.00 from the Texas Department of Housing and Community Affairs for the period January 1, 2019 through December 31, 2019, and approving a budget and personnel complement. [María Villagómez, Assistant City Manager; Melody Woosley, Director, Human Services]						
<b>Result:</b>	Passed						
<b>Voter</b>	<b>Group</b>	<b>Not Present</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstain</b>	<b>Motion</b>	<b>Second</b>
Ron Nirenberg	Mayor		x				
Roberto C. Treviño	District 1		x				
William Cruz Shaw	District 2		x				
Rebecca Viagran	District 3		x				x
Rey Saldaña	District 4		x				
Shirley Gonzales	District 5		x				
Greg Brockhouse	District 6		x				
Ana E. Sandoval	District 7		x				
Manny Pelaez	District 8	x					
John Courage	District 9		x			x	
Clayton H. Perry	District 10		x				

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# Attachment I

**2019 Community Service Block Grant  
January 1, 2019 - December 31, 2019**

		Budget 2018	Budget 2019	+ / -
<b>REVENUES:</b>				
4501000	Grants Federal Operating	\$ 2,022,541	\$ 2,051,128	\$ 28,587
<b>TOTAL REVENUES</b>		<b>\$ 2,022,541</b>	<b>\$ 2,051,128</b>	<b>\$ 28,587</b>

**APPROPRIATIONS**

**13800000XXXX 2019 CSBG Administration**

5101010	Reg Salaries & Wages	\$ 112,301	\$ 99,459	\$ (12,842)
5101050	Language Skill Pay	1,200	1,200	-
5103005	FICA	8,591	7,608	(983)
5103010	Life Insurance	112	99	(13)
5103035	Personal Leave Buy Back Pay	1,432	1,238	(194)
5103056	Transportation Allowance	540	1,080	540
5103105	Cell Phone Reimbursement	600	-	(600)
5105010	Retirement Expense	12,746	11,597	(1,149)
5170040	Civln Actv Healthcr	17,092	14,824	(2,268)
5201025	Education - Classes	2,000	2,000	-
5201040	Fees to Professional Contractor	500	2,000	1,500
5202010	Temporary Services	25,000	12,500	(12,500)
5203040	Advertising and Publications	1,500	1,500	-
5203050	Membership Dues	4,750	8,400	3,650
5203060	Binding Printing & Repro.	4,000	4,000	-
5205010	Mail & Parcel Post	250	250	-
5205020	Rental of Equipment	7,000	7,000	-
5207010	Travel-Official	8,000	8,000	-
5302010	Office Supplies	5,000	8,000	3,000
5304010	Food	4,500	4,500	-
5403545	Motor Fuel & Lubricants	400	-	(400)
5404520	Software Licenses	50,000	50,000	-
5405020	Workers Comp Assess	19,968	-	(19,968)
5405030	General Liab Assess	9,624	-	(9,624)
5406530	Indirect Cost	-	28,962	28,962
<b>Total 13800000xxxx</b>		<b>\$ 297,106</b>	<b>\$ 274,217</b>	<b>\$ (22,889)</b>

**13800000XXXX 2019 CSBG Training For Job Success**

5101010	Reg Salaries & Wages	\$ 450,710	\$ 505,681	\$ 54,971
5101050	Language Skill Pay	3,000	3,000	-
5103005	FICA	34,480	38,685	4,205
5103010	Life Insurance	451	506	55
5103035	Personal Leave Buy Back Pay	6,211	6,295	84
5105010	Retirement Expense	51,156	58,962	7,806
5170040	Civln Actv Healthcr	81,390	85,822	4,432
5203090	Transportation Fees	3,000	3,000	-
5407032	Direct Assistance	345,502	308,052	(37,450)
<b>Total 13800000xxxx</b>		<b>\$ 975,900</b>	<b>\$ 1,010,003</b>	<b>\$ 34,103</b>

**2019 Community Service Block Grant  
January 1, 2019 - December 31, 2019**

	Budget 2018	Budget 2019	+ / -
<b>13800000XXXX 2019 CSBG Emergency Assistance</b>			
5101010	\$ 459,621	\$ 277,522	\$ (182,099)
5101050	1,200		\$ (1,200)
5103005	35,161	21,231	(13,930)
5103010	460	278	(182)
5103035	5,857	3,455	(2,402)
5103056	540		(540)
5105010	52,167	32,359	(19,808)
5170040	89,529	54,614	(34,915)
5202010	-	12,500	12,500
5203090	2,500	2,500	-
5204050	5,500	5,500	-
5204060	6,500	6,500	-
5208530	15,000	15,000	-
5404530	3,000	3,000	-
5404540	2,000	2,000	-
5407032	50,000	35,306	(14,694)
5501065	500	500	-
<b>Total 13800000xxxx</b>	<b>\$ 729,535</b>	<b>\$ 472,265</b>	<b>\$ (257,270)</b>
<b>13800000XXXX 2019 CSBG Financial Counseling</b>			
5101010	\$ -	\$ 201,762	\$ 201,762
5103005	-	15,434	15,434
5103010	-	202	202
5103035	-	2,512	2,512
5105010	-	23,525	23,525
5170040	-	31,208	31,208
<b>Total 13800000xxxx</b>	<b>\$ -</b>	<b>\$ 274,643</b>	<b>\$ 274,643</b>
<b>138000001637 2019 CSBG VITA</b>			
5302010	20,000	20,000	-
<b>Total 13800000xxxx</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ -</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$ 2,022,541</b>	<b>\$ 2,051,128</b>	<b>\$ 28,587</b>

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# **Attachment II**

**2019 Community Service Block Grant  
January 1, 2019 - December 31, 2019**

**Personnel Complement**

<b>POSITIONS</b>	<b>JOB CLASS</b>	<b>BUDGET 2018 POSITIONS</b>	<b>ADD/DELETE</b>	<b>BUDGET 2019 POSITIONS</b>
<b>CSBG-Administration</b>				
Assistant City Attorney	0066	1		1
Senior Management Analyst	0999	1	(1)	0
Senior Admin Asst	0042	0	1	1
Admin Associate	2063	1		1
<b>CSBG - Training For Job Success</b>				
Family Support Coordinator	2290	1		1
Community Svcs Supervisor	2054	1		1
Admin Assistant I	0040	2		2
Community Svcs Specialist	2062	6	1	7
<b>CSBG - Emergency Assistance</b>				
Family Support Supervisor	2289	3	(3)	0
Senior Admin Asst	0042	1	(1)	0
Admin Associate	2063	4		4
Community Svcs Specialist	2062	4	(1)	3
<b>CSBG - Financial Counseling</b>				
Senior Management Analyst	0999	0	1	1
Family Support Supervisor	2289	0	3	3
<b>Total Positions</b>		<b>25</b>	<b>0</b>	<b>25</b>