

AN ORDINANCE 2018-10-18-0829

AUTHORIZING THE FOLLOWING ITEMS RELATED TO THE CITY OF SAN ANTONIO HEAD START PROGRAM: A) SUBMISSION AND ACCEPTANCE UPON AWARD OF A HEAD START GRANT APPLICATION TO THE U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES FOR AN AMOUNT UP TO \$23,356,121.00 FOR THE PERIOD FEBRUARY 1, 2019 TO JANUARY 31, 2020; B) AN IN KIND MATCH OF \$5,839,030.00; AND C) A PERSONNEL COMPLEMENT.

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WHEREAS, the Head Start program is a federally-funded early childhood education program administered by the U.S. Department of Health and Human Services (HHS) and provides education and family support services to children between the ages of three and five; and

WHEREAS, the City, through the Department of Human Services, has served as a Head Start grantee for over 35 years and currently serves 3,020 children and their families in 21 Head Start centers located in the San Antonio and Edgewood Independent School Districts at or below 130% of the poverty line; and

WHEREAS, the City, pursuant to Ordinance No. 2018-03-29-0203, authorized agreements with Head Start Service Providers, the San Antonio and Edgewood Independent School Districts, through June 30, 2023 for continuation of Head Start services through a new project period; and

WHEREAS, on August 31, 2018, the City received notice of funding up to \$23,356,121.00 for the first year (budget period) of a new 5-year period (project period), and on September 25, 2018, the Head Start Policy Council approved a grant application; **NOW THEREFORE:**

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

SECTION 1. Submission of a grant application to the U.S. Department of Health and Human Services (HHS) and acceptance upon award of up to \$23,356,121.00 for the period February 1, 2019 to January 31, 2020 is approved. A copy of the application is on file with Department of Human Services (DHS).

SECTION 2. The City Manager or her designee, or the Director of the DHS or her designee, is authorized to negotiate and execute any and all necessary documents to effectuate the application and acceptance of this grant and grant contract, and to execute grant contract amendments pertaining to the grant when approved by HHS, 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 or

decreases due to a change in the number of participant served; g) one-time equipment purchases or defined program services; and h) changes in regulations.

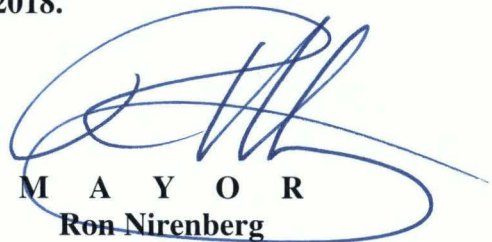
SECTION 3. A proposed budget of \$29,195,151.00, including an in-kind matching budget of \$5,839,030, attached and incorporated here for all purposes as **Attachment I**, and is approved. Upon acceptance of this award, new funds and internal order numbers will be created, upon which the award amount of up to \$23,356,121.00 from the HHS will be appropriated in the fund. A formal final budget which will include a department specific fund, an Internal Order number, and General Ledger numbers will be submitted by the department upon award.


SECTION 4. The proposed personnel complement of eighty-seven (87) positions, attached and incorporated here for all purposes as **Attachment II**, is 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.

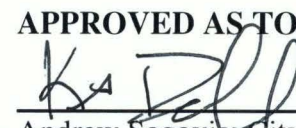
SECTION 6. This Ordinance is effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

PASSED AND APPROVED this 18th day of October, 2018.


M A Y O R
Ron Nirenberg

ATTEST:


Leticia M. Vacek, City Clerk

APPROVED AS TO FORM:


for Andrew Segovia, City Attorney

Agenda Item:	15 (in consent vote: 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 27)						
Date:	10/18/2018						
Time:	09:41:26 AM						
Vote Type:	Motion to Approve						
Description:	Ordinance approving the following items related to the City of San Antonio Head Start Program: a) submission and acceptance upon award of a Head Start grant application to the U.S. Department of Health and Human Services for an amount up to \$23,356,121.00 for the period February 1, 2019 to January 31, 2020; b) an in kind match of \$5,839,030.00; and c) a personnel complement of 87 positions. [María Villagómez, Assistant City Manager; Melody Woosley, Director, Human Services]						
Result:	Passed						
Voter	Group	Not Present	Yea	Nay	Abstain	Motion	Second
Ron Nirenberg	Mayor		x				
Roberto C. Treviño	District 1		x			x	
William Cruz Shaw	District 2		x				x
Rebecca Viagran	District 3		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				
Clayton H. Perry	District 10		x				

KD
10/18/2018
Item No. 15

Attachment I

CITY OF SAN ANTONIO HEAD START PRE-K PROGRAM
FEBRUARY 1, 2019 TO JANUARY 31, 2020

REVENUES:		BUDGET:	
4501000	Grants Federal - Operating	\$	23,356,121
	Subtotal Grant	\$	23,356,121
6500000	In Kind Revenue	\$	5,839,030
	Subtotal (In Kind)	\$	5,839,030
	TOTAL REVENUES	\$	29,195,151
APPROPRIATIONS:			
13800000xxxx	Head Start COSA		
5101010	Regular Salaries	\$	4,050,592
5101050	Language Skill Pay	\$	36,000
5103005	FICA & Medicare Expense	\$	309,864
5103010	Life Insurance	\$	4,051
5103035	Personal Leave Buy Back	\$	56,000
5103056	Transportation Allowance	\$	2,340
5103105	Cell Phone Reimbursement	\$	1,200
5105010	Retirement Exp	\$	478,146
5170040	Civln Actv Healthcr	\$	677,300
5202010	Temporary Services	\$	-
5201040	Fees to Prof. Contractors	\$	45,000
5202020	Contractual Services - COSA	\$	128,871
5203040	Adv and Publications	\$	15,000
5203060	Binding & Printing	\$	42,104
5203070	Subs to Publications	\$	3,000
5203080	Subs to Comp Serv	\$	33,000
5203090	Transportation Fees	\$	15,000
5204010	Linen&Laundry	\$	-
5204020	Maint & Rep-Comrcl	\$	1,200
5204050	Maintenance -Buildings	\$	55,000
5204090	Maint & Rep - Automotive	\$	3,400
5205010	Mail and Parcel Post	\$	200
5205020	Rental of Office Equipment	\$	15,000
5207010	Official Travel (out of town)	\$	20,000
5208530	Alarm and Security Services	\$	2,000
5301020	M&R Parts Automotive	\$	2,200
5302010	Office Supplies	\$	45,000
5304010	Food	\$	22,500
5304075	Computer Software	\$	-
5304080	Other Commodities	\$	2,000
5403040	Cellular Phone Service	\$	29,000
5403060	Domain Names	\$	200
5403510	Wireless Data Communications	\$	6,500
5403545	Motor Fuel and Lubricants	\$	750
5404520	Software Licenses	\$	2,000
5404530	Gas and Electricity	\$	-
5404540	Water and Sewer	\$	-
5407032	DW Other	\$	4,000
5501000	Cap <5000 - Computer Equipment	\$	2,500
5501055	Cap <5000 - Mach & Equip Other	\$	2,000
5501065	Cap <5000 - Furniture & Fix	\$	2,000
	Total 13800000xxxx	\$	6,114,918

Attachment II

CITY OF SAN ANTONIO HEAD START PRE-K PROGRAM
FEBRUARY 1, 2019 TO JANUARY 31, 2020
PERSONNEL COMPLEMENT

POSITIONS	JOB CLASS	CURRENT Ord 2018-03-29-0203	ADD/DELETE	PROPOSED 2019-2020
ADMINISTRATIVE ASSISTANT I	0040	2		2
ADMINISTRATIVE ASSISTANT II	0041	1		1
MANAGEMENT ANALYST	0046	13	(1)	12
SPECIAL PROJECTS MANAGER	0866	3		3
SENIOR MANAGEMENT ANALYST	0999	6		6
HEAD START PROGRAM ADMINISTRATOR	2187	1		1
FISCAL MANAGER	2216	1		1
FISCAL ANALYST	2218	1		1
ACCOUNTANT	2220	1		1
FAMILY SUPPORT COORDINATOR	2290	1		1
FAMILY SUPPORT SUPERVISOR	2289	6	(1)	5
FAMILY SUPPORT WORKER	2283	56	(13)	43
CASE AIDE	0985	2	3	5
DESIGN COMMUNICATIONS COORDINATOR	2142	1		1
SENIOR MANAGEMENT COORDINATOR	0997	0	1	1
SENIOR FAMILY SUPPORT WORKER	2461	0	3	3
TOTAL POSITIONS FOR HEAD START PK PROGRAM		95	(8)	87