

R. 75-807

RESOLUTION NO. 211852

OCT 24 1974

BE IT RESOLVED, by the Council of The City of San Diego,  
as follows:

1. That The City of San Diego, operating through its Model Cities Community Organization Division under the direction of the City Manager, hereby assumes full responsibility for the implementation and operation of the Community Center for Student Development of the San Diego Model Cities Program in accordance with the Grant Agreement between the City and the Department of Housing and Urban Development (HUD), along with appurtenant regulations and in accordance with the terms and conditions as they may apply as set forth in the City Supplemental General Conditions (Document No. 738535), Labor Standards, and HUD Regulations (Document No. 738532) on file in the office of the City Clerk.

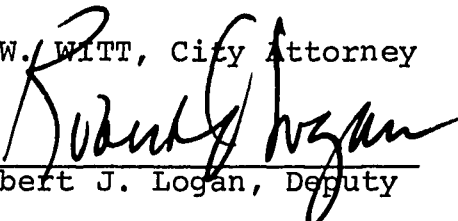
2. The operation of the Community Center for Student Development and costs incurred thereto shall be no more liberal than policies, procedures and practices applied uniformly to both federally assisted and other activities of the City.

3. The City shall operate said project, in a manner consistent with the Project Scope of Services, attached hereto as Exhibit A; Project Work Program, attached hereto as Exhibit B; and the itemized Program Budget, attached hereto as Exhibit C; provided, however, that if said Project is not being reasonably maintained in accordance with its work schedule and budget

expenditures, the City Manager shall be and he is hereby authorized to initiate appropriate revisions to the Model Cities Department's budget in line with actual budget expenditures either by deletion or addition, thereby minimizing the amount of unexpended Program funds remaining at the end of the Transition Period.

APPROVED: JOHN W. WITT, City Attorney

By

  
Robert J. Logan, Deputy

RJL:lc:614  
10/8/74  
Aud.Cert.#6033

PROJECT SCOPE OF SERVICES  
COMMUNITY CENTER FOR STUDENT DEVELOPMENT

General Purpose: Coordinate with all necessary governmental and community organizations in providing necessary technical assistance, meeting forum and space, and pertinent information to service citizens' needs in the community.

List of Services to be Provided: The Scope of Services will provide the following:

Operating Agency agrees:

1. Citizens Advisory Board will establish and maintain a Project Advisory Committee responsible for planning and implementing programs in the community center.
2. Initiate a Black Student Development Program by:
  - A. Providing and training staff for Project operation.
  - B. Establishing and maintaining liaison with high schools, colleges, universities, training schools, and the Model Neighborhood.
    1. Contact college level institutions and schools.
    2. Initiate and maintain contact with Model Neighborhood institutions to include:
      - a. Teen Program.
      - b. Social Clubs.
      - c. Churches.
      - d. Individuals.
      - e. Other appropriate Model Neighborhood institutions.
  - C. Recruiting Model Neighborhood Residents for placement into post high school, vocational or educational programs in the San Diego area:
    1. Identify and contact candidates to include:
      - a. Twenty (20) students.
      - b. Thirty (30) high school dropouts.
    2. Provide placement assistance in placing thirty (30) students into institutions of higher learning.
    3. Provide educational counseling for sixty (60) Model Neighborhood residents.
    4. Maintain a list of:
      - a. Service agencies available to residents.

**EXHIBIT A**  
211852

- b. Grants available to residents.
- 5. Test one hundred (100) program participants as a counseling service.
- D. Establishing a tutorial component for all program participants:
  - 1. Staff the tutorial component.
    - a. Interview twenty (20) candidates.
    - b. Select ten (10) candidates for staff positions.
  - 2. Provide tutorial assistance to all participant beneficiaries through individualized instruction to include:
    - a. Cultural awareness.
    - b. Reading.
    - c. Writing.
    - d. Verbal Communications.
    - e. Information Systems.
    - f. Subjects student requests, relating to his/her regular class study.
- E. Providing follow-up counseling and supportive services for students:
  - 1. Follow-up on all tutorial clients.
  - 2. Follow-up on thirty (30) clients placed in schools beginning October 1, 1974.
- F. Advertising and promoting project services:
  - 1. Speak to one (1) neighborhood adult group per month.
  - 2. Speak to one (1) neighborhood youth group per month.
  - 3. Hosting two (2) open house functions.
  - 4. Hosting workshops relative to project services.
  - 5. Submitting press releases monthly to:
    - a. Five (5) neighborhood newspapers.
    - b. One (1) daily newspaper.
  - 6. Coordinate with the Model Cities Department through monthly meetings with the Model Cities Public Information Officer.
- G. Identifying and developing alternate funding sources:

211852

1. Identify four (4) funding sources.
2. Prepare and submit three (3) grant applications.
3. Provide training courses in community development subjects in response to community requests.
  - A. Project Advisory Committee will conduct interest survey to determine what courses should be provided.
  - B. Courses will be scheduled in coordination with resources available through Community Colleges, California State University, San Diego, Adult Education and UCSD.
4. Provide technical assistance to community through:
  - A. Field placements of three (3) university students with community groups.
  - B. Implementing a Community Development Counselor program.
    1. Develop plan for assisting area councils in organizational and program activities.
  - C. Develop and maintain a panel of nine (9) community development consultants from within the community to provide assistance as needed on a volunteer basis.
5. Provide readily accessible facilities for meetings, classes and conferences for:
  - A. Model Cities Program groups.
  - B. Center program groups.
  - C. Other community groups.
6. Develop and maintain a system for registering, recruiting and training of volunteers to serve in Model Neighborhood agencies by:
  - A. Cataloging needs for volunteers in Model Neighborhood agencies.
  - B. Developing a plan with specific objectives for recruitment and training of volunteers.
  - C. Maintaining a list of six (6) volunteers to be updated monthly.
  - D. Coordinating with and exchanging personnel with two (2) other volunteer agencies.
7. Develop a communications center providing information and referrals and dissemination of information to Model Neighborhood residents by:

211852

- A. Developing a plan in the Project Advisory Committee to include:
  - 1. Information and referral services.
  - 2. Community master calendar of events.
  - 3. Coordination with four (4) other information/referral and community agencies.
  
- 8. Develop a reference library on Urban Affairs:
  - A. Obtaining reports and studies on the Model Neighborhood.
  - B. Subscribe to major urban affairs periodicals.
  - C. Purchase or otherwise obtain pertinent books and pamphlets.
  - D. Contact a minimum of twenty-five (25) sources for materials.
  - E. Develop three (3) component disciplines within library.
    - 1. Economic.
    - 2. Social.
    - 3. Physical.

211852

Model Cities Program - City of San Diego  
PROJECT WORK PROGRAM

Legend  
----- Planned  
\_\_\_\_\_ Actual

PROJECT Community Center for Student Development  
OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization  
PROJECT NO. SDMC-S-16

21152

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	Sep	Oct	Nov	Dec						
	I. Establish and maintain a Project Development Committee.	----	----	----	----					
II. Initiate a Black Student Development program.										
A. Provide and train staff.										
B. Establish and maintain liaison with schools, colleges, universities and the Model Neighborhood.										
1. Contact schools and maintain liaison.										
2. Contact Model Neighborhood organizations.										
C. Recruit Model Neighborhood Residents for placement into post high school, vocational or educational programs in the San Diego area.										
1. Contact and identify candidates.										
2. Place students.										
3. Provide educational counseling, testing and supportive services.										
4. Maintain a list of agencies and supportive services.										
D. Establish and maintain a tutorial component for individual instruction.										
E. Provide follow-up counseling and services.										
1. Follow-up on clients receiving tutorial services.										
2. Follow-up on clients placed in schools.										

**EXHIBIT B**







Model Cities Program - City of San Diego  
PROJECT WORK PROGRAM

Legend  
 ----- Planned  
 \_\_\_\_\_ Actual

PROJECT Community Center for Student Development  
 OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization  
 PROJECT NO. SDMC-S-16

2152

PROJECT ELEMENTS/SUB-PROJECTS KEY ACTIVITIES	PROJECT WORK PROGRAM											
	Sep	Oct	Nov	Dec								
VIII. Develop an urban library. A. Develop plan for the center. B. Submit plan for review. C. Implement plan.	---	---	---	---								
	---	---	---	---								
	---	---	---	---								
IX. Termination of Model Cities' role in project. *A. Terminate project services. *B. Terminate and transfer staff except Director and/or one other key person. *C. Utilize all accumulated vacation time. D. Institute procedures outlined in Chapter II, Section 4.06.00 of Operating Agency Manual.	---	---	---	---								
	---	---	---	---								
	---	---	---	---								
	---	---	---	---								

\*These steps are mandatory unless Operating Agency furnishes Model Cities with an official written notification by December 1, 1974, that other funds will be available to sustain project operations beginning January 1, 1975.

MODEL CITIES PROGRAM - CITY OF SAN DIEGO  
 PERFORMANCE STANDARDS

PROJECT Community Center for Student Development  
 OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization Division

PROJECT NO. SDMC-S-16

25812

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	MONTHLY PERFORMANCE STANDARDS			
	Sep	Oct	Nov	Dec
I. Establish and maintain Project Advisory Committee.				
A. # of committee members.	9	9	9	9
II. Initiate a Black Student Development program.				
A. # of staff training sessions.				
B. Recruit Model Neighborhood Residents for placement.	1	1	1	1
1. # of dropouts contacted.			15	15
2. # of students contacted.			10	10
3. # of persons placed.			30	30
4. # of residents receiving counseling.		10	30	20
5. # of participants in testing/counseling services.		25	50	25
C. Establish and maintain a tutorial component.				
1. # of tutors maintained.	10	10	10	10
2. # of individuals receiving tutorial services.		20	20	20
D. Provide follow-up counseling and supportive services.				
1. # of clients contacted (placement).				30
E. Advertise and promote project services.				
1. # of adult groups spoken to.	1	1	1	1
2. # of youth groups spoken to.				
3. # of open houses held.		1	1	
4. # of workshops hosted.		1	1	
5. # of press releases.		1	1	1
F. Identify and develop alternate funding sources.				

CD-202

MODEL CITIES PROGRAM - CITY OF SAN DIEGO  
 PERFORMANCE STANDARDS

PROJECT Community Center for Student Development  
 OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization Division

PROJECT NO. SDMC-S-16  
 21852

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	MONTHLY PERFORMANCE STANDARDS				Sep	Oct	Nov	Dec
	Sep	Oct	Nov	Dec				
II. (Cont'd). 1. # of sources identified. 2. # of grant applications pre- 3. # of grant applications.		1	2	1				
III. Provide technical assistance to the community.		3	3	3				
IV. Develop and maintain a system for registering, recruiting and training volunteers.		6	6	6				
A. # of volunteers maintained. B. # of coordinating volunteer agencies.		2	2	2				
V. Develop a communications center.								
A. # of coordinating agencies.		4	4	4				
VI. Develop a reference library on urban affairs.								
A. # of library components. B. # of library material sources.	4	25						

MODEL CITIES PROGRAM - CITY OF SAN DIEGO  
PROJECT PROGRESS REPORT

PROJECT Community Center for Student Development  
OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization Division

PROJECT NO. SDMC-S-16  
1951

21185

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	Unit	Month		%	To Date		REMARKS
		Plan	Actual		Plan	Actual	
I. Establish and maintain Project Advisory Committee.	Members						
A. # of committee members.							
II. Initiate a Black Student Development program.	Sessions						
A. # of staff training sessions.							
B. Recruit Model Neighborhood Residents for placement.	Dropouts Students Persons Residents						
1. # of dropouts contacted.							
2. # of students contacted.							
3. # of persons placed.							
4. # of residents receiving counseling.							
5. # of participants in testing/counseling services.							
C. Establish and maintain a tutorial component.	Tutors Indiv						
1. # of tutors maintained.							
2. # of individuals receiving tutorial services.							
D. Provide follow-up counseling and supportive services.	Clients						
1. # of clients contacted (placement).							
E. Advertise and promote project services.	Groups Groups Events Workshops Releases						
1. # of adult groups spoken to.							
2. # of youth groups spoken to.							
3. # of open houses held.							
4. # of workshops hosted.							
5. # of press releases.							
F. Identify and develop alternate							

CD-203

MODEL CITIES PROGRAM - CITY OF SAN DIEGO  
 PROJECT PROGRESS REPORT

PROJECT Community Center for Student Development  
 OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization Division

PROJECT NO. SDMC-S-16  
 1512

Page 2 of 2 Pages  
 Month of \_\_\_\_\_ Months To Date  
 1512

PROJECT ELEMENTS/SUB-PROJECTS OUTPUT MEASURES	Unit	Month		%	To Date		REMARKS
		Plan	Actual		Plan	Actual	
II. (Cont'd). funding sources. 1. # of sources identified. 2. # of grant applications prepared. 3. # of grant applications submitted.	Sources Applied.						
III. Provide technical assistance to the community. A. # of students in field placement. B. # of members on consultant panel.	Students Members						
IV. Develop and maintain a system for registering, recruiting and training volunteers. A. # of volunteers maintained. B. # of coordinating volunteer agencies.	Volunteers Agencies						
V. Develop a communications center. A. # of coordinating agencies.	Agencies						
VI. Develop a reference library on urban affairs. A. # of library components. B. # of sources.	Component Sources						

CD-203

MODEL CITIES DEPARTMENT  
CITY OF SAN DIEGO

PROJECT NAME Community Center for Student Development  
OPERATING AGENCY City of San Diego, Model Cities Department,  
Community Organization Division

PROJECT NUMBER S2MC-S-16  
MONTH \_\_\_\_\_

211852

RESIDENT EMPLOYMENT AND TRAINING

		Full-time	Part-time			
Total Employees		_____	_____	Total Para-Professionals		
number of MNR's	_____	_____	_____	number of MNR's	_____	_____
number of ethnic minorities	_____	_____	_____	number of ethnic minorities	_____	_____
number of women	_____	_____	_____	number of women	_____	_____
number of Viet Nam era veterans	_____	_____	_____	number of Viet Nam era veterans	_____	_____
Total Professionals		_____	_____	Training		
number of MNR's	_____	_____	_____	number receiving in-service training	_____	_____
number of ethnic minorities	_____	_____	_____	number utilizing release time for education	_____	_____
number of women	_____	_____	_____	Professional	Para-Prof	Clerical
number of Viet Nam era veterans	_____	_____	_____	_____	_____	_____
Total Clerical		_____	_____			
number of MNR's	_____	_____	_____			
number of ethnic minorities	_____	_____	_____			
number of women	_____	_____	_____			
number of Viet Nam era veterans	_____	_____	_____			

MODEL CITIES DEPARTMENT  
CITY OF SAN DIEGO

PROJECT NAME Community Center for Student Development  
OPERATING AGENCY City of San Diego, Model Cities Department,  
Community Organization Division

PROJECT NUMBER SDMC-S-16  
QUARTER \_\_\_\_\_ To \_\_\_\_\_

211852

STATUS OF GRANT APPLICATIONS

Please include all grants that are pending from previous months

Agency and Program to whom applied	Application or Pre-Application	Amount Requested	Date Submitted	Purpose of Requested Funds	Status (Approval Disapproval Pending)	Amount Received and time period of grant



MODEL CITIES DEPARTMENT - CITY OF SAN DIEGO  
 Quarterly Citizen Participation Performance Standard

211852

PROJECT Community Center for Student Development

OPERATING AGENCY City of San Diego, Model Cities Department, Community Organization Div.

	First	Second	Third	Fourth
Number of meetings				
Average number of MNR's in attendance per meeting				
Average number of Board members in attendance per meeting				

NARRATIVE

Significant decisions and/or inputs the board made during the quarter.

MODEL CITIES PROGRAM - CITY OF SAN DIEGO  
 QUARTERLY PARTICIPANT/BENEFICIARY

Page 211 of 185 Pages  
 Month of 11 Months to date

PROJECT Community Center for Student Development PROJECT NO. SDMC-S-16  
 OPERATING AGENCY City of San Diego, Model Cities Department,  
Community Organization Division (Total Number of P/B's -           )  
 Unduplicated Count:           

Profile of P/B's	Students Contacted	Students Placed	Person Cnsled	Persons Tested/ Cnsled	Volunteers Mobilized
<u>Residency</u> MNR Non-MNR					
<u>Sex</u> Male Female					
<u>Ethnicity</u> Black Chicano Caucasian Amer. Ind. Pan Asian Other					
<u>Age</u> 10-15 15-20 20-25 25-30 30-40 40-50					
<u>Educational Level</u> 7-9 Grades 10-12 Grades High School Graduate Some College					

OPERATING AGENCY Community Organization Div. Model Cities Department				PROJECT Community Center for Student Development 94.84			
MODEL CITIES PROJECT BUDGET				PROGRAM CATEGORY Social Services			
CONTRACT PERIOD FROM: 9/1/74 TO: 12/31/74				<input checked="" type="checkbox"/> ORIGINAL SUBMISSION <input type="checkbox"/> REVISION NO. _____			
	PRIOR YEARS MC GRANT FUNDS (2)	APPROVED 3RD ACTION YEAR MC GRANT FUNDS (3)	CURRENT APPROVED MC GRANT (____ Months) (4)	REQUESTED FUNDS			TOTAL (Col. 4 & 5) (7)
				MC GRANT (4 Months) (5)	M.C. NON MC GRANT FUNDS		
				FEDERAL (6 a)	STATE (6 b)	LOCAL (6 c)	
PERSONNEL EXPENSE		-0-		-0-	2,065		-0-
NON-PERS. EXPENSE		46,377		34,948	-0-		34,948
OUTLAY EQUIPMENT PROPERTY ACQUIS. CONSTRUCTION		2,623 -0- -0-		3,052 -0- -0-	-0- -0- -0-		3,052 -0- -0-
OUTLAY TOTAL		2,623		3,052	-0-		3,052
SUB-TOTAL - NON-PERS. EXP. & OUTLAY		49,000		38,000	-0-		38,000
GRAND TOTAL		49,000		38,000	2,065		38,000
TOTAL LOCAL SHARE BREAKDOWN BY:						CASH _____	X
						IN-KIND _____	

NOTES:

# EXHIBIT C

REVIEW AND APPROVAL		AUTHORIZATION	
<i>R. B. Schmitt</i> OPERATING AGENCY DIRECTOR	8/22/74 DATE	<i>P. ...</i> MODEL CITIES DIRECTOR	9/6/74 DATE
<i>Don ...</i> PLANNING DIVISION CHIEF	8.23.74 DATE	<i>... (acting)</i> BUDGET DIRECTOR	8.13.74 DATE
<i>Ernie ...</i> MODEL CITIES DEPUTY DIRECTOR	8/22/74 DATE		

OPERATING AGENCY Community Organization Div. - Model Cities Dept.					PROJECT Community Center for Student Development 94.84			
BUDGET EXHIBIT FOR OPERATING AGREEMENT					PROGRAM CATEGORY Social Services			
CONTRACT PERIOD FROM: 9/1/74 TO: 12/31/74			<input checked="" type="checkbox"/> ORIGINAL SUBMISSION <input type="checkbox"/> REVISION NO. _____					
COST CATEGORY	PRIOR YEARS MC GRANT FUNDS (2)	APPROVED 3RD ACTION YEAR MC GRANT FUNDS (3)	CURRENT APPROVED MC GRANT (4) 4 Months	REQUESTED FUNDS				TOTAL (Col. 4 & 5) (7)
				MC GRANT (5) Months	M.C. NON MC GRANT FUNDS			
					FEDERAL (6a)	STATE (6b)	LOCAL (6c)	
PERSONNEL EXPENSE		-0-	-0-	-0-	2,065			-0-
<del> </del>								
NON-PERS. EXP. & OUTLAY		49,000		38,000	-0-			38,000
GRAND TOTAL		49,000		38,000	2,065			38,000
TOTAL LOCAL SHARE BREAKDOWN BY:						CASH		<del> </del>
						IN-KIND		

NOTES:

*Subin*  
*SM*

ANNUAL BUDGET REQUEST

THE CITY OF SAN DIEGO, CALIFORNIA

Community Center for Student Development 94.84  
 DEPT. NO. Community Organization Div., Model Cities Dept.

FUND NO. 2904

FISCAL YEAR

TRANSITION

DATE 9/1/74

211852

DEPT. ACTIVITY & DESCRIPTION	ACCT. NO.	PRIOR YEARS ACTUAL EXPENSE	3rd Action Yr.	CURRENT YEAR BUDGET	TODATE ACTUAL EXPENDITURES	EST. TOTAL EXPENDITURES	DEPARTMENTAL BUDGET REQUEST AMOS.	PRELIMINARY BUDGET	FINAL BUDGET
PERSONNEL EXPENSE	1151		-0-				-0-		
NON-PERSONNEL EXP.									
Transportation	3210		250				400		
Postage	3211		250				240		
Telephone	3212		947				360		
Spec. Dept. Exp.	3217		450				360		
Printing	3231		450				360		
Utilities	3241		547				320		
Water Services	3244		134				160		
Repairs of Equip.	3251		250				386		
Repairs of Bldg.	3252		450				360		
Professional Services	3295		34,243				27,937		
Misc. Cont. Serv.	3299		927				765		
Office Supplies	3301		480				400		
Janitorial Suppl.	3311		250				360		
Books	3360		400				320		
Periodicals	3361		329				260		
Uncl. Mat.	3399		450				360		
Rent	3411		5,100				1,200		
Rental of Equip.	3414		470				400		
TOTAL NON-PERS. EXP.			46,377				34,948		
OUTLAY-EQUIPMENT			2,623				3,052		
TOTAL ACTIVITY			49,000				38,000		

*Alam*

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Estimated costs for staffing and classes/training for Center for Student Development program; this cost is estimated for a period of 16 weeks.

1 Coordinator @\$5/hr - 640 hours	\$3200
1 Training Specialist @\$5/hr - 640 hours	3200
1 Recruiter/Info. Spec. @\$4/hr - 640 hours	2560
1 Clerk Typist @\$3/hr - 640 hours	1920
3 Urban Studies Students 15 hrs/wk for 16 wks @\$2.50/hr	1800
10 Tutors 10hrs/wk for 16 wks @\$2.50/hr	4000
6 Community Dev. Counselors 20 hrs/wk for 16 wks @\$2.50/hr	<u>4800</u>
Social Security 5.85%	21,480
	<u>1,257</u>
Sub total	22,737
Classes in political process 4 sessions, 50 students @\$40	2,000
Seminars on Community Development 4 sessions, 50 students @\$40	2,000
Cybernetics Leadership Course 4 days, @\$300/day for 25 students	<u>1,200</u>
Sub total	5,200
Total for 4 months	<u><u>27,937</u></u>

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1974-75	Professional Services	9484	3295

FM 121 (Rev. 9-1-73)  
DD-121 (REV. 11-75)

OBJECT ACCOUNT BUDGET EXPLANATION

211852

USE WHEN ENTRIES ON FORM DP-103, ANNUAL-BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Estimated cost for period 9/1 - 12/31/74:

Janitorial services @\$125/mo	625
Burglar alarm system @\$35/mo	<u>140</u>
Total for 4 months	\$765

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1974-75	Contractual Services	9484	3299

OBJECT ACCOUNT BUDGET EXPLANATION

Form 103 (Rev. 9-73)  
45-121 Rev. 11-69

211852

USE WHEN ENTRIES ON FORM DP-103, ANNUAL BUDGET REQUEST, REQUIRE EXPLANATION  
SEE BUDGET MANUAL FOR PREPARATION INSTRUCTIONS

Rent for period September through December 1974 @\$300/mo x 4 mos

\$1,200

FISCAL YEAR	OBJECT ACCOUNT TITLE	DEPT./ACTIVITY NO.	OBJ. ACCT. NO.
1974-75	Rent	9484	3411

FM-121 (Rev. 9-73)  
60-121 (rev. 11-63)

OBJECT ACCOUNT BUDGET EXPLANATION

211852





CITY OF SAN DIEGO - BUDGET DEPARTMENT

DEPARTMENTAL BUDGET REQUEST - OUTLAY

1. DEPARTMENT Community Organization Div., Model Cities Department		2. ACTIVITY Community Center for Student Development		3. DEPT. & ACT. NO. 94.84	4. REF. NO. 1
5. DISTRIBUTION OF OUTLAY ITEMS TO FACILITIES					
A. FACILITY OR LOCATION		B. NO.	C. BUD. O.	D. FACILITY OR LOCATION	
Center for Community Development					
6. EQUIPMENT OR OTHER OBJECT OF OUTLAY EXPENDITURE					
A. QUAN.	B. DESCRIPTION				
2	Typewriters, 23.0", Electric, Model D				
7. SIMILAR EQUIPMENT AT SAME LOCATIONS			8. AVERAGE DAILY USE (HOURS, MILES, ETC.)		
A. QUAN.	B. DESCRIPTION		A. PRESENT EQUIP.	B. REQUESTED EQUIP.	
1	Typewriter (Adler)		8 hours	8 hours	
9. EXPLAIN NECESSITY FOR, OR BENEFITS TO BE EXPECTED FROM THIS EXPENDITURE					
Needed for administrative operation of Community Center for Student Development.					
10. IS REQUEST CONTINGENT UPON INCREASE OF PERSONNEL? (IF 'YES', EXPLAIN)					
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
11. LIST EQUIPMENT TO BE DISPLACED					
A. INV. NO.	B. DESCRIPTION			C. RECOMMENDED DISPOSAL	
	None				
12. ESTIMATED COST		UNIT COST	TOTAL COST	FOR USE BY BUDGET OFFICE STAFF	
IN SPACE (A) THRU (E) SHOW ADDITIONAL COSTS NECESSARY TO PLACE ITEM IN SERVICE	A. PURCHASE PRICE		610.00	1,220.00	
	B. LABOR				
	C. MATERIAL				
	D.				
	E.				
TOTAL COST (ITEMS A THRU E)			1,220.00		
13. EXPLAIN ADDITIONAL COSTS (B THRU E OF 12 ABOVE)				14. SIGNATURE OF REQUESTOR	
RESERVED FOR USE OF BUDGET OFFICE					
15. COMMENTS OF BUDGET ANALYST				16. PRIORITY	
				17. APPROVED	

CITY OF SAN DIEGO - BUDGET DEPARTMENT

DEPARTMENTAL BUDGET REQUEST - OUTLAY

1. DEPARTMENT Community Organization Div., Model Cities Department		2. ACTIVITY Community Center for Student Development		3. DEPT. & ACT. NO. 94.84	4. REF. NO. 2
5. DISTRIBUTION OF OUTLAY ITEMS TO FACILITIES					
A. FACILITY OR LOCATION		B. NO.	C. BUD. O.	D. FACILITY OR LOCATION	
Center for Community Development					
6. EQUIPMENT OR OTHER OBJECT OF OUTLAY EXPENDITURE					
A. QUAN.	B. DESCRIPTION				
6	Tables, Steel, 72 x 30, one drawer				
7. SIMILAR EQUIPMENT AT SAME LOCATIONS			8. AVERAGE DAILY USE (HOURS, MILES, ETC.)		
A. QUAN.	B. DESCRIPTION		A. PRESENT EQUIP.	B. REQUESTED EQUIP.	
7	Tables, 4 usable, 3 unusuable		8 hours	8 hours	
9. EXPLAIN NECESSITY FOR, OR BENEFITS TO BE EXPECTED FROM THIS EXPENDITURE					
To be used for seminars and meetings in connection with services provided by the Community Center for Student Development					
10. IS REQUEST CONTINGENT UPON INCREASE OF PERSONNEL? (IF 'YES', EXPLAIN)					
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
11. LIST EQUIPMENT TO BE DISPLACED					
A. INV. NO.	B. DESCRIPTION			C. RECOMMENDED DISPOSAL	
12. ESTIMATED COST		UNIT COST	TOTAL COST	FOR USE BY BUDGET OFFICE STAFF	
IN SPACE (B) THRU (E) SHOW ADDITIONAL COSTS NECESSARY TO PLACE ITEM IN SERVICE	A. PURCHASE PRICE	93.00	558.00		
	B. LABOR				
	C. MATERIAL				
	D.				
	E.				
TOTAL COST (ITEMS A THRU E)			558.00		
13. EXPLAIN ADDITIONAL COSTS (B THRU E OF 12 ABOVE)				14. SIGNATURE OF REQUESTOR	
RESERVED FOR USE OF BUDGET OFFICE					
15. COMMENTS OF BUDGET ANALYST				16. PRIORITY	
				17. APPROVED	

CITY OF SAN DIEGO - BUDGET DEPARTMENT

DEPARTMENTAL BUDGET REQUEST - OUTLAY

1. DEPARTMENT Community Organization Div., Model Cities Department		2. ACTIVITY Community Center for Student Student Development		3. DEPT. & ACT. NO. 94.84	4. REF. NO. 3
5. DISTRIBUTION OF OUTLAY ITEMS TO FACILITIES					
A. FACILITY OR LOCATION		B. NO.	C. BUD. O.	D. FACILITY OR LOCATION	
Center for Community Development					
6. EQUIPMENT OR OTHER OBJECT OF OUTLAY EXPENDITURE					
A. QUAN.	B. DESCRIPTION				
4	Open shelf files, 7 shelf, 87" high, 36" wide, legal size, Holgo with doors				
7. SIMILAR EQUIPMENT AT SAME LOCATIONS			8. AVERAGE DAILY USE (HOURS, MILES, ETC.)		
A. QUAN.	B. DESCRIPTION		A. PRESENT EQUIP.	B. REQUESTED EQUIP.	
9. EXPLAIN NECESSITY FOR, OR BENEFITS TO BE EXPECTED FROM THIS EXPENDITURE					
Used for operation of library in connection with scope of services to be provided by the Community Center for Student Development					
10. IS REQUEST CONTINGENT UPON INCREASE OF PERSONNEL? (IF 'YES', EXPLAIN)					
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
11. LIST EQUIPMENT TO BE DISPLACED					
A. INV. NO.	B. DESCRIPTION			C. RECOMMENDED DISPOSAL	
12. ESTIMATED COST		UNIT COST	TOTAL COST	FOR USE BY BUDGET OFFICE STAFF	
IN SPACE (D) THRU (E) SHOW ADDITIONAL COSTS NECESSARY TO PLACE ITEM IN SERVICE	A. PURCHASE PRICE	148.00	592.00		
	B. LABOR				
	C. MATERIAL				
	D.				
	E.				
TOTAL COST (ITEMS A THRU E)			592.00		
13. EXPLAIN ADDITIONAL COSTS (B THRU E OF 12 ABOVE)				14. SIGNATURE OF REQUESTOR	
RESERVED FOR USE OF BUDGET OFFICE					
15. COMMENTS OF BUDGET ANALYST				16. PRIORITY	
				17. APPROVED	

CITY OF SAN DIEGO - BUDGET DEPARTMENT

DEPARTMENTAL BUDGET REQUEST - OUTLAY

1. DEPARTMENT Community Organization Div., Model Cities Department		2. ACTIVITY Community Center for Student Development		3. DEPT. & ACT. NO. 94.84	4. REF. NO. 4
5. DISTRIBUTION OF OUTLAY ITEMS TO FACILITIES					
A. FACILITY OR LOCATION		B. NO.	C. BUD. O.	D. FACILITY OR LOCATION	
Center for Community Development					
6. EQUIPMENT OR OTHER OBJECT OF OUTLAY EXPENDITURE					
A. QUAN.	B. DESCRIPTION				
1 lot	Drapes, for windows 5' x 5', 2 sets, includes Monica Rox Calarflas with tract installations. (See Purchase Order 70094, Req. # M-16082)				
7. SIMILAR EQUIPMENT AT SAME LOCATIONS			B. AVERAGE DAILY USE (HOURS, MILES, ETC.)		
A. QUAN.	B. DESCRIPTION		A. PRESENT EQUIP.	B. REQUESTED EQUIP.	
	None				
9. EXPLAIN NECESSITY FOR, OR BENEFITS TO BE EXPECTED FROM THIS EXPENDITURE					
Use for light and heat control in the CCSD, front windows.					
10. IS REQUEST CONTINGENT UPON INCREASE OF PERSONNEL? (IF 'YES', EXPLAIN)					
<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
11. LIST EQUIPMENT TO BE DISPLACED					
A. INV. NO.	B. DESCRIPTION			C. RECOMMENDED DISPOSAL	
	None				
12. ESTIMATED COST		UNIT COST	TOTAL COST	FOR USE BY BUDGET OFFICE STAFF	
IN SPACE (B) THRU (E) SHOW ADDITIONAL COSTS NECESSARY TO PLACE ITEM IN SERVICE	A. PURCHASE PRICE	253.00	253.00		
	B. LABOR				
	C. MATERIAL				
	D.				
	E.				
TOTAL COST (ITEMS A THRU E)			253.00		
13. EXPLAIN ADDITIONAL COSTS (B THRU E OF 12 ABOVE)				14. SIGNATURE OF REQUESTOR	
RESERVED FOR USE OF BUDGET OFFICE					
15. COMMENTS OF BUDGET ANALYST				16. PRIORITY	
				17. APPROVED	

MODEL CITIES PROGRAM - CITY OF SAN DIEGO  
ESTIMATED MONTHLY EXPENDITURE SCHEDULE

--MODEL CITIES GRANT FUNDS--

PROJECT Community Center for Student Development 9484

OPERATING AGENCY Community Organization Div., Model Cities Dept.

211852

DESCRIPTION	Acct. No.	MONTH						TOTAL BUDGET
		1 & 2	3	4	5	6		
PERSONNEL EXPENSE			-0-	-0-	-0-	-0-	-0-	
NON-PERSONNEL EXP.								
Transportation	3210		100	100	100	100	400	
Postage	3211		60	60	60	60	240	
Telephone	3212		90	90	90	90	360	
Spec. Dept. Exp.	3217		90	90	90	90	360	
Printing	3231		90	90	90	90	360	
Utilities	3241		80	80	80	80	320	
Water Services	3244		40	40	40	40	160	
Repairs of Equip.	3251		95	96	97	97	386	
Repairs of Building	3252		90	90	90	90	360	
Professional Services	3295		6,984	6,984	6,984	6,985	27,937	
Disc. Cont. Services	3299		191	191	192	191	765	
Office Supplies	3301		100	100	100	100	400	
Antiorial Supp.	3311		90	90	90	90	360	
Books	3360		80	80	80	80	320	
Periodicals	3361		65	65	65	65	260	
Inclass. Mat.	3399		90	90	90	90	360	
Cont. of Equip.	3411		300	300	300	360	1,200	
	3414		100	100	100	100	400	
TOTAL NON-PERSONNEL EXP.			8,736	8,736	8,738	8,738	34,948	
PLAY - Equipment	4540		3,052	-0-	-0-	-0-	3,052	
TOTAL ACTIVITY			11,788	8,736	8,738	8,733	38,000	

CD 205A (7/74)

*[Handwritten signature]*

MODEL CITIES PROGRAM - CITY OF SAN DIEGO  
ESTIMATED MONTHLY EXPENDITURE SCHEDULE

--OTHER GOVERNMENTAL FUNDS-- (Model Cities - In-Kind)

PROJECT Community Center for Student Development 9484

OPERATING AGENCY Community Organization Div., Model Cities Department

211852

DESCRIPTION	Acct. No.	MONTH						TOTAL BUDGET
		1 & 2	3	4	5	6		
PERSONNEL EXPENSE								
Salaries & Wages	1151		417	457	417	437	1,728	
Retirement	2150		44	48	44	46	182	
Social Security	2152		24	27	24	26	101	
Comp. Ins.	2424		4	4	4	4	16	
Group Ins.	2425		9	10	9	10	38	
TOTAL PERS. EXP.			498	546	498	523	2,065	
TOTAL ACTIVITY			498	546	498	523	2,065	

CD, 205C (7/74)

*[Handwritten signature]*

**CERTIFICATE OF CITY AUDITOR AND COMPTROLLER**

**CERTIFICATION OF UNALLOTTED BALANCE**

I HEREBY CERTIFY that the money required for the allotment of funds for the purpose set forth in the foregoing resolution is available in the Treasury, or is anticipated to come into the Treasury, and is otherwise unallotted.

Amount \$ \_\_\_\_\_ Fund \_\_\_\_\_

Purpose \_\_\_\_\_

RECEIVED  
CITY CLERK'S OFFICE  
1974 OCT 16 AM 8:47  
SAN DIEGO, CALIF.

\_\_\_\_\_  
Auditor and Comptroller of  
The City of San Diego, Calif.

D \_\_\_\_\_, 19 \_\_\_\_\_ By \_\_\_\_\_

**CERTIFICATION OF UNENCUMBERED BALANCE**

I HEREBY CERTIFY that the indebtedness and obligation to be incurred by the contract or agreement authorized by the hereto attached resolution, can be incurred without the violation of any of the provisions of the Charter of the City of San Diego; and I do hereby further certify, in conformity with the requirements of the Charter of the City of San Diego, that sufficient moneys have been appropriated for the purpose of said contract, that sufficient moneys to meet the obligations of said contract are actually in the Treasury, or are anticipated to come into the Treasury, to the credit of the appropriation from which the same are to be drawn, and that the said moneys now actually in the Treasury, together with the moneys anticipated to come into the Treasury, to the credit of said appropriation, are otherwise unencumbered.

Not to exceed \$ 38,000.00

Dated October 7, 19 74

W. S. Sage  
Auditor and Comptroller of  
The City of San Diego, Calif.

BY [Signature]

Job Order \_\_\_\_\_  
Resolution No. \_\_\_\_\_  
Project No. \_\_\_\_\_

Fund 2904 Dept./Activity 9484 Object 3299

Purpose Modify Program to Provide for Continuous Operations

Vendor Community Center for Student Development Program

211852

OCT 24 1974

CERTIFICATE NO. 6033



Passed and adopted by the Council of The City of San Diego on OCT 24 1974,  
 by the following vote:

Councilmen	Yeas	Nays	Excused	Absent
Gil Johnson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maureen F. O'Connor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lee Hubbard	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leon L. Williams	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Floyd L. Morrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bob Martinet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Ellis	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jim Bates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AUTHENTICATED BY:

PETE WILSON  
 Mayor of The City of San Diego, California.

(Seal)

EDWARD NIELSEN  
 City Clerk of The City of San Diego, California.

By Kathleen Martiney, Deputy.

Office of the City Clerk, San Diego, California

Resolution Number 211852 Adopted OCT 24 1974  
*LY*