

RESOLUTION No. 218525 (R-77-2268)

Adopted on JUN 1 1977

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

That the City Manager, through the Housing and Community Services Department, is hereby authorized to continue to operate the project known as CENTER FOR COMMUNITY DEVELOPMENT for a two-month period from July 1, 1977 to August 31, 1977, according to the Scope of Services and Budget attached hereto as Exhibit A.

BE IT FURTHER RESOLVED, that the expenditure of \$23,200 in 1977 Community Development Block Grant (CDBG) Public Service moneys from General Fund 100 of The City of San Diego, be and it is hereby authorized, solely and exclusively, to fund the continuance of the above referenced project.

APPROVED: JOHN W. WITT, City Attorney

By 
John K. Riess, Deputy

JKR:lc:666
5/27/77
Aud.Cert.#8548
Or.Dept.:Housing
& Comm. Services

SCOPE OF SERVICES

Center for Community Development

General Purpose:

The Center for Community Development allows the City to maintain an outreach capability with respect to helping the citizens deal with those problems that are City related. The Center functions as a facilitator in the preparation of linking the citizens and his/her problem with the appropriate resources that will be helpful in resolving the perceived problem.

Contractor shall:

- I. Maintain an office in the target area at 1501 National Avenue which shall be open to the public from 8 a.m. to 5 p.m., Monday through Friday. Office shall also be open evenings and weekends as necessary for community workshops, classes, and other program services.
- II. Student Component
 - A. Provide students with information about County, City and community activities and resources.
 1. Conduct workshops regarding the structure, organization, functions and accessibility of local government as well as other topics developed by the students, the advisory board, and staff.
 2. A minimum of one two (2) hour workshop shall be held each month for a minimum of twenty (20) students per workshop.

218525 **EXHIBIT A**

3. Develop and administer an evaluation instrument to each workshop participant within two weeks of each workshop. The instrument shall measure participants' perceptions of and satisfaction with the workshop and shall attempt to measure what each participant learned or gained from that particular workshop.

III. Provide facilities and programs for community education purposes.

- A. Provide community residents with information about County, City, and community activities and resources. Topics shall include the structure, organization, function, and accessibility of local government as well as other topics developed by community residents, the advisory board, and staff.
 1. Conduct a minimum of two (2) workshops each month for at least twenty (20) participants per workshop at a minimum of two (2) hours per workshop.
 2. Conduct a minimum of two (2) classes each month for at least twenty (20) participants per workshop at a minimum of two (2) hours per class.
 3. Develop and administer an evaluation instrument to the participants of each workshop and class within two (2) weeks of each event. The instrument shall measure participants' perception of and satisfaction with the workshop, or class, and shall attempt to measure what each participant has learned or gained from that workshop class.

- B. Provide information and referral services and problem solving services, to include employment referrals and referrals to educational institutions. Follow-up by staff to determine outcome of each referral is considered part of the referral service.
- C. Maintain a list of fifteen (15) community residents with expertise and knowledge of community problems who may be used as information and referral resources and who will assist individuals and groups in solving community problems.
- D. Maintain a speakers' bureau of twelve (12) professionals and/or public figures who will be available to speak to community groups and to the Center's workshops and classes.
- E. Maintain a Project Advisory Board of seven (7) people drawn from parents, community residents, teachers and administrators. Board will meet at least monthly and will provide community input into the planning and implementation of Center for Community Development programs.
- G. Make facilities available to various community groups for meetings, workshops, classes, etc.

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BUDGET EXHIBIT FOR OPERATING AGREEMENT

OPERATING AGENCY City of San Diego PROJECT Center for Community Development

CONTRACT PERIOD

From: January 1, 1977 To: August 31, 1977

FUNDING SOURCE: Community Development Block Grant

Original Submission Revision No. 1

COST CATEGORY	CURRENT APPROVED BUDGET (1)	REQUESTED FUNDS (2)	TOTAL (Col. 1 & 2)
Personnel Services	\$54,515	\$19,078	\$73,593
Non. Pers. Exp. & Outlay	29,085	4,122	33,207
GRAND TOTAL	\$83,600	\$23,200	\$106,800

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BLOCK GRANT PROGRAM -- CITY OF SAN DIEGO
ESTIMATED MONTHLY EXPENDITURE SCHEDULE

PROJECT Center for Community Development

Description	Acct. No.	Jan. 1, 1977 - June 30, 1977	July	August	TOTAL
Salaries & Wages*	1151	44,982	7,872	7,872	60,726
Unused Sick Leave	1155	333	58	58	449
Retirement	2150	5,501	962	962	7,425
Social Security	2152	2,631	460	460	3,551
Comp. Insurance	2424	60	11	11	82
Group Insurance	2425	1,008	176	176	1,360
TOTAL PERSONNEL		54,515	9,539	9,539	73,593
Transportation	3210	2,608	342	100	3,050
Postage	3211	540	60	60	660
Telephone	3212	720	120	120	960
Scheduled Travel	3213	225	--	242	467
Special Dept. Expense	3217	240	40	40	320
Training Fees	3219	350	58	58	466
Printing	3231	810	85	85	980
Utilities	3241	960	160	160	1,280
Water Services	3244	150	25	25	200
Repair Equipment	3251	90	15	15	120
Repair Building	3252	120	20	20	160
Professional Services	3295	14,555	--	--	14,555
Miscellaneous Contr. Serv.	3299	498	83	83	664
Office Supplies	3301	480	80	80	640
Janitorial Supplies	3311	240	40	40	320
Books	3360	900	--	--	900
Periodicals	3361	240	40	40	320
Unclass. Materials	3399	120	20	20	160
Rent	3411	3,439	573	573	4,585
Rent - Equipment	3414	1,800	300	300	2,400
TOTAL NON-PERSONNEL		29,085	2,061	2,061	33,207
TOTAL ACTIVITY		83,600	11,600	11,600	106,800

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TRAVEL REQUEST and EXPENSE REPORT

FISCAL YEAR _____

CITY OF SAN DIEGO

1. NAME OF TRAVELER Ralph Decatur		2. TITLE Project Director, Center for Community Development		3. DEPT.		
4. REF. NO.		5. OFFICIAL MEETING NAME California League of Cities Community Development Conference				
6. SPECIFY BENEFITS TO BE DERIVED BY THE CITY THROUGH ATTENDANCE Allow project to remain current on community development activities.						
7. DESTINATION San Francisco		8. DATE OF MEETING August 8, 1977		9. DATE OF DEPARTURE August 8, 1977		
10. DATE OF RETURN August 11, 1977		11. <input type="checkbox"/> PRIVATE AUTO <input checked="" type="checkbox"/> AIR <input type="checkbox"/> CITY VEHICLE <input type="checkbox"/> TRAIN				
12. DEPT. HEAD APPROVAL						
13. BUDGET DETAILS		UNITS	RATE	AMOUNT	15. LEAVE BLANK	16. APPROVED BY BUDGET DEPT.
A. LODGING		3	\$ 30.00	\$ 90.00	\$	
B. MEALS		12	6.50	78.00		
C. TRANSPORTATION		1	64.00	64.00		
D. OTHER (SPECIFY)						
(1) Taxi		2	5.00	10.00		
(2)						
(3)						
14. ESTIMATED TOTAL EXPENSES				\$ 242.00	\$	

		DATES							TOTALS
		SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	
TRAVEL EXPENSE REPORT	TRANSPORTATION / CAR MILEAGE								
	TAXIS OR GARAGE								
	HOTEL								
	TELEPHONE AND TELEGRAPH (OFFICIAL CALLS ONLY)								
	TIPS								
	MEALS	BREAKFAST							
		LUNCH							
DINNER									
OTHER (SPECIFY)									
TOTALS									
<p>MUST BE FILED WITHIN THREE DAYS AFTER COMPLETION OF TRIP. Attach receipts for Hotel, Transportation (air, train, bus, etc.) and any Special Items. Items on report are normally allowed travel expenses. Explain any special items on the reverse side. Give names and business connections of persons whose meals were paid by traveler.</p>									
I certify that the foregoing statement is correct. Signed _____ Date _____ Approved _____						Total Expense Less Cash Advanced Warrant Check No. Due City Deposit Receipt No. Due Traveler			

Passed and adopted by the Council of The City of San Diego on JUN 1 1977,
 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"/>
Tom Gade	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Joel M. Strobl	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Jess D. Haro	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Pete Wilson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

AUTHENTICATED BY:

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

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

By Kathleen Martinez Deputy.

(Seal)

RECEIVED
 CITY CLERK'S OFFICE
 1977 MAY 31 PM 2:18
 SAN DIEGO, CALIF.

Office of the City Clerk, San Diego, California	
Resolution Number 218525	Adopted JUN 1 1977