

AN ORDINANCE      2009-04-09-0262

**AUTHORIZING ALL ACTIONS NECESSARY REGARDING ACCEPTANCE OF FIXED AND NON-FIXED ASSETS, AND REAL PROPERTY PURCHASED WITH HEAD START FUNDS FROM PARENT CHILD INCORPORATED; AND AUTHORIZING THE EXECUTION OF DOCUMENTS AND LEASES NECESSARY TO SECURE SPACE FOR THE PROVISION OF HEAD START SERVICES WITHIN HEAD START PROGRAM FUND LIMITATIONS.**

\* \* \* \* \*

**WHEREAS**, on June 10, 2008, the City issued a Request for Proposal (RFP) for Head Start Program services at the direction of the Quality of Life Committee; and

**WHEREAS**, the RFP was designed to identify quality program improvements and potential cost efficiencies; and

**WHEREAS**, the Director of the Department of Community Initiatives (DCI) presented recommendations on the new Head Start program model and proposed providers to City Council on August 7, 2008; and

**WHEREAS**, these recommendations were based on an evaluation made by an outside review panel; and

**WHEREAS**, City Council passed a resolution which acted on those recommendations and authorized the negotiation of contracts and action regarding appeals to the City in accordance with City procedures and federal regulations; and

**WHEREAS**, DCI rejected the Parent/Child Incorporated (PCI) refunding application submitted on August 15, 2008 based upon its failure to meet the cost efficiencies demonstrated by the recommended contractors; and

**WHEREAS**, as a result of the City of San Antonio's rejection of PCI's refunding application, PCI began an appeal process; and

**WHEREAS**, on January 16, 2009, the Department of Health and Human Services (HHS) provided notification of its decision to uphold the City's decision; and

**WHEREAS**, in communications dated March 10, 2009, HHS provided clarification on fixed and non-fixed assets and property that will be retained by the City of San Antonio for continued Head Start program services; and

**WHEREAS**, on April 8, 2009, the Planning Commission passed a resolution approving acceptance of real property purchased with federal funds, the filing of notices of federal interest as necessary, and all related actions; **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 Department of Community Initiatives or his designee is authorized to take all actions necessary regarding acceptance of fixed and non-fixed assets, and real property purchased with Head Start funds from Parent Child Incorporated (PCI), including but not limited to the execution of any documents necessary to effectuate said transfer and acceptance of property in accordance with U.S. Department of Health and Human Services guidelines.

**SECTION 2.** The City Manager or her designee, or the Director of the Department of Community Initiatives or his designee is authorized to negotiate and execute any and all documents and leases necessary to secure space for the provision of Head Start services, including but not limited to: 1) renewing a lease for space at City-owned facilities to PCI at 3510 North Main Street, 911 West Harriman Place and 1000 West Harriman Place at a rental rate of \$1.00 a year in consideration for PCI providing Head Start services at these locations (attached hereto as Attachment I); and, 2) the assumption or execution of leases for space in non-City facilities to provide Head Start services within Head Start program fund limitations.

**SECTION 3.** The City Manager, or her designee or the Director of Community Initiatives or his designee is further authorized to submit and execute any and all necessary documents required by the U.S. Department of Health and Human Services to effectuate the implementation of the City's Head Start program model.

**SECTION 4.** The City Manager, or her designee or the Director of Community Initiatives or his designee is further authorized to execute and file transfer, closing and recording documents to effect Head Start program changes.

**SECTION 5.** Fund 2602238004 entitled "Head Start 2009" is hereby designated for use in the accounting for the fiscal transactions set forth in this Ordinance. Head Start grant funds for the FY 2009 – 2010 grant year will be appropriated in said fund. Any rental fees received as set out in this Ordinance will be allocated to this fund. Payments for all leases or associated expenses shall not exceed the amount budgeted and will be funded through the overall grant amount.

**SECTION 6.** 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.

EG/mgc  
04/09/09  
Item #7a

**SECTION 7.** This Ordinance shall become effective immediately upon passage by eight (8) affirmative votes of the entire City Council; otherwise, said effective date shall be ten (10) days from the date of passage hereof.

PASSED AND APPROVED this 9<sup>th</sup> day of April, 2009.

ATTEST: *Sandra M. Vaut*  
City Clerk

*Phil Hardberger*  
MAYOR  
PHIL HARDBERGER

APPROVED AS TO FORM: *Hollis Young*  
for City Attorney



## Agenda Voting Results - 7A

<b>Name:</b>	7A, 7B						
<b>Date:</b>	04/09/2009						
<b>Time:</b>	02:35:22 PM						
<b>Vote Type:</b>	Motion to Approve						
<b>Description:</b>	An Ordinance authorizing all actions necessary regarding acceptance of fixed and non-fixed assets, and real property purchased with Head Start funds from PCI; and authorizing the execution of documents and leases necessary to secure space for the provision of Head Start services within Head Start program fund limitations.						
<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>
Phil Hardberger	Mayor		x				
Mary Alice P. Cisneros	District 1		x				
Sheila D. McNeil	District 2		x				
Jennifer V. Ramos	District 3		x			x	
Philip A. Cortez	District 4		x				
Lourdes Galvan	District 5		x				x
Delicia Herrera	District 6		x				
Justin Rodriguez	District 7		x				
Diane G. Cibrian	District 8		x				
Louis E. Rowe	District 9		x				
John G. Clamp	District 10		x				

**Renewal and Amendment of Lease Agreement**  
(Parent-Child, Inc.)

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This Renewal and Amendment of Lease Agreement is between Tenant and the City of San Antonio ("Landlord"), pursuant to the Ordinance Authorizing Renewal.

**1. Identifying Information.**

**Ordinance Authorizing  
Renewal:**

**Tenant:** Parent-Child, Inc.

**Tenant's Address:** P.O. Box 830407, San Antonio, Texas 78283-0407

**Lease:** Lease Agreement between Landlord and Tenant relating to approximately 17,630 square feet in four buildings located at 911 W. Harriman Place, 1000 W. Harriman Place, and 1001 W. Harriman Place and unimproved Lots 7 through 15, 19 through 22, Lots 30 through 35, and the west 32.5 feet of Lot 36, N.C.B. 6803 in the West Harriman Place Blocks, all in San Antonio, Bexar County, Texas and 5,900 square feet in a building located on real property known as 3510 N. Main in San Antonio, Bexar County, Texas, and authorized by the Ordinance Authorizing Original Lease

**Ordinance Authorizing  
Original Lease:** 98534, December 4, 2003

**Beginning of Renewal Term** January 1, 2009

**Expiration of Renewal Term** July 31, 2009

**2. Defined Terms.**

All terms used in this instrument and not otherwise defined herein but defined in the Lease or any previous amendment to it have the meanings previously ascribed to them.

**3. Renewal.**

The term of the Lease is extended from the Beginning of Renewal Term through and including the Expiration of Renewal Term.

**4. Early Termination.**

Despite the Renewal made by this instrument, either party may terminate this agreement anytime on 30-days written notice. Further, termination of Tenant's Head Start contract with Landlord automatically terminates this Lease conterminously with termination of the Head Start contract.

## **5. Rent.**

From the Beginning of the Renewal Term to the Expiration of the Renewal Term, Tenant must pay to Landlord the following rent at the place, at the intervals, and in the manner described in the Lease for the payment of rent. Rent is the same during this Renewal Term as during the original term.

## **6. Reduction in Size of Premises.**

6.01. The Premises are revised to consist of two geographically separated areas, Premises A and Premises B.

6.02. Premises A, which has been reduced to approximately 15,470 square feet of building area and adjacent land, consist of the following:

- (a) in two buildings located at 911 W. Harriman Place and 1000 W. Harriman Place,
- (b) the unimproved land identified as Lots 7 through 15, 19 through 22, 30 through 35 and the west 32.5 feet of Lot 36, all within New City Block 6803 of the West Harriman Place Block, per plat recorded in the recorders office of the County of Bexar, and

6.03. Premises B consists of approximately 5,900 square feet in the building located at 3510 North Main Street.

6.04. The building located at 1001 Harriman Place, which would formerly have been part of the area now described Premises A, is specifically excluded from the Premises.

## **7. No Default.**

Neither Landlord nor Tenant is in default under the Lease, and neither party is aware of a cause of action against the other arising out of or relating to the period before this renewal. The representations of this paragraph relate only to the Lease and not to Tenant's Head Start contract with the City.

## **8. Same Terms and Conditions.**

This renewal instrument is a fully integrated statement of the modifications to the Lease. Except as expressly modified by this renewal, the Lease remains a comprehensive statement of the rights and obligations of Landlord and Tenant. Landlord and Tenant reaffirm the Lease as modified by this agreement.

## **8. Public Information.**

Tenant acknowledges that this instrument is public information within the meaning of Chapter 552 of the Texas Government Code and accordingly may be disclosed to the public. Nothing in this agreement waives an otherwise applicable exception to disclosure.

In Witness Whereof, the parties have caused their representatives to set their hands.

**Landlord**

**Tenant**

City of San Antonio, a Texas municipal corporation

Parent-Child, Inc., a Texas non-profit corporation

By: \_\_\_\_\_

By: *Dr. Sharon M. Small*

Printed Name: \_\_\_\_\_

Printed Name: Dr. Sharon M. Small

Title: \_\_\_\_\_

Title: Chief Executive Officer

Date: \_\_\_\_\_

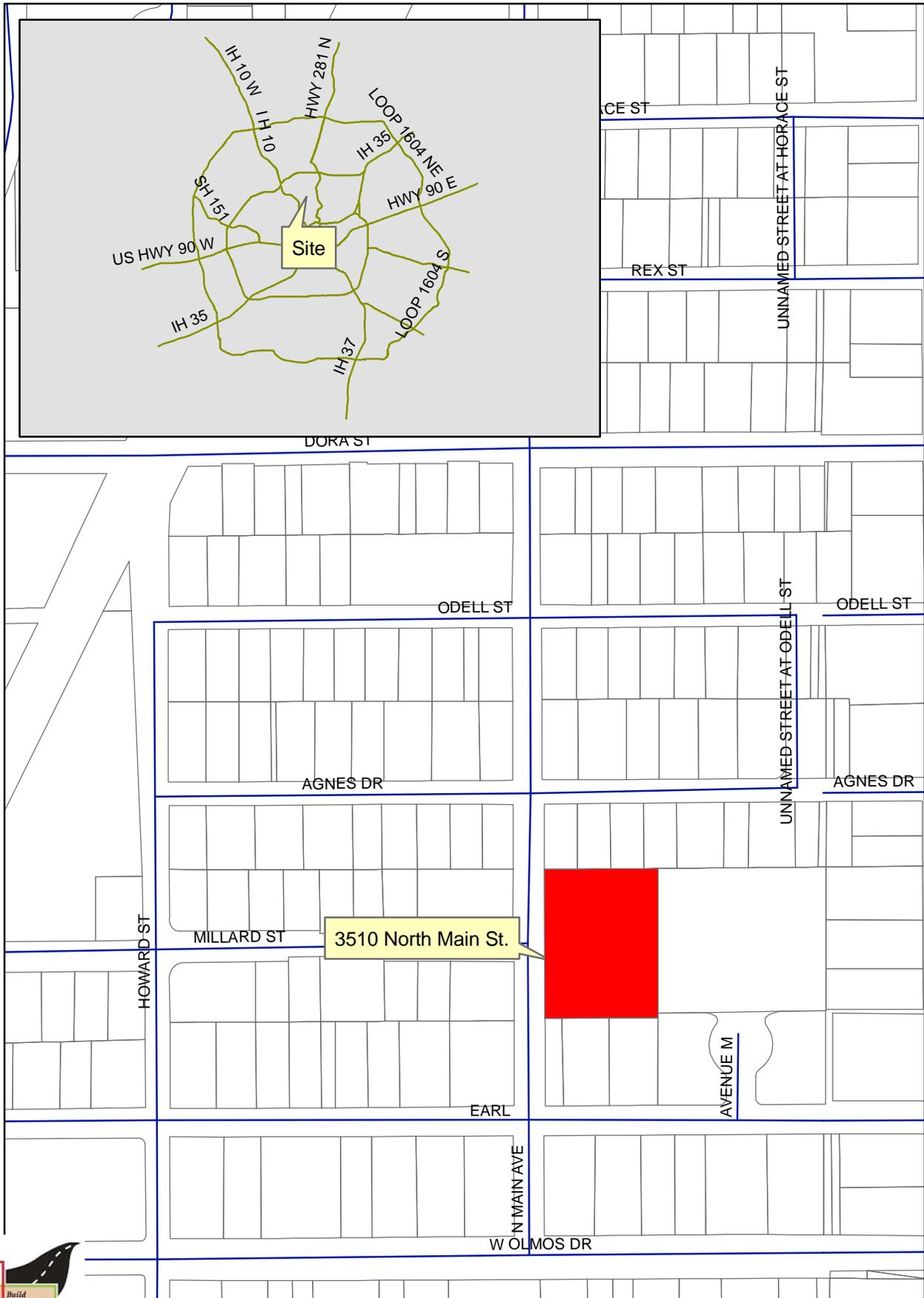
Date: 2/24/09

**Approved as to Form:**

\_\_\_\_\_  
City Attorney

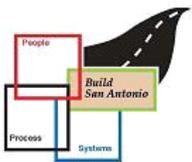
# Parent-Child Inc. Property Location Map

## City Council District 1



# Parent-Child Inc. Property Location Map

## City Council District 5





# Head Start Program Transition

April 9, 2009

# Purpose

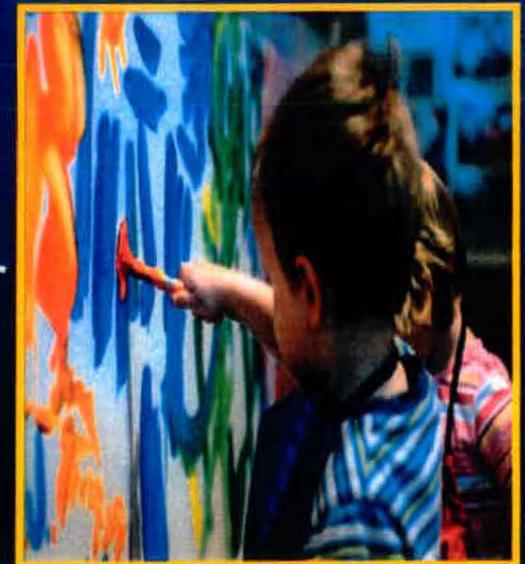
Consideration of the following ordinances in relation to the Head Start program:

- A. Authorization of actions necessary to accept federal property purchased with Head Start funds from Parent/Child, Inc. (PCI) including facilities, vehicles, and equipment and to execute leases necessary for the provision of services
- B. An Ordinance approving execution of contracts and contract amendments for the provision of Head Start services

These ordinances further authorize submission of documents to HHS as required by the actions above

# Timeline

- To maintain continuity of services through the transition DCI recommends:
  - Contract for services with PCI through July 31<sup>st</sup>
  - Allow a close-out period ending October 31, 2009
- PCI will provide services through the current school year, including summer services
- Effective August 1, 2009, PCI will no longer provide Head Start services for Bexar County

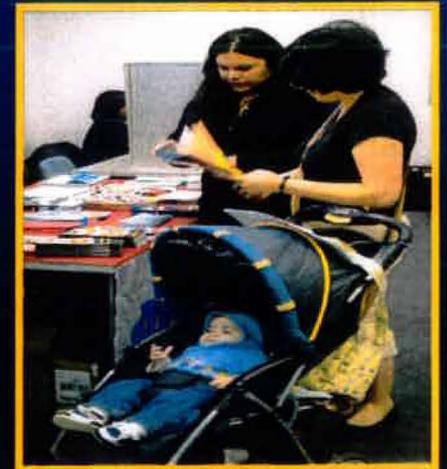


## Timeline, cont.

- Beginning on August 24, 2009, the new contractors will begin providing Head Start services led by certified, bachelor-degreed early childhood education teachers
- **Currently enrolled children will be automatically eligible next year for a second year of Head Start**
- Parents will receive enrollment and center location information by May 1, 2009

# Program Improvements

- Higher quality early education services
- Strong integration with school district to facilitate smooth transition to elementary school
- Leveraging of significant DCI and new provider resources to provide wrap around services to families
- Coordination of a medical home for every family to ensure preventative and continual care



# Parent Outreach

- Informational and community meetings
  - Parent meetings are being held at centers April 7<sup>th</sup> - 9<sup>th</sup>
    - As of Wednesday April 8<sup>th</sup>, met with 2,940 parents in 49 Centers
    - Visits to the remaining 42 centers will be completed by April 9<sup>th</sup>
  - Attending monthly Center Parent Committee meetings
  - Community meetings: April 30<sup>th</sup>, May 16<sup>th</sup>, June 6<sup>th</sup>
- Media announcements, notices, flyers, and letters
- Dedicated Head Start phone line: **207-7851** and website, [www.saheadstart.org](http://www.saheadstart.org)

# Workforce Outreach

- PCI employees have been receiving employment assistance through Workforce Solutions Alamo (WSA)
- The City and its new partners will recruit and retain the most qualified PCI employees for the new program
- Additional job fair opportunities
  - San Antonio ISD – position specific job fairs: April - May
  - WSA – multiple local employers: May 8<sup>th</sup>
  - Edgewood ISD – interviews for Head Start positions: early summer
  - Family Service Association – interviews for Head Start positions: early summer



# Next Steps

- May 1<sup>st</sup>, announce center locations and enrollment process
- May 14<sup>th</sup>, accept Head Start stimulus funds and request City Council approval and authorization of contracts for additional providers
  - Accept stimulus funds for a cost of living adjustment and quality improvements
  - Apply for approximately 700 additional Head Start slots
- June – July, enrollment and registration for new school year
- August 24<sup>th</sup>, new Head Start providers begin providing services to 6,789 children