

**STATE OF TEXAS  
COUNTY OF BEXAR  
CITY OF SAN ANTONIO**

**A WORK SESSION OF THE CITY COUNCIL OF THE CITY OF SAN ANTONIO WAS HELD  
IN THE MUNICIPAL PLAZA BUILDING, TUESDAY, AUGUST 24, 2010.**

The San Antonio City Council convened in a Work Session at 2:00 pm Tuesday, **August 24, 2010**, Municipal Plaza Building with the following Councilmembers present: Cisneros, Taylor, Ramos, Cortez, Medina, Lopez, Rodriguez, Williams, Chan, and Clamp. **ABSENT:** Mayor Castro.

**1. STAFF PRESENTATION ON THE FY 2011 PROPOSED BUDGET FOCUSING ON,  
BUT NOT LIMITED TO, THE FOLLOWING:**

**A. HUMAN & WORKFORCE DELEGATE AGENCIES**

Cindy Schoenmakers, Interim Director of the Department of Community Initiatives (DCI), presented the FY 2011 Proposed Budget on Human and Workforce Development Services. It was noted that City had been funding human development for over 30 years and highlighted the Request for Proposal (RFP) processes utilized. Ms. Schoenmakers noted that the current bi-annual process that combines four funding sources into one RFP began in 2005.

For FY 2011, DCI proposes funding Human and Workforce Development in an amount of \$20.9 million. It was noted that this amount was a 5.2% increase over the FY 2010 Budget. Ms. Schoenmakers detailed the funding sources and stated that 82% of the Budget was funded by the General Fund. She added that the increase in funding was a direct result of Council priorities selected during the Ballot Selection process. It was noted that the City released a Request for Proposal (RFP) based on the identified priorities on February 26, 2010. Ms. Schoenmakers reported that the City received a total of 154 applications from 86 agencies totaling \$32 million. She informed the Council that the FY 2011 Budget for Human and Workforce Development was at \$20.9 million.

A brief overview the Ballot Selection Process was provided which highlighted the four service categories to be funded, the methodology used to determine Council priorities, and funding levels. As it relates to the service category to be funded, Ms. Schoenmakers stated that the City Council requested that services be provided in the areas of Family Strengthening, Youth Development, Workforce Development, and Community Safety Net. It was noted that staff recommended the funding of agencies based on City Council priorities, evaluation committee rankings, and past performance.

Ms. Schoenmakers noted that the FY 2011 Budget was being increased by \$1 million from the FY 2010 Budget. It was noted that the City was proposing to fund 67 agencies and 111 programs within the identified service categories. She stated that DCI had developed 4 alternate funding options for the Council to consider. It was noted that Option A maintained FY 2010 funding levels for delegate agencies; Option B funded new categories of services and recommended the reduction of funding amounts by 1.5% for 50 agencies; Option C funded new categories and recommended the reduction of funding amounts by 2.5% for 43 agencies; and Option D funding new categories and recommended the reduction of funding amounts by 3% for 42 agencies.

Councilmember Taylor asked for clarification on the funding being provided to the College Access Center (Café College) and San Antonio Education Partnership (SAEP). Ms. Schoenmakers stated that College Access and Opportunities was one of the programs being funded in the service category of Youth Development. She continued by noting that SAEP in coordination with other agencies would be providing educational services at Café College. City Manager Sheryl Sculley reminded the Council that a contract was recently approved which authorized SAEP to provide educational services in the amount of \$50,000.

At the request of Councilmember Chan, Ms. Schoenmakers reported that the City began funding Financial Security Programs in 2005 and that the type of financial assistance provided depended on the program. The success of the Volunteer Income Tax Assistance Program (VITA) was highlighted. Councilmember Chan asked if the department maintained data to show VITA customer frequency since 2005 and if the program trained individuals to do their own taxes. Ms. Schoenmakers noted that VITA focused on preparing tax returns for customers; not on training them to complete their own tax returns. Councilmember Chan requested that she be provided with data reflecting the number of repeat customers and with a cost assessment for tax preparation training. She expressed the need to provide training to enable some to prepare their own tax return. Ms. Schoenmakers noted that the average cost for preparing a tax return was \$300 and detailed program requirements. Councilmember Chan requested that the City look into the possibility of redirecting the funds allocated to the VITA Program for training individuals on tax preparation.

Councilmember Cisneros highlighted the awards that the San Antonio VITA Program has received. She spoke to the partnerships made since 2005 which have contributed to the success of the program and the importance of the program to the community. Ms. Schoenmakers stated that in FY 2010 approximately 1,000 volunteers processed 37,000 tax returns and assisted individuals in getting a total of \$73 million in tax refunds. Ms. Sculley spoke to the qualifications necessary to properly complete tax returns.

At the request of Councilmember Cisneros, Ms. Schoenmakers addressed the number of meals provided at Senior Centers and well as the number of students participating in the After-School Challenge Program, Head Start, and the Child Care Services Program. She noted that it was too early to determine if the service delivery of these programs would be affected by the proposed State Budget cuts.

Councilmember Cisneros noted the proposed reduction of hours and positions at the Willie Velasquez and Ferrari Learning Centers. Ms. Schoenmakers explained the methodology in determining the proposed hours of operation and staffing compliment and stated that the department was committed to ensuring that the needs of the community were met. Ms. Sculley stated that Learning Centers were overstaffed based on the utilization of the Centers. Councilmember Cisneros requested that City staff revisit the reductions of hours and positions at the Willie Velasquez and Ferrari Learning Centers. She noted that the proposed reductions would adversely affect the community.

Councilmember Lopez requested the methodology in identifying service reductions. Ms. Sculley stated that the three criteria were utilized in determining funding levels: Council Priorities, quality of proposal, and past performance. She further explained that Council priorities were the driving force in determining which services, agencies, and programs be funded. Councilmember Lopez asked how the City validated the performance of each delegate agency. Ms. Schoenmakers detailed the process utilized to measure and monitor performance. Councilmember Lopez requested that the City explore the possibility of including language in contracts that require former agency participants to volunteer or

financially contribute to the agency upon graduation from the program or upon receipt of services. He also noted the importance of agencies becoming self-sustaining and celebrating their successes.

In response to Councilmember Clamp, Ms. Sculley confirmed that the additional \$1 million in delegate agency funding would be allocated to Haven for Hope and other identified agencies. Councilmember Clamp addressed concerns with increasing the funding for delegate agencies when departments were asked to reduce their budgets. Ms. Sculley stated that funding amounts were based on Council priorities as reflected on the sheet entitled "City Council Ballot Results Comparison." Councilmember Clamp requested that he be provided a copy of the Ballot Score Card completed by all Council that reflects incremental increases.

Councilmember Clamp asked why the City was funding organizations such as KLRN and UTSA in the area of Very Early Childhood Development and what background said agencies had in the reflective area of funding. Ms. Sculley detailed the services provided by KLRN in the area of Very Early Childhood Development and stated that funding was allocated based on Council Priorities and amount requested by the agency.

Councilmember Clamp requested data on the number of agencies requiring graduates to give back upon completion of the program. Ms. Sculley stated that City Staff would have to review the delegate agency funding proposals in order to ascertain said information. Councilmember Clamp asked why funding for Project Quest was not reduced when funding for other agencies was. Ms. Sculley stated that funding was not being reduced at the request of the City Council and that she was open to suggestions within the agency funding allocations. It was noted that 551 individuals were enrolled in Project Quest in FY 2010. Mr. Rene Dominguez added that he would provide the Council with the number of Project Quest Graduates.

In order to determine that all organizations utilized City funding wisely, Councilmember Clamp requested that the new Council be tasked with developing better performance measures as well as requiring agencies to become self-sustaining.

Councilmember Clamp requested that City staff determine the cost effectiveness of having a third party administer and manage delegate agency contracts. He explained that agencies get funding from multiple sources and each has their own performance measures. Ms. Sculley stated that the City had been exploring the idea and planned on using United Way as a model.

Ms. Schoenmakers stated that a total of 40 City Staff members assist with various aspects of contract management and administration. It was noted by Peter Zanoni, Assistant City Manager, that the cost to the City for managing and administering contracts was about \$500,000 in salaries and benefits.

Councilmember Clamp asked why the City was funding new agencies and programs. The funding allocations for FY 2011 were explained. Councilmember Clamp stated that he did not want agencies to be funded in the service category of Homeless Transformation as the City was already funding the initiative. Mr. Zanoni spoke on the various agencies that work together under the umbrella of Haven for Hope Inc. to provide the various services to the homeless. Ms. Schoenmakers stated that she would provide the Council with performance measures for agencies funding Homeless Transformation Initiatives.

Councilmember Cortez stated that he was in support of Option A as it did not reduce funding for any delegate agencies. However, he would also like to fund Café College and the Very Early Childhood Center.

Councilmember Medina spoke in favor of maintaining funding for the Senior Citizen Centers. He asked staff to look into the possibility of even increasing funding for Senior Citizen Centers. Councilmember Medina also requested that staff revisit the proposed reductions in staff and hours for the Learning Centers. He spoke to the utilization of the facilities by many in the community.

Ms. Sculley noted that the City manages the facilities while classes were offered by another organization. She addressed the varying attendance of facilities based on need and location and spoke on the unfairness in having differing hours for each of the facilities.

At the request of Councilmember Medina, Ms. Schoenmakers stated that the peak hours of operation for Learning Centers were in the morning and evening. She continued by noting that the most utilized Learning Centers were Margarita Huanes, Willie Velasquez, and St. Mary's.

Councilmember Medina spoke in support of funding the VITA Program and Project Quest. He highlighted the importance of their Programs to the community and noted that it would be more of a financial burden to the community if the Programs were not funded.

At the request of Councilmember Williams, Ms. Schoenmakers explained the proposed funding options. Councilmember Williams spoke on the importance of funding Senior Services and requested that said services not be decreased. He voiced his concern with the findings of the Senior Services Survey presented to the City Council after the Budget was passed.

Councilmember Williams asked for clarification on the funding allocations to Homeless Transformation Initiatives. It was noted that said Initiative was being funded by the General Fund, HOWPA, CBDG, Emergency Services Grant, as well as other funding sources.

Councilmember Taylor noted that everyone was facing financial difficulties and therefore the City Council should consider Options B, C, and D. She added that the resulting costs savings would allow the City to fund agencies, programs, and services not previously funded. Councilmember Taylor spoke in support of decreasing funding on a case-by-case basis rather than across the board.

As it relates to the VITA Program, Councilmember Taylor spoke in support of funding the Program while also providing tax preparation training. She added that the funding source of a Program determined if a funding allocation was justifiable or not.

Councilmember Chan spoke on the importance of the VITA Program to the community; however, funding the Program in the amount of \$250,000 was too excessive. She reiterated her previous request for the DCI staff to provide her with data regarding utilization rates and rates charged by private companies for tax preparation services. Councilmember Chan also reiterated that DCI staff look into the possibility of phasing-in a Tax-Training Course.

Councilmember Cisneros asked of the criteria required to seek tax assistance from the VITA Program. Ms. Schoenmakers noted that VITA Volunteers prepared 37,000 tax returns and that the median income

of participants was \$27,000 for a family of four. Councilmember Cisneros requested that the City partner with a corporate sponsor to fund the creation of a Public Service Announcement (PSA) announcing tax preparation training courses and that said PSA be aired on Channel 21. She also requested that the City develop another option that decreases funding for delegate agencies while allowing the City to fund Café College and Early Childhood as well as increase funding for Senior Services.

Councilmember Ramos spoke to the importance of funding delegate agencies regardless of the amount. She asked for clarification on the funding allocations proposed for Senior Services and the VITA Program. Ms. Sculley stated that the proposed funding amount for Senior Services was being increased from FY 2010 by 18%; however, the amount proposed for FY 2011 equated to 11%. As it relates to the VITA Program, it was noted that the proposed Budget as well as Options B-D decreased the Program's funding. Councilmember Ramos spoke on the importance of requiring delegate agencies to be self-sustaining and noted that she had been requesting that delegate agency contracts include self-sustaining provisions. She stated how funds saved could be utilized to fund other agencies, programs, and services.

Councilmember Ramos urged the Council to assess all Options very carefully and work together to develop funding options.

Due to time constraints, Councilmember Ramos noted that the Budget Presentation for the Health Department would be rescheduled.

## **B. COMMUNITY INITIATIVES**

Ms. Schoenmakers noted that the Department assisted with the transition of the Head Start Program and Haven for Hope, the opening of Café College, as well as managed the Senior Multi-Service Centers and the VITA Program. She reported that the Grand Opening of Café College was scheduled for Monday, September 27 at 6 pm. She stated that the FY 2011 Proposed Budget for DCI was \$33.3 million and highlighted areas of efficiencies, noting that the Department proposed to eliminate positions, as well as reduce expenditures and overhead costs. She added that it was being proposed to realign the hours of operation for Community Learning Centers to better reflect service demands. She explained the differences in Proposals A and B and spoke on the methodology to determine the proposed hours of operation. She noted that the Department proposed utilizing a one-time budget allocation in the amount of \$250,000 to the Summer Youth Employment Program. Lastly, it was noted that DCI planned on new funding Haven for Hope in the amount of \$1.5 million. She highlighted the funding that Haven for Hope has received since FY 2006.

Councilmember Cisneros spoke in support of the proposal to fund the Summer Youth Employment Program. She requested that the Program target inner-city youth, specifically youth residing in the Community Revitalization Action Group (CRAG) Area. Councilmember Cisneros voiced her concern with the proposal to close the Learning Centers on the weekends as this was the only time working families could visit the facilities. As such, she requested that DCI staff look into the possibility of closing on Mondays.

Councilmember Cisneros requested additional information on Urban Strategies. It was noted that the City funded Communities in Schools in the amount of \$150,000 and has been funding the organization

for several years. Councilmember Cisneros requested that the City collaborate with agencies as services are being duplicated.

Councilmember Cisneros spoke to the transportation needs of seniors increasing over time. Ms. Schoenmakers highlighted the various City transportation services available. Councilmember Cisneros requested that the City partner with service providers in order to better serve the needs of the community.

At the request of Councilmember Cisneros, Ms. Schoenmakers reported that the Report on Head Start would be provided at the end of the month and would be presented to the Quality of Life Committee. Councilmember Cisneros requested additional information regarding the funding provided by TEA and the City for Adult Literacy as well as the information regarding City employees utilizing Adult Literacy services.

At the request of Councilmember Williams, Ms. Sculley provided the Council with the mission of the Summer Youth Employment Program and its funding history. She stated that said Program was not funded in FY 2010, but was being proposed to receive a one-time allocation of \$250,000. Councilmember Williams asked about the duties performed by Program participants. Ms. Schoenmakers noted that the City partnered with various employers in the community to teach participants basic work skills. Councilmember Williams noted that he did not have a problem with funding the Program as long as the Program was administered correctly and funding was properly utilized. He requested additional information on the Program to reflect duties of participants, employers, and success rate. Ms. Schoenmakers noted that the City planned on soliciting prospective employers via the RFP process and that the Program recruited participants from all parts of the City.

In regards to Haven for Hope, Councilmember Williams sought additional information regarding the City's future funding plan. Ms. Sculley stated the City planned on funding Haven for Hope in the amount of \$5.5 million in FY 2011 and similar amounts in the future. As such, she suggested that the City of San Antonio have a seat on the Board for Haven for Hope.

Councilmember Williams voiced his concern with liability issues and the cost effectiveness of providing Transportation Services to seniors. Ms. Schoenmakers stated that the Department planned on reviewing the Program's mission in order to determine if the City should be providing the service. She noted that transportation services was not included in Phase I of the Senior Services Survey as only the service delivery of Learning Centers was covered, but planned to be included in Phase II of the Survey.

Councilmember Clamp requested that the City look into partnering with cab companies to provide transportation services to the elderly at a discounted rate. Ms. Schoenmakers noted that the City was already partnering with cab companies and said service was paid by a small grant. She added that the topic of partnering with transportation providers was a topic covered in the Senior Services Survey.

Councilmember Clamp addressed the City's investment in Haven for Hope and cautioned Council on issuing funding in excess of the \$5.5 million. He requested that the City charge a nominal fee for VITA Program participants. Ms. Schoenmakers stated that the IRS did not allow entities to charge for tax preparation services.

Councilmember Cortez spoke in support of the funding Senior Services and Café College. He noted that he was in support of the ideas expressed by Councilmembers Cisneros and Medina regarding the importance of funding of Haven for Hope. At the request of Councilmember Cortez, Ms. Schoenmakers stated that the District 2 and 6 Multi Senior Centers would be opened early next year.

Councilmember Chan requested clarification regarding who operates the Summer Youth Employment Program. Ms. Sculley stated that the City did not run the program and that enrollment was open to all area youth. In regard to Café College, Councilmember Chan requested a report denoting the number of San Antonio students attending college as a result of seeking assistance from the Program. Ms. Schoenmakers noted that the contract with the service providers required that this data be provided to the City.

Councilmember Ramos requested that a RFP be issued in order to identify prospective employers for the Summer Youth Employment Program. She spoke of the importance of Haven for Hope and supported funding of the organization. However, she requested that funding be capped. She noted that homelessness was a citywide issue and encouraged staff to identify the need in other areas of the community.

Ms. Sculley provided the schedule of Budget Hearings for Wednesday, August 25, 2010.

### **C. HEALTH DEPARTMENT**

Due to time limitations, it was noted that said FY 2011 Proposed Budget presentation would be rescheduled.

### **ADJOURNMENT**

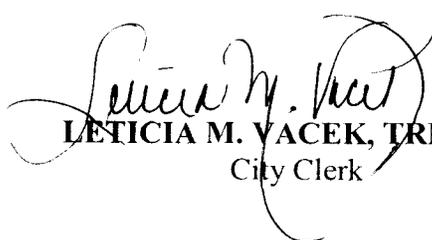
There being no further discussion, Mayor Pro Tem Ramos adjourned the meeting at 5:08 pm.

**APPROVED**



**JENNIFER V. RAMOS**  
MAYOR PRO TEM

Attest:



**LETICIA M. VACEK, TRMC/CMC**  
City Clerk