

CITY COUNCIL RESEARCH DIVISION LEGISLATIVE SUMMARY

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Bill Type and Number: Ordinance 2025-110

Introducer/Sponsor(s): Council President at the request of the Mayor

Date of Introduction: February 11, 2025

Committee(s) of Reference: NCSPHS, F

Date of Analysis: February 13, 2025

Type of Action: Authorization to execute contract amendments; designation of oversight agency

Bill Summary: The bill authorizes the execution of amendments to a contract between the City and The Potter's House Community Development Empowering Center, Inc. for operation of Cure Violence Public Health Violence Reduction Model sites. The amendments incorporate budget amendments and extend the expiration dates of the contract. The Grants and Contract Compliance Division of the Finance and Administration Department is designated to continue as the oversight agency for the contracts.

Background Information: The City entered into two contracts with The Potter's House to operate two Cure Violence programs for the 4-month period October 1, 2023 through January 31, 2024. The contracts were not extended or renewed and the Grants and Contract Compliance Division has been working with the organization since that time to resolve reporting issues and an outstanding audit requirement. The four amendments are as follows:

Northside Site – correct a budgetary discrepancy by moving \$2,932.97 from Supervisor salary to Site Director salary. There is no change in the salary budget but since the amount exceeds 10% above original budget, City Council approval is required.

Westside Site – correct a budgetary discrepancy by moving \$1,333.30 from Other Operating Expenses to Rent to cover a deficit. City Council approval is required because there was an error in the budget formulas and an incorrect approved budget was used, which was not discovered until the organization's audit was received.

Westside Site - correct a budgetary discrepancy by moving \$166.67 from Health Insurance to Employer Taxes. There is no change in the salary budget but since the amount exceeds 10% above original budget, City Council approval is required.

The original contracts are revived retroactive to January 31, 2024 and the amendments extend the expiration dates to the date the Grants and Contract Compliance Division completes its close-out of the contracts. With the approval of these budget amendments, The Potter's House can submit its audit to the City and avoid being placed on the grants non-compliance list.

Policy Impact Area: Grant reporting requirements

Fiscal Impact: No change to the original contract amounts; reallocation among line items is authorized.

Analyst: Clements