

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> December 5, 2011
	<b>Agenda Item No.</b> 28 <b>Roll Call No.</b> <u>11-2062</u> <b>Communication No.</b> <u>11-735</u> <b>Submitted by:</b> Douglas C. Romig, Housing Services Director

**AGENDA HEADING:**

Approving the 2011 Letter of Agreement for the Holiday Food Project with the Catholic Pastoral Center, 601 Grand Avenue, Des Moines, IA 50309.

**SYNOPSIS:**

Recommend Council approval of the Letter of Agreement and Hold Harmless Agreement for the Holiday Food Project with the Catholic Pastoral Center. City staff and volunteers will provide labor at the Catholic Pastoral Center to pack 1,000 baskets of donated non-perishable food items for low-income households in December 2011.

**FISCAL IMPACT: NONE**

Amount: N/A

Funding Source: N/A

**ADDITIONAL INFORMATION:**

The Housing Services Department, Community Services Division, administers the Holiday Food Project each year in conjunction with City and County departments. The City’s Holiday Food Project began on the south side of town, starting with local projects in the Chesterfield and Pioneer Columbus areas in the 1960’s. The City’s Community Action Agency expanded the project in the 1980’s to encompass the entire city. Now, nearly 150 volunteers from the community assist City staff with packing and sorting donated non-perishable food items at the Catholic Pastoral Center at Sixth and Grand between December 5th and December 16th. Fifty-four City staff members has volunteered in the past for 1-2 hours; along with assistance from Parks and Recreation, Public Works and Polk County.

The Holiday food boxes are packed to provide approximately five days of nutritionally balanced food items for families during the holidays. This food, along with a \$20 gift certificate to a local grocer, provides food for families with children who are not in school during the winter break. Elderly recipients report that they are able to stretch the food items through the winter months. In 2010, 205 food baskets were delivered to households of the elderly or disabled. A single distribution will be held at the Pastoral Center on Saturday, December 17, 2011. On behalf of the families who receive these gifts and the Community Services staff, our thanks to those in the community who support this year’s holiday project.

**PREVIOUS COUNCIL ACTION(S):**

Date: November 22, 2010

Roll Call Number: 10-1941

Action: [2010](#) Letter of Agreement for Holiday Food Project with the Catholic Pastoral Center, 601 Grand Avenue. ([Council Communication No. 10-695](#)) **Moved by Hensley to adopt. Motion Carried 6-1.**

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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