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|  <p style="text-align: center;">Council Communication Office of the City Manager</p> | Date: December 9, 2013 |
| | Agenda Item No. 29 Roll Call No. <u>13-1901</u> Communication No. <u>13-581</u> Submitted by: Douglas C. Romig, Housing Services Director |

AGENDA HEADING:

Approving the 2013 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 2013.

FISCAL IMPACT: NONE

Amount: Space donated by the Catholic Diocese of Des Moines.

ADDITIONAL INFORMATION:

The Housing Services Department, Community Action Agency, administers the Holiday Food Project each year in conjunction with City and County departments. Nearly 150 volunteers from the community assist City staff with packing and sorting donated non-perishable food items at the Catholic Pastoral Center at 6th and Grand between December 9th and December 20th. Support is provided by Polk County Public Works staff. City staff members have volunteered in the past for 1-2 hours at a time.

The Holiday food boxes are packed to provide approximately a four (4) day supply of nutritionally balanced food items for up to 1,000 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.

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. In 2012, with numbers based on donations, 605 food baskets were distributed benefiting 1,596 individuals including 728 children and 339 seniors. A single distribution will be held at the Pastoral Center on Saturday, December 21, 2013. On behalf of the families who receive these gifts and the Community Action Agency staff, our thanks goes out to those in the community who support (donations and volunteers) this annual Holiday Food Project.

PREVIOUS COUNCIL ACTION(S):

Date: December 3, 2012

Roll Call Number: [12-1853](#)

Action: [2012](#) Letter of Agreement for the Holiday Food Project with the Catholic Pastoral Center. [\(Council Communication No. 12-603\)](#) Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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