

CITY COUNCIL  
COMMUNICATION:

02-563

AGENDA:

NOVEMBER 4, 2002

SUBJECT:

AGREEMENT FOR  
USE OF CATHOLIC  
PASTORAL CENTER

TYPE:

RESOLUTION  
ORDINANCE  
RECEIVE/FILE

SUBMITTED BY:

JAMES M. GRANT  
COMMUNITY  
DEVELOPMENT  
DIRECTOR

ITEM 31

OFFICE OF THE CITY MANAGER  
CITY OF DES MOINES, IOWA

**SYNOPSIS —**

The City of Des Moines' Community Development Department has used the Catholic Pastoral Center (6<sup>th</sup> and Grand) each December since the early 1990s to receive food donated by the community for the City's Holiday Food Project. The food is sorted, repackaged, and distributed to low-income families through the Community Development/Community Services site offices. The Catholic Diocese of Des Moines is asking for a written agreement with the City concerning use of their building.

**FISCAL IMPACT —**

No funding impact

**RECOMMENDATION —**

**Approve and sign letter of agreement between the City of Des Moines and the Catholic Diocese of Des Moines concerning the use of the Catholic Pastoral Center for the Holiday Food Project in December.**

**BACKGROUND —**

Local schools, businesses, neighborhood associations, and private groups donate each year non-perishable canned and other food goods that are distributed to low-income families in the City during December. Approximately 1,000 households receive a food box. Each household also receives a \$15 food certificate to purchase meat or other food item of their choice for the holiday. Certificates are funded through the Community Services Block Grant (CSBG) and donations. Food is distributed to families at the Community Services site offices the week before Christmas.

The City through the Community Development Department has operated a Holiday Food Project since the mid 1980s. Donated food is collected from schools and businesses and is brought to a central point where it is sorted and put into food boxes. The Catholic Diocese has generously provided the first floor of the Catholic Pastoral Center (6<sup>th</sup> and Grand) for this task since the early 1990s.

The Diocese wishes to continue to allow the City to use its Pastoral Center for the Holiday Food Project, but is requesting the City sign a letter of agreement to more formalize the relationship. Details contained in the letter have been followed in the past and will add no difficulty to the City.

