



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

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## Community Development Division

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### MEMORANDUM

TO: Legal and Finance Committee

FROM: Barbara Garcia, Community Development Manager

DATE: November 16, 2011

RE: **Council Approval and Authorization for Mayor and Finance Officer to Sign Contract for Fiscal Year 2011 Community Development Block Grant Sub-recipient Behavior Management Systems.**

Staff is seeking City Council approval of, and authorization for the Mayor and Finance Officer to sign the attached FY 2011 Community Development Block Grant (CDBG) contract for Behavior Management Systems. Allocations for this agency's activities were previously approved by the City Council in the FY 2011 Annual Action Plan.

The FY 2011 CDBG funds will be utilized to pay for staff salary and benefits for a full-time employee to process the paperwork and reporting for accessing donated drugs from pharmaceutical companies for clients who cannot afford them.

In order to establish accounts for the Sub-recipients, the City needs to execute two copies of the Sub-recipient CDBG contracts.

**Staff Recommendation: City Council approval and authorization for the Mayor and Finance Officer to sign two copies of the Community Development Block Grant Subrecipient Contract for FY 2011 for Behavior Management Systems.**