

ITEM #: 18  
DATE: 08-13-24  
DEPT: ADMIN

**COUNCIL ACTION FORM**

**SUBJECT: REQUEST FROM THE BUXTON INITIATIVE TO EXTEND FY 2023/24 COTA ANNUAL GRANT COMPLETION DATE**

**BACKGROUND:**

On May 23, 2023, the City Council approved contracts with a variety of agencies for the Commission on the Arts (COTA) FY 2023/24 Annual Grant program. One of the agencies receiving funds through this grant process was The Buxton Initiative, which was awarded a contract for \$8,000. The Buxton Initiative's purpose is to provide programs and community events in celebration of African American artists' cultural contributions.

The City Council referred an email from Cameron Gray, representing the organization, at the July 23, 2024, City Council meeting. The email requested an extension of the completion date for the grant to provide an opportunity for the entirety of the funds to be drawn down. Of the \$8,000 awarded, \$3,426.87 remains to be drawn.

Staff has prepared a contract amendment that extends the duration of the agreement as requested by the organization. All other provisions from the original contract remain in effect. The amendment has been signed and returned and is now presented for City Council approval.

**ALTERNATIVES:**

1. Approve the attached amendment to extend the completion date for the FY 2023/24 COTA Annual Grant contract with The Buxton Initiative to December 31, 2024.
2. Do not approve the amendment and allow the unspent funds to return to the Local Option Sales Tax Fund balance.
3. Refer this item to staff for further information.

**CITY MANAGER'S RECOMMENDED ACTION:**

The City Council approved an agreement for The Buxton Initiative to complete several programs that benefit the Ames community. However, the organization has been unable to completely draw down all of its allocation prior to June 30, 2024. The proposed amendment will extend the agreement for an additional six months, providing time for the organization to complete the tasks and draw down the funds. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

**ATTACHMENT(S):**

[Cameron Gray - COTA Grant Extension.pdf](#)  
[The Buxton Initiative Contract.pdf](#)  
[The Buxton Initiative AMENDMENT.docx](#)