

RESOLUTION No. 2010-28-1210

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AUTHORIZING THE CITY MANAGER TO ALLOCATE COMMUNITY DEVELOPMENT BLOCK GRANT ("CDBG") PUBLIC SERVICES FUNDS IN THE AMOUNT OF ELEVEN THOUSAND EIGHT HUNDRED EIGHTY-FOUR DOLLARS (\$11,884.00) TO THE CITY OF MIAMI GARDENS DEPARTMENT OF PARKS & RECREATION'S A *SUMMER OUTDOORS CAMP*; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of Miami Gardens Department of Community Development allocates Community Development Block Grant ("CDBG") funds to interested non-profit and community based organizations, and

WHEREAS, the City's adopted 2006-2011 CDBG Consolidated Plan identified programs for the youth and the elderly as a top priority, and

WHEREAS, the City's Parks & Recreation Department developed *A Summer Outdoors Camp* to enhance the quality of life of teens by providing positive outdoor experiences, and

WHEREAS, City Staff recommends that Eleven Thousand Eight Hundred Eighty-Four Dollars (\$11,884.00) be awarded to *A Summer Outdoors Camp*, which will serve up to fifty (50) teenagers,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AS FOLLOWS:

Section 1. ADOPTION OF REPRESENTATIONS: The foregoing Whereas paragraphs are hereby ratified and confirmed as being true, and the same are hereby made a specific part of this Resolution.

Section 2. AUTHORIZATION: The City Council of the City of Miami Gardens hereby authorizes the City Manager to allocate Community Development Block Grant ("CDBG") Public Services Funds in the amount of Eleven Thousand Eight Hundred Eighty-Four Dollars (\$11,884.00) to the City's Parks & Recreation Department's *A Summer Outdoors Camp*.

Section 3. EFFECTIVE DATE: This Resolution shall take effect immediately upon its final passage.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS
AT ITS REGULAR MEETING HELD ON JANUARY 27, 2010.


SHIRLEY GIBSON, MAYOR

ATTEST:


RONETTA TAYLOR, MMC, CITY CLERK

PREPARED BY: SONJA KNIGHTON DICKENS, ESQ., CITY ATTORNEY

SPONSORED BY: DANNY CREW, CITY MANAGER

MOVED BY: Councilman Campbell
SECOND BY: Vice Mayor Gilbert

VOTE: 5-0

Mayor Shirley Gibson	<u> X </u> (Yes)	<u> </u> (No)
Vice Mayor Oliver Gilbert, III	<u> X </u> (Yes)	<u> </u> (No)
Councilman Melvin L. Bratton	<u> </u> (Yes)	<u> </u> (No) (out of town)
Councilman Aaron Campbell	<u> X </u> (Yes)	<u> </u> (No)
Councilwoman Barbara Watson	<u> X </u> (Yes)	<u> </u> (No)
Councilwoman Sharon Pritchett	<u> </u> (Yes)	<u> </u> (No) (not present)
Councilman André Williams	<u> X </u> (Yes)	<u> </u> (No)



City of Miami Gardens Agenda Cover Memo

Council Meeting Date:	January 27, 2010		Item Type: <i>(Enter X in box)</i>	Resolution X	Ordinance	Other	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading	
	X			Public Hearing: <i>(Enter X in box)</i>	Yes	No	Yes
Funding Source:	Community Development Block Grant (CDBG) Funds		Advertising Requirement: <i>(Enter X in box)</i>		Yes		No
				X			
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	RFP/RFQ/Bid #:	N/A			
	X						
Sponsor Name	Danny Crew, City Manager		Department:	Community Development			

Short Title:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MIAMI GARDENS, FLORIDA, AUTHORIZING THE CITY MANAGER TO ALLOCATE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”) PUBLIC SERVICES FUNDS IN THE AMOUNT OF ELEVEN THOUSAND EIGHT HUNDRED EIGHTY-FOUR DOLLARS (\$11,884.00) TO THE CITY OF MIAMI GARDENS DEPARTMENT OF PARKS & RECREATION’S A *SUMMER OUTDOORS CAMP*; PROVIDING FOR THE ADOPTION OF REPRESENTATIONS; PROVIDING AN EFFECTIVE DATE.

Staff Summary:

Background

Annually, the Department of Community Development makes available Community Development Block Grant (CDBG) funds for the provision of public services to Miami Gardens’ residents. These funds are made available to interested non-profit or community based organizations applying through a formal Request for Proposal (RFP) process. For FY 2009-10, an RFP was made available to the public on June 5, 2009. Nine (9) proposals were received, evaluated and scored by staff. The top four (4) scoring agencies were recommended to Council to receive funding and on September 21, 2009, Council passed the following two (2) funding awards:

**ITEM L-2) RESOLUTION
PUBLIC HEARING
Summer Outdoors Camp**

Case Valentina	\$40,000
Sunshine For All, Inc.	<u>\$80,000</u>
	\$120,000

Based on the total amount of Public Service Funds available for this fiscal year, there is a balance of \$101,500 still available for funding of Public Service activities.

Current Situation

The City's adopted 2006-2011 Consolidated Plan identifies programs for youth and program for the elderly as top priorities. To that end, staff has attempted to recommend funding for programs that meet these established priorities. The Parks & Recreation Department's *A Summer Outdoors Camp* was developed to enhance the quality of life for our teens by providing them with the opportunity to engage in positive outdoor experiences that will have lasting effects on their educational development.

A Summer Outdoors Camp proposes to enroll up to 50 teens from Miami Gardens at the Teen Center at Scott Park. The Camp will run for 10 weeks beginning June 14 through August 20, 2010, Monday through Friday. The City has previously awarded CDBG Public Service funds to the Parks & Recreation Department for this program in FY2007-08 in the amount of \$19,776.55. The program served 20 unduplicated teens, for 10-weeks in the Summer 2008, and was successfully completed.

Therefore, staff is recommending that \$11,884.00 of FY2009-10 Public Service funds be awarded to the City's Parks & Recreation Department for *A Summer Outdoors Camp*, which will serve up to 50 teenage youth, from June 14 to August 20, 2010.

A resolution is required in order to allocate CDBG funds to the City of Miami Gardens Parks & Recreation Department. Subsequent to Council approval of staff's recommendation, a Memorandum of Understanding will be executed between the City's Community Development and Parks & Recreation Departments in which the scope of services, performance deliverables, and funding distribution will be outlined.

Proposed Action:

Staff recommends approval of the proposed resolution allocating FY2009-10 CDBG Public Services funds in the amount of \$11,884.00 to the City of Miami Gardens Parks & Recreation Department.

Attachment:

- Parks & Recreation Summer Outdoors MOU(FY2009-10)
- Summer Outdoors Program Work Plan



Memorandum

TO: Kara Petty, Director
Parks & Recreation

DATE: January 28, 2010

CC: Renee Farmer, Deputy City Manager
Sonja Dickens, City Attorney

RE: Parks & Recreation
FY 2009-10 CDBG Funding
(A Summer Outdoors)

FROM: Daniel A. Rosemond, Assistant City
Manager/Community Development
Director

The City of Miami Gardens Council approved the allocation of \$11,884 in Community Development Block Grant (CDBG) on January 27, 2010 to the Parks & Recreation Department. The allocation is to fund “A Summer Outdoors” program to benefit low to moderate income youth. This memo serves to outline the parameters of the funding requirements as outlined by the Code of Federal Regulations (CFR’s).

A sub-recipient agreement is being executed between the City and the other agencies also funded with CDBG. However, per the recommendation of the City Attorney, a memorandum of understanding between our departments would be more appropriate. Below are the specific terms that will govern your department’s use of the funds. Should you have any questions, please feel free to contact me. Your signature acknowledging acceptance of these terms is required.

Funding Source: Community Development Block Grant Funds

Amount: \$11,884.00

Term: February 1, 2010 thru September 30, 2010

Attachments: Attachment A (Work Plan)
Attachment B (Compensation and Budget Summary)

Basic Requirements: Performance of services outlined in Work Plan and in accordance with applicable Code of Federal Regulations

Compensation: The amount of compensation payable to the Parks Department shall be based on the rates, schedules and conditions described in Attachment “B”

Financial Accountability: The Department of Community Development reserves the right to audit the program records of the Parks & Recreation Department at any time during the performance of this Agreement and for a period of three years after its expiration/termination. The Parks & Recreation Department agrees to provide all financial and other applicable records and documentation of services to the Community Development Department. Any payment made

shall be subject to reduction for amounts included in the related invoice which are found by Community Development, on the basis of such audit, not to constitute allowable expenditures. Any payments made to the Parks & Recreation Department are subject to reduction for overpayments on previously submitted invoices.

Other CDBG Program Requirements: The Parks & Recreation Department shall comply with all applicable provisions of 24 CFR Part 570 and shall carry out each activity in compliance with all applicable federal laws and regulations described therein. Parks & Recreation Department shall also comply with the requirement and standards of OMB Circular No. A-87 "Cost Principles for State, Local, and Indian Tribal Governments."

Program income means gross income received by the Parks & Recreation Department which has been directly generated from the use of the CDBG Funds. Park and Recreation shall submit to Community Development monthly, a Program Income report and a Work Program Status Report. The Program Income Report shall identify CDBG activities in which income was derived and how income has been utilized. Any interest or other return on the investment of the CDBG Funds shall be remitted to the Community Development on a monthly basis.

Upon expiration/termination of the Agreement, the Park Department must transfer to the Community Development Department any CDBG Funds on hand at the time of expiration/termination and any accounts receivable attributable to the use of CDBG Funds.

Accepted: _____ Date: _____
Kara Petty, Director of Parks & Recreation

Program Narrative

Organizational Experience:

The City of Miami Gardens was incorporated on May, 13, 2003, as the 33rd municipality in Miami-Dade County, and at a population of 105,457, it is the County's third largest city after the cities of Miami and Hialeah.

Miami Gardens is a vibrant and diverse city with a strong sense of community ownership, civic pride, abundant employment opportunities and cultural and leisure activities for its residents. The City strives to deliver superior services designed to enhance public safety and quality of life while exercising good stewardship through open government and active civic business and resident involvement.

The Parks and Recreation Department has championed the City's mission by providing quality services to the community. Currently, an After-School program for children ages 5-12 exists at ten parks and has 275 participants. A Sports Development program is also offered throughout the year with 150-200 participants each session. In March 2006, the Department implemented programming geared towards the teenage population in our community by hiring a full-time Teen Coordinator to develop, research funding opportunities, implement, and monitor programs. The participants meet Monday-Friday and enjoy field trips, special guests, tutoring, and socializing. These local teens expressed an interest in having an interactive, fun-filled, yet educational summer experience. After being awarded a 2007 Community Development Block Grant, from the City of Miami Gardens Office of Community Development, we were able to launch our first *Summer Outdoors Camp*. If it were not for these grant funds 40 teens would have spent the summer idle at home. But instead the teens had unforgettable experiences in South Florida's great outdoors.

Organizational Structure:

The Parks and Recreation Department is overseen by the Director of Parks and Recreation and an Assistant Director. The Recreation Division which includes programming, athletics, and aquatics is led under the direction of the Recreation Superintendent. The Teen Coordinator position is responsible for all development/implantation/monitoring of teen programming, marketing, and evaluation. Each park has a full-time Recreation Supervisor and part-time Recreation Aides that assist in implementing the programs.

Program Objectives:

The City of Miami Gardens has a large number of teens who, while school is not in session, have a large amount of idle time on their hands. In addition, many of these teens have not had hands-on experiences with nature. The Parks and Recreation Department proposes to implement a second summer session of *Summer Outdoors Camp* for neighborhood teens. The purpose of this *Summer Outdoors* teen camp program is to enhance the quality of life through the professional delivery of experiences with the great outdoors. We are also dedicated to the health, safety, and enrichment of our program participants. This camp program helps to promote this objective by providing teens in our community with the opportunity to engage in positive outdoor experiences that will have a lasting effect on their educational development. The proposed enhancement to our camp program is a means to meet our objectives and goals we have set forth.

Only by receiving funds from 2009 Community Development Block Grant will we be able to provide another special ten-week session this summer. These funds will assist us in enlisting special guest speakers and coordinate outdoor trips which will bring the concept to life for the participants, opportunities that they might otherwise not be privy to. Most of the populations that we are serving have never participated in such activities, and have not been made aware of both the life enhancement and career opportunities that are available through nature and outdoor environments. Teens enrolled in the program will have a greater appreciation for natural treasures around them. This program will raise the awareness of the teens, prompting them to share their knowledge with others in the community.

Description of Program:

The proposed program will enroll up to 50 teens from neighborhoods in and around the City of Miami Gardens and will be held at Teen Center at Scott Park. The program will run for ten weeks from June 14 – August 20, 2010 and will be supervised by our full-time Teen Coordinator. The camp will be open from 7:30am-6:00pm, Monday through Friday. The campers will go on field trips three-four days each week. Special guests will bring the great outdoors to them as well. A few trips will include visits to local and national parks, zoos, museums, beaches, Biscayne Bay, the Everglades, all while incorporating hands-on activities.

(1) Parents will complete a registration form in order to enroll their child as well as an additional questionnaire that ensures participants meet the requirements of low to moderate income. (2) Parents will be asked to provide proof of income by submitting supporting documents such as tax information, pay stubs, and/or students' free/reduced school lunch cards. (3) The Department will verify proof of residency. As an incentive for parents to submit these required documents, in order to qualify by the terms of the grant, parents will receive a discounted rate on weekly camp fees. We will track the use of Community Development Block Grant funds by purchase requisitions and invoices from field trips and special guest bookings. We will be able to provide participant attendance reports by requiring the campers/parents to sign in and out on a daily basis.

As a form of evaluating the success of the program, the participants will complete a pre and post questionnaire on quality of camp services and knowledge of our local natural resources as well as an end-of-the summer marketing project. Campers will choose one place they have visited during the program or one related subject matter to research further and create an audio or visual public service announcement (PSA) that would encourage their peers to appreciate our local natural resources. The presentations will be rated on informational content, creativity, and delivery.

This *Summer Outdoors Camp* experience will allow participants to continue to increase their knowledge of the environment and tear away from the electronic games and television. With help of 2009 Community Development Block Grant funds, these experiences have the definite possibility of having lasting fond memories for the teens involved in the camp program.

Objective	Goal	Measurement
Outdoor Field Experiences	<ol style="list-style-type: none"> 1. Increase knowledge of the South Florida natural resources. 2. Increase number of new experiences of the South Florida natural resources among participants. 	<ol style="list-style-type: none"> 1. By August 8, 2010, 50% of participants will show an increase in knowledge about the environment 2. By August 8, 2010, the City will provide field experiences to at least 20 teens
Career Exploration	<ol style="list-style-type: none"> 1. Increase knowledge of the career opportunities. 	<ol style="list-style-type: none"> 1. By August 8, 2010 50% participants will show an increase of knowledge of career opportunities in the environmental arena.
Teamwork and Presentation Skills	<ol style="list-style-type: none"> 1. Preparation and delivery of end-of-summer project. 	<ol style="list-style-type: none"> 1. By August 8, 2010 80% of participants will present PSAs.

Program Timeline:

March – Begin to develop camp logistics.

April- Schedule special guests and schedule field trips. Begin to order supplies and materials necessary for camp. Registration will begin April 5, 2010.

May- Finalize schedules and pre/post evaluation material. Camp registration will continue throughout the month of May. Summer staff training.

June- The first day of camp is June 14, 2010. Begin to implement all activities.

July- Continue to implement camp activities.

August- The last day of camp is August 20, 2010. Completion of evaluation forms (campers and parents) and end-of-summer projects presented by campers.

September- Submit final program reports to the Office of Community Development.