TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER DEPARTMENT: COMMUNITY SERVICES

DATE: FEBRUARY 22, 2005 CMR: 154:05

SUBJECT: CONTRACT WITH PALO ALTO UNIFIED SCHOOL DISTRICT (PAUSD) IN WHICH THE CITY OF PALO ALTO WILL PROVIDE FISCAL SERVICES FOR THE PAUSD SUMMER ENRICHMENT PROGRAMS AND PROVIDE A COLLABORATIVE AFTER SCHOOL PROGRAM

RECOMMENDATION
Staff recommends that Council approve and authorize the Mayor to execute the attached contract with Palo Alto Unified School District (PAUSD) authorizing the City of Palo Alto (City) to act as fiscal agent for PAUSD’s summer enrichment program; and, working in collaboration with PAUSD, provide an after school camp program and a variety of other classes on PAUSD sites, as well as provide summer enrichment programs and recreation camps on City sites.

BACKGROUND
This is an annual agreement between the City of Palo Alto and PAUSD. In 2001 it was agreed that the City and PAUSD collaborate in order to facilitate summer enrichment programs for PAUSD students. The collaboration is evaluated annually and continues to be very successful.

DISCUSSION
Under this contract, PAUSD will provide summer enrichment classes at selected school sites. PAUSD and the City’s Recreation Division have agreed to work collaboratively to provide a new summer enrichment program and recreation camp. PAUSD will provide summer enrichment activities and the City will provide recreation programs and field trips. The combination of these two programs will provide a full day of learning and childcare for Palo Alto children.

The City will act as a fiscal agent for PAUSD’s summer enrichment classes at selected schools. PAUSD will collect the checks, made payable to the City, and credit card payments and deliver them to the City. The City will deposit the checks into the General Fund, and return 92 percent of revenue collected to PAUSD, while retaining the remaining 8 percent as administrative fees for its fiscal services. The City will collect and handle all fees for the City-run after school programs.

The participants enrolling in the new summer enrichment/recreation camp sign up through the City’s registration process. Revenue will be used to cover all expenses and any net income will be distributed evenly between PAUSD and the City’s Recreation Division.
RESOURCE IMPACT
The contract will provide net revenues to the General Fund of approximately $15,000-$20,000 and has been included in the budget, therefore a Budget Amendment Ordinance is not required.

POLICY IMPLICATIONS
The recommendation is that this report is consistent with current City policies.

ENVIRONMENTAL REVIEW
This contract is not a project as defined by the California Environmental Quality Act (CEQA) and is not subject to CEQA requirements.

ATTACHMENTS
Attachment A: Contract Amendment

PREPARED BY: _________________________________________
ROB DE GEUS
Division Manager, Recreation & Youth Sciences

DEPARTMENT HEAD: ____________________________________
RICHARD JAMES
Director of Community Services

CITY MANAGER APPROVAL: _____________________________
EMILY HARRISON
Assistant City Manager