TO: HONORABLE CITY COUNCIL
FROM: CITY MANAGER DEPARTMENT: COMMUNITY SERVICES
DATE: APRIL 3, 2006 CMR: 167:06
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 the Palo Alto Unified School District (PAUSD) authorizing the City of Palo Alto 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
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. This has been an annual agreement between the City of Palo Alto and PAUSD since that time.

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 summer enrichment program and a 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 cards, 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.
Participants enrolling in the summer enrichment/recreation camp will 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 the PAUSD and the City’s Recreation Division.

**RESOURCE IMPACT**
The contract will generate sufficient revenues to offset the expense of providing this service. The current budget has the revenue and expense in its base, and 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

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