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OAKLAND

2014 JAN -2 PM 1:42

AGENDA REPORT

TO: DEANNA J SANTANA
City Administrator

FROM: AUDREE V JONES-TAYLOR
Director, Parks and Recreation

SUBJECT: Authorize the City Administrator
To Enter Into A MOU

DATE: December 20, 2013

City Administrator
Approval

Date

1/2/13

COUNCIL DISTRICT: District 3

RECOMMENDATION

Staff recommends that the City Council approve a resolution authorizing the City Administrator or her designee to execute an operating agreement between the City of Oakland and the County of Alameda (County) for the programmatic operation of the West Oakland Youth Center (WOYC) at 3233 Market Street, from February 1, 2014 to February 28, 2015, with an option to renew

OUTCOME

As a result of this operating agreement, the County of Alameda will conduct a thorough strategic planning process with community, youth, City, and County participation to develop long-term plan for the usage of the facility. The County will also initiate youth programs at the site for the community activities, through existing City or County programs or through external community based organizations

Under this agreement, County staff, under the contractual oversight of the Department of Parks and Recreation will have full access to the WOYC Facility. The County will have the right, authority and power to manage, promote, identify, select and subcontract with operators and generally oversee operations of the West Oakland Youth Center. Moreover, the County will have project management and oversight, responsibility for community engagement, provide a balanced and diverse schedule of youth activities targeting youth and young adults, and responsibility for program evaluation. In addition, the County will coordinate a planning Task Force, have responsibility for reporting of budgets, revenue and operating expenditures and annual financial audits, and obtain and renew necessary licenses, permits and other governmental approvals

The County will be granted, subject to City Council approval, use of the funds allotted to the WOYC in the 2013-2015 budgets for both ongoing services and one-time needs, such as furniture for this recently constructed building. City funding would be provided to the County after approval of a Memorandum of Understanding (inclusive of a Scope of Services) between the City and the County. Funding for the one-time expenses would be made available

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immediately after execution of the MOU while the funds associated with on-going operations would be made available after submission of a budget and spending plan

The maintenance of the facility will be completed by the City's Public Works Agency (PWA), including but not limited to, landscaping, janitorial services, and long term maintenance. The County will have indemnity from the City. The City will be responsible for claims and actions

BACKGROUND/LEGISLATIVE HISTORY

The West Oakland Youth Center ("the WOYC") was a project initiated by community members and Councilmember Nancy Nadel in 2005. The WOYC was designed based on extensive input from community youth and other stakeholders, including the Alameda County Health Services staff operating under the City County Neighborhood Initiative (CCNI). Stakeholders designed the WOYC to focus on job skill development and safety for West Oakland youth. The \$7.6M building was funded in part with a \$5.5M Proposition 84 grant from the State of California. But during the planning and development phase, the City had not identified a source to fund operations. Consistent with its priorities in Public Safety and Youth Development, the City Council allocated \$470,000 for operations and program in 2013-15 Budget adopted in June 2013. Construction of the Center was completed in September 2013. To ensure successful operations of the WOYC, the current City of Oakland Councilmember and staff from District Three have developed an innovative and creative collaborative process with Alameda County for programming at the West Oakland Teen Center. Based on concerns and desires expressed by members of the community, the West Oakland Health and Safety Collaborative, City and County representatives, the City and County will engage the community in an intensive process to develop an implementation plan for the operations of the Center.

ANALYSIS

The County of Alameda's Public Health Department has expertise in managing youth development programs. The City County Neighborhood Initiative (CCNI) has been an active program in the Hoover neighborhood for the past ten years which has bridged City and County funds and personnel to provide community development opportunities in order to counteract the crime and health disparities concentrated in this neighborhood. The work of CCNI has further identified the great need for youth development and enrichment opportunities for youth in the Hoover Neighborhood.

Under the contractual oversight of the Department of Parks and Recreation, the County staff will be required to provide reports on a monthly basis to the WOYC Advisory Board. Advisory Board members will include the Director of Parks and Recreation, Assistant City Administrator or his designee, District Three Councilmember, staff from the Alameda County Public Health Department, and the District 5 representative of the Alameda County Board of Supervisors, or his designee.

PUBLIC OUTREACH/INTEREST

As stated in the background section, community leaders and neighbors have been a core component of the West Oakland Youth Center's development, through the determination of the artwork on the exterior of the building and conducting a survey of local youth for what they

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desire in a youth center Community insight will continue to be integral to the WOYC through a community advisory committee

COORDINATION

In preparation of this report, the City Administrator's Office consulted with the City Attorney's Office and the Council District Office

COST SUMMARY/IMPLICATIONS

The City Council approved a two year budget (FY 2013-15) of \$470,000 for the WOYC The two year budget consists of \$195,000 each year (on-going funding) and \$80,000 in one-time funding The initial annual on-going budget allocation of \$195,000 was to meet staffing and operational costs with an additional one-time budget to meet materials and furniture

The Public Works Agency (PWA) has estimated in-kind maintenance service costs at roughly \$136,000 each year The in-kind costs are intended to meet but not limited to utilities (water, gas, electric), custodial services, general maintenance (plumbing, electrical, HVAC, etc), routine preventative maintenance securing of contracts for service and repair of building systems The estimated amount is budgeted within PWA's existing two-year budget through the Internal Services Fund

The source of funding for the two-year (FY 2013-15) budget allocation of \$470,000 (FY 2013-14, \$275,000 and FY 2014-15, \$195,000) is allocated from the General Purpose Fund and within the Oakland Parks and Recreation budget The PWA in-kind maintenance services costs are allocated from PWA's Facilities Internal Services Fund There are no negative fiscal impacts anticipated as a result of the City Council's budget adoption, allocation or as a result of the operating agreement

FISCAL/POLICY ALIGNMENT

In the 2013-2015 City of Oakland budget, the West Oakland Youth Center was allotted \$195,000 per year, with an additional \$80,000 in one-time costs The County shall have access to funding for services and programs offered up to \$195,000 per year until 2015 The one-time costs should be utilized for furnishings, programmatic supplies, or other one-time costs affiliated with opening the West Oakland Youth Center

SUSTAINABLE OPPORTUNITIES:

Designed by local award-winning architect Harry Overstreet, the West Oakland Youth Center is energy efficient

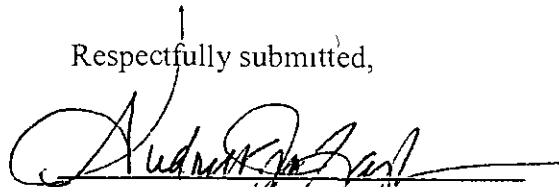
Economic The goal is to create a program that will provide job training for unemployed and disaffected youth throughout West Oakland

Environmental Not applicable

Social Equity West Oakland youth, many of whom are disadvantaged or underserved will benefit from the career development enrichment opportunities, positive adult role models, and other resources provided by the West Oakland Youth Center

For questions regarding this report, please contact me at (510) 238-7532 or District Three Policy Analyst Casey Farmer at (510) 238-7031

Respectfully submitted,



Audree V Jones-Taylor
Director Parks and Recreation

DRAFT

City Attorney

FILED
OFFICE OF THE CITY CLERK
OAKLAND**OAKLAND CITY COUNCIL**2014 JAN -2 PM 1:42
RESOLUTION NO. _____ C.M.S.
Introduced by Councilmember _____

TO ADOPT A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR HER DESIGNEE TO ENTER INTO AN AGREEMENT WITH THE COUNTY OF ALAMEDA TO OPERATE THE WEST OAKLAND YOUTH CENTER FOR THE TERM OF OCTOBER 1, 2013, TO JUNE 30, 2015 AND TO RE-ALLOCATE FUNDS IN THE AMOUNT OF \$470,000 TO FUND THE COUNTY'S OPERATION OF THE CENTER.

WHEREAS, the City wishes to commence youth services at the newly renovated West Oakland Youth Center (Center), located at 3233 Market Street, Oakland, CA, as early in the Fall of 2013 as possible, and

WHEREAS, there is an urgent need for a place where youth and young adults from different neighborhoods can come together in a safe space to learn, develop relationships and be positive contributors to the community, and

WHEREAS, there is a need for teen services in the area to keep youth safe, reduce crime, strengthen families and transform the community, and

WHEREAS, the County of Alameda (County) wishes to provide the services of a county employee to provide short term youth services programming at the center, long-term planning and development of youth programming at the center, and operation and oversight services pertaining to third party youth services providers, and

WHEREAS, the County will provide the county employee services half-time from October 1, 2013 to June 30, 2015 and pay the employee's salary for said services, and

WHEREAS, due to staff shortages to undertake planning and development of youth programming and operations at the Center, it is recommended that the City enter into an intergovernmental agreement with the County to provide said services, and

WHEREAS, the Council approved funding for staff at the Center in the amount of \$195,000 per year in the FY 2013-15 budget (Resolution No. 84466 C M S) and a onetime operation allocation \$80,000 (Resolution No. 84466 C M S), and

WHEREAS, staff recommends that the Council revise the allocation and allocate said funds for the County's operation of the West Oakland Youth Center in the amount of \$470,000 to be used for staffing, operating costs, and furnishings, and

WHEREAS, Intergovernmental agreements are not subject to any city purchasing requirements or programs, but require Council approval under Charter Section 504(1), now, therefore, be it

RESOLVED: That the City Administrator or her designee is authorized to enter into an agreement with the County of Alameda to under which the County will provide long-term and short-term planning and development of youth programming and operations at the Center for the term of October 1, 2013 to June 30, 2015, and be it

FURTHER RESOLVED: That the City of Oakland Council approved reallocation of \$195,000 per year for FY 2013-15 and \$80,000 of onetime allocation from the Office of Parks and Recreation budget (General Purpose Fund-1010) to Alameda County for the operation of the West Oakland Youth Center, and be it

FURTHER RESOLVED: That the Office of the City Attorney has approved this resolution as to form and legality, and a copy will be on file in the Office of the City Clerk

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE

AYES - BROOKS, GALLO, GIBSON MCELHANEY, KALB, KAPLAN REID, SCHAAF,
 AND PRESIDENT KERNIGHAN

NOES --

ABSENT --

ABSTENTION --

ATTEST

LATONDA SIMMONS

City Clerk and Clerk of the Council of the City of
Oakland, California