



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL**      **DATE: FEBRUARY 7, 2017**

**FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT**      **WARDS: 2 AND 6**

**SUBJECT: RIVERSIDE HERITAGE JOHN MUIR CHARTER SCHOOL - SUPPLEMENTAL APPROPRIATION IN THE AMOUNT OF \$70,000 FOR FISCAL YEAR 2016/17 AND \$70,000 FOR FISCAL YEAR 2017/18**

## **ISSUE:**

Authorize the supplemental appropriations, for the estimated revenue and expenditure appropriations for administrative costs and reimbursements associated with Riverside Heritage John Muir Charter School sites, in the annual amount of \$70,000 per year for fiscal years 2016/17 and 2017/18 – total supplemental appropriation \$140,000.

## **RECOMMENDATIONS:**

That the City Council authorize the supplemental appropriations, for the estimated revenue and expenditure appropriations for administrative costs and reimbursements associated with Riverside Heritage John Muir Charter School sites, in the annual amount of \$70,000 per year for fiscal years 2016/17 and 2017/18 – total supplemental appropriation \$140,000.

## **LEGISLATIVE HISTORY:**

On May 21, 2013, City Council approved a Memorandum of Understanding (MOU) with Riverside Heritage John Muir Charter School (JMCS), a non-profit public-benefit corporation which houses two charter school sites, one at the Eric M. Solander Center at Bryant Park, and another at the Cesar Chavez Community Center at Bobby Bonds Park.

On June 25, 2013, City Council approved an amendment to the MOU with JMCS to allow for reimbursement of staff costs by JMCS to the City.

On March 4, 2014, City Council authorized an increase in revenues and appropriate expenditures in the amount of \$70,000 to an account as assigned by the Finance Department for reimbursement of costs associated with JMCS.

**BACKGROUND:**

The JMCS serves youth, ages 16-25, who have dropped out of traditional high school, but still wish to earn their high school diplomas. Since approval, the JMCS staff and Parks, Recreation and Community Services staff have been collaboratively providing numerous students in Riverside with an alternative education opportunity to achieve their high school diploma.

JMCS employs two full-time teachers and a registrar to serve the two campuses. Also approved with the MOU was the addition of a Lead Outreach Worker position to the Parks, Recreation and Community Services Department to assist with the vocational education piece of the curriculum, teaching job development workshops and assisting JMCS students find paid and non-paid work experience opportunities. This staff person began working for the Parks, Recreation and Community Services Department on November 22, 2013. JMCS reimburses the City for up to \$70,000 for administrative costs associated with one Lead Outreach Worker, vehicle usage reimbursement, and phone use.

**DISCUSSION:**

The City will continue to receive reimbursements, not to exceed \$70,000, on an annual basis from JMCS until such time as the City agrees to a new MOU or the MOU is terminated.

Supplemental appropriations reflecting this ongoing arrangement was obtained on March 4, 2014 for Fiscal Year 2013/14. In error, the supplemental appropriations for the \$70,000 per year for fiscal years 2014/15 and 2015/16 were not submitted to City Council.

Staff seeks Council approval for the supplemental appropriations, for the estimated revenue and expenditure appropriations for administrative costs and reimbursements associated with JCMS sites, in the annual amount of \$70,000 per year for fiscal years 2016/17 and 2017/18 to coincide with current biennial budget.

**FISCAL IMPACT:**

There is no impact to the General Fund. JMCS reimburses the City on a monthly basis, up to \$70,000 total per year for administrative costs associated with the Riverside Heritage JMCS sites per the terms of the MOU. Reimbursements are deposited into section 5225000, project account 9884357885 Riverside Heritage JMCS. The expenditure appropriations are offset by the revenue from reimbursements.

JL Key	JL Object	Description	Amount
9884357885	41110000	Salaries	\$66,800
9884357885	42350000	Vehicle Reimbursement	\$1,200
9884357885	42210000	Telephone	\$2,000
		<b>Total</b>	<b>\$70,000</b>

Prepared by: Adolfo Cruz, Parks, Recreation and Community Services Director  
Certified as to  
availability of funds: Scott G. Miller PhD, Chief Financial Officer/City Treasurer  
Approved by: Alexander T. Nguyen, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. Memorandum of Understanding
2. First Amendment to the Memorandum of Understanding