



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: MAY 7, 2024**

FROM: PUBLIC WORKS DEPARTMENT **WARDS: 5, 6 & 7**

SUBJECT: APPROVAL OF THE SECOND AMENDMENT TO THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF RIVERSIDE AND ALVORD UNIFIED SCHOOL DISTRICT FOR FULL REIMBURSEMENT OF CROSSING GUARD SERVICES FOR THE SUMMER PROGRAM

ISSUE:

Approve the Second Amendment to Memorandum of Understanding between Alvord Unified School District (AUSD) for full reimbursement of Crossing Guard Services at all guard locations for the duration of the Summer Program.

RECOMMENDATIONS:

That the City Council:

1. Approve the Second Amendment to the Memorandum of Understanding for Reimbursement of Crossing Guard Services with Alvord Unified School District (AUSD) to fully reimburse the City of Riverside for all guard locations for the duration of the Summer Program; and
2. Authorize the City Manager, or designee, to execute the Second Amendment to the Memorandum of Understanding with AUSD, including making minor and non-substantive changes, and executing future Memorandum of Understanding amendments and extensions, subject to the availability of budgeted funds.

BACKGROUND:

Prior to 2014, the Public Works Department was responsible for staffing and managing the City's crossing guard program. Due to a series of challenges associated with the program, including citywide staffing reductions following the Great Recession, difficulties recruiting and retaining part-time guards, and an increase in liability associated with workplace injuries, on December 3, 2013, the City Council authorized issuance of a Request for Proposals (RFP) for the management and provision of crossing guard services with the City.

On April 15, 2014, the City Council approved a five-year contract with All City Management Services, Inc. (ACMS), which expired on June 30, 2019. The City funded crossing guard services at 100% through June 30, 2019.

On May 14, 2019, staff brought a new contract proposal for crossing guard services before the City Council for a five-year term with an option to extend for one additional two-year term in an amount not to exceed \$4,966,041.60. The agreement would cover up to 64 locations including 48 schools for Riverside Unified School District (RUSD), 15 schools at Alvord Unified School District (AUSD), and 1 parochial school. During that discussion, City staff indicated that based on findings from an informal survey of 50 agencies, many were exploring costs sharing models with school districts for crossing guard services. In response to budgetary constraints, the City Council rejected the contract and directed staff to explore cost-sharing models with both AUSD and RUSD.

On July 16, 2019, staff presented the City Council with a cost sharing plan phased in over a five-year period. The City Council directed staff to work with the school districts on a plan to achieve a 50/50 cost sharing model. The timeframe given to achieve this was preferably within 2 years, but no more than 3 years maximum. In order to ensure the safety of school children on the first day of school, City Council also authorized a short-term agreement up to 90 days from the first day of school (August 8) and directed staff to return to City Council within 60 days with signed Memorandums of Understanding (MOU) from each school district. At the end of 60 days, in the event the school districts were not in agreement with proposed costs sharing terms outlined in the Memoranda of Understanding, staff was directed to provide ACMS with a 30-day termination notice.

On August 22, 2019, RUSD's Board of Education Finance Subcommittee recommended support of the proposed costs sharing model which was approved by Riverside Unified School District's board on September 3, 2019. AUSD staff also recommended support of the cost sharing model to their Board which was heard at the September 19, 2019 AUSD Board meeting.

On February 27, 2024, City Council approved the First Amendment to the Memorandum of Understanding for Reimbursement of Crossing Guard Services with AUSD to fully reimburse the City of Riverside for the additional 12 guard locations in their district with an increase in revenue of \$146,500. In addition, City Council also approved the Second Amendment to Professional Consultant Services Agreement with All-City Management Services, for Crossing Guard Program Management Services to add 13 additional guard locations for an amount not-to-exceed \$160,000, authorized the Chief Financial Officer to record a supplemental appropriation of \$160,000, and authorized the City of Riverside to pay \$13,500 for Crossing Guard Services for the St. Catherine of Alexandria guard location at Arlington and Brockton for the remainder of the 2023/24 school year.

DISCUSSION:

AUSD recently requested crossing guard services for its Summer School Program and is interested in leveraging the City of Riverside's pricing for crossing guard services, as AUSD previously contracted with ACMS at a higher rate. AUSD has agreed to reimburse the City of Riverside 100% for all guard sites within their district for the Summer School Program. To formalize this arrangement, the Second Amendment to Memorandum of Understanding for Reimbursement of Crossing Guard Services (MOU) Agreement between the City of Riverside and AUSD will add the guard locations for the duration of the Summer School Program.

Table 1 below displays the cost sharing responsibilities between AUSD and the City of Riverside not to exceed value for the AUSD Summer School Program for the remainder of FY 2023/24.

Table 1 – Cost Sharing

<i>Alvord Unified School District</i>	<i>2023/24</i>
Percentage Split (City/Schools)	0/100
City	\$0
AUSD	\$26,000

STRATEGIC PLAN ALIGNMENT:

This Agreement supports **Strategic Priority 2** – Community Well-Being and aligns with **Goal 2.3** – Strengthen neighborhood identifies and improve community health and the physical environment through amenities and programs that foster an increased sense of community and enhanced feelings of pride and belonging citywide; and **Goal 2.4** – Support programs and innovations that enhance community safety, encourage neighborhood engagement and build public trust. It also supports **Strategic Priority 5** – High Performing Government and aligns with **Goal 5.4** – Achieve and maintain financial health by addressing gaps between revenues and expenditures and aligning resources with strategic priorities to yield the greatest impact.

Furthermore, this project aligns with each of the five Cross-Cutting Threads:

1. **Community Trust** – Providing crossing guard services to the public is also an integral component of safety measures to ensure the welfare of pedestrians in roadways after school. These service help promote safe communities.
2. **Equity** – The Crossing Guard Program will benefit the entire community, enhances services for underrepresented neighborhoods or population, and generates revenue that will go back into the General Fund to provide citywide benefit.
3. **Fiscal Responsibility** – This proposed amendment exemplifies the partnership between the City of Riverside’s Public Works Department and AUSD, and demonstrates responsible management of the City’s financial resources to provide quality public services to all and ensure our partnering school districts achieve cost savings through our competitive pricing.
4. **Innovation** – This item is neutral in this area.
5. **Sustainability & Resiliency** – Maintaining service agreements such as this allows the City of Riverside to meet the needs of the present without compromising the needs of the future and ensures the City’s capacity to persevere, adapt and grow during good and difficult times alike.

FISCAL IMPACT:

The total fiscal impact of the action is \$26,000. The amended MOU provides that AUSD will fully reimburse the City for these services. Upon Council approval, an increase in revenue in the amount of \$26,000 will be recorded in the General Fund, N/D Crossing Guards Program revenue account number 7241500-339000. Sufficient funding to cover costs are budgeted and available

and no additional appropriations are needed.

Prepared by:	Diana Palatto, Principal Management Analyst
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Certified as to availability of funds:	Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by:	Kris Martinez, Assistant City Manager
Approved as to form:	Phaedra A. Norton, City Attorney

Attachment:	Second Amendment – Memorandum of Understanding with Alvord Unified School District
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