



## Office of the Town Manager

Rafael G. Casals, ICMA-CM, CFM  
Town Manager

# MEMORANDUM

**To:** Honorable Mayor and Town Council  
**From:** Rafael G. Casals, ICMA-CM, CFM, Town Manager  
**Date:** July 18, 2018  
**Re:** The Children's Trust Grant Agreement (RFP #2018-02)

## REQUEST

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING THE CONTRACT BETWEEN THE CHILDREN'S TRUST AND THE TOWN FOR THE PROVISION OF AN AFTER-SCHOOL PROGRAM AT CUTLER RIDGE PARK; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

## BACKGROUND AND ANALYSIS

On January 31, 2018, the Town of Cutler Bay (the "Town") submitted a grant proposal to The Children's Trust (the "Trust") in response to the Trust's "Youth Development RFP #2018-02," for the continuation of the "Cutler Bay After-School Program" (the "Program"). The Program has served children in kindergarten through fifth grade since 2009. The goal of the Program is to provide recreational and evidenced based educational activities that will assist children in improving academically, developing appropriate social skills, and adopting an active lifestyle. The Program serves seventy-two (72) youth. The hours of operation are Monday-Friday 2:00 pm – 6:00 pm (excluding legal holidays when school is not in session). The Program is open on all Teacher Planning Days and Spring Break from 8:00 am – 6:00 pm; with early drop-off at 7:30 am.

On May 29, 2018, the Trust's Board of Directors formally approved the Town's application and awarded a grant in the amount of \$185,636.00. This contract will begin in August 1, 2018 and is renewable for up to five (5) years for a total of \$928,180.00.

## RECOMMENDATION

Staff recommends that the attached resolution be adopted authorizing the Town Manager to execute the agreement between the Town and the Trust, in substantially the form attached hereto as Exhibit "A," on behalf of the Town, subject to the approval of the Town Attorney as to form, content and legal sufficiency.