



## Board of County Commissioners

Leon County, Florida

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Attachment # 2  
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### Agenda Item Executive Summary

Tuesday, August 17, 2010

**Title:**

Consideration of a Memorandum of Understanding with the City of Tallahassee and the Leon County School Board Regarding the Palmer Munroe Teen Center and Restorative Justice Program Funding the Palmer Munroe Community Center in the Amount of \$150,000

**Staff:**

Parwez Alam, County Administrator  
Vincent S. Long, Deputy County Administrator  
Ken Morris, Director of Legislative Affairs and Economic Development

**Issue Briefing:**

This agenda item requests Board consideration of a Memorandum of Understanding (MOU) with the City of Tallahassee and the Leon County School Board regarding the proposed Palmer Munroe Teen Center (Attachment #1). An agenda item containing an earlier version of the MOU was presented to the Board on July 13, 2010; however, the Board directed staff to request the City of Tallahassee reconsider its levy of a facility lease for the proposed teen center (Attachment #2).

The County Administrator met with the City Manager on August 12, 2010 to address the Board's concerns about lease payments. On August 13, 2010, the City submitted a letter and revised MOU to the County, which prohibits County funds from being used for facility rental charges (Section 2g of the MOU). Although County funds could not be used for rent, the City would still have the authority to charge rent after the proposed teen center's first year of operation.

**Fiscal Impact:**

This item has an annual fiscal impact of \$150,000, which is included in the FY 2011 tentative budget. Per the Board's direction, funding is contingent upon the financial support of the City of Tallahassee and Department of Juvenile Justice for the teen center.

**Staff Recommendation:**

Board Direction.

### Report and Discussion

**Background:**

Following the closing of the Palmer Munroe Community Center on October 1, 2009, Commissioner Gillum organized a Youth Center Development Team that prepared a Concept Report outlining the vision and structure for the proposed teen center. The proposed teen center would focus on restorative justice and youth programming including cultural, vocational, and social opportunities.

**Analysis:**

On June 23, 2010, the City approved an MOU to be presented to the County and the School Board to formalize the financial and operational responsibilities of the City, County, and Leon County School Board related to the Palmer

Munroe Teen Center. In addition, the City adopted governing by-laws for the Community Center established by the MOU. On July 13, 2010, the Board directed staff to request the City to levy a facility lease for the teen center as proposed in the MOU (Attachment #3). The City met with the City Manager on August 12, 2010 to address the Board's concerns about lease payments. On August 13, 2010, the City submitted a letter and revised MOU to the County, which prohibits County funds from being used for facility rental charges (Section 2g of the MOU). Although County funds could not be used for rent, the City would still have the authority to charge rent after the proposed teen center's first year of operation.

The proposed model of operation in its first year of inception calls for the City of Tallahassee's Parks, Recreation, and Neighborhood Affairs Department to manage the teen center, which includes property management and maintenance services. Once established and operational, a community based organization (CBO) would manage and operate the teen center after the first year of operation. No rental payment would be required for the first year; however, the City would charge the CBO a reduced lease rate estimated at \$22,900 in the second year, and \$34,380 in the third year, according to the teen center budget submitted to the County on June 21, 2010. These are reduced rates, based on the current rates charged at the City's community centers.

The MOU calls for the Leon County School Board to provide in-kind services, including an intervention officer to serve in a neighborhood coordinator capacity, teachers for tutoring (as available), and transportation on school bus routes for greater access to the teen center from nearby schools.

A target date of August 23, 2010 has been set to open the teen center to coincide with the beginning of the 2010-2011 school year.

**Options:**

1. Approve the Memorandum of Understanding with the City of Tallahassee and the Leon County School Board regarding the Palmer Munroe Teen Center and Restorative Justice Program.
2. Do not approve the Memorandum of Understanding with the City of Tallahassee and the Leon County School Board regarding the Palmer Munroe Teen Center and Restorative Justice Program.
3. Board Direction.

**Recommendation:**

Board Direction.

**Attachments:**

1. August 13, 2010 Letter from the City Manager and Revised Memorandum of Understanding.
2. July 13, 2010 Agenda Item on the Palmer Munroe Teen Center.
3. July 14, 2010 Letter to the City Manager regarding the Board's direction on Palmer Munroe.

