



**CITY OF PACIFICA  
COUNCIL AGENDA SUMMARY REPORT**

**7/24/2017**

**SUBJECT:**

Adoption of a Resolution Approving Contracts with the California State Department of Education for the Purpose of Providing Child Care and Child Development Services for Fiscal Year 2017-2018 in the Amount of \$720,305.

**RECOMMENDED ACTION:**

Adopt a Resolution entitled "A Resolution of the City Council of the City of Pacifica Approving Agreement to This Transaction with the California Department of Education for the Purpose of Providing Child Care and Development Services and to authorize the Designated Personnel to Sign Contract Documents for Fiscal Years 2017/18."

**STAFF CONTACT:**

Michael Perez, Director, Parks, Beaches and Recreation  
(650) 738-7381, perezm@ci.pacifica.ca.us  
Tracy Gilbert, Interim Child Care Supervisor  
(650) 738-7388, gilbert@ci.pacifica.ca.us

**BACKGROUND/DISCUSSION:**

Child Care Services is in an annual contractual agreement with the California Department of Education to provide subsidized child care. Council action authorizing staff to have on-going responsibility and authority to work with the California Department of Education Early Education and Support Division regarding the program's contract is required. Currently, Interim Child Care Services Supervisor Tracy Gilbert has this authority and will continue to facilitate this process. This includes: processing the annual re-application, submission of monthly/quarterly requests for reimbursement, attending semi-annual and annual training sessions, authorizing families to receive subsidized care and ongoing communications with the state representative of the Early Education and Support Division.

The California Department of Education, Early Education and Support Division request a Council resolution authorizing participation in the 2017-2018 contracts and naming an authorized representative.

**RELATION TO CITY COUNCIL GOALS AND WORK PLAN:**

This action helps to support youth services, which is a component of **A Healthy and Compassionate Community**.

**ORIGINATED BY:**

Parks, Beaches and Recreation Department  
Child Care Division

**FISCAL IMPACT:**

Annual contracts from the California State Department of Education for providing subsidized child care at Sunset Ridge, Vallemar, Ocean Shore, Cabrillo and Fairmont West are the General Child Care Contract of \$566,587 and the California State Preschool \$153,718 totaling \$720,305. The expenditures and revenues related to these contracts were included in the Fiscal Year 2017-2018 budget. No additional budget authority is needed.

**ORIGINATED BY:**

Parks, Beaches & Recreation Department

**ATTACHMENT LIST:**

CCTR-7246 (PDF)  
CSPP-7522 (PDF)



RESOLUTION NO

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PACIFICA APPROVING AGREEMENT TO THIS TRANSACTION WITH THE CALIFORNIA DEPARTMENT OF EDUCATION FOR THE PURPOSE OF PROVIDING CHILD CARE AND DEVELOPMENT SERVICES AND TO AUTHORIZE THE DESIGNATED PERSONNEL TO SIGN CONTRACT DOCUMENTS FOR FISCAL YEARS 2017/18.

BE IT RESOLVED that the Governing Board of the City of Pacifica authorizes entering into local agreement number CCTR-7246 and CSPP-7522, and that the person/s who are listed below are authorized to sign the transaction for the Governing Board.

NAME	TITLE	SIGNATURE
Michael Perez	Parks, Beaches and Recreation Director	_____
Tracy Gilbert	Interim Child Care Supervisor	_____

Passed and adopted by the City Council of the City of Pacifica at their meeting of July 24, 2017 by the following vote of the members thereof:

AYES,	Councilmembers:
NOES,	Councilmembers:
ABSENT,	Councilmembers:
ABSTAIN,	Councilmembers:

\_\_\_\_\_  
Mike O'Neill, Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
Michelle Marchetta Kenyon, City Attorney

\_\_\_\_\_  
Kathy O'Connell, City Clerk