



Date: November 18, 2013

To: Thomas J. Bonfield, City Manager

Through: W. Bowman "Bo" Ferguson, Deputy City Manager

From: Rhonda B. Parker, Director, Parks and Recreation

Subject: Lease of Non-Residential Property and Contract for Service with D3 Community Outreach, Inc.

Executive Summary

At the conclusion of the 2012 Summer Day Camp programs in August 2012, Durham Parks and Recreation (DPR) ended the provision of programs at three (3) of the small recreation centers. DPR now only provides programming at East Durham Recreation Center, T.A. Grady Recreation Center and W. I. Patterson Recreation Center during the summer months (June – August 2013). In an effort to continue to have activities at these small centers, staff met with non-profit organizations interested in operating out of these sites to provide community programming during the period of September through May of each year. This agreement with D3 Community Outreach, Inc. will provide youth and young adults with programming to include: an Achievers Literacy Program to improve the inadequate reading, writing, and computer literacy skills of youth and young adults engaged in the program; the C.O.R.E program designed to provide entrepreneurial training, financial literacy, business and life skills to underserved youth and young adults; and a summer basketball league. Programs offered will be intertwined with mentoring to be a change agent, which transforms the lives of youth by giving them the ability to make decisions and implement change in their own lives. In addition, D3 Community Outreach, Inc. will partner with Durham Parks and Recreation to offer summer camp in 2014. Other services may be provided consistent with the NPO's mission, in consultation with the DPR Director. D3 Community Outreach, Inc. is a registered 501(c)3 organization with the office of the Secretary of State of North Carolina.

Recommendation

The Administration recommends that City Council authorize the City Manager to execute the Lease for Non-Residential Property and Contract for Service with D3 Community Outreach, Inc. for use of the W. I. Patterson Recreation Center.

Background

The W. I. Patterson Recreation Center located at 2614 Crest Street is a small recreation facility. DPR has offered after school care, summer day camp and teen programming at this facility. In the past several years, attendance for programming during the traditional school year has reduced significantly. DPR ceased programming at W. I. Patterson Recreation Center after the close of the 2012 Summer Day Camp Program.

The City of Durham began offering programming at the W. I. Patterson Recreation Center in

1985, after signing a 40 year lease for the property with Crest Street Elderly Housing Corp. The original lease does permit the assignment of this property. DPR staff has met several times with the Crest Street Board to discuss this initiative and answer any questions. On November 8, 2012 the Crest Street Board agreed to support this initiative for the W. I. Patterson Recreation Center.

This unique agreement will offer beneficial programming at W. I. Patterson during the months that DPR will not be offering programming at the site. It will also provide for the security and care of the property during the traditional school year. During the summer months the NPO and DPR will partner to provide a unique Summer Day Camp program.

The City will continue to fund the utilities and costs associated with the security system for the facility. The NPO will not be charged a monthly rent in return for providing programming on behalf of the City at this facility. The Scope of Services attached to the agreement details the roles and responsibilities of the NPO and the City. Key points within the Scope of Services include:

- All fees charged to participants by NPO will be reviewed and approved in writing by the Director of Parks and Recreation (“DPR”). NPO will have in place and approved in writing by the DPR a scholarship program to assist residents who could not afford to pay.
- The NPO will assume custodial responsibilities for the facility, which will alleviate demand on the Facility Maintenance Operations division of the General Services Department during the months of September - May.
- NPO must perform criminal background checks on staff and volunteers. NPO must submit and obtain approval by DPR for the policy and procedures for criminal background checks.
- DPR will provide advertising space in one issue of its programming magazine *Play More!*
- NPO will have two community meetings a year to inform the public about programming services and scholarships available. The NPO shall schedule these meetings and inform the Recreation Manager early enough of these meeting dates so that the City can publicize them in “Play More” and other City publications and calendars.

At the end of May, the NPO will cease its regular programming so that the facility can be prepared for the joint summer day camp programming. This agreement allows for nine (9) annual renewals to be executed by the City Manager.

Issues/Analysis

DPR issued a Request for Proposals in September to offer this opportunity to service/programming organizations within our community. The review committee included a representative from the Crest Street Community. The D3 Community Outreach, Inc. Proposal was the only proposal received and was well received by the committee. The Administration believes that this agreement will insure that beneficial programming will continue to be offered on behalf of DPR at the W. I. Patterson Recreation Center. The collaborative nature of the agreement is beneficial to both parties and the residents of Durham.

Alternatives

The Council does not approve of this agreement and programming will only be offered at the W. I. Patterson Recreation Center during the summer months.

Financial Impact

There is no financial impact to the City with the execution of this agreement. The City will continue to pay for utilities and security of the facility throughout the year. This agreement will benefit residents by having activities available at the facility.

DBE Summary

The Department of Equal Opportunity/Equity Assurance has reviewed DPR's advertising and D3 Community Outreach Inc.'s proposal and determined that both are in compliance with the Ordinance to Promote Equal Business Opportunities in City Contracting.

Attachments: Lease of Non-Residential Property and Contract for Service with D3 Community Outreach, Inc.