VILLAGE OF KEY BISCAYNE

Office of the Village Manager

MEMORANDUM

Village Council
Mayra P. Lindsay, *Mayor*
Franklin H. Caplan, *Vice Mayor*
Luis F. de la Cruz
Theodore Holloway
Michael E. Kelly
Edward London
James S. Taintor

Village Manager
John C. Gilbert

DATE: September 1, 2015

TO: Honorable Mayor and Members of the Village Council

FROM: John C. Gilbert, Village Manager

RE: Key Biscayne Community Foundation

RECOMMENDATION

It is recommended that the Village Council approve the attached Resolution authorizing the Manager to enter into an Agreement with the Key Biscayne Community Foundation, Inc. consistent with the proposal attached as Exhibit A for a total of $125,000.

BACKGROUND

As directed by the Village Council, the attached proposal provides for a partnership between the Village and the Key Biscayne Community Foundation, Inc. (Foundation).

Upon approval, an Agreement with the Foundation will be executed consistent with the proposal attached as Exhibit A and the total requested amount ($125,000) will be placed in the Manager's Departmental portion of the FY2015-16 Proposed Budget for the September 8th, 2015 First Budget Hearing.

The term of the Agreement will remain in effect for a period of three (3) years, unless earlier terminated. The Manager may renew this Agreement for an additional one (1) year period. The payments to the Foundation by the Village will be made at the end of each fiscal quarter starting October 1st, 2015.

Reviewed by Mr. Chad Friedman from Weiss Serota Helfman Pastoriza Cole & Boniske as to form and legal sufficiency.

RESOLUTION NO. 2015 - _____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, APPROVING A PROPOSAL FOR SERVICES WITH THE KEY BISCAYNE COMMUNITY FOUNDATION, INC.; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Key Biscayne Community Foundation, Inc. (the "Foundation") is a Florida Not For Profit Corporation organized to provide support for the betterment of the Village of Key Biscayne (the "Village"), and its residents; and

WHEREAS, the Village and the Foundation desire to enter into an agreement for the Foundation to assist the Village in meeting unmet needs of the community; and

WHEREAS, the Village and Foundation have agreed to enter into an agreement consistent with the proposal, attached hereto as in Exhibit "A," for certain specified services; and

WHEREAS, the Village Council finds that this Resolution is in the best interest and welfare of the residents of the Village.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AS FOLLOWS:

Section 1. **Recitals Adopted.** Each of the above stated recitals are hereby adopted, confirmed and incorporated herein.

Section 2. **Proposal Approved.** The Village Council hereby approves the proposal with the Foundation attached hereto as Exhibit "A."

Section 3. **Village Manager Authorized.** The Village Manager is hereby authorized to execute an agreement with the Foundation consistent with the proposal, attached hereto as

Exhibit "A," subject to approval as to form, content, and legal sufficiency by the Village Attorney.

Section 4. **Effective Date.** This Resolution shall be effective immediately upon adoption.

PASSED AND ADOPTED this ____ day of _____, 2015.

_____
MAYOR MAYRA PEÑA LINDSAY

ATTEST:

_____
CONCHITA H. ALVAREZ, MMC,
VILLAGE CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

_____
VILLAGE ATTORNEY

Exhibit A

August 24, 2015

John Gilbert
88 W McIntyre Street, Suite 210
Key Biscayne, FL 33149

Re: Public-philanthropic initiative between VKB and KBCF

Dear John Gilbert,

The Village of Key Biscayne and Key Biscayne Community Foundation partnership for a public-philanthropic initiative is a cross sector approach to meeting unmet needs in the local and greater community that facilitates municipal priorities as directed by council as well as directly or indirectly improves the lives of residents.

The Key Biscayne Community Foundation will perform or continue to perform the following services:

1. Promote the protection of naturals resources through education, information, and advocacy; administration and coordination of partner efforts, staff time, materials and supplies: $20,000; payable in quarterly installments of $5,000 with the submission of a status report.
2. Promote good citizenry through programming that educates about the rights and responsibilities of citizenship; administration of programming, staff time, materials: $15,000; payable in quarterly installments of $3,750 with the submission of a status report.
3. Community forums: advocate locally on issues that benefit the community through town halls meetings, constant contact, and social media. Administration of events and location, staff time, materials and supplies: $12,500; payable in quarterly installments of $3,125 with the submission of a status report.
4. Cultural programming: augment current programming with the best local playwrights, musicians, artists, writers, etc.; $7,500 annually for administration of events, marketing to community, staff time, materials and supplies; payable in quarterly installments of $1,875 with the submission of a status report.
5. Civic engagement with an overview of history (pre and post incorporation); current village government; and, future of village; administration of course with lecturers and curriculum, staff time, materials and supplies: $25,000 annually; payable in quarterly installments of $6,250 with the submission of a status report.
6. Community news and information: provide monthly information on social, cultural, and community events for all organizations; administration of design & marketing, staff time, materials and supplies: $15,000; payable in quarterly installments of $3,750 with the submission of a status report.

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KEY BISCAYNE COMMUNITY FOUNDATION

7. Economic development: help to identify and secure grants to match Village and Foundation funding of local initiatives; administration of proposals directly or indirectly, staff time, materials: $20,000; payable in quarterly installments of $5,000 with the submission of a status report;
8. Create a work-sharing space for the local nonprofits; $10,000 for administration of schedule, staff time, materials, and supplies; payable in quarterly installments of $2,500 with the submission of a status report.

Additional benefit to the Village is a cost savings in salary and fringe benefits from hiring of new employees or the burden of putting more workload on existing employees. Total project cost: $125,000 payable in quarterly installments of $31,250 with the submission of a status report for each item listed above.

Please let me know if you have any questions or concerns.

Best,

Melissa White
Executive Director
Key Biscayne Community Foundation

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