

RESOLUTION No. 14-68

A RESOLUTION OF THE MAYOR AND THE CITY COUNCIL OF THE CITY OF DORAL, FLORIDA, APPROVING THE CITY'S INVOLVEMENT IN THE FOOD SERVICE PROGRAM; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, on April 14, 2014, the City of Doral (the "City"), by and through the Parks and Recreation Department, applied for the Summer Food Service Program, a federally funded and state executed, nine-week food service program for children, with the City seeking assistance for the children attending the 2014 City Summer Camps held at Morgan Levy Park (the "SFSP"); and

WHEREAS, the SFSP is administered by the Village Youth Services, Inc., a non-profit responsible for overseeing delivery of food to the City's designated feeding site at Morgan Levy Park.

WHEREAS, on or about April 16, 2014, the City was advised by Village Youth Services, Inc. that the City's application to participate in the SFSP had been approved, resulting in the provision of daily free lunches and snacks for approximately one hundred (100) children at Morgan Levy Park; and

WHEREAS, participation in the SFSP has no direct cost to the City, except for the limited costs of personnel needed to implement, monitor and manage the City's involvement in the SFSP; and

WHEREAS, staff has recommended approval of the City's participation in the SFSP; and

WHEREAS, the Mayor and City Council desire for the City to participate in the SFSP and to offer the families of children who participate in the City Summer Camps at Morgan Levy Park the opportunity to obtain a free, nutritious lunch for their children and to

generally provide a new incentive to participating in the City Summer Camps at Morgan Levy.

**NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL
OF THE CITY OF DORAL, FLORIDA, AS FOLLOWS:**

Section 1. Recitals. The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by this reference.

Section 2. Approval. The City's involvement in the Summer Food Service Program, pursuant to the City's Application, which is attached hereto as Exhibit "A", is approved.

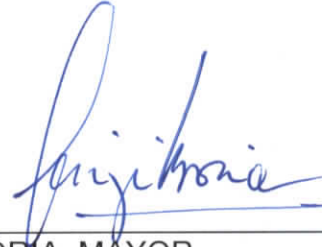
Section 4. Implementation. The City Manager is authorized to execute any documents related to the SFSP, to direct staff to assist in the implementation of the SFSP, and to take such other action, as may be necessary to accomplish the objectives of this Resolution.

Section 5. Effective Date. This resolution shall take effect immediately upon adoption.

By unanimous consensus of the City Council, the item was approved

Mayor Luigi Boria	Aye
Vice Mayor Christi Fraga	Aye
Councilwoman Ana Maria Rodriguez	Aye
Councilwoman Bettina Rodriguez Aguilera	Aye
Councilwoman Sandra Ruiz	Aye

PASSED and ADOPTED this 14th day of May, 2014.



LUIGI BORIA, MAYOR

ATTEST:



BARBARA HERRERA, CITY CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY
FOR THE SOLE USE AND RELIANCE OF THE CITY OF DORAL:



WEISS SEROTA HELFMAN PASTORIZA COLE & BONISKE, PL
CITY ATTORNEY

EXHIBIT “A”



"It Takes A Village, To Raise A Child"

Greetings,

Thank you for your interest in the Summer Food Service Program (SFSP). With your assistance, we can help provide nutritious summer meals for South Florida youth during their summer out-of-school time.

Attached is the Summer Food Service Program Application Packet for program year 2014, and SAMPLE menus for the program (Please note the menu is subject to change prior to the start of the SFSP). An application is required for each site where meals will be served. If the site name has changed, please put the previous and present name on the application. If the organization has been in the program and changed name and location the site will be considered a new site. Please ensure that all questions on the application are completed and submitted as soon as possible. Incomplete applications will be delayed in processing.

This year, the Summer Food Service Program will operate from June 9, to August 15, 2014. The program's training schedule will be forwarded to you at a later time. However, please note, ALL staff person's must successfully complete the training in order for your site to be certified to receive meals. Also, please ensure the attached Sponsor/Site Supervisor Agreement is signed and returned as well.

Additionally, please note, all sites receiving meal service must either be an IRS-APPROVED 501(c)(3) designated non-profit organization OR must complete the enclosed "For Profit Site Certificate. Please attach a copy of your 501(c)(3) designation OR the For-Profit Site Certificate with your application packet.

If you have any questions, please feel free to contact our office at 305-621-5836, or send an email to info@villageyouth.org.

Sincerely,

LaMekka Noble

LaMekka Noble
Program Director

1802 NW 183rd Street, Miami Gardens, FL 33056
305.831.3129 – Office 305.621.8454 - Fax
info@villageyouth.org – Email
www.villageyouth.org

Summer Food Service Program (SFSP) PRE-OPERATIONAL APPLICATION



Complete this application and **fax** it to **The Village Youth Services, Inc. (TVYS) at 305-621-8454 (NOTE: No fax cover page is needed).**, or **e-mail a signed PDF copy** to info@villageyouth.org as soon as possible and a representative will contact you. For more information please call our office at **305-621-5836**

The Summer Food Service Program will operate from June 9 to August 15, 2014

PLEASE CHECK THE APPROPRIATE BOX(ES):

NEW SITE (Pre-Operational Site Visit Required)
SITE NAME CHANGE

RETURNING SITE
ADDRESS CHANGE (Pre-Operational Site Visit Required)

PLEASE TYPE OR PRINT IN BLUE OR BLACK INK.

Site Name: <u>City of Doral Parks & Recreation</u>	
Site Address: <u>5300 NW 102nd Ave, Doral, FL 33178</u>	
City: <u>Doral</u>	Contact Person: <u>Erin Sullivan</u>
Zip Code: <u>33178</u>	Phone#: <u>305 593-6600</u>
County: <u>Miami-Dade</u>	Fax#:
E-mail: <u>erin.sullivan@cityofdoral.com</u>	

1. Please list the name(s) of two public schools nearest to your location. If your site is a public school, just list it.

John I Smith K-8 Center Evgenia B. Thomas K-8 Center

2. Meal Service Start Date: June 9, 2014 Meal Service Ending Date: August 15, 2014

3. Type of Site (check one) Recreation Center Church Youth Program Summer Camp
 Park School Child Care Center Public Housing
 Other (Specify): _____

4. Names and Title of two (2) people in Charge at Site (**MANDATORY**):

A. Name 1: Erin Sullivan Title: Recreation Programs Coordinator
 B. Name 2: Mauricio Narvaez Title: Recreation Facility Supervisor

5. Time Meals Served: (**PLEASE ONLY SELECT TWO (2) MEAL TYPES Below**)

Meal Type	Start Time	End Time	Estimated Attendance
Breakfast (1 hr. limit)			
Lunch (2 hr. limit)	<u>11am</u>	<u>1pm</u>	<u>100</u>
PM Snack (1 hr. limit)	<u>2/3pm</u>	<u>3/4pm</u>	<u>100</u>

Note: Earliest time meals can be delivered to site: 8am (AM)



6. Does this site have all of the following for organized meal service under the SFSP?

- Shelter for inclement weather
- Telephone
- Fully equipped/functioning kitchen facility
- Refrigeration and storage space for delivered food
- Filing and storage for all records that must be kept at this site

- | | | |
|---|--|--------------------|
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | - Concession Stand |
| <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No | |
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | |

7. Is your site considered- for- profit? Yes No (If yes, please complete the attached "SFSP For- Profit Site Not Financially Benefiting Certificate")

8. Children are supervised during meals by (check all that apply) Teachers Aides Site supervisor
 Volunteer Other Camp counselors / camp directors

9. Does site participate in the USDA Child Care Food Program (CCFP)? Yes No

10. Is your program funded by The Children's Trust or Children's Services Council? Yes No

11. Will your site operate as a(n): Open Site (meals served to both program participants and the community) Open
 Restricted Site (meals served to program participants and the community, but with safety/space restrictions)
 Closed Site (meals only served to program participants)

12. Will your site be open for the July 4th holiday? Yes No

Please list below all staff that will be administering the SFSP meals at your site. These are the people who **MUST** attend The Village Youth Services' training.

Site Supervisor Erin Sullivan

Phone# 305 593-6000

Email erin.sullivan@cityofdoral.com

Assistant
TBA.

Phone# _____

Email _____

Names of all other staff:

Camp staff tba

Eligibility Guideline: Site is located in an area where the public school student population is 50% or more free and reduced lunch or all of the children you service qualify for free or reduced lunch. Sites that meet the above criteria are eligible to operate as an "open site" under the Summer Food Program. As an "open site" any child who lives in the vicinity of your site and comes to your site for a meal must be served by your site. All other sites will be notified as to eligibility.

Signature: [Signature] Date: 4/14/14

.....
(FOR OFFICE USE ONLY)

- | | | |
|---|---------------------------|---|
| <input type="checkbox"/> New Site Form: | _____ Completed/Submitted | Site #: _____ |
| <input type="checkbox"/> Pre-Op Site Visit: | _____ | Total # of Operating Days: _____ |
| <input type="checkbox"/> Claim Database: | _____ | <input type="checkbox"/> E-mail database: _____ |
| <input type="checkbox"/> Site Contact Info: | _____ | <input type="checkbox"/> Schedule A: _____ |
| <input type="checkbox"/> Training Date: | _____ | |
| <input type="checkbox"/> Temp. Testing Equip.#: | _____ | |

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The Village Youth Services, Inc.

Summer Food Service Program (SFSP)

"It Takes A Village, To Raise A Child"

2013 BREAKFAST & HOT LUNCH MENU

June 10 – 14		MONDAY June 10	TUESDAY June 11	WEDNESDAY June 12	THURSDAY June 13	FRIDAY June 14	
8 OZ. WHITE or CHOCOLATE MILK SERVED WITH ALL MEALS	Breakfast	Cold Cereal Fresh Fruit	Blueberry Muffin 100% Apple Juice	Cold Cereal Mandarin Oranges	Cinnamon Bread w/Margarine 100% Apple Juice	Cold Cereal Fresh Fruit	
	Lunch	Turkey Ham & Cheese Sub on a Hoagie Sub Roll Fruit Mix 100% Apple Juice	Pulled BBQ Chicken Sandwich on a Bun Fresh Apple Slices 100% Mixed Fruit Juice	Breaded Chicken Strips Soft Dinner Roll Fresh Fruit 100% Apple Juice	Latin Hoagie Sandwich on a Midnight Sub Roll (Turkey, Turkey Ham) Raw Baby Carrots 100% Pineapple Juice	Turkey & Cheese Wrap on a Flour Tortilla Pineapple Tidbits 100% Grape Juice	
June 17 – 21		June 17	June 18	June 19	June 20	June 21	
8 OZ. WHITE or CHOCOLATE MILK SERVED WITH ALL MEALS	Breakfast	Cold Cereal Fresh Fruit	Blueberry Muffin 100% Pineapple Juice	Cold Cereal Fresh Fruit	Bagel w/Margarine 100% Fruit Punch Juice	Cold Cereal Fresh Fruit	
	Lunch	BBQ Chicken Strips (3 pcs) Brown Rice Green Peas 100% Apple Juice	Meatloaf Sandwich on a Bun Kernel Corn 100% Mixed Fruit Juice	Salisbury Steak Mashed Potatoes California Blend Vegetables Dinner Roll	Turkey Corn Dog Mixed Vegetables 100% Pineapple Juice	Domino's Cheese Pizza (1 slice) Tossed Salad Fresh Fruit	
June 24 – 28		June 24	June 25	June 26	June 27	June 28	
8 OZ. WHITE or CHOCOLATE MILK SERVED WITH ALL MEALS	Breakfast	Cold Cereal Fresh Fruit	Blueberry Muffin 100% Grape Juice	Cold Cereal Fresh Fruit	Honey Bun (Unfrosted) 100% Apple Juice	Cold Cereal Fresh Fruit	
	Lunch	Breaded Chicken Strips Mixed Vegetables Dinner Roll Fruit Mix	Hamburger on a Bun Raw Baby Carrots 100% Mixed Fruit Juice	Teriyaki Chicken Strips (3 pcs.) Fried Rice Green Peas 100% Apple Juice	Salisbury Steak Mashed Potatoes Kernel Corn Soft Dinner Roll	Domino's Cheese Pizza (1 slice) Fresh Fruit 100% Grape Juice	

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SAMPLE Breakfast & Hot Lunch Menu



ADAM H. PUTNAM
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness

SFSP SPONSOR SITE SUPERVISOR AGREEMENT

THE VILLAGE YOUTH SERVICES, INC. (#04-0273)

Name of Site : City of Doral Parks & Recreation Site # _____

Address of Site: 5300 NW 102nd Ave

City: Doral State: FL Zip: 33178

Person in Charge of Site: Erin Sullivan

Telephone of the person in charge: (305) 593-6600

The person named above agrees to:

1. Has not signed an agreement with another summer sponsor.
2. Will not accept meals from another sponsor.
3. Site is not receiving federal funds from other sources for meals.
4. Attend sponsor training sessions; including any mandatory re-training sessions.
5. Report immediately any other problems in regard to meal service.
6. Immediately report, to the sponsor, any changes in the number of meals required as attendance fluctuates.
7. Immediately notify the sponsor of any meal service times that need to be changed or are not being met.
8. Only order the number of actual meals needed; the Sponsor will be reimbursed for excessive leftovers.
9. Ensure adequate equipment is available on site to store all foods (i.e., refrigerator, stove/range)
10. If meals are not prepared on site, immediately notify the sponsor if meals are delivered **AFTER** the scheduled meal service time.
11. Ensure that no meals are removed from the site with the exception of meals for field trips with prior approval from Sponsor Representative.
12. Abide by all SFSP regulations and special instructions that have been provided by the sponsor.
13. Serve meals to all needy children 18 years of age and under (or persons 19 and over who are mentally or physically disabled and participating in a public or private nonprofit school program for the mentally or physically disabled).
14. Provide adequate supervision during meal service with accurate "Point of Service" meal counts.
15. Maintain and submit on a timely basis such reports and records as required by the Sponsor including the daily meal roster and the Site Supervisor's Record of Meals Served Form.
16. Refuse to receive meals that are spoiled, frozen, damaged, or not within appropriate temperature ranges.
17. Be responsible for reimbursing the sponsor for all disallowed meals, due to site staff error.
18. Reimburse sponsor for excessive seconds served.
19. Ensure the trained Site Supervisor or approved alternate contact is on site during meal service.
20. Ensure a copy of the DOH inspection is submitted to the sponsor.
21. Ensure "And Justice for All" poster is displayed in a prominent location at all times.
22. Ensure site maintains required documents on site (e.g., Site Supervisor's Record of Meals Served)
23. Comply with civil rights laws and regulations.

This is to certify that I have read and agree to the above statement and understand that any violation of these guidelines may result in prosecution under applicable state and federal statues. In addition, if there is any violation of the above mentioned rules, the sponsor reserves the right to immediately terminate the site and to not consider the site for renewal in the following year.

[Signature]
Site Supervisor Signature

Sponsor Signature

9/19/19
Date



ADAM H. PUTNAM
COMMISSIONER

Florida Department of Agriculture and Consumer Services
Division of Food, Nutrition and Wellness

**SFSP FOR-PROFIT SITE
NOT FINANCIALLY BENEFITING CERTIFICATE**

Sponsor Name: The Village Youth Services Sponsor Agreement Number: 04-0273
Site Name: _____ Site Address: _____
Site Number: _____ Name of For-Profit Entity: _____

In accordance with 7 CFR 225.6(c)(2) and (3), FNS 776-6, Rev. 2, 783-2, Rev. 3, dated 10-19-94, any site that may be identified as profit-making may not participate in the Summer Food Service Program (SFSP). Sponsors must provide documentation that proposed sites meet the income eligibility criteria required by law.

In accordance with the questions and answers from the SERO CACFP/SFSP webinar on March 15, 2011, the state agency may approve a for-profit site if they can ensure that the site is not financially profiting from the SFSP, the site is open to all children, and if the site offers otherwise unserved children the opportunity to participate in the SFSP. An example of an eligible site is an apartment complex located in a needy area hosting an open site.

I certify that the for-profit site will not benefit financially from participation in the SFSP. I certify that to the best of my knowledge and belief, this information is true and correct in all respects and records are available to support this statement if requested.

Printed Name of Site Official Title Signature of Site Official

Date

LaMekka Noble Executive Director _____
Printed Name of Sponsor Official Title Signature of Sponsor Official

Date

Food, Nutrition and Wellness
600 S. Calhoun St., Suite 120
Tallahassee, Florida 32399
Fax: (850) 617-7403