RESOLUTION NO. R-2012-8

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, AUTHORIZING A PROGRAM FEE REDUCTION POLICY FOR THE PARKS AND RECREATION DEPARTMENT TO REDUCE ATHLETIC PROGRAM FEES FOR QUALIFYING HOUSEHOLDS; PROVIDING FOR AN EFFECTIVE DATE AND ALL OTHER PURPOSES.

WHEREAS, the City of North Miami ("City") offers youth athletic and aquatic programs ("Programs") to children residing in the City, upon payment of a program registration fee ("Fee"); and

WHEREAS, each year, a large number of children are unable to enroll and participate in available Programs due to limitations of household income, exacerbated by harsh economic times; and

WHEREAS, during the January 10, 2012, the Honorable Mayor Pierre recommended the adoption of a policy designed to reduce the Fee payable for children that reside in households that fall below the Miami-Dade County median income level; and

WHEREAS, the City's Parks and Recreation Department ("Parks Department") has developed a Program Fee Reduction Policy as an equitable means to assist those children currently unable to afford the Fee; and

WHEREAS, in order to increase the number of children from qualified households to participate in Programs, the City Manager respectfully recommends approval of the proposed Program Fee Reduction Policy; and

WHEREAS, the Mayor and City Council find that the proposed Program Fee Reduction Policy is fair, reasonable, and in the best interest of the City.

NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:

Section 1. **Adoption of Program Fee Reduction Policy.** The Mayor and City Council of the City of North Miami, Florida, hereby adopt a Program Fee Reduction Policy for

the Parks and Recreation Department to reduce athletic program fees for children that reside in qualified households, attached hereto as "Exhibit A".

Section 2. **Effective Date.** This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by a 5-0 vote of the Mayor and City Council of the City of North Miami, Florida, this 24 day of January, 2012.

ANDRE D. PIERRE, ESQ.
MAYOR

ATTEST:

MICHAEL A. ETIENNE, ESQ.
CITY CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

ROLAND C. GALDOS
INTERIM CITY ATTORNEY

SPONSORED BY: CITY ADMINISTRATION

Moved by: Vice Mayor Marcellus

Seconded by: Mayor Pierre

Vote:

Mayor Andre D. Pierre, Esq.	X (Yes)	____ (No)
Vice Mayor Jean R. Marcellus	X (Yes)	____ (No)
Councilperson Michael R. Blynn, Esq.	X (Yes)	____ (No)
Councilperson Scott Galvin	X (Yes)	____ (No)
Councilperson Marie Erlande Steril	X (Yes)	____ (No)

Exhibit A

City of North Miami
Program Fee Reduction Policy

It is the City of North Miami's desire to make all youth athletic and aquatic programs available to the residents of North Miami. In order to accommodate the City's youth, the Parks and Recreation Department has developed a program fee reduction policy. The policy was developed to assist those that are currently unable to afford the approved fees for these programs. This policy currently applies to our youth athletic and aquatic programs. The policy does not apply to camps or specialty programs (dance, little league baseball, optimist football, tennis, etc.).

Only City of North Miami residents will be eligible for fee reductions.

Any parent/guardian who requests the program fee reduction application will be provided one without question. The application must be completed by the parent/guardian and submitted to the Parks and Recreation Department's Administrative Office (12300 NE 8 Avenue) a minimum of one week prior to the start of the program.

The application must have a photocopy of support documents which indicate household income, number of people in household, proof of dependency/custody of child and proof of residency.

- Prior year income tax return with the attached W-2 forms.

Your income tax return and appropriate W-2 forms will satisfy the documentation requirements. Without this documentation, a combination of two or more of the following will be required to satisfy the documentation requirements:

- Proof of unemployment benefits, Social Security Income, or other income
- Proof of Medicaid or Food Stamps qualification
- Proof of Guardianship, Birth Certificates

The guidelines for the fee reduction will be based off the most current income limits provided by the Florida Housing Finance Corporation for the State Housing Initiatives Program. In order for an applicant to qualify for a fee reduction, the household income must be at or below 80% of the Miami-Dade County median income based on the number of persons in the household.

If a household is deemed eligible for a fee reduction, they will be entitled to an 80% reduction on the appropriate athletic or aquatic program registration fee. From time-to-time 100% of the registration fee will be waived for specific programs. A participant is eligible for up to one athletic program fee reduction and one aquatic program fee reduction per calendar year. In most cases, the fee reduction will not cover uniform fees and/or any other special fees.

City of North Miami
Program Fee Reduction Application

It is the City of North Miami's desire to make all youth athletic and aquatic programs available to the residents of North Miami. In order to accommodate the City's youth, the Parks and Recreation Department has developed a program fee reduction policy. The policy was developed to assist qualified applicants with the approved fees for these programs.

A limited number of scholarships are available for each program and will be awarded on a first-come first-served basis. All scholarships are contingent upon eligibility and available funding. The completed and signed application with the required attachments must be submitted to the Parks and Recreation Department's Administrative Office (12300 NE 8 Avenue) a minimum of one week prior the start of the program. A final decision regarding this application will be provided within two (2) business days from the date the completed application is submitted.

Fee reductions will be based off the most current income limits provided by the Florida Housing Finance Corporation for the State Housing Initiatives Program. Gross annual household income and the number of people living in the household will be used to determine eligibility. Incomplete applications will not be processed or considered.

PLEASE PRINT ALL INFORMATION

Head of Household _____ SS#____/___/____

Street Address _____ City _____ Zip _____

Email Address (required for notification) _____

Telephone #s: home _____ work _____ other _____

Marital Status (circle one): single married divorced separated

Spouse Name _____ SS#____/___/____

Total family size: # of Adults _____ # of Children _____

Participants Needing Assistance:

Last Name	First Name	Age	Program

Please complete both sides of this application, incomplete applications will not be accepted

Income and Employment Information

Head of Household's Employer: _____

Address: _____

Phone Number: _____ Gross Annual Income: _____

Spouse's Employer: _____

Address: _____

Phone Number: _____ Gross Annual Income: _____

Other Income - Employer: _____

Address: _____

Phone Number: _____ Gross Annual Income: _____

Total Gross Annual Household Income: _____

The application must have a photocopy of support documents which indicate household income, number of people in household, proof of dependency/custody of child and proof of residency.

- Prior year income tax return with the attached W-2 forms.

Your income tax return and appropriate W-2 forms will satisfy the documentation requirements. Without this documentation, a combination of two or more of the following will be required to satisfy the documentation requirements:

- Proof of unemployment benefits, Social Security Income, or Supplemental Security Income
- Proof of Medicaid or Food Stamps qualification
- Proof of Guardianship, Birth Certificates

I hereby attest that all information provided on this form to the best of my knowledge, is true, complete and accurately reflects the income of all persons living in my household. I further hereby give approval to the City of North Miami to contact the employers listed for verification purposes. The City reserves the right to require additional documentation if deemed appropriate.

Parent/Guardian (signature): _____ Date: _____

FOR OFFICE USE ONLY

Received by: _____ Date: _____

Reviewed by: _____ Date: _____

Recreation Superintendent: _____ Date: _____

___ Approved - fee to be charged: _____ Uniform fee: _____

___ Disapproved - reason: _____

Parent/Guardian notified by: _____ Date: _____