



CHILDREN'S TRUST
OF ALACHUA COUNTY

CHILDREN'S TRUST REGULAR BOARD MEETING AGENDA

November 13, 2023 at 4:00 PM

CTAC, 802 NW 5th Ave, Gainesville, FL 32601

Call to Order

Roll Call

Agenda Review, Revision, and Approval

Approval of the agenda also approves all of the items on the consent agenda.

Consent Agenda

1. [Board Attendance YTD](#)
2. [9.25.2023 Regular Board Meeting Minutes](#)
3. [10.9.2023 Regular Board Meeting Minutes](#)
4. [10.9.2023 Board Meeting Evaluation - Survey Results](#)
5. [September 2023 Checks and Expenditures Report](#)
6. [October 2023 Checks and Expenditures Report](#)
7. [Monthly Budget Review](#)
8. [Programmatic Award and Expense Report](#)
9. [Emergent Needs Applications](#)
10. [October Sponsorship Applications](#)

General Public Comments

Chair's Report

Executive Director's Report

11. [11.13.2023 ED Report](#)

Presentations

12. [TeensWork Alachua - Evaluation Results and Recommendations \(Bonnie Wagner and Deon Carruthers\)](#)
13. [Children's Defense Fund - Akwaaba Freedom School - Program Review for FY24 \(Belita James\)](#)

Old Business

14. [Afterschool Funding Allocations \(Kristy Goldwire\)](#)

New Business

15. [8.110 Employee Travel and Conference Attendance Policy](#)
16. [Board Meeting Schedule for 2024](#)
17. [Interlocal Agreement with BoCC and CTAC](#)

New Business

18. [SAMIS Update \(Bonnie Wagner\)](#)

Board Member Comments

Board Member Comments

Next Meeting Dates

Adjournment

Virtual Meeting Information

View or listen to the meeting: https://www.youtube.com/channel/UCpYNq_GkjCo9FQo3qR5-SOw
Public Comments: Submit online at <http://www.childrenstrustofalachuacounty.us/commentcard>.

Guidelines for Public Comments

Public comments can be made in person at Children’s Trust Board Meetings. We will no longer take comments by Zoom or by phone. If you would like to submit a written comment or a written transcript of your public comment before or after the meeting, these will be provided to Board Members prior to the next Board Meeting.

Any member of the public wishing to be heard either under the agenda section “General Public Comments” or on a specific agenda item shall approach the podium at the appropriate time.

Members of the public recognized by the Chair will have three (3) minutes to speak on a single subject matter. If an individual seeks to be heard on more than one agenda item, the Chair shall determine the amount of time allotted to the speaker. However, such time shall not exceed ten (10) minutes without the approval of the Board or Committee. The Clerk of the Trust is the official timekeeper.

Public members may not share or transfer all or part of their allotted time to any other person or agenda item, except as permitted by this Policy. To the extent a speaker has previously addressed a Board or Committee on the same subject, the Board Chair may limit repeat comments at the Board meeting by the same speaker.

File Attachments for Item:

1. Board Attendance YTD

2023 Board Member Attendance

Item 1.

Regular Meetings	1/9/2023	2/13/2023	3/20/2023	4/3/2023	5/8/2023	6/12/2023	7/10/2023	8/14/2023	9/13/2023	9/25/2023	10/9/2023	11/13/2023	12/11/2023
Labarta	P	P	P	P	absent	P	P	absent	P	P	P		
Certain	P	P	P	P	P	P	P	P	P	absent	P		
Pinkoson	P	P	P	P	P	P	P	P	P	P	P		
Andrew	P	P	P	P	P	P	P	P	V	P	P		
Chance	N/A	N/A	N/A	N/A	N/A	N/A	P	P	P	P	V		
Cole-Smith	P	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A		
Cornell	P	P	P	P	P	P	P	P	P	P	P		
Ferrero	P	P	P	P	P	P	P	P	P	P	P		
Hardt	P	P	P	P	P	V	V	V	V	V	V		
Snyder	P	P	P	P	absent	P	N/A	N/A	N/A	N/A	N/A		
Twombly	P	P	P	P	V	P	P	P	V	V	P		

Special Meetings	Workshop Listening Project 4/3/2023	Joint with Board of County Commissioners 4/24/2023	Workshop Strategic Plan 6/12/2023	Workshop Fund Balance 8/14/2023	First TRIM FY2024 9/13/2023	Final TRIM FY2024 9/25/2023	Joint with City of Gainesville 11/6/2023
Labarta	P	P	P	absent	P	P	
Certain	P	P	P	P	P	absent	
Pinkoson	P	P	P	P	P	P	
Andrew	P	P	P	absent	V	P	
Chance	N/A	N/A	N/A	P	P	P	
Cornell	P	P	P	P	P	P	
Ferrero	P	P	P	P	P	P	
Hardt	P	P	P	absent	V	V	
Snyder	P	P	P	N/A	N/A	N/A	
Twombly	P	P	P	P	V	V	

V = Virtual Attendance
P = Physical Attendance

File Attachments for Item:

2. 9.25.2023 Regular Board Meeting Minutes



CHILDREN'S TRUST REGULAR BOARD MEETING MINUTES

September 25, 2023 at 4:30 PM

CTAC, 802 NW 5th Ave, Gainesville, FL 32601

Call to Order

Vice Chair Pinkoson called the meeting to order at 4:30 PM.

Roll Call

PRESENT

Vice Chair Lee Pinkoson

Treasurer Ken Cornell

Member Shane Andrew

Member Mary Chance

Member Judge Denise R. Ferrero

Member Nancy Hardt – attended virtually (Non-Voting)

Member Maggie Labarta

Member Cheryl Twombly – attended virtually (Voting)

ABSENT

Chair Tina Certain

Motion made by Member Cornell, Seconded by Member Ferrero to allow Member Twombly the right to vote due to an extraordinary circumstance.

A physical quorum of six members voted on this motion.

Motion was unanimously approved by voice vote.

Agenda Review, Revision, and Approval

Motion to approve the agenda made by Member Labarta, Seconded by Member Andrew.

Motion was unanimously approved by voice vote.

Consent Agenda

1. Board Attendance YTD
2. 9.13.23 First TRIM Hearing - Minutes
3. 8.14.23 Board Meeting Evaluation - Survey Results

General Public Comments

Chair's Report

Executive Director's Report

ED Kiner requested the Board's approval to execute a contract for sale of the property at 4010 NW 25th Place, Gainesville, FL 32606.

Motion to give the Executive Director authority to sign and execute an agreement for a capital purchase of the property at 4010 NW 25th Place, Gainesville, FL 32606 made by Member Labarta, Seconded by Member Cornell.

Motion was unanimously approved by voice vote.

Presentations

4. Healthy Start of North Central Florida, Inc. Data Review and Update on NewboRN Home Visiting Program (NHVP) and Maternal Family Partner (Mia Jones)

Julie Moderie, Director of Healthy Start of North Central Florida, presented information on their two Trust-funded programs. She provided an overview on the purpose and benefits of an evidence-based home visiting program, she reported on the community outreach efforts through several education programs and resources, and she shared a variety of participation and performance measures. Three of the program nurses also shared descriptions of personal interactions that resulted in better outcomes for Alachua County newborns, mothers, and their families.

Motion to approve funding for NewboRN Home Visiting Program and Maternal Family Partner for one year starting October 1, 2023 to September 30, 2024 made by Member Cornell, Seconded by Member Labarta.

Motion was unanimously approved by voice vote.

General Public Comments

Board Member Comments

Next Meeting Date

Regular Board Meeting - Monday, October 9th, 2023 @ 4:00 PM
Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

Adjournment

Vice Chair Pinkoson recessed the meeting at 5:01 PM.

Vice Chair Pinkoson reconvened the meeting at 5:10 PM.

Vice Chair Pinkoson adjourned the meeting at 5:56 PM.

CONTRACT TO PURCHASE REAL PROPERTY

THIS CONTRACT TO PURCHASE REAL PROPERTY (this “**Contract**”) is made and entered into by and between **Davis Monk & Company**, a Florida general partnership with its principal address of 4010 NW 25th Place, Gainesville, Florida 32606 (“**Seller**”), and the **Children’s Trust of Alachua County**, an independent taxing district of the State of Florida, by and through its governing body, whose address is 802 NW 5th Ave, Ste 100, Gainesville, FL 32601 (“**CTAC**”). Collectively, the **Seller** and the **CTAC** shall be referred to herein as the “**Parties.**”

WITNESSETH:

WHEREAS, Seller owns that certain real property bearing Alachua County Parcel Identification No. 06107-005-000 that is more particularly described in **Exhibit “A”** attached hereto (the “**Property**”); and

WHEREAS, CTAC desires to purchase the Property from the Seller, contingent upon the provisions provided herein; and

WHEREAS, the Seller desires to sell the Property to the CTAC as provided herein.

NOW THEREFORE, in consideration of the covenants and promises contained herein, and other good and valuable consideration the receipt and sufficiency of is hereby acknowledged by the Parties, the Parties agree as follows:

1. **EFFECTIVE DATE; RECITALS.** This Contract shall become effective as of the day and year upon which Seller and the CTAC have all executed this Contract as set forth on the signature page hereof (the “**Effective Date**”). The above-referenced recitals are true and correct and the same are hereby incorporated into this Contract for all purposes.

2. **DEFINITIONS.** The capitalized terms below shall have the following meanings herein:

***Closing* shall mean the date of the closing of this transaction for the Property.**

Escrow Agent* and *Closing Agent shall mean David Menet, of Salter Feiber, Attorneys at Law located at 3940 NW 16th Blvd, Bldg. B. Gainesville, FL 32605, email: davidm@salterlaw.net. It will not be necessary for the Escrow Agent to execute this

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Contract or any amendments to this Contract. By delivery to and acceptance by the Escrow Agent of a fully executed copy of this Contract along with the Deposit, the Escrow Agent agrees to be bound by the terms and provisions of this Contract specifically relating to the Deposit. However, no amendments to this Contract will adversely affect or impair the rights or duties, or increase the liability of, the Escrow Agent hereunder without the Escrow Agent's prior written approval.

Title Commitment shall mean the written commitment of a Florida-licensed title insurance company to insure and provide title insurance policies to the CTAC. The Escrow Agent shall ensure the CTAC is the named insured for the Property. The Escrow Agent will obtain the necessary title assurances and policy.

Surveyed Acres shall mean the total number of acres of the Property excluding: (1) public rights of way; (2) railroad rights of way; (3) cemeteries; (4) lands under control or possession of anyone other than the Seller; and/or (5) lands below the ordinary high water line or mean high water line of any river, lake or stream, if any.

Survey shall mean an ATLA survey of the Property made by a Florida licensed surveyor who the CTAC shall select from its list of approved surveyors. In addition to the ATLA survey requirements, the surveyor shall: (1) certify the Survey to the CTAC, the Seller, the Closing Agent, and the Florida licensed title insurance company issuing the Title Commitment; (2) meet the requirements of Chapter 472, Florida Statutes; (3) provide a "metes and bounds" legal description of the Property; and (4) list the exact number of Surveyed Acres to the hundredth decimal place or as reasonably practical.

Environmental Reports shall mean any and all environmental site assessments, audits, reports, and/or correspondence relating to any potential environmental matters on any portion of the Property.

3. PURCHASE OF PROPERTY.

a. The Property. Seller represents and warrants to the CTAC that it holds fee simple title to that certain real property located at 4010 NW 25th Place, Gainesville, Alachua County, Florida, bearing Alachua County Property Appraiser's parcel ID#: 06107-005-000, more particularly described in **Exhibit "A"** attached hereto and expressly made a part of this Contract; together with all buildings and improvements thereon, and

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including all fixtures and articles of personal property attached to or appurtenant to or used in connection with the Property, together with all rights, benefits, privileges, easements, hereditaments, rights-of-way and other appurtenances thereon or in any way appertaining thereto, including all mineral rights, development rights, air and water rights, riparian and littoral rights, permits, licenses or approvals associated with the real property (collectively, hereinafter referred to as the “**Property**”).

b. Intangible Personal Property. To the extent assignable without cost to Seller, all intangible personal property, if any, owned by Seller and related to the Property, shall be assigned by Seller to the CTAC at Closing, including, without limitation: all warranties to which the Seller may have rights applicable to the Property or any portion thereof provided by any manufacturers, designers, and contractors providing materials or performing work on, for, or of the Property, or any portion thereof; and plans and specifications and other architectural and engineering drawings; surveys, engineering reports and other technical information relating to the Property; and any governmental permits, approvals, and licenses (including pending applications, if any)(collectively, the “**Intangible Personal Property**”). As used in this Contract, the Property, and the Intangible Personal Property together shall be referred to herein collectively as the “**Property**”.

4. **PURCHASE PRICE; DISBURSEMENT.** Seller agrees to sell and the CTAC agrees to purchase the Property for the sum of One Million Nine Hundred Fifty Thousand Dollars (\$1,950,000.00); subject to adjustments, credits, and prorations as set forth herein (the “**Purchase Price**”).


a. Within 5 business days of the Effective Date of this Contract, CTC will make a deposit with the Escrow Agent the sum of \$50,000, as good faith deposit for the Property (the “**Deposit**”). Upon the expiration of the Inspection Period (as defined below), the Deposit shall be (i) deemed non-refundable except in the event of an uncured Seller default of failure of a condition precedent to Closing, and (ii) applicable to and credited against the Purchase Price at the Closing, or paid to Seller as liquidated damages as hereinafter provided, all as more fully set forth within this Contract.

b. The balance of the Purchase Price, less any fee, and the Deposit by CTAC prior to closing shall be paid by CTAC at Closing.

5. **DOCUMENTS AND INFORMATION SELLER SHALL PROVIDE.** The Seller shall furnish to the CTAC, within five (5) business days of the Effective Date of this

Contract, the following documents and information relating to the Property, to the extent such items are in the possession or control of Seller:

- a. Copies of all title insurance policies, commitments, abstracts, opinions, searches and/or reports for any portion of the Property.
- b. Copies of all Environmental Reports.
- c. Copies of all surveys of any portion of the Property.
- d. Copies of all engineering reports which relate to the Property.
- e. Copies of all leases, contracts, options, easements, licenses, mortgages, financing statements, security agreements, judgments, liens, claims of lien, tax assessment records, and all similar documents, known to the Seller, which are then in effect and may reasonably affect the title to the Property or the Seller's ability to convey fee simple title to the Property.
- f. A completed Beneficial Interest and Disclosure Affidavit for the Seller as required by §§ 286.23(1), and 380.08(2), Florida Statutes, the form of which is attached hereto as **Exhibit "B"**. Pursuant to §286.23(2), Florida Statutes, the disclosure must be made under oath, subject to the penalties prescribed for perjury.
- g. The Seller's social security or Federal Tax ID number.
- h. The above-requested documents in (a)-(d) above are collectively, the "**Seller Inspection Materials**". Notwithstanding the foregoing, the term "Seller Inspection Materials" shall not include any materials that are subject to attorney-client privilege or that constitute attorney work product. During the term of this Contract, to the extent Seller comes into possession of any new Seller Inspection Materials or any Seller Inspection Materials not previously provided to the CTAC, Seller shall promptly notify the CTAC of the same and deliver such Seller Inspection Materials to the CTAC. The CTAC shall be permitted, at the CTAC's cost, to make copies of the Seller Inspection Materials, to the extent Seller is unable to transmit to the CTAC electronic copies of any of the Seller Inspection Materials. The CTAC further acknowledges and agrees that the Seller Inspection Materials will be provided to the CTAC for informational purposes only and that the CTAC shall not be entitled to rely thereon, but shall conduct its own independent inquiry and investigation with respect to the same. Except as otherwise provided in this

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Contract, neither Seller nor any person representing or acting on behalf of Seller, including without limitation any of Seller's agents or consultants, has made or shall make any representation or warranty, express or implied, written or oral, as to the reliability, accuracy or completeness of any of the Seller Inspection Materials, and none of Seller or any of its employees or agents has or shall have any liability relating to the Seller Inspection Materials or for any errors therein or omissions therefrom; provided, however, notwithstanding the same Seller hereby represents that Seller has no actual knowledge (without any obligation of investigation or inspection) that any of the Seller Inspection Materials provided or to be provided by Seller to the CTAC are inaccurate, misleading, or incomplete. If this purchase and sale transaction does not close for any reason, then the CTAC shall return to Seller all Seller Inspection Materials in the CTAC's possession.

6. **DUE DILIGENCE INSPECTIONS.** The CTAC's due diligence period starts on the Effective Date of this Contract and shall continue for a period of thirty (30) calendar days (the "**Inspection Period**"). During the Inspection Period, the CTAC may conduct any surveys, surface and subsurface explorations, soil tests, engineering studies, environmental site assessments (provided, however, that absent prior written consent of Seller, CTAC's environmental and soil assessment of the Property shall be limited to a Phase I environmental assessment), and any other tests and investigations of the Property which the CTAC may elect to make to determine whether the Property is suitable, in the CTAC's sole and reasonable discretion, for the CTAC's intended use and development of the Property as a public facility, including administrative offices for CTAC staff; provided, however, that such Inspections shall not unreasonably disturb or interfere with the use or operations of Seller or any tenants. The CTAC may conduct any inspections during the Inspection Period which the CTAC deems necessary to determine to the CTAC's satisfaction the Property's engineering, architectural, environmental properties, including but not limited to building's structural systems, mechanical systems, building envelope, and interior building components; zoning and zoning restrictions; flood zone designation and restrictions; subdivision regulations; soil and grade; availability of access to public roads, water, and other utilities; consistency with local, state and regional growth management and comprehensive land use plans; compliance with all applicable building codes; availability of permits, government approvals and licenses; compliance with American with Disabilities Act; absence of asbestos, soil and ground water contamination; and other inspections that the CTAC deems appropriate to determine the suitability of the Property for the CTAC's intended use and development ("**Inspections**"); provided, however, that such Inspections shall not unreasonably disturb or interfere with the use or operations of Seller or any tenants.

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The CTAC will deliver written notice to Seller prior to the expiration of the Inspection Period of the CTAC’s determination of whether or not the Property is suitable in the CTAC’s sole and reasonable discretion. The CTAC’s failure to comply with this notice requirement will constitute acceptance of the Property in its present “as is” condition. Seller grants to the CTAC, its employees, agents, contractors and assigns, the right to enter the Property at any time during the Inspection Period for the purpose of conducting Inspections; provided, however, that the CTAC, its employees, agents, contractors and assigns enter the Property and conduct Inspections at their own risk; and provided further that such Inspections shall not unreasonably disturb or interfere with the use or operations of Seller or any tenants. Subject to the limitations contained in paragraph 38, the CTAC shall indemnify, defend and hold Seller harmless from and against any losses, damages, costs, claims and expenses of any nature, including attorneys’ fees at all levels, and from liability to any person, arising from the conduct of any and all Inspections or any work authorized by the CTAC and this indemnity shall survive the Closing or termination of this Contract. The CTAC will not engage in any activity that could result in a mechanic’s lien being filed against the Property without the Seller’s prior written consent. In the event this transaction does not close, (a) the CTAC will repair all damage to the Property resulting from the Inspections and return the Property to the condition it was in prior to conduct of the Inspections, and (b) the CTAC will, at the CTAC’s expense, promptly transmit to the Seller all reports and other work generated as a result of the Inspections.

If the CTAC determines, in its sole discretion, that the Property is not acceptable to the CTAC, it may terminate this contract by delivering written notice to Seller before the expiration of the Inspection Period of such election. In that event the Parties agree that this Contract shall terminate automatically, the \$50,000 deposit of CTAC shall be returned and other than the costs associated with the inspections addressed in this paragraph, the Parties shall have no further duties or obligations hereunder.

7. EVIDENCE OF TITLE AND TITLE INSURANCE. Within twenty (20) days after the Effective Date, the CTAC, at its sole cost and expense, shall obtain the Title Commitment for an ALTA Owner’s Title Insurance Policy insuring the marketable record title of the Property from a recognized national title insurance company of CTAC’s choice doing business in the Alachua County area. The Title Commitment shall describe the Property, shall be dated later than the Effective Date of this Contract, shall be in the full amount of the Purchase Price, shall have attached legible copies of all instruments referred to therein, and shall otherwise disclose the title to the Property to be good, marketable, and

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insurable, subject only to the exceptions set forth in **Exhibit “C”** attached hereto (“**Permitted Exceptions**”).

CTAC acknowledges that there is currently a month-to-month Tenant (known as Carr, Riggs & Ingram CPAs and Advisors), occupying the Property. The Seller has assured CTAC that this Tenant intends to vacate the Property by October 31, 2023; however, the Parties agree that the Closing will not be contingent upon this Tenant vacating the Property.

8. **SURVEY.** The CTAC may have the Property surveyed during the Inspection Period. If the Survey shows that (a) any encroachments on the Property, or that improvements, if any, on the Property encroach on other lands; (b) the Property is not contiguous to a publicly dedicated right of way; or (c) any other facts that affect the marketability of the title to the Property, then any such facts or matters so shown will constitute a Title Objection (defined below) for purposes of Paragraph 9 herein.


9. **TITLE REVIEW.**

a. The CTAC shall have until expiration of the Inspection Period (the “**Title and Survey Review Period**”) to examine the Survey and Title Commitment and any supporting title documents, and, if the Survey, Title Commitment, or supporting title documents, reveal any encroachments, overlaps, easements, restrictions, covenants, conditions, other title defects or other matters objectionable to the CTAC (hereinafter referred to as the “**Title Objections**”), to furnish Seller with a written statement of the CTAC’s Title Objections (“**The CTAC’s Title Objection Notice**”). Any matters identified in the Title Commitment or the Survey and not objected to by the CTAC as set forth above shall be deemed to be approved by the CTAC, provided, however, the CTAC’s failure to provide notice of any Mandatory Cure Items (defined below) shall not be deemed a waiver, the CTAC shall be deemed to have automatically objected to all Mandatory Cure Items, and the CTAC shall not be required to take title subject to any Mandatory Cure Items. In all events Seller shall be required to cure all Mandatory Cure Items. As used herein, the term “**Mandatory Cure Item**” or “**Mandatory Cure Items**” means (i) any mortgage, deed to secure debt, deed of trust or similar security instrument encumbering all or any part of the Property, (ii) any mechanic’s, materialman’s or similar lien (except to the extent resulting from any act or omission of the CTAC or any of its agents, contractors, representatives or employees), (iii) any judgment of record against Seller in the CTAC or other applicable jurisdiction in which the Property is located; (iv) all other liens or encumbrances evidencing monetary obligations of Seller; (v) all matters affecting title which are the result of Seller’s voluntary acts occurring after the Effective Date of this

Contract, to the extent not consented to by the CTAC in writing; and (vii) any other matters that Seller has agreed to cure or satisfy or is otherwise required to cure or satisfy pursuant to the terms of this Contract.

b. If the CTAC furnishes the CTAC's Title Objection Notice within the permitted time, then Seller shall have until seven (7) days after Seller's receipt of the CTAC's Title Objection Notice (the "**Seller Title Response Period**") in which to indicate to the CTAC which of the Title Objections raised by the CTAC that Seller will cure and those which Seller declines to cure, and if Seller does not respond in writing to the CTAC's Title Objection Notice within the Seller Title Response Period, then Seller shall be deemed to have declined to cure all Title Objections set forth in the CTAC's Title Objection Notice.

c. If Seller declines to cure any of the Title Objections set forth in the CTAC's Title Objection Notice (excluding Mandatory Cure Items, which Seller shall be required to cure in all events), then the CTAC may then do one of the following as the CTAC's sole remedy: (i) accept such Title Objections set forth in the CTAC's Title Objection Notice that Seller has declined to cure in writing (excluding Mandatory Cure Items, which Seller shall be required to cure in all events) as a Permitted Exception, and require Seller to deliver the title to the Property at the Closing subject to such uncured Title Objections (but subject to Seller curing all Mandatory Cure Items and any Title Objections set forth in the CTAC's Title Objection Notice that Seller has agreed to cure), with no reduction in the Purchase Price due to the same; or (ii) terminate this Contract, whereupon this Contract shall be automatically terminated, and all Parties released from further obligation hereunder except for any provision herein which expressly survives termination of this Contract. The CTAC's decision either to accept the Title Objections set forth in the CTAC's Title Objection Notice that Seller has declined to cure in writing as a Permitted Exception or to terminate this Contract shall be made by written notice thereof from the CTAC to Seller within the later of (A) three (3) business days after the CTAC receives written notice from Seller that Seller is declining to cure any of the Title Objections set forth in the CTAC's Title Objection Notice (or three (3) business days after the Seller Title Response Period if Seller fails to respond), or (B) the expiration of the Inspection Period. If the CTAC has not provided Seller with written notice of termination within the period set forth herein, any uncured Title Objections that Seller has declined to cure in writing (excluding Mandatory Cure Items, which Seller shall be required to cure in all events) shall become part of the Permitted Exceptions, and any such objection with respect to the same shall be deemed to have been waived and the CTAC shall be deemed to have elected option (i) above.

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d. If Seller timely elects in writing to cure any of the Title Objections, or if Seller is deemed to have agreed to cure all or any of the Title Objections set forth in the CTAC's Title Objection Notice, then Seller shall have until the Closing Date to cure the applicable Title Objections ("**Seller's Title Cure Period**"), and the Closing Date shall be extended for a period of time, not to exceed sixty (60) calendar days, reasonably necessary to accommodate Seller's efforts to cure such applicable Title Objections. In all events, Seller shall cure all Mandatory Cure Items, and Seller shall use good faith and due diligence to cure the Title Objections it agrees to cure. If any such Title Objections, other than those that will be cured or satisfied at Closing, remain uncured by Seller at the end of Seller's Title Cure Period, then Seller shall give the CTAC written notice of Seller's failure to cure all the Title Objections and describe with specificity in that notice the Title Objections which remain uncured. The CTAC may then do one of the following: (i) accept the uncured Title Objections (excluding Mandatory Cure Items, which Seller shall be required to cure in all events) as Permitted Exceptions, and require Seller to deliver the title to the Property at the Closing subject to such uncured Title Objections with no reduction in the Purchase Price in connection with the same; or (ii) terminate this Contract, whereupon this Contract shall be automatically terminated, the Deposit returned to the CTAC and all Parties released from further obligation hereunder except for any provision herein which expressly survives termination of this Contract and any rights and remedies of the CTAC with respect to Seller defaults as set forth in this Contract. The CTAC's decision either to accept the uncured Title Objections or to terminate this Contract shall be made by written notice thereof from the CTAC to Seller within the later of (A) three (3) business days after the CTAC receives written notice from Seller of the uncured Title Objections, or (B) the Closing Date, and the Closing Date shall be extended to accommodate the CTAC's three (3) day response period described in Subparagraph (C) above, as applicable. If the CTAC has not provided Seller with written notice of termination within the period set forth herein, any uncured Title Objections (excluding Mandatory Cure Items, which Seller shall be required to cure in all events) shall be deemed to be acceptable to the CTAC and shall become part of the Permitted Exceptions, and any objection shall be deemed to have been waived and the CTAC shall be deemed to have elected option (i) above. Notwithstanding anything to the contrary set forth herein, if Seller fails to cure all Mandatory Cure Items and other Title Objections which are the result of Seller's voluntary acts occurring after the Effective Date of this Contract, Seller shall be in default hereunder and the CTAC shall have all rights and remedies available to the CTAC hereunder.

e. If, following the expiration of the Title and Survey Review Period, any new matters appear on any update to the Title Commitment or any update to the Survey that affects the Property, then the provisions of this Paragraph 9 shall apply thereto except the

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time period in which the CTAC may object shall expire five (5) days after the CTAC receives said update, and the Seller Title Response Period for the same shall expire three (3) business days thereafter. In addition, if any time periods provided for in this Paragraph 9(e) extend beyond the Closing Date, then the Closing Date shall be extended until a date which is five (5) business days after the last applicable date. Except as may otherwise be expressly permitted under this Contract, Seller shall not permit any new encumbrances on the Property after the Effective Date without the CTAC's prior written consent.

10. **ENVIRONMENTAL SITE ASSESSMENT.** The CTAC's obligation to purchase the Property is contingent on the CTAC being able to obtain an environmental site assessment of the Property during the Inspection Period, which the CTAC determines, in its sole discretion, to be satisfactory for its intended use and development of the Property. If the results of the environmental site assessment or any Environmental Reports furnished to the CTAC by a third-party consultant or the Seller reveal that any portion of the Property is contaminated or violates applicable federal, state or local laws, ordinances, codes, rules, orders or regulations relating to pollution or protection of the environment or to threatened or endangered species (collectively the "**Environmental Defects**"), the CTAC shall provide written notice to the Seller of the Environmental Defects prior to the expiration of the Inspection Period. Should the CTAC provide such notice, the Seller shall have 20 days after the date of said notice to elect, in Seller's sole discretion, whether to correct or remove the Environmental Defects. In the event that Seller elects to correct or remove the Environmental Defects within such 20-day period by written notice to CTAC, then the Closing Date shall be extended 70 days after the date of such notice (the "**Extended Closing Date**"). If the Seller is unable, after reasonable effort, to correct or remove the Environmental Defects that Seller elects to correct or remove within the 70 day time period, or if Seller elects not to correct or remove any Environmental Defects, the CTAC may either: (a) accept the Environmental Defects and close this transaction according to the terms of this Contract no later than the end of the Extended Closing Date, or (b) terminate this Contract by written notice to the Seller, as may be determined and elected by the CTAC Manager without further approval by the Board, whereupon all Parties shall be relieved of all further obligations under this Contract.

11. **CASUALTY LOSS.** In the event any portion of the improvements located on the Property is damaged or destroyed by wind, fire, casualty, disease, or by any other means or act of God, prior to closing, to an extent greater than Thousand and No/100 Dollars (\$100,000.00) in value, then the CTAC, as determined by the CTAC Executive Director, may either: (a) accept such loss and close this transaction according to the terms of this

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Contract; or (b) terminate this Contract by written notice to the Seller, whereupon all Parties shall be relieved of all further obligations under this Contract. Seller represents that it has standard casualty and property damage insurance coverage sufficient to cover foreseeable damage to the property in the amount set forth above. Provided, however, if the CTAC proceeds to closing, the Seller shall be obligated to repair all damage to the improvements to the extent covered by insurance, regardless of the amount of such damage or, at the option of the CTAC, Seller shall assign all insurance or condemnation proceeds resulting from the loss or damage to the CTAC.

12. **INSPECTIONS.** The CTAC may perform visual inspections of the Property at any time prior to Closing; provided, however, that such visual inspections shall not unreasonably disturb or interfere with the use or operations of Seller or any tenants.

13. **CLOSING DATE; APPROVALS.** This transaction shall be closed at a date and time mutually agreed upon by the Parties no later than thirty (30) days after the expiration of the Inspection Period (the “**Closing Date**”), as may be extended as provided herein, at or through the offices of the Escrow Agent, unless otherwise provided for herein or agreed to by the Parties in writing. The Executive Director of CTAC has the authority to agree, on behalf of the CTAC, to terminate this Contract, or to extend the Inspection Period, Cure Period, or the Closing Date, without further approval by the CTAC Board.

14. **EXPENSES.** The Parties shall pay closing costs and expenses as follows:

SELLER:

- Documentary stamp tax on the deed of conveyance;
- Preparation of all closing documents necessary to cure title defects; which are not Permitted Exceptions (if any);
- Past due taxes (if any);
- Seller’s attorney’s fees; and
- Seller’s brokerage fees (if any)

CTAC:

- Environmental site assessment costs;
- Survey;
- Owners Title Insurance Policy for the CTAC (including all related search and abstract fees);
- Closing Agent fees (including the preparation of all closing

- documents, except those that are necessary to cure title defects and are thus Seller's responsibility);
- Recording costs; and
- CTAC's attorney's fees.

15. AD VALOREM TAXES AND ASSESSMENTS ON THE PROPERTY.

a. For the year of closing, the Seller shall be responsible for and pay at closing all unpaid ad valorem taxes and assessments on the Property relating to the period of time that Seller owned the Property, and to discharge the lien of such ad valorem taxes and assessments relating to the period of time that Seller owned the Property. The Seller may take advantage of all legal procedures for discharging such lien by paying an estimated, prorated amount into escrow with the applicable tax collector(s) as provided by Section 196.295, Florida Statutes, Rule 12D-13.016, Florida Administrative Code and other applicable provisions of law. Seller shall not be responsible for any taxes or assessments incurred after closing. CTAC as a governmental entity is immune from taxation for property it owns.

b. For all years prior to the year of closing, the Seller shall be responsible for and pay at closing all unpaid ad valorem taxes and assessments on the Property, to discharge any and all liens of such ad valorem taxes and assessments.

16. ASSESSMENTS AND FEES. The Seller shall fully pay the following at or prior to closing, to the extent relating to the period of time that Seller owned the Property: all unpaid public assessments for street, sidewalk or other improvements, if any; city or county garbage disposal fees, incineration fees, fire service fees, and the like; impact fees payable with respect to the Property; and any other fees or payments due to any governmental authority with respect to the Property.

17. CLOSING DOCUMENTS: The CTAC's Executive Director is hereby delegated the authority to execute all closing documents on behalf of the CTAC that are necessary to close this transaction, including but not limited to the HUD-1 Settlement Statement. Except as specifically provided below, the Seller shall deliver or provide the Closing Agent with information necessary to produce the following documents at or prior to closing:

a. An Affidavit of Non-Foreign Status, Notice of Non-Recognition, or Withholding Certificate to establish compliance with the Foreign Investment and Real Property Tax Act of 1980 "FIRPTA". Any such documents executed and delivered by the

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Seller must comply with the provisions of FIRPTA and any regulations or rules promulgated thereunder. If the Closing Agent or the CTAC has actual knowledge or has received notice that the information contained or representations made in such document(s) is false, or if the document(s) does not otherwise comply with FIRPTA, then the Closing Agent shall withhold 10% - 15% of the amount realized by the Seller and shall remit such amount to the IRS at closing along with the properly completed remittance form.

b. Seller shall furnish a Seller's affidavit, in form reasonably acceptable to the Closing Agent, the title insurance company, and the CTAC, sufficient to remove standard printed exceptions to title in the Owner's Title Insurance Policy regarding (i) rights or claims of Parties in possession; and (ii) mechanic's liens.

c. An affidavit affirming the Seller's representations and warranties listed in Paragraph 23.


d. IRS 1099 Form, if required.

e. Incumbency Certificate, Resolution and Affidavit, in a form acceptable to the Closing Agent, from the Seller if the Seller is not a natural person.

f. Seller shall deliver satisfaction(s), release(s) or estoppel letters from lenders and others holding mortgages or liens on the Property.

g. Seller shall deliver an assignment of all of Seller's rights, title and interest in all development rights, permits, licenses, benefits, consents, or approvals, surveys, soil tests, water, sewer, or other utility capacity verification or reservation, development plans, engineering plans or specifications, tests, reports, studies, appraisals, analyses and similar documents or information.

h. As may be required by the Title Commitment, Seller shall deliver (i) documents, instruments, or other writings executed, drafted, or issued by the City wherein the City does or otherwise confirms it release(s), quit claim(s), renounce(s), or quiet(s) any and all right, title, or interest in the Property; or (ii) such other documentation as may be reasonably needed by the Closing Agent or title insurance company to issue the Owner's Title Insurance Policy without exception for any and all right, title, or interest of the City in and to the Property.

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i. Any other documents or information the Closing Agent reasonably requests or requires to complete the transaction.

18. **CONVEYANCE.** At closing, the Seller shall convey fee simple title of the Property to the CTAC by special warranty deed, free and clear of all liens and encumbrances except for the Permitted Exceptions and those matters expressly allowed for herein or otherwise agreed to by the Parties in writing. The CTAC Board authorizes the Executive Director of CTAC to accept liens and encumbrances related to the Property without requiring further approval of the CTAC Board. The deeds of conveyance shall: (1) utilize the “metes and bounds” legal descriptions of the Property; and (2) meet the standards of the Closing Agent and the CTAC as to form. Exclusive possession of the Property shall pass to the CTAC at the time of closing.

19. **TIME IS OF THE ESSENCE.** In all matters relating to this Contract, **TIME IS OF THE ESSENCE.**

20. **NO ALTERATIONS PRIOR TO CLOSING.** After the Effective Date, the Seller will not, without prior written consent from the CTAC, (i) execute or enter into any lease, contract, option, easement, license, mortgage, financing statement, security agreement, or similar document concerning or affecting the Property, or (ii) materially alter the Property; provided, however, that Seller shall be permitted to engage in routine cleaning, maintenance and repair activities without the necessity of obtaining any consent from CTAC.

21. **GENERAL CONDITIONS TO OBLIGATIONS OF THE CTAC.** The obligations of the CTAC are, at the option of the CTAC, contingent upon these conditions:

a. The representations and warranties made by Seller herein shall be correct statements of fact as said facts exist as of the Closing Date, and at all times between the Effective Date and the Closing Date.

b. All terms, covenants, agreements and provisions of this Contract to be complied with and performed by the Seller on or before the Closing Date shall have been duly complied with or performed.

22. **GENERAL CONDITIONS TO OBLIGATIONS OF THE SELLER.** The obligations of the Seller are, at the option of the Seller, contingent upon these conditions:

a. The representations and warranties made by CTAC herein shall be correct statements of fact as said facts exist as of the Closing Date, and at all times between the Effective Date and the Closing Date.

b. All terms, covenants, agreements and provisions of this Contract to be complied with and performed by the CTAC on or before the Closing Date shall have been duly complied with or performed.

23. REPRESENTATIONS, WARRANTIES, AND COVENANTS OF SELLER.

The Seller hereby represents, warrants, and covenants to and with the CTAC as follows:

a. To the best of Seller's knowledge and belief, except for those matters that will be discharged at closing, the Seller, and only the Seller, holds fee simple title to the Property and neither the Seller nor any other party has a common law or statutory way of necessity over or across the Property pursuant to §704.01, Florida Statutes.

b. From and after the Effective Date, Seller shall not enter into any contracts, agreements, encumbrances, liens, or other documents or instruments for or regarding the sale, transfer, disposition, assignment, conveyance, encumbrance, lien, pledge, of any Property, or any part thereof or any interest therein, or which may result in any lien or encumbrance with regard to the Property, or any part thereof, or an interest therein, without the prior written consent of the CTAC.

c. The person executing this Contract on behalf of the Seller is fully and duly authorized to do so by Seller, and any and all actions required to make this Contract and the performance thereof legally binding obligations of Seller, have been duly and legally taken. No further consent, authorization or approval of any person or entity is required for Seller to enter into or perform this transaction.

d. Seller has paid (or covenants that it will pay prior to Closing) any and all taxes (excluding taxes not yet due) which have or could become a lien or charge against the Property, subject to the proration therein provided.

e. To the best of Seller's knowledge and belief, except for the liens, encumbrances, or charges against the Property specifically disclosed in this Contract, there are no other liens, encumbrances, unpaid bills to vendors, outstanding obligations or charges (contingent or absolute) in existence against such Seller or any businesses conducted thereon, or any existing undisclosed or unrecorded liens, encumbrances or

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charges, which could adversely affect title to the Property after the Effective Date or the Closing Date, and Seller has no knowledge of any matters pending that could result in a lien against the Property, or in any way substantially adversely affect title to the Property.

f. From and after the Effective Date, Seller will not cause, permit, suffer, or allow any change, modification or alternation to be made to the Property, or any part or portion thereof, or its physical condition without the prior written consent of CTAC; provided, however, that Seller shall be permitted to engage in routine cleaning, maintenance and repair activities without the necessity of obtaining any consent of CTAC.

g. Other than Carr, Riggs & Ingram CPAs and Advisors, there are no leases of the Property, or any portion thereof.

h. To the best of Seller's actual information and belief, during its ownership the Property has never been used for the dumping, disposal, manufacture, handling, transportation, storage, or usage of any toxic or hazardous wastes or materials, and no such toxic or hazardous waste or materials are present on, in, or under the Property. As used herein "hazardous or toxic wastes or materials" shall mean and refer to any substance or matter giving rise to liability or regulations under any federal, state, or local law, statute, regulation, rule or ordinance.

i. To the best of the Seller's actual information and belief, no party or person has ever used the Property as a dump, landfill or garbage disposal site.

j. To the best of the Seller's actual information and belief, the Property presently complies with all applicable environmental laws, rules and regulations.

k. The Seller has no actual knowledge of any previous violations of applicable environmental laws, rules and regulations regarding the Property.

l. The Seller has not received notice from any government agency that the Property violates any federal, state or local laws, ordinances, codes, rules, orders or regulations or that any remedial action is required on the Property.

m. The Seller has no actual knowledge that there are any endangered species (as defined by state or federal law) on the Property.

n. The Seller is not a “foreign person” as that term is defined in 26 U.S.C.A. §1445(f)(3), nor is the sale of the Property subject to any withholding requirements imposed by the Internal Revenue Code, including but not limited to 26 U.S.C.A. §1445.

o. Upon closing, sole and exclusive possession of the Property shall transfer to the CTAC and Seller shall turn over the Property in broom clean condition, free of junk, rubbish, trash and debris.

p. To the best of Seller’s knowledge and belief, there are no actions, suits or proceedings of any kind or nature whatsoever legal or equitable, actual or threatened, affecting the Property, or any portion thereof, or relating to or arising out of the ownership of the Property, in any court or before or by any Federal, state, CTAC or municipal department, commission, board, bureau, or agency or other government instrumentality.


q. No person, firm or other legal entity other than the CTAC has any right or option whatsoever to acquire the Property or any portion thereof, or any interest therein.

r. The execution and delivery of this Contract and the consummation of the transaction contemplated herein shall not and do not constitute a violation or breach by Seller of any provision of any agreement or other instrument to which Seller is a party or to which Seller may be subject although not a party, nor result in or constitute, to the best of Seller’s knowledge and belief, a violation or breach of any judgment, order, writ, injunction or decree issued against Seller.

s. Except as stated in Paragraph 5 above, no representation, warranty or covenant in this Contract, nor any document, certificate or exhibit given or delivered to CTAC pursuant to this Contract, when read singularly or together as a whole, contains any untrue statement of a material fact, or omits a material fact necessary to make the statements contained therein true in the light of the circumstances under which they were made, to the best of Seller’s knowledge.

t. Seller is not subject to any bankruptcy proceeding, assignment for benefit of creditors, receivership or similar proceedings and that the conveyance of the Property as set out herein will not result in the Seller becoming bankrupt or insolvent.

Except as otherwise expressly provided in this Contract, CTAC hereby expressly acknowledges and agrees that Seller makes no representations or warranties of any kind pertaining to any of the Property to be conveyed by Seller to CTAC, whether express or

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implied, including without limitation warranties or representations as to matters of title, use, zoning, tax consequences, physical or environmental conditions, operating history or projections, valuation, governmental approvals, merchantability, marketability, profitability, suitability or fitness for a particular use or purpose, the manner or quality of the construction or materials of the Property, the manner, quality, state of repair or lack of repair of the Property, and the completeness or accuracy of any information or materials provided to CTAC. In the event of Closing, the Property is being sold and accepted by CTAC in “AS IS”, “WHERE IS” condition, and “WITH ALL FAULTS” except as expressly set forth in this Contract or in documents to be delivered at Closing pursuant to the terms of this Contract. Except for the warranties and representations expressly made by Seller in this Contract or in documents to be delivered at Closing pursuant to this Contract, Seller expressly disclaims any and all warranties, express or implied, relating in any way to the nature, quality, condition, use, operation or history of the Property, improvements and personal property to be conveyed by Seller to CTAC. CTAC is relying on its own investigation of the Property, and CTAC expressly represents that it has not relied upon and will not rely upon, either directly or indirectly, any representation or warranty of Seller or any agent of Seller except as may be specifically set forth in this Contract.

24. **REPRESENTATIONS AND WARRANTIES OF THE CTAC.** CTAC hereby represents and warrants to Seller as follows:

a. The person executing this Contract on behalf of CTAC is fully and duly authorized to do so by CTAC, and any and all actions required to make this Contract and the performance thereof legally binding obligations of CTAC, have been duly and legally taken. No further consent, authorization or approval of any person or entity is required for CTAC to enter into or perform this transaction.

b. The execution and delivery of this Contract and the consummation of the transaction contemplated herein shall not and do not constitute a violation or breach by CTAC of any provision of any agreement or other instrument to which CTAC is a party or to which CTAC may be subject although not a party, nor result in or constitute, to the best of CTAC’s knowledge and belief, a violation or breach of any judgment, order, writ, injunction or decree issued against CTAC.

c. No representation, warranty or covenant in this Contract, nor any document, certificate or exhibits given or delivered to Seller pursuant to this Contract, when read singularly or together as a whole, contains any untrue statement of material fact, or omits a material fact necessary to make the statement contained therein true in light of the circumstances under which they were made.

25. **CONTINUING REPRESENTATION AND WARRANTIES.** The representations and warranties of the Parties contained herein shall be continuing up to and including the Closing Date and at all times between the Effective Date hereof and the Closing Date, with the same force and effect as though such representations and warranties had been made as of Closing, and shall survive the closing of this transaction and remain in effect and enforceable by the Parties for a period of one (1) year after the Closing Date.

26. **EMINENT DOMAIN.** The Seller has no knowledge of any threatened or pending eminent domain proceedings affecting the Property. In the event eminent domain proceedings are pending (without Seller’s knowledge) or instituted after the Effective Date, to acquire all or any part of Property, the Parties agree that:

a. The Seller shall, upon discovery, immediately notify the CTAC of such threatened or pending eminent domain proceedings and provide to the CTAC copies of all written correspondences, pleadings or other papers concerning the eminent domain proceeding as the Seller receives them.

b. The CTAC may either: (i) terminate this Contract by written notice to the Seller, whereupon the Parties shall be relieved of all further obligations under this Contract; or (ii) the CTAC may elect to keep this Contract in full force and effect and assume sole control and direction (including settlement authority) of the eminent domain proceedings. In the event of Closing pursuant to this Contract, the CTAC shall receive the eminent domain award and the Purchase Price shall remain as defined above. The Seller shall execute all assignments or documents as are reasonably necessary to accomplish the same.

27. **REAL ESTATE COMMISSIONS.** Seller and CTAC hereby acknowledge that Perry G. McDonald of Bosshardt Realty Services LLC and Daniel Drotos of Colliers International of Gainesville are the sole brokers either party has dealt with in regards to this transaction and, if CTAC acquires the Property pursuant to this Contract, that said brokers will be compensated by Seller pursuant to a separate listing agreement. Except with respect to the above-identified brokers, Seller and CTAC shall indemnify and hold harmless the other from and against any claim for any real estate sales commission, finder’s fee, consulting fee, or other compensation in connection with the sale contemplated hereby and arising out of any act or agreement of such party. The indemnity obligations set forth above in this section shall survive both the Closing of the sale contemplated hereby and any termination of this Contract.

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28. **AUTHORITY.** Each party hereby represents and warrants to the other party, which representations and warranties shall be true and shall be deemed to be restated at the closing:

a. Each party has full authority to bind itself to the obligations stated herein, including but not limited to, providing any necessary resolutions or like documents indicating consent and approval.

b. The execution and delivery of this Contract and consummation of the transaction contemplated hereby shall not (i) constitute a default under any instrument, document or obligation to which it is now, or may become a party, or by which it may be bound or affected, or (ii) violate any order, writ, injunction or decree of any court in any litigation to which it is a party.

29. **DEFAULT.**

a. Unless otherwise specified in this Contract, in the event any condition of this Contract is not met by Seller, CTAC has timely given any required notice regarding the condition having not been met by Seller, and the sale contemplated hereby does not close, then the Deposit will be returned in accordance with applicable Florida Laws and regulations.

b. In the event Seller breaches its covenant to convey the Property to the CTAC or otherwise fails to perform its material obligations under this Contract, CTAC may provide Seller with written notice of the same and Seller shall thereafter have five (5) business days in which to cure the same. If Seller is unable or unwilling to cure the alleged default and the purchase and sale hereunder is not closed by reason thereof, CTAC shall have the right to (i) seek specific performance of this Contract, or (ii) terminate this Contract by providing written notice of such termination to Seller, whereupon the Deposit shall be returned to CTAC, and the parties shall have no further rights, duties, liabilities or obligations hereunder, except as expressly set forth herein. To the extent any alleged default involves a default of any of Seller's material representations, covenants or obligations hereunder, then, in the event of termination of this Contract by CTAC pursuant to this Section 29(b), in addition to the return of the Deposit to CTAC, Seller shall, within ten (10) business days thereafter, pay to CTAC, as liquidated damages and not as a penalty, an amount equal to all third party out-of-pocket costs and expenses incurred by CTAC in connection with the transaction

contemplated by this Contract in an aggregate amount not to exceed Fifteen Thousand and 00/100 Dollars (\$15,000.00).

c. In the event any material representation, covenant or obligation of CTAC hereunder should at any time prior to Closing become untrue or unsatisfied, Seller may provide CTAC with written notice of the same and CTAC shall thereafter have five (5) business days in which to cure the same (provided, however, that no such notice and cure period shall be required if the event of default is CTAC's failure to timely close). If CTAC is unable or unwilling to cure the alleged default and the purchase and sale hereunder is not closed by reason thereof, then the Deposit shall be paid to Seller as full liquidated damages for such default by CTAC. It is specifically understood and agreed that payment of the Deposit to Seller, as liquidated damages, is Seller's sole and exclusive remedy hereunder, and Seller is hereby specifically waiving and relinquishing any and all other remedies at law or in equity. The Parties acknowledge that the actual amount of the damages which Seller would sustain as a result of CTAC's breach of this Contract are difficult or impossible to estimate, that the Deposit represents the Parties' best estimate of Seller's damages in the event of such breach, that said stipulated sum is a reasonable pre-estimate of the probable loss resulting from such a breach, and that payment of the Deposit to Seller is not to be construed as a penalty or forfeiture.

d. In no event shall either party be entitled to any remedies or damages for breach of this Contract except as set forth herein. In no event shall any party be entitled to punitive or consequential damages for the breach of this Contract.

30. **FURTHER ASSURANCES.** The Parties shall execute such further documents and do any and all such further things as may be reasonably necessary to implement and carry out the intent of this Contract.

31. **NOTICES.** Any notice, demand, request, or other communication required or permitted by this Contract or by law shall be in writing and delivered by one of the following methods: (a) delivered in person with signed proof of delivery, (b) delivered by United States certified or registered mail, return receipt requested, postage prepaid, or (c) delivered by a commercial courier service (such as Federal Express) to the following addresses:

Seller:

Davis Monk & Company
Attn: Joseph W. Davis

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2735 NW 22nd Drive
Gainesville, FL 32605

With a copy to:

Withers Harvey, P.A.
Attn: Richard I. Withers, Esq.
1120 NW 8th Avenue
Gainesville, Florida 32601

CTAC:

Executive Director CTAC
802 NW 5th Av.
Ste, 100
Gainesville, Florida 32601

With a copy to:

Sylvia Torres, County Attorney
Alachua County Attorney's Office
12 SE 1st Street
2nd Floor
Gainesville, Florida 32601

To change or update any of the addresses above, the notifying party shall provide notice of the change in writing to the other party using the methods set out above. Such notice shall be deemed effective as of the date of receipt of such notice by personal delivery or commercial courier service, or the date of receipt or refusal of such notice by registered or certified mail, return receipt requested.

32. **ASSIGNMENT.** This Contract may not be assigned by either party without the written consent of the other party.


33. **PERSONS BOUND.** This Contract shall be binding upon, and shall inure to the benefit of the Parties hereto and their respective heirs, executors, administrators, personal representatives, legal representatives, successors, and permitted assigns.

34. **ESCROW.** Any Escrow Agent receiving funds or equivalent is authorized and agrees by acceptance thereof to deposit promptly and to hold same in escrow and subject to clearance thereof to disburse same in accordance with the terms and conditions of this

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Contract. Failure of clearance of funds shall not excuse performance by the CTAC and may be treated as a default by the CTAC at the option of the Seller. In the event of doubt as to the Escrow Agent's duties or liabilities under the provisions of this Contract, the Escrow Agent may, in agent's sole discretion, continue to hold the funds in escrow until the Parties mutually agree to the disbursement thereof, or until a judgment or a court of competent jurisdiction shall determine the rights of the Parties thereto, or Closing Agent may deposit same with the clerk of the circuit court having jurisdiction of the dispute, and upon notifying all Parties concerned of such action, all liability on the part of the Escrow Agent shall fully terminate, except to the extent of accounting for any items theretofore delivered out of escrow. In the event of any suit between CTAC and Seller wherein the Escrow Agent is made a party by virtue of acting as an escrow agent hereunder, or in the event of any suit wherein Escrow Agent interpleads the subject matter of this escrow, the agent shall be entitled to recover reasonable attorney's fees and costs incurred, said fees and costs to be charged and assessed as court costs in favor of the prevailing party. All Parties agree that the Escrow Agent shall not be liable to any party or person whomsoever for misdelivery to CTAC or Seller of items subject to escrow, unless such misdelivery shall be due to willful breach of this Contract or gross negligence on the part of the Closing Agent.

35. **ENTIRE AGREEMENT.** This Contract contains all of the agreements, representations and warranties of the Parties hereto with respect to the Property, and supersedes all other discussions, understandings or agreements in respect to the subject matter hereof. All prior discussions, understandings and agreements are merged into this Contract, which alone fully and completely expresses the agreements and understandings of the Parties hereto. This Contract may be amended, superseded, extended or modified only by an instrument in writing referring hereto signed by all Parties.
36. **APPLICABLE LAW; VENUE.** This Contract shall be interpreted, construed, and enforced in accordance with the laws of the State of Florida. Sole and exclusive venue shall be in Alachua County, Florida.
37. **WAIVER OF RIGHT TO TRIAL BY JURY.** Each party waives its rights to demand trial by jury.
38. **SOVEREIGN IMMUNITY.** The CTAC fully retains all sovereign immunity protections afforded to it as an independent taxing district of the State of Florida. The CTAC waives nothing by entering into this Contract. All claims against the CTAC that are permissible

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pursuant to the partial waiver of sovereign immunity set forth in §768.28, Florida Statutes, must strictly comply with the procedures found in §768.28, Florida Statutes.

39. **SEVERABILITY.** In the event any portion of this Contract is found to be unenforceable, the remainder of this Contract shall remain in full force and effect if the deletion of such portion shall neither affect the overall intent of this Contract, nor materially impair the benefits negotiated by each party hereunder.
40. **CONSTRUCTION.** The provisions of this Contract have been carefully and fully negotiated between the Parties, each of which has relatively equal bargaining power. The terms of this Contract are to be construed in accordance with their fair meaning and intent and are not to be construed against either party merely because such party or its counsel drafted this Contract. In the event a day of performance falls on a Saturday, Sunday or legal holiday under the laws of the State of Florida, the day of performance shall be automatically extended to the next day which is not a Saturday, Sunday or legal holiday.
41. **NO RECORDING OF CONTRACT.** The Parties agree that neither the CTAC nor the Seller shall cause this Contract to be recorded in any public records relating to the Property.
42. **COUNTERPARTS.** This Contract may be executed by the Parties hereto individually or in combination, in one or more counterparts, each of which shall be an original, and all of which shall constitute one and the same contract. This Contract may be executed and delivered by facsimile and/or email transmission, with the intention that such facsimile and/or email signature and delivery shall have the same effect as an original signature and actual delivery. Execution of this document may be by digital means and the parties shall be bound by that method.
43. **HEADINGS.** The captions and headings contained in this Contract are for reference purposes only, and shall not in any way affect the meaning or interpretation hereof.
44. **WAIVER.** No provision of this Contract or any rights hereunder may be waived unless such waiver is in writing and is signed by the party waiving such provision or right. The waiver by one party of the performance of any covenant or condition herein shall not invalidate this Contract, nor shall it be considered to be a waiver by such party of any other covenant or condition herein. The waiver by either or both Parties of the time for performing any act shall not constitute a waiver of the time for performing any other act or an identical act required to be performed at a later time. The exercise of any remedy

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provided by law or in the provisions of this Contract shall not exclude other remedies unless they are expressly excluded.

[Signature pages follow]

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EXECUTED this 26 day of September, 2023, by the following authorized representatives of the Seller.

SELLER:

DAVIS MONK & COMPANY
a Florida general partnership

By: *Joseph W. Davis*
Joseph W. Davis

Its: General Partner

Signed, sealed and delivered
in the presence of:

[Signature]
Witness No 1 Signature

Richard Huthers
Witness No 1 Print Name

[Signature]
Witness No 2 Signature

Sarah K. Wilmoth
Witness No 2 Print Name

STATE OF FLORIDA
COUNTY OF ALACHUA

The foregoing instrument was acknowledged before me by means of physical presence or online notarization on September 26, 2023, by Joseph W. Davis, as General Partner of Davis, Monk & Company. Said person is personally known to me or produced _____ as identification.
(type of identification)

[Signature]
Notary Public – State of Florida

Print Name: Sarah K. Wilmoth

Commission Number: _____

Commission Expiration Date: _____



[Signature] Seller's Initials
_____ CTAC's Initials

EXECUTED this ____ day of _____, 2023, by the Chair of the Children’s Trust of Alachua County, an independent taxing district of the State of Florida, acting within her signature authority as granted by the Children’s Trust of Alachua County.

CHILDREN’S TRUST OF ALACHUA COUNTY

ATTEST:

By: _____
Tina Certain, Chair

Date: _____

Ken Cornell
Treasurer

APPROVED AS TO FORM

Counsel for the Children’s Trust

EXHIBIT LIST

- Exhibit A – Legal Description of Parcel**
- Exhibit B –Beneficial Interest and Disclosure Affidavit Form**
- Exhibit C – Permitted Exceptions**

 Seller’s Initials
____ CTAC’s Initials

EXHIBIT A – Legal Description of Property

TAX PARCEL NUMBER 06107-005-000

A tract of land situated in Section 26, Township 9 South, Range 19 East, City of Gainesville, Alachua County, Florida, said tract of land being more particularly described as follows:

Commence at the Southwest corner of the aforementioned Section 26, Township 9 South, Range 19 East for a point of reference and run North 00°04'48" East, along the West line of said Section 26 and along the centerline of NW 43rd Street, a distance of 1410.00 feet to the intersection of said centerline with the centerline of NW 27th Lane; thence run South 89°55'12" East, along said centerline of N.W. 27th Lane, a distance of 500.00 feet; thence run South 00°04'48" West, a distance of 235.00 feet to a concrete monument and the True Point of Beginning; thence continue South 00°04'48" West, a distance of 180.00 feet to a concrete monument on the Northerly line of NW 25th Place; thence run South 64°10'09" East, along said Northerly line, a distance of 186.83 feet to a concrete monument at the beginning of a curve concave Northwesterly, said curve having a radius of 50.00 feet and a chord bearing and distance of North 57°57'20" East, 84.69 feet respectively; thence run Northeasterly with said curve through an arc angle of 115°45'03', an arc distance of 101.01 feet to a concrete monument at the end of said curve; thence run North 00°04'48" East, along the West line of NW 40th Street, a distance of 216.14 feet to a concrete monument; thence run North 89°55'12" West, a distance of 240.00 feet to the True Point of Beginning.


 Seller's Initials
 _____ CTAC's Initials

EXHIBIT B – Beneficial Interest and Disclosure Affidavit Form

AFFIDAVIT OF DISCLOSURE OF BENEFICIAL INTEREST

STATE OF _____
COUNTY OF _____

Before me, the undersigned authority, personally appeared _____ who was sworn and makes the following statements:

1. Affiant has personal knowledge of the facts contained herein.

2. Affiant makes this affidavit concerning the following described property (the “Property”) located in Alachua County, Florida which is being sold and conveyed to the Children’s Trust of Alachua County, Florida, an independent taxing district of the State of Florida:

See Exhibit “A” attached hereto.

3. The Property is owned by _____ (the “Owner”). Affiant is an Authorized Person of the Owner.

4. I make this affidavit pursuant to the entity disclosure requirements listed in §286.23, Florida Statutes concerning real property being conveyed to a public agency.

5. The following are the names and addresses of all parties having any beneficial interest in the Owner:

- a. _____, whose address is _____.
- b. _____, whose address is _____.
- c. _____, whose address is _____.
- d. _____, whose address is _____.
- e. _____, whose address is _____.
- f. _____, whose address is _____.

 Seller’s Initials
_____ CTAC’s Initials

Further Affiant Sayeth Naught.

DATED: _____

By: _____

Printed Name: _____

SWORN TO, SUBSCRIBED AND ACKNOWLEDGED before me on _____ by _____ who is personally known to me or who has produced _____ as identification.

Sign: _____

{S E A L}

Print: _____

 Seller's Initials
____ CTAC's Initials

EXHIBIT C – Permitted Exceptions

“Permitted Exceptions” shall mean: (i) zoning and other regulatory laws and ordinances affecting the Property; (ii) items created by or through CTAC, and the exceptions to title approved by CTAC during the Inspection Period; (iii) any matters of record as of the Effective Date which were not objected to by CTAC in the CTAC's Title Objection Notice; (iv) any matters of title to which CTAC objected in the CTAC’s Title Objection Notice but for which Seller has indicated (or is deemed to have indicated) that it will take no curative action; and (v) any matters which would be disclosed by an accurate survey and inspection of the Property.

 Seller's Initials
____ CTAC's Initials

CONTRACT TO PURCHASE REAL PROPERTY

THIS CONTRACT TO PURCHASE REAL PROPERTY (this “**Contract**”) is made and entered into by and between **Davis Monk & Company**, a Florida general partnership with its principal address of 4010 NW 25th Place, Gainesville, Florida 32606 (“**Seller**”), and the **Children’s Trust of Alachua County**, an independent taxing district of the State of Florida, by and through its governing body, whose address is 802 NW 5th Ave, Ste 100, Gainesville, FL 32601 (“**CTAC**”). Collectively, the **Seller** and the **CTAC** shall be referred to herein as the “**Parties.**”

WITNESSETH:

WHEREAS, Seller owns that certain real property bearing Alachua County Parcel Identification No. 06107-005-000 that is more particularly described in **Exhibit “A”** attached hereto (the “**Property**”); and

WHEREAS, CTAC desires to purchase the Property from the Seller, contingent upon the provisions provided herein; and

WHEREAS, the Seller desires to sell the Property to the CTAC as provided herein.

NOW THEREFORE, in consideration of the covenants and promises contained herein, and other good and valuable consideration the receipt and sufficiency of is hereby acknowledged by the Parties, the Parties agree as follows:

1. **EFFECTIVE DATE; RECITALS.** This Contract shall become effective as of the day and year upon which Seller and the CTAC have all executed this Contract as set forth on the signature page hereof (the “**Effective Date**”). The above-referenced recitals are true and correct and the same are hereby incorporated into this Contract for all purposes.
2. **DEFINITIONS.** The capitalized terms below shall have the following meanings herein:

Closing shall mean the date of the closing of this transaction for the Property.

Escrow Agent and ***Closing Agent*** shall mean David Menet, of Salter Feiber, Attorneys at Law located at 3940 NW 16th Blvd, Bldg. B. Gainesville, FL 32605, email: davidm@salterlaw.net. It will not be necessary for the Escrow Agent to execute this

____ Seller’s Initials

 ____ CTAC’s Initials

Contract or any amendments to this Contract. By delivery to and acceptance by the Escrow Agent of a fully executed copy of this Contract along with the Deposit, the Escrow Agent agrees to be bound by the terms and provisions of this Contract specifically relating to the Deposit. However, no amendments to this Contract will adversely affect or impair the rights or duties, or increase the liability of, the Escrow Agent hereunder without the Escrow Agent’s prior written approval.

Title Commitment shall mean the written commitment of a Florida-licensed title insurance company to insure and provide title insurance policies to the CTAC. The Escrow Agent shall ensure the CTAC is the named insured for the Property. The Escrow Agent will obtain the necessary title assurances and policy.

Surveyed Acres shall mean the total number of acres of the Property excluding: (1) public rights of way; (2) railroad rights of way; (3) cemeteries; (4) lands under control or possession of anyone other than the Seller; and/or (5) lands below the ordinary high water line or mean high water line of any river, lake or stream, if any.

Survey shall mean an ATLA survey of the Property made by a Florida licensed surveyor who the CTAC shall select from its list of approved surveyors. In addition to the ATLA survey requirements, the surveyor shall: (1) certify the Survey to the CTAC, the Seller, the Closing Agent, and the Florida licensed title insurance company issuing the Title Commitment; (2) meet the requirements of Chapter 472, Florida Statutes; (3) provide a “metes and bounds” legal description of the Property; and (4) list the exact number of Surveyed Acres to the hundredth decimal place or as reasonably practical.

Environmental Reports shall mean any and all environmental site assessments, audits, reports, and/or correspondence relating to any potential environmental matters on any portion of the Property.

3. PURCHASE OF PROPERTY.

a. The Property. Seller represents and warrants to the CTAC that it holds fee simple title to that certain real property located at 4010 NW 25th Place, Gainesville, Alachua County, Florida, bearing Alachua County Property Appraiser’s parcel ID#: 06107-005-000, more particularly described in **Exhibit “A”** attached hereto and expressly made a part of this Contract; together with all buildings and improvements thereon, and

____ Seller’s Initials

 ____ CTAC’s Initials

including all fixtures and articles of personal property attached to or appurtenant to or used in connection with the Property, together with all rights, benefits, privileges, easements, hereditaments, rights-of-way and other appurtenances thereon or in any way appertaining thereto, including all mineral rights, development rights, air and water rights, riparian and littoral rights, permits, licenses or approvals associated with the real property (collectively, hereinafter referred to as the “**Property**”).

b. Intangible Personal Property. To the extent assignable without cost to Seller, all intangible personal property, if any, owned by Seller and related to the Property, shall be assigned by Seller to the CTAC at Closing, including, without limitation: all warranties to which the Seller may have rights applicable to the Property or any portion thereof provided by any manufacturers, designers, and contractors providing materials or performing work on, for, or of the Property, or any portion thereof; and plans and specifications and other architectural and engineering drawings; surveys, engineering reports and other technical information relating to the Property; and any governmental permits, approvals, and licenses (including pending applications, if any)(collectively, the “**Intangible Personal Property**”). As used in this Contract, the Property, and the Intangible Personal Property together shall be referred to herein collectively as the “**Property**”.

4. **PURCHASE PRICE; DISBURSEMENT.** Seller agrees to sell and the CTAC agrees to purchase the Property for the sum of One Million Nine Hundred Fifty Thousand Dollars (\$1,950,000.00); subject to adjustments, credits, and prorations as set forth herein (the “**Purchase Price**”).

a. Within 5 business days of the Effective Date of this Contract, CTC will make a deposit with the Escrow Agent the sum of \$50,000, as good faith deposit for the Property (the “**Deposit**”). Upon the expiration of the Inspection Period (as defined below), the Deposit shall be (i) deemed non-refundable except in the event of an uncured Seller default of failure of a condition precedent to Closing, and (ii) applicable to and credited against the Purchase Price at the Closing, or paid to Seller as liquidated damages as hereinafter provided, all as more fully set forth within this Contract.

b. The balance of the Purchase Price, less any fee, and the Deposit by CTAC prior to closing shall be paid by CTAC at Closing.

5. **DOCUMENTS AND INFORMATION SELLER SHALL PROVIDE.** The Seller shall furnish to the CTAC, within five (5) business days of the Effective Date of this

____ Seller’s Initials

 ____ CTAC’s Initials

Contract, the following documents and information relating to the Property, to the extent such items are in the possession or control of Seller:

- a. Copies of all title insurance policies, commitments, abstracts, opinions, searches and/or reports for any portion of the Property.
- b. Copies of all Environmental Reports.
- c. Copies of all surveys of any portion of the Property.
- d. Copies of all engineering reports which relate to the Property.
- e. Copies of all leases, contracts, options, easements, licenses, mortgages, financing statements, security agreements, judgments, liens, claims of lien, tax assessment records, and all similar documents, known to the Seller, which are then in effect and may reasonably affect the title to the Property or the Seller's ability to convey fee simple title to the Property.
- f. A completed Beneficial Interest and Disclosure Affidavit for the Seller as required by §§ 286.23(1), and 380.08(2), Florida Statutes, the form of which is attached hereto as **Exhibit "B"**. Pursuant to §286.23(2), Florida Statutes, the disclosure must be made under oath, subject to the penalties prescribed for perjury.
- g. The Seller's social security or Federal Tax ID number.
- h. The above-requested documents in (a)-(d) above are collectively, the "**Seller Inspection Materials**". Notwithstanding the foregoing, the term "Seller Inspection Materials" shall not include any materials that are subject to attorney-client privilege or that constitute attorney work product. During the term of this Contract, to the extent Seller comes into possession of any new Seller Inspection Materials or any Seller Inspection Materials not previously provided to the CTAC, Seller shall promptly notify the CTAC of the same and deliver such Seller Inspection Materials to the CTAC. The CTAC shall be permitted, at the CTAC's cost, to make copies of the Seller Inspection Materials, to the extent Seller is unable to transmit to the CTAC electronic copies of any of the Seller Inspection Materials. The CTAC further acknowledges and agrees that the Seller Inspection Materials will be provided to the CTAC for informational purposes only and that the CTAC shall not be entitled to rely thereon, but shall conduct its own independent inquiry and investigation with respect to the same. Except as otherwise provided in this

Contract, neither Seller nor any person representing or acting on behalf of Seller, including without limitation any of Seller’s agents or consultants, has made or shall make any representation or warranty, express or implied, written or oral, as to the reliability, accuracy or completeness of any of the Seller Inspection Materials, and none of Seller or any of its employees or agents has or shall have any liability relating to the Seller Inspection Materials or for any errors therein or omissions therefrom; provided, however, notwithstanding the same Seller hereby represents that Seller has no actual knowledge (without any obligation of investigation or inspection) that any of the Seller Inspection Materials provided or to be provided by Seller to the CTAC are inaccurate, misleading, or incomplete. If this purchase and sale transaction does not close for any reason, then the CTAC shall return to Seller all Seller Inspection Materials in the CTAC’s possession.

6. **DUE DILIGENCE INSPECTIONS.** The CTAC’s due diligence period starts on the Effective Date of this Contract and shall continue for a period of thirty (30) calendar days (the “**Inspection Period**”). During the Inspection Period, the CTAC may conduct any surveys, surface and subsurface explorations, soil tests, engineering studies, environmental site assessments (provided, however, that absent prior written consent of Seller, CTAC’s environmental and soil assessment of the Property shall be limited to a Phase I environmental assessment), and any other tests and investigations of the Property which the CTAC may elect to make to determine whether the Property is suitable, in the CTAC’s sole and reasonable discretion, for the CTAC’s intended use and development of the Property as a public facility, including administrative offices for CTAC staff; provided, however, that such Inspections shall not unreasonably disturb or interfere with the use or operations of Seller or any tenants. The CTAC may conduct any inspections during the Inspection Period which the CTAC deems necessary to determine to the CTAC’s satisfaction the Property’s engineering, architectural, environmental properties, including but not limited to building’s structural systems, mechanical systems, building envelope, and interior building components; zoning and zoning restrictions; flood zone designation and restrictions; subdivision regulations; soil and grade; availability of access to public roads, water, and other utilities; consistency with local, state and regional growth management and comprehensive land use plans; compliance with all applicable building codes; availability of permits, government approvals and licenses; compliance with American with Disabilities Act; absence of asbestos, soil and ground water contamination; and other inspections that the CTAC deems appropriate to determine the suitability of the Property for the CTAC’s intended use and development (“**Inspections**”); provided, however, that such Inspections shall not unreasonably disturb or interfere with the use or operations of Seller or any tenants.

____ Seller’s Initials

 ____ CTAC’s Initials

The CTAC will deliver written notice to Seller prior to the expiration of the Inspection Period of the CTAC’s determination of whether or not the Property is suitable in the CTAC’s sole and reasonable discretion. The CTAC’s failure to comply with this notice requirement will constitute acceptance of the Property in its present “as is” condition. Seller grants to the CTAC, its employees, agents, contractors and assigns, the right to enter the Property at any time during the Inspection Period for the purpose of conducting Inspections; provided, however, that the CTAC, its employees, agents, contractors and assigns enter the Property and conduct Inspections at their own risk; and provided further that such Inspections shall not unreasonably disturb or interfere with the use or operations of Seller or any tenants. Subject to the limitations contained in paragraph 38, the CTAC shall indemnify, defend and hold Seller harmless from and against any losses, damages, costs, claims and expenses of any nature, including attorneys’ fees at all levels, and from liability to any person, arising from the conduct of any and all Inspections or any work authorized by the CTAC and this indemnity shall survive the Closing or termination of this Contract. The CTAC will not engage in any activity that could result in a mechanic’s lien being filed against the Property without the Seller’s prior written consent. In the event this transaction does not close, (a) the CTAC will repair all damage to the Property resulting from the Inspections and return the Property to the condition it was in prior to conduct of the Inspections, and (b) the CTAC will, at the CTAC’s expense, promptly transmit to the Seller all reports and other work generated as a result of the Inspections.

If the CTAC determines, in its sole discretion, that the Property is not acceptable to the CTAC, it may terminate this contract by delivering written notice to Seller before the expiration of the Inspection Period of such election. In that event the Parties agree that this Contract shall terminate automatically, the \$50,000 deposit of CTAC shall be returned and other than the costs associated with the inspections addressed in this paragraph, the Parties shall have no further duties or obligations hereunder.

7. **EVIDENCE OF TITLE AND TITLE INSURANCE.** Within twenty (20) days after the Effective Date, the CTAC, at its sole cost and expense, shall obtain the Title Commitment for an ALTA Owner’s Title Insurance Policy insuring the marketable record title of the Property from a recognized national title insurance company of CTAC’s choice doing business in the Alachua County area. The Title Commitment shall describe the Property, shall be dated later than the Effective Date of this Contract, shall be in the full amount of the Purchase Price, shall have attached legible copies of all instruments referred to therein, and shall otherwise disclose the title to the Property to be good, marketable, and

____ Seller’s Initials

 ____ CTAC’s Initials

insurable, subject only to the exceptions set forth in **Exhibit “C”** attached hereto (“**Permitted Exceptions**”).

CTAC acknowledges that there is currently a month-to-month Tenant (known as Carr, Riggs & Ingram CPAs and Advisors), occupying the Property. The Seller has assured CTAC that this Tenant intends to vacate the Property by October 31, 2023; however, the Parties agree that the Closing will not be contingent upon this Tenant vacating the Property.

8. **SURVEY.** The CTAC may have the Property surveyed during the Inspection Period. If the Survey shows that (a) any encroachments on the Property, or that improvements, if any, on the Property encroach on other lands; (b) the Property is not contiguous to a publicly dedicated right of way; or (c) any other facts that affect the marketability of the title to the Property, then any such facts or matters so shown will constitute a Title Objection (defined below) for purposes of Paragraph 9 herein.

9. **TITLE REVIEW.**

a. The CTAC shall have until expiration of the Inspection Period (the “**Title and Survey Review Period**”) to examine the Survey and Title Commitment and any supporting title documents, and, if the Survey, Title Commitment, or supporting title documents, reveal any encroachments, overlaps, easements, restrictions, covenants, conditions, other title defects or other matters objectionable to the CTAC (hereinafter referred to as the “**Title Objections**”), to furnish Seller with a written statement of the CTAC’s Title Objections (“**The CTAC’s Title Objection Notice**”). Any matters identified in the Title Commitment or the Survey and not objected to by the CTAC as set forth above shall be deemed to be approved by the CTAC, provided, however, the CTAC’s failure to provide notice of any Mandatory Cure Items (defined below) shall not be deemed a waiver, the CTAC shall be deemed to have automatically objected to all Mandatory Cure Items, and the CTAC shall not be required to take title subject to any Mandatory Cure Items. In all events Seller shall be required to cure all Mandatory Cure Items. As used herein, the term “**Mandatory Cure Item**” or “**Mandatory Cure Items**” means (i) any mortgage, deed to secure debt, deed of trust or similar security instrument encumbering all or any part of the Property, (ii) any mechanic’s, materialman’s or similar lien (except to the extent resulting from any act or omission of the CTAC or any of its agents, contractors, representatives or employees), (iii) any judgment of record against Seller in the CTAC or other applicable jurisdiction in which the Property is located; (iv) all other liens or encumbrances evidencing monetary obligations of Seller; (v) all matters affecting title which are the result of Seller’s voluntary acts occurring after the Effective Date of this

Contract, to the extent not consented to by the CTAC in writing; and (vii) any other matters that Seller has agreed to cure or satisfy or is otherwise required to cure or satisfy pursuant to the terms of this Contract.

b. If the CTAC furnishes the CTAC's Title Objection Notice within the permitted time, then Seller shall have until seven (7) days after Seller's receipt of the CTAC's Title Objection Notice (the "**Seller Title Response Period**") in which to indicate to the CTAC which of the Title Objections raised by the CTAC that Seller will cure and those which Seller declines to cure, and if Seller does not respond in writing to the CTAC's Title Objection Notice within the Seller Title Response Period, then Seller shall be deemed to have declined to cure all Title Objections set forth in the CTAC's Title Objection Notice.

c. If Seller declines to cure any of the Title Objections set forth in the CTAC's Title Objection Notice (excluding Mandatory Cure Items, which Seller shall be required to cure in all events), then the CTAC may then do one of the following as the CTAC's sole remedy: (i) accept such Title Objections set forth in the CTAC's Title Objection Notice that Seller has declined to cure in writing (excluding Mandatory Cure Items, which Seller shall be required to cure in all events) as a Permitted Exception, and require Seller to deliver the title to the Property at the Closing subject to such uncured Title Objections (but subject to Seller curing all Mandatory Cure Items and any Title Objections set forth in the CTAC's Title Objection Notice that Seller has agreed to cure), with no reduction in the Purchase Price due to the same; or (ii) terminate this Contract, whereupon this Contract shall be automatically terminated, and all Parties released from further obligation hereunder except for any provision herein which expressly survives termination of this Contract. The CTAC's decision either to accept the Title Objections set forth in the CTAC's Title Objection Notice that Seller has declined to cure in writing as a Permitted Exception or to terminate this Contract shall be made by written notice thereof from the CTAC to Seller within the later of (A) three (3) business days after the CTAC receives written notice from Seller that Seller is declining to cure any of the Title Objections set forth in the CTAC's Title Objection Notice (or three (3) business days after the Seller Title Response Period if Seller fails to respond), or (B) the expiration of the Inspection Period. If the CTAC has not provided Seller with written notice of termination within the period set forth herein, any uncured Title Objections that Seller has declined to cure in writing (excluding Mandatory Cure Items, which Seller shall be required to cure in all events) shall become part of the Permitted Exceptions, and any such objection with respect to the same shall be deemed to have been waived and the CTAC shall be deemed to have elected option (i) above.

d. If Seller timely elects in writing to cure any of the Title Objections, or if Seller is deemed to have agreed to cure all or any of the Title Objections set forth in the CTAC’s Title Objection Notice, then Seller shall have until the Closing Date to cure the applicable Title Objections (“**Seller’s Title Cure Period**”), and the Closing Date shall be extended for a period of time, not to exceed sixty (60) calendar days, reasonably necessary to accommodate Seller’s efforts to cure such applicable Title Objections. In all events, Seller shall cure all Mandatory Cure Items, and Seller shall use good faith and due diligence to cure the Title Objections it agrees to cure. If any such Title Objections, other than those that will be cured or satisfied at Closing, remain uncured by Seller at the end of Seller’s Title Cure Period, then Seller shall give the CTAC written notice of Seller’s failure to cure all the Title Objections and describe with specificity in that notice the Title Objections which remain uncured. The CTAC may then do one of the following: (i) accept the uncured Title Objections (excluding Mandatory Cure Items, which Seller shall be required to cure in all events) as Permitted Exceptions, and require Seller to deliver the title to the Property at the Closing subject to such uncured Title Objections with no reduction in the Purchase Price in connection with the same; or (ii) terminate this Contract, whereupon this Contract shall be automatically terminated, the Deposit returned to the CTAC and all Parties released from further obligation hereunder except for any provision herein which expressly survives termination of this Contract and any rights and remedies of the CTAC with respect to Seller defaults as set forth in this Contract. The CTAC’s decision either to accept the uncured Title Objections or to terminate this Contract shall be made by written notice thereof from the CTAC to Seller within the later of (A) three (3) business days after the CTAC receives written notice from Seller of the uncured Title Objections, or (B) the Closing Date, and the Closing Date shall be extended to accommodate the CTAC’s three (3) day response period described in Subparagraph (C) above, as applicable. If the CTAC has not provided Seller with written notice of termination within the period set forth herein, any uncured Title Objections (excluding Mandatory Cure Items, which Seller shall be required to cure in all events) shall be deemed to be acceptable to the CTAC and shall become part of the Permitted Exceptions, and any objection shall be deemed to have been waived and the CTAC shall be deemed to have elected option (i) above. Notwithstanding anything to the contrary set forth herein, if Seller fails to cure all Mandatory Cure Items and other Title Objections which are the result of Seller’s voluntary acts occurring after the Effective Date of this Contract, Seller shall be in default hereunder and the CTAC shall have all rights and remedies available to the CTAC hereunder.

e. If, following the expiration of the Title and Survey Review Period, any new matters appear on any update to the Title Commitment or any update to the Survey that affects the Property, then the provisions of this Paragraph 9 shall apply thereto except the

____ Seller’s Initials

 ____ CTAC’s Initials

time period in which the CTAC may object shall expire five (5) days after the CTAC receives said update, and the Seller Title Response Period for the same shall expire three (3) business days thereafter. In addition, if any time periods provided for in this Paragraph 9(e) extend beyond the Closing Date, then the Closing Date shall be extended until a date which is five (5) business days after the last applicable date. Except as may otherwise be expressly permitted under this Contract, Seller shall not permit any new encumbrances on the Property after the Effective Date without the CTAC’s prior written consent.

10. **ENVIRONMENTAL SITE ASSESSMENT.** The CTAC’s obligation to purchase the Property is contingent on the CTAC being able to obtain an environmental site assessment of the Property during the Inspection Period, which the CTAC determines, in its sole discretion, to be satisfactory for its intended use and development of the Property. If the results of the environmental site assessment or any Environmental Reports furnished to the CTAC by a third-party consultant or the Seller reveal that any portion of the Property is contaminated or violates applicable federal, state or local laws, ordinances, codes, rules, orders or regulations relating to pollution or protection of the environment or to threatened or endangered species (collectively the “**Environmental Defects**”), the CTAC shall provide written notice to the Seller of the Environmental Defects prior to the expiration of the Inspection Period. Should the CTAC provide such notice, the Seller shall have 20 days after the date of said notice to elect, in Seller’s sole discretion, whether to correct or remove the Environmental Defects. In the event that Seller elects to correct or remove the Environmental Defects within such 20-day period by written notice to CTAC, then the Closing Date shall be extended 70 days after the date of such notice (the “**Extended Closing Date**”). If the Seller is unable, after reasonable effort, to correct or remove the Environmental Defects that Seller elects to correct or remove within the 70 day time period, or if Seller elects not to correct or remove any Environmental Defects, the CTAC may either: (a) accept the Environmental Defects and close this transaction according to the terms of this Contract no later than the end of the Extended Closing Date, or (b) terminate this Contract by written notice to the Seller, as may be determined and elected by the CTAC Manager without further approval by the Board, whereupon all Parties shall be relieved of all further obligations under this Contract.

11. **CASUALTY LOSS.** In the event any portion of the improvements located on the Property is damaged or destroyed by wind, fire, casualty, disease, or by any other means or act of God, prior to closing, to an extent greater than Thousand and No/100 Dollars (\$100,000.00) in value, then the CTAC, as determined by the CTAC Executive Director, may either: (a) accept such loss and close this transaction according to the terms of this

____ Seller’s Initials

 ____ CTAC’s Initials

Contract; or (b) terminate this Contract by written notice to the Seller, whereupon all Parties shall be relieved of all further obligations under this Contract. Seller represents that it has standard casualty and property damage insurance coverage sufficient to cover foreseeable damage to the property in the amount set forth above. Provided, however, if the CTAC proceeds to closing, the Seller shall be obligated to repair all damage to the improvements to the extent covered by insurance, regardless of the amount of such damage or, at the option of the CTAC, Seller shall assign all insurance or condemnation proceeds resulting from the loss or damage to the CTAC.

12. **INSPECTIONS.** The CTAC may perform visual inspections of the Property at any time prior to Closing; provided, however, that such visual inspections shall not unreasonably disturb or interfere with the use or operations of Seller or any tenants.

13. **CLOSING DATE; APPROVALS.** This transaction shall be closed at a date and time mutually agreed upon by the Parties no later than thirty (30) days after the expiration of the Inspection Period (the “**Closing Date**”), as may be extended as provided herein, at or through the offices of the Escrow Agent, unless otherwise provided for herein or agreed to by the Parties in writing. The Executive Director of CTAC has the authority to agree, on behalf of the CTAC, to terminate this Contract, or to extend the Inspection Period, Cure Period, or the Closing Date, without further approval by the CTAC Board.

14. **EXPENSES.** The Parties shall pay closing costs and expenses as follows:

SELLER:

- Documentary stamp tax on the deed of conveyance;
- Preparation of all closing documents necessary to cure title defects; which are not Permitted Exceptions (if any);
- Past due taxes (if any);
- Seller’s attorney’s fees; and
- Seller’s brokerage fees (if any)

CTAC:

- Environmental site assessment costs;
- Survey;
- Owners Title Insurance Policy for the CTAC (including all related search and abstract fees);
- Closing Agent fees (including the preparation of all closing

- documents, except those that are necessary to cure title defects and are thus Seller's responsibility);
- Recording costs; and
- CTAC's attorney's fees.

15. AD VALOREM TAXES AND ASSESSMENTS ON THE PROPERTY.

a. For the year of closing, the Seller shall be responsible for and pay at closing all unpaid ad valorem taxes and assessments on the Property relating to the period of time that Seller owned the Property, and to discharge the lien of such ad valorem taxes and assessments relating to the period of time that Seller owned the Property. The Seller may take advantage of all legal procedures for discharging such lien by paying an estimated, prorated amount into escrow with the applicable tax collector(s) as provided by Section 196.295, Florida Statutes, Rule 12D-13.016, Florida Administrative Code and other applicable provisions of law. Seller shall not be responsible for any taxes or assessments incurred after closing. CTAC as a governmental entity is immune from taxation for property it owns.

b. For all years prior to the year of closing, the Seller shall be responsible for and pay at closing all unpaid ad valorem taxes and assessments on the Property, to discharge any and all liens of such ad valorem taxes and assessments.

16. ASSESSMENTS AND FEES. The Seller shall fully pay the following at or prior to closing, to the extent relating to the period of time that Seller owned the Property: all unpaid public assessments for street, sidewalk or other improvements, if any; city or county garbage disposal fees, incineration fees, fire service fees, and the like; impact fees payable with respect to the Property; and any other fees or payments due to any governmental authority with respect to the Property.

17. CLOSING DOCUMENTS: The CTAC's Executive Director is hereby delegated the authority to execute all closing documents on behalf of the CTAC that are necessary to close this transaction, including but not limited to the HUD-1 Settlement Statement. Except as specifically provided below, the Seller shall deliver or provide the Closing Agent with information necessary to produce the following documents at or prior to closing:

a. An Affidavit of Non-Foreign Status, Notice of Non-Recognition, or Withholding Certificate to establish compliance with the Foreign Investment and Real Property Tax Act of 1980 "FIRPTA". Any such documents executed and delivered by the

____ Seller's Initials

 ____ CTAC's Initials

Seller must comply with the provisions of FIRPTA and any regulations or rules promulgated thereunder. If the Closing Agent or the CTAC has actual knowledge or has received notice that the information contained or representations made in such document(s) is false, or if the document(s) does not otherwise comply with FIRPTA, then the Closing Agent shall withhold 10% - 15% of the amount realized by the Seller and shall remit such amount to the IRS at closing along with the properly completed remittance form.

b. Seller shall furnish a Seller's affidavit, in form reasonably acceptable to the Closing Agent, the title insurance company, and the CTAC, sufficient to remove standard printed exceptions to title in the Owner's Title Insurance Policy regarding (i) rights or claims of Parties in possession; and (ii) mechanic's liens.

c. An affidavit affirming the Seller's representations and warranties listed in Paragraph 23.

d. IRS 1099 Form, if required.

e. Incumbency Certificate, Resolution and Affidavit, in a form acceptable to the Closing Agent, from the Seller if the Seller is not a natural person.

f. Seller shall deliver satisfaction(s), release(s) or estoppel letters from lenders and others holding mortgages or liens on the Property.

g. Seller shall deliver an assignment of all of Seller's rights, title and interest in all development rights, permits, licenses, benefits, consents, or approvals, surveys, soil tests, water, sewer, or other utility capacity verification or reservation, development plans, engineering plans or specifications, tests, reports, studies, appraisals, analyses and similar documents or information.

h. As may be required by the Title Commitment, Seller shall deliver (i) documents, instruments, or other writings executed, drafted, or issued by the City wherein the City does or otherwise confirms it release(s), quit claim(s), renounce(s), or quiet(s) any and all right, title, or interest in the Property; or (ii) such other documentation as may be reasonably needed by the Closing Agent or title insurance company to issue the Owner's Title Insurance Policy without exception for any and all right, title, or interest of the City in and to the Property.

i. Any other documents or information the Closing Agent reasonably requests or requires to complete the transaction.

18. **CONVEYANCE.** At closing, the Seller shall convey fee simple title of the Property to the CTAC by special warranty deed, free and clear of all liens and encumbrances except for the Permitted Exceptions and those matters expressly allowed for herein or otherwise agreed to by the Parties in writing. The CTAC Board authorizes the Executive Director of CTAC to accept liens and encumbrances related to the Property without requiring further approval of the CTAC Board. The deeds of conveyance shall: (1) utilize the “metes and bounds” legal descriptions of the Property; and (2) meet the standards of the Closing Agent and the CTAC as to form. Exclusive possession of the Property shall pass to the CTAC at the time of closing.

19. **TIME IS OF THE ESSENCE.** In all matters relating to this Contract, **TIME IS OF THE ESSENCE.**

20. **NO ALTERATIONS PRIOR TO CLOSING.** After the Effective Date, the Seller will not, without prior written consent from the CTAC, (i) execute or enter into any lease, contract, option, easement, license, mortgage, financing statement, security agreement, or similar document concerning or affecting the Property, or (ii) materially alter the Property; provided, however, that Seller shall be permitted to engage in routine cleaning, maintenance and repair activities without the necessity of obtaining any consent from CTAC.

21. **GENERAL CONDITIONS TO OBLIGATIONS OF THE CTAC.** The obligations of the CTAC are, at the option of the CTAC, contingent upon these conditions:

a. The representations and warranties made by Seller herein shall be correct statements of fact as said facts exist as of the Closing Date, and at all times between the Effective Date and the Closing Date.

b. All terms, covenants, agreements and provisions of this Contract to be complied with and performed by the Seller on or before the Closing Date shall have been duly complied with or performed.

22. **GENERAL CONDITIONS TO OBLIGATIONS OF THE SELLER.** The obligations of the Seller are, at the option of the Seller, contingent upon these conditions:

a. The representations and warranties made by CTAC herein shall be correct statements of fact as said facts exist as of the Closing Date, and at all times between the Effective Date and the Closing Date.

b. All terms, covenants, agreements and provisions of this Contract to be complied with and performed by the CTAC on or before the Closing Date shall have been duly complied with or performed.

23. REPRESENTATIONS, WARRANTIES, AND COVENANTS OF SELLER.

The Seller hereby represents, warrants, and covenants to and with the CTAC as follows:

a. To the best of Seller’s knowledge and belief, except for those matters that will be discharged at closing, the Seller, and only the Seller, holds fee simple title to the Property and neither the Seller nor any other party has a common law or statutory way of necessity over or across the Property pursuant to §704.01, Florida Statutes.

b. From and after the Effective Date, Seller shall not enter into any contracts, agreements, encumbrances, liens, or other documents or instruments for or regarding the sale, transfer, disposition, assignment, conveyance, encumbrance, lien, pledge, of any Property, or any part thereof or any interest therein, or which may result in any lien or encumbrance with regard to the Property, or any part thereof, or an interest therein, without the prior written consent of the CTAC.

c. The person executing this Contract on behalf of the Seller is fully and duly authorized to do so by Seller, and any and all actions required to make this Contract and the performance thereof legally binding obligations of Seller, have been duly and legally taken. No further consent, authorization or approval of any person or entity is required for Seller to enter into or perform this transaction.

d. Seller has paid (or covenants that it will pay prior to Closing) any and all taxes (excluding taxes not yet due) which have or could become a lien or charge against the Property, subject to the proration therein provided.

e. To the best of Seller’s knowledge and belief, except for the liens, encumbrances, or charges against the Property specifically disclosed in this Contract, there are no other liens, encumbrances, unpaid bills to vendors, outstanding obligations or charges (contingent or absolute) in existence against such Seller or any businesses conducted thereon, or any existing undisclosed or unrecorded liens, encumbrances or

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 ____ CTAC’s Initials

charges, which could adversely affect title to the Property after the Effective Date or the Closing Date, and Seller has no knowledge of any matters pending that could result in a lien against the Property, or in any way substantially adversely affect title to the Property.

f. From and after the Effective Date, Seller will not cause, permit, suffer, or allow any change, modification or alternation to be made to the Property, or any part or portion thereof, or its physical condition without the prior written consent of CTAC; provided, however, that Seller shall be permitted to engage in routine cleaning, maintenance and repair activities without the necessity of obtaining any consent of CTAC.

g. Other than Carr, Riggs & Ingram CPAs and Advisors, there are no leases of the Property, or any portion thereof.

h. To the best of Seller's actual information and belief, during its ownership the Property has never been used for the dumping, disposal, manufacture, handling, transportation, storage, or usage of any toxic or hazardous wastes or materials, and no such toxic or hazardous waste or materials are present on, in, or under the Property. As used herein "hazardous or toxic wastes or materials" shall mean and refer to any substance or matter giving rise to liability or regulations under any federal, state, or local law, statute, regulation, rule or ordinance.

i. To the best of the Seller's actual information and belief, no party or person has ever used the Property as a dump, landfill or garbage disposal site.

j. To the best of the Seller's actual information and belief, the Property presently complies with all applicable environmental laws, rules and regulations.

k. The Seller has no actual knowledge of any previous violations of applicable environmental laws, rules and regulations regarding the Property.

l. The Seller has not received notice from any government agency that the Property violates any federal, state or local laws, ordinances, codes, rules, orders or regulations or that any remedial action is required on the Property.

m. The Seller has no actual knowledge that there are any endangered species (as defined by state or federal law) on the Property.

n. The Seller is not a “foreign person” as that term is defined in 26 U.S.C.A. §1445(f)(3), nor is the sale of the Property subject to any withholding requirements imposed by the Internal Revenue Code, including but not limited to 26 U.S.C.A. §1445.

o. Upon closing, sole and exclusive possession of the Property shall transfer to the CTAC and Seller shall turn over the Property in broom clean condition, free of junk, rubbish, trash and debris.

p. To the best of Seller’s knowledge and belief, there are no actions, suits or proceedings of any kind or nature whatsoever legal or equitable, actual or threatened, affecting the Property, or any portion thereof, or relating to or arising out of the ownership of the Property, in any court or before or by any Federal, state, CTAC or municipal department, commission, board, bureau, or agency or other government instrumentality.

q. No person, firm or other legal entity other than the CTAC has any right or option whatsoever to acquire the Property or any portion thereof, or any interest therein.

r. The execution and delivery of this Contract and the consummation of the transaction contemplated herein shall not and do not constitute a violation or breach by Seller of any provision of any agreement or other instrument to which Seller is a party or to which Seller may be subject although not a party, nor result in or constitute, to the best of Seller’s knowledge and belief, a violation or breach of any judgment, order, writ, injunction or decree issued against Seller.

s. Except as stated in Paragraph 5 above, no representation, warranty or covenant in this Contract, nor any document, certificate or exhibit given or delivered to CTAC pursuant to this Contract, when read singularly or together as a whole, contains any untrue statement of a material fact, or omits a material fact necessary to make the statements contained therein true in the light of the circumstances under which they were made, to the best of Seller’s knowledge.

t. Seller is not subject to any bankruptcy proceeding, assignment for benefit of creditors, receivership or similar proceedings and that the conveyance of the Property as set out herein will not result in the Seller becoming bankrupt or insolvent.

Except as otherwise expressly provided in this Contract, CTAC hereby expressly acknowledges and agrees that Seller makes no representations or warranties of any kind pertaining to any of the Property to be conveyed by Seller to CTAC, whether express or

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implied, including without limitation warranties or representations as to matters of title, use, zoning, tax consequences, physical or environmental conditions, operating history or projections, valuation, governmental approvals, merchantability, marketability, profitability, suitability or fitness for a particular use or purpose, the manner or quality of the construction or materials of the Property, the manner, quality, state of repair or lack of repair of the Property, and the completeness or accuracy of any information or materials provided to CTAC. In the event of Closing, the Property is being sold and accepted by CTAC in “AS IS”, “WHERE IS” condition, and “WITH ALL FAULTS” except as expressly set forth in this Contract or in documents to be delivered at Closing pursuant to the terms of this Contract. Except for the warranties and representations expressly made by Seller in this Contract or in documents to be delivered at Closing pursuant to this Contract, Seller expressly disclaims any and all warranties, express or implied, relating in any way to the nature, quality, condition, use, operation or history of the Property, improvements and personal property to be conveyed by Seller to CTAC. CTAC is relying on its own investigation of the Property, and CTAC expressly represents that it has not relied upon and will not rely upon, either directly or indirectly, any representation or warranty of Seller or any agent of Seller except as may be specifically set forth in this Contract.

24. REPRESENTATIONS AND WARRANTIES OF THE CTAC. CTAC hereby represents and warrants to Seller as follows:

a. The person executing this Contract on behalf of CTAC is fully and duly authorized to do so by CTAC, and any and all actions required to make this Contract and the performance thereof legally binding obligations of CTAC, have been duly and legally taken. No further consent, authorization or approval of any person or entity is required for CTAC to enter into or perform this transaction.

b. The execution and delivery of this Contract and the consummation of the transaction contemplated herein shall not and do not constitute a violation or breach by CTAC of any provision of any agreement or other instrument to which CTAC is a party or to which CTAC may be subject although not a party, nor result in or constitute, to the best of CTAC’s knowledge and belief, a violation or breach of any judgment, order, writ, injunction or decree issued against CTAC.

c. No representation, warranty or covenant in this Contract, nor any document, certificate or exhibits given or delivered to Seller pursuant to this Contract, when read singularly or together as a whole, contains any untrue statement of material fact, or omits a material fact necessary to make the statement contained therein true in light of the circumstances under which they were made.

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25. **CONTINUING REPRESENTATION AND WARRANTIES.** The representations and warranties of the Parties contained herein shall be continuing up to and including the Closing Date and at all times between the Effective Date hereof and the Closing Date, with the same force and effect as though such representations and warranties had been made as of Closing, and shall survive the closing of this transaction and remain in effect and enforceable by the Parties for a period of one (1) year after the Closing Date.

26. **EMINENT DOMAIN.** The Seller has no knowledge of any threatened or pending eminent domain proceedings affecting the Property. In the event eminent domain proceedings are pending (without Seller’s knowledge) or instituted after the Effective Date, to acquire all or any part of Property, the Parties agree that:

a. The Seller shall, upon discovery, immediately notify the CTAC of such threatened or pending eminent domain proceedings and provide to the CTAC copies of all written correspondences, pleadings or other papers concerning the eminent domain proceeding as the Seller receives them.

b. The CTAC may either: (i) terminate this Contract by written notice to the Seller, whereupon the Parties shall be relieved of all further obligations under this Contract; or (ii) the CTAC may elect to keep this Contract in full force and effect and assume sole control and direction (including settlement authority) of the eminent domain proceedings. In the event of Closing pursuant to this Contract, the CTAC shall receive the eminent domain award and the Purchase Price shall remain as defined above. The Seller shall execute all assignments or documents as are reasonably necessary to accomplish the same.

27. **REAL ESTATE COMMISSIONS.** Seller and CTAC hereby acknowledge that Perry G. McDonald of Bosshardt Realty Services LLC and Daniel Drotos of Colliers International of Gainesville are the sole brokers either party has dealt with in regards to this transaction and, if CTAC acquires the Property pursuant to this Contract, that said brokers will be compensated by Seller pursuant to a separate listing agreement. Except with respect to the above-identified brokers, Seller and CTAC shall indemnify and hold harmless the other from and against any claim for any real estate sales commission, finder’s fee, consulting fee, or other compensation in connection with the sale contemplated hereby and arising out of any act or agreement of such party. The indemnity obligations set forth above in this section shall survive both the Closing of the sale contemplated hereby and any termination of this Contract.

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28. **AUTHORITY.** Each party hereby represents and warrants to the other party, which representations and warranties shall be true and shall be deemed to be restated at the closing:

a. Each party has full authority to bind itself to the obligations stated herein, including but not limited to, providing any necessary resolutions or like documents indicating consent and approval.

b. The execution and delivery of this Contract and consummation of the transaction contemplated hereby shall not (i) constitute a default under any instrument, document or obligation to which it is now, or may become a party, or by which it may be bound or affected, or (ii) violate any order, writ, injunction or decree of any court in any litigation to which it is a party.

29. **DEFAULT.**

a. Unless otherwise specified in this Contract, in the event any condition of this Contract is not met by Seller, CTAC has timely given any required notice regarding the condition having not been met by Seller, and the sale contemplated hereby does not close, then the Deposit will be returned in accordance with applicable Florida Laws and regulations.

b. In the event Seller breaches its covenant to convey the Property to the CTAC or otherwise fails to perform its material obligations under this Contract, CTAC may provide Seller with written notice of the same and Seller shall thereafter have five (5) business days in which to cure the same. If Seller is unable or unwilling to cure the alleged default and the purchase and sale hereunder is not closed by reason thereof, CTAC shall have the right to (i) seek specific performance of this Contract, or (ii) terminate this Contract by providing written notice of such termination to Seller, whereupon the Deposit shall be returned to CTAC, and the parties shall have no further rights, duties, liabilities or obligations hereunder, except as expressly set forth herein. To the extent any alleged default involves a default of any of Seller's material representations, covenants or obligations hereunder, then, in the event of termination of this Contract by CTAC pursuant to this Section 29(b), in addition to the return of the Deposit to CTAC, Seller shall, within ten (10) business days thereafter, pay to CTAC, as liquidated damages and not as a penalty, an amount equal to all third party out-of-pocket costs and expenses incurred by CTAC in connection with the transaction

____ Seller's Initials

 ____ CTAC's Initials

contemplated by this Contract in an aggregate amount not to exceed Fifteen Thousand and 00/100 Dollars (\$15,000.00).

c. In the event any material representation, covenant or obligation of CTAC hereunder should at any time prior to Closing become untrue or unsatisfied, Seller may provide CTAC with written notice of the same and CTAC shall thereafter have five (5) business days in which to cure the same (provided, however, that no such notice and cure period shall be required if the event of default is CTAC's failure to timely close). If CTAC is unable or unwilling to cure the alleged default and the purchase and sale hereunder is not closed by reason thereof, then the Deposit shall be paid to Seller as full liquidated damages for such default by CTAC. It is specifically understood and agreed that payment of the Deposit to Seller, as liquidated damages, is Seller's sole and exclusive remedy hereunder, and Seller is hereby specifically waiving and relinquishing any and all other remedies at law or in equity. The Parties acknowledge that the actual amount of the damages which Seller would sustain as a result of CTAC's breach of this Contract are difficult or impossible to estimate, that the Deposit represents the Parties' best estimate of Seller's damages in the event of such breach, that said stipulated sum is a reasonable pre-estimate of the probable loss resulting from such a breach, and that payment of the Deposit to Seller is not to be construed as a penalty or forfeiture.

d. In no event shall either party be entitled to any remedies or damages for breach of this Contract except as set forth herein. In no event shall any party be entitled to punitive or consequential damages for the breach of this Contract.

30. **FURTHER ASSURANCES.** The Parties shall execute such further documents and do any and all such further things as may be reasonably necessary to implement and carry out the intent of this Contract.

31. **NOTICES.** Any notice, demand, request, or other communication required or permitted by this Contract or by law shall be in writing and delivered by one of the following methods: (a) delivered in person with signed proof of delivery, (b) delivered by United States certified or registered mail, return receipt requested, postage prepaid, or (c) delivered by a commercial courier service (such as Federal Express) to the following addresses:

Seller:

Davis Monk & Company
Attn: Joseph W. Davis

____ Seller's Initials

 CTAC's Initials

2735 NW 22nd Drive
Gainesville, FL 32605

With a copy to:

Withers Harvey, P.A.
Attn: Richard I. Withers, Esq.
1120 NW 8th Avenue
Gainesville, Florida 32601

CTAC:

Executive Director CTAC
802 NW 5th Av.
Ste, 100
Gainesville, Florida 32601

With a copy to:

Sylvia Torres, County Attorney
Alachua County Attorney's Office
12 SE 1st Street
2nd Floor
Gainesville, Florida 32601

To change or update any of the addresses above, the notifying party shall provide notice of the change in writing to the other party using the methods set out above. Such notice shall be deemed effective as of the date of receipt of such notice by personal delivery or commercial courier service, or the date of receipt or refusal of such notice by registered or certified mail, return receipt requested.

32. **ASSIGNMENT.** This Contract may not be assigned by either party without the written consent of the other party.

33. **PERSONS BOUND.** This Contract shall be binding upon, and shall inure to the benefit of the Parties hereto and their respective heirs, executors, administrators, personal representatives, legal representatives, successors, and permitted assigns.

34. **ESCROW.** Any Escrow Agent receiving funds or equivalent is authorized and agrees by acceptance thereof to deposit promptly and to hold same in escrow and subject to clearance thereof to disburse same in accordance with the terms and conditions of this

Contract. Failure of clearance of funds shall not excuse performance by the CTAC and may be treated as a default by the CTAC at the option of the Seller. In the event of doubt as to the Escrow Agent’s duties or liabilities under the provisions of this Contract, the Escrow Agent may, in agent’s sole discretion, continue to hold the funds in escrow until the Parties mutually agree to the disbursement thereof, or until a judgment or a court of competent jurisdiction shall determine the rights of the Parties thereto, or Closing Agent may deposit same with the clerk of the circuit court having jurisdiction of the dispute, and upon notifying all Parties concerned of such action, all liability on the part of the Escrow Agent shall fully terminate, except to the extent of accounting for any items theretofore delivered out of escrow. In the event of any suit between CTAC and Seller wherein the Escrow Agent is made a party by virtue of acting as an escrow agent hereunder, or in the event of any suit wherein Escrow Agent interpleads the subject matter of this escrow, the agent shall be entitled to recover reasonable attorney’s fees and costs incurred, said fees and costs to be charged and assessed as court costs in favor of the prevailing party. All Parties agree that the Escrow Agent shall not be liable to any party or person whomsoever for misdelivery to CTAC or Seller of items subject to escrow, unless such misdelivery shall be due to willful breach of this Contract or gross negligence on the part of the Closing Agent.

- 35. **ENTIRE AGREEMENT.** This Contract contains all of the agreements, representations and warranties of the Parties hereto with respect to the Property, and supersedes all other discussions, understandings or agreements in respect to the subject matter hereof. All prior discussions, understandings and agreements are merged into this Contract, which alone fully and completely expresses the agreements and understandings of the Parties hereto. This Contract may be amended, superseded, extended or modified only by an instrument in writing referring hereto signed by all Parties.
- 36. **APPLICABLE LAW; VENUE.** This Contract shall be interpreted, construed, and enforced in accordance with the laws of the State of Florida. Sole and exclusive venue shall be in Alachua County, Florida.
- 37. **WAIVER OF RIGHT TO TRIAL BY JURY.** Each party waives its rights to demand trial by jury.
- 38. **SOVEREIGN IMMUNITY.** The CTAC fully retains all sovereign immunity protections afforded to it as an independent taxing district of the State of Florida. The CTAC waives nothing by entering into this Contract. All claims against the CTAC that are permissible

____ Seller’s Initials

 ____ CTAC’s Initials

pursuant to the partial waiver of sovereign immunity set forth in §768.28, Florida Statutes, must strictly comply with the procedures found in §768.28, Florida Statutes.

39. **SEVERABILITY.** In the event any portion of this Contract is found to be unenforceable, the remainder of this Contract shall remain in full force and effect if the deletion of such portion shall neither affect the overall intent of this Contract, nor materially impair the benefits negotiated by each party hereunder.
40. **CONSTRUCTION.** The provisions of this Contract have been carefully and fully negotiated between the Parties, each of which has relatively equal bargaining power. The terms of this Contract are to be construed in accordance with their fair meaning and intent and are not to be construed against either party merely because such party or its counsel drafted this Contract. In the event a day of performance falls on a Saturday, Sunday or legal holiday under the laws of the State of Florida, the day of performance shall be automatically extended to the next day which is not a Saturday, Sunday or legal holiday.
41. **NO RECORDING OF CONTRACT.** The Parties agree that neither the CTAC nor the Seller shall cause this Contract to be recorded in any public records relating to the Property.
42. **COUNTERPARTS.** This Contract may be executed by the Parties hereto individually or in combination, in one or more counterparts, each of which shall be an original, and all of which shall constitute one and the same contract. This Contract may be executed and delivered by facsimile and/or email transmission, with the intention that such facsimile and/or email signature and delivery shall have the same effect as an original signature and actual delivery. Execution of this document may be by digital means and the parties shall be bound by that method.
43. **HEADINGS.** The captions and headings contained in this Contract are for reference purposes only, and shall not in any way affect the meaning or interpretation hereof.
44. **WAIVER.** No provision of this Contract or any rights hereunder may be waived unless such waiver is in writing and is signed by the party waiving such provision or right. The waiver by one party of the performance of any covenant or condition herein shall not invalidate this Contract, nor shall it be considered to be a waiver by such party of any other covenant or condition herein. The waiver by either or both Parties of the time for performing any act shall not constitute a waiver of the time for performing any other act or an identical act required to be performed at a later time. The exercise of any remedy

provided by law or in the provisions of this Contract shall not exclude other remedies unless they are expressly excluded.

[Signature pages follow]

EXECUTED this ____ day of September, 2023, by the following authorized representatives of the Seller.

SELLER:

Signed, sealed and delivered
in the presence of:

DAVIS MONK & COMPANY
a Florida general partnership

Witness No 1 Signature

By: _____
Joseph W. Davis

Witness No 1 Print Name

Its: General Partner

Witness No 2 Signature

Witness No 2 Print Name

STATE OF FLORIDA
COUNTY OF ALACHUA

The foregoing instrument was acknowledged before me by means of [] physical presence or [] online notarization on September ____, 2023, by Joseph W. Davis, as General Partner of Davis, Monk & Company. Said person is [] personally known to me or [] produced _____ as identification.
(type of identification)

Notary Public – State of Florida

Print Name: _____

Commission Number: _____

Commission Expiration Date: _____

Seller's Initials

 _____
CTAC's Initials

EXECUTED this 26 day of September, 2023, by the Chair of the Children’s Trust of Alachua County, an independent taxing district of the State of Florida, acting within her signature authority as granted by the Children’s Trust of Alachua County.

CHILDREN’S TRUST OF ALACHUA COUNTY

ATTEST:

By: *Tina Certain*
Tina Certain, Chair

Ken Cornell
Ken Cornell (Sep 26, 2023 10:37 EDT)
Ken Cornell
Treasurer

Date: Sep 26, 2023

APPROVED AS TO FORM

Bob Swain
Bob Swain (Sep 25, 2023 19:18 EDT)
Counsel for the Children’s Trust

EXHIBIT LIST

- Exhibit A – Legal Description of Parcel**
- Exhibit B –Beneficial Interest and Disclosure Affidavit Form**
- Exhibit C – Permitted Exceptions**

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ae CTAC’s Initials

EXHIBIT A – Legal Description of Property

TAX PARCEL NUMBER 06107-005-000

A tract of land situated in Section 26, Township 9 South, Range 19 East, City of Gainesville, Alachua County, Florida, said tract of land being more particularly described as follows:

Commence at the Southwest corner of the aforementioned Section 26, Township 9 South, Range 19 East for a point of reference and run North 00°04'48" East, along the West line of said Section 26 and along the centerline of NW 43rd Street, a distance of 1410.00 feet to the intersection of said centerline with the centerline of NW 27th Lane; thence run South 89°55'12" East, along said centerline of N.W. 27th Lane, a distance of 500.00 feet; thence run South 00°04'48" West, a distance of 235.00 feet to a concrete monument and the True Point of Beginning; thence continue South 00°04'48" West, a distance of 180.00 feet to a concrete monument on the Northerly line of NW 25th Place; thence run South 64°10'09" East, along said Northerly line, a distance of 186.83 feet to a concrete monument at the beginning of a curve concave Northwesterly, said curve having a radius of 50.00 feet and a chord bearing and distance of North 57°57'20" East, 84.69 feet respectively; thence run Northeasterly with said curve through an arc angle of 115°45'03', an arc distance of 101.01 feet to a concrete monument at the end of said curve; thence run North 00°04'48" East, along the West line of NW 40th Street, a distance of 216.14 feet to a concrete monument; thence run North 89°55'12" West, a distance of 240.00 feet to the True Point of Beginning.

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EXHIBIT B – Beneficial Interest and Disclosure Affidavit Form

AFFIDAVIT OF DISCLOSURE OF BENEFICIAL INTEREST

STATE OF _____
COUNTY OF _____

Before me, the undersigned authority, personally appeared _____ who was sworn and makes the following statements:

1. Affiant has personal knowledge of the facts contained herein.

2. Affiant makes this affidavit concerning the following described property (the “Property”) located in Alachua County, Florida which is being sold and conveyed to the Children’s Trust of Alachua County, Florida, an independent taxing district of the State of Florida:

See **Exhibit “A”** attached hereto.

3. The Property is owned by _____ (the “Owner”). Affiant is an Authorized Person of the Owner.

4. I make this affidavit pursuant to the entity disclosure requirements listed in §286.23, Florida Statutes concerning real property being conveyed to a public agency.

5. The following are the names and addresses of all parties having any beneficial interest in the Owner:

- a. _____, whose address is _____.
- b. _____, whose address is _____.
- c. _____, whose address is _____.
- d. _____, whose address is _____.
- e. _____, whose address is _____.
- f. _____, whose address is _____.

Further Affiant Sayeth Naught.

DATED: _____

By: _____

Printed Name: _____

SWORN TO, SUBSCRIBED AND ACKNOWLEDGED before me on _____, by _____ who is personally known to me or who has produced _____ as identification.

Sign: _____

{S E A L}

Print: _____

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 CTAC's Initials

EXHIBIT C – Permitted Exceptions

“Permitted Exceptions” shall mean: (i) zoning and other regulatory laws and ordinances affecting the Property; (ii) items created by or through CTAC, and the exceptions to title approved by CTAC during the Inspection Period; (iii) any matters of record as of the Effective Date which were not objected to by CTAC in the CTAC's Title Objection Notice; (iv) any matters of title to which CTAC objected in the CTAC’s Title Objection Notice but for which Seller has indicated (or is deemed to have indicated) that it will take no curative action; and (v) any matters which would be disclosed by an accurate survey and inspection of the Property.

____ Seller’s Initials

 ____ CTAC’s Initials



IMPACT PAPER:

OCTOBER 1, 2022 – JULY 31, 2023

World Health Organization (WHO) promotes newborn home visitation as an effective strategy to deliver newborn care and improve newborn survival. A single in-home visit by a nurse offers parents useful information about existing community services and resources, provides parents with an opportunity to ask questions regarding their infant’s health needs, and identifies families or infants in need of greater assistance. In addition, offering services in home has a number of advantages. It allows the nurse to assess the safety of the infant’s living environment and to work with parents in an individualized way to improve parent-infant interactions. Furthermore, newborn home visiting can connect high-risk families to on-going home visitation programs, which have been found to produce significant and substantial impacts on parenting behavior and child health and well-being.

NewboRN Home Visiting was developed following an evidence-based model:

- ✓ Greater community connections
- ✓ Better utilization of higher quality childcare
- ✓ Higher-quality parenting behaviors
- ✓ Enhanced home environments
- ✓ Improved mother (and father) mental health
- ✓ Reduced emergency medical care for infants
- ✓ Return on Investment

Step 1: Family Partner visits new mom, family and baby in hospital

- **Family Partner:**
 - Develops connection with family in the hospital
 - Educates on resources in community
 - Addresses urgent needs (car seat, diapers, mental health, support services)
 - Explains NHVP and obtains consent for nurse to conduct visit
- **What impacts our ability to engage with family and baby:**
 - Baby in NICU
 - Infant death
 - Out of county adoption
 - DCF removal
- **Reasons declined the program:**
 - Participated in the program in the past and felt they already learned a lot
 - Already have other children; this is not their first child
 - Too busy to commit to a program
 - Feel confident they have the support and resources they need
 - Family has medical background or is a medical professional and doesn’t feel the need for additional support
 - Nervous about having someone they do not know coming to their home

- Current living situation; examples:
 - Living with family or friend as a guest in their home and didn't feel comfortable, but would contact to enroll if living situation changed
 - Desire to move out of their current living situation and not sure where they will be (ex: don't want roommates, want to be closer to family)
- **Reasons accepted the program:**
 - Participated with previous pregnancy and had a positive experience
 - Families have even requested the same nurse conduct the visit
 - Want mom and baby to be checked on by a medical professional
 - Want to be proactive about resolving any issues
 - Visit is free of charge
 - First time parents wanting parenting education and support
 - Need for educational resources on infant safety (safe sleep, car seat safety, home safety, etc.)
 - Need for support with resources due to lack of basic needs
 - Nervous about breastfeeding and want support
 - Convenience of being seen in their own home
 - Not having reliable transportation
 - Transportation is difficult with multiple young children
 - More comfortable talking to someone in their home about mental health concerns
 - Do not have family or a support system to help once they get home
 - Bi-lingual family partner and nurse

Contract Year	Births	How Much #1: (Goal = 1700) How Well #1: (Goal = 70%) Families Visited in the Hospital	How Much #2: (Goal = 1105) How Well #2: (Goal = 65%) Consented to Participate	Comments
22-23 (Oct – Jul)	2,038	1,328 (65%)	876 (66%)	Lost both full-time family partners due to low salary. New family partners have been hired. NF credentialing process takes months. Nurses are filling in at hospital and conducting home visits/assessments. Instability with weekend family partners. We have hired a part-time family partner that works more than weekends to provide program assistance in hopes that this provides stability to the weekend coverage.
Annual Proj.	2,446 (proj.)	1,594 (proj.)	1,051 (proj.)	
21-22	2,628	1,854 (71%)	1,215 (66%)	Instability with weekend family partners
20-21	2,417	1,375 (58%)	768 (56%)	COVID
19-20	2,576	1,240 (48%)	773 (61%)	COVID

Step 2: Nurse conducts home visit and assessments

Contract Year	How Much #3: (Goal = 720) # Completed Assessments	How Well #3: (Goal = 65%) % Completed Assessments
22-23 (Oct – Jul) Annual Proj.	535 642 (proj.)	61%
21-22	736	61%
20-21	375	49%
19-20	423	56%

Conducted visits with homeless families, residents of Peaceful Paths and residents of the MIST program at Meridian.

- **Training for nurses**

- Interconception Care: family planning, birth spacing, health and well-being
- Safe Baby
- Substance exposed newborns
- Child passenger safety technicians
- Basic Life Support (BLS)
- Perinatal mental health
- Certified Lactation Consultant
- Nurse Advanced Certification in Caring for Infants
- Nurse Advanced Certification in Maternal Care

- **Health assessment on baby**

- **Better Off #2: 100% of participants voice understanding of Infant Health Needs as measured by nurse assessment (Goal = 80%).**
- **Better Off #3: 100% of participants voice understanding of Infant Safety as measured by nurse assessment (Goal = 80%).**
- **Better Off #4: 100% of participants voice understanding of Environmental Safety as measured by nurse assessment (Goal = 80%).**
- Safe Sleep
 - 100% of families received safe sleep education
 - 40 families that did not have a safe place for their baby to sleep were provided a pack n play
 - 36 families were provided fitted sheets
 - 107 families provided sleep sacks
- Car Seat Checks
 - 100 car seat checks conducted
 - 18 car seats provided
- Home Safety Check
 - Home safety checklist completed with each of the 535 families
 - 30 First aid kits provided
 - 300 Safety outlet plugs provided
 - 30 Cabinet locks provided
- Newborn care
 - 181 thermometers provided to families that did not have a thermometer
 - 10 Bulb syringes provided
 - 200 Diaper rash ointment provided

- Identify Medical Concerns
 - Illness
 - Weight concerns
 - Heart murmur
 - Jaundice
 - Umbilical Care
- Parent-child interaction and brain development
 - 128 developmental toys provided to families
- 100% of participants interviewed had their infants complete his/her 1st well-check appointment
- 100% of participants interviewed had their infants receive his/her immunizations

- **Health assessment on mom**
 - **Better Off #1: 100% of participants voiced understanding of Maternal Health Needs as measured by nurse assessment (Goal = 80%).**
 - Identify Medical Concerns
 - Checks mothers blood pressure
 - Identified cases of postpartum preeclampsia resulting in immediate hospitalization (one of the leading causes of maternal mortality)
 - Checks incision for infection and educates on proper care
 - Checks for pain and fever
 - Conduct Edinburgh Postpartum Depression Screening
 - Identified severe cases of postpartum depression resulting in client receiving services through a perinatal partial hospitalization program and/or intensive outpatient program
 - Provide breastfeeding support to moms who are having challenges with baby latching and thriving
 - 202 families were provided breastfeeding supplies
 - 100% of participants interviewed completed their postpartum checkup; according to ACOG, as many as 40% of women do not attend a postpartum visit
 - Educated on family planning and birth spacing to reduce preterm births (Alachua County has a March of Dimes grade of an F on the 2022 Preterm Birth Report Card)

- **Father Involvement (English and Spanish)**
 - Depression Screening and referrals for mental health counseling
 - Father Folder – provided to 226 fathers (42% of families)
 - Bonding with Your Baby
 - Safe to Sleep Dad Infographic
 - Dad Tips
 - Adjusting to Being a New Dad
 - Be there... Be a Dad!
 - Referral to T.E.A.M. Dad for ongoing parenting support

- **Teen Focused Materials (English and Spanish)**
 - TAP Brochure
 - Teen Parents, You're Not Alone
 - Young Dads Tip Sheet
 - Young Adolescent Birth Control Guide
 - Am I In A Healthy Relationship (for Teens)
 - GED Alachua County Information

- **Welcome Baby Bags (English and Spanish)**
 - Indestructible book
 - NHVP onesie or burp cloth
 - Parent magazine
 - Poison Control Information
 - Saving Smiles Dental Care flyer
 - 2-1-1
 - Peaceful Paths
 - Family Planning Clinic
 - Baby Shots
 - WIC
 - NHVP folder
 - Developmental Milestones
 - Urgent Maternal Warning Signs
 - Healthy vs Unhealthy Foods
 - Alachua County Perinatal Mental Health
 - Postpartum Depression – Healthy Start Tip Sheet
 - Home Safety Checklist – Healthy Start Tip Sheet
 - Infant Safety – Healthy Start Tip Sheet
 - Coping with Crying – Healthy Start Tip Sheet
 - Help from Friends and Family
 - How Long Should You Wait Before Getting Pregnant Again?
 - Birth Control Guide
 - What Does a Safe Sleep Environment Look Like?
 - Better Sleep for You and Your Baby
 - Breastfeeding Your Baby – Healthy Start Tip Sheet
 - Bottle Feeding Like Breastfeeding
 - Formula Feeding
 - Feeding Your Baby in the First Year
 - Tummy Time to Walking
 - Creating a Loving Bond with Your Baby

Step 3: Nurse and Family Partner ongoing support, case management and referrals

- Families are frequently contacting the nurse for weeks/months after the visit asking questions and for advice
- **How Much #4: 482 families identified as not being in a home visiting program were referred to home visiting coordinated intake and referral (i.e., Connect); (Goal = 600).**
 - Programs include: Healthy Start, Healthy Families, Parents as Teachers, Nurse-Family Partnership, T.E.A.M. Dad
- **How Well #4: 95% of families identified as not being in a home visiting program were referred to home visiting coordinated intake and referral (i.e., Connect); (Goal = 90%).**
- Community Referrals

Community Referrals	
Connect-Home Visiting	482
Mental Health	52
WIC/Food stamps/Asst.	51
Childcare	18
Lactation consult	61
Financial Assistance	28
Housing/Rent, Elec Asst.	6
Diapers	127
CPR	330
Transportation	6
ESOL	19
Medicaid	11

- Medical Referrals

Medical Referrals	
Mother - High Blood Pressure	14
Mother - Rash	1
Mother - High Mental Health Risk	17
Mother - Incision Care	1
Mother - Blood Clot	1
Infant- Illness	1
Infant- Weight Concerns	6
Infant- Heart Murmur	1
Infant- Jaunice	1
Infant- No Stool	1
Infant- Umbilical Cord	2

- Satisfaction Survey response rate = 39% (187 responses)
 - **How Well #5: 100% of parents/caregivers who received home visit that reported being satisfied with home visiting program as measured by satisfaction survey (Goal = 85%).**
 - 96% of families stated that the NewboRN Home Visiting Program was helpful.
 - 100% of families stated that they would recommend the NewboRN Home Visiting Program to a friend.
 - 100% of families felt the information they received was helpful.
 - See Attachment 1 for comments from participants.
- Impact Interview responses (11 interviews completed)
 - 100% of participants interviewed felt that participation in the NHVP has given them more confidence as a parent.
 - 100% of participants interviewed felt that participation in the NHVP has eased their stress about parenting a newborn.
 - 100% of participants interviewed felt that participation in the NHVP initiated breastfeeding.
 - At 3 months of age, 82% of participants infants are still eating breastmilk. 18% are formula only.
 - What did you learn from participating in the NHVP?
 - How to efficiently pump to increase my milk supply.
 - Caring for incision
 - Help with breastfeeding, tummy time and help finding a therapist.
 - How to take care of my baby and it eased my concerns about being a new parent
 - Which bottles are better for breastfed babies, how to burp, tummy time, etc. The nurse answered all of our questions and took her time with us. I wish everyone could experience this program.
 - I learned how to breastfeed by son and his dad learned how to bottle feed him. He was not latching or taking bottles and the nurse came and showed us how to help him eat safely and comfortably. The nurse taught my husband how to hold, feed, change, and swaddle baby so I could get some rest.
 - Car seats, Dolly Parton Imagination Library, breastfeeding
 - Car seat installation
- Greater Good Video Link: <https://www.youtube.com/watch?v=W41tdjQvmlI>
 - Includes participants that share about their experience with the program.
- Letters of Support from UF Health, HCA Florida North Florida, All About Women Obstetrics and Gynecology, Women’s Group of North Florida – Attachment 2.

Infant CPR and Infant Safety Community Classes

Date	Time	Location	Moms	Dads	Total Attendees
10/14/2022	11:00AM	Millhopper Library	9	5	14
12/8/2022	11:00AM	Millhopper Library	9	5	14
2/10/2023	11:00AM	Millhopper Library	12	4	16
4/14/2023	11:00AM	Millhopper Library	7	5	12
6/16/2023	11:00AM	Library Partnership	5	3	8
7/27/2023	11:00AM	Millhopper Library	11	4	15
Total Attendees			53	26	79

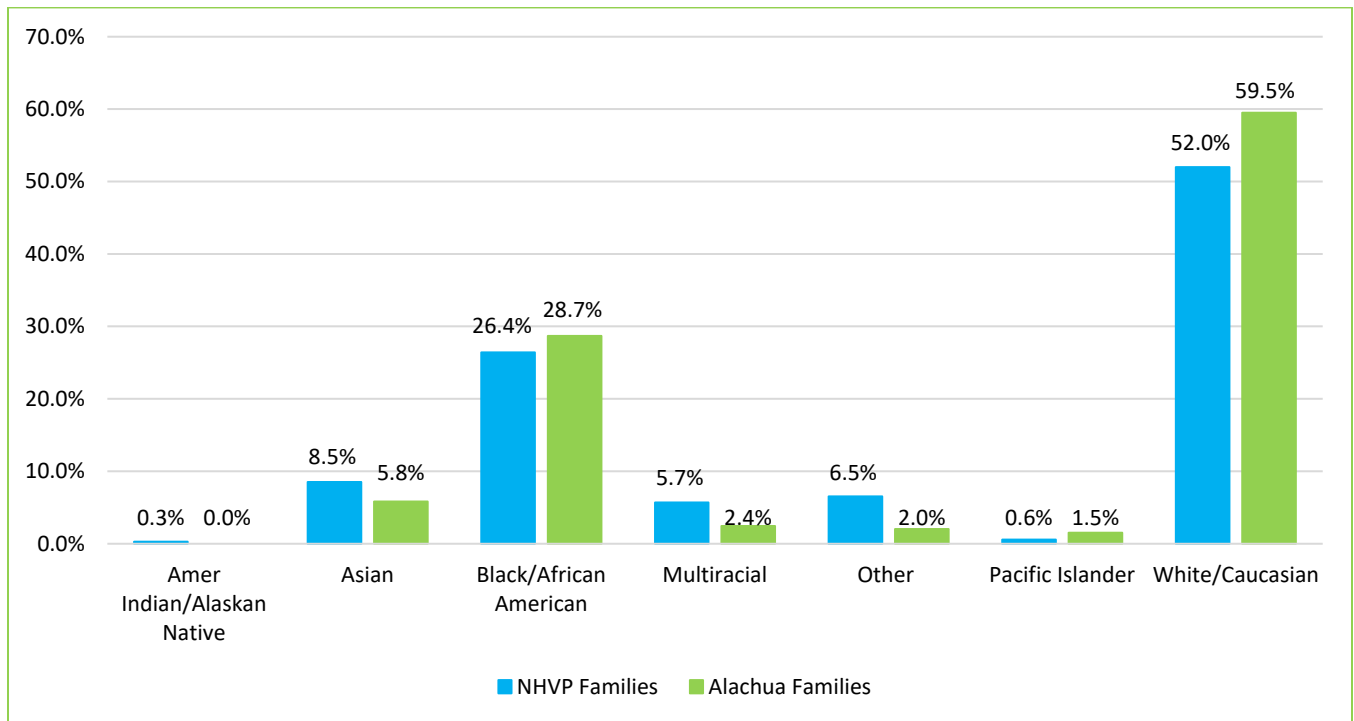
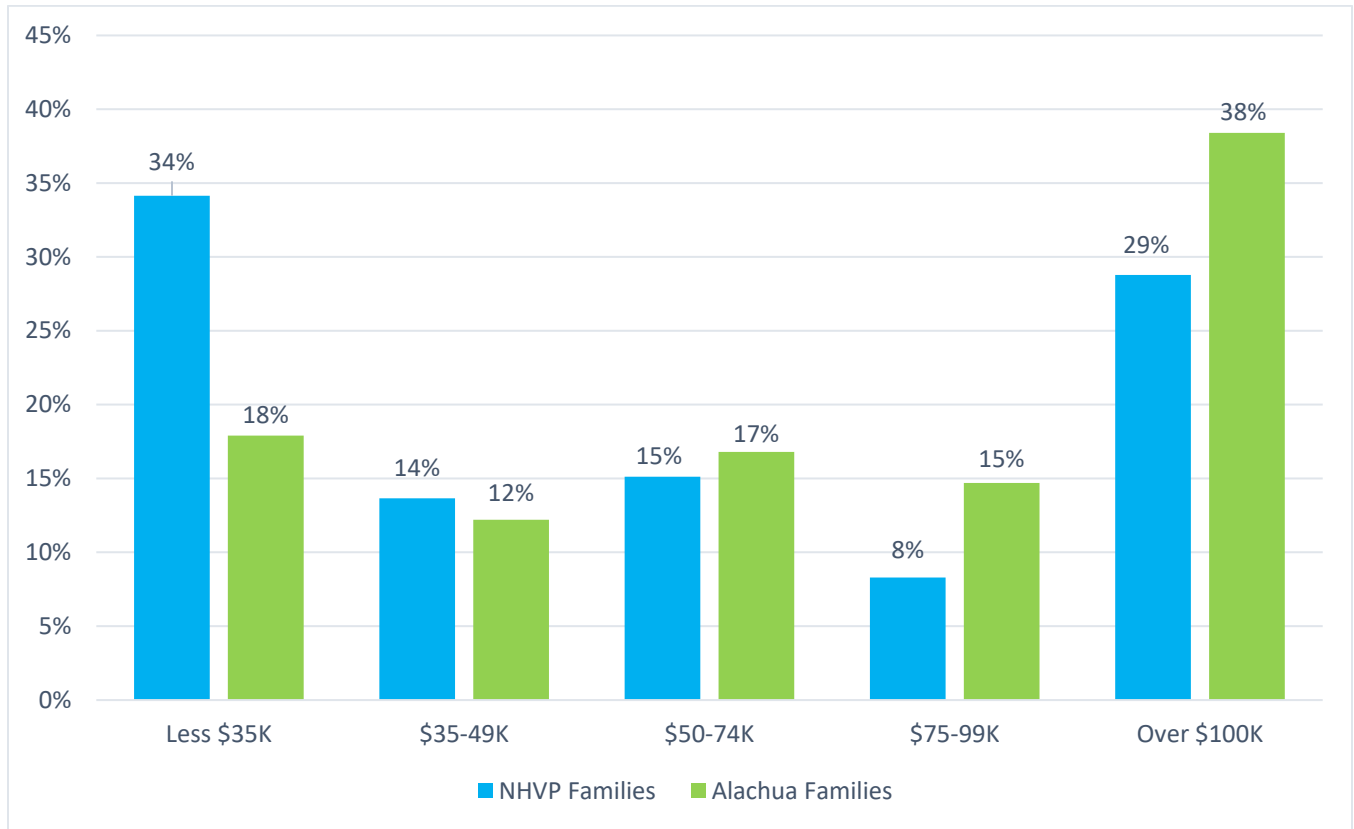
- Infant CPR and Infant Safety Class Participants Survey Results (49 responses total)
 1. How would you rate the event?
 - a. Excellent = 94% (46)
 - b. Very Good = 6% (3)
 - c. Good = 0%
 - d. Fair = 0%
 - e. Poor = 0%
 2. How would you rate the trainer for this event?
 - a. Excellent = 94% (46)
 - b. Very Good = 4% (2)
 - c. Good = 2% (1)
 - d. Fair = 0%
 - e. Poor = 0%
 3. What did you like about the infant safety and CPR class?
 - a. Hands on training practicing on the mannequins
 - b. Information was well organized and useful
 - c. The doll was awesome. The clicking and lights really show you if you are performing CPR correctly.
 - d. Should be mandated as a required course prior to hospital discharge.
 - e. The ladies seemed very knowledgeable, prepared and eager to answer all questions.
 - f. Real life scenario examples and the practice was really great for building some muscle memory.
 - g. I liked how approachable the instructors are and how clear the instruction was. The mannequins were very helpful too. They provided instantaneous feedback.
 - h. Having a NICU nurse teach this is helpful, since she spoke from experience.
 4. What did you dislike about the infant safety and CPR class?
 - a. 43 responded “nothing” or “NA”
 - b. After work hours may have been more convenient, but we were able to make this work.
 - c. Trainer was repetitive at some points.
 - d. Some of the structure could have been better.

- e. Need to set a specified time for the class to do compressions so the instructor can talk without interruption.
 - f. More emphasis on choking would be nice.
5. How likely is it that you would recommend infant safety and infant CPR class to a friend or family member?
 - a. 100% indicated that they would recommend
6. Is there anything else you would like to share about the infant safety and infant safety class?
 - a. I hope the program continues as very helpful.
 - b. Liked how they shared stories.
 - c. Nurses are so warm and genuine!
 - d. I love that the County is doing this. This is such an important topic that too many parents and care givers do not know how to do it.
 - e. Thank you for this invaluable class.
 - f. Just thankful this exists.
 - g. It would be good if it was more frequent.
 - h. I appreciate this program!
 - i. More advertisements to reach other moms.
 - j. This is very helpful! I'm grateful!

Outreach and Partnerships

- Florida's Healthy Babies program at the Alachua County Health Department provides items for families.
 - Breastfeeding supplies: manual breast pumps, storage bags, Boppy pillows, lanolin cream, etc.
 - Child care items: diaper cream, thermometers, and infant developmental items such as tummy time pillows and books.
- Prenatal Care Providers: conducts outreach to OB offices on an ongoing basis to update providers of benefits for their patients to enroll in NVHP and updates on what program can offer.
- Hospitals: conducts in-service visits with hospital staff (i.e., NICU, Mother-Baby unit, Lactation, Nurses) to educate them on the benefits of NHVP for their patients.
 - Nurse Supervisor visits with families in the NICU who are enrolled in NHVP to answer questions about NHVP, see how things are going, how infant is progressing, and assess parent's needs.
- Pediatricians: conducts outreach presentations on the NHVP program and how to complete referrals. This has resulted in direct referrals from pediatricians to support their patients with education and other assistance.

Demographics on Families Served



MCH Indicator Data Alachua vs Florida

Cause of Death	Alachua County		Florida	
	Count	Rate	Count	Rate
Infant Death 2021*				
Traumatic Brain Injury	0	0.0	13	6.1 per 100,000
SIDS	1	0.4 per 1,000	65	0.3 per 1,000
Unintentional Suffocation and Strangulation	0	0.0	88	0.4 per 1,000
Unintentional Suffocation and Strangulation in Bed	0	0.0	77	0.4 per 1,000
Infant Death 2022***				
SUIDS**	0	0.0		
Maternal Death 2021*				
Maternal Deaths	0	0.0	85	39.3 per 100,000

*Source: Florida Charts

**Sudden unexpected infant death (SUID) is a term used to describe the sudden and unexpected death of a baby less than 1 year old in which the cause was not obvious before the investigation. SUIDs includes sudden infant death syndrome (SIDS), accidental suffocation in a sleeping environment, and other deaths from unknown causes.

***Preliminary data from infant death records Healthy Start of North Central Florida has received to date.

Desired Impact Achieved

- ✓ Parents/caregivers will be introduced to the “system of care” that exists in Alachua County for families with young children
- ✓ All parents/caregivers will be offered this universal Newborn Home Visiting Program
- ✓ Those parents/caregivers who agree to receive ongoing home visiting services will be part of the “continuum of care” that is currently offered through the Coordinated Intake and Referral Program being implemented through the Healthy Start of North Central Florida in collaboration with more than 15 community partners
- ✓ Reduced hospitalizations and use of emergency care
- ✓ Provides the sense that the community (Alachua County residents) cares for their families
- ✓ Friends in other communities or states do not have this program so this shows how much the community cares about families with young children
- ✓ Saves babies and mothers’ lives
- ✓ Gives more confidence to parents and can ease their stress
- ✓ Provides answers to parents, because every child is different
- ✓ Everyone in the community supports “making sure that every baby is a healthy baby”

Attachment 1 – Satisfaction Survey Comments

1. Lindsay was INCREDIBLE!!!!!!!
2. What an amazing and supportive program! We have recommended to all of our expecting friends
3. Cara was absolutely wonderful. She was so knowledgeable and shared some very helpful information!
4. Diana was amazing! She had so much good info and amazing resources, which helped so much as new parents. We felt so reassured by her visit and would highly recommend this to friends!
5. I really appreciate all the helpful information and time spent going over everything in detail. Sandee made me feel confident in caring for my child. All of the materials she offered were unexpected but so appreciated too. Thank you
6. Diana was awesome! Provided an abundance of reassurance, advice & resources. Signed up for imagination library. Cpr class, & she gave info about mental health, la leche league & sleep recs. She was so pleasant to talk to, and flexible with scheduling to meet our needs. Would absolutely give her a 10/10 and rec to anyone in the future.
7. Amazing visit thank you so much
8. To say Diana was amazing, would be an understatement! She truly went above and beyond. She is so kind, engaging, and informative and helpful. You can tell she loves what she does, and as a first time mom I couldn't be more thankful for her visit.
9. I love that the nurse comes to our home. Makes life a whole lot easier!
10. Cara was great and thorough. The initial visit in the hospital was confusing because it felt almost like solicitation. However, I would not have gotten around to signing up without the in person visit. Maybe wait till the day of discharge for moms to process everything.
11. Cara was great! Very informative & helpful! Great to have any extra assessment on myself and my baby.
12. Wonderful visit. All questions and concerns addressed professionally, with care, and with tips. Friendly and patient with me. Sandee helped me build confidence in my first time experience as a mom and was amazing at including grandma and dad in education
13. Wonderful program, so glad that we were able to learn about NewboRN and receive a home visit. It was super helpful!!
14. Diana is such an amazing person and was very helpful. She made me feel more confident as a breastfeeding mom struggling with cluster feeding. She was attentive and thorough. I felt like she listened and was unassuming.
15. The newborn RN program is absolutely fantastic. I would recommend the service to anyone who has given birth, and feel very fortunate that it was available to me.
16. Invaluable program. Huge asset to Gainesville
17. Cara was extremely knowledgeable and helpful! Answered all of my questions! Her expertise was invaluable to us! I really appreciated all of the help! She was so kind and warm and comforting. I can't rave enough about her and this program!
18. Sandee was an amazing help and resource ! Very knowledgeable and friendly!
19. Thank you Cara, you are amazing!
20. Cara was wonderful!
21. I learned a lot of useful information I did not know about newborn care
22. Cara was super helpful in answering my questions and providing pointers on everything from breast feeding to baby care and safety, and filtering what is normal vs where I should be concerned. As a first time

mom this program is a fantastic resource to help adapt what is taught in baby classes to real life, because every baby is different!

23. Amazing program
24. ABSOLUTELY AMAZING SERVICE AND RESOURCE. Keep it up! THANK YOU!!!
25. Its really excellent program.
26. Cara was very informative and helpful!
27. The visit was amazing. Cara is great. We got so much useful information and a it's been a huge relief to learn about all the things we've been doing right. I hope all new moms take advantage of this program.
28. Helpful, and provided reassurance, as well as resources
29. I hope they can reach more people! This was very helpful!!
30. Great program
31. Cara was lovely and thorough with both her assessment and information sharing. It was a lovely surprise to have so much 1:1 time and support from a health care professional- and so convenient to have the help in our home! Cara certainly went above and beyond during the time she spent with us to make sure everyone is happy, healthy, and set up for a good newborn experience- any new mom will be better off after a visit from her. *Please feel free to use this as a testimonial on the website.
32. She was great, very helpful and sweet
33. Cara was fantastic and very friendly. Her visit was so helpful. It was really great to have some time one on one with someone like Cara with her expertise who could answer all our questions in a relaxed setting (our home). I would recommend this to any family with a newborn.
34. This was SO helpful especially because my husband and I are new parents and need all the help and advice we can get. When we were at the hospital, we joked that we wished that one of the nurses could come home with us and help. That's exactly what Sandee did! Sandee answered all our questions and gave us some wonderful tips and info about baby's eating, car seat, breast feeding, and more! I wish all new parents in the country had access to this program.
35. Cara was so helpful and learn a lot from her. thank you
36. Cara was warm, considerate, and incredibly helpful.
37. Cara was amazing! We had such a great experience with her, and really appreciated her wealth and wide range of knowledge to answer our first-time parent questions.
38. Cara was wonderful ! Would absolutely recommend her and newboRN to other families. She deserves a bonus or a raise for how she goes above and beyond !
39. Satisfied
40. The home visiting is very helpful for me sandee did a good job
41. Sandee was awesome! So helpful. What a valuable program!
42. Cara was amazing! She was able to answer all my questions and provide us with tons of helpful information for ourselves and new baby.
43. It was great and helpful!
44. Great program! Really helpful information provided. I'm so happy I got to be part of it!
45. An amazing service, we feel more confident, more supported, Cara shared so much knowledge and was so gentle, helpful and patient with our learning. An invaluable service. I am struggling with post partum baby blues, this type of service really helps me feel like things will be okay.
46. Diana was lovely and I learned so much and was reassured that both baby and I are doing just fine!
47. This is really helpful
48. thank you from your service.

49. This is so valuable! It was nice to have someone to chat with about all things postpartum
50. This program is so valuable, we learned a lot of new information, and it was so great to be able to ask questions to someone so friendly and knowledgeable!
51. Very nice program especially coming to home and providing service.
52. It's was a very nice and pleasant visit, she helped me with a lot.
53. This was the most informative visit I have received since the birth of my child. Cara was thorough in her responses and used information unique to my family to provide suggestions and strategies. I did not want her to leave!
54. Thank you, Cara! We are grateful for your visit and all of the helpful information and resources. And we appreciate you taking your time with us and making sure all of our questions were answered.
55. Cara is really helpful and kind. I wish I could have her come to my house to help with lactation in general!!
56. Super duper helpful and relieved me and my husband of concerns. Was also nice to have my newborn weighed
57. Cara was on time and we could tell she was very passionate about her job! She was very informative and caring in assessing the health of our newborn, me, and checking in with how my husband was doing too, something no one had really touched on until this visit.
58. The Newborn home visit was the greatest help I have received during both my pre and postnatal care. I appreciated all the time Ms. Sandee took to explain different newborn care and postpartum care for me. She was beyond helpful in addressing all questions and concerns. She also checked my car seat which has put my mind at ease knowing that I had followed the manual correctly. She was beyond kind and extremely supportive in providing all kinds of resources. Overall super beyond grateful that I had opted in the program and wish I had been referred to it earlier to understand it's mission. Overall a 10/10 experience and will be sure recommending all my friends to it
59. I loved the program, the visit was very helpful, we learned a lot and had the opportunity to ask so many questions. Cara was amazing!
60. Super helpful and I feel so much more confident now. Highly recommend
61. She was amazing and she helped me
62. It is really good 👍
63. Cara was extremely helpful and knowledgeable on a lot of important topics. She was very thorough and easy to talk to. I would recommend her for any first time parent!
64. It's really helpful
65. Cara was a wealth of information. Even as second-time parents, this program is extremely beneficial and I would recommend it to everyone with a newborn.
66. Sandee was very friendly and gave me a lot of helpful information
67. Great program and loved the in home visit!
68. The information I receive from the session was very informative. Thanks for the support it helps me a lot
69. Diana is amazing! She is empathetic, caring, and knowledgeable. We found the home visit to be very helpful
70. thank you so much Cara!! I really appreciated the tips for breastfeeding and watching me breastfeed and adjusting me. After you adjusted me and baby, I felt more comfortable and no pain in my breast.
71. Sandeep was great. Answered any and all questions I had and had a wonderful personality. Would recommend to anyone
72. Wonderful program!! Sandee was perfect for us post NICU visit and since she was there our BF journey has gotten 10x better

73. Lindsey was very polite and helpful.
74. All of the help and assistance was appreciated so much! Everyone should know more about this.
75. Diana was wonderful
76. Amazing ! Cara was amazing , i truly appreciate her and the program. Even with being a 2nd time mommy it was sooooo helpful .
77. This is a wonderful program with great resources and it is a relief to know it is available to new families in Alachua. Sandee was great and we are so appreciative of the information/resources she provided.
78. Great program! Will recommend to all moms!
79. Great program. Friendly RN. Amazing resources
80. Cara was amazing and went above and beyond when we posed any questions to her.
81. Cara has been amazing. This is such a great program. Thank you!!
82. Great resource to have
83. Cara was amazing. Before I was able to set up my appointment, she still gave me tons of advice on how to get through the really rough first week I was having. At my appointment two weeks later, she answered all my questions and gave me some really great info.
84. super great and helpful!! wish there can be more sessions, not just one!
85. It is truly a great program!!! I would love for it to be more than one visit but I do plan on continuing home visits with healthy families or healthy start. Cara is amazing
86. love the program !
87. Phenomenal program. We appreciated so much as first time parents having an in home visit from someone with such experience and knowledge. Thank you Cara!!
88. Diana was awesome and shared the information.
89. Nice information that I wouldn't have known if it was not for the program
90. Loving this Program
91. Very informative and helpful
92. Such a wonderful resource for new parents!
93. Sandee was awesome! She was very helpful
94. This program should be advertised more to the newly parents. This is an invaluable help for all this county residence. Ms. Sandee has been wonderful with our family; specially with our new born. She is full of knowledge. It was amazing to have her come to our home; answering so many of our questions. She corrected our mistakes and provided with guidance. She spent a lot of time with the baby checking on him. Sandee showed us how to set up the car seat properly. Because of her, we feel more comfortable taking our child with us in our vehicles.
95. Sandee was amazing
96. Being a new mom can be scary and lonely but Sandee made me feel less alone and gave me some awesome resources.
97. Cara was very helpful and pleasant to work with on our visit. She referred us to community services which we will be utilizing.
98. Thank you so much for all your great help and advice! We really appreciated the feeding demonstration, especially. Cara's demeanor was excellent and she helped us feel more confident as first time parents.

Attachment 2 – Letters of Support



UF Health Shands

1600 SW Archer Road
Gainesville, FL 32610
UFHealth.org

Dear Children’s Trust of Alachua County-

The UF Health Mother Baby Unit submits this letter in strong support of the NewboRN Home Visiting Program. The UF Health Mother Baby Unit focus of care is supporting the family as they transition to life after delivery. There are multiple changes in the newborn, the mother, and the family dynamic that occur in the first week of life. This can be a very high-risk time for complications and frequent follow up is extremely important during this period to support a successful transition from the hospital. As mothers and infants are no longer in the hospital during this period, the follow-up frequently cannot occur in a timely fashion due to various reasons. This is where the NewboRN Home visiting program steps in to fill the gap.

The mission of the NewboRN Home Visiting Program is to improve the health, safety, and future of all babies born in Alachua County through coordinated efforts. These efforts have greatly impacted the families we serve. There have been multiple times over the past year where a mother was readmitted and treated due to blood pressure findings during the NewboRN home visit. We have also treated infants for weight loss, concerning jaundice levels, and various other issues that were brought to the attention of a provider as a result of the NewboRN home visit.

In addition, the NewboRN Home Visiting Program provides supplies, education, and skills training to the families to meet the mission as well. Many times, mothers of infants in the Neonatal Intensive Care Unit will feel they need CPR training because of their newborn’s situation; thankfully, the NewboRN Home Visiting Program can provide this and many other skills. The program has also provided breastfeeding support, pack n plays, and car seats to families that are in need.

Here at the UF Health Mother baby Unit we fully support and are excited to recommend the services of the NewboRN Home Visiting Program. The work at the program has directly impacted the health and safety of our patients and our community. We look forward to continuing to partner with NewboRN Home visiting Program.

Sincerely Mother Baby Unit UF Health.

Dawniana
Emily Martiano
Arbyska Nordee

Janeen Hook
of

Jennifer Willis
Thoder
Margaret Hines
Dee
Andy

Patient Care • Research • Education

UF Health is a collaboration of the University of Florida Health Science Center, Shands hospitals and other health care entities.



UF Health Shands
Patient & Family Resources
1600 SW Archer Road
P.O. Box 100306
Gainesville, FL 32610-0178
Phone: 352-265-0224
UFHealth.org

9/6/23

Dear Children’s Trust of Alachua County,

It is my pleasure write a letter in support of the Newborn Home Visiting Program. This program is an asset to the families that I serve at UF Shands Hospital. Moms’/families have shared their appreciation of having someone follow up with them post discharge. This program not only provide services regarding infant care and safety, but also offer emotional and health services to the mom. Having someone come following discharge is support to the family’s transition home and validation that they are on the right track with the care and safety of their new baby/babies. Once a need is identified, the Newborn Home Visiting program offers vital support with linking families to other needed services and resources.

I fully support the services and resources that the Home Visiting Program offers. I ask for your continued support of this resource. My only concern and questions-when can this program be offered in other counties?

Sincerely,

Gwendolyn Robinson LCSW
Neonatal Intensive Care Unit

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09/12/2023
UF Health Shands

Patient & Family Resources

1600 SW Archer Road
P.O. Box 100306
Gainesville, FL 32610-0178
Phone: 352-265-0224
UFHealth.org

Dear Children's Trust of Alachua County,

Hello, I would like to introduce myself. My name is Emily Rant. I am a Neonatal Intensive Care Unit Social Worker (NICU) at UF Health Shands Hospital in Gainesville, Florida. As with most of our patient population, the families of NICU babies are experiencing major life events. To start off with childbirth is a major life event! From my observation one of the dynamics that makes the NICU stay difficult is that most of the patients are premature. Not having time to prepare adequately for the arrival of a baby can cause a huge financial, and emotional strain on parents. When the baby is in the NICU the medical team has eyes on the family and the infant. As you can imagine when a baby is discharged parents and the medical team are nervous about the transition home. Unfortunately, we do not get to visit these families at home to continue with support.

I am writing this letter to make you aware that the Newborn Home Visiting Program is an asset to our community. The Newborn Home Visiting Program helps support families with pack-n-plays, diapers (small supply), and other helpful items for moms. I know you may ask how a few diapers or a pack-n-play help. I promise you that providing items makes way more of a difference than you may know. Most recently I had a mother who was undocumented deliver

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09/12/2023

UF Health Shands

Patient & Family Resources

1600 SW Archer Road

P.O. Box 100306


Gainesville, FL 32610-0178

Phone: 352-265-0224

UFHealth.org

very early and when I tell you she had access to "nothing" that is no lie. I had no idea how I would start this mom off with essential items needed for a safe discharge. I wound up reaching out to the Newborn Home Visiting Program. Now obviously giving the family essential items for the baby is a help but also knowing that there will be eyes in the home is a huge comfort. When nurses are in the home they are able to offer support, recognize red flags, and provide solutions to challenges a family may face. I absolutely am grateful for this service and everything the program has to offer. This is a wonderful program and we could use a lot more of it!

Thank you,



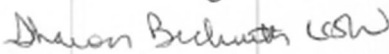
Emily Rant, MSW, LCSW.

Eran0001@shands.ufl.edu

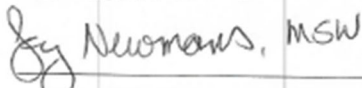
(352) 265-6207.



Michelle Banfield, MSW



Doreen Beckwith, LCSW

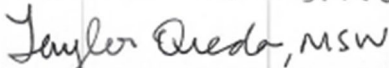


Ely Neumann, MSW

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Gina R. Whitehurst, RN, CM



Taylor Oueda, MSW

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UFHealth.org

Children's Trust of Alachua County
802 NW 5th Ave, Suite 100
Gainesville, FL 32601

To Whom It May Concern,

As a Social Worker with UFHealth Children's Hospital, I wholeheartedly endorse The NewboRN Home Visiting Program. Welcoming a new baby is a joyous time for parents, but it can also be stressful, especially in the first few months. The program offers evidence-based and invaluable services to parents and infants, helping the whole family.

I work with perinatal services and have seen firsthand that certain factors like premature birth, inadequate housing, financial instability, and limited health literacy can exacerbate anxiety levels for parents. Thankfully, The NewboRN Home Visiting Program provides parents with vital support and guidance to navigate the complexities of early parenthood and ensure their newborns receive the best possible care.

I have witnessed many of my patients benefit from the services offered by this program. It is crucial to continue supporting it as it benefits the most vulnerable citizens of Alachua County - our newest and youngest members of society.

Respectfully,

Katie Zeile, MSW
Registered Clinical Social Worker Intern
University of Florida Health
(p) 352.265.6318 (f) 352.733.1265
Kzei0002@shands.ufl.edu



Patient Care • Research • Education

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September 7th 2023

Children's Trust Alachua County Board Members,

This is a letter of support for the NewboRN Home Visiting program in Alachua County. HCA Florida North Florida Hospital has been a partner with the NewboRN program for several years and we have been so thankful for the partnership. Having a NewboRN Family partner located inside our hospital to speak directly to our patients to inform them of this wonderful resource available to them. The Family Partner has assisted our nursing staff with questions on how to make referrals beyond the Newborn program and has been instrumental in even helping patients get connected to resources through the Connect program. The NewboRN nursing team has been wonderful to our patients and the Family Partner has shared the many stories of success they have had with families.

We thank you for allowing us to continue to partner with the NewboRN Home Visiting program and we look forward to partnership for years to come.

Sincerely,

A handwritten signature in black ink that reads "Sandy Clayton".

Sandy Clayton
Administrative Coordinator

Women's and Children's Services

HCA Florida North Florida Hospital

6500 W Newberry Road, Gainesville, Florida, 32605

P 352.333.4596 | M 352.420.3210



Anthony B. Agrios, M.D.
 Joseph S. Iobst, M.D.
 Jean C. Cook, M.D.
 Allison Falkenstrom, M.D.
 Shelley Russell, APRN, CNM
 Kristen Cook, APRN, CNM
 Cynthia Vista, APRN, CNM
 Katie Camargo, APRN, CNM
 Ronnie Jo Stringer, APRN, CNM

Gainesville:
 6440 West Newberry Road
 Suite 111
 Gainesville, Florida 32605
 352.331.3332 Tel
 352.331.3320 Fax

Lake City:
 4447 NW American Lane
 Lake City, Florida 32055
 386.754.1744

AllAboutWomenMD.com

September 11, 2023

To Whom It May Concern:

This is a letter of support for our Newborn Home Visiting program. The Newborn program is such a wonderful program, and we provide so many wonderful services for new Moms in our community our medical providers do support the program.

Newborn also offers CPR classes provided by nurses. The nurses go above and beyond to make sure moms know about the resources available to them in the community such as: making sure mom and baby are successful with breastfeeding, baby has a safe sleep environment, newborn care provided for both parents and well checks for mom and baby. Nurses are equipped with pack n plays, diapers (small supply), and other goodies to help mom if needed.

Cordially,

A handwritten signature in black ink that reads 'ReNae Gavlick' with a stylized flourish at the end.

ReNae Gavlick, LPN
 Nurse Manager



September 5, 2023

Dear Childrens Trust of Alachua County:

I am writing to express my full support of the Newborn Home Visiting Program of Alachua County. I firmly believe in the program's ability to make a positive difference in our community. Its goal to provide vital resources to mothers is essential in promoting the health and well-being of both mother and baby.

Thank you for taking the time to consider my message.

Best regards,



Jane Houston, DNP, CNM
Associate Professor of Obstetrics and Gynecology
HCA/UCF Consortium Gainesville



September 5, 2023

Dear Childrens Trust of Alachua County:

I am writing to express my full support of the Newborn Home Visiting Program of Alachua County. I firmly believe in the program's ability to make a positive difference in our community. Its goal to provide vital resources to mothers is essential in promoting the health and well-being of both mother and baby.

Thank you for taking the time to consider my message.

Best regards,



April Weldon, RN
Women's Group of North Florida



September 6, 2023

Dear Childrens Trust of Alachua County:

I am writing to express my full support of the Newborn Home Visiting Program of Alachua County. I firmly believe in the program's ability to make a positive difference in our community. Its goal to provide vital resources to mothers is essential in promoting the health and well-being of both mother and baby.

Thank you for taking the time to consider my message.

Best regards,

LaDonna Banks, LPN
Women's Group of North Florida



September 5, 2023

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Thank you for taking the time to consider my message.

Best regards,



Lisa Philman, LPN
Women's Group of North Florida



September 5, 2023

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Thank you for taking the time to consider my message.

Best regards,

Heather Swayze RN
Heather Swayze, RN
Women's Group of North Florida



September 5, 2023

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Thank you for taking the time to consider my message.

Best regards,

Hannah Bryant, RN
Women's Group of North Florida



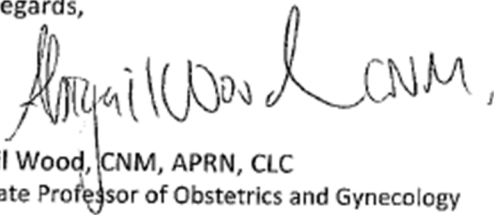
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Thank you for taking the time to consider my message.

Best regards,



Abigail Wood, CNM, APRN, CLC
Associate Professor of Obstetrics and Gynecology
HCA/UCF Consortium Gainesville



September 5, 2023

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I am writing to express my full support of the Newborn Home Visiting Program of Alachua County. I firmly believe in the program's ability to make a positive difference in our community. Its goal to provide vital resources to mothers is essential in promoting the health and well-being of both mother and baby.

Thank you for taking the time to consider my message.

Best regards,



Amber Paxton
Clinical Supervisor
Women's Group of North Florida



September 5, 2023

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Thank you for taking the time to consider my message.

Best regards,



Christina Bennett Wiley, MSN, CNM, APRN
Associate Professor of Obstetrics and Gynecology
HCA/UCF Consortium Gainesville



September 6, 2023

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Thank you for taking the time to consider my message.

Best regards,

Ronda Petersen, MA
Women's Group of North Florida



September 6, 2023

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Thank you for taking the time to consider my message.

Best regards,



Jessica Bernardo, RN
Women's Group of North Florida



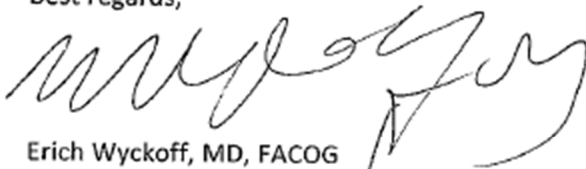
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Thank you for taking the time to consider my message.

Best regards,



Erich Wyckoff, MD, FACOG
Minimally Invasive Obstetrics and Gynecology
HCA/UCF Consortium Gainesville
Director of Robotic Surgery WGNF



September 5, 2023

Dear Childrens Trust of Alachua County:

I am writing to express my full support of the Newborn Home Visiting Program of Alachua County. I firmly believe in the program's ability to make a positive difference in our community. Its goal to provide vital resources to mothers is essential in promoting the health and well-being of both mother and baby.

Thank you for taking the time to consider my message.

Best regards,

Mohamed Foda, MD, FACOG
Associate Professor of Obstetrics and Gynecology
HCA/UCF Consortium Gainesville





September 5, 2023

Dear Childrens Trust of Alachua County:

I am writing to express my full support of the Newborn Home Visiting Program of Alachua County. I firmly believe in the program's ability to make a positive difference in our community. Its goal to provide vital resources to mothers is essential in promoting the health and well-being of both mother and baby.

Thank you for taking the time to consider my message.

Best regards,



David Stewart, MD
Associate Professor of Obstetrics and Gynecology
HCA/UCF Consortium Gainesville

File Attachments for Item:

3. 10.9.2023 Regular Board Meeting Minutes



CHILDREN'S TRUST REGULAR BOARD MEETING MINUTES

October 9, 2023, at 4:00 PM

CTAC, 802 NW 5th Ave, Gainesville, FL 32601

Call to Order

Chair Certain called the meeting to order at 4:03 PM.

Roll Call

PRESENT

Chair Tina Certain

Vice Chair Lee Pinkoson

Treasurer Ken Cornell

Member Shane Andrew

Member Mary Chance – attended virtually (voting)

Member Judge Denise R. Ferrero

Member Maggie Labarta

Member Cheryl Twombly – attended virtually (voting)

ABSENT

Member Nancy Hardt

Motion made by Member Cornell, Seconded by Member Andrew to allow Member Chance and Member Twombly to participate and vote due extraordinary circumstances.

A physical quorum of six members voted on this motion.

Motion was unanimously approved by voice vote.

Agenda Review, Revision, and Approval

Motion to approve the agenda made by Vice Chair Pinkoson, Seconded by Member Cornell.

Motion was unanimously approved by voice vote.

Consent Agenda

1. Board Attendance YTD
2. 9.13.23 Regular Board Meeting Minutes
3. 9.25.23 Final TRIM Hearing Minutes
4. 9.25.23 Board Meeting Evaluation - Survey Results
5. September 2023 Checks and Expenditures Report
6. Monthly Budget Review

7. 4th Quarter Financial Report FY23 to BoCC
8. Programmatic Award and Expense Report
9. Emergent Needs Applications
10. September Sponsorship Applications
11. Contract for HR Services with James Moore

General Public Comments

Chair's Report

12. Evaluation of the Executive Director

Members discussed the performance of the Executive Director from the period of October 1, 2022, through September 30, 2023. Member Cornell shared that he was really happy with the evaluation of the Executive Director, and based on others' comments, it was a very good evaluation. He reported that the County usually gives the same raise to the County Manager that the staff received for that fiscal year, and this would be appropriate for ED Kiner. He also suggested increasing the amount of starting vacation time allowed per the contract, which is currently three weeks, to four weeks. Chair Certain agreed with the 6% COLA raise but suggested that amending the employment contract could wait until a future evaluation. Both Member Labarta and Member Andrew voiced their support for the additional vacation time.

A motion was made by Member Cornell, Seconded by Member Labarta to accept the Executive Director's evaluation as presented, and provide a 6% raise (the same percentage provided to staff), and add one additional week of vacation time to ED Kiner's employment contract.

Chair Certain requested the motion be split into two, and Members Cornell and Labarta agreed.

Motion made by Member Cornell, Seconded by Member Labarta to accept the Executive Director's evaluation as presented, and provide a 6% salary increase.

Motion was unanimously approved by voice vote.

Motion made by Member Cornell, Seconded by Member Labarta to amend ED Kiner's employment contract to add one additional week of vacation time.

Member Chance asks how paid time off is organized at CTAC and Member Andrew asks if there are rollover limits. The Attorney confirmed that sick time is accrued per pay period, vacation time is accrued per pay period and by seniority, and per her contract, the Executive Director received a lump starting allowance of 3 weeks' vacation time. The Clerk confirmed the rollover allowance for vacation leave is 280 hours annually and there is no rollover limit on sick time. Upon separation from employment, unused vacation hours will be paid in full to all employees, however unused sick hours will only be paid out at 25% for employees with at least 10 years continuous service (Policy 4.20, E. – Employee Handbook).

Voting Yea: Vice Chair Pinkoson, Member Cornell, Member Andrew, Member Chance, Member Judge Denise R. Ferrero, Member Labarta, Member Twombly

Voting Nay: Chair Certain

Member Labarta expressed that ED Kiner had done an outstanding job, was responsive and goes above and beyond. She thanked ED Kiner for doing a fabulous job directing the Trust.

Executive Director's Report

13. 10.09.2023 ED Report

ED Kiner reported that the TRIM process was complete and thanked the finance staff. She mentioned that staff participated in a successful team-building retreat and will be scheduling these quarterly to build the culture of the Trust. Member Cornell asked about the progress of the SAMIS implementation. ED Kiner confirmed the afterschool providers have been trained are in line with the testing, and the enrichment providers will be trained on October 19th.

Presentations

14. Jack Levine - Statewide Advocate & Founder of 4 Generations Institute

Mr. Levine shared his experiences as a 42-year statewide advocate of children's services in Florida. Due to his and others' efforts, a total of 11 Children Services Councils have been set up that cover 70% of the Florida population. He spoke about the importance of advocating, changing legislation, and teaching the next generation values such as advocacy, prevention, justice, stability, generosity, and gratitude. He praised the Trust for its partnerships with FACCT, the Lastinger Center, and the Anita Zucker Center. He suggested looking into partnerships with the Samuel Proctor Oral History Program and the Bob Graham Center for Public Service. Chair Certain and Member Cornell thanked him for making the trip to speak to the board and his work to bring about these changes in public policy.

New Business

15. Informational: Contract for Potential Property

ED Kiner reported that the Trust has signed a contract on property 4010 NW 25th Place, Gainesville, FL 32606, and is within the 30-day period of due diligence. Inspections, surveys, appraisals, and environmental phases have been scheduled and are taking place. ED Kiner will keep the board updated on any findings, which tentatively may include some work to the property's roof. Chair Certain, Member Cornell, and ED Kiner thanked Trust Attorney Swain for his time, dedication, counsel, and detailed attention to this project.

16. CTAC Funding Timeline & Implementation Plan

Director of Program Operations Kristy Goldwire discussed the timeline for renewals of certain funded programs, the implementation plan for strategic plan initiatives, and the new funding opportunities that align with the board-approved budget.

17. FY22 Employee Audit Policy Updates (Marsha Kiner and Danielle Towery)

ED Kiner provided policy updates that were suggested by the Krizner Group, the Trust's employment law firm, in their past audit findings.

Member Cornell requested that staff look into a parental leave policy, quantify the costs, and bring it back to the board. Chair Certain said that we should be sensitive because the Trust is a taxpayer-funded organization and initiative and to be careful with how we're extending benefits that cost money. Member Cornell stated that the first 5 years of life are the most important part of brain development and fostering relationships with parents, and that as a Children's Trust, it's the very least we can do for our employees, to promote and encourage that. Member Labarta said that she would like to support that for the reason that we are a Children's Trust and we should be modeling. Chair Certain said that she agreed completely. She added that in addition to the tax-payer funding, the Trust serves a good number of low-income families that may not work jobs that provide that, and thinks we have to be careful providing excessive benefits to people, then stated she was on the fence. Member Cornell added that every company should have a parental leave policy. Member Chance said that she supported researching this option as an employee retention tool and an example to set, she asked that adoptive parents be included as well. Member Twombly agreed that the Trust could model what it should look like for other companies, she agreed with the importance of those first few weeks and the bonding time. She added that if we have a way to accommodate that, she would support it as well.

Motion made by Member Labarta, Seconded by Member Cornell to approve Resolution 2023-19 Adoption of Changes to the Employee Handbook.

Motion was unanimously approved by voice vote.

General Public Comments

Board Member Comments

Next Meeting Dates

Joint Meeting with the City of Gainesville - Monday, November 6th, 2023 @ 4:00 PM
Gainesville City Hall, R. L. Kline Conference Room, 200 E Univ. Ave, Gainesville, FL 32601

Regular Board Meeting - Monday, November 13th, 2023 @ 4:00 PM
Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

Regular Board Meeting - Monday, December 11th, 2023 @ 4:00 PM
Children's Trust of Alachua County, 802 NW 5th Ave, Gainesville, FL 32601

Adjournment

Chair Certain adjourned the meeting at 5:15 PM.



CHILDREN'S TRUST
OF ALACHUA COUNTY

BOARD MEMBERS

Tina Certain
Chair

School Board Member

Lee Pinkoson
Vice Chair

Gubernatorial Appointee

Ken Cornell
Treasurer

County Commissioner

Shane Andrew
Superintendent

Alachua County Public Schools

Mary Chance

Gubernatorial Appointee

Dr. Nancy Hardt

Gubernatorial Appointee

Hon. Denise R. Ferrero
Circuit Judge

Dr. Margarita Labarta
Gubernatorial Appointee

Cheryl Twombly

Community Development

Administrator

Dept. of Children & Families

Marsha Kiner
Executive Director

September 27, 2023

Dear Board Members,

It is a privilege to provide you with my Self-Assessment for my first year as Executive Director of the Children's Trust of Alachua County. It has been a whirlwind year for me and a true blessing to join the team at the Trust.

You only know what joining an established team will entail once you get there and begin the journey. My journey was only successful because of the staff of the Trust. I cannot say enough about their commitment and dedication to ensuring that we provide our community with the best possible programs and services. If I was successful this year, it is because of Kristy Goldwire, Diana Sanchez, Elizabeth Cayson, Bonnie Wagner, Nicole Odom, Ashley Morgan-Daniel, Mia Jones, Demetrica Tyson, Belita James, Deon Carruthers, and Tara Major. My team is phenomenal, and I am blessed to work with them daily.

Additionally, I would be remiss if I did not say "thank you" to you. From the moment I arrived, you all welcomed and assisted me on this journey. I admit that I didn't know all the ins and outs of our business, and I'm still learning! However, your patience, counsel, and experience were always readily available to me, and I am grateful.

It has been my honor to serve alongside you. I can't wait to see what we accomplish together this year!

Sincerely,

Marsha Kiner, MS, CAE
Executive Director



Marsha Kiner
Executive Director Self-Evaluation
FY 2022 – 2023



ESSENTIAL FUNCTIONS

1. Engages with the stakeholder community to promote the CTAC's mission and vision and recruit supporters and strategic partners.
2. Establishes credibility within the CTAC and with the Board as an effective developer of solutions to business challenges.
3. Collaborates to develop and implement systems, processes, procedures, and personnel designed to achieve the objectives of the Trust.
4. Uses independent judgment to plan, prioritize, and organize a diversified workload.
5. Principal spokesperson of the CTAC and stakeholder queries.

PLANNING

1. Collaborated with the Board to develop a Strategic Plan and update as appropriate.
 - a. The Board approved a Listening Tour for the CTAC and a Steering Committee for the development of a Strategic Plan prior to my joining the Trust last October. Upon my arrival, I was informed that the consultant had resigned, and we needed to find and select a new consultant to help shepherd us through the process. Staff and I met with Prismatic Services, the company contracted to conduct the Listening Tour, to review the schedule for the Tour activities over the next three months. The Steering Committee kicked off its work in mid-October discussing the process and the roadmap for how we would get to a recommendation and new Strategic Plan by June. Additionally, I selected Seek Higher Ground with Nikki Martin-Bynum, CEO, as our consultant on the Strategic Plan and we began meeting in November.



Community Meeting During the Listening Tour

- b. Throughout the fall, staff and I met with Prismatic as they transversed the county for Interviews, Focus Groups, and Community Meetings. Staff assisted Prismatic with distributing surveys throughout the county ensuring we were meeting our goals for feedback in all areas of the county and each municipality. Staff worked with Prismatic to ensure our flyers and surveys were in both Spanish and English to ensure there were no barriers for completion.

- Interviewed 26 Key Informants, Partners, Providers, and Trust staff
- Surveyed a total of 1,240 Parents/Guardians and Youth/Teens (in both English and Spanish), as well as Key Informants, Partners, and Providers
- Conducted 23 focus groups with 212 Parents/Guardians, Youth/Teens, and Key Informants, Partners, and Providers

- c. We reviewed and adjusted the plan based on turnouts at events, numbers participating in Focus Groups, and feedback provided on length of surveys. Staff assisted Prismatic with shortening the survey to one page and aided in distribution to additional community events throughout the county to receive needed feedback. We added several Focus Groups (virtually) to ensure we had significant input from parents and youth, and we added an additional Community Meeting as well. I am proud to say that the Listening Tour was indeed a group effort between the Trust contracted provider and the Trust staff. We were invested in ensuring that the community's input was captured to aid us in creating a Strategic Plan inclusive of the voices of our community.
- d. In January, Prismatic concluded the Tour and met with staff to develop the next phase of the process including the Data Party in February, the final report, and the contents of an executive summary prepared and published in April. We held our Data Party with the Steering Committee and others from the community, and we began to narrow our focus on the priorities of the Strategic Plan. The Steering Committee held regular meetings to review the results of the Listening Project, reviewed a Comprehensive Strengths and Needs Assessment, an environmental scan, and other supporting documents to guide its work. In May, the Steering Committee finalized its recommendations, and we worked on the Plan provided to the Board via its June Workshop prior to the Board meeting.



Steering Committee Meeting

e. The Board approved the new Strategic Plan to be phased in over the next three years, 2023 – 2026. This roadmap will now guide and inform our funding priorities as we invest in changing the lake in our community. One significant change is the CTAC focus on children and youth. We will now focus on the development and success of the children and youth ages 0-18. CTAC will develop and invest in programming/services, system building/convening, and system refining in Alachua County.

- **Goal 1 – All Children & Youth Are Healthy & Have Nurturing Caregivers & Relationships:** CTAC will commit 50% of all funding to Goal 1.
 - Focus areas include: Maternal Child Health, Comprehensive Care Access, Family Resource Centers, and Creating/Refining the System of Care with our partners and families.

- **Goal 2 – All Children and Youth Can Learn What They Need To Be Successful:** CTAC will commit 35% of all programmatic funding to Goal 2.
 - Focus areas include: Quality Voluntary Pre-Kindergarten (Outreach & Messaging), Childcare Slots (Partnering with the Early Learning Coalition to ensure eligible children receive quality care), Mentoring & Character Building Programs, Out of School Time Activities (afterschool, camp, sports, etc.), and a Community Advisory Board. Strategically Partner with: the school district, funded providers, community organizations and families to create comprehensive solutions for increasing math and literacy proficiency.
- **Goal 3 – All Children & Youth Live in a Safe Community:** CTAC will commit 10% of all funding to Goal 3.
 - Focus areas include: Out of School Time Activities (afterschool, camp, sports, etc.), Mentoring & Character-Building Programs, Community Safety Convenor/Participant working with local municipalities, law enforcement, schools, library, DJJ, the River Phoenix Center, and a youth advisory Board etc., including a focus on gun violence to see community-level improvement.

- f. Next Steps: We began working on the implementation of the new plan by making funding recommendations to the Board at its August meeting. The Board approved the recommendations to use Fund Balance and Unallocated Program Funds to increase each goal area with specific initiatives. We will work on each goal initiative and bring forward to the Board an implementation plan in the new fiscal year. A timeline for the new initiatives is in development as staff works with providers on bridge funding approved for October 2023 – March 2024. New RFP's will be released in FY23-24.
2. Direct the activities of the CTAC based on the Strategic Plan.
 - a. Directed the Listening Tour activities to ensure CTAC received necessary data to inform the Strategic Plan. Coordinated the Steering Committee meetings virtually and in-person with the Chair.
 - In FY23-24, I will lead CTAC staff as we implement the new Strategic Plan with emphasis on the initiatives approved by the Board in August. We will provide updates to the Board on the progress of the initiatives and present the timeline for implementation.
 3. Institute mechanisms to ensure community involvement in planning processes.
 - a. Our Listening Tour activities ensured we heard from the community as we collected input on our Strategic Plan. The interviews, focus groups, community meetings, and the community events that Prismatic attended as well as staff allowed us to hear the voices of the County.

- b. Since I arrived at the Trust, I visited community groups, non-profit leaders, civic leaders, and a host of other organizations large and small throughout the County to share the work of the Trust and to hear their feedback. Each week, I shared with the Board an overview of my meetings/activities and the feedback I received. Examples include: League of Cities Meetings, visits to/with city leaders in Micanopy, Waldo, Hawthorne, Newberry, Alachua, and Gainesville. Presented to the City Managers from all county municipalities.



5th Avenue Neighborhood Association

4. Work with other local planning bodies to ensure coordination and consistency of efforts.
- a. The Executive Director serves on the Board of the Early Learning Coalition of Alachua County. CTAC is serving on the Childrens' Mental Health Committee to devise a Comprehensive Mental Health Plan with the school district and the county. CTAC is the lead convener for the development of a Comprehensive Literacy Plan for the county. CTAC serves on the Gainesville Housing Authority's Choice Neighborhood Planning Grant Committee aimed at planning for the revitalization and redesign of East University Avenue and surrounding communities. CTAC is a partner and administrator of the Opioid Taskforce Committee. The Executive Director serves on the Board of the statewide alliance for Trusts and CSCs (FACCT). The Executive Director is a member of the Center for Nonprofit Excellence Advisory Council. CTAC staff also participated/served on: Florida Grade-Level Reading Advisory Committee, National Collaborative for Infants and Toddlers, the Safety Net Collaborative, and the FIMR Community Review Team.
5. Develop benchmarks to track progress toward strategic goals.
- a. The Board adopted our Strategic Plan and funding goals in August. Staff and I will be developing an implementation plan with a timeline for the strategic initiatives approved by the Board.

FINANCIAL AND PROGRAM MANAGEMENT

1. Preparation, management, and oversight of annual budget and funding recommendations for Board approval.
- a. Presented the Board with a proposed budget in June 2023. The Board approved the proposed budget and final budget in September 2023. CTAC successfully completed the Truth-In-Millage (TRIM) process in September.

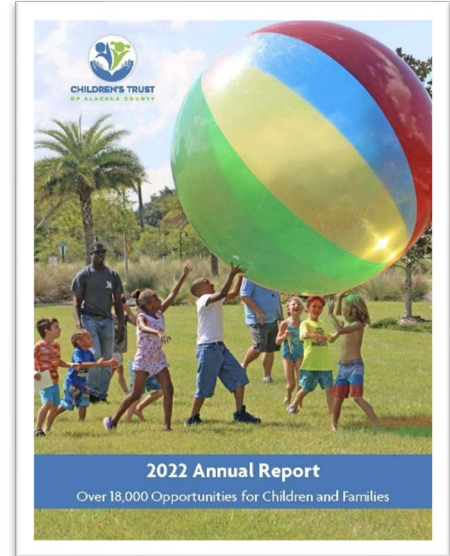
2. Preparation and oversight of budget model forecast for planning purposes.
 - a. Provided, in March, an overview of unallocated funds and made recommendations for use resulting in:
 - COLA increases for all providers
 - Creation of the Emergent Need Fund
 - Continuation Funding (made providers whole who were underfunded based on nine-month contracts for twelve-month work)
 - Mentorship & Character-Building Grants
 - Summer-Bridge for HeadStart (early learning initiative)
 - Social Emotional Learning (collaboration with two local community partners to develop a pilot program working with educators alongside caregivers to provide therapeutic parenting and trauma-responsive social and emotional learning engagement strategies)
 - TeensWork Alachua expansion to rural communities
 - Summer Camp Performance Incentives
 - Additional funding for a summer camp at Bethel AME Church
 - b. In August 2023, staff held a Board Workshop on Fund Balance and Unallocated Funds. Recommendations for FY24 made for increasing the funding under each goal in the new Strategic Plan.
3. Establishment of policies and procedures related to the evaluation of funding requests.
 - a. Revised and updated Section 6.80 Special Programs in Board Policies to include a new special programs funding opportunity for Emergent Needs. Created a process and criteria for local organizations to apply for emergency funding.
 - b. Developed Unplanned Funding Request Policy as a guide for unsolicited funding requests to the Board. Staff are charged with researching issues and bringing recommendations back to the Board.
4. Oversight of programs and fiscal monitoring of funded programs.
 - a. Establishment of the Continuous Quality Improvement plans to aid review and improvement of processes, service delivery, and outcomes.
 - b. Monthly budget review for Board Meetings includes notes page to ensure Board understanding of fiscal issues providers may have throughout the year.
 - c. Provided recommendations for new Strategic Plan programmatic funding initiatives to be phased in over the next three years with recommendations for use of fund balance and unallocated program dollars.



OPERATION MANAGEMENT

1. Foster high levels of customer service to ensure effectiveness and further development of customer-centered service delivery.

- a. The Finance Department began offering “Office Hours” for providers to enable them to ask questions and receive clarity on invoicing and payments.
- b. Numerous meetings throughout the county with providers, potential providers, and others to hear their questions, listen to their concerns, and provide updates on the work of the CTAC.
- c. Provided opportunities for organizations to attend CTAC Staff Meetings to present overview of programming to be shared as resources for providers and partners.
- d. The Executive Director accompanied the Community Engagement Manager to events throughout the county to ensure CTAC was represented and opportunities for community feedback were received.
- e. Developed a provider newsletter forwarded every other month with updates, resources, tips, and recognizes one of the CTAC providers.



2. Establish work environment that fosters a productive work culture.
 - a. The Executive Director met with all staff within the first two weeks of employment to review job descriptions and learn about their positions and work environment preferences.
 - b. The Executive Director has established an open-door policy for all staff, including encouraging staff to add themselves to the calendar for meetings.
 - c. The Executive Director held monthly meetings with all staff to hear and receive feedback during the first six months of employment.
 - d. The Executive Director reduced weekly staff meetings to every other week to cut down on the number of meetings occurring at the CTAC for all staff. Additionally, professional development was included by presenters who spoke on resources in the community that could aid providers/partners.
 - e. CTAC held a staff retreat in September 2023. The purpose was to begin fostering a new workplace culture. Staff will help determine what the long-term culture of CTAC will be through four phases/sessions. This first session focused on getting to know fellow team members, who



CTAC Holiday Luncheon

they are outside of the CTAC, what they value and why, and why they choose to work for the Trust.

- f. The Executive Director treated staff to Thanksgiving and Holiday lunches, and several staff attended group lunches for birthdays all in an effort to build camaraderie and a sense of work community.
 - g. The Executive Director approved summer schedules for staff wishing to work 10-hour days and take one day off during the week.
3. Prioritize a dynamic workload.
- a. Hired a Director of Finance in December 2022 and hired a fiscal assistant in June of 2023. The fiscal department utilized a part-time position to assist with workload.
 - b. The Executive Director met with the Director of Program Operations weekly to receive updates on programmatic plans. The Director of Finance, Director of Program Operations, and the Executive Director met weekly to share updates, discuss issues, and plan for upcoming Board related matters.
 - c. Both the finance and the programs staff meet at least once a month to discuss any emerging issues and to provide updates to each team on what priorities are being set within departments.
 - d. Encouraged CTAC to reach out to fellow CSCs & Trust for guidance, recommendations, and information when needed. CTAC is now participating in FACCT Affinity Groups based on work areas to share best practices and gain insights.
4. Develop and provide oversight to such organizational plans and procedures as necessary for effective operations.
- a. Renewed contract with James Moore and began bimonthly meetings with the consultant to ensure more consistent access to HR for resources for CTAC staff.
 - Added additional benefit – AFLAC.
 - The HR consultant provided office hours on-site for staff to ask questions about benefits and other employment resources.
 - The Executive Director collaborated with consultant to ensure smoother on-boarding of CTAC staff with county benefits.
 - b. CTAC department heads (Director of Finance, Director of Program Operations, & Executive Director) met with Krizner Group for annual supervisor training and review. Krizner provided an audit of policies and provided recommendations.
 - c. HR Consultant and Executive Director worked with the Krizner Group to reclassify five positions from hourly to salaried based on responsibilities and scope of duties.



Akwaaba Freedom School at PK Yonge

- d. Secured additional equipment for staff working on the second floor to ensure necessary effective use of time and technology.
 - e. Ensured adherence to the Providing Urgent Maternal Protections (PUMP) for Nursing Mothers Act, an extension of the Fair Labor Standards Act (FLSA), requiring employers to support breastfeeding employees. Added protection to office for privacy.
 - f. Created Veterans' Preference Policy and Recruitment Plan.
 - g. During the Executive Director's tenure, CTAC assumed in-house all financial responsibilities, ending its contract with CRI.
5. Manage and direct the activities of staff to ensure programs are properly executed and the CTAC's priority objectives are achieved.
 - a. The Executive Director has a strong team of leaders. The Director of Program Operations and the Executive Director met weekly to prioritize and plan for CTAC's initiatives, programs, and activities.
 - b. The Programs Department met every other week to share updates and receive feedback and prioritize their activities.
 - c. Updated job description for Pritzker Fellow - Early Childhood Coordinator for FY23-24. The position now absorbed into CTAC budget and will align with CTAC early childhood initiatives.
 - d. CTAC began development and implementation of the new SAMIS information management system to ensure a secure programmatic and fiscal platform for staff and providers.
 6. To lead and ensure the effective management of the Council in meeting the statutory functions relevant to CTAC.
 - a. Provided the Board with Sunshine and Public Records Law Training.
 7. Participate and oversee emergency planning and responses to emergency situations when required to do so.
 - a. Created Policy 3.20 Emergency Closure for emergency situations.
 - b. Participate in the Alachua County Emergency Management Group.
 8. Other administrative duties as required.

COMMUNITY RELATIONS AND ADVOCACY

1. Establishment and oversight of mechanisms to communicate the activities of the CTAC to the community.
 - a. The annual publishing of the Annual Report by December 31.
 - b. CTAC newsletter and social media platforms (Facebook, Twitter, Instagram, and LinkedIn) all provide mechanisms for communication of activities and initiatives.
 - c. The Executive Director and other CTAC staff accepted every opportunity to speak and present at local meetings and events throughout the year. Examples: Rotary Clubs, Newberry Concerned Citizens Meeting, Community Engagement

Meetings in East Gainesville, Radio Programs (Tu Fiesta), League of Cities Meetings among others.

- d. CTAC developed a WUFT - Greater Good Video to aid us in sharing the CTAC story.
2. Develop and foster effective, and collaborative, external working relationships with community stakeholders within the community in order to address key strategic issues facing the community.

- a. The Executive Director has been able to cultivate relationships with other leaders in the community. I sit on the Board of the Early Learning Coalition. I am a member of the Center for Nonprofit Excellence Advisory Council and the Community Foundation Equity Task Force. CTAC now participates on the Gainesville Housing Authority Choice Neighborhoods Grant



Tu Fiesta Radio Show & Facebook Live

Committee, and we remain an integral part of PRG (Partnership for Reimagine Gainesville). CTAC belongs to the Safety Net Collaborative, and we participate with GINI. We have a strong relationship with the Greater Gainesville Chamber and meet with them often to share information and collaborate. When the City of Gainesville began to plan their Gun Violence Prevention Summit, they reached out for support from CTAC, and we were able to sponsor the Youth Town Hall for the event. CTAC hosts the 5th Avenue Neighborhood Association meetings monthly. CTAC is working hard to foster effective working relationships to address key issues facing the community throughout the county.

3. Build and foster effective relations among a diverse array of individuals.
 - a. I believe over this last year I have been very successful at building and fostering effective relations with a diverse array of individuals throughout the county.
 - Met with key funders including United Way and the Community Foundation.
 - Met with many community stakeholders including but not limited to: the Rural Women's Health Project, Concerned Citizens of Newberry, ACPS staff, Rotary, Sheriff's Office, GPD, Black on Black Crime Taskforce, State Attorney's Office, Bishop Chris Stokes, Pastor Gerard Duncan, CHILD Center/SWAG, all the local county municipalities, Santa Fe College, Lastinger Center, Dorothy Thomas, Dorothy Benson, and GNV4ALL.
 - Met with many CTAC contracted agencies including but not limited to: ACES in Motion, Greater Duval, Project YouthBuild, Partnership for Strong Families, Motiv8u, Goodwill Industries, Minority Business Listings, PEAK Literacy, Girls Place, Freedom School, Deeper Purpose, Healthy Start, CHS Help Me Grow, and CHS Community Partnership School.

4. Representation of the CTAC to the community.
 - a. CTAC participated in the UF Homecoming Parade in October 2022.
 - b. The Executive Director and CTAC featured on Alachua County Talks in January 2023.
 - c. The Executive Director was interviewed for various news stories and articles (see attached links).
 - d. The Executive Director presented at the Child Center event on how CTAC supports all children and families and the importance of investments into early learning.
 - e. The Executive Director spoke at GNV4ALL and provided an overview of how CTAC is impacting the community, children, and their families.
 - f. Presented at Sunrise Rotary event and provided an update on CTAC Strategic Plan Initiatives.
 - g. Published the Annual Report by December 31.
 - h. CTAC newsletter and social media platforms (Facebook, Twitter, Instagram, and LinkedIn) all provide mechanisms for communication of activities and initiatives throughout the county.



CTAC at UF Homecoming Parade

5. Representation of the CTAC at various local and state events addressing issues related to the interests and mission of the CTAC.
 - a. CTAC attendance at FACCT Conference in November
 - b. CTAC attendance at Children's Week events in Tallahassee in March
 - c. CTAC attendance at the Florida Chamber Learners To Earners Conference in July
 - d. CTAC attendance and sponsorship of the City of Gainesville's Choose Peace: Gun Violence Must Cease, Gun Violence Prevention Summit in August



City of Alachua Officials

- e. CTAC attendance and sponsorship of the BE YOU/Youth Power Summit with the State Attorney's Office and Alachua County Public Schools in August
- f. CTAC participation in the Lastinger Center Listening Tour in September
- g. CTAC Lights On Afterschool Event in October
- h. Greater Gainesville Chamber-BLI Community Conversation on the Business of Childcare - October
- i. Cease Fire Community Action Meeting in October
- j. Community Foundation Legacy Award Luncheon in November
- k. Alachua County Legislative meeting in January
- l. Peace in Action: Gun Violence Prevention Resource Fair - Mount Carmel Baptist Church in March
- m. Presented at the GNV4ALL Meeting in March
- n. Annual MLK Prayer Breakfast event in March
- o. League of Cities meetings in Archer and Alachua

- p. National Day of Prayer at Grace at Fort Clarke United Methodist Church in May
 - q. Presented at Caring & Sharing Learning School in May
 - r. Juneteenth Breakfast celebration at Cotton Club Museum
 - s. Disability Awareness Month Fair in July
6. Work with local legislative delegation and local elected officials to advance the interests of the children and families.
 - a. Presented at the Alachua County Legislative Delegation in January
 - b. Met with Senator Perry and staff in the district
 - c. Met with Representative Yvonne Hayes-Hinson in the district
 - d. Met with Representative Chuck Clemons in Tallahassee during Children's Week
 - e. CTAC joint meeting with the County Commission in April
 - f. Presented at the joint City/County Meeting in August
 - g. Presented at the Gainesville Public Safety Committee Meeting
 7. Communicate the CTAC's positions to providers and the community.
 - a. Since my arrival in October, I have traveled throughout the county meeting with the community to communicate and share CTAC's goals and priorities.

BOARD RELATIONS

1. Provide directional leadership and sound, imaginative advice to the Board on all matters relating to CTAC.
 - a. Provided feedback to the Board on matters related to funding programs, multi-year funding, and the need for emergent needs funding for organizations in need of real-time assistance.
 - b. Provided recommendations to provide Cost of Living Adjustments (COLA) to all grantees and increase the continuation funding for those on 9-month contracts providing 12 months of services.
2. Develops and maintains positive and open relationship and communication with the Board.
 - a. Met with all Board members one-on-one to develop a relationship and understand their needs and concerns.
 - b. Provided a weekly update highlighting ED activity and the work of the Trust.
 - c. Provided orientation for new Board member.
 - d. Invited and notified the Board of activities and events of the Trust where appropriate.
3. Ensures the Board is kept informed of relevant policy issues and relevant operational issues.
 - a. Brought forward any policy or operational issues to Board Meetings for Board approval and discussion.
 - b. Shared updates from FACCT where appropriate.
 - c. Provided updates on internal operations to the Board weekly.

4. Preparation and oversight of agendas and supporting materials for Board Meetings.
 - a. Received feedback from the Board and public that sound at meetings was limited. Hired an AV Company to ensure sound in the room and on Zoom/YouTube.
 - b. Met monthly with Board Chair to develop agenda.
 - c. Reached out to Board for Agenda Items for Joint Meetings.
 - d. Ensured meeting materials were provided to the Board in advance and reduced the number of handouts during the meetings.
5. Preparation and oversight of recommendations as requested by the Board.
 - a. Responded to any recommendations from the Board in a timely manner.
 - b. Directed CTAC staff to bring forward requested information through presentations at Board meetings, informational additions to Board materials, and handouts distributed at meetings.
6. Assists the Chair in matters relating to Board member participation and meetings.
 - a. Communicated with Chair when issues arose for Board direction.
 - b. Scheduled regular meetings with Chair.
 - c. Informed Chair of issues, concerns, activities, and events of the CTAC.
 - d. Recommended the formation of a Finance Committee.
 - e. Recommended the Executive Committee coordinate the Executive Director's evaluation process.

STRATEGIC LEADERSHIP

1. Assists the Trust Board in defining the organization's vision, mission, strategic direction, and policies.
 - a. The Listening Project and work of the Steering Committee aided CTAC in its review of its vision, mission, and strategic direction.
2. Develops a comprehensive set of guiding principles and values that guides all considerations on how to achieve the Children's Trust of Alachua County's (CTAC) vision, mission, and goals.
 - a. The Executive Director followed the guiding principles and values of the CTAC and ensured they informed all work of the organization.
3. In concert with and after consultations with appropriate providers, community partners, community representatives, managers, and staff, sets the direction and focus of activity.
 - a. The Listening Tour provided opportunities for CTAC providers, partners, community members, parents, youths, and staff input into the strategic direction of the organization for the near future.



**Florida Chamber Event
Earners To Learners Conference**

4. Oversees the development of a business plan for the CTAC that anticipates, assesses, and shapes responses to both short-term issues and long-term opportunities and challenges.
- CTAC Director of Finance joined the staff in mid-December. Director of Finance worked to bring all financial management in-house by March. She worked to ensure adequate staffing for the fiscal department to mitigate many of the challenges experienced last year.
 - Staff communicated with the Property Appraiser's Office to receive a forecast of property values for FY24 to inform discussion on Fund Balance use and next year's budget.
 - A Fund Balance Workshop was held for the Board in August highlighting expected revenues and expenses. Based on the unallocated program funds and fund balance, recommendations were made to increase each goal's funding allotment.
 - Extended lease on current property for six months to allow time to secure a new location, renovate if needed, and move. Made an offer on a property for a permanent location for the CTAC.
 - CTAC began training providers on SAMIS, the new information management system, created to support the programmatic and fiscal work of the organization.



**CHILD Center Event
Board Members Dr. Snyder & Dr. Labarta**

IN THE NEWS

October 2022

- [Celebrating 20 years of SF College's East Gainesville Initiative – Gainesville Sun – September 27, 2022](#)
- [Help Me Grow Alachua offers free assessments and resources to help children thrive– Gainesville Sun – September 16, 2022](#)
- [SF College to host East Gainesville forum - Gainesville Sun/The Guardian – September 16, 2022](#)

November 2022

- [Children's Trust to hold first Community Meeting of its Listening Project on Nov. 7 - Alachua Chronicle - November 3, 2022](#)
- [GNV4ALL receives \\$50,000 grant for early learning center at Metcalfe Elementary - Gainesville Sun - October 26, 2022](#)
- [Children's Trust of Alachua County Seeking Applicants for Gubernatorial Recommendation - Alachua Chronicle - October 21, 2022](#)
- [Children's Trust and Harn Museum Celebrate Lights On Afterschool - Alachua Chronicle - October 14, 2022](#)
- [Celebrating 20 years of SF College's East Gainesville Initiative – Gainesville Sun – September 27, 2022](#)

December 2022

- [Children’s Trust to hold first Community Meeting of its Listening Project on Nov. 7](#)

January 2023

- [Children’s Trust leader comes full circle in role – Main Street Daily News – December 29, 2022](#)
- [Children in city of Gainesville after-school programs enjoy Christmas party – Gainesville Sun – December 27, 2022](#)



**TeensWork Alachua Presentation
City of Gainesville Commission**

February 2023

- Alachua County Talks: Marsha Kiner, Alachua County Children’s Trust Executive Director - <https://www.youtube.com/watch?v=To15cKgb1So>

March 2023

- Summer Marketing - <https://www.youtube.com/watch?v=bOHBSHaZn M>

April 2023

- Greater Good Video - <https://vimeo.com/790489912/ea7b7f27c>

June 2023

- [Children’s Trust amends strategic plan \(mainstreetdailynews.com\)](#)
- [Children’s Trust to flesh out strategic plan \(mainstreetdailynews.com\)](#)
- [DeSantis appoints Mary Chance to CTAC \(mainstreetdailynews.com\)](#)
- Interview with Tu Fiesta Radio: [Facebook](#)
- [“Summer camp kicks off at Legacy Park”](#)
- Alachua County Today, June 22, 2023



August 2023

- <https://www.alachuacountytoday.com/news-featured/latest/5839-national-night-out-connects-police-and-community>

Executive Director, Marsha Kiner - Annual Performance Evaluation														
Evaluation Period: October 1, 2022 - October 1, 2023														
Children's Trust of Alachua County	Board Member	Planning		Financial and Program Management		Operation Management		Community Relations and Advocacy		Board Relations		Strategic Leadership		Average
		Rating		Rating		Rating		Rating		Rating		Rating		
	Andrew	Exceptional	5	Exceptional	5	Exceptional	5	Exceptional	5	Exceptional	5	Exceptional	5	5.0
	Certain	Meets Expectations	3	Meets Expectations	3	Above Expectations	4	Meets Expectations	3	Meets Expectations	3	Meets Expectations	3	3.2
	Chance	Above Expectations	4	Above Expectations	4	Above Expectations	4	Exceptional	5	Exceptional	5	Meets Expectations	3	4.2
	Cornell	Exceptional	5	Above Expectations	4	Exceptional	5	Exceptional	5	Exceptional	5	Exceptional	5	4.8
	Ferrero	Meets Expectations	3	Meets Expectations	3	Above Expectations	4	Above Expectations	4	Above Expectations	4	Meets Expectations	3	3.3
	Hardt	Above Expectations	4	Meets Expectations	3	Above Expectations	4	Above Expectations	4	Exceptional	5	Above Expectations	4	3.8
	Labarta	Above Expectations	4	Above Expectations	4	Exceptional	5	Exceptional	5	Exceptional	5	Exceptional	5	4.7
	Pinkoson	Exceptional	5	Above Expectations	4	Above Expectations	4	Above Expectations	4	Exceptional	5	Exceptional	5	4.7
	Twombly	Exceptional	5	Above Expectations	4	Above Expectations	4	Above Expectations	4	Exceptional	5	Exceptional	5	4.5
	Mean		4.2		3.8		4.3		4.7		4.3		4.1	4.2
	Median		4		4		4		5		5		5	4.2

Board Member	Comments - Planning	Comments - Financial and Program Management
Andrew	Ms. Kiner has skillfully led strategic planning and directed strategic initiatives while working closely with our greater community and local entities. Our CTAC team is focused on data driven progress monitoring based on intended outcomes.	Ms. Kiner works closely with our CTAC team and our board as it relates to all financial and budget matters. Policies and procedures are adhered to throughout all funding request reviews.
Certain	Ms. Kiner worked well CTAC subcommittee and consultant to complete the strategic planning process. Funding levels for each goal has been developed by the Board. Benchmarks to track progress have to be developed as well as coordinating with other bodies.	Hired finance director and brought accounting functions back in house. Worked with providers to streamline the reimbursement process.
Chance		
Cornell	Marsha worked well with our consultant to develop the Boards Strategic Plan.	With the hiring of the boards financial director, this area has really improved over the last year. Additional time and effort was spent to establish the strategic direction of CTAC's fund balance. Well done!
Ferrero		
Hardt	I am unclear about the benchmarks to track progress toward strategic goals.	ED needs to be clear on management/staff recommendations to the board and related rationale.
Labarta	Ms. Kiner came in part way through a planning process and worked very effectively with staff, the board, and consultants to bring the plan to conclusion.	Ms. Kiner has clear understanding of budget and financial management. I would hope to see more involving by providers become more consistent and timely to make financial reports more clearly reflect year-to-date actuals versus budget. Ms. Kiner has been able to work very effectively with program staff to ensure reports to the board provide a clear picture of programs being funded.
Pinkoson		
Twombly	<p>Ms. Kiner started in her role as Executive Director after the initial strategic planning had begun by the Steering Committee. Marsha quickly became an enthusiastic voice in this group and began moving the group's ideas into action items. She worked closely with Prismatic to ensure the Listening project included a good cross-section of the community and was personally involved in many of the focus groups and community forums. Marsha coordinated the key aspects of this planning process and always served as a thoughtful mediator to help the committee focus on what the community priorities were, what the data was telling us, and what our combined expertise in the room had to contribute to the conversation. The result was a collaborative strategic plan that will help guide the Trust with their funding goals for the next three years.</p> <p>Ms Kiner does a good job ensuring the Board's decisions are aligned with the goals of the strategic plan, and we have a phased approach to mitigate the impact of our currently funded partners and where their programming fits into these priorities. Marsha and her staff have been doing a wonderful job presenting this plan to community partners. Marsha and her team participate in a wide variety of community events, collaborative bodies, and are representing the Children's Trust as a positive partner and supporter of children's initiatives in Alachua County.</p>	<p>Marsha keeps the Board informed on all fiscal decisions and works with her team to ensure that we are using the Continuous Quality Improvement plan when analyzing funded programs on their service delivery and outcomes. Marsha and her team have worked to develop policies that can support consistency on future funding decisions. This has been a challenge in the past, so I appreciate their work in this area where the goal is that community providers have a better understanding as to why they are or are not funded and supports are being put in place so those seeking funding better understand the application process and the funding cycles.</p>

Board Member	Comments - Operations Management	Comments - Community Relations and Advocacy
Andrew	Under Ms. Kiner's leadership, our CTAC team provides exceptional customer service to all of Alachua County's stakeholders. The culture of our CTAC workforce ensures operational and organizational efficiency.	Advocating for others within our community is one of Ms. Kiner's many strengths. Ms. Kiner and her team are an essential part of the fabric of our community and represent Alachua County at all levels locally and statewide.
Certain	Ms. Kiner worked to build a positive work environment and to improve the finance department.	Ms. Kiner started her tenure as ED by meeting with community leaders, stakeholders, agency heads, and attending clubs/organization meetings and meetings of local governmental bodies.
Chance		
Cornell	Marsha has done a tremendous job of developing a team that is customer and community focused.	Marsha is tireless when it comes to community advocacy and making this a priority shows that she understands that the Community is at the top of the org chart.
Ferrero	The fact that she retained and fostered the relationship of almost all of the existing staff is impressive. She is quick to offer praise and to publicly acknowledge the hard work of one of the team. This was one of my highest priorities and I am pleased.	Marsha is everywhere. I believe developing trust in the community is important and this is an area where she has gone above and beyond.
Hardt	ED is exceptional at emergency planning and responses and administrative duties. The area ED has greatest opportunity for improvement is in the management and direction of staff to ensure programs are properly executed and objectives are achieved.	The Executive Director excels at community relations and informing the board at all times of efforts. The Trust has suffered without an effective Communications Manager, which is no fault of the current Executive Director.
Labarta	Ms. Kiner has unified the team, implemented excellent communication that facilitates effective day-to-day operations. She has worked with providers, listening to concerns, analyzing what may need imp and acting on those.	Ms. Kiner is very visible in the community and receives broad feedback during many formal and informal contacts. As noted above, she has made huge strides in listening to and responding to provider concerns and weighting them relative to CTAC priorities and requirements.
Pinkoson		
Twombly	Ms. Kiner has done a tremendous job creating a supportive team environment for her staff. Her staff are leaders in their own rights and are trusted to oversee projects that fit their skillsets. Marsha has put a strong focus on team development in her year with the trust, hired staff that strengthened her team, and has developed operational policies that ensure she is available to her team and her team is available to our community providers. She has been striving to develop an environment where the Trust staff and CTAC Board are viewed as partners with our providers as we strive to improve the lives and outcomes for Alachua County's children.	Marsha has done an exceptional job integrating her work for the Children's Trust into the community. She is a regular invitee to speak at community forums and is a positive representative when presenting the work of the Trust, she ensures either she or a member from her team are participating in community events, and she works tirelessly to ensure she brings the voice of the Trust to a wide variety of provider boards and coalitions. When she was hired, she understood the importance of rebuilding the reputation of CTAC in the community, and she has become a trusted partner with providers and residents. Her board reports have highlighted the focus she has placed on expanding the reach of the Trust and her keen understanding of the importance of being present, visible, and a supportive partner with groups also focused on children's issues and solutions. She has excelled in rebuilding rapport with key stakeholders.

Board Member	Comments - Board Relations	Comments - Strategic Leadership
Andrew	Ms. Kiner's communication skills are simply exceptional and consistent. She is a relationship builder.	Ms. Kiner collaborates exceptionally well with all partners, providers, bureaucracies, and community members and organizations.
Certain	ED Kiner has built and maintained good relations with the Board. One area of growth that will benefit the organization is her providing more directional leadership. Hired as ED without experience in human services has required time to learn and get up to speed. Ms. Kiner's learning curve, and the change in executive director position which delayed funding opportunities has been a bit frustrating to some in the community.	Since the strategic plan is complete and now moving into the implementation phase, I think CTAC is well positioned to do good work in the coming year.
Chance		
Cornell	Marsha does a great job of keeping board members informed.	We have a STRATEGIC PLAN...Well Done!
Ferrero		
Hardt	ED or designated staff need to resist allowing strident public comments to derail the progress of the meetings in order to protect the Board and the Trust.	ED should be more assertive in her strategic recommendations to the board and the Chair in supporting the strategic plan.
Labarta	Ms. Kiner keeps the board informed, is very responsive to board requests. She carefully coordinates agenda items and presentations to ensure our ability to be informed and make sound decisions.	Ms. Kiner has worked effectively with the board, staff, and community to ensure CTAC meets its mission.
Pinkoson		
Twombly	Marsha's weekly activities emails and her summary reports provided at each Board meeting provide the Board with a comprehensive picture of her work, progress, and accomplishments. Ms. Kiner always provides honest feedback to the Board when the group is proposing ideas and does so in a respectful and thoughtful manner. Her advice is trusted, and she often understands potential impacts and will express them to help guide the Board toward the right decision. Marsha is responsive and guides both staff and Board Members to ensure our decisions are based on current policies and funding supports the goals set forth in our strategic plan. Marsha is a vested partner who genuinely cares about the CTAC's success in creating a community where children can learn, are healthy, safe, have nurturing caregivers, and can thrive. She serves as a positive liaison for the Board and our providers.	Marsha ensures that the mission, vision, and values of the Trust are considered in every decision made by the Board, and she will express her support or opposition with the reasons behind each opinion. The strategic plan adopted this year by the Board was the result of months of extensive coordination between multiple groups and ensuring deadlines were met. Marsha did a tremendous job coordinating with Prismatic and providing them with our key providers, youth and underserved populations that had not been part of our former decision-making process. The strategic plan has ensured that these voices are heard and part of our new focus. Marsha is now in the process of securing a building that will be owned by CTAC. She is looking toward the future of the Children's Trust and our ability to better serve our providers and community. Marsha and her team focus on CTAC's financial health and ability to create a legacy of lasting impacts on children and future families in Alachua County.

Board Member	Any other comments?
Andrew	We are grateful for Ms. Kiner's service to Alachua County and our children and families.
Certain	
Chance	Marcia is a strong, proactive communicator with the Board. I am eager to engage with her and fellow board members in the coming year on implementing the new strategic plan.
Cornell	Thank you!
Ferrero	I am extremely happy with the selection of Marsha. I think she has done a good job and can only continue to grow in this role.
Hardt	The highest priority of ED Kiner's first year was to get out in the community and make sure people know who we are and what we do. She has been exceptional with this priority. Marsha Kiner is by far the best candidate we could have hired for the ED role and we very glad to have her. However, this does not mean that the Trust cannot still do better. My biggest concern for the Trust is that we will veer from our strategic plan.
Labarta	Ms. Kiner has had a very impressive first year as CEO. She started her tenure at a time when we did not have a strategic plan and when a number of CTAC's relationships needed mending. She guided the former while doing the latter. She is an effective communicator, is persistently positive, and forward thinking. It's a pleasure to work with her.
Pinkoson	Executive Director Kiner has done an exceptional job working with the public and the providers to garner their trust. While I don't think we are totally there, I believe Marsha will do everything in her power to make sure what the trust says and does will be trustworthy. Executive Director has done an excellent job considering this is her first year here, absorbing everything she can about an organization new to her. With her guidance I believe great achievements will be made for the children and families in Alachua County.
Twombly	This has been a great first year for your Marsha. Thank you for your passion for serving children and for becoming such a respected leader in this community. You have done a wonderful job rebuilding community "trust" in the Children's Trust!

**EMPLOYMENT AGREEMENT BETWEEN
CHILDREN'S TRUST OF ALACHUA COUNTY
AND MARSHA KINER**

THIS AGREEMENT, made and entered into this 8th day of August, AD., 2022, by and between the Children's Trust of Alachua County, an independent special district located in Alachua County, Florida, hereinafter referred to as the "CTAC,"¹ and Marsha Kiner, hereinafter referred to as the "Director" (and together with CTAC, the "Parties") and is effective on October 3rd, 2022;

WITNESSETH:

WHEREAS, CTAC desires to employ an Executive Director to serve as CTAC's chief executive officer; and

WHEREAS, CTAC desires to employ the services of Marsha Kiner as Executive Director; and,

WHEREAS, it is the desire of CTAC to provide certain benefits and establish certain conditions of employment for the Executive Director; and

WHEREAS, it is the desire of CTAC to secure and retain the services of Marsha Kiner as the Executive Director and to provide inducement for the Director to remain in such employment, to make possible full work productivity by assuring the Director's morale and peace of mind with respect to future security, to act as a deterrent against malfeasance or dishonesty for personal gain on the part of the Director, and to provide a just means for terminating the Director's services at such time as the Director may not be able to fully discharge the duties or when CTAC may otherwise desire to terminate the Director's employment; and

¹ Depending on the context the term "CTAC" may refer to the District or alternatively to its governing board.

WHEREAS, Marsha Kiner desires to accept employment as Executive Director of the CTAC; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree that this Agreement supersedes and replaces any prior agreement or negotiations with the Director, and further agree as follows:

Section 1. Appointment. CTAC appoints Marsha Kiner as Executive Director effective October 3rd 2022, to perform the functions and duties specified in the Alachua County Code, the job posting and to perform such other legally permissible and proper duties and functions as CTAC shall from time to time assign.

Section 2. Duties and Obligations.

A. Director shall exercise those powers enumerated in Florida Statute Section 125.901 and Alachua County Code Section 26.03 as directed by CTAC and shall perform any other legally permissible and proper duties and functions as may be assigned by CTAC. Specifically, the Director shall be responsible for the management, administration, supervision, and oversight of all CTAC programs that presently exist or that may be created by CTAC. The Director shall be available to perform such duties and agrees to be available as needed. All duties required hereunder shall be performed by the Director personally or through the assistance of CTAC employees, assigned to the Director's staff concerning which the Director shall assume full responsibility; provided, however that nothing herein shall be deemed to absolve the Director of personal responsibility for the duties set forth herein.

B. Residence. As a condition of continued employment, the Director shall reside in Alachua County within six (6) months of the date of her appointment.

Section 3. Employment at Will.

A. The Director serves at the pleasure of CTAC. This Agreement shall commence on October 3rd, 2022, and continue indefinitely until the Director's employment is terminated by either party pursuant to the provisions of Sections 4 or 5, below.

B. If the Director's employment is terminated pursuant to Section 4, herein, upon mutual consent of the Parties, the Director may continue to function in the role of Director until a permanent replacement shall be selected by CTAC, or through such period as the Parties agree. In the absence of such mutual Agreement, the Director shall be free of all obligations of service to CTAC.

C. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of CTAC to terminate the employment of Director at any time, subject only to the provisions set forth in Section 4 of this Agreement.

D. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of the Director to resign at any time from the employment with CTAC, subject only to the provisions set forth in Section 5 of this Agreement.

E. Director serves as an at will employee of the CTAC and may be terminated at any time, subject to the conditions set forth herein. Nothing in this Agreement is intended to create a continuing contract under Section 121.055, Fla. Stat.

Section 4. Termination and Severance Pay.

A. CTAC may, at any time whatsoever, for any reason, terminate the employment of the Director in accordance with the provisions of the Bylaws. If such event should occur, the Director will be given written notice of the decision of CTAC not less than 30 calendar days prior to the effective date of the termination of the employment. In lieu of written notice CTAC may pay the Director 30 calendar days of salary at her base rate. The Director will be entitled to a lump-sum severance payment equal to 12 weeks of base salary following the effective date of termination. Payment of any amount representing salary or calculated based upon salary as part of any severance or separation agreement shall include such deductions as may be required by law including contributions for the Florida State Retirement System.

B. CTAC shall not be required to pay the severance payments set forth in Section 4.A. above, in the event this Agreement is terminated by CTAC because of the Director's conviction (or plea of guilty or nolo contendere) of any felony act, or because of the Director's misconduct as defined in Section 443.036(29), Florida Statutes, or because of the Director's death or voluntary resignation pursuant to Section 5, herein. The interpretation of the terms will be as stated on the face of the statute, in the common understanding of the terms, and not in caselaw interpreting them in the context of reemployment assistance.

Section 5. Resignation. In the event the Director voluntarily resigns the position with CTAC, the Director hereby agrees to give CTAC not less than 60 calendar day written notice prior to the effective date of any voluntary resignation and there is no severance pay due unless the Parties agree otherwise. CTAC is not under any obligation to require the Director to work out the 60-day notice nor under any obligation to pay for any notice which is not worked out.

Section 6. Compensation. CTAC shall pay the Director an annual base salary of One Hundred Twenty-Five Thousand dollars [\$125,000], payable in biweekly installments pursuant to CTAC policy. This base salary shall be reviewed annually subject to Section 11, Performance Evaluation. The salary may be increased in such amounts and to such an extent as CTAC may, determine based on annual review of the Director's performance. The first performance review is due in the year 2023 on, or shortly after, the anniversary of her hire.

Section 7. Other Benefits.

A. Leave. Except as may be amended by this Agreement, Director shall be entitled to leave, holidays and such other benefits as are granted generally to other employees of the CTAC. The Director shall be entitled to begin with three weeks annual leave accrued and available when she commences employment. The Director shall be allowed to accrue and accumulate leave in accordance with CTAC leave policy. Upon separation from employment as Director, the Director shall be entitled to be paid for accrued leave at the Director's rate of pay on the effective date of separation in accordance with adopted CTAC policy.

B. Florida Retirement System. In addition to the base salary paid by CTAC to the Director, will participate in the Florida Retirement System as a member of the senior management class and CTAC will pay the required employer's contribution on behalf of the Director once she has been enrolled in the system in that class or as otherwise required by the Florida Retirement System.

C. Vehicle Allowance. CTAC shall pay the Director a \$300 (three hundred dollar) monthly car allowance. Such allowance is designed to reimburse the Director for all costs associated with the use of the Director's vehicle for CTAC business. Any additional compensation for travel expense must be approved by the CTAC upon request by the Executive Director.

D. Health Insurance. The Director shall have the opportunity to participate in the health plan as available to CTAC employees at the same cost to the Director as provided to employees of the CTAC which coverage currently includes medical, dental, and optical insurance.

E. Technology. CTAC shall provide Director with the use of a smart phone, subject to applicable CTAC policies and procedures.

F. Other Benefits. The Director shall have the opportunity to participate in such other benefits as are granted to other employees of the CTAC at the same cost to the Director as provided to other CTAC employees.

Section 8. No Reduction of Benefits. CTAC shall not at any time during the term of this Agreement reduce the salary, compensation, or other financial benefits of the Director, except to the degree of such a reduction for all CTAC employees, provided, however, CTAC shall not be required to hold the Director harmless from reductions imposed by the State.

Section 9. Continuing Education and Memberships.

A. CTAC agrees to pay for the professional dues and subscriptions of the Director necessary for the Director's continued and full participation in national, state, and local associations and organizations necessary and desirable for the Director's professional development. Such expenditures are based upon budget approval by CTAC. The Parties recognize that the Director's participation in professional organizations and associations provides a benefit to both CTAC and the Director.

B. The Parties agree that it is necessary for the Director and beneficial to CTAC for the Director to attend professional conferences and training sessions associated with the Director's duties. CTAC agrees to allow the Director to attend professional association conferences or training sessions as selected by the Director and to pay the travel expenses of the Director pursuant

to CTAC's travel policy, and Section 112.061, Fla. Stat. Such expenditures are based upon budget approval by CTAC and shall be reported to the CTAC.

Section 10. Outside Activities. The Director agrees to devote all the Director's full working time to the performance of the responsibilities and duties under this Agreement and agrees not to engage in other paid employment without the prior consent of CTAC. This provision shall not include occasional teaching, writing, or consulting during the Director's time off. The Director shall disclose to CTAC the terms of such teaching, writing, and consulting engagements.

Section 11. Performance Evaluation. CTAC shall review and evaluate the performance of the Director at least once each year beginning on or near the anniversary of her hire in 2023.. At such time the CTAC may increase base salary and/or other benefits of the Director in such amounts and to such extent as it may determine that it is desirable to do so, considering the performance by the Director.

Section 12. Suspension. CTAC may suspend the Director with full pay and benefits at any time during the term of employment in accordance with the policies of the CTAC.

Section 13. Bonding. CTAC shall bear the full cost of any fidelity or other bonds required of the Director under any law or ordinance.

Section 14. Liability Insurance. CTAC shall provide for and maintain at its expense comprehensive liability insurance, including public officials employment liability insurance, covering the acts or omissions of the Director pursuant to this Agreement. Insurance coverage through CTAC's participation in a self-insurance fund program fulfills the requirements of this paragraph.

Section 15. Indemnification. If allowed by law, CTAC, subject to approval in a public meeting defend, hold harmless and indemnify the Director against any tort, professional liability

claim or demand or other legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring within the course and scope of the performance of the duties as Director. CTAC will settle or litigate any such claim or suit and pay the amount of any settlement or judgment rendered thereon. Said indemnification shall extend beyond termination of employment, to provide full and complete protection to the Director, by CTAC as described herein, for any acts undertaken or committed in the performance of the duties as Executive Director, regardless of whether the notice or filing of a lawsuit for such tort, claim, demand, ethics complaint or other legal action occurs during or following Marsha Kiner's employment with the Trust. The protections of this paragraph regarding indemnification do not extend to those situations where there has been a finding of criminal activity, actions taken in bad faith or violations of civil rights in cases where CTAC would not otherwise be liable.


Section 16. Entire Agreement. The text of this document shall constitute the entire Agreement between the Parties, except as may be amended in writing by the parties hereto. All provisions contained in this Agreement are subject to and conditioned upon compliance with general laws, special laws of the State of Florida, and local ordinances. Such laws shall take precedence over any part or portion of this Agreement.

Section 17. Non-assignment. The duties required to be performed hereunder by the Director, and all rights and obligations under this Agreement in favor of the Director, are personal and are not assignable.

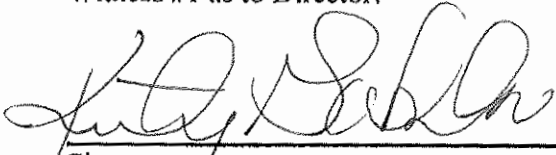
Section 18. Severability. If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable, shall not be affected, and shall remain in full force and effect.

DIRECTOR:

Signed this 10th day of August, 2022


By: 
Marsha Kiner

Witness #1 as to Director:


Signature

Kristy Bordwine
Print Name

Witness #2 as to Director:


Signature

Elizabeth F. Cayson
Print Name



Section 19. Amendment. This Agreement shall not be amended except in writing and executed by both parties hereto.

IN WITNESS WHEREOF, the parties have caused this Executive Director Employment Agreement to be executed for the uses and purposes therein expressed on the day and year first above written.

CTAC:

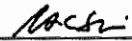
CHILDREN'S TRUST OF ALACHUA COUNTY

By: 
Margarita Labarta, Chair

ATTEST:

Lee Pinkoson
Lee Pinkoson (Aug 10, 2022 09:45 EDT)
Lee Pinkoson, Treasurer

APPROVED AS TO FORM


Bob Swain (Aug 10, 2022 09:29 EDT)
CTAC Attorney

(SEAL)

(signatures continued on next page)



File Attachments for Item:

4. 10.9.2023 Board Meeting Evaluation - Survey Results



Summary of Board Meeting Evaluation Surveys

Per Board Policy 1.15, each meeting Board members will have the opportunity to evaluate the effectiveness and efficiency of meetings and provide suggestions on how to improve and best use time during Board meetings. The following is a summary of the input Board members provided for review by the Board, CTAC staff, and members of the public regarding the most recent Board meeting.

<u>Date of Meeting:</u>	October 9, 2023
<u>Completion Rate:</u>	100% of Board members completed (8 of 8)¹

Evaluation of Meeting Components:

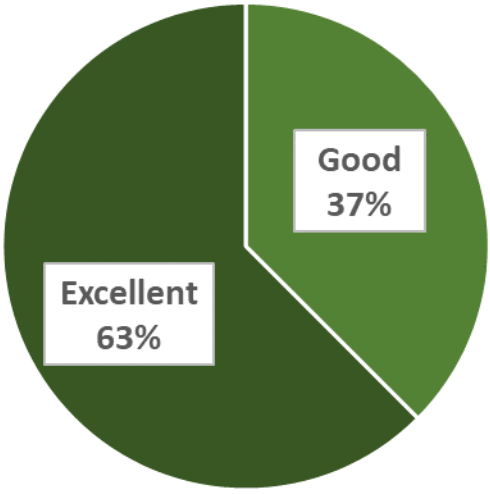
Board members rate the effectiveness and efficiency of four meeting components from 1 to 4. A rating of 1 = “poor”, 2 = “fair”, 3 = “good”, and 4 = “excellent”. All meeting components received ratings of “good” or “excellent”. Two Board members made positive remarks regarding the Executive Director evaluation. One member provided a comment on not receiving the Executive Director evaluation back-up prior to the meeting. Two board members participated virtually and appreciated being able to do so.

Date of Meeting	Meeting Component			
	Materials Provided	Meeting Facilitation	CTAC Staff	Presentations
October 9, 2023	3.63 ↓	3.75 ↓	3.88 ↑	3.75 ↓
Average Rating (Cumulative to Date)	3.69	3.81	3.83	3.77

¹ Eight Board members attended in-person or virtually on 10/09/2023, eight (8) of which completed a survey.

Materials Provided (The Board packet was received in a timely fashion and provided the information needed to prepare for the meeting)

Member Name	Rating	Average Rating
Andrew	4	3.63
Certain	4	
Chance	4	
Cornell	4	
Ferrero	3	
Labarta	3	
Pinkoson	3	
Twombly	4	



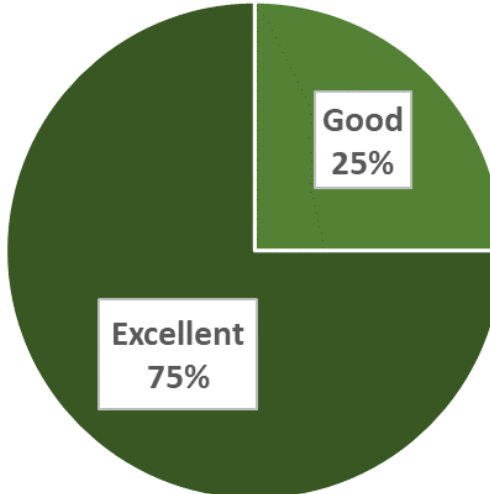
A pie chart illustrating the distribution of ratings for 'Materials Provided'. The chart is divided into two segments: a larger dark green segment representing 'Excellent' at 63%, and a smaller medium green segment representing 'Good' at 37%.

Comments:

- Didn't receive Marsha's evaluation back-up before the meeting. I understand this was not the staff's fault. (Pinkoson).

Meeting Facilitation (The Chair ensured Board members and members of the public who wanted to speak had the opportunity to be heard)

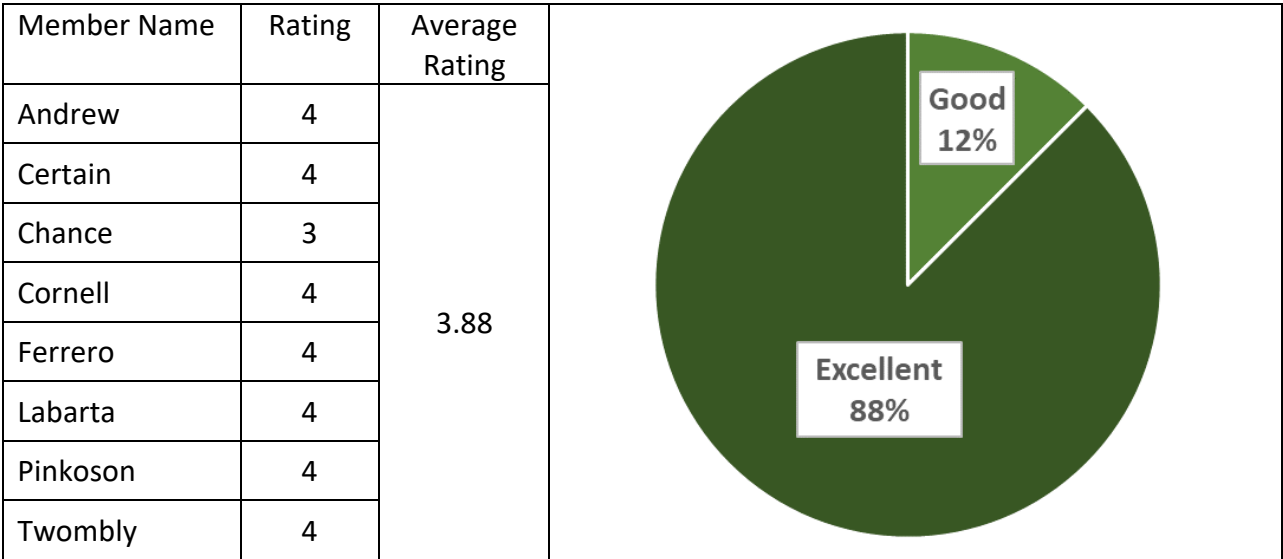
Member Name	Rating	Average Rating
Andrew	4	3.75
Certain	4	
Chance	3	
Cornell	4	
Ferrero	3	
Labarta	4	
Pinkoson	4	
Twombly	4	



A pie chart illustrating the distribution of ratings for 'Meeting Facilitation'. The chart is divided into two segments: a large dark green segment representing 'Excellent' at 75%, and a smaller medium green segment representing 'Good' at 25%.

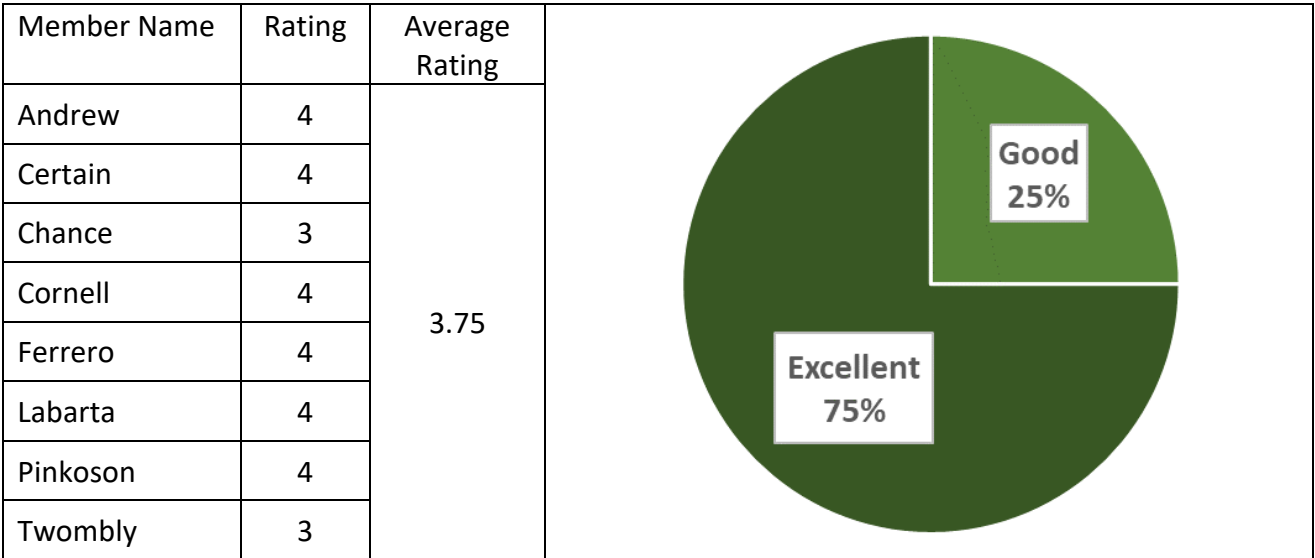
Comments: None Received.

CTAC Staff (CTAC staff were knowledgeable on their agenda items and prepared to address questions, or provide a plan for follow-up)



Comments: None Received.

Presentations (Presentations were helpful in providing information on programs and policies to guide decision-making and allow for input and transparency)



Comments: None Received.

Finally, Board members can provide general comments on the meeting overall as well as topics they'd like to see addressed on future agendas. These comments are listed below.

General Comments:

- Harder to participate by Zoom, but better than not participating. (Chance).
- Nice job on ED evaluation. (Cornell).
- Good meeting and thank you all for allowing me to attend and participate virtually.
Congratulいたions Marsha for completing your first year with CTAC! You should be proud of your team's level of engagement in our communities. (Twombly).

Items, Presentations, or other Information for future Board agendas:

- None Received.

File Attachments for Item:

5. September 2023 Checks and Expenditures Report



Item:

September 2023 Checks and Expenditures Report

Requested Action:

The Trust is asked to receive the report.

Background

Resolution 2020-2 requires that “All checks for expenditures or contracts which have not been expressly approved by the Trust shall be reported to the Trust on a monthly basis. The report may be under the consent agenda subject to being removed for further discussion.”

Attachments

September 2023 Bank Activity Report

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Report

Children's Trust of Ala Cty LIVE Bank Account Activity Report

Reconciled & Un-Reconciled
From Date: 09/01/2023 - To Date: 09/30/2023

Bank **Bank Account**

Bank of America Concentration Account

Deposits:

Date	Type	Deposit Information	Description	Department	Amount
09/13/2023	Collection		Other	0700 - Clerk Finance and Accounting	1,755.67
					\$1,755.67

Checks:

Check Number	Payment Date	Reconciled	Source	Payee Name	Amount
No Transactions Exist					

EFTs:

EFT Number	Payment Date	Reconciled	Source	Payee Name	Amount
34	09/01/2023		Accounts Payable	MISSION SQUARE RETIREMENT	476.89
35	09/13/2023		Accounts Payable	MISSION SQUARE RETIREMENT	457.43
36	09/27/2023		Accounts Payable	MISSION SQUARE RETIREMENT	515.81
					\$1,450.13

Deposits:	Date	Type	Deposit Information	Description	Department	Amount
No Transactions Exist						

Checks:	Check Number	Payment Date	Reconciled	Source	Payee Name	Amount
	11598	09/01/2023		Accounts Payable	Doves of Loves Cleaning Services LLC	400.00
	11599	09/01/2023		Accounts Payable	Florida Blue Key a Florida Corporation	25.00
	11600	09/01/2023		Accounts Payable	Goodwill Industries of North Florida	234,493.02
	11601	09/01/2023		Accounts Payable	The District Board of Trustees of Santa Fe College	35,117.56
	11602	09/08/2023		Accounts Payable	ALACHUA COUNTY BOCC	5,034.24
	11603	09/08/2023		Accounts Payable	Childrens Home Society of FL	4,058.91
	11604	09/08/2023		Accounts Payable	Doves of Loves Cleaning Services LLC	200.00
	11605	09/08/2023		Accounts Payable	Florida Blue Key a Florida Corporation	160.00
	11606	09/08/2023		Accounts Payable	Health Equity Inc	75.00
	11607	09/08/2023		Accounts Payable	REAL ESTATE ACQUISITION FOR CHILDREN, LLC	6,300.00
	11608	09/15/2023		Accounts Payable	Doves of Loves Cleaning Services LLC	400.00
	11609	09/15/2023		Accounts Payable	Gainesville Bridge Inc. dba PEAK Literacy	4,374.56
	11610	09/15/2023		Accounts Payable	Goodwill Industries of North Florida	34,178.87
	11611	09/15/2023		Accounts Payable	Minority Business Listings Inc	10,000.00
	11614	09/22/2023		Accounts Payable	City of Alachua	4,890.07
	11615	09/22/2023		Accounts Payable	City of Gainesville	10,000.00
	11616	09/22/2023		Accounts Payable	Doves of Loves Cleaning Services LLC	400.00
	11617	09/22/2023		Accounts Payable	Gainesville Bridge Inc. dba PEAK Literacy	4,762.23
	11618	09/22/2023		Accounts Payable	GAINESVILLE REGIONAL UTILITIES	975.25
	11619	09/22/2023		Accounts Payable	GAINESVILLE REGIONAL UTILITIES	700.00
	11620	09/22/2023		Accounts Payable	Health Equity Inc	45.00
	11621	09/22/2023		Accounts Payable	Larry Brown DBA Clubhouse Athletics	4,960.00
	11622	09/22/2023		Accounts Payable	OFFICE DEPOT	636.63
	11623	09/22/2023		Accounts Payable	University of Florida Board of Trustees	305.00
	11624	09/22/2023		Accounts Payable	Gainesville Thrives	2,943.16
	11625	09/27/2023		Accounts Payable	Salter Feiber, Attorneys at Law	50,000.00
	11626	09/29/2023		Accounts Payable	Doves of Loves Cleaning Services LLC	400.00
	11627	09/29/2023		Accounts Payable	James Moore & Co P. L.	2,000.00
						\$417,834.50

EFTs:	EFT Number	Payment Date	Reconciled	Source	Payee Name	Amount
	456	09/01/2023		Accounts Payable	Community Impact Corporation, Karl Anderson	39,248.16
	457	09/01/2023		Accounts Payable	Genesis Family Enrichment Center	3,365.00
	458	09/01/2023		Accounts Payable	I AM STEM, LLC	76,260.81
	459	09/01/2023		Accounts Payable	North Central Florida YMCA	75,061.15
	461	09/01/2023		Accounts Payable	Health Equity Inc	226.67
	477	09/01/2023		Accounts Payable	Health Equity Inc	48.98
	462	09/08/2023		Accounts Payable	AFLAC	569.00
	463	09/08/2023		Accounts Payable	CFX OFFICE TECHNOLOGY	272.24
	464	09/08/2023		Accounts Payable	GAINESVILLE AREA COMMUNITY TENNIS ASSOCIATION	55,319.82
	465	09/08/2023		Accounts Payable	Genesis Family Enrichment Center	7,83

File Attachments for Item:

6. October 2023 Checks and Expenditures Report



Item:

October 2023 Checks and Expenditures Report

Requested Action:

The Trust is asked to receive the report.

Background

Resolution 2020-2 requires that “All checks for expenditures or contracts which have not been expressly approved by the Trust shall be reported to the Trust on a monthly basis. The report may be under the consent agenda subject to being removed for further discussion.”

Attachments

October 2023 Bank Activity Report

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Report

Children's Trust of Ala Cty LIVE
Bank Account Activity Report
 Reconciled & Un-Reconciled
 From Date: 10/01/2023 - To Date: 10/31/2023

Bank	Bank Account
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.	
Bank of America	Concentration Account

Deposits:	Date	Type	Deposit Information	Description	Department	Amount
.	10/12/2023	Collection		Other	0700 - Clerk Finance and Accounting	5,581.14
.	10/13/2023	Collection		Other	0700 - Clerk Finance and Accounting	47.18
						\$5,628.32

Checks:	Status	Check Number	Payment Date	Reconciled	Source	Payee Name	Amount
.	No Transactions Exist						

EFTs:	Status	EFT Number	Payment Date	Reconciled	Source	Payee Name	Amount
.	No Transactions Exist						

Deposits:	Date	Type	Deposit Information	Description	Department	Amount
No Transactions Exist						

Checks:	Check Number	Payment Date	Reconciled	Source	Payee Name	Amount
	11628	10/04/2023		Accounts Payable	ALACHUA COUNTY BOCC	3,080.00
	11629	10/04/2023		Accounts Payable	ALACHUA COUNTY BOCC	5,034.25
	11630	10/04/2023		Accounts Payable	ALACHUA COUNTY BOCC	202.16
	11631	10/04/2023		Accounts Payable	Breggins, Cheval	1,321.38
	11632	10/04/2023		Accounts Payable	CADE MUSEUM LABS INC	5,459.15
	11633	10/04/2023		Accounts Payable	Carter, Sophia Yvette	1,000.00
	11634	10/04/2023		Accounts Payable	City of Gainesville- Gainesville Fire Rescue	2,500.00
	11635	10/04/2023		Accounts Payable	City of Waldo	1,000.00
	11636	10/04/2023		Accounts Payable	Doves of Loves Cleaning Services LLC	400.00
	11637	10/04/2023		Accounts Payable	Einstein Therapy- Fundamental Therapy Solutions	500.00
	11638	10/04/2023		Accounts Payable	Goldwire, Kristy	100.72
	11639	10/04/2023		Accounts Payable	Greater Duval Neighborhood Association	6,355.51
	11640	10/04/2023		Accounts Payable	Health Equity Inc	75.00
	11641	10/04/2023		Accounts Payable	OFFICE DEPOT	348.65
	11642	10/04/2023		Accounts Payable	Santa Fe College Foundation Inc	1,470.00
	11643	10/04/2023		Accounts Payable	Shands Teaching Hospital and Clinics, Inc.	5,356.05
	11644	10/04/2023		Accounts Payable	Goodwill Industries of North Florida	24,585.28
	11645	10/13/2023		Accounts Payable	ALACHUA COUNTY BOCC	13,896.26
	11646	10/13/2023		Accounts Payable	ALACHUA COUNTY PROPERTY APPRAISER	46,884.00
	11647	10/13/2023		Accounts Payable	Allegra Gainesville	60.00
	11648	10/13/2023		Accounts Payable	Bunt Backline Event Services DBA Vivid Sky	983.65
	11649	10/13/2023		Accounts Payable	Business Leaders Institute for Early Learning	36,000.00
	11650	10/13/2023		Accounts Payable	Doves of Loves Cleaning Services LLC	400.00
	11651	10/13/2023		Accounts Payable	Florida Alliance of Children's Council's & Trusts	48,000.00
	11652	10/13/2023		Accounts Payable	FLORIDA INSTITUTE FOR WORKFORCE INNOVATION, INC.	4,569.46
	11653	10/13/2023		Accounts Payable	Gainesville for All Inc.	9,647.30
	11654	10/13/2023		Accounts Payable	GAINESVILLE REGIONAL UTILITIES	841.86
	11655	10/13/2023		Accounts Payable	LinkedIn Corporation	5,670.00
	11656	10/13/2023		Accounts Payable	Minority Business Listings Inc	5,000.00
	11657	10/13/2023		Accounts Payable	REAL ESTATE ACQUISITION FOR CHILDREN, LLC	14,805.00
	11658	10/13/2023		Accounts Payable	Santa Fe Inpection Service Inc.	1,400.00
	11659	10/13/2023		Accounts Payable	THE KRIZNER GROUP	3,600.00
	11660	10/13/2023		Accounts Payable	Brittany K. Fadiora dba BEAM Birth Network LLC	11,500.00
	11661	10/13/2023		Accounts Payable	FLORIDA INSTITUTE FOR WORKFORCE INNOVATION, INC.	6,085.24
	11662	10/20/2023		Accounts Payable	Bunt Backline Event Services DBA Vivid Sky	983.65
	11663	10/20/2023		Accounts Payable	Catholic Charities Bureau Inc.	2,470.70
	11664	10/20/2023		Accounts Payable	City of Alachua	8,58
	11665	10/20/2023		Accounts Payable	Doves of Loves Cleaning Services LLC	40

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11666	10/20/2023	Accounts Payable	GAINESVILLE REGIONAL UTILITIES	
11667	10/20/2023	Accounts Payable	Jacob M. Fenn Appraisal Company LLC	2
11668	10/20/2023	Accounts Payable	James Moore & Co P. L.	2,000.00
11669	10/20/2023	Accounts Payable	OFFICE DEPOT	90.76
11670	10/20/2023	Accounts Payable	Universal Engineering Sciences LLC	2,300.00
11671	10/27/2023	Accounts Payable	Bunt Backline Event Services DBA Vivid Sky	983.65
11672	10/27/2023	Accounts Payable	CADE MUSEUM LABS INC	3,331.42
11673	10/27/2023	Accounts Payable	Catholic Charities Bureau Inc.	5,291.50
11674	10/27/2023	Accounts Payable	City of Gainesville - PRCA	4,900.30
11675	10/27/2023	Accounts Payable	Concerned Citizens of Newberry Inc.	500.00
11676	10/27/2023	Accounts Payable	Doves of Loves Cleaning Services LLC	400.00
11677	10/27/2023	Accounts Payable	Free Canaan United Methodist Church	650.00
11678	10/27/2023	Accounts Payable	Gainesville Area Chamber of Commerce Foundation	1,500.00
11679	10/27/2023	Accounts Payable	Goldwire, Kristy	49.96
				\$305,762.86

Item 6.

EFTs:	EFT Number	Payment Date	Reconciled	Source	Payee Name	Amount
	497	10/04/2023		Accounts Payable	AFLAC	569.00
	498	10/04/2023		Accounts Payable	BOYS & GIRLS CLUBS OF NE FL, INC	3,920.00
	499	10/04/2023		Accounts Payable	CE's Underground Kitchen	7,859.44
	500	10/04/2023		Accounts Payable	CFX OFFICE TECHNOLOGY	528.40
	501	10/04/2023		Accounts Payable	CULTURAL ARTS COALITION INC.	960.00
	502	10/04/2023		Accounts Payable	GAINESVILLE AREA COMMUNITY TENNIS ASSOCIATION	420.00
	503	10/04/2023		Accounts Payable	Gainesville Circus Center Inc	16,031.19
	504	10/04/2023		Accounts Payable	Good News Arts Inc	7,600.00
	505	10/04/2023		Accounts Payable	I AM STEM, LLC	14,250.00
	506	10/04/2023		Accounts Payable	North Central Florida YMCA	11,360.00
	507	10/04/2023		Accounts Payable	Randstad North America Inc. Spherion Staffing LLC	1,232.24
	508	10/04/2023		Accounts Payable	Shands Teaching Hospital and Clinics, Inc.	8,827.06
	509	10/04/2023		Accounts Payable	St. Barbara CFC Ministries	6,360.00
	510	10/04/2023		Accounts Payable	STAR CENTER CHILDRENS THEATRE, INC.	7,080.00
	511	10/04/2023		Accounts Payable	Traveling Art Camp LLC	7,590.00
	516	10/13/2023		Accounts Payable	Cayson, Elizabeth	54.13
	517	10/13/2023		Accounts Payable	GAINESVILLE AREA COMMUNITY TENNIS ASSOCIATION	17,721.51
	518	10/13/2023		Accounts Payable	Goodwill Industries of North Florida	51,550.29
	519	10/13/2023		Accounts Payable	I AM STEM, LLC	11,904.57
	520	10/13/2023		Accounts Payable	NEW TECHNOLOGY MADE SIMPLE NOW, INC.	10,262.65
	521	10/13/2023		Accounts Payable	Webauthor.com LLC	2,000.00
	533	10/13/2023		Accounts Payable	AlphaStaff Inc.	35,649.62
	523	10/20/2023		Accounts Payable	BOYS & GIRLS CLUBS OF NE FL, INC	10,127.68
	524	10/20/2023		Accounts Payable	Caren Hackman Inc.	750.00
	525	10/20/2023		Accounts Payable	Cayson, Elizabeth	155.76
	526	10/20/2023		Accounts Payable	Deeper Purpose Community Church Inc	8,880.00
	527	10/20/2023		Accounts Payable	Genesis Family Enrichment Center	12,972.50
	528	10/20/2023		Accounts Payable	HEALTHY START OF NORTH CENTRAL FL	7,038.45
	529	10/20/2023		Accounts Payable	Just for Us Edu	4,46
	530	10/20/2023		Accounts Payable	Peaceful Paths Inc.	3,67

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myReports				
531	10/20/2023	Accounts Payable	Randstad North America Inc. Spherion Staffing LLC	2
532	10/20/2023	Accounts Payable	Shands Teaching Hospital and Clinics, Inc.	27,150.75
534	10/27/2023	Accounts Payable	BIG BROTHERS BIG SISTERS OF TAMPA BAY, INC.	8,913.43
535	10/27/2023	Accounts Payable	BOYS & GIRLS CLUBS OF NE FL, INC	20,000.00
536	10/27/2023	Accounts Payable	CE's Underground Kitchen	4,600.00
537	10/27/2023	Accounts Payable	GAINESVILLE AREA COMMUNITY TENNIS ASSOCIATION	18,739.84
				\$354,329.43

Item 6.

File Attachments for Item:

7. Monthly Budget Review



Item:

Monthly Budget Review

Requested Action:

The Trust is asked to receive the Monthly Budget Review

Background

Board Policy 3.50 requires that “the CTAC will perform reviews to determine if the budgetary plan is being followed and if budgetary expectations are being achieved. Any problems discovered in this process will be corrected at the appropriate level of budgetary control.”

Attachments

Income Statement
Balance Sheet
Notes to Statements

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Reports

CHILDREN'S TRUST OF ALACHUA COUNTY
BALANCE SHEET
GOVERNMENTAL FUNDS
YTD Balances Through September 30, 2023 - Preliminary

	General <u>Fund</u> 001	Special Revenue <u>Fund</u> 101	Collaborative Task Force <u>Fund</u> 102	Capital Projects <u>Fund</u> 301	Total Governmental <u>Funds</u>
Assets					
Cash & Cash Equivalents	11,725,321.36	129,612.60	10,000.00	2,081,377.31	13,946,311.27
Prepaid Expenses	9,550.00	-	-	-	9,550.00
Total Assets	11,734,871.36	129,612.60	10,000.00	2,081,377.31	13,955,861.27
Liabilities					
Accounts Payable	436,437.81	11,718.00	-	-	448,155.81
Total Liabilities	436,437.81	11,718.00	-	-	448,155.81
Equity					
FY 2022 Ending Fund Balance	10,214,346.00	172,551.00	-	1,055,654.91	11,442,551.91
FY2023 Fund Revenues	9,132,917.69	95,155.79	10,000.00	1,075,722.40	10,313,795.88
FY2023 Fund Expenses	(8,048,830.14)	(149,812.19)	-	(50,000.00)	(8,248,642.33)
Total Equity	11,298,433.55	117,894.60	10,000.00	2,081,377.31	13,507,705.46
Total Liabilities and Equity	11,734,871.36	129,612.60	10,000.00	2,081,377.31	13,955,861.27

Notes

- Equity balances through September 30, 2023 are for invoices processed through October 27, 2023.
- The Finance Department is still reviewing invoices for Fiscal Year 2022-23.

CHILDREN'S TRUST OF ALACHUA COUNTY
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
YTD Transactions Through September 30, 2023 - Preliminary

	All Funds FY 2022-23 Budget A	General Fund 001 B	Special Revenue Fund 101 C	Collaborative Task Force Fund 102 D	Capital Projects Fund 301 E	YTD Total Actuals Governmental All Funds F = B+C+D+E	Budget - YTD Transactions G = A-F	Actuals Prior Year YTD	% of Budget Used
Revenues									
Ad Valorem Taxes	8,858,643.00	8,461,657.37	-	-	-	8,461,657.37	396,985.63	8,262,482.06	96%
Grant Income/Contributions	255,886.00	-	86,834.00	-	-	86,834.00	169,052.00	133,833.00	34%
Interest	5,000.00	652,697.01	8,321.79	-	75,722.40	736,741.20	(731,741.20)	78,901.62	14735%
Other Sources	3,221,414.00	18,563.31	-	10,000.00	-	28,563.31	3,192,850.69	5,480.04	1%
Capital Transfer In	1,000,000.00	-	-	-	1,000,000.00	1,000,000.00	-	750,000.00	100%
Capital Non Operating Begin Balance	1,000,000.00	-	-	-	-	-	1,000,000.00	-	0%
Total Revenues	14,340,943.00	9,132,917.69	95,155.79	10,000.00	1,075,722.40	10,313,795.88	4,027,147.12	9,230,696.72	72%
Expenditures									
Personnel Services	(1,441,966.00)	(1,145,743.46)	(94,117.00)	-	-	(1,239,860.46)	(202,105.54)	(997,144.30)	86%
Operating	(1,353,196.00)	(1,123,442.99)	(16,771.19)	-	-	(1,140,214.18)	(212,981.82)	(1,078,713.89)	84%
Grant Awards (Programs)	(7,773,302.00)	(4,774,406.69)	-	-	-	(4,774,406.69)	(2,998,895.31)	(4,486,080.34)	61%
Grants & Awards (Special Revenue Fund)	(116,000.00)	-	(38,924.00)	-	-	(38,924.00)	(77,076.00)	-	34%
Capital Expense	(2,000,000.00)	-	-	-	(50,000.00)	(50,000.00)	(1,950,000.00)	-	3%
Sub-Total Expenditures	(12,684,464.00)	(7,043,593.14)	(149,812.19)	-	(50,000.00)	(7,243,405.33)	(5,441,058.67)	(6,561,938.53)	57%
Other Financing Sources (Uses)									
Transfers Out to Capital	(1,005,237.00)	(1,005,237.00)	-	-	-	(1,005,237.00)	-	(750,000.00)	100%
Appropriated Reserve	(651,242.00)	-	-	-	-	-	(651,242.00)	-	0%
Total Transfers	(1,656,479.00)	(1,005,237.00)	-	-	-	(1,005,237.00)	(651,242.00)	(750,000.00)	61%
Total Expenditures	(14,340,943.00)	(8,048,830.14)	(149,812.19)	-	(50,000.00)	(8,248,642.33)	(6,092,300.67)	(7,311,938.53)	58%
Net Income (Expense)	-	1,084,087.55	(54,656.40)	10,000.00	1,025,722.40	2,065,153.55	(2,065,153.55)	1,918,758.19	
Fund Balances - Beginning of Year		10,214,346.00	172,551.00	-	1,055,654.91	11,442,551.91			
Estimated Fund Balances - September, 2023	-	11,298,433.55	117,894.60	10,000.00	2,081,377.31	13,507,705.46			

Notes

- This report is YTD through September 30, 2023, As of October 27, 2023. The Finance Department is still reviewing invoices for Fiscal Year 2022-23.
- The beginning Fund Balances are per the FY 2022 Audited Financial Statements.
- The current General Fund expenditures assumes use of \$3,221,414 from Fund Balance to complete current year obligations as budgeted. The General Fund has not yet used Fund Balance.
- The Collaborative Task Force includes the Opioid Task Force and the Literacy Task Force. Through end of June the City of Archer is the only participating member to provide payment towards the Opioid Task Force.
- So far 57% of the budget has been expended. This is because the majority of the Grant Awards contracts are in the summer and the CTAC



Notes To Statements September 2023

September 2023 Statements are “Preliminary” because Finance Department is still working to pay invoices that belong to prior year. Additionally, September cannot be closed until the financial audit is final.

Revenues:

- The Ad Valorem revenues are based on the Current rate of .4612. Revenues received through September are at 96% compare to budget.
- Interest is based on earnings on deposits in the State Board of Administration PRIME account.
- Other Sources – This line item represents income from Fund Balance as well as contributed income from other sources. In the current fiscal year through September, the CTAC has not yet used Fund Balance to complete obligations as budgeted. The City of Archer contributed \$10,000 toward The Opioid Task Force.
- In the current fiscal year, \$1,000,000 was transferred to Capital. This creates a corresponding expense in the General Fund.

Expenses:

- September is the twelfth month of the fiscal year, meaning percent of funds used should be at 100%. Expenditures over-all through August are at 58% compared to budget, however, current expenses are 25% greater than prior year expenses.
- Personnel is at 86% due to unfilled positions at various times of the year.
- Operating expenses as shown do not include funds encumbered. Expenditures are at 84% due to conservative spending.

- Grants & Awards – Invoice reviews are still in progress. CTAC enforced a due date of October 15, 2023. Thus far, program expenditures are at 61% compared to budget and 6% greater than prior year expenses. The attached Provider invoices are not included in the current Statements because they didn't make the cut-off date of October 27, 2023 for preparation of Statements, or, they have not yet been reviewed for payment.

<u>Agency</u>	<u>Program</u>	<u>\$\$ Invoice</u>	<u>Invoice Month</u>
Boys and Girls Club of Alachua County	Afterschool	10,552.40	September
Child Advocacy Center	Reducing Trauma	4,590.79	July
Child Advocacy Center	Reducing Trauma	4,590.79	August
Child Advocacy Center	Enrichment	1,064.00	September
Childrens Home Society	Help Me Grow	10,448.03	March
Childrens Home Society	Help Me Grow	10,102.25	April
Childrens Home Society	Help Me Grow	12,486.66	May
Childrens Home Society	Help Me Grow	12,221.17	July
Childrens Home Society	Help Me Grow	13,059.34	August
Childrens Home Society	Help Me Grow	21,953.85	September
Childrens Home Society	Wellness	6,460.11	June
Childrens Home Society	Wellness	4,083.04	August
Childrens Home Society	Wellness	6,168.42	September
Deeper Purpose Community Church, Inc.	Afterschool	11,276.50	September
FL Institute for Workforce Innovation	PROJECT YOUTH BUILD PARENTING	6,290.28	July
FL Institute for Workforce Innovation	PROJECT YOUTH BUILD PARENTING	13,521.09	August
FL Institute for Workforce Innovation	PROJECT YOUTH BUILD PARENTING	17,817.87	September
Freedom School	Enrichment	33,000.00	July
Freedom School	Enrichment	10,000.00	August
Gainesville Area Community Tennis	Afterschool	19,942.54	September
Gainesville Thrives	Dolly Parton Library	645.90	September
Girls Place	Afterschool	1,642.77	July
Girls Place	Afterschool	11,170.58	August
Girls Place	Afterschool	11,000.00	September
Girls Place	Summer	13,501.13	August
Goodwill Industries	Teenswork Alachua-Coaches	27,813.53	September
Goodwill Industries	Teenswork Alachua-Youth	609.77	September
Healthy Start of North Central Florida, Inc.	Newborn Home Visits	27,624.91	May
Healthy Start of North Central Florida, Inc.	Newborn Home Visits	41,216.45	July
Healthy Start of North Central Florida, Inc.	Newborn Home Visits	24,649.36	August
Healthy Start of North Central Florida, Inc.	Newborn Home Visits	55,084.28	September
Healthy Start of North Central Florida, Inc.	MATERNAL FAMILY PARTNER	4,369.62	August
Healthy Start of North Central Florida, Inc.	MATERNAL FAMILY PARTNER	14,033.95	September
Kids Count in Alachua Co	Afterschool	11,247.57	August
Kids Count in Alachua Co	Afterschool	18,004.05	September
New Technology	Project Steam	15,070.41	September
Pace Center For Girls	Reach	6,394.97	August
Pace Center For Girls	Reach	13,460.49	September
Partnership for Strong Families	FAMILY RESOURCE CENTERS	5,687.99	September
Peaceful Paths	Prevention	2,951.40	September
Peak Literacy	The Bridge Community Center	7,299.91	September
University of Florida	Saving Smiles	4,806.28	August
University of Florida	Saving Smiles	12,663.72	September
	Total Invoices	560,578.17	

File Attachments for Item:

8. Programmatic Award and Expense Report



Item:

Programmatic Award and Expense Report

Requested Action:

The Trust is asked to receive the report.

Background

Upon request of Board Members, Provide monthly report of Programmatic funding by Goal. The report should include initial awarded amount and YTD expenses. The report may be under the consent agenda subject to being removed for further discussion.”

Attachments

Program Funding and Expense Report

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Receive the Report

**PROGRAMMATIC AWARDS EXPENDITURES
THROUGH SEPTEMBER, 2023 - PRELIMINARY**

Item 8.

GOALS / STRATEGIES	AGENCIES	BUDGETED FUNDING w/COLA - 9 to 12mth	UNDER CONTRACT	EXPENSED	REMAINING BUDGET	% Expensed
GOAL 1: ALL CHILDREN ARE BORN HEALTHY AND REMAIN HEALTHY						
STRATEGY 1.1 SUPPORT MATERNAL AND CHILD HEALTH						
PROGRAM						
MATERNAL FAMILY PARTNER	Healthy Start of North Central Florida, Inc.	\$ 79,800.00	\$ 79,800.00	\$ 49,800.77	\$ 29,999.23	62%
NEWBORN HOME VISITING PROGRAM	Healthy Start of North Central Florida, Inc.	\$ 425,600.00	\$ 425,600.00	\$ 247,757.81	\$ 177,842.19	58%
STRATEGY 1.2 SUPPORT MENTAL HEALTH AND SUBSTANCE ABUSE PREVENTION						
PROGRAM						
REACH COMMUNITY COUNSELING SERVICES FOR ADOLESCENT GIRLS	PACE Center for Girls Inc.	\$ 104,800.00	\$ 104,800.00	\$ 65,099.96	\$ 39,700.04	62%
YOUTH MENTAL HEALTH SUPPORT DURING AFTER-SCHOOL AND SUMMER PROGRAMMING	Partners in Adolescent Lifestyle Support (PALS) THRIVE (A University of Florida Health Program) Shands Teaching Hospital	\$ 104,800.00	\$ 104,800.00	\$ 74,461.97	\$ 30,338.03	71%
Reducing Trauma to Abused Children Therapy Program	Child Advocacy Center	\$ 150,000.00	\$ 150,000.00	\$ 23,256.58	\$ 126,743.42	16%
STRATEGY 1.3 SUPPORT PHYSICAL HEALTH						
PROGRAM						
WELLNESS COORINATOR @ HOWARD BISHOP MS	Children's Home Society of Florida	\$ 66,718.65	\$ 66,718.65	\$ 39,659.67	\$ 27,058.98	59%
SAVING SMILES	UF College of Dentistry	\$ 100,000.00	\$ 100,000.00	\$ 52,325.25	\$ 47,674.75	52%
STRATEGY 1.4 IMPROVE FOOD SECURITY						
PROGRAM						
WEEKEND BACKPACK PROGRAM	Catholic Charities	\$ 50,000.00	\$ 50,000.00	\$ 29,882.17	\$ 20,117.83	60%
TOAL GOAL 1		\$ 1,081,718.65	\$ 1,081,718.65	\$ 582,244.18	\$ 499,474.47	54%
GOAL 2: ALL CHILDREN CAN LEARN WHAT THEY NEED TO BE SUCCESSFUL						
STRATEGY 2.1 SUPPORT PROFESSIONAL DEVELOPMENT AND CAPACITY-BUILDING						
PROGRAM						
TRANSFORMATIVE PROFESSIONAL DEVELOPMENT	Early Learning Coalition of Alachua County	\$ 248,026.00	\$ 248,026.00	\$ 112,254.19	\$ 135,771.81	45%
V'LOCITY MASTER CLASS SERIES	Business Leadership Institute for Early Learning	\$ 101,330.00	\$ 101,330.00	\$ 90,384.88	\$ 10,945.12	89%
ACCREDITATION ACADEMY	Multiple	\$ 181,387.00	\$ 181,387.00	\$ 145,207.00	\$ 36,180.00	80%
PHILANTHROPY HUB	Community Foundation of North Central Florida	\$ 8,500.00	\$ -	\$ -	\$ -	
TOAL GOAL 2 Strategy 2.1		\$ 539,243.00	\$ 530,743.00	\$ 347,846.07	\$ 182,896.93	66%

**PROGRAMMATIC AWARDS EXPENDITURES
THROUGH SEPTEMBER, 2023 - PRELIMINARY**

Item 8.

GOALS / STRATEGIES	AGENCIES	BUDGETED FUNDING w/COLA - 9 to 12mth	UNDER CONTRACT	EXPENSED	REMAINING BUDGET	% Expensed
STRATEGY 2.2 EXPAND ACCESS TO HIGH QUALITY CHILDCARE, AFTERSCHOOL, AND SUMMER PROGRAMS						
PROGRAM						
SUMMER PROGRAMMING (2021-2024)	Alachua County Camp 13382	\$ 43,730.40	\$ 43,730.40	\$ 28,988.00	\$ 14,742.40	66%
SUMMER PROGRAMMING (2021-2024)	Boys & Girls Clubs 13384	\$ 142,620.69	\$ 142,620.69	\$ 88,681.65	\$ 53,939.04	62%
SUMMER PROGRAMMING (2021-2024)	Cade Museum 13385	\$ 17,309.15	\$ 17,309.15	\$ 10,225.15	\$ 7,084.00	59%
SUMMER PROGRAMMING (2021-2024)	City Of Alachua 13386	\$ 70,931.56	\$ 70,931.56	\$ 54,651.10	\$ 16,280.46	77%
SUMMER PROGRAMMING (2021-2024)	Community Impact 13387	\$ 147,443.80	\$ 147,443.80	\$ 136,975.13	\$ 10,468.67	93%
SUMMER PROGRAMMING (2021-2024)	Cultural Arts Coalition 13388	\$ 29,600.00	\$ 29,600.00	\$ 30,065.11	\$ (465.11)	102%
SUMMER PROGRAMMING (2021-2024)	Deeper Purpose Community Church 13389	\$ 97,351.05	\$ 97,351.05	\$ 103,435.39	\$ (6,084.34)	106%
SUMMER PROGRAMMING (2021-2024)	Gainesville Area Tennis Association 13391	\$ 71,208.20	\$ 71,208.20	\$ 59,714.01	\$ 11,494.19	84%
SUMMER PROGRAMMING (2021-2024)	Gainesville Circus Center	\$ 26,812.80	\$ 26,812.80	\$ 28,449.31	\$ (1,636.51)	106%
SUMMER PROGRAMMING (2021-2024)	Girls Place, Inc. 13393	\$ 95,706.80	\$ 95,706.80	\$ 62,172.00	\$ 33,534.80	65%
SUMMER PROGRAMMING (2021-2024)	Good News Art 13394	\$ 167,219.50	\$ 167,219.50	\$ 138,939.66	\$ 28,279.84	83%
SUMMER PROGRAMMING (2021-2024)	I AM STEM 13393	\$ 173,511.80	\$ 173,511.80	\$ 183,454.45	\$ (9,942.65)	106%
SUMMER PROGRAMMING (2021-2024)	Just For Us 13437	\$ 35,112.00	\$ 35,112.00	\$ 34,883.22	\$ 228.78	99%
SUMMER PROGRAMMING (2021-2024)	Kids Count in Alachua County, Inc. 13397	\$ 34,792.80	\$ 34,792.80	\$ 29,287.05	\$ 5,505.75	84%
SUMMER PROGRAMMING (2021-2024)	Santa Fe College	\$ 43,313.31	\$ 43,313.31	\$ 41,487.56	\$ 1,825.75	96%
SUMMER PROGRAMMING (2021-2024)	Greater Duval	\$ 52,902.00	\$ 52,902.00	\$ 53,600.34	\$ (698.34)	101%
SUMMER PROGRAMMING (2021-2024)	St Barbara 13400	\$ 66,606.40	\$ 66,606.40	\$ 65,766.00	\$ 840.40	99%
SUMMER PROGRAMMING (2021-2024)	Star Center Theater 13401	\$ 99,670.00	\$ 99,670.00	\$ 69,908.73	\$ 29,761.27	70%
SUMMER PROGRAMMING (2021-2024)	Traveling Art Camp 13402	\$ 180,353.32	\$ 180,353.32	\$ 183,255.04	\$ (2,901.72)	102%
SUMMER PROGRAMMING (2021-2024)	YMCA 13398	\$ 201,959.97	\$ 201,959.97	\$ 168,674.26	\$ 33,285.71	84%
SUMMER PROGRAMMING (2021-2024)	UF CROP	\$ 50,923.04	\$ 50,923.04	\$ -	\$ 50,923.04	0%
SUMMER PROGRAMMING (2021-2024)	City of Alachua FY 2022 expense payable	\$ 2,022.02	\$ 2,022.02	\$ 2,220.02	\$ (198.00)	110%
SUMMER PROGRAMMING (2021-2024)	Greater Bethel AME	\$ 50,000.00	\$ 50,000.00	\$ 32,156.73	\$ 17,843.27	64%
SUMMER PROGRAMMING (2021-2024)	Shands CPR classes	\$ 180.00	\$ 180.00	\$ 180.00	\$ -	100%
SUMMER Camp Incentives		\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	
TOAL GOAL 2 Strategy 2.2 Summer Program		\$ 2,001,280.61	\$ 1,901,280.61	\$ 1,607,169.91	\$ 394,110.70	85%
ENRICHMENT PROGRAMMING (2021-2024)	CE Underground Kitchen	\$ 70,566.61	\$ 70,566.61	\$ 62,295.02	\$ 8,271.59	88%
ENRICHMENT PROGRAMMING (2021-2024)	Motiv8U	\$ 47,880.00	\$ 47,880.00	\$ 43,875.00	\$ 4,005.00	92%
ENRICHMENT PROGRAMMING (2021-2024)	Cultural Arts Coalition	\$ 15,480.00	\$ 15,480.00	\$ 13,592.00	\$ 1,888.00	88%
ENRICHMENT PROGRAMMING (2021-2024)	UF Natural History Museum	\$ 23,460.00	\$ 23,460.00	\$ 23,460.00	\$ -	100%
ENRICHMENT PROGRAMMING (2021-2024)	Child Advocacy Center	\$ 11,172.00	\$ 11,172.00	\$ 5,659.74	\$ 5,512.26	51%
ENRICHMENT PROGRAMMING (2021-2024)	Freedom School	\$ 110,000.00	\$ 110,000.00	\$ 57,158.04	\$ 52,841.96	52%
TOAL GOAL 2 Strategy 2.2 Enrichment		\$ 278,558.61	\$ 278,558.61	\$ 206,039.80	\$ 72,518.81	74%

**PROGRAMMATIC AWARDS EXPENDITURES
THROUGH SEPTEMBER, 2023 - PRELIMINARY**

Item 8.

GOALS / STRATEGIES	AGENCIES	BUDGETED FUNDING w/COLA - 9 to 12mth	UNDER CONTRACT	EXPENSED	REMAINING BUDGET	% Expensed
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Boys and Girls Club of Alachua County*	\$ 185,411.58	\$ 185,411.58	\$ 118,803.32	\$ 66,608.26	64%
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Deeper Purpose Community Church, Inc.*	\$ 107,818.42	\$ 107,818.42	\$ 94,708.19	\$ 13,110.23	88%
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Area Tennis Association (Aces in Motion)*	\$ 259,583.67	\$ 259,583.67	\$ 226,582.80	\$ 33,000.87	87%
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Gainesville Circus Center*	\$ 128,972.11	\$ 128,972.11	\$ 126,639.43	\$ 2,332.68	98%
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Girls Place, Inc.*	\$ 127,933.23	\$ 127,933.23	\$ 79,174.60	\$ 48,758.63	62%
AFTERSCHOOL PROGRAMMING (RFP 2021-06)	Kids Count in Alachua County, Inc.*	\$ 200,925.71	\$ 200,925.71	\$ 123,190.85	\$ 77,734.86	61%
TOAL GOAL 2 Strategy 2.2 After School		\$ 1,010,644.72	\$ 1,010,644.72	\$ 769,099.19	\$ 241,545.53	76%
STRATEGY 2.3 SUPPORT LITERACY AND OTHER ACADEMIC SUPPORTS						
PROGRAM						
DOLLY PARTON IMAGINATION LIBRARY	Gainesville Thrives	\$ 14,896.00	\$ 14,896.00	\$ 14,248.62	\$ 647.38	96%
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	Vineyard Christian Fellowship	\$ 23,110.80	\$ 23,110.80	\$ 23,110.80	\$ -	100%
THE BRIDGE COMMUNITY CENTER LITERACY PROGRAM	PEAK Literacy was Vineyard	\$ 36,535.23	\$ 36,535.23	\$ 29,229.82	\$ 7,305.41	80%
OPERATION FULL STEAM*	Cade Museum	\$ 36,131.08	\$ 36,131.08	\$ 25,889.16	\$ 10,241.92	72%
TOAL GOAL 2 Strategy 2.3		\$ 110,673.11	\$ 110,673.11	\$ 92,478.40	\$ 18,194.71	84%
STRATEGY 2.4 IMPROVE CAPACITY TO SUPPORT SPECIAL NEEDS						
PROGRAM						
STRATEGY 2.5 SUPPORT CAREER EXPLORATION AND PREPARATION						
PROGRAM						
TEENSWORK ALACHUA MARKETING & RECRUTMENT	MINORITY BUSINESS LISTINGS, INC.	\$ 102,500.00	\$ 102,500.00	\$ 95,000.00	\$ 7,500.00	93%
TEENSWORK ALACHUA	GOODWILL INDUSTRIES OF NORTH FLORIDA	\$ 271,442.96	\$ 271,442.96	\$ 153,873.17	\$ 117,569.79	57%
TEENSWORK ALACHUA YOUTH PAYROLL	GOODWILL INDUSTRIES OF NORTH FLORIDA	\$ 492,554.06	\$ 492,554.06	\$ 419,946.01	\$ 72,608.05	85%
NEW TECH NOW STEZAM ENGINE PROGRAM	New Technology Made Simple Now Inc	\$ 66,781.40	\$ 66,781.40	\$ 50,823.58	\$ 15,957.82	76%
TOAL GOAL 2 Strategy 2.5		\$ 933,278.42	\$ 933,278.42	\$ 719,642.76	\$ 213,635.66	77%
TOAL GOAL 2		\$ 4,873,678.47	\$ 4,765,178.47	\$ 3,742,276.13	\$ 1,122,902.34	79%

**PROGRAMMATIC AWARDS EXPENDITURES
THROUGH SEPTEMBER, 2023 - PRELIMINARY**

Item 8.

GOALS / STRATEGIES	AGENCIES	BUDGETED FUNDING w/COLA - 9 to 12mth	UNDER CONTRACT	EXPENSED	REMAINING BUDGET	% Expensed
GOAL 3: ALL CHILDREN HAVE NURTURING AND SUPPORTIVE CAREGIVERS AND RELATIONSHIPS						
STRATEGY 3.1 SUPPORT INITIATIVES THAT CONNECT FAMILIES TO RESOURCES						
PROGRAM						
RFP 2021-07 HELP ME GROW ALACHUA	Children's Home Society of Florida	\$ 219,979.96	\$ 219,979.96	\$ 50,745.51	\$ 169,234.45	23%
FAMILY RESOURCE CENTERS/COMMUNITY NAVIGATORS	Partnership for Strong Families	\$ 203,850.70	\$ 203,850.70	\$ 123,988.20	\$ 79,862.50	61%
STRATEGY 3.2 IMPROVE FAMILY STRENGTHENING AND SUPPORTS						
SUMMER BRIDGE FOR HEAD START	Episcopal Children Services	\$ 183,352.00	\$ 183,352.00	\$ 49,546.01	\$ 133,805.99	27%
PROGRAM						
PROJECT YOUTH BUILD PARENTING PROGRAM	FL Institute for Workforce Innovation, Inc. d/b/a Project YouthBuild	\$ 104,800.00	\$ 75,000.00	\$ 53,479.71	\$ 51,320.29	71%
TOAL GOAL 3		\$ 711,982.66	\$ 682,182.66	\$ 277,759.43	\$ 434,223.23	41%
GOAL 4: ALL CHILDREN LIVE IN A SAFE COMMUNITY						
STRATEGY 4.1 SUPPORT INJURY PREVENTION						
Gun Violence Town Hall	City of Gainesville			\$ 10,000.00		
PROGRAM						
STRATEGY 4.2 SUPPPORT INITIATIVES THAT PREVENT DELINQUENCY / TRUANCY						
PROGRAM						
BIG BROTHERS BIG SISTERS OF ALACHUA COUNTY	Big Brothers Big Sisters of Tampa Bay, Inc.	\$ 41,296.46	\$ 41,296.46	\$ 38,144.54	\$ 3,151.92	92%
Midnight Basketball	City of Gainesville	\$ 19,152.00	\$ 19,152.00	\$ 4,900.30		26%
STRATEGY 4.3 SUPPPORT VIOLENCE PREVENTION INITIATIVES						
PROGRAM						
PEACEFUL PATHS INCREASING SERVICE VOLUME	Peaceful Paths, Inc.	\$ 38,427.00	\$ 38,427.00	\$ 30,618.81	\$ 7,808.19	80%
TOAL GOAL 4		\$ 98,875.46	\$ 98,875.46	\$ 83,663.65	\$ 10,960.11	85%

**PROGRAMMATIC AWARDS EXPENDITURES
THROUGH SEPTEMBER, 2023 - PRELIMINARY**

Item 8.

GOALS / STRATEGIES	AGENCIES	BUDGETED FUNDING w/COLA - 9 to 12mth	UNDER CONTRACT	EXPENSED	REMAINING BUDGET	% Expensed
SOCIAL & EMOTIONAL LEARNING						
		\$ 125,000.00				
RFP Grants to go out		\$ -	\$ -	\$ -	\$ -	-
MENTORING & CHARACTER BUILDING						
		\$ 500,000.00				
		\$ -	\$ -	\$ -	\$ -	-
EMERGENT NEEDS FUNDS						
EMERGENT NEEDS FUNDS	The Academy At Family Church	\$ -	\$ -	\$ 16,518.00	\$ -	
EMERGENT NEEDS FUNDS	Gainesville 4 All			\$ 9,647.30		
EMERGENT NEEDS FUNDS	Peaceful Paths			\$ 6,200.00		
TOTAL EMERGENT NEEDS		\$ 150,000.00		\$ 32,365.30	\$ 117,634.70	22%
COMMUNITY ENGAGEMENT						
		\$ 60,000.00				

<u>PROGRAM</u>	<u>AGENCY</u>	<u>BUDGETED FUNDING</u>	<u>UNDER CONTRACT</u>	<u>EXPENSED</u>	<u>REMAINING BUDGET</u>
SPONSORSHIPS	SPONSORSHIPS	\$ 60,000.00			
	100 Black Men of Greater Gainesville - Renascence Ball 4-8-23			\$ 2,500.00	
	Alachua County Child Abuse Task Force- Celebrate the Child			\$ 1,075.00	
	Alachua County Council of PTA's - Disability Resource			\$ 2,010.00	
	Alicia Pfahler Counseling - June&July2023			\$ 500.00	
	Amiron Financial Literacy - 6-12-23			\$ 1,500.00	
	Aqua Angels Artistic Swimming			\$ 1,000.00	
	Archer Cultural Progressive Organization			\$ 2,000.00	
	Balance 180 - (v)			\$ 2,500.00	
	Blossoming Butterfly - Pink Fest Event 6/3/23			\$ 1,000.00	
	BLSSD Future Inc - Teach me to Dance 6/9/23			\$ 1,000.00	
	Brothers in Action			\$ 1,000.00	
	Children beyond our borders			\$ 1,653.00	
	Zion Solders Circle of Common Purpose - End Gun Violence			\$ 1,500.00	
	City of Waldo - 2022 Fall Festival			\$ 2,000.00	
	Concerned Citizens of Newberry - BTS Backpack Event			\$ 2,500.00	
	Crafty Gemini - Basketball Event 5/6/23			\$ 1,000.00	
	Darn The Torpedos - The Tiny Bash			\$ 1,500.00	
	Day Spring Church - 8/19/23			\$ 1,000.00	
	Deeper Purpose Community School Backpack give away			\$ 1,500.00	
	Deeper Purpose Pinktober Event			\$ 1,000.00	
	Education Equalizer Foundation - College Prep 101			\$ 2,500.00	
	Episcopal Parenting Event 4/28/23			\$ 1,000.00	
	Everyone loves One Another - 4/6/23			\$ 500.00	
	Forest & Village- Fall Festival 2022			\$ 500.00	
	Friends of BCF -BTS Supplies			\$ 500.00	

**PROGRAMMATIC AWARDS EXPENDITURES
THROUGH SEPTEMBER, 2023 - PRELIMINARY**

Item 8.

GOALS / STRATEGIES

AGENCIES

**BUDGETED FUNDING
w/COLA - 9 to 12mth**

**UNDER
CONTRACT**

EXPENSED

**REMAINING
BUDGET**

**%
Expensed**

Gainesville Greater Alumna Chapter Delta Sigma Theta -

\$ 500.00

**PROGRAMMATIC AWARDS EXPENDITURES
THROUGH SEPTEMBER, 2023 - PRELIMINARY**

Item 8.

GOALS / STRATEGIES	AGENCIES	BUDGETED FUNDING w/COLA - 9 to 12mnth	UNDER CONTRACT	EXPENSED	REMAINING BUDGET	% Expensed
	Grace to Overcome			\$ 800.00		
	Hawthorne Youth Sports - 7/15/23			\$ 2,500.00		
	High Springs Chamber Backpack give away			\$ 2,000.00		
	Just Between Friends - Safe Kids Day (v)			\$ 260.00		
	Leap Girl Leap Lemonade Summer Gathering			\$ 500.00		
	Manhood Youth Development			\$ 1,500.00		
	NAACP - Youth Council brunch 5/20/23			\$ 1,800.00		
	New Tech Now - 5-13-23			\$ 1,000.00		
	Rural Women's Health 5/13/23			\$ 1,000.00		
	Soar Mentoring - East Gainesville BBQ 7/1/23			\$ 1,500.00		
	The Concrete Rose Foundation - College Tour			\$ 2,000.00		
	The Finer Foundation - Gun Violence Prevention 3-18-23			\$ 2,000.00		
	Trinity Day Spa			\$ 1,500.00		
	United Way Reading Pals Program			\$ 500.00		
	Vineyard RECS Event 3/26/23			\$ 500.00		
	Waldo Community Coalition - 8/5/23			\$ 1,000.00		
	Waldo Community Coalition - Health Ed Fair 4/8/23			\$ 500.00		
TOAL SPONSORSHIPS		\$ 60,000.00	\$ -	\$ 56,098.00	\$ 3,902.00	93%
REMAINING UNALLOCATED MATCH		\$ 112,046.76			\$ 112,046.76	
FY22-23 PROGRAM FUNDING TOTAL__		\$ 7,773,302.00	\$ 6,627,955.24	\$ 4,774,406.69	\$ 2,071,462.15	61%
(+/-)		\$ 7,773,302.00				

File Attachments for Item:

9. Emergent Needs Applications

Demetrica Tyson

From: Children's Trust of Alachua County Florida <childrenstrust-fl@unicodeweb.com>
Sent: Thursday, October 5, 2023 10:54 AM
To: Demetrica Tyson
Subject: Form submission from: Emergent Needs Fund Application
Attachments: 21-22year_end_financials_audited.pdf; yr_end_statement_of_activities_2022_2023_and_budget_2024.xlsx; by_the_numbers_-_8.15_-_reduced_size.pdf; 23-24_org_budget.xlsx; boys_girls_sunbiz.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Thursday, October 5, 2023 - 10:53am

Submitted by anonymous user: [68.37.40.181](#)

Submitted values are:

Organization Name Boys & Girls Clubs of Northeast Florida

Email Address sandyk@bgcnf.org

Address 10 S. Newnan Street

Phone Number 3038701349

Which Children's Trust Goal or Strategy does your program address? 1. Children and youth are healthy and have nurturing caregivers and relationships. 2. Children and youth can learn what they need to be successful. 3. Children and youth live in a safe community. 1 and 2. We also provide a safe place for children and youth within their community.

Are you a current Children's Trust provider? Yes or No Yes

If not, have you ever received funding from the Trust? 2023

Name of the program you received funding for previously. PowerHour and Project Learn

Have you applied for Emergent Needs Funds before? Yes or No No

If you answered yes above please enter date. Thu, 10/05/2023

Is your business currently registered with the Philanthropy Hub? Yes or No Yes

Are you qualified to conduct business in the State of Florida? Yes or No Please attach your Sunbiz. Yes

Describe your program including how your services impact the lives of the Children of Alachua County.

Boys & Girls Clubs of Northeast Florida inspires and enables all young people, especially those who need us the most, to reach their full potential as productive, caring, responsible citizens. Our vision is to provide a world-class Club Experience that assures success is within reach of every young person who enters our doors, with all members on track to graduate from high school with a plan for the future, demonstrating good character and citizenship, and living a healthy lifestyle. Boys & Girls Clubs of Northeast Florida is critical to working families and to the futures of our young people.

To empower Club members to have great futures, they need to first have hope that a successful future is achievable. At Northwest Boys & Girls Club in Gainesville, 63% of our young people live in a single-parent home. An additional 8% live in a non-parent/alternate custody household. Ninety-five percent are on the Free or Reduced School Lunch Fee program, and are living at or below the federal poverty level. To create hope and help our Club members thrive, our Northwest Boys & Girls Club provides intentional, proven programming for Club members that help them feel a sense of belonging, increase their self-esteem and self-confidence, and help them improve academically at school. Thus, although a large majority of our Club members currently live at or below the poverty level, the Boys & Girls Clubs of Northeast Florida helps to ensure that this will not define them for the rest of their lives.

By offering daily access to a broad range of programs in five core areas, all carefully designed to drive positive outcomes

and reinforce attributes that are vital to future success, and through caring relationships built with staff who facilitate the programs, our Club members thrive. The proven programs we offer are in the following five core areas:

1. Education & Workforce Readiness -- These programs provide opportunities for career exploration, educational enhancement, and tutoring.
2. Character & Leadership -- These programs encourage members to become responsible, caring citizens.
3. Health & Wellness -- These programs help youth achieve and maintain healthy, active lifestyles while reinforcing good decision-making.
4. The Arts -- These programs enhance self-expression and creativity while also developing critical social emotional skills. They provide exposure to and develop skills in crafts, and visual, performing and literary arts.
5. Sports & Recreation -- These programs enhance fitness, encourage a positive use of leisure time, reduce stress, foster an appreciation of the environment, and develop social and interpersonal skills.

Our annual assessments very clearly demonstrate the positive outcomes achieved by our Clubs. Outcomes from last year's National Youth Outcome Initiative include:

- 95% of our young people expect to graduate high school
- 87% of our young people expect to get some type of post-secondary education after high school graduation (college, including Master's degree, or vocational/trade school)
- 86% of our young people feel strongly and very strongly about their avoidance of risky behavior (smoking, alcohol, marijuana & fighting)
- 89% of our young people feel a sense of belonging at their Club. A sense of belonging supports positive mental health and emotional well-being.
- 78% of all Club members surveyed had mostly As or Bs this year in school
- For 10th- 12th grade only, 79% had mostly As or Bs
- 90% of 5th- 12th graders surveyed are on grade level

Please Specify your need in as much detail as possible. Include the dollar amount of your request. Explain how your request is an emergent need.

Northwest Boys & Girls Club in Gainesville is in need of a new roof. When the Club merged with our organization in 2020, the roof was old and in disrepair. Over the next couple of years, we have made individual repairs as needed, to keep leaks at bay. Yet, needed repairs continue to pop up in different areas on the roof, creating leaks and what will ultimately lead to mold if not addressed correctly. Repairing the roof one leak at a time is not at all cost-effective. We also have a pressing need to install an electrical system and add air-conditioning to our gymnasium. All renovations to the Club have been put on hold until the roof has been repaired. Some examples include- painting the space, new furniture, updated flooring, gym AC, new signage, and an increased investment in high-end electronics. Other critical improvements to the Club will take place once a new, reliable roof is installed.

We are requesting \$20,000 from the Children's Trust of Alachua County that will go directly towards the estimated \$200,000 cost to replace the roof. We have an additional \$30,000 in state funding towards this budget cost, and Boys & Girls Clubs of Northeast Florida will be funding the remaining \$150,000.

What dollar amount are you requesting? \$20,000

What steps have you taken to resolve the need on your own?

As noted above, to date we have made multiple repairs to the roof as the need has come up, so that we could keep the Club safely operating. The cost of building supplies as well as labor have skyrocketed since we first began addressing the problem, making both the one-by-one fixes and the total roof replacement extremely pricey. However, for safety and long-term viability as well as cost-effectiveness, replacing the whole roof at this time is the most feasible, smart choice. How has the emergent need impacted your service delivery?

Due to the deteriorating roof, we have to shut down program areas when a new leak arises. The area is shut down until the leak is patched and the space is deemed safe again. This disrupts programming for multiple days, and causes other program areas to become overcrowded, with Club members being restricted to certain rooms only. During a storm, at any time a new leak can emerge. This means that the safety of the building can be unpredictable.

Please provide your organization's most recent audited Financial Statements if applicable. [21-22year_end_financials_audited.pdf](#)

Please provide your organization's most recent financial statement to your Board of Directors. [yr_end_statement_of_activities_2022_2023_and_budget_2024.xlsx](#)

Please provide your annual report if applicable. [by_the_numbers_-_8.15_-_reduced_size.pdf](#)

Please provide your organization's current budget. [23-24_org_budget.xlsx](#)

Please upload your Sunbiz. [boys_girls_sunbiz.pdf](#)

Name of the submitter Sandy Kingsley

Signature Sandy Kingsley

The results of this submission may be viewed at:

<https://www.childrenstrustofalachuacounty.us/node/6377/submission/899>

Demetrica Tyson

From: Demetrica Tyson
Sent: Wednesday, October 18, 2023 3:47 PM
To: Sandy Kingsley
Cc: Paul Martinez
Subject: RE: Form submission from: Emergent Needs Fund Application

Thank you we will work on processing the \$20,000.00 approved request.

Demetrica Tyson
Program Specialist
Children’s Trust of Alachua County
P.O. Box 5669, Gainesville, FL 32627
802 NW 5th Avenue, Suite 100, 32601
Direct: (352) 374-1833
Mobile: (352) 727-2292
Fax: (352) 374-1831



From: Sandy Kingsley <sandyk@bgcnf.org>
Sent: Tuesday, October 17, 2023 4:36 PM
To: Demetrica Tyson <dtyson@childrenstrustofalachuacounty.us>
Cc: Paul Martinez <PaulM@bgcnf.org>
Subject: RE: Form submission from: Emergent Needs Fund Application

Thank you for your patience Ms. Tyson and thank you again for the support of Children’s Trust of Alachua County Emergent funds! Attached please find the quote for the roof at Northwest Boys & Girls Club. Please let me know if you have any questions.

Sandy Kingsley
Director of Grant Administration

Boys & Girls Clubs of Northeast Florida
10 S. Newnan St., 2nd Floor, Jacksonville, FL 32202
Mailing: P.O. Box 2059, Jacksonville, FL 32203-2059
c: 303.870.1349



60 YEARS OF CREATING
GREAT FUTURES



From: Demetrica Tyson <dtyson@childrenstrustofalachuacounty.us>
Sent: Monday, October 16, 2023 3:37 PM
To: Sandy Kingsley <sandyk@bgcnf.org>
Subject: FW: Form submission from: Emergent Needs Fund Application

[EXTERNAL] CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon.
Your request has been approved. Can you provide the roof estimate for our records?

Demetrica Tyson
Program Specialist
Children’s Trust of Alachua County
P.O. Box 5669, Gainesville, FL 32627
802 NW 5th Avenue, Suite 100, 32601
Direct: (352) 374-1833
Mobile: (352) 727-2292
Fax: (352) 374-1831



From: Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>
Sent: Thursday, October 5, 2023 10:54 AM
To: Demetrica Tyson <dtyson@childrenstrustofalachuacounty.us>
Subject: Form submission from: Emergent Needs Fund Application

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Submitted on Thursday, October 5, 2023 - 10:53am

Submitted by anonymous user: [68.37.40.181](#)

Submitted values are:

Organization Name Boys & Girls Clubs of Northeast Florida
Email Address sandyk@bgcnf.org
Address 10 S. Newnan Street
Phone Number 3038701349

Which Children’s Trust Goal or Strategy does your program address? 1. Children and youth are healthy and have nurturing caregivers and relationships. 2. Children and youth can learn what they need to be successful. 3. Children and youth live in a safe community. 1 and 2. We also provide a safe place for children and youth within their community.

Are you a current Children’s Trust provider? Yes or No Yes

If not, have you ever received funding from the Trust? 2023

Name of the program you received funding for previously. PowerHour and Project Learn

Have you applied for Emergent Needs Funds before? Yes or No No

If you answered yes above please enter date. Thu, 10/05/2023

Is your business currently registered with the Philanthropy Hub? Yes or No Yes

Are you qualified to conduct business in the State of Florida? Yes or No Please attach your Sunbiz. Yes

Describe your program including how your services impact the lives of the Children of Alachua County.

Boys & Girls Clubs of Northeast Florida inspires and enables all young people, especially those who need us the most, to reach their full potential as productive, caring, responsible citizens. Our vision is to provide a world-class Club Experience that assures success is within reach of every young person who enters our doors, with all members on track to graduate from high school with a plan for the future, demonstrating good character and citizenship, and living a healthy lifestyle. Boys & Girls Clubs of Northeast Florida is critical to working families and to the futures of our young people.

To empower Club members to have great futures, they need to first have hope that a successful future is achievable. At Northwest Boys & Girls Club in Gainesville, 63% of our young people live in a single-parent home. An additional 8% live in a non-parent/alternate custody household. Ninety-five percent are on the Free or Reduced School Lunch Fee program, and are living at or below the federal poverty level. To create hope and help our Club members thrive, our Northwest Boys & Girls Club provides intentional, proven programming for Club members that help them feel a sense of belonging, increase their self-esteem and self-confidence, and help them improve academically at school. Thus, although a large majority of our Club members currently live at or below the poverty level, the Boys & Girls Clubs of Northeast Florida helps to ensure that this will not define them for the rest of their lives.

By offering daily access to a broad range of programs in five core areas, all carefully designed to drive positive outcomes and reinforce attributes that are vital to future success, and through caring relationships built with staff who facilitate the programs, our Club members thrive. The proven programs we offer are in the following five core areas:

1. Education & Workforce Readiness -- These programs provide opportunities for career exploration, educational enhancement, and tutoring.
2. Character & Leadership -- These programs encourage members to become responsible, caring citizens.
3. Health & Wellness -- These programs help youth achieve and maintain healthy, active lifestyles while reinforcing good decision-making.
4. The Arts -- These programs enhance self-expression and creativity while also developing critical social emotional skills. They provide exposure to and develop skills in crafts, and visual, performing and literary arts.
5. Sports & Recreation -- These programs enhance fitness, encourage a positive use of leisure time, reduce stress, foster an appreciation of the environment, and develop social and interpersonal skills.

Our annual assessments very clearly demonstrate the positive outcomes achieved by our Clubs. Outcomes from last year's National Youth Outcome Initiative include:

- 95% of our young people expect to graduate high school
- 87% of our young people expect to get some type of post-secondary education after high school graduation (college, including Master's degree, or vocational/trade school)
- 86% of our young people feel strongly and very strongly about their avoidance of risky behavior (smoking, alcohol, marijuana & fighting)
- 89% of our young people feel a sense of belonging at their Club. A sense of belonging supports positive mental health and emotional well-being.
- 78% of all Club members surveyed had mostly As or Bs this year in school
- For 10th- 12th grade only, 79% had mostly As or Bs
- 90% of 5th- 12th graders surveyed are on grade level

Please Specify your need in as much detail as possible. Include the dollar amount of your request. Explain how your request is an emergent need.

Northwest Boys & Girls Club in Gainesville is in need of a new roof. When the Club merged with our organization in 2020, the roof was old and in disrepair. Over the next couple of years, we have made individual repairs as needed, to keep leaks at bay. Yet, needed repairs continue to pop up in different areas on the roof, creating leaks and what will ultimately lead to mold if not addressed correctly. Repairing the roof one leak at a time is not at all cost-effective. We also have a pressing need to install an electrical system and add air-conditioning to our gymnasium. All renovations to the Club have been put on hold until the roof has been repaired. Some examples include- painting the space, new furniture, updated flooring, gym AC, new signage, and an increased investment in high-end electronics. Other critical

improvements to the Club will take place once a new, reliable roof is installed.

We are requesting \$20,000 from the Children's Trust of Alachua County that will go directly towards the estimated \$200,000 cost to replace the roof. We have an additional \$30,000 in state funding towards this budget cost, and Boys & Girls Clubs of Northeast Florida will be funding the remaining \$150,000.

What dollar amount are you requesting? \$20,000

What steps have you taken to resolve the need on your own?

As noted above, to date we have made multiple repairs to the roof as the need has come up, so that we could keep the Club safely operating. The cost of building supplies as well as labor have skyrocketed since we first began addressing the problem, making both the one-by-one fixes and the total roof replacement extremely pricey. However, for safety and long-term viability as well as cost-effectiveness, replacing the whole roof at this time is the most feasible, smart choice.

How has the emergent need impacted your service delivery?

Due to the deteriorating roof, we have to shut down program areas when a new leak arises. The area is shut down until the leak is patched and the space is deemed safe again. This disrupts programming for multiple days, and causes other program areas to become overcrowded, with Club members being restricted to certain rooms only. During a storm, at any time a new leak can emerge. This means that the safety of the building can be unpredictable.

Please provide your organization's most recent audited Financial Statements if applicable. [21-22year end financials audited.pdf](#)

Please provide your organization's most recent financial statement to your Board of Directors. [yr end statement of activities 2022 2023 and budget 2024.xlsx](#)

Please provide your annual report if applicable. [by the numbers - 8.15 - reduced size.pdf](#)

Please provide your organization's current budget. [23-24 org budget.xlsx](#)

Please upload your Sunbiz. [boys girls sunbiz.pdf](#)

Name of the submitter Sandy Kingsley

Signature Sandy Kingsley

The results of this submission may be viewed at:

<https://www.childrenstrustofalachuacounty.us/node/6377/submission/899>

Demetrica Tyson

From: Children's Trust of Alachua County Florida <childrenstrust-fl@unicodeweb.com>
Sent: Friday, September 1, 2023 10:22 AM
To: Demetrica Tyson
Subject: Form submission from: Emergent Needs Fund Application
Attachments: sunbizdoc.jpg

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Friday, September 1, 2023 - 10:22am

Submitted by anonymous user: [70.164.194.54](#)

Submitted values are:

Organization Name CE's Underground Kitchen

Email Address Carlston Watts

Address 722 NW 5th Ave Gainesville, FL

Phone Number 3526827203

Which Children's Trust Goal or Strategy does your program address? 1.All children are born healthy and remain healthy. 2.All children can learn what they need to be successful. 3.All children have nurturing, supportive caregivers, and relationships. 4.All children live in a safe community. 1. all children are born healthy and remain healthy

Are you a current Children's Trust provider? Yes or No Yes

If not, have you ever received funding from the Trust? 2023

Name of the program you received funding for previously. Underground Kitchen. Currently funded by CTAC

Have you applied for Emergent Needs Funds before? Yes or No No

If you answered yes above please enter date. Fri, 09/01/2023

Is your business currently registered with the Philanthropy Hub? Yes or No Yes

Are you qualified to conduct business in the State of Florida? Yes or No Please attach your Sunbiz. Yes

Describe your program including how your services impact the lives of the Children of Alachua County.

At Underground Kitchen, We teach at risk youth vocational culinary skills and provide the youth with paid job placement within our community

Please Specify your need in as much detail as possible. Include the dollar amount of your request. Explain how your request is an emergent need.

Last week our air condition unit went out due to parts malfunctioning and also a freon leak . We unfortunately have to replace the entire air handler system. I have called several local AC companies and the prices ranged from 4600-5300. Without replacing the AC the building exceeds 99 degrees making the environment very unsafe.

What dollar amount are you requesting? 4600.00

What steps have you taken to resolve the need on your own?

We have paid to have the freon recharged several times. Freon is sold by the pound @ 123 dollars per pound and our unit requires 10 pounds. This is very costly but need to make this the environment safe but the freon will leak out in a matter of days, sending the temperature soaring until an AC technician can come refill it. I have also purchased 2 window ac units but they're not capable of cooling the building(both together provide 18000 btu, which keeps the building at 92 degrees

How has the emergent need impacted your service delivery?

This emergency creates an unsafe environment for the food preparation that is needed for our community outreach and cooking class.

Please provide your organization's most recent audited Financial Statements if applicable.

Please provide your organization's most recent financial statement to your Board of Directors.

Please provide your annual report if applicable.

Please provide your organization's current budget.

Please upload your Sunbiz. [sunbizdoc.jpg](#)

Name of the submitter Carlston Watts

Signature Carlston Watts

The results of this submission may be viewed at:

<https://www.childrenstrustofalachuacounty.us/node/6377/submission/886>

Demetrica Tyson

From: Carlston Watts <carlstonwatts@chefempowerment.org>
Sent: Tuesday, October 17, 2023 8:53 AM
To: Demetrica Tyson
Subject: Re: Emergent funding documents

Thank you soooo much Mrs. D for helping me through this process!!! 🙏

Via Samsung Mobile

From: Demetrica Tyson <dtyson@childrenstrustofalachuacounty.us>
Sent: Monday, October 16, 2023 4:39:41 PM
To: Carlston Watts <carlstonwatts@chefempowerment.org>
Subject: RE: Emergent funding documents

Your request for \$4600.00 has been approved.

Thank you.

Demetrica Tyson
 Program Specialist
 Children's Trust of Alachua County
 P.O. Box 5669, Gainesville, FL 32627
 802 NW 5th Avenue, Suite 100, 32601
 Direct: (352) 374-1833
 Mobile: (352) 727-2292
 Fax: (352) 374-1831



From: Carlston Watts <carlstonwatts@chefempowerment.org>
Sent: Wednesday, October 4, 2023 11:44 AM
To: Demetrica Tyson <dtyson@childrenstrustofalachuacounty.us>
Subject: Emergent funding documents

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good Morning Mrs. ,

Attached is the requested documents. We're only requesting assistance with \$4600.00 to cover the cost of this repair. Let me know if it's anything else you need.

Thank you so much for your help!

Carl

Carlston Watts

Underground Kitchen, Executive Chef



352.329.0550

722 NW 5th ave

Gainesville , Fl 32601

<http://Chefempowerment.org>

File Attachments for Item:

10. October Sponsorship Applications

Elizabeth Cayson

From: Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>
Sent: Thursday, September 7, 2023 10:45 AM
To: Elizabeth Cayson
Subject: Form submission from: Sponsorship Application
Attachments: scanned_documents_2.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Thursday, September 7, 2023 - 10:44am

Submitted by anonymous user: [173.185.86.139](#)

Submitted values are:

Organization Name DEEPER PURPOSE COMMUNITY CHARITIES, INC
 Event Name ANNUAL PINKTOBER KICKBACK 3K RUN/WALK
 Event Date Sat, 10/07/2023
 Time 12PM-3PM
 Location HIGH SPRINGS CIVIC CENTER PARK
 Brief Description of Proposed Activity/Event (100 words or less)
 COMMUNITY AWARENESS BREAST CANCER WALK/ RUN 3K EVENT TALKING ABOUT EARLY CANCER DETECTION, HELP THAT THE COMMUNITY CAN RECEIVE FROM LOCAL NON PROFITS, UNITING THE COMMUNITY FOR A CAUSE, AND MAKING A REAL IMPACT. THOSE IN ATTENDANCE CAN PARTICIPATE IN VARIOUS WAYS, INCLUDING PERSONAL FITNESS. Identify CTAC Goals the activity/event will be addressing. Children have nurturing, supportive caregivers and relationships
 Target Population ALACHUA COUNTY AREA FAMILIES WITH CHILDREN
 Number Attending 300
 Presenters/Consultants DEEPER PURPOSE COMMUNITY CHARITIES, INC AND BLOSSOMING BUTTERFLY
 Have you applied to the Sponsorship Fund Application in the past for this activity event? No
 Have you received funding from the Sponsorship Fund in the past for this activity/event? No
 If yes, enter date:
 Are you qualified to conduct business in the state of Florida? Yes
 Budget Expenses: Please specify what supplies will be needed, if applicable.
 FOOD AND DRINKS FOR THOSE IN ATTENDANCE
 EDUCATIONAL MATERIAL AND SIGNAGE
 MULTIPLE ACTIVITIES AND GIVE AWAYS FOR CHILDREN IN ATTENDANCE
 Please specify what budget expenses will be covered by CTAC.
 FOOD AND DRINKS AND SNACKS FOR THE CHILDREN IN ATTENDANCE
 KIDS ACTIVITIES AND THINGS FOR THEM TO ENJOY WHILE AT THE EVENT
 GIVE AWAY ITEMS AND PRIZES FOR THE KIDS IN ATTENDANCE WITH THEIR FAMILIES AND PARENTS WHILE AT THE EVENT
 EDUCATIONAL MATERERIAL
 TOTAL FUNDS REQUESTED \$ 1,500
 Contact Person - First Name PASTOR ADAM
 Contact Person - Last Name Joy
 Contact email DEEPERPURPOSECC@YAHOO.COM
 Contact phone number 13,524,749,040

Website deeperpurposecommunitychurch.org
Facebook DEEPER PURPOSE COMMUNITY CHARITIES, INC
Twitter NA
Instagram NA
New Vendor Form [scanned documents 2.pdf](#)
W-9 Taxpayer ID and Certification [scanned documents 2.pdf](#)
Acknowledgement of sponsorship Yes
Agree to appropriate logo usage Yes
Name of Submitter Elder Adam Joy
Date of Submission Thu, 09/07/2023

The results of this submission may be viewed at:

<https://www.childrenstrustofalachuacounty.us/node/6044/submission/889>

Elizabeth Cayson

From: Elizabeth Cayson
Sent: Monday, September 18, 2023 9:12 AM
To: Deeper Purpose
Subject: Children's Trust of Alachua County-Award Notification

Dear Pastor Adam Joy, Deeper Purpose Community Charities, Inc:

We are delighted to inform you we have reviewed and approved your sponsorship application at the amount of **\$1,000 sponsorship level**.

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust requires that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space, and the primary stacked logo will not fit properly. For additional information regarding our logo click on the link: [Logo Use | Children's Trust of Alachua County, Florida \(childrenstrustofalachuacounty.us\)](https://www.childrenstrustofalachuacounty.us)

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (dtyson@childrenstrustofalachuacounty.us) please respond within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases. For this event, I plan to attend and may take photos to use for CTAC social media purposes, please let me know in advance if you have children who do not wish to be photographed.

For this event, we are requesting to have a CTAC table to share information and resources with families. I will follow up to get additional information regarding set-up.

For next steps, we will proceed with notifying our Finance team to process a check, this takes approximately two weeks to process checks. Once the check has been processed you do have the option to pick up the check in-person. Please confirm if you would prefer to have it mailed or plan to pick-up check in person.

Thanks again for partnering with Children's Trust of Alachua County to ensure children are healthy, educated, & safe.

Wishing you all a successful event.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards,

Liz

Elizabeth "Liz" Cayson, M.S
 Community Engagement Coordinator
 Children's Trust of Alachua County
 Physical Address: 802 NW 5th Ave; Suite 100, Gainesville, FL 32601
 Mailing Address: P.O. Box 5669, Gainesville, FL 32627
 Main Phone: 352-374-1830
 Direct Line: 352-374-1832
 Cell Phone: 352-363-8666
 Fax: 352-374-1831



Elizabeth Cayson

From: Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>
Sent: Friday, September 8, 2023 8:50 PM
To: Elizabeth Cayson
Subject: Form submission from: Sponsorship Application
Attachments: gfr_ctac_new_vendor_form.xlsx; w9_city_of_gainesville_2023.pdf

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Friday, September 8, 2023 - 8:49pm

Submitted by anonymous user: [198.190.222.254](#)

Submitted values are:

Organization Name Gainesville Fire Rescue

Event Name Community Health Programming

Event Date Thu, 10/12/2023

Time 4:00 to 7:00 pm

Location Gainesville Fire Rescue's Safety City- 1025 NE 13th Street, Gainesville 32601

Brief Description of Proposed Activity/Event (100 words or less)

We would like to use the funding to support Community Health Programming to include Screaming for Safety on 10/14 (multiagency safety event during Fire Prevention Week with a focus on safe trick or treating), 4 Healthy Afternoons at the Fire Department (October, November, December, and January), and a Holidays in the City event in December focusing on different holiday traditions and safe ways to celebrate. All events would be free and open to the public to attend. They would be in accessible areas including near bus stops. The main focus of each event being the health and safety of children.

Identify CTAC Goals the activity/event will be addressing. Children live in a safe community

Target Population children and families

Number Attending 800

Presenters/Consultants Gainesville Fire Rescue as lead and many community partners as presentors

Have you applied to the Sponsorship Fund Application in the past for this activity event? No

Have you received funding from the Sponsorship Fund in the past for this activity/event? No

If yes, enter date:

Are you qualified to conduct business in the state of Florida? Yes

Budget Expenses: Please specify what supplies will be needed, if applicable.

Screaming for Safety- \$500 for candy for trick or treating, dinner provided for community partners and attendees

Holidays in the City- \$500 for holiday and tradition focused safety give aways, dinner for community partners and attendees

Healthy Afternoons at the Fire Department- \$1500 for health food demonstrations with healthy snacks that kids can help make and a give away for attendees each month (examples include a yoga mat for an afternoon where we do family yoga and exercise, exercise stretch bands, reusable straws, cooling towels, USB drives (loaded with healthy recipes), stress balls, measuring spoons, sunglasses, jump ropes, and frisbees).

Please specify what budget expenses will be covered by CTAC.

The program supply expenses would be covered by CTAC. Gainesville Fire Rescue would cover the employee costs, administrative costs, advertisement costs, and location. All expenses would directly benefit community members and partnering agencies.

TOTAL FUNDS REQUESTED \$ 2,500

Contact Person - First Name Krista
Contact Person - Last Name Ott
Contact email ottkk@gainesvillefl.gov
Contact phone number 3,523,938,455
Website www.gfr.org
Facebook Gainesville Fire Rescue
Twitter GFR1882
Instagram gainesvillefirerescue
New Vendor Form [gfr_ctac_new_vendor_form.xlsx](#)
W-9 Taxpayer ID and Certification [w9_city_of_gainesville_2023.pdf](#)
Acknowledgement of sponsorship Yes
Agree to appropriate logo usage Yes
Name of Submitter Krista Ott
Date of Submission Fri, 09/08/2023

The results of this submission may be viewed at:

<https://www.childrenstrustofalachuacounty.us/node/6044/submission/891>

Elizabeth Cayson

From: Elizabeth Cayson
Sent: Tuesday, September 19, 2023 9:43 AM
To: ottkk@gainesvillefl.gov
Subject: Children's Trust of Alachua County-Sponsorship Award Notification

Dear Krista Ott, Gainesville Fire Rescue:

We are delighted to inform you we have reviewed and approved your sponsorship application at the amount of **\$2,500.00 sponsorship level**.

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust requires that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space, and the primary stacked logo will not fit properly. For additional information regarding our logo click on the link: [Logo Use | Children's Trust of Alachua County, Florida \(childrenstrustofalachuacounty.us\)](https://www.childrenstrustofalachuacounty.us)

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (dtyson@childrenstrustofalachuacounty.us) please respond within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases. For this event, I plan to attend and may take photos to use for CTAC social media purposes, please let me know in advance if you have children who do not wish to be photographed.

For this event, we are requesting to have a CTAC table to share information and resources with families. I will follow up to get additional information regarding set-up.

For next steps, we will proceed with notifying our Finance team to process a check, this takes approximately two weeks to process checks. Once the check has been processed you do have the option to pick up the check in-person. Please confirm if you would prefer to have it mailed or plan to pick-up check in person.

Thanks again for partnering with Children's Trust of Alachua County to ensure children are healthy, educated, & safe.

Wishing you all a successful event.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards,

Liz

Elizabeth "Liz" Cayson, M.S
 Community Engagement Coordinator
 Children's Trust of Alachua County
 Physical Address: 802 NW 5th Ave; Suite 100, Gainesville, FL 32601
 Mailing Address: P.O. Box 5669, Gainesville, FL 32627
 Main Phone: 352-374-1830
 Direct Line: 352-374-1832
 Cell Phone: 352-363-8666
 Fax: 352-374-1831

Elizabeth Cayson

From: Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>
Sent: Tuesday, September 26, 2023 10:02 AM
To: Elizabeth Cayson
Subject: Form submission from: Sponsorship Application
Attachments: city_of_waldo_vendor_form.pdf; w9_2.pdf

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Submitted on Tuesday, September 26, 2023 - 10:01am

Submitted by anonymous user: 98.180.52.120

Submitted values are:

Organization Name City of Waldo

Event Name City of Waldo Fall Festival

Event Date Sat, 10/14/2023

Time 4:30pm -6:00pm

Location Waldo City Square

Brief Description of Proposed Activity/Event (100 words or less)

This event is free and will provide information and community resources to individuals and families. It will also help the community connect with one another and give children a safe place to get trick or treat . All activities are free and include face-painting, bounce house, festival games (cake walk, go fish, ring toss, the piggy race ,etc .) music, out door movie, trick or treating and more.

Identify CTAC Goals the activity/event will be addressing. Children and youth live in a safe community.

Target Population Families with children

Number Attending 400

Presenters/Consultants Partnership for Strong Families'

Have you applied to the Sponsorship Fund Application in the past for this activity event? Yes

Have you received funding from the Sponsorship Fund in the past for this activity/event? Yes

If yes, enter date: Sat, 10/22/2022

Are you qualified to conduct business in the state of Florida? Yes

Budget Expenses: Please specify what supplies will be needed, if applicable. Candy, Bounce-house, festival games ,game prizes and paint for face painting.

Please specify what budget expenses will be covered by CTAC. Bounce-house and festival games/prizes.

TOTAL FUNDS REQUESTED \$ 2,000

Contact Person - First Name Rita

Contact Person - Last Name Puentes

Contact email rita@waldo-fl.com

Contact phone number 3,054,019,089

Website www.waldo-fl.com

Facebook NA

Twitter NA

Instagram NA

New Vendor Form [city_of_waldo_vendor_form.pdf](#)

W-9 Taxpayer ID and Certification [w9_2.pdf](#)

Acknowledgement of sponsorship Yes

Agree to appropriate logo usage Yes
Name of Submitter Rita Puentes
Date of Submission Tue, 09/26/2023

The results of this submission may be viewed at:

<https://www.childrenstrustofalachuacounty.us/node/6044/submission/897>

Elizabeth Cayson

From: Elizabeth Cayson
Sent: Wednesday, September 27, 2023 1:05 PM
To: Rita Puentes
Subject: Children's Trust -Sponsorship Notification

Dear Rita Puentes, City of Waldo,

We are delighted to inform you we have reviewed and approved your sponsorship application in the amount of **\$1,000.00 sponsorship level**.

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust requires that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space and the primary stacked logo will not fit properly. Please include CTAC's logo on the flyer that you provided us. For additional information regarding our logo click on the link: [Logo Use | Children's Trust of Alachua County, Florida \(childrenstrustofalachuacounty.us\)](https://www.childrenstrustofalachuacounty.us/logo-use)

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (dtyson@childrenstrustofalachuacounty.us) please respond to her email within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases.

Thanks again for partnering with Children's Trust of Alachua County to ensure children are healthy, educated & safe.

Wishing you all a successful event.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards,

Liz

Elizabeth "Liz" Cayson, M.S
Community Engagement Coordinator
Children's Trust of Alachua County
Physical Address: 802 NW 5th Ave; Suite 100, Gainesville, FL 32601
Mailing Address: P.O. Box 5669, Gainesville, FL 32627
Main Phone: 352-374-1830
Direct Line: 352-374-1832
Cell Phone: 352-363-8666
Fax: 352-374-1831

Elizabeth Cayson

From: Children's Trust of Alachua County Florida <childrenstrust-fl@municodeweb.com>
Sent: Friday, October 13, 2023 1:53 PM
To: Elizabeth Cayson
Subject: Form submission from: Sponsorship Application
Attachments: new_vendor_form_3.xlsx; w9_free_canaan.jpeg

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Submitted on Friday, October 13, 2023 - 1:53pm

Submitted by anonymous user: 69.109.235.213

Submitted values are:

Organization Name Free Canaan UMC Waldo
 Event Name Family Fun Day
 Event Date Sat, 10/28/2023
 Time 11:00am - 3:00pm
 Location Waldo City Square 14450 NE 148th Ave, Waldo, FL 32694
 Brief Description of Proposed Activity/Event (100 words or less)
 Safe, family oriented alternative to Halloween trick or treat with free food, music and music enrichment activities, games, candy bags, Alachua County School parent/student information pack give-a-way, health and education booths, book give-a-ways, organization vendors with youth mentoring opportunities, bounce house and more.
 Identify CTAC Goals the activity/event will be addressing. Children and youth learn what they need to be successful.
 Target Population Children/Youth of families in underserved communities
 Number Attending 250
 Presenters/Consultants Free Canaan UMC, Book Love, churches, health depart, School Bd of Alachua Cty, Izzie Williams, Joy Banks
 Have you applied to the Sponsorship Fund Application in the past for this activity event? No
 Have you received funding from the Sponsorship Fund in the past for this activity/event? No
 If yes, enter date:
 Are you qualified to conduct business in the state of Florida? Yes
 Budget Expenses: Please specify what supplies will be needed, if applicable.
 2 Bounce houses, Karaoke machine, rental of tables and tents, printing and advertisement, candy and bags, paper/plastic goods for free food, food items (hamburgers, hotdogs, drinks), ice, condiments, attendants for parking, information booths and to ensure a safe environment.
 Please specify what budget expenses will be covered by CTAC. Bounce houses, candy and bags, paper/plastic good, food items, condiments.
 TOTAL FUNDS REQUESTED \$ 1,200
 Contact Person - First Name Izzie
 Contact Person - Last Name Williams
 Contact email izzie.williams316@gmail.com
 Contact phone number 3,522,248,240
 Website <https://www.flumc.org/churchdetail/637499>
 Facebook <https://www.facebook.com/p/Free-Canaan-United-Methodist-Church-100072182573765/>
 Twitter none
 Instagram none

New Vendor Form [new_vendor_form_3.xlsx](#)
W-9 Taxpayer ID and Certification [w9_free_canaan.jpeg](#)
Acknowledgement of sponsorship Yes
Agree to appropriate logo usage Yes
Name of Submitter Izzie Williams
Date of Submission Fri, 10/13/2023

The results of this submission may be viewed at:

<https://www.childrenstrustofalachuacounty.us/node/6044/submission/901>

Elizabeth Cayson

From: Elizabeth Cayson
Sent: Monday, October 23, 2023 12:51 PM
To: izzie.williams316@gmail.com
Subject: Children's Trust of Alachua County-Sponsorship Notification

Dear Pastor Izzie Willaims, Free Canaan UMC Waldo:

We are delighted to inform you we have reevaluated and approved your sponsorship application at the amount of **\$ 650.00 sponsorship level.**

Per our sponsorship agreement, to ensure consistent brand messaging, the Children's Trust requires that the applicant use CTAC's logo in print materials, signage, online and relevant event messaging. This can include website logo placement, press releases and social media. Use the horizontal logo only in instances where there is minimal vertical space, and the primary stacked logo will not fit properly. For additional information regarding our logo click on the link: [Logo Use | Children's Trust of Alachua County, Florida \(childrenstrustofalachuacounty.us\)](#) Please ensure that you use the logo on certificates and any other marketing materials.

Additionally, you will receive a survey from Demetrica Tyson, Program Specialist (dtyson@childrenstrustofalachuacounty.us) please respond within 30 days after the event. Also, please send us photos from the event/project that we can use for promotional purposes. Please ensure you have signed photo release consent forms; we do not need copies of photo releases. For this event, I plan to attend and may take photos to use for CTAC social media purposes, please let me know in advance if you have children who do not wish to be photographed.

For next steps, we will proceed with notifying our Finance team to process a check, this takes approximately two weeks to process checks. Once the check has been processed you do have the option to pick up the check in-person. Please confirm if you would prefer to have it mailed or plan to pick-up check.

Thanks again for partnering with Children's Trust of Alachua County to ensure children are healthy, educated, & safe.

Wishing you all a successful event.

If you have any questions or need additional information, please feel free to contact me directly.

Kindest regards, Liz

Elizabeth "Liz" Cayson, M.S
Community Engagement Manager
Children's Trust of Alachua County
Physical Address: 802 NW 5th Ave; Suite 100, Gainesville, FL 32601
Mailing Address: P.O. Box 5669, Gainesville, FL 32627
Main Phone: 352-374-1830

Direct Line: 352-374-1832

Cell Phone: 352-363-8666

Fax: 352-374-1831



File Attachments for Item:

11. 11.13.2023 ED Report



CHILDREN'S TRUST
OF ALACHUA COUNTY

EXECUTIVE DIRECTOR REPORT

October 1, 2023 - October 31, 2023

SUMMARY

Highlight for the Month:

1. Lights On Afterschool Event
2. Community Conversation on the Business of Childcare and Dinner and A Conversation with Childcare Owners/Directors

MEETINGS AND EVENTS FOR PLANNING, COORDINATION, AND COMMUNITY ENGAGEMENT		
DATE	MEETING / EVENT	SUMMARY
10/5	SAMIS Training for Afterschool Program	Trust staff provided training on how to use SAMIS for programmatic data entry.
10/6	University of Florida Homecoming Parade	Staff participated in University of Florida's 100th Anniversary Homecoming Parade.
10/9	Children's Trust Board Meeting	Staff attended the Children's Trust Board meeting.
10/10	Kiwanis Club Meeting	ED Kiner was the guest speaker at Kiwanis Club. Liz Cayson, Community Engagement Manager, attended the meeting. Photos were taken and posted on social media platforms.
10/10	WUFT Public Broadcasting	ED Kiner and Liz Cayson, Community Engagement Manager, met with Sheila Gaspers to discuss media sponsorship.
10/10	5th Ave Neighborhood Association meeting	Children's Trust hosted the 5th Ave Neighborhood meeting. ED Kiner and Liz Cayson attended the meeting.
10/11	The Rotary Club of Downtown meeting	ED Kiner was the guest speaker at the Rotary meeting. Liz Cayson, Community Engagement Manager attended the meeting, took pictures and posted on social media.
10/11	Opioid Abatement Meeting	ED Kiner, County Staff, and City Staff met to discuss the potential for collaborative efforts on Opioid use throughout the county.

10/11	Literacy Partnership Meeting	Community Partners met to hear from Martin County CSC on its Martin Reads Campaign.
10/11	UF Lastinger Center's Advisory Board Dinner	ED Kiner attended the event and heard an update on the Center's work throughout the state. Initiated a meeting to learn more about the IFAS Books & Cooks Program with Lastinger.
10/12	City of High Springs Council meeting	ED Kiner and Liz Cayson, Community Engagement Manager, attended the Council meeting. The Council members presented the Children's Trust with a proclamation highlighting Lights On Afterschool event. Photos were taken and posted on social media.
10/12	Business Leadership Institute's Dinner and a Conversation Event	CTAC's BLI recruitment dinner at SweetWater Branch.
10/12	Enrichment Provider SAMIS Training	Trust staff provided programmatic and fiscal training for enrichment programs to get them started in using SAMIS.
10/13	BLI -Community Conversation on the Business of Childcare Event	CTAC's event in partnership with the Chamber for community early learning providers, business leaders, and others.
10/14	Balance 180 Gymnastics & Sports Academy- "Flip or Treat" Event	ED Kiner and Liz Cayson, Community Engagement Manager participated in the event. Staff handed out information to the parents and safety coloring books and Halloween candy for the children. Pictures were posted on social media.

10/16	Gainesville Fire Rescue "Screaming for Safety" Event	Liz Cayson, Community Engagement Manager hosted a resource table and provided information to the parents. Ms. Cayson was invited to serve as a panel judge. Kids of all ages participated in the Halloween contest. The children enjoyed playing the corn hole games, the coloring books and Halloween candy. Pictures were posted on social media. This was a sponsored event.
10/17	AMIkids Meeting	ED Kiner and Kristy Goldwire, Dir. of Program Operations, met with AMIkids ED Jasmin Hall to share information on CTAC funding and how to partner.
10/17	Girls & the Juvenile Justice System Event	ED Kiner attended the dinner and dialogue with a panel of experts discussing the rise in the number of girls in the system, causes, and deterrents.
10/18	Lt. Governor Jeanette Nunez Statewide Faith and Community Initiative Call	Liz Cayson, Community Engagement Manager, attended the zoom call. Lt. Governor Nunez hosted the Statewide Faith and Community Initiative call across the state of Florida. Lt. Nunez' overall message was to thank all of the Faith-based organizations and community leaders for their community engagement efforts in working together to ensure Florida's communities continue to stay safe and families have what they need in order to thrive.
10/19	Williams Elementary SAC meeting	Liz Cayson, Community Engagement Manager, attended the SAC meeting. The SAC members reviewed improvement plans and discussed upcoming fundraising festivals. There was a lengthy discussion about courtesy transportation and how that could impact students who will have to walk to

		school in January. The SAC budget was approved with some recommendations. The SAC will vote on budget expenses at the next meeting.
10/19	SAMIS Fiscal Training	Trust staff provided training to program staff on how to use SAMIS for submitting budget and reimbursements.
10/20	Safety Net Collaborative meeting	The Children's Trust hosted the Safety Net Collaborative meeting. ED Kiner was one of the presenters. She shared with the group information about CTAC and strategic plans.
10/20	Williams Elementary	Liz Cayson, Community Engagement Manager met with Principal Stokes to discuss overall SAC duties as a member and updates on school activities.
10/23	Meeting with Thriving Cities Representatives	ED Kiner met with Barzella Papa, Dr. Ty Buckman, and Dr. Scott Roulier about the Thriving Cities Project and how CTAC could join the efforts.
10/24	Board of County Commissioners of Alachua County	The Board of County Commissioners of Alachua County presented the Children's Trust with a proclamation declaring Oct. 26th at Lights On Afterschool Day. ED Kiner and Liz Cayson, Community Engagement Manager attended the meeting. ED Kiner accepted the proclamation and thanked the commissioners for their ongoing support. Photos were taken and posted on social media.
10/24	Alachua League of Cities	ED Kiner, Kristy Goldwire, Director of Program Operations and Liz Cayson, Community Engagement Manager attended the meeting. ED Kiner spoke before the

		League to share with them several initiatives. Photos were taken and posted on social media.
10/24	UF College of Dentistry's Saving Smiles Greater Good Video	ED Kiner videotaped a segment with Saving Smiles as one of its community partners.
10/24	Santa Fe College Charrette	ED Kiner participated in the Charrette for Strategic Planning. Discussion of the opportunities and threats that will impact how the college can best serve the educational and workforce development needs of the community.
10/24	Alachua Education Task Force Meeting	CTAC Staff attended the City of Alachua's Education Task Force Meeting.
10/24	Alachua County Legislative Delegation	ED Kiner presented before the Alachua County Legislative Delegation providing them with an update on strategic plans. Liz Cayson, Community Engagement Manager, attended the meeting and took pictures for social media.
10/25	GNV4ALL Monthly Meeting	ED Kiner attended the monthly meeting and heard a presentation by School Board Member Dr. Leanetta McNealy.
10/26	Lights On Afterschool Event	The Children's Trust, along with Deeper Purpose Kids Academy, hosted the Lights On Afterschool event at Camp Kulaqua. This was the third annual event for CTAC and the 24th annual National Lights On event. Staff celebrated with families and our Afterschool providers that attended: Boys & Girls Club, Girls Place, and Deeper Purpose Kids Academy. Pastor Joy and ED Kiner shared the stage to share the importance of Afterschool

		<p>Programs. Students from the Deeper Purpose Kids Academy sang a beautiful song. Several students recited why Afterschool Programs were important to them. Mayor Gloria James from the City of High Springs presented a proclamation in support of Lights on Afterschool and the Children’s Trust. The Board of County Commissioners of Alachua County also provided a proclamation declaring Oct. 26th as Lights On Afterschool Day. Thanks to Tina Certain, our Board Chair for being part of the program and a Big Thank You to our Vice Chair Lee Pinkoson for taking time to cook the hotdogs for all to enjoy. Families also had the opportunity to get a free CTAC shirt, enjoy cake and participate in hayrides and tour the zoo. Additionally, we want to thank the Early Learning Coalition for joining us and providing free books for the children. A nice article was written by Glory Reitz, Mainstreet Daily News about the event.</p>
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PROGRAMS CALENDAR

October	
Monday, October 2, 2023	CTAC Annual Report Planning Meetings
Monday, October 2, 2023	FACCT Annual Planning Committee Meeting
Tuesday, October 3, 2023	Program Affinity Group
Tuesday, October 3, 2023	Maternal Child Health Initiative - Internal Planning Meeting
Tuesday, October 3, 2023	Martin Reads! Discussion with Children's Service Council Martin County
Wednesday, October 4, 2023	SAMIS Training for Afterschool Programs
Wednesday, October 4, 2023	PCI Meeting with ELC of Alachua County
Thursday, October 5, 2023	Community Conversation Planning Meeting
Monday, October 9, 2023	Children's Trust of Alachua County - Regular Board Meeting
Tuesday, October 10, 2023	NCIT Steering Committee Meeting
Wednesday, October 11, 2023	Comprehensive Literacy Plan Committee Meeting
Wednesday, October 11, 2023	HIPPY Advisory Meeting
Wednesday, October 11, 2023	FACCT Meeting on Early Childhood Systems with Michele Watson
Wednesday, October 11, 2023	BLI Event Planning Meeting
Thursday, October 12, 2023	Community Doula Planning Meeting
Thursday, October 12, 2023	Community of Practice: Advocates Working in Conservative Jurisdictions
Thursday, October 12, 2023	BLI MasterClass Dinner and a Conversation Recruitment Night
Thursday, October 12, 2023	2023 National Prenatal-to-3 Research and Policy Summit
Thursday, October 12, 2023	SAMIS Training for Enrichment Providers
Friday, October 13, 2023	Community Conversation on the Business of Childcare
Monday, October 16, 2023	Vital Village Network National Community Leadership Summit
Tuesday, October 17, 2023	Vital Village Network National Community Leadership Summit
Tuesday, October 17, 2023	SAMIS S3 Collaboration Meeting
Thursday, October 19, 2023	National Collaborative for Infant and Toddlers (NCIT) Quarterly Meeting
Thursday, October 19, 2023	Internal Meeting WELS Discussion
Friday, October 20, 2023	Community Advisory Board Meeting for HBCD
Friday, October 20, 2023	G.R.O.W Doula Mentorship Planning Meeting
Saturday, October 21, 2023	CTAC Community Doula Training Session 1
Sunday, October 22, 2023	CTAC Community Doula Training Session 2
Monday, October 23, 2023	Monthly Hands On Meeting with HBCD
Tuesday, October 24, 2023	Children's Mental Health Committee Meeting
Tuesday, October 24, 2023	City of Alachua Education Taskforce Meeting
Wednesday, October 25, 2023	Healthy Families Advisory Board Meeting
Wednesday, October 25, 2023	PCI Community Innovation Grant Final Interim Report Due
Wednesday, October 25, 2023	Alachua County Delegation Meeting
Wednesday, October 25, 2023	PCI Sustainability Planning Grant Frankel Weekly Meeting
Thursday, October 26, 2023	Healthy Start Family Partner Discussion
Thursday, October 26, 2023	Lights on Afterschool Event
Thursday, October 26, 2023	Home Visiting Advisory Committee Meeting
Friday, October 27, 2023	YMCA Trunk or Treat
Monday, October 30, 2023	REST Conference for Early Child Logistics Meeting
Monday, October 30, 2023	Lastinger Center Meeting
Tuesday, October 31, 2023	Rotary Meeting: Presentation on ALICE Population by NCFL United Way
Tuesday, October 31, 2023	Maternal Child Health Initiative - Internal Planning Meeting
Tuesday, October 31, 2023	Deep Dive Webinar: Healthy Babies and Parents: How States Can Leverage Doulas to Improve Outcomes

November	
Wednesday, November 1, 2023	CTAC and Frankel Weekly Check-In
Thursday, November 2, 2023	Provider Training Discussion with Child Advocacy Center
Thursday, November 2, 2023	Monthly Campaign for Grade Level Reading Meeting
Thursday, November 2, 2023	Built to Thrive Summit
Friday, November 3, 2023	ELC of NWFL Community Conversation on the Business of Childcare Intro
Monday, November 6, 2023	Joint Meeting with City of Gainesville and Children's Trust
Tuesday, November 7, 2023	Tutoring Listening Session
Tuesday November 7, 2023	CTAC and Early Learning Coalition Joint Meeting
Wednesday, November 8, 2023	Family Resource Center SAMIS Training
Wednesday, November, 8, 2023	CTAC and Frankel Weekly Check-In
Monday, November 13, 2023	Children's Trust of Alachua County - Regular Board Meeting
Tuesday, November 14, 2023	Food Insecurity Advisory Group Quarterly Meeting
Wednesday, November 15, 2023	North Central Community Review Team Meeting - FIMR
Wednesday, November 15, 2023	CTAC and Frankel Weekly Check-In
Wednesday, November 15, 2023	Community Partner Assessment Follow-up Meeting #1
Wednesday, November 15, 2023	PN-# Hub Evaluation Advisory Team Meeting
Wednesday, November 15, 2023	Alachua County/Pritzker Final Interim Report Meeting
Thursday, November 21, 2023	SAMIS S3 Collaboration Meeting
Tuesday, November 21, 2023	Junior League Food Insecurity Advisory Group Quarterly Meeting
Monday, November 27, 2023	Monthly Hands On Meeting with HBCD
Tuesday, November 28, 2023	City of Alachua Education Taskforce Meeting
Tuesday, November 28, 2023	Maternal Child Health Initiative - Internal Planning Meeting
Wednesday, November 29, 2023	CTAC and Frankel Weekly Check-In
Thursday, November 30, 2023	CTAC and Frankel Data Presentation

PLANNING, RESEARCH, AND EVALUATION

SAMIS Implementation

- Prep and support for providers beginning to enter programmatic data and monthly reporting in FY2024 in our new information management system.
- In October, the Trust hosted three group training sessions for afterschool programs, enrichment providers, and on using the fiscal module.
- Trust has developed (and is developing) “how to” guides.
- Office hours and one-on-one meetings with program staff.

Contract Renewals – FY2024

- Review and revision of performance measures and monthly reporting.
- Provider meetings/evaluation discussions with program staff to review results and discuss data collection and performance measures.

End of Year Reporting – FY2023

- Receipt and review of End of Year reporting for all funded programs. This includes quantitative and qualitative data submissions; and review/quality assurance of data received to date.
- CQI internal rating/review process initiated.
- Data analysis and evaluation reporting for TeensWork Alachua and Summer Programs.

FINANCE AND ADMINISTRATION

- September 2023 Checks and Expenditures Report
- October 2023 Checks and Expenditures Report
- Monthly Budget Review
- Programmatic Award and Expense Report

BOARD MOTIONS

Motions included in this section are incomplete as of the previous meeting

DATE	MOTION	STATUS	COMMENTS

BOARD REQUESTS

DATE	REQUEST	STATUS	COMMENTS
10/9	Member Cornell requested that staff look into a parental leave policy, quantify the costs, and bring it back to the board.		

File Attachments for Item:

12. TeensWork Alachua - Evaluation Results and Recommendations (Bonnie Wagner and Deon Carruthers)

**Item:**

TeensWork Alachua - Evaluation Results and Recommendations (Bonnie Wagner and Deon Carruthers)

Requested Action:

The Board is asked to receive the update.

Background:

In December 2021, the Children's Trust of Alachua County facilitated a competitive procurement process to identify a provider to implement TeensWork Alachua. In summer 2022, TeensWork Alachua was introduced to promote a positive outlet for youth to explore and develop career aspirations and professional connections while simultaneously deterring youth from delinquent activity and negative influences. The Trust staff presents Year 2 evaluation results and action steps already underway for summer 2024.

Attachments:

TeensWork Alachua - Evaluation Results and Recommendations on 11-13-2023
TeensWork Alachua - Year 2 Evaluation Results - FY2023

Programmatic Impact:

Goal 2: Children and youth learn what they need to be successful.

Goal 3: Children and youth live in a safe community.

Fiscal Impact:

Goodwill of North Central Florida - \$900,000 FY24
Minority Business Listings - TBD

Recommendation:

Receive the information.



TeensWork Alachua: 2023

Year 2 Evaluation Results

Children's Trust of Alachua County

Bonnie L. Wagner, M.S.

Research, Planning, and Evaluation Coordinator

October 2023

Purpose Statement

This report evaluates Year 2 of TeensWork Alachua – a summer youth employment program – funded by the Children's Trust of Alachua County.

The purpose of this report is to provide a compilation of results and insight on performance, successes, and to highlight opportunities for improvement and enhancing impact. The primary audience for this report is the Children's Trust staff, providers, the Trust Board, and partners who help support the implementation of services. After gaining insights from results presented, the objective is to take actions to strengthen services and outcomes for children and youth.

Table of Contents

Executive Summary

Introduction

- Why is youth employment important?
- What is TeensWork Alachua?

Key Questions:

- Who was served?
- Who were the employers?
- How much did youth participate?
- How much support did youth receive from job coaches?
- Were youth satisfied with the program?
- Were employers satisfied with the program?
- What were other benefits and outcomes?
- How much did the program cost?

Conclusion

References

Executive Summary

TeensWork Alachua was introduced to promote a positive outlet for youth to explore and develop career aspirations and professional connections while simultaneously deterring youth from delinquent activity and negative influences.

The primary purpose of this report is to compile results, provide insight into performance, successes, and areas for improvement. Findings are highlighted below:

Performance and Results:

- 62 work sites.
- 215 teens hired.
- 8 hours of training received (on average).
- 28,745 hours of work clocked.
- \$1,471 earned (on average).
- 134 hours worked (on average).
- 8 support contacts from job coaches (on average).

Key Successes:

- Increased the number and geographic distribution of work sites.
- 90% of teens worked 100+ hours; an increase from 67% in 2022.
- Teens report very high levels of satisfaction with the program.
- 98% of teens report they gained valuable work experience, preparation for future jobs, and skills that will benefit them in the future.
- 97% of employers agreed teens gained valuable skills.

Areas for Improvement:

- Start earlier and provide more training for teens and employers.
- Facilitate interview opportunities.
- Increase job coach support for teens and employers.
- Refine career readiness and financial literacy assessment and ensure participant awareness of the purpose of assessments to limit social desirability bias.

This report is respectfully submitted with the intention of driving improvements and better services to propel teens to excel in their future.

Introduction

In December 2021, the Children’s Trust of Alachua County facilitated a competitive procurement process to identify qualified organizations to recruit and support employers and teens (14-18yrs) to provide training and job experience to explore career options, build work readiness, skills, and ability to thrive in future employment. Two local organizations were funded to collaboratively carry out this mission: Goodwill Industries of North Florida and Minority Business Listing.

Why is youth employment important?

Benefits of summer youth employment programs are well-documented. Youth employment programs expose youth to meaningful employment experiences and supportive adult relationships. Research demonstrates a variety of positive outcomes, including improved self-esteem and confidence, skill and knowledge development, high school graduation rates, reduced criminal behavior and teen pregnancies among participants (Heller, 2021; Sachdev, 2011). Programs help youth develop job skills, gain an understanding of work norms and culture, career pathways, professional connections and financial literacy through training and one-on-one support received through job coaches and worksite supervisors.

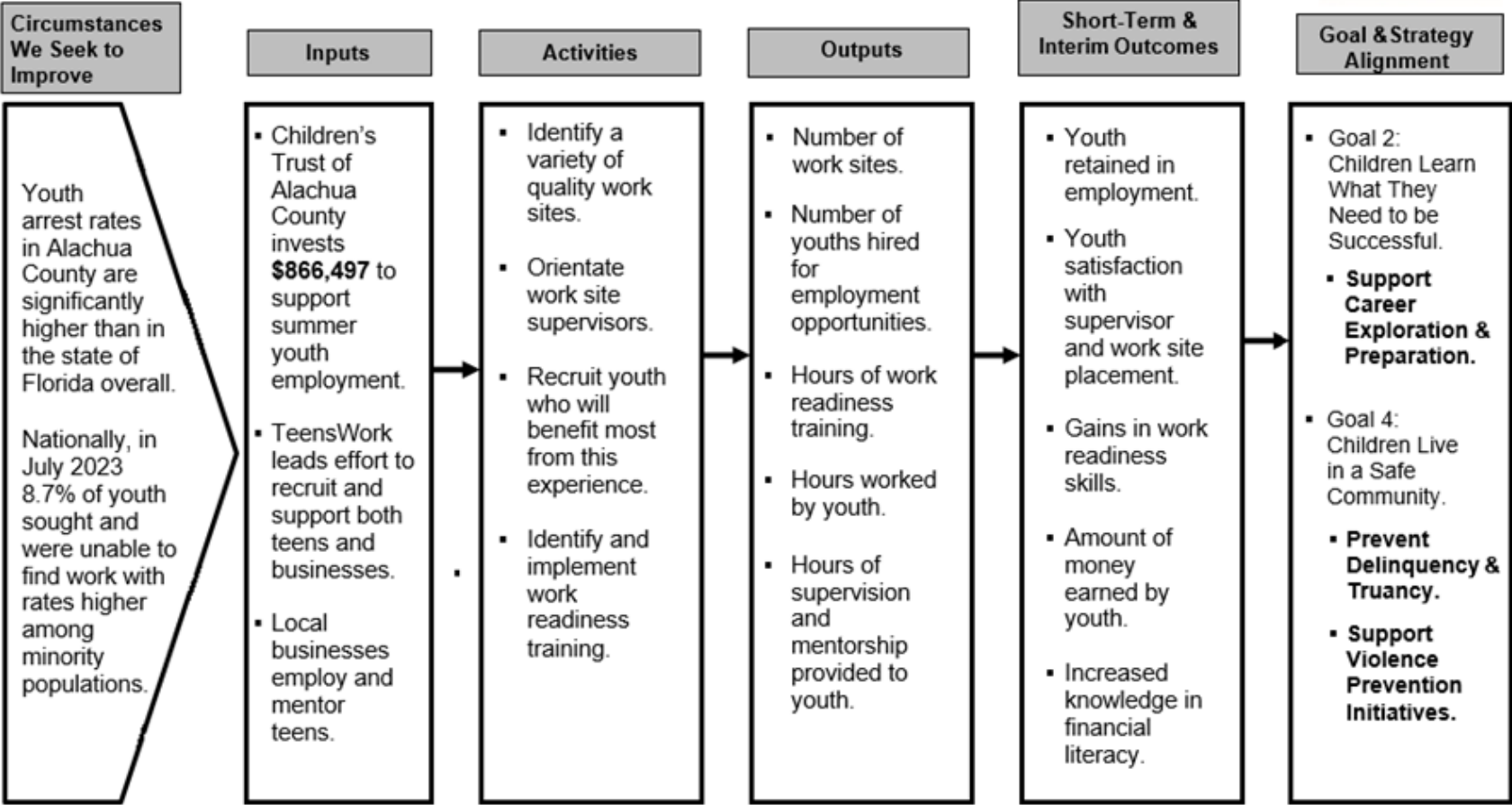
Businesses receive support to receive, manage, and pay youth workers. Businesses learn and can benefit from a young person’s perspective and ideas in the workplace setting. Businesses also have an important opportunity to help cultivate talent, give back to their community, and promote readiness in their future workforce.

In July 2023, the unemployment rate among young people stood at 8.7% percent (Bureau of Labor Statistics, 2023). Unemployment is defined by those actively seeking, but unable to find work. While there are obvious financial hardships associated unemployment, negative psychological impact of unemployment have been demonstrated (Belle & Bullock, N.D.) and may be particularly profound for youth who are developing their identity, sense

of worth, and fit in society. Without legitimate opportunities to contribute, teens may be more likely to pursue illegitimate options. Several randomized experimental studies confirm summer youth employment programs reduce criminal justice involvement youth who participate compared to those who did not (Heller, 2021).

Rates of violent crime in Alachua County are a significant community concern and have consistently surpassed the state of Florida (Florida Department of Health, 2022). Also, youth arrest rates in Alachua County substantially outpace the state of Florida (20.5 versus 11.4 youth arrested per 1,000). Relative to the unemployment among all individuals' rates among young people is more than twice as high (8.7% vs. (3.5%). Obtaining one's first job is a significant milestone to adulthood and teens face challenges in obtaining jobs. TeensWork is designed to help support the connection between youth and employers to create a building block for transitioning into a future career and adulthood.

TeensWork Logic Model

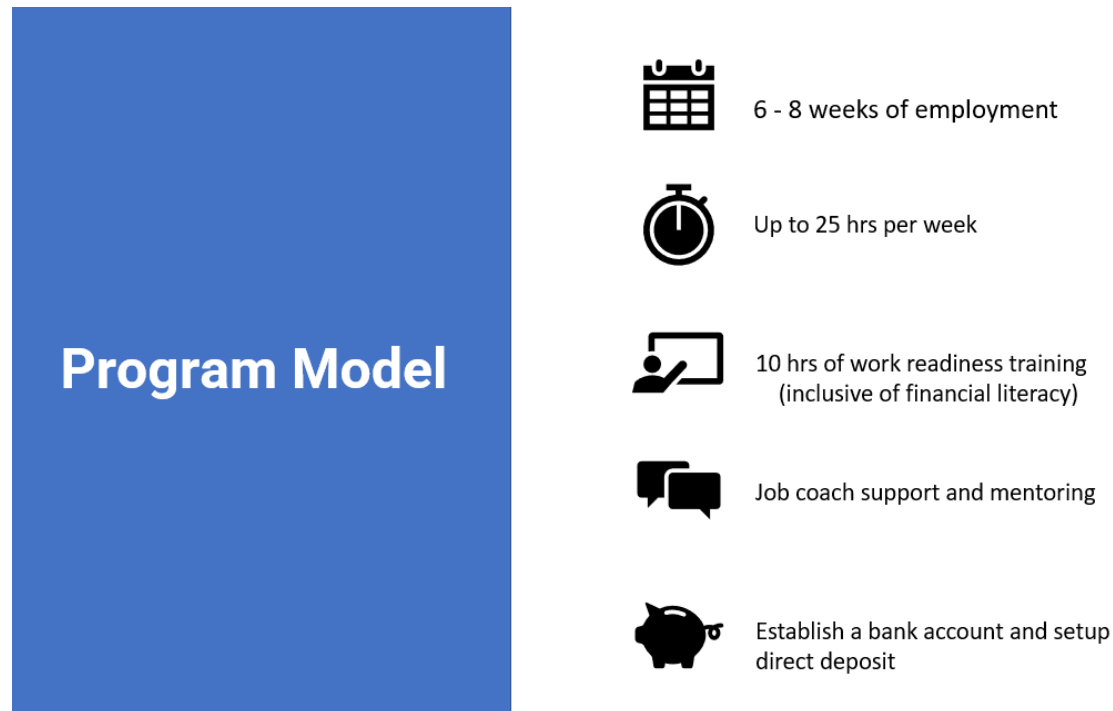


Youth arrest rates in Alachua County outpace the state of Florida (20.5 versus 11.4 youth arrested per 1,000).

Data Source: Florida Department of Juvenile Justice – Delinquency Profile 2022

What is TeensWork Alachua?

Program Design:

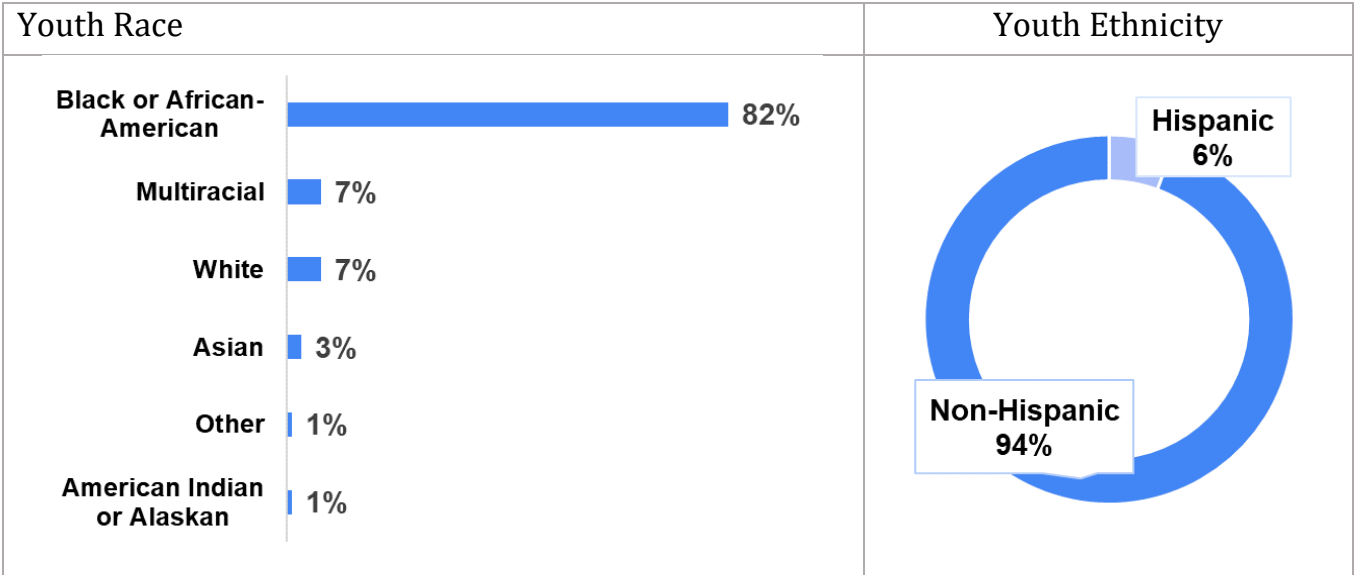
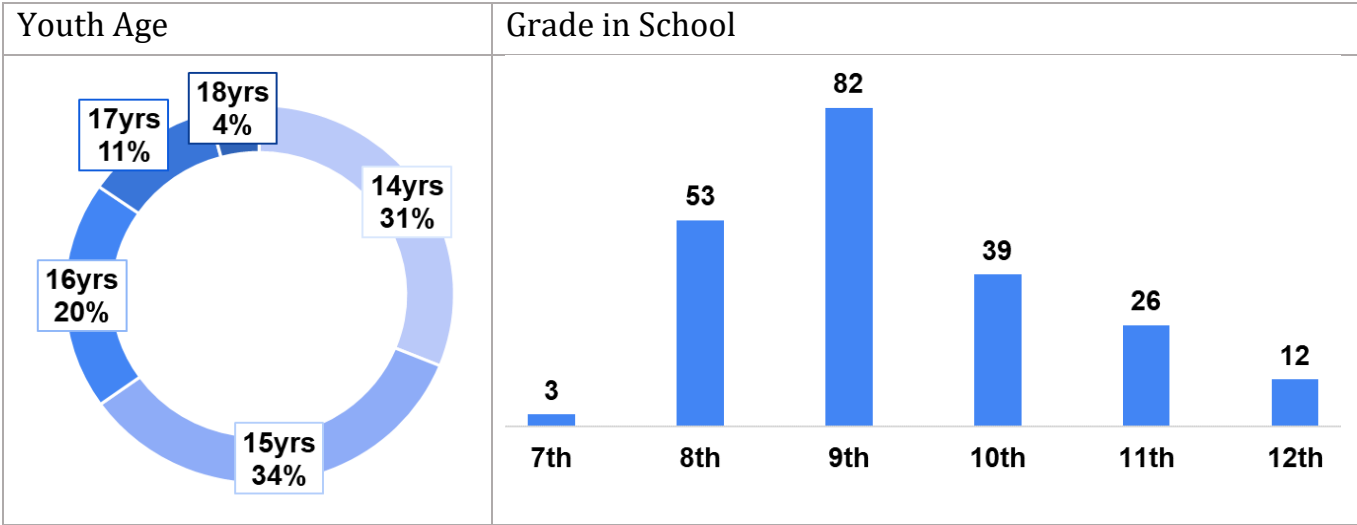


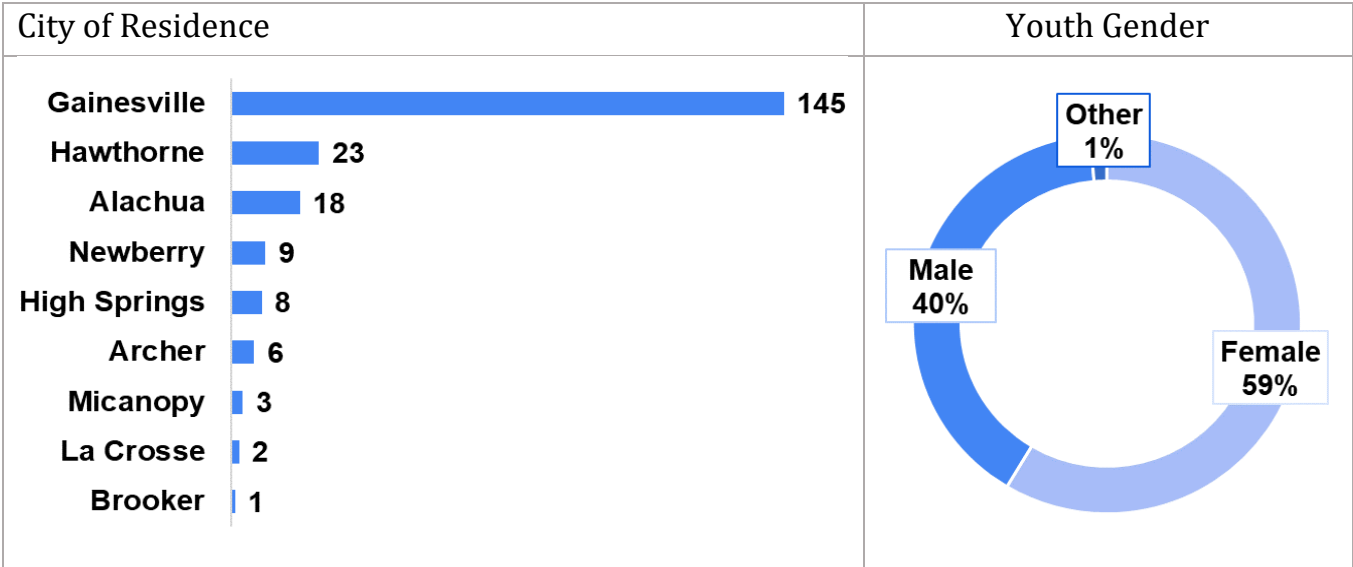
TeensWork recruited both teens and employers to participate in a 6–8-week summer employment experience for up to 25 hours per week. Prior to being placed at a work site, all youth are required to attend 8 hours of work readiness training. An additional 2 hours of training were to be completed over the course of the summer. Topics covered during the training included: career readiness, college and career pathways, workplace culture, resume writing, interview skills and mock interviews, adding value to the workplace, and financial literacy. Youth and employers are paired with a job coach to assist in the employment process, provide support, and be a liaison between the youth and employer. All teens were provided with the opportunity to establish a non-custodial bank account with VyStar Credit Union.

Key Questions:

Who was served?

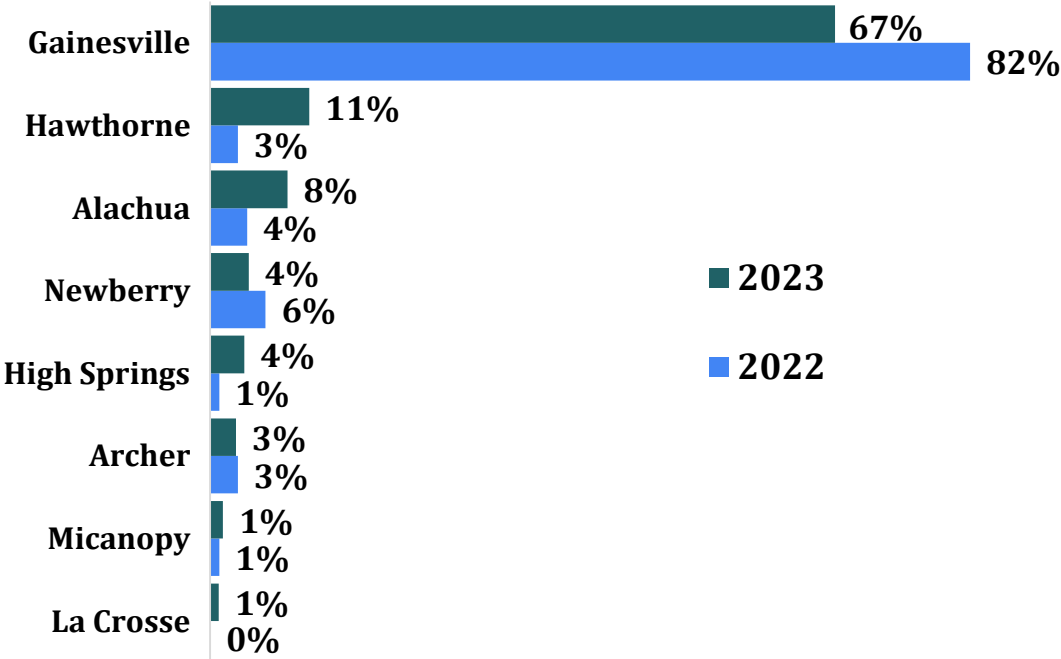
A total of 215 teens were hired for TeensWork employment opportunities. The average age of youth who participated in TeensWork is 15.2 years old. Nearly two thirds of youth were 14 or 15 years old (65%). Twenty-six percent of youth were middle schoolers in the 2022-2023 school year and 74% high school students, with highest participation among 9th graders. Most teens in the program were Black or African American (82%). Six percent of youth were Hispanic. More than half of participants were female (59%).





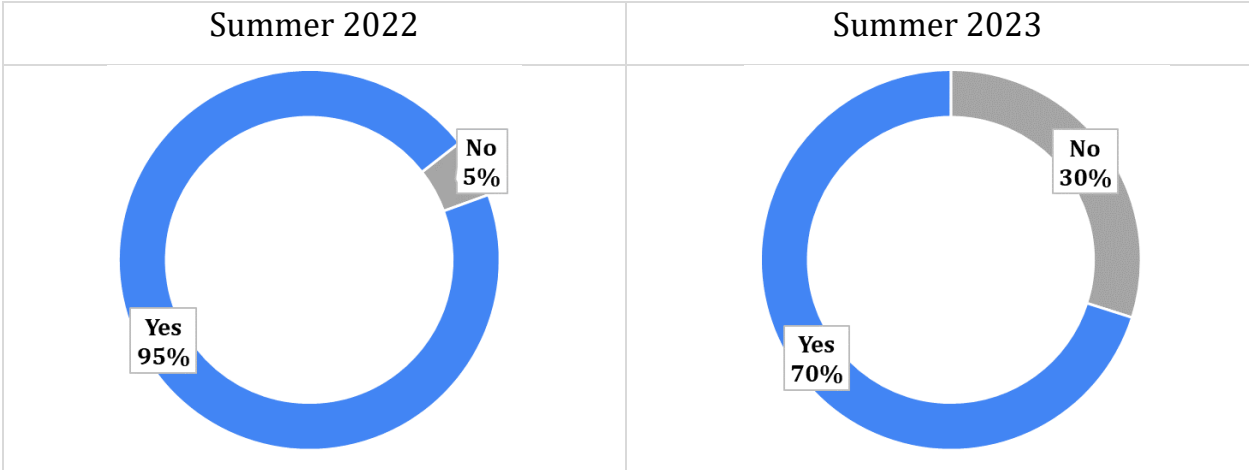
Compared to last year, participants are comparable in age with an average age of 15.2 both years. Program participants were more diverse ethnic and racially as compared to last year with less Black or African American (93% to 82%) youth and more Multiracial (<1% to 7%), White (5% to 7%), Asian (<1% to 3%), and Hispanic (3% to 6%) youth. In 2023, there was also more geographic representation, serving less Gainesville residents (from 82% in 2022 to 67% in 2023) and more representation in rural areas; in particular, Hawthorne (3% to 11%) and Alachua (4% to 8%).

TeensWork had more Rural Participants in Year 2.



Also of note is less youth reported TeensWork as their first employment experience as compared to last year. Both years on the application teens were asked if this would be their first job experience. While in 2022, 95% of youth responded “yes”, 70% indicated this would be their first job during 2023. To a large extent, those reporting this was not their first job experience had participated in TeensWork during 2022 (95%). Overall, 26% of 2023 TeensWork youth had also participated in 2022.

Will this be your first job?



Who were the employers?

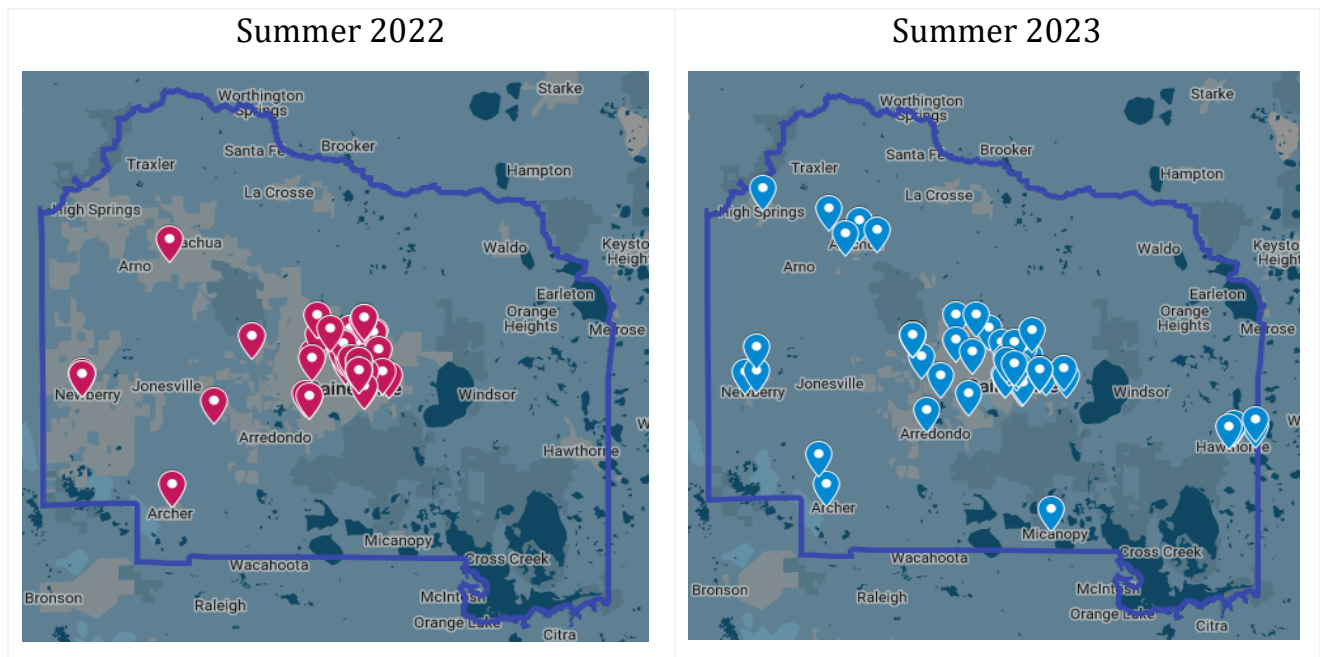
TeensWork Alachua is a collaboration of non-profit, government, and private businesses seeking to support youths’ successful transition to adulthood. TeensWork staff recruited, trained, and supported 49 for-profit, non-profit, and public organizations to provide youth employment opportunities at 62 work sites.

The number of work sites increased from 42 to 62 in summer 2023 and added new work sites in rural communities including Hawthorne, Micanopy, and High Springs.

Work Sites by City and ZIP Code

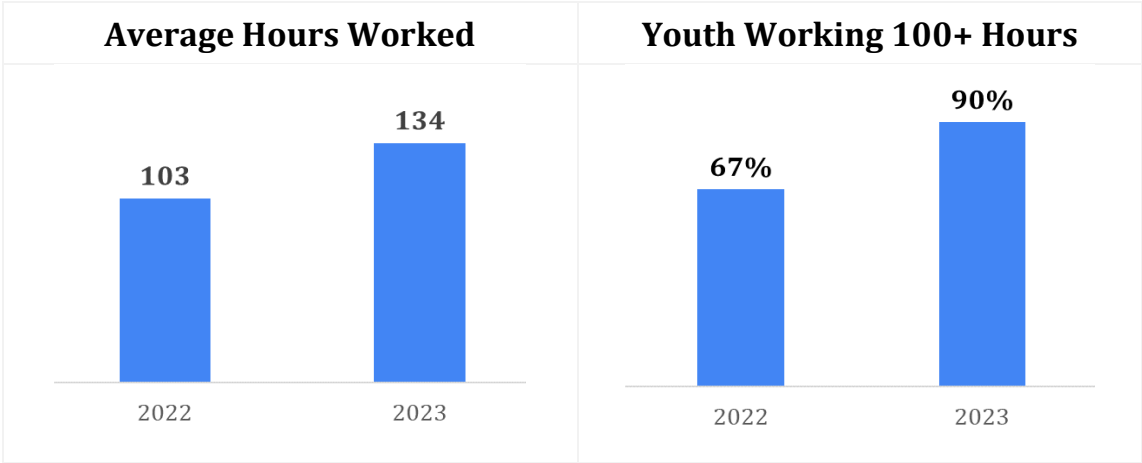
City and ZIP code	2022	2023
Alachua	1	4
32615	1	4
Archer	1	3
32618	1	3
Gainesville	37	43
32601	14	14
32605	4	3
32606	1	9
32607	-	1
32608	4	2
32609	10	4
32627	-	1
32641	4	9
Hawthorne	-	7
32640	-	7
High Springs	-	1
32643	-	1
Micanopy	-	1
32667	-	1
Newberry	3	3
32669	3	3
Grand Total	42	62

Location of TeensWork Work Sites

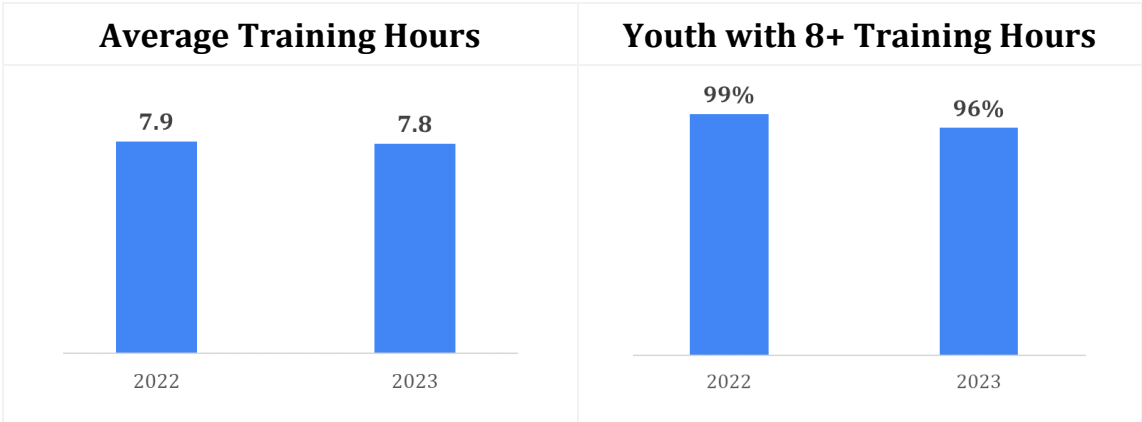


How much did youth participate?

Youth were given the opportunity to work up to 150 hours across 6-8 weeks of program. Youth hired worked an average of 134 hours with 90% working at least 100 hours over the course of the summer. This reflects growth in youth participation and retention in the program from the previous year where teens worked an average of 103 hours and 67% worked 100+ hours over the duration of the program. The most common reason for youth not retaining employment was due to transportation, family or personal and work performance issues.



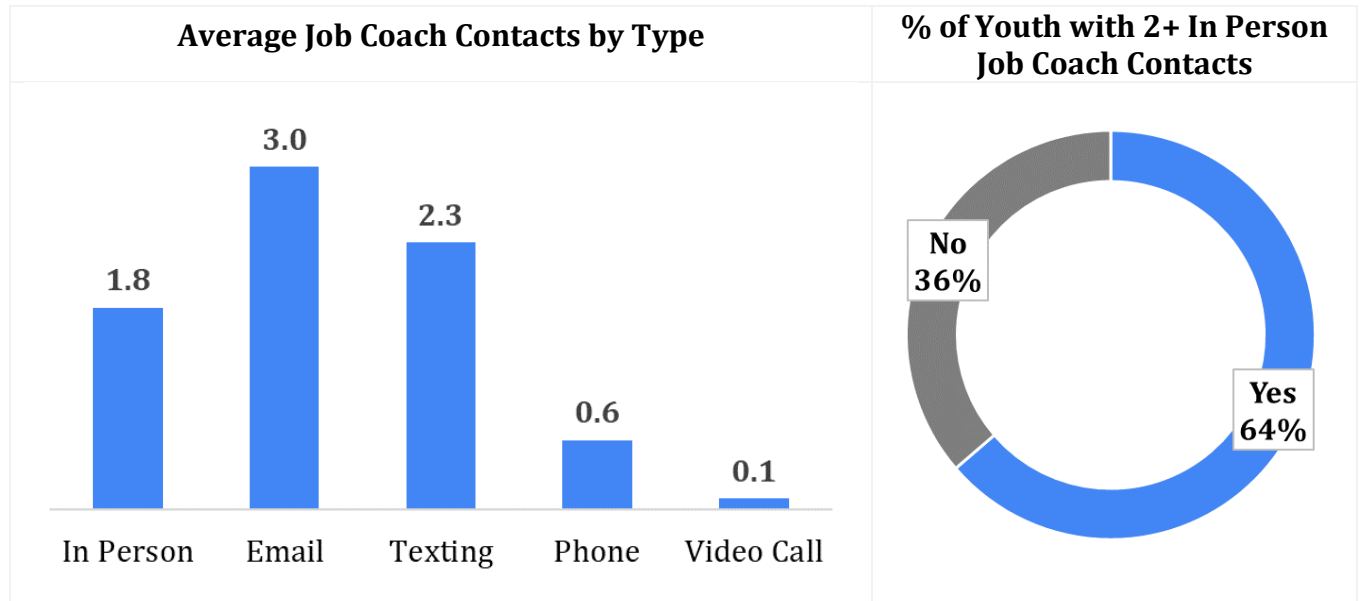
Additionally, in 2023 youth were required to complete eight hours of pre-employment work readiness training and to receive an additional two hours of work readiness over the course of the summer. Most of the youth completed the full 8 hours of pre-employment; however, the additional hours of work readiness training did not occur as expected.



How much support did youth receive from job coaches?

Each youth is paired with a job coach that they communicate with on a weekly basis. The job coaches offer support and encouragement and help youth problem solve when needed. Job coaches help youth identify goals they would like to work toward during employment, develop good work habits such as arriving on time, communicating with their employers, and clocking in and out of work. Job coaches also check in on the businesses to make sure that youth are meeting expectations and to help redirect youth as necessary.

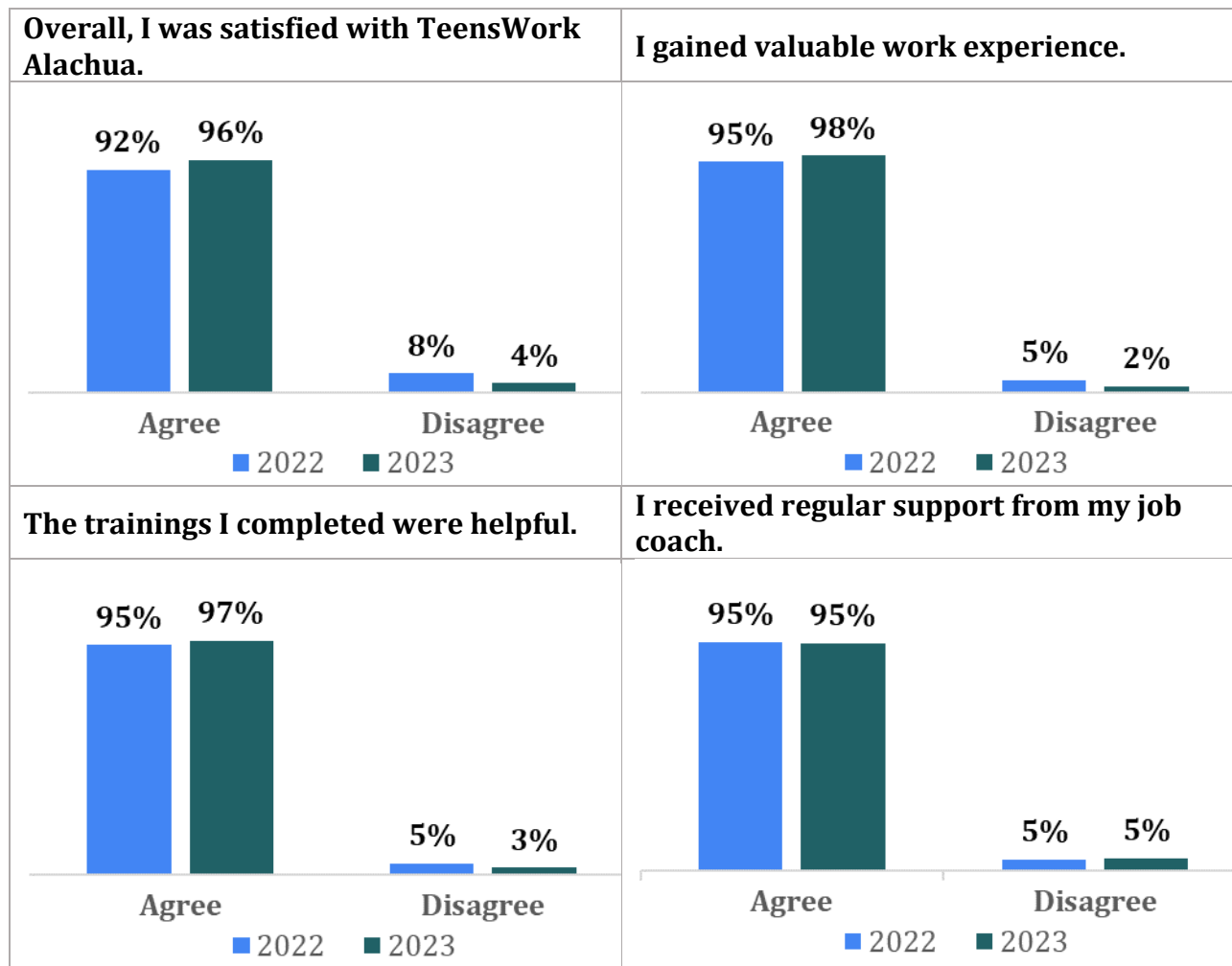
Overall, youth received an average of 7.8 contacts from their job coach. The most prevalent type of job coach contact was emails and texting. We sought for teens to receive at least two in-person job coach contacts over the course of the program. On average, youth received 1.8 in-person job coach meetings with 64% of teens receiving two or more in-person job coach support meetings.

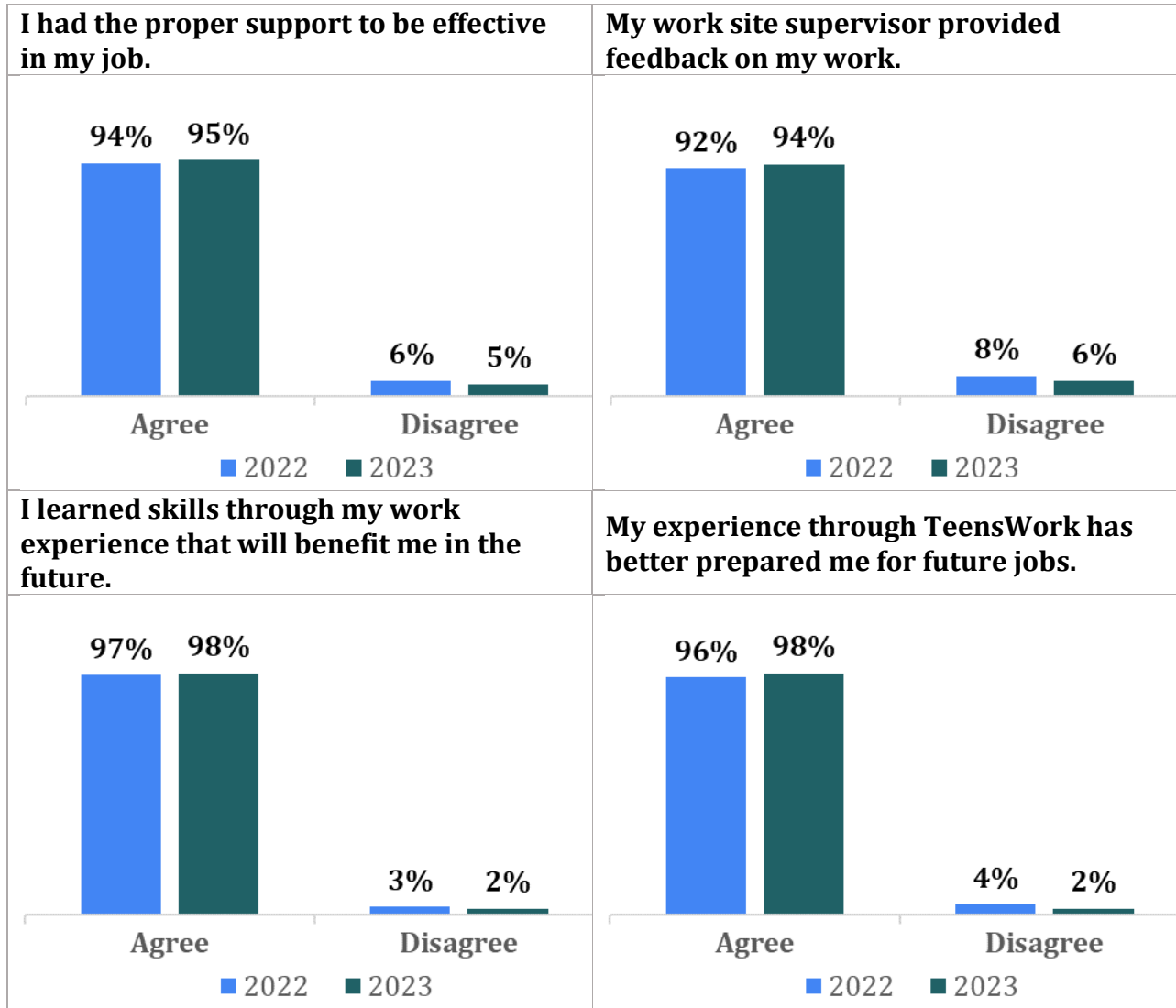


Were youth satisfied with the program?

At the end of the program, teens were asked to complete a brief satisfaction survey to learn their perception of the program, how it was helpful, and ways to improve. Survey completion rates are important because larger participation yields more representative, valid, and meaningful results. Overall, 128 responses were received with a 60% completion rate. This is an improvement compared to last year’s completion rate of 50%.

Like last year, teens report very high levels of satisfaction with the program. Nearly all teens reported they gained **valuable work experience, preparation for future jobs, and skills that will benefit them in the future (98%)**. Teens highly rated all areas of satisfaction, even at rates slightly greater than last year.





Teens were also asked:

- **Why did you choose the program?**

While there were a variety of reasons why teens chose to participate in TeensWork, the most common included wanting to get work experience and found this opportunity a good fit as it was for teens just starting out. There were youth who mentioned this was their first job experience as well as youth indicating that they were returning from 2022 and chose to do so because they had a good experience or found it valuable. Making money and keeping busy were also key drivers and several teens noted specifically that they were looking to earn money to buy school clothes, supplies, and shoes. Some teens indicated their motivation for TeensWork was at the suggestion of a parent or other trusted adult who told

them they should participate. Many youth also expressed intrinsic motivation, seeking to gain work skills to better prepare themselves for their future career and adulthood.

- **What impact has the TeensWork program had on you?**

The most prevalent impact teens noted was in gaining work experience, work skills, and building professional connections and social skills. Youth responded that they learned how an “*actual job works*” and gaining experience on “*how to be on a job and work*”. A number youth expressed this was their first work experience. In many responses youth noted it helped them to build valuable work skills. Some skills mentioned included: time management, communication, social skills, teamwork, precision, public speaking, patience, and persistence. Teens felt the program taught them more about responsibility and the importance of being responsible through this experience. Many teens also noted increased financial literacy – how to save, budgeting, banking, the value of money, etc.

- **Please list any further feedback, suggestions, or concerns.**

Not as many teens responded with feedback, suggestions, or concerns, but among those that did, the most common qualitative theme for feedback/suggestions was they want the opportunity to decide which job they are assigned to. Some respondents indicated that next year they wanted to remain at the same site, while others wanted a different opportunity, and that they would like more of say in choosing their employment assignment. Many teens mentioned they had a positive experience and would like the program to be longer in duration and/or offer more hours per week. Recognition and praise were expressed regarding the support offered by the job coaches by several teens.

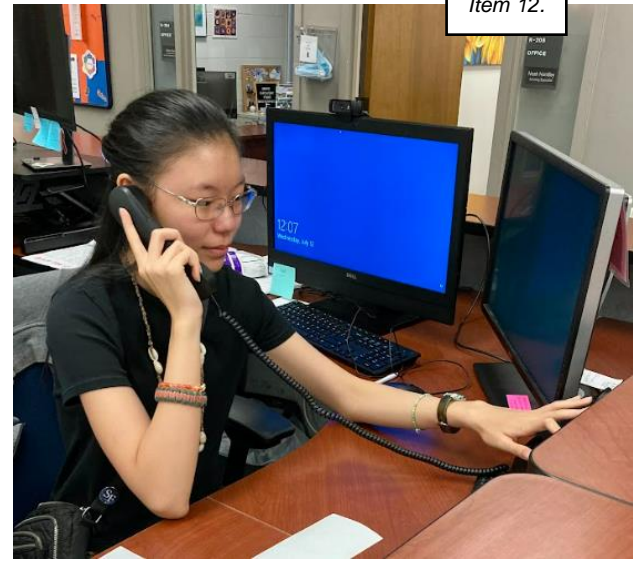
The most prevalent qualitative themes using emergent coding are displayed:

Why Chosen?	#	Program Impact	#	Feedback	#
Work Experience	52	Work Experience	28	Job Choice	7
Money	30	Work Skills	16	Great Experience	7
Teen Opportunity	15	Connections	16	More Program	4
Work Skills	14	Responsibility	11	Amazing Coach	3
Future Preparation	11	Financial Literacy	9	Higher Pay	3

Quotes from TeensWork teens:

Why did you choose the program?

- “So, I could learn how to work a real job and have skills.”
- “I wanted to make money.”
- “I felt this was an opportunity for me to gain work experience as a teen.”



What impact has TeensWork had on you?

- “Having my first job experience.”
- “[It] showed me what it’s like to have a job and some responsibilities. It also showed me the meaning of teamwork and how everyone really helps each other to make the company growing and improving.”
- “The TeensWork program taught me how to be responsible and respectful and work on my communication skills.”

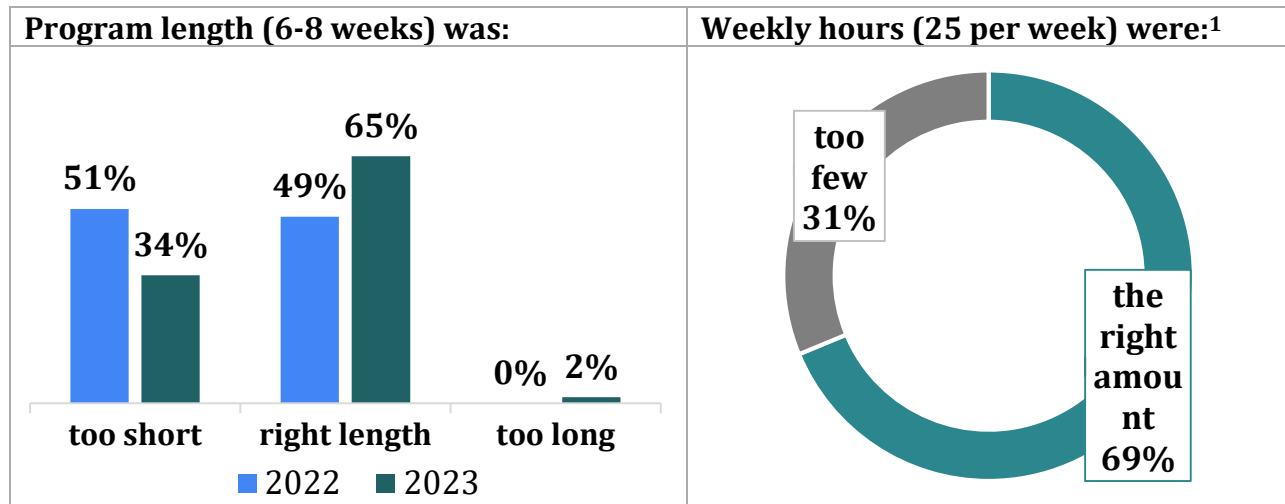


Feedback, suggestions, or concerns.

- “We are given options to choose a job. Knowing what’s available when hired working a job that we like.”
- “Maybe higher the pay or give more weeks.”
- “Very grateful for this program. The amount of support I got from not only my job coach but all of them is amazing.”

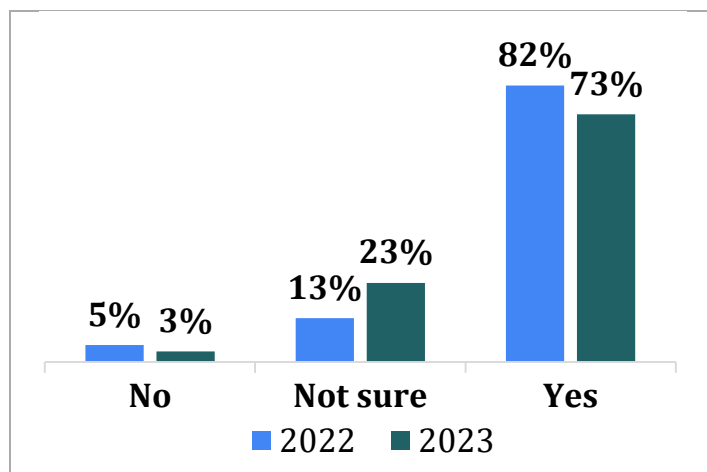


In 2023 a change was made so youth could extend their employment experience up to eight weeks to meet the full 150 hours, and a greater portion of youth felt the program was the “right length” as compared to last year. Even so, still about a third of youth reported that the program was too short, and the hours were not enough.



When asked if they would be interested in participating next year, 73% said “yes”, while nearly a quarter were “not sure”. Compared to last year, a lower percentage of teens were looking to continue after 2023. This may be due to repeat participants. Other youth employment programs limit teens to three sessions of programming as gains are limited after that point.

Would you be interested in participating next year?

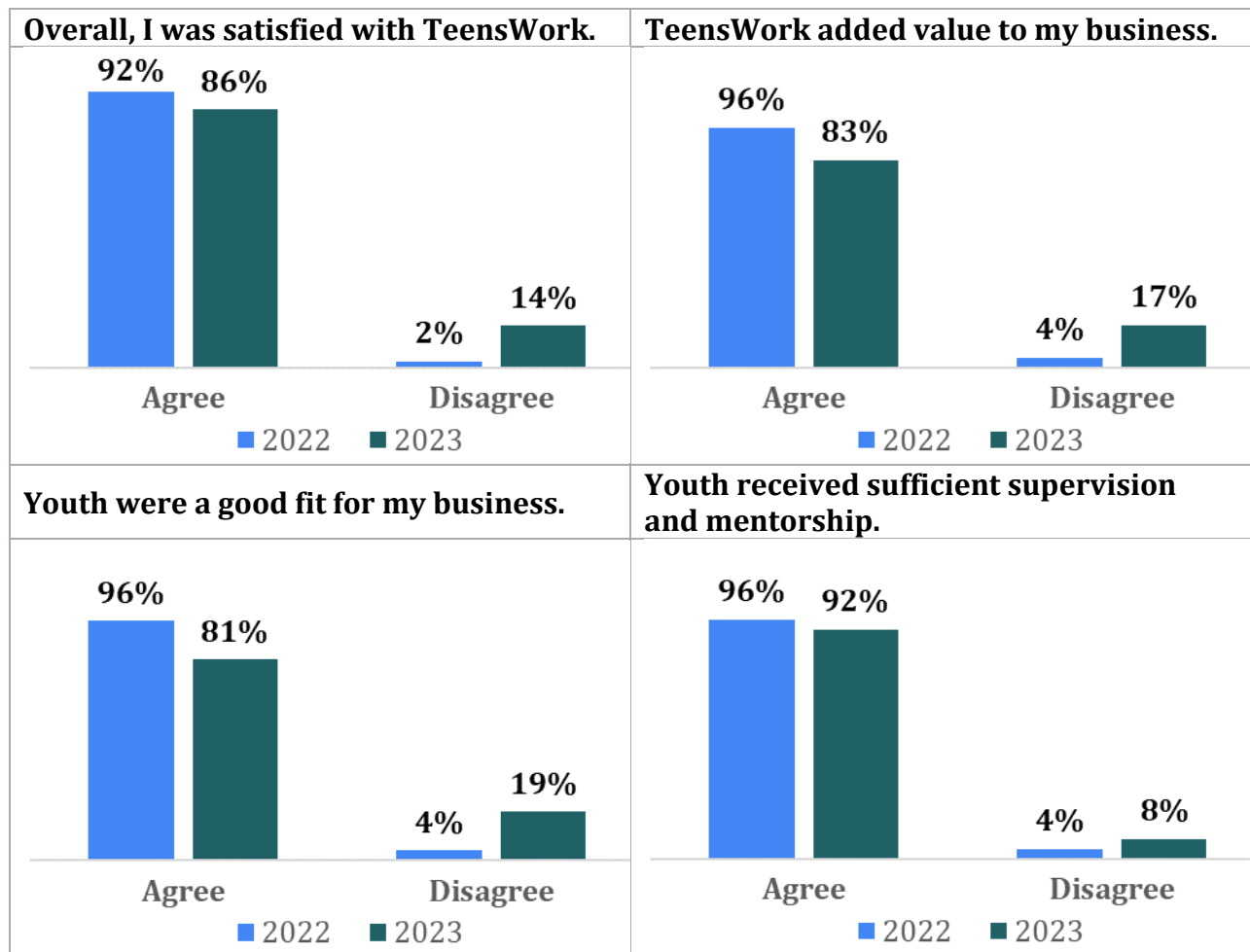


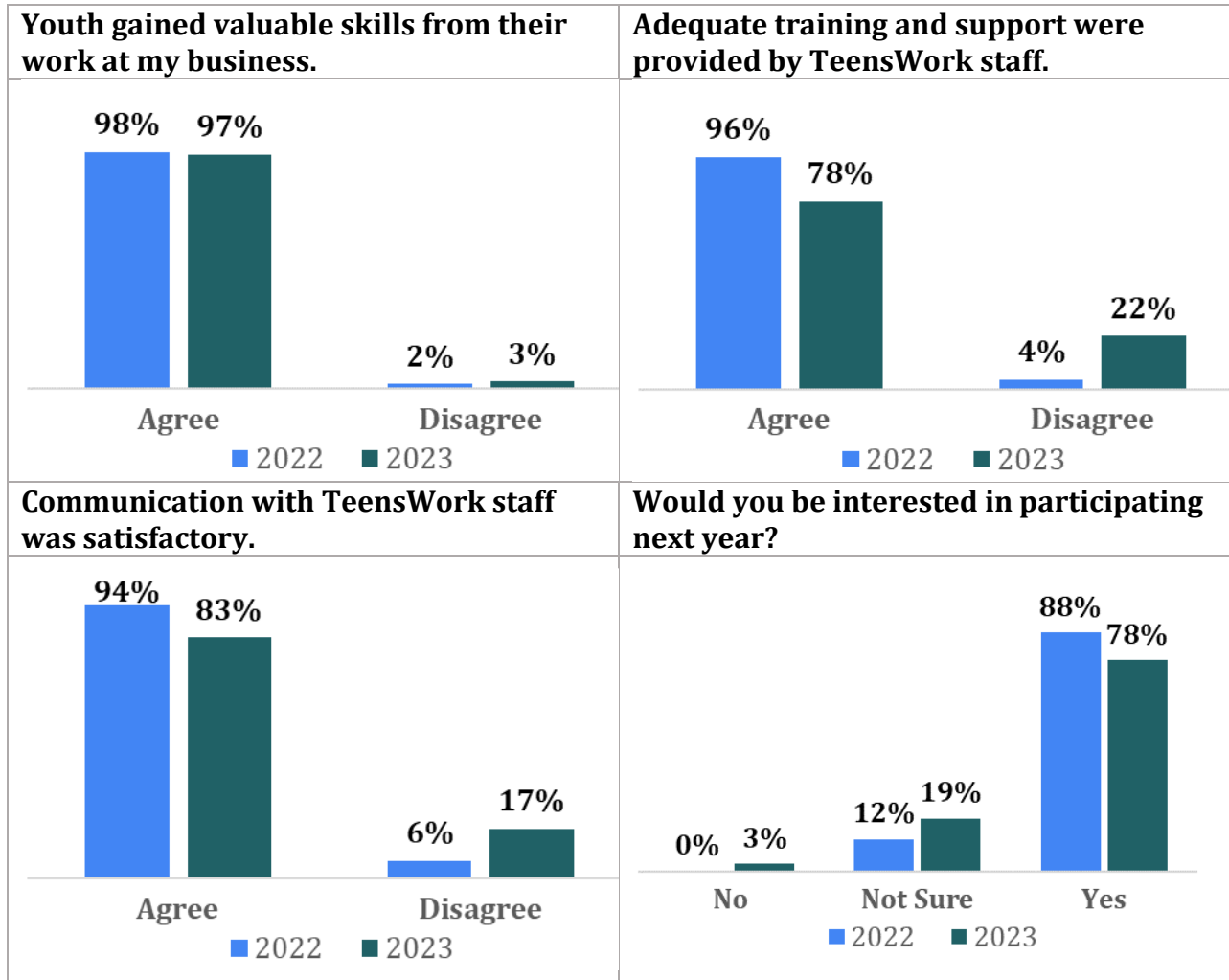
¹ This was not asked in 2022.

Were employers satisfied with the program?

At the end of the program, work site supervisors were encouraged to complete a satisfaction survey to learn their perception of the program and ways to improve. Overall, 36 responses were received with a 58% completion rate. This represents a decline from last year’s completion rate of nearly 100%.

Overall, among the employers that did respond agreed that youth did receive **adequate mentorship** (92%) as well as **gaining valuable skills** (97%) from their TeensWork experience. Across all items, there was lower satisfaction among employers as compared to last year. The lowest level of satisfaction was with the training and support provided (78%) and that the youth were a good fit for their business (81%).





Employer were also asked:

→ **Why did you choose to participate?**

The most common reason employers cited for choosing to participate in TeensWork was that they wanted to help young people. Related to this was helping prepare youth for the future, giving them work experience, skills, and industry exposure. Several employers mentioned being motivated by wanting to keep kids safe, off the streets, or in a safe environment during the summer. Some employers also shared the need for extra staffing provided by the program.

→ **Please share a TeensWork success story.**

Prevalent success story themes included teens excelling in their job function, completing important tasks, or experiencing growth in knowledge and skills over the

course of the summer. Employers shared successes in youth gaining career perspective, industry exposure, and understanding of how a business runs. Several businesses noted their teens were helpful and the synergy between giving and receiving efforts, knowledge, and ideas for a mutual benefit.

→ **Please list any further feedback, suggestions, or concerns.**

Feedback on communication, which involved programmatic expectations, wanting more information on their TeensWork employees, and managing youth accountability were areas employers noted for improvement. Several employers noted issues with teens accountability (e.g., attendance, following rules) and that some teens did not take their employment experience seriously and lacked motivation. Like the teens, employers wanted the opportunity to interview and choose teens who would be a good fit for their business. Along with that some suggested having earlier training and involving employers in them. There were several responses noted that they thought the program was great and hope to see it continued.

The most prevalent qualitative themes using emergent coding are displayed:

Why Chosen?	#	Success Stories	#	Feedback	#
Help Teens	22	Excellent Job	9	Communication	6
Work Experience	10	Task Completion	6	Teen Accountability	4
Future Preparation	5	Growth	6	Interview Opportunity	4
Keep Safe	5	Industry Exposure	5	Choose Teens	4
Help Needed	5	Helpful/Synergy	5	Great Program	4

Quotes from TeensWork employers:

Why did you choose to participate?

- **“We believe in this program and keeping teens off the streets and earning a paycheck.”**
- **“To help youth in Hawthorne gain needed job opportunity and training.”**
- **“I was short staffed and needed help. This was a way to help my business and the students get experience.”**

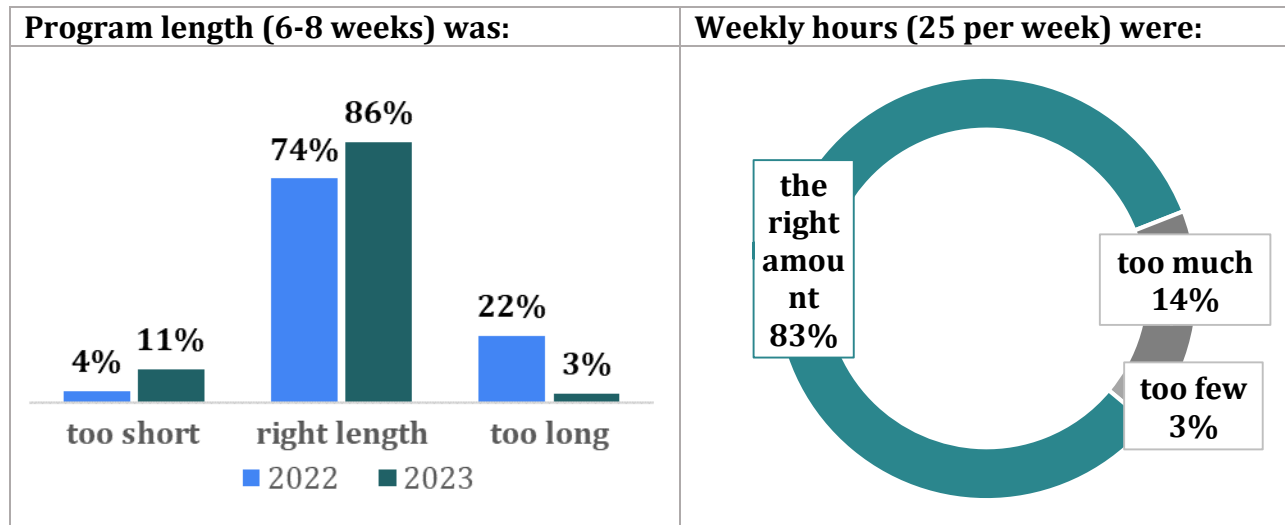
Please share a TeensWork success story.

→ “[Teen] was given the responsibility of leading a team of his peers in certain job duties. He was initially hesitant because he's introverted. Once given the responsibility, his true leadership characteristics began to emerge as he began to collaborate on task assignments for each of his team members. He also gained valuable knowledge of resume writing, interview skills and an opportunity to evaluate his interpersonal skills working with others or what we call team building activities.”

Please list any further feedback, suggestions, or concerns.

- “I highly recommend early preparation, include interviews, and allowing the employers to play a role in the process. In addition, it is important to have knowledge of kids’ allergies, etc. before placing them at different work sites.”
- “Make sure the student is aware of the position he or she will be placed. An interview with the student would help.”

Most employers felt the program length and weekly hours were a good fit. Compared to the teens, employers were more apt to say the weekly hours and program length were the right amount. Moreover, employers were pleased with the program length compared to last year.



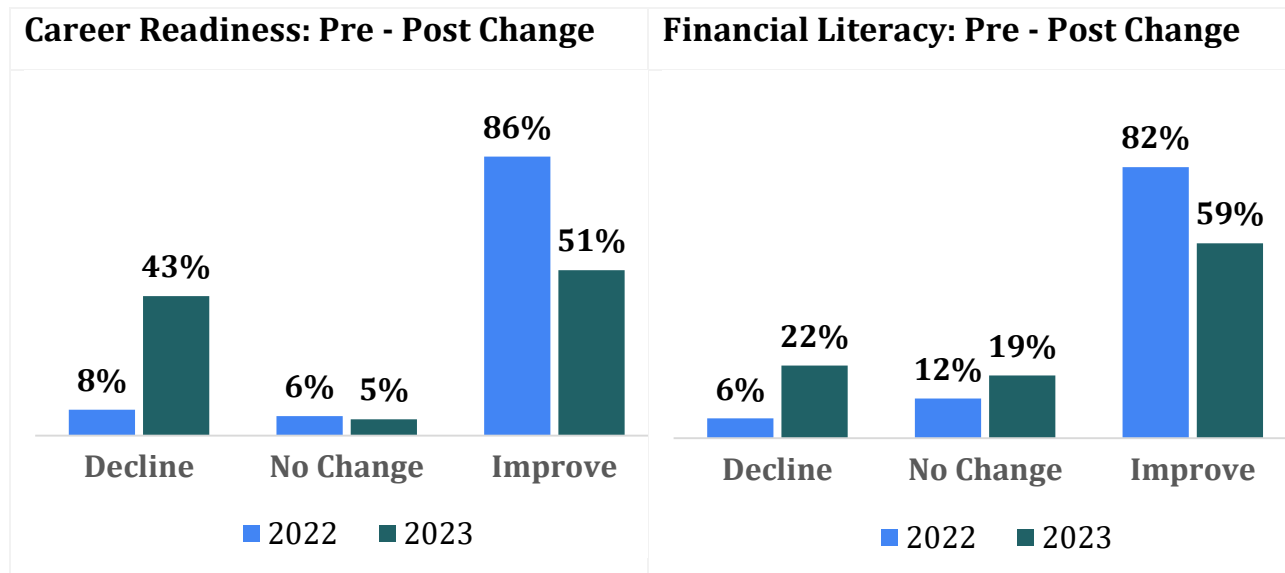
What were other benefits and outcomes?

Work Skill

Both teens and employers had the opportunity to indicate work skills gained retrospectively via the satisfaction survey. Nearly all employers felt teens gained valuable skills from their work experience at their business (97%). Similarly, 98% of teens agreed that they learned skills through their work experience that will benefit them in the future. This was a key reason why teens choose to be involved in the program was to gain work experience and skills and TeensWork delivered.

Career Readiness & Financial Literacy

Pre and post assessments were completed to gain insight on specific areas, such as job seeking, resume writing, good work habits, human resources, college/career options, and financial literacy. For summer 2023, there were 74 teens who completed both a pre and post assessment. In comparison to last year, completion declined from 51% (113/220) to 34% (74/215). This assessment was administered at the beginning and again at the end of the program. Overall, 51% of teens demonstrated pre-post gains in career readiness and 59% in financial literacy. This is a substantial decline in gains versus 2022.



Several changes were made to the assessment tool by the program staff. Some of the changes included the wording of items, increasing from 20 to 28 items; modifying response options from a 3-point to a 5-point scale as follows:

Summer 2022	Summer 2023
▪ Little or none: <i>I need to know more!</i>	▪ Strongly Disagree
▪ Some: <i>Tell me more.</i>	▪ Disagree
▪ A lot: <i>I know this (or have done this)!</i>	▪ Neutral
	▪ Agree
	▪ Strongly Agree

The revised assessment seemed greatly impacted by social desirability bias, which is a where survey respondents felt pressure to indicate what they believe is the “right answer”. Program staff indicated that teens may have believed that if they appeared to be more knowledgeable on their pre survey that they would land a better job. Indeed, eleven of the 28 items had 80% or more of youth who already agreed they had this knowledge, which left little room for improvement or “gains”. In comparison, *only one* item in the 2022 assessment had 80% or more of teens who respondent “A lot”². Another factor that may have influenced results is “experience limitation”, which is a phenomenon, whereby youth “didn’t know what they didn’t know” at pre and then knowledge limitations are recognized more at post. Survey fatigue is also another an important consideration for any evaluation, where teens may have “completed” the survey but not taken the time to carefully read and report their true experience.

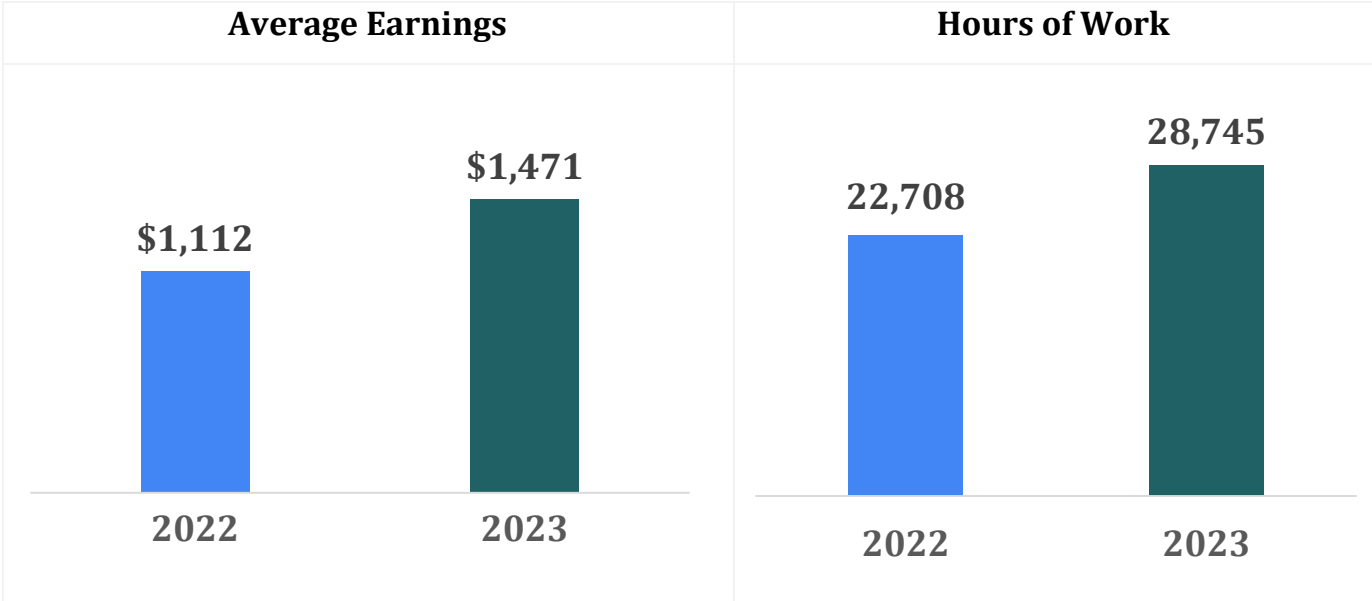
² This one item was, “Importance of being on-time for work”.

In addition to the satisfaction survey, work site supervisors were to complete mid and end of program assessments on each youth for them to give input on growth in – punctuality, appropriate dress, communication, receives direction, attitude management, accountability, task completion, and overall progress. This assessment was introduced in 2023 and not part of the 2022 evaluation. However, not enough matched responses were received to allow for representative results (n<10).



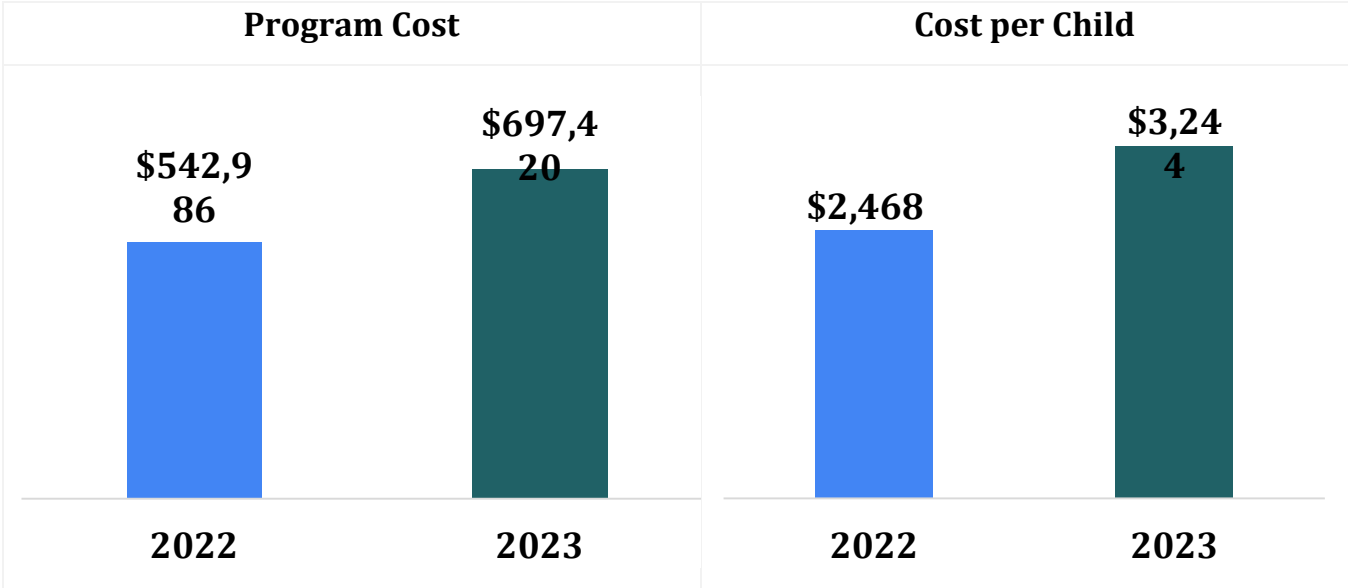
Community Investment

Another benefit of the program is that it allows youth to earn their first paycheck and become a member of the Alachua County labor force. Youth earned an average of **\$1,471** over the course of the summer. Businesses gained **28,745** hours of worked clocked by TeensWork teens. The average earning and the hours of work both demonstrate growth and improvement from Year 1.



How much did programming cost?

The Trust allocated **\$866,467** dollars for TeensWork Alachua, 80% which was expended for FY2023 with the total program cost of **\$697,420**. Compared to last year the program expenditures increased by 31%. The cost per teen is \$3,244.



Conclusion

TeensWork served 215 teens in 2023, 26% of which were returning participants from Year 1. A key motivator for participating teens was to gain work experience, earn money, and to have a supported experience where they would learn skills and prepare for the future. These expectations were met with 98% of teens reporting they gained valuable work experience, preparation for future jobs, and skills that will benefit them in the future. Moreover, teens earned an average of \$1,471 over the course of the summer.

On average teens worked 134 of 150 possible hours with 90% of teens working 100 hours or more. There was a sizable improvement in hours worked and program retention from the previous year. Nearly all teens participated in eight hours of work readiness training and received an average of eight job coach support contacts.

Other notable successes include:

- Expansion of from 42 to 62 work sites, including more rural sites.
- More geographically diverse teens served throughout Alachua County.
- 96% of teens were satisfied with the program overall.
- 28,745 hours of work clocked.

Areas of improvement moving forward include:

- More job coach support for teens and employers.
- Start earlier and provide more training for teens and employers.
- Facilitate interview opportunities. Teens wanted to have more choice in their job assignments. Similarly, employers expressed interest in wanting to choose the best fit for their organization and suggested having interviews with teens.
- Refine career readiness and financial literacy assessment and ensure participant awareness of the purpose of assessments to limit social desirability bias and increase response rates.

A major programmatic challenge was – in a short time frame – to identify and retain qualified part-time, temporary staff to serve as job coaches for the program. The ability to offer consistent, full-time employment to potential job coaches will draw in higher quality candidates and allow TeensWork to create long-standing relationships with community partners and student participants.

Overall, there were many successes and some very important lessons learned. With these insights and improvements already underway we hope to see even greater successes for teens in summer 2024.

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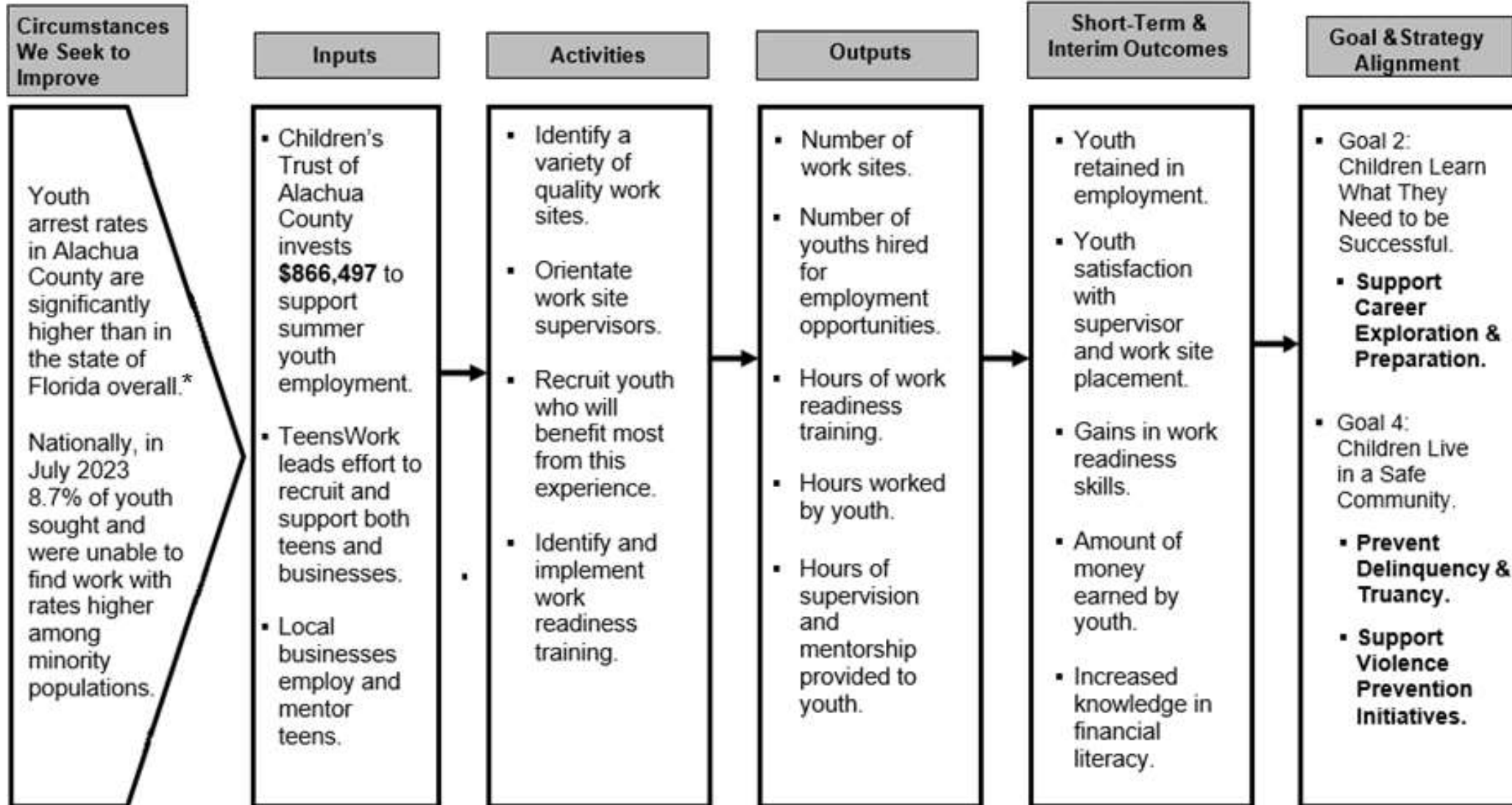


CHILDREN'S TRUST
OF ALACHUA COUNTY

TeensWork Alachua Evaluation Results and Recommendations

November 13, 2023

TeensWork Logic Model



Program Model



6 - 8 weeks of employment



Up to 25 hrs per week



10 hrs of work readiness training
(inclusive of financial literacy)



Job coach support and mentoring

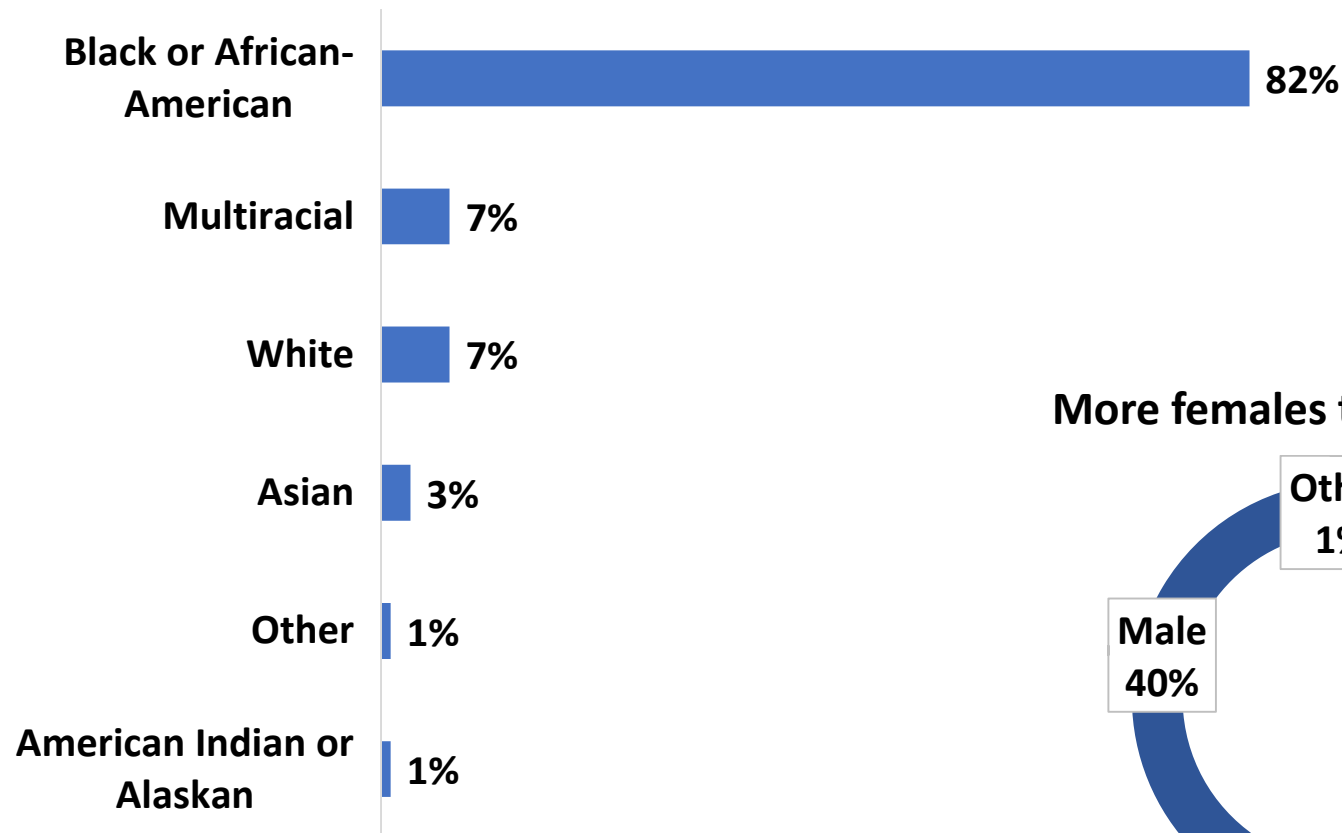


Establish a bank account and setup
direct deposit

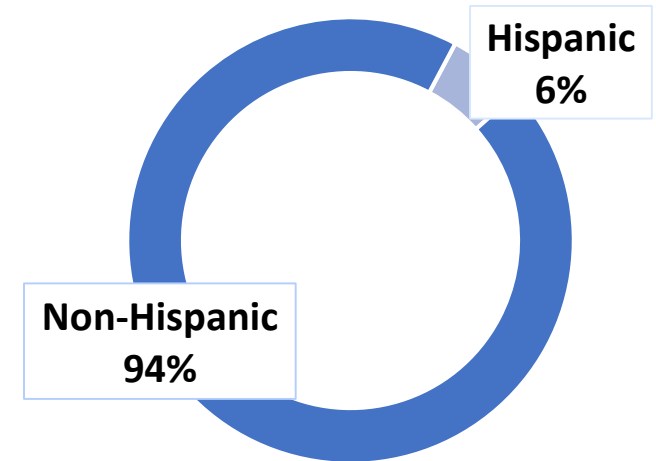
Demographic characteristics of TeensWork youth.

Item 12.

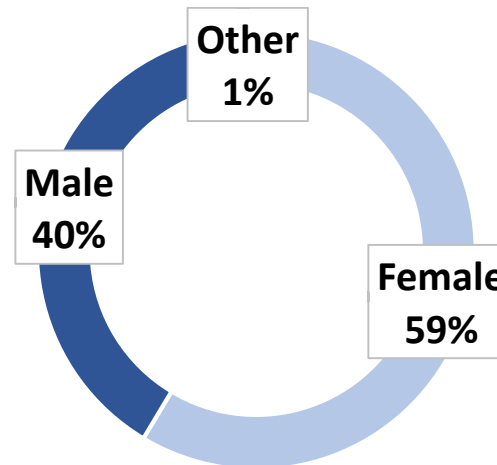
Large majority of teens are Black or African American.



Most youth are non-Hispanic.



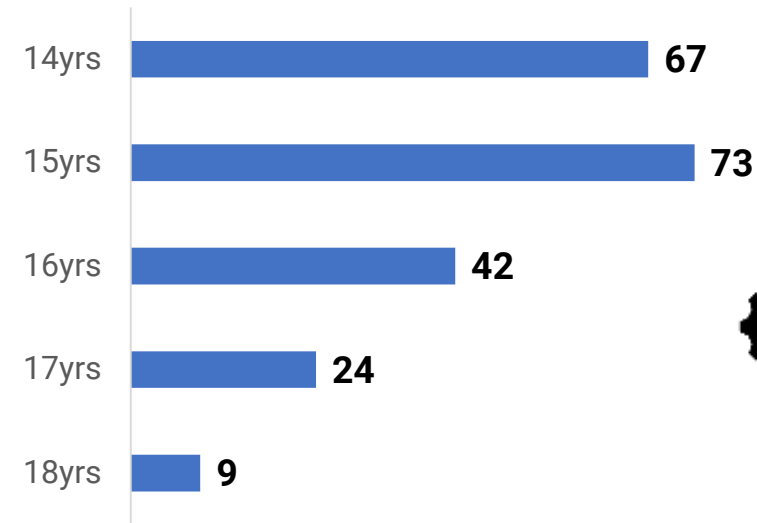
More females than males.



Two thirds of youth were **14** or **15** years old.

Average Age = **15.2** years old

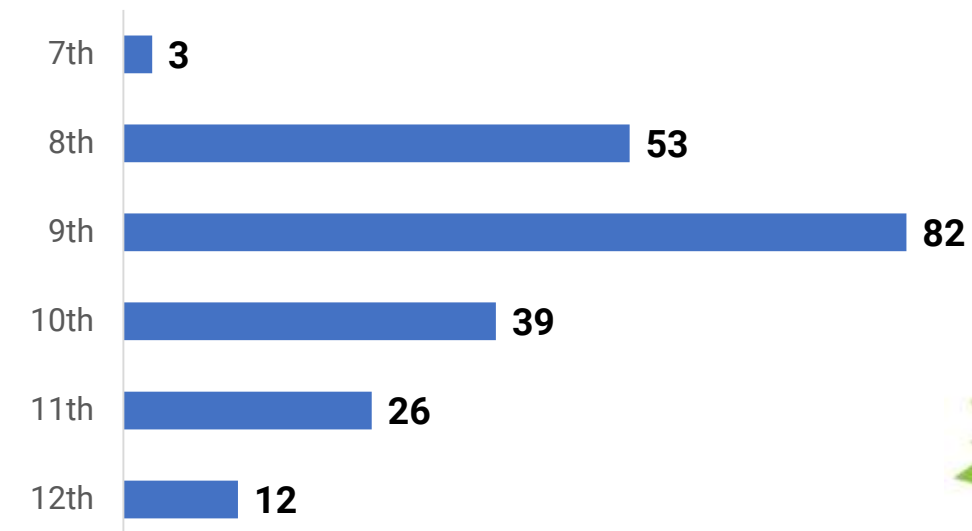
70% of youth indicated this was their **first job**.



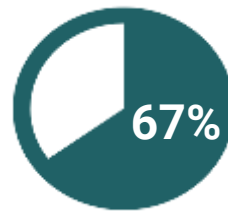
26% of youth participated in TeensWork in **summer 2022**.

TeensWork participants were younger.

Grade in **2022-2023** School Year.

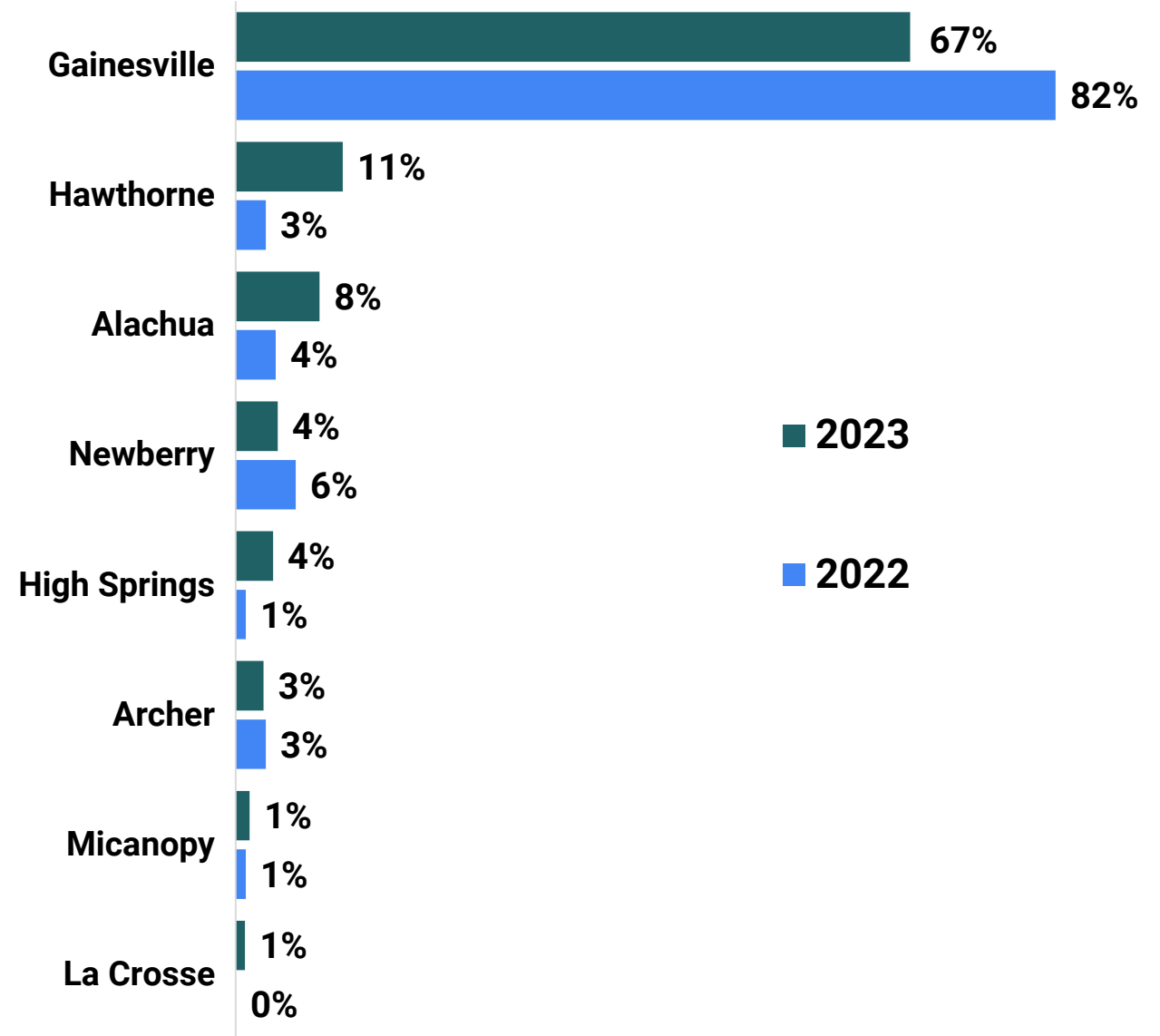


More youth from rural areas were served in Year 2.



Two thirds of youth served are from Gainesville.

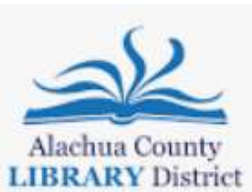
Item 12.



Who were employers and work sites?



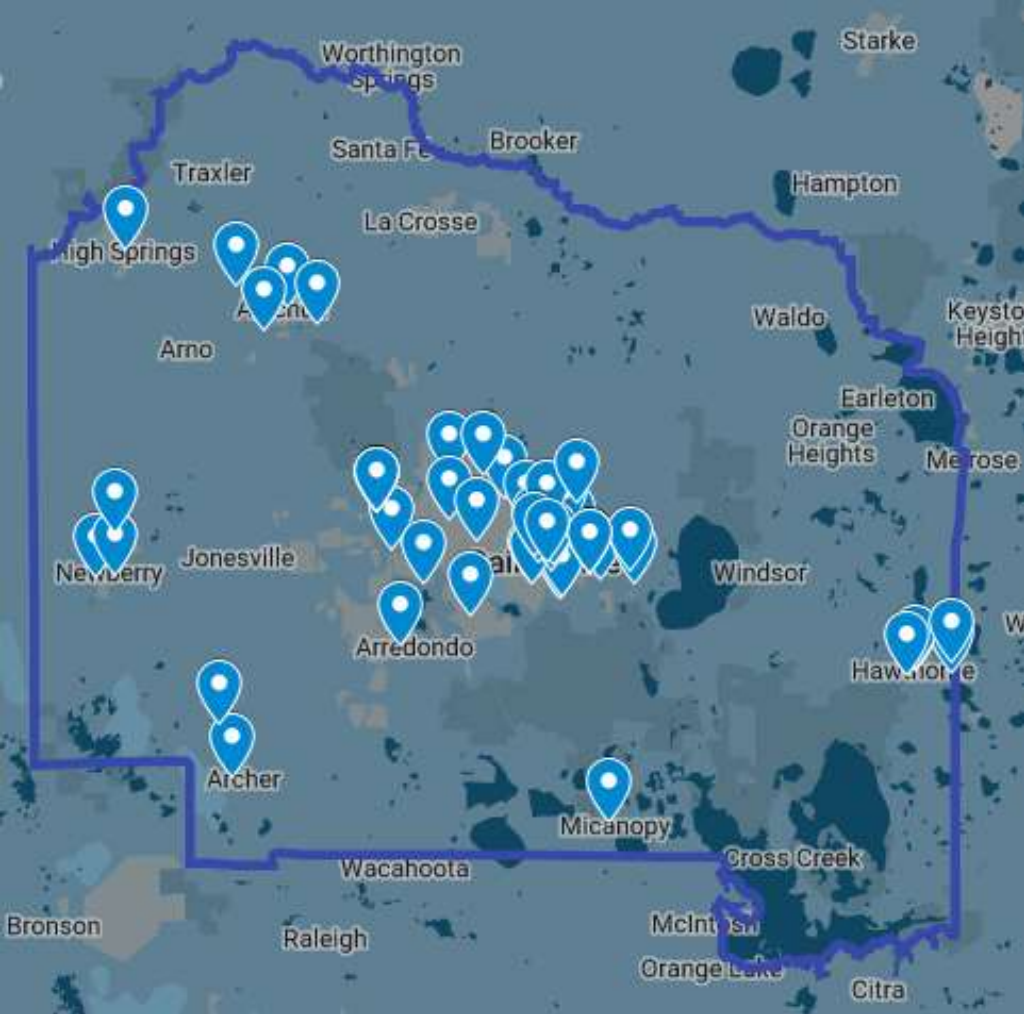
Item 12.



TeensWork had more rural work sites in Year 2.

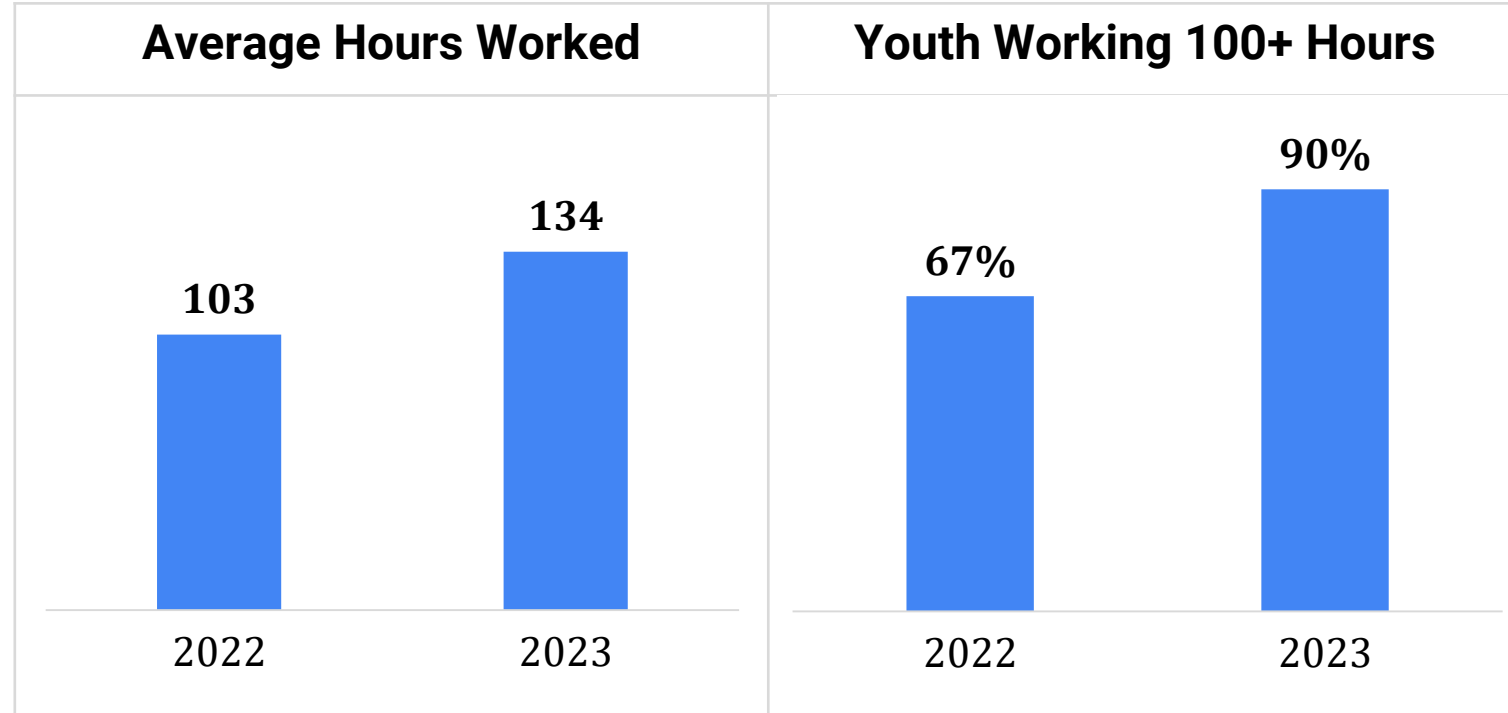


Work sites: 2022



Work sites: 2023

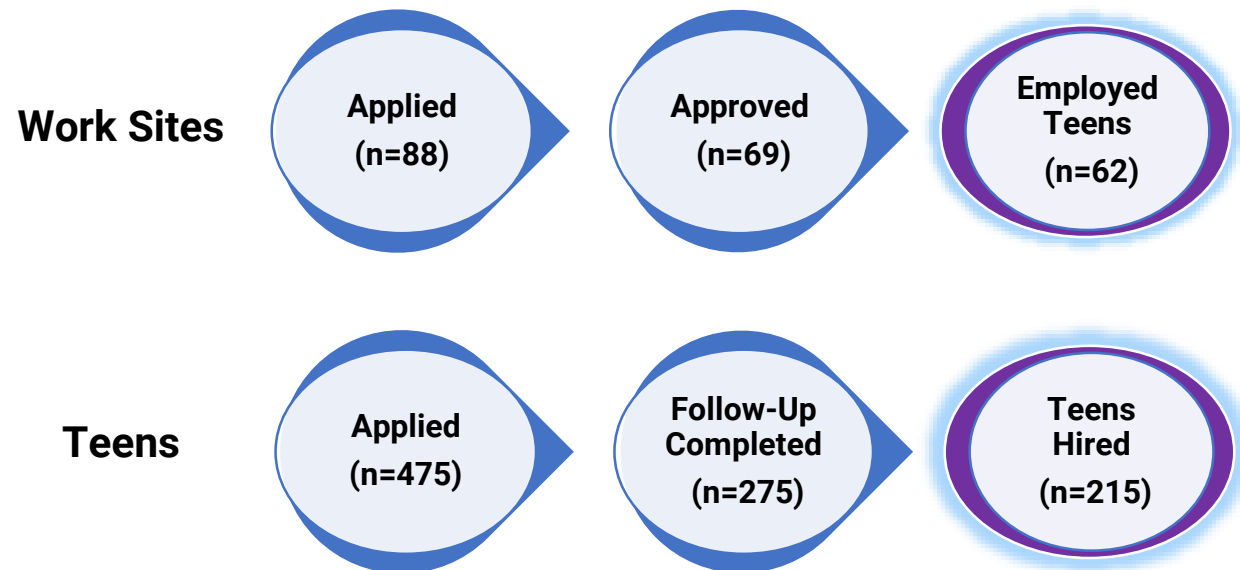
Teens worked more hours and were retained at higher rates than last year.



Performance Measures

How Much?	FY23 Target	FY23 <small>Item 12.</small>
Number of youth recruitment events.	5	4
Attendance at youth recruitment events.	100	273
Number of approved work sites.	70	69
Number of teens hired for employment opportunities.	220	215
Average hours worked by teens.	110	134
Average hours of training attended by teens.	10	8
Job coach support meetings in-person with teens.	400	378
Training and site visits to work site supervisors.	500	454

On-Boarding Process

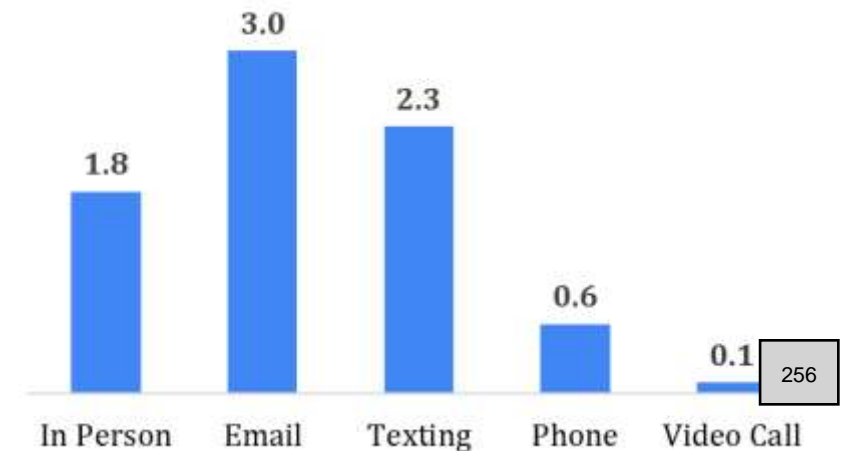


Performance Measures

How Well?	FY23 Target	FY23 Item 12.
% of teen applicants who reside in rural areas.	30%	29%
% of work site applicants in rural areas.	25%	34%
% of teens retained in TeensWork.	70%	90%
% of teens who attended the TeensWork celebration.	50%	23%
Work sites receiving weekly in-person site visits.	90%	3%
Work site employer satisfaction.	90%	86%
Youth received sufficient supervision and mentorship.		
1) Teens will receive at least two in-person meetings from their job coach.	90%	64%
2) Teens will report satisfaction with the support they received from their job coach.	90%	95%

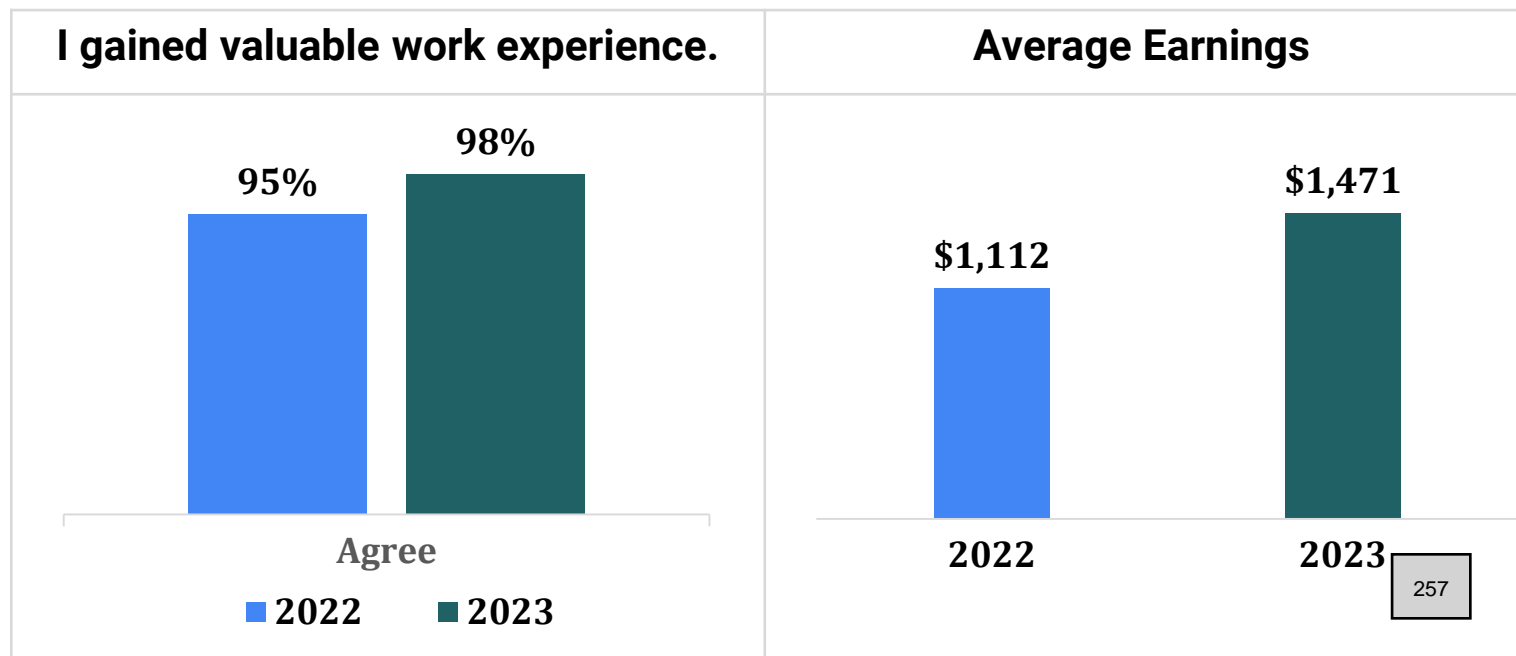
Average Job Coach Contacts by Type

Overall, youth received an average of **7.8** contacts from their job coach. The most prevalent type of job coach contact was emails and texting.



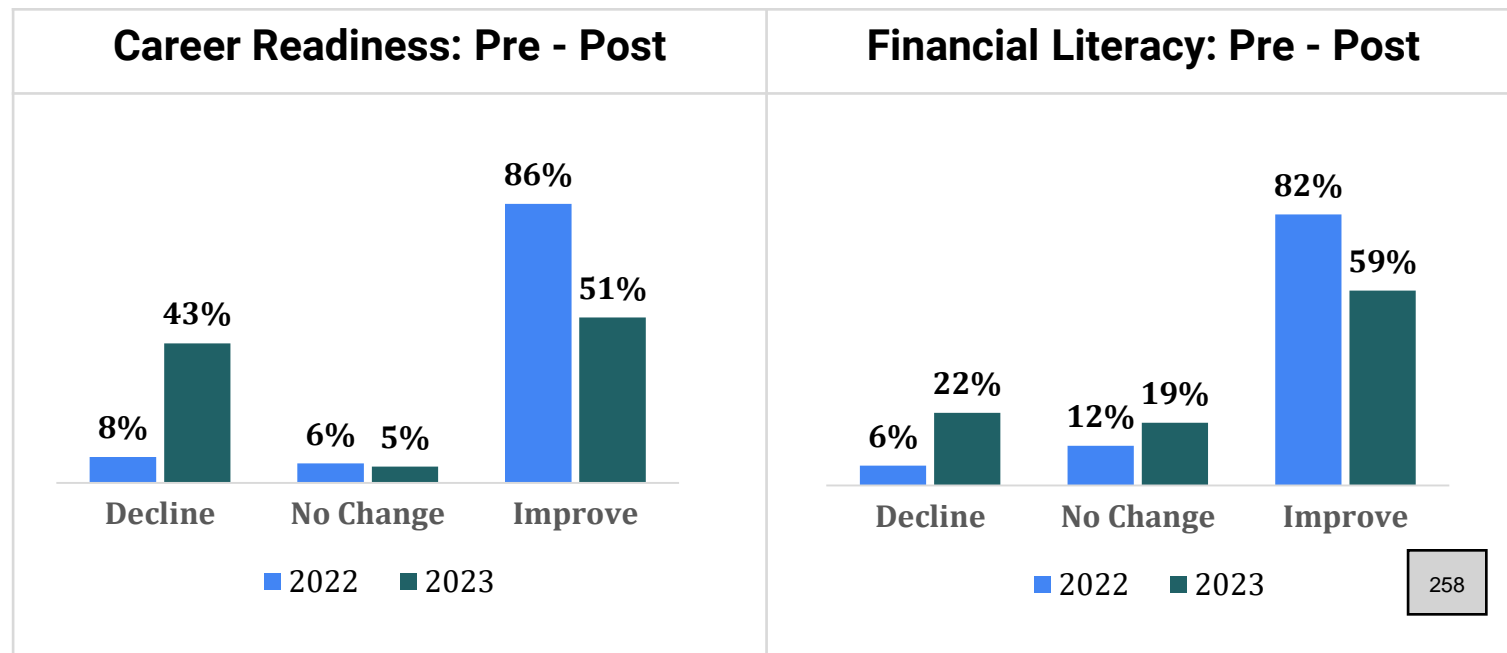
Performance Measures

Better Off?	FY23 Target	FY23
Gains in work readiness skills.		Item 12.
1) Youth will report they gained valuable work experience from the program.	75%	98%
2) Youth will report gains in the pre and post work readiness assessment.	75%	51%
3) Supervisors will report youth demonstrate improvements in work skills.	75%	--
Average amount of money earned by teens.	\$1,250	\$1,471
Increase knowledge in financial literacy.	80%	59%



Performance Measures

Better Off?	FY23 Target	FY23 Item 12.
Gains in work readiness skills.		
1) Youth will report they gained valuable work experience from the program.	75%	98%
2) Youth will report gains in the pre and post work readiness assessment.	75%	51%
3) Supervisors will report youth demonstrate improvements in work skills.	75%	--
Average amount of money earned by teens.	\$1,250	\$1,471
Increase knowledge in financial literacy.	80%	59%



Youth Perspectives

I gained valuable work experience (98%).

Item 12.

I had the proper support to be effective in my job (95%).

My work supervisor provided feedback on my work (94%).

I received regular support from my job coach (95%).

The trainings I completed were helpful (97%)

I learned skills through my work that will benefit me (98%).

My TeensWork experience prepared me for future jobs (98%).

What impact has the TeensWork program had on you?

- Work Experience
- Job Skills
- Connections
- Responsibility

- “Having my first job experience.”
- “Showed me what it’s like to have a job and some responsibilities. It also showed me the meaning of teamwork and how everyone really helps each other to make the company growing and improving.”
- “The TeensWork program taught me how to be responsible and respectful and work on my communication skills.”



Supervisor Perspectives

Item 12.

- ✓ TeensWork added value to my business (**83%**).
- ✓ Youth assigned were a good fit for my business (**81%**).
- ✓ Youth received sufficient supervision and mentorship (**92%**).
- ✓ Youth gained valuable skills working at my business (**97%**).
- ✓ TeensWork provided adequate training & support. (**78%**).
- ✓ Communication with TeensWork staff was satisfactory (**83%**).

Why did you choose to participate in TeensWork Alachua?

- To Help Teens
- Provide Work Experience
- Future Preparation
- Keep Teens Safe
- Staffing/Help Needed

→ “We believe in this program and keeping teens off the streets and earning a paycheck.”

→ “To help youth in Hawthorne gain needed job opportunity and training.”

→ “I was short staffed and needed help. This was a way to help my business and the students get experience.”



Program Results

- **62** work sites.
- **215** teens hired.
- **8 hours of training** received (on average).
- **28,745** hours of work clocked.
- **\$1,471** earned (on average).
- **134 hours worked** (on average).
- **8 support contacts** from job coaches (on average).

Key Successes

- Increased number and **geographic distribution of work sites.**
- Increased **teens served from rural areas.**
- **90%** of **teens worked 100+ hours**; an increase from 67% in 2022.
- Teens reported very **high levels of satisfaction.**
- **98%** of teens report they gained **valuable work experience, preparation for future jobs, and skills that will benefit them** in the future.
- **97%** of employers also agreed **teens gained valuable skills.**

Areas for Improvement

- Start earlier and provide more training for teens and employers.
- Facilitate interview opportunities.
- More job coach support for teens and employers.
- Refine assessment and ensure participant awareness of the purpose of assessments to limit social desirability bias and increase response rates.

Action Steps Already Underway

- Some TeensWork staff positions will be year-round (versus part-time and temporary). Item 12.
 - Help to attract quality staff, build long-standing relationships and start earlier.
- More training for employers and teens.
 - Plans include starting earlier and a more robust onboarding for employers.
 - In addition to 8 hours pre-employment training, teens will participate in 6 hours (1 hour per week) of career readiness and financial literacy training.
- More job coach support for teens & employers.
 - Examine a variety of ways support is given, but continued emphasis on a minimum number of in-person visits.
- Evaluation support will be provided on design and implementation of assessments.

TeensWork Alachua 2024

- **TWA Fall Leadership & Florida Ready Work Session**
 - 40 students ages (14-18)
 - 10 hours a week, \$12 an hour
 - Community and/or Civic Engagement Project
 - State of Florida Soft Skills Credentials
- **Cities for Financial Empowerment Fund**
 - Grant written by Goodwill to secure \$20,000
 - Certifies TWA Coaches as Financial Coaches
 - Financial coaching to TWA students and Families
- **TWA Summer Employment Session**
 - Employee recruitment & orientation
 - Student recruitment (260 Students)
 - 8 hours of preemployment training
 - 6 week of summer employment
 - 25 hours a week, \$12 an hour
 - 6 additional hours of virtual employment training
 - End of the Program Celebration
- **New Partnerships**
 - Greater Gainesville Chamber & Rural Chambers
 - Alachua County Career Source

File Attachments for Item:

13. Children's Defense Fund - Akwaaba Freedom School - Program Review for FY24 (Belita James)

**Item:**

Children's Defense Fund - Akwaaba Freedom School - Program Review for FY24 (Belita James)

Requested Action:

Receive the information.

Background:

The Children's Defense Fund (CDF) Akwaaba Freedom Schools, a six-week summer reading camp that aims to motivate low-income and racially minoritized children to fall in love with reading. The Akwaaba Freedom Schools focus on addressing summer slide, where children fall behind academically because their families and/or community lack the resources to engage them in high quality summer programs. Freedom Schools also emphasize how scholars (students) can make a difference in themselves, their families, school community, the country and world. Specific program activities include:

- Integrated Reading Curriculum (3 hours/day)
- Weekly field trips
- Weekly parent meetings/workshops
- Extracurricular activities (e.g., music, dance, sports, arts, etc.)
- STEM development
- Weekly programming at the intersection of arts, culture, entrepreneurship, education, and wellness
- Teacher candidate and teacher professional development

Annual assessments of CDF Freedom Schools have shown that the program has a statistically significant, positive effect on children's reading skills, attitudes toward learning, and belief in themselves, and in their ability to make a difference in the world around them.

This report will provide a review of participants, activities, outcomes, and areas for improvement.

Attachments

Akwaaba Freedom School Presentation

Programmatic Impact:

Goal 2 - All children can youth learn what they need to be successful.

Fiscal Impact:

\$114,400 FY24

Recommendation:

Receive the information

AKWAABA FREEDOM SCHOOL

Item 13.



CHILDREN'S TRUST
OF ALACHUA COUNTY

**I CAN and MUST
make a
DIFFERENCE.**

269

Original Mission & Purpose

Rooted in the 1964 Mississippi Freedom Summer Project, which was a campaign to empower African Americans through civic engagement and education.

These early Freedom Schools aimed to:

- Keep Black children and youth safe and give them rich educational experiences.
- Provide instruction in reading, writing, humanities, mathematics, and science along with subjects not taught in public schools, such as Black history and constitutional rights.
- Encourage children and youth to become independent thinkers, problem solvers, and agents of change in their own communities.





The Akwaaba Freedom School program provides summer enrichment through a research-based and multicultural program model that supports K-12 scholars and their families through five essential components:

- high quality academic and character-building enrichment
- parent and family involvement
- civic engagement and social action
- intergenerational servant leadership development
- and nutrition, health and mental health.





AKWAABA

FREEDOM SCHOOL

DAILY SCHEDULE

Program Days:

June 12th - July 21st

7:45AM - 3:00PM

8:00 AM	Breakfast
8:30 AM	Harambee
9:00 AM	Integrated Reading Curriculum
10:30 AM	Snack
10:45 AM	Integrated Reading Curriculum
11:45 AM	D.E.A.R. time
12:00 PM	Lunch
1:00 PM	Enrichment Activities
3:00 PM	Dismissal



Curriculum

By providing K-12 scholars with rich, culturally relevant, and high-quality books that deepen scholars' understanding of themselves and all they have in common with others in a multiracial, multicultural society, Akwaaba Freedom School further empowers scholars to believe in their ability and responsibility to make a difference while instilling in them a love of reading to help them avoid summer opportunity loss.

I can and must make a **difference** in

Myself

My Family

My Community

My Country

the World



The Space

- Warm & inviting
- Themed classrooms
- Uniquely customized
- Student work displayed
- Diverse books & representation
- Affirmations





Program Activities

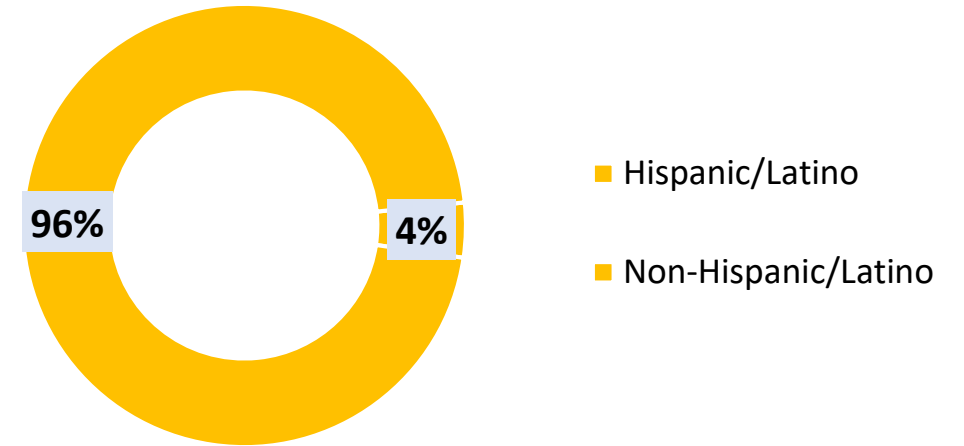
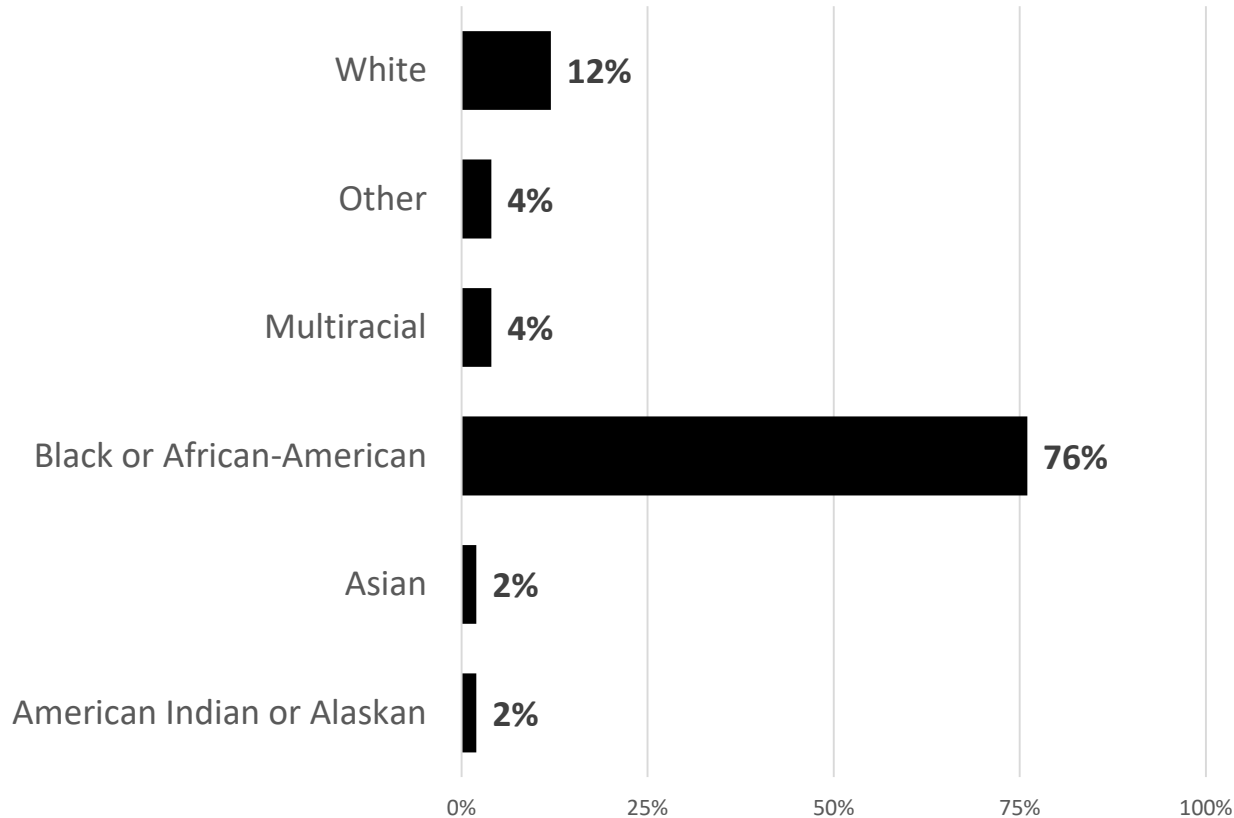
- STEM Activities
- Montessori Math
- Mindfulness
- Physical Activity
- Art & Cultural
- Music & Dance
- Gardening



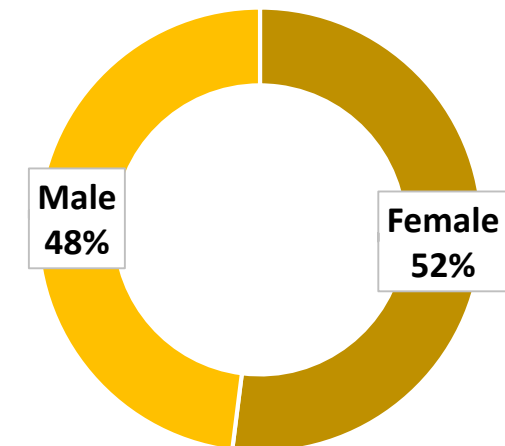
Demographics of Freedom School children.

Large majority of children are Non-Hispanic.

Majority of children are Black or African American.



Slightly more females than males.

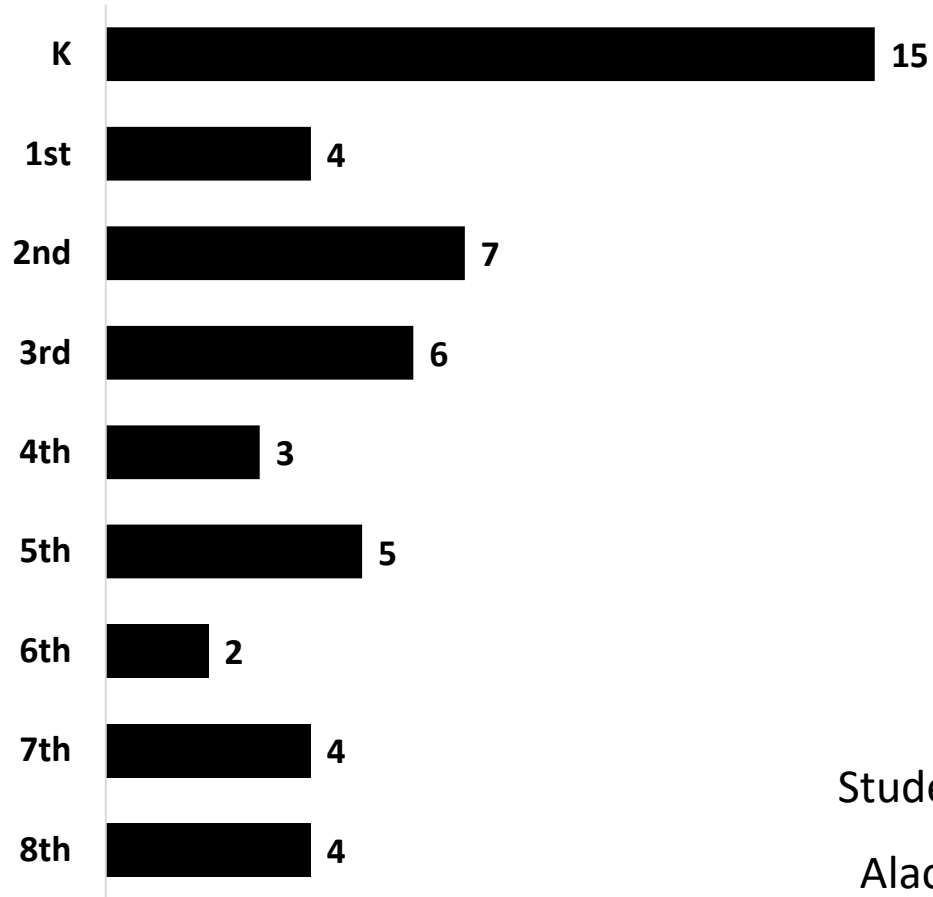


**Akwaaba
Freedom School
saw higher
enrollment among
younger students.**

80% of children are rising **elementary school** students.

Average Age = **8.36** years old

Grade in **2023-2024** school year.

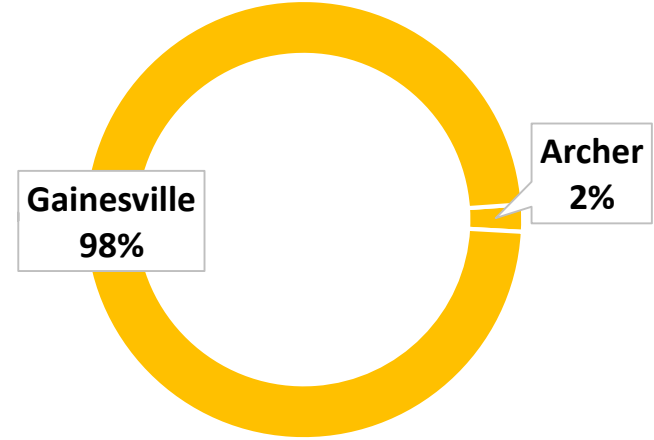


Students from 24 different
Alachua County schools.

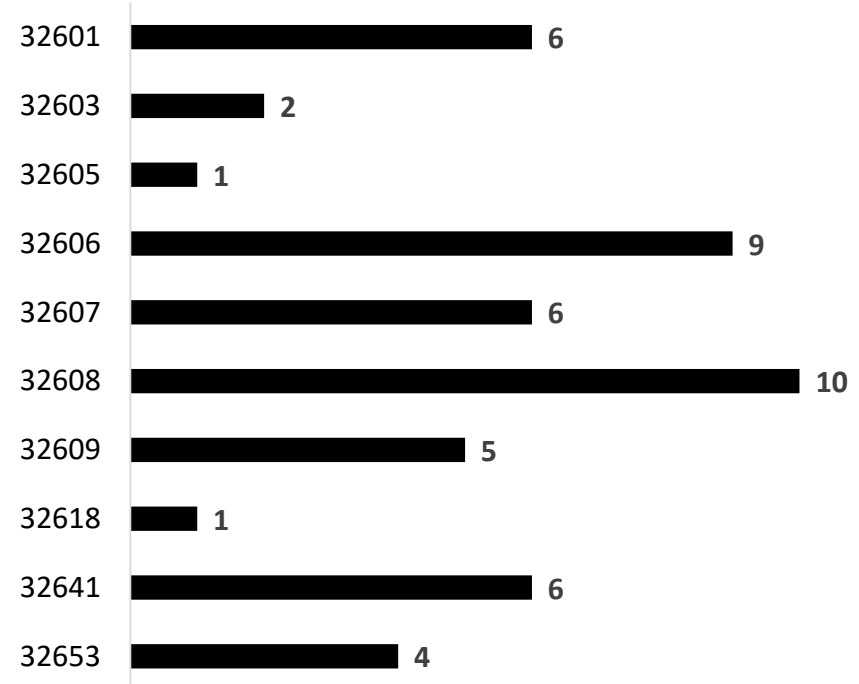
Almost all children served reside in Gainesville.

Children served by City.

Item 13.



Children served by Zip Code.



Results

- Students who participated in the Akwaaba Freedom School summer program were able to preserve their reading fluency skills.
- The summer programming provided easy access to self-selected books for summer reading.
- When comparing students to national benchmarks, although study participants started at lower skill levels than the national averages, they kept pace with the national rate of improvement for their respective grade levels .



Parent Feedback

What did your child(ren) like best about the program?

- Learning history & reading activities
- Chants and the amazing teachers
- Building relationship with staff and students, field trips, extracurricular activities, opportunities to do fun activities tied to reading, books they enjoy reading
- Freedom school was her happy place to be, she wanted to come every day and enjoy. It is also a great place to learn

What did your child(ren) like least about the program?

The lunch

It was too short, she wanted to stay more time

Not enough outside playing

Long presentations sometimes. Didn't like the gun violence topics

Areas for Improvement

- Extend camp days and hours
- Offer partial scholarships and slots for private pay families
- Offer programming in rural areas of the County. (long-term goal)



File Attachments for Item:

14. Afterschool Funding Allocations (Kristy Goldwire)

**Item:**

Afterschool Funding Allocations (Kristy Goldwire)

Requested Action:

Received the information.

Background:

The Trust Board authorized staff to negotiate contracts with agencies listed below.

1. Boys & Girls Clubs of Northeast Florida
2. Deeper Purpose Community Church
3. Gainesville Area Community Action Agency
4. Gainesville Circus Center
5. Girls Place
6. Kids Count in Alachua County

In addition, the Trust Board approved an increase of the afterschool allocation to fund afterschool programming at the Willie Mae Stokes Community Center. The total afterschool allocation is \$1,200,000.

The attached documentation details final contract amounts for each afterschool program. Included you will also find proposed service numbers.

Attachments:

Afterschool Funding Allocations Spreadsheet

Programmatic Impact:

Goal 2: All children and you learn what they need to be successful.

Fiscal Impact:

FY 2024 \$978,291.00

Recommendation:

Receive the information.

FY 2023-2024 Afterschool Allocations and Service Numbers

Organization	Contract Amount	Expected number of Kids to be served
Kids Count n Alachua County	\$188,117.55	70
Gainesville Area Community Tennis Association	\$259,583.68	60
Boys & Girls Clubs of Northeast Florida	185.406.30	80
Girls Place	\$127,933.00	53
Deeper Purpose Community Church	\$114,965.26	31
Gainesville Circus Center	\$131,136.86	15
Wille Mae Stokes Community Center	\$156,554.43	40
	\$978,290.78	349

File Attachments for Item:

15. 8.110 Employee Travel and Conference Attendance Policy



Item:

8.110 Employee Travel and Conference Attendance Policy

Requested Action:

Approve Resolution 2023-20 Amending Section 8.110 Travel Policy in the Employee Handbook.

Background

Resolution 2023-20 explains every aspect of travel in great detail and resolves ambiguity experience by staff.

Attachments

Resolution 2023-20.

Programmatic Impact:

NA

Fiscal Impact:

NA

Recommendation:

Approve the Resolution.

**CHILDREN'S TRUST OF ALACHUA
COUNTY RESOLUTION 2023-20**

ADOPTION OF CHANGES TO THE EMPLOYEE HANDBOOK

WHEREAS, the Children's Trust of Alachua County adopted an Employee Handbook through Resolution 2020-08; and,

WHEREAS, the Children's Trust of Alachua County desires to make changes to the Employee Handbook;

NOW THEREFORE, be it ordained by the Board of Children's Trust of Alachua County, in the State of Florida, as follows:

SECTION 1: **ADOPTION** "8.110 Employee Travel and Conference Attendance Policy" of the Children's Trust of Alachua County Employee Handbook is hereby *adopted* as follows:

ADOPTION

8.110 Employee Travel and Conference Attendance Policy

This policy will be used to authorize and obtain reimbursement of travel expenses for employees of the Trust, potential employees traveling to interview with the Trust, other authorized persons, or board members traveling on behalf of the Trust. The Children's Trust strives to be a learning organization, seeking the most effective and efficient ways to build staff capacity, knowledge, and support to move the organization forward in delivering high quality operations and customer service. On occasion, staff travel is required to accomplish this goal. The Trust desires to maintain a critical balance between an employee's need for quality services and cost effectiveness so employee travel should be via the lowest cost alternative that is consistent with good business practices. Neither luxury, nor sub-standard modes of transportation and accommodation should be used. Employee travel and travel-related expenses will be authorized only if the purpose of the travel is clearly consistent with the mission of the Trust.

Employees are encouraged to build conference attendance into their learning goals for review with their supervisor prior to confirming registration. At CTAC, we support and invest in employee professional development. We encourage those who plan to travel for training purposes to share their learning experiences and information with other CTAC team members. This can be accomplished in many different ways such as informal sharing at a department meeting.

Travel Expense & Reimbursement Forms should be filled out pre-travel showing approval signatures and sent to the Finance Department for processing and awaiting final itemized expense receipts.

AMENDMENT

8.110 ~~Travel Policy~~

- ~~A) This policy will be used to authorize and obtain reimbursement of travel expenses for employees of the Trust, potential employees traveling to interview with the Trust, hired consultants, other authorized persons, or board members traveling on behalf of the Trust. It is the policy of the Children's Trust of Alachua County to ensure equitable standards, effective controls, uniform procedures, proper accounting, and compliance with state and federal law for CTAC travelers. Employee travel-related expenses will be authorized only if the purpose of the travel is clearly consistent with the mission of the Trust. In the event of a conflict between the terms of this document and the terms of § 112.061, F.S. 2020, the latter shall prevail.~~
- ~~B) The traveler must choose the most economical method of travel for each trip, keeping in mind the nature of the business, efficiency (time, impact on productivity, cost of transportation, and per diem), the number of people making the trip, and the amount of CTAC equipment or material to be transported.~~
- ~~C) The Trust's policy is to reimburse for reasonable and necessary business expenses incurred in the course of business activities performed on behalf of the Trust. All travel must be booked at the lowest price, flights must be booked in economy class, hotels must be reserved at the lowest single room rate, and rental cars must be booked in compact class. An upgrade is permitted when it is offered at no additional cost, it makes the overall costs of travel lower, or if the basic option is not available. All these exceptions must be explained and approved in writing by the Executive Director or their designee. Optional upgrades must be purchased at the traveler's personal expense.~~

A) Definitions

- 1) Assigned headquarters means the employee's permanent job location.
- 2) Class A travel means continuous travel of 24 hours or more away from official headquarters. The travel day for Class A Travel shall be a calendar day (midnight to midnight). Class A Travel shall include any assignments on official business outside of regular office hours and away from regular places of employment when it is considered reasonable and necessary to stay overnight and for which travel expenses are approved.
- 3) Class B travel means continuous travel of less than 24 hours which involves overnight absence from official headquarters.
- 4) Class C travel means travel for short or day trips where the traveler is not away from their assigned headquarters overnight, which includes commuting to an alternate work site.
- 5) Official headquarters is the city or town in which an office is located specified by §112.061 (4), F.S. 2020.
- 6) Travel Authorization Form means the standard form to be completed by the traveler before departure. This form includes the purpose, destination, dates, and estimated costs associated with the requested travel.
- 7) Travel Reimbursement Form means the form submitted by the traveler for reimbursement of eligible expenses.
- 8) Traveler means any individual authorized to receive travel reimbursement.

B) Travel Authorization Form

All travel outside of Alachua County requires a Travel Authorization Form signed by an immediate supervisor and the Executive Director or their designee. A copy must then be given to the Finance Department.

AMENDMENTC) Lodging

- 1) ~~Travelers may stay in hotels recommended by the event they are attending, or in competitively priced lodging for a particular geographic location. Travelers should request government rates (may be called GOV, CONUS, or per diem rates). Travelers who share a room and split the cost must claim actual expenses not to exceed the maximum provided: <https://www.flsenate.gov/Laws/Statutes/2020/12.061>. Supervisors cannot require travelers to share accommodations. Reservations may be held by either a CTAC purchasing card or a personal credit card.~~
- 2) Travelers may stay in hotels recommended by the event they are attending, or in competitively priced lodging for a particular geographic location.
- 3) If the travel is within Florida and includes an overnight stay, you will need to pick up a tax-exempt certificate prior to your departure. It is necessary for you to present the tax-exempt certificate to the hotel upon check-in (only in Florida). (Note: upon check out please check the bill to ensure that no taxes have been applied – in Florida only.)
- 4) The Trust will not cover expenses outside of room rate. This includes but is not limited to early check-in, late check-out, movies, room service, and laundry services. If early check-in or late check-out are necessary for purposes related to the business of the Trust, this must be documented on your travel reimbursement request in order to be reimbursed.

AMENDMENTD) Cancellations/Changes

- 1) In the case of a need to change or cancel a reservation, it is the employee's responsibility to do so as soon as possible in order to avoid any fees, to request and record change/cancellation numbers, and to request refunds or credits if at all possible.
- 2) If there's a significant, compelling business-related justification for changes to/cancelation of trip OR if there's a significant personal reason such as a medical emergency and no other employee can go for you, then, if either is the case, CTAC will absorb the penalties/fees at no cost to the employee. The Employee should make cancellations themselves.
- 3) If there is no medical emergency (just a personal preference of schedule change/cancelation for traveler convenience), the employee should make their own changes and assume cost of penalties/rebooking fees.

E) Meals

- 1) Per diem ~~or actual costs~~ for meals will only be paid during the period of time spent outside of Alachua County on Trust business. You may find the requisite hours of travel

that correspond to each per diem meal at §112.061(5)(b), F.S. 2020: 12.061. ~~Meals are not reimbursable if the traveler is lodging in a personal residence with meals provided at no cost, or if the costs of meals are included in the total cost of a conference or meeting registration.~~

- 2) Subsistence allowance (meals) is reimbursed as follows:
 - a) Breakfast.....\$6
 - b) Lunch.....\$11
 - c) Dinner.....\$19
 - d) For a total of \$36 per day.
 - e) Please note that this amount is a meal “allowance” and is not meant to cover every penny of your nutritional requirements while you are away. CTAC will not pay your actual meal cost. Therefore, receipts for meals are not required. Do not include any meals that are covered in the registration fee. The above meal schedule also applies to Class C travel. Please see Class Definitions in Section C.
- 3) Per Diem - Employees will be allowed \$80 per day for each day requiring an out-of-county overnight stay when reimbursement for lodging and meals is not requested. The “per diem” covers a 24-hour period, you cannot claim per diem for one night and individual meals for the following day unless it is the beginning or end of a trip. For example, for Class A & B travel, employees will be allowed \$20 per quarter of the day (\$80.00 per day) when CTAC does not pay for your stay.
 - a) 1st Quarter is from 12:00 midnight to 6:00 am.
 - b) 2nd Quarter is from 6:00 am to 12:00 noon.
 - c) 3rd Quarter is from 12:00 noon to 6:00 pm.
 - d) 4th Quarter is from 6:00 pm to 12:00 midnight.

AMENDMENT

F) Mileage

- 1) Mileage is reimbursable for business use of an employee's personal vehicle; however, standard commuting costs must be deducted from their mileage reimbursement calculation. Standard commuting costs are the excess cost associated with miles traveled (round-trip) between the employee's primary residence (i.e., address on record) and the employee's assigned headquarters. Online mapping between locations may be required to substantiate mileage to/from the approved destination(s). Mileage will be reimbursed at the rate at the time the expense was incurred. ~~The mileage rate used will be consistent with the IRS standard mileage rate.~~
- 2) CTAC employees will be reimbursed for mileage when using their personal vehicle at the current rate established by the Internal Revenue Service of \$0.65, subject to the following provisions: a) in the event that the Internal Revenue Service (IRS) establishes lowered or increased rates during the fiscal year, the rates established will be reviewed by the Executive Director to consider either following the lowered or increased rate or to maintain the current rate.
- 3) Employees should consider if renting a vehicle is cheaper than the mileage rate.
- 4) CTAC will pay mileage to and from the airport on any singular trip.

ADOPTION

G) Airline

- 1) Airline travel arrangements must be booked in advance to obtain the lowest possible non-stop airfare, and must be made by the most economical class (economy, tourist, or coach class), unless: When Economy class would otherwise be permitted, but is not offered or available on the flight; If a traveler wishes to upgrade and an exception does not exist, then the excess cost over the economy or coach fare must be paid by the traveler as a personal expense.
- 2) Additional Airline Fees - The Trust will reimburse the cost for reasonable checked and carry-on baggage. Overweight and/or over-limit baggage is allowed if the overage is due to carrying Trust materials or equipment required for business.
- 3) A printed copy of the flight itinerary you desire, with price outlined, should be saved with your travel information back-up.
- 4) The Trust will not cover flight insurance, flight lounge membership or entrance, and on board services such as Wi-Fi, drinks, or snacks.

H) Car Rental

- 1) Employees may rent a car at their destination when it is less expensive than other transportation alternatives such as taxis, airport limousines, and airport shuttles. Whenever multiple employees are traveling together, every effort to rideshare or carpool must be made.
- 2) Employees must reserve a car in the compact category unless there is proper justification for an upgrade (e.g., rental car will be used for ridesharing).
- 3) When picking up a rental car, check with the rental car agent for any promotional rates, last-minute specials, or free upgrades. At the time of rental, inspect the car for any damage, and note on the contract before the vehicle is accepted. Employees may book a car that is one level higher than compact class when:
 - a) The traveler can be upgraded at no extra cost.
 - b) Two or more company employees or businesspersons are traveling together.
 - c) Cars in the authorized category are not available.
 - d) The traveler is carrying excess baggage such as booth displays or other set-ups.
- 4) The employee should purchase rental car insurance with a Trust credit card so that the Trust is included in the rental agreement. The rental coverage should include collision damage, theft insurance and personal accident insurance. In the event that the employee/individual does not have a Trust credit card, collision damage, theft insurance or personal accident insurance may be purchased; however, the rental car should be rented under The Children's Trust's name.
- 5) When using a rental car for Trust business, if an accident occurs or the traveler is hurt, the traveler is to call 911 if necessary, and notify the Trust's Human Resources Department as soon as possible for further instruction.
- 6) When using a personal vehicle for Trust business, if an accident occurs or the traveler is hurt, the traveler should call 911 if necessary, and notify their personal insurance company as soon as possible for further instruction. The traveler must also notify the Trust's Human Resources Department. All Trust employees occupying the vehicle must complete an accident report within 24 hours of the incident. (Insert link to accident form)

A traveler may also refer to the Trust's worker's compensation policy for further information. Should plans change, employees are responsible to cancel rental car reservations.

- 7) CTAC will pay for the gasoline purchase. The traveler is responsible for ensuring the rental has the required amount of fuel and is in the same condition as at the time of rental upon returning the rental. Please turn in all receipts for fuel and/or tolls with your return travel form.
- 8) Employees cannot retain the car rental beyond the preapproved normal business window and reimburse CTAC after the fact. Travelers who wish to continue the use of the rental car for personal use must first check the vehicle in, close out the business cost, and update the rental agreement using a personal credit card.

AMENDMENT

I) Other Reimbursable Expenses

Miscellaneous expenses are reimbursable when they are ordinary and necessary to accomplish the official business purpose of a trip. These include parking fees, tolls, taxi fares, communication expenses, etc. **Itemized receipts are required for reimbursement.**

J) Sales Tax

The Trust is registered in the State of Florida as exempt from Florida sales tax; all travelers should have a copy of the CTAC Tax Exempt Certificate to present when making reimbursable purchases. The employee should pay with their CTAC purchasing card, if assigned. If the traveling employee does not have an assigned purchasing card, hotels and other applicable advance purchases should be booked with the assistance of the CTAC administrative staff as early as possible.

K) Tips

All tips are at the discretion of the traveler and not eligible for reimbursement.

L) Travel Paid by Other Entity

Any eligible CTAC travel expenses that are paid for or reimbursed directly to the traveler by another entity or agency are not eligible expenses for reimbursement by the CTAC.

ADOPTION

M) Travel Expense Request – For Outside Consultants

Consultants and paid professionals are considered as vendors NOT CTAC employees. They should provide travel expenses in their scope of services. An invoice with appropriate documentation must be submitted and approved. Payment will be issued in accordance with CTAC's purchasing policies.

N) Vacation Combined with CTAC Travel

When a traveler combines CTAC travel with a personal vacation, they must clearly segregate expenses and time associated with each. Travelers may only request reimbursement for business expenses.

O) Travel Reimbursement Form

Original itemized receipts are required for all expenses, except for per diem meal allowances and mileage reimbursement. Expenses not substantiated by the required itemized receipts and/or documentation will not be reimbursed and will be considered as a personal expense. In the event a receipt is lost, a written statement explaining why the original receipt is not available and that reimbursement has not been previously received must be attached to the form.

The policy as outlined is not expected to address every issue, exception, or contingency that may arise in the course of the Trust's business. The prevailing standard dealing with exceptions is the exercise of good and reasonable judgment in the use and stewardship of the Trust's resources.

EFFECTIVE DATE This Resolution shall be in full force and effect from 11.13.2023 and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE CHILDREN’S TRUST OF ALACHUA COUNTY BOARD; this 13th day of November 2023.

	AYE	NAY	ABSENT	NOT VOTING
Tina Certain	_____	_____	_____	_____
Lee Pinkoson	_____	_____	_____	_____
Ken Cornell	_____	_____	_____	_____
Shane Andrew	_____	_____	_____	_____
Mary Chance	_____	_____	_____	_____
Hon. Denise R. Ferrero	_____	_____	_____	_____
Dr. Nancy Hardt	_____	_____	_____	_____
Dr. Maggie Labarta	_____	_____	_____	_____
Cheryl Twombly	_____	_____	_____	_____

Tina Certain, Chair
Children's Trust of Alachua County

Marsha Kiner, Secretary
Children's Trust of Alachua County

File Attachments for Item:

16. Board Meeting Schedule for 2024

CTAC Board Calendar 2024

January						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
Su	Mo	Tu	We	Th	Fr	Sa
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21	22	23	24	25	26	27
28	29	30	31			

October						
Su	Mo	Tu	We	Th	Fr	Sa
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27	28	29	30	31		

February						
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18	19	20	21	22	23	24
25	26	27	28	29		

May						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

March						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
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24	25	26	27	28	29	30
31						

June						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

September						
Su	Mo	Tu	We	Th	Fr	Sa
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

<u>Date</u>	<u>Recommendation</u>
January 8, 2024	Cancel
February 12, 2024	Approve
March 11, 2024	Reschedule
April 8, 2024	Approve
May 13, 2024	Approve
June 10, 2024	Approve
July 8, 2024	Cancel

<u>Date</u>	<u>Recommendation</u>
August 12, 2024	Approve
September 9, 2024	Approve
September 23, 2024	Approve
October 14, 2024	Approve
November 11, 2024	Reschedule
December 9, 2024	Approve

<u>Legend</u>
Proposed Date (Second Monday)
Spring Break - Alachua
Alternative Date Option
Library District's TRIM Hearings
Veteran's Day



File Attachments for Item:

17. Interlocal Agreement with BoCC and CTAC

**SECOND EXTENSION OF THIRD INTERLOCAL AGREEMENT BETWEEN
THE CHILDREN’S TRUST OF ALACHUA COUNTY AND THE BOARD OF COUNTY
COMMISSIONERS OF ALACHUA COUNTY, FLORIDA**

THIS EXTENSION OF THE THIRD INTERLOCAL AGREEMENT is made and entered into this _____ day of _____ A.D. 2023, by and between the Children’s Trust of Alachua County, hereinafter referred to as “CTAC”; and Alachua County, a charter county and political subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as "County." Collectively, CTAC, and the County are hereinafter referred to as the “Parties.”

WITNESSETH:

WHEREAS, §125.901, Florida Statutes, authorizes the County to create an independent special district to provide children’s services for all children, from 0 to 18 years of age, subject to the approval of the majority of qualified electors voting in a general election; and

WHEREAS, the County has determined that it would serve the public interest to establish said independent special district within Alachua County; and

WHEREAS, the County passed Ordinance 18-08 on February 27, 2018, creating Chapter 26 of the Alachua County Code, titled ‘Children’s Services Independent Special District’ with an effective date of December 1, 2018, subject to approval of a majority of the qualified electors of Alachua County voting in a November 6, 2018, referendum; and

WHEREAS, on November 6, 2018, a majority of qualified electors of Alachua County passed the general election ballot question titled Children’s Trust of Alachua County – Authority to Levy One-Half Mill Ad Valorem Taxes; and

WHEREAS, Section 26.03 of Alachua County Code, defines the Children’s Trust of Alachua County’s powers and duties, including the power to enter into agreements with government agencies to provide for administrative services; and

WHEREAS, the County, and CTAC are authorized by §163.01, Florida Statutes, to enter into interlocal agreements to cooperatively and efficiently use their powers to provide public services that will advance the general health, safety and welfare of the citizens of the County; and

WHEREAS, the County and CTAC entered into a Third Interlocal Agreement, which was recorded the Official Records of Alachua County Book 4939/Page 425 on October 11, 2021, which provided the ability for the Parties thereto to extend the term for additional one-year periods under the same terms and conditions;

WHEREAS, by this Second Extension the parties wish to extend the term of the Third Interlocal Agreement on the same terms for Fiscal Year 2022-23.

NOW THEREFORE, in consideration of the premises set forth above and the mutual promises, covenants, duties and benefits set forth herein, and other valuable consideration, the receipt and sufficiency of are hereby conclusively acknowledged, the Parties do agree that the Third Interlocal Agreement between the Parties shall be amended as follows:

1. Extension of Term.

After execution of this Agreement by the Parties, the Third Interlocal Agreement shall commence on upon recording, and becomes effective upon filing as provided in paragraph 21, below, and continue through September 30, 2024, unless earlier terminated as provided herein. Extensions shall be as provided in the Third Interlocal Agreement recorded at Book 4939 and Page 425 in the Official Records of Alachua County.

2. Attachments.

Upon the effective date of this Agreement, the Parties agree that Attachment B and Attachment C attached to this Second Extension Agreement shall replace those attached to the Third Interlocal Agreement, and shall be considered incorporated therein.

3. Remainder of Agreement.

The remainder of the terms and conditions shall be as set forth in the Third Interlocal Agreement as modified by Attachments B and C and with the exception that the Parties, by mutual written agreement, may vary the financial terms by written agreement without amending this Interlocal.

IN WITNESS WHEREOF, the Parties have caused this Interlocal Agreement to be approved by their respective Governing Boards and to be executed and delivered on the day and year first above written.

ALACHUA COUNTY, FLORIDA

CTAC

By: _____

By: _____

Name: _____

Name: Tina Certain

Title: Chair

Title: Chair

Date: _____

Date: _____

APPROVED AS TO FORM

ATTEST

Alachua County Attorney's Office

Treasurer of the Trust

ATTEST:

CLERK: _____

APPROVED AS TO FORM

(COUNTY SEAL)

Counsel to the Trust

ATTACHMENT B: Duties of County

1.1. Risk Management

1.1.1. For purposes of participation in applicable benefits programs.

1.2. Information Technical Services consisting of 1) help desk support, 2) technical consultation 3) hardware standardization 4) data storage 5) computer imaging, 6) phone service, 7) text message archiving, and 8) antivirus protection and network security

1.3. Legal

1.4. Financial Software Hosting Services

1.4.1. New World Technical Support

ATTACHMENT C
PARTICIPATION IN COUNTY BENEFITS PLAN

1. The purpose of this agreement is to allow the employees of CTAC to participate in certain employee benefits offered to employees of the County and other participating government employees pursuant to Alachua County Code Sec. 28.02(b)(2). Those specific benefits which are offered through the health insurance program including dental, vision, and life insurance coverage. From time to time additional products may be made available to employees covered through the self-insurance plan and CTAC will have the option of having their employees participate to the extent the plan design and the Internal Revenue Code allows.

2. This agreement shall be in effect until terminated. Either party may terminate the agreement by delivering written notice to as set forth below at least 6 months before the end of a fiscal year which runs from October 1 through September 30. Should CTAC end its participation in this agreement, it shall be responsible for payment to all benefit vendors through the end of the fiscal year of notice. In the event that at the time of termination any of CTAC's employees/former employees be participating in an extension of benefits through COBRA, CTAC will be responsible for any fees owed beyond the premium collected.

3. The premiums payable per employee shall be fixed from year to year by the Board of County Commissioners upon recommendation of the Alachua County Self Insurance Review Committee. CTAC shall participate in the program at the same per employee cost as the other participants.

Payment shall be made monthly in advance in the full amount of the premium for the employees covered under the plan in the amount provided by Alachua County Risk Management. Payment shall be by check and made out to the Alachua County Board of County Commissioners and delivered to:

J.K. Jess Irby, Esquire
 Clerk of the Circuit Court
 12 SE 1st Street
 Gainesville, Florida 32602
 Attn: Finance and Accounting

4. The employee health program is administered through the Alachua County Office of Risk Management and any questions should be directed to that office.

5. Except as otherwise provided herein any notice, shall be provided by U.S. mail to

Alachua County
12 SE 1st Street
Gainesville, Florida 32602
Attn: Risk Management

And

J.K. Jess Irby, Esquire
Clerk of the Circuit Court
12 SE 1st Street
Gainesville, Florida 32602
Attn: Finance and Accounting

As to CTAC

Children's Trust of Alachua County
PO Box 5669
Gainesville, FL 32627

6. This Agreement may be amended by mutual written agreement executed by the Parties.

7. This Agreement shall be governed in accordance with the laws of the State of Florida.

8. This Agreement shall take effect once it has been executed by both Parties and recorded as required by law.

9. To the extent that any employees of CTAC participated in the Alachua County Employee Benefits plan on 9/30/20 and continues to participate during their term of employment with CTAC beginning 10/1/20, their coverage under the plan shall continue uninterrupted.

File Attachments for Item:

18. SAMIS Update (Bonnie Wagner)

**Item:**

SAMIS Update (Bonnie Wagner)

Requested Action:

The Board is asked to receive this update.

Background:

On 3/20/2023, the Board had unanimously agreed to a motion to move forward into an agreement to acquire and implement an integrated online information management system, SAMIS. SAMIS is currently used by nine (9) children's services councils and their local funding partners across the state of Florida to manage provider grants and track data.

The purpose of SAMIS is to manage and track our work together with funded programs, improve quality, and enable us to demonstrate impact of our funded services for children and youth in Alachua County more efficiently.

The purpose of this update is to inform the Board of the implementation of SAMIS.

Attachments:

SAMIS Update for the Board Meeting on 11-13-2023.

Programmatic Impact:

Programs are being introduced to the new system for the 2024 fiscal year. Provider staff are receiving training and support and beginning to use the system.

Fiscal Impact:

FY2024 allocation for SAMIS is up to \$60,000.

- FACCT – \$32,000
- Webauthor – \$24,000

Recommendation:

Receive the information.



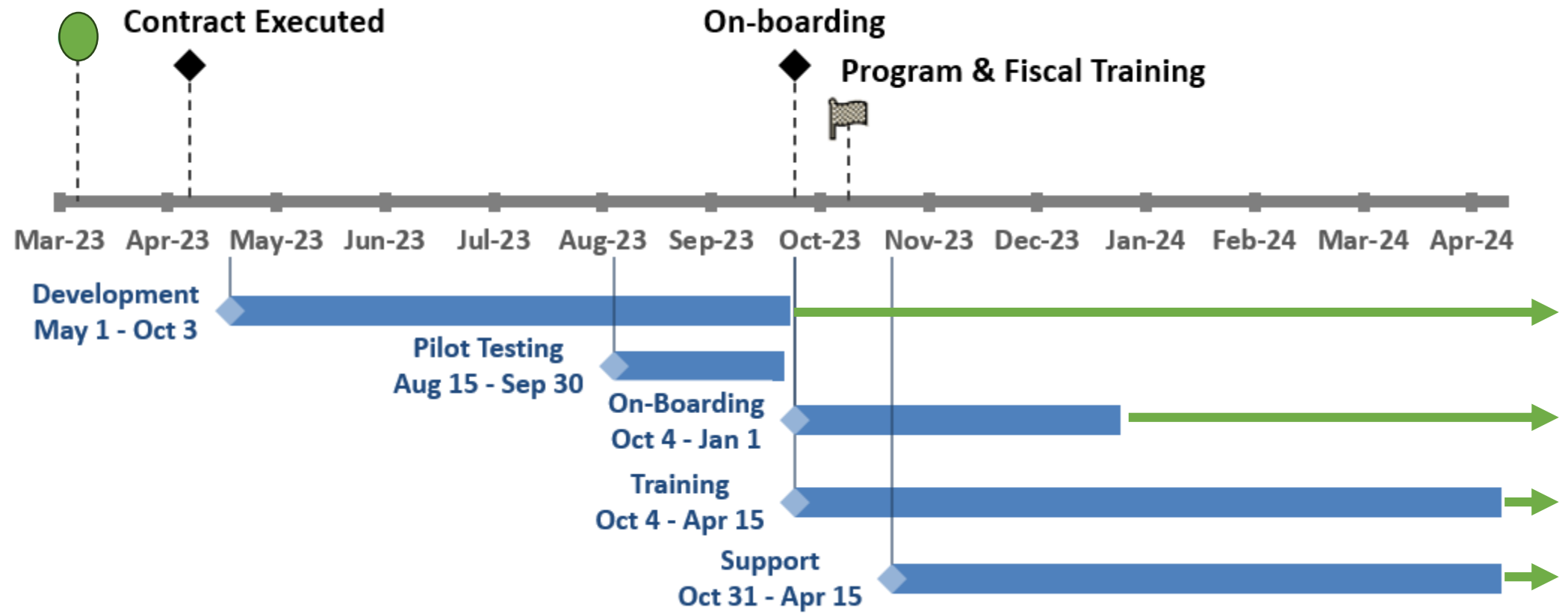
CHILDREN'S TRUST
OF ALACHUA COUNTY

SAMIS Update
November 13, 2023



SAMIS Timeline

Board Approval



SAMIS: Training and Support

Provider Staff:

- Small Group Pilot Testing
- “How To” Guides
- Update Emails
- In-Person & Virtual training
- One-on-One Check-Ins
- Office Hours



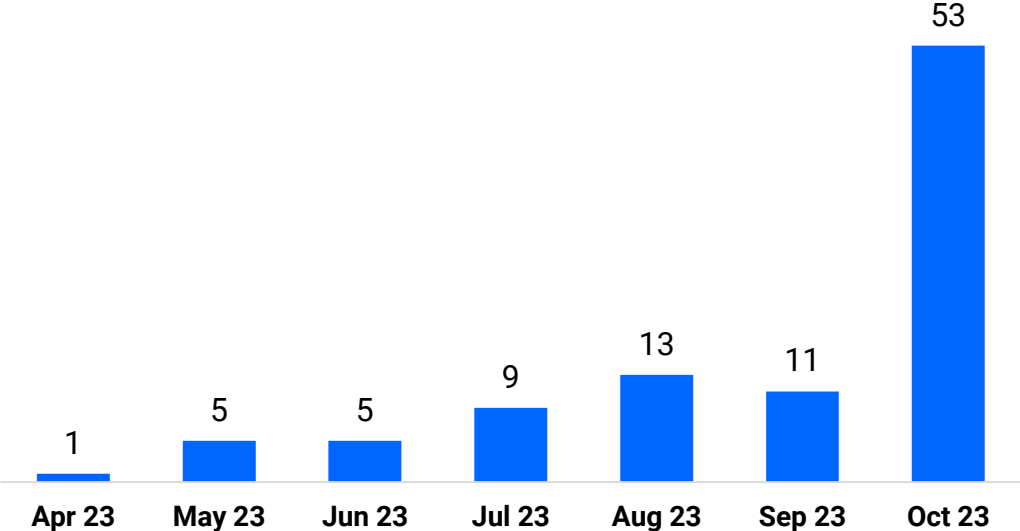
Trust Staff:

- Weekly meetings with Webauthor
- SAMIS User Group meetings with other Florida CSCs
- CTAC confidentiality training
- Internal CTAC training/implementation meetings



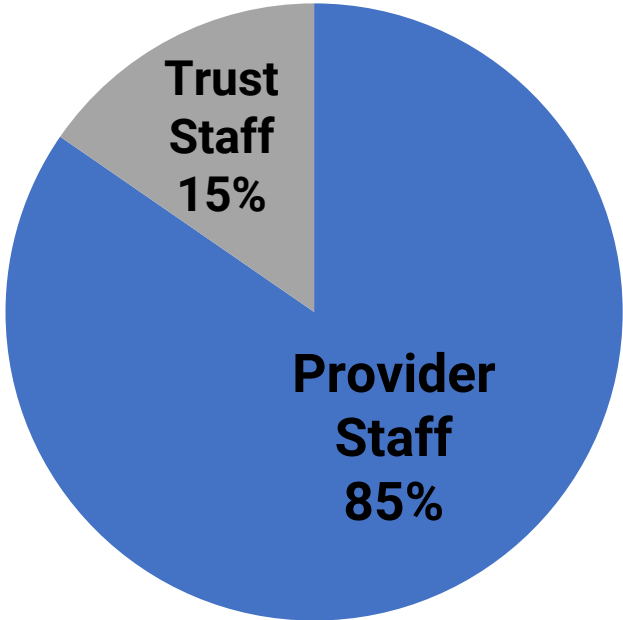
SAMIS Implementation: By the Numbers

Unique User Logins



SAMIS Users:

- 22 Provider Organizations
- 55 Provider Staff
- 10 Trust Staff



Pilot Testing:

Pilot sessions: 2, attendance: 15

Training:

Group sessions: 3, attendance: 43

Office Hours:

Individual sessions: 7

SAMIS Applications

The screenshot shows a web dashboard for 'CHILDREN'S TRUST OF ALACHUA COUNTY'. The header includes a menu icon, the organization's logo, a notification bell, and the user's name 'BONNIE WAGNER' with a profile picture. The main content area features a 'Welcome Bonnie!' message and a grid of application categories. The 'APPLICATIONS' category is highlighted with a green border. Other categories include ADMIN, ATTENDANCE, CAMPAIGNS, CONTRACTS, DELIVERY, FISCAL, FLEX FORMS, GRANTS, MY PROFILE, and SUPPORT.

ADMIN	APPLICATIONS	ATTENDANCE	CAMPAIGNS
CONTRACTS	DELIVERY	FISCAL	FLEX FORMS
GRANTS	MY PROFILE	SUPPORT	