

ITEM 7
MANAGER'S REPORT NO. 10
COUNCIL MEETING 86/02/10

RE: LEASE OF OFFICE SPACE TO BIG BROTHERS OF GREATER VANCOUVER
BIG BROTHERS OF BURNABY

MUNICIPAL MANAGER'S RECOMMENDATION:

1. THAT the recommendation as contained in the report from the Director Recreation & Cultural Services be adopted.

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1986 FEBRUARY 04

TO : MUNICIPAL MANAGER
FROM: DIRECTOR RECREATION & CULTURAL SERVICES
RE : LEASE OF OFFICE SPACE TO BIG BROTHERS OF GREATER VANCOUVER -
BIG BROTHERS OF BURNABY

RECOMMENDATION:

1. THAT Council approve the execution of a lease for a portion of 7443 Edmonds Street to Big Brothers of Greater Vancouver, as more specifically outlined in this report, for a five year period commencing 1986 March 01 to 1991 February 28.

REPORT

At its meeting of 1986 February 05 the Parks & Recreation Commission received a staff report on the above subject.

The report advised that the office building at 7443 Edmonds Street, which is a small structure adjacent to Eastburn Centre, has for the past four and one-half years been utilized as an area office by the Parks & Recreation Department and as the administration offices of the Big Brothers of Burnaby. This use was covered by a lease agreement which expired in 1984.

Over the past year the Big Brothers have struggled to stay in operation because of financial problems. The Big Brothers of Burnaby have operated as a member society of Big Brothers of B.C. and has been officially dissolved as of 1986 January 15. As a result of the uncertainty regarding future activities the lease was not renewed in 1984 and the Big Brothers continued to pay on a month to month basis until 1985 December 31.

The Big Brothers of B.C. have now arranged for the Big Brothers of Greater Vancouver to provide Big Brothers services to Burnaby.

The Big Brothers of B.C. have requested that office space continue to be provided at 7443 Edmonds to facilitate the Big Brothers services in Burnaby and that they be permitted to continue services from this facility while a new lease is being prepared in order to minimize the disruption to the Burnaby program.

The office space requirements of Big Brothers have been identified and a new lease is recommended. The lease is to be with Big Brothers of Greater Vancouver for a period of 5 years. The rental rate will be calculated on the same cost factors as in the lease with Big Brothers of Burnaby which were:

- a) square footage leased
- b) share of property taxes
- c) share of utility costs
- d) share of security services (established January 1986).

Applying these factors, the recommended annual rental rate for the office space requested by Big Brothers of Greater Vancouver will be:

| | | |
|----|---|------------|
| 1. | 630 square feet @ \$6.00 per square foot | \$ 3,780 |
| 2. | 43% of property taxes (43% of \$1,072) | 460 |
| 3. | 43% of estimated utility costs (43% of \$1,662) | 714 |
| 4. | 43% of security alarm cost (43% of \$420) | <u>180</u> |

TOTAL: \$ 5,134
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The rent to Big Brothers of Burnaby was \$8,558 based on the lease of 73% of the facility. The Big Brothers of Greater Vancouver office space and share of common space in the building is calculated at 43%. Their monthly rent will be \$428.

The annual rent for each year of the lease will be adjusted to reflect any changes in the annual taxes and utility costs.

The other terms of the lease will remain consistent with the previous lease between the Corporation of the District of Burnaby and the Big Brothers of Burnaby.

Council over the past three years has provided a grant of \$5,050 to offset the annual rent cost to the Burnaby Big Brothers. Burnaby Big Brothers paid from their own funds \$288 per month.

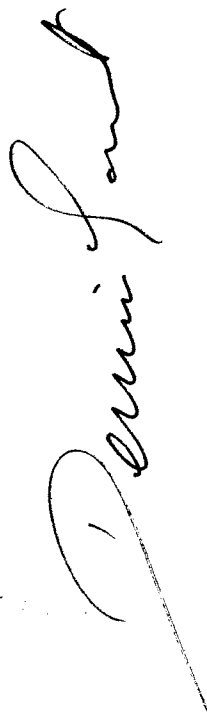
It is anticipated that the Big Brothers of Greater Vancouver will apply to Council for a grant to partially offset the rental costs.

The remaining spaces in the building will continue to be used for Parks and Recreation services.

The Commission approved the following recommendations of the report:

1. THAT office space at 7443 Edmonds Street be leased to Big Brothers of Greater Vancouver under the terms as specified in this report.
2. THAT Council authorize execution of the necessary documents.
3. THAT the Commission so recommend to Council.
4. THAT Big Brothers of Greater Vancouver be granted approval to use the facility effective 1986 February 17.

As a result of these recommendations, the Commission has given approval to the Big Brothers to occupy space until a lease can be prepared and is requesting Council approval of a 5-year lease from 1986 March 01 to 1991 February 28.



DENNIS GAUNT
DIRECTOR RECREATION &
CULTURAL SERVICES

PAL:ps

cc: Municipal Solicitor