

CITY OF BURNABY

EXECUTIVE COMMITTEE OF COUNCIL
(LEASE GRANTS)

HIS WORSHIP, THE MAYOR
AND COUNCILLORS:

RE: 1995 LEASE RATES - COMMUNITY RESOURCE CENTRES

The Executive Committee of Council recommends the following for the approval of Council:

RECOMMENDATIONS:

1. THAT Council approve the proposed 1995 lease rates and grants as contained in the attached report.
2. THAT Council authorize staff to make the appropriate lease renewal arrangements with Burnaby Heights and Edmonds North Wing tenants.

REPORT

The Executive Committee of Council at its meeting held on 1994 December 12 received and adopted the attached staff report seeking approval for 1995 lease rates and grants for non-profit tenants at the Burnaby Heights and Edmonds North Wing Community Resource Centres.

Respectfully submitted,

Councillor L. Rankin,
CHAIR

Councillor D. Corrigan,
Member

Councillor C. Redman
Member

TO: EXECUTIVE COMMITTEE - GRANTS 1994 NOVEMBER 29
FROM: DIRECTOR PLANNING & BUILDING OUR FILE: 10.121
SUBJECT: 1995 LEASE RATES - COMMUNITY RESOURCE CENTRES
PURPOSE: To seek approval for 1995 lease rates and grants for non-profit tenants at the Burnaby Heights and Edmonds North Wing community resource centres.

RECOMMENDATIONS:

1. **THAT** the Committee request Council to approve the proposed 1995 lease rates and grants as contained in this report.
2. **THAT** the Committee request Council to authorize staff to make the appropriate lease renewal arrangements with Burnaby Heights and Edmonds North Wing tenants.

REPORT

1.0 INTRODUCTION

In 1992 April, Council approved guidelines for the issuance of grants to offset lease rates to non-profit groups allocated space at community resource centres. In general, tenants at community resource centres can qualify for a grant to offset 25% or 50% of lease costs depending on the level of service provided to Burnaby residents.

At its meeting of 1994 November 15, the Executive Committee - Grants approved in principle 1995 lease rates and grants for tenants at the Burnaby Heights and Edmonds North Wing community resource centres. The Committee also directed that the report outlining the proposed 1995 lease rates and grants be distributed to tenants for review and comment.

Based on the lease grant guidelines and the information received from tenants, this report proposes 1995 lease rates and grants for tenants of the Burnaby Heights and Edmonds North Wing community resource centres.

2.0 PROPOSED 1995 LEASE RATE

In 1991, Council established a market value lease rate for community resource centres that was to be adjusted annually for inflation. For 1994, the lease rate was set at \$8.77/sq.ft. per annum for office space and \$5.43/sq.ft. per annum for workshop/utility space.

Staff are proposing that the lease rates for 1995 be increased by 2.0%, in line with the general rate of inflation during the last year. This would result in 1995 lease rates of \$8.94/sq.ft. per annum for office space and \$5.54/sq.ft. per annum for workshop/utility space.

In accordance with Council policy, the lease rate for the Burnaby School District is proposed to increase by 4% above the general rate of inflation until it reaches the established market level.

Appendix 1 *attached*, Table 1 shows the proposed lease rates for 1995 for each tenant.

3.0 PROPOSED 1995 LEASE GRANTS

3.1 Review of Applications

In 1994 July, staff requested tenants to make application for 1995 lease grants. Tenants were advised of the anticipated lease rate increase, and provided with a lease grant application form. Requests for lease grants were submitted to staff in 1994 August and September.

All of the requests for lease support were consistent with the lease grant guidelines, with the exception of MADD - Mothers Against Drinking Drivers.

As this point, the MADD office continues to serve as the national, provincial and local office of MADD. The Society has not been able to demonstrate that over 25% of the recipients of its services, programs or activities are Burnaby residents. As such, the organizations does not fulfill the lease grant guidelines for partial lease grant support.

The proposed 1995 lease rates and grants were distributed for review and comment to tenants at the Burnaby Heights and Edmonds North Wing centres. As of the date of this report, only one comment was received from the Voices for Survivors Support Society. The Society advised that it did not apply or received lease support in 1994, and requested that this be noted in the report.

3.2 Proposed Adjustments in Lease Grant Support

Staff are proposing a number of minor adjustments to the level of lease support provided to some Burnaby Heights tenants to ensure that all qualifying tenants receive the same level of lease support. For each tenant, Appendix 1, Table 2 shows the basic level of eligibility for lease support, the level of lease support actually provided in 1994, and the level of lease support proposed for 1995 for each tenant.

Tenants leasing space at the Burnaby Heights facility prior to 1991 qualify for lease grants to hold lease costs at their 1991 lease rates with appropriate adjustments for inflation. When the City acquired the facility from the School District in 1991, the lease rates for tenants in the facility varied considerably. For new tenants, the lease grant guidelines provide for grants to offset 25% or 50% of established lease rates depending on the level of service provided to Burnaby residents.

As a result, the current lease grant program has provided varied levels of lease support for some Burnaby Heights tenants, ranging from a low of 47.3% to a high of 64.1% of established lease rates. In most cases, this reflects differences in lease rates between tenants prior to 1991 when the City acquired the facility.

Staff are proposing that the levels of lease support be adjusted, over time, to provide the same level of lease support for all tenants in relation to the basic lease grant guidelines (lease grants equal to 25% or 50% of lease costs depending on the level of service provided to Burnaby residents).

Staff are proposing to increase lease grant support to 50% for those tenants who qualify for full support but are receiving less. These tenants include: Burnaby Multicultural Society (47.3%), Burnaby Seniors Peer Counselling (46.6%), Burnaby/New Westminster Child Support Program (49.4%), and Comitato Attivita Scholastiche Italiane (47.2%).

In addition, staff are proposing to reduce the level of lease support by 2 percentage points, each year, for those tenants that qualify for full support but are receiving more. These tenants include: Boy Scouts of Canada (55.4%), Burnaby Information and Community Services Society (64.1%), and the Burnaby Volunteer Centre (60.7%).

Two tenants, the Burnaby Association for the Mentally Handicapped (50.1%) and the Burnaby Family Life Institute (51.1%) received slightly more than the 50% provided by the lease grant guidelines. This is largely due to rounding errors over the past three years of the lease grant program. Staff would also propose to adjust these lease grants to 50% of established lease rates.

The proposed adjustments will have a relatively small effect on the annual lease costs for these tenants. Appendix 1, Table 4 shows the proposed lease rate increases after the issuance of the proposed lease grants.

3.3 Proposed 1995 Annual Lease Rates and Grants

The following table shows the proposed 1995 annual lease rate, lease grant and percent of lease rates offset by grants for each tenant. Appendix 1 provides the full range of figures for 1994 and 1995 lease rates and grants.

BURNABY HEIGHTS	1995 Proposed Annual Lease Rate \$/Year	1995 Proposed Annual Lease Grant \$/Year	1995 Proposed Level of Lease Grant % Offset	1994-1995 Lease Cost Increase/ Decrease	
				\$	%
Barry Jones, MLA Const.	6,866	0	0.0	131	1.9
Boy Scouts of Canada	28,322	15,124	53.4	807	6.5
B.C. Amateur Boxing Assoc.	1,989	0	0.0	39	2.0
Bby. Assoc. for the Mentally Handicapped	46,658	23,329	50.0	505	2.2
Burnaby Family Life Institute	44,897	22,448	50.0	904	4.2
Burnaby Information & Ref.	20,052	12,453	62.1	534	7.6
Burnaby Multicultural Society	18,917	9,456	50.0	-317	-3.2
Burnaby School District	25,661	0	0.0	1,473	6.1
Bby. Seniors Peer Counselling	10,656	5,328	50.0	-250	-4.5
Burnaby Volunteer Centre	12,480	7,326	58.7	338	7.0
Bby./New West. Child Support Program	9,441	4,720	50.0	32	0.7
Comitato Attivita Scholastiche Italiane	14,259	7,130	50.0	-255	-3.5
Voices for Survivors Support Society ⁽¹⁾	3,496	874	25.0	-807	-23.5
Total Burnaby Heights	\$243,694	\$108,190	44.4	\$3,133	2.4

(1) The voices for survivors support society did not apply for a lease grant in 1994. The proposed 1995 grant will reduce the 1995 lease costs for this society by 23.5% over 1994.

EDMONDS NORTH WING	1995 Proposed Annual Lease Rate \$/Year	1995 Proposed Annual Lease Grant \$/Year	1995 Proposed Level of Lease Grant % Offset	1994-1995 Lease Cost Increase/ Decrease	
				\$	%
Burnaby Association for the Mentally Handicapped	13,392	6,696	50.0	127	1.9
Burnaby Child Poverty Society	3,317	1,658	50.0	32	1.9
Burnaby Family Life Institute	6,723	3,361	50.0	64	1.9
Canadian Mental Health Association	13,464	6,732	50.0	128	1.9
Canadian Red Cross - Bby. Branch	13,410	6,705	50.0	128	1.9
Deaf Children's Society of B.C.	20,473	5,118	25.0	292	1.9
MADD - Mothers Against Drinking Drivers	6,705	0	0.0	128	1.9
St. John Ambulance - Bby. Branch	18,157	9,079	50.0	173	1.9
St. Matthews Day Care Society	47,033	23,517	50.0	447	1.9
Total Edmonds North Wing	\$142,673	\$62,866	44.0	\$1,518	1.9
TOTAL	\$386,367	\$171,056	44.3	\$4,651	2.2

Funds for the proposed lease grants have been included in the 1995 Provisional Budget. With Council approval of the proposed lease grants staff will make any necessary adjustments to the lease grant budget as part of the 1995 Annual Budget process. The following table summarizes the total change in proposed 1995 lease rates, grants and revenues for the Burnaby Heights and Edmonds North Wing community resource centres, assuming a full year of operation for both centres.

COMMUNITY RESOURCE CENTRES	1994 (\$)	1995 (\$)	Increase 1994 to 1995	
			\$	%
Lease Rates	377,994	386,367	8,373	2.2
Lease Grants	167,334	171,056	3,723	2.2
Lease Revenues (after grants)	210,660	215,311	4,651	2.2

4.0 NEXT STEPS

It is proposed that the Committee forward this report and recommendations to Council for approval of the proposed 1995 lease rates and grants.

It is also proposed that staff be authorized to make the necessary 1995 lease renewal arrangements with tenants of both centres. Once approved by Council, the Finance Department would adjust the monthly lease charges of the benefiting organizations to reflect the approved grant amount. The grant funds would be transferred internally for budgeting and accounting purposes.

Any further applications for lease support received by staff will be brought forward for the consideration of the Committee as necessary.


 D.G. Stenson, Director
 PLANNING & BUILDING

LP/jp

Attachments (2)

cc: City Manager
 Director Finance
 Director Administration & Community Services
 City Clerk
 City Solicitor

TABLE 1

Proposed 1995 Lease Rates before Issuance of Lease Grants¹

BURNABY HEIGHTS	1995 Leased Area Sq. Ft.	1994 Lease Rate \$/Sq. Ft.	1995 Proposed Lease Rate \$/Sq. Ft.	1995 Proposed Lease Rate Increase (%)
Barry Jones, MLA Constituency	768	8.77	8.94	1.9
Boy Scouts of Canada	3,168	8.77	8.94	1.9
B.C. Amateur Boxing Assoc.	359	5.43	5.54	2.0
Bby. Assoc. for the Mentally Handicapped	8,422	5.43	5.54	2.0
Burnaby Family Life Institute	5,022	8.77	8.94	1.9
Burnaby Information & Ref.	2,243	8.77	8.94	1.9
Burnaby Multicultural Society	2,116	8.77	8.94	1.9
Burnaby School District ²	4,752	5.09	5.40	6.1
Bby. Seniors Peer Counselling	1,192	8.77	8.94	1.9
Burnaby Volunteer Centre	1,396	8.77	8.94	1.9
Bby./New West. Child Support Program	1,056	8.77	8.94	1.9
Comitato Attivita Scholastiche Italiane	1,595	8.77	8.94	1.9
Voice for Survivors Support Society	391	8.77	8.94	1.9
Total Burnaby Heights	32,480			

¹ Figures presented in these tables are based on a full year of operation at both centres with existing allocations of space as of 1994 October.

² Council policy established that the School District lease rate would increase by 4% above the general rate of inflation until it reaches the established market level.

EDMONDS NORTH WING	1995 Leased Area Sq. Ft.	1994 Lease Rate \$/Sq. Ft.	1995 Proposed Lease Rate \$/Sq. Ft.	1995 Proposed Lease Rate Increase (%)
Bby. Assoc. for the Mentally Handicapped	1,498	8.77	8.94	1.9
Burnaby Child Poverty Society	371	8.77	8.94	1.9
Burnaby Family Life Institute	752	8.77	8.94	1.9
Canadian Mental Health Association	1,506	8.77	8.94	1.9
Canadian Red Cross - Bby. Branch	1,500	8.77	8.94	1.9
Deaf Children's Society of B.C.	2,290	8.77	8.94	1.9
MADD - Mothers Against Drinking Drivers	750	8.77	8.94	1.9
St. John Ambulance - Bby. Branch	2,031	8.77	8.94	1.9
St. Matthews Day Care Society ³	5,261	8.77	8.94	1.9
Total Edmonds North Wing	15,959	8.77	8.94	1.9
TOTAL	48,439			

³The total leased area for the St. Matthews Day Care Society has increased by 162 sq. ft. from that allocated by Council due to recently completed renovations to their allocated space.

TABLE 2

1995 Proposed Lease Grant Support

BURNABY HEIGHTS	1995 Eligibility for Lease Grant Support ⁴ %	1994 Actual Lease Grant Support %	1995 Proposed Lease Grant Support %	1994-1995 Change in Lease Grant Support (%)
Barry Jones, MLA Constituency	0.0	0.0	0.0	0.0
Boy Scouts of Canada ⁵	41.3	55.4	53.4	-3.7
B.C. Amateur Boxing Assoc.	0.0	0.0	0.0	0.0
Bby. Assoc. for the Mentally Handicapped	50.0	50.1	50.0	-0.2
Burnaby Family Life Institute	50.0	51.1	50.0	-2.2
Burnaby Information & Ref.	50.0	64.1	62.1	-3.2
Burnaby Multicultural Society	50.0	47.3	50.0	5.4
Burnaby School District	0.0	0.0	0.0	0.0
Bby. Seniors Peer Counselling	50.0	46.6	50.0	6.7
Burnaby Volunteer Centre	50.0	60.7	58.7	-3.3
Bby./New West. Child Support Program	50.0	49.4	50.0	1.3
Comitato Attivita Scholastiche Italiane	50.0	47.2	50.0	5.6
Voices for Survivors Support Society ⁶	25.0	0.0	25.0	N/A

⁴The figures for eligibility for lease grants are based on the basic lease grant guidelines, and do not reflect council's current policy of maintaining lease costs at 1991, plus inflation adjustments, for tenants allocated space prior to the implementation of the lease grant program.

⁵The Burnaby activities of the Boy Scouts of Canada qualify for full lease support. The figure of 41.3% is based on a calculation of the space that is used for Burnaby purposes in comparison with Provincial and National office functions.

⁶The Voices for Survivors Support Society did not apply for a lease grant in 1994.

EDMONDS NORTH WING	1995 Eligibility for Lease Grant Support² %	1994 Actual Lease Grant Support %	1995 Proposed Lease Grant Support %	1994-1995 Change in Lease Grant Support (%)
Burnaby Association for the Mentally Handicapped	50.0	50.0	50.0	0.0
Burnaby Child Poverty Society	50.0	50.0	50.0	0.0
Burnaby Family Life Institute	50.0	50.0	50.0	0.0
Canadian Mental Health Association	50.0	50.0	50.0	0.0
Canadian Red Cross - Bby. Branch	50.0	50.0	50.0	0.0
Deaf Children's Society of B.C.	25.0	25.0	25.0	0.0
MADD - Mothers Against Drinking Drivers	0.0	0.0	0.0	0.0
St. John Ambulance - Bby. Branch	50.0	50.0	50.0	0.0
St. Matthews Day Care Society	50.0	50.0	50.0	0.0

TABLE 3

Proposed 1995 Lease Rates and Grants

BURNABY HEIGHTS	1995 Proposed Lease Rate \$/Year	1995 Proposed Lease Grant \$/Year	1995 Resulting Lease Costs \$/Year	1995 Lease Costs Offset %
Barry Jones, MLA Constituency	6,866	0	6,866	0.0
Boy Scouts of Canada	28,322	15,124	13,198	53.4
B.C. Amateur Boxing Assoc.	1,989	0	1,989	0.0
Bby. Assoc. for the Mentally Handicapped	46,658	23,329	23,329	50.0
Burnaby Family Life Institute	44,897	22,448	22,448	50.0
Burnaby Information & Ref.	20,052	12,453	7,600	62.1
Burnaby Multicultural Society	18,917	9,459	9,459	50.0
Burnaby School District	25,661	0	25,661	0.0
Bby. Seniors Peer Counselling	10,656	5,328	5,328	50.0
Burnaby Volunteer Centre	12,480	7,326	5,154	58.7
Bby./New West. Child Support Program	9,441	4,720	4,720	50.0
Comitato Attivita Scholastiche Italiane	14,259	7,130	7,130	50.0
Voice for Survivors Support Society	3,496	874	2,622	25.0
Total Burnaby Heights	\$243,694	\$108,190	\$135,503	44.4

EDMONDS NORTH WING	1995 Proposed Lease Rate \$/Year	1995 Proposed Lease Grant \$/Year	1995 Resulting Lease Costs \$/Year	1995 Lease Costs Offset %
Burnaby Association for the Mentally Handicapped	13,392	6,696	6,696	50.0
Burnaby Child Poverty Society	3,317	1,658	1,658	50.0
Burnaby Family Life Institute	6,723	3,361	3,361	50.0
Canadian Mental Health Association	13,464	6,732	6,732	50.0
Canadian Red Cross - Bby. Branch	13,410	6,705	6,705	50.0
Deaf Children's Society of B.C.	20,473	5,118	15,354	25.0
MADD - Mothers Against Drinking Drivers	6,705	0	6,705	0.0
St. John Ambulance - Bby. Branch	18,157	9,079	9,079	50.0
St. Matthews Day Care Society	47,033	23,517	23,517	50.0
Total Edmonds North Wing	\$142,673	\$62,866	\$79,807	44.1
TOTAL	\$386,367	\$171,056	\$215,311	44.3

Note: Proposal to bring those qualifying for full grant support to the 50% level and to adjust downward those receiving more than the 50% level by 2 percentage points per year.

TABLE 4

Resulting 1995 Lease Costs after Issuance of Lease Grants

BURNABY HEIGHTS	1994 Actual Lease Costs \$/Year	1995 Proposed Lease Costs \$/Year	Proposed 1995 Lease Cost Increase \$/Year	Proposed 1995 Cost Increase %
Barry Jones, MLA Constituency	6,735	6,866	131	1.9
Boy Scouts of Canada	12,391	13,198	807	6.5
B.C. Amateur Boxing Assoc.	1,949	1,989	39	2.0
Bby. Assoc. for the Mentally Handicapped	22,824	23,329	505	2.2
Burnaby Family Life Institute	21,544	22,448	904	4.2
Burnaby Information & Ref.	7,065	7,600	534	7.6
Burnaby Multicultural Society	9,776	9,459	-317	-3.2
Burnaby School District	24,188	25,661	1,473	6.1
Bby. Seniors Peer Counselling	5,579	5,328	-250	-4.5
Burnaby Volunteer Centre	4,816	5,154	338	7.0
Bby./New West. Child Support Program	4,689	4,720	32	0.7
Comitato Attivita Scholastiche Italiane	7,385	7,130	-255	-3.5
Voice for Survivors Support Society	3,429	2,622	-807	-23.5
Total Burnaby Heights	\$132,371	\$135,503	\$3,133	2.4

EDMONDS NORTH WING	1994 Actual Lease Costs \$/Year	1995 Proposed Lease Costs \$/Year	Proposed 1995 Lease Cost Increase \$/Year	Proposed 1995 Lease Cost Increase %
Burnaby Association for the Mentally Handicapped	6,569	6696	127	1.9
Burnaby Child Poverty Society	1,627	1,658	32	1.9
Burnaby Family Life Institute	3,298	3,361	64	1.9
Canadian Mental Health Association	6,604	6,732	128	1.9
Canadian Red Cross - Bby. Branch	6,578	6,705	128	1.9
Deaf Children's Society of B.C.	15,062	15,354	292	1.9
MADD - Mothers Against Drinking Drivers	6,578	6,705	128	1.9
St. John Ambulance - Bby. Branch	8,906	9,079	173	1.9
St. Matthews Day Care Society	23,069	23,517	447	1.9
Total Edmonds North Wing	\$78,290	\$79,807	\$1,518	1.9
TOTAL	\$210,660	\$215,311	\$4,651	2.2

