

EXECUTIVE COMMITTEE OF COUNCIL

*HIS WORSHIP, THE MAYOR
AND COUNCILLORS*

SUBJECT: 2006 LEASE GRANTS - RESOURCE CENTRES

RECOMMENDATIONS:

1. THAT Council approve the proposed year 2006 lease grants for resource centre tenants, as outlined in this report.
2. THAT Council authorize staff to make the appropriate 2006 lease renewal arrangements with the Burnaby Heights and Edmonds Resource Centre tenants.
3. THAT Council approve a lease grant to the Alzheimer Society of B.C. to offset 25 percent of the approved 2005 and 2006 lease rates for recently allocated resource centre space.
4. THAT a copy of this report be sent to the Alzheimer Society of B.C., 27B-250 Willingdon Avenue, Burnaby, B.C. V5C 5E9.

REPORT

The Executive Committee of Council, at its Open meeting held on 2005 October 17, received and adopted the *attached* report regarding 2006 lease grants for non-profit tenants at the Burnaby Heights and Edmonds Resource Centres.

Respectfully submitted,

Councillor N. Volkow
Chair

Councillor D. Evans
Vice Chair

Councillor C. Redman
Member

COPY – City Manager
Director Finance
Director Parks, Recreation & Cultural Services
Director Planning & Building
Chief License Inspector
City Solicitor

TO: CHAIR AND MEMBERS
EXECUTIVE COMMITTEE OF COUNCIL **DATE:** 2005 October 13

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** 12000-10

SUBJECT: 2006 LEASE GRANTS - RESOURCE CENTRES

PURPOSE: To seek approval for year 2006 lease grants for non-profit tenants at the Burnaby Heights and Edmonds Resource Centres.

RECOMMENDATIONS:

1. **THAT** the Committee request Council to approve the proposed year 2006 lease grants for resource centre tenants, as outlined in this report.
2. **THAT** the Committee request Council to authorize staff to make the appropriate 2006 lease renewal arrangements with the Burnaby Heights and Edmonds Resource Centre tenants.
3. **THAT** the Committee recommend to Council that the Alzheimer Society of BC receive a lease grant to offset 25 percent of the approved 2005 and 2006 lease rates for recently allocated resource centre space.
4. **THAT** a copy of this report be sent to the Alzheimer Society of BC, 27B-250 Willingdon Avenue, Burnaby, B.C. V5C 5E9.

REPORT**1.0 BACKGROUND**

In 1992 April, Council approved guidelines for the issuance of grants to offset lease rates for non-profit groups allocated space at the Burnaby Heights and Edmonds Resource Centres. In general, tenants at the resource centres can qualify for a grant to offset their lease costs depending on the extent of service provided to Burnaby residents. Where 75 percent or more of the recipients of programs or services of the non-profit group are Burnaby residents, a tenant can qualify for a full lease grant to offset lease costs by 50 percent. Where 25 to 75 percent of recipients are Burnaby residents, a group can qualify for a partial lease grant to offset lease costs by 25 percent.

At its meeting of 2005 August 15, Council approved recommendations for year 2006 lease rates and anticipated lease grant amounts for tenants at the resource centres. Council also approved a recommendation to distribute the report to tenants with a request for tenants to make application for 2006 lease grants.

Based on the lease grant guidelines and the information received from tenant applications, this report proposes 2006 lease grant amounts for non-profit tenants at the resource centres.

2.0 PROPOSED 2006 LEASE GRANTS

Staff have received all expected 2006 lease grant applications. Table 1 *attached* indicates the proposed lease grants for 2006 based on the applications received. Existing tenants who will be renewing their leases have requested the same percentage of lease grant support as was received in 2005 and outlined in the report to Council in 2005 August 15. A new lease grant application was received from the Alzheimer Society of BC for space allocated to the Society by Council at its meeting on 2005 May 30 (see Section 2.1, below). The lease grant requests from existing tenants, as well as requests likely to be received from the new tenants of space that is currently being advertised for lease, are within the lease grant amounts outlined in the report to Council in 2005 August.

2.1 Alzheimer Society of BC

The Alzheimer Society of BC is a province-wide, volunteer-based, non-profit organization. It has a number of resource centres throughout BC which provide support and referral services to people living with Alzheimer's disease and related dementia, and support services and educational workshops for family members and caregivers. The Society was allocated room 27B at Burnaby Heights which it will use as its North Fraser Resource Centre. The centre will serve residents from Burnaby, New Westminster, the Tri-Cities, Maple Ridge and Pitt Meadows. About 40 to 50 percent of its clients are Burnaby residents. Based on the information provided in relation to the lease grant guidelines, the Society qualifies for a partial lease grant to offset 25 percent of the approved lease rate for 2005 and 2006.

For 2006, the established annual lease cost for the Society's allocated space will total \$3,503. The lease grant amount, calculated at 25 percent of the established lease rate, is \$876. The proposed lease grant amount would reduce the actual lease rate for the allocated space for this tenant from \$10.68 to \$8.01 per square foot per year for 2006. The Society's resulting annual (after lease grant) lease costs for 2006 will be \$2,627, or \$219 per month.

3.0 TOTAL LEASE GRANT AMOUNTS

For the year 2006, lease grant amounts are proposed for 14 non-profit groups at the Burnaby Heights Resource Centre and 6 non-profit groups at the Edmonds Neighbourhood Resource Centre, as shown in Table 1 *attached*. For budgeting purposes, full lease grant support has been assumed for space that is currently being advertised for lease. Actual lease grant support for this space will depend on any new tenant's eligibility for lease support, as approved the Committee and Council.

To: Executive Committee of Council
 From: Director Planning and Building
 Re: 2006 Lease Grants - Resource Centres
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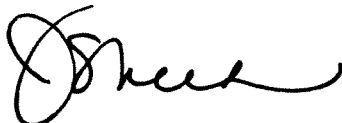
The table below summarizes the total change from 2005 to 2006 for projected lease revenues and grants at both resource centres.

<i>Resource Centres</i>	<i>2005</i>	<i>2006</i>	<i>\$ Increase 2005-2006</i>	<i>% Increase 2005-2006</i>
<i>Lease Rates (before grants)</i>	\$471,953	\$482,894	\$10,942	2.3%
<i>Lease Grants</i>	\$176,797	\$180,342	\$3,545	2.0%
<i>Lease Revenues (after grants)</i>	\$295,155	\$302,552	\$7,397	2.5%
<i>Note: These figures are provided for comparison purposes only. Figures are based on the established lease rates for 2005 and the proposed percentage of lease support for 2006. They assume full occupancy at both resource centres.</i>				

4.0 NEXT STEPS

It is proposed that the Committee forward this report and recommendations to Council for approval of the proposed 2006 lease grant amounts. Once approved by Council, the Finance Department would adjust the monthly lease charges for the benefiting organizations to reflect the approved grant amounts. The grant funds would be transferred internally for budgeting and accounting purposes.

It is also proposed that staff be authorized to make the necessary 2006 lease agreement renewal arrangements with tenants at both centres.



J. S. Belhouse
 DIRECTOR PLANNING AND BUILDING

MM:lr
 Attachment

Copied to: City Manager
 Director Finance
 Director Parks, Recreation and Cultural Services
 City Clerk
 City Solicitor
 Chief License Inspector

TABLE 1
PROPOSED 2006 LEASE GRANTS

RESOURCE CENTRES	2006 Approved Lease Rate \$/Year	2006 Proposed Lease Grant \$/Year	2006 Lease Costs Offset (%)	2006 Lease Cost Increase \$/Year	2006 Lease Cost Increase (%)
Burnaby Heights					
Boxing B.C.	\$1,080.69	\$0.00	0%	\$21.19	2.0%
I.E. Shop - vacant - to be reallocated*	\$10,395.84	\$5,197.92	50%	\$101.92	2.0%
Burnaby Family Life Institute	\$32,114.76	\$16,057.38	50%	\$315.73	2.0%
Burnaby Info & Community Services Society	\$23,955.24	\$11,977.62	50%	\$235.51	2.0%
YMCA Burnaby New West. Child Care Resource & Referral	\$11,278.08	\$5,639.04	50%	\$110.88	2.0%
Room 38 - vacant - to be reallocated*	\$9,227.52	\$4,613.76	50%	\$90.72	2.0%
Room 27A - vacant - to be reallocated*	\$4,175.88	\$2,087.94	50%	\$41.05	2.0%
Fraser Health Authority	\$8,244.96	\$0.00	0%	\$162.12	2.0%
Burnaby School District**	\$75,596.85	\$0.00	0%	\$2,935.80	4.0%
Volunteer Burnaby	\$16,404.48	\$8,202.24	50%	\$161.28	2.0%
Volunteer Burnaby - Stock Room	\$729.30	\$364.65	50%	\$7.15	2.0%
Comitato Attivita Scholastiche Italiane / O.A.S.I.	\$3,545.76	\$1,772.88	50%	\$34.86	2.0%
Marguerite Dixon Transition Society	\$13,168.44	\$6,584.22	50%	\$129.47	2.0%
Air Cadets - 759 Falcon Squadron	\$10,722.72	\$5,361.36	50%	\$105.42	2.0%
Air Cadets - Storage	\$1,140.36	\$570.18	50%	\$11.18	2.0%
Boy Scouts of Canada	\$11,278.08	\$5,639.04	50%	\$110.88	2.0%
Burnaby Seniors Outreach Services Society	\$12,303.36	\$6,151.68	50%	\$120.96	2.0%
Fraser Valley Square & Round Dance Society	\$2,068.56	\$517.14	25%	\$30.42	2.0%
Burnaby Association for Community Inclusion	\$29,079.18	\$14,539.59	50%	\$285.09	2.0%
Room B4 - vacant - to be reallocated*	\$4,137.12	\$2,068.56	50%	\$40.56	2.0%
BC Settlement and Integration Workers Association	\$7,860.48	\$1,965.12	25%	\$115.92	2.0%
Caileen Child & Family Services Society	\$4,667.16	\$1,166.79	25%	\$68.83	2.0%
Alzheimer Society of BC	\$3,503.04	\$875.76	25%	\$51.66	2.0%
Total Burnaby Heights	\$296,677.86	\$101,352.87	34%	\$5,288.61	2.78%
Edmonds					
Burnaby School District**	\$16,009.32	\$0.00	0%	\$314.79	2.0%
Burnaby Family Life Institute	\$32,040.00	\$16,020.00	50%	\$315.00	2.0%
Canadian Mental Health Association	\$16,084.08	\$8,042.04	50%	\$158.13	2.0%
Canadian Red Cross - Burnaby Branch	\$16,020.00	\$8,010.00	50%	\$157.50	2.0%
Deaf Children's Society of B.C.	\$24,457.20	\$6,114.30	25%	\$360.67	2.0%
Room 207 - vacant - to be reallocated*	\$12,463.56	\$6,231.78	50%	\$122.53	2.0%
Burnaby Firefighters Charitable Society	\$9,227.52	\$4,613.76	50%	\$90.72	2.0%
St. Matthews Day Care Society	\$59,914.80	\$29,957.40	50%	\$589.05	2.0%
Total Edmonds	\$186,216.48	\$78,989.28	42%	\$2,108.40	2.0%
TOTAL RESOURCE CENTRES	\$482,894.34	\$180,342.15	37%	\$7,397.01	2.51%

*A lease grant of 50% has been assumed for the I.E. Shop and Room 38, 27A and B4 at Bby Heights and Room 207 at the Edmonds Resource Centre for budgeting purposes. Actual lease grant amounts for this space will depend on the applicants' eligibility for lease support as approved by the Committee and Council

** In accordance with Council policy, the annual lease rate for the Burnaby School District has been increased by 4%. The policy was adopted by Council to allow the School District to budget for its lease costs over a longer period of time.

