



Item.....
Meeting2009 Jun 22

COUNCIL REPORT

TO: CITY MANAGER **DATE:** 2009 June 18

FROM: DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

SUBJECT: **WESTERN COMMUNITY-CENTRED COLLEGE FOR THE RETIRED – LEASE RENEWAL**

PURPOSE: To request authorization for the preparation and execution of a five year lease extension for the Western Community Centred College for the Retired.

RECOMMENDATION:

1. **THAT** authorization be given for the preparation and execution of a five year lease extension for the Western Community Centred College for the Retired under the terms and conditions outlined in the attached report.

REPORT

At its 'Open' Meeting of 2009 June 17, the Parks, Recreation and Culture Commission received the above noted report and adopted the two recommendations contained therein.

A handwritten signature in cursive script that reads "D. Ellenwood".

Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

DE:hh

Attach.

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Copied to: City Solicitor
Director Planning and Building
Director Finance

TO: CHAIR AND MEMBERS
PARKS, RECREATION & CULTURE COMMISSION

FROM: DIRECTOR PARKS, RECREATION &
CULTURAL SERVICES

**SUBJECT: WESTERN COMMUNITY-CENTRED COLLEGE FOR THE RETIRED -
LEASE RENEWAL**

RECOMMENDATIONS:

1. **THAT** authorization be given for the preparation and execution of a five year lease extension for the Western Community-Centred College for the Retired on the terms set out in this report.
2. **THAT** Council be requested to concur.

REPORT

The lower floor and three classrooms of the Kingsway East 1914 School at 6650 Southoaks Crescent has been leased to the Western Community-Centred College for the Retired for its occupancy for a five year term which has expired. The lease term would be 2009 July 01 to 2014 June 30. The leasable portion of the 4,000 square foot lower floor of the 1914 building, which totals approximately 3,000 square feet, is comprised of 3 classroom-sized meeting rooms, a central lobby and reception areas. The tenant has not requested substantial nor additional tenancy improvements.

The programming and allocation of the 1914 building have been done by staff and staff have worked with the tenant successfully. Program offerings of both organizations are compatible and not in competition. This presents an ideal opportunity to coordinate the provision of services to older adults in the south-east area of Burnaby. It is anticipated that Parks, Recreation & Cultural Services will assume the responsibility for managing both upper floor allotments as well as the lower floor lease.

The tenant is currently paying \$655.10 month. The landlord is responsible for all utilities, repairs, maintenance and janitorial services. The organization currently receives a Permissive Tax Exemption and does not pay property taxes. The proposed rent is \$665.00 which represents a rent increase of 1.5%. All provisions from the current lease agreement regarding the Landlord and Tenants Covenants would be continued. The tenant is agreeable to the terms as outlined in this report.

To: Parks, Recreation & Culture Commission
From: Director Parks, Recreation & Cultural Services
Re: WESTERN COMMUNITY-CENTRED COLLEGE
FOR THE RETIRED - LEASE RENEWAL

..... Page 3

Western Community-Centred College for the Retired is a stable and good tenant and provides a well utilized community service. Board members have co-operated and collaborated with the City's Parks, Recreation and Cultural Services staff and service departments.

CONCLUSION

It is recommended that Council authorize the lease of a portion of 6650 Southoaks Crescent to Western Community-Centred College for the Retired under the terms and conditions outlined in this report. With Council's approval staff will undertake the necessary lease arrangements.



Dave Ellenwood
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

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Copied to: City Solicitor
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Director Finance