
TO: CITY MANAGER **DATE:** 2011 November 15

FROM: DIRECTOR PLANNING AND BUILDING **FILE:** 12000 10
Reference: Lease Grants

SUBJECT: 2012 LEASE GRANTS - COMMUNITY RESOURCE CENTRES

PURPOSE: To propose lease grants for the year 2012 for non-profit tenants at the Holdom and Edmonds Community Resource Centres.

RECOMMENDATIONS:

1. **THAT** Council approve the proposed 2012 lease grants for Community Resource Centre tenants, as outlined in Table 1, *attached*, of this report.
2. **THAT** Council authorize staff to make the appropriate 2012 lease renewal arrangements with Holdom and Edmonds Community Resource Centre tenants.

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 City's Community 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 service recipients are Burnaby residents, a group can qualify for a partial lease grant to offset costs by 25 percent.

At its meeting of 2011 October 3, Council approved recommendations from the Executive Committee for 2012 lease rates and anticipated lease grant amounts for tenants at the Community Resource Centres. Council also approved a recommendation to distribute information on the approved 2012 lease rates and the anticipated lease grants to tenants, with a request for tenants to make an application for 2012 lease grants. Staff accordingly communicated such to existing tenants and received applications. Based on these applications, this report confirms the anticipated lease grant amounts for 2012.

Given the meeting schedule of the Executive Committee, this report is being submitted directly to Council with the concurrence of the Committee Chair.

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2.0 PROPOSED 2012 LEASE GRANTS

Table 1, *attached*, indicates the proposed lease grants for 2012 based on the approved guidelines. All existing tenants have requested and demonstrated eligibility for the same percentage of lease grant support as anticipated in the 2011 October 3 report approved by Council.

As such, it is recommended that Council approve the proposed 2012 lease grants for community resource centre tenants, as outlined in Table 1, *attached*, of this report.

It is also recommended that Council authorize staff to make the appropriate 2012 lease renewal arrangements with Holdom Community Resource Centre and Edmonds Community Resource Centre tenants.

3.0 NEXT STEPS

With Council approval of the 2012 lease grants, the Finance Department will adjust the monthly lease charges for the benefiting organizations to reflect the approved grant amount. The grant funds will be transferred internally for budgeting and accounting purposes.



B. Luksun, Director
PLANNING AND BUILDING

RM:sla
Attachment

cc: Director Finance
Chief Licence Inspector
City Clerk

TABLE 1: PROPOSED 2012 LEASE GRANTS

RESOURCE CENTRES	Leased Area (sq. ft.)	Lease Rate (\$/sq. ft.)	2012 Lease Rate \$/Year	2012 Proposed Lease Grant \$/Year	2012 Resulting Lease Costs \$/Year	2012 Resulting Lease Costs Offset (%)
Edmonds Neighbourhood Resource Centre						
Burnaby Family Life Institute	3,000	\$11.97	\$35,910.00	\$17,955.00	\$17,955.00	50%
Afghan Women's Sewing and Craft Cooperative / Afghan Women's Supporting Society	864	\$11.97	\$10,342.08	\$5,171.04	\$5,171.04	50%
Burnaby School District	1,499	\$11.97	\$17,943.03	\$0.00	\$17,943.03	0%
Canadian Mental Health Association	1,506	\$11.97	\$18,026.82	\$9,013.41	\$9,013.41	50%
Canadian Red Cross Society - Burnaby Branch	1,500	\$11.97	\$17,955.00	\$8,977.50	\$8,977.50	50%
Deaf Children's Society of BC	2,290	\$11.97	\$27,411.30	\$6,852.83	\$20,558.48	25%
Immigrant Services Society of BC	1,167	\$11.97	\$13,968.99	\$6,984.50	\$6,984.50	50%
St. Matthew's Day Care Society	5,610	\$11.97	\$67,151.70	\$33,575.85	\$33,575.85	50%
TOTAL (Edmonds)	17,436		\$208,708.92	\$88,530.12	\$120,178.80	42.42%
Holdom Community Resource Centre						
Burnaby Family Life Institute	1,300	\$11.97	\$15,561.00	\$7,780.50	\$7,780.50	50%
Dixon Transition Society	464	\$11.97	\$5,554.08	\$2,777.04	\$2,777.04	50%
Burnaby Seniors Outreach Services Society	570	\$11.97	\$6,822.90	\$3,411.45	\$3,411.45	50%
Volunteer Burnaby	1,000	\$11.97	\$11,970.00	\$5,985.00	\$5,985.00	50%
Burnaby Community Connections	1,711	\$11.97	\$20,480.67	\$10,240.34	\$10,240.34	50%
TOTAL (Holdom)	5,045		\$60,388.65	\$30,194.33	\$30,194.33	50.00%
TOTAL RESOURCE CENTRES	22,481		\$269,097.57	\$118,724.45	\$150,373.13	44.12%