



CITY COUNCIL AGENDA REPORT

MEETING DATE: DECEMBER 1, 2009

ITEM NUMBER: _____

SUBJECT: NON-EXCLUSIVE USE OF THE MULTI-PURPOSE ROOM AT THE DOWNTOWN RECREATION CENTER BY CHILDS PACE, INCORPORATED

DATE: NOVEMBER 17, 2009

FROM: ADMINISTRATIVE SERVICES/RECREATION DIVISION

PRESENTATION BY: JANA RANSOM, RECREATION MANAGER

FOR FURTHER INFORMATION CONTACT: Donna Theriault, Management Analyst 714-754-5636

RECOMMENDATION:

Approve an Amendment (Attachment 1) to the Lease Agreement with Childs Pace, Inc. to allow for the non-exclusive use of a portion of the Downtown Recreation Center's Multi-Purpose Room, and authorize the Mayor and the City Clerk to sign.

BACKGROUND:

Childs Pace Inc. is a year round, non-profit, State subsidized child care and education program serving Costa Mesa families. Childs Pace has leased portions of City facilities since 1978 including the old Downtown Community Center and the new Downtown Recreation Center (DRC). The space at DRC currently leased and occupied by Childs Pace was designated for their needs, and the building was designed to accommodate this lease. Childs Pace is licensed to serve 35 students ages 5 to 12 that are currently enrolled in Costa Mesa schools. Childs Pace has been in good standing with the City during this time by making timely lease payments and giving notice of upcoming events and activities. The most current lease agreement with Childs Pace was approved by City Council in April 2005, and has an annual automatic renewal unless terminated by either party.

Childs Pace has maintained a long waiting list of Costa Mesa families wanting to enroll their children in the program. In order to accommodate more students, Childs Pace is requesting the non-exclusive use of one-half of the DRC Multi-Purpose Room (Attachment 2).

ANALYSIS:

Childs Pace wishes to increase their enrollment by 10 students. In order to do so, their license requires they have additional space. The Multi-Purpose Room at the DRC can be partitioned off to allow for Childs Pace to use one-half of the room, on a non-exclusive basis, to accommodate the increased enrollment (Attachment 3). Students would use the space for homework completion and theatrical exercises. Childs Pace will not be bringing or storing any permanent furniture or play equipment in the multi-purpose room.

They are requesting use of the space during the school term from 2 pm to 5 pm and 10 am to 5 pm during school holidays. The requested use times are during the City's low use periods. The City will still have use of one-half of the Multi-Purpose Room for City programs, events and activities. Childs Pace would not utilize the room during the summer months when the City's programs are in full swing.

ALTERNATIVES CONSIDERED:

City Council could choose to not approve the proposed Lease Amendment. If the Amendment is not approved, Childs Pace will continue to operate out of the DRC as they currently do without the added 10 students. Childs Pace does not have the financial resources to relocate to a larger facility at this time.

FISCAL REVIEW:

The current Lease Agreement requires Childs Pace to pay to the City \$7,044 per year for the exclusive use of the area they currently occupy at the DRC. The Lease Amendment would require Childs Pace to pay an additional \$196 per month for the time they will be using the Multi-Purpose Room (September to June). Both lease amounts are increased annually by the Consumer Price Index.

LEGAL REVIEW:

The City Attorney's Office has prepared and approved the attached Lease Amendment.

CONCLUSION:

The City and Childs Pace have maintained a successful business partnership in providing a supervised learning and care program for Costa Mesa children since 1978. Childs Pace wishes to add 10 students to their program and will need additional space at the DRC to accommodate the students and stay in compliance with their State license.

JANA RANSOM
Recreation Manager

STEVE MANDOKI
Administrative Services Director

COLLEEN O'DONOGHUE
Assistant Finance Director

DISTRIBUTION: City Manager
City Attorney
Finance Director
City Clerk
Staff

- ATTACHMENTS:
- 1 [Proposed Lease Amendment](#)
 - 2 [Letter from Childs Pace, Inc.](#)
 - 3 [DRC Diagram](#)

12/01/09 Childs Pace Report

11/19/09

9:00 am