



Legislation Text

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City of Alexandria, Virginia

MEMORANDUM

**DATE:** OCTOBER 3, 2018

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MARK B. JINKS, CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of a One (1) Year Lease Agreement Renewal with Child and Family Network Centers at Leonard Chick Armstrong Recreation Center Located At 25 West Reed Avenue.

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**ISSUE:** Consideration of a one (1) year lease agreement renewal with Child and Family Network Centers (CFNC) at Leonard Chick Armstrong Recreation Center located at 25 West Reed Avenue.

**RECOMMENDATION:** That City Council:

1. Receive this report recommending a one-year lease agreement renewal between Child and Family Network Centers and the City of Alexandria for the use of two (2) classrooms to conduct a pre-school program for children from low-income families; and
2. Schedule for public hearing on Saturday, October 13, 2018, and after the public hearing is concluded authorize the City Manager to execute the lease agreement (Attachment).

**BACKGROUND:** The Department of Recreation, Parks and Cultural Activities (RPCA) has provided classroom space for CFNC since 1992. CFNC is an Alexandria-based network of 8 free, high-quality bi-lingual preschools that provide low-income children with the skills needed to begin kindergarten on par with their peers. The network also assists the whole family by providing educational and supportive services that support their children's education including health services to ensure children have physicals, vaccinations, and medical screenings necessary to enter kindergarten. For the 2017 to 2018 school year, 96% of the 138 students in CFNC pre-schools were kindergarten ready based on the year-end assessment.

**DISCUSSION:** The terms of the draft lease agreement is the same as the previous agreement and includes a term of one-year unless terminated by either party. The terms provide the CFNC exclusive use of two (2) classrooms in the facility Monday through Friday from 8:30 a.m. to 3:30 p.m. The City's Department of Recreation, Parks and Cultural Activities has use of the classrooms during the remaining operating hours for the recreation center. This lease agreement supports the ongoing commitment of the CFNC to provide high-quality pre-school programs to Alexandria children.

**RENEWAL GRANT PERIOD:** November 1, 2018 to June 21, 2019. A separate addendum extended the 2017 to 2018 lease

through November 1, 2018.

**FISCAL IMPACT:** The City will receive \$10,000 per classroom from CFNC for the term of the lease. Payments are made in three installments (January, February and March 2019). As a nonprofit partner, CFNC's rental of the space would fall under Tier 2 (20% of direct costs recovered) in the City's adopted Resource Allocation and Cost Recovery Policy. The nonprofit organization supports the City's Strategic Plan goal for Thriving Children and Youth through the provision of and access to early child care and education. The RPCA is currently working with the community to review the current Resource Allocation and Cost Recovery Policy and complete an in depth cost accounting for programs and services, including facility use, provided by the department. The term of this lease is limited to one-year to ensure that future lease agreements are in line with any policy updates considered through this process, including consideration of a new category of service for affiliate and/or RPCA nonprofit partner leases.

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