



Legislation Text

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City of Alexandria, Virginia

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MEMORANDUM

**DATE:** JUNE 6, 2023

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

**THROUGH:** JAMES F. PARAJON, CITY MANAGER /s/

**FROM:** JAMES SPENGLER, DIRECTOR, RECREATION, PARKS & CULTURAL ACTIVITIES

**DOCKET TITLE:**

Consideration of a Three (3) 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 Three (3) 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 three-year lease agreement renewal between Child and Family Network Centers and the City of Alexandria for the use of one (1) classroom to conduct a pre-school program for children from low-income families; and
2. Schedule for public hearing on June 17, 2023, 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 139 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.

**DISCUSSION:** The terms of the draft lease agreement are the same as the previous agreement and include a

term of three-years unless terminated by either party. The terms provide the CFNC exclusive use of one (1) classroom in the facility Monday through Friday from 8:30 a.m. to 3:30 p.m. during the school year. The lease agreement period is from September 1, 2023 to June 30, 2026. The City's Department of Recreation, Parks and Cultural Activities has use of the classroom during the remaining operating hours for the recreation center and in the summer. This lease agreement supports the ongoing commitment of the CFNC to provide high-quality pre-school programs to Alexandria children.

**FISCAL IMPACT:** The City will receive \$10,300 annually from CFNC for the term of the lease. Payments are made in three installments (January, February and March). As a nonprofit partner, CFNC's rental of the space for preschool use falls under Tier 2 (20% of costs recovered) in the City's adopted Resource Allocation and Cost Recovery Policy.

**ATTACHMENT:** Draft lease agreement between the Child and Family Network Center and the City of Alexandria.

**STAFF:**

Emily A. Baker, Deputy City Manager

Laura Durham, Deputy Director, Recreation, Parks and Cultural Activities