

# CITY OF LONG BEACH

DEPARTMENT OF COMMUNITY DEVELOPMENT

## C-5

333 WEST OCEAN BOULEVARD • LONG BEACH, CALIFORNIA 90802

September 21, 2004

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

**SUBJECT:** Lease With Patricia A. Waters for Office Space Located at 910 Daisy Avenue for Use as a Community Police Center (District 1)

### DISCUSSION

Since its opening in March 1994, the Willmore Community Police Center (Center), located at 539 W. 9<sup>th</sup> Street, has become an important resource to the neighborhood by providing area residents more convenient access to the Police Department, facilitating referral of requests to other City departments and providing a location for community meetings.

The Center is staffed by one retired Long Beach police officer, residents from the Willmore Neighborhood Improvement Strategy (NIS) area, Spanish-speaking Community Workers and a full-time NIS Coordinator. The Center is open 32 hours per week. The retired police officer is compensated through the Police Department and the NIS Coordinator and Community Workers are compensated through the Department of Community Development Neighborhood Services Bureau. The Department of Community Development also provides funds for the lease payments.

The lease at 539 W. 9<sup>th</sup> Street will expire on October 1, 2004. The landlord has renovated the storefront located at 910 Daisy Avenue as a new site for the Center. The new location provides additional space and other enhancements for Center activities and is located around the corner from the current location. This move provides a facility that would allow for more programs and services to be offered to the Willmore residents. City Council approval of the recommended action would relocate the Center from 539 W. 9<sup>th</sup> Street to 910 Daisy Avenue.

The proposed lease contains the following major provisions:

- **Premises:** Approximately 1,700 square feet of office space located at 910 Daisy Avenue.
- **Lease Term and Extension Options:** The lease would be two years from the date of occupancy (proposed to be October 1, 2004) and the City will have three one-year extension options. The City will have the ability to terminate the lease with two months notice in the event that funding for this program is no longer available.

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- Rent: Rent will be \$1,003 (\$0.59 per square foot) per month for the entire term.
- Tenant Improvements: The owner has made all necessary tenant improvements.
- Utilities: The City will be responsible for its own utilities costs, including water, gas, phone and electricity.

This item was reviewed by Deputy City Attorney Richard Anthony on August 31, 2004 and Budget Management Officer David Wodynski on September 8, 2004.

#### TIMING CONSIDERATIONS

City Council action on this matter is requested on September 21, 2004 so as to complete the transaction as quickly as possible in order to move into the new location prior to the expiration of the existing lease.

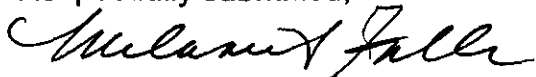
#### FISCAL IMPACT

Due to the new location, the annual rent will increase from \$9,600 to \$12,036. Sufficient funds have been budgeted in the Community Development Grants Fund (SR 150) and in the Department of Community Development (CD) to support this activity. There is no impact on the General Fund.

IT IS RECOMMENDED THAT THE CITY COUNCIL:

- 1) Authorize the City Manager to execute a lease with Patricia A. Waters for office space located at 910 Daisy Avenue for use as a community police center for a term of two years, at an annual cost of \$12,036; and
- 2) Authorize the City Manager to exercise any extension options provided for in the lease.

Respectfully submitted,



MELANIE S. FALLON  
DIRECTOR OF COMMUNITY DEVELOPMENT

MSF:PJS:skh

APPROVED:



GERALD R. MILLER  
CITY MANAGER