



City Council

Approval of a Resolution Authorizing a Lease Agreement with Senior Services of South Sound for Space at The Olympia Center

Agenda Date: 2/23/2021
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Type: resolution **Version:** 1 **Status:** Passed

Title

Approval of a Resolution Authorizing a Lease Agreement with Senior Services of South Sound for Space at The Olympia Center

Recommended Action

Committee Recommendation:

Not referred to a committee

City Manager Recommendation:

Move to approve a resolution authorizing the City Manager to sign the 2021 Senior Services for South Sound Lease Agreement for space at The Olympia Center.

Report

Issue:

Whether to approve the resolution authorizing the City Manager to sign the 2021 Senior Services for South Sound Lease Agreement for space at The Olympia Center.

Staff Contact:

Scott River, Director of Recreation and Facilities, Parks Arts and Recreation, 360.753.8506

Presenter(s):

None - Consent Calendar Item.

Background and Analysis:

Senior Services for South Sound coordinates regional services for seniors in Thurston and Mason Counties and has leased space at The Olympia Center since the building opened in 1987. Their lease at The Olympia Center includes regional office space as well as programming and office space necessary for the local operations of the Olympia Senior Center.

This lease is generally consistent with agreements from previous years, with one major exception; the lease amount, which was scheduled to be \$29,915, for regional office space has been waived for 2021. This is a one-year reduction in rent in response to the organization's request for relief as a result of financial challenges during the COVID-19 pandemic.

In consideration for this one-time relief from rent and to accommodate the request, the City will be provided a written document from Senior Services, that outlines their post-pandemic economic and operational recovery plan no later than June 30, 2021. This document shall include, but not be limited to, a list of known strategic initiatives, a list of Senior Services key priorities, and what support from the City would help in achieving identified strategic initiatives and key priorities. In addition, both organizations will use 2021 to reevaluate all financial aspects and related impacts for future lease agreements.

Other lease terms:

- Length: Calendar Year 2021.
- Space: Office lobby, reception, kitchen, storage and workspace at The Olympia Center.
- Lease Payment: Waived for 2021.
- Utilities: City provides all utilities except telephones.
- Janitorial Service: Olympia provides janitorial and facility maintenance services, except that Senior Services is responsible for any repairs or alterations they cause, except for ordinary wear and tear.

Neighborhood/Community Interests (if known):

Senior Services for South Sound offers a wide range of programs in the South Sound for seniors and their families.

Options:

1. Approve a resolution authorizing the City Manager to sign the 2021 Senior Services for South Sound Lease Agreement for space at The Olympia Center.
2. Do not approve the resolution and request language modifications to the agreement. This will require additional staff time to reconstruct and/or renegotiate terms of the agreement while delaying a legal agreement for Senior Services for South Sound to occupy the spaces they currently use at The Olympia Center.
3. Do not approve the resolution and provide staff with alternate direction. This will require additional staff time to reconstruct and/or renegotiate terms of the agreement while delaying a legal agreement for Senior Services for South Sound to occupy the spaces they currently use at The Olympia Center.

Financial Impact:

The lease amount has been eliminated for 2021 to allow Senior Services for South Sound the flexibility to use operational funds to continue other services during the COVID-19 pandemic. The 2021 budget was adopted with this expectation.

Attachments:

Resolution
Agreement