



Department Source: Parks and Recreation

To: City Council

From: City Manager & Staff

Council Meeting Date: June 19, 2017

Re: Agreement with the Housing Authority of the City of Columbia, Missouri to operate an Adapted Community Recreation program at Paquin Tower

Executive Summary

The Parks & Recreation Department is requesting Council approval authorizing the City Manager to sign an agreement with the Columbia Housing Authority to operate an Adapted Community Recreation program at Paquin Tower, located at 1201 Paquin Street, Columbia, Missouri. Parks & Recreation has operated a recreation program in Paquin Tower for people with disabilities for almost 45 years. The Housing Authority has requested that a formal agreement outlining both parties' responsibilities be executed. There is no rental cost to the City of Columbia for the leased space outlined in the agreement.

Discussion

Parks & Recreation has operated a recreation program at Paquin Tower since it opened in 1973. Paquin Tower is located at 1201 Paquin Street, Columbia, Missouri and is owned by the Housing Authority of the City of Columbia, Missouri. Currently, Parks and Recreation operates the Adapted Community Recreation (ACR) program at Paquin Tower, which provides people with disabilities unique opportunities for recreation. Programs include arts and crafts, social activities and skills, outings, and special events. A number of group homes, programs for people with disabilities, and special needs classes from public schools participate in activities offered through ACR. This program is open to the community and had 20,868 participations in its activities and programs last fiscal year.

Parks and Recreation has one full-time staff member that manages the ACR program and is stationed in an office located in Paquin Tower. This staff member is assisted by part-time staff and volunteers.

The Housing Authority provides office, program, and storage space for ACR in Paquin Tower at no charge. Previously, Parks and Recreation was responsible for providing the phone service for this program. As per the proposed contract, the Housing Authority will now provide the phone service, resulting in an annual savings of \$2,400 for the Parks & Recreation Department. The proposed agreement includes the following:

1. The Housing Authority (Lessor) will provide office, program, and storage space at Paquin Tower for the ACR program at no charge. The leased space is available for the program 24 hours a day, 7 days a week.
2. The Housing Authority is responsible for utilities, phone, and internet services and will provide all maintenance and repairs of the building.
3. The cost to the City of Columbia (Lessee) for the leased premises is \$0.



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4. The City of Columbia will operate the Adapted Community Recreation program to provide people with disabilities unique opportunities for recreation. The program is to be open to the community.
5. The City of Columbia will provide general cleaning and upkeep of the leased space and maintain it in a decent, safe and sanitary condition.
6. The City of Columbia shall provide all equipment required for the activities of the ACR program and shall keep such equipment in good repair and condition.
7. The City of Columbia is responsible for general liability insurance for occurrences of the Lessee's use of the leased premises or conducting the program.
8. The City of Columbia will provide monthly program activity reports that describe the program activities conducted and the number of public housing residents and other low-income persons served by the program.
9. The lease term is for a period of ten years and automatically renewed annually thereafter.
10. Either party may terminate the agreement with 30 days written notice.

The Housing Authority has been strong partners with the Department and as stated in the agreement "it is believed that such program will benefit residents of Lessor's public housing development, and residents of other housing projects owned and operated by Lessor. It is also believed that such program will serve the public interest and target services for public housing residents and other low-income persons."

The Parks and Recreation Department is requesting Council approval of the agreement by authorizing the City Manager to sign the proposed agreement with the Columbia Housing Authority to operate an Adapted Community Recreation program at Paquin Tower.

Fiscal Impact

Short-Term Impact: The agreement will result in \$2,400 P&R Department operating cost savings for the phone for the ACR program. The rental cost to the P&R Department in the lease agreement is \$0. No new costs related to executing the proposed agreement. The ACR program continues its operation as before.

Long-Term Impact: \$2,400 annual operating cost savings on phone service for the ACR program.

Vision & Strategic Plan Impact

Vision Impacts:

Primary Impact: Health, Social Services & Affordable Housing, Secondary Impact: Parks, Recreation & Greenways, Tertiary Impact: Not Applicable

Strategic Plan Impacts:

Primary Impact: Social Equity, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable



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[Comprehensive Plan Impacts:](#)

Primary Impact: Inter-Governmental Cooperation, Secondary Impact: Not applicable,
Tertiary Impact: Not Applicable

Legislative History

Date	Action
N/A	N/A

Suggested Council Action

Approve the legislation to authorize the City Manager to sign an agreement with the Housing Authority of the City of Columbia, Missouri to operate an Adapted Community Recreation program at Paquin Tower, located at 1201 Paquin Street, Columbia, Missouri.