



Date: October 2, 2012

To: Thomas J. Bonfield, City Manager

Through: Wanda Page, Deputy City Manager

From: Rhonda B. Parker, Director, Parks and Recreation

Subject: Lease of Non-Residential Property and Contract for Service with Ligo Dojo of Budo Karate

Executive Summary

At the conclusion of the 2012 Summer Day Camp programs in August, Durham Parks and Recreation (DPR) ended the provision of programs at three (3) of the small recreation centers. DPR will only provide programming at East Durham Recreation Center, T.A. Grady Recreation Center and W. I. Patterson Recreation during the summer months (June – August). In an effort to continue to have activities at these small centers, staff met with Non Profit organizations interested in operating out of these sites and to provide community programming during the period of September through May of each year. This agreement with Ligo Dojo of Budo Karate will allow for martial arts programming to be offered to residents at the East Durham Recreation Center from November – May of 2013. Ligo Dojo of Budo Karate (NPO) is a registered 501(c)3 organization with the office of the Secretary of State of North Carolina. During the summer months DPR and the NPO will partner to offer a unique martial arts focused summer day camp for youth ages 5-12 years.

Recommendation

The Administration recommends that City Council, authorize the City Manager to execute the Lease for Non-Residential Property and Contract for Service with Ligo Dojo of Budo Karate.

Background

The East Durham Recreation Center located at 2615 Harvard Avenue is a small recreation facility. DPR has offered after school care, summer day camp and teen programming at this facility. In the past several years, attendance for programming during the traditional school year has reduced significantly. DPR ceased programming at East Durham Recreation Center after the close of the 2012 Summer Day Camp Program.

This unique agreement will offer beneficial programming at East Durham during the months that DPR will not be offering programming at the site. It will also provide for the security and care of the City's asset during the traditional school year. During the summer months the NPO and DPR will partner to provide a unique martial arts focused Summer Day Camp program.

The City will continue to fund the utilities and costs associated with the security system for the facility. The NPO will not be charged a monthly rent in return for providing programming on behalf of the City at this facility. The Scope of Services attached to the agreement details the roles and responsibilities of the NPO and the City. Key points within the Scope of Services include:

- All fees charged to participants by NPO will be reviewed and approved in writing by the Director of Parks and Recreation (“DPR”). NPO will have in place and approved in writing by the DPR a scholarship program to assist residents who could not afford to pay.
- The NPO will assume custodial responsibilities for the facility, which will alleviate demand on the Facility Maintenance Operations division of the General Services Department during the months of September - May.
- NPO must perform criminal background checks on staff and volunteers. NPO must submit and obtain approval by DPR for the policy and procedures for criminal background checks.
- DPR will provide advertising space in one issue of its programming magazine *Play More!*
- NPO will have two community meetings a year to inform the public about programming services and scholarships available. The NPO shall schedule these meetings and inform the Recreation Manager early enough of these meeting dates so that the City can publicize them in “Play More” and other City publications and calendars.

At the end of May, the NPO will cease its regular programming so that the facility can be prepared for the joint summer day camp programming. This agreement allows for nine (9) annual renewals to be executed by the City Manager.

Issues/Analysis

The Administration believes that this agreement will insure that beneficial programming will continue to be offered on behalf of DPR at the East Durham Recreation Center. The collaborative nature of the agreement is beneficial to both parties and the residents of Durham.

Alternatives

The Council does not approve of this agreement and programming will only be offered at the East Durham Recreation Center during the summer months.

Financial Impact

There is no financial impact to the City with the execution of this agreement. The City will continue to pay for utilities and security of the facility throughout the year. This agreement will benefit residents by having activities available at the facility.

SDBE Summary

The Equal Business Opportunity Ordinance is not applicable to this agreement.

Attachments: Lease of Non-Residential Property and Contract for Service with Ligo Dojo of Budo Karate.