



CITY OF MARSHALL AGENDA ITEM REPORT

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| Presenter: | Katie Brusven |
| Meeting Date: | Tuesday, December 17, 2024 |
| Category: | CONSENT AGENDA |
| Type: | INFO/ACTION |
| Subject: | ACC Rental Contracts |
| Background Information: | <p>LSS Senior Dining (Frequently known as Meals on Wheels) is due to renew their annual rental agreement for use of kitchen and adjacent space at the ACC, with the current agreement expiring on 12/31/24. In October this year, LSS rolled out a new format in all sites, which includes Marshall, and is updating how they prepare and deliver meals. Marshall has become a distribution site, with the continued option to dine on site. It is no longer a cooking site. Meals will be prepared off site in one of the cooking kitchens and delivered to Marshall via freezer truck. LSS kitchen aid/staff onsite will prepare those meals to be delivered daily in the Marshall area.</p> <p>With this transition, LSS and ACC staff met to discuss potential implications to the current contract. Both parties discussed extending the current agreement for an additional 3 months, as is. This will allow time to adjust to the new format and provide both LSS and ACC staff with time to review any potential requests for additions or changes to the current contract. Any requests would be submitted to the ACC Commission in the January meeting.</p> <p>Adult Basic Education has been using space at the ACC to hold English Classes on average 3 nights a week. They have been using a recurring rental contract- which is used for a number of community and civic organizations which hold monthly meetings at the ACC. Due to ABE's consistent use, and exceeding the time frame of the recurring rental contract, It was determined to provide a contract specific to ABE. A contract was drafted through the City Attorney. Parties, with approval from the ACC Commission, are in agreement to request council approval for the attached contract.</p> |
| Fiscal Impact: | Ongoing rental income for both the LSS contract and the ABE contract. |
| Alternative/ Variations: | |
| Recommendations: | Approve and complete the ABE contract. Approve the request to extend LSS's contract for 90 days. |