

FREQUENTLY ASKED QUESTIONS

The lease costs identified in the Districts proposals were \$1.88 sq. ft. annually for non-profits in the classification "B" discounted rate. Is this correct? The lease costs identified at \$1.88 were based on last year's charter school rate. For 2014-15 we will start with \$2.10 and adjust down as necessary after October when we close the books. We are proposing to the Board that our 'base' rent would be the same as a charter. So, if the Board agrees, we would start at \$2.10/square foot/year regardless of the classification.

Who would qualify under Classification B- Non-Profit status? The categories below should be used to determine what Classification your entity qualifies under:

Class B Discounted: Activities of non-profit organization residing in the District whose primary focus is the promotion of youth groups having a residency requirement, local senior citizen groups and local homeowners associations. The net receipts of admission fees, membership fees or donations collected by these groups must be expended for the welfare of the pupils of the District.

Class C Direct Cost: Activities of non-profit organization whose primary focus is serving the general public including (but not limited to) civic and service groups (Kiwanis, Rotary, Elks, Moose, Lion, etc.), chambers of commerce, youth organizations without a residency requirement, non-profit supplemental educational services providers and religious services.

Class D Private & Commercial (Fair Market): Commercial use shall apply to those organizations or individuals requesting to use school facilities for conducting any type of commercial business or function including for profit businesses, organizations and supplemental educational services providers. It shall be considered commercial if the publicity and/or advertising would benefit a particular person or concern in a commercial way. This includes: Organizations/groups where admission fees are charged or contributions are solicited and the net receipts are not expended for the welfare of the pupils of the district or for charitable purposes, a charge shall be made for the use of school facilities or grounds, in accordance with the fees schedule.

How long can the lease be for? We are recommending that leases be for a period of two years; however, if you need more let us know and we can certainly entertain other options. Also, we are recommending that all leases be evaluated at the end of the first year to make sure we're not losing too much money or, conversely, making too much money.

Can the annual lease costs be capped? Right now annual lease costs are recommended to be capped at the rate mentioned before. They are, however, recalculated each year.

How will the District bill for the lease? Monthly.

Will the district bill only the primary agency? It is staff's intent to only bill the 'main' tenant. This will be the person/agency primarily responsible for the lease and its requirements.

Can a lease for a site be phased in over time? For example, if it was planned to use an entire campus but would start with ½ the campus in year one and incorporate the full campus by year two, would one be required to pay for the entire campus to obligate it? You would not have to reserve the whole campus ahead of time. That being said, if you are occupying half of the campus and the District receives a request for leasing the other half obviously, we'd have to make sure everyone's needs are addressed.

Would the lease cost include the outside recreation and other grounds areas? Currently our lease calculations with charters are for building square footage only. Outside areas such as fields would typically be utilized by the lessee; however, if you want exclusive use of a field, for example, on a particular day we would require a civic permit to make sure other groups don't request the field.

What type of improvements to the outside grounds and recreation areas will be allowed? All improvements to the building and grounds have to be submitted for review using a Special Projects Form or a Capital Improvements Form. Minor improvements should not be a problem. Anything that affects path of travel, irrigation, mowing, etc. would need to be reviewed and approved.

If parking could be increased to accommodate the community and not impact residents – would these improvements be allowed? Additional parking would have to go through our normal process which usually involves approval from various agencies, architect, etc.

What type if any facility improvements will be allowed? All improvements would have to have prior approval from District staff. Improvements would be limited to those that are allowed under Division of State Architect and any relative district standards.

What will be the process to obtain approval for facility improvements, if allowed? A Special Projects or a Capital Improvements Form would need to be submitted for approval.

If site improvements are allowed would there be requirements for selecting contractors/labor etc.? It depends on the dollar amount of the improvements but primary starting point would be guided by Public Contract Code.

What type of work is included in maintenance work? Maintenance work typically includes anything attached to or in the building, such as a broken toilet, a light fixture not working, plumbing issues, electrical issues, etc. .

If maintenance staff from the District was used, would they work the days we plan to be open or would they be on the District's schedule (e.g. Thanksgiving break, Christmas break)? Our staff will be on the District's schedule. Please be advised that using District custodial staff may end up a requirement of a lease and not an option. This will be something the Board will have to provide direction on.

Are there security cameras on the sites? Yes; there are cameras strategically located to monitor outside areas.

Does the District currently provide security for the school sites? If so will they in the future?

Security services have yet to be determined. Charters pay an additional fee per student for the district's security and alarm services. We are unsure yet how we will handle security services.

Who owns/uses the fields and would we be able to utilize this space? The fields are owned by the District. Use of the fields would be reserved using the Civic Permit process.

Would the School District be open to discussing a joint use partnership with the City of Sacramento to possibly use some of the grounds as a mini-park? Yes; we can entertain the notion.

Does the District require to be named on insurance liability and if so what are the liability amounts required? The District must be named on your insurance policy and it must be for at least \$1 million. Please see additional insurance information in the Proposal.

Will the sites be equipped with any furniture and/or equipment? You should assume that the sites will be empty. Lessees will be responsible for providing all furniture and equipment necessary to conduct business. Essentially sites will be leased on an "as-is" basis.

How do we get keys for rooms, gates, etc.? Keys to all facilities will be checked out to individuals who sign a District form and assume responsibility for the keys.

How would we go about getting phones, internet, etc.? Lessee would need to contact their chosen to provider to have such services delivered to the site.

Will the District maintain the fields at the site? The District maintains its fields on a rotating bases and it is a part of maintenance. Anything above and beyond will be a cost to the lessee.