

**STAFF REPORT**  
**City of Lancaster**

CC 6
12/09/14
MVB

DATE: December 9, 2014

TO: Mayor Parris and City Council Members

FROM: Allison E. Burns, City Attorney

SUBJECT: **Delegation of Authority to Execute Lease Agreements**

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**Recommendation:**

Adopt **Resolution No. 14-66**, delegating authority to execute lease agreements to the City Manager.

**Fiscal Impact:**

None

**Background:**

The City enters into various lease agreements related to the Cedar Center, Impact Homes and other City-owned facilities.

This will help expedite the lease process by delegating to the City Manager the authority to execute lease agreements, pursuant to Ordinance 998, which was adopted by City Council on June 24, 2014, and which in part amended Section 2.08.060 of the Lancaster Municipal Code to expressly provide that the duties of the City Manager include executing contracts, agreements, deeds, leases and other documents as authorized, delegated and/or instructed by City Council.

Resolution No. 14-66 will authorize the City Manager to execute lease agreements, provided that the facility in question falls within a program that has been authorized by City Council by budget approval or other action, and further provided that the term does not exceed two years with a renewal option of an additional year. Lease agreements of a longer duration will require City Council review and approval.

**Attachment:**

Resolution No. 14-66