

City Council – Action Request Form

Date: December 11, 2017

To: The City Manager

From: S. Kirk Bjorling, Real Estate Administrator
Catrina A. Thompson, Chief of Police

Council Action Requested:

Consideration of a Resolution Authorizing a Lease for Office Space in Suites 203, 205, and 207 of Albert Hall (East Ward)

Strategic Focus Area: Safe and Secure Community

Strategic Objective: Improve Public Safety Service Quality

Strategic Plan Action Item: No

Key Work Item: No



Summary of Information:

The City originally entered into a lease for space in Albert Hall for the Police Department in March, 2004. In April 2012, the City entered into an extension of the lease with Vintage Oaks II, Brown/Boespflug II, and Bulkley Investors (Owner) for Suites 203, 205, and 207, containing 5,630 square feet of office space in Albert Hall at 101 North Chestnut Street for the Police Department.

The owner has agreed to an additional lease extension which would run from March 1, 2018 to February 28, 2019 at the existing \$13.75/square foot rate or \$6,451.04 per month, plus parking. The owner has further agreed to an option to extend the term of the lease for three additional periods of one year each. This one year lease extension, along with the lease option, will provide the City with future flexibility to relocate to another location if needed.

The attached resolution authorizes the execution of a lease as stated herein, and approved by the City Attorney's Office.

Committee Action:

Committee	<u>Finance 12/11/17</u>	Action	<u>Approval</u>
For	<u>Unanimous</u>	Against	<u></u>
Remarks:	<u></u>		