



City of Coral Gables
CITY COMMISSION MEETING
May 11, 2021

ITEM TITLE:

Resolution. A Resolution of the City Commission authorizing the retroactive approval of the lease agreement between the City of Coral Gables and 338 Minorca Law Center, for the property located at 338 Minorca Avenue, First Floor, Coral Gables, FL 33134 for a one (1) year period with the option of two (2) additional three-month extension periods for the temporary relocation of the City's Parking Department administrative office.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

After the sale of the 2801 Salzedo Public Safety Building on March 23, 2021, the City's Parking Department administrative staff was temporarily relocated to the City Hall Annex Building. The City plans to permanently locate the Parking Department's offices within City Municipal Garage #7 once the garage is built. Garage #7 is already designed and awaiting procurement of construction contractor services. Garage #7 will be located on the Minorca Avenue side of the City's newly inaugurated Police and Fire Headquarters at 2151 Salzedo St, Coral Gables, FL 33134.

Due to the commencement of the construction/renovation project at the City's 427 Biltmore Way, Coral Gables, FL 33134 building (the "427 building"), the Development Service Department's Planning & Zoning, Board of Architects, and Code Compliance Divisions were relocated from the 427 building to the 3rd floor of City Hall.

After the Development Services relocation took place, the City determined that it was necessary to relocate a portion of the Development Services personnel from the 3rd floor to the City Hall Annex Building due to space constraints and work to relocate the Parking Department Administrative staff to an alternative temporary space.

Given that the City does not have any additional office space available within City-owned property for relocating the Parking Department, and given the time constraints to carry out the personnel relocations, the City of Coral Gables (the "Tenant") identified temporary office space for the Parking Department at 338 Minorca Avenue, First Floor, Coral Gables Florida, 33134 (the "Premises") and entered into a lease with 338 Minorca Law Center, LLC (the "Landlord") for a period of one (1) year with the option of two (2) three-month extension periods. The execution of this lease agreement allows the time

necessary for the building/construction of Garage #7, at the end of which, the Parking Department will move into its permanent location.

The Premises are ½ block from the PFHQ and the Garage #7 site. The Premises are also located across the street from the City’s Municipal Parking Lot #18 where the Department’s patrons/visitors will be able to park. Ample street parking is also available right in front of the Premises.

Due to time constraints and the fact that no Commission meetings were held in April, the City Manager proceeded to enter into the lease which is now presented to the City Commission for retroactive approval.

The negotiated lease terms are as follows:

Premises: 338 Minorca Avenue, First Floor, Coral Gables Florida, 33134.

Landlord Improvements: The space is being leased in a tenantable condition, which includes existing furnishings and built-in office workstations and storage.

Use: Office for City’s Parking Department Administrative staff.

Term: One (1) year commencing on May 1, 2021.

Renewal: Tenant will have the option of two (2) three-month extension periods.

Rent:

<u>Period</u>	<u>Annual Base Rent</u>	<u>Monthly Installments</u>
Lease Year 1	\$26,400.00	\$2,200.00
Lease Year 2	\$26,400.00	\$2,200.00

Costs: The monthly rent includes all maintenance expenses, janitorial services, and utility charges. City costs include IT/telephone/internet services.

Security: No security deposit shall be required of the Tenant under this Lease.

FINANCIAL INFORMATION: (If Applicable)

No.	Amount	Source of Funds
460-8300-545-44-30	\$26,400.00	Other Miscellaneous Expense

ATTACHMENT(S):

- 1. Draft Resolution**
- 2. Executed Lease**