



City of Coral Gables  
CITY COMMISSION MEETING  
**March 29, 2022**

**ITEM TITLE:**

**Resolution.** A Resolution of the City Commission authorizing the approval of a first amendment to lease between the City of Coral Gables and 338 Minorca Law Center, LLC for the property located at 338 Minorca Avenue, First Floor, Coral Gables, FL 33134 for an additional one (1) year period (05/01/22-04/30/23) for the City’s Parking Department administrative office location.

**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 temporarily with the long-term plan to permanently locate the Parking Department’s offices within City Municipal (the “Minorca Garage”), located at 254 Minorca Avenue, Coral Gables, FL 33134. The Minorca Garage is under construction and expected to be completed in early 2023.

In March-April of 2021, the City Hall Annex space was needed to relocate Development Services personnel due to the commencement of the construction/renovation project at the City’s 427 Biltmore Way, Coral Gables, FL 33134 building (the “427 building”). Therefore, on May 1, 2021, the City of Coral Gables (the “Tenant”) entered into a lease agreement (the “Agreement”) with 338 Minorca Law Center, LLC (the “Landlord”) for the first floor of 338 Minorca Avenue, Coral Gables, FL 33134 (the “Premises”) to temporarily relocate the Parking Department offices. The Premises are ½ block from the PFHQ and the Minorca Garage site and across the street from the City’s Municipal Parking Lot #18 where the Department’s patrons/visitors have been able to park. Ample street parking also continues to be available right in front of the Premises.

The lease term was for a period of one (1) year (May 1, 2021-April 30, 2022) with the option of two (2) three-month extension periods. However, because the Agreement is currently set to expire on April 30, 2022, and while it provides for two (2) three-month-extensions, the Tenant has requested, and the Landlord has agreed, to enter into a first amendment to lease to extend the term for one (1) additional year. The first amendment to lease also allows for the early termination after January 1, 2023, by providing sixty (60) days written notice. The execution of this first amendment to lease will also allow for the time necessary for the City’s completion of the Minorca Garage construction, at

the end of which, the Parking Department will move to its permanent location at the garage.

The negotiated lease terms are as follows:

Landlord Improvements: The space will continue to be 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 (May 1, 2022-April 30, 2023), but also allows for early termination after January 1, 2023, by the Tenant providing sixty (60) days written notice.

Rent: The rent will increase by 3% in Year 2.

<u>Period</u>	<u>Annual Base Rent</u>	<u>Monthly Installments</u>
Lease Year 1 05/01/21- 04/30/22	\$26,400.00	\$2,200.00
Lease Year 2 05/01/22- 4/30/23	\$27,192.00	\$2,266.00

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
460-8300-545-49-90	\$27,192.00	Other Miscellaneous Expense

**ATTACHMENT(S):**

- 1. Draft Resolution**
- 2. Landlord Executed First Amendment to Lease**