



City of Coral Gables
CITY COMMISSION MEETING
November 14, 2023

ITEM TITLE:

Resolution. A Resolution of the City Commission approving a Fourth 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-year term (01/01/24-12/31/24) for the temporary relocation of the City’s Finance Department Collections Division staff offices.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

On April 23, 2021, the City of Coral Gables (the “Tenant”) entered into a Lease Agreement (the “Lease”) for a one-year term (05/01/21-4/30/22), 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 City’s Parking Department offices. The Premises are ½ block from both the Police and Fire Headquarters Building and the future site of the Minorca Garage (the “Garage”). The Premises are also across the street from the Municipal Parking Lot #18 where the Department’s patrons/visitors can park. Ample street parking is also available right in front of the Premises. The City Commission approved the Lease Agreement on May 11, 2021, pursuant to Resolution 2021-71.

On April 11, 2022, pursuant to Resolution No. 2022-61, Landlord and Tenant amended the Lease for an additional one-year term (05/01/22-4/30/23) which allowed for early termination after January 3, 2023, by providing sixty (60) days written notice, and the monthly rent increased to \$2,266.00 per month.

On February 27, 2023, pursuant to Resolution No. 2023-26, Landlord and Tenant amended the Lease for an additional three-month term (05/01/23-7/31/23), which allowed for early termination by providing sixty (60) days written notice, and the monthly rent remained at \$2,266.00 per month.

On July 17, 2023, pursuant to Resolution No. 2023-124, Landlord and Tenant amended the Lease for an additional five-month term (08/01/23-12/31/23) which allowed for early termination by providing sixty (60) days written notice with the monthly rent remained at \$2,266.00 per month.

The City's remodeling of the Finance Department's administrative offices at City Hall will require the temporary relocation of Finance Department Collections Division staff. As such, the Tenant has requested, and the Landlord has agreed, to extend the Lease for an additional one-year term (01/01/24-12/31/24), to temporarily relocate the Collections Division's staff. The negotiated lease terms remain as follows:

- **Landlord Improvements:** The space will continue to be leased in a tenantable condition, including existing furnishings, built-in office workstations, and storage.
- **Use:** Office space for City's Finance Department Accounting Services Administrative staff.
- **Term:** A one-year extension term (01/01/24-12/31/24) which allows for early termination by the Tenant providing sixty (60) days written notice to the Landlord.
- **Rent:** The rent will be \$2,750.00 per month during the one-year term.

<u>Period</u>	<u>Annual Rent</u>	<u>Monthly Rent</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
Three (3) Month Extension 05/01/23- 7/31/23	Three Month Extension \$6,798.00	\$2,266.00
Three (5) Month Extension 08/01/23- 12/31/23	Three Month Extension \$11,330.00	\$2,266.00
One-year Extension 01/01/24-12/31/24	\$33,000.00	\$2,750.00

- **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	\$33,000.00	Other Miscellaneous Expense

LEGISLATIVE ACTION:

Date.	Resolution/Ordinance No.	Comments
May 11, 2021	2021-71	Lease Approval
March 29, 2022	2022-61	First Amendment to Lease Approval
February 14, 2023	2023-26	Second Amendment to Lease Approval
June 13, 2023	2023-124	Third Amendment to Lease Approval

ATTACHMENT(S):

1. Draft Resolution
2. Landlord Executed Fourth Amendment to Lease