

Lease Agreement

City Council District 3 Constituent Office



City Council A Session – Item #14
January 25, 2024

Presented by: Alexander Martinez, Deputy Director
Building and Equipment Services Department

Background



- Lease agreement with Brooks Development Authority (BDA)
- Leased premises is 4,460 S.F, located at 3120 Sidney Brooks Street at Brooks City Base, in Council District 3
- District 3 Constituent Office has been located on Brooks City Base since 2005. Due to the development plans of the BDA, it is now necessary for the District 3 Council Office to relocate.



Lease Terms



- Five-year term commencing the 1st of the month after the Certificate of Occupancy is issued.
- COSA will pay \$2,750 monthly rent, for the entire five-year term.
- COSA may terminate this lease agreement at any time with 120 days notice.
- Agreement includes an amount not to exceed \$249,999.00 for improvements to the leased premises.



Recommendation



Staff recommends approval of this ordinance authorizing the execution of a Lease Agreement with Brooks Development Authority for a term of five years, in support of the District 3 Constituent Office.



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