



**Request for City Council Committee Action
From the Department of Finance and Property Services**

Date: August 22, 2012
To: Honorable Don Samuels, Chair Public Safety, Civil Rights and Health
Referral: Honorable Betsy Hodges, Chair Ways & Means Committee
Subject: **Lease - Storage Space**

Recommendation:

Authorize the proper City officers to negotiate and execute a new Lease Agreement for storage space with Classic Space, Incorporated for a five year period, not to exceed \$50,000.00 annually. Funding for this lease payment will be charged to the department's Operating Budget: (Fund: 01600, Department: 4003100), with no additional appropriation needed.

Previous Directives:

- August 19, 2009: Authorization to negotiate and execute a three year Lease Agreement with Classic Space, Inc. for storage space

Prepared by: Greg Goeke, Director of Property Services, 673-2706

Approved by:

Kevin Carpenter, Chief Financial Officer, Finance and Property Services Dept.

Paul Aasen, City Coordinator

Presenters: Greg Goeke, Director of Property Services

Reviews

Permanent Review Committee (PRC): Approval _NA Date _____

Civil Rights Approval Approval _NA Date _____

Policy Review Group (PRG): Approval _NA Date _____

Financial Impact

No financial impact

Community Impact

Neighborhood Notification:
City Goals: A Safe Place to Call Home
Comprehensive Plan:
Zoning Code:

Background/Supporting Information

The City has a variety of long term storage needs that support daily operations. A lease agreement with Classic Space allows for appropriate and secure storage space to meet a portion of the departments' needs that cannot be accommodated in City owned facilities.

Therefore, staff is recommending a new five-year lease with Classic Space. The existing lease expired on June 30, 2012.