



## Request for City Council Committee Action From the Department of Public Works

**Date:** September 14, 2009  
**To:** Honorable Paul Ostrow, Chair, Ways and Means Committee  
**Subject:** **Amendment - Elections Storage Lease**

### Recommendation:

The proper City officers are authorized to execute an Amendment to the existing lease, Contract No. C-24225, with Mid-City Plaza Partnership to include an additional 3,015 square feet of warehouse storage space (five (5) month term) beginning October 1, 2009 and ending February 28, 2010. Funding for this additional rent payment will be charged to the departments operating budget (Fund 00100 Department 2600500) with no additional appropriation needed.

### Previous Directives:

August 28, 2009: Council authorized lease Amendment  
February 13, 2007: Council authorized lease of 724B Harding St NE

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

### Approved by:

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Steven A. Kotke, P.E., City Engineer, Director of Public Works

**Presenters:** Greg Goeke, Director of Property Services  
Steve Ristuben, City Clerk

### 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: Funding is within current Operating Budget for Department.

### Community Impact

Neighborhood Notification: N/A  
City Goals: N/A  
Comprehensive Plan: N/A  
Zoning Code: N/A

## **Background/Supporting Information**

Council Recently approved a four (4) month lease amendment (at 724B Harding Street NE) for additional storage needs for the upcoming election season. Staff has now determined that the need will be for five (5) months and would like to start occupying the lease on October 1, 2009.

Therefore, staff is requesting authorization to amend the current lease at 724B Harding Street N.E. to include an additional 3,015 square feet at \$2,263 per month (base rent and operating costs) for a five (5) month term beginning October 1, 2009 and ending February 28, 2010.. Funding for this additional rent payment will be charged to City Clerk's operating budget for the Elections, (Fund 00100 Department 2600500).