



Legislation Text

File #: 11099, **Version:** 1

Fiscal Note

The 2008 PCED adopted Capital Budget includes \$100,000 for consulting services and printing and publishing expenses in conjunction with development of the Downtown Plan (Project 30, "Downtown Plan," Account No. 810575). This Resolution will amend the capital project narrative to allow for \$18,000 in expenditures for an office space lease, including utilities (if the lease is extended to include the optional three months) and funding for additional facility/room rental and general office supplies. No net new appropriation is required as this allocates funds that have been previously authorized.

Title

Authorizing the Mayor and City Clerk to execute a short-term lease with Hovde Building LLC for the use of the commercial office space located at 125 West Mifflin Street for a storefront project office for the Downtown Plan, and amending the 2008 Adopted PCED Capital Budget, Project #30, "Downtown Plan," project narrative to allow for \$18,000 in expenditures for an office space lease, including utilities (if the lease is extended to include the optional three months) and funding for additional facility/room rental and general office supplies.

Body

WHEREAS, in April 2008, the City began the process of developing a new Downtown Plan; and

WHEREAS, providing multiple venues and opportunities for public input is critical to the success of the plan and establishing a storefront project office will offer a unique and convenient place for citizens to obtain information about the plan and to share their thoughts, ideas and comments, and

WHEREAS, the 2008 Capital Budget includes \$100,000 for consulting services and printing and publishing of the plan and should be expanded to include other expenses associated with the development of this plan, including the storefront project office; and

WHEREAS, the City's Real Estate Section has negotiated the terms with Hovde LLC and the Planning Division has reviewed and approves the lease terms

NOW, THEREFORE BE IT RESOLVED, that the Mayor and City Clerk are authorized to execute a short-term lease with Hovde Building LLC (Lessor) for the use of the commercial office space located at 125 West Mifflin Street for a storefront project office for the Downtown Plan subject to the following terms and conditions:

1. The "Leased Premises shall be ground level commercial space of approximately 1,600 square feet. The Leased Premises are depicted on the attached Exhibit A.
2. The term of the lease shall be nine (9) months commencing on August 11, 2008 or at a date mutually acceptable to Lessor and City of Madison (City). The City shall have the option to lease the premises for three (3) additional months for the same monthly rent and lease terms.
3. The City shall pay rent in the amount of one thousand dollars (\$ 1,000) per month plus utilities estimated at five hundred dollars (\$500) per month.
4. The City shall be responsible for the maintenance of any personal property installed in the Leased Premises.
5. Once City occupies the Leased Premises, the City shall accept the premises in "as is" condition. (City

acknowledges that hot water is not available).

6. The City's use of the Leased Premises shall be for the purpose of conducting planning activities including the display of downtown Madison designs, holding staff meetings and responding to citizen inquiries.
7. The City shall be responsible for its own janitorial expenses and all costs of utility services to the Leased premises, including electricity, heat, water and sewer.
8. Lessor shall be responsible for maintenance and administration.

BE IT FINALLY RESOLVED, that the 2008 Adopted PCED Capital Budget, Project 30, "Downtown Plan," project narrative is amended to allow for \$18,000 in expenditures for an office space lease, including utilities (if the lease is extended to include the optional three months) and funding for additional facility/room rental and general office supplies.