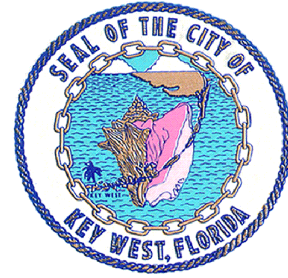


EXECUTIVE SUMMARY



TO: City Commission

CC: Bogdan Vitas

FR: Marilyn Wilbarger, RPA, CCIM

DT: April 15, 2013

RE: Old Fire House Preservation Inc. Lease Renewal

ACTION STATEMENT:

This is a request to enter into an under market lease renewal agreement with the Old Fire House Preservation Inc. a Florida Non-Profit Corporation, for the occupancy of the city owned property at 1026 Grinnell Street.

BACKGROUND:

The tenant has occupied space at the Grinnell Street location for several years and is requesting a lease renewal, as follows:

PREMISES: 1026 Grinnell Street building and land as shown on Exhibit "A" of the lease.

TERM: Five (5) years with a ninety (90) day cancellation provision by either party.

USE: Continuous operation of a museum for the display of the history of the Key West Fire Department with the ability to host events on site. The museum will be open, at a minimum, five days a week, Tuesday through Saturday from 10:00 AM to 3:00 PM.

RENT: \$1.00 per year

AUDIT: The rent subsidy is subject to City Ordinance Sec. 2-872 Audits and Inspections, which provides that the city may inspect the books and records of the tenant and audit the program results to determine whether the objectives of funding established by the city are being met.

INSURANCE: Tenant must provide a commercial liability policy naming the City of Key West as an additional insured

EXPENSES: The Tenant will pay for operating costs including all utilities, repairs and maintenance, replacements and renovations necessary to keep the premises in good repair and condition.

IMPROVEMENTS: The Tenant will accept the space in an “as is” condition

FINANCIAL: This agreement transfers the costs of utilities, maintenance and repairs to the tenant eliminating City expenses going forward which is consistent with the financial treatment of other non-profit enterprises that occupy city property.

RECOMMENDATION: Staff recommends the continued support of the Old Fire House Museum as an integral part of our island’s history.