



## MEMORANDUM

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Date: March 14, 2024

To: Honorable Mayor and Commissioners

Via: Albert Childress  
City Manager *APC*

From: Gary Moreira  
Senior Property Manager

Subject: **24-5582 First Amendment to Lease - Star of the Sea Foundation  
Lease Term Extension**

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### Introduction

This is a request to approve the First Amendment to Lease extending the original term of the SOS lease for the premises located adjacent to the KWPAL Gym at 1020 United Street.

### Background

The Landlord and Tenant entered into a Lease Agreement for the premises on the 23<sup>rd</sup> of February 2017 under resolution 17-070. Although the current lease is not due to expire until January 31, 2027, the foundation has requested an early extension for another 10-year term in order to assist with long term donor funding. The City Code of Ordinances, section 2-941(b) allows for lease negotiations at this time providing negotiations can occur “not sooner than three years prior to expiration, but not later than one year prior to expiration”. Public Notice of renewal negotiation has also been published as required by ordinance.

Following execution of their original lease, the SOS Foundation a Florida 501 (c) (3) Public Charity constructed a modern kitchen facility in the United Street building at their own expense. In 2023, volunteers prepared nearly 73,000 fresh meals for low-income seniors and limited income households. Also, in June of 2023, the Foundation began preparing and distributing healthy frozen meals to low-income, homebound seniors serving 4,208 frozen meals by year’s end. The Star of the Sea Foundation will continue to provide a valuable public benefit and this lease extension is otherwise consistent with City of Code of Ordinances 2-941(C).

### Procurement

Rent: One Dollar (\$1.00) per year paid on an annual basis each year of the term of the lease. (Unchanged per lease).

Use: The operation of a large-scale community center kitchen that will be a combination teaching and production kitchen designed to facilitate nutrition education and job training while at the same time providing production capability to prepare health and nutritious meals for children and seniors under federal meals program, and no other purpose. (Unchanged per lease).

Term: The current lease agreement as amended will now expire on January 31, 2037.

Utilities: Lessee shall pay for all utility usage. (Unchanged per lease).

**Recommendation**

The City Manager's Office recommends execution of the First Amendment to Lease.

Exhibits:  
First Amendment to Lease  
Current Lease w/Exhibits  
2023 Annual Report