



CITY OF FORT LAUDERDALE
City Commission Agenda Memo
REGULAR MEETING

#16-1381

TO: Honorable Mayor & Members
Fort Lauderdale City Commission

FROM: Lee R. Feldman, ICMA-CM, City Manager

DATE: December 6, 2016

TITLE: Motion to Approve a Lease Agreement with KMAC LLC for property located at 255 NE 3rd Avenue

Recommendation

It is recommended that the City Commission approve a lease agreement with KMAC LLC for property located at 255 NE 3rd Avenue. The property will be used as office space for the Fort Lauderdale Police Department's Office of Internal Affairs.

Background

The Fort Lauderdale Police Department's Office of Internal Affairs is seeking new office space for their seven staff members. The Office of Internal Affairs is made up of one major, five sergeants, and one administrative aid. The major is responsible for overseeing the Office of Internal Affairs which is tasked with receiving and investigating complaints of misconduct. The sergeants are responsible for investigating complaints of misconduct or violations of policy by any Police Department employee. The administrative aide is responsible for running the day-to-day operations of the office, preparing documents and serving as the Department liaison for the Citizen Complaint Review Board. The Office of Internal Affairs serves as the clearinghouse for all administrative investigations, complaints Department-wide and issuance of discipline.

Since 2009, the Office of Internal Affairs has leased office space at 316 NE 4 Street. In 2013, a first amendment to the lease agreement was executed extending the tenancy to the end of November 30, 2016. The landlord at 316 NE 4 Street agreed to allow Internal Affairs to remain at the location until the end of December 31, 2016. Over the past two years, the office space at 316 NE 4 Street has deteriorated and recently the building took on major structural issues. The Police Department made a determination in June, 2016, that working conditions were no longer suitable and staff began looking for new office space in central Fort Lauderdale.

The new office space at 255 NE 3rd Avenue is in the heart of Fort Lauderdale and accessible to members of the community by foot, car, and mass transit. The location and layout of the new office space will accommodate the community with a discreet and central location.

A summary of the terms of lease are as follows:

- Lease Term – 5 years with two (2) additional five (5) year renewal options
- Effective Date – January 1, 2017
- Rent - \$24.80/sq. ft. net of janitorial and utilities - \$86,353.56/annually
- Operating expense and utilities - \$7.25/sq. ft. - \$25,244.50/annually
- Three months of free rent in the first year of the lease
- Use of six (6) parking spaces

Resource Impact

Funds for this agreement in the amount of \$62,110 are available in the FY 2017 Budget in the account listed below:

<i>Funds available as of November 21, 2016</i>					
ACCOUNT NUMBER	INDEX NAME (Program)	CHARACTER CODE/ SUB-OBJECT NAME	AMENDED BUDGET (Character)	AVAILABLE BALANCE (Character)	AMOUNT
001-POL010201-3319	Internal Affairs	Services & Materials /Office Space Rent	\$89,580	\$74,842	\$62,110
TOTAL AMOUNT ►					\$62,110

Strategic Connections

This item is a Press Play Fort Lauderdale Strategic Plan 2018 initiative, included within the Internal Support Cylinder of Excellence, specifically advancing:

- Goal 12: Be a leading government organization, managing resources wisely and sustainably
- Objective 1: Ensure sound fiscal management
- Initiative 1: Achieve a structurally balanced budget through viable revenue sources, smart financial management, comprehensive financial forecasting, and results-oriented and efficient services

This item advances the *Fast Forward Fort Lauderdale 2035 Vision Plan: We are United.*

Attachments

Exhibit 1 – Lease Agreement

Prepared by: Ryan Henderson, City Manager's Office

Department Director: Lee R. Feldman, ICMA-CM, City Manager