



CITY OF SALEM

585 Liberty St SE
Salem, OR 97301

Staff Report

File #: 21-423

Version: 1

Date: 10/11/2021

Item #: 3.3a.

TO: Mayor and City Council

THROUGH: Steve Powers, City Manager

FROM: Kristin Rutherford, Urban Development Department Director

SUBJECT:

Lease with The Pentacle Theatre for city-owned retail space in the Liberty Parkade located at 197 Liberty Street SE

Ward(s): 1

Councilor(s): Stapleton

Neighborhood(s): CANDO

Result Area(s): Good Governance; Strong and Diverse Economy; Welcoming and Livable Community

SUMMARY:

The City-owned retail space in the Liberty Parkade currently has one vacancy. Staff has come to terms with The Pentacle Theatre (Lessee) (Lisa Joyce, Executive Director) on a lease (Lease) to occupy the space to house its ticket office, general offices, and small rehearsal space.

ISSUE:

Shall City Council authorize the City Manager to execute the attached Lease with The Pentacle Theatre?

RECOMMENDATION:

Authorize the City Manager to execute the attached Lease with The Pentacle Theatre.

FACTS AND FINDINGS:

Staff and Lessee have come to terms of a Lease (Attachment 1) for the vacant retail space at Liberty Parkade. Key terms of the Lease are below.

Square Feet: 2,438

Lease Term: January 1, 2022 - December 31, 2024

Renewal Options: Three 3-year terms
Lease Rate: \$1,755/month + expenses
Landlord Contribution: None

BACKGROUND:

Revenue from the Lease will flow to the Liberty Parkade Leasehold Fund.

Clint Dameron
Real Property Services Manager

Attachments:

1. Lease