



Staff Report

File #: 19-465

Version: 1

Date: 10/28/2019

Item #: 3.3a.

TO: Mayor and City Council

THROUGH: Steve Powers, City Manager

FROM: Kristin Retherford, Urban Development Department Director

SUBJECT:

Real property lease with Oregon Mobile Pet Care, LLC at the Salem Municipal Airport

Ward(s): 2

Councilor(s): Andersen

Neighborhood(s): SEMCA

Result Area(s): Good Governance

ISSUE:

Shall the City Council authorize the City Manager to execute the attached lease with Oregon Mobile Pet Care, LLC?

RECOMMENDATION:

Authorize the City Manager to execute the attached lease with Oregon Mobile Pet Care, LLC.

SUMMARY:

The City owns a small multi-tenant office building (Building) at the Salem Municipal Airport (Airport). Staff has negotiated a lease for a portion of the Building to Oregon Mobile Pet Care, LLC (Wendy Koppel, Member) (Lessee) for office space.

FACTS AND FINDINGS:

Staff and Lessee have come to terms on a proposed lease, the key facts of which are below.

Term: 12 months, (November 1, 2019 - October 31, 2020)

Renewal Options: Four 1-year terms

Square Feet: 390 + one dedicated parking space

Rate: \$500/month

BACKGROUND:

Rental revenue from the Lease will be directed to the Airport Fund.

Clint Dameron
Real Property Services Manager

Attachments:

1. Proposed Lease