
CITY OF PORT LAVACA

PORT COMMISSION MEETING: OCTOBER 17, 2023

DATE: 10.13.2023
TO: PORT COMMISSION BOARD MEMBERS CC: JIM RUDELLAT, HARBOR MASTER
FROM: JODY WEAVER, INTERIM CITY MANAGER
SUBJECT: CONSIDER RENTAL RATES AND TERMS FOR NEW LEASE FOR SPIRETEK

Following the discussion at the last Port Commission meeting, I have adjusted the proposed monthly rent payment for this space to include adequate funds to cover 1/3rd of the janitorial costs associated with the south end of the office building as well as 1/9th the monthly cost of the typical Republic Dumpster. (9= 6 tenants + Day Rm + Jim's office + Marina)

RENTAL RATES FOR SPIRETEK (1440 sf)

The proposed rent is as follows:

Premises lease at \$1.25/sf: \$ 1,800.00
Restroom/breakroom/Janitorial: \$110.00
Trash Service: \$30.00
Electricity: \$240.00
Water/sewer: \$30.00
Total monthly rent payments: \$2,210.00

Before finalizing the lease, Jim will take photographs of the interior of the leased space to include as attached documentation of current conditions.

A copy of the proposed lease agreement is included in your packet.

Action is needed to recommend

- Monthly rates
- Term of lease (number of years)
- With or without an option to extend
- Annual MCI with or without the 2% minimum/5% maximum