

ADDITIONAL

ANOKA COUNTY BOARD AGENDA

FOR THE SEPTEMBER 24, 2019, COUNTY BOARD MEETING

9:30 A.M.

Anoka County Government Center - Anoka, MN

1. Consider the following, as recommended by Management Committee:
 - A. Approving amendment to Contract #C0000990, Commercial Lease Agreement with Foley Partners, LLC, to lease an additional 3,151 square feet of space for the Coon Rapids License Center at 455-99th Avenue in Coon Rapids at a decreased rate of \$19.00 per square foot for the entire area for 3 years, after which there would be an increase of \$0.25 per square foot annually and to extend the lease through December 31, 2027, with two, five-year extension options. **See attached** action item worksheet.



MANAGEMENT COMMITTEE

ACTION ITEM

September 24, 2019

License & Passport Services

ACTION REQUESTED	Consider, approving proposal to amend Contract #C0000990, the current lease with Foley Partners, LLC, to expand the Coon Rapids License and Passport Centers at the current location at 455 -99 th Ave NW in Coon Rapids and extend the lease through December 31, 2027, with two, five-year extension options.
BACKGROUND	<p>The Coon Rapids License Center opened in its current location in July 2007. It has grown to be the largest volume office in the Anoka County License & Passport Centers system and has out grown its original space.</p> <ul style="list-style-type: none">• The landlord has proposed a lease amendment to allow the County to lease an additional 3,151 sq ft. directly adjacent to the current license and passport centers.• The landlord has agreed to pay for the buildout of the physical interior space as designed by FM&C staff and the landlord's architect. Estimated landlord cost \$267,000.• The base rent would be decreased from its current level of \$20.50 per sq ft (effective Jan 1, 2020) to \$19.00 per square ft and frozen at that level for 3 years, after which rent would increase at \$0.25 per sq ft annually (current rate is \$0.50 per sq ft)• The lease would be extended through its full option terms under the original lease to December 31, 2027• Two additional 5-year extension options would be available at then market rates under the terms of this new amendment.• Anoka County would be responsible for tenant work and office equipment. Tenant work would include IT cabling and security hardware.• Funding to cover Anoka County costs would come from the License & Passport Services special operating fund which was previously authorized by the County Board for this type of project.
SOLUTIONS	Approval of the lease extension amendment for the Coon Rapids License & Passport Centers
CONCLUSION	<p>The Department of License & Passport Services requests this committee to approve the Coon Rapids License & Passport Center expansion proposal.</p> <p>If approved, the department requests this item be immediately forwarded as an agenda item for the September 24, 2019 the Anoka County Board of Commissioners meeting.</p>