



AGENDA MEMORANDUM

First Reading Item for the City Council Meeting of October 17, 2023
Second Reading Item for the City Council Meeting of October 31, 2023

DATE: September 12, 2023

TO: Peter Zaroni, City Manager

FROM: Robert Dodd, Director of Parks and Recreation Department
Robertd4@cctexas.com
361-826-3133

Lease Agreement with Instituto de Cultura Hispanica

CAPTION:

Ordinance approving a one-year lease with the Instituto de Cultura Hispanica for Lichtenstein House at 1616 N. Chaparral Street, in consideration of monthly rental payments of \$400 a month.

SUMMARY:

The purpose of this item is to execute a lease agreement with Instituto de Cultura Hispanica (ICH) for the use of the Lichtenstein House, located at Heritage Park, to maintain their administrative offices. The lease will go into effect upon final City Council approval.

BACKGROUND AND FINDINGS:

The Instituto de Cultura Hispanica has leased the Lichtenstein House since 1998. They provide visitors with a better understanding of the diverse cultures represented in our community through programs such as art exhibits, folkloric displays, English and Spanish recitals, cultural celebrations, and fund-raising activities.

The previous lease agreement was executed in 2018 with a term of five years and a monthly rental rate of \$365.00. The new lease provides for a rental rate of \$400.00 per month with a 5% increase each year the lease is renewed.

The lease agreement stipulates that the City shall pay the cost of all water/sewer service provided by the City. The City will also be responsible for structural repairs such as roof, air conditioning/heat, plumbing and electrical. ICH shall be responsible for costs associated with telephone and electric service for the term of the lease; responsible for furnishing and equipping the premises. This lease agreement specifies hours of operation to be open to the public at a minimum of at least four hours per day, five days a week.

ALTERNATIVES:

Mayor and City Council can revise or disapprove the proposed lease agreement.

FISCAL IMPACT: There will be \$400 per month in revenue.

FUNDING DETAIL:

Fund:	N/A
Organization/Activity:	N/A
Department:	N/A
Project # (CIP Only):	N/A
Account:	N/A
Amount:	N/A

RECOMMENDATION: Staff recommend approval of the lease agreement, as presented.

LIST OF SUPPORTING DOCUMENTS:

Lease Agreement
Ordinance
Presentation