

# Department of Public Works

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Commissioner of Public Works

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December 14, 2010

Alderman Gregory Holding  
Chairman, Public Works  
and Services Committee  
Racine, Wisconsin

**RE: 2011 Lease Agreements for Office Space**

Dear Alderman Holding:

Submitted for your review and approval are lease agreements for the use of office space in City Hall, City Hall Annex and the Safety Building. These leases are with entities outside the City and City-functions that are either grant-funded or enterprise functions.

With the exception of organizations that enjoy a rent-free or low cost lease in the City Hall Annex, I am proposing that all leases be increased by 1.6% over the 2010 rates based upon the Consumer Price Index variances between 2009 and 2010. This percentage is based on the difference the First Half 2009 (208.5) and First Half 2010 (211.9), which is a 1.6% difference.

The attached summary lists the various lessees, space occupied and proposed rate for each of the leases being considered for renewal. I would recommend that the leases be renewed for the time period of January 1, 2011 to December 31, 2011 at the rates listed.

These leases will generate a total annual revenue of \$87,927.04 in 2011.

Sincerely,

Thomas M. Eeg  
Assistant Commissioner of Public Works

Attachment

cc: Richard M. Jones  
Tom Friedel  
Dave Brown