

Memorandum

REPORT TO: City Commission

FROM: Shawn Kohtz, Utilities Director

SUBJECT: Authorize the City Manager to Sign a First Option Amendment to Standard Form Commercial Lease with The Ridge Center, LLC for 7 E Beall Street

MEETING DATE: June 23, 2026

AGENDA ITEM TYPE: Agreement - Property

RECOMMENDATION: Authorize the City Manager to Sign a First Option Amendment to Standard Form Commercial Lease with The Ridge Center, LLC

STRATEGIC PLAN: 7.2 Employee Excellence: Recruit, retain and value a diverse, well-trained, qualified and motivated team capable of delivering superior performance. Be accountable and expect accountability from others. Make demonstrated use of good judgement a part of the evaluation process for promotions.

BACKGROUND: As the need for City staffing has grown, so has the need for additional office space. In April, 2022, the City signed a 5-year lease for office space at 7 E Beall Street. This location currently provides space for Water Conservation, Stormwater Division, and the Metropolitan Planning Office. It has also been used as temporary space for displaced workers when repairs and remodels have been made buildings where they are normally stationed. Signature of the First Option Amendment to Standard Form Commercial Lease with The Ridge Center, LLC will extend the term of the lease through April 1st, 2029.

UNRESOLVED ISSUES: None

ALTERNATIVES: As suggested by the Commission

FISCAL EFFECTS: Costs associated with the lease are covered by each Division's approved budget.

Attachments:

[7 E Beall Lease 2022.pdf](#)

[First Option Amendment to Std Form Commercial Lease_2026_7 E Beall.pdf](#)

Report compiled on: June 9, 2026