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To: Toronto Public Library Board – March 7, 2005
From: City Librarian
Subject: **40 St. Clair Avenue East – Dr. Freebury Tenant Lease**

Purpose:

To obtain Toronto Public Library Board approval for the lease of surplus space at 40 St. Clair Avenue East to Dr. Freebury.

Funding Implications and Impact Statement:

Under the terms of the proposed lease, the Library will receive approximately \$6,076.00 (including Goods and Services Tax of \$397.50) of rental income, comprised of net rent of \$2,371.12 and estimated operating costs and property taxes of \$3,704.88. The proposed lease represents a \$2,375.96 increase to the current rent.

If the tenant requires parking, the proposal is to charge \$97.75 (including Provincial Sales Tax and Goods and Services Tax of \$12.75) each month per parking space.

Recommendation:

It is recommended that:

- (1) the Toronto Public Library Board enter into a tenant lease agreement with Dr. Freebury for:
 - (i) a six (6) month period to begin December 1, 2004 and terminate on May 31, 2005;
 - (ii) basic rent of \$8.00 per square foot of rentable area plus applicable taxes;
 - (iii) operating costs and property taxes estimated at \$12.50 per square foot of rentable area plus applicable taxes, subject to adjustments at the end of the fiscal year to reflect actual costs; and
- (2) a monthly fee of \$97.75 (including applicable taxes of \$12.75) be charged for each parking spot required; and
- (3) appropriate staff be authorized and directed to take the necessary actions to give effect hereto.

Background:

Dr. Freebury has been renting space from the Library at this location since 1996. This space is surplus to Library needs.

Comments:

The proposed lease with Dr. Freebury for Suite 200 at 40 St. Clair Avenue East is for a six (6) month term – December 1, 2004 to May 31, 2005, at a net annual basic rent of \$8.00 per square foot of a total rentable area of 554 square feet, and estimated operating costs and property taxes of \$12.50 per square foot, plus applicable taxes. The share of annual operating costs and property taxes are subject to adjustments at the end of each fiscal year to reflect actual costs.

There are a limited number of parking spaces available. If the tenant requires parking, the proposal is to charge \$97.75 per month for each parking space.

The City's Facilities and Real Estate Division assisted with the lease negotiations.

Conclusion:

It is recommended that the Toronto Public Library Board approve a six (6) month lease with Dr. Freebury.

Contact:

Larry Hughsam; Director, Finance & Treasurer; Tel: 416-397-5946; Fax: 416-393-7115;
E-mail: lhughsam@torontopubliclibrary.ca

Anne Bailey; Director, Branches; Tel: 416-397-5944; Fax: 416-393-7083;
E-mail: abailey@torontopubliclibrary.ca.

Josephine Bryant
City Librarian

List of Attachments:

Not applicable.