



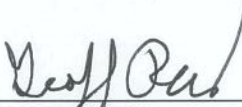
Lexington-Fayette Urban County Government
DEPARTMENT OF GENERAL SERVICES

Jim Gray
Mayor

Geoff Reed
Commissioner

MEMORANDUM

TO: Mayor Jim Gray
Sally Hamilton, CAO
Urban County Council

FROM: 
Geoff Reed
Commissioner of General Services

DATE: August 20, 2014

RE: Amendment #2 to lease agreement with Ann Tower Gallery, LTD. (Contract #4688; R-713-2001) to reduce the gallery space within the Downtown Arts Center.

I am requesting Urban County Council approval for amendment #2 to the lease agreement with Ann Tower Gallery, LTD for space within the Downtown Arts Center located at 141 – 143 East Main Street. The current gallery lease identifies approximately 969 S/ft on the first and 1,415 S/ft on the second floor of the facility. The gallery has expressed a desire to remain in the Downtown Arts Center, vacating the first floor space and moving the gallery to the second floor area. They will continue their occupancy on a month-to-month basis paying the current annual rent of \$6,684.44 (\$557.04 per month) and the first floor space will be vacated on or before December 31, 2014. Advance written notification to vacate the second floor space will be required by either party making the request.