



Legislation Details (With Text)

File #: 23-0437 **Version:** 1 **Name:** Lease of Burd House
Type: Agenda Item **Status:** Approved
File created: 9/7/2023 **In control:** Communications
On agenda: 9/12/2023 **Final action:** 9/12/2023
Title: Consider and take action on a resolution approving the 12-month retail lease agreement for Soulfreak Café to operate inside the Burd House located at 510 2nd Street League City, Texas (Director of Communication and Community Engagement)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Data Sheet, 2. Proposed Resolution, 3. Exhibit A - Lease Agreement for Burd House, 4. Operational Plan and Pictures

Date	Ver.	Action By	Action	Result
9/12/2023	1	City Council	Approved	Pass

Consider and take action on a resolution approving the 12-month retail lease agreement for Soulfreak Café to operate inside the Burd House located at 510 2nd Street League City, Texas (Director of Communication and Community Engagement)

Approval of this item will authorize a lease agreement with Amy Albro (d/b/a/ Soulfreak Café) to operate a cafe shop and visitors center in the Burd House.

Lease Deal Points:

- Initial Lease Term: 12 months
- Rent: \$798 per month (utility costs are included in the monthly rent, total compensation is \$9,576)
- Leased Space: The Burd House has a total of 859 sq. ft. and tenant will lease a total of 532 sq. ft. with the remaining space being used as a visitors/welcome center
- Restricted Use: Tenant may only use the leased space for a cafe shop
- Additional services: Tenant will provide staffing for the vistors/welcome center
- Hours of Operation:
 - Sunday 7AM-8PM
 - Monday 7AM-6PM
 - Tuesday 7AM-6PM
 - Wednesday 7AM-6PM
 - Thursday 7AM-9PM
 - Friday 7AM-9PM
 - Saturday 7AM-9PM

Procurement History:

Staff worked with the Purchasing Department to develop an RFP for an outside vendor to provide coffee shop services and run daily operations. With direction and input from the CVB Advisory board, staff worked closely with Purchasing to determine the scope of work and write details for the project. Based on high level research of commercial rental property in the historic area, the RFP specified the rent price per square foot at \$1.50. The published RFP was open just over a month, from June 8 to July 11. During this time, the RFP was shared with local coffee shops and area business owners.

Despite outreach efforts, Soulfreak Café was the only business to submit a formal proposal. In business since 2015, Soulfreak Café is a popular locally owned business with a loyal following. The RFP evaluation committee scored the following criteria: operational and business plan, qualification and experience and organizational culture.

Burd House Information:

The historic Burd house in League Park was built in the late 1890s to provide living quarters for the superintendent of the GH&H Railroad. The building, currently unoccupied for renovations, was used for office space by the Parks Department until 2022. Renovations to repurpose the Burd House as a visitor center and café are nearing completion, and it is planned to open this fall.

Operational Plan:

Located off Main Street in the heart of Old League City, this historic building will greet visitors and showcase the area as it takes on a new mission of hospitality. The new railroad themed-League City Visitor Center and Soulfreak Railroad Café will serve up warm welcomes and provide a proper introduction to the historic district. Greeted by the aroma of fresh coffees and delicious treats, guests can place their orders and enjoy the atmosphere while they shop for souvenirs, browse brochures, or participate in creative activities. The Visitor Center & Café in League Park offers tourists a centralized starting point to learn more about the interesting history of League City. The objective of a visitor center is to attract, inform and inspire visitors to stay in the area longer.

The Partnership with Soulfreak Café for operations increases functionality and adds to the visitor's experience. The vendor partnership provides support to staff the Visitor Center for regular hours of operations.

CONTRACT ORIGINATION: Agreement has been reviewed by the City Attorney's Office.

Attachments:

1. Data Sheet
2. Proposed Resolution
3. Exhibit A - Retail Lease Agreement for the Burd House
4. Operational Plans and Pictures

FUNDING

{X} Rental revenues will be deposited to the General Fund

STRATEGIC PLANNING

{ X } Addresses Strategic Planning Critical Success Factor # 7 Economic Development and Tourism