

DELEGATED APPROVAL FORM
DIRECTOR, REAL ESTATE SERVICES
MANAGER, REAL ESTATE SERVICES

TRACKING NO.: 2020-296

Approved pursuant to the Delegated Authority contained in Article 2 of City of Toronto Municipal Code Chapter 213, Real Property

Prepared By:	Joe Corigliano	Division:	Corporate Real Estate Management
Date Prepared:	November 2 nd 2020	Phone No.:	416-392-1167

Purpose	To obtain authority to enter into a Lease Amending and Second Extension Agreement (the "Agreement") for the premises located at 337 Jarvis Street, Main Floor with The Jarvis Street Baptist Church (the "Landlord") for use as a temporary office location for Parks staff at Allan Gardens during construction to their current location.
Property	<p>The Leased Premises is the Main Floor of the property known municipally as 337 Jarvis Street (the "Leased Premises"). The Leased Premises consists of approximately 1,210 rentable square feet of space. The floor plan of the Leased Premises is attached hereto as Appendix "B".</p> <p>The Leased Premises is located at the corner of Jarvis Street and Carlton Street (adjacent to Allan Gardens) and is shown on the Location Map, attached hereto as Appendix "C".</p>
Actions	<p>1. Authority be granted to enter into the Agreement with the Landlord on the terms and conditions outlined in Appendix "A" and on such other terms and conditions as may be satisfactory to the Deputy City Manager, Corporate Services and in a form acceptable to the City Solicitor.</p> <p>The appropriate City Officials be authorized and directed to take the necessary action to give</p>
Financial Impact	<p>1. The following costs will be incurred by the City during the term of the Lease:</p> <p>(a) Gross Rent (inclusive of utilities and HST) payable to the Landlord of approximately \$3,150.00 per month for the Six (6) month term.</p> <p align="center">Expenditures in fiscal years impacted by the lease term are as follows;</p> <p align="center">2020: (Month 1): December 1- 31st = \$3,150.00 2021: (Month 2-6) January 1- May 31st=\$15,750.00</p> <p>(b) If Needed, a possible six month extension at a recurring rate of \$ 3,150.00 per month will be reported in the fiscal year of 2021:</p> <p align="center">Lease term in 2021: (June 1st – November 30th)= \$18,900.00</p> <p>The total estimated costs for the six (6) month term of the Lease is \$18,900.00 (including HST). If the additional six month term is needed, the total amount will be \$37,800.00 (including HST).</p> <p>2. Funding is available in the 2020 Operating Budget for Parks, Forestry and Recreation under cost center P00113. Future year expenditures will be referred to the City's annual budget process and will be included as part of the 2021 and future year budget submissions for Council consideration.</p> <p>The Chief Financial Officer and Treasurer has been provided the financial impacts associated with this program for review as part of the 2021 budget process.</p>
Comments	<p>Capital construction work is ongoing at the Allan Gardens Conservatory and will render the staff reporting and administration areas unusable for a further period of approximately 7-12 months. The City of Toronto is entering a new Lease Amending and Second Extension Agreement (the "Lease") to enable Allan Garden Staff to continue to service Allan Gardens Conservatory and Park.</p> <p>The rent and other terms and conditions of the lease are unchanged from our previous authority {Delegated Approval Form (2019-73)}</p>
Terms	See Appendix "A" for terms

Property Details	Ward:	Ward 13 – Toronto Center
	Assessment Roll No.:	
	Approximate Size:	
	Approximate Area:	112.41 m ² ± (1,210 ft ² ±)
	Other Information:	

A.	Manager, Real Estate Services has approval authority for:	Director, Real Estate Services has approval authority for:
1. Acquisitions:	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
2A. Expropriations Where City is Expropriating Authority:	<input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$50,000.	<input type="checkbox"/> Statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million.
2B. Expropriations For Transit-Related Purposes Where City is Property Owner or Has Interest in Property Being Expropriated:	<input type="checkbox"/> (a) Acceptance of statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$50,000. <input type="checkbox"/> (b) Request Hearings of Necessity. <input type="checkbox"/> (c) Waive Hearings of Necessity.	<input type="checkbox"/> (a) Acceptance of statutory offers, agreements and settlements where total compensation does not cumulatively exceed \$1 Million. <input type="checkbox"/> (b) Request Hearings of Necessity. <input type="checkbox"/> (c) Waive Hearings of Necessity.
3. Issuance of RFPs/REOIs:	Delegated to more senior positions.	<input type="checkbox"/> Issuance of RFPs/REOIs.
4. Permanent Highway Closures:	Delegated to more senior positions.	<input type="checkbox"/> Initiate process & authorize GM, Transportation Services to give notice of proposed by-law.
5. Transfer of Operational Management to Divisions, Agencies and Corporations:	Delegated to more senior positions.	Delegated to more senior positions.
6. Limiting Distance Agreements:	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
7. Disposals (including Leases of 21 years or more):	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
8. Exchange of land in Green Space System & Parks & Open Space Areas of Official Plan:	Delegated to more senior positions.	<input type="checkbox"/> Exchange of land in Green Space System and Parks and Open Space Areas of Official Plan.
9. Leases/Licences (City as Landlord/Licensor):	<input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$50,000. <input type="checkbox"/> (b) Where compensation is less than market value, for periods not exceeding three (3) months, including licences for environmental assessments and/or testing, etc.	<input type="checkbox"/> (a) Where total compensation (including options/renewals) does not exceed \$1 Million. <input type="checkbox"/> (b) Where compensation is less than market value, for periods not exceeding six (6) months, including licences for environmental assessments and/or testing, etc.
10. Leases/Licences (City as Tenant/Licensee):	<input checked="" type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$50,000.	<input type="checkbox"/> Where total compensation (including options/renewals) does not exceed \$1 Million.
11. Easements (City as Grantor):	<input type="checkbox"/> Where total compensation does not exceed \$50,000. Delegated to more senior positions.	<input type="checkbox"/> (a) Where total compensation does not exceed \$1 Million. <input type="checkbox"/> (b) When closing roads, easements to pre-existing utilities for nominal consideration.
12. Easements (City as Grantee):	<input type="checkbox"/> Where total compensation does not exceed \$50,000.	<input type="checkbox"/> Where total compensation does not exceed \$1 Million.
13. Revisions to Council Decisions in Real Estate Matters:	Delegated to more senior positions.	<input type="checkbox"/> Amendment must not be materially inconsistent with original decision (and subject to General Condition (U)).
14. Miscellaneous:	Delegated to more senior positions.	<input type="checkbox"/> (a) Approvals, Consents, Notices and Assignments under all Leases/Licences <input type="checkbox"/> (b) Releases/Discharges <input type="checkbox"/> (c) Surrenders/Abandonments <input type="checkbox"/> (d) Enforcements/Terminations <input type="checkbox"/> (e) Consents/Non-Disturbance Agreements/Acknowledgements/Estoppel Certificates <input type="checkbox"/> (f) Objections/Waivers/Cautions <input type="checkbox"/> (g) Notices of Lease and Sublease <input type="checkbox"/> (h) Consent to regulatory applications by City, as owner <input type="checkbox"/> (i) Consent to assignment of Agreement of Purchase/Sale; Direction re Title <input type="checkbox"/> (j) Documentation relating to Land Titles applications <input type="checkbox"/> (k) Correcting/Quit Claim Transfer/Deeds

B. Director, Real Estate Services and Manager, Real Estate Services each has signing authority on behalf of the City for:

- Documents required to implement matters for which each position also has delegated approval authority.
- Expropriation Applications and Notices following Council approval of expropriation (Manager, Transaction Services is only Manager with such signing authority).

Director, Real Estate Services also has signing authority on behalf of the City for:

- Agreements of Purchase and Sale and all implementing documentation for purchases, sales and land exchanges not delegated to staff for approval.
- Community Space Tenancy Leases approved by delegated authority by the Deputy City Manager, Corporate Services and any related documents.

Pre-Condition to Approval

Complies with General Conditions in Appendix B of City of Toronto Municipal Code Chapter 213, Real Property

Consultation with Councillor(s)

Councillor:	Councillor K. Wong Tam, Ward 13	Councillor:	
Contact Name:	Councillor K. Wong Tam	Contact Name:	
Contacted by:	Phone <input type="checkbox"/> X E-Mail <input type="checkbox"/> Memo <input type="checkbox"/> Other <input type="checkbox"/>	Contacted by:	Phone <input type="checkbox"/> E-mail <input type="checkbox"/> Memo <input type="checkbox"/> Other <input type="checkbox"/>
Comments:	Concurs (November 2 nd 2020)	Comments:	

Consultation with Divisions and/or Agencies

Division:	Park Forestry and Recreation	Division:	Financial Planning
Contact Name:	Michelle Reid	Contact Name:	Patricia Libardo
Comments:	Concurs (Oct 6 th 2020)	Comments:	Concurs (Nov 2 nd 2020)

Legal Services Division Contact

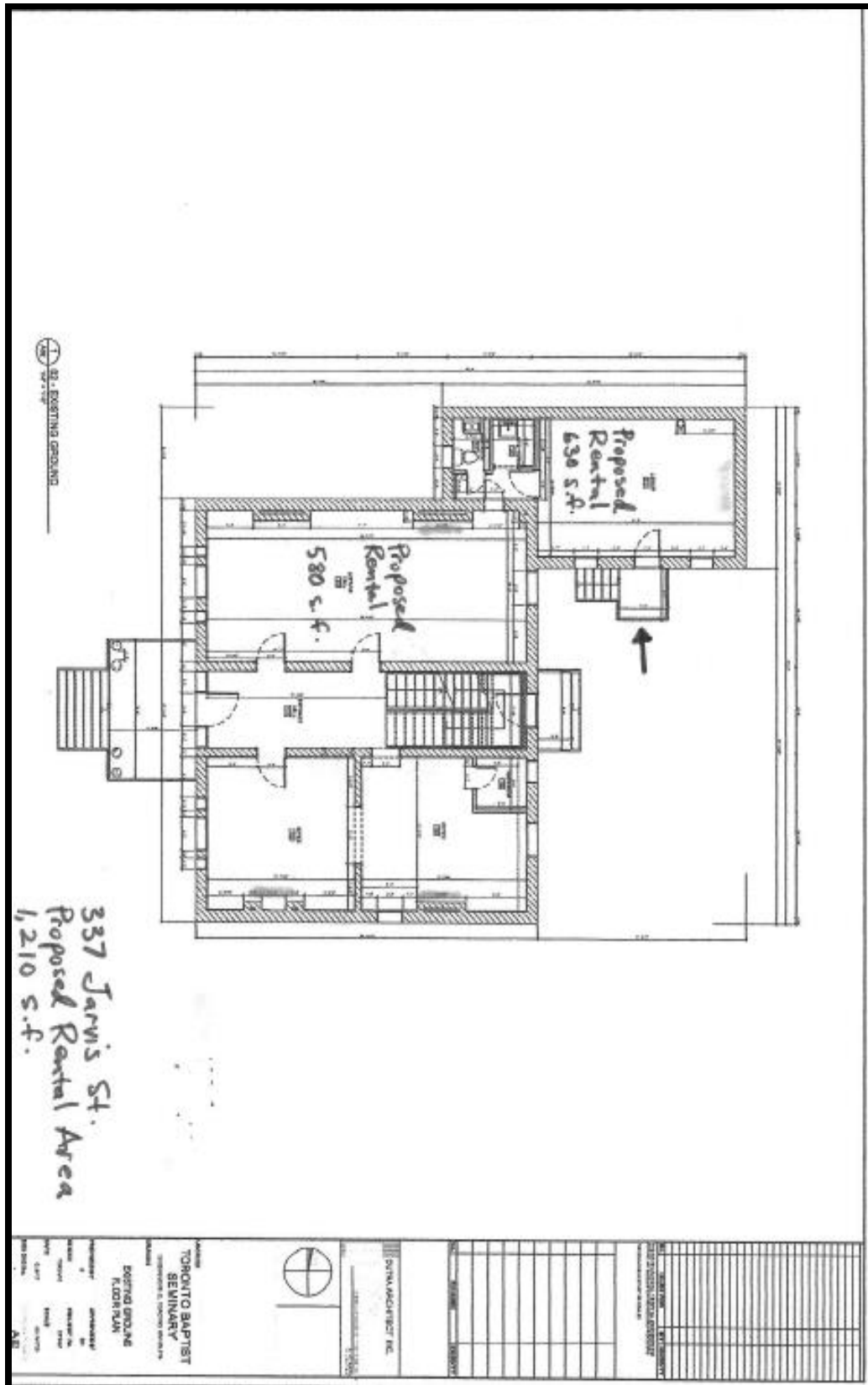
Contact Name:	Vanessa Bacher (Nov 2 nd 2020)
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DAF Tracking No.: 2020-296	Date	Signature
Concurred with by: Manager, Real Estate Services Alex Schuler	Nov 16, 2020	Signed By: Alex Schuler
<input type="checkbox"/> Recommended by: Manager, Real Estate Services Daran Somas	Nov 16, 2020	Signed By: Daran Somas
<input checked="" type="checkbox"/> Approved by:		
<input type="checkbox"/> Approved by: Director, Real Estate Services N/A		

337 Jarvis Street – DAF Tracking No.: 2020-296**Appendix "A" – Terms & Conditions**

Landlord:	Jarvis Street Baptist Church
Tenant:	City of Toronto
Leased Premises:	Main Floor located in the building municipally known as 337 Jarvis Street
Approximate Space:	1,210 rentable square feet
Lease Commencement:	December 1 st 2020.
Lease Expiry:	May 31 st , 2021, with Tenant option to extend for a third 6 month term to November 30, 2021
Gross Rent (Monthly):	\$3,150 per month paid on the 1 st of every month
Extension Options	The Tenant shall have the option to extend this lease for 3 extension period of up to six (6) months each. Such option may be exercised by the Tenant by written notice given at least two (2) months prior to the date on which the Term expires, and shall be at the same Gross Rent, subject to the same covenants, obligations and agreements and on the same terms and conditions as contained in this lease, except for any further right of extension.

Appendix "B" – Leased Premises Floor Plan



337 Jarvis Street – DAF Tracking No.: 2020-296

Appendix "C" – Location of Subject Property

