

**SITKA HISTORICAL
SOCIETY**



Monday, December 03, 2007

MEMORANDUM.

To: Sawmill Cove Board of Directors
From: Hugh Bevan, Director
Subject: Sitka Historical Society

Sitka Historical Society has been using about 600 square feet of the second floor of the Stores Building to store historical items that will be used by the Society in the future.

On November 15, 2007 I met with SHS at the site. They are concerned about moisture damage to their items in the Stores Building due to the lack of heat and moisture control. There is also a concern about impacts from the proposed Public Works.

The SHS representatives and I toured the ground floor of the Administration Building. Sitka Historical Society liked Room #30 as a repository for historical inventory storage.

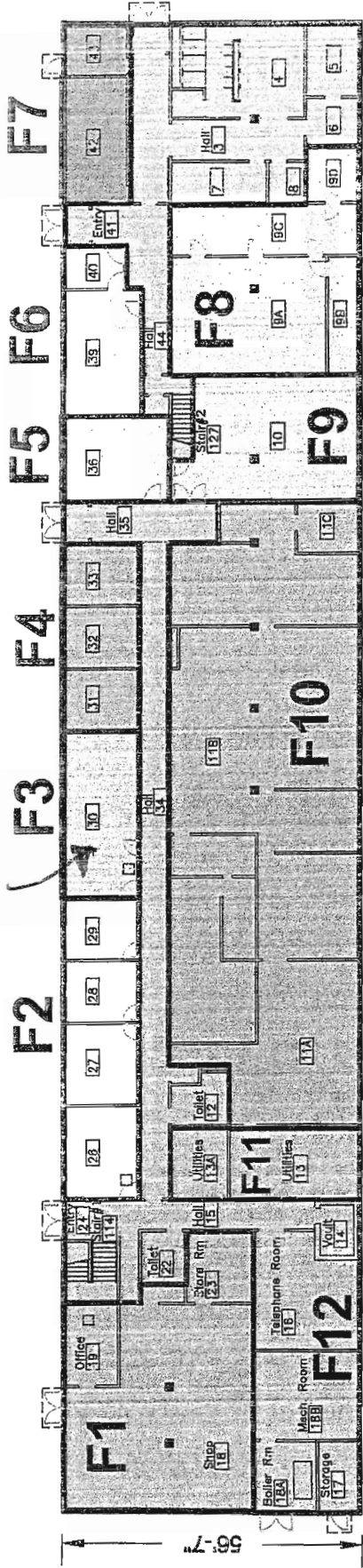
Room #30 has 480 square feet of space. During our discussion of the Administration Building Policy the Board set a rent rate of \$0.75 per square foot per month for Room #30, with the caveat that the rent was negotiable depending upon the amount of tenant improvements.

SHS requests that the Sawmill Cove Board approve a no cost lease for Room 30. They will be present at the December 5, 2007 meeting to explain their situation.

Administration Building

1st Floor

*Room # 30
480 square feet*



284'-7"

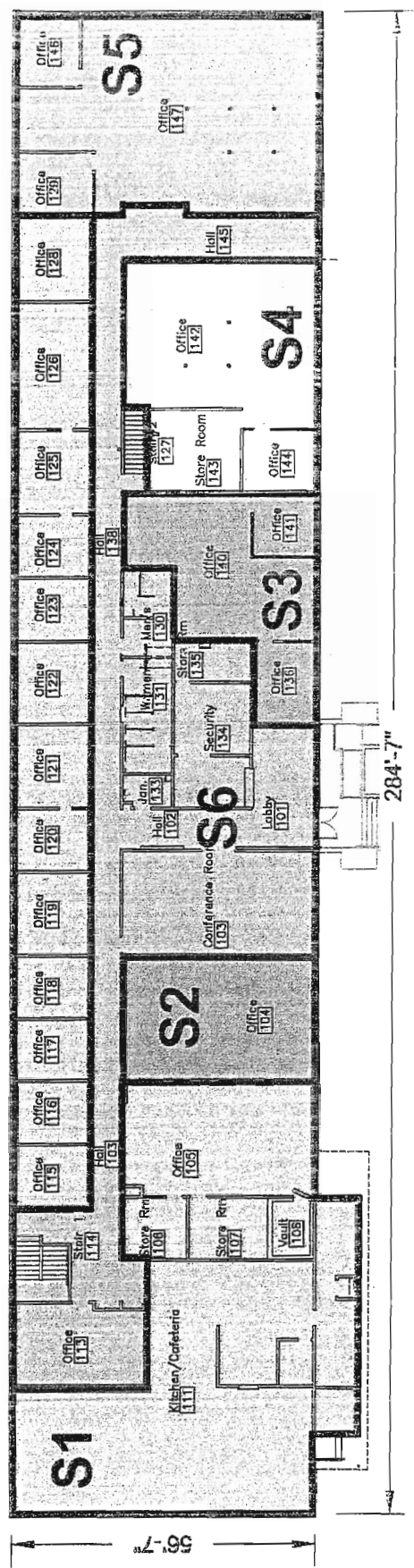
16,103 Square Feet

Administration Building

2nd Floor



S7



284'-7"