

INTRODUCED: February 23, 2026

AN ORDINANCE No. 2026-048

To authorize the Chief Administrative Officer, for and behalf of the City of Richmond, to execute a Sublease Agreement between the City of Richmond, as sublandlord, and UGK Community First Corp., as subtenant, for the purpose of subleasing a portion of certain real property located at 1400 Oliver Hill Way.

\_\_\_\_\_  
Patron – Mayor Avula

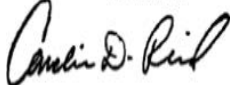
\_\_\_\_\_  
Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: MAR 10 2026 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, be and is hereby authorized to execute a Sublease Agreement between the City of Richmond, as sublandlord, and UGK Community First Corp., as subtenant, for the purpose of subleasing a portion of certain real property located at 1400 Oliver Hill Way. The Sublease Agreement shall be approved as to form by the City Attorney and shall be substantially in the form of the document attached to this ordinance.

§ 2. This ordinance shall be in force and effect upon adoption.

A TRUE COPY:  
TESTE:  
  
City Clerk

AYES: 7 NOES: 0 ABSTAIN: \_\_\_\_\_

ADOPTED: MAR 10 2026 REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_



# City of Richmond

## Intracity Correspondence

### O&R Transmittal

**DATE:** February 20, 2026

**TO:** The Honorable Members of City Council

**THROUGH:** The Honorable Dr. Danny Avula, Mayor

**THROUGH:** Odie Donald II, Chief Administrative Officer

**THROUGH:** Tanikia Jackson, DCA for Finance and Administration

**THROUGH:** Letitia Shelton, Director of Finance

**THROUGH:** Meghan K. Brown, Director of Budget & Strategic Planning

**THROUGH:** Amy Popovich, DCAO for Human Services

**FROM:** Christopher E. Frelke, Director of Parks, Recreation & Community Facilities

**RE:** Sublease Agreement between the City of Richmond and UGK Community First Corp.

**ORD. OR RES. No.** \_\_\_\_\_

**PURPOSE:** To authorize the Chief Administrative Officer, for and behalf of the City of Richmond, to execute a Sublease Agreement between the City of Richmond, as sublandlord, and UGK Community First Corp, as tenant, for the purpose of allowing UGK Community First Corp., to lease certain real property commonly known as the Annie Marie Giles Community Resource and Training Center, located at 1400 Oliver Hill Way. (6th District)

**BACKGROUND:** UGK Community First (UGK-CF) is a Richmond-based 501(c)(3) nonprofit founded in 2020 to address food insecurity and provide economic opportunities in the culinary industry. Born out of The Underground Kitchen's response to the COVID-19 pandemic, UGK-CF recognized the urgent need for nutritious, chef-prepared meals and meaningful support for displaced food industry workers.

Through its core programs—Future Foodies, From Scratch, and Smart Soul Food—UGK-CF delivers healthy, culturally responsive meals while offering education in nutrition, cooking, and food sustainability. These programs empower children, families, and seniors in underserved

communities and create pathways for chefs and industry professionals, particularly women, people of color, and LGBTQ+ individuals.

Extending the existing sublease at the Annie Marie Giles Community Resource and Training Center will allow UGK-CF to continue its operations, by hosting community-based feeding and educational programs, and deepen partnerships with local residents and organizations. The location currently serves as a hub for preparing and distributing meals, hosting culinary training, and furthering UGK-CF's mission to build a healthier, more equitable food system across Richmond.

**COMMUNITY ENGAGEMENT:** After introduction, the proposed ordinance will be referred to future Land Use, Housing and Transportation Standing Committee meeting for discussion, where the public is encouraged to attend to provide comments. After the committee's recommendation to the City Council, Council will hold a public hearing regarding the proposed ordinance.

**STRATEGIC INITIATIVES AND OTHER GOVERNMENTAL:** Richmond 300

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** N/A.

**FISCAL IMPACT / COST:** Subtenant shall pay to Landlord fifty dollars (\$50.00) per month in arrears to reimburse Sublandlord for Sublandlord's payments to utility providers for basic utilities.

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** February 23, 2026

**CITY COUNCIL PUBLIC HEARING DATE:** March 10, 2026

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** Governmental Operations Standing Committee

**AFFECTED AGENCIES:** PRCF

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Ordinance No. 2020-221

**ATTACHMENTS:** Exhibit A - Sublease Agreement

**STAFF:** Christopher Frelke, Director, PRCF – (804) 646-1128  
Nissa Richardson, Deputy Director, PRCF – (804) 646-5619  
Daniel Hazlett, Senior Management Analyst, PRCF – (804) 646-7506

## SUBLEASE AGREEMENT

THIS SUBLEASE AGREEMENT (this “Agreement”) is made this \_\_\_ day of \_\_\_\_\_, 2026 by and between the **CITY OF RICHMOND, VIRGINIA**, a political subdivision and municipal corporation of the Commonwealth of Virginia, hereinafter designated as Sublandlord, and **UGK COMMUNITY FIRST, CORP.**, a Virginia nonprofit and non-stock corporation, hereinafter designated as Subtenant. Sublandlord and Subtenant are at times collectively referred to hereinafter as the “Parties” or individually as a “Party.”

### RECITALS

- A. Sublandlord, pursuant to a ground lease (the “Lease”) dated December 22, 2015, leases from the Commonwealth of Virginia, Virginia Commonwealth University (the “Owner”) certain real property, located at 1400 Oliver Hill Parkway in the city of Richmond, Virginia, known as Tax Parcel No. E0000452072, and identified as “Reconfigured Parcel 1A” on the plat attached hereto and made a part hereof as Exhibit A (the “Property”).
- B. Sublandlord, pursuant to the Lease and that Deed of Improvements attached thereto, owns all improvements located on the Property, including that one (1)-story brick building known as the Annie E. Giles Community Center, formerly known as the Conrad Center (the “Building”), as identified on Exhibit A.
- C. Pursuant to that certain Short Term Sublease Agreement dated as of December 9, 2025, Sublandlord leases to Subtenant, and Subtenant leases from Sublandlord, a portion of the Building (the “Short Term Sublease”).
- D. In order to avoid a lapse in Subtenant’s operations at the Building, Subtenant desires to sublease from Sublandlord, and Sublandlord desires to sublease to Subtenant, on a longer term basis, in accordance with the terms of this Agreement, a portion of the Building, together with all improvements, fixtures, and machinery thereon and appurtenances thereto.

### AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, Sublandlord and Subtenant agree as follows:

- 1.0 Recitals.** The foregoing Recitals are true and correct and are incorporated herein by reference.
- 2.0 Definitions.**
- 2.1 CAO.** CAO means the Chief Administrative Officer of the City of Richmond, Virginia, or their designee.

- 2.2 Effective Date.** Effective Date means the first date by which both Parties have signed this Agreement.
- 2.3 Hazardous Substances and Wastes.** “Hazardous Substances and Wastes” means those hazardous substances and hazardous wastes as defined in the Comprehensive Environmental Response Compensation and Liability Act, 42 U.S.C. §§ 9601 et seq., and the Resource Conservation and Recovery Act, 42 U.S.C. §§9601 et seq., respectively, and in any regulations promulgated thereto.
- 2.4 Improvements.** “Improvements” means any structural alterations, additions, or improvements, including the addition or replacement of fixtures and plumbing, electrical, and mechanical systems (including HVAC), made to the Subleased Premises by Subtenant during the Term.
- 2.5 Laws.** “Laws” means i) all applicable laws, rules, regulations, ordinances, directives, covenants, easements, and zoning and land use regulations, including all rules and orders established by the Commonwealth of Virginia concerning Covid-19, and; ii) all restrictions of record, permits, and building codes, now in effect or which may hereafter come into effect.
- 2.6 Permitted Use.** Permitted Use means the preparation of low cost, healthy meals for off-premises distribution to food insecure communities in the Richmond metropolitan area, the provision of culinary job training, the operation of a food pantry in the Dining Room providing fresh, nutritious, and culturally relevant food to families in need, and the planting, maintenance and harvesting of vegetables, fruits and herbs in raised garden beds in the Outdoor Space and the keeping and care of chickens in chicken coops in the Outdoor Space. For the avoidance of doubt, Subtenant acknowledges and agrees that Subtenant shall not allow use or occupancy of the Subleased Premises, the Building, or any portion thereof by any for profit affiliate(s) of Subtenant.
- 2.7 Primary Entrance.** Primary Entrance means the double door entrance at the northwestern corner of the Building, shown on the floor plan attached hereto and incorporated herein as Exhibit B.
- 2.7 Rental Fee.** Rental Fee means the payment owed Sublandlord by Subtenant for each twelve (12)-month period that Subtenant subleases the Subleased Premises.
- 2.8 Subleased Premises.** Subleased Premises means (i) one thousand, nine hundred and eighty-eight (1,988) square feet, more or less, of kitchen and office space at the north end of the Building together with all improvements, fixtures, and machinery thereon and appurtenances thereto, but not including any exterior walls of the Building, all as shown on Exhibit B, (ii) the dining room, as depicted on Exhibit B (the “Dining Room”), (iii) the middle office in the row of offices to the left of the entry, as depicted on Exhibit B, (iv) that certain outdoor space outlined on Exhibit C (the “Outdoor Space”), and (ii) four parking spaces at the north end of the Property, as shown on Exhibit A

**2.9 Subtenant Parties.** Subtenant Parties means Subtenant’s officers, employees, agents, contractors, subcontractors, invitees, and licensees.

**3.0 Sublease.** Sublandlord hereby subleases to Subtenant, and Subtenant hereby subleases from Sublandlord, the Subleased Premises, of which Subtenant shall have exclusive use and possession during the Term, subject to the conditions of this Agreement. Sublandlord and Subtenant acknowledge and agree that upon full execution of this Agreement, (i) the Short Term Sublease shall be terminated effective as of the Effective Date, and neither Party shall have any further rights or obligations thereunder, other than those provisions which survive such termination, and (ii) this Agreement shall replace and supersede the Short Term Sublease and govern the rights and obligations of the Parties as to the Property from and after the Effective Date.

**4.0 Term.** The “Term” will be one (1) year, to commence on the \_\_\_ day of \_\_\_\_\_, 2020 and to expire at 11:59 p.m. on \_\_\_\_\_, 2027, unless the Parties extend the Term in accordance with paragraph 4.1 below.

**4.1 Term Extension.** “Term Extension” means a one (1)-year extension of the Term, to commence on an anniversary of the Effective Date and to expire at 11:59 p.m. on the three hundred and sixty-fifth (365<sup>th</sup>) day thereafter. Subtenant may request approval from Sublandlord of up to four (4) Term Extensions, which approval the CAO may grant at their sole discretion and in which event the Parties shall accordingly confirm such extension in writing. Subtenant shall inform Sublandlord of its desire to extend the Term no later than ninety (90) days prior to expiration of either the Term or the Term as extended, if extended. Pursuant to Section 28.0 below, the Chief Administrative Office, or their designee, shall have the authority to execute any documents or amendments confirming the exercise of any Term Extensions(s) on behalf of Sublandlord.

**5.0 Rent.** Subtenant shall pay Sublandlord a Rental Fee in the amount of **ONE AND NO/100 DOLLARS (\$1.00)**, in advance, on the Effective Date and on each succeeding anniversary thereof during the Term. Subtenant shall remit each Rental Fee payment to the City of Richmond Department of Economic Development at the following address:

City of Richmond  
Department of Economic Development  
1500 East Main Street; Suite 400  
Richmond, Virginia 23219

**6.0 Permitted Use & Reporting Requirements.**

**6.1 Use of Subleased Premises.** Subtenant shall only use and permit the use of the Subleased Premises for the Permitted Use, unless Sublandlord approves otherwise by prior written notice. Subtenant may engage in the Permitted Use twenty-four hours per day, seven days per week during the Term.

- 6.2 Access to Subleased Premises.** Subtenant may only enter the Building through the Primary Entrance, to which Subtenant shall have card reader access. In the event Sublandlord installs security fencing to limit public access to the Primary Entrance and the parking area at the north end of the building, as shown on Exhibit A, Sublandlord shall provide Subtenant a key code to access the Subleased Premises.
- 6.2 Use of the Property.** Subtenant may use the outdoor portions of the Property not included within the Subleased Premises for the purpose of pedestrian and vehicular access to the Subleased Premises, except that Subtenant shall neither use nor permit the use by Subtenant Parties of parking spaces not included in the Subleased Premises. In the event Subtenant desires to perform work on the Subleased Premises in accordance with Section 8 below, Subtenant must submit a plan to Sublandlord for any intended use of the Property for the staging of equipment and the parking of vehicles related to such work, which use shall not be permitted without Sublandlord's prior written consent, which Sublandlord may withhold at its sole discretion. Subtenant shall restore to its original condition, as reasonably determined by Sublandlord, any portion of the Property damaged or disturbed by Subtenant or the Subtenant Parties during the Term. Subtenant shall not use or permit use of the Sublicensed Premises in a manner that is not in accordance with the Laws or this Agreement.
- 6.3 Use of Other Portions of the Building.** During regular business hours and subject to use, programming and events coordinated by, through and under Sublandlord or any other occupant or user of the Building, Subtenant shall have the non-exclusive right, in common with others, to reserve space in the multipurpose room (the "Multipurpose Room"), the waiting room (the "Waiting Room") as depicted on Exhibit, either or both, on a first-come, first-served basis at no charge or expense, subject to the terms and conditions set forth herein. If Subtenant desires to reserve the Multipurpose Room, the Waiting Room, either or both, for Subtenant's programming or events for the Permitted Use, Subtenant shall provide Sublandlord with at least thirty (30) days prior written notice. If such space(s) is/are available, Sublandlord shall confirm its approval in writing to Subtenant to utilize such space(s); provided, however, that if Subtenant's programming or event shall require a Special Event application to be submitted to the Sublandlord's Department of Parks, Recreation and Community Facilities, then Subtenant shall also be obligated to obtain any necessary Special Event permit(s). Any programming or events of Subtenant in the Multipurpose Room or the Waiting Room, either or both, shall be coordinated with Sublandlord so as to minimize the impact and inconvenience to Sublandlord and any other occupants or users of the Building. Immediately following any Subtenant programming or event in the Multipurpose Room or Waiting Room, Subtenant shall clean and tidy up and return the Multipurpose Room and Waiting Room to substantially the condition prior to such use. Sublandlord shall have the right to impose reasonable rules and regulations as to any Tenant use of the Building outside of the Subleased Premises pursuant to this Section 5.
- 6.4 Disposal of Oil, Grease and Fat.** Throughout the Term, Subtenant agrees not to dispose of oil, grease and fat through the sanitary system for the Building, and Subtenant agrees to comply with all applicable laws, rules, regulations, ordinances and other similar

governmental requirements as to the handling and disposal of oil, grease and fat. Sublandlord and Subtenant acknowledge and agree that the Subleased Premises contain a grease trap. Throughout the Term, Subtenant, at Subtenant's sole cost and expense, shall maintain, repair and replace the grease trap as reasonably necessary to keep the grease trap in good working order and condition. In addition, the Subtenant shall be fully liable for all the Sublandlord's costs and expenses of making good any affected and/or stained area and any damages to any and all of the sanitary system, the grease trap and the Building in the event that the Subtenant is in breach of this provision; and Subtenant shall reimburse Sublandlord for any such costs and expenses within thirty (30) days after receipt of invoice for the same accompanied by reasonable supporting documentation.

**6.5 Reporting Requirements.** Commencing on April 1, 2026 and thereafter throughout the Term (any partial periods shall be reported in part), Subtenant shall provide the following program information to Sublandlord in written reports accompanied by supporting documentation:

**(a) Nourish:** Number of meals provided to residents of the City of Richmond, Virginia ("Residents") by zip code per quarter, provided on a quarterly basis, no later than the fifteen (15<sup>th</sup>) day of the first month immediately following the end of the applicable quarter.

**(b) Smart Soul Food:** Number of Residents by zip code who participated in the program annually and number of Residents by zip code who reported improved eating habits annually, provided no later than thirty (30) days after the end of each Smart Soul Food Calendar year (including partial information as to the first (1<sup>st</sup>) calendar year of the Term) (please note that the Smart Soul Food Calendar year need not comport to the actual calendar year and shall mean each 365 day period which corresponds to the program on a rolling basis).

**(c) Future Foodies:** Number of childcare centers in the City of Richmond, Virginia by zip code served and number of meals served to sites in the City of Richmond, Virginia per quarter, provided on a quarterly basis, no later than the fifteen (15<sup>th</sup>) day of the first month immediately following the end of the applicable quarter.

**(d) From Scratch:** Number of meals provided to Residents by zip codes quarterly, provided on a quarterly basis, no later than the fifteenth (15<sup>th</sup>) of the first month immediately following the end of the applicable quarter.

**7.0 Utilities and Services.** Beginning on the Effective Date and continuing throughout the Term, on or before the first (1<sup>st</sup>) day of each calendar month, Subtenant shall pay to Landlord fifty dollars (\$50.00) per month in arrears (partial months shall be prorated) to reimburse Sublandlord for Sublandlord's payments to utility providers for basic utilities (water, sanitary sewer, electricity, gas, if applicable, and trash removal) serving the Subleased Premises; provided, however, and notwithstanding the foregoing that Sublandlord shall not be liable for any interruption in service. Throughout the Term, Subtenant, at Subtenant's sole cost and expense, shall clean the Subleased Premises on a regular basis sufficient to keep the Subleased Premises in a consistently clean condition, including daily emptying of waste baskets to the designated dumpster for the Building;

Sublandlord, at Sublandlord's sole option, shall have the right to require that Subtenant obtain janitorial service regularly. Subtenant shall pay and shall discharge punctually, as and when the same shall become due and payable all taxes assessed against or owed by Subtenant (including, but not limited to, taxes on licenses, meals, and admission). Subtenant shall additionally pay Sublandlord, on each anniversary of the Effective Date during the Term and also on the final day of the Term, an amount demanded by Sublandlord that is equivalent to four percent (4%) of Sublandlord's annual payment for special and general assessments; payments in lieu of taxation; stormwater fees, and; other governmental impositions and charges of every kind and nature whatsoever affecting the Property.

- 8.0 Improvements; Signage.** Subtenant shall not make any Improvements to or install any signage within the Subleased Premises or apply for any permit or authorization required by the Laws to perform Improvements or install signage without (i) prior submission to the CAO of all plans and specifications pertaining to such work and (ii) subsequent receipt of written consent from the CAO to engage in such work, which consent the CAO may grant or withhold at her sole discretion. Performance, installation and maintenance of all Improvements and signage shall be at Subtenant's sole cost and in accordance with the Laws. At the end of the Term, all Improvements shall, at the sole option of the CAO, remain and become the property of Sublandlord, and Subtenant, in accordance with Section 10 below, shall remove all signage, and any Improvements the CAO elects not to retain, from the Subleased Premises and restore the Subleased Premises to its prior condition.
- 9.0 Termination.** Unless earlier terminated in accordance with the terms of this Section 9 or as otherwise provided in this Agreement, this Agreement will terminate upon expiration of the Term.
- 9.1 Termination at Will.** Sublandlord may terminate this Agreement at will, which termination shall become effective ninety (90) days after Sublandlord issues a written termination notice to Subtenant.
- 9.2 Force Majeure.** Whenever the Subleased Premises is rendered untenable or otherwise unfit for the Permitted Use by reason of an act of God, including, but not limited to, wind, lightning, rain, ice, earthquake, floods, or rising water, or by aircraft or vehicle damage, this Agreement, without more, shall terminate.
- 9.3 Effect of Termination.** Termination of this Agreement shall render this Agreement null and void, and the Parties shall have no further obligations under this Agreement except for those provisions herein which expressly survive a termination of this Agreement.
- 9.4 No Holdover.** Subtenant shall not hold over upon termination or expiration of this Agreement. If Subtenant fails to vacate the Subleased Premises upon such termination or expiration, such failure shall not confer to Subtenant any rights to occupy the Subleased Premises or further tenancy, regardless of the acts or omissions of Sublandlord, Subtenant, or any of Sublandlord's employees or agents, including but not limited to Subtenant's possession of the Subleased Premises and any payment to Sublandlord and Sublandlord's

acceptance of payment and failure to evict Subtenant from the Subleased Premises. If Tenant holds over in violation of this paragraph, Subtenant shall daily pay to Sublandlord, for each day of its possession beyond termination or expiration, the prorated amount of the Rental Fee plus 50%. This paragraph will survive termination or expiration of this Agreement.

- 10.0 Removal at End of Term.** Subtenant shall, upon termination or expiration of this Agreement, peacefully surrender possession of the Subleased Premises to Sublandlord and, subject to the terms of Section 8 above, have removed all of its personal property, which shall include any property Subtenant has affixed to the Subleased Premises, from beneath, upon, or above the Subleased Premises, and have restored the Subleased Premises to its condition as when delivered to Subtenant, reasonable wear and tear and damage beyond Subtenant's control excepted. If Subtenant does not so remove its personal property from the Subleased Premises, Sublandlord may do so at Subtenant's cost and expense and without incurring liability to Subtenant for damages that may directly or indirectly result therefrom, or Sublandlord may allow such property to remain on the Subleased Premises, in which case title to such property shall vest in Sublandlord. This Section will survive termination of this Agreement.
- 11.0 Right of Entry.** At any time during the Term, Sublandlord and any representative of Landlord's choosing shall have the right to enter the Subleased Premises to inspect the Subleased Premises to ensure compliance with the terms of this Agreement, to make repairs or alterations to the Subleased Premises, or for any other lawful reason. Sublandlord shall provide Subtenant at least twelve (12) hours' prior notice before any such entry, which notice Sublandlord may give by email to Micheal Sparks on behalf of the Subtenant, provided that such notice shall not be necessary in cases of emergency.
- 12.0 Care and Maintenance.** Sublandlord shall deliver the Subleased Premises in "as is" condition. Subtenant, in accordance with the Laws, shall maintain the Subleased Premises and any Improvements made thereto in a clean, attractive condition and good state of repair; shall make such repairs to the Subleased Premises as shall from time to time be required by the CAO or authorized representative; shall not abandon the Subleased Premises or permit the Subleased Premises to become vacant or deserted, and; shall not commit or allow any waste or damage to be committed on or to any portion of the Subleased Premises. Subtenant shall be responsible for any structural repairs to the Subleased Premises and repairs to plumbing, heating, air conditioning, electrical, and mechanical systems as needed by Subtenant to engage in the Permitted Use. Subtenant shall not permit any noxious or offensive activity on the Subleased Premises that interferes with the conduct of business on the Property or the peaceful occupancy of the Property by Sublandlord or other subtenants. Sublandlord shall not be obligated to maintain, repair or replace the Subleased Premises or any portion thereof, or any building, structure, fixture, equipment, or facility thereon or which may be used in connection with the use of the Subleased Premises.

**13.0 Environmental Terms.**

**13.1 Environmental Conditions of the Property.** Sublandlord shall not be responsible to Subtenant for the correction of any environmental conditions on the Subleased Premises or any violations of the Laws thereon due to the presence of any of the Hazardous Substances and Wastes, and Subtenant understands that Sublandlord has not conducted tests for the presence of lead, asbestos, radon, Freon or other refrigerant, methane, and other gases. In the event that either Sublandlord or Subtenant becomes aware of the presence of any of the Hazardous Substances and Wastes on the Property in violation of the Laws, this lease shall terminate and, at the request of Sublandlord, Subtenant shall vacate the Property immediately.

**13.2 No Illegal Use.** Subtenant shall not, either with or without negligence, cause or permit the use, storage, generation, escape, disposal or release of any Hazardous Substances and Wastes within, over or under the Subleased Premises or the Property in any manner not sanctioned by the Laws.

**13.3 Environmental Indemnity.** In all events, Subtenant shall indemnify and hold Sublandlord harmless from any and all claims, damages, fines, judgments penalties, costs, liabilities or losses, including, but not limited to, any and all sums paid for settlement of claims, attorneys' fees, consultants' fees and experts' fees, arising from the presence or release of any of the Hazardous Substances and Wastes on the Subleased Premises if caused by Subtenant or persons acting under the direction or control of Subtenant. The indemnification contained in this provision specifically includes costs incurred in connection with any investigation or audit of site conditions and any remedial, removal, or restoration work required by any governmental authority.

**13.4 Survival.** Notwithstanding any other provisions in this Agreement, the provisions of this Section 13 shall survive termination of this Agreement.

**14.0 Indemnity.** Subtenant agrees to indemnify, defend and hold Sublandlord, Sublandlord's officers, agents, contractors and employees, and Owner harmless against and from any and all actual, threatened or alleged claims of liability or loss, causes of action, judgments, penalties, fines, administrative actions and costs, including without limitation attorney's fees and court costs, relating to, resulting from or arising out of the making of this Agreement, a breach of this Agreement, or any act or omission by Subtenant or the Subtenant Parties in connection with Subtenant's use or occupation of the Subleased Premises. If, on account thereof, suit shall be brought against Sublandlord, Owner, or both, either independently or jointly with Subtenant, Subtenant will defend Sublandlord and Owner in any such suit. If a final judgment is obtained against Sublandlord, Owner, or both, either independently or jointly with Subtenant, Subtenant will pay such judgments with all costs and hold Sublandlord and Owner harmless therefrom. Nothing herein may be construed as a waiver of the sovereign immunity granted to Sublandlord and Owner by the Commonwealth of Virginia Constitution, statutes, and applicable case law. This paragraph will survive the termination of this Agreement.

**15.0 Insurance.** Throughout the Term, Subtenant shall, at its own expense, maintain liability insurance policies in a form reasonably acceptable to Sublandlord and in all cases sufficient to fund Subtenant's financial obligations set forth in this Agreement. These policies shall include, but need not be limited to the following:

- (i) Commercial General Liability insurance policy with limits of not less than two million dollars (\$2,000,000) combined single limit for each occurrence for bodily injury and property damage;
- (ii) Business Automobile Liability insurance, to include Auto Physical Damage coverage, in the amount of one million dollars (\$1,000,000) combined single limit covering all owned, non-owned borrowed, leased or rented motor vehicles operated by Subtenant or its third-party agents. In addition, all motorized equipment, both licensed and not licensed for road use, operated or used by Subtenant or its third-party agents within the Property will be insured under either a standard Automobile Liability policy or a Comprehensive General Liability policy;
- (iii) To the extent required by the Code of Virginia and other applicable Virginia laws and regulations, Workers' Compensation insurance in an amount no less than one hundred-thousand dollars (\$100,000), or in amounts not less than the minimum required by the Virginia Code and other applicable law, rules, and regulations;
- (iv) Employer's Liability insurance with limits of not less than one million dollars (\$1,000,000) each accident/disease/policy limit;
- (v) Umbrella Liability insurance maintained above the primary Commercial General Liability, Business Automobile Liability and Employer's Liability policies required herein. The limit of such Umbrella Liability insurance shall not be less than two million dollars (\$2,000,000) each occurrence and aggregate.

All such policies shall i) be issued by companies duly authorized or permitted to conduct business in the Commonwealth of Virginia and having a Best's Key Rating of at least A: VI, ii) shall insure Subtenant and, with the exception of Workers Compensation and Employer's Liability policies, include Sublandlord and Owner as additional insureds as their interests may appear, iii) shall be primary to any insurance coverage Sublandlord and Owner may possess, and iv) shall be written or endorsed so as to preclude the exercise of the right of subrogation against Sublandlord and Owner. Upon request, Subtenant shall provide a certificate of liability insurance demonstrating that Subtenant is maintaining the insurance requirements of this paragraph. Where applicable, each certificate shall identify Sublandlord and Owner as an additional insureds as their interests may appear.

Subtenant shall likewise ensure the Subtenant Parties possess insurance coverage that meets or exceeds the insurance coverage requirements described in this Section 15, and Subtenant shall provide Sublandlord proof of such coverage upon request.

**16.0 Condemnation.** If all or any part of the Subleased Premises shall be taken as a result of the exercise of the power of eminent domain or agreement in lieu thereof, this Sublease shall terminate as to the part so taken as of the date of taking, and, in the case of a partial taking of the Subleased Premises, either Sublandlord or Subtenant shall have the right to terminate this Agreement as to the balance of the Subleased Premises by giving written notice to the other within thirty (30) days after such date. In the event of any taking, Subtenant shall have no claim against Sublandlord or against the condemning authority for the value of any leasehold estate or for the value of the unexpired Term (and Subtenant hereby assigns to Sublandlord any right or interest to any award applicable thereto), provided that the foregoing shall not preclude any claim permitted by law that Subtenant may have against the condemning authority for the unamortized cost of Improvements made, if any, or for loss of business or moving expenses or other damages and losses.

**17.0 Compliance with Laws; Liens.**

**17.1 Compliance with Laws.** Subtenant shall, at Subtenant's sole cost and expense, comply with all Laws relating to the Subleased Premises and Subtenant's use thereof.

**17.2 Liens.** Subtenant shall not encumber the Subleased Premises with any materialmen's or mechanic's lien, nor shall Subtenant suffer or permit any such lien to exist. Should any such lien hereafter be filed as a result of Subtenant's actions or failure to act, Subtenant shall at its sole cost, within thirty (30) days after the lien is filed, discharge the lien or post a bond in the amount of the lien. This paragraph will survive termination of this Agreement.

**18.0 Breach and Default.**

**18.1 Breach.** In the event there is a breach by either Party with respect to any of the provisions of this Agreement or its obligations under it, the non-breaching Party shall give the breaching Party written notice of such breach. After receipt of such notice, the non-breaching Party shall have thirty (30) days in which to cure any breach.

**18.2 Default.** The failure of either Party to cure a breach of this Agreement in accordance with the cure period set forth in paragraph 18.1 above shall result in a default.

**19.0 Remedies for Default.**

**19.1 Non-Defaulting Party May Correct Default.** Upon a default, the non-defaulting Party may, at its option but without obligation to do so, perform the defaulting party's duty or obligation on the defaulting party's behalf. The costs and expenses of any such performance by the non-defaulting party shall be due and payable by the defaulting party upon invoice therefor. This paragraph will survive termination or expiration of this Agreement.

- 19.2 Non-Defaulting Party May Terminate.** In the event of a default by either party, without limiting the non-defaulting party in the exercise of any right or remedy which the non-defaulting party may have by reason of such default, the non-defaulting party may terminate the Agreement and pursue any remedy now or hereafter available to the non-defaulting party under the Laws or the judicial decisions of the Commonwealth of Virginia. In the event of a default by Subtenant, then, at the option of Sublandlord, Subtenant's right of possession thereupon shall cease, and Sublandlord shall be entitled to terminate this Agreement.
- 19.3 Parties' Rights Cumulative.** The rights of each party set forth in this Agreement upon a breach or default by the other shall be cumulative, and the exercise of any right shall not exclude the exercise of any other right.
- 20.0 Limitation of Liability.** Notwithstanding anything in this Agreement to the contrary, neither Party shall be liable for any special, indirect, or consequential damages on account of any matter relating to or arising out of this Agreement, even if the other Party, to the extent applicable, is advised of those damages or the possibility of those damages. This limitation applies whether the damages are said to be based upon negligence, breach of contract, breach of warranty, or strict or any other kind of liability.
- 21.0 Entire Agreement; Amendments; No Waiver; Severability.**
- 21.1 Entire Agreement.** This Agreement contains the entire understanding between the Parties and supersedes any prior understandings and written or oral agreements between them respecting this subject matter. There are no representations, agreements, arrangements, or understandings, oral or written, between the Parties relating to the subject matter of this Agreement that are not fully expressed in this Agreement.
- 21.2 Amendments.** This Agreement may be amended, modified and supplemented only by the written consent of both Parties, preceded by all formalities required as prerequisites to the signature by each Party to this Agreement, unless otherwise permitted by this Agreement.
- 21.3 No Waiver.** The failure of either of the Parties to insist upon the strict performance of any provision of this Agreement shall not be deemed to be a waiver of the right to insist upon strict performance of such provision or of any other provision of this Agreement at any time. Waiver of any breach of this agreement shall not constitute waiver of a subsequent breach.
- 21.4 Severability.** In the event any provision of this Agreement is found to be invalid or unenforceable, such finding shall not affect the validity and enforceability of the remaining provisions of this Agreement.
- 22.0 Governing Law; Forum Choice.**
- 22.1 Governing Law.** All issues and questions concerning the construction, enforcement, interpretation and validity of this Agreement, or the rights and obligations of the Parties in

connection with this Agreement, shall be governed by, and construed and interpreted in accordance with, the laws of the Commonwealth of Virginia, without giving effect to any choice of law or conflict of laws rules or provisions, whether of the Commonwealth of Virginia or any other jurisdiction, that would cause the application of the laws of any jurisdiction other than those of the Commonwealth of Virginia.

**22.2 Forum Choice.** Any and all disputes, claims and causes of action arising out of or in connection with this Agreement, or any performances made hereunder, shall be brought, and any judicial proceeding shall take place, only in the Circuit Court of the City of Richmond, Virginia.

**23.0 Assignment; Sublease.** Subtenant may neither sell, assign, sublease, nor otherwise transfer this Agreement without the prior written consent of Sublandlord.

**24.0 Notices.** Each party shall give any notice required or permitted to be given under this Agreement in writing and such notice shall be delivered by certified mail, postage prepaid, return receipt requested; or by a commercial overnight carrier that provides next day delivery and provides a receipt. Such notice shall be addressed as follows (or any other address that the Party to be notified may have designated to the sender by like notice):

SUBTENANT: UGK Community First, Corp.  
201 Hull Street  
Richmond, Virginia 23224  
Attn: Micheal Sparks

With a copy to: Huegerich Law  
2902 W Broad St, Ste 111  
Richmond, VA 23230  
Attn: Amanda Huegerich

SUBLANDLORD: City of Richmond  
Department of Economic Development and Planning  
900 E. Broad Street, Room 1603  
Richmond, VA 23219  
Attn: Paul McClellan

With a copy to: Office of the City Attorney  
City of Richmond  
900 E. Broad Street, Room 400  
Richmond, Virginia 23219  
Attn: Neil Gibson

And a copy to: Capital Assets and Real Estate  
Virginia Commonwealth University  
800 West Broad Street, 2nd Floor Rear Entrance

Unless otherwise stated in this Agreement, notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

- 25.0 Captions.** The captions contained in this Agreement are inserted for convenience only and are not intended to be part of this Agreement. They shall not affect or be utilized in the construction or interpretation of this Agreement.
- 26.0 Survival.** The provisions of the Agreement relating to indemnification from one Party to the other Party shall survive termination of this Agreement. Additionally, any provisions of this Agreement which require performance subsequent to the termination or expiration of this Agreement shall survive such termination.
- 27.0 Partial Invalidity; Authority.** If any provision herein is invalid, it shall be considered deleted from this Agreement and shall not invalidate the remaining provisions of this Agreement. Each of the Parties hereto warrants to the other that the person or persons executing this Agreement on behalf of such Party has the full right, power and authority to enter into and execute this Agreement on such Party's behalf and that no consent from any other person or entity is necessary as a condition precedent to the legal effect of this Agreement.
- 28.0 Signature Authority.** Upon authorization of this Agreement by the City Council, the CAO shall have the authority to execute this Agreement on behalf of Sublandlord, and, except as otherwise provided herein, the CAO or her designee shall have the authority to provide any notices or authorizations contemplated under this Agreement on behalf of Sublandlord, including amending this Agreement for purposes of extending the Term.
- 29.0 Subject to Appropriation.** Notwithstanding any provision of this Agreement to the contrary, Sublandlord shall be liable under this Agreement, financially and otherwise, only to the extent that funds are appropriated by the City Council of the City of Richmond, Virginia on a no-less-frequent basis than once per Sublandlord's fiscal year.
- 30.0 No Liability of Owner.** The Parties agree that Owner shall have no liability for any damages, losses, judgments, penalties, fines, administrative actions, and costs, including without limitation attorney's fees and court costs, relating to, resulting from, or arising out of this Agreement and suffered by Sublandlord or Subtenant. Nothing herein may be construed as a waiver of the sovereign immunity granted to Sublandlord and Owner by the Commonwealth of Virginia Constitution, statutes, and applicable case law. This paragraph will survive the termination of this Agreement.
- 31.0 Counterparts; Signatures.** This Sublease may be executed in any number of counterparts, each of which shall be an original and all of which together shall constitute but one and the same instrument, and electronic and DocuSign signatures and signatures transmitted by .pdf shall be deemed to be original signatures and of the same force and effect.

**[Remainder of page intentionally left blank; signatures pages to follow on next page(s).]**

**IN WITNESS WHEREOF**, as authorized by Ordinance No. \_\_\_\_\_ approved by the Richmond City Council on \_\_\_\_\_, 2026 this Agreement has been entered into as of the Effective Date by duly authorized officers of the Parties.

**CITY OF RICHMOND**, a municipal corporation of the Commonwealth of Virginia

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Chief Administrative Officer  
Date: \_\_\_\_\_

**APPROVED TO FORM:**

\_\_\_\_\_  
*Jamie B. Chen*

City Attorney's Office

**UGK COMMUNITY FIRST, CORP.**, a Virginia nonprofit and non-stock corporation,

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**Consented to by Owner:**

**COMMONWEALTH OF VIRGINIA,  
VIRGINIA COMMONWEALTH  
UNIVERSITY,**  
an institution of the Commonwealth of Virginia

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**APPROVED AS TO FORM:**

\_\_\_\_\_

University Counsel

Exhibit A  
See attached.

Exhibit B

See attached.

Exhibit C

See attached.

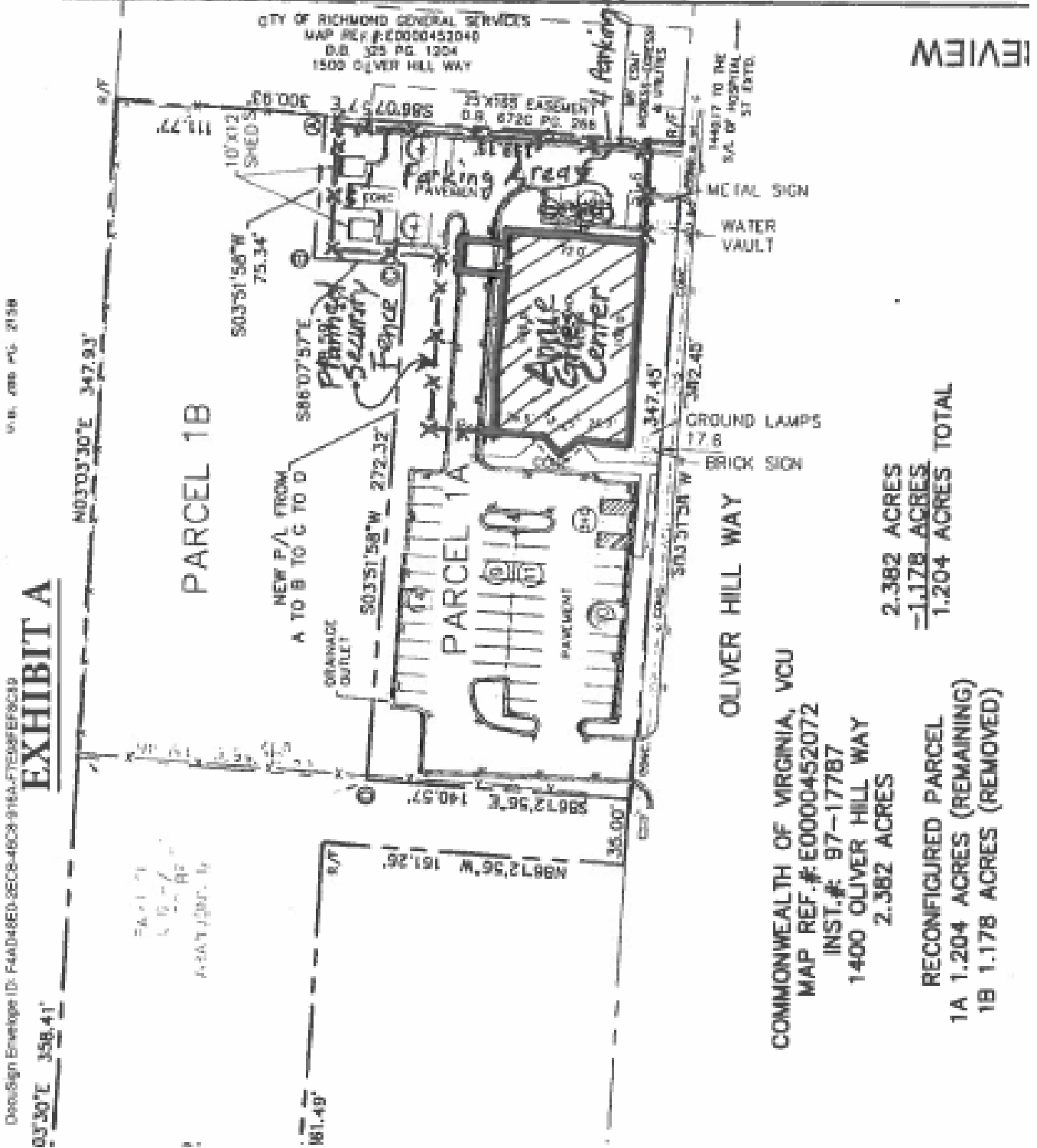
Exhibit A – UGK “Property”

Block  
 Chart  
 Stamp

Draper Aden Assoc  
 Engineering • Surveying • Environmental



PROPERTY LINE  
 WITH 1070 OLIVER HILL  
 D, VIRGINIA



DATE: 08/06/03

EXHIBIT A

Commonwealth of Virginia, VCU  
 MAP REF.# E0000452072  
 INST.# 97-17787  
 1400 OLIVER HILL WAY  
 2.382 ACRES

358.41'

347.93'

PARCEL 1B

PARCEL 1A

OLIVER HILL WAY

2.382 ACRES  
~~1.178 ACRES~~  
 1.204 ACRES TOTAL

RECONFIGURED PARCEL  
 1A 1.204 ACRES (REMAINING)  
 1B 1.178 ACRES (REMOVED)

REVIEW

CITY OF RICHMOND GENERAL SERVICES  
 MAP REF.# E0000452040  
 D.B. 025 PG. 1204  
 WAY 1070 OLIVER HILL

Richmond, VA  
 8880 Villa Park Office  
 Richmond, VA 23228  
 804-284-2228 Fax: 804-284-8773  
 www.dra.com

# Exhibit B – UGK “Dining Room”

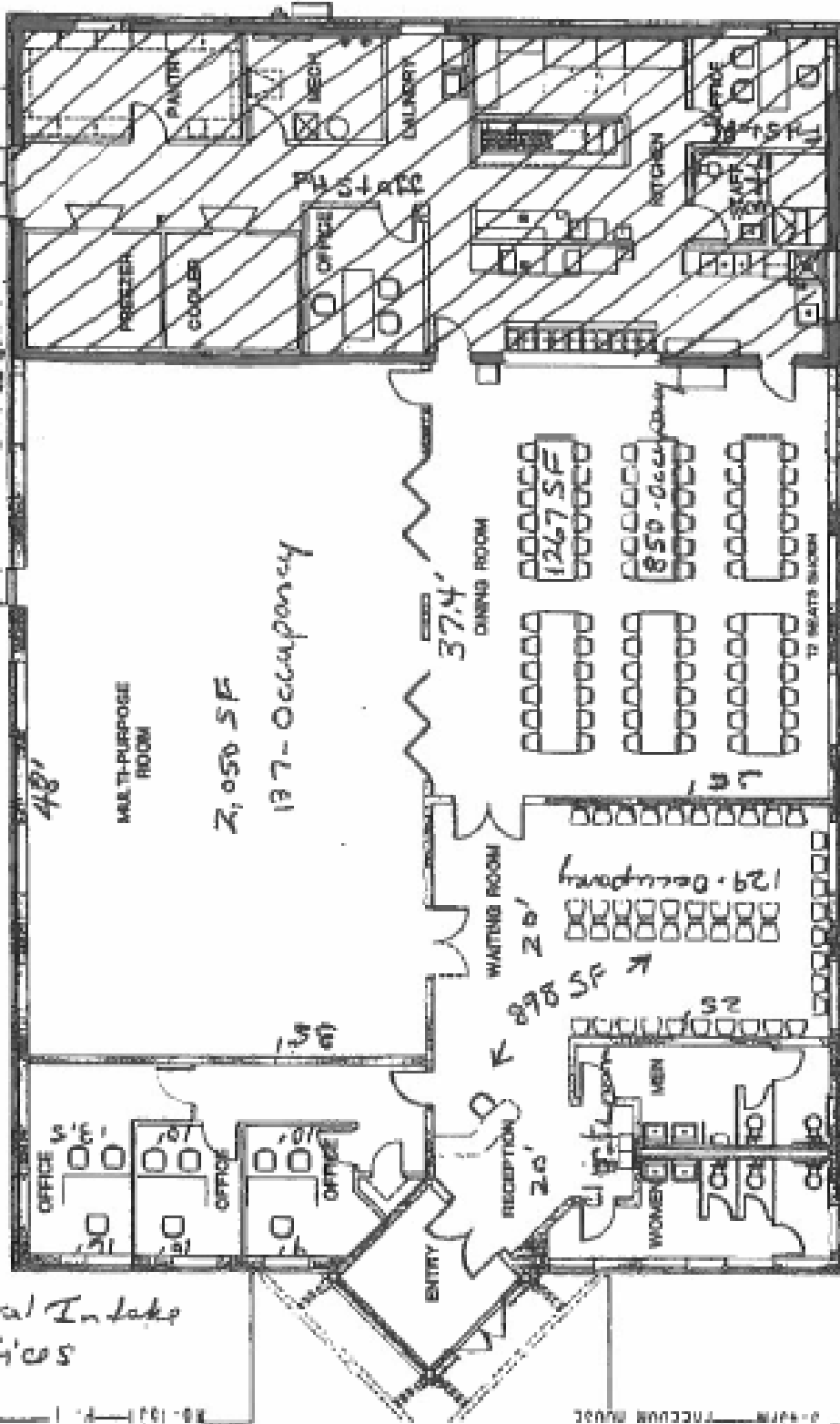
DocuSign Envelope ID: F4A248ED-2E08-46C3-816A-F7E38F5F9C89

## EXHIBIT B

Central Intake  
Offices

Emergency exit  
Must remain  
obscured, b/l

Primary Tenant  
Entrance



Document Produced by deskPDF Unregistered :: http://www.deskpdf.com

GOOD DUTY HALL PARKWAY  
FITCHBURG, MASSACHUSETTS

Premises  
± 1,900 sf.

MAT-21-2012-0-947M FICUCUR 0002

**Exhibit C - "Outdoor Space"**



Red outlined area above denotes the outdoor space referred to in the third amendment and includes space for raised beds, chickens and other culinary adjacent activities.