

## City Council – Action Request Form

**Date:** April 11, 2022

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**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

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**From:** Patrice Toney, Assistant City Manager  
S. Kirk Bjorling, Real Estate Administrator

**Council Action Requested:**  
Resolution Authorizing a Lease with Old Salisbury Holdings, LLC for Property Located at 1320 Old Salisbury Road (South Ward)

**Strategic Focus Area:** Safe and Secure Community  
**Strategic Objective:** Improve Public Safety Service Quality  
**Strategic Plan Action Item:** No  
**Key Work Item:** No



**Summary of Information:**  
 The Police Department’s Fleet Operations has been housed at 932 Brookstown Avenue since 2010. The current rent is \$4,041.66 per month. The owner, Brookstown Development Partners, LLC, has future plans for the property and the lease will not be continued after December 31, 2022. This has created a need to find another location for Fleet Operations.

A property has been located which will fill the needs of Fleet Management. The property is located at 1320 Old Salisbury Road. It is owned by Old Salisbury Holdings, LLC, 1230 Old Salisbury Road, Winston-Salem, NC 27127. It is further identified as a 1.5 acre portion of Tax PIN 6824-63-7623. It has a 2,000 sq. ft. main building with three vehicle bays, three offices, two bathrooms, and a breakroom. It has an outside covered wash area for the officers to wash their vehicles and an electronic gate with a fenced lot containing parking for 120 cars. The building has been newly painted, and the HVAC and water heater have been replaced. The parking lot and building are larger than the current space.

There is a possibility for Evidence Management to use an outbuilding to secure items of evidentiary value which are currently located on Old Milwaukee Lane. Those items could be

**Committee Action:**

<b>Committee</b>	Finance 4/11/22	<b>Action</b>	Approval
<b>For</b>	Unanimous	<b>Against</b>	

**Remarks:**

secured in the outbuilding located on the property. The building is 720 sq. ft. and would keep the items of value out of the weather as well.

It is proposed that a lease be implemented for an initial three year term with two one year renewals. The proposed monthly rent would be \$4,500 per month with annual increases of 2%. Utilities and maintenance will be in addition to the stated rent.

The attached resolution authorizes a lease under the conditions stated herein.