

City Council – Action Request Form

Date: June 13, 2023

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

From: Patrice Toney, Assistant City Manager
Travis Cockerham, Real Estate Administrator

Council Action Requested:
Resolution Authorizing an Amendment to A Previously Authorized Lease Agreement for the Second Floor in the Winston Mutual Building for the Police Department’s Community Resources Unit (East Ward)

Strategic Focus Area: Safe and Secure Community
Strategic Objective: Expand Community Policing
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:
 On April 17, 2023 the City Council authorized a flat lease for the Police Department’s Community Resources Unit for the entire second floor containing 3,100 square feet at the rate of \$2,970.83 per month for a term of five years. The owner of the building, Boulous Holdings, LLC has determined that due to inflation and the current economic climate, they will require a lease that provides for annual increases of 5 percent. This is a common practice for similar commercial properties in the today’s economic climate. This is the only change from the lease that was previously authorized by City Council on April 17, 2023.

The resolution authorizes the execution of the lease with the amendment described herein and is approved by the City Attorney’s office.

Committee Action:

Committee	FC June 13, 2023	Action	Approval
For	Unanimous	Against	
Remarks:			