

City Council – Action Request Form

Date: January 11, 2021

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

From: Johnnie Taylor, Director of Operations
S. Kirk Bjorling, Real Estate Administrator

Council Action Requested:
Resolution Authorizing a Lease for the Third Floor in the Winston Mutual Building at 1225 East Fifth Street for the Operations Department (East Ward)

Strategic Focus Area: Service Excellence
Strategic Objective: Ensure Service Delivery Efficiency and Effectiveness
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:
 The Operations Department is currently housed on the third floor of the Winston Mutual Building (Tax PIN 6835-67-6843) on a month-to-month lease. The Winston Mutual Building is located at 1225 East Fifth Street and is owned by Boulos Holdings, LLC, 1200 National Drive, Winston-Salem, NC 27103. It is now appropriate to enter into a more secure long-term lease arrangement which would run from March 1, 2021 through February 28, 2024. This lease as proposed would serve the future needs of the department for the next three years. The lease rate would remain stable at the current \$1,948 per month for the 2,750 square foot third floor.

The attached resolution authorizes the execution of a lease as stated herein and as approved by the City Attorney’s Office.

Committee Action:

Committee	Finance 1/11/2021	Action	Approval
For	Unanimous	Against	
Remarks:			