

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: December 5, 2016

SUBJECT: Judicial District Manager Lease – Court Services Building

PRESENTER: Amy Brantley, Assistant County Manager

ATTACHMENTS: Yes

1. Letter from NCDPS on Lease Agreement Terms

SUMMARY OF REQUEST:

At the November 7, 2016 meeting, the Board approved a lease for the Department of Public Safety's Judicial District Manager in the County's Court Services Building at 1347 Spartanburg Highway. The proposed term for the lease was from November 1, 2016 through October 31, 2019. However, the renovations to the additional space in question were not substantially completed until after November 1st. To correctly reflect the three year period that the JDM will be using the additional space, a new letter has been submitted for approval, that will begin the new lease period on December 1, 2016.

BOARD ACTION REQUESTED:

The Board is requested to approve the attached lease proposal between Henderson County and the State of North Carolina for the period of December 1, 2016 through November 30, 2019, and authorize the County Manager to execute documentation on behalf of Henderson County.

Suggested Motion(s):

I move the Board approve the attached lease proposal between Henderson County and the State of North Carolina for the period of December 1, 2016 through November 30, 2019, and authorize the County Manager to execute documentation on behalf of Henderson County.



North Carolina Department of Public Safety

Purchasing and Logistics

Pat McCrory, Governor
Frank L. Perry, Secretary

Gregory K. Baker, Commissioner
Joanne B. Rowland, Director

November 15, 2016

Steve Wyatt
Henderson County Manager
100 N. King Street
Hendersonville, NC 27699

RE: Lease Agreement for Office Space Located at 1347 Spartanburg Highway, Suite 4,
Hendersonville, Henderson County, North Carolina

Dear Mr. Wyatt

Due to unforeseen circumstances, occupancy at the above referenced location was delayed past the original effective date in the lease. To obtain full benefit of the lease the Department of Administration approval and your proposal, this letter is to formally change the term to reflect the actual occupancy. The term of this three (3) year Lease Agreement shall commence on the 1st day of December, 2016 and terminate on the 30th. day of November 2019.

If you are in agreement with the intent and purpose of this letter please sign below where indicated and e-mail back to me at ronald.moore@ncdps.gov. If you have questions, feel free to call me at (919) 324-6467.

Sincerely,

Ron Moore,
Real Property Manager

Agreed to by: _____ Date _____

cc: Boyce Fortner, Division IV Administrator
Angela Conyers, Accounting, DPS
Troy Baker, SPO, DOA

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