

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: December 14, 2021

Item Details

Presenter(s): Joanna Helms, Director

Department(s): Economic Development

Requested Motion

Motion to approve an amendment to the Lease Agreement between Town of Apex and the Apex Chamber of Commerce.

Approval Recommended?

Yes

Item Details

In August 2020, the Town of Apex and the Apex Chamber of Commerce, a tenant in the Town owned Historic Union Depot, entered into a lease agreement. As part of the lease agreement, it stated that the Program Support Specialist for the Economic Development Department would continue part of their previous role when employed by the Apex Chamber of Commerce as the Membership Manager, by providing continued support to the Chamber for all duties related to their Membership efforts. Paragraph 4.b.1 of the agreement states: "Landlord shall provide staff support through the Economic Development Department Program Support Specialist to Tenant for approximately twenty (20) hours per week. Support shall be during normal Tenant business hours to perform functions as agreed upon in the Program Support Specialist job description." The Chamber has recently notified the Director of the Economic Development Department that as of January 2022, those duties associated with Membership will be wholly assumed by a Chamber of Commerce staff member. This amendment officially removes the language associated with this arrangement from the Lease Agreement, and thereby relinquishes the Economic Development Program Support Specialist of all duties and responsibilities for the Apex Chamber of Commerce.

Attachments

- Agreement
- Amendment

