



AGENDA ACTION FORM

Consideration of a Resolution Authorizing the Mayor to Sign Lease Agreements with Existing Not-For-Profit Entities within the V. O. Dobbins, Sr. Complex

To: Board of Mayor and Aldermen
From: Chris McCartt, City Manager *CM*

Action Form No.: AF-379-2023
Work Session: December 18, 2023
First Reading: N/A
Final Adoption: December 19, 2023
Staff Work By: Kitty Frazier/Lindsey Devine
Presentation By: Michael T. Borders

Recommendation:
Approve the Resolution.

Executive Summary:
If approved the City will enter into 3-year lease agreements with 7 non-profit entities for space at V.O. Dobbins, Sr. Complex located at 301 Louis Street.

The City currently leases space in the V.O. Dobbins, Sr. Complex to 7 not-for profit entities with leases expiring at the end of December 2023. These entities include the United Way of Greater Kingsport, Palmer Center Foundation, Sons and Daughters of Douglass, Inc., Mountain Region Speech and Hearing Center, Inc., ALS Association Tennessee Chapter, American Legion Hammond Post 3, and Big Brothers Big Sisters of East Tennessee.

The leases will be for a term of 3 years at a rate of \$5.30 per square foot per annum, an increase of \$.20 over the current rate, and increasing \$.20 annually during the lease term. The lease agreements include termination for convenience by the city. The proposed rate increase has been reviewed with each of the tenants. No concerns were voiced.

Lease rates have not increased since inception in 2011. City operating expenses have increased during this time primarily from utilities and contracted services.

Attachments:
1. Resolution

	<u>Y</u>	<u>N</u>	<u>O</u>
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Montgomery	—	—	—
Olterman	—	—	—
Phillips	—	—	—
Shull	—	—	—