



AGENDA ACTION FORM

Consideration of a Resolution Ratifying the Mayor's Signature on a License Use Agreement with the Federal Emergency Management Agency for Office Space at V.O. Dobbins

To: Board of Mayor and Aldermen

From: Chris McCartt, City Manager *CM*

Action Form No.: AF-308-2025

Work Session: November 3, 2025

First Reading: N/A

Final Adoption: November 4, 2025

Staff Work By: Michael T. Borders

Presentation By: Michael T. Borders

Strategic Focus Area: 6. Strong & Vibrant Neighborhoods

Recommendation:

Adopt the Resolution

Executive Summary:

If approved, the City will enter into a License/Use Agreement with the Federal Emergency Management Agency (FEMA) that allows the use of a 13'x20' office within suite 303 of the V.O. Dobbins, Sr. Complex building.

FEMA is performing operations related to Hurricane Helene and is requesting a temporary office for the Program Delivery Manager's Staff. The conference room is within the parks and recreation administration office suite. The office is primarily used for staff meetings which can be relocated. This will not negatively impact service delivery to citizens.

The agreement will expire no later than April 30th, 2026. FEMA will be utilizing the space at no cost.

Attachments:

1. Resolution
2. License Use Agreement

	Y	N	O
Baker	—	—	—
Cooper	—	—	—
Duncan	—	—	—
George	—	—	—
Mayes	—	—	—
Phillips	—	—	—
Montgomery	—	—	—