



Legislation Text

---

File #: 18-4557, Version: 1

---

**Title:**

**Assessor's Office Lease Renewal - Mint Hill Town Hall**

**Summary**

**ACTION:**

**Authorize the County Manager to negotiate and execute a one (1) year lease extension with the Town of Mint Hill for office space for the Assessor's Office Budget and Audit Section**

**Staff Contact: Jennifer Morell, Asset and Facility Management**

**Presentation: No**

**BACKGROUND/JUSTIFICATION:**

**In May 2013, the County and the Town of Mint Hill signed a five (5) year lease for the County to occupy office space in Mint Hill's Town Hall for the County Assessor's Budget and Audit Section. The current lease expires on April 30, 2018. The County would like to extend the lease for one (1) additional year from May 2018 to April 2019 in anticipation of the completion of an additional phase of the Valerie C. Woodard Center in 2019.**

**This lease extension includes the following major business terms:**

**Location - Mint Hill Town Hall, 4430 Mint Hill Village Lane. Mint Hill**

**Rent - \$2,000.00 Monthly**

**Services - Town to provide utilities, janitorial and maintenance of the leased space**

**Parking - Parking for County and employee vehicles is included**

**PROCUREMENT BACKGROUND:**

**N/A**

**POLICY IMPACT:**

**N/A**

**FISCAL IMPACT:**

**Funding is available through the Assessor's Office operational budget.**

