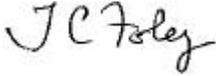


COUNTY OF ALBEMARLE

EXECUTIVE SUMMARY

<p>AGENDA TITLE: Field School of Charlottesville's Lease for part of the Old Crozet School</p> <p>SUBJECT/PROPOSAL/REQUEST: Public hearing to consider amending the lease agreement between the County and the Field School of Charlottesville for part of the Old Crozet School to increase the leased square footage and to change the terms regarding renewals and the addition of square footage</p> <p>STAFF CONTACT(S): Messrs. Foley, Letteri, Davis, Herrick, Shadman, and Freitas</p> <p>PRESENTER (S): Mr. Michael Freitas</p> <p>LEGAL REVIEW: Yes</p>	<p>AGENDA DATE: November 7, 2012</p> <p>ACTION: X INFORMATION:</p> <p>CONSENT AGENDA: ACTION: INFORMATION:</p> <p>ATTACHMENTS: Yes</p> <p>REVIEWED BY: </p>
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BACKGROUND:

The County currently leases the Old Crozet School to two tenants. The Field School of Charlottesville ("Field School") currently leases 11,360 square feet pursuant to a lease agreement dated February 10, 2010 (Attachment A) and Amendments dated April 9, 2010 and March 25, 2011. The second tenant, the Old Crozet School Arts ("OCSA"), currently leases 4,826 square feet. The OCSA's lease was renewed on August 1, 2012.

On October 3, 2012, staff presented to the Board a proposed Field School lease amendment to increase the square footage by 33.75 square feet. The Board directed staff to schedule a November 7, 2012 public hearing. Since that time, the Field School has requested to lease an additional 1,159.25 square feet, for a total increase of 1,193 square feet.

Upon review of the February 10, 2010 lease agreement and the two subsequent amendments, the County Attorney's Office prepared a Lease Amendment to include all previously adopted lease provisions for clarity (Attachment B). Additional revisions to the terms of the lease regarding renewals and the addition of square footage, discussed further below, have also been included.

STRATEGIC PLAN:

Goal 2: Provide community facilities that meet existing and future needs.

DISCUSSION:

The proposed lease amendment addresses three items:

1 – Additional Space. The Field School has identified a need for additional classroom and storage space. Specifically, it would like to lease an additional 1,193 square feet of currently unused space on the ground floor and on the upper floor in the older section as soon as possible. To include this additional space, the lease must be amended. The current rental fee is \$4.28 per square foot. Use of this space by the Field School would have no foreseeable impact on the OCSA's operations.

2 – Lease Renewal. The current lease allows for automatic renewal for up to four additional 12-month terms, through June 30, 2015, after which a new lease would have to be negotiated if the Tenant wished to continue leasing the space. Two of the four possible renewal periods remain. The proposed lease amendment removes the limit on the number of renewals, but maintains that the lease can be terminated by either party upon providing 60 days notice prior to the end of any term of the lease.

3 – Adding Square Footage To The Premises. The final proposed amendment allows for additional square footage to be added upon written agreement of the parties.

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A lease amendment, which has been approved by the County Attorney's office and signed by the Tenant, is attached (Attachment B), along with a Resolution approving the proposed lease amendment and authorizing the County Executive to sign the lease amendment (Attachment C). A public hearing is required pursuant to Virginia Code § 15.2-1800 prior to the leasing of County-owned property.

BUDGET IMPACT:

The approval of this lease amendment based on a rental fee of \$4.28 per square foot would result in a revenue increase of \$3,318.93 in FY2013.

Eliminating the renewal limitation and adding the provision to allow for additional square footage upon written agreement would save staff time and advertisement costs in the future.

RECOMMENDATIONS:

After the public hearing, staff recommends that the Board adopt the attached Resolution (Attachment C) approving the proposed lease amendment effective November 7, 2012 and authorizing the County Executive to sign the amended lease.

ATTACHMENTS:

A – [2010 Field School Lease](#)

B – [Amended Field School Lease](#)

C – [Resolution](#)

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