



# MEMORANDUM

**To:** Mayor and Members of the City Council

**From:** Montre' Freeman, City Manager

**Date:** May 24, 2024

**Subj:** Consideration – Authorize Lease Extension for Armory Facility

***BACKGROUND:***

The City of Elizabeth City has been leasing the former National Guard Armory facility from Pasquotank County since 2022. Recently, the lease was extended for 90 days, from March 1, 2024 to May 30, 2024 while awaiting final decisions and discourse on the building transfer.

***ANALYSIS:***

A requisite Council of State meeting is scheduled for June, which is after the extended lease date ends. Both the County and the City feel it in the best interest to extend the lease for an additional period of 90 days, for a term effective June 1, 2024 to August 29, 2024. A document to that effect has been prepared and attached to this memorandum.

***STAFF RECOMMENDATION:***

By motion, authorize the second addendum to the lease agreement between the City and the County for the former National Guard Armory facility.

**SECOND ADDENDUM TO LEASE**

This Addendum to Lease, made this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between **Pasquotank County**, hereinafter called Lessor, and **City of Elizabeth City**, hereinafter called Lessee;

WITNESSETH:

**WHEREAS**, Lessor and Lessee executed a Lease Agreement (“Lease”) dated April 4, 2022, for the former National Guard Armory identified in Deed Book 1425, Page 26; and

**WHEREAS**, the original lease term began on March 1, 2022 and expired on February 28, 2023; and

**WHEREAS**, the lease was extended from March 1, 2023 to February 29, 2024; and

**WHEREAS**, the lease was extended from March 1, 2024 to May 30, 2024; and

**WHEREAS**, the parties desire to extend the lease for an additional 90 days.

**NOW, THEREFORE, IN CONSIDERATION OF MUTUAL PROMISES** contained herein, Lessor and Lessee agree that the said Lease shall be modified as follows:

**TERM**: This Lease shall be extended from the 1<sup>st</sup> day of June 2024 and, unless terminated as provided for herein, shall expire on the 29<sup>th</sup> day of August 2024.

**EXCEPT AS HEREIN MODIFIED**, the terms and conditions of said Lease, remain unchanged and are ratified and confirmed in all respects.

**IN WITNESS WHEREOF**, the parties have hereunto set their hands and seals as of the day and year first above written.

PASQUOTANK COUNTY, a body politic and corporate existing under the laws of the State of North Carolina

By: \_\_\_\_\_ (SEAL)  
Charles Jordan, Chairman

ATTEST:

\_\_\_\_\_  
Lynn B. Scott  
Clerk to the Board  
(SEAL)

CITY OF ELIZABETH CITY

By: \_\_\_\_\_ (SEAL)

E. Kirk Rivers, Mayor

Time: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
April Onley

City Clerk

(SEAL)

This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act.

\_\_\_\_\_  
Finance Officer

Date: \_\_\_\_\_

Time: \_\_\_\_\_