



Dinwiddie County Finance and General Services

14010 Boydton Plank Road

Dinwiddie, Virginia 23841

Phone: 804-469-4500

MEMORANDUM

TO: Board of Supervisors
FROM: Anne Howerton, Deputy County Administrator
DATE: August 17, 2021
SUBJECT: Cooperative Extension Service Lease

Background

Dinwiddie's Cooperative Extension Office has leased space in the Farm Credit Mall, 13915 Boydton Plank Road for many years. In July 2021, the owner of that building changed from Perrotti Management LLC to Farm Credit Mall LLC, so a new lease needs to be executed with the new owner.

Actions

Lease negotiations took place between the new owner and the County, and the new lease is attached for your review. The first year of the lease will run from September 1 through June 30, and the previous rent payment of \$1,841 per month will remain in place. After the initial term, the lease will automatically renew for four 12-month terms, with a 2% increase effective each July 1st, unless either party gives a 60-day notice prior to the end of the then-current term that they do not desire to renew.

Electricity was also included in the previous lease payment; however, after the initial term of new lease, the tenant becomes responsible for the monthly electric bill. Under Cooperative Extension's MOU with the County, we are to provide housing for the Office to include utilities. Therefore, the County will be paying their electric bill separately from their rent starting in FY 23.

Recommendation

We recommend approval of the following resolution.

BE IT RESOLVED, that the Board of Supervisors of Dinwiddie County, Virginia does hereby authorize and direct Kevin Massengill, County Administrator, to execute the attached lease with Farm Credit Mall LLC for the Cooperative Extension Office.
