City Council Agenda Item Request
Submit to Clerk's Office
30-60 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** October 27, 2025

2. **Primary contact person and Department requesting agenda item:**
    a. Pete Wall, Assistant Director, Parks and Recreation
    b. Jannice Ashley, Deputy City Attorney
    c. Kimmy Hunter, Real Estate Manager

3. **Requested Council meeting date:** November 18, 2025

4. **Subject:** 599 Tunnel Rd, City of Asheville Parks maintenance and office facilities lease.

5. **Action Requested:** Adoption of a resolution to ratify the execution of a lease with TPI Land Investment LLC at 599 Tunnel Road, Asheville, NC, to provide ongoing operations of the City's Parks and Recreation maintenance and office facilities for employees; and to execute any necessary change orders to said lease.

6. **Note if time-sensitive, and why:** Yes, these approvals are necessary for the timely encumbrance of funds to fulfill lease payment agreement.

7. **Potential fiscal impact(s) - if known by department staff at the time of request:**
    a. Lease for 599 Tunnel Road location will be a total investment not to exceed $792,838.14 in the initial three-year lease term.
    b. Funding for this contract is available in the FY26 Parks and Recreation operating budget.
    c. Subsequent years will be requested by Parks & Recreation through the annual operating budget process.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE)** Staff was unable to identify other local vendors that leased commercial real estate already configured as maintenance facilities with offices within the City limits.

9. **Identify all Boards, Commissions, and Council Committees with tentative dates - add in the vote and recommendation from each Board:** N/A

10. **Identify key issues:**
    a. City Parks and Recreation Maintenance and office facility location at 81 Thompson St. became a total loss during Tropical Storm Helene.
    b. Parks and Recreation maintenance facility staff have been displaced since the storm and are in search of a leasehold replacement central to the City's parks.
    c. Staff have been in search of a commercial property to lease, which can be used as a maintenance facility with offices outside of the flood plain.
    d. The new space has been physically inspected by Capital Management, Development Services, IT, and Parks and Recreation to meet the operational needs of a maintenance facility.

e. North Carolina General Statute 160A-240.1 provides that the City may acquire by lease or any other lawful method, the fee or lesser interest in real property for use by the City of any department or agency of the City.
f. Approval of the City Council is not required by the statute, but the City's Contracting Policy requires City Council approval of such lease acquisitions if the total lease amount exceeds $90,000.