



City of Petersburg Virginia

www.petersburgva.gov

July 5, 2022 - Special City Council Meeting

July 5, 2022
Petersburg Public Library
201 West Washington Street
Petersburg, VA 23803
6:15 PM

City Council

Samuel Parham, Mayor – Ward 3
Annette Smith-Lee, Vice-Mayor – Ward 6
Treska Wilson-Smith, Councilor – Ward 1
Darrin Hill, Councilor – Ward 2
Charlie Cuthbert, Councilor – Ward 4
W. Howard Myers, Councilor – Ward 5
Arnold Westbrook, Jr., Councilor – Ward 7

Interim City Manager

Kenneth Miller

-
1. **Roll Call**
 2. **Discussion and/or consideration**
 - a. Consideration of a resolution to accept American Rescue Plan Act (ARPA) funding - Second Tranche.
 - b. Consideration of an Ordinance Authorizing the Interim City Manager to execute the Commercial Lease Agreement between Marwaha Real Estate, LLC . and the City of Petersburg for the property located at 30 Franklin Street, Petersburg, VA.
 3. **Adjournment**



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: July 5, 2022

TO: The Honorable Mayor and Members of City Council

THROUGH: Kenneth Miller, Interim City Manager

FROM: Stacey Jordan

RE: **Consideration of a resolution to accept American Rescue Plan Act (ARPA) funding - Second Tranche.**

PURPOSE: For City Council to formally accept the second tranche of ARPA funding in the amount of \$10,480,919.50 and to authorize that these monies be placed in a special revenue fund (Fund 210) for the sole purpose of tracking all approved transactional activities.

REASON: For City Council to formally accept the second tranche of ARPA funding in the amount of \$10,480,919.50 and to authorize that these monies be placed in a special revenue fund (Fund 210) for the sole purpose of tracking all approved transactional activities.

RECOMMENDATION: Staff recommends City Council approve the resolution.

BACKGROUND: On March 11, 2021 the President of the United States signed into law the American Rescue Plan Act (ARPA) to provide continued relief from the impact of the Covid-19 pandemic. Approximately \$350 billion of The ARPA funding was allotted to assist state, local, tribal, and territory governments in responding to the coronavirus pandemic. The City of Petersburg is due to receive a total of \$20,961,839 which will be delivered in two tranches. The first tranche has already occurred and the City of Petersburg has received \$10,480,919.50. The City has just received the second tranche 06.27.2022.

COST TO CITY: \$10,480,919.50

BUDGETED ITEM: N/A

REVENUE TO CITY: \$10,480,919.50

CITY COUNCIL HEARING DATE:

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: ALL

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:

REQUIRED CHANGES TO WORK PROGRAMS: TBD

ATTACHMENTS:

1. ARPA Funds Resolution - 2nd Tranche

RESOLUTION TO ACCEPT AMERICAN RESCUE PLAN ACT (ARPA) FUNDING – FIRST TRANCHE

WHEREAS, on March 11, 2021 the President of the United States signed into law the American Rescue Plan Act (ARPA) to provide continued relief from the impact of the Covid-19 pandemic; and

WHEREAS, approximately \$350 billion of The ARPA funding was allotted to assist state, local, tribal, and territory governments in responding to the coronavirus pandemic; and

WHEREAS, Sections 602(b) and 603(b) of the Social Security Act as added by section 9901 of the American Rescue Plan Act, Pub. L No. 117-2 (March 11, 2021) authorized the Department of the Treasury to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund, and

WHEREAS, such funds are to be use in accordance with the guidelines of the plan summarized below:

Timing – First Tranche Amount: To the extent practicable, with respect to each metropolitan city for which an amount is allocated, the Secretary shall pay from such allocation the First Tranche Amount for such city, State, or county not later than 60 days after the enactment of this section. Second Tranche Amount: the Secretary shall pay to each metropolitan city for which an amount is allowed, not earlier than 12 months after the date on which the First Tranche Amount is paid to the city, State, or County.

Use of Funds – the metropolitan city shall only use the funds provided under a payment made under this section to cover cost incurred by the metropolitan city by December 31, 2024

- a) to respond to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19) or its negative economic impacts including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
- b) to respond to works performing essential work during the COVID-19 public health emergency by providing premium pay to eligible works of the metropolitan city that are performing such essential work, or by providing grants to eligible employers that have eligible works who perform essential work;
- c) for the provision of government services to the extent of the reduction in revenue of such metropolitan city due to the COVID-19 public health emergency relative to revenues collected in the most recent full fiscal year of the metropolitan city; or
- d) to make necessary investment in water, sewer, or broadband infrastructure.

WHEREAS, the City of Petersburg is expected to receive \$20,961,839 in funding; such funding to be received in two tranches, approximately one half within 60 days of the plan passage, and the remaining funding approximately 12 months later, and

WHEREAS, the City of Petersburg has received additional funding in the amount of \$10,480,919.50 identified as funding allocation of the Second Tranche.

THEREFORE BE IT RESOLVED, the Petersburg City Council does hereby accept the second allocation of funds in the amount of \$10,480,919.50 from the Federal Government through the American Rescue Plan Act; and such funds will be placed in a special revenue fund (Fund 210) for the sole purpose of tracking all approved transactional activities.

THEREFORE BE IT FURTHER RESOLVED that the City of Petersburg will adhere to the existing, additional, and amended guidelines as set forth by the federal government in the allocation or distribution of said funds, the welfare of the City and its Citizens requiring it.



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: July 5, 2022

TO: The Honorable Mayor and Members of City Council

THROUGH: Kenneth Miller, Interim City Manager

FROM: Tangela Innis

RE: **Consideration of an Ordinance Authorizing the Interim City Manager to execute the Commercial Lease Agreement between Marwaha Real Estate, LLC . and the City of Petersburg for the property located at 30 Franklin Street, Petersburg, VA.**

PURPOSE: The purpose is for City Council to provide authorization for the Interim City Manager to execute the Commercial Lease with Marwaha Real Estate, LLC, for the leased property located at 30 Franklin Street, Petersburg, VA, for the period of August 01, 2022 through July 31, 2023 with an option to renew for one term.

REASON: The City has received the Commercial Lease for the leased property located at 30 Franklin Street and this ordinance, which authorizes the Interim City Manager to execute the agreement for the period of August 01, 2022 through July 31, 2023 for the amount of \$61,000 annually.

RECOMMENDATION: The City Council review and approve the attached ordinance.

BACKGROUND: The City would like to enter into this lease with the City and Marwaha Real Estate, LLC, for the leased property located at 30 Franklin Street, Petersburg, VA, for the period of August 01, 2022 through July 31, 2023 for the amount of \$61,000 per year. This space will be utilized by the Departments of Economic Development and Planning.

COST TO CITY: \$61,000

BUDGETED ITEM:

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: 6/21/2022

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Planning
Economic Development

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS:

1. LEASE AGREEMENT-City Of Petersburg (002) TI
2. 30 Franklin 3 rd floor
3. Ordinance 30 Franklin Street

COMMERCIAL LEASE AGREEMENT

THIS LEASE AGREEMENT (this "Lease"), made and entered into this _____ day of July 2022, by and between **Marwaha Real Estate, LLC**, hereinafter called the "Lessor", party of the first part, and **City of Petersburg**, hereinafter called the "Lessee", party of the second part.

WITNESSTH: That for and in consideration of the rents reserved, and the mutual covenants, conditions and agreements as hereinafter set forth, the parties hereby agree as follows:

1. **LEASED PREMISES:** The Lessor does hereby lease and demise unto the Lessee, and the Lessee does hereby rent from the Lessor, a portion of the building situated in the **City of Petersburg** and designated by current street address of **30 Franklin Street, Suite# 301, 302, 303, 304, 305 and 306 Petersburg, VA 23803** (the "Leased Premises").
2. **TERM:** This lease shall be for a term of **one (1) year** beginning on **August 1, 2022 and ending July 31st, 2023**.
3. **RENT:** Rent shall be due and payable upon the **August 1, 2022**, and on the 1st day of each month thereafter. The Lessee shall also pay to Lessor a **late charge of ten percent (10%)** of any monthly rental installment not received within **five (5) days** after the installment is due. Rental payments shall be made payable to **Marwaha Real Estate LLC, 7520 Brook Road, Richmond VA 23227** or at such other place that Lessor may designate to Lessee. See attached "Exhibit A" for rent payments.
4. **SECURITY DEPOSIT:** The Lessee will deposit, at the execution of this lease, the sum of **Five thousand and one hundred and 00/100 (\$5,100.00) Dollars** with the Lessor, receipt of which is hereby acknowledged by the Lessor. This deposit is security for the full and faithful performance of all the covenants, terms, conditions, and provisions contained herein during the term of this Lease and any renewal or extension thereof. The Lessor may use, apply or retain the whole or any part of such Security Deposit to the extent required for the payment of any rent and/or additional rent or other funds as to which the Lessee is in default, or for any sum which the Lessor may expend or may be required to expend by reason of the Lessee's default in respect to the term of this Lease and/or any renewal or extension thereof. In the event of the sale of the Leased Premises by the Lessor subject to the terms and provisions of this Lease, the Lessor shall have the right to transfer the Security Deposit referred to herein to the purchaser and/or vendee and the Lessor shall thereupon be released from all liability for the return of such Security Deposit. To the extent the Security Deposit is not so applied, it will be returned to the Lessee at the end of this Lease without interest.
5. **HOLDOVER:** If the Lessee remains in possession of the Leased Premises at the end of the term or option term, if taken, this Lease will automatically continue on a month-to-month basis at a monthly rate of 120% the previous month's rent, upon the same provisions, covenants and conditions until terminated by the serving of thirty (30) days written notice by either the Lessor or Lessee.

6. DELIVERY OF POSSESSION TO LESSEE: The Lessor shall deliver possession of the Leased Premises to the Lessee on August 1, 2022, in as-is, broom swept condition. Lessee's deposit and first month's rent due at lease signing.
7. USE AND OCCUPANCY: The Lessor grants the Lessee the right to use the Leased Premises for general office use. The Lessee shall restrict its use to such purposed and shall not permit the Leased Premises to be used for any other purpose(s) without written consent of the Lessor, which consent shall not be withheld unreasonably, conditioned or delayed. The Lessee shall (A) remove all trash accumulated in connection with its use of the Leased Premises, (B) permit no nuisance in the Leased Premises, (C) keep the Leased Premises free of insects and other pests and (D) use the Leased Premises in a manner which complies with all laws, ordinances, and regulations applicable thereto, including without limitation all laws, ordinances and regulations relating to hazardous and/or toxic materials. The Lessee shall indemnify the Lessor from liability for damage and loss including any costs arising out of the presence of hazardous substances on the Leased Premises, along with reasonable attorney's fees, incurred by the Lessor as a result of such action, other than those which may have been caused by the Lessor.
8. REPAIRS AND MAINTENANCE: The Lessor shall maintain, repair, and replace the exterior of the building including the roof, exterior walls, foundation, doors, and windows, as well as all repairs and replacements for the HVAC and hot water heater. The Lessee will be responsible for all other maintenance, repairs, and replacements to the interior of the Leased Premises.
9. UTILITIES: Water and electric is included in the rent and paid for by Landlord.
10. NET CHARGES: This is not a Triple Net Lease. In addition to Rent the tenant will provide janitorial/cleaning services of the occupied suites.
11. DAMAGES TO LEASED PREMISES: If the Leased Premises or any part thereof are damaged by fire, the elements, or any other casualty, not caused by the negligence of the Lessee or the Lessee's employee(s) or agent(s), and remains wholly tenantable, the Lessor shall at its own expense cause such damage to be repaired and the rent shall not abate. If by any reason of such occurrence the Leased Premises shall be rendered untenable only in part, the Lessor shall at its own expense cause damage to be repaired and, until the repairs are performed, the rent shall abate proportionately as to the portion of the Leased Premises rendered untenable. If by reason of such occurrence the Leased Premises shall be rendered wholly untenable, the Lessor shall at its own expense cause such damage to be repaired and, until the repairs are performed, the rent shall be abate in full, provided, however, that the Lessor shall have the right, to be exercised by notice given to the Lessee with sixty (60) days after the date of such occurrence, to elect not to repair the Leased Premises, and in such event this Lease shall be terminated as of the date of such occurrence, and the rent shall be prorated as of such date. If any such damage is caused by negligence of the Lessee and/or the Lessee's employee(s) or agent(s), there shall be no abatement of rent or right of the Lessee to terminate this lease during any reasonable period required for repairs.
12. ALTERATIONS, ADDITIONS, AND IMPROVEMENTS: The Lessee shall not make any alterations to the Leased Premises without the prior written consent of the Lessor, which consent shall not be withheld unreasonable,

conditioned or delayed. If consent is given by the Lessor, any alteration shall become the property of the Lessor unless otherwise agreed in writing by the Lessor and the Lessee.

13. **INDEMNIFICATION AND HOLD HARMLESS:** To the extent permissible under Virginia law, the Lessor and the Lessee shall indemnify and save each other harmless from and against any and all liabilities, claims and costs (including reasonable attorney's fees, penalties and fines) for death, injury or damages to persons, or property during the term of this Lease, arising from (a) any default by each in the performance of its obligations under this lease (b) the manner of each party's use and occupancy of the Leased Premises, or (c) any acts, omissions, or negligence of each party or its agents, employees, contractors or invitees. If any action or proceeding is brought against the other based upon any such claim, the party at fault shall cause such action to be defended, at its expense, by counsel reasonably satisfactory to the other party. This holds harmless and indemnity shall survive termination of this Lease.
14. **WARRANTIES OF LESSOR:** The Lessor warrants and represents unto the Lessee that: (a) the Lessor is an owner and has the right to sign on behalf of the Lessor, (b) to the best of the Lessor's knowledge, there are no pending proceedings or plans to change the zoning of the Leased Premises and (c) neither the property nor any portion thereof is being condemned or taken by eminent domain and to the best of the Lessor's knowledge, no such proceedings are contemplated by any lawful authority.
15. **INSURANCE:** At all times while this Lease is in effect, the Lessor shall maintain fire and extended insurance covering the Leased Premises for its full replacement value and the Lessee shall not do or permit anything to be done to the Leased Premises, or bring or keep anything therein, which will increase the rate of fire insurance. The Lessee shall maintain (a) insurance covering its property for its full replacement value and (b) at least One Million Dollars (\$1,000,000.00) for any single claim to injury to person and Three Million Dollars (\$3,000,000.00) for multiple claims to injury to persons (including without limitation death) and damage to the Leased Premises, covering the Lessee and the Lessor (as an additional insured) for the actions of the Lessee and the Lessee's employee(s), guest(s) and agent(s).. The liability insurance policy shall provide that the cancellation, termination, or non-renewal of the policy, and all of the policies required by this paragraph shall be endorsed to prohibit subrogation by the insurance company against the Lessor or the Lessee or any employee or agent of the Lessor or the Lessee. The Lessee shall furnish the Lessor with a certificate or other evidence from the insurance company confirming that any coverage required by this paragraph is in effect.
16. **CONDEMNATION:** If the whole of the Leased Premises, or such portion thereof as will make the Leased Premises unsuitable or untenable for Lessee's continued use, is condemned for any public use or purpose by any legally constituted authority then, in either of such events, either the Lessor or the Lessee may elect to terminate this Lease effective as of the time of taking by such authority and rental shall be accounted for between the Lessor and the Lessee as of such date. Such termination shall be without prejudice to the rights of either the Lessor or the Lessee to recover compensation from the condemning authority for their respective loss or damage caused by such condemnation. Neither party shall have any rights in or to any award made to the other by the condemning authority. The Lessee hereby assigns to the Lessor any award or payment which is payable for the value of the real estate.
17. **SUBLEASE OR ASSIGNMENT BY LESSEE:** The Lessee may not mortgage, pledge or otherwise encumber this Lease, or in any sub-lease of the Leased Premises. The Lessee may not assign this Lease nor sub-let the property without the expressed written consent of the Lessor being first obtained, which consent shall not be unreasonably withheld.

18. SUBORDINATION OF LEASE: This Lease, and any modification of the Lease, shall be subordinate to any first lien Deed of Trust against this property. Lessee agrees to execute any document(s) necessary to effectuate such a subordination so long as such document(s) acknowledge the Lessee's right to continue in possession of the Leased Premises pursuant to this Lease so long as the Lessee is not in default under the terms of this Lease.
19. SURRENDER OF PREMISES: The Lessee shall peaceably surrender the Leased Premises to the Lessor on the expiration date or earlier termination of this Lease, in broom-clean condition and in as good condition as when the Lessee took possession, including, without limitation, the repair of any damage to the Lease Premises caused by the removal of any of the Lessee's equipment or property from the Lease Premises, but excluding reasonable wear and tear and loss by fire or other casualty not caused by the Lessee or its agents. Any of the Lessee's equipment and other property left on or in the Leased Premises, the building or the common elements after the expiration date or earlier termination of this Lease shall be deemed to be abandoned, and at the Lessor's option, title thereto shall pass to the Lessor under this Lease.
20. DEFAULT BY LESSEE: Each of the following shall constitute an Event of Default:
- (a) Failure of the Lessee to pay rent with 15 days after it is due. The Lessor shall have no obligation to give the Lessee notice of such default.
 - (b) Failure of the Lessee to perform any obligation of the Lessee under this Lease, other than the payment of rent, within 15 days after the Lessor gives the Lessee notice that the Lessee has failed to perform such obligation.
 - (c) The Lessee abandons or vacates the Leased Premises.
 - (d) The filing of a petition by or against the Lessee under any provision of any bankruptcy or insolvency law, or the appointment of a receiver for the Lessee.
21. LESSOR'S REMEDIES: Upon the occurrence of an Event of Default, Lessor may at its option terminate this Lease by written notice to the Lessee, in which event the Lessor shall have the right to enter the Leased Premises and take possession thereof, and the Lessor shall have the right to resort to any other remedies provided by law or equity, including but not limited to the right to distrain upon any and all property of the Lessee located in or on the Leased Premises. The Lessee agrees to pay all reasonable costs, including but not limited to reasonable attorney's fees, incurred by the Lessor as a result of such default.
22. NOTICES: All notices, demands, requests, consents, approvals, offers, statements and other instruments or communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been given when delivered, or when mailed by first class Registered or Certified mail, postage prepaid, addressed to the Lessor and the Lessee as follows:

LESSOR:
Marwaha Real Estate, LLC
c/o Gagan Marwaha
7520 Brook Road
Richmond, VA 23227

LESSEE:
City of Petersburg
c/o Kenneth Miller
135 N Union Street
Petersburg, VA 23803

23. **MECHANIC'S LIEN:** The Lessee shall not permit any mechanic's or materialmen's lien to be filed against or upon the Leased Premises for work claimed to have been done for, or materials claimed to have been furnished to the Lessee. The Lessee, at its sole cost and expense, including but not limited to attorney's fees incurred in connection with the discharge of a lien or the filing of any bond required by law, shall cause any such lien to be released or discharged within ten (10) days after notification of the filing thereof by the Lessor.
24. **SIGNS:** Before installing any signs (which must comply with city or county sign ordinances), the Lessee will obtain prior written consent of the Lessor, which consent will not be unreasonably withheld. The Lessee will remove any such signs at the end of the Lease and will repair any and all damage caused by or due to the installation, maintenance and/or removal of such signs.
25. **NO AGENCY:** Nothing in this Lease will be construed to constitute the Lessor and the Lessee as an agent of the other or to constitute the Lessor and the Lessee as partners or joint ventures.
26. **AMENDMENT OR MODIFICATION:** This Lease may not be amended, modified, or terminated, nor may any obligation hereunder be waived orally, and no such amendment, modification, termination, or waiver shall be effective for any purpose whatsoever unless it is in writing signed by the party against whom enforcement thereof is sought.
27. **SEVERABILITY OF PROVISIONS:** If any provisions of this Lease or any application thereof shall be invalid or unenforceable, the remainder of this Lease and any other application of such provision shall not be affected thereby.
28. **AGENCY DISCLOSURE:** Nathan Jones of Dominion Commercial, LLC has acted on behalf of and represented the Lessor in this transaction. The Lessor shall have the sole responsibility to pay all fees and commissions due to such representative. The Lessor and the Lessee each covenants to the other that it has not incurred or created any other obligation to pay a commission or other amount to any broker, agent or finder in connection with this Lease and each agrees to indemnify and save the other harmless from and against any and all liability, damages and expenses incurred by the other because the indemnifying party incurred or created such an obligation to pay such a commission or other amount.
29. **TRANSFER OF PROPERTY:** In the event of the sale of the Leased Premises by the Lessor subject to the terms and provisions of this Lease, the Lessor shall thereupon be released from all liability, assuming the liability is assumed by the new Lessor. A copy of this lease shall be recorded in the land records of the Circuit Court and shall run with the land for the lease term.
30. **NON-WAIVER OF FUTURE PERFORMANCE:** The failure of the Lessor to insist upon strict performance of any of the covenants, conditions, or agreements of this Lease, or to exercise any option herein conferred, shall not be construed as a waiver or relinquishment of the future performance of any such covenants, conditions, or options, but the same shall be and remain in full force and effect.
31. **BINDING EFFECT:** This Lease shall be binding upon and inure to the benefit of and be enforceable by the respective heirs, successors and assigns of the parties hereto.
32. **QUIET ENJOYMENT:** Upon due performance of the covenants and agreements to be performed by the Lessee under the terms and provisions of this Lease, the Lessor covenants that the Lessee shall and may at all times peaceably and quietly have, hold and enjoy the property during the term of this Lease.

33. GENDER: Any word contained in the text of this Lease shall read as the singular or the plural and as the masculine, feminine or neuter gender as may be applicable in the particular context.
34. RULES AND REGULATIONS: Lessee shall not place any furniture, equipment, records, trash, or other objectionable material in the common areas of the building. Lessee or his employees shall not make any unseemly or disturbing noises or disturb or interfere with neighboring occupants of the building or that having business with them, whether by use of musical instrument loudspeaker, singing or in any other way. Lessee shall not throw anything out of the door or windows of the building. Lessor does not assume any responsibility for any damage or loss of automobile or personal property in the parking lot or for any injury sustained by any person in the parking lot. This is a smoke free facility and smoking is prohibited in the facility.
35. ESTOPPEL CERTIFICATE: Within ten (10) days after receipt of a written request by Lessor, or in the event that upon any sale, assignment or hypothecation of the Leased Premises and/or the land thereunder by Lessor an estoppel certificate shall be required from Lessee, Lessee agrees to deliver a certificate to any proposed mortgagee or purchaser or to Lessor, certifying that this Lease is unmodified and in full force and effect (or, if there have been modifications, that the same is in full force and effect as modified, and stating the modifications), that there are no defenses or offsets thereto (or stating those claimed by Lessee), and such other reasonable information as may be requested.
36. ENTIRE AGREEMENT: This Lease contains all of the agreements of the parties and cannot be changed unless in writing and signed by all parties.
37. LAW TO BE APPLIED: This Lease shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia. Any dispute arising from the performance or non-performance of any term of this Agreement shall be litigated solely in the Circuit Court for the City of Petersburg, Virginia.

IN WITNESS WHEREOF, the parties hereto have hereto set their hands and seals as of the day and date first hereinabove written.

LESSOR: Marwaha Real Estate, LLC

By: _____ (SEAL)
Gagan Marwaha, Manager

LESSEE: City of Petersburg

By: _____ (SEAL)
Kenneth Miller, Interim City Manager

Approved as to form: _____ (SEAL)
Anthony Williams, City Attorney

EXHIBIT "A"

<u>YEAR</u>	<u>MONTHLY RENTAL</u>	<u>YEARLY</u>
1	\$ 5,100.00	\$61,000.00
2	\$ 5,100.00	\$61,000.00

Exhibit "B"

See Attached for drawing. Total sqft including core factor is 4,927+/-.

WHITE BOX SCOPE:

- SLAB SHALL BE DEVOID OF HOLES, UNEVEN AREAS AND SHALL BE READY TO ACCEPT STAIN OR FLOORING.
- BASE SHALL RUN ON ALL WALLS. SEE TRIM TYPES.
- GYPSUM WALLS SHALL BE COMPLETELY PAINTED WITH TWO COATS OF PAINT, WHITE.
- PLASTER WALLS SHALL BE PAINTED WITH TWO COATS OF PAINT, WHITE.
- UNPAINTED BRICK SHALL REMAIN UNPAINTED. PATCH ALL VOIDS WITH BRICK AND MATCHING MORTAR. SEAL ALL SURFACES.
- CMU SHOULD BE FURRED AND COVERED WITH GYPSUM BOARD UNLESS SPECIFICALLY NOTED OTHERWISE.
- DOORS AND WINDOWS TO BE CAULKED, PAINTED AND MADE OPERABLE.

-GYPSUM/PLASTER CEILINGS SHALL BE COMPLETELY PAINTED WITH TWO COATS OF PAINT.

-ACT GRID SHALL BE COMPLETELY INSTALLED.

-MECHANICAL UNIT SUFFICIENT TO CONDITION THE SPACE AS AN ASSEMBLY OR BUSINESS SPACE SHALL BE INSTALLED UNLESS OTHERWISE NOTED. DUCTWORK, GRILLES, RETURNS AND THERMOSTATS TO BE INSTALLED WHERE DIRECTED BY OWNER/ARCHITECT.

-INSTALL ELECTRICAL SERVICE ADEQUATE FOR AN ASSEMBLY OR BUSINESS SPACE. PANEL TO HAVE BLANKS FOR NEW CIRCUITS. PROVIDE LIGHTING SUFFICIENT FOR C.O. INSTALL RECEPTILES @ 2' O.C.

-INSTALL BATHROOMS, DRINKING FOUNTAINS AND SERVICE SINKS WHERE LOCATED ON PLANS.

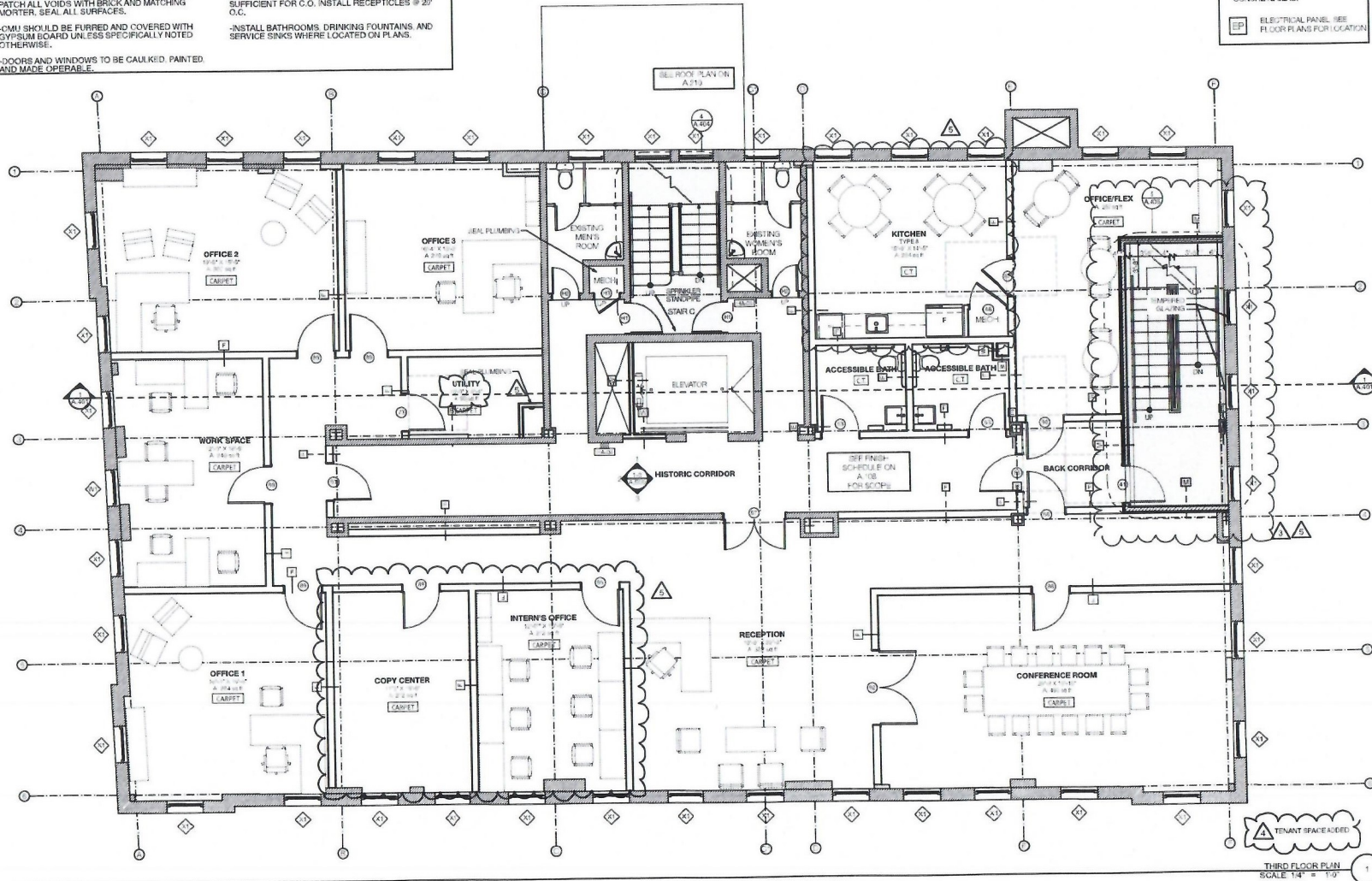


FLOOR PLAN NOTES

FOR WALL TYPES, SEE GENERAL INFO ON A.104

GRIND DOWN CONCRETE IN WOOD FLOOR TO 1" BELOW WOOD SURFACE. FILL W/ CONCRETE TOPPER TO MAKE LEVEL W/ WOOD. STAIN, GRIND ALL UNEVEN SURFACES TO MAKE CONCRETE SLAB LEVEL. FILL ALL HOLES IN CONCRETE SLAB.

ELECTRICAL PANEL SEE FLOOR PLANS FOR LOCATION



30 FRANKLIN
30 Franklin Street, Petersburg, Virginia, 23803, USA

REVISIONS	TAG	DATE
1	0/25/15	
2	10/23/15	
3	11/23/15	

walter PARKS ARCHITECT

311N. ADAMS STREET
RICHMOND, VIRGINIA 23220
P: 804-4781 / F: 804-4783

PROJECT # 14-01
DATE: 03/23/15

PERMIT SET

THIRD FLOOR LAYOUT
PLAN
A.204

**AN ORDINANCE AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE THE COMMERCIAL LEASE
AGREEMENT FOR PROPERTY LOCATED AT 30 FRANKLIN STREET**

WHEREAS the City of Petersburg would like to lease commercial space for a period of August 01, 2022 through July 31, 2023 for a one-year term for the property located at 30 Franklin Street.

NOW, THEREFORE BE IT ORDAINED, by the City Council of the City of Petersburg that the City Manager is hereby authorized to execute the lease agreement for the property located at 30 Franklin Street.

BE IT FURTHER ORDAINED, by the City Council of the City of Petersburg, that the Interim City Manager, is hereby authorized to sign such agreements and documents as necessary to complete the lease of the aforementioned property on behalf of the City.