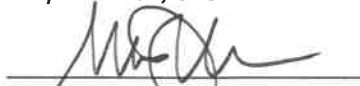




**MEMORANDUM**

**TO:** Mayor Linda Gorton  
Urban County Council  
Sally Hamilton, CAO  


**FROM:** Monica Conrad, Director, Parks and Recreation

**DATE:** September 9, 2020

**SUBJECT:** Lease Agreement with Robert Craig, 3561 Shamrock Lane, Lexington

**Request:** Urban County Council authorization to enter into a lease agreement with Robert Craig for his occupancy of approximately 2,340 sq. ft. of residential space located at mailing address 3561 Shamrock Lane in Lexington, KY. Tenant is essential to Parks operations and the land shall be used for residential use and no other purpose.

**Why are you requesting?** Lessor and Lessee wish to enter into a lease agreement defining their rights and responsibilities relating to the use and occupancy of said rental property.

**What is the cost in this budget year and future budget years?**

The cost for this FY is: \$ 4,725.00 (revenue)  
The cost for future FY is: contingent on renewal of lease

**Are the funds budgeted?**

The funds are budgeted or a budget amendment is in process: Yes  
Account number: 1101-707606-7672-42181

**File Number:** 0888-20

**Director/Commissioner:** Monica Conrad

