



City of San Antonio

Agenda Memorandum

File Number:13-987

Agenda Item Number: 15.

Agenda Date: 11/21/2013

In Control: City Council A Session

DEPARTMENT: Building and Equipment Services

DEPARTMENT HEAD: Jorge Perez

COUNCIL DISTRICTS IMPACTED: 8

SUBJECT:

2nd Renewal and Extension of Lease Agreement for District 8 Council Office

SUMMARY:

This ordinance authorizes the 2nd Renewal and Extension of Lease Agreement between USAA Real Estate Company and the City of San Antonio for the continued use of approximately 1,219 square feet of office space located at 9830 Colonnade Boulevard, Suite 165, in Council District 8 for a four-year renewal term commencing December 1, 2013 and expiring November 30, 2017 at the monthly rental of \$2,276.48 for the first two years and \$2,387.21 monthly during years three and four, with the right to terminate the lease without cause with thirty days written notice.

BACKGROUND INFORMATION:

The City of San Antonio has been a tenant at this location since October 2009 Pursuant to Ordinance No. 2009-09-17-0742 dated September 17, 2009, and Ordinance No. 2011-09-29-0787 dated September 29, 2011 for use as the City Council District 8 Constituent Office. At this time Councilman Nirenberg wishes to renew this Lease Agreement for an additional four-year term in an effort to ensure the continued, uninterrupted service to his constituents. Staff is in agreement and recommends renewal of the lease.

ISSUE:

This action is consistent with the City's policy to provide a constituent office within each Council District for each Councilperson to conduct business and meet constituents.

ALTERNATIVES:

The Councilman could continue to occupy this office on a temporary basis at a higher rental rate while a suitable new location is pursued; however, service to constituents could be compromised.

FISCAL IMPACT:

Under the current terms of the Lease Agreement, the current rental amount is \$2,276.48 monthly or \$27,317.76 annually. Under the terms of the proposed Lease Renewal, the rental amount will not change during the first two-years of the renewal term, during the third and fourth years the monthly rent will be \$2,387.21 monthly or \$28,646.52 annually. Funds for this lease are included in the FY 2014 Adopted General Fund Budget.

RECOMMENDATION:

Staff recommends approval of the Council member's request to renew the Lease Agreement for 9830 Colonnade Boulevard, Suite 165, for the District 8 Constituent Office.