



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 8

**Agenda Date:** October 17, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Building & Equipment Services

**DEPARTMENT HEAD:** Jorge Perez

**COUNCIL DISTRICTS IMPACTED:** District 7

**SUBJECT:**

Extension of Lease Agreement: Office space located at 4204 Woodcock Street.

**SUMMARY:**

This ordinance authorizes the execution of a ten-year lease extension with Boyd State San Antonio, LLC for use of 53,000 square feet of office space by the San Antonio Police Department (SAPD) and related agencies, located at 4204 Woodcock Street in Council District 7 at the annual rate of \$954,000.00 during the first year of the term increasing to the annual rate of \$1,311,750.00 in the tenth year of the term. Funding is available through the High Intensity Drug Trafficking Area (HIDTA) grant, and through the General Fund FY 2025 Adopted Budget.

**BACKGROUND INFORMATION:**

The subject property will be used to provide office space for SAPD. The department has leased this space since 2014 and the lease extension will allow SAPD to continue to lease the space for an additional ten years.

**ISSUE:**

The existing lease is term is ending, but the City has the option to renew the lease and extend the term. The proposed terms provide for a ten-year agreement and contain a provision allowing the termination of the lease in the event the federal grant ceases.

**ALTERNATIVES:**

No alternatives.

**FISCAL IMPACT:**

This ordinance authorizes the execution of a ten-year lease extension with Boyd State San Antonio, LLC for use of 53,000 square feet of office space by the San Antonio Police Department (SAPD) and related agencies, located at 4204 Woodcock Street in Council District 7 at the annual rate of \$954,000.00 during the first year of the term increasing to the annual rate of \$1,311,750.00 in the tenth year of the term.

Funding in the amount of \$579,078.00 annually is available through the High Intensity Drug Trafficking Area (HIDTA) Grant and the remaining portion in the amount of \$374,922.00 is available through General Fund FY 2025 Adopted Budget.

Subsequent years funding is contingent upon continued receipt of federal funds for these programs. The lease will also contain a provision allowing the City to terminate the lease if grant funding or General Funds ends.

The monthly rent will decrease almost nine percent compared to the monthly rent presently paid with no change in the services provided.

The chart below demonstrates the financial impact related to the extension of this lease and the rent paid for the subject facility.

	Monthly Rent		
	Non SAPD	SAPD	Total Rent
Present Rent	\$ 52,946.03	\$ 34,279.72	\$ 87,225.75
October 1, 2024 - September 30, 2025	\$ 48,256.50	\$ 31,243.50	\$ 79,500.00
October 1, 2025 - September 30, 2026	\$ 50,267.19	\$ 32,545.31	\$ 82,812.50
October 1, 2026 - September 30, 2027	\$ 52,277.88	\$ 33,847.13	\$ 86,125.00
October 1, 2027 - September 30, 2028	\$ 54,288.56	\$ 35,148.94	\$ 89,437.50
October 1, 2028 - September 30, 2029	\$ 56,299.25	\$ 36,450.75	\$ 92,750.00
October 1, 2029 - September 30, 2030	\$ 58,309.94	\$ 37,752.56	\$ 96,062.50
October 1, 2030 - September 30, 2031	\$ 60,320.63	\$ 39,054.38	\$ 99,375.00
October 1, 2031 - September 30, 2032	\$ 62,331.31	\$ 40,356.19	\$ 102,687.50
October 1, 2032 - September 30, 2033	\$ 64,342.00	\$ 41,658.00	\$ 106,000.00
October 1, 2033 - September 30, 2034	\$ 66,352.69	\$ 42,959.81	\$ 109,312.50

**RECOMMENDATION:**

Staff recommends approval of a ten-year lease extension with Boyd State San Antonio LLC at the annual rate of \$954,000.00 during the first year of the extended term increasing to the annual rate of \$1,311,750.00 in the tenth year of the term.