



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 17

Agenda Date: April 17, 2025

In Control: City Council A Session

DEPARTMENT: Building & Equipment Services

DEPARTMENT HEAD: Jorge Perez

COUNCIL DISTRICTS IMPACTED: District 1

SUBJECT:

Lease Agreement with Avance – San Antonio at the Frank Garrett Multi-Service Center

SUMMARY:

This ordinance authorizes a Renewal and Amendment of Lease Agreement with Avance - San Antonio (Avance) for the continued use of 6,719 square feet of office space located at 1226 N.W. 18th St., the Frank Garrett Multi-Service Center (Center), for a five-year term commencing May 1, 2025 and expiring April 30, 2030, at a rental rate of \$10.00 annually plus utility expenses. Revenue generated from this lease agreement will be deposited into the General Fund. Avance will have the right to terminate the lease with 60 days' notice.

BACKGROUND INFORMATION:

Avance has been a tenant at the Center since June 2005. Avance currently utilizes the Center for its Early Head Start Program which provides services to families with children from birth to three years of age who meet Federal income poverty guidelines and primarily reside in the west side community of San Antonio. Infants and toddlers of enrolled parents receive full-time quality early childhood education and care along with health, nutrition and prenatal care through a case management system.

This location allows Avance to administer their services and programs through either their home-based or Center-based program to better accommodate the varying needs of the families qualified to benefit from the program. This action will serve to support the mission of Avance by providing space in which to administer its Early Head Start Program.

ISSUE:

The current lease term will expire on April 30, 2025 and the City of San Antonio recognizes the need for Avance's continued services at the Center and supports this action to ensure no interruption of the services.

ALTERNATIVES:

The City could choose not to authorize the Lease Agreement with Avance, however, that would create a financial burden on the organization resulting in moving expenses and potentially higher rental payments at an alternative location. Additionally, relocating would cause Avance's programs and services to be suspended during the relocation period.

FISCAL IMPACT:

Avance will pay a total of \$50.00 rent for the entire five-year lease term. Additionally, Avance will reimburse the City of San Antonio for their pro-rata share of utility expenses. Funds will be deposited in the General Fund.

RECOMMENDATION:

Staff recommends approval of this Lease Agreement with Avance – San Antonio, for the continued use of space at the Frank Garrett Multi-Service Center, for an additional five-year term.