



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 16

**Agenda Date:** January 11, 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:**

Renewal of Lease Agreement with DW SA Centerview, LLC.

**SUMMARY:**

This ordinance authorizes the execution of a five-year lease renewal, which commenced December 1, 2023 and expires on November 30, 2028, with DW SA Centerview, LLC, for the continued use of 2,174 square feet of office space by the San Antonio Metropolitan Health District (Metro Health) for its' Lactation Center, located at 4538 Centerview Drive in Council District 7. Funding in the amount of \$36,233.30 is available from FY 2023-2024 Woman Infant and Children's (WIC) grant for the first year. Funding for future years is contingent upon council approval.

**BACKGROUND INFORMATION:**

Metro Health has occupied this office space since December 2013, as a location for its Lactation Center, where it provides breastfeeding support by skilled health professionals, paraprofessionals, and other mothers, in a non-clinical (café style) environment. This program is also part of a public health initiative to promote healthy families by reducing incidents of childhood obesity. Metro Health has been awarded a grant by the Department of State Health Services to fund these programs and rental expenses.

**ISSUE:**

The current lease term expired on November 30, 2023. If this lease agreement is not renewed as proposed 3 months after the current lease expiration date, the services provided by Metro Health would likely become unavailable to the San Antonio communities currently benefiting from the services provided at the Lactation Center. Metro Health has expended considerable effort to promote this facility and its services to expectant mothers, making the present location familiar to the community.

**ALTERNATIVES:**

The alternative to approving this lease renewal would be for Metro Health to search for a replacement location. However, Metro Health reviewed several options, including consolidating services into other existing locations, and determined that the very favorable terms of this renewal, and no relocation expenses, fiscally support entering into this renewal. Additionally, this renewal will allow Metro Health to continue the mission of the Lactation Center without the interruption of services, and provide the deliverables required by the Department of State Health Services Grant.

**FISCAL IMPACT:**

This ordinance authorizes the execution of a five-year lease renewal, which commenced December 1, 2023 and expires on November 30, 2028, with DW SA Centerview, LLC, for the continued use of 2,174 square feet of office space by the San Antonio Metropolitan Health District (Metro Health) for its' Lactation Center, located at 4538 Centerview Drive in Council District 7. Funding in the amount of \$36,233.30 is available from FY 2023-2024 Woman Infant and Children's (WIC) grant for the first year. Funding for future years is contingent upon council approval.

Metro Health continues to be awarded funding to cover the expenses related to this lease renewal. The City will pay rent as follows:

<b>Rent Schedule</b>	
<b>Term</b>	<b>Monthly Rent</b>
December 1, 2023 – November 30, 2024	\$3,623.33
December 1, 2024 – November 30, 2025	\$3,713.92
December 1, 2025 – November 30, 2026	\$3,804.50
December 1, 2026 – November 30, 2027	\$3,895.08

December 1, 2027 – November 30, 2028	\$3,985.67
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**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the execution of the Second Renewal and Amendment to Lease Agreement with DW SA Centerview, LLC for a five-year term, in support of the services and programs provided by the Metro Health Lactation Center.