



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 18

Agenda Date: June 20, 2024

In Control: City Council A Session

DEPARTMENT: Building & Equipment Services

DEPARTMENT HEAD: Jorge Perez

COUNCIL DISTRICTS IMPACTED: District 1

SUBJECT:

SAPD Bike Patrol Lease – 412 East Commerce Street

SUMMARY:

This ordinance authorizes the amendment to a lease with Riverbend Garage LLC for a term ending August 31, 2027, which will add an additional 17 parking passes to the existing occupancy for a facility located at 412 East Commerce Street for the San Antonio Police Department's Bike Patrol Unit for a monthly rental increase of \$2,975.00 plus charges for parking previously used in the amount of \$40,862.50 and an allowance of \$10,000.00 to make improvements to the leased space. Funding for this amendment in the amount of \$59,787.50 is available from General Fund FY 2024 Adopted Budget. Funding for future year is contingent upon City Council approval of annual budget.

BACKGROUND INFORMATION:

Operating from this location since 2011, the Bike Patrol Unit leases 10,444 square feet of office/retail space located at the River Bend Garage, this amendment would increase the number of parking passes from 79 to 96 parking passes.

The need for additional parking spaces stems from the recent hiring of 14 additional officers who

are assigned to the Bike Patrol Unit along with three additional spaces for officers already assigned to this unit.

ISSUE:

The existing parking allocation is not sufficient to handle the number of officers assigned to this Unit and per the contract governing employment practices for uniformed officers, parking must be provided at the location the officer is assigned to. Given the officers are assigned to different shifts and the parking is in a public garage, passes are issued to every officer assigned to Bike Patrol to ensure they have access to parking when they report for their shift.

ALTERNATIVES:

The alternative to amending the lease to add parking in compliance with the uniformed officer contract would be for the City to find nearby parking that meets the terms of the contract pertaining to parking and given the downtown location it is not likely that less expensive parking can be found. Therefore, it is in the City’s interest to obtain parking in the garage in which Bike Patrol is already located.

FISCAL IMPACT:

The cost for the 17 additional parking passes is \$2,975 per month. The chart below identifies the impact of this amendment throughout the remainder of the term.

| Item | Presently | As Amended | Change |
|----------------------------------|-------------|-------------|----------------------|
| Size of Space Leased | 10,444 SF | 10,444 SF | No Change |
| Term End Date | 8/31/27 | 8/31/27 | No Change |
| Parking Passes | 79 | 96 | 17 additional Passes |
| Monthly Rent through August 2024 | \$13,947.36 | \$16,922.36 | \$2,975.00 increase |

Per the terms of the existing lease the rent was already scheduled to increase to \$14,166.98 effective September 1, 2024, under the term of the amended agreement the monthly rent will increase an additional \$2,975.00 to \$17,141.98 and will remain at that rate for the remainder of the term. SAPD has had a need for this parking since July 2023, and the landlord has agreed to postpone collection of the parking charges while the City worked out the terms of the amendment, as a result there is an accrued balance of \$40,862.50 to settle the balance due.

Funding for this amendment in the amount of \$59,787.50 is available from General Fund FY 2024 Adopted Budget. Funding for future years is contingent upon City Council approval of the annual budget.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing the execution of a lease amendment with River Bend Garage, LLC to add 17 parking passes to the lease and make minor enhancements to the leased space.