



Recommendation for Action

File #: 23-1011, **Agenda Item #:** 14.

2/23/2023

Posting Language

Authorize negotiation and execution of a 24-month lease renewal with the Texas Health and Human Services Commission for approximately 3,495 square feet of shared office space for the Austin Police Department, Crisis Intervention Team, located at 4110 Guadalupe Street, Bldg. 631, in Austin, Travis County, Texas, in an amount not to exceed \$7,200.

Lead Department

Financial Services Department.

Fiscal Note

Funding in the amount of \$3,600 is available in the Fiscal Year 2022-2023 Operating Budget of the Austin Police Department.

Funding for the remaining term is contingent upon available funding in future budgets.

Prior Council Action:

December 14, 2017 - Council approved a 24-month lease renewal for the shared office space for the Austin Police Department, Crisis Intervention Team and the Travis County Sheriff's Office.

August 28, 2008 - Council approved lease and service agreement renewal for the shared office space for the Austin Police Department, Crisis Intervention Team and the Travis County Sheriff's Office.

May 27, 2004 - Council approved a lease for the shared office space for the Austin Police Department, Crisis Intervention Team and the Travis County Sheriff's Office.

For More Information:

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Additional Backup Information:

The Austin Police Department's Crisis Intervention Team (CIT) currently leases 3,495 square feet of office space on the Austin State Hospital grounds from the Texas Health and Human Services Commission (THHSC). The CIT's lease and service agreement with the THHSC expired on December 31, 2022.

CIT has shared the leased space with the Travis County Sheriff's Office Crisis Intervention Team since 2004, with each entity paying for one-half of the facility cost. The requested authorization is for the City's share of the facility expense and includes the use of a copy machine.

This request is for a lease renewal of the 3,495 square feet of space for the period from January 1, 2023, through December 31, 2024, at a rate of \$500 per month or \$250 a month per entity (\$3,000 a year). In addition to the base rent, the City will also reimburse THHSC for utilities, maintenance, repairs, and waste removal, at a cost to of \$50 per month, a total of \$600 a year for the total requested lease amount of \$3,600

per year. Either party may terminate the lease with 60 days advance notice.

The Strategic Facilities Governance Team has reviewed and approved this request.

Strategic Outcome(s):

Safety.