

Mayor and Council Communication

DATE: 10/11/22

M&C FILE NUMBER: M&C 22-0827

LOG NAME: 211200WOODHAVEN POLICESTOREFRONT

SUBJECT

(CD 4) Authorize Execution of a Lease Agreement with Potter's House of Dallas, Inc. for Space Located at 1200 Woodhaven Boulevard, Suite 1258, for Use as a Police Storefront by the Fort Worth Police Department Until September 30, 2023 with Two Successive One Year Renewals at a Cost of \$100.00 Per Month

RECOMMENDATION:

It is recommended that the City Council authorize execution of a lease agreement with Potter's House of Dallas, Inc. for space located at 1200 Woodhaven Boulevard, Suite 1258, for use as a police storefront by the Fort Worth Police Department until September 30, 2023 with two successive one year renewal options at a cost of \$100.00 per month.

DISCUSSION:

On March 1, 2011, Mayor and Council Communication (M&C) L-15147, City Council approved the execution of a lease agreement with The Potter's House of Dallas, Inc. for space located at 1200 Woodhaven Boulevard, Suite 1258, Fort Worth, Texas 76112 to be used by the Fort Worth Police Department as a police storefront. Such lease agreement was effective March 1, 2001 with an annual rent of \$1,200.00 and an expiration of February 29, 2016 (City Secretary Contract No. 41587).

On June 14, 2016, City Council approved the execution of an amendment to the lease agreement to extend its term and to add renewal options (M&C L-15914). The lease agreement and its renewals expired September 30, 2021 but continues in a holdover status.

The Fort Worth Police Department and The Potter's House of Dallas, Inc. desire to enter into a new lease for the same space with an initial term to expire on September 30, 2023 and with two (2) successive, one-year renewal terms at a monthly cost of \$100.00.

Each renewal term shall be contingent upon approval of Crime Control and Prevention District (CCPD) funds. If CCPD funding is not approved, and alternative funding is not identified, the City of Fort Worth will notify The Potter's House of Dallas, Inc. that the lease will expire at the end of the then-current renewal term.

The total rent amount for each fiscal year is \$1,200.00. The total rental cost for the new lease and two successive one-year renewals will not exceed \$4,600.00. The City of Fort Worth is responsible for all utility and telephone payments.

Funding is budgeted in the Other Contractual Services account of the CCPD Police Storefronts Department's Crime Control & Prevention District operating fund.

This property is located in COUNCIL DISTRICT 4.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated, in the Crime Control & Prev Distr Fund. Prior to an expenditure being incurred, the Police Department has the responsibility to validate the availability of funds.

Originating Business Unit Head:

Steve Cooke 5134

Additional Information Contact:

Mark Brown 5197

Lisa Alexander 8367