



# Agenda Item Report

**Legislative Board:** City Council  
**Date:** March 7, 2023  
**Contact:** Wendy Smith  
**Agenda Item ID / Number:** 2023-199- / G.3

**ITEM TITLE:** Approval of a Resolution Authorizing the City Manager to Execute the First Amendment to the City Hall Facility Use and License Agreement with the Buda Economic Development Corporation (Wendy L. Smith, Assistant City Manager)

## 1. EXECUTIVE SUMMARY

Recently, the EDC expressed a need for additional office space to accommodate new staff. City staff identified alternative space to relocate the IT department, thereby providing the opportunity for the EDC to expand into those two offices, plus an additional storage room. The revised fee schedule accounts for the additional space.

## 2. BACKGROUND/HISTORY

The City and Economic Development Corporation entered into a Facility Use Agreement for office and storage space on March 21, 2018.

## 3. ANALYSIS

Space is available at City Hall to accommodate the EDC's needs.

## 4. FINANCIAL IMPACT

The current annual total base and O&M amount is \$40,471.04. With the additional square footage, the new annual total is \$56,846.15. The difference will be prorated for the remainder of the fiscal year, in the amount of \$8,187.56.

## 5. STRATEGIC PLAN/GOALS

EXCEPTIONAL CITY SERVICES WITH A LOW TAX RATE

## 6. STRATEGIC PLAN OBJECTIVES

Leverage City resources through partnerships, grants and other outside funding sources

## 7. PROS AND CONS

**Pros:** The City is able to accommodate EDC staff as they carry out their economic development programs, and the City will receive revenue for such.

**Cons:** Less space is available for City use.

## 8. ALTERNATIVES

The Council may choose not to approve the amendment to expand the EDC's office footprint within City Hall.

## 9. REQUESTED ACTION / SUGGESTED MOTION / RECOMMENDATION

Staff recommends approval of the amendment, subject to EDC Board approval at the March 6, 2023, meeting.

**Attachments:**

[Resolution EDC First Amendment .pdf](#)  
[EDC Amendment 1 plus Exhibit FINAL.pdf](#)  
[BEDC Facility Use License 2018-0306.pdf](#)