



**Request for City Council Committee Action
From the Department of Finance and Property Services**

Date: February 12, 2014
To: Honorable Blong Yang, Chair Public Safety, Civil Rights & Emergency Mgmt.
Referral: Honorable John Quincy, Chair Ways & Means Committee
Subject: **Minneapolis Employee Assistance Program- Lease**

Recommendation:

That the proper City Officers be authorized to amend and extend the current contract # C- 27564 to a three year lease agreement for office space at 314 Clifton Avenue for the Police Department's Employee Assistance Program. The cost of the lease would be allocated to the Police Department operating budget (Fund 00100 Department 4004100). No additional appropriation is required.

Previous Directives:

February 12, 2010- Council approved a one year lease with (4) one year extensions

Prepared by: Greg Goeke; Director, Property Services, 673-2706

Approved by:

Kevin Carpenter, Chief Financial Officer, Finance and Property Services Dept.

Paul Aasen, City Coordinator

Presenters: Greg Goeke, Director, Property Services

Reviews

Permanent Review Committee (PRC): Approval _NA Date _____

Civil Rights Approval Approval _NA Date _____

Policy Review Group (PRG): Approval _NA Date _____

Financial Impact

No financial impact

Community Impact

Neighborhood Notification:
City Goals: A City That Works
Comprehensive Plan:
Zoning Code:

Background/Supporting Information

The Minneapolis Police Department Employee Assistance Program has been located at 314 Clifton Avenue since 1997. In 2010, in order to reduce expenses, they significantly downsized the amount of space leased. It was determined then, and still remains true, that the department requires a low-profile location separated from areas frequented by police officers and other City staff in order to ensure confidentiality. The present location meets their needs. The landlord is willing to extend the term through January 2017 at the current charged rate of \$615.70 per month, or \$7388.40 annually.

Lease expenses shall be payable from the Police Department operating budget (Fund 00100 Department 4004100). No additional appropriation is required.

Cc:
Chief Janee Harteau, MPD
Robin McPherson, MPD