

Office of the City Manager

City of Richland Hills, Texas

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Eric Strong, City Manager
Date: February 25, 2014
Subject: Cost for Relocating CVL Program

City Council Action Requested:

Consider funding for the cost to relocate the Crime Victim's Liaison (CVL) program.

Background Information:

During the budget process, the City Council budgeted \$40,000 for renovations to 6718 Baker Blvd. in order to relocate the CVL Program and provide more space for the new officer. This renovation would have provided an interview room, a play area for children and offices for the CVL's. After funding was put into the budget, issues were encountered that would have made a full renovation of the building cost prohibitive.

Staff has looked at options, and determined that a partial renovation is still a viable option as a short term solution. Operating the building as a storefront will only require renovation of the front office area and not the warehouse area. This will keep the costs at a minimum while providing adequate work space. The estimated costs for the renovation total \$18,104.

Using the building as a storefront allows crime victims to meet with the CVL's at a designated site away from their place of residence, and not inside the police department.

It should be noted that there are other options for the relocation of the CVL program as well. Those options include locating space in existing city facilities or leasing a more desirable spot somewhere else in the City. These are all options that can be discussed at the Council Meeting.

The Public Safety Committee met in November to discuss this possibility. They were agreeable to a short term use of the building at 6718 Baker Blvd, but would also be open to other options.

Board/Citizen Input:

This item was presented to the Public Safety Committee on November 26, 2013. The Committee agreed this was an acceptable use, with the understanding that it might only be a short term use (approximately 2 years), depending on other options for the land and building. Other options for relocation are also viable and could be evaluated.

Financial Impact:

\$40,000 is budgeted for this project.

Staff Contacts:

Eric Strong
City Manager
estrong@richlandhills.com