



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 8/19/2025

District D

Item Creation Date: 7/22/2025

25CF163 - Parking License Agreement - 2811 Travis - Parking Management Division of ARA

Agenda Item#: 29.

### Summary:

NOT A REAL CAPTION

Approve and authorize a Parking License Agreement between **WINPARK MANAGEMENT LLC**, licensor, and the City of Houston, licensee, for parking spaces at a parking garage located at 2811 Travis, Houston, Texas for the Parking Management Division of the Administration and Regulatory Affairs Department (ARA), whose employees operate out of 2500 Fannin

### Background:

**RECOMMENDATION:** Approve and authorize a Parking License Agreement between Winpark Management LLC, licensor, and the City of Houston, licensee, for parking spaces at a parking garage located at 2811 Travis, Houston, Texas for the Parking Management Division of the Administration and Regulatory Affairs Department (ARA), whose employees operate out of 2500 Fannin.

**SPECIFIC EXPLANATION:** The General Services Department (GSD) recommends approval of a Parking License Agreement with Winpark Management LLC for 50 parking spaces for vehicles utilized by the Parking Management Division. The parking license will be for an initial term of one year, commencing on the first day of the next month following the date of the month on which the City Controller countersigns the Agreement. The Agreement shall automatically renew for nine one-year terms unless notice of non-renewal is delivered to the other party at least 30 days prior to the end of the current one-year term. Notwithstanding anything contained in the Agreement to the contrary, the Agreement shall terminate upon termination of the lease between Licensee and 2500 Fannin LP, estimated to be July 2035 and Licensee shall give at least 60 days' notice to Licensor of said termination. Licensee shall pay Licensor \$100 per month per space for 50 parking spaces (\$60,000.00 per year; \$5,000 per month). During any Midtown Event (maximum of 4 per year), Licensor shall notify Licensee at least 14 days in advance of the event and Licensee shall either vacate the Property during the event at no additional fee or be charged \$8 per vehicle per day of the event. Event-related fees shall be included on the following month's invoice.

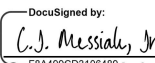
### FUNDING SUMMARY:

\$ 50,000.00 Rent (FY26; 10 months)  
 \$ 1,200.00 Midtown Event fee (\$8.00 x 50 spaces per event for 3 events in FY2026)  
 \$ 540,000.00 Rent (outgoing years)  
 \$ 14,400.00 Midtown Event fee (\$8.00 x 50 spaces per event for 4 events per year for 9 years)  
**\$ 605,600.00 TOTAL**


**FISCAL NOTE:** Funding for this item is included in the FY2026 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Estimated Spending Authority			
Department	FY2026	Out-Years	Total
Administration and Regulatory Affairs	\$51,200.00	\$554,400.00	\$605,600.00

### DIRECTOR'S SIGNATURE/DATE:

DocuSigned by:  
  
 C. J. Messiah, Jr.  
 General Services Department

8/13/2025

DocuSigned by:  
  
 Tina Paez  
 Administration and Regulatory Affairs

### Amount and Source of Funding:

\$605,600.00 - Park Houston Special Revenue Fund (8700)



**Contact Information:**

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Council Liaison  
Phone: 832.393.8023

<sup>DS</sup>  
*EH*

**ATTACHMENTS:**

**Description**

- Signed Coversheet GSD
- Signed Coversheet Client
- MAPS
- SAP Documents
- Funding Verification for ARA

**Type**

- Signed Cover sheet
- Signed Cover sheet
- Backup Material
- Backup Material
- Financial Information