



**General Services Agency
Property Management
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
EDDIE VALERO
District Four
DENNIS TOWNSEND
District Five

AGENDA DATE: January 15, 2019 - **REVISED**

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Maria Benavides PHONE: 205-1124

SUBJECT: First Amendment to Lease Agreement No. 28371

REQUEST(S):

That the Board of Supervisors:

1. Approve a First Amendment to Lease Agreement No. 28371 for space located at 907 W. Visalia Rd., Farmersville with the City of Farmersville to clarify payment of certain utility services and to reflect the correct square footage leased by County.
2. Authorize the Chairman to sign the First Amendment to Lease.

SUMMARY:

The County entered into Tulare County Agreement No. 19836 on September 21, 1999 for the lease of office space at 907 W. Visalia Rd., Farmersville from the City of Farmersville. This space is part of a 23,100 square foot building commonly referred to as the Farmersville Civic Center. An aerial of the building and its location is attached as Exhibit 1 to this agenda item.

The initial agreement called for the lease of 8,000 square feet (sq.ft.) of office space and adjacent parking consisting of 80 parking stalls for the Health and Human Services Agency (HHS) for a term of 10 years. This lease agreement was amended on January 8, 2007 to update the County's use of the space, and on September 21, 2010 to extend the term and update the rental amount.

On October 17, 2017, a new Lease Agreement No. 28371 was approved, which adopted many of the same terms and conditions as the previous lease and updated the square footage amount to 7,849 sq. ft. At that time, the County occupant changed from the Fire Department to the Health and Human Services Agency, after the Fire Department vacated this space for their new headquarters in Visalia.

SUBJECT: First Amendment to Lease Agreement No. 28371
DATE: January 15, 2019

Under the 2017 agreement, the County is responsible for the payment of all utilities provided to its exclusive space. During the transition from Lease Agreement No. 19836 to Lease Agreement No. 28371 in 2017, neither party realized that the majority of utilities to the entire building were on one meter, creating only one billing account. This account has been fully paid for by the City, which has historically billed the occupying County department its pro-rated share - an amount not clearly defined in the agreement.

Upon further research, it was discovered that the leased square footage amount was 7,850 sq. ft., not 7,849 sq. ft., as stated in the current lease agreement. Therefore, the County's pro-rated share of the building is 34% (7,850 sq. ft. (County's leased space) / 23,100 sq. ft. (size of the building)).

The utility services for which the County would reimburse to the City are power, gas, water, trash, and sewer services. The proposed First Amendment to the Lease Agreement addresses the County's payment of its pro-rated share of these utilities and updates the amount of square footage leased by the County.

FISCAL IMPACT/FINANCING:

Lease costs are \$10,833 per month (\$129,996 annually / \$1.38 per sq. ft.). The County will be responsible for 34% of the power, gas, water, trash, and sewer services provided to the building. County will be responsible for all custodial services and telephone costs to the space. The Lessor will provide all building maintenance and grounds services to the site.

Budget Account Lines:
001-142-4030-7060 (70%)
001-142-4032-7062 (30%)

Funding sources will be through State and Federal allocations. There is no net County cost to the General Fund.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Strategic Business Plan includes the Quality of Life Initiative to promote a better quality of life to its citizens. Board approval of the Lease Agreement will help fulfill this initiative by ensuring access to training services for County employees to keep up-to-date on Program initiatives.

ADMINISTRATIVE SIGN-OFF:



Robert Newby
Property Manager

cc: County Administrative Office

SUBJECT: First Amendment to Lease Agreement No. 28371

DATE: January 15, 2019

Attachment(s)

A - First Amendment to Lease Agreement No. 28371

B – Exhibit 1 – Vicinity Map

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF FIRST AMENDMENT
TO LEASE AGREEMENT NO. 28371

)
) Resolution No. _____
) Agreement No. _____
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Approved a First Amendment to Lease Agreement No. 28371 for space located at 907 W. Visalia Rd., Farmersville with the City of Farmersville to clarify payment of certain utility services and to reflect the correct square footage leased by County.
2. Authorized the Chairman to sign the First Amendment to Lease.

EXHIBIT 1

907 W. Visalia Rd., Farmersville

