



**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: April 30, 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. 28093

REQUEST(S):

That the Board of Supervisors:

1. Approve a First Amendment to Lease Agreement No. 28093 for 660 E. Visalia Rd., Farmersville with Saint Mary Properties, LLC to clarify payment of certain utility services, add language reflecting the County's exclusive use of two parking stalls, and for a one-time \$1,434 reimbursement for electrical work to be paid by the County.
2. Authorize the Chairman to sign the Amendment.

SUMMARY:

The County of Tulare has leased office space for the Health and Human Services Agency (HHSA) at 660 E. Visalia Road in the City of Farmersville (the "Premises"). The original lease for the property, Lease Agreement No. 22245, was effective March 22, 2005, terminated December 10, 2010, and then transitioned to a month-to-month holdover until the effective date of the current lease agreement, Lease Agreement No. 28093 with A1 Family Properties, LLC.

The current lease was effective May 23, 2017 and called for a five (5) year term, with two (2), three (3) year options to renew. The lease indicated the size of the leased space was 1,780 square feet of medical office space with rent starting at \$2,302.46 per month (\$1.29 per sq ft) subject to a 3% annual increase with County responsible for all interior janitorial and utility services. Multiple tenant improvements were completed in November 2017 and as indicated in the lease the rent was increased to \$3,112.43 per month, reduced by \$911.63 at the end of the initial five (5) year term. An aerial of the building and its location is attached as Exhibit 1 to

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this Agenda.

The real property was transferred from A1 Family Properties, LLC to Saint Mary Properties, LLC on December 12, 2018. Based on surveys completed during escrow, the new property owner advised that the actual leased square footage of the space is 1,762 sq ft of the 3,266 sq ft building – 12 sq ft less space than listed in the Lease Agreement. It was also discovered that the water, sewer, and trash services were being paid for by the owner, not the County. These services are billed to the building, not each individual office.

This First Amendment to Lease calls for the County's reimbursement of 54% of the water, sewer, and trash charges, updates the square footage of County's leased space, including exclusive parking stalls, and includes the installation of two electrical receptacles in the area identified as the "Nurse's Station." The installation of the receptacles will be completed at the Lessor's cost and will be reimbursed by the County to the Lessor upon completion of the work. All other terms and conditions of the lease shall remain in full force and effect.

This Agreement has been approved as to form by County Counsel. The following deviates substantively from the standard County boilerplate:

1. Change order allowance: Any change orders requested by HHSA are limited to a \$500 change order allowance. All change orders are subject to review and approval by the General Services Agency Director.

FISCAL IMPACT/FINANCING:

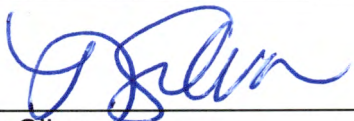
Lease cost will remain at \$3,205.80 per month (\$1.82 per sq. ft. / \$38,469.60 annually). The County will be responsible for all custodial and utility costs to the space with County reimbursing its prorated share of the water, sewer, and trash services directly to the Lessor. The Lessor will provide all building maintenance and grounds keeping services.

County to reimburse Lessor \$1,434 upon completion of the electrical work.
The Lease budget account line is 001-142-3019-7062. 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 public health and welfare. Board approval of the Lease Agreement will help fulfill this initiative by ensuring supportive services for Health and Human Services clients located in Tulare County.

ADMINISTRATIVE SIGN-OFF:



Laura Silva
General Services Manager

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DATE: April 30, 2019

cc: County Administrative Office

Attachment(s)

A - Exhibit 1 - Vicinity Map

B - First Amendment to Lease Agreement No. 28093

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

IN THE MATTER OF FIRST AMENDMENT)
TO LEASE AGREEMENT NO. 28093) 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. 28093 for 660 E. Visalia Rd., Farmersville with Saint Mary Properties, LLC to clarify payment of certain utility services, add language reflecting the County’s exclusive use of two parking stalls, and for a one-time \$1,434 reimbursement for electrical work to be paid by the County.
2. Authorized the Chairman to sign the Amendment.

Exhibit 1

Vicinity Map

660 E. Visalia Rd., Farmersville

