



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: General Services
Department No.: 063
For Agenda Of: June 26, 2012
Placement: Administrative
Estimated Tme:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Bob Nisbet, Director (805) 560-1011
Contact Info: Paddy Langlands, Assistant Director (805) 568-3096
Patricia Wheatley, First 5 Executive Director (805) 884-8085
**SUBJECT: First Amendment to Lease Agreement for First 5/ Santa Barbara County Office at
218 W. Carmen Lane, Santa Maria; Fifth District**

County Counsel Concurrence

As to form Yes

Auditor-Controller Concurrence

As to form Yes

Other Concurrence: Risk Manager and CEO/First 5

As to form Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute the attached original and duplicate original First Amendment to Lease Agreement between the County of Santa Barbara and C-Four Investments Inc., for the County's use of approximately 1,500 square feet of office space in the commercial building located at 218 W. Carmen Lane, Suite 111, in Santa Maria, for a period of three (3) years and an additional three (3) one-year renewal options, with an initial monthly base rent of \$1,959.91, for use by the First 5 Santa Barbara County (Fifth District); and
- b) Find that the proposed action is for the continued operation, leasing, of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that which presently exist; and is therefore exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15301; and please direct the Clerk of the Board to post the Notice.

Summary Text:

This Board action will permit First 5 Santa Barbara County Program to continue leasing office space which they have occupied since 2002. Approval of the First Amendment to the Lease Agreement will enable First 5 to continue to lease this office space through June 30, 2018, if all options are exercised.

Background:

The First 5 Children and Families Commission have been leasing this particular office space at 218 West Carmen Lane since 2002. The original Lease Agreement was for a term of four (4) years. In 2006, a new lease was generated to include tenant improvements requested by the First 5 Commission to improve functionality of the office space. A term of three (3) years and three (3) one-year renewal options was set to allow the Commission time to repay the tenant improvements over an extended period. All three (3) one-year options have been exercised and the current term will expire on June 30, 2012. This First Amendment to the Lease Agreement will extend the term for three (3) years plus an additional three (3) one-year options. The renewal options will be exercised in writing by the First 5 Santa Barbara County Executive Director, on County's behalf. This Amendment will also provide for the rent escalation to be based on an annual 2% increase instead of basing it on the Consumer Price Index. This will allow the Commission to better budget the expenses for this office.

The Santa Maria community that utilizes the First 5 Commission's resources has become accustomed to this location. It is ideally located close to bus lines and has ample parking available.

Fiscal and Facilities Impacts:

The source of funds for this lease is derived from the Children and Families Act, Proposition 10. The First 5 Children and Families Commission has budgeted the necessary funds to pay the base rent, the ongoing costs for telephone and data, as well as the operating costs related to the lease in Fund 0010, Department 994, Program 0100, and Account 7580. There will be no direct facilities impacts.

Staffing Impacts: None

Special Instructions:

After Board action, please distribute as follows:

1. Original First Amendment to Lease Agreement Clerk of the Board Files
2. Duplicate Original First Amendment Lease Agreement & Minute Order Real Estate Services, Ronn Carlentine

NOTE: The Clerk shall post the NOE upon Board approval.

Attachments:

1. Original First Amendment to Lease Agreement
2. Duplicate Original First Amendment to Lease Agreement
3. CEQA Notice of Exemption

Authored by:

CS, Office of Real Estate Services