



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 and  
Information Technology  
**Department No.:** 063, 067  
**For Agenda Of:** December 12, 2023  
**Placement:** Administrative  
**Estimated Time:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** General Services Kirk A. Lagerquist, Director (805) 560-1011  
Information Technology Chris Chirgwin, Chief Information Officer (CIO)  
(805) 568-2608  
Contact Info: Skip Grey, Assistant Director, General Services (805) 568-3083  
Andre Monostori, Deputy CIO, 805.568.2606

**SUBJECT:** Second Amendment to Rincon Peak Communication Facility Lease Agreement  
(Ventura County Assessor's Parcel Number 060-0-030-040), (Folio#2989)

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence: Risk Manager**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve, ratify and authorize the Chair to execute the original and duplicate original Second Amendment to the Lease Agreement (Amended Agreement), between the County of Santa Barbara and Coast Ranch Family, LLC, (Lessor), to extend the term of the existing Lease Agreement until August 31, 2025, which includes an additional 1,500 square feet for a total leased area of approximately 4,000 square feet; and
- b) Determine that the recommended action of approving Amended Agreement is exempt from the California Environmental Quality Act (CEQA) pursuant to Section 15303, *New Construction or Conversion of Small Structures*, and Section 15304, *Minor Alterations to Land*, and approve and direct staff to file and post the attached Notice of Exemption on that basis.

**Summary Text:**

The Board's approval of the Second Amendment will increase the term and square footage occupied by the County under an existing lease of the Rincon Peak Communications site. This extension is necessary for the construction of a new radio tower, a crucial component of the Public Safety Radio Network (PSRN)

project approved by the Board of Supervisors on July 13, 2021. Approval of the Second Amendment will enable the County to proceed with the construction of the Rincon Peak Communications site project.

**Background:**

The County of Santa Barbara has a diverse radio communications environment, with several different land mobile radio systems deployed to meet specific operational needs of County departments. These systems are in different stages of their lifecycle, and each have varying technologies and capabilities. The County needs to replace the PSRN system as it is at the end of its useful life. The Board of Supervisors (BOS) approved the PSRN project on July 13, 2021. The Rincon Peak Communications site has been identified as one of the sites that needs to be upgraded. The amendment to the existing site lease (Attachment 1) will allow for construction of a new radio tower and extend the term of the existing Lease Agreement from August 31, 2025 for an additional 20-years from September 1, 2025 until August 31, 2045, allowing the County to continue leasing the approximately 2,500 square feet and increase the lease area of approximately 1,500 square feet for a total leased area of approximately 4,000 square feet.

The monthly rental rate of \$5,267.12, (\$1.316 per square foot), that began on September 1, 2023 will continue through December 31, 2023 and will be increased to \$7,500, (\$1.875 per square foot), from January 1, 2024 to August 31, 2025. Beginning September 1, 2025, until August 31, 2045, the amount of monthly rent shall increase by 4% annually.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>FY 23-24 Cost</u></b>	<b><u>Annualized On-going Cost:</u></b>
ITD Fund 1919 ISF Rates	\$ 13,200	\$ 26,400
	<b>\$ 13,200</b>	<b>\$ 26,400</b>

Narrative: The above expansion will be billed through the PSRN rates via the Internal Service Fund (ISF) allocated to County users. The FY 23-24 cost is the variance between the current monthly lease payment of \$5,300 and the new lease of \$7,500 ( $\$7,500 - \$5,300 = \$2,200 * 6mo = \$13,200$ ).

**Staffing Impacts:** None

**Special Instructions:** After Board action, please distribute as follows

1. Original Lease Clerk of the Board Files
2. Triplicate Original Leases and Real Property Division, James Cleary  
One (1) Copy of Minute Order
3. One (1) Copy of Lease and Minute Order Auditor-Controller, Attn: Betsy Schaffer  
Email: Auditor@countyofsb.org

Real Property will provide Clerk of the Board an executed Lessor’s Lease signature page upon Real Property receiving Triplicate Original Leases from Clerk of the Board to obtain Lessor’s signatures.

**Attachments:**

1. Second Amendment to Rincon Peak Communication Facility Lease Agreement
2. CEQA Notice of Exemption