



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
Fire Protection District
Department No.: 063 & 031
For Agenda Of: May 7, 2024
Placement: Administrative
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors and Fire Protection District Board of Directors
FROM: General Services Kirk A. Lagerquist, Director (805) 560-1011
Fire Protection District Mark A Hartwig, Fire Chief/Fire Warden (805) 681-5507
Contact Info: Skip Grey, Assistant Director, General Services (805) 568-3083
Garrett Huff, Deputy Fire Chief (805) 896-6403
SUBJECT: Sublease Agreement between the Santa Barbara County Fire Protection
Maldonado Companies, LLC. and Santa Maria Public Airport District,
Third Supervisorial District (RP #004069)

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

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 Sublease Agreement ("Agreement") between the Santa Barbara County Fire Protection District (County Fire) and Maldonado Companies, LLC (Tenant) and Santa Maria Public Airport District ("District") for the use of 18,262 square feet (Premises) of a Building totaling approximately 24,290 square feet at 3820 S. Blosser Road, on a portion of Santa Barbara County Assessor Parel Number 111-231-011, in the City of Santa Maria, from January 8, 2024, to August 23, 2024, with one option to extend the term on a month to month basis, commencing on August 23, 2024 and terminating on February 22, 2025, a Premises gross monthly rental of \$15,000, based on approximately \$0.82 per square foot per month; and

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- b) Determine that the proposed action is exempt from the California Environmental Quality Act (CEQA) guidelines, pursuant to Section 15301, Existing Facilities, and approve and direct staff to file and post the attached Notice of Exemption on that basis.

**Summary Text:**

The Board's action to approve the Sublease Agreement ("Agreement"), will allow the Santa Barbara County Fire Protection District ("County Fire"), to utilize a portion of the Santa Maria Public Airport District's ("District") property located at 3335 Corsair Circle in the City of Santa Maria (Property). The District has entered into a ground lease with the Maldonado Companies, LLC, (Tenant), for the County Fire's use of 18,262 square feet (Premises) of a two-story building, approximately 24,290 square feet ("Building") and a parking lot, situated on the improved Property located at 3820 S. Blosser Road from January 8, 2024 to August 22, 2024 with one option to extend the term on a month to month basis, commencing on August 23, 2024 and terminating on February 22, 2025, with a gross monthly rental of \$15,000, based on approximately \$0.82 per square foot per month. The Premises and parking lot will allow County Fire to continue using a portion of the Property for storing and fabrication new ambulances during the term of the Agreement.

**Background:**

On September 19, 2023, the Board of Supervisors, approved the Ambulance Provider Permits for the District to provide Emergency Medical Calls; Interfacility Transports and Special Event Standby; and Critical Care Transport, (Services). The approval required transport units to provide Services to the County of Santa Barbara and a facility was needed to build-up the units. In mid-October 2023, the Fire District located the Premises and with time being of the essence a License Agreement was entered into securing the Premises in the amount of \$7,500 per month, on November 3, 2023, securing a portion of the Premises to begin storing and ultimately building-up new ambulances.

The District now needs to enter into an Agreement for the utilization and continual use of the Premises to include the parking lot for storage of the units. Initially as the units were completed they were going to be relocated to their service areas. With the units now not going immediately into service they need to be stored in a safe and secure area, the Premises will provide for such.

**Fiscal and Facilities Impacts:**

Budgeted: Yes for FY 2023-24

A total of \$90,000 for FY 2023-24 will be funded by the Fire Protection District and will cover the lease period from January 8, 2024 through July 8, 2024. The FY 2024-25 costs associated with the base period of this lease (through August 22, 2024) will be \$22,500 which results in total one-time costs of \$112,500, included in the Fire Protection District's FY 2024-25 proposed budget.

At this time, it is uncertain if the option to extend the term of the lease will be executed and if so, for how many months. A Final Budget Adjustment or Budget Revision Request for FY 2024-25 may need to be processed once there is better clarity regarding the exercise of the option period.

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**Fiscal Analysis:**

<b>Funding Source</b>	<b>Current FY 2023-24 Cost</b>	<b>Next FY 2024-25 Cost</b>	<b>Total One-Time Cost</b>
General Fund			
State			
Federal			
Fees			
Other: Fire District Fund	\$ 90,000	\$ 22,500	\$ 112,500
<b>Total</b>	<b>\$ 90,000</b>	<b>\$ 22,500</b>	<b>\$ 112,500</b>

**Key Contract Risks:**

N/A

**Staffing Impacts:**

There are no staffing impacts associated with this action.

**Special Instructions:**

After Board action, please distribute as follows:

- |   |   |
|---|---|
| 1. Original Sublease Agreement  | Clerk of the Board Files  |
| 2. Two (2) Duplicate Original Agreements and one (1) Copy of Minute Order | Real Property Division, James Cleary<br>Email: jcleary@countyofsb.org     |
| 3. Copy of Lease and Minute Order   | County Fire, Garrett Huff<br>Email: garrett.huff@sbcfire.com              |
| 4. Copy of Lease and Minute Order   | Auditor-Controller, Attn: Betsy Schaffer<br>Email: Auditor@countyofsb.org |

**Attachments:**

1. Original and Duplicate Sublease Agreement
2. CEQA Notice of Exemption