

**SANTA BARBARA COUNTY
BOARD AGENDA LETTER**



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

Agenda Number:
Prepared on: 11/14/02
Department Name: Social Services
Department No.: 044
Agenda Date: 12/10/02
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Charlene Chase, Director
Social Services Department

STAFF CONTACT: Molly Marino, Facility Manager (681-4588)

SUBJECT: Lease of Office Space, 218 West Carmen Lane, Santa Maria, Fifth Supervisorial District

Recommendation(s):

That the Board of Supervisors approve a Third Amendment to the Lease Agreement between the County of Santa Barbara and C-Four Investments Inc., deleting Suites 209 and 210 and reducing the rent proportionately, from the office space currently leased by Social Services at 218 West Carmen Lane, Santa Maria, CA, effective November 1, 2002.

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 1: Efficient Government. An efficient Government Able to Anticipate and Respond Effectively to the Needs of the Community and Goal No. 7: Families and Children. A Community that Fosters the Safety and Well-Being of Families and Children.

Executive Summary and Discussion:

The Social Services Department has occupied the leased premises at 218 West Carmen Lane, in Santa Maria, since October 1, 2000, under a one-year lease agreement. Prior to the expiration of the initial lease, Social Services management determined that the leased premises were conveniently located for their staff and clientele, and expressed a desire to remain on the premises. On April 24, 2001, your Board approved an amendment to the lease agreement extending the term for approximately three-years from date of execution to September 30, 2004.

Due to anticipated cuts in funding based on the State's projected budget, Social Services vacated suites 209 and 210 early in FY 2002-03. The landlord was able to locate a new tenant, and they moved in on November 1st. This amendment is necessary to release the County of any and all responsibility for suites 209 and 210.

The leased premises will be reduced by approximately 1,750 square feet, leaving approximately 1,050 square feet (Suite 208) of office space for Social Services staff, and the rent for the period November 1, 2002 through September 30, 2003, shall be \$997.50 per month gross (\$.95 per square foot).

Mandates and Service Levels:

No change in programs or service levels since staff have been relocated to county owned facilities.

Fiscal and Facilities Impacts:

The monthly rent will be paid from Budget Unit 044, Fund 0055, Account 7580, Program 5000.

Special Instructions:

After Board action, distribute as follows:

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|---|---|
| 1. Original executed document | -Board's Official File |
| 2. Duplicate original document & Minute Order | -GS/Facilities Services, Attn: Connie Smith |
| 3. Copy of document & Minute Order | -Social Services, Attn: Molly Marino |

Concurrence:

Auditor-Controller
County Counsel
Risk Management