

**MEMORANDUM  
DEPARTMENT OF FACILITY SERVICES  
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

Date: **MARCH 24, 2009**

From:  **JAMES DURFEE / ALBERT RICHIE** 

Subject: **LEASE AMENDMENT NO. 1 – 1130 CONROY LANE SUITES 602 AND 603  
HEALTH AND HUMAN SERVICES DEPARTMENT**

**ACTION REQUESTED / RECOMMENDATION:** Adopt a Resolution delegating authority to the Director of Facility Services to complete negotiations to amend Lease Agreement No. CN002061 between the County of Placer and Steven C. Kyle and Margaret H. Kyle, co-trustees of the Kyle Family Trust dated June 19, 1978, and Patricia Sheehan Peterson, co-owner (hereinafter "Landlord"), for 1130 Conroy Lane, Suites 602 and 603, located in Roseville, CA; and authorize the Director of Facility Services, or his designee, to execute the resultant Lease Amendment in the amount of \$42,978 annually, on behalf of your Board contingent upon approval by Risk Management and County Counsel.

**BACKGROUND:** Since 1999, the Health and Human Services Department (HHS) has provided Community Health services in approximately 2,470 square feet of space at this location. The final option term of the current Lease Agreement will expire on March 31, 2009. HHS identified the need to continue this occupancy, and requested that Property Management pursue a two-year lease term with three one-year options that are exercisable at the County's discretion. Through discussions with County Counsel, staff determined that amendment of the existing Lease Agreement is the most efficient means to extend this occupancy.

Property Management subsequently initiated negotiations with the Landlord, and secured an Agreement for HHS' desired term at a favorable rental rate of \$1.45 per square foot. Provisions of the amended Agreement will define that annual Consumer Price Index (CPI) annual rental adjustments will commence on April 1, 2010. In order for HHS to continue their occupancy at this site, it is recommended your Board adopt a Resolution authorizing the Director of Facility Services to complete negotiations and execute the Lease Amendment on your behalf.

**ENVIRONMENTAL CLEARANCE:** Amendment of this Lease Agreement is Categorically Exempt from review pursuant to Section 15301 of the California Environmental Quality Act. This Section provides for activities, including leasing of existing facilities, when there is no expansion of use beyond that previously existing.

**FISCAL IMPACT:** Monthly rent prescribed by the amended Agreement will commence at a rate equal to \$42,978 annually which represents an \$889 increase from the current Agreement. Funding for the lease cost is available in the Health and Human Services Department's 2008/2009 Budget.

AVAILABLE FOR REVIEW AT THE CLERK OF THE BOARD'S OFFICE: LEASE AGREEMENT CN002061

ATTACHMENT: RESOLUTION  
JD:AR:MR:MM:DB

CC: COUNTY EXECUTIVE OFFICE  
HEALTH HUMAN SERVICES

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# Before the Board of Supervisors County of Placer, State of California

In the matter of: A RESOLUTION DELEGATING  
AUTHORITY TO THE DIRECTOR OF FACILITY  
SERVICES TO TAKE VARIOUS ACTIONS  
ASSOCIATED WITH AMENDING A LEASE  
AGREEMENT BETWEEN THE COUNTY OF PLACER AND  
STEVEN C. KYLE AND MARGARET H. KYLE, OF THE KYLE  
FAMILY TRUST DATED JUNE 19, 1978, AND PATRICIA  
SHEEHAN PETERSON CO-OWNER.

Resol. No: \_\_\_\_\_  
Ord No: \_\_\_\_\_  
First Reading: \_\_\_\_\_

The following RESOLUTION was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held \_\_\_\_\_, 2009, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Attest:

\_\_\_\_\_  
Chairman, Board of Supervisors

\_\_\_\_\_  
Clerk of said Board

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**WHEREAS**, Since 1999, the Health and Human Services Department (HHS) has occupied approximately 2,470 square feet at 1130 Conroy Lane, Suites 602 and 603, in Roseville CA; and

**WHEREAS**, this property is owned by Steven C. Kyle and Margaret H. Kyle, of The Kyle Family Trust Dated June 19, 1978, and Patricia Sheehan Peterson Co-Owner; and

**WHEREAS**, the final option term of the current Lease Agreement will expire on March 31, 2009, and County Counsel has determined that the County can amend this Lease Agreement to extend the term; and

**WHEREAS**, Property Management has successfully negotiated an Amendment to the Lease Agreement that allows for an additional two-year term with three one-year options that are exercisable at the County's discretion; and

**WHEREAS**, in order to continue HHS functions at this facility, your Board must adopt a Resolution authorizing the Director of Facility Services to complete negotiations and execute this Lease Amendment on your behalf.

**NOW, THEREFORE, BE IT RESOLVED** that the Placer County Board of Supervisors does hereby delegate authority to the Director of Facility Services to complete negotiations for a lease amendment; and, contingent upon approval by Risk Management and County Counsel, authorize the Director of Facility Services, or his designee, to execute the Lease Amendment between the County of Placer and Steven C. Kyle and Margaret H. Kyle, of the Kyle Family Trust dated June 19, 1978, and Patricia Sheehan Peterson Co-owner for the continued HHS occupancy at 1130 Conroy Lane, Suites 602 and 603, in Roseville, CA.