

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

To: **BOARD OF SUPERVISORS**
From: ^{MD} **MARY DIETRICH / MARK RIDEOUT**
Subject: **MEADOW VISTA LIBRARY – LEASE AMENDMENT**

Date: **JUNE 18, 2013**

ACTION REQUESTED / RECOMMENDATION:

1. Approve Amendment No. 1 to Lease Agreement No. CN028085, to extend the term for one (1) additional year of occupancy for the Meadow Vista Branch Library in the amount of \$34,607.88 in previously budgeted net county cost for FY 2013-14; and,
2. Adopt a Resolution authorizing the Director of Facility Services, or designee, to administer on behalf of the County all provisions and responsibilities of the Lease Agreement as amended.

BACKGROUND: Since 2001, the Meadow Vista Branch Library has occupied Suite B-6 in the Village Center complex located at 16981 Placer Hills Road, Meadow Vista, CA. On June 24, 2008, your Board delegated authority to the Director of Facility Services to negotiate and execute a new Lease Agreement with the Village Center, which continues the Library's occupancy in this 2,820 square foot space until June 30, 2013.

In anticipation of the Lease Agreement expiration date, Property Management and Library staff discussed continuation of the Library's program at this location, and determined the Lease Agreement should be amended at this time to provide one additional year of occupancy. Property Management successfully negotiated the one-year extension at the current monthly rental rate of \$2,883.99, which equates to a favorable rate of \$1.02 per square foot. To document this agreement, staff has prepared Amendment 1 to this Lease Agreement, which extends the lease term to June 30, 2014. This amendment also incorporates the new County standard lease language that formally authorizes the Director of Facility Services to administer the Lease Agreement on behalf of the County.

To continue Library programs at this facility, your Board must authorize the Chair to execute Lease Amendment 1. Additionally, your Board's adoption of the attached Resolution is necessary to authorize the Director of Facility Services to carry out the provisions of the Lease Agreement and Amendment 1. Copies of this Lease Agreement and Amendment 1 are available for review at the Clerk of the Board's office.

ENVIRONMENTAL CLEARANCE: The Amendment to 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: The current rental rate of \$2,883.99 per month will continue throughout the term of Amendment 1, which equates to \$34,607.88 annually. The County will continue to separately pay for utilities and janitorial services. Funding for the rent and these expenses is included in the Library Department's FY 2013-14 Proposed Budget.

MD/MR/LM/GM/KW

AVAILABLE FOR REVIEW AT THE CLERK OF THE BOARD'S OFFICE: LEASE AGREEMENT AND AMENDMENT 1

ATTACHMENT: RESOLUTION

CC: COUNTY EXECUTIVE OFFICE
LIBRARY DEPARTMENT

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

In the matter of: A RESOLUTION AUTHORIZING
AMENDMENT NO. 1 TO LEASE AGREEMENT
BETWEEN THE COUNTY OF PLACER AND THE
VILLAGE CENTER OF MEADOW VISTA AND A
RESOLUTION DELEGATING AUTHORITY TO THE
DIRECTOR OF FACILITY SERVICES TO ADMINISTER
THE PROVISIONS OF THE AMENDED AGREEMENT.

Resol. No: _____

The following **RESOLUTION** was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held _____, 2013 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Attest:

Chair, Board of Supervisors

Clerk of said Board

WHEREAS, since 2001, the Meadow Vista Branch Library has occupied approximately 2,820 square feet at Suite B-6 in the Village Center complex in Meadow Vista, CA; and,

WHEREAS, this property is owned by the Village Center partnership, which consists of Leonard F. Borello and Pauline L. Borello, as co-trustees of the Borello 1996 Living Trust, and Dick J. Randall and Carolyn L. Randall, a married couple; and,

WHEREAS, the final term of the current Lease Agreement (No. CN028085) will expire on June 30, 2013; and,

WHEREAS, Library staff has determined occupancy in this location to be beneficial to their service system, and Property Management has successfully negotiated an Amendment to the Lease Agreement that allows for an additional one year option; and,

WHEREAS, to carry out the provisions of this Lease Agreement, as amended, your Board must authorize Amendment No. 1 to the Lease Agreement and delegate authority to the Director of Facility Services, or designee, to administer the provisions of the Lease Agreement as amended.

NOW, THEREFORE, BE IT RESOLVED the Placer County Board of Supervisors does hereby authorize Amendment No. 1 to Lease Agreement No. CN028085 between the County of Placer and the owners of The Village Center of Meadow Vista to extend the lease term for one year for the Meadow Vista Branch Library and does hereby delegate authority to the Director of Facility Services, or designee, to administer the provisions of the Lease Agreement as amended.