

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

June 25, 2024

FROM

**TERRY W. THOMPSON, Director, Real Estate Services Department
SHANNON D. DICUS, Sheriff/Coroner/Public Administrator**

SUBJECT

Amendment to Lease Agreement with the City of Yucaipa for Office Space in Yucaipa

RECOMMENDATION(S)

1. Find that approval of Amendment No. 1 to Lease Agreement No. 14-432 with the City of Yucaipa for office space, is an exempt project under the California Environmental Quality Act Guidelines Section 15301 – Existing Facilities (Class 1).
2. Approve **Amendment No. 1 to Lease Agreement 14-432** with the City of Yucaipa to extend the term of the lease five years by exercising one of the two remaining five-year options for the period of July 1, 2024 through June 30, 2029, for approximately 22,078 square feet of office space for the Sheriff/Coroner/Public Administrator located at 34114 Yucaipa Boulevard in Yucaipa in the amount of \$5.
3. Direct the Real Estate Services Department to file the Notice of Exemption in accordance with the California Environmental Quality Act.
(Presenter: Terry W. Thompson, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Operate in a Fiscally-Responsible and Business-Like Manner.

Pursue County Goals and Objectives by Working with Other Agencies and Stakeholders.

FINANCIAL IMPACT

Approval of this item will not result in the use of Discretionary General Funding (Net County Cost). The cost of this five-year contract amendment is \$5 (\$1 per year for five years). Lease payments will be made from the Real Estate Services Department (RESD) Rents budget (7810001000) and reimbursed from the Sheriff/Coroner/Public Administrator's (Sheriff) budget (4413651000). Sufficient appropriation is included in the 2024-25 Sheriff and RESD budgets and will be included in future recommended budgets.

BACKGROUND INFORMATION

On January 14, 2014 (Item No. 34), the Board of Supervisors (Board) approved the Land Sale and Real Property Transfer Agreement No. 14-02, which transferred a San Bernardino County (County)-owned parcel [Assessor's Parcel Number (APN) 0303-131-63] containing approximately 3.2 acres of land and improved the County-owned facility located at 34282 Yucaipa Boulevard utilized by the Sheriff as the City of Yucaipa (City) Police Station to provide contract services to the City and the unincorporated area adjacent to Yucaipa. The Board also approved one-year Lease Agreement No.14-04, with the City for 13,272 square feet of office space located at 34282 Yucaipa Boulevard in Yucaipa for the Sheriff to continue to provide

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contract services to the City until the construction of a new facility was completed on July 1, 2014. Upon conveyance of the 3.2-acre site, the City assumed all liability associated with ownership of the property along with other related costs, except for utilities, in the Sheriff building.

On June 24, 2014 (Item No. 75), the Board approved 10-year Lease Agreement No. 14-432 (Lease) with the City for 22,078 square feet of office space located at 34114 Yucaipa Boulevard for use by Sheriff. Construction of the new station was completed, and the Sheriff relocated both the City's police services and its unincorporated contingent to 34114 Yucaipa Boulevard in Yucaipa. Amendment No. 1 will extend the Lease five years by exercising one of the two remaining five-year options for the period of July 1, 2024 through June 30, 2029, for the Sheriff's continued use of the facility at \$1 per year to provide contract law enforcement services to the City.

The project to approve the Lease was reviewed pursuant to the California Environmental Quality Act (CEQA) and determined to be categorically exempt under CEQA Guidelines Section 15301 – Existing Facilities (Class 1) because there is no possibility that the leasing of the subject property will have a significant effect on the environment.

Summary of Lease Terms

Lessor:	City of Yucaipa Justin Beaver Mayor
Location:	34114 Yucaipa Boulevard, Yucaipa
Size:	22,078 square feet of office space
Term:	July 1, 2024 through June 30, 2029
Options:	One five-year option to extend remains
Rent:	Annual: \$1 per year Low-range for comparable facilities in the Yucaipa area per the competitive set analysis on file with RESD
Annual Increases:	None
Improvement Costs:	None
Custodial:	Provided by City
Maintenance:	Provided by City
Utilities:	Provided by City
Insurance:	Both the County and City are self-insured public entities
Holdover:	Upon the end of the term, if permitted by Lessor, the Lease shall continue on a month-to-month term upon the same terms,

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conditions, and rental rate which existed at the time of
expiration

Right to Terminate: Either party may terminate the lease with 365-days' notice

Parking: Sufficient for County needs

PROCUREMENT

Not applicable.

REVIEW BY OTHERS

This item has been reviewed by County Counsel (John Tubbs II, and Grace Parsons, Deputies County Counsel, 387-5455) on May 21, 2024; Sheriff (Jose Torres, Administrative Manager, 387-3648) on May 21, 2024; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on May 28, 2024; Finance (Erika Rodarte, 387-4919, and Garrett Baker, 387-3077, Administrative Analysts) on June 4, 2024; and County Finance and Administration (Valerie Clay, Deputy Executive Officer, 387-5423) on June 5, 2024.

(BR: 531-2674)

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Curt Hagman Seconded: Joe Baca, Jr.
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: June 25, 2024



cc: RESD - Thompson w/ agree
 Contractor c/o RESD w/ agree
 File w/ agree
JLL 07/11/2024