

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

October 21, 2025

**FROM**

**TERRY W. THOMPSON, Director, Real Estate Services Department  
SHARON NEVINS, Director, Department of Aging and Adult Services**

**SUBJECT**

Amendment to Lease Agreement with TVL Properties, LLC for Office Space in Barstow

**RECOMMENDATION(S)**

1. Find that approval of Amendment No. 2 to Lease Agreement No. 13-788 with TVL Properties, LLC, for office space, is an exempt project under the California Environmental Quality Act Guidelines, Section 15301 – Existing Facilities (Class 1).
2. Approve **Amendment No. 2 to Lease Agreement No. 13-788** with TVL Properties, LLC, to:
  - a. Extend the term of the lease for five years, for the period of November 1, 2025, through October 31, 2030, following a permitted holdover period from October 1, 2023, through October 31, 2025.
  - b. Adjust the rental rate schedule.
  - c. Update standard lease agreement language.
  - d. Continue leasing approximately 5,000 square feet of office space, located at 536 East Virginia Way in Barstow, for the Department of Aging and Adult Services.
  - e. Increase the total lease amount by \$814,332, from \$990,600 to a new total amount of \$1,804,932, inclusive of \$225,000 for the holdover period.
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 Amendment No. 2 (Amendment) to Lease Agreement No. 13-788 (Lease) will not result in the use of additional Discretionary General Funding (Net County Cost) as the Human Services (HS) Administrative Claim budget is 83% federal and state funded, 10% realignment revenue, and 7% Discretionary General Funding. The total cost of the Amendment is \$1,804,932, which includes \$225,000 for the holdover period. Lease payments will be made from the Real Estate Services Department (RESD) Rents budget (7810001000) and reimbursed from HS Admin Claim budget (3000270). Sufficient appropriation is included in the 2025-26 budget and will be included in future recommended budgets. Annual Lease costs are as follows:

Lease Year	Annual Lease Cost
------------	-------------------

**Amendment to Lease Agreement with TVL Properties, LLC for Office Space in Barstow  
October 21, 2025**

*October 1, 2023, through October 31, 2025	\$225,000
November 1, 2025 - October 31, 2026	\$111,000
November 1, 2026 - October 31, 2027	\$114,336
November 1, 2027 - October 31, 2028	\$117,768
November 1, 2028 - October 31, 2029	\$121,296
November 1, 2029 - October 31, 2030	\$124,932
<b>Total Lease Cost:</b>	<b>\$814,332</b>

\*Holdover period

**BACKGROUND INFORMATION**

On September 24, 2013 (Item No. 56), the Board of Supervisors (Board) approved the Lease with TVL Properties, LLC (Landlord) for a five-year term with one five-year extension option, for approximately 5,000 square feet of office space located at 536 East Virginia Way, in Barstow. On May 22, 2018 (Item No. 112), the Board approved Amendment No. 1, which extended the term through September 30, 2023, revised the rental rate schedule, and updated standard lease provisions.

Negotiations for Amendment No. 2 began in November 2024 to cover the new term of November 1, 2025, through October 31, 2030. During this period, the Lease continued under a permitted month-to-month holdover (October 1, 2023, through October 31, 2025) while RESD and the Landlord engaged in protracted negotiations regarding the rental rate adjustment and lease terms. The Landlord initially proposed a higher rental rate that exceeded current market conditions, and additional time was required to complete RESD’s market survey of comparable properties in the Barstow area and reach an agreement that ensured the County’s rental rate remained within fair market range for similar facilities. Maintaining occupancy during the holdover allowed DAAS to continue uninterrupted operations while RESD finalized terms that were fiscally responsible and consistent with County leasing standards.

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

**Summary of Lease Terms**

Lessor: TVL Properties, LLC, a California Limited Liability Company  
Lourdes Frost, Member

Location: 536 East Virginia Way, Barstow

Size: Approximately 5,000 square feet of office space

Term: November 1, 2025, through October 31, 2030

Options: One five-year Option

Rent: Cost per square foot per month (approximately): \$1.85  
Monthly: \$9,250  
Annual: \$111,000

**Amendment to Lease Agreement with TVL Properties, LLC for Office  
Space in Barstow  
October 21, 2025**

\*Mid-range for comparable facilities in the Barstow area per the competitive set analysis on file with RESD

Annual Increases:	Approximately 3%
Improvement Costs:	None
Custodial:	Provided by Lessor
Maintenance:	Provided by Lessor
Utilities:	Provided by Lessor, provided costs in excess of an electric and gas cap are paid by County
Insurance:	The Certificate of Liability Insurance, as required by the Lease, is on file with RESD
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 and conditions of the Lease
Right to Terminate:	County has the right to terminate this Lease with 30-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 Jacqueline Carey-Wilson, Deputies County Counsel, 387-5455) on September 15, 2025; Aging and Adult Services/Public Guardian (Sharon Nevins, Director, 891-3917) on September 23, 2025; Purchasing (Ariel Gill, Supervising Buyer, 387-2070) on September 19, 2025; and County Finance and Administration (John Hallen, Principal Administrative Analyst, 388-0208, and Eduardo Mora, Administrative Analyst, 387-4376) on October 6, 2025.

(AR: 501-7579)

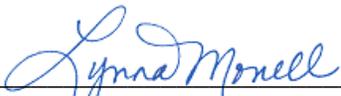
**Amendment to Lease Agreement with TVL Properties, LLC for Office  
Space in Barstow  
October 21, 2025**

Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: October 21, 2025



cc: RESD - Thompson w/agree  
Contractor - c/o RESD w/agree  
File - w/agree  
CCM 10/22/2025