

**REPORT/RECOMMENDATION TO THE BOARD OF DIRECTORS  
OF SAN BERNARDINO COUNTY FIRE PROTECTION DISTRICT  
AND RECORD OF ACTION**

December 7, 2021

**FROM**

**TERRY W. THOMPSON, Director, Real Estate Services Department**

**DAN MUNSEY, Fire Chief/Fire Warden, San Bernardino County Fire Protection District**

**SUBJECT**

Amendment to Lease Agreement with Summitview Capital, Inc. for Office Space for the San Bernardino County Fire Protection District – Office of the Fire Marshal in San Bernardino

**RECOMMENDATION(S)**

Acting as the governing body of the San Bernardino County Fire Protection District, approve **Amendment No. 9 to Lease Agreement No. 02-37** with Summitview Capital, Inc. to reflect a change in property ownership from Lakeside RE Holdings, LLC to Summitview Capital, Inc. for approximately 21,977 square feet of office space with no change to the cost or term of the lease agreement for the San Bernardino County Fire Protection District – Office of the Fire Marshal located at 620 South E Street in San Bernardino.

(Presenter: Terry W. Thompson, Director, 387-5000)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**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). There is no cost associated with this amendment to reflect a property ownership change.

**BACKGROUND INFORMATION**

The recommended action will amend an existing lease agreement to reflect a change in property ownership from Lakeside RE Holdings LLC to Summitview Capital, Inc. for approximately 21,977 square feet of office space located at 620 South E Street in San Bernardino for the San Bernardino County Fire Protection District – Office of the Fire Marshal (SBCFPD).

On January 15, 2002 (Item No. 50), the Board of Supervisors (Board) approved a seven-year Lease Agreement, No. 02-37, with one three-year option to extend the term of the lease for 21,977 square feet of office space at 620 South E Street in San Bernardino. The original term of the lease was for the period of April 1, 2002 through March 31, 2009. In the 19 years since the lease was originally approved, the Board has approved eight amendments extending the term of the lease through March 31, 2024, reducing the monthly rent, adding additional options to extend the term of the lease, providing for tenant improvements, reflecting changes of property ownership, and updating standard lease agreement language.

**Amendment to Lease Agreement with Summitview Capital, Inc. for  
Office Space for the San Bernardino County Fire Protection District -  
Office of the Fire Marshal in San Bernardino  
December 7, 2021**

<u>Amendment No.</u>	<u>Approval Date</u>	<u>Item No.</u>
1	April 9, 2002	39
2	April 27, 2007	29
3	May 12, 2009	68
4	August 7, 2012	57
5	March 17, 2015	62
6	March 22, 2016	90
7	March 20, 2018	62
8	March 23, 2021	75

Amendment No. 9 reflects a change of property ownership from Lakeside RE Holdings, LLC to Summitview Capital, Inc. All other terms and conditions of the lease remain unchanged.

Staff has reviewed the recommended action pursuant to the California Environmental Quality Act (CEQA) and has determined that it does not constitute a project. Accordingly, no further action is required under CEQA.

Summary of Lease Terms

Lessor:	Summitview Capital Inc.
Location:	620 South E Street, San Bernardino
Size:	21,977 square feet of office space
Term:	Three years, which commenced April 1, 2021
Options:	None
Rent:	Cost per sq. ft. per month: \$1.01* modified gross Monthly: \$22,120 Annual: \$265,440 *Low -range for comparable facilities in the San Bernardino area per the competitive set analysis on file with RESD
Annual Increases:	3%
Improvement Costs:	None
Custodial:	Provided by SBCFPD
Maintenance:	Provided by Lessor
Utilities:	Provided by SBCFPD
Insurance:	The Certificate of Liability Insurance, as required by the lease, is on file with RESD
Right to Terminate:	SBCFPD may terminate the lease with 90-days' notice; should

**Amendment to Lease Agreement with Summitview Capital, Inc. for  
Office Space for the San Bernardino County Fire Protection District -  
Office of the Fire Marshal in San Bernardino  
December 7, 2021**

the lease be terminated the landlord shall be entitled to the rent which would have been earned at the date of termination of the lease, plus a sum equal to the base rent for the three-month period immediately following such termination, as a termination fee, less the amount of \$11,208.27

Parking: Sufficient for SBCFPD needs

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Agnes Cheng, Deputy County Counsel, and Scott Runyan, Supervising Deputy County Counsel, 387-5455) on November 2, 2021; San Bernardino County Fire Protection District (Katrina Turturro, Deputy Fire Chief of Business Operations, 387-9605) on October 28, 2021; Finance (Carl Lofton, Administrative Analyst, 387-4020 and Tom Forster, Administrative Analyst, 387-4635) on November 16, 2021; and County Finance and Administration (Diana Atkeson, Deputy Executive Officer, 387-4376) on November 16, 2021.

(JAG: 677-8210)


**Amendment to Lease Agreement with Summitview Capital, Inc. for  
Office Space for the San Bernardino County Fire Protection District -  
Office of the Fire Marshal in San Bernardino  
December 7, 2021**

Record of Action of the Board of Directors  
San Bernardino County Fire Protection District

**APPROVED (CONSENT CALENDAR)**

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

Lynna Monell, SECRETARY

BY   
DATED: December 7, 2021



cc: SBCFPD - Thompson w/agree  
Contractor - C/O SBCFPD w/agree  
File - w/agree  
CCM 12/15/2021