



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #: 18-798, Version: 1**

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- a. Approve and authorize the Contracts/Purchasing Officer to execute a Lease Amendment to extend Lease Agreement (No. A-13-0296) six (6) months, effective on September 1, 2018, through February 28, 2019, between the County of Monterey and 417 Salinas Road, Inc. c/o Colliers International, for approximately 2,848 rentable square feet of space at the premises located at 417-A Salinas Road, Watsonville, California, for use by the Agricultural Commissioner's Office; and
- b. Authorize the Auditor-Controller to make lease payments of Two Thousand Nine Hundred and Ninety (\$2,990) per month and in accordance with the terms of the Lease Agreement as amended.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer to execute a Lease Amendment to extend Lease Agreement (No. A-13-0296) six (6) months, effective on September 1, 2018, through February 28, 2019, between the County of Monterey and 417 Salinas Road, Inc. c/o Colliers International, for approximately 2,848 rentable square feet of space at the premises located at 417-A Salinas Road, Watsonville, California, for use by the Agricultural Commissioner's Office; and
- b. Authorize the Auditor-Controller to make lease payments of Two Thousand Nine Hundred and Ninety (\$2,990) per month and in accordance with the terms of the Lease Agreement as amended.

### SUMMARY/DISCUSSION:

Approval of the proposed Amendment will provide for continued occupancy of approximately 2,848 rentable square feet of space to be used by the Agricultural Commissioner's Office for six (6) additional months. The additional term will commence on September 1, 2018, and continue through and including February 28, 2019. Rent will be Two Thousand Nine Hundred Ninety Dollars (\$2,990) per month.

The Agricultural Commissioner's Office has occupied the space at 417-A Salinas Road, Watsonville, California (located in Pajaro, unincorporated Monterey County) since April 2005 and has long maintained an office in Pajaro to serve the agricultural community in North Monterey County. Availability of suitable facilities in the area is very limited. Approximately one-quarter of the Department's clients are served by this branch office, including many small growers most in need of services and large shippers needing export certification of high-value crops. The Agricultural Commissioner's Office is working with the Resource Management Agency to consolidate operations into a County Owned Facility in Pajaro. This Lease Amendment will provide the Resource Management Agency enough time to complete the buildout on the County Owned facility.

### OTHER AGENCY INVOLVEMENT:

The Resource Management Agency facilitated the negotiations of the proposed Amendment to said Lease Agreement and assisted with the development of this report. The Office of the County Counsel has reviewed and approved the proposed Amendment to said Lease Agreement as to form and legality. The Auditor Controller's Office has reviewed and approved the proposed Amendment as to fiscal provisions. No changes were made to insurance and indemnity provisions pursuant to the proposed Amendment.

### FINANCING:

There is no financial impact to the General Fund. Sufficient funds are available in the FY 2018-19 Agricultural

Commissioner's Office Budget, Fund 001, Unit 2810-8001, and Appropriation Unit AGR001. On-going occupation of the leased premises and future extensions of the Lease Agreement will be based on the continued availability of funding. The leasing cost will amount to \$17,940, excluding janitorial, and utility services.

**BOARD OF SUPERVISORS STRATEGIC INITIATIVES:**

Mark a check to the related Board of Supervisors Strategic Initiatives

- ☐ Economic Development
- ☒ Administration
- ☐ Health & Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by:

Sheila Salazar, Finance Manager, 759-7325

Approved by:

Henry S. Gonzales, Agricultural Commissioner, 759-7325

Attachments:

- A Agreement A-13-0296
- B Lease Extension (First Extension/Amendment)
- C Second Amendment
- D Proposed Third Amendment