

604



**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

**FROM:** Department of Facilities Management

**SUBMITTAL DATE:**  
May 16, 2008

**SUBJECT:** Lease Agreement – Department of Mental Health, Indio

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the attached Lease Agreement and authorize the Chairman of the Board to execute the same on behalf of the County; and
2. Authorize the Auditor-Controller to adjust Facilities Management's budget for FY 2007/08 as set out on Schedule A.

**BACKGROUND:** On September 09, 1997, the county entered into a lease for the facility located at 83-912 Avenue 45, Suites 3, 5, 7, 8, and 9, Indio, California. This Lease expired September 30, 2007 and is currently on a month-to-month.

(Continued)

FISCAL PROCEDURES APPROVED  
ROBERT E. BYRD, Auditor-Controller

*Robert Field*  
Robert Field, Director  
Department of Facilities Management

BY: *Samuel Wong* 5/3/08  
SAMUEL WONG Deputy

FINANCIAL DATA	Current F.Y. Total Cost:	\$64,723	In Current Year Budget:	Partially
	Current F.Y. Net County Cost:	\$ -0-	Budget Adjustment:	Yes
	Annual Net County Cost:	\$ -0-	For Fiscal Year:	07/08

SOURCE OF FUNDS: Federal 80% and State 20%		Positions To Be Deleted Per A-30	<input type="checkbox"/>
		Requires 4/5 Vote	<input checked="" type="checkbox"/>

**C.E.O. RECOMMENDATION:**

APPROVE

BY: *Jennifer L. Sargent*  
Jennifer L. Sargent

County Executive Office Signature

Policy  
 Policy

Consent  
 Consent

Dept's Recomm.:  
Per Exec. Ofc.:

*Maria T. Mabey*  
MARIAT. MABEY  
ASSISTANT DIRECTOR  
DEPT. OF MENTAL HEALTH  
RIVERSIDE COUNTY

FORM APPROVED COUNTY COUNSEL  
BY: *Madhu V. Woo* 5/20/08  
DATE: 5/20/08  
GORDON V. WOO  
Department of Mental Health  
RIVERSIDE COUNTY

Prev. Agn. Ref.: District: 4 Agenda Number:

ATTACHMENTS FILED  
WITH THE CLERK OF THE BOARD

3.16

(Continued)

**BACKGROUND:** This facility is occupied by the Department of Mental Health, Drug Abuse Program and continues to meet the needs of the department. The department has requested a new five year lease as well as additional improvements to provide a renewed environment for staff and clients, as described in Exhibit A.

This Lease Agreement is summarized below:

Lessor: Seecon XVII Partners  
c/o The Chank Group  
44-919 Golf Center Parkway, Suite 7  
Indio, California 92201

Premises Location: 83-912 Avenue 45, Suites 3, 5, 7, 8 and 9  
Indio, California 92201

Size: 6,200 square feet.

Term: Five (5) years effective May 1, 2008.

Rent: \$ 1.70 per square feet  
\$ 10,540.00 per month  
\$126,480.00 per year

Annual Increase: Three (3%) percent annual increase.

Tenant  
Improvements: \$39,600.00 (shall be paid by Mental Health upon completion)

The attached Lease has been reviewed and approved by County Counsel as to legal form.

**FINANCIAL DATA:** All associated cost for this Lease Agreement will be fully funded through Mental Health's budget. Mental Health has budgeted for these costs in FY 2007/2008; however, Facilities Management requires a budget adjustment to its FY 2007/2008 budget to cover related transactional costs with the property owner, as well as ongoing utility costs. While Facilities Management will front the costs for this Lease Agreement with the property owner, Department of Mental Health will reimburse Facilities Management for all associated lease costs.

## Schedule A

Increase Appropriations:

10000-7200400000-526700 – Rent/Lease Buildings ✓	\$60,680
10000-7200600000-529540 –Utilities ✓	\$ 1,488
10000-7200400000-572500 Intra-Leases ✓	(\$60,680)
10000-7200600000-573800- Intra-Utilities ✓	(\$ 1,488)

# Exhibit A

## Department of Mental Health Lease Cost Analysis for FY 2007/08 83-912 Avenue 45, Suites 3, 5, 7, 8, and 9, Indio, California

### Current Square Feet Occupied:

Office:	6,200 SQFT
Cost per Square Foot:	\$ 1.70

### Total Proposed Square Footage to be Leased:

Current Office:	6,200 SQFT
<b>Total Square Footage:</b>	<u>6,200 SQFT</u>

Lease Cost per Month (May 1, 2008 - June 30, 2008)	\$ 21,080	
<b>Total Estimated Lease Cost for FY 2007/08</b>	<u>\$</u>	<b>21,080</b>

### Estimated Utility Costs:

Utility Cost per Square Foot	\$ 0.12	
Estimated Utility Costs (May 1, 2008 - June 30, 2008)	\$ 1,488	
<b>Additional Total Estimated Utility Cost for FY 2007/08</b>	<u>\$</u>	<b>1,488</b>
<b>Tenant Improvement Costs:</b>	\$	<b>39,600</b>
<b>RCIT Improvements:</b>	\$	<b>-</b>
<b>FM Lease Management Fee (Based @ 4.21%)</b>	<u>\$</u>	<b>2,555</b>
<b>Total Estimated Lease Cost FY 2007/08:</b>	\$	<b>64,723</b>