

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



**ITEM: 3.7**  
**(ID # 21235)**

**MEETING DATE:**  
Tuesday, April 04, 2023

**FROM :** FACILITIES MANAGEMENT:

**SUBJECT:** FACILITIES MANAGEMENT - REAL ESTATE (FM-RE). Approval of Notice to Terminate Lease with De Anza Land and Leisure Corp, a Utah corporation – Environmental Health, 3880 Lemon Street, Suite 200, Riverside; CEQA Exempt pursuant to State CEQA Guidelines Sections 15301 and 15061(b)(3), District 1. [\$0] (Clerk to file Notice of Exemption)

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

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301, Class 1 – Existing Facilities Exemption, and Section 15061(b)(3), “Common Sense” Exemption;
2. Approve the Notice to Terminate Lease with De Anza Land and Leisure Corp, a Utah corporation, and authorize the Chairman of the Board to execute the same on behalf of the County;
3. Authorize the Director of Facilities Management, or their designee, to execute any other documents and administer all actions necessary to complete this transaction; and
4. Direct the Clerk of the Board to file the Notice of Exemption with the County Clerk within five (5) working days of approval by the Board.

**ACTION:**Policy

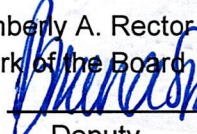
  
Rose Salgado, Director of Facilities Management 3/29/2023

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**MINUTES OF THE BOARD OF SUPERVISORS**

On motion of Supervisor Spiegel, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez, and Gutierrez  
Nays: None  
Absent: None  
Date: April 4, 2023  
xc: FM-RE, Recorder

Kimberly A. Rector  
Clerk of the Board  
By:   
Deputy

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

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$0	\$0	\$0
NET COUNTY COST	\$0	\$0	\$0	\$0
SOURCE OF FUNDS: N/A			Budget Adjustment:	No
			For Fiscal Year:	22/23

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

**BACKGROUND:**

**Summary**

The County of Riverside (County) has been under lease at 3880 Lemon Street, Riverside since September 13, 2011 for use by the Department of Environmental Health (EH) (collectively, the Lease). Construction has been underway for EH to move to the 10th Floor of the County Administrative Center (CAC), and work is nearing completion. The County is currently on a month-to-month tenancy pending the completion for occupancy in the CAC and the attached letter submitted for approval by the Board of Supervisors, provides the required Notice to the Lessor of County's intention to vacate and return the premises.

Pursuant to the California Environmental Quality Act (CEQA), the project, the termination of the Lease, was viewed and determined to be categorically exempt from CEQA under State CEQA Guidelines Section 15301 Class 1 - Existing Facilities Exemption and Section 15061(b)(3), "Common Sense" Exemption. This is a mere termination of an agreement resulting in no further action or changes and does not cause significant changes in the land.

The Notice to Terminate Lease has been approved as to form by County Counsel.

**Impact on Residents and Businesses**

No impact with providing services to the community are expected.

**ATTACHMENTS:**

- Aerial
- Notice of Exemption
- Notice to Terminate Lease

JG:sc/02152023/RV490/30.XXX

  
Veronica Santillan, Principal Management Analyst

3/29/2023

  
Aaron Gettis, Deputy County Counsel

3/29/2023





Rose Salgado  
Director of Facilities Management

April 4, 2023

CIP Real Estate Property Services  
c/o Breann Vaughn  
9840 Indian Avenue, Unit 10  
Riverside, CA 92503

De Anza Land and Leisure Corp.  
Wendy Oshiro  
6080 Center Drive, 6<sup>th</sup> Floor  
Los Angeles, CA 90045

RE: Notice of Termination Lease dated September 13, 2011, 3880 Lemon Street, Suite 200, Riverside, CA 92501

Dear Ms. Vaughn,

The County of Riverside is hereby providing notice to terminate its Lease with De Anza Land & Leisure Corp. at 3880 Lemon Street, Suite 200. Accordingly, since the County is currently a month-to-month tenant, notice is hereby given that the Lease is terminated thirty (30) days after the date of this letter. Following that date, the County will owe you no further obligations.

We have appreciated our successful leasehold relationship over the past 12 years with De Anza Land & Leisure Corp. and wish you the same with future tenancies. Please feel free to contact this office 951-955-6881 or [igrabow@rivco.org](mailto:igrabow@rivco.org) should you have any questions.

Sincerely,

Kevin Jeffries, Chair  
Riverside County Board of Supervisors

ATTEST:  
Kimberly Rector  
Clerk of the Board

By:   
Deputy

FORM APPROVED COUNTY COUNSEL  
BY 3/29/23  
RYAND YABKO DATE

**Facilities Management**  
3450 14<sup>th</sup> Street Suite 200  
Riverside CA 92501  
Main Line: 951.955.4820 Fax: 951.955.4837  
Facilities Emergency 24-Hour Line: 951.955.4850


APR 4 2023 3.7

Project Management Office  
Maintenance & Custodial  
Real Estate & Parking  
Energy Efficiency  
Administration





County of Riverside  
Facilities Management-PMO  
3450 14<sup>th</sup> Street, 2nd Floor, Riverside, CA

FOR COUNTY CLERK USE ONLY		
FILED / POSTED		
County of Riverside		
Peter Aldana		
Assessor-County Clerk-Recorder		
E-202300379		
04/05/2023 02:23 PM Fee: \$ 50.00		
Page 1 of 2		
Removed:	By:	Deputy
		

## NOTICE OF EXEMPTION

February 8, 2023

**Project Name:** Approval of Notice to Terminate Lease with De Anza Land and Leisure Corp, a Utah corporation – Environmental Health, 3880 Lemon Street, Suite 200, Riverside

**Project Number:** FM042611049000

**Project Location:** 3880 Lemon Street, Suite 200, north of 9<sup>th</sup> Street, Riverside, California 92501, Assessor's Parcel Number (APN) 207-120-050

**Description of Project:** The County of Riverside (County) has been under lease at 3880 Lemon Street, Riverside since September 13, 2011 for use by the Department of Environmental Health (EH) (Lease). Construction has been underway for EH to move to the 10th Floor of the County Administrative Center (CAC), and work is nearing completion. The County is currently on a month-to-month tenancy pending the completion for occupancy in the CAC and the attached letter submitted for approval by the Board of Supervisors, provides the required Notice to the Lessor of County's intention to vacate and return the premises.

Environmental Health intends to relocate to the 10th Floor of the County Administrative Center in March 2023. Since the project is near completion, County would like to give a 30-day Termination notice. The Termination of the Lease Agreement is defined as the proposed project under the California Environmental Quality Act (CEQA). The project is the termination of an existing lease which will result in County DEH relocating into the existing County-owned County Administrative Center; no expansion of existing facilities or change in land use will occur. No additional direct or indirect physical environmental impacts are anticipated.

**Name of Public Agency Approving Project:** Riverside County

**Name of Person or Agency Carrying Out Project:** Riverside County Facilities Management

**Exempt Status:** State CEQA Guidelines Section 15301, Class 1, Existing Facilities Exemption; Section 15061(b) (3), "Common Sense" Exemption. Codified under California Code of Regulations Title 14, Article 5, Section 15061.

APR 4 2023 3.7

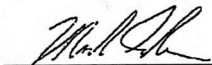


**Reasons Why Project is Exempt:** The proposed project is categorically exempt from the provisions of CEQA specifically by the State CEQA Guidelines as identified below. The project will not result in any specific or general exceptions to the use of the categorical exemption as detailed under State CEQA Guidelines Section 15300.2. The project will not cause an impact to an environmental resource of hazardous or critical concern nor would the project involve unusual circumstances that could potentially have a significant effect on the environment. The project would not result in impacts to scenic highways, hazardous waste sites, historic resources, or other sensitive natural environments, or have a cumulative effect to the environment. No significant environmental impacts are anticipated to occur with the termination of the Lease Agreement.

- **Section 15301 – Class 1 Existing Facilities Exemption:** This categorical exemption includes the operation, repair, maintenance, leasing, or minor alteration of existing public or private structures or facilities, provided the exemption only involves negligible or no expansion of the previous site's use. The Project, as proposed, is limited to the termination of a lease agreement. The termination of the lease agreement would not require any expansion of public services and facilities; therefore, the project is exempt as the project meets the scope and intent of the Class 1 Exemption identified in Section 15301, Article 19, Categorical Exemptions of the CEQA Guidelines.
- **Section 15061 (b) (3) – “Common Sense” Exemption:** In accordance with CEQA, the use of the Common Sense Exemption is based on the “general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.” State CEQA Guidelines, Section 15061(b) (3). The use of this exemption is appropriate if “it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” *Ibid*. This determination is an issue of fact and if sufficient evidence exists in the record that the activity cannot have a significant effect on the environment, then the exemption applies and no further evaluation under CEQA is required. See *No Oil, Inc. v. City of Los Angeles* (1974) 13 Cal. 3d 68. The ruling in this case stated that if a project falls within a category exempt by administrative regulation or 'it can be seen with certainty that the activity in question will not have a significant effect on the environment', no further agency evaluation is required. With certainty, there is no possibility that the project may have a significant effect on the environment. The proposed termination of the Lease Agreement will not result in any direct or indirect physical environmental impacts. The direct effects from the termination of the Lease Agreement will result in the vacation of the building by the County. Any subsequent tenant occupation of the space would continue to use the building as office space and no changes to the existing use would occur. The County is streamlining operational costs by moving into a County-owned facility and the indirect effects of the consolidation of County DEH staff into another existing facility would be negligible and would not increase capacity such that new impacts would result. Therefore, in no way, would the project as proposed have the potential to cause a significant environmental impact and the project is exempt from further CEQA analysis.

Therefore, the County of Riverside Facilities Management hereby concludes that no physical environmental impacts are anticipated to occur and the project as proposed is exempt under CEQA. No further environmental analysis is warranted.

Signed: \_\_\_\_\_



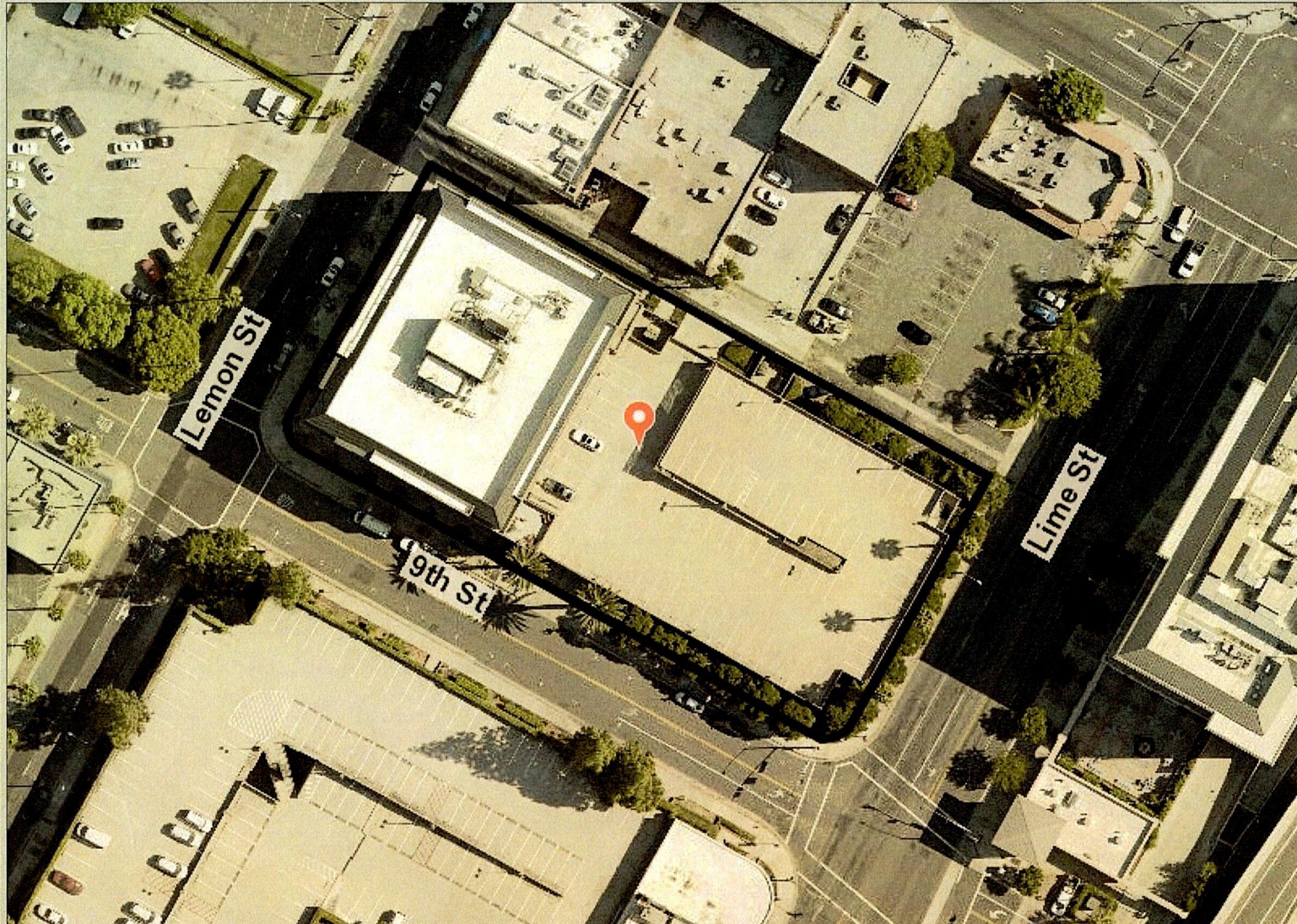
Date: 2-8-2023

Mike Sullivan, Senior Environmental Planner  
County of Riverside, Facilities Management



# Department of Environmental Health

388 Lemon Street, Suite 200, Riverside CA. 92501



## Legend

County Centerline Names



**\*IMPORTANT\*** Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.

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## Notes

District 2  
Premises outlined in black  
APN: 213311012