

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



**ITEM: 3.13
(ID # 27485)**

MEETING DATE:
Tuesday, April 15, 2025

FROM : FACILITIES MANAGEMENT

SUBJECT: FACILITIES MANAGEMENT-REAL ESTATE (FM-RE) AND DEPARTMENT OF PUBLIC SOCIAL SERVICES (DPSS): Approval of the Notice Exercising the Option to Extend to Indio Office Property Inc., a California corporation, DPSS, Indio, 5-Year Lease Extension, California Environmental Quality Act (CEQA) Exempt pursuant to State CEQA Guidelines Section 15301 and 15061(b)(3), District 4. [Total Cost: \$4,316,929 - Federal 46%, State 10%, Realignment 40%, County 4% (DPSS Dept. Budget) Fund 10000] (Clerk of the Board to File Notice of Exemption with County Clerk and State Clearinghouse)

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 attached notice exercising Option to Extend to Indio Office Property Inc., and authorize the Chair of the Board to execute the same on behalf of the County;

Continued on Page 2

ACTION:Policy, CIP



Marcus Maltese

3/31/2025



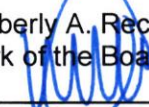
Charity Douglas, DPSS Director

3/31/2025

MINUTES OF THE BOARD OF SUPERVISORS

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

Ayes: Medina, Spiegel, Washington, Perez and Gutierrez
Nays: None
Absent: None
Date: April 15, 2025
xc: FM-RE, DPSS, Recorder, State Clearinghouse

Kimberly A. Rector
Clerk of the Board
By: 

Deputy

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

RECOMMENDED MOTION: That the Board of Supervisors:

3. Authorize the Director of Facilities Management, or designee, to execute any other documents and administer all actions necessary to complete this transaction;
4. Authorize the Director of Facilities Management, or designee, to exercise Options pursuant to Section 6 of the Lease; and
5. Direct the Clerk of the Board to file the Notice of Exemption with the County Clerk and State Clearinghouse within 5 (five) business days of approval by the Board.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$0	\$138,549	\$4,316,929	\$ 0
NET COUNTY COST	\$0	\$0	\$0	\$ 0
SOURCE OF FUNDS: Federal 46%; State 10%, Realignment 40%, County 4% (DPSS Dept. Budget) Fund 10000			Budget Adjustment: No	
			For Fiscal Year: 25/26 – 30/31	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

On June 25, 2002, the County of Riverside (County) entered into a lease agreement for 31,171 square feet of office space located at 48113 Jackson Street, Indio (Lease), for use by the Department of Public Social Services (DPSS) to serve its children and adult services programs.

The facility continues to meet the needs of the department. Per the Lease (Section 6) and through this action, the County intends to exercise its Option to Extend the Lease term for an additional five (5) years and provide the property the required one (1) year notice to Lessor.

Pursuant to the California Environmental Quality Act (CEQA), the Option to Extend the Lease was reviewed 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. The proposed project is the extension of letting property involving existing facilities.

A summary of terms are as follows:

Lessor: Indio Office Property, Inc.
4540 Duckhorn Drive
Sacramento, California 95834

Location: 48113 Jackson Street
Indio, California, CA 92201

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

Size: 31,171 square feet

Term: Five (5) years commencing May 1, 2026, to April 31, 2031.

Rent:	<u>Current</u>	<u>New</u>
	\$1.86 per square foot	\$2.01 per square foot
	\$57,956.23 per month	\$62,508.57 per month
	\$695,474.76 per year	\$750,102.84 per year

Rent Adjustment: Two percent (2%) annual increases commencing May 1, 2027.

Utilities: County is responsible for all utilities

Maintenance: Provided by Lessor.

Custodial: Provided by Lessor.

This Option to Extend has been reviewed and approved by County Counsel as to legal form.

Impact on Residents and Businesses

Department of Public Social Services will continue to provide services that will benefit the residents of this region of the County. This facility will continue to provide an economic impact to the area and through long-term County jobs.

Additional Fiscal Information

See Exhibits A, B, and C. DPSS will budget these costs in FY 25/26 through FY 30/31 and will reimburse FM-RE for all associated lease cost on a monthly basis.

Contract History and Price Reasonableness

The lease rate is determined to be a competitive market rate.

Lease and Amendments

Date and M.O.

Lease	June 25, 2002 Minute Order (M.O. 3.20)
First Amendment	November 4, 2003 (M.O. 3.12)
Second Amendment	September 14, 2004 (M.O. 3.28)
Third Amendment	July 25, 2005 (M.O. 3.27)
SNDA	June 6, 2006 (M.O. 3.27)
Fourth Amendment	May 24, 2016 (M.O. 3.5)
SNDA	March 5, 2024 (M.O. 3.7)

ATTACHMENTS:

- Option Letter
- Exhibits A, B and C

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

- Notice of Exemption
- Aerial Image

IN059




Aaron Gettis, Chief of Deputy County Counsel 4/3/2025

County of Riverside
Facilities Management
3450 14th Street, Riverside, CA

FILED / POSTED
County of Riverside
Peter Aldana
Assessor-County Clerk-Recorder
E-202500322
04/16/2025 08:00 AM Fee: \$ 50.00
Page 1 of 2

Removed: _____ By: _____ Deputy _____



NOTICE OF EXEMPTION

March 25, 2025

Project Name: Department of Public Social Services (DPSS) Approval of the Notice Exercising the Option to Extend Lease to Indio Office Property Inc. Indio

Project Number: FM042341005900

Project Location: 48113 Jackson Street, south of Avenue 48, Indio, CA 92201; Assessor's Parcel Number (APN) 614-340-015

Description of Project: On June 25, 2002, the County of Riverside (County) entered into a lease agreement for 31,171 square feet of office space located at 48113 Jackson Street, Indio (Lease), for use by DPSS to serve its children and adult services programs.

The facility continues to meet the needs of the department, and through this action, the County intends to exercise its Option to Extend the Lease term for an additional five years and provide the property and required one year notice to Lessor. The Lease Agreement with Indio Office Property Inc., is identified as the proposed project under the California Environmental Quality Act (CEQA). The proposed project would involve a lease extension for an existing facility. No substantial increase in capacity or physical expansion beyond what was previously planned for the existing building would occur. No significant physical changes would occur as a result of the Lease Agreement.

Name of Public Agency Approving Project: Riverside County

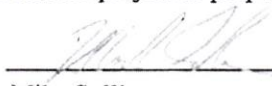
Name of Person or Agency Carrying Out Project: Riverside County Facilities Management

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

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 extension 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 is limited to the lease of space within an existing facility and no physical modifications to the building footprint would occur as a result. The extension of the Lease Agreement would not result in a significant increase in capacity beyond the existing use of the facility. Therefore, the project is exempt as it meets the scope and intent of the Categorical 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 extension of the Lease Agreement will not result in any direct or indirect physical environmental impacts. The use and operation of the facility will be substantially similar to the existing use and will not create any new environmental impacts to the surrounding area. No impacts beyond the ongoing, existing use of the site would occur. 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:** 3-25-2025
Mike Sullivan
County of Riverside, Facilities Management

Document Root (Read-Only)

Selected Document

2025040872 - NOE - Department of Public Social Services (DPSS) Approval of the Notice Exercising the Option to Extend Lease to Indio Office Property Inc. Indio

Riverside County

Created - 4/17/2025 | Submitted - 4/17/2025 | Posted - 4/17/2025 | Received - 4/17/2025 | Published - 4/17/2025

Whitney N Mayo

Document Details

Public Agency

Riverside County

Document Type

Notice of Exemption

Document Status

Published

Title

Department of Public Social Services (DPSS) Approval of the Notice Exercising the Option to Extend Lease to Indio Office Property Inc. Indio

Document Description

On June 25, 2002, the County of Riverside (County) entered into a lease agreement for 31,171 square feet of office space located at 48113 Jackson Street, Indio (Lease), for use by DPSS to serve its children and adult services programs. The facility continues to meet the needs of the department, and through this action, the County intends to exercise its Option to Extend the Lease term for an additional five years and provide the property and required one year notice to Lessor. The Lease Agreement with Indio Office Property Inc., is identified as the proposed project under the California Environmental Quality Act (CEQA). The proposed project would involve a lease extension for an existing facility. No substantial increase in capacity or physical expansion beyond what was previously planned for the existing building would occur. No significant physical changes would occur as a result of the Lease Agreement.

Attachments (Upload Project Documents)

3.13 NOE - Approval Notice Exercising Option to Extend Lease to Indio RECORDED.pdf

Contacts

County of Riverside Facilities Management - *Mike Sullivan*

3450 14th Street

Riverside, CA 92501

Phone : (951) 955-4820

msullivan@rivco.org

Regions

Southern California

Counties

Riverside

Cities

Indio

Location Details

Parcel Number - 614-340-015

Other Location Info

48113 Jackson Street, south of Avenue 48, Indio, CA 92201; Assessor's Parcel Number (APN) 614-340-015

Notice of Exemption**Exempt Status**

Categorical Exemption

Type, Section Number or Code Number

15301

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 extension of the Lease Agreement.

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 is limited to the lease of space within an existing facility and no physical modifications to the building footprint would occur as a result. The extension of the Lease Agreement would not result in a significant increase in capacity beyond the existing use of the facility. Therefore, the project is exempt as it meets the scope and intent of the Categorical Exemption identified in Section 15301, Article 19, Categorical Exemptions of the CEQA Guidelines.

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.

Exempt Status

Other

Type, Section Number or Code Number

15061(b)(3)

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 extension of the Lease Agreement.

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 extension of the Lease Agreement will not result in any direct or indirect physical environmental impacts. The use and operation of the facility will be substantially similar to the existing use and will not create any new environmental impacts to the surrounding area. No impacts beyond the ongoing, existing use of the site would occur. 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.



April 15, 2025

Mr. Joe Fuentes
Indio Office Property, Inc.
4540 Duckhorn Drive
Sacramento, CA 95834

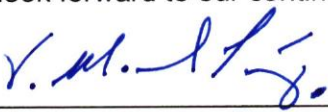
RE: Exercise of Option to Extend – Lease Agreement between County of Riverside and Indio Office Property, Inc., dated June 25, 2002, 48113 Jackson Street, Indio, CA 92201

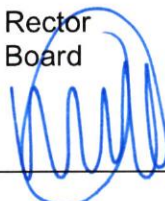
Dear Mr. Fuentes,

Please consider this letter formal written notice to Indio Office Property, Inc., as Lessor, that pursuant to Section 6 of the above-referenced lease agreement dated June 25, 2002, that the County of Riverside formally exercises its option to extend the term of said lease by five (5) years, commencing May 1, 2026, through April 31, 2031. Pursuant to 6.1.1 of the lease agreement, beginning May 1, 2026, the monthly rent shall be \$62,508.57 per month.

Should you have any questions, please feel free to contact Heidi Rigler, Supervising Real Property Agent, at 951-955-4876 or email at hrigler@rivco.org.

We look forward to our continued tenancy with Indio Office Property, Inc.

By: 
V. Manuel Perez, Chair
Board of Supervisors

Attest:
Kimberly A. Rector
Clerk of the Board

By: _____
Deputy

Approved as to Form:
Minh C. Tran
County Counsel

By: 
Braden Holly
Deputy County Counsel

JD:il/03262025/IN059/40.253

Department of Public Social Services (DPSS)

48113 Jackson Street, Indio, CA 92201



Legend



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.

Notes

Leased area outlined in blue.
APN 614-340-015
District 4
SNDA

0 376 752 Feet

REPORT PRINTED ON... 10/16/2023 11:43:44 AM

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Exhibit A

FY 2025/26

**Department of Public Social Services
48113 Jackson Street, Indio, CA 92201**

ESTIMATED AMOUNTS

Total Square Footage to be Leased:

Current Office:	31,171	SQFT	
Approximate Cost per SQFT (Jul-Apr)	\$	-	
Approximate Cost per SQFT (May-Jun)	\$	2.01	
Lease Cost per Month (Jul-Apr)	\$	-	
Lease Cost per Month (May-Jun)	\$	62,508.57	
Total Lease Cost (Jul-Apr)	\$	-	
Total Lease Cost (May-Jun)	\$	125,017.14	
	\$	125,017.14	

Estimated Additional Costs:

Utility Cost per SQFT	\$	0.12	
Estimated Utility Costs per Month		<u>\$ 3,740.52</u>	
Total Estimated Utility Cost (Jul-Apr)	\$	-	
Total Estimated Utility Cost (May-Jun)	\$	7,481.04	
	\$	7,481.04	
FM Lease Management Fee as of 07/01/2024	4.84%	<u>\$ 6,050.83</u>	
TOTAL ESTIMATED COST FOR FY 2025/26		<u>\$ 138,549.01</u>	
TOTAL COUNTY COST	4%	\$ 5,541.96	

Exhibit B

FY 2026/27

Department of Public Social Services
48113 Jackson Street, Indio, CA 92201

ESTIMATED AMOUNTS

Total Square Footage to be Leased:

Current Office:		31,171	SQFT	
Approximate Cost per SQFT (Jul-Apr)	\$	2.01		
Approximate Cost per SQFT (May-Jun)	\$	2.05		
Lease Cost per Month (Jul-Apr)		\$	62,508.57	
Lease Cost per Month (May-Jun)		\$	63,758.74	
Total Lease Cost (Jul-Apr)			\$	625,085.70
Total Lease Cost (May-Jun)			\$	127,517.48
			\$	752,603.18

Estimated Additional Costs:

Utility Cost per SQFT	\$	0.12		
Estimated Utility Costs per Month			\$	3,740.52
Total Estimated Utility Cost (Jul-Jun)			\$	44,886.24
			\$	44,886.24
FM Lease Management Fee as of 07/01/2024		4.84%	\$	36,425.99
TOTAL ESTIMATED COST FOR FY 2026/27			\$	833,915.42
TOTAL COUNTY COST		4%	\$	33,356.62

Exhibit C

FY 2027/28 to 2030/31
Department of Public Social Services
48113 Jackson Street, Indio, CA 92201

ESTIMATED AMOUNTS

Total Square Footage to be Leased:

Current Office: 31,171 SQFT

	FY 2027/28		FY 2028/29		FY 2029/30		FY 2030/31
Approximate Cost per SQFT (Jul-Apr)	\$ 2.05	\$	2.09	\$	2.13	\$	2.17
Approximate Cost per SQFT (May-Jun)	\$ 2.09	\$	2.13	\$	2.17	\$	-
Lease Cost per Month (Jul-Apr)	\$ 63,758.74	\$	65,033.92	\$	66,334.59	\$	67,661.29
Lease Cost per Month (May-Jun)	\$ 65,033.92	\$	66,334.59	\$	67,661.29	\$	-
Total Lease Cost (Jul-Apr)	\$ 637,587.41	\$	650,339.16	\$	663,345.95	\$	676,612.86
Total Lease Cost (May-Jun)	\$ 130,067.83	\$	132,669.19	\$	135,322.57	\$	-
Total Estimated Lease Cost for FY 2027/28 to 2030/31	\$ 767,655.25	\$	783,008.35	\$	798,668.52	\$	676,612.86

Estimated Additional Costs:

Utility Cost per SQFT		\$ 0.12	\$	0.12	\$	0.12	\$	0.12
Estimated Utility Costs per Month		\$ 3,740.52	\$	3,740.52	\$	3,740.52	\$	3,740.52
Total Estimated Utility Cost		\$ 44,886.24	\$	44,886.24	\$	44,886.24	\$	37,405.20
FM Lease Management Fee as of 7/1/2024	4.84%	\$ 37,154.51	\$	37,897.60	\$	38,655.56	\$	32,748.06
TOTAL ESTIMATED COST FOR FY 2027/28 to 2030/31		\$ 849,696.00	\$	865,792.20	\$	882,210.31	\$	746,766.13

F11 Total Cost		\$	4,316,929.06
F11 Total County Cost	4%	\$	172,677.16