



January 9, 2024

Board of Directors
Ventura County Fire Protection District
800 S. Victoria Avenue
Ventura, CA 93009

SUBJECT:

Approval of, and Authorization for the Fire Chief, or His Designee, to Sign, a Third Amendment to the Lease Agreement with the Ventura County Community College District for Property at the Camarillo Airport to Extend the Term of the Agreement; Ratification of the Ventura County Fire Protection District's Performance of the Agreement Prior to Execution of the Amendment; Find the Lease Extension Exempt From the California Environmental Quality Act. Supervisorial District No. 3.

RECOMMENDATIONS:

1. Approve, and authorize the Fire Chief or his designee to execute, the attached Third Amendment (Amendment) (Exhibit 1) to the Ventura County Fire Protection District's (Fire District) current Lease Agreement (Agreement) (Exhibit 2) with the Ventura County Community College District (College District) for property located at 160 Durley Avenue, Camarillo, California (Camarillo Airport) to extend the term of the Agreement.
2. Ratify the Fire District's performance of the Agreement prior to execution of the Amendment.
3. Find the lease extension exempt from the California Environmental Quality Act ("CEQA") pursuant to CEQA guidelines section 15301.

REASON FOR RATIFICATION:

The Agreement expired on September 1, 2023. Due to an unexpected change of personnel at the College District, staff was unable to complete and obtain approval of an amendment to extend the term of the Agreement before the expiration date. The Fire District and College District continued to perform their obligations under the Agreement in anticipation of its extension so as to not interrupt support for the College District or Fire District.

FISCAL/MANDATES IMPACT:

There is no fiscal impact.

STRATEGIC PLAN:

This item contributes to the Board of Supervisors (Board's) 2024–2027 strategic priority to invest in *Fiscal Responsibility and Economic Vitality*. The Fire District and the College District have agreed to this no-cost lease which provides exclusive office space, access to classrooms, lecture space, and associated training facilities. This allows for our firefighters' continual growth in learning, teaching, and training to provide the best service to our county.

DISCUSSION:

The no-cost lease, entered into in April 2011, is for office space and associated premises at the Fire Training Center location on property owned by the College District at the Camarillo Airport. This space adds to the existing Fire District fire training facility administrative and classroom space, which is outdated and insufficient. The lease provides exclusive office space for the Fire District and access to classrooms, lecture space, and associated training facilities. In exchange, the Fire District provides support to College District programs, including furnishing of equipment, tools, maintenance support, and access to the Fire District training area. If approved, this amendment would extend the term of the lease for five years from September 1, 2023. The term would automatically renew for five successive five-year renewal terms unless one of the parties gave six-month notice of intent not to renew.

The lease extension is exempt from CEQA pursuant to CEQA guidelines section 15301, Existing Facilities.

This letter and the amendment have been reviewed by the County Executive Office, the Auditor-Controller's Office, County Counsel, and Risk Management.

If you have any questions regarding the fiscal or discussion portions of this letter, please contact me at 389-9704 or Tom Kasper, Business Services Manager, at 389-9764.



Dustin Gardner
Fire Chief

DG/TK:lgf

Attachments:

- Exhibit 1 – Third Amendment to the Lease Agreement
- Exhibit 2 – Lease Agreement
- Exhibit 3 – First Amendment to the Lease Agreement
- Exhibit 4 – Second Amendment to the Lease Agreement