

Central Services
Joan Araujo, Director

Engineering Services
Vacant, Director

Roads & Transportation
Anitha Balan, Director

Water & Sanitation
Vacant, Director

Watershed Protection
Jeff Palmer, Director

July 23, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

Subject: **Approval of, and Authorization for the Public Works Agency (PWA) Director or Designee to Sign, a First Amendment to the Lease (First Amendment) with DTG Investors LLC, a Delaware Limited Liability Company, for Warehouse Space Located at 341 Bernoulli Circle in the City of Oxnard for Ventura County Public Health, Emergency Medical Services Agency for \$13,464 per month for 36 months, with a 3.5% increase at the beginning of month thirteen of the extended term and annually thereafter; Find that the First Amendment is not Subject to the California Environmental Quality Act (CEQA) or, Alternatively, Find that the Project is Exempt from CEQA; Authorization for the PWA Director or designee to Approve Minor Modifications to the First Amendment; Authorization for the Auditor-Controller to Process the Necessary Accounting Transactions; Supervisorial District No. 5. (RECOMMENDATION NO. 4 REQUIRES 4/5THS VOTE)**

Recommendations:

1. Approve and authorize the Public Works Agency (PWA) Director or designee to sign the attached First Amendment to the Lease (First Amendment) with DTG Investors LLC, a Delaware limited liability company, for the warehouse space located at 341 Bernoulli Circle, Oxnard, for Ventura County Public Health, Emergency Medical Services Agency, totaling to \$13,464 per month for 36 months, with a 3.5% increase at the beginning of month thirteen of the extended term and annually thereafter.
2. Find that your Board's approval of the First Amendment is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines



sections 15352 and 15378 because the First Amendment will not cause a direct or reasonably foreseeable indirect physical change in the environment and will not authorize any specific development activity. Alternatively, find that the First Amendment, the project, is categorically exempt from CEQA pursuant to CEQA Guidelines section 15301 as an action solely to lease existing facilities, and that no exceptions set forth in CEQA Guidelines section 15300.2 preclude use of this exemption.

3. Authorize the PWA Director or designee to approve minor modifications to the First Amendment provided that any such modification is consistent with the original purpose of the First Amendment, does not result in additional costs to the County of Ventura and is reviewed and approved as to form by the County Counsel's Office.
4. Authorize the Auditor-Controller to process the necessary accounting transactions to Unit 3093 (Emergency Medical Services Emergency Preparedness Office) to adjust appropriations and unanticipated revenue as follows for FY 2024-2025 (Requires 4/5ths Vote):

HCA – Public Health Unit 3093, Emergency Preparedness Office (EPO)

Increase 3090-3093	Intergovernmental Revenue	\$16,275
Increase 3090-3093	Other Charges	\$16,275

Appropriations and Revenue of \$131,829 are included in the FY 2024-2025 Adjusted Budget – for Unit 3093 EPO. Recommendation No. 4 requests the remaining appropriations and revenue for the amended amount.

Fiscal/Mandates Impact:

Mandatory:	No
Source of Funding:	General Fund
Funding Match Required:	No
Impact on Other Departments:	None



	<u>FY 2024-25</u>	<u>FY 2025-26</u>
Summary of Revenue and Total Costs		
Revenue:	\$ 148,104	\$ 166,752
Costs:		
Direct	\$ 148,104	\$ 166,752
Indirect – Agency/Dept.	\$	\$
Indirect – County CAP	\$	\$
Total Costs	\$ 148,104	\$ 166,752
Net Costs	\$ -0-	\$ -0-
Recovered Indirect Costs	\$	\$

Current Fiscal Year (FY) Budget Projections:

FY 2024-25 Adjusted Budget for EMS Division 3090				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$6,881,371	\$6,881,371	\$6,881,371	\$-0-
Revenue	\$5,785,198	\$5,785,198	\$5,785,198	\$-0-
Net Cost	\$1,096,173	\$1,096,173	\$1,096,173	\$-0-

Sufficient revenue and appropriations will be included in FY25-26 budget as appropriate.

Discussion:

Public Health, Emergency Medical Services Agency has occupied 11,220 square feet of warehouse space at 341 Bernoulli Circle in Ventura since August 1, 2021, under the current Lease Agreement (Agreement).

Public Health, Emergency Medical Services Agency coordinates overall preparedness and response activities for all public health and medical emergencies, including natural disasters, acts of terrorism, and pandemic disease. The warehouse stores and distributes critical medical supplies, and equipment in times of natural disasters, epidemics, and other emergency situations. The proposed First Amendment to Lease Agreement (First Amendment) (Exhibit 3) would extend the term of the Agreement for 36 months with a new expiration date of July 31, 2027.



The salient terms of the proposed First Amendment are as follows:

- LESSOR:** DTG Investors LLC, a Delaware limited liability company
- PREMISES:** The entirety of Assessor's Parcel Number 216-0-201-055, improved as an Industrial warehouse building consisting of approximately 11,220 square feet of area ("Building"), with an adjacent parking lot ("Parking Lot"), commonly known and referred to as 341 Bernoulli Circle, Oxnard (collectively, the "Premises").
- RENT:** Rent shall be \$13,464 per month, modified gross, which includes the Common Area Maintenance (CAM) fees, for the first 12 months of the extended term. This rent reflects a rate of \$1.20 per square foot per month which Real Estate Services has determined to be representative of fair market rent for such space in Oxnard. The rent will increase 3.5% at the beginning of month thirteen of the extended term and annually thereafter.
- UTILITIES:** County shall pay for all separately metered utilities serving the Premises, including water, sewer, gas, electricity, telephone, and trash service and shall make payments directly to the utility company furnishing same.
- JANITORIAL:** County shall provide its own janitorial service to the Premises.
- TERM:** The extended term of the Agreement shall be 36 months, commencing on August 1, 2024, and terminating on July 31, 2027.
- OPTION TO EXTEND:** County shall have one (1), two-year option to extend the Term of the Agreement at a rental rate to be equal to the fair market value for comparable space in Oxnard at the time of the execution of the option.

Your Board's approval of the First Amendment is not a project under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines sections 15352 and 15378 because the First Amendment would not cause a direct or reasonably indirect physical change in the environment and would not authorize any specific development activity. Alternatively, staff has determined that your Board's approval of the First Amendment, the project, is categorically exempt from CEQA pursuant to CEQA Guidelines section 15301 as an action to lease existing facilities. Staff has also determined that no unusual circumstances or other facts set forth in CEQA Guidelines section 15300.2(c) preclude use of this categorical exemption.



Strategic Plan:

This item contributes to the Board of Supervisors (Board's) 2024-2027 strategic priority to provide:

- I. Healthy, safe, and resilient communities through
 1. Providing equitable and timely access to quality healthcare, mental health, and public health services.
 2. Maintaining high-performing public safety services.
 3. Promoting community resilience and strengthen our ability to withstand and recover from disaster or adversity.

This letter and the First Amendment have been reviewed by the Ventura County Public Health, Emergency Medical Services Agency, the County Executive Office, the Auditor-Controller's Office, and County Counsel.

If you have any questions regarding fiscal or discussion portions of this letter, please contact Steve Carroll, Emergency Medical Services Administrator, at (805) 981-5305. If you have questions regarding the Amendment, please contact George Andrade, Manager of the Real Estate Services Division, at (805) 654-2402, or the undersigned at (805) 654-2084.

Sincerely,

The image shows a handwritten signature in blue ink. It appears to be 'Joan Araujo' with a stylized flourish at the end.

Joan Araujo
Director, Central Services

Attachments:

- Exhibit 1 – Vicinity Map
- Exhibit 2 – Location Map
- Exhibit 3 – First Amendment to Lease Agreement

