

# county of ventura



July 23, 2019

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

**Jeff Pratt**  
Agency Director

Central Services  
**Joan Araujo**, Director

Engineering Services  
**Christopher Cooper**, Director

Transportation  
**David Fleisch**, Director

Water & Sanitation  
**Joseph Pope**, Director

Watershed Protection  
**Glenn Shephard**, Director

**Subject: Approval of, and Authorization for the Director of the Public Works Agency or Designee to Sign, a Lease Amendment with 5700/5720/5740 Ralston Street, LLC for Office Space Located at 5720 Ralston Street, Suite 300, in the City of Ventura for the Ventura County District Attorney's Office; Supervisorial District No. 1**

## **Recommendation:**

Approval of, and authorization for the Director of the Public Works Agency or his designee to sign, the attached Amendment Number Three (Amendment) to the Lease Agreement with 5700/5720/5740 Ralston Street, LLC, a California limited liability company, for the property located at 5720 Ralston Street, Suite 300, Ventura, for the Ventura County District Attorney's Office.

## **Fiscal/Mandates Impact:**

Mandatory:	No
Source of Funding:	District Attorney's Office Budget Unit 2101
Funding Match Required:	No
Impact on Other Departments	No

The cost of this lease is included in the FY 2019-20 Budget. Ventura County District Attorney's Office will include the annual lease payment in its annual budget for the term of the lease, subject to receipt of necessary approval by the Board of Supervisors.



Summary of Revenues and Costs:	<u>FY 2019-20</u>	<u>FY 2021-22</u>
Revenue:	\$	\$
Costs:	329,190	340,584
Direct Costs	\$	\$
Indirect-Agency/Dept.	\$	\$
Indirect-County CAP	\$	\$
Total Costs	\$ 329,190	\$ 340,584
Net Costs	\$ 329,190	\$ 340,584
Recovered Indirect Costs	\$	\$

**CURRENT FISCAL YEAR BUDGET PROJECTIONS:**

Current FY 2019-20 Budget Projection for Ventura County District Attorney - Unit 2101				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$ 9,260,975	\$ 9,260,975	\$ 9,260,975	\$ 0
Revenue	\$ 9,400,659	\$ 9,400,659	\$ 9,400,659	\$ 0
Net Cost	\$ (139,684)	\$ (139,684)	\$ (139,684)	\$ 0

**Discussion:**

Since August 1, 2006, a division of the Ventura County District Attorney's Office has occupied 14,931 square feet of space at 5720 Ralston Street, Suite 300, Ventura. The term of the lease agreement expired on December 31, 2018, and the County has continued occupancy on a month-to-month holdover basis since January 1, 2019, while the CEO and District Attorney's Office explored potential County space options for the programs at this location.

This space is occupied by the Special Prosecutions Division of the District Attorney's Office. Special Prosecutions is a team of prosecutors, investigators, and support staff – more than 40 employees in all – that prosecute crimes relating to real estate fraud, consumer and environmental fraud, workers' compensation fraud, and auto insurance fraud, among other crimes.

The proposed Amendment will extend the lease term 30 months with a new expiration date of January 31, 2022.



The salient terms of the proposed Amendment are as follows:

LESSOR: 5700/5720/5740 Ralston Street, LLC, a California limited liability company

PREMISES: 14,931 rentable square feet of office space in Suite 300 of the multi-tenant office building commonly known and referred to as 5720 Ralston Street, Ventura, California.

RENT: Rent shall be \$27,622.35 per month, full service gross, for the first 12 months of the extended term. The rent will increase annually thereafter by 3%, throughout the remaining term of the lease.

TERM: The extended term of the Amendment shall be 30 months, commencing on August 1, 2019 and terminating on January 31, 2022.

TENANT

IMPROVEMENTS: Lessor shall, at its own cost and expense, install a chair rail in the conference room and new paint in the conference room and on the walls facing the hallways and walkways paths of travel throughout of the interior areas of the premises prior to October 1, 2019.

This letter and the Amendment have been reviewed by the Ventura County District Attorney's Office, 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 Director of Fiscal and Administrative Services Stuart Gardner at 477-1635. If you have questions regarding the Amendment, please contact Chuck Alvarez, Manager of the Real Estate Services Division, at 654-2402, or the undersigned at 654-2084.

Sincerely,



Joan Araujo  
Director, Central Services Department

Attachments:

Exhibit 1 – Amendment Number Three

Exhibit 2 – Area Map

