



SUMMARY REPORT

Agenda Date: 7/16/2024

To: Board of Directors of the Sonoma County Agricultural Preservation and Open Space District
Department or Agency Name(s): Sonoma County Agricultural Preservation and Open Space District
Staff Name and Phone Number: Julie Mefferd, 707-565-7360
Vote Requirement: Majority
Supervisorial District(s): Countywide

Title:

Lease for Office of Sonoma County Agricultural Preservation and Open Space District

Recommended Action:

Authorize the General Manager of the Sonoma County Agricultural Preservation and Open Space District to execute the Lease Agreement between Papeete, LLC and the Sonoma County Agricultural Preservation and Open Space District, for a term of five years with an option of two one-year extensions, through July 31, 2031, for a total cost not-to-exceed \$1,800,000. □

Executive Summary:

The current lease agreement for the Sonoma County Agricultural Preservation and Open Space District's office space at 747 Mendocino Avenue, in Santa Rosa, will expire on July 31, 2024. The General Manager has negotiated a new five-year lease with two one-year extensions with the building owner, Papeete, LLC.

Discussion:

The Agricultural Preservation and Open Space District (Ag + Open Space) has been at its current facility at 747 Mendocino Ave, Santa Rosa, CA 95401 since March 26, 1996. The lease has been amended eight times, which includes upgrades and expansions in 2007, 2011, 2016 and 2020. The current office space totals 11,789 square feet. Given the age of the existing lease agreement and number of amendments, Ag + Open Space has elected to memorialize the rights and obligations of the parties on a new lease form, though the new lease terms will be similar to the existing lease terms.

The new monthly rent of \$20,174 equates to a monthly cost of \$1.71 per square foot, which is consistent with prevailing lease rates for comparable commercial office space. The rent increases 2% annually, and the landlord is responsible for other building expenses. Ag + Open Space can terminate the lease on a discretionary basis with 270-days' notice, offering Ag + Open Space the flexibility it may need in the event a permanent or more cost-effective location is found.

Prior Board Actions:

July 12, 2022: Authorized General Manager to execute amendment to Lease. (Board Action #1)
July 14, 2020: Authorized General Manager to execute amendment to Lease. (Board Action #2)
August 14, 2018: Authorized General Manager to execute amendment to Lease. (Board Action #12)
August 9, 2016: Authorized General Manager to execute amendment to Lease. (Board Action #1)

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December 13, 2011: Authorized General Manager to execute amendment to Lease.
January 8, 2008: Authorized General Manager to execute amendment to sublease. (Board Action #1)
February 7, 2006: Authorized General Manager to execute amendment to sublease. (Board Action #2)
October 4, 2005: Authorized General Services Director to exercise option of Lease.
August 21, 2001: Authorized General Manager to execute amendment to Sublease. (Board Action #1)
February 27, 2001: Authorized Renewal of Sublease. (Board Action #1)
March 26, 1996: Authorized President to execute subject Sublease. (Resolution 96-0358)

FISCAL SUMMARY

Expenditures	FY 24-25 Adopted	FY 25-26 Projected	FY 26-27 Projected
Budgeted Expenses	\$242,500	\$247,000	\$252,000
Additional Appropriation Requested			
Total Expenditures	\$242,500	\$247,000	\$252,000
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$242,500	\$247,000	\$252,000
Use of Fund Balance			
Contingencies			
Total Sources	\$242,500	\$247,000	\$252,000

Narrative Explanation of Fiscal Impacts:

Ag + Open Space has adequate appropriations in the FY24-25 budget for the lease and will propose adequate appropriations for the FY25-26 and FY26-27 budgets.

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

1. Lease Agreement

Related Items "On File" with the Clerk of the Board:

N/A