



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Vice-Chair

Angela Curro
District No. 4
Chair

Bea Gonzales
District No. 5

Item Number: 1.23

MEETING DATE: 06/18/2024

DEPARTMENT: HEALTH AND HUMAN SERVICES AGENCY

AGENDA ITEM PREPARER: Yolanda Beltran

DEPT HEAD/DIRECTOR: Tracey Belton

SUBJECT:

HEALTH AND HUMAN SERVICES AGENCY - T. BELTON

Approve Lease Amendment #8 with Community Services Development Corporation (CSDC) for Health and Human Services Agency and Child Support Services located at 1111 San Felipe Road as well as Treasurer, Tax Collector, Assessor and Public Administrator's Office located at 1131 San Felipe Road, Hollister, extending the lease term for one year beginning July 1, 2024 to June 30, 2025, not to exceed the amount of \$441,374.28, and authorize Chair to sign.

SBC FILE NUMBER: 939

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

In 1992, the County entered into a thirty (30) year lease (master lease) with Community Services Development Corporation (CSDC) for approximately 37,000 square feet at 1131 and 1111 San Felipe Road in Hollister which currently houses the Health and Human Services Agency and the Department of Child Support Services. The thirty year term is due to expire on June 30, 2023. At the end of the lease term the County has the option to enter into another long term lease for ninety-nine (99) years at \$1.00 per year plus taxes, maintenance and repair costs incurred by the landlord. The County started negotiations with CSDC last year, however due to the age of the building and the cost of capital improvements and cost of on-going maintenance that will be needed should the county choose to exercise the 99-year lease option, the county needs additional time to further explore whether that option is the most feasible.

In addition to the master lease, the County has over the years entered into separate lease agreements

with CSDC for additional office space not originally included in the original master lease.

CSDC has agreed to amend the current master lease and other leases for one year to allow for negotiations to continue.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

No

CONTRACT NEEDED FOR THIS ITEM:

Yes

LAST CONTRACT AMOUNT OR N/A:

\$590,267.76

STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:

Amendment No. 8

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

No

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

No

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

Yes

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

Non-general Fund

UNFUNDED MANDATE:

No

SBC BUDGET LINE ITEM NUMBER:

221.80.2285.1000 and 221.80.2555.1000

CURRENT FY COST:

\$ 441,374.28

STAFF RECOMMENDATION:

Approve Lease Amendment #8 with Community Services Development Corporation (CSDC) for Health and Human Services Agency and Child Support Services located at 1111 San Felipe Road as well as Treasurer, Tax Collector, Assessor and Public Administrator's Office located at 1131 San Felipe Road, Hollister, extending the lease term for one year beginning July 1, 2024 to June 30, 2025, not to exceed the amount of \$441,374.28, and authorize Chair to sign.

BOARD ACTION RESULTS:

Approved Lease Amendment #8 per staff recommendation. (5/0 vote)

ATTACHMENTS:

[CDSC Master Lease Amendment 8](#)

[Fully Executed Lease Agreement - CDSC Lease Amendment #8](#)