



## 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: 1.17**

**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 five year lease renewals with K&S Market, Inc. for Public Health Office space at 351 Tres Pinos Road, Suites A-202 lease total of \$411,324.00; Suite C-1 lease total of \$81,432.00 for the period of July 1, 2024 through June 30, 2027, and Suite B lease total of \$55,800.00 for a period of July 1, 2024 through June 30, 2025, for a combined total of \$548,556.00 and authorize Board Chair to sign the three leases.  
SBC FILE NUMBER: 130

**AGENDA SECTION:**

CONSENT AGENDA

**BACKGROUND/SUMMARY:**

In July 1, 2016, Health and Human Services Agency entered into two four-year lease agreements with K&S Market, Inc. for Public Health office space at 351 Tres Pinos Road, Suite A-202 and Suite C-1. At the time, Public Health had outgrown its office space at 439 Fourth Street and it was necessary to find a larger space to accommodate Public Health staff and the department's storage needs. Suite A-202 houses the main portion of Public Health staff. Public Health's Environmental Health staff and equipment occupy the smaller space in Suite C-1.

Commencing on May 1, 2021, Public Health expanded the use of office space into Suite B to be able to provide services to San Benito County residents related to the Covid-19 pandemic. Services are still needed pertaining to Covid-19 and additional use of the suite includes clinical, meeting space and training are taking place for the Opioid Prevention, Safe Kids, Community Oral Health programs.

The three suite office sites continue to meet the needs of the department providing services for the

health and informational benefits of San Benito County residents.

Listing of lease amounts:

Suite A-202 Public Health site:

Term:	Rent	TL Yr Rent
July 1, 2024 through June 30, 2025	\$11,045.00	\$132,540.00
July 1, 2025 through June 30, 2026	\$11,421.00	\$137,052.00
July 1, 2026 through June 30, 2027	\$11,811.00	\$141,732.00
Suite A-202 3 Yr Total		\$411,324.00

Suite B Covid/Clinic site:

Term:	Rent	TL Yr Rent
July 1, 2024 through June 30, 2025	\$4,650.00	\$55,800.00
Suite B 1 Yr Total		\$55,800.00

Suite C-1 Environmental Health site:

Term:	Rent	TL Yr Rent
July 1, 2024 through June 30, 2025	\$2,184.00	\$26,208.00
July 1, 2025 through June 30, 2026	\$2,261.00	\$27,132.00
July 1, 2026 through June 30, 2027	\$2,341.00	\$28,092.00
Suite C-1 3 Yr Total		\$81,432.00

**RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:**

No

**CONTRACT NEEDED FOR THIS ITEM:**

Yes

**LAST CONTRACT AMOUNT OR N/A:**

2023-2024 Grand Total \$159,684.00: \$96,984.00 A-202. \$42,000.00 Suite B. \$20,700.00 Suite C.

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

Each of the three leases are new, all starting on July 01, 2024.

**STRATEGIC PLAN GOALS: 1. Operational Development & Excellence**

Yes

**STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth**

No

**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:**

224.80.2370

**CURRENT FY COST:**

FY24/25: \$214,548.00

**STAFF RECOMMENDATION:**

1. Approve five year lease renewals with K&S Market, Inc. for Public Health Office space at 351 Tres Pinos Road, Suites A-202 lease total of \$411,324.00; Suite C-1 lease total of \$81,432.00 for the period of July 1, 2024 through June 30, 2027, and Suite B lease total of \$55,800.00 for a period of July 1, 2024 through June 30, 2025, for a combined total of \$548,556.00 and

2. Authorize Board Chair to sign the three leases.

**BOARD ACTION RESULTS:**

1. Approved five year lease renewals per staff recommendation. (5/0 vote)

2. Authorized the Board Chair to sign the three leases per staff recommendation. (5/0 vote)

**ATTACHMENTS:**

[351 Tres Pinos Rd Ste.A-202 2024-27](#)

[351 Tres Pinos Rd Ste.B 2024-25](#)

[351 Tres Pinos Rd Ste.C-1 2024-27](#)

[K-S Market Lease 351 Tres Pinos Rd B 2022-24](#)

[K-S Market Lease 351 Tres Pinos Rd C1 2016-24](#)

[K-S Market Lease 351 Tres Pinos Rd A202 2016-24](#)

[Fully Executed Lease - 351 Tres Pinos Rd Ste.B](#)

Fully Executed Lease - 351 Tres Pinos Rd. Ste. A-202

Fully Executed Lease - 351 Tres Pinos Rd. Ste. C-1