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Title: Actions pertaining to five-year Lease Agreements at 1302 N. Wishon Avenue and 1322 E. Shaw Avenue #190 for general office space for the Fresno Police Department.

1. Adopt a finding of Categorical Exemption Class 1/Section 15301 (Existing Facilities) of the California Environmental Quality Act Guidelines
2. Approve a lease between the City of Fresno and Juliet Singh for lease of general office space at 1302 N. Wishon Avenue for use by the Police Department as a report writing office
3. Approve a lease between the City of Fresno and Zepol Road, LLC for lease of general office space at 1322 E. Shaw Avenue #190 for use by the Police Department as a report writing office

Sponsors: Police Department

Indexes:

Code sections:

Attachments: 1. 1302 N Wishon Ave - Lease.pdf, 2. Starpoint Towers - Lease.pdf

Date	Ver.	Action By	Action	Result
4/13/2017	1	City Council	approved	Pass

REPORT TO THE CITY COUNCIL

April 13, 2017

FROM: JERRY DYER, Chief of Police

BY: ROB BECKWITH, Lieutenant

SUBJECT

Actions pertaining to five-year Lease Agreements at 1302 N. Wishon Avenue and 1322 E. Shaw Avenue #190 for general office space for the Fresno Police Department.

1. Adopt a finding of Categorical Exemption Class 1/Section 15301 (Existing Facilities) of the California Environmental Quality Act Guidelines
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RECOMMENDATION

Staff recommends that the City Council authorize the Chief of Police to enter into lease agreements with Global Strategic Medical Trust for office space within the Tower District located at 1302 N. Wishon Avenue, Fresno, California, to be used as a report writing office and Zepol Road, LLC for office space inside of Starpoint Towers located at 1322 E. Shaw Avenue #190, Fresno, California, also to be used as a report writing office.

EXECUTIVE SUMMARY

The Fresno Police Department (FPD) has located space within the Tower District which would allow for the establishment of a report writing office in the Central Policing District. The term of the lease is five (5) years and the rented space is approximately 1,338 square feet. The base rent for the lease has been negotiated at \$18,143.28 annually for the first two years. Beginning in the third year, the base rent adjusts annually 3%.

The FPD has also located space within Starpoint Towers (El Dorado Park) which would allow for the establishment of a report writing office in the Northeast Policing District. The term of the lease is five (5) years and the rented space is approximately 391 square feet. The base rent for the lease has been negotiated at \$4,692.00 per year.

BACKGROUND

The former Central Policing District was eliminated on January 3, 2011, due to a lack of funding resulting in the downsizing of FPD from five to four districts. On October 3, 2016, the Central Policing District was re-established and is currently housed inside of Manchester Center. A subsequent department reorganization returned the FPD back to five policing districts. The previous Central District Station was located at Broadway and Elizabeth within the Tower District. For several years prior to closing, the Tower District saw an increased presence of uniformed officers. Although the re-establishment of the Central Policing District at Manchester Center has helped to lower response times, the Tower District community has raised concerns regarding the presence and availability of officers.

Prior to the Northeast District Station moving to a new facility at Cedar Avenue and Teague Avenue, Northeast was housed at Fourth Street and Bulldog Lane in the El Dorado Park neighborhood in proximity to Fresno State University. Since moving from El Dorado Park, uniformed presence in the area has decreased causing concern for the residents in that area.

As such, the FPD engaged the City's Asset Manager, Cushman & Wakefield, to determine potential locations and negotiate leases for report writing offices in the Central and Northeast Districts. The report writing offices will increase police presence in the Tower District and El Dorado Park neighborhoods. Both locations are conveniently located to afford officers locations to write reports without having to return to their district stations or sit in their vehicles. In addition to increasing uniformed officer presence in the area, the locations of the report writing rooms will keep officers in the field, reducing response times to high priority calls. Ultimately, the increased presence and availability of officers in these areas will be a catalyst towards FPD's Community Policing efforts.

The term of the Tower District lease is 60 months and the rented space is approximately 1,338

square feet. Global Strategic Medical Trust, Inc. will be responsible for all tenant improvements. The City will be responsible for monthly rent, calculated at \$1,511.94 per month, and utilities such as electricity, water and gas.

The term of the Starpoint Towers lease is 60 months and the rented space is approximately 391 square feet. Zepol Road, LLC will be responsible for all tenant improvements. The City will be responsible for monthly rent, calculated at \$391.00 per month. Utilities are included in the base rent and the City would only be responsible for HVAC usage after normal business operating hours.

ENVIRONMENTAL FINDINGS

Staff has performed a preliminary environmental assessment of this project and has determined that it falls within the Categorical Exemption set forth in CEQA Guidelines 15301 which exempts projects where there is no change in existing use because the space being leased has historically been used for commercial office space. Furthermore, Staff has determined that none of the exceptions to Categorical Exemptions set forth in the CEQA Guidelines, section 15300.2 apply to this project.

LOCAL PREFERENCE

Local preference is not applicable because this is not a contract for goods, services, or public work of improvement.

FISCAL IMPACT

The lease will be paid from the Department's FY 17 General Fund budget with appropriations the City Council added for report writing offices in the Central and Northeast Districts.

Attachment:
Lease Agreements