

# STAFF REPORT

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**DATE:** May 9, 2022  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Jamie Adelman, Acting VP, Finance/CFO  
**SUBJ:** APPROVING THE FOURTH AMENDMENT TO THE LEASE OF OFFICE SPACE AT 2810 O STREET

## RECOMMENDATION

Adopt the Attached Resolution.

## RESULT OF RECOMMENDED ACTION

Approval of the Fourth Amendment will allow Sacramento Regional Transit District (SacRT) to continue occupying office space at 2810 O Street used by the Human Resource Department personnel for an additional five years.

## FISCAL IMPACT

FY22	\$4,000
FY23	\$48,000
FY24	\$48,000
FY25	\$48,000
FY26	\$48,000
FY27	\$44,000
Total	\$240,000

## DISCUSSION

On May 20, 2004, SacRT entered a short-term lease with Marilyn and Anthony Wordlow for use of the approximately 4,000 square foot office space located at 2810 O Street, Sacramento, California. Since 2004, SacRT has entered into subsequent agreements with the Wordlow's to extend the terms of the lease with no additional increases. The current agreement expires May 31, 2022; however, SacRT has the option to renew the lease for an additional 60-month term.

The building currently houses the Human Resources and Retirement Services departments, which provide numerous services including recruiting and managing health and welfare benefits, employee assistance benefits, statutory leaves, and pension plans for the entire agency. The lease contains a 60-day termination clause, which allows

either party to terminate the lease extension if space needs change over the course of the 5-year extension.

Staff recommends that the Board approve the Fourth Amendment to the Lease of Office Space, as well as give the General Manager authority to either terminate the lease as needed or negotiate and execute any future amendments to extend the lease as needed.

RESOLUTION NO. 2022-05-043

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

May 9, 2022

**APPROVING THE FOURTH AMENDMENT TO THE LEASE OF OFFICE SPACE AT 2810 O STREET**

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Fourth Amendment to the Lease of Office Space (2810 O Street, Sacramento, California) , by and between the Sacramento Regional Transit District (therein "Tenant") and Anthony P. and Marilyn V. Wordlow (therein "Owner"), whereby the term is extended for five years (to May 31, 2027), is hereby approved.

THAT, the General Manager/CEO is hereby authorized and directed to execute the Fourth Amendment.

THAT, the Board hereby delegates authority to the General Manager/CEO to terminate the lease before the end of the lease term, in the future if the General Manager/CEO determines in their sole discretion that the space is no longer needed for SacRT's business needs.

THAT, the Board hereby delegates authority to the General Manager/CEO to exercise any options in the Principal Agreement to extend the lease term and to execute any amendments necessary to effectuate the lease extension, if the General Manager/CEO determines in their sole discretion that the office space is needed beyond the current lease term.

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STEVE MILLER, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Tabetha Smith, Assistant Secretary