



**Sequoia
Healthcare
District**

525 Veterans Blvd.
Redwood City, CA 94063

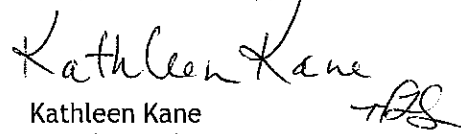
650-421-2155 Phone
650-421-2159 Fax

www.sequoiahealthcaredistrict.com

**AGENDA
SEQUOIA HEALTHCARE DISTRICT
SPECIAL BOARD OF DIRECTORS MEETING
4:30 PM, Wednesday, September 20, 2017
Conference Room
525 Veterans Blvd., Redwood City, CA 94063**

*Director Shefren will attend via teleconference from 76 Schimke, Bear Valley, CA 95233

1. Call To Order And Roll Call
2. Public Comment On Non-Agenda Items*
- ACTION 3. Adopt Board Resolution of Intent To Move From At-large Board Elections To Zone Elections (Beginning With The November 2018 Election, If Feasible).
- ACTION 4. To Approve Letter Of Intent To Lease Four (4) Offices To The San Mateo County Dental Society For Thirty (30) Months Starting January 1, 2018.
- ACTION 5. To Authorize The CEO To Enter Into A Lease With Bedrosian Insurance For Two (2) Offices For Three (3) Years Starting October 1, 2017.
6. Adjourn. The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District Is Scheduled For 4:30 PM, Wednesday, October 4, 2017 District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063


Kathleen Kane
Board President

*Public comment will be taken for each agenda item prior to the board's consideration on that item.

Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District office, 525 Veterans Blvd., Redwood City, CA, during normal business hours. Please telephone 650-421-2155 to arrange an appointment.

If you are an individual with a disability and need an accommodation to participate in this meeting, please contact Sequoia Healthcare District at least 48-hours in advance at 650-421-2155.



1161 Cherry Street #P San Carlos, CA 94070

September 12, 2017

Sequoia Healthcare District
c/o Lee Michelson, CEO
525 Veterans Blvd
Redwood City, CA 94063

RE: 525 Veterans Blvd
Redwood City, CA 94063

Dear Mr. Michelson:

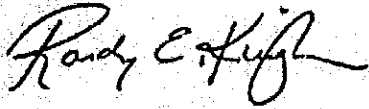
On behalf of my client, San Mateo County Dental Society, we are pleased to submit the following leasing proposal to you and your board for consideration. Should the terms outlined below be acceptable this proposal will be used as guideline for a written lease agreement.

Landlord:	Sequoia Healthcare District
Tenant:	San Mateo County Dental Society
Premises:	Exclusive use of four private offices and a portion of storage space adjacent to training room. Actual size of storage space to be determined. Non-exclusive/shared space with Bedrosian: use of kitchen, file room, mail area and lobby. Non-exclusive/shared with Sequoia Healthcare: use of conference room, training room and restrooms. Premises shown on attached Space Plan.
Use:	Administrative offices, membership meetings, classes and events.
Early Possession:	12/14/2017. Tenant shall be permitted early access to the Premises for the purposes of installing equipment cabling, telephone and furniture.
Lease Commencement:	1/1/2018
Lease Term:	30 Months

Base Rent:	<u>Months</u> 1-30	Monthly <u>Rent</u> \$3,500.00
Janitorial:	Landlord shall provide janitorial services to the Premises and Common Areas twice per week.	
Utilities and Trash:	Landlord shall provide and pay for all utility services and trash disposal.	
Building Access:	Tenant's authorized employees shall have access to the Building and Premises twenty-four (24) hours per day, seven (7) days per week.	
Security Deposit:	\$4,500.00	
Parking:	Tenant shall be permitted non-exclusive access to all parking on the property. Tenant shall notify Landlord in advance of any meetings or classes which would require additional parking beyond their usual administration staff parking.	
Signage:	Landlord shall provide Tenant will monument signage along Veterans Blvd at Landlord's cost. Tenant shall request permission from Landlord for any additional signage which shall not be unreasonably withheld or delayed.	
Early Termination Clause:	Tenant shall have the option to terminate the lease early by providing Landlord with ninety (90) days written notice.	
Brokerage Representation:	Tenant is represented by Kinghorn Commercial Properties. Landlord is not currently represented by any real estate brokerage. No real estate commissions shall be paid by Landlord to any brokerages involved in this transaction.	
Acceptance Date:	The business terms and conditions outlined above will expire 4:00 pm September 18, 2017.	

Please indicate your acceptance of this proposal by signing where indicated below and return this document to our office. It is understood and agreed that the rights and obligations of the Parties are conditional upon the execution of a formal Lease Agreement.

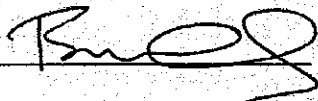
Sincerely,



Randy Kinghorn
Kinghorn Commercial Properties #01743580
randy@kinghorncommercial.com
650.918.4388 office

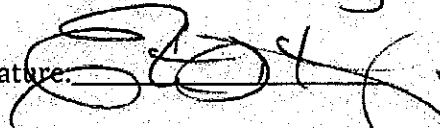
Agreed and Accepted:

Tenant: San Mateo County Dental Society

Signature: 

Date: 9/12/17

Name: Benson H. Wong

Signature: 

Date: 9/12/17

Name: ETTA L. KINNEY

Agreed and Accepted:

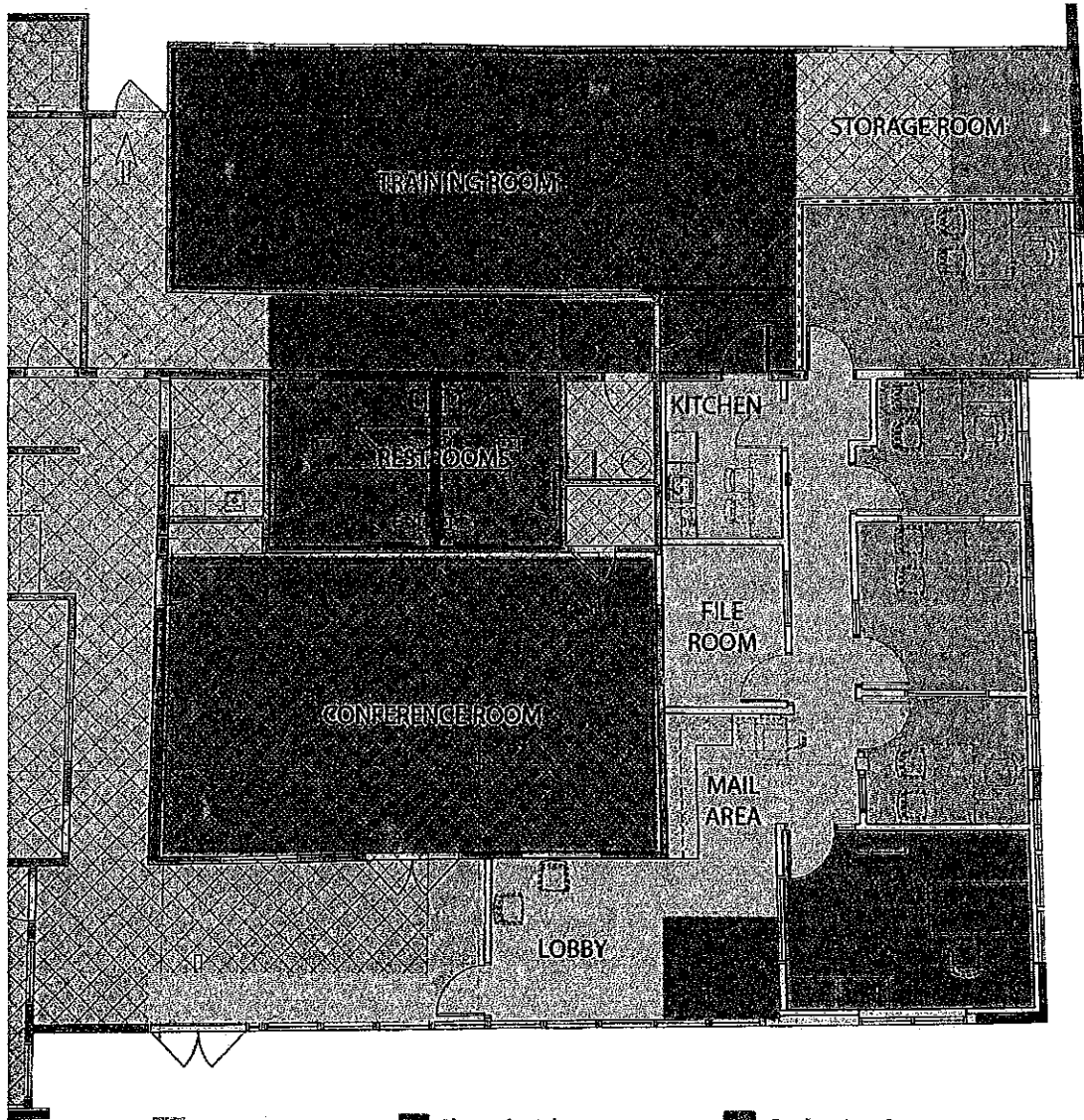
Landlord: Sequoia Healthcare District

Signature: _____

Date: _____

Name: _____

SPACE PLAN



SMCDS Space

Shared with Sequoia

Bedrosian Space

Shared with Bedrosian