



BOARD OF SUPERVISORS AGENDA ITEM REPORT  
AWARDS / CONTRACTS / GRANTS

Award  Contract  Grant

Requested Board Meeting Date: 7/02/2024

\* = Mandatory, information must be provided

or Procurement Director Award:

**\*Contractor/Vendor Name/Grantor (DBA):**

Rillito Park Foundation, an Arizona non-profit corporation ("Operator")

**\*Project Title/Description:**

Historic Jelks House Operating Agreement, Second Amendment to Operating Agreement

**\*Purpose:**

Second Amendment to Operating Agreement for the Historic J. Rukin Jelks House located at 1090 E. River Rd. (the "Property") between Operator and Pima County ("County"). Operator has occupied and maintained the property per terms and conditions of a previous Operating Agreement dated April 13, 2013, to June 30, 2023 and Amended July 1, 2023 to June 30, 2024. Operator desires to continue to occupy and maintain the Property. County and Operator have agreed to amend and extend the operating agreement for an additional one (1) year term. All other terms and provisions of the Operating Agreement and First Amendment will remain the same. RPS File LCP-0014

**\*Procurement Method:**

Exempt pursuant to Pima County Code 11.04.020

**\*Program Goals/Predicted Outcomes:**

The Operator will continue to pay the monthly fee and maintain the Property during the term of the Amendment.

**\*Public Benefit:**

Collection of a monthly fee in the amount of \$2,000.00 per month. The fees will be deposited into a special revenue fund with Pima County Parks and Recreations to be used exclusively for County authorized capital improvements to the Property.

**\*Metrics Available to Measure Performance:**

The monthly rental fee of \$2,000.00 is based on an independent appraisal completed by Southwest Appraisal Associates.

**\*Retroactive:**

Yes. Due to the timeframe of receipt of the signed Amendment by both the vendor and internal departments signatures, preventing this amendment to meet the COB deadline of June 5th for the BOS meeting of June 18, 2024.

Location Map attached.

To: COB 6-13-24(1)  
JELKS 2  
Pg 3-4

JUN 13 2 40 PM '24

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

Contract / Award Information

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_
Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_
Expense Amount \$ \_\_\_\_\_ \* Revenue Amount: \$ \_\_\_\_\_

\*Funding Source(s) required: \_\_\_\_\_

Funding from General Fund? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Contract is fully or partially funded with Federal Funds? Yes No

If Yes, is the Contract to a vendor or subrecipient? \_\_\_\_\_

Were insurance or indemnity clauses modified? Yes No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? Yes No

If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: CTN Department Code: RPS Contract Number (i.e., 15-123): 23\*0185
Amendment No.: 2 AMS Version No.: 2
Commencement Date: 7/01/2024 New Termination Date: 6/30/2025
Prior Contract No. (Synergen/CMS): CTN-PW-21-0094

Expense Revenue Increase Decrease

Amount This Amendment: \$ 24,000.00

Is there revenue included? Yes No If Yes \$ \_\_\_\_\_

\*Funding Source(s) required: \_\_\_\_\_

Funding from General Fund? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Grant/Amendment Information (for grants acceptance and awards)

Award Amendment

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Grant Number (i.e., 15-123): \_\_\_\_\_
Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Amendment Number: \_\_\_\_\_
Match Amount: \$ \_\_\_\_\_ Revenue Amount: \$ \_\_\_\_\_

\*All Funding Source(s) required: \_\_\_\_\_

\*Match funding from General Fund? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Match funding from other sources? Yes No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Funding Source: \_\_\_\_\_

\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Rita Leon

Department: Real Property Services

Telephone: 724-6462

Department Director Signature: \_\_\_\_\_

Date: 6/12/2024

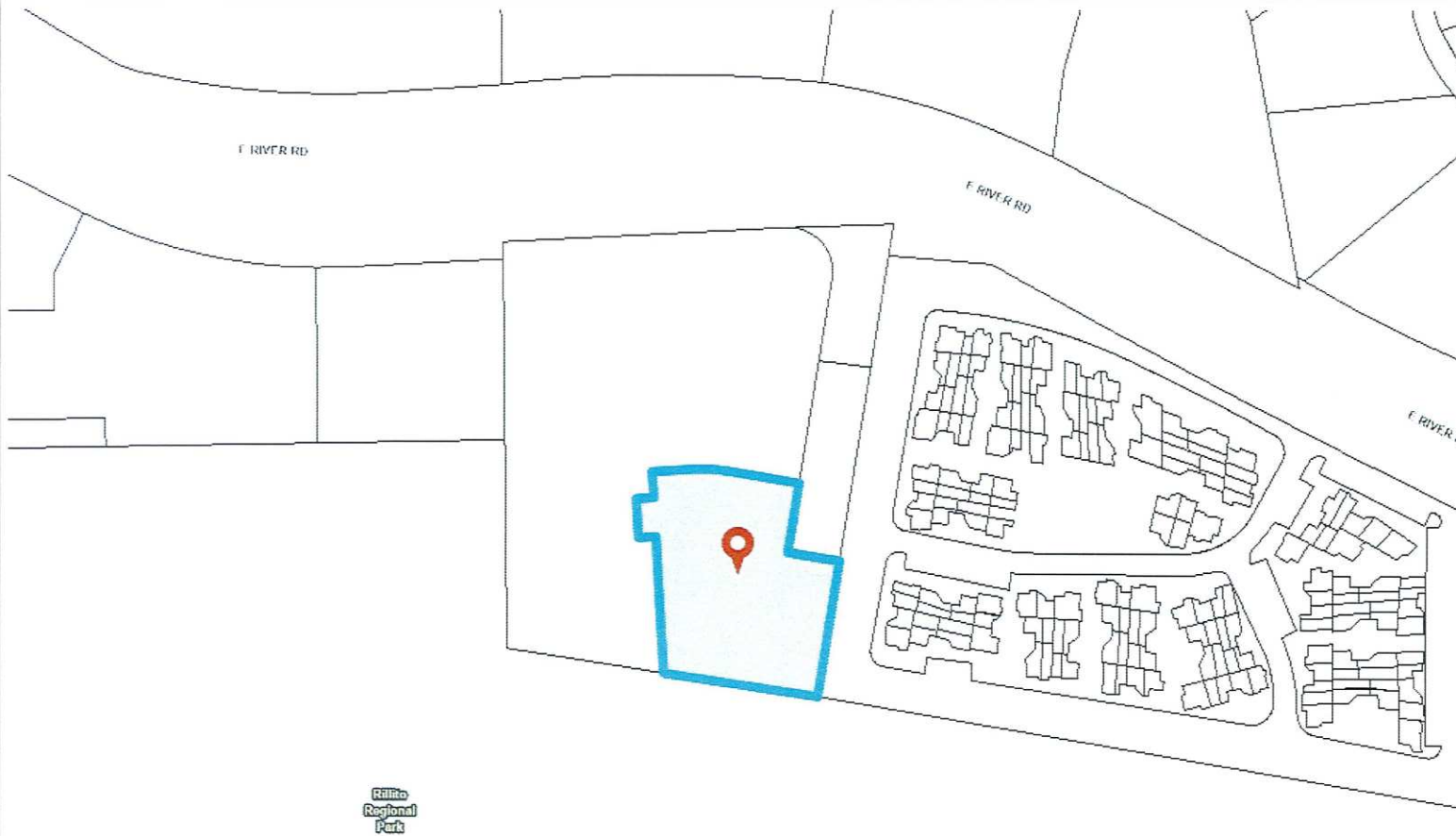
Deputy County Administrator Signature: \_\_\_\_\_

Date: 6/12/2024

County Administrator Signature: \_\_\_\_\_

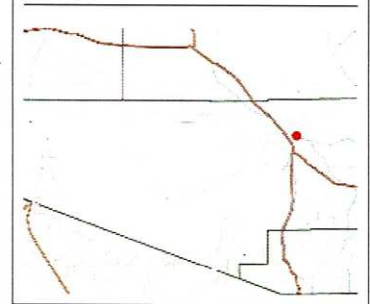
Date: 6/13/24

# Location Map 108-18-013F

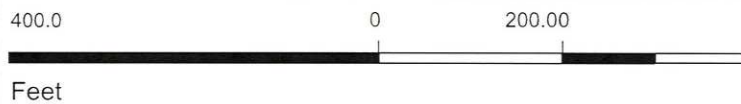


## Legend

Parcels



## Notes:



This map is static output from an internet mapping site and no warranty is expressed or implied as to the accuracy, reliability, currency or completeness of the data, and is for reference only



<p><b>PIMA COUNTY DEPARTMENT OF: NATURAL RESOURCES, PARKS &amp; RECREATION</b></p> <p><b>PROJECT: Historic Jelks House Operating Agreement</b></p> <p><b>OPERATOR: Rillito Park Foundation, an Arizona nonprofit corporation</b></p> <p><b>OPERATING AGREEMENT NO.: CTN-RPS-23*0185 -2</b> (Formally known as CTN-PW-21-0094)</p> <p><b>AMENDMENT NO.: Two (2)</b></p>	
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<b>ORIGINAL OPERATING TERM:</b> 07-01-2021 – 06-30-2023	<b>ORIG. AMOUNT:</b>	<b>\$31,200.00</b>
<b>TERMINATION DATE PRIOR AMENDMENT:</b> 06-30-2024	<b>PRIOR AMENDMENTS:</b>	<b>\$24,000.00</b>
<b>TERMINATION THIS AMENDMENT:</b> 06/30/2025	<b>AMOUNT THIS AMENDMENT:</b>	<b>\$24,000.00</b>
	<b>TOTAL AMOUNT:</b>	<b>\$79,200.00</b>

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**SECOND AMENDMENT TO OPERATING AGREEMENT**

**I. BACKGROUND AND PURPOSE; EFFECTIVE DATE**

1.1. Pima County, a political subdivision of the State of Arizona (“County”) owns real property at 1090 E. River Rd., Tucson, Arizona (the Property), which is depicted in Exhibit A.

1.2. Rillito Park Foundation, an Arizona non-profit corporation (“Operator”) currently occupies the Property under an Operating Agreement # CTN-RPS-23\*0185 (formally known as CTN-PW-21-0094, reissued due to internal department/unit revisions), dated July 1, 2021, and First Amendment dated July 1, 2023. The First Amendment to Operating Agreement is scheduled to terminate on June 30, 2024.

1.3 The parties wish to extend the Term of the Operating Agreement for an additional one-year term.

1.4 Effective Date: This Amendment is effective as of July 1, 2024.

2. **MODIFICATION OF OPERATING AGREEMENT.** County and Operator hereby modify the terms of the Agreement as follows:

2.1. **Term:** The Operating Agreement is extended for an additional one-year term, with the amended Term to begin on July 1, 2024, and terminate on June 30, 2025, unless otherwise terminated or extended by the parties.

2.2. **Applicable Law:** Any legal action relating to this Lease must be brought in Arizona court in Pima County; Arizona law will apply to such disputes.

2.3. **Notices:** Any notice required hereunder must be delivered personally or by certified mail, directed as follows:

If to County:

Victor Pereira, Director  
Pima County Department of  
Natural Resources, Park, and Recreation  
3500 W. River Rd.  
Tucson, Arizona 85741

With a copy to:

Jeffrey Teplitsky, Director  
Pima County Real Property  
201 N. Stone Ave. 6<sup>th</sup> Floor  
Tucson, Arizona 85715-1215

If to Operator:  
Mark Van Buren  
Rillito Park Foundation  
P.O. Box41021\_  
Tucson, Arizona 85717

3 **REMAINING OPERATING AGREEMENT and FIRST AMENDMENT TERMS UNCHANGED.** All other terms and conditions of the Operating Agreement not specifically modified by this Amendment remain in full force and effect.

The Parties hereby execute this First Amendment on the day, month and year written below.

**LANDLORD:**  
**Pima County, a political subdivision of  
the State of Arizona**

**TENANT:**  
**Rillito Park Foundation  
an Arizona non-profit corporation**

\_\_\_\_\_  
Adelita Grijalva, Chair Board of Supervisors

  
\_\_\_\_\_  
Signature

Date \_\_\_\_\_

Jaye H. Wells - Acting President  
\_\_\_\_\_  
Name and Title (please print)

ATTEST:

Date 6/3/2024

\_\_\_\_\_  
Melissa Manriquez, Clerk of Board

Date \_\_\_\_\_

APPROVED AS TO CONTENT:

 6/12/2024  
\_\_\_\_\_  
Carmine DeBonis, Deputy County Administration-Public Works

 6/3/2024  
\_\_\_\_\_  
Jeffrey Teplitsky, Director, Real Property Services

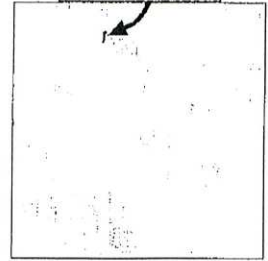
APPROVED AS TO FORM:

 05/31/2024  
\_\_\_\_\_  
Rachelle Barr, Deputy County Attorney

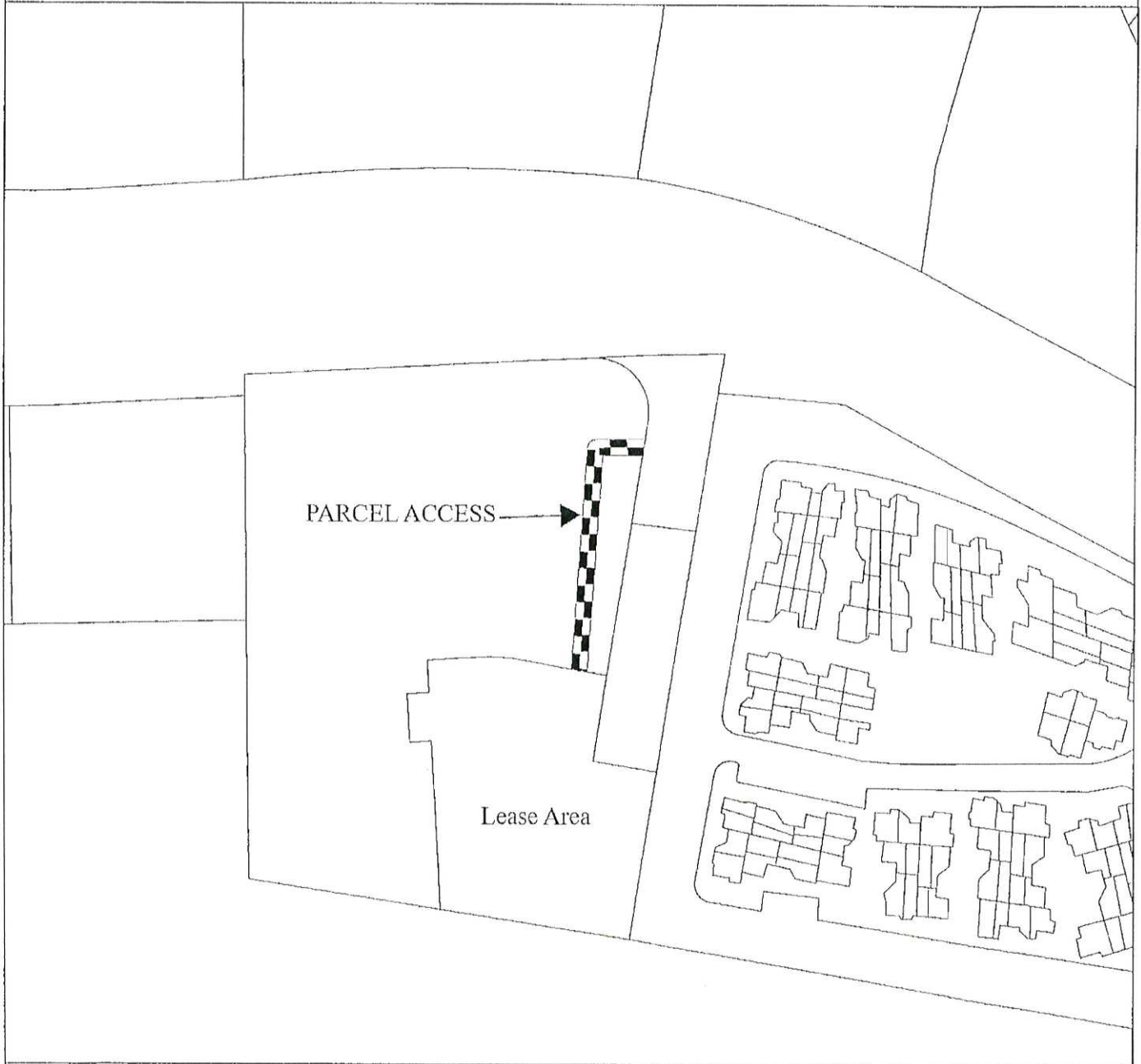
# Exhibit "A"

SECTION 19  
TOWNSHIP 13 SOUTH  
RANGE 14 EAST

SUBJECT AREA



SECTION 19 G&SRM  
PIMA COUNTY, ARIZONA



23069

PIMA COUNTY DEPARTMENT OF TRANSPORTATION  
ENGINEERING INFORMATION MANAGEMENT

DRAWING NOT TO SCALE

DRAWN BY: S. BUTLER

DATE: MAY 2023

### LEGEND



PARCEL ACCESS