



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 1/26/2021

Agenda Placement: 7F

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors

**FROM:** Steven Lederer - Director of Public Works  
Public Works

**REPORT BY:** Andrea Salter, Staff Services Analyst I - 7072598603

**SUBJECT:** Semi-Annual Report of Space License and Lease Agreements Executed by the County Executive Officer

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### **RECOMMENDATION**

Director of Public Works requests the Board accept a report on Space License Agreements and Lease Agreements executed by the County Executive Officer during the period July 1, 2020 through December 31, 2020 pursuant to Resolution No. 2018-36.

### **EXECUTIVE SUMMARY**

On March 20, 2018 the Napa County Board of Supervisors approved Resolution No. 2018-36 delegating authority to execute space license agreements and lease agreements to the County Executive Officer consistent with the scope of Government Code Section 26227. One of the resolution provisions is for the Property Management Division of the Department of Public Works to provide the Board of Supervisors with a report on all space license and lease agreements entered into pursuant to this authority.

### **FISCAL & STRATEGIC PLAN IMPACT**

Is there a Fiscal Impact? No

County Strategic Plan pillar addressed: Effective and Open Government

### **ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Government Code Section 26227 authorizes the Board of Supervisors to delegate authority to staff to enter into space licenses and leases with other public agencies and private entities, including non-profits and individuals that operate programs that serve a public purpose. Resolution No. 2018-36 delegated this authority to the County Executive Officer. Agreements entered into under this authority are recommended to the County Executive Officer for approval by the Public Works Department, reviewed and approved by Risk Management, and approved as to form by County Counsel.

During the period of July 1, 2020 through December 31, 2020, the County Executive Officer executed Space License Agreements with:

- | Wildlife Rescue, to rehabilitate wildlife,
- | Pacific Gas & Electric, for storage during Rapid Earth Fault Current Limiter Pilot Project,
- | Napa Sanitation District, for storage during Pipeline Project,
- | Community Action Napa Valley, for food distribution and storage during COVID-19,
- | City of Calistoga, for administrative office space,
- | State of California, during LNU Lightning Complex,
- | City of Napa, for Police training and evaluations,
- | City of Napa, for Police and Fire training,
- | Cablecom, for parking and storage to restore communication systems damaged during Glass Fire Complex,
- | St. Helena Hospital Foundation, for food distribution during Glass Fire Complex,
- | City of Calistoga, for Police training,
- | Salvation Army, for gift distribution during Holiday Assistance Program,
- | Up Valley Family Center, for food distribution during Holiday Assistance Program, and
- | ADX Healthcare, for COVID-19 testing.

The attached report is presented to the Board for their information and does not include space license or lease agreements that may have been executed independent of the Public Works Department, for example those executed at the request of the Emergency Operations Center in response to COVID-19 or wildfire events.

### **SUPPORTING DOCUMENTS**

A . Semi-Annual Report

CEO Recommendation: Approve

Reviewed By: Susan Kuss