



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 1/8/2019

Agenda Placement: 6F

## 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:** Julie Kirk, Staff Services Analyst II - 259-8603

**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, 2018 through December 31, 2018 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 IMPACT**

Is there a Fiscal Impact?                      No

### **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, 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 to form by County Counsel.

During the period of July 1, 2018 through December 31, 2018 the County Executive Officer executed Space License Agreements with Redwood Credit Union for a paper shredding event, Abode Services for office space, Choice in Aging for cubicle space, Napa County Resource Conservation District for a coastal cleanup event, the Salvation Army for a holiday assistance program, and the City of Napa for three events: an antique car show, a women's march and a lighted art festival. The attached report is presented to the Board for their information.

**SUPPORTING DOCUMENTS**

A . Semi-Annual Report of Space License and Lease Agreements

CEO Recommendation: Approve

Reviewed By: Helene Franchi