



Agenda Date: 10/25/2005
Agenda Placement: 6J

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Public Works
REPORT BY: Gladys Coil, Staff Services Analyst, 259-8603
SUBJECT: Space License Agreement with Copia for Space at 933 Water Street

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign a Space License Agreement for the County facility located at 933 Water Street with Copia, The American Center for Wine Food & The Arts, for a maximum annual payment to the County of \$31,920 for the term November 1, 2005 through June 30, 2006 with year to year automatic renewal, for storage, workshop, and office space.

EXECUTIVE SUMMARY

Approval of this space license agreement with Copia, The American Center for Wine Food & The Arts, (Copia) is for 3200 square feet of the County Corporation Yard, previously utilized by the Road Department for office, storage and a materials lab space. Copia plans to use the space for its internal staff purposes only including storage, workshop, and office space.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Capital Improvement Program
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of this Space License Agreement will allow the County to provide a relatively short term storage solution to Copia thus utilizing the Fleet Operations site vacated with the relocation of Fleet to California Boulevard.
Is the general fund affected?	Yes

Future fiscal impact: Revenues derived from this Agreement will partially offset monthly rental costs associated with the California Boulevard lease.

Consequences if not approved: Space will remain vacant and unused.

Additional Information:

ENVIRONMENTAL IMPACT

The Projects are classified as a Class 1, Section 15301 exemption considering that the property's current use will not be substantially changed and no expansion of said use will occur.

BACKGROUND AND DISCUSSION

The Equipment Pool, commonly known as Fleet Management, was established in the 1960's as an enterprise fund to manage and maintain the County's vehicle and equipment fleet.

The operational center for Fleet Management has been located at 933 Water Street, on a 2.13 acre parcel in three structures:

- | a welding and heavy maintenance shop built in the early 1950's;
- | a vehicle maintenance shop with office and warehouse space, built in 1972; and
- | a workshop in a World War II era surplus building moved to the property in 1972 and used by the Property Management division of Public Works.

The site also contains open outdoor storage for bulk materials and paved parking for vehicles and equipment.

Public Works needed to acquire a replacement site for the Water Street property site due to:

- | the passage of Measure A in March 1998;
- | the construction of the COPIA center adjacent to the Water Street property; and
- | the notification from the Flood Control District that a portion of the Water Street facility would eventually need to be taken by the Project.

On February 1, 2005 the Board approved a lease with option to purchase for property on California Boulevard to relocate Fleet Management, and to provide for other space needs for County functions.

This relocation left space vacant at the Water Street location for which Copia had expressed interest in leasing, resulting in the recommendation before the Board today. Revenues derived from this Agreement will partially offset expenditures associated with the lease/option agreement for California Boulevard.

Flood District staff have also reviewed the Agreement and have determined that the space to be occupied by Copia should have no impact on the Flood Project as it moves forward. The attached Plat Map and Aerial photo rendering more clearly define the portion of the existing Water Street property required for the Flood Project.

SUPPORTING DOCUMENTS

- A . Plat Map
- B . Aerial Photo

CEO Recommendation: Approve

Reviewed By: Andrew Carey