



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 11/13/2018

Agenda Placement: 6I

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Steven Lederer - Director of Public Works
Public Works

REPORT BY: Julie Kirk, Staff Services Analyst II - 259-8603

SUBJECT: Amendment 3 to Lease Agreement 170064B (formerly 7714) for 1834 Soscol Avenue, Suite A and A1

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 3 to Lease Agreement No. 170064B (formerly Lease Agreement No. 7714) with James B. Duncan and Nancy A. Duncan for space located at 1834 Soscol Avenue, within the City of Napa, increasing the annual rent from \$28,092 to \$33,660 starting February 1, 2019 with annual increases each February 1st thereafter of nine (9) percent the second year and eight (8) percent the third year to better align with current market rents for the term beginning February 1, 2019 through January 31, 2022, to continue to house an Evening Reporting Center for youth.

EXECUTIVE SUMMARY

Approval of Amendment No. 3 to Lease Agreement No. 170064B will allow the Napa County Probation Department to continue to house and operate an Evening Reporting Center (ERC) for youth. The ERC serves as a community based alternative to detention in Juvenile Hall and provides supervision of nonviolent offenders with highly structured and well supervised group activities during high risk periods.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Probation Department Budget, Fund 1000 Subdivision 1420000. It's funded by the Youthful Offender Block Grant (YOBG).

Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This item is discretionary in that there is no mandate to spend funds in this manner. However, the Board of State and Community Corrections has awarded the Youth Offender Block Grant (YOBG) to Napa County to provide for rehabilitative and supervision services to youthful offenders. These funds will continue to be used to provide services to medium- to high-risk youth in the community.
Is the general fund affected?	No
Future fiscal impact:	The future fiscal impact is dependent upon the availability of grant funds. Appropriations will be budgeted accordingly in future fiscal years. The Probation Department anticipates that this program will continue to be funded by the State.
Consequences if not approved:	If this item is not approved, the Probation Department will not be able to use these funds to provide highly structured evidence-based programming and pro-social services to medium- to high-risk youthful offenders. It would be difficult to find an alternate location to serve these youth after school hours that meets the size, functionality and location needs of the Department.
Additional Information:	

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

On September 1, 2007, the Division of Juvenile Justice (DJJ) stopped accepting juvenile court commitments and parole violators, except those convicted of violent, serious, or sex offenses that fall under Penal Code 707 (b). Juvenile offenders with less serious convictions are now kept in their local jurisdiction, where they can benefit from programs within their communities and be closer to potential support networks. The Youthful Offender Block Grant (YOBG) funding allows counties to provide services to medium- and high-risk juvenile offenders who can no longer be housed in DJJ facilities. The YOBG provides county probation, mental health and drug and alcohol services to youthful offenders. The Probation Department expects to continually receive State funding to pay for the rent and utilities associated with the lease agreement to operate an Evening Reporting Center (ERC) for juvenile youth. The ERC program focuses on strengthening the ability of youth to achieve positive outcomes. The program is a community based alternative to detention that provides highly structured evidence-based programming and pro-social activities.

On January 24, 2012 the Board approved Lease Agreement No. 7714, now known as Agreement No. 170064B, with James B. Duncan and Nancy A. Duncan for space located at 1834 Soscol Avenue. The current lease agreement will expire on January 23, 2019. Approval of Amendment No. 3 will extend the lease term through January 31, 2022, with an increase in the monthly rental fee starting February 1, 2019 from \$2,341 to \$2,805, \$3,060 starting February 1, 2020 and \$3,315 starting February 1, 2021, to continue to house an Evening Reporting Center for youth. In negotiating the extension, the County reviewed current market rental rates, including the rates of similar properties within the complex, as well as the YOBG funding constraints. Public Works staff negotiated with the owner to maintain reasonable rental fees with consensus from the Probation

Department. The property owner was not willing to accept below market rent, and an alternative location for less money was not able to be located.

In addition to the base rent, a monthly pro rata share of the building operating expenses, including repairs, maintenance, utilities, property taxes and insurances equal to 11.186%, which is based on the proportion of the space leased compared to the total leasable space in the building, will be charged. Currently, the monthly pro rata share is \$937 per month.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi