



Agenda Date: 11/20/2007  
Agenda Placement: 6N  
Continued From: Continued from Nov. 6, 2007

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Martha Burdick for Robert Peterson - Director  
Public Works  
**REPORT BY:** Nancy Oweong, Staff Services Analyst I , 253-4603  
**SUBJECT:** Approval/Authorization for Execution of Right of Entry Agreement

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### **RECOMMENDATION**

Director of Public Works requests approval of the following actions pertaining to the installation of interior improvements to property leased by the County (Assessor's Parcel No. 002-152-012):

1. Authorization for the Chair to execute a Right of Entry Agreement to be signed by certain volunteers to allow them, and persons for whom they are responsible, the right to enter and install interior improvements to such County leased property; and
2. Acceptance of initial list of names of designated volunteers.

**(CONTINUED FROM NOVEMBER 6, 2007; STAFF REQUESTS CONTINUANCE TO DECEMBER 4, 2007)**

### **EXECUTIVE SUMMARY**

The County currently leases a residence and garage identified as Assessor Parcel's Number (APN) 002-152-012 from the Waltraud and John Tuteur 1989 Revocable Family Trust for the conduct and operation of County programs. Approval to execute the Right of Entry Agreement will allow certain volunteers and their staff the right to enter the premises for the purpose of making interior improvements.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** The proposed action is exempt from CEQA pursuant to Class 1 [14 CCR, 15301(a)] as a project involving only repair, maintenance and minor alteration of an existing public facility with negligible expansion of use.

### **BACKGROUND AND DISCUSSION**

The County currently leases a residence and garage identified as APN 002-152-012 from the Waltraud and John Tuteur 1989 Revocable Family Trust, for the term July 1, 2005 through June 30, 2010, for the conduct and operation of County programs. Approval of the Right of Entry Agreement, in substantially the form attached, will allow volunteers acting under Labor Code section 1720.04 and, to a lesser extent, persons hired or paid by the volunteers on a prevailing wage basis at the volunteers' sole expense, the right to enter the premises for the purpose of making interior improvements. These improvements proposed by the volunteers will include such items as painting, electrical, plumbing, floor coverings, bathroom fixtures, kitchen appliances, wall coverings and other similar items. As required by the lease agreement, the improvements have been authorized by the Trust. Each volunteer entering the premises, or bringing the volunteer's own paid staff onto the premises, to perform any improvements, will be required to sign the Right of Entry Agreement.

### **SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi