



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/20/2016

Agenda Placement: 6T

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: Lease to US House of Representatives for space at South Campus for Congressman Mike Thompson

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chairman to sign a lease agreement with the United States House of Representatives for a monthly charge of \$650 for the term January 3, 2017 through January 2, 2019 for office space located at 2721 Napa Valley Corporate Drive, Napa, California.

EXECUTIVE SUMMARY

The United States House of Representatives has requested the use of approximately 600 sq. ft. of space to provide office space for Congressman Mike Thompson at 2721 Napa Valley Corporate Drive (formerly known as South Campus Building 4). The lease term will begin on January 3, 2017 and expire on January 2, 2019 with a monthly rental fee of \$650 through the term of the lease.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Non-Departmental Revenue Fund 1000 Subdivision 1050000
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of this lease will generate revenue for the County's General Fund.
Is the general fund affected?	Yes

Future fiscal impact: Continued General Fund revenue through the term of the lease.

Consequences if not approved: The space will go unleased and the Congressman will not be able to occupy the space.

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 February 10, 2015 County entered into Lease Agreement No. 8277 with the U.S. House of Representatives to provide 600 sq. ft. of space at County's South Campus Facility for Congressman Mike Thompson at a monthly cost of \$600 per month. This current lease will expire on January 2, 2017.

Today's request will provide for a new lease with the U.S. House of Representatives allowing Congressman Thompson continued use of the leased space as his district office for the term beginning on January 3, 2017 and expiring on January 2, 2019 with a monthly rental fee of \$650 through the term of the lease.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Bret Prebula