



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/3/2013

Agenda Placement: 7L

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Steven Lederer - Director of Public Works
Public Works
REPORT BY: Carlos Solorio, Staff Services Analyst - 707-259-8603
SUBJECT: Amendment 1 to Lease Agreement with CANV for 100 Hartle Court

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chairman to sign Amendment 1 to Lease Agreement No. 7875 with Community Action Napa Valley at a cost of \$1 per year, extending the term through June 30, 2019 for the purpose of operating an adult shelter.

EXECUTIVE SUMMARY

The County of Napa owns a building located at 100 Hartle Court. The County Health and Human Services agency (HHS) contracts with Community Action Napa Valley (CANV) to operate an adult shelter at that location. CANV, as part of its' contractual agreement with the County, is responsible for raising one third of the operating costs of the shelter. CANV has raised the majority of those funds by successfully applying for Emergency Solution Grant (ESG) funds from the State Department of Housing and Community Development (HCD).

As part of this years' application process HCD is requiring that CANV submit a lease with the County of Napa for the shelter location. This amendment extends the term of the lease through June 30, 2019 to meet HCD requirements and make it more likely for the the CANV ESG application will be approved.

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

The County of Napa owns a 13,000 square foot building located at 100 Hartle Court. The County Health and Human Services agency (HHSA) contracts with Community Action Napa Valley (CANV) to operate an adult shelter at that location. As part of the programs provided at the facility, CANV performs custodial and minor maintenance to the facility and is responsible for all utility costs associated with the operations.

CANV, as part of its' contractual agreement with the County, is responsible for raising one third of the operating costs of the shelter. CANV has raised the majority of those funds by successfully applying for Emergency Solution Grant (ESG) funds from the State Department of Housing and Community Development (HCD). As part of this years' application process HCD is requiring that CANV submit a lease with the County of Napa for the shelter location. The existing lease will expire on September 2014, and HCD application requires that the applicant is in a long term lease. This amendment will extend the term of the lease through June 30, 2019, to meet HCD requirements, and make it more likely for the CANV ESG application to be approved.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan