



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 2/10/2015

Agenda Placement: 6R

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Lawrance Florin - Director
Housing and Intergovernmental Affairs

REPORT BY: Lawrance Florin, DIR HOUSING AND INTERGOVERNMENTAL AFFAIRS - 253-4621

SUBJECT: Lease to US House of Representatives and State Senate Rules Committee for space at South Campus

RECOMMENDATION

Director of Housing and Intergovernmental Affairs requests approval of an authorization for the Chair to sign the following leases for office space at South Campus Building 2 and 4 with rent payments to commence upon movement into Building 4 no later than August 1, 2015:

1. United States House of Representatives for the term February 10, 2015 through January 31, 2016 at the rate of \$660 per month with an annual renewal option at a 5% increase in the monthly rate each year; and
2. California State Senate Rules Committee for the term February 10, 2015 through January 31, 2016 at the rate of \$220 per month with a renewal option to December 31, 2016 at a 5% increase in the monthly rate.

EXECUTIVE SUMMARY

Director of Housing and Intergovernmental Affairs and Director of Public Works are requesting authorization for chair to sign two leases. One lease would be with Congressman Mike Thompson and the other lease with Senator Lois Wolk. Both leases would commence on February 10, 2015. Both tenants would temporarily occupy Building 2 commencing on that date. Upon vacating of Building 4 by current tenants (Assessor, Recorder, Registrar of Voters) the tenants will relocate to Building 4 at their own expense. The space will be occupied by both Congressman Mike Thompson and State Senator Lois Wolk as their District Offices. The lease with Congressman Thompson would total \$660 per month (\$1 per square foot) plus \$60 towards utilities and other common area costs. The lease with Senator Wolk would be for \$220 per month with \$20 per month towards utilities.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Rent Payments
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of these leases will generate rent revenue for the County's General Fund.
Is the general fund affected?	Yes
Future fiscal impact:	If lease is extended it will continue to provide revenue to the General Fund.
Consequences if not approved:	The space will go unleased and the Congressman and State Senator will not be able to occupy the space.
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: **Consideration and possible adoption of a Categorical Exemption Class 1:** It has been determined that this type of project does not have a significant effect on the environment and is exempt from the California Environmental Quality Act. [See Class 1 ("Existing Facilities") which may be found in the guidelines for the implementation of the California Environmental Quality Act at 14 CCR §15301; see also Napa County's Local Procedures for Implementing the California Environmental Quality Act, Appendix B.]

BACKGROUND AND DISCUSSION

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SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan