



Agenda Date: 5/16/2006
Agenda Placement: 6G

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Public Works
REPORT BY: Gladys Coil, Staff Services Analyst II, 259-8603
SUBJECT: Space License Agreement City of Calistoga WIC Services at Community Center

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign a Space License Agreement with the City of Calistoga for the Health and Human Services Women, Infant and Children (WIC) federally funded nutritional program, for the term May 16, 2006 through November 16, 2006 at no cost to the County.

EXECUTIVE SUMMARY

For over 15 years WIC has been providing services to approximately 300 residents of Calistoga. The Program has been housed at the Calistoga Presbyterian Church. In March the Church notified WIC of a considerable increase in rent. The Calistoga Family Center offered to provide space to WIC at no charge, however the space will be unavailable for approximately six months. The City of Calistoga has agreed to house the Program in the City Community Center, at no cost, for the interim period.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Public Health
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Approval of this agreement will allow WIC to continue to serve approximately 300 Calistoga residents which participate in the program. The current space has a rent of \$240 per month and the new space is at no cost.
Is the general fund affected?	No

- Future fiscal impact: In order to make the move to the temporary site of the Community Center, WIC will need to pay for installation of a phone jack and then pay the cost of the DSL service transfer. The same will need to be done when WIC moves to the Calistoga Family Center.
- Consequences if not approved: If this agreement is not approved WIC will be required to stay in their current space at an increased cost which could adversely affect their services and budget.
- Additional Information: Napa County's WIC Program receives funding from the State WIC Branch to provide services at satellite sites in order to serve as many clients as possible. The State WIC Branch will reimburse the County for the cost of moving the DSL lines.

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: General Rule. It can be seen with certainty that there is no possibility the proposed action may have a significant effect on the environment and therefore CEQA is not applicable. [See Guidelines For the Implementation of the California Environmental Quality Act, 14 CCR 15061(b)(3)].

BACKGROUND AND DISCUSSION

WIC has been paying rent to the Calistoga Community Presbyterian Church for the last 15-20 years. The rent has been \$140 per month for the past several years. In March, the Church notified WIC of an increase in rent to \$400 per month. After speaking with the Church, they agreed to reduce the fee to \$240 for the month of April while the Program coordinator looked for alternative space.

The Calistoga Family Center was contacted and expressed interest in housing WIC at zero cost to the Program, but stated there would be no space available for approximately 6 months. In the interim, the City of Calistoga has approved the use of the City's Community Center for six months or until the Family Center has available space, again at no cost to the Program.

The temporary relocation of the Program will save approximately \$240 per month or a total of \$1,440 over the next six months. These same savings will continue once the Program is permanently relocated to the Calistoga Family Center.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Andrew Carey