



Agenda Date: 6/26/2007
Agenda Placement: 6V

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Michael Stoltz for Robert Peterson - Director
Public Works
REPORT BY: Nancy Oweong, Staff Services Analyst I , 253-4603
SUBJECT: Amendment No. 2 to Lease Agreement No. 4883 for Warehouse Space

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Lease Agreement No. 4883 with The Mosher Family Trust increasing the amount by \$1,428 for a new maximum amount of \$48,984 for the term July 1, 2007 to June 30, 2010, with a three percent annual increase for the second and third year, for leased warehouse space for storage of County equipment.

EXECUTIVE SUMMARY

A large, covered, secure and easily accessible space is required for the protection and storage of certain County equipment. The County has been leasing warehouse storage space for this equipment since December of 2002. The current lease expires on June 30, 2007. The new lease term commences July 1, 2007 for a three year term expiring on June 30, 2010.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Office of Emergency Services in the amount of \$29,390. County Fire Department in the amount of \$12,246. Sheriff's Department in the amount of \$7,348.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	A large, covered, secure and easily accessible space is required for the storage of certain County equipment for which current County facilities are inadequate.

Is the general fund affected? Yes

Future fiscal impact: For Fiscal Year 2007-08, the Office of Emergency Services (OES), County Fire and Sheriff's Department will contribute to the monthly lease payment of \$4,082 at the following percentages: OES - 60%, Fire - 25%, Sheriff's - 15%. The lease amount for the second and third fiscal year shall be adjusted at three percent annually.

Consequences if not approved: The lease will expire and the County would need to find another location to store County equipment.

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

A large, covered, secure and easily accessible space is required for the protection and storage of certain County equipment. It is presently advantageous to store this equipment at a location near the Greenwood Fire Station and Sheriff's Department as current County facilities are inadequate. The County has been leasing warehouse storage space for this equipment since December of 2002. The current lease expires on June 30, 2007. The new lease term commences July 1, 2007 for a three year term expiring on June 30, 2010. The annual rental rate will increase by \$1,428 to a new maximum of \$48,984.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi