



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 7/21/2015

Agenda Placement: 6G

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 I - 259-8603

SUBJECT: Amendment 2 to Lease Agreement 7456 for 1814 Soscol Avenue

RECOMMENDATION

Director of Public Works requests approval of and authorization for the Chair to sign Amendment No. 2 to Lease Agreement No. 7456 with Robert C. Jessell and Suzanne M. Jessell, Trustees of Robert C. Jessell and Suzanne M. Jessell Revocable Trust; Stephen C. Patterson, Trustee of the Stephen C. Patterson Exempt Trust, created under the Evy Patterson Revocable Trust; Robert Adam Patterson, Trustee of the Robert A. Patterson Exempt Trust, created under the Evy Patterson Revocable Trust for space located at 1814 Soscol Avenue, Napa, extending the term through June 30, 2016 with an option to automatically renew for additional periods of one month thereafter until terminated by either party giving sixty (60) days written notice and increasing the monthly rental fee by \$81 per month, for a new maximum monthly amount of \$2,757 to continue to house and operate the Program Integrity Unit and portions of the Workforce Investment Act Program for the Health and Human Services Agency.

EXECUTIVE SUMMARY

Approval of Amendment No. 2 to Lease Agreement No. 7456 will allow Health and Human Services to continue to house and operate the Program Integrity Unit and portions of the Workforce Investment Act Program at its current location. It will extend the term of the lease through June 30, 2016 with the option to extend the term on a month-to-month basis commencing at the expiration of the term of this lease. The monthly rental rate will increase on September 1, 2016 by 3% from \$2,676 to \$2,757 for a new maximum of \$32,922 for Fiscal Year 2015-2016. All other terms will remain the same.

FISCAL IMPACT

Is there a Fiscal Impact? Yes

Is it currently budgeted?	Yes
Where is it budgeted?	Health and Human Services Agency
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	There is no suitable space within the Health and Human Services Campus to house these programs for the next ten months.
Is the general fund affected?	No
Future fiscal impact:	The rental fee will be budgeted in the Health and Human Services Agency budget if it is deemed to be necessary to continue into FY 2016-2017.
Consequences if not approved:	If this item is not approved, Health and Human Services will not have adequate space to house all staff for the next 10 months.
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 August 10, 2010, the Board approved Lease Agreement No. 7456 with Robert C. Jessell and Suzanne M. Jessell, Trustees of Robert C. Jessell and Suzanne M. Jessell Revocable Trust; Stephen C. Patterson, Trustee of the Stephen C. Patterson Exempt Trust, created under the Evy Patterson Revocable Trust; Robert Adam Patterson, Trustee of the Robert A. Patterson Exempt Trust, created under the Evy Patterson Revocable Trust for space located at 1814 Soscol Avenue in Napa, to house Workforce Policy and Program Integrity Staff of the Health and Human Services Agency.

On May 6, 2014, the Board approved Amendment No. 1 to Lease Agreement No. 7456 extending the term through August 31, 2015 until the new South Campus facility was available for occupancy and increasing the monthly rental rate by \$80 to \$2,676.

Due to the 2014 South Napa Earthquake the South Campus facility was needed for emergency placement of County staff displaced by earthquake damage. This delayed the renovation and consolidation of Health and Human Services Agency Staff although that renovation work has now begun. Amendment No. 2 to Lease Agreement No. 7456 extends the term through June 30, 2016 with an option to automatically renew for additional periods of one month thereafter until terminated by either party giving sixty (60) days written notice, and increases the monthly rental fee from \$2,676 to \$2,757 on September 1, 2015, for continued use by the Program Integrity Unit and portions of the Workforce Investment Act Program for the Health and Human Services Agency. Commencing October 1, 2016, if the County still requires this space, the rental fee amount will be adjusted by 3% to \$2,839 per month.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Liz Habkirk