NAPA COUNTY BOARD OF SUPERVISORS
Board Agenda Letter

TO: Board of Supervisors
FROM: Liz Habkirk for Steven Lederer - Director of Public Works
Public Works
REPORT BY: Andrea Salter, Staff Services Analyst I - 7072598603
SUBJECT: Semi-Annual Report of Space License and Lease Agreements Executed by the County Executive Officer

RECOMMENDATION
Director of Public Works requests the Board accept a report on Space License Agreements and Lease Agreements executed by the County Executive Officer during the period January 1, 2019 through June 30, 2019 pursuant to Resolution No. 2018-36.

EXECUTIVE SUMMARY
On March 20, 2018 the Napa County Board of Supervisors approved Resolution No. 2018-36 delegating authority to execute space license agreements and lease agreements to the County Executive Officer consistent with the scope of Government Code Section 26227. One of the resolution provisions is for the Property Management Division of the Department of Public Works to provide the Board of Supervisors with a report on all space license and lease agreements entered into pursuant to this authority.

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

Government Code Section 26227 authorizes the Board of Supervisors to delegate authority to staff to enter into space licenses and leases with other public agencies and private entities, including non-profits and individuals that operate programs that serve a public purpose. Resolution No. 2018-36 delegated this authority to the County Executive Officer. Agreements entered into under this authority are recommended to the County Executive Officer for approval by the Public Works Department, reviewed and approved by Risk Management, and approved to form by County Counsel.

During the period of January 1, 2019 through June 30, 2019, the County Executive Officer executed Space License Agreements with the City of Calistoga for Recreation Services Division office space, the City of Calistoga Amendment No. 1 for Recreation Services Division office space, the City of Napa for Sullivan Lot parking to facilitate public safety efforts during the 2019 BottleRock Music Event, the City of Napa for 933 Water Street parking to facilitate public safety efforts during the 2019 BottleRock Music Event, the City of Napa for Sullivan Lot parking to facilitate public safety efforts during the NDA Car Show Event, Sharpsteen Museum for a summer reading program, and Redwood Credit Union Community Fund for a free paper shredding event. The attached report is presented to the Board for their information.

SUPPORTING DOCUMENTS

A. Semi-Annual Report of Space Licenses

CEO Recommendation: Approve
Reviewed By: Leigh Sharp