



MENDOCINO COUNTY BOARD OF SUPERVISORS

ONLINE AGENDA SUMMARY

BOARD AGENDA # 5 (f)

- Arrangements for public hearings and timed presentations must be made with the Clerk of the Board in advance of public/media noticing
- Agenda Summaries must be submitted no later than noon Monday, 15 days prior to the meeting date (along with electronic submittals)
- Send 1 complete original single-sided set and 1 photocopy set – Items must be signed-off by appropriate departments and/or Co. Co.
Note: If individual supporting document(s) exceed 25 pages each, or are not easily duplicated, please provide 7 hard-copy sets)
- Transmittal of electronic Agenda Summaries, records, and supporting documentation must be emailed to: bosagenda@co.mendocino.ca.us
- Electronic Transmission Checklist: ☐ Agenda Summary ☐ Records ☐ Supp. Doc. ☐ If applicable, list other online information below
- Executed records will be returned to the department within one week. *Arrangements for expedited processing must be made in advance*

TO: Board of Supervisors DATE: November 9, 2011

FROM: Kristin McMenomey, GSA Director MEETING DATE: December 13, 2011

DEPARTMENT RESOURCE/CONTACT: Kristin McMenomey PHONE: 4291 Present ☐ On Call ☒

Consent Agenda ☒ Regular Agenda ☐ Noticed Public Hearing ☐ Time Allocated for Item: n/a

■ **AGENDA TITLE:** **Approval of an Amendment to BOS Agreement No 96-176, Lease Agreement for 631 South Orchard Avenue, Ukiah with Les Ryan to Extend the term of the lease on a month-to-month basis**

■ **PREVIOUS BOARD/BOARD COMMITTEE ACTIONS:** The Board approved BOS Agreement No. 96-176 on September 16, 1996; approved Amendment to the Lease Agreement BOS No. 98-268A1 on December 15, 1998, which increased the leased area and provided for interior modifications; approved amendment to the Lease Agreement dated October 1, 2000, which extended the lease through September 9, 2006, and provided for additional interior modifications; and approved the amendment to the Lease Agreement No. 04-053A dated May 18, 2004, which extended the term of the lease through September 9, 2011, and provided for interior and exterior modifications.

■ **SUMMARY OF REQUEST:** The County is currently in the process of reviewing all leased facilities and attempting to consolidate employees into County owned facilities. The Board of Supervisors directed staff to hold off temporarily on the potential relocation of staff located in the Orchard Street Facility for a one year period. The County has several subleases related to this facility including one with a State entity. That particular sublease only allows for a three year extension or a month to month (hold over clause). The County cannot negotiate its master lease for a three year period based on the commitment to report back to the Board within the year and therefore is recommending the proposed month to month lease for the next year.

■ **SUPPLEMENTAL INFORMATION AVAILABLE ONLINE AT:** n/a

■ **ADDITIONAL INFORMATION ON FILE WITH THE CLERK OF THE BOARD (CHECKED BY COB IF APPLICABLE):** ☐

FISCAL IMPACT:			
Source of Funding	Current F/Y Cost	Annual Recurring Cost	Budgeted in Current F/Y
State, Federal, County Funds	\$171,100	\$171,100	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

■ **SUPERVISORIAL DISTRICT:** 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ All ☒ ■ **VOTE REQUIREMENT:** Majority ☒ 4/5ths ☐

■ **RECOMMENDED ACTION/MOTION:** **The Board of Supervisors approves the Amendment to BOS Agreement No 96-176, Lease Agreement for 631 South Orchard Avenue, Ukiah with Les Ryan to Extend the term of the lease on a month-to-month basis, authorizing the Chair to sign same**

■ **ALTERNATIVES:** Direct staff to consider other alternatives

■ **CEO REVIEW (NAME):** _____ PHONE: 463-4441

RECOMMENDATION: Agree ☐ Disagree ☐ No Opinion ☐ Alternate ☐ Staff Report Attached ☐

BOARD ACTION (DATE: _____): ☐ Approved ☐ Referred to _____ ☐ Other _____

RECORDS EXECUTED: ☐ Agreement: _____ ☐ Resolution: _____ ☐ Ordinance: _____ ☐ Other _____