

SANTA BARBARA COUNTY AGENDA BOARD LETTER



Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Agenda Number:
Prepared on: 5/30/06
Department: General Services
Department No.: 063
Agenda Date: June 27, 2006
Placement: Administrative
Estimate Time:
Continued Item: NO
If Yes, date from:

TO: Board of Supervisors

FROM: Bob Nisbet, Director (560-1011)
General Services Department

STAFF CONTACT: Paddy Langlands, (568-3096)
Assistant Director, Support Services Division

SUBJECT: Lease of Office Space, 545 Alisal Road, Solvang
Third Supervisorial District; Folio No. 003006

Recommendations:

That the Board of Supervisors execute, in duplicate, a Lease Agreement between the County of Santa Barbara and Santa Ynez Valley People Helping People, a non-profit Corporation, for 663 square feet of office space at 545 Alisal Road, Suites 109, 110 and 111, in the City of Solvang to be occupied by the Public Health Department/WIC Nutrition Services Program. The lease term is July 1, 2006 through June 30, 2007 and the rent is \$356.92 monthly. The agreement also grants to the Director of Public Health the authority to exercise annual renewal options and if renewed, the rent will be adjusted by ½ of the CPI, but not more than 2%.

Alignment with Board Strategic Plan:

The recommendation(s) are primarily aligned with Goal No. 2. A Safe and Healthy Community in Which to Live, Work, and Visit and with actions required by law or by routine business necessity.

Executive Summary and Discussion:

The original lease with People Helping People was executed by the Board on June 25, 1996. At that time the Public Health Department ran an office and immunization clinic at this location as well as the WIC Nutrition Services Program. In June of 2003, the clinic ceased operations and vacated the premises, but the WIC Program wished to remain in the premises. On July 1, 2003, a 12A10 lease was approved by the General Services Director on behalf of the Board for a lease term of 3 years. This agreement is scheduled to expire on June 30, 2006. The Public Health Department/WIC Nutrition Services Program has funding for the 2006-07 fiscal year and would like to continue to provide services to the citizens of Solvang and the Santa Ynez Valley. This Agreement

Subject: Lease of Office Space at 545 Alisal Road, Solvang;
Third Supervisorial District; Folio No. 003006

Agenda Date: June 27, 2006

Page 2

provides the Director of Public Health Services the ability to renew the lease annually if the department has the necessary funding available without necessitating the timely process to generate a new lease.

Mandates and Service Levels:

No change in programs or service levels.

Fiscal and Facilities Impacts:

The monthly rent of \$356.92 will be paid by Budget Unit 041, from Fund 0001, Account 7580, Programs 1252, 1404 & 1002. No Facilities impact.

Special Instructions:

After Board action, distribute as follows:

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|--------------------------------------|---|
| 1. Original Document | Board's Official File |
| 2. Duplicate Original & Minute Order | Attn: Connie Smith, Office of Real Estate Svcs.,
Courthouse, 2 nd Floor East Wing |

NOTE: Support Services will make copies of the lease and the Minute Order for Public Health and our files, and will deliver the duplicate original of the lease to the owner of the building.

Concurrence:

Public Health Services

Attachment:

Lease Agreement (original and duplicate original)

Board Letter prepared by Connie Smith, Office of Real Estate Services