



MARIPOSA COUNTY

Administration • 209-966-3222



RESOLUTION - ACTION REQUESTED 2013-257

MEETING: June 18, 2013

TO: The Board of Supervisors

MINUTE ORDER ATTACHED

FROM: Rick Benson, County Administrative Officer

RE: Approve HR Lease

RECOMMENDATION AND JUSTIFICATION:

Approve Lease Agreement with Thompson N. Spear Family Trust for Human Resources Office Space, and Authorize the Board of Supervisors Chair to Sign the Lease Agreement.

The attached lease is recommended in order to provide space for the Human Resources Department in the building across the street from the Government Center. The terms of the four year lease include a one-time payment in the amount of \$28,654 for tenant improvements, monthly rent in the amount of \$990 which is to remain stable for two years and a rate adjustment cap of 2.5% after two years.

Appropriations for the one-time payment and lease payments are included in the Requested Budget for Fiscal Year 2013-14.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

On May 28, 2013 your Board approved this location and directed staff to negotiate a lease. At that time, your Board also reviewed proposed tenant improvements. All improvements have been incorporated in this lease.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the lease agreement. Another location would need to be identified as office space for Human Resources or staff would remain in the current location.

FINANCIAL IMPACT:

One time expenditure in the amount of \$28,654 and the monthly lease payments of \$990 (annual cost of \$11,880) are included in the Requested Fiscal Year 2013-14 Budget.

ATTACHMENTS:

HR LEASE AGT (DOC)

HR Lease Agreement Exhibit A (PDF)

CAO RECOMMENDATION

Requested Action Recommended


Rick Benson, County Administrator/Office

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Janet Bibby, District III Supervisor

SECONDER: Merlin Jones, District II Supervisor

AYES: Stetson, Jones, Bibby, Cann, Carrier

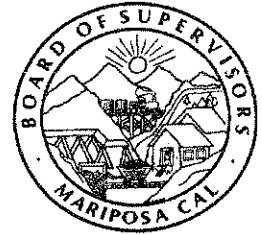


COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

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KEVIN CANN, VICE-CHAIR
JANET BIBBY
MERLIN JONES
JOHN CARRIER

DISTRICT I
DISTRICT IV
DISTRICT III
DISTRICT II
DISTRICT V



MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: RICK BENSON, CAO
FROM: RENE' LaROCHE, Clerk of the Board *RL/AB*
SUBJECT: Approval of Consent Agenda

RES. 13-257

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on June 18, 2013

ACTION AND VOTE:

Rick Benson/County Administrative Officer: informed the Board that the property owner in CA20 requested some last minutes changes, and that those changes have been distributed to the Board; reported that he and County Counsel have reviewed the document and there are no substantive changes; and noted that his recommendation to approve remains the same.

CA20. **Administration RES-2013-257**

Approve Lease Agreement with Thompson N. Spear Family Trust for Human Resources Office Space, and Authorize the Board of Supervisors Chair to Sign the Lease Agreement

Cc: Tessa Prichard, Human Resources Director/Risk Manager
Bill Davis, Auditor
File