



**MEMORANDUM  
FACILITIES MANAGEMENT  
REAL ESTATE SERVICES DIVISION  
County of Placer**

**TO:** Honorable Board of Supervisors **DATE:** May 10, 2022  
**FROM:** Steve Newsom, Director of Facilities Management  
**BY:** Ferrin Call, Project Manager  
**SUBJECT:** Real Estate Services Division / Site Access Agreement, Service Center / The Gathering Inn / 11522 B Avenue, Auburn, CA

---

**ACTION REQUESTED**

Authorize the Director of Facilities Management, or designee, to execute a Site Access Agreement with The Gathering Inn for a Service Center at 11522 B Avenue, Auburn, for the period of May 11, 2022, through June 30, 2023, with no monthly charge, and authorize the Director of Facilities Management, or designee, to sign subsequent amendments with Risk Management and County Counsel concurrence.

**BACKGROUND**

On April 19, 2022, your Board approved an operations agreement between the County and The Gathering Inn to operate a Service Center in a portion of Building 111 at 11522 B Avenue in Auburn. To address utilities, maintenance and other use requirements, the Department of Facilities Management, Real Estate Division (RES) has negotiated a site access agreement to allow The Gathering Inn's occupancy within a 4,082 square-foot portion of Building 111 from May 11, 2022, through June 30, 2023, which is concurrent with termination of the operations agreement. Due to the pilot nature of this Service Center, Health and Human Services is evaluating alternative PCGC locations that may result in a change in location. Therefore, in addition to requesting your Board's authorization for the Director of Facilities Management, or designee, to execute a Site Access Agreement, staff is seeking authorization to amend said Site Access Agreement to address changes in location, term or other changes to enable The Gathering Inn to perform the services contemplated in the operations agreement. There will be no rent for the use of this building. Use of this portion of Building 111 will be shared between The Gathering Inn and Health and Human Services.

**ENVIRONMENTAL IMPACT**

The Site Access Agreement is Categorically Exempt from review pursuant to Section 15301 of the California Environmental Quality Act. This section provides for activities, including leasing of existing facilities, when there is no expansion of use beyond that previously existing.

**FISCAL IMPACT**

No rent will be paid for the use of this building. Maintenance and utility costs for the use of this building are included in the FY 2021-22 Building Maintenance budget. The staffing costs to

Honorable Board of Supervisors

May 10, 2022

Real Estate Services Division / Site Access Agreement, Service Center / The Gathering Inn /  
11522 B Avenue, Auburn, CA

Page 2

prepare and manage the Site Access Agreement are included in the Real Estate Services  
Division FY 2021-22 Budget.

On file with the Clerk of the Board: Site Access Agreement, Service Center