

**MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS** Date: **NOVEMBER 27, 2007**
From:  **JAMES DURFEE / ALBERT RICHIE** 
Subject: **LEASE AGREEMENT – PUBLIC WORKS' SNOW CREW RESIDENCE**

ACTION REQUESTED / RECOMMENDATION: Approve a Residential Lease Agreement between the County of Placer and Ernest and Marilyn Murata, for premises located at 104 Tahoma Avenue, Tahoe City, for seasonal occupancy by the Department of Public Works snow removal crew; and authorize the Chairman to execute this Agreement on behalf of your Board.

BACKGROUND: Since December of 2003, the Department of Public Works (DPW) has leased the abovementioned premises during the months of December through March (hereinafter "Season"), with the discretion to extend the Lease through the month of April if weather conditions create a necessity. The current Lease Agreement expired on April 30, 2007 and DPW has expressed its desire to continue its occupancy for the upcoming season.

In response, the Property Management Division successfully negotiated a new Lease Agreement that provides for an initial term of one Season, plus three option Seasons exercisable upon mutual agreement resulting in a maximum total term of four Seasons. The Lease Agreement will commence on December 1, 2007 with a base rent of \$2,480 (\$1.24/sf), and upon each exercised option the base rent shall be adjusted using the Consumer Price Index. In order to continue DPW's seasonal occupancy of the premises, your Board must authorize the Chairman to execute this Lease Agreement. A copy of the Lease Agreement is available for review at the Clerk of the Board's Office.

ENVIRONMENTAL CLEARANCE: The lease of this facility 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: The rent for the leased premises will commence at \$2,480 per month. The County shall also be responsible for all costs associated for the usage of telephone, television, refuse, gas and electrical services during its occupancy. Sufficient funding for these expenses is included in DPW's Fiscal Year 2007/2008 Budget.

JD:AR:MR:mm

AVAILABLE FOR REVIEW AT THE CLERK OF THE BOARD'S OFFICE: RESIDENTIAL LEASE AGREEMENT

cc: COUNTY EXECUTIVE OFFICE
DEPARTMENT OF PUBLIC WORKS

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