

DEPARTMENT: Human Services/BHRS

BY: James A. Rydingsword, Director
PHONE: 966-2000

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully recommended that your board approve and authorize the chairperson to sign a lease agreement for additional office space located at 5174 Hwy. 140 N. This space will be occupied by eight (8) support staff currently located at the main Social Services building at 5186 Hwy. 49 N.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Please see attached.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Please see attached.

Financial Impact? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Partially Funded		
Amount in Budget: \$ _____		List attachments, numbered pages consecutively.
Additional Funding Needed: \$ _____		Board Memo pg. 1
Source:		Lease Agreement pgs. 2-7
Internal Transfer _____		_____
Unanticipated Revenue _____ 4/5's vote		_____
Transfer Between Funds _____ 4/5's vote		_____
Contingency _____ 4/5's vote		_____
() General () Other		_____

CLERK'S USE ONLY:

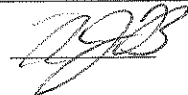
Res. No.: 07-567 Ord. No. _____
 Vote - Ayes: 5 Noes: _____
 Absent: _____
 Approved
 Minute Order Attached () No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
 No Opinion
 Comments:

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____
 Attest: MARGIE WILLIAMS, Clerk of the Board
 County of Mariposa, State of California
 By: _____
 Deputy

CAO: 



**MARIPOSA COUNTY
HUMAN SERVICES DEPARTMENT**

P.O. Box 99 • Mariposa, CA 95338 • (209) 966-2000 • Fax (209) 966-8251

□ Behavioral Health & Recovery □ Community Action □ Housing Authority □ Public Guardian/Conservator □ Social Services
JAMES A. RYDINGSWORD, DIRECTOR

December 11, 2007

TO: Members, Board of Supervisors
Rick Benson, CAO
FROM: James Rydingsword, Director *JAR*
RE: Lease Agreement for Additional Office Space

Recommendation

It is respectfully recommended that your board approve and authorize the chairperson to sign a lease agreement for additional office space.

Background/Current Situation

The County recently conducted an impact fee study that identified Human Services as one of the departments in the county that is currently impacted by growth and will continue to grow over the next 20 years. The Department is now occupying six buildings, and space needs continue to impact our ability to serve the public. The Department has identified space that can be utilized by support staff, thus allowing for the space needs of those that serve the public directly.

The attached lease agreement is for approximately 1,750 square feet of office space located at the northeast corner of State Highway 49 and State Highway 140, commonly known as 5174 Hwy 140N. This building is currently owned and is being renovated by Tolley Gorham. This space will be occupied by support staff that is currently located in the main social services building at 5186 Hwy 49N. The eight support staff that will be moved consist of the Fiscal Officer, Staff Services Manager, Network Administrator, Account Technician, Account Clerk III, Account Clerk II, Administrative Analyst and Senior Office Assistant. The leasing of this new space will allow the eligibility unit to provide better client interview space, better defined work areas and growth in staff.

Financial

The attached lease agreement is for three years at \$2,087.50 per month. The lease is to begin January 1, 2008, the expected date of renovation completion. This lease amount was anticipated and is included in the Human Services Budget unit 001-0507. There will be an increase to the Social Services budget for the reallocation of existing lease costs. This reallocation will be part of the mid-year budget adjustment.



COUNTY OF MARIPOSA

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

JANET BIBBY, CHAIR
LYLE TURPIN, VICE CHAIR
BRAD ABORN
DIANNE A. FRITZ
BOB PICKARD

DISTRICT III
DISTRICT II
DISTRICT I
DISTRICT IV
DISTRICT V



MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: JAMES A. RYDINGSWORD, Human Services Director
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
SUBJECT: Consider Items Removed from the Consent Agenda - Item 3
RESOLUTION 07-567

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on December 11, 2007

ACTION AND VOTE:

Consider Items Removed from the Consent Agenda

Item 3 – Supervisor Bibby initiated discussion relative to the lease agreement for additional office space for Human Services and the limited parking spaces. Jim Rydingsword, Human Services Director, advised that they are reviewing alternatives for parking and provided input on their need for office space. Rick Benson clarified that the building permits have been finalized. (M)Fritz, (S)Pickard, item 3 was approved/Ayes: Unanimous.

CA-3 Approve a Lease Agreement with Tolley and/or Sherry Gorham for Additional Office Space for Social Services, Located at 5174 Highway 140 North and Authorize the Board of Supervisors Chair to Sign the Agreement (Human Services Director); Res. 07-567

Cc: Chris Ebie, Auditor
Marty Allen, Safety Officer
File