



Legislation Text

File #: 11-0091, **Version:** 2

Health and Human Services Agency, Social Services Division, recommending the Board authorize continuing payments for a perpetual Lease 348-L1111 in the amount of \$1020 per month with Russell M. Hitomi, Trustee of the Russell M. Hitomi Revocable Family Trust, for thirty-four designated parking spaces located at 3360 Sandy Way in South Lake Tahoe.

FUNDING: Federal and State funds with County share of cost met primarily with realignment funds.
Fiscal Impact/Change to Net County Cost: Funding for Lease #348-L1111 is included in the Health and Human Services Agency, Social Services Division's Fiscal Year 2011-12 budget.

Compensation for Services: In accordance with the Lease's requirements, payments in the amount of \$1,020 per month are to be made to the Lessor on the first day of each month.

Termination: Either party may terminate the Lease upon seven (7) days' notice.

Background: The Department of Human Services (DHS) leased office space located at 971 and 981 Silver Dollar Lane in South Lake Tahoe from 1985 to 2009. In 2009 DHS had to reduce its budget and moved from the leased space to the El Dorado Center, a County-owned facility located at 3368 Lake Tahoe Boulevard. The addition of DHS employees and clients at the El Dorado Center resulted in a shortage of parking spaces at the facility. Perpetual lease #348-L1111 for the provision of thirty-four designated parking spaces located at 3360 Sandy Way in South Lake Tahoe was approved by County Counsel and Risk Management. The Board approved perpetual Lease #348-L1111 on March 29, 2011. On November 1, 2011, the County of El Dorado Board of Supervisors approved combining the Department of Human Services with its Health Services Department, to be effective November 5, 2011 and now known as the County of El Dorado Health and Human Services Agency (HHSA).

Reason for Recommendation:

The Department of Human Services brings this matter before the Board pursuant to the requirements of County of El Dorado Board of Supervisors Policy Number C-17, "Procurement Policy" Section 4.5 which states that "Departments must obtain authorization from the Board of Supervisors, initially, and on an annual basis, to utilize any contract that does not have a stated term."

Perpetual Lease #348-L1111 was inadvertently left off the DHS list of FY 2011-12 perpetual agreements presented to the Board for review and approval via Legistar Item 11-0762 on August 9, 2011. Health and Human Services Agency recommending the Board approve continuation of perpetual Lease #248-L1111 and authorize the Auditor-Controller to continue to process claims for payment to Russell M. Hitomi, Trustee of the Russell M. Hitomi Revocable Family Trust as presented by HHSA without further documentation.

Action to be taken following Board approval: Authorize the Auditor-Controller to continue to process claims for payment to Russell M. Hitomi, Trustee of the Russell M. Hitomi Revocable Family

Trust as presented by HHSA without further documentation.