



## Legislation Text

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**File #:** 10-1095, **Version:** 2

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Health and Human Services Agency recommending the Board consider the following:

- 1) Authorize the Chair to sign Amendment III to Lease Agreement 304-L0711 with Jeffrey Smith for the building used by the Animal Shelter at 511 Placerville Drive, thereby extending the term of the annual lease to September 30, 2014 and converting the annual lease to a month-to-month lease effective October 1, 2014, with no change to the monthly rent amount of \$7,000. The cost remains \$1.21 per square foot; and
- 2) Authorize Facilities, on behalf of the County and at least sixty days in advance, of when the permanent animal shelter is ready for occupancy, to issue a letter notifying the Lessor of the County's intent to cancel the lease.

**FUNDING:** Fees for Services and General Fund.

**Fiscal Impact/Change to Net County Cost**

Funding for the lease is included in the Health and Human Services Agency's ("HHSA") budget for Fiscal Year ("FY") 2013-14. HHSA will include funding for the remainder of the lease term in future budget requests.

**Background**

County-owned office space is not available to house both Animal Services Program and the animals in their care and control. The current office space located at 415 Placerville Drive has been leased since June 1, 2007 as temporary offices for program staff for the administrative purposes of processing licensing and responding to calls from the public. In addition, Animal Services has leased 511 Placerville Drive since January 1, 2007 as a temporary animal shelter for its Western Slope area (File ID 09-1337) until the permanent animal shelter is ready for occupancy (File ID 10-1235). Remodeling work is progressing on the permanent Animal Shelter, which is expected to open between September and November 2014. At the time of completion of the permanent Animal Shelter, both operations will be consolidated into a single location.

**Reason for Recommendation**

The extension of this temporary lease 304-L0711 is necessary for the continued operation of the Animal Services Program until the permanent shelter is available for occupancy. Without this temporary solution, Animal Services staff will be unable to fulfill the purpose of County Ordinance Title 6, Chapter 6.04, which is to "regulate the control and humane treatment of animals within the boundaries of El Dorado County for the protection of the safety and welfare of the public (Ord., 3692 Section 1, 1987). After the building is open, it will house Program staff and the animals in its care and control.

**Action(s) to be taken following Board approval**

- 1) Chair to sign two (2) original Amendment III to Agreement 304-L0711;
- 2) Board Clerk to return one (1) fully executed original to HHSA, Contracts Unit, at 3057 Briw Road, Suite A;
- 3) HHSA to distribute original; and

4) Facilities to prepare and send a lease cancellation letter when appropriate and provide HHS, Contracts Unit with a copy.

**Contact**

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**Concurrences**

County Counsel and Risk Management