



Legislation Text

File #: 24-755, Version: 1

Memorandum

Date: July 9, 2024

To: The Honorable Lake County Board of Supervisors

From: Susan Parker, County Administrative Officer

Subject: Approve Live Oak Senior Center Lease Agreement in the amount of \$1.00 per year for a 10 year term.

Executive Summary:

The attached lease agreement provides Live Oak Seniors, Inc. with exclusive use (subject to making it available for groups when not in use by Live Oak Seniors) of the Senior Center building in Clearlake Oaks. The proposed lease has an initial term of ten years with an option to extend in five-year increments upon the mutual consent of the parties.

The lease addresses issues that are standard to such arrangements, including alteration to premises, insurance, and indemnifications. Because this lease may create a possessory interest subject to property tax on the part of the Live Oak Seniors, the lease provides that the Live Oak Seniors will be responsible for paying any possessory interest tax that may be levied.

The lease also provides the Senior Center with the opportunity to support its budget by renting-out space within the facility so long as the proposed use is in accordance with a Facility Use Policy that is satisfactory to the County. A copy of the proposed Facility Use Policy is also attached as Exhibit B to the Lease. Notwithstanding the opportunities for the Senior Center to charge rent for use of the facility, the Facility Use Policy specifies that the uses by public agencies, non- profits and charitable organizations and community groups whose purposes are civic, cultural, or educational will be without charge.

The Live Oak Seniors specifically requested the right to serve alcohol on special occasions. Therefore, the lease allows this and requires the Live Oaks Seniors to provide a commercial liquor liability endorsement for bodily injury, personal injury, and broad form property damage.

If not budgeted, fill in the blanks below only:

Estimated Cost: _____ Amount Budgeted: _____ Additional Requested: _____ Future Annual Cost: _____

Purchasing Considerations (check all that apply):

☐ Not applicable

☐ Fully Article X. <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI>- and/or Consultant Selection Policy <[http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+\\$.](http://lcnet.co.lake.ca.us/Assets/Intranet/Policy/Policies+$.)

26+Procedures+Manual/Ch4_2021v2.pdf>-Compliant (describe process undertaken in "Executive Summary")

☐ Section 2-38 <https://library.municode.com/ca/lake_county/codes/code_of_ordinances?nodeId=COOR_CH2AD_ARTXPU_S2-38EXCOBI> Exemption from Competitive Bidding (rationale in "Executive Summary," attach documentation, as needed)

☐ For Technology Purchases: Vetted and Supported by the [Technology Governance Committee](#)

<<http://lcnnet.co.lake.ca.us/Assets/Intranet/Intranet+Forms/Information+Technology/AdvPlan.pdf>> ("Yes," if checked)

☐ Other (Please describe in Executive Summary)

Consistency with Vision 2028 <<http://www.lakecountycalifornia.gov/Government/Directory/Administration/Visioning/Vision2028.htm>>

(check all that apply):

- | | | |
|--|--|--|
| <input type="checkbox"/> Well-being of Residents | <input type="checkbox"/> Not applicable | |
| <input type="checkbox"/> Economic Development | <input type="checkbox"/> Public Safety | <input type="checkbox"/> Disaster Prevention, Preparedness, Recovery |
| <input type="checkbox"/> Community Collaboration | <input type="checkbox"/> Infrastructure | <input type="checkbox"/> County Workforce |
| | <input type="checkbox"/> Business Process Efficiency | <input type="checkbox"/> Clear Lake |

Recommended Action: Approve Live Oak Senior Center Lease Agreement in the amount of \$1.00 per year for a 10 year term.