



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: 13-0579, Version: 1

- a. Approve and authorize the Contracts/Purchasing Officer to execute a five-year Sublease Agreement effective, July 1, 2013 with Kent C. Shadwell, dba Ripplewood Resort for a portion of property located at 47047 Highway One, Big Sur, California, for use by the Monterey County Free Libraries, Big Sur Branch 816 square foot modular building;
- b. Direct the Auditor-Controller to make lease payments of \$150 per month, and reimburse the sublessor a one time amount of \$450.00 for additional utility costs paid by the sublessor.
- c. Authorize the optional extension of the Sublease Agreement after the initial term on a “year to year” basis under the same terms and conditions if deemed by the Contracts/Purchasing Officer to be in the best interest of the County.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Contracts/Purchasing Officer to execute a five-year Sublease Agreement effective, July 1, 2013 with Kent C. Shadwell, dba Ripplewood Resort for a Portion of property located at 47047 Highway One, Big Sur, California, for use by the Monterey County Free Libraries, Big Sur Branch 816 square foot modular building;
- b. Direct the Auditor-Controller to make lease payments of \$150 per month, and reimburse the sublessor a one time amount of \$450.00 for additional utility costs paid by the sublessor.
- c. Authorize the optional extension of the Sublease Agreement after the initial term on a “year to year” basis under the same terms and conditions if deemed by the Contacts/Purchasing Officer to be the best interest of the County.

SUMMARY/ DISCUSSION:

The Monterey County Free Libraries (MCFL), Big Sur Branch has operated out of a 816 square foot County owned modular building at 47047 Highway One in Big Sur since January 1, 1986. The sublease expired on December 31, 1989, and the MCFL has continued to occupy a portion of the Ripplewood Resort property on a month-to-month basis. The MCFL desires to remain at this location under a new sublease agreement. This action provides for the continued occupancy by the MCFL through June 30, 2018. The monthly rent is \$150 per month. The Sublease Agreement provides for a one time reimbursement to the property owner for additional utility costs paid by them from January 1, 2012 to June 30, 2013, and an optional extension on a “year to year” basis. Either party may terminate the sublease Agreement (without penalty) by giving sixty day written notice. Occupancy of the identified facility continues to offer proximity, access, and is cost effective.

OTHER AGENCY INVOLVEMENT:

The Department of Public Works facilitated the development of the Sublease Agreement, and assisted with the development of this report. The Office of the County Counsel has reviewed and approved the Sublease Agreement as to form and legality and Risk Management has approved it as to insurance and indemnity.

FINANCING:

There is no impact to the General Fund. Sufficient funds are available in the FY2013-14 Monterey County Free Libraries Budget Unit 6110, Fund 003.

Prepared by:

Approved by:

Bert Baumer
Administrative Services Assistant

Jayanti Addleman
County Librarian

Date:

Date:

Attachments:

Sublease Agreement and Location Map