



County of Monterey

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

Board Report

File #: 19-0832, **Version:** 3

- a. Approve a Real Property Lease Agreement (Lease) between the County of Monterey (“County” or “Lessor”) on behalf of Monterey County Free Libraries (MCFL) and the Pajaro Valley Unified School District (“PVUSD” or “Lessee”), to implement the PVUSD’s Migrant Education Program (MEP) at the Monterey County Community Services facility, otherwise known as the Porter-Vallejo Mansion, retroactive from October 1, 2019, continuing on a month to month basis, automatically extended for additional subsequent one-month periods until either the PVUSD or the County, notify the other within sixty (60) days of their intention to terminate this Lease for any reason.
- b. Authorize the Library Director, or her Designee, to sign the Lease on behalf of the County.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve a Real Property Lease Agreement (Lease) between the County of Monterey (“County” or “Lessor”) on behalf of Monterey County Free Libraries (MCFL) and the Pajaro Valley Unified School District (“PVUSD” or “Lessee”), to implement the PVUSD’s Migrant Education Program (MEP) at the Monterey County Community Services facility, otherwise known as the Porter-Vallejo Mansion retroactive from October 1, 2019, continuing on a month to month basis, automatically extended for additional subsequent one-month periods until either the PVUSD or the County, notify the other within sixty (60) days of their intention to terminate this Lease for any reason.
- b. Authorize the Library Director, or her Designee, to sign the Lease on behalf of the County.

SUMMARY/DISCUSSION:

The Monterey County Community Services facility in Pajaro provides a convenient location for Pajaro Valley Unified School District (PVUSD) to conduct classroom sessions and activities pursuant to the PVUSD’s Migrant Education Program (MEP). The proposed Lease recommended for the Board’s approval enables the PVUSD to offer pre-school services to migrant children and to offer English development classes to their parents on County premises.

The Lease specifies the roles and responsibilities of each party as they relate to the delivery of these services to migrant families. On a month to month basis, the proposed Lease provides access to and the use of two (2) meeting rooms in the facility for parent education meetings and preschool classes at designated times. The Lessee (PVUSD) shall compensate the Lessor (County), a monthly rent in the amount of Two Hundred Sixteen Dollars and 60/100 (\$216.60) payable on or before the first day of each month. This is a modified gross rent amount which includes common area maintenance, utilities, trash collection and other services noted in Exhibit B attached to the proposed Lease. Lessee (PVUSD) shall be prohibited from utilizing or occupying the second and third floor areas of the Premises, and prohibited from using the outdoor playground area.

The proposed Lease provides that the Lease may be terminated by either party by giving sixty (60) days advance written notice of their intention, for any reason, to terminate the Lease.

MCFL recommends that the Board of Supervisors authorize the Director of MCFL, or her designee, to execute the Lease, to support delivery of pre-school services to migrant children and English development classes to their parents.

OTHER AGENCY INVOLVEMENT:

Monterey County Free Libraries, representatives from Resource Management Agency and the Office of the County Counsel-Risk Manager conferred and reviewed the building site and the contents of the proposed Lease. Risk Management has approved the insurance and indemnification provisions. The Board of Trustees of the PVUSD approved the proposed Lease at the PVUSD Board of Trustees Meeting held on October 9, 2019.

FINANCING:

MCFL will support the business administration of this Lease within the current budget. There is no anticipated impact on the County General Fund associated with this Lease.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Monterey County Free Libraries continue to provide a safe and conducive environment for community programs and provides the youth of Monterey County a place for learning.

Check the related Board of Supervisors Strategic Initiatives:

- ☐ Economic Development
- ☐ Administration
- ☒ Health & Human Services
- ☐ Public Safety

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Approved by: Hillary Theyer, Library Director/County Librarian, (831) 883-7573

Attachment:

Real Property Lease Agreement between the County of Monterey and the Pajaro Valley Unified School District