

DEPARTMENT: Administration

BY: Rick Benson

PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION:

1. Approve renovations to the County owned building located at 5085 Bullion Street.
2. Approve budget action reducing General Contingency to fund the remodel for the Health department building (\$76,000) transferring to the "Capital Improvements Fund - Land, Buildings, Improvements" line item.
3. Authorize the Technical Services Director to sign an agreement with Sierra Telephone to replace the wiring in the building at a cost of approximately \$18,400.
4. Authorize the Public Works Department to move forward with the remodeling work described in Exhibit 'A.'
5. Provide direction to staff regarding the sewer lateral replacement and parking lot overlay.

Please see attached staff report.

BACKGROUND AND HISTORY OF BOARD ACTIONS

During budget hearings it was noted that the Health Department would be moving into the office building on Bullion Street that was vacated by the Human Services Department and that the cost of remodeling was unknown at that time.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the budget action. The remodel will not be able to take place and the Health Department will in all likelihood be unable to move into the county-owned building. County staff will need to renegotiate the existing lease of the Health Department and continue to pay rent or identify another location for their operations. County staff will also need to determine another county department to move into the facility or leave a large portion of it vacant.

Financial Impact? ( X ) Yes ( ) No	Current FY Cost: \$80,000	Annual Recurring Cost: \$-0-
Budgeted In Current FY? ( ) Yes ( X ) No ( ) Partially Funded		
Amount in Budget: \$-0-		List Attachments, number pages consecutively
Additional Funding Needed: \$76,000		Cost Estimate labeled Exhibit 'A'
Source:		Sierra Telephone wiring estimate
Internal Transfer		Memos from Dr. Mosher dated 7/27/11, 8/26/11 and 12/6/11
Unanticipated Revenue _____ 4/5's vote		Budget Action Form
Transfer Between Funds _____ 4/5's vote		
Contingency X 4/5's vote		
( X ) General ( ) Other		

CLERK'S USE ONLY:

Res. No.: 11-614 Ord. No. \_\_\_\_\_  
 Vote - Ayes: 5 Noes: \_\_\_\_\_  
 Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_  
 Approved  
 Minute Order Attached ( ) No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended  
 No Opinion  
 Comments:  
Contingency Balance = 384,903

The foregoing instrument is a correct copy of the original on file in this office.

Date: \_\_\_\_\_  
 Attest: MARGIE WILLIAMS, Clerk of the Board  
 County of Mariposa, State of California

By: \_\_\_\_\_  
 Deputy

CAO: 

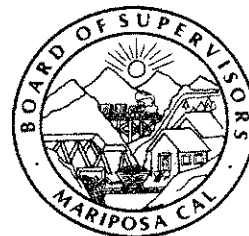


# COUNTY OF MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

JIM ALLEN, CHAIR  
JANET BIBBY, VICE-CHAIR  
LEE STETSON  
LYLE TURPIN  
KEVIN CANN

DISTRICT V  
DISTRICT III  
DISTRICT I  
DISTRICT II  
DISTRICT IV



## MARIPOSA COUNTY BOARD OF SUPERVISORS

### MINUTE ORDER

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TO: RICHARD J. BENSON, CAO

FROM: MARGIE WILLIAMS, Clerk of the Board *MW*

SUBJECT: Approve Renovations to the County-owned Building Located at 5085 Bullion Street; Approve Budget Action Reducing General Contingency to Fund the Remodel for the Health Department Building (\$76,000) Transferring Funding to the "Capital Improvements Fund – Land, Buildings, Improvements" Line Item; Authorize the Technical Services Director to Sign an Agreement with Sierra Telephone to Replace the Wiring in the Building at a Cost of Approximately \$18,400; Authorize the Public Works Department to Move Forward with the Remodeling Work; and Provide Direction to Staff Regarding the Sewer Lateral Replacement and Parking Lot Overlay (4/5ths Vote Required)

RES. 11-614

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on December 20, 2011

#### ACTION AND VOTE:

9

#### **Administration**

Approve Renovations to the County-owned Building Located at 5085 Bullion Street; Approve Budget Action Reducing General Contingency to Fund the Remodel for the Health Department Building (\$76,000) Transferring Funding to the "Capital Improvements Fund – Land, Buildings, Improvements" Line Item; Authorize the Technical Services Director to Sign an Agreement with Sierra Telephone to Replace the Wiring in the Building at a Cost of Approximately \$18,400; Authorize the Public Works Department to Move Forward with the Remodeling Work; and Provide Direction to Staff Regarding the Sewer Lateral Replacement and Parking Lot Overlay (4/5ths Vote Required)

**BOARD ACTION:** Rick Benson reviewed the request; and discussion was held. Steve Dahlem/County Counsel responded to questions from the Board and advised of his review of the current lease agreement. Rick Peresan/Technical Services Director responded to questions from the Board relative to the requested data connections and wiring. Peter Rei responded to questions from the Board relative to the requested renovations and payment of utilities. Dr. Mosher/Health Officer responded to questions from the Board relative to the status of their budget for rent at the current facilities (about \$42,000 a year will be saved by the move) and the status of repairs. Supervisor Allen stated he wants to know the full costs for the renovation up front;

and he would like to see if costs from an electrician are less than the proposal from SierraTel. Discussion was held relative to janitorial services. Supervisor Turpin suggested that consideration be given to a "no cost change order bid" process.

Input from the public was provided by the following:

Bob Brown/District Attorney distributed email correspondence relative to his interest in this facility in May; and he expressed concern that with realignment there will be future growth in his department that his current facilities can't accommodate. He asked for a review of the facilities for the Health Department and for his office.

Discussion was held relative to options and timeframes; and relative to the optional work of installing a new sewer lateral and overlaying the asphalt parking lot. Supervisor Cann noted the importance of considering future space needs for the District Attorney. (M)Cann, (S)Stetson, Res. 11-614 was adopted approving the requested actions, with the inclusion of the new sewer lateral, but not the overlay at this time. Further discussion was held, including consideration of including the overlay as an option in the bid process. Chair Allen clarified that with the inclusion of the sewer lateral, the total budget action is \$88,000. Ayes: Unanimous.

Cc: Bill Davis, Auditor  
Mary Hodson, Deputy CAO  
Rick Peresan, Technical Services Director  
Peter Rei, Public Works Director  
File

# MARIPOSA COUNTY

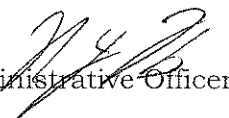
Richard J. Benson  
County Administrative Officer



5100 Bullion Street  
P.O. Box 784  
Mariposa, CA 95338  
209-966-3222  
1-800-736-1252  
FAX 209-966-5147  
rbenson@mariposacounty.org

December 12, 2011

TO: Board of Supervisors

FROM: Rick Benson, County Administrative Officer 

SUBJECT: Agenda Item regarding Health Department Remodeling Needs

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The Health Department will be moving from a leased building into a county-owned facility at 5085 Bullion Street that was previously used by the Human Services Department. It is necessary to perform some remodeling in order to meet the needs of the Health Department staff in performing their job duties, including the health clinic. The remodel will also include new wiring for the telephone system and connection to the County's computer network. Dr. Mosher and the County Administrative Officer have met with staff at Public Works and Technical Services regarding the remodel.

The work to be done on the building can be categorized into three different areas.

1. Work required regardless of future use.
2. Custom work to accommodate the Health Department.
3. Optional and/or desirable renovations.

It should be noted that the County's Veterans' Services Office occupies a portion of the building on Bullion Street and this will continue.

Much of the work on remodeling the building required regardless of future use has already been undertaken through the Public Works Department. For the most part these are maintenance issues which have not been attended to. These include replacing carpet, repainting walls, fixing leaks and bringing the building into compliance with Americans with Disabilities Act standards.

Regardless of which department moves into the building there will be some customization needed. The Health Department has requested some reconfiguration of rooms to allow for waiting areas, clinic areas, secure record storage and facilities for storing and processing patient samples. The Health Department also has a generator which will be moved from their current office.

There are also some renovations which are desirable and most easily accomplished during this transition period. However, they can be deferred. This includes replacing the sewer lateral which is currently shared with another property. This is an unusual arrangement which should be corrected. This is also an ideal time to resurface the parking lot which is in a state of disrepair.

While most of the work can be accomplished internally, it will be necessary to contract with some outside sources and to make purchases in order to complete the project.

The Technical Services Department has reviewed the current communication lines within the building and has determined that in order to meet future needs major work is needed. The estimate for that work is \$18,392. Unless this work is deferred a similar amount will be necessary regardless of which department moves into the building. The Technical Services Director reports that the current state of affairs requires drastic improvements.

Attached as EXHIBIT 'A' are the cost estimates provided by the Public Works Department. Also attached is the estimate for the wiring work to be provided by Sierra Telephone. Memos from the Public Health Department describing the work to be done are also attached.

The Public Works Department has provided an estimate of \$39,000 to provide for custom remodeling. As shown on the attached estimate, this work includes installing sinks, fixtures and moving the generator.

The Public Works estimate for work necessary to bring the building into ADA compliance totals approximately \$18,500.

Public Works has also provided an estimate of \$12,000 to replace the sewer lateral and \$7500 to overlay the parking lot.

The total cost is approximately \$100,000. If the sewer lateral and the parking lot work is not done, the cost is approximately \$76,000.

In order to allow this work to begin it is recommended that \$76,000 be transferred from contingencies to the "Capital Improvements Fund – Land, Buildings, Improvements" line item, which is designated for small construction and remodel projects. The larger portions will be bid out by the Public Works Department and brought to your Board for approval. The current balance in General Contingency is \$384,903.

In addition to appropriating the funds it is also recommended that your Board authorize the Technical Services Department to contract with Sierra Telephone to replace the wiring in the building at a cost of approximately \$18,400.

Currently, the Health Department is in a rented facility. The current rent is approximately \$42,000 annually. In addition to rent, the County is responsible for all repairs on the building including major maintenance items. The roof at the current facility is leaking and will require immediate attention.

By approving these renovations the County will be investing in a County owned asset rather than paying rent and maintaining a non-owned facility. The Health Department will have updated accommodations which will allow for a higher level of service to be provided to the public. All costs will be recovered within two years.

It is therefore recommended that your Board take the following actions:

1. Approve renovations to be made to the County owned building located at 5085 Bullion Street.
2. Approve budget action reducing General Contingency to fund the remodel for the Health department building (\$76,000) transferring to the "Capital Improvements Fund – Land, Buildings, Improvements" line item.
3. Authorize the Technical Services Director to sign an agreement with Sierra Telephone to replace the wiring in the building at a cost of approximately \$18,400.
4. Authorize the Public Works Department to move forward with the remodeling work described in Exhibit 'A.'
5. Provide direction to staff regarding the sewer lateral replacement and parking lot overlay.

**EXHIBIT 'A'**

Engineer's Estimate - 5085 Bullion Remodel	
<b>Custom Work</b>	
Description	Price
Water Supply for standard lavatory sinks	\$3,600
Drain for standard lavatory sinks	\$6,000
Instant hot water for lavatory sink	\$1,400
Eemac unit	
Electrical	
Plumbing	
Sink & Faucet	\$3,510
Elkay sink	
American Std faucet	
Drain parts	
Labor	
Plastic laminate lower clinic cabinets	\$5,250
New Handrail @ inside ramp	\$1,440
Add dedicated circuit for refr.	\$750
Relocate generator	\$5,000
Trench for generator power to elec service location	\$5,000
Relocate propane tank & trench for line	\$3,500
Contingencies	\$3,545
<b>Total Custom Work</b>	<b>\$38,995</b>
<b>ADA Required</b>	
Re-work concrete ramp to ADA specs	\$6,750
New Guard/Hand Rail	\$5,250
New Concrete HC Parking	\$4,800
Contingencies	\$1,680
<b>Total ADA Required</b>	<b>\$18,480</b>
<b>Optional/Recommended</b>	
New Sewer Lateral	\$12,000
2" Overlay asphalt parking lot	\$7,500
Contingencies	\$1,950
<b>Total Optional</b>	<b>\$21,450</b>
<b>Wiring Work</b>	<b>\$18,392</b>
<b>Grand Total</b>	<b>\$97,317</b>



SIERRA TEL  
BUSINESS SYSTEMS

Date: 9/27/11

TO: Rick

Company: Mariposa County Health

Phone:

Fax:

OS#:

FROM: Gary

Company: Sierra Tel Business Systems

Phone: 559 641 9232

Fax: 559 692 9187

Lic# 810990

CONFIRMATION OF WORK TO BE PERFORMED

Please review the description below and confirm that it accurately describes the work that you would like us to perform. If all is in order, **please sign and fax back to 559-692-9187** so that we can schedule your project. Should you have any questions or if revisions are needed, please do not hesitate to contact us at the number listed above. We appreciate this opportunity to be of service to you!

PROPOSED WORK:

ITEM	QUANTITY	DESCRIPTION	PRICE
1	6600	CAT5e 4X24 NP DATA (BLUE) Superior Essex	\$920.70
2	7200	CAT5e 4X24 NP VOICE (WHITE) Superior Essex	\$1,004.40
3	44	DATA JACK (RJ45) ICC	\$173.91
4	48	VOICE JACK (RJ11) ICC	\$189.72
5	7	2-HOLE FACE PLATE ICC	\$8.90
6	19	4-HOLE FACE PLATE ICC	\$24.15
7	1	Cat 5 Data 48 Port Patch Panel ICC	\$192.84
8	1	Wall Mount for 48 Patch Panel ICC	\$38.98
9	1	Surface raceway and misc parts	\$400.00
10	2	BLOCK	\$9.07
11	1	8 circuit standard telephone interface	\$496.00
12	2	16 Port digital phone interface	\$1,760.80
13	1	Toshiba 670 remote cabinet	\$843.20
14	2	data cable for fiber	\$198.40
15	2	Remote cabinet interface unit	\$3,670.40
		Labor	\$7,680.00
		Sales Tax	\$769.69

*Please do not pay from this form. An invoice will be mailed when your work is completed.*

**TOTAL:**

Not including Travel Charges or tax

**\$18,381.15**

This is not an invoice, please do not pay based on this estimate, an invoice will be mailed to you

Thank you again for your order!

Customer Name

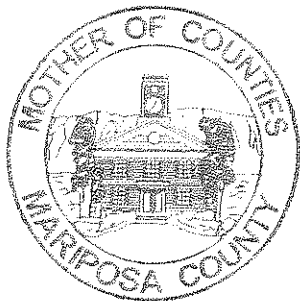
Customer Signature

Date

Purchase Order Number  
(If Required)

Payment by Customer shall be due within (15) days of receipt of invoice. Beginning thirty (30) days after the invoice date, interest shall accrue on any portion of the bill which has not been paid at the rate of 1.5% per month. A \$25.00 service charge will be added to all accounts that are not paid in full (45) days from the date of first invoice. Accounts with unpaid balances over (60) days will be closed and forwarded to collections. Payments are applied first to the oldest outstanding amounts due to STBS. STBS will provide sufficient information with the invoice to enable the Customer to determine how the billed amount was calculated.

cc: File



## Mariposa County Public Health Department

Charles B. Mosher, MD, MPH, County Health Officer

Personal Health Section  
4988 11th St. Post Office Box 5  
Mariposa, CA 95338  
209-966-3689 or 1-800-459-4466  
FAX 209-966-4929

health@mariposacounty.org

Environmental Health Section  
5100 Bullion St. Post Office Box 5  
Mariposa, CA 95338  
209-966-2220 or 1-888-777-0377  
Fax 209-966-8248

July 27, 2011

AUG 8 2011

TO: Rick Benson, CAO

FROM: Charles B. Mosher, MD, MPH, Health Officer

SUBJECT: Health Department Move to Bullion Street Office

The following is a list that staff has compiled of necessary repairs and reconstruction to the building in order to make the transition from the current rented building. I previously sent you a brief outline of these, but this should provide enough detail for Public Works or whomever you assign to begin the task.

Also, please note that I have sent a letter formally requesting early cancellation of the contract with the current landowner, and I am awaiting her response.

A. Outside of Building

1. Building needs to be painted.
2. Areas of leak in the roof need to be repaired.
3. Handicapped access needs to be provided. The current sidewalk leading to the office is too narrow for wheelchairs and baby carriages. Should be ADA compliant.
4. The Health Department sign currently installed on the roof of the rented building we now occupy should be moved and, if possible, located in the position where the building's address is currently seen.
5. Parking spaces should be repainted with at least one handicapped space.
6. Insect harborage around the entryways should be removed. Some holes are noted in the exterior wall, which need to be filled to prevent harborage to vermin.
7. Bushes and trees need trimming and pruning.
8. Handicapped ramp needs to be wider.
9. Repair wood rot on building.
10. Remove wood contact with soil, NW corner.
11. All G.F.I. outlets need covers.
12. Rain gutter needs repair.

(5)



13. Repair water damage on handicapped door and ramp.
14. Door at handicapped ramp needs to be ADA compliant (may be too small).
15. Front door has large gap at bottom right – rodent entry problem.

B. Inside

1. Fix the multiple holes in the walls and drywall.
2. Fix chips and cracks in the walls and drywall.
3. Repaint the inside of the building.
4. Discard the carpets (safety hazard for tripping and injury from buckling). They are also badly soiled. Cleanable surface throughout; no carpeting in clinic room, of course. In clinic room, floor must be easily cleanable (wood laminate, vinyl, linoleum, etc.)
5. Fix the crack in doorway in the reception area.
6. Fix water damage in two of the offices where the roof has leaked.
7. Modify two current offices into a clinic room and a laboratory (details will follow).
8. Remove and discard abandoned, useless items.
9. Increase the size of the lobby (it will be addressed with the detail of the clinic room construction).
10. Increase lighting in the bathroom.
11. Check leaking around bowl and toilet. It appears that there is a problem there.
12. Get all lighting fixtures to work in all offices.
13. Window in what used to be Nancy Bell's old office appears to have water damage, which needs to be fixed.
14. Repair or replace mini blinds currently being held in place by paper clips.
15. Remove and dispose of refrigerator.
16. For long-term energy efficiency and reduction of electricity costs to the County, windows should be replaced with dual pane windows for better insulation.
17. Install sink in conference room.
18. Install specimen passageway with doors between bathroom and clinic room.
19. Water damage on floors by bathroom.
20. The two outside offices need interior doors installed.

C. Items to be removed from the current building to the new building

1. Health Department sign (see above)
2. Back-up propane generator
3. Two tool sheds
4. Trailer for Air Monitor

D. Janitorial Service

Part of our reduction to N.C.C. presumes no janitorial costs (Facilities Maintenance to service the building).

/ci/tb



# Mariposa County Public Health Department

Charles B. Mosher, MD, MPH, County Health Officer

Personal Health Section  
4988 11th St. Post Office Box 5  
Mariposa, CA 95338  
209-966-3689 or 1-800-459-4466  
FAX 209-966-4929

Environmental Health Section  
5100 Bullion St. Post Office Box 5  
Mariposa, CA 95338  
209-966-2220 or 1-888-777-0377  
Fax 209-966-8248  
health@mariposacounty.org

August 26, 2011

TO: Rick Benson, CAO  
FROM: Charles B. Mosher, MD, MPH, Health Officer  
SUBJECT: Health Department Move to Bullion Street Office II

Here is an addendum / update to my memo of July 27:

1. Exterior painting has been accomplished.
2. Retaining wall needs to be pressure washed, repaired and re-painted (may I suggest green – to match grass and hide stains better, for less frequent re-painting?)
3. Cement walkway outside the building is too narrow for baby carriages, walkers, and unsteady people. Please have it widened by twelve inches.
4. Move propane tank to southeast corner of property under tree (see diagram).
5. Co-locate the generator with the propane tank.
6. Construct a Ramada-type roof over parking area along south aspect of property to protect cars and customers from sun and rain. Should be esthetically consistent with Historic District.
7. Planning Department may require review for items 4, 5 and 6. Can Administration cover their fees for this?
8. Front doors need to be re-hinged to open **outward**.
9. All exterior doors need new lockable handles and dead bolts with one key for all (patient records security).
10. All roofs need gutters and downspouts. People get rain water poured on their heads trying to enter and exit the building.
11. I have discussed the handicapped access with Mike Kinslow and some modification may be needed to be compliant.
12. Interior construction as follows:
  - a. Remove sliding glass from Reception counter.
  - b. Install interior doors between offices #3 and #5, and between offices #4 and #5.
  - c. Remove books/storage divider.
  - d. Plumb offices #12 and #1 for sinks (these will both be clinic rooms).

- e. Doors on offices #12 and #5 must be lockable (patient records).
- f. Windows in offices #10 (won't open) and #8(damaged) needs to be replaced.
- 13. Interior carpet must be removed and replaced with easily cleanable flooring (sanitation) which is also attractive to our citizens (bamboo or laminate).
- 14. Interior needs painting. We are reviewing colors.
- 15. Public drinking fountain from this office to be installed in waiting room (see plot).

Thank you.

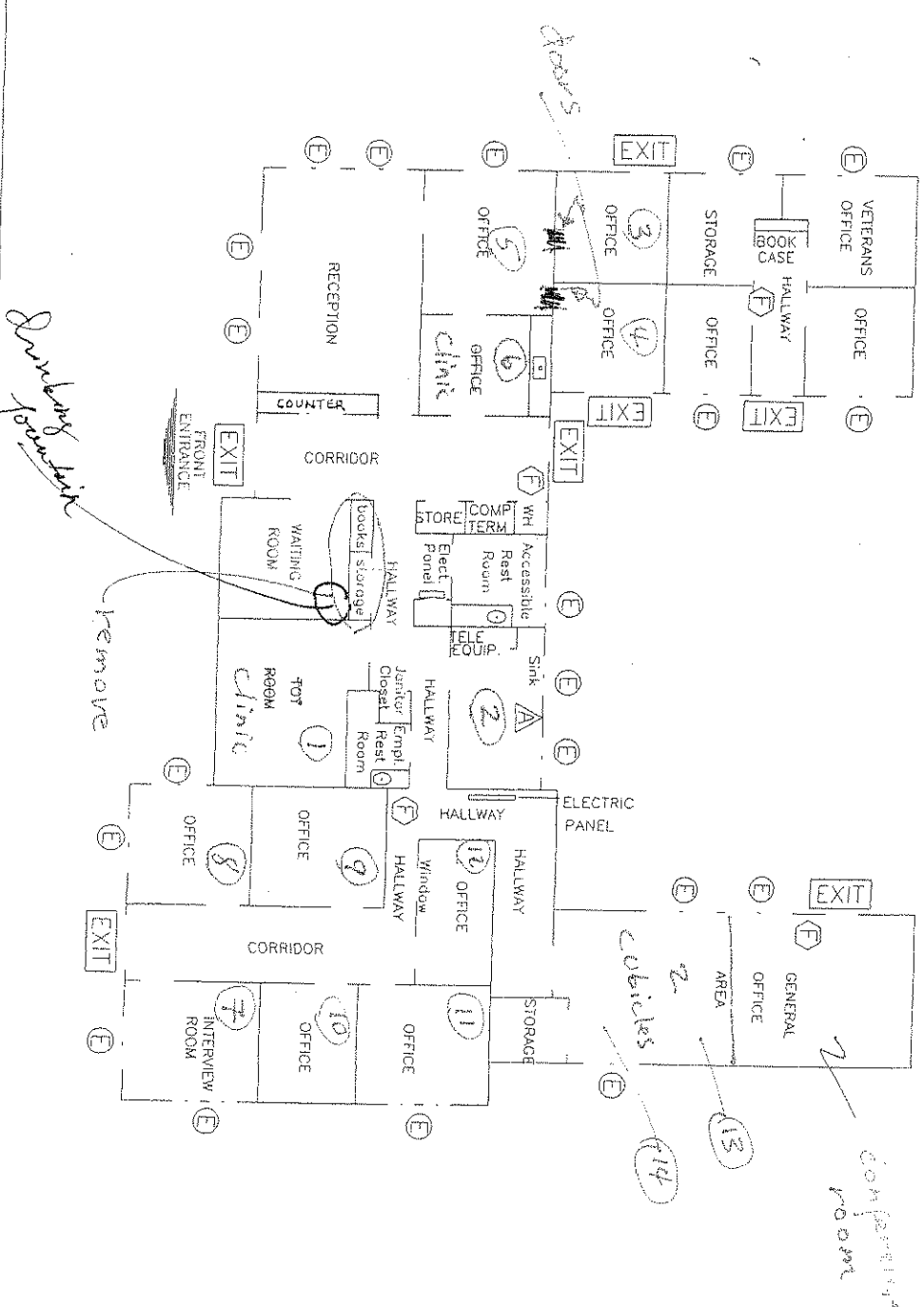
Encl

/tb/ci/tb

8

# CHILD & ADULT PROTECTIVE SERVICES

## EMERGENCY EVACUATION PLAN



- NOTES: IN CASE OF FIRE**
1. CALMLY LEAVE BUILDING
  2. FOLLOW EXIT ROUTE IN OPPOSITE DIRECTION OF FIRE
  3. IF SMOKE IS PRESENT, STAY CLOSE TO FLOOR
  4. IF YOUR EXITS ARE BLOCKED BY FIRE, ESCAPE BY WINDOW
  5. MEET AT DESIGNATED LOCATION

**LEGEND**

(E)	WINDOW ESCAPE
(EXIT)	DOOR ESCAPE
(-)	NO ESCAPE
(F)	FIRE EXTINGUISHER
(A)	FIRST-AID KIT

DEPARTMENT OF PUBLIC WORKS  
 4639 BEN HUR ROAD  
 MARIPOSA, CA 95338  
 (209) 966-5356

Date: 9/9/04  
 Sheet: 1 of 1

6



**BUDGET ACTION FORM**

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0161-427	0701	Miscellaneous Transfers		\$88,000	
501	1300-309	1600	Transfers In		(\$88,000)	
501	1300-770	06	Health Remodel		\$88,000	
001	0104-414	1090	GENERAL CONTINGENCY			\$88,000
<b>TOTAL</b>					<b>\$88,000</b>	<b>\$88,000</b>

TRANSFER BETWEEN FUNDS						
<b>TOTALS</b>					<b>\$0</b>	<b>\$0</b>

ACTION REQUESTED: (Check all that apply)

( X ) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget , or appropriating Reserve for Contingencies;

( ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

JUSTIFICATION: To remodel the Health Department building. and sewer lateral

DEPT HEAD SIGNATURE Mary B. Adams DATE 12-21-11

APPROVED BY RES NO. 11-614 CLERK [Signature] Approved-DATE 12-20-11

LAND/BUILDINGS/IMPROVEMENTS

AUDITOR'S USE ONLY BA #
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## Betty Oliver

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**From:** Allen Toschi  
**Sent:** Tuesday, May 17, 2011 4:53 PM  
**To:** Robert Brown; Rick Benson; Pam Brochini  
**Cc:** Mary Hodson; Jim Allen; Kevin Cann; Lyle Turpin; Janet Bibby; Lee Stetson; Steve Dahlem; Jim Wilson; Chuck Mosher; Betty Oliver  
**Subject:** RE: Location Move

Rick, Bob, Chuck;

Pam and I just got together and put the estimates together from our contractor.

In short:

To re-model the Child Protective Services to the specifications that Dr. Mosher had requested would run between \$40 ~ \$50,000.

To re-model the same building to the specifications that Bob Brown requested would run \$10 - \$20,000.

Sorry that it took so long, but these are what our re-model contractor came up with.

Thanks,

Allen

---

**From:** Robert Brown  
**Sent:** Tuesday, May 17, 2011 4:46 PM  
**To:** Rick Benson  
**Cc:** Mary Hodson; Jim Allen; Kevin Cann; Lyle Turpin; Janet Bibby; Lee Stetson; Steve Dahlem; Jim Wilson; Allen Toschi; Chuck Mosher; Betty Oliver  
**Subject:** RE: Location Move

Rick,

This is disappointing news for me since I thought a final decision would not be reached until all the cost issues were examined.

Public Works is currently working up the cost of modifications to the CPS building needed by the DA's office and those needed by the Health Department. I have pushed Allen for these figures and he's waiting for them to come in from a contractor, which should be soon. While the modifications that I require are minimal, I speculate that Health's are more substantial. Whatever these costs are determined to be, should be taken into consideration in reaching a decision based on savings.

Additionally, I suggest that when comparing savings on leases that could be cancelled, we should look at "county dollars" only, and not "grant dollars". Dr. Mosher's figure of \$22K should be compared to Fire's \$21K and DA's \$4800, or \$25.8K. I intend to give up the lease on the Victim Witness house (\$4800) regardless of the outcome of the CPS move. If we do not move into the CPS building, I'll move Victim/Witness back into the small "interview" house, which is paid for with grant dollars. This house is used by the Multi-disciplinary Interview Team, for interviewing child victims of abuse and will be shared with Victim/Witness, if necessary. I intend to retain this building in either case.

While I understand that saving County money appears to be the primary consideration, I believe that work efficiency, space needs and site location are equally important in the long run. I have been unable to get the Victim/Witness unit at the same location as the rest of us since I've been DA, and had to house them in a remote location with a resulting reduction in supervision. The CPS building provides the first opportunity to get my entire department under the same roof. When I came aboard as DA, over 8 years ago, I had staff located in 4 separate buildings. This represented an undesirable management situation and I was soon able to consolidate into 2 locations. I hate to see an opportunity to get my Department into a single location go past without full consideration of all the benefits. The Criminal Division is "maxed out" on space in our present location----we have no room for additional growth whereas the CPS building is large enough for any foreseeable growth. A shorter

5/19/2011

walk to the court house and closer proximity to the Probation Department are both pluses for my department.

I cannot speak for Chief Wilson, but I understand that he requires no modifications to the current DA building if he were to move into it. In discussions with the Chief, he has indicated to me that his space requirements would be met by this move. You referred to the "least disruptive option". It is a given that any move will be disruptive and I believe that this would not be a consideration for the Chief and it is not a consideration for me. We accept the disruption because the results make it worthwhile.

I do believe that a major consideration should be: "What if County Fire's building sells and we haven't taken advantage of this opportunity?" Where will County Fire move to? This is another consideration that goes beyond potential short term dollar savings and I believe is important to the longer term operation of the County.

I confess that I don't understand how the Health Department option saves more on leases than the DA/Fire option---on its face, there is a \$3800 annual savings on leases with the DA/Fire option. I know you believe that the terms of Health's lease are not favorable to the County, but have we explored any other options to possibly modify that lease or look at other properties that may be even more suitable for the Health Department with lower rent?

I do respectfully ask that we have an opportunity to meet again after we hear from Public Works and we will then be able to compare the actual short and long term, costs/savings of each option. We should discuss, as well, the less tangible, but important aspects/benefits of this potential move once we know the monetary impact of the move itself.

If, after a review of all the options and the costs and benefits of each, you still believe that it is in the best interest of the County to have the Health Department move, I will, in the team player spirit, willingly accept your decision.

Regards,

Bob

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**From:** Rick Benson  
**Sent:** Monday, May 16, 2011 5:05 PM  
**To:** Jim Wilson; Robert Brown; Chuck Mosher  
**Cc:** Mary Hodson; Jim Allen; Kevin Cann; Lyle Turpin; Janet Bibby; Lee Stetson; Steve Dahlem  
**Subject:** Location Move

After looking over the options, I've decided that Health will be moving into the County owned building formally used by Child Protective Services. This is the least disruptive option and provides us with the greatest potential savings.

No date for the move has been established. The current lease for the Health Department requires a six-month notice, therefore, we will be able to make the move at a relatively relaxed pace.

Rick Benson  
Mariposa County Administrative Officer  
(209) 966-3222

5/19/2011