

DEPARTMENT: Administration

BY: Rick Benson

PHONE: 966-3222

**RECOMMENDED ACTION AND JUSTIFICATION:**

Approve a Lease Agreement with Robert Bondshu for additional office space for the Fire Department and Authorize the Chairman of the Board of Supervisors to sign the Lease Agreement; Approve budget action transferring funding within the Fire Budget for the lease of additional office space (\$6,000). Additional office space recently became available in the same building as the current office of the Fire Department for \$1,000/month. Currently the Fire Chief, Deputy Fire Chief, two full-time clerical positions, and the Volunteer Chiefs must all share approximately 961 square feet, which only has one private office and no storage area. The additional office space will provide three offices, three cubicle work spaces, a dedicated meal/break room, and a classroom/meeting room which will be utilized to provide more training opportunities for our volunteers.

The Fire Chief has identified available funding for the remaining 6 months of this fiscal year from within his budget.

It should be noted that the owner of the building is not interested in selling at this time.

**BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board approved the Fire Department leasing its current office space from Robert Bondshu in 1999. The cost of this lease is \$750/month.

**ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Do not approve the lease agreement or the budget action. The Fire Department will maintain its current office space which will not allow for expansion.

Financial Impact? ( X ) Yes ( ) No	Current FY Cost: \$6,000	Annual Recurring Cost: \$12,000
Budgeted In Current FY? ( ) Yes ( X ) No ( ) Partially Funded		
Amount in Budget: \$0		List Attachments, number pages consecutively
Additional Funding Needed: \$6,000		Lease Agreement
Source:		Budget Action
Internal Transfer	X	
Unanticipated Revenue		4/5's vote
Transfer Between Funds		4/5's vote
Contingency		4/5's vote
( ) General ( ) Other		

**CLERK'S USE ONLY:**

Res. No.: 08-30 Ord. No. \_\_\_\_\_  
Vote - Ayes: 5 Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Approved  
( ) Minute Order Attached ( ) No Action Necessary

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

**COUNTY ADMINISTRATIVE OFFICER:**

Requested Action Recommended  
 No Opinion  
Comments:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CAO: 

