



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 2/3/2026

To: Board of Supervisors

Department or Agency Name(s): Sonoma County Public Infrastructure / Health Services

Staff Name and Phone Number: Johannes J. Hoevertsz, 707-565-2550 / Nolan Sullivan, 707-565-7901

Vote Requirement: Majority

Supervisorial District(s): First

Title:

Lease Agreement for the Department of Health Services, 19080 Lomita Avenue, Building 1, Sonoma

Recommended Action:

Authorize the Director of Sonoma County Public Infrastructure to execute a lease with Gary D. Nelson and Marcia L. Nelson, Trustees of the Gary D. Nelson and Marcia L. Nelson Family Trust (the Landlord), for office space at 19080 Lomita Avenue, Building 1, in the City of Sonoma, for an initial term of three years, with one, 5-year option to extend the term; and an initial rent payment of \$2,755.35 per month (\$1.95 per sq. ft.), subject to annual 3% increases.

Executive Summary:

This item seeks Board authorization for the Director of Sonoma County Public Infrastructure (SPI) to execute a lease between Gary D. and Marcia L. Nelson and the Department of Health Services (DHS), for 1,413 sq. ft. of office space located at 19080 Lomita Avenue, Building 1, in the City of Sonoma. If approved, the proposed lease would be for an initial term of three years, with one, 5-year option to extend the term; and an initial rent payment of \$2,755.35 per month (\$1.95 per sq. ft.), subject to annual 3% increases.

Discussion:

This item seeks Board authorization for the SPI Director to execute a lease between Gary D. Nelson and Marcia L. Nelson, Trustees of the Gary D. Nelson and Marcia L. Nelson Family Trust (the Landlord) and the County Department of Health Services, for 1,413 sq. ft. of office space, located at 19080 Lomita Avenue, Building 1 in the City of Sonoma.

If approved, the Premises will provide office space for the DHS Behavioral Health Division Community Mental Health Center (CMHC) program as well as provide a centralized location for DHS Youth and Family Services (YFS), Crisis Assessment Prevention & Education Team (CAPE), and Mobile Support Team (MST). Additionally, the Homelessness Services Division intends to expand its services by stationing staff at this location to provide navigation and outreach services, making services more readily available to the community within the Sonoma Valley area. Currently, DHS does not have sufficient office space to support department operational needs. Leasing this space will provide additional resources to achieve these goals as well as centrally locate DHS staff in a Sonoma Valley service center and providing increased accessibility for DHS services to the community.

If approved, the proposed leased office space at 19080 Lomita Avenue, Building 1 in the City of Sonoma will accommodate up to seven (7) workspaces to support two (2) Sonoma County Department of Health Services programs — Homelessness Services and Behavioral Health. The space allocation includes a minimum of one (1) and a maximum of two (2) Homelessness Services staff, and a minimum of four (4) and a maximum of five (5) Behavioral Health staff. The office layout will be intentionally divided into two distinct areas to maintain compliance with the Health Insurance Portability and Accountability Act (HIPAA) and to ensure appropriate separation between client interactions, confidential conversations, and program operations. This configuration allows both programs to function effectively with limited on-site staff while preserving the confidentiality and integrity of client information and providing suitable space for client engagement and program coordination.

Proposed Lease. The terms for the proposed Lease are as follows:

- Premises 1,413 rentable sq. ft. in Building 1, located at 19080 Lomita Avenue, Sonoma. (Please see Attachment 1, Site Plan and Map.)
- Term: Three (3) years commencing on approx. February 1, 2026, with one, 5-year option to extend.
- Rent: \$2,755.35 per month (\$1.95 psf), subject to 3% annual increases. The \$1.95 psf rent rate is below market rate, which is between \$2.60 per sq. ft. to \$3.45 per sq. ft. for current, available office space for lease in Sonoma. DHS would be responsible for providing janitorial services at its own cost/expense.
- Tenant Improvements: The Premises will be provided turnkey by the Landlord, at no-cost to the County, including fresh paint and clean carpet. Landlord shall also provide County and its authorized contractors with reasonable and timely access to the building's intermediate distribution frame (IDF) rooms for all approved tenant improvements, including installation, routing, and termination of low-voltage cabling and network infrastructure. County currently occupies space within the IDF located in Building 2 with County-owned network hardware. County will run new low-voltage cabling from the new office premises and terminate it within this IDF; no secondary IDF will be installed. Landlord will ensure that pathway access, including crawl-space access, is available for County's low-voltage cabling contractor to complete this work without unnecessary obstruction.
- Termination: County may terminate the Lease after the initial three-year term if funding for the Premises or program(s) is reduced or withdrawn, with 90 days prior written termination notice, to the Landlord and subject to payment of the Lease Termination Fee. The termination fee would be calculated based upon the number of years/months remaining in the lease and the unamortized leases concessions (attorney and broker fees).

Right of First Refusal to Purchase If the Landlord receives or solicits a bona fide offer from a third party to purchase the property on terms acceptable to Landlord, or if the property is offered for sale by foreclosure or any other forced sale, the County will have a right of first refusal to purchase the property, subject to certain criteria.

Funding: County's one-time move costs associated with the new Lease include ISD/IT work to connect to the County system, move management, office equipment and furnishings, and proximity card readers, for a total of \$104,000. The lease rent for the months of February 2026 through June 2026 is approx. \$13,777. During the term of the Lease, Landlord is responsible for maintenance, repairs, and utilities for the Premises, at Landlord's sole cost and expense, excluding janitorial services. Janitorial services will be provided by DHS, at a cost of approximately \$3,000 during Fiscal Year 2025-26. Lease rent and one-time move costs will be paid from accumulated fund balances from the Mental Health Services Act (MHSA) and Measure O funding. Future rent and janitorial expenses will be paid for using Behavioral Health Services Act (BHSA) funds.

Procedural Authority: Government Code Section 25350 requires the Board to publish a notice of its intention to enter into a lease agreement valued at more than \$50,000 for three (3) consecutive weeks before consummation of the proposed lease. The notice of intent for this transaction has been published for the required period pursuant to the Board's action on October 28, 2025.

Strategic Plan:

This item directly supports the County's Five-year Strategic Plan and is aligned with the following pillar, goal, and objective.

Pillar: Healthy and Safe Communities

Goal: Goal 1: Expand integrated system of care to address gaps in services to the County's most vulnerable.

Objective: Objective 4: Establish resilient neighborhood/regional and satellite service centers with access to transportation systems in West County, Cloverdale, and Sonoma Valley, as expressed in the Real Estate Master Plan, by 2023 in order to improve equitable public access to services.

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

10/28/25 – Published Notice, declaring the Board's intent to execute the proposed lease.

FISCAL SUMMARY

Expenditures	FY 25-26 Adopted	FY 26-27 Projected	FY 27-28 Projected
Budgeted Expenses	\$120,777	\$40,678	\$41,682
Additional Appropriation Requested			

Total Expenditures	\$120,777	\$40,678	\$41,682
Funding Sources			
General Fund/WA GF			
State/Federal	\$60,389	\$20,339	\$20,841
Fees/Other	\$60,388	\$20,339	\$20,841
Use of Fund Balance			
Contingencies			
Total Sources	\$120,777	\$40,678	\$41,682

Narrative Explanation of Fiscal Impacts:

The total expenditures for Fiscal Year 2025-26 (February 2026 through June 2026) include: \$13,777 for five months of lease rent; \$3,000 for five months of janitorial services; and one-time move costs of approximately \$104,000, for a total of \$120,777. The one-time move costs and rent expenses incurred during Fiscal Year 2025-26 will be paid from Mental Health Services Act (MHSA) and Measure O funding, and future funding will be requested during the annual budget process.

Appropriations for Fiscal Years 2026-27 and 2027-28 will be included in the DHS Recommended Budgets, including rent payments and janitorial charges for this location, included in the above Fiscal Summary table.

Narrative Explanation of Staffing Impacts (If Required):

None.

Attachments:

- 1 – Floor Plan and Map
- 2 – Copy of Proposed Lease

Related Items “On File” with the Clerk of the Board:

None