



COUNTY OF SONOMA

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

SUMMARY REPORT

Agenda Date: 8/26/2025

To: Board of Supervisors

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

Staff Name and Phone Number: Johannes J. Hoevertsz, SPI, 707-565-2550

Vote Requirement: Majority

Supervisory District(s): Fifth

Title:

Extension of Lease with West County Community Services (WCCS) for 16390 Main Street, Suite A, Guerneville, CA

Recommended Action:

- A) Authorize the Director of the Sonoma County Public Infrastructure (SPI) to execute the proposed amendment to extend the Lease with West County Community Services, for a one-year term with two options to extend and with rent of \$6,010 per month (\$72,120 per year), subject to 3% annual increases.
- B) Make findings as required by Government Code Section 26227 that the continuing use of the subject location by West County Community Services is necessary to meet the social, health and rehabilitation needs of the population of the County and that the County does not need the subject premises during the extended term of the Lease.

(Fifth District)

Executive Summary:

The Sonoma County Public Infrastructure Department (SPI) proposes to extend the term of the office lease (Lease) with West County Community Services (WCCS), for continued use of the County-owned office building located at 16390 Main Street, in Guerneville, providing social services to the residents of West County and the lower Russian River. The existing Lease term expires on December 31, 2025, and the proposed amendment would extend the term for one (1) year, and provide two (2), 1-year options to further extend the Lease term through December 31, 2028.

Discussion:

WCCS provides a wide range of services to residents of West County and the lower Russian River, including but not limited to senior services (meals, transportation, case management, and support counseling); counseling for family, youth and children; outreach; housing assistance; and employment activities and training. Since October 2015, West County Community Services has leased and provided these services at the premises, comprised of approximately 3,001 sq. ft. of office space, and located at 16390 Main Street in Guerneville. WCCS continued its lease after the County purchased the property in December 2022. The existing Lease term expires on December 31, 2025, and WCCS and County staff have negotiated terms as follows:

Premises:	No change. Suite A, comprised of approximately 3,001 sq. ft. of office space. See Attachment 1, Floor Plan.
Term:	Extended one year through December 31, 2026. Two optional 1-year lease options are provided for a total term extension through December 31, 2028.
Rent:	\$6,182 per month (\$74,185 per year; \$2.06 per sq. ft.), subject to 3% annual increases. The proposed rent approximates fair market rent for office properties in West Sonoma County, where rent per sq. ft. ranges from \$1.85 to \$2.70 per sq. ft.

Public Interest. Section 26227 of the Government Code allows the County to enter into agreements with nonprofits for use of county real property, provided that the Board makes a finding that the agreements are necessary to meet the social needs of the population of the County and will not substantially conflict or interfere with the use of the subject premises by the County. West County Community Services provides a wide range of health and social services, many of which are coordinated with County programs and initiatives. By allowing use of the County's downtown Guerneville facility, WCCS can provide the needed services in an accessible, centrally-located location close to those who need the services in that part of West County. Extending the lease is in the best interest of the public and contributes to public well-being by promoting health, stability, and recovery among vulnerable populations, thus reducing the need for more intensive public assistance and improving quality of life. The facilities to be utilized by WCCS are not otherwise used for any County operations or programs, and there is no foreseeable need for County use of the facility spaces.

Strategic Plan:

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

Pillar: Resilient Infrastructure

Goal: Goal 1: Invest in County buildings and technology to enhance service delivery and improve employee mobility

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:

03/07/23: Lease amendment with West County Community Services

FISCAL SUMMARY

Expenditures	FY25-26 Adopted	FY26-27 Projected	FY27-28 Projected
Budgeted Expenses	\$0	\$0	\$0
Additional Appropriation Requested			
Total Expenditures	\$0	\$0	\$0
Funding Sources			
General Fund/WA GF	\$73,152	\$75,297	\$77,556
State/Federal			
Fees/Other			
Use of Fund Balance			
General Fund Contingencies			
Total Sources	\$73,152	\$75,297	\$77,556

Narrative Explanation of Fiscal Impacts:

The proposed lease amendment will provide rent revenue, anticipated at \$73,152 for FY 2025-26 which will be used to help offset the cost of operational expenses, and towards payment of the loan for the County's previous acquisition of the subject Property. Future year revenue projections include 3% annual increases in alignment with the proposed amendment.

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

- 1 – Floor Plan
- 2 – Proposed Amendment

Related Items "On File" with the Clerk of the Board:

None