

Health, Human, and Social Services Committee
Mental Health Services

AGENDA

2/22/16

Committee Members: Chairman Sokol
 Supervisor Simpson
 Supervisor Seeber
 Supervisor Frasier
 Supervisor Strough
 Supervisor Vanselow
 Supervisor McDevitt
 Supervisor MacDonald
 Supervisor Braymer

I. Action Agenda/New Business

1. Request to approve three-year lease agreement for Office of Community Services for Warren and Washington Counties at 230 Maple St., Glens Falls.
2. Presentation: Overview of the Office of Community Services for Warren and Washington Counties

II. Motion to adjourn

Attachments:
Resolution Request

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

****Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.***

DEPARTMENT NAME: Office of Community Services/Mental Health

DATE:

- (a) Purpose of Request: **Ratify signature of 3-year lease agreement for office space.**
- (b) Details: **3-year lease agreement with the Warren-Washington Association for Mental Health, Inc. to provide office space for the Office of Community Services for Warren and Washington Counties. Monthly rent expense for 2016 is \$2,285.41, with 2% annual increase for each year the remainder of the term. Space contains five offices for six staff, two file rooms, and use of two conference rooms. Office and file space totals 1020 sq. ft. Square footage with conferencing space included totals 1720 sq. ft.**
- (c) Previous Resolution Number: **N/A**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: **A.4310-411, Rent, \$27,425**

Sample: A.8021 470 Planning & Community Development – Contract

*** as listed in budget and LOGOS**