



COUNTY OF HUMBOLDT

For the meeting of: 12/14/2021

File #: 21-1737

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

SUBJECT:

Holdover Term Consent Letter for Probation Department's Continued use of 555 H Street, Suites C and D

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve Probation Department's decision to holdover at 1105 Sixth Street, Suite C and D; and
2. Approve, and authorize the Public Works Director to execute the attached Holdover Term Consent Letter with PWM, Inc. and Fred Lundblade.

SOURCE OF FUNDING:

General Fund (1100)

DISCUSSION:

On Oct. 23, 2007, your Board approved a lease at 555 H Street, Suites C & D for office space to accommodate the Humboldt County Probation Department. (Attachment No. 1 - Lease)

On Feb. 14, 2017, your Board approved an amendment to the lease to extend the term through Feb. 28, 2022 (Attachment No. 2 - Amendment).

The Humboldt County Probation Department is requesting your Board approve a month-to-month holdover term effective March 1, 2022, until such time as a new lease can be approved (Attachment No. 3 - Holdover Term Consent Letter).

FINANCIAL IMPACT:

Effective March 1, 2022, monthly rent pursuant to the lease terms will increase 3%, from \$5,786. to \$5,959.58, for the annual period up to Feb. 28, 2023. The costs associated with the rent increase have been included in the Probation budget (1100235) for fiscal year 2021-22.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing for and maintaining

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infrastructure.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to approve the Holdover Term Consent Letter with PWM, Inc. and Fred Lundblade for continued use of 555 H Street, Suites C and D. However, this is not recommended as there are no present alternative sites for this program to occupy.

ATTACHMENTS:

Attachment No. 1 - Lease

Attachment No. 2 - Amendment

Attachment No. 3 - Holdover Term Consent Letter

PREVIOUS ACTION/REFERRAL:

Board Order No.: C8, C9

Meeting of: 10/23/07, 2/14/17

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