



COUNTY OF HUMBOLDT

For the meeting of: 4/22/2025

File #: 25-326

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Third and Final Option to Extend the Lease Agreement with Elaine Joyce Foote Revocable Trust Regarding the use of Office Space located at 404 H Street, Eureka, California

RECOMMENDATION(S):

That the Board of Supervisors:

1. Authorize the Humboldt County Public Works Director to exercise the third and final option to extend the term of the lease agreement with the Elaine Joyce Foote Revocable Trust regarding the use of office space located at 404 H Street, Eureka, California; and
2. Direct the Clerk of the Board to provide the Real Property Division of the Humboldt County Department of Public Works with one (1) fully executed certified copy of the Board Order relating to this item.

STRATEGIC PLAN:

The recommended actions support the following areas of the Board of Supervisors' Strategic Plan:

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

On August 18, 2020, the Humboldt County Board of Supervisors ("Board") approved the current lease agreement with the Elaine Joyce Foote Revocable Trust regarding the use of office space located at 404 H Street, Eureka, California. The Board subsequently amended the lease agreement with the Elaine Joyce Foote Revocable Trust in order to increase janitorial fees set forth therein on January 25, 2022, and June 11, 2024.

On April 25, 2023, the County of Humboldt exercised the first option to extend the term of lease agreement with the Elaine Joyce Foote Revocable Trust to August 31, 2024. The County of Humboldt subsequently exercised the second option to extend the term of the lease agreement with the Elaine Joyce Foote Revocable Trust to August 31, 2025, on June 4, 2024. Execution and delivery of the attached third and final option letter will extend the term of the lease agreement with the Elaine Joyce Foot Revocable Trust for an additional one (1) year period to August 31, 2026.

Accordingly, staff recommends that the Board authorize the Humboldt County Public Works Director, or a designee thereof to exercise the third and final option to extend the term of the lease agreement with the Elaine Joyce Foote Revocable Trust regarding the use of office space located at 404 H Street, Eureka, California.

SOURCE OF FUNDING:

Law Enforcement Services, Community Corrections Subaccount (3741000-810520)

Humboldt County Probation Department - Public Safety Realignment (3741-294)**FINANCIAL IMPACT:**

Expenditures (3741-294)	FY24-25	FY25-26 Projected*	FY26-27 Projected*
Budgeted Expenses	\$108,836.61	\$110,773.35	\$18,543.32
Total Expenditures	\$108,836.61	\$110,773.35	\$18,543.32
Funding Sources (3741-294)	FY24-25	FY25-26 Projected*	FY26-27 Projected*
State/Federal Funds	\$108,836.61	\$110,773.35	\$18,543.32
Total Funding Sources	\$108,836.61	\$110,773.35	\$18,543.32

**Projected amounts are estimates and are subject to change.*

The monthly rental cost shall be Eight Thousand One Hundred Nine Dollars and Forty-Seven Cents (\$8,109.47) for the period of September 1, 2025, through November 30, 2025 and Eight Thousand Two Hundred Seventy-One Dollars and Sixty-Six Cents (\$8,271.66) for the period of December 1, 2025, through August 31, 2026. Additional janitorial fees of One Thousand Dollars (\$1,000.00) per month, will be included in the monthly rent.

The Humboldt County Probation Department has sufficient funding in budget unit 3741-294 to cover the monthly rental costs that will be incurred during the period of September 1, 2025, through June 30, 2026.

STAFFING IMPACT:

The recommended actions will not impact current staffing levels.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to authorize the Humboldt County Public Works Director to exercise the third and final option to extend the term of the lease agreement with the Elaine Joyce Foote Revocable Trust regarding the use of office space located at 404 H Street, Eureka, California. However, this alternative is not recommended as the result will be a holdover term on a month-to-month tenancy. Should the Lessor choose to terminate the lease, the one (1) month notice period will not be sufficient to vacate and find an alternative location, and thus prevent the Humboldt County Probation Department from providing needed services.

ATTACHMENTS:

1. Lease Agreement with the Elaine Joyce Foote Revocable Trust regarding the Use of Office Space Located at 404 H Street, Eureka, California
2. First Amendment to the Lease Agreement with the Elaine Joyce Foote Revocable Trust regarding the Use of Office Space Located at 404 H Street, Eureka, California
3. First Option to Extend the Lease Agreement with the Elaine Joyce Foote Revocable Trust regarding the Use of Office Space Located at 404 H Street, Eureka, California
4. Second Option to Extend the Lease Agreement with the Elaine Joyce Foote Revocable Trust regarding the Use of Office Space Located at 404 H Street, Eureka, California
5. Second Amendment the Lease Agreement with the Elaine Joyce Foote Revocable Trust regarding the Use of Office Space Located at 404 H Street, Eureka, California
6. Third and Final Option to Extend the Lease Agreement with the Elaine Joyce Foote Revocable Trust regarding the Use of Office Space Located at 404 H Street, Eureka, California

PREVIOUS ACTION/REFERRAL:

Meeting of: 12/06/11, 2/01/12, 9/5/12, 9/22/15, 10/16/18, 8/18/20, 1/25/22, 4/25/23, 6/4/24
File No.: 18-1301, 20-393, 21-1746, 23-367, 24-828