



COUNTY OF HUMBOLDT

AGENDA ITEM NO.  
**C-9**

For the meeting of: February 14, 2017

Date: January 26, 2017

To: Board of Supervisors

From: William Damiano, <sup>WD</sup> Chief Probation Officer

Subject: Approval of amendment to lease agreement with PWM, Inc. and Fred Lundblade (Lessors) for office space at 555 H Street, in Eureka

RECOMMENDATIONS:

That the Board of Supervisors:

1. Approves and authorizes the chair person of the Board to execute the First Amendment to Lease to extend the lease with Lessor for office space at 555 H Street, in Eureka, for the period beginning March 1, 2017 through February 28, 2020, with the County having options to further extend the lease for two, one-year terms; and
2. Directs the Clerk of the Board to return one original executed amendment to Public Works-Real Property Division for transmittal to Lessor.

SOURCE OF FUNDING:

General Fund

Prepared by Mark Magladry

CAO Approval [Signature]

REVIEW:				
Auditor <u>ME</u>	County Counsel	Personnel	Risk Manager	Other

TYPE OF ITEM:

Consent

Departmental

Public Hearing

Other

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**  
 Upon motion of Supervisor Fennell Seconded by Supervisor Sundberg  
 Ayes Sundberg, Fennell, Bass, Bonn, Wilson  
 Nays  
 Abstain  
 Absent

PREVIOUS ACTION/REFERRAL:

Board Order No. C-8, C-6 & C-12

Meeting of: 10/23/07, 12/11/12 & 12/9/14

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: Feb. 14, 2017  
 By: [Signature]  
 Kathy Hayes, Clerk of the Board

DISCUSSION:

On October 23, 2007, the County entered into a lease agreement with Lessor for 2,600 square feet of office space at 555 H Street in Eureka. The lease is for office suites C and D. The original lease began on February 28, 2008 and ran for five years. The County also had the option to extend the lease for two additional two-year terms. The County exercised each of these options and the second option is now scheduled to end February 28, 2017.

At this time, the Probation Department seeks approval of an amendment to extend the original Lease agreement, with the same terms and conditions, for three years, beginning March 1, 2017 and ending February 28, 2020, with options for the County to extend the agreement for two additional, one-year terms.

The Probation Department currently utilizes 555 H Street to house the Adult Services Division. This office is close to the Courthouse and County's Community Corrections Resource Center and provides a location that allows staff the opportunity to work in close proximity of the court, the Sheriff's Department, and other Probation staff assigned to the Community Corrections Resource Center.

At this time, the Probation Department requests that the Board of Supervisors approve the amendment to extend the lease with Lessor for three additional years.

FINANCIAL IMPACT:

With the approval of this amendment and beginning March 1, 2017, the rent cost of the lease will be \$5,141.00 monthly and cost approximately \$1.98 per square foot. If the amendment to extend the Lease is approved, the annual rent cost will increase by three percent (3%) for each year of the lease. The Probation Department has budgeted this rent cost for fiscal year 2016/17 in budget unit 235, and there are no additional impacts to the County general fund. This office space at 555 H Street offers Probation Department staff with a location to work together with other law enforcement agencies to provide appropriate levels of service to the probationers that are served.

OTHER AGENCY INVOLVEMENT:

The Auditor has confirmed that there are sufficient funds available to continue the lease.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

At this time no alternatives are suggested. The Board at its discretion can elect not to approve the amendment to extend this lease; however, this is not recommended. Currently, the Probation Department utilizes the office space at 555 H Street for its Adult Division, and if the request to amend the lease is not approved, the Probation Department would have to relocate staff to a new office.

ATTACHMENTS:

1. Original Lease with PWM, Inc. and Fred Lundblade
2. First Amendment with PWM, Inc. and Fred Lundblade



Lease dated October 23, 2007, on the date indicated above.

(SEAL)  
ATTEST:  
CLERK OF THE BOARD

COUNTY OF HUMBOLDT

By *John Shurtell*

By *Ungina Ben*  
Chair, Board of Supervisors  
County of Humboldt  
State of California

LESSOR:

By *Thomas J. Murphy Jr.*

By *[Signature]*

Title *1-27-17*

Title *TREASURER*

*PRESIDENT, PNM INC.*

*[Signature]*  
*1-27-17*

*WDE*