



# COUNTY OF HUMBOLDT

For the meeting of: 10/3/2023

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File #: 23-202

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Lease Agreement with Slack and Winzler Properties, LLC. (LESSOR) Regarding the Use of Office Space located at 1211 Fifth Street, 1215 Fifth Street and 433 M Street, Eureka, California.

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board Chair to execute, the attached lease agreement with Slack and Winzler Properties, LLC regarding the use of office space located at 1211 Fifth Street, 1215 Fifth Street and 433 M Street, Eureka, California; and
2. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached lease agreement with Slack and Winzler Properties, LLC to the Department of Public Works - Real Property for further processing.

**SOURCE OF FUNDING:**

Social Services Fund (1160-511)

**DISCUSSION:**

The Humboldt County Department of Health and Human Services' ("DHHS") Transition-Age Youth Program serves youth and young adults ages 16 to 26. Services include building life skills development, community involvement and independence as the participants move toward adulthood. This program also provides training to staff and community partners, who work with youth to help them more effectively engage youth and help them develop youth-informed approaches to policy and program participation. The goal of the Transition-Age Youth Program is to create an environment where young people thrive at home, school, work and in their community.

The Transition Age Youth Program has leased real property located at 1211 Fifth Street, 1215 Fifth Street and 433 M Street, Eureka since 2016. This facility is a good location and meets the Transition Age Youth Program's operational needs. The property owner, Slack and Winzler Properties, LLC, and Humboldt County Department of Public Works- Real Property are actively working on removing any

accessibility barriers in accordance with the Americans with Disabilities Act. Any and all identified accessibility barriers (Exhibit C) shall be removed by Jan. 1, 2024. The Transition Age Youth Program has a temporary accommodation service delivery policy in place until the identified accessibility barriers have been removed.

Accordingly, staff recommends that the Board approve, and authorize the Chair of the Board to execute, the attached lease agreement with Slack and Winzler Properties, LLC regarding the use of office space located at 1211 Fifth Street, 1215 Fifth Street and 433 M Street, Eureka.

**FINANCIAL IMPACT:**

<b>Expenditures (1160-511)</b>	<b>FY23-24</b>	<b>FY24-25 Projected</b>	<b>FY25-26 Projected</b>
Budgeted Expenses	\$108,377	\$102,887	\$107,002
<b>Total Expenditures</b>	<b>\$108,377</b>	<b>\$102,887</b>	<b>\$107,002</b>
<b>Funding Sources (1160-511)</b>	<b>FY23-24 Adopted</b>	<b>FY24-25 Projected*</b>	<b>FY25-26 Projected*</b>
General Fund			
State/Federal Funds	\$108,377	\$102,887	\$107,002
<b>Total Funding Sources</b>	<b>\$108,377</b>	<b>\$102,887</b>	<b>\$107,002</b>

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

**Narrative Explanation of Financial Impact:**

Pursuant to the terms and conditions of the attached lease agreement with Slack and Winzler Properties, LLC, the monthly rental rate for use of the office space located at 1211 Fifth Street, 1215 Fifth Street and 433 M Street, Eureka, shall be Eight Thousand, Two Hundred Forty-Four Dollars and Fifteen Cents (\$8,244.15), which is approximately One Dollar and Eighteen Cents (\$1.55) per square foot. The monthly rental rate shall annually escalate per the Bureau of Labor Statistic CPI Index by not more than 4% and no less than 2%. In addition, both parties agree that the county shall pay the Lessor in the amount of Fifteen Thousand, Seven Hundred Sixty-Four Dollars and Forty Cents (\$15,764.40) for use of the building since Sept. 30, 2022.

Expenditure appropriations related to the attached lease agreement with Slack and Winzler Properties, LLC have been included in the proposed fiscal year 2023-2024 budget for DHHS - Social Services budget unit 1160-511. Funding for the attached lease agreement with Slack and Winzler Properties, LLC is available through local, state and federal revenues received by DHHS - Social Services. Future CPI adjustments to the monthly lease amount will be included in future budget proposals. As a result, approval of the attached lease agreement with Slack and Winzler Properties, LLC will not impact the Humboldt County General Fund.

**STAFFING IMPACT:**

**Narrative Explanation of Staffing Impact:**

There is no impact to staffing.

STRATEGIC FRAMEWORK:

This action supports the following areas of your Board's Strategic Framework.

Core Roles: Protect vulnerable populations; creating opportunities for improved safety and health; and providing community-appropriate levels of services.

New Initiatives: Support self-reliance of citizens

Strategic Plan: 1.3 - Reduce Adverse Childhood Experiences (ACES), improve implementation of trauma-informed care practices

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board of Supervisors may choose not to approve the attached lease agreement with Slack and Winzler Properties, LLC regarding the use of office space located at 1211 Fifth Street, 1215 Fifth Street and 433 M Street, Eureka. However, this alternative is not recommended because it would significantly impact the Transition Age Youth Program's ability to provide needed services to youth residing in Humboldt County.

ATTACHMENTS:

Lease 433 M Street TAY

Exhibit A - Property Description; included in Lease

Exhibit B - Janitorial Services; included in Lease

Exhibit C - Identified Accessibility Barriers

Exhibit D - Landlord-Tenant Barrier Responsibilities

PREVIOUS ACTION/REFERRAL:

Board Order No.: D-17

Meeting of: 09/20/2016

File No.: 16-6865