



COUNTY OF HUMBOLDT

For the meeting of: 8/24/2021

File #: 21-1067

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

SUBJECT:

Ratify Lease Holdover and Consent for the Public Works - Natural Resource Planning Lease at 1105 6th Street, Suite E, Department of Health and Human Services - Social Services and Veterans Services Lease at 1105 6th Street, Suite F

RECOMMENDATION(S):

That the Board of Supervisors:

1. Ratify the Public Works Department's decision to holdover at 1105 6th Street, Suite E and 1105 6th Street, Suite F; and
2. Approve, and authorize the Public Works Director to execute, the attached holdover consent letters with PWM, Inc. for 1105 6th Street, Suite E and 1105 6th Street, Suite F.

SOURCE OF FUNDING:

Suite E - Proposition 84 and Proposition 1 - Integrated Regional Water Management Program Planning and Implementation grant funds and California Climate Investments grant funds

Suite F - Social Services Fund (1160)

DISCUSSION:

The Humboldt County Department of Public Works - Natural Resources Planning Division is currently located at 1105 6th Street, Suite E, Eureka California. Natural Resources Planning develops and administers programs for water resources, environmental restoration, habitat conservation, multi-hazard mitigation and climate change adaptation projects to advance natural resource goals set by the Board of Supervisors. Natural Resources Planning acts as the Regional Manager for grant funds received by the North Coast Resource Partnership. The division also provides support to the Humboldt County Fire Safe Council, maintains, and implements the Humboldt County Community Wildfire Protection Plan, and manages multiple associated grant funded projects.

On Aug. 18, 2020, the Board of Supervisors approved holdover consent letters to be executed and submitted to the Lessor on a monthly basis. There are no holdover consent letters for the months of June, July, and August of 2021. Rent payments for these months were made and accepted by the Lessor. Staff is requesting approval of the attached holdover consent letter for Suite E to memorialize

the county's holdover use for the months of June, July, and August of 2021, and to request Lessor's consent to holdover for successive months until such time as a new long-term lease can be negotiated and executed.

The Department of Health and Human Services ("DHHS") - Social Services, Veterans Services office is currently located at 1105 6th Street, Suite F, Eureka, California. The DHHS - Social Services, Veterans Service office assists veterans, their dependents and survivors, and the general public in obtaining benefits from federal, state, and local agencies administering programs for veterans and provides advocacy to the veteran community regarding entitlement rights to federal, state, and local benefit programs.

On Jun. 28, 2016, the Board of Supervisors approved a lease with PWM, Inc. for the term commencing on Jul. 1, 2016, and ending on Jun. 30, 2021. There are no holdover consent letters for the months of Jul. and Aug. of 2021. Rent payments for these months were made and accepted by the Lessor. Staff is requesting approval of the attached holdover consent letter for Suite F to memorialize the county's holdover use for the months of Jul. and Aug. of 2021, and to request Lessor consent to holdover for successive months until such time as a new long-term lease can be negotiated and executed.

FINANCIAL IMPACT:

Rent for office space located at 1105 6th Street, Suite E, Eureka California is a reimbursable expense under the grant agreements administered by the Natural Resources Planning Division. Expenditure appropriations related to the lease of office space located at 1105 6th Street, Suite E, Eureka, California have been included in the approved fiscal year 2021-22 budget for Natural Resources Planning Division budget unit 1720-289. As a result, execution of the attached holdover consent letter regarding 1105 6th Street, Suite E will not impact the Humboldt County General Fund.

Expenditure appropriations related to the lease of office space located at 1105 6th Street, Suite F, Eureka, California have been included in the approved fiscal year 2021-22 budget for DHHS - Veterans Services Office budget unit 1160-599. As a result, execution of the attached holdover consent letter regarding 1105 6th Street, Suite F will not impact the Humboldt County General Fund.

STRATEGIC FRAMEWORK:

The recommended actions support the Board of Supervisors' Strategic Framework by providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the holdover consent letters with PWM, Inc. for 1105 6th Street, Suite E and 1105 6th Street, Suite F. However, this is not recommended as the Lessor could evict the county and there are no present alternative sites for these two programs to occupy.

ATTACHMENTS:

File #: 21-1067

Holdover Consent Letter - Suite E

Holdover Consent Letter - Suite F

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-17, C-22, C-20, C-16 (Suite E) ; C29 (Suite F)

Meeting of: 6/16/13, 5/24/16, 3/27/18, 8/18/18 (Suite E) ; 6/28/16 (Suite F)

File No.: 20-874 (Suite E)