



AGENDA ITEM NO.  
**C31**

# COUNTY OF HUMBOLDT

For the meeting of: June 26, 2018

Date: June 8, 2018

To: Board of Supervisors

From: Maggie Fleming, District Attorney *M Fleming*

Subject: Second Lease Amendment at 712 Fourth Street for the Victim Witness Office

### RECOMMENDATION(S):

That the Board of Supervisors:

1. Approves and authorizes the Chairperson to execute 2<sup>nd</sup> Amendment to the Lease with Mike Retzloff and Cindy McKenzie for 712 Fourth Street; and
2. Directs the Clerk of the Board to return one executed 2<sup>nd</sup> Amendment to Lease to Real Property for transmittal to Lessor.

### SOURCE OF FUNDING:

State of California, Office of Emergency Services and District Attorney General Fund

### DISCUSSION:

The Victim Witness Unit of the District Attorney's Office requests the Board to approve and authorize the chairperson to execute the Second Amendment to Lease for property located at 712 Fourth Street.

Prepared by Rachelle Davis CAO Approval *[Signature]*

REVIEW: Auditor \_\_\_\_\_ County Counsel \_\_\_\_\_ Human Resources \_\_\_\_\_ Other DPW *[Signature]*

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

**BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT**  
 Upon motion of Supervisor Bass Seconded by Supervisor Fennell

Ayes Bass, Fennell, Sundberg, Bohm  
 Nays \_\_\_\_\_  
 Abstain \_\_\_\_\_  
 Absent Wilson

### PREVIOUS ACTION/REFERRAL:

Board Order No. C-14, C-12

Meeting of: July 7, 2015 and July 5, 2016

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

Dated: 6/26/18

By: *[Signature]*  
 Kathy Hayes, Clerk of the Board

Victim Witness has been in this location since 1999. The current lease with Mike Retzloff and Cindy McKenzie will expire July 31, 2018. New terms have been agreed upon between the Lessor and county staff to lease approximately 3,180 square feet beginning August 1, 2018 through July 31, 2019. The monthly rental rate will be Three Thousand Ninety-Two Dollars and Twenty-Five cents (\$3,092.25). This will sustain a business space for the Victim Witness Office until county office space and building capital projects improvements can be completed. Three different State programs occupy the space: Victim Witness Services Program, Underserved Victim Advocacy and Outreach Program, and the Victim's Compensation Board.

FINANCIAL IMPACT:

The monthly rental amount for the FY 2018-19 is \$3,092.25 or 1.03 per square foot, which includes water, sewer, and janitorial services. Renting of the office location at 712 Fourth Street is \$37,107.00 for one year. This is an increase from the FY 2017-18 of eight cents (0.08) a square foot or \$ 727.80 from last year.

The lease break-down is as follows for the FY 2018-19: Budget Unit 208 (Victim Witness Services Program) \$1,030.75 per month, Budget Unit 291 (Underserved Victim Advocacy & Outreach Program) \$1,030.75 per month, and Budget Unit 220 (California Victim Compensation Board) \$1,030.75.

While this increase is small, grant funding only provides for a calculated portion of the rent based upon square footage of usage for each full-time employee. The total funding provided from each current grant is \$10,500.00. The remaining \$26,607.00 is paid from budget unit 1100 205 (District Attorney General Fund) as an expense transfer into each budget unit listed above that supports Victim Witness Office.

Approval of the requested Second Amendment to Lease supports the Boards Strategic Framework by providing for and maintaining infrastructure along with protecting vulnerable populations of Humboldt county.

OTHER AGENCY INVOLVEMENT:

1. Public Works Department – Real Property Division

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to execute. That is not recommended, as the Victim Witness Program will no longer be able to occupy 712 Fourth Street and will have to find a new building to house the program for the time period between the end of the lease and the date when the Courthouse Fifth Floor is ready to house the Victim Witness office.

ATTACHMENTS:

1. Copy of lease
2. First Amendment to Lease
3. Second Amendment to Lease

# ORIGINAL

## LEASE

This Lease is made and entered into this 7<sup>th</sup> day of July, 2015, by and between the COUNTY OF HUMBOLDT, a political subdivision of the State of California, hereinafter referred to as COUNTY, and, Mike Retzloff and Cindy McKenzie, sole proprietors, hereinafter referred to as LESSOR;

WHEREAS, COUNTY desires to lease premises for COUNTY offices and LESSOR desires to lease the premises described herein to COUNTY;

NOW, THEREFORE, it is mutually agreed as follows:

1. PREMISES

LESSOR leases to COUNTY and COUNTY leases from LESSOR the following described premises located in Eureka, County of Humboldt, State of California:

Approximately 3,180 square feet of APN 01-141-01, more commonly known as 712 Fourth Street, Eureka, California, as shown on Exhibit A, which is attached hereto and incorporated herein.

2. USE OF PREMISES

The premises shall be used by COUNTY for county offices as determined by COUNTY. At the commencement of this Lease COUNTY intends to use the premises as office space for the District Attorney Victim Witness program.

3. QUIET ENJOYMENT

Subject to the provisions of this Lease and conditioned upon performance of all the provisions performed by COUNTY hereunder, LESSOR shall secure to COUNTY during the term the quiet and peaceful possession of the premises and all rights and privileges appertaining thereto.

4. TERM OF LEASE

A. The initial term of this Lease shall commence on August 1, 2015 and terminate July 31, 2016.

B. Any holding over with LESSOR'S consent beyond the term of this Lease shall be a month to month tenancy, with all the terms and conditions of this Lease.

5. RENT

COUNTY shall pay to LESSOR as rent for the leased premises a monthly rental as follows:

Two Thousand Seven Hundred Fifty Dollars (\$2750.00)

Rent shall be paid in advance on the first day of each month, except in the event that COUNTY'S occupancy shall commence on a day other than the first day of the month, the rent for the first partial month shall be prorated at one-thirtieth (1/30) of the rental rate for each calendar day the premises are ready for occupancy during such month.

6. BUILDING STANDARDS AND COMPLIANCE WITH LAWS

LESSOR covenants and warrants that the premises have been constructed and any remodeling done in accordance with all local, state and federal laws and regulations, including but not limited to, the Americans with Disabilities Act. LESSOR further agrees to comply with any federal, state or local licensing standards, any applicable accrediting standards, and any other applicable standards or criteria established locally or by the state or federal governments.

COUNTY shall have the right to terminate this Lease upon seven (7) days written notice if any of the above mentioned applicable laws, standards, or criteria are not complied with.

LESSOR shall supply and install fire extinguishers in compliance with current building and fire codes.

7. SMOKING

Pursuant to Humboldt County Code §971-1 et seq., COUNTY owned or leased premises are smoke free. LESSOR shall comply with said provision.

8. UTILITIES

LESSOR agrees to furnish and pay for all charges for water and sewer supplied to and used in the leased premises. COUNTY shall pay for gas,

electricity, refuse collection and COUNTY'S communications used in the leased premises.

9. JANITORIAL

LESSOR shall be responsible for janitorial services to the leased premises a minimum of 3 times per week, on Sunday, Tuesday and Thursday, during non working hours, which shall include the following:

- A. For interior areas other than restrooms: vacuum, empty waste receptacles, dust furniture, remove cobwebs and sweep and mop floors.
- B. For the restrooms: empty waste receptacles, remove cobwebs, sweep and mop floors, clean toilets, sinks and mirrors and sanitize restrooms.
- C. Wash windows inside and out every six months.
- D. Remove all trash to trash bin located in alley.
- E. Clean carpets once annually. Cleaning date to be coordinated with COUNTY.

10. MAINTENANCE AND REPAIRS

During the term of this Lease or any extension thereof, LESSOR shall maintain the premises in good repair and tenantable condition so as to minimize breakdowns and loss of COUNTY'S use of the premises caused by deferred or inadequate maintenance. LESSOR shall be responsible for all maintenance and repairs to the premises including, but not limited to, the interior and exterior of the building, landscaping, parking lot, HVAC Unit, fire extinguishers, and window glass, except for the following:

- A. Light bulbs and ballasts.
- B. Minor plumbing, such as repairing of faucets, toilets, and the unstopping of toilets and sinks.
- C. Any repairs caused by negligence of COUNTY personnel.
- D. Any repairs to phone system, computers, or security system or installation thereof.

The HVAC system shall be maintained and operated by LESSOR to provide at least the quantity of outdoor air required by the State Building Standards Code, Title 24, California Administrative Code, in effect at the time the building permit was issued.

The HVAC system shall be inspected each year by a qualified inspector. LESSOR shall notify COUNTY when the inspection shall occur. LESSOR shall provide COUNTY with a copy of the inspection report within two (2) days of receipt by LESSOR. LESSOR shall correct any problems found during the inspection within ten (10) days of the date of the inspection.

LESSOR shall change the HVAC filters quarterly.

LESSOR shall clean the HVAC vents quarterly.

LESSOR shall service fire extinguishers at least annually and as requested by COUNTY if more frequent service is needed.

LESSOR shall have ten (10) days after notice from COUNTY to commence to perform its obligations under this paragraph, except that LESSOR shall perform its obligations immediately if the nature of the problem presents a material hazard or emergency as determined by COUNTY. If LESSOR does not perform its obligations within the time limitations in this paragraph, COUNTY, after notice to LESSOR, can perform the obligations and has the right to be reimbursed for the sum COUNTY actually and reasonably expends (including charges for COUNTY employees and equipment) in the performance of LESSOR'S obligations. If LESSOR does not reimburse COUNTY within ten (10) days after demand from COUNTY, COUNTY shall have the right to withhold from future rent due the sum COUNTY has expended until COUNTY is reimbursed in full. Any notice or demand concerning a material hazard or emergency may be made orally, by telephone or otherwise, provided that written confirmation is given within two (2) days after the oral notice or demand is made. Such confirmation shall be made as provided in paragraph 27, "NOTICE".

#### **11. IMPROVEMENTS AND ALTERATIONS**

COUNTY may make non-structural alterations or improvements to the premises to accommodate COUNTY'S use of the premises. However, COUNTY shall not make any alterations or improvements to the leased premises without the prior written consent of LESSOR. Such consent shall not be unreasonably withheld.

COUNTY, at its own cost, may install in the premises the equipment needed for telecommunication system and computer terminals including, but not limited to, the following:

- A. Telephone cable;
- B. Key system units;
- C. Intercom system;
- D. Telephones;
- E. Answering machines; and
- F. Security system.

Upon termination of the Lease, COUNTY shall have the right to remove from the premises any such equipment installed by COUNTY.

**12. INSTALLATION AND REMOVAL OF TRADE FIXTURES**

COUNTY may cause or permit to be installed and/or affixed to the premises such fixtures, signs and equipment as COUNTY deems desirable and all such fixtures, signs and equipment shall remain the property of COUNTY and may be removed at any time provided that COUNTY, at its expense, shall repair any damage caused by reason of such removal. All such fixtures, signs and equipment that are exterior to the building shall be approved by LESSOR.

**13. COUNTY'S RIGHT TO ERECT SIGNS**

COUNTY shall have the exclusive right to erect and maintain upon the premises all signs that it deems appropriate. LESSOR agrees that no signs or advertising matter of any nature other than COUNTY'S shall be permitted upon any of the premises. LESSOR shall cooperate with COUNTY in obtaining any variances from restrictions placed on the use of signs by local authorities. LESSOR and COUNTY shall mutually agree as to the location, size, and style of any signs.

**14. REAL PROPERTY TAXES**

LESSOR shall pay all real property taxes and general and special assessments levied and assessed against the premises.

**15. HOLD HARMLESS/INDEMNIFICATION**

A. LESSOR shall indemnify, defend and hold harmless COUNTY and its officers, officials, employees, and volunteers, from any and all claims, demands, losses, damages, and liabilities of any kind or nature, including attorney's fees,

which are caused by any negligent or willful acts of misconduct or omissions (either directly or through or by its officers, agents or employees) in connection with LESSOR'S duties and obligations under this Agreement and any amendments hereto, except such loss or damage which was caused by the sole negligence or willful misconduct of the COUNTY.

B. COUNTY shall indemnify, defend and hold harmless LESSOR and its officers, officials, employees, and volunteers, from any and all claims, demands, losses, damages, and liabilities of any kind or nature, including attorney's fees, which are caused by any negligent or willful acts of misconduct or omissions (either directly or through or by its officers, agents or employees) in connection with COUNTY'S duties and obligations under this Agreement and any amendments hereto, except such loss or damage which was caused by the sole negligence or willful misconduct of the LESSOR.

C. Acceptance of insurance, if required by this Agreement, does not relieve LESSOR from liability under this indemnification clause. This indemnification clause shall apply to all damages or claims for damages suffered by LESSOR'S operations regardless if any insurance is applicable or not.

#### 16. LESSOR'S INSURANCE

This Lease shall not be executed by COUNTY and LESSOR is not entitled to any rights, unless certificates of insurances, or other sufficient proof that the following provisions have been complied with, and such certificate(s) are filed with the Clerk of the Humboldt County Board of Supervisors.

Without limiting LESSOR'S indemnification provided for herein, LESSOR shall and shall require any of its subcontractors to take out and maintain, throughout the period of this Agreement and any extended term thereof, the following policies of insurance placed with insurers authorized to do business in California and with a current A.M. Bests rating of no less than A:VII or its equivalent against injury/death to persons or damage to property which may arise from or in connection with the activities hereunder of LESSOR, its agents, officers, directors, employees, licensees, invitees, assignees or subcontractors.

##### A. Comprehensive or Commercial General Liability Insurance

Comprehensive or Commercial General Liability Insurance at least as broad as Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001), in an amount of \$1,000,000 for any one incident, including personal injury, death and property damage. If a general aggregate



limit is used, either the general aggregate limit shall apply separately to this project or the general aggregate shall be twice the required occurrence limit.

**B. Property Insurance**

LESSOR is responsible for providing "All-Risk" Property Insurance for this location.

**C. Workers' Compensation Insurance Coverage**

If required by California law, and in accordance with the statutory limits set forth therein, said policy shall contain or be endorsed to contain a waiver of subrogation against COUNTY, its officers, agents, and employees.

**17. COUNTY'S INSURANCE**

Without limiting COUNTY'S indemnification provided herein, COUNTY shall and shall require any of its subcontractors to take out and maintain, throughout the period of this Agreement and any extended term thereof, the following policies of insurance placed with insurers authorized to do business in California and with a current A.M. Bests rating of no less than A:VII or its equivalent against injury/death to persons or damage to property which may arise from or in connection with the activities hereunder of COUNTY, its agents, officers, directors, employees, licensees, invitees, assignees or subcontractors:

**A. Comprehensive/Liability Insurance**

Comprehensive or Commercial General Liability Insurance at least as broad as Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001), in an amount of \$1,000,000 per occurrence for any one incident, including personal injury, death and property damage. If a general aggregate limit is used, either the general aggregate limit shall apply separately to this project or the general aggregate shall be twice the required occurrence limit.

**B. Property Insurance**

COUNTY is responsible for providing an "All-Risk" Property Insurance for the contents of the property at this location.

**C. Workers Compensation Insurance Coverage**

COUNTY certifies that COUNTY is aware of the provisions of Section 3700 of the California Labor Code and COUNTY will comply with such provisions in connection with any work performed on the premises. Any persons providing services with or on behalf of COUNTY shall be covered by workers' compensation (or qualified self-insurance).

**18. SPECIAL INSURANCE REQUIREMENTS**

Said policies shall unless otherwise specified herein be endorsed with the following provisions:

**A. LESSOR**

1. The Comprehensive General Liability Policy shall provide that the COUNTY, its officers, officials, employees, and volunteers are covered as additional insured for liability arising out of the operations performed by or on behalf of LESSOR. The coverage shall contain no special limitations on the scope of protection afforded to the COUNTY, its officers, officials, employees, and volunteers. Said policy shall also contain a provision stating that such coverage:

- a. Includes contractual liability
- b. Does not contain exclusions as to loss or damage to property caused by explosion or resulting from collapse of buildings or structures or damage to property underground, commonly referred to "XCU Hazards".
- c. Is primary insurance as regards to County of Humboldt.
- d. Does not contain a pro-rata, excess only, and/or escape clause.
- e. Contains a cross liability, severability of interest or separation of insureds clause.
- f. Shall not be canceled, non-renewed or materially reduced in coverage without thirty (30) days prior written notice being provided to COUNTY and in accordance with the Notice provisions set forth under Section 27. It is further understood that LESSOR shall not terminate such coverage until it provides COUNTY with proof satisfactory to COUNTY that equal or better insurance has been secured and is in place.
- g. Is primary coverage to COUNTY, and insurance or

self-insurance programs maintained by COUNTY are excess to LESSOR'S insurance and will not be called upon to contribute with it.

2. LESSOR shall furnish COUNTY with certificates and original endorsements effecting the required coverage prior to execution of this Agreement by COUNTY. The endorsements shall be on forms as approved by the COUNTY'S Risk Manager or County Counsel. Any deductible or self-insured retention over \$100,000 shall be disclosed to and approved by COUNTY. If LESSOR does not keep all required policies in full force and effect, COUNTY may, in addition to other remedies under this Agreement, take out the necessary insurance, and LESSOR agrees to pay the cost of said insurance. COUNTY is also hereby authorized with the discretion to deduct the cost thereof from the monies owed to LESSOR under this Agreement.

3. COUNTY is to be notified immediately if twenty-five percent (25%) or more of any required insurance aggregate limit is encumbered and LESSOR shall be required to purchase additional coverage to meet the aggregate limits set forth above.

#### B. COUNTY

1. The Comprehensive General Liability Policy shall provide that the LESSOR, its officers, officials, employees, and volunteers are covered as additional insured for liability arising out of the operations performed by or on behalf of COUNTY. The coverage shall contain no special limitations on the scope of protection afforded to the LESSOR, its officers, officials, employees, and volunteers. Said policy shall also contain a provision stating that such coverage:

- a. Includes contractual liability
- b. Does not contain exclusions as to loss or damage to property caused by explosion or resulting from collapse of buildings or structures or damage to property underground, commonly referred to "XCU Hazards".
- c. Contains a cross liability, severability of interest or separation of insureds clause.
- d. The policies shall not be canceled, non-renewed or materially reduced in coverage without thirty (30) days prior written notice being provided to LESSOR and in accordance with the Notice provisions set forth under Section 27. It is further understood that COUNTY shall not terminate such coverage until it provides LESSOR with proof satisfactory to

LESSOR that equal or better insurance has been secured and is in place.

e. COUNTY shall furnish LESSOR with certificates and original endorsements effecting the required coverage of this Agreement by LESSOR.

**C. COUNTY AND LESSOR**

1. The COUNTY and LESSOR agree that insurance carried or required to be carried by either of them against loss or damage to property by fire, flood, earthquake, acts of terrorism, acts of war or other casualty shall contain a clause whereby the insurer waives its right to subrogation against the other party, its elected officials, directors, employees, volunteers, and agents and each party shall indemnify the other against any loss or expense, including reasonable attorney's fees resulting from the failure to obtain such waiver.

2. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the insurer's liability.

3. Any failure to comply with reporting or other provisions of the Parties, including breach of warranties, shall not affect coverage provided to LESSOR, COUNTY, their officers, officials, employees, and volunteers.

**19. PARKING**

Leased premises includes no off-street parking spaces.

**20. DESTRUCTION OF PREMISES**

In the event the premises are destroyed in whole or in part by fire or other casualty to the extent that they are substantially unusable, COUNTY reserves the right to forthwith terminate this Lease upon written notice within seven (7) days following the date of loss.

If such casualty occurs and a portion of said premises is still usable by COUNTY, the rent shall be prorated on a square footage basis of usable space until the premises are restored to their original condition. Payment of prorated rent shall not constitute a waiver of COUNTY'S right to terminate this Lease as provided in this paragraph (20).

In the event that the premises are destroyed in whole or in part by fire or other casualty, and the cost of restoring the same exceeds the then remaining rental for the unused portion of the term of this Lease, LESSOR shall have the option to rebuild or to terminate this Lease. Such option shall be exercised by LESSOR by notice in writing to COUNTY within seven (7) days following the date of loss. LESSOR'S option to rebuild shall not constitute a waiver of COUNTY'S right to terminate this Lease, as provided in this paragraph (20).

**21. USE UNLAWFUL OR PREMISES CONDEMNED**

If it becomes unlawful for COUNTY to conduct its intended operations on the premises, or if a portion of the premises or approaches thereto is condemned by public authority so that it becomes impossible to use the premises, or if any highway or street change is made diverting or re-routing traffic away from the premises so that the premises become impossible to use, COUNTY shall have the right at any time thereafter to terminate this Lease by giving LESSOR seven (7) days notice in writing of such termination.

**22. PREMISES UNUSABLE**

If as a result of causes, such as flood, strikes, riots, insurrection, or other similar or different causes beyond the control of LESSOR, the premises shall become unusable from a practical standpoint for a period of ten (10) consecutive days or longer, then COUNTY may: (1) terminate the Lease upon seven (7) days written notice to LESSOR, (2) by notice in writing to LESSOR prorate the rent for the period of time the premises are unusable from a practical standpoint or (3) by notice in writing to LESSOR at any time prior to the date when this Lease would otherwise terminate, further extend this Lease without the requirement of the payment of rent for the period of time which the premises were unusable from a practical standpoint. The remedies set forth in this paragraph are in addition to and do not in any manner limit other remedies set forth in particular paragraphs of this Lease.

**23. NUCLEAR FREE CLAUSE**

LESSOR certifies by its signature below that LESSOR is not a nuclear weapons contractor, in that LESSOR is not knowingly or intentionally engaged in the research, development, production, or testing of nuclear warheads, nuclear weapons systems, or nuclear weapons components as defined by the Nuclear Free Humboldt County Ordinance. LESSOR agrees to notify COUNTY immediately if it becomes a nuclear weapons contractor, as defined above. COUNTY may immediately terminate this Lease if it determines that the foregoing certification is false or if LESSOR becomes a nuclear weapons contractor.

**24. LESSOR DEFAULT**

LESSOR shall be in default of this Lease if it fails or refuses to perform any material provision of this Lease that it is obligated to perform if the failure to perform is not cured within ten (10) days after written notice of the default has been given by COUNTY to LESSOR. If the default cannot reasonably be cured within ten (10) days, LESSOR shall not be in default of this Lease if LESSOR commences to cure the default within the ten (10) day period and diligently and in good faith continues to cure the default.

**25. COUNTY'S REMEDIES ON LESSOR'S DEFAULT**

COUNTY, at any time after LESSOR is in default, can terminate this Lease or can cure the default at LESSOR'S cost. If COUNTY at any time, by reason of LESSOR'S default, pays any sum or does any act that requires the payment of any sum, the sum paid by COUNTY shall be due from LESSOR to COUNTY within five (5) days of notice of such sum, and if paid at a later date shall bear interest at the maximum rate COUNTY is permitted by law to charge from the date the sum is paid by COUNTY until COUNTY is reimbursed by LESSOR. If LESSOR fails to reimburse COUNTY as required by this paragraph, COUNTY shall have the right to withhold from future rent due the sum COUNTY has expended until COUNTY is reimbursed in full for the sum and interest on it. The remedies set forth in this paragraph are in addition to and do not in any manner limit other remedies set forth in particular paragraphs of this Lease.

**26. TERMINATION**

COUNTY reserves the right to terminate this Lease, upon thirty (30) days written notice, upon the happening of one or more of the following:

- A. The making by LESSOR of any general assignment for the benefit of creditors.
- B. The failure of LESSOR to pay promptly when due all charges, fees, or other payments in accordance with this Lease.
- C. The failure of LESSOR to remedy any default, breach, or violation of county, municipal, federal and/or state laws or regulations by LESSOR or its employees.
- D. The violation of any of the provisions of this Lease.

E. The building becomes damaged due to fire, flood, earthquake, or any other natural disaster.

F. Intentionally supplying COUNTY with false or misleading information or misrepresenting any material fact on its application or documents or in its statement to or before COUNTY, or intentional failure to make full disclosure on its financial statement or other documents.

**27. NOTICE**

Any notice, demand, request, consent, approval, or communication that either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by certified mail, return receipt requested, to the respective addresses set forth below. Notice shall be effective upon actual receipt or refusal as shown on the receipt obtained pursuant to the foregoing.

LESSOR: Mike Retzloff  
PO Box 453  
Cutten, CA 95534

COUNTY: County of Humboldt  
Public Works  
Real Property Division  
1106 Second Street  
Eureka, CA 95501

All insurance notices shall also be sent to:

County of Humboldt  
Attn: Risk Manager  
825 Fifth Street, Room 131  
Eureka, CA 95501

**28. ASSIGNMENT**

This Lease shall not be assigned by either party without the written consent of the other party. Such consent shall not be unreasonably withheld.

**29. LEASE MODIFICATION**

This Lease may be modified only by subsequent written agreement signed by COUNTY and LESSOR.

**30. LESSOR NOT OFFICER, EMPLOYEE, OR AGENT OF COUNTY**

While engaged in carrying out and complying with the terms and conditions of this Lease, LESSOR is an independent contractor and not an officer, employee, or agent of COUNTY.

**31. ATTORNEYS' FEES**

If either party shall commence any legal action or proceeding, including an action for declaratory relief, against the other by reason of the alleged failure of the other to perform or keep any provision of this Lease to be performed or kept, the party prevailing in said action or proceeding shall be entitled to recover court costs and reasonable attorneys' fees (including reasonable value of services rendered by County Counsel) to be fixed by the court, and such recovery shall include court costs and attorneys' fees (including reasonable value of services rendered by County Counsel) on appeal, if any. As used herein, "the party prevailing" means the party who dismisses an action or proceeding in exchange for payment of substantially all sums allegedly due, performance of provisions allegedly breached, or other considerations substantially equal to the relief sought by said party, as well as the party in whose favor final judgment is rendered.

**32. WAIVER OF BREACH**

The waiver by COUNTY of any breach of any provision of this Lease shall not constitute a continuing waiver of any subsequent breach of the same or a different provision of this Lease.

**33. BREACH, REMEDY FOR**

In the event of breach of this Lease by LESSOR or COUNTY, COUNTY and/or LESSOR shall have all rights and remedies provided by law.

**34. SURRENDER OF PREMISES**

At the termination of this Lease, COUNTY shall surrender the building to LESSOR in good condition and repair, except for normal wear and tear. COUNTY shall be under no obligation to repair or restore the whole or any portion of the building which may be damaged by reason of fire, earthquake, the elements or other casualty.



35. BINDING EFFECT

All provisions of this Lease shall be fully binding upon, and inure to the benefit of, the parties and to each of their heirs, executors, successors, and assigns.

36. JURISDICTION AND APPLICABLE LAWS

This Lease shall be construed under the laws of the State of California. Any dispute arising hereunder or relating to this Lease shall be litigated in the State of California and venue shall lie in the County of Humboldt unless transferred by court order pursuant to Code of Civil Procedure §§394 and 395.

37. INTERPRETATION

As this Lease was jointly prepared by both parties, the language in all parts of this Lease shall be construed, in all cases, according to its fair meaning, and not for or against either party hereto.

IN WITNESS WHEREOF, this Lease has been executed by the parties hereto upon the date first written above.

(SEAL)

ATTEST:  
CLERK OF THE BOARD

COUNTY OF HUMBOLDT

BY [Signature]

BY [Signature]  
CHAIRPERSON  
BOARD OF SUPERVISORS  
COUNTY OF HUMBOLDT  
STATE OF CALIFORNIA

LESSOR:

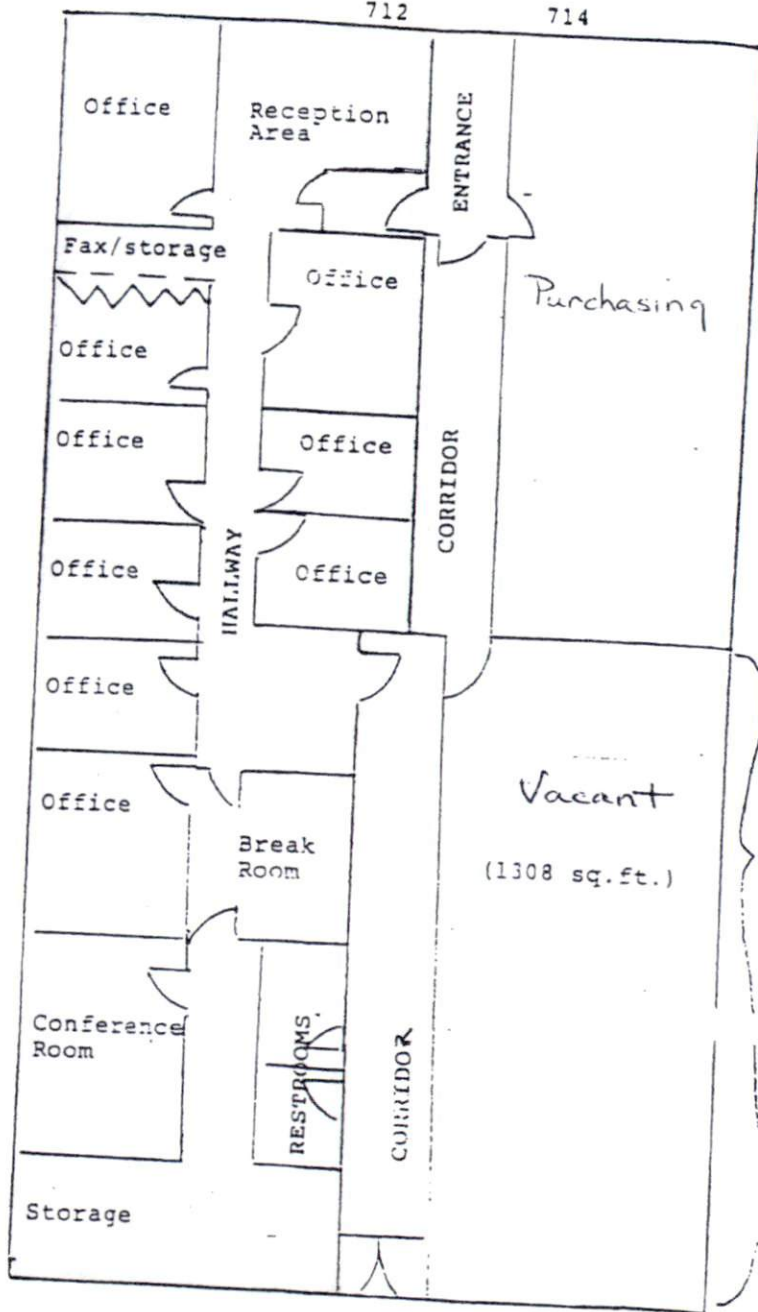
BY [Signature]  
TITLE Owner

BY Cindy R McKenzie  
TITLE Owner

FOURTH STREET

712

714



BACK  
DOOR

ALLEY

HUMBOLDT BANK

FIFTH STREET

US BANK

EXHIBIT A

# ORIGINAL

## FIRST AMENDMENT TO LEASE

This Amendment to the Lease entered into on July 7, 2015, by and between the COUNTY OF HUMBOLDT, a political subdivision of the State of California, hereinafter called COUNTY, and Mike Retzliff and Cindy McKenzie, sole proprietors, hereinafter referred to as LESSOR, is entered into this 5<sup>th</sup> day of July, 2016.

**WHEREAS**, the parties entered into a Lease for the use of the premises at 712 Fourth Street, Eureka; and

**WHEREAS**, COUNTY and LESSOR desire to extend the Lease and to amend the Lease as specified.

**NOW, THEREFORE**, it is mutually agreed as follows:

1. Paragraph 4, TERM OF LEASE, is amended to read as follows:

A. The term of this Lease shall be extended beginning August 1, 2016 and terminating July 31, 2018.

B. Any holding over with LESSOR'S consent beyond the term of this Lease shall be a month-to-month tenancy, with all the terms and conditions of this Lease.

2. Paragraph 5, RENT, is amended to read as follows:

COUNTY shall pay to LESSOR as rent for the leased premises a monthly rental as follows:

Beginning August 1, 2016 through July 31, 2017, Two Thousand Eight Hundred Sixty Dollars (\$2,860.00) per month; and

Beginning August 1, 2017 through July 31, 2018, Three Thousand Thirty One Dollars and Sixty Cents (\$3031.60) per month.

3. In all other respects the Lease between the parties entered into on July 7, 2015 shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this First Amendment To

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Lease dated July 7, 2015, on the date indicated above.

(SEAL)  
ATTEST:  
CLERK OF THE BOARD

By *Ann Plattrell*

COUNTY OF HUMBOLDT

By *Mark L. ...*

Chair, Board of Supervisors  
County of Humboldt  
State of California

LESSOR:

BY *[Signature]*

TITLE: *Owner*

BY *Cindy R McKenzie*

TITLE *Owner*

## SECOND AMENDMENT TO LEASE

This Second Amendment to the Lease entered into on July 7, 2015, and amended on July 5, 2016, by and between the COUNTY OF HUMBOLDT, a political subdivision of the State of California, hereinafter called COUNTY, and Mike Retzloff and Cindy McKenzie, sole proprietors, hereinafter referred to as LESSOR, is entered into this 26<sup>th</sup> day of June, 2018.

**WHEREAS**, the parties entered into a Lease for the use of the premises at 712 Fourth Street, Eureka; and

**WHEREAS**, COUNTY and LESSOR desire to extend the Lease and to amend the Lease pursuant to Paragraph 29, LEASE MODIFICATION, as specified below.

**NOW, THEREFORE**, it is mutually agreed as follows:

1. Paragraph 4, TERM OF LEASE, is amended to read as follows:

A. The term of this Lease shall be extended beginning August 1, 2018 and terminating July 31, 2019.

B. COUNTY has the option to extend this Lease upon the same terms and conditions for two (2) one (1) year terms. Each option may be exercised by COUNTY giving LESSOR written notice of its intent to extend the Lease. The notice shall be in writing and shall be given to LESSOR sixty (60) days prior to the end of the initial or extended term.

C. Any holding over with LESSOR'S consent beyond the term of this Lease shall be a month-to-month tenancy, with all the terms and conditions of this Lease.

2. Paragraph 5, RENT, is amended to read as follows:

COUNTY shall pay to LESSOR as rent for the leased premises a monthly rental as follows:

Rent shall be Three Thousand Ninety-two Dollars and Twenty-five Cents (\$3092.25) per month for the term of this Lease and both extensions.

3. Section 38, LESSOR'S IMPROVEMENTS, is added to this lease as follows:

LESSOR will install a sliding security gate across the entry way at the building entrance to be completed no later than October 1, 2018. Installation of the sliding security gate shall not prevent or impair the use of the premises.

4. Section 39, PREMISES INSPECTION BY CERTIFIED ACCESS SPECIALIST, is added to this lease as follows:

The Premises have not undergone a full inspection by a Certified Access Specialist.

Pursuant to Civil Code section 1938: A Certified Access Specialist (CASp) can inspect

the subject premises and determine whether the subject premises comply with all of the applicable construction-related accessibility standards under state law. Although state law does not require a CASp inspection of the subject premises, the commercial property owner or lessor may not prohibit the lessee or tenant from obtaining a CASp inspection of the subject premises for the occupancy or potential occupancy of the lessee or tenant, if requested by the lessee or tenant. The parties shall mutually agree on the arrangements for the time and manner of the CASp inspection, the payment of the fee for the CASp inspection, and the cost of making any repairs necessary to correct violations of construction-related accessibility standards within the premises.

5. In all other respects the Lease between the parties entered into on July 7, 2015 shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this Second Amendment to the Lease entered into on July 7, 2015, and amended on July 5, 2016, on the date first indicated above.

COUNTY OF HUMBOLDT:

(SEAL)  
ATTEST:  
CLERK OF THE BOARD

BY: Brooke Eberhardt  
Brooke Eberhardt

BY: Ryan Sundberg  
Chair, Board of Supervisors, Ryan Sundberg  
County of Humboldt  
State of California

LESSOR:

BY: Cindy R McKenzie

TITLE: owner

BY: [Signature]

TITLE: owner