



COUNTY OF HUMBOLDT

For the meeting of: 8/10/2021

File #: 21-890

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

SUBJECT:

Lease Agreement with Littlefield, Littlefield and Powell for Storage Space at 205 7th Street, Suite C, Eureka, CA

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to sign a five (5) year lease with Littlefield, Littlefield and Powell for storage space at 205 7th Street, Suite C, Eureka, CA.

SOURCE OF FUNDING:

Social Services Administration (1160)

DISCUSSION:

The Department of Health and Human Services (DHHS), Social Services, Public Guardian Office is responsible for the care of clients and providing secure storage space for their personal belongings, which may include furniture, clothing, paper documents and other household items. The site at 205 7th Street, Suite C in Eureka provides adequate space, security, and protection of clients' personal belongings.

On Aug. 23, 2011, the Board approved the lease between Littlefield, Littlefield, and Powell, for storage space at 205 7th Street, Suite C, Eureka. The lease term commenced the first day of the month following the Board's approval with a term date of Aug. 31, 2014; the lease provided one (1), two (2)-year option to extend the lease under the same terms and conditions. On Jun. 24, 2014, the Board approved DHHS's request to exercise the option to extend the lease through Aug. 31, 2016. On Jul. 19, 2016, the Board approved the first amendment to the lease with Littlefield, Littlefield and Powell for storage space at 205 7th Street, Suite C, Eureka, for the time period of Sept. 1, 2016, through Aug. 31, 2018, with three (3) one (1) year options. On May 22, 2018, the Board approved the first option to extend the lease with Littlefield, Littlefield and Powell for storage space at 205 7th Street, Suite C, Eureka for the time period of Sept. 1, 2018, through Aug. 31, 2019. On May 7, 2019, the Board approved the second option to extend the Lease at 205 7th Street, Suite C, for the period of Sept. 1, 2019, through Aug. 31, 2020. On Jul. 7, 2020, the Board Approved the third option to extend the lease

for the period of Sept. 1, 2020, through Aug. 31, 2021.

DHHS continues to require this storage space and recommends the Board of Supervisors approve this new lease for 205 7th Street, Suite C. The lease term shall begin Sept. 1, 2021, and terminate Aug.31, 2026, with five (5) one (1)-year terms with the same terms and conditions.

This facility is not accessible to the public.

FINANCIAL IMPACT:

Commencing on the first day of the lease, the monthly rent for 205 7th Street, Suite C, is Nine Hundred Sixty Dollars (\$960) per month. The monthly rental rate shall automatically increase by 3% annually. The costs associated with the lease have been included in the fiscal year 2021-22 county budget for fund 1160, budget unit 273 Public Guardian. DHHS Social Services is responsible for utilities, refuse collection, and janitorial services. There is no impact to the county's General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by creating opportunities for improved safety and health and providing for and maintaining infrastructure.

OTHER AGENCY INVOLVEMENT:

Public Works

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to approve this lease for storage at 205 7th Street Suite C, Eureka; however, DHHS-Social Services does not recommend this alternative because it would be require the department to find alternative storage space.

ATTACHMENTS:

1. Staff Report
2. 2021 Lease for 205 7thSt

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-10; C-30; D-20; C-10; C-36; C-15

Meeting of: 8/23/2011; 6/24/2014; 7/19/16; 5/22/2018; 5/7/2019; 7/7/2020

File No.: 16-3641; 14-0446; 16-4852; 18-456; 19-510; 20-619; 21-890