



# COUNTY OF HUMBOLDT

For the meeting of: 9/10/2024

File #: 24-1237

**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Approval of Lease with David G. Katz and Anne Braak-Katz Trust at 3156 Redwood Drive Redway, California.

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the lease with David G. Katz and Anne Braak-Katz Trust at 3156 Redwood Drive Redway; and
2. Direct the Clerk of the Board to return one (1) executed original lease to Public Works - Real Property.

**STRATEGIC PLAN:**

This action supports the following areas of your Board’s Strategic Plan.

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

**DISCUSSION:**

The county has leased the facility at 3156 Redwood Drive, Redway from David G. Katz and Anne Braak-Katz since April 2019. The lease term was for three (3) years with two (2) one (1) year options to extend the lease term. The final option terminated on March 15, 2024. Execution of a new lease was delayed while county staff acquired approved documentation from the lessor.

This facility houses Department of Health and Human Services (DHHS) and provides employment training services and services related to the Housing Outreach and Mobile Engagement (HOME) program. DHHS would like to continue tenancy at 3156 Redwood Drive, Redway. Therefore, staff recommends that your Board approve this new lease for 3156 Redwood Dr. The premises at 3156 Redwood Drive is in compliance with the Americans with Disabilities Act (ADA) per Attachment 1 - ADA Access Compliance Assessment.

**SOURCE OF FUNDING:**

Social Services Fund (1160)

**FINANCIAL IMPACT:**

<i>Expenditures (Fund, Budget Unit)</i>	<b>FY24-25 Projected*</b>	<b>FY25-26 Projected*</b>
<i>Budgeted Expenses</i>	<u>\$20,400</u>	\$20,400
<i>Additional Appropriation Requested</i>		
<b>Total Expenditures</b>	<u>\$20,400</u>	<u>\$20,400</u>

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

<b>Funding Sources (Fund, Budget Unit)</b>	<b>FY24-25 Projected*</b>	<b>FY25-26 Projected*</b>
<b>General Fund</b>		
<b>State/Federal Funds</b>	<u>\$20,400</u>	<u>\$20,400</u>
<b>Fees/Other</b>		
<b>Use of Fund Balance</b>		
<b>Contingencies</b>		
<b>Total Funding Sources</b>	<u>\$20,400</u>	<u>\$20,400</u>

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

**NARRATIVE EXPLANATION OF FINANCIAL IMPACT:**

The monthly rent for 3156 Redwood Drive shall be \$1,700 per month. The monthly lease cost is included in the budget for Fund 1160, Budget Unit 511-Social Services in fiscal year (FY) 2023-24 and will be included in the proposed budget for FY 2024-25. The lease amount is included in the Social Service County Expense Claim and is reimbursed through Federal, State and Local funds.

**NARRATIVE EXPLANATION OF STAFFING IMPACT:**

The approval of this lease will have no impacts to staffing.

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

Your Board may choose to not approve the lease at 3156 Redwood Drive, Redway. However, this is not recommended as there is no available nearby alternative site that is ADA compliant.

**ATTACHMENTS:**

Attachment 1 - 7/23/2019 ADA Access Compliance Report  
Attachment 2 - Lease 3156 Redwood Dr Redway

**PREVIOUS ACTION/REFERRAL:**

Meeting of: 4/2/19; 12/14/21; 3/14/23  
File No.: 19-384; 21-1773; 23-14