



# COUNTY OF HUMBOLDT

For the meeting of: 6/18/2019

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File #: 19-794

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**SUBJECT:**

Lease at 712 Fourth St, Eureka for Victim Witness Unit

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Authorize the lease payment of Three Thousand Four Hundred Ninety-Two Dollars and Twenty-Five Cents (\$3,492.25) for 712 Fourth Street, Eureka, California with Mike Retzloff and Cynthia McKenzie on a month-to-month basis effective August 1, 2019;
2. Authorize Public Works-Real Property Division to send a notice to lessor that the county is continuing the lease at the higher amount on a month-to-month basis; and
3. Direct the Clerk of the Board to return one executed agenda item to Public Works-Real Property Division.

**SOURCE OF FUNDING:**

District Attorney Victim Witness Fund (1100208)

**DISCUSSION:**

The Victim Witness Unit of the District Attorney's Office has been located at 712 4<sup>th</sup> Street, Eureka, California, since 1999. The current lease amendment, Second Amendment, will expire on July 31, 2019. The Second Amendment does provide for two (2) one (1) year option terms. However, this program is scheduled to move to the courthouse fifth floor in early 2020 as part of the Fifth Floor Remodel project.

The program made a request to the owners to enter into a month-to-month holdover, effective August 1, 2019, between the end of the lease and the move to the Courthouse. The owners of 712 Fourth Street will accommodate the county's request to enter a holdover period. However, the owner requested the county to assume responsibility of janitorial services, which costs approximately Four Hundred Dollars (\$400) per month. Currently, janitorial services are the owner's responsibility.

This building is among the buildings listed in the consent decree with the United States Department of Justice that required compliance with the Americans with Disabilities Act (ADA). All ADA barriers

specified in the consent decree have been remediated. However, additional terms of the consent decree require that all facilities the county provides a program, service or activity must be fully compliant. In order to avoid renewing a lease for a non-compliant facility, county staff on behalf of the program proposed a counteroffer of an increase in rent during the holdover period of Four Hundred Dollars (\$400), totaling Three Thousand Four Hundred Ninety-Two Dollars and Twenty-Five Cents (\$3,492.25) per month or about One Dollar and Ten Cents (\$1.10) per square foot. The owner is willing to accept this offer. This will secure a business space for the Victim Witness Unit until county office space and the Fifth Floor Remodel project can be completed.

**FINANCIAL IMPACT:**

The monthly rental amount is \$3,492.25 or \$1.10 per square foot, an increase of \$400 per month, which includes water, sewer, and janitorial services. Renting of the office location at 712 Fourth Street is estimated to be \$27,938 for FY 2019-2020. The department has budgeted sufficient funds for this increase.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by providing for and maintaining infrastructure along with protecting vulnerable populations of Humboldt County.

**OTHER AGENCY INVOLVEMENT:**

Public Works - Real Property Division

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board could choose not to execute. That is not recommended, as the Victim Witness Unit may no longer be able to occupy 712 Fourth Street and will not have a 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

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: C-14; C-12; C-31

Meeting of: July 7, 2015; July 5, 2016; June 26, 2018

File No.: N/A