



# COUNTY OF HUMBOLDT

For the meeting of: 5/10/2022

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File #: 22-412

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**SUBJECT:**

Sublease with Open Door Community Health Centers for use of a Portion of the Premises at 1615 Heartwood Drive, McKinleyville.

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the Sublease with Open Door Community Health Centers (Open Door) at the McKinleyville Center, 1615 Heartwood Drive, McKinleyville; and,
2. Authorize the Chair of the Board of Supervisors to initial handwritten change on first page and execute the Sublease agreement.

**SOURCE OF FUNDING:**

Social Services Fund (1160), Public Health Fund (1175), and Mental Health Fund (1170)

**DISCUSSION:**

On March 1, 2016, your Board authorized county staff to issue a Request for Proposals for approximately 13,000 square feet of needed lease space for a proposed One Stop Access Center in McKinleyville. The One Stop Access Center is a facility where the Department of Health and Human Services (DHHS) can provide a wide range of program services in the community from Mental Health, Public Health and Social Services, Child Services, Adult Protection Services, Nurse-Family Partnership, California Work Opportunity and Responsibility for Kids (CalWORKS), and Supplemental Nutrition Assistance Program (CalFresh).

On Nov. 6, 2018, your Board authorized and approved a Commercial Lease with KHM Humboldt Properties, LLC. (Lessor) to provide DHHS with approximately 13,400 square feet of new leased space through owner construction of a new building (Exhibit A - Master Lease). Included in the Commercial Lease is a floorplan of leased space to various DHHS programs (Exhibit B - Open Door Premises) and a Parking and Vicinity Map of the available parking (Exhibit C - Parking and Vicinity Map).

DHHS wishes to sublease available DHHS space to Open Door so as to provide DHHS partnering

services to better serve the community (Attachment 1 - Sublease with Open Door). Open Door is a 501c3 nonprofit charitable organization that provides support, programs, shares resources and sustains community life throughout the County of Humboldt.

Additional community partners will be located at the McKinleyville Center which will include McKinleyville Family Resource Center and staff from the North Coast Regional Department of Child Support Services. The Master Lease with DHHS can include the second floor in which DHHS has 24 months to decide if it will opt in to add it to the lease.

Attached is the proposed sublease for requested Board approval. Open Door will follow all provisions of the Master Lease, including but not limited to rent reimbursement to DHHS.

FINANCIAL IMPACT:

Open Door's monthly sublessee rent to DHHS is \$907.78 a month, or \$10,893.36 per year. Revenue from Open Door's use of space at the McKinleyville Center will be deposited to Social Services (1160511), Mental Health (1170424), and Public Health (1175416) and used to offset the cost of the county lease at the McKinleyville Center. There will be no financial impact to the General Fund.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework by providing for and maintaining infrastructure and creating opportunities for improved safety and health of our community while supporting business and workforce development.

OTHER AGENCY INVOLVEMENT:

Humboldt County Department of Public Works  
McKinleyville Family Resource Center  
North Coast Regional Department of Child Support Services

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may decide not to accept the sublease with Open Door. This is not recommended, as DHHS and Open Door could not collaborate on providing services to the community and thus reducing the available services from occurring at a one stop location.

ATTACHMENTS:

Exhibit A - Master Lease  
Exhibit B - Open Door Premises  
Exhibit C - Parking and Vicinity Map  
Attachment 1 - Sublease with Open Door

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-13; I-1; C-23  
Meeting of: 3/1/2016; 11/8/2016; 11/6/2018; 2/15/2022  
File No.: 18-1384; 22-96