



# COUNTY OF HUMBOLDT

## Legislation Details (With Text)

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**File created:** 1/20/2022      **In control:** Public Works  
**On agenda:** 2/15/2022      **Final action:** 2/15/2022  
**Title:** Approval of Sublease with Family Resource Center for use of a Portion of the Premises at the McKinleyville Center, 1615 Heartwood Drive

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Staff Report, 2. Attach 1 - FRC Executed Sublease 1615 Heartwood, 3. Exhibit A - Master Lease.pdf, 4. Exhibit B - Floor Plan.pdf, 5. Exhibit C - Parking and Vicinity Map.pdf, 6. Sublease with Family Resources Center.pdf

Date	Ver.	Action By	Action	Result
2/15/2022	1	Board of Supervisors	approved	Pass

**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**SUBJECT:**

Approval of Sublease with Family Resource Center for use of a Portion of the Premises at the McKinleyville Center, 1615 Heartwood Drive

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the Sublease with Family Resource Center (FRC) at the McKinleyville Center, 1615 Heartwood Drive, McKinleyville.

**SOURCE OF FUNDING:**

Social Services Fund (1160)

Public Health Fund (1175)

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 floor plan of leased space to various DHHS programs (Exhibit B - Floor Plan) and a Parking and Vicinity Map of the available parking (Exhibit C - Parking and Vicinity Map).

DHHS wishes to sublease available DHHS space to the McKinleyville Family Resource Center (FRC) so as to provide DHHS partnering services to better serve the community (Attachment 1 - Sublease). The McKinleyville Family Resource Center is a Non-Profit Organization that provides support, programs, shares resources, celebrates group successes, enriches, and sustains healthy community life in the McKinleyville area of Humboldt County.

Additional community partners will be located at the McKinleyville Center which will include Open Door Community Health Centers 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. FRC will follow all provisions of the Master Lease, including but not limited to rent reimbursement to DHHS.

**FINANCIAL IMPACT:**

Upon Board approval, funding of FRC's use of space at the McKinleyville Center will be budgeted in the Social Services Fund 1160, Budget Unit 511; Mental Health Fund 1170, Budget Unit 424 and Public Health Fund 1175, Budget Unit 416 in Fiscal Year 2022-23. Costs to accommodate FRC will be offset by FRC providing monthly sublessee rent to DHHS totaling \$7,410.08 a month, or \$88,920.96 per year for their proportionate share of premise use. 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 could decide not to accept the sublease to the McKinleyville Family Resource Center. This is not recommended, as DHHS and FRC could not collaborate on providing services to the community and thus reducing the available services from occurring at a one stop location.

ATTACHMENTS:

Attachment 1 - Sublease with Family Resource Center

Exhibit A - Master Commercial Lease

Exhibit B - Floor Plan

Exhibit C - Parking and Vicinity Map

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-13; I-1; C-23

Meeting of: 3/1/2016; 11/8/2016; 11/6/2018

File No.: 18-1384