



COUNTY OF HUMBOLDT

Legislation Text

File #: 18-528, **Version:** 1

To: Board of Supervisors

From: County Administrative Office

SUBJECT:

Lease Agreement with State of California for Space in Treasurer-Tax Collector, Revenue Recovery Office

RECOMMENDATION(S):

That the Board of Supervisors approve and authorize the Board Chair to execute proposed lease, five copies attached, with the State of California for approximately 416 net useable square feet of office space located in the Treasurer-Tax Collector, Revenue Recovery office; and return four fully executed leases to the County Administrative Office for Transmittal to the State of California, retaining one original with meeting records.

SOURCE OF FUNDING:

General Fund

DISCUSSION:

The Treasurer-Tax Collector, Revenue Recovery has underutilized space located at 825 Fifth Street, Room 130 in Eureka. Approximately 416 square feet of this space is available to lease to the State of California for providing the Bureau of Cannabis Control (DCA), North Coast Inspection Section (CDPH), CalCannabis Cultivation Licensing (DFA), and Tax Collection (CDTFA) services to the public.

On December 18, 2017, the county responded to a request for proposal (RFP) issued by the State of California for office space that provided a public counter for the purpose of providing services for Cannabis related activities. In discussions with the Treasurer-Tax Collector, the available space was determined to provide a mutually beneficial business relationship that would not hinder county services currently being provided to the public.

Staff recommends that your Board approve and authorize the lease with the State of California, as the space is currently vacant and offers the ability for similar services to operate in conjunction with Revenue Recovery operations.

FINANCIAL IMPACT:

The County Administrative Office is seeking authorization to lease the current 416 square feet at Room 130 at 825 Fifth Street in Eureka at two-dollars and eighteen cents (\$2.18) per square foot for a total of nine-hundred eight and seventeen cents (\$908.17) per month from June 1, 2018 to April 30, 2022. The price per square foot was also calculated to include county provided janitorial and maintenance services.

Lease payments made by the State of California for the proposed space will positively affect the General Fund as a revenue source by \$45,408 for the term of the lease.

The item before you today supports your Boards' Strategic Framework for priorities for new initiatives by building inter-jurisdictional and regional cooperation, engaging new partners and by repurposing county property.

OTHER AGENCY INVOLVEMENT:

State of California
Treasurer-Tax Collector
Public Works

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could not approve the agreement with the State of California for underutilized office space; however, staff does not recommend this course of action, as it would not be an efficient use of vacant space.

ATTACHMENTS:

Attachment 1 - State of California Lease No. 6874-001

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A
Meeting of: N/A