



COUNTY OF HUMBOLDT

For the meeting of: 8/18/2026

File #: 26-661

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Third Amendment to the Lease Agreement with Elaine Joyce Foote Revocable Trust Regarding the use of Office Space located at 404 H Street, Eureka, California

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute the attached third amendment to the lease agreement with the Elaine Joyce Foote Revocable Trust regarding the use of office space located at 404 H Street, Eureka, California; and
2. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached third amendment to the Real Property Division of the Humboldt County Department of Public Works for further processing.

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 property at 404 H Street, from the Elaine Joyce Foot Revocable Trust since 2011 as part of the County's Public Safety Realignment Plan. An office was needed to house a day reporting center to provide Post-Release Community Supervision (PRCS) services. On Aug. 18, 2020, the Humboldt County Board of Supervisors ("Board") approved the current lease agreement with the Elaine Joyce Foote Revocable Trust regarding the use of office space located at 404 H Street, Eureka, California.

The county executed the first option letter on Apr. 25, 2023, to extend the lease agreement to Aug. 31, 2024. In addition, the county executed the second option letter on June 4, 2024, to extend the lease agreement to Aug. 31, 2025, and further to Aug. 31, 2026.

The County is interested in extending the lease agreement for another one-year term, from Sept. 1, 2026, through Aug. 31, 2027. Accordingly, staff recommend authorizing the Chair of the Board to execute the third amendment of the lease agreement with the Elaine Joyce Foote Revocable Trust regarding the use of office space located at 404 H Street, Eureka, California.

SOURCE OF FUNDING:

Law Enforcement Services, Community Corrections Subaccount (3741000)

Humboldt County Probation Department - Public Safety Realignment (3741294)

FINANCIAL IMPACT:

Expenditures (3741-294)	FY26-27	FY27-28 Projected*
Budgeted Expenses	\$112,417.93	\$114,426.26
Total Expenditures	\$112,417.93	\$114,426.26
Funding Sources (3741-294)	FY26-27	FY27-28 Projected*
State/Federal Funds	\$112,417.93	\$114,426.26
Total Funding Sources	\$112,417.93	\$114,426.26

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

Narrative Explanation of Financial Impact:

The monthly rental cost for the period of June 1, 2026, through Nov. 30, 2026, shall be \$9,271.66. Dec. 1, 2026, through the end of the lease agreement, on Aug. 31, 2027, shall be \$9,437.09. Additional janitorial fees of \$1,000 per month are included in the monthly rent.

The Humboldt County Probation Department has sufficient funding in the approved fiscal year 2026-27 budget in 3741-294 to cover the monthly rental costs.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

The third amendment to the lease agreement at 404 H Street will not impact current staffing levels.

OTHER AGENCY INVOLVEMENT:

None.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the third amendment to the lease agreement. However, this alternative is not recommended as the result will be a holdover term on a month-to-month tenancy. Should the Lessor choose to terminate the lease, the one (1) month notice period will not be sufficient to vacate and find an alternative location and thus prevent the Humboldt County Probation Department from providing needed services.

ATTACHMENTS:

Attachment 1 - Lease Agreement at 404 H Street, Eureka, California

Attachment 2 - First Amendment to the Lease Agreement at 404 H Street, Eureka, California

Attachment 3 - First Option to Extend the Lease Agreement at 404 H Street, Eureka, California

Attachment 4 - Second Option to Extend the Lease Agreement at 404 H Street, Eureka, California

Attachment 5 - Second Amendment the Lease Agreement at 404 H Street, Eureka, California

Attachment 6 - Third Option to Extend the Lease Agreement at 404 H Street, Eureka, California

Attachment 7 - Third Amendment to the Lease Agreement at 404 H Street, Eureka, California

PREVIOUS ACTION/REFERRAL:

Meeting of: 12/06/11, 2/01/12, 9/5/12, 9/22/15, 10/16/18, 8/18/20, 1/25/22, 4/25/23, 6/4/24, 4/22/2025

File No.: 18-1301, 20-393, 21-1746, 23-367, 24-828, 25-326