



COUNTY OF HUMBOLDT

For the meeting of: 2/27/2024

File #: 24-102

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Fifth Amendment to Lease at 1608 Pickett Road, McKinleyville with McKinleyville Community Services District (MCSD)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to execute the attached fifth amendment to the lease with McKinleyville Community Services District (MCSD), for continued use of the Sheriff's Substation facility at 1608 Pickett Road; McKinleyville, California for the period of March 1, 2024 through June 30, 2025; and
2. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached fifth amendment to the lease agreement with McKinleyville Community Services District to the Department of Public Works - Real Property Division for further processing.

SOURCE OF FUNDING:

General Fund (1100-221210 McKinleyville Station)

DISCUSSION:

On Feb. 25, 2015, the County of Humboldt entered into a lease agreement with the McKinleyville Community Services District (MCSD) regarding the use of the real property located at 1608 Pickett Road, McKinleyville, California as a Humboldt County Sheriff substation. The lease agreement with MCSD was subsequently amended on Feb. 7, 2018, Feb. 23, 2021, Feb. 15, 2022 and Feb. 28, 2023 in order to extend the term thereof and increase the monthly rental rates set forth therein.

The attached fifth amendment to the lease agreement with the McKinleyville Community Services District will extend the term thereof to June 30, 2025, and increase the monthly rental rates set forth therein to \$222.91 per month based on the Consumer Price Index.

Accordingly, staff recommends that the Board approve, and authorize the Chair of the Board to

execute, the attached fifth amendment to the lease agreement with the MCS D regarding use of the real property located at 1608 Pickett Road, McKinleyville, California for the period of March 1, 2024 through June 30, 2025.

FINANCIAL IMPACT:

Expenditures (1100-221210)	FY23-24 Adopted	FY24-25 Projected
Budgeted Expenses	\$2,621.00	\$2,675.00
Total Expenditures	\$2,621.00	\$2,675.00
Funding Sources (1100-221210)	FY23-24 Adopted	FY24-25 Projected*
General Fund	\$2,621.00	\$2,675.00
Total Funding Sources	\$2,621.00	\$2,675.00

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

Narrative Explanation of Financial Impact:

The attached fifth amendment to the lease agreement with the McKinleyville Community Services District increases the monthly rent rate to \$222.91 per month based on the Consumer Price Index. Expenditure appropriations have been included in the approved fiscal year 2023-24 budget for 1100-221. There is adequate savings in the Services & Supplies category to cover the increase of \$82 in the annual rental rate.

STAFFING IMPACT:

No impact to staffing is expected.

STRATEGIC FRAMEWORK:

This action supports the following areas of your Board’s Strategic Framework.

Core Roles: Provide for and maintain infrastructure

New Initiatives: Facilitate public/private partnerships to solve problems

Strategic Plan: 4.2 - Create a community where county programs services and facilities are accessible to all with disabilities

OTHER AGENCY INVOLVEMENT:

McKinleyville Community Services District

Humboldt County Sheriff’s Department

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could deny approval of the fifth amendment to lease; however, this is not advisable as the lease would go into a month-to-month tenancy holdover period after Feb. 28, 2024. The tenancy

holdover period would be subject to all terms and conditions of the lease except that the lessor may terminate the county's tenancy upon 30 days written notice, and a new lease would have to be negotiated.

ATTACHMENTS:

- Attachment 1 - Lease Agreement
- Attachment 2 - First Amendment
- Attachment 3 - Second Amendment
- Attachment 4 - Third Amendment
- Attachment 5 - Fourth Amendment
- Attachment 6 - Fifth Amendment

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-13, C-28, C-13, C-16, C-24
Meeting of: 2/10/15, 2/06/18, 2/23/21, 2/15/22, 2/28/23
File No.: 21-1, 21-810, 23-55