



# COUNTY OF HUMBOLDT

For the meeting of: 4/9/2024

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File #: 24-15

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Fourth Amendment to Lease at 1606 Pickett Road, McKinleyville, with the McKinleyville Community Services District to Continue Use as a Library.

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the Fourth Amendment to Lease with lessor, McKinleyville Community Services District (MCSD), for continued use of the McKinleyville Library facility at 1606 Pickett Road, McKinleyville;
2. Authorize the Chair of the Board of Supervisors to sign the Fourth Amendment to Lease; and
3. Direct the Clerk of the Board to return one (1) executed Fourth Amendment to Lease to Public Works - Real Property.

**SOURCE OF FUNDING:**

The MCSD permits the continued use of the facility by the county as a public library for the benefit to the McKinleyville community, with no monetary compensation to the MCSD. The Library Fund (1500) pays for all annual operating costs.

**DISCUSSION:**

On April 6, 2016, the county entered into a lease with MCSD for use as a public library at 1606 Pickett Road, McKinleyville (Attachment 1 - Lease).

On Feb. 23, 2021, the county entered into a First Amendment to the lease with MCSD to extend the term of the lease for one (1) year, ending on May 31, 2022 (Attachment 2 - First Amendment to Lease).

On Feb. 15, 2022, the county entered into a Second Amendment to the lease with MCSD to extend the term of the lease for one (1) year, ending on May 31, 2023 (Attachment 3 - Second Amendment to Lease).

On May 23, 2023, the county entered into a Third Amendment to the lease with MCSD to extend the term of the lease for one (1) year, ending on May 31, 2024 (Attachment 4 - Third Amendment to Lease).

Staff is proposing a Fourth Amendment to the lease to extend the term of the lease for one (1) year and one (1) month, ending on June 30, 2025 (Attachment 5 - Fourth Amendment to Lease). The extension will allow time and effort to ensure the premises are in compliance with all American with Disability Act (ADA) accessibility (Attachment 6 - ADA Access Compliance Report). The MCSD and county responsible ADA Barriers are depicted in Attachment 7 - ADA Access Compliance Checklist.

Attached is the proposed Fourth Amendment to Lease for requested approval and signature.

FINANCIAL IMPACT:

**Narrative Explanation of Financial Impact:**

The county does not financially compensate the MCSD as the Library is a public benefit to the McKinleyville community. The recommended actions will not impact the Humboldt County General Fund.

STAFFING IMPACT:

**Narrative Explanation of Staffing Impact:**

There will be no impact to Staffing.

STRATEGIC FRAMEWORK:

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

Core Roles: Provide for and maintain infrastructure

New Initiatives: Provide community-appropriate levels of service

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

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board could deny approval of the Fourth Amendment to lease; however, this is not advisable as the lease would go into a month-to-month tenancy holdover period after May 31, 2024. A tenancy holdover period would be subject to all terms and conditions of the lease except that lessor may terminate the county's tenancy upon 30 days written notice.

ATTACHMENTS:

Attachment 1 - Lease

Attachment 2 - First Amendment to Lease

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Attachment 3 - Second Amendment to Lease  
Attachment 4 - Third Amendment to Lease  
Attachment 5 - Fourth Amendment to Lease  
Attachment 6 - ADA Compliance Report  
Attachment 7 - ADA Access Compliance Checklist

PREVIOUS ACTION/REFERRAL:

Board Order No.: C-17; C-14; C-15; C-22

Meeting of: 05/24/2016; 02/23/2021; 02/15/2022; 05/23/2023

File No.: 21-16; 21-1807; 23-345