



# Snohomish County Council

## Legislation Details (With Text)

**File #:** 2022-1092      **Version:** 1  
**Type:** Motion      **Status:** Approved  
**File created:** 10/12/2022      **In control:** Administrative Session  
**On agenda:** 3/7/2023      **Final action:** 3/7/2023  
**Title:** Motion 23-087, approval of lease - Jackson House 1818 Pacific Avenue, Suites A and B, Everett, WA 98201

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Motion 23-087, 2. Staff Report, 3. Jackson House Lease - SIGNED, 4. Certificate of Insurance, 5. Motion Assignment Slip

Date	Ver.	Action By	Action	Result
3/7/2023	1	Administrative Session	Approved	Pass
3/7/2023	1	Administrative Session	Assigned	
2/21/2023	1	Administrative Session	Assigned	

### Executive/Council Action Form (ECAF)

**ITEM TITLE:**

Motion 23-087, approval of lease - Jackson House 1818 Pacific Avenue, Suites A and B, Everett, WA 98201

**DEPARTMENT:** Facilities

**ORIGINATOR:** Steven Tease

**EXECUTIVE RECOMMENDATION:** Approved by Ken Klein 2/17/23

**PURPOSE:** Approval of a lease between the Housing Authority of Snohomish County and Snohomish County to allow the County Auditor to continue to use Suites A and B in the Jackson House building located at 1818 Pacific Avenue in Everett, Washington with an initial term of 1 year commencing January 1, 2023 and ending December 31, 2023; and with 2 one-year options to extend through December 31, 2025; and to authorize the Snohomish County Property Officer to sign the lease and any other documents necessary to carry out the terms and conditions of said lease.

**BACKGROUND:** Snohomish County currently leases approximately 3,619 square feet of space referred to as Suites A and B in the Jackson House building located at 1818 Pacific Avenue, in Everett, Washington. The Auditor uses the space for the ballot tabulation process, meetings, training for the Election Division, and storage of property related to those uses. The current lease expires December 31, 2022. The new lease will allow the Auditor to continue to occupy the premises for an initial one year term commencing January 1, 2023 and ending December 31, 2023. The new lease provides the County with two, one-year extension options, allowing the lease term to ultimately end on December 31, 2025. The annual lease rate for the initial lease term will be an increase of 1% over current rate, in the amount of \$61,631.52 and will increase by 1% for each

option year if exercised by the County. The County will also continue to pay for service costs in the amount of \$1.04 per square foot on an annual basis, amounting to \$3,763.76 per year. The lease provides for 2 covered parking stalls located in the rear of the Jackson House Building with direct access to the leased premises.

**FISCAL IMPLICATIONS:**

EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU	CURRENT YR	2ND YR	1ST 6 YRS
002-5114854504 space rentals, elections	\$61,631.52	\$62,246.76	\$198,031.56
	\$3,763.76	\$3,763.76	
<b>TOTAL</b>	\$65,395.28	\$66,010.52	\$198,031.56

REVENUE: FUND, AGY, ORG, REV, SOURCE	CURRENT YR	2ND YR	1ST 6 YRS
<b>TOTAL</b>			

**DEPARTMENT FISCAL IMPACT NOTES:** Click or tap here to enter text.

**CONTRACT INFORMATION:**

ORIGINAL	x	CONTRACT#	AMOUNT	\$65,395.28
AMENDMENT		CONTRACT#	AMOUNT	

**Contract Period**

ORIGINAL	START	1/1/23	END	12/31/23
AMENDMENT	START		END	

**OTHER DEPARTMENTAL REVIEW/COMMENTS:** Reviewed/approved by Risk - Shelia Barker 2/16/23 and Finance - Nathan Kennedy 2/17/23