



## STAFF REPORT

**Report To:** Board of Supervisors **Meeting Date:** July 2, 2026

**Staff Contact:** Glen Martel, City Manager

**Agenda Title:** For Possible Action: Discussion and possible action regarding a proposed Lease ("Lease") for Carson City ("City") to rent approximately 2,803 square feet comprising Suite 211 at 755 North Roop Street from Tanglewood LLC ("Landlord") as additional office space for the Carson City Office of the Public Defender ("CCPD") for a term commencing July 2, 2026, and ending June 30, 2028, at the initial rate of \$1.37 per square foot ("PSF") per month for the first year and increasing to \$1.40 PSF per month for the second year, resulting in a total Lease amount not to exceed \$93,171.72. (Glen Martel, [gmartel@carsoncity.gov](mailto:gmartel@carsoncity.gov) and Charles Odgers, [codgers@carsoncity.gov](mailto:codgers@carsoncity.gov)).

**Agenda Action:** Formal Action / Motion **Time Requested:** Consent

### **Proposed Motion**

I move to approve the Lease as presented.

### **Board's Strategic Goal**

Economic Development

### **Previous Action**

June 15, 2023 (Item 19.C) – The Board of Supervisors ("Board") approved a lease agreement with Landlord for Suite 202 at 755 North Roop Street, containing approximately 4,207 square feet of office space for CCPD.

### **Background/Issues & Analysis**

On April 16, 2026, the Board approved the tentative budget for fiscal year 2027. Subsequently, on May 21, 2026, the Board approved the final budget for fiscal year 2027. This includes the CCPD's supplemental request for additional leased space and additional staff. The most recent case study by the Department of Indigent Defense Services ("DIDS") found that the CCPD's office requires an additional full-time investigator, a legal assistant, and two additional attorneys to handle its current caseload. Therefore, it was found necessary for the CCPD to lease additional office space in its current building to accommodate the anticipated increase in attorneys and staff, as projected in the DIDS case study.

Year-1: \$3,840.11 per month (\$1.37 PSF) July 2, 2026 – June 30, 2027 = \$46,081.32

Year-2: \$3,924.20 per month (\$1.40 PSF) July 1, 2027 – June 30, 2028 = \$47,090.40

The proposed Lease is for a two-year term with an aggregate amount of \$93,171.72.

### **Applicable Statute, Code, Policy, Rule or Regulation**

NRS 244.275 and 260.040

**Financial Information**

**Is there a fiscal impact?** Yes

**If yes, account name/number:** General Fund, Public Defender's Department, Building Rental  
Account 1010610-500440.

**Is it currently budgeted?** No

**Explanation of Fiscal Impact:** Included in the FY 2027 budget is \$106,586 for Building Rent, as the City anticipated this increase. FY 2026 Rent paid for the original square footage is \$69,163.08, which is based on 1.37 per square foot per month. Therefore, the total rent is anticipated to equal \$69,163.08 for the original 4,207 square feet for FY 2027, and an additional \$46,081.32 for the new 2,803 space, for a total of \$115,244.40. The expense budget will require an augmentation of \$8,658.40; and the Nevada Department of Indigent Defense will reimburse the City for this Lease, therefore, the revenue budget will be increased as well.

**Alternatives**

Do not approve the Lease and/or provide alternative direction to staff.

**Attachment(s):**

[PD Lease Carson City Suite 211.pdf](#)

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

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(Vote Recorded By)