



# COUNTY OF HUMBOLDT

For the meeting of: 7/11/2023

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File #: 23-1006

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**To:** Board of Supervisors

**From:** County Administrative Office

**Agenda Section:** Departmental

**Vote Requirement:** 4/5th

**SUBJECT:**

Supplemental Budget in the Amount of \$1 Million from the 2020 Finance Plan to Public Works for Repairing Grand Stands at the Humboldt County Fairgrounds, and Authorization to Enter into Construction Agreements with Aquatic Designing, Inc. and Mobley Construction, and a Memorandum of Understanding with the Humboldt County Fair Association. (4/5 vote required)

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the attached supplemental budget (Attachment 1) in the amount of \$1 million for the Public Works Capital Projects Division for repair of the Humboldt County Fairgrounds (4/5 vote required); and
2. Authorize the Director of Public Works to execute construction agreements with Mobley Construction and Aquatic Designing, Inc. on behalf of the county that are substantially similar to the agreements included as Attachments 2 and 3.
3. Authorize the County Administrative Officer to execute a Memorandum of Understanding (MOU) with the Humboldt County Fair Association on behalf of the county that is substantially similar to the MOU included as Attachment 4.

**SOURCE OF FUNDING:**

2020 Finance Plan

**DISCUSSION:**

Your Board at a special meeting on June 29, 2023, approved utilization of \$1 million from the county's 2020 Finance Plan to conduct the repair/stabilization project of the grandstands at the Humboldt County Fairgrounds, which was damaged in the Dec. 20, 2022 earthquake, and directed staff to return to your Board if additional funds are needed. Your Board also directed staff to move forward with the stabilization project, and with Supervisor Bohn to negotiate a cost-sharing agreement with the Humboldt County Fair Association related to the project.

This agenda item provides the documentation required to supplement the budget for Public Works - Capital Projects Division, which would increase the division’s authorized expenditures by \$1 million for Fiscal Year 2023-24. Funding for this expense is being provided by the 2020 Finance Plan, as approved by your Board. The repair of the grandstands is critical to the success of the annual county fair, enjoyment of residents, and the many businesses that rely on the event for revenue.

Both contractors referenced in construction agreements included as Attachments 2 and 3 are committed to working together to complete this project under the stated combined budget of \$1 million. There are a few outstanding items needed from the contractors before the contracts can be finalized, including final costs and distribution between the contractors and bonds required by code. This item is requesting that your Board authorize the Public Works Director to execute substantially similar versions of the attached contracts, with the considerations detailed above and possibly other, non-substantive changes that could be made in the negotiation process.

The Humboldt County Fair Board at its June 29 meeting approved working with the county to determine costs associated with repair and maintenance of the grandstands, and the attached MOU will formalize this relationship. This item is recommending that your Board authorize the County Administrative Officer to execute a substantially similar version of that MOU with the Fair Association to facilitate the expedient development of an agreement related to funding for the repair and maintenance of the grandstands. Your Board already authorized the CAO, Public Works Director and Supervisor Bohn to work on a such an agreement with the Fair Association, and that future agreement will return to your Board when complete.

**FINANCIAL IMPACT:**

<b>Expenditures (3526-170)</b>	<b>FY23-24</b>	<b>FY24-25 Projected</b>	<b>FY25-26 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested	\$1,000,000		
<b>Total Expenditures</b>	\$1,000,000		
<b>Funding Sources</b>	<b>FY23-24</b>	<b>FY24-25 Projected</b>	<b>FY25-26 Projected</b>
General Fund			
State/Federal Funds			
Fees/Other	\$1,000,000		
Use of Fund Balance			
Contingencies			
<b>Total Funding Sources</b>	\$1,000,000		

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

**Narrative Explanation of Financial Impact:**

Today’s action authorizes an addition \$1 million from the 2020 finance plan. In order to provide funding for the grandstand repair project, the county would use interim/construction period financing that is privately placed in the county investment pool. The interim financing will be drawn

incrementally to fund project work.

The requested supplemental budget will increase the Board-adopted revenue and expense budget for the Public Works - Capital Projects Division (3526-170) for FY 2023-24. While immediate funding will come from the 2020 Finance Plan, it is unclear whether the state and/or federal governments will provide funding for this disaster-related expense.

**STAFFING IMPACT:**

**Narrative Explanation of Staffing Impact:**

Staff have already executed a contract to perform this work and will need to monitor contractors to ensure the repair of this county facility is completed properly.

**STRATEGIC FRAMEWORK:**

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

Core Roles: Provide for and maintain infrastructure

New Initiatives: N/A

Strategic Plan: 3.1 - Improve the economy of Humboldt County

**OTHER AGENCY INVOLVEMENT:**

Humboldt County Fair Association

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

Board discretion

**ATTACHMENTS:**

1. Supplemental Budget
2. Draft Construction Agreement with Mobley Construction
3. Draft Construction Agreement with Aquatic Designing, Inc.
4. Draft MOU with Humboldt County Fair Association

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: D-1

Meeting of: June 29, 2023

File No.: 23-973