



# COUNTY OF HUMBOLDT

For the meeting of: 12/19/2023

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File #: 23-1544

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Approval of the First Option for 5630 South Broadway in Eureka, to Extend the License Term to Jan. 31, 2026.

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve the first option to extend the term of the license agreement with Humboldt County Resource Conservation District (HCRCDC) regarding the use of office space located at 5630 South Broadway, Eureka, California; and
2. Approve and Authorize the Public Works Director to execute the Board approval letter to HCRCDC (Attachment 2).

**SOURCE OF FUNDING:**

N/A

**DISCUSSION:**

The Humboldt County Resource Conservation District (HCRCDC) was formed in 1987 as a special district of the County of Humboldt. The HCRCDC is a non-regulatory organization that works in voluntary cooperation with landowners, residents and community groups to provide information, technical assistance and funding to implement practices that improve and protect water quality and natural habitat on private lands. The district's function is to assist private landowners in voluntary planning, design and installation of soil and water conservation practices in Humboldt County. The district is governed by a Board of Directors made up of volunteer community leaders appointed by the Humboldt County Supervisors. The HCRCDC is funded through public grants and contracts.

On Jan. 22, 2019, the Humboldt County Board of Supervisors ("Board") approved the license agreement with the HCRCDC which is set to terminate on Jan.31, 2024. The license agreement provides 168 square feet of office space located in the county's Agricultural Building at 5630 South Broadway, Eureka. In return for providing office space for the HCRCDC, the County of Humboldt

benefits from state, federal and private funds utilized by the HCRCDC to implement resource conservation projects on behalf of the residents of Humboldt County.

Staff is requesting that your Board approve this first option to extend the term of this license, beginning on Feb. 1, 2024, and ending on Jan. 31, 2026, all terms and conditions of the 2019 license agreement shall remain in effect.

**FINANCIAL IMPACT:**

**Narrative Explanation of Financial Impact:**

There are some incremental costs to the county by providing space, utilities and maintenance of the building. These are small compared to the benefits to the county and its residents from the resource conservation measures and grant funding provided to Humboldt County by the HCRCDC.

**STAFFING IMPACT:**

**Narrative Explanation of 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: Manage our resources to ensure sustainability of services

Strategic Plan: N/A

**OTHER AGENCY INVOLVEMENT:**

Humboldt County Agricultural Commissioner

Humboldt County Resource Conservation District (HCRCDC)

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may decide not to approve this lease option. However, staff does not recommend this alternative as this facility fully fits the needs of the HCRCDC, including size and location.

**ATTACHMENTS:**

Attachment 1 - Lease dated January 22, 2019

Attachment 2 - Letter to HCRCDC for Board Approval

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: C-15

Meeting of: January 22, 2019

File No.: 18-1666