COUNTY OF HUMBOLDT

For the meeting of: 1/7/2025

File #: 25-67

To: Board of Supervisors

From: Public Works

Agenda Section: Consent - Received Too Late For Review (TLFR)

Vote Requirement: Majority

SUBJECT:
License Agreement with Kneeland Elementary School District for the Kneeland Elementary School District Storage Site, APN 314-131-013

RECOMMENDATION(S):
That the Board of Supervisors:

1. Authorize the Chair of the Board to sign the License Agreement between the County of Humboldt and Kneeland Elementary School District (Attachment 1); and
2. Direct the Clerk of the Board to return the executed License Agreement to the Department of Public Works Land Use.

STRATEGIC PLAN:
This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Core Services/Other
Strategic Plan Category: 1009 - Expand county infrastructure resilience

DISCUSSION:
The Roads Division of the Department of Public Works has been using the Kneeland Elementary School District Site since 2001. The previous Agreement expires on Dec. 31, 2024, so a new Agreement is necessary. The new Agreement (Attachment 1) entered into between the County of Humboldt and the Kneeland Elementary School District shall permit the County to enter upon said property (APN 314-131-013) at 9313 Kneeland Road for the staging of construction materials and storage of a road grader and other appurtenant equipment and the use of portable storage buildings for the purpose of maintaining and repairing county roads in the Kneeland Ridge area. The proposed License Agreement shall commence upon the date of execution, with the first term extending from the date of execution through Dec. 31, 2029. The Agreement shall renew automatically for five (5) successive one (1) year terms, unless either party provides written notice of non-renewal to the other party by September 30th of the current term.

This Agreement is consistent with similar Agreements given that the standard rental rate of will be paid in advance on an annual basis, at the sum of $1,000 per year. The proposed License Agreement stipulates that annual site payments shall be made payable prior to Jan. 1 of each calendar year.

SOURCE OF FUNDING:
Roads Maintenance 1200-325

FINANCIAL IMPACT:

Expenditures (Fund, Budget Unit)	**FY23-24**	**FY24-25 Projected***	**FY25-26 Projected***
Budgeted Expenses	$1,000.00	$1,000.00	$1,000.00
Additional Appropriation Requested			
Total Expenditures	$1,000.00	$1,000.00	$1,000.00

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

Funding Sources (Fund, Budget Unit)	**FY23-24**	**FY24-25 Projected***	**FY25-26 Projected***
General Fund			
State/Federal Funds			
Fees/Other			
Use of Fund Balance	$1,000.00	$1,000.00	$1,000.00
Contingencies			
Total Funding Sources	$1,000.00	$1,000.00	$1,000.00

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

Narrative Explanation of Financial Impact:
The new license agreement provides an annual rental payment of $1,000. The Roads Maintenance budget 1200-325 shall bear the cost of all payments.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:
None

OTHER AGENCY INVOLVEMENT:
N/A

ALTERNATIVES TO STAFF RECOMMENDATIONS:
The Board could choose not to execute a new License Agreement. However, this is not recommended as this agreement provides a secure material staging and equipment storage site strategically located for the county's road system for road maintenance and repair purposes. This License Agreement would offset expenses associated with importing necessary road construction materials, equipment, and other appurtenant equipment from distant locations.

ATTACHMENTS:
New License Agreement

PREVIOUS ACTION/REFERRAL:
Meeting of: 11/19/2019
File No.: 19-1536