



COUNTY OF HUMBOLDT

For the meeting of: 1/6/2026

File #: 25-1145

To: Board of Supervisors

From: Public Works

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:

Second and Final Option to Extend the License Agreement with Humboldt County Resource Conservation District Regarding Use of Real Property Located at 5630 South Broadway in Eureka, California

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the second and final option to extend the term of the license agreement with Humboldt County Resource Conservation District (HCRCD) regarding the use of real property located at 5630 South Broadway, Eureka, California; and
2. Approve and authorize the Public Works Director to execute the Board approved letter to HCRCD (Attachment 2); and
3. Direct the Clerk of the Board to provide the Real Property Division of the Department of Public Works with one (1) fully executed certified copy of the Board Order related to this item.

STRATEGIC PLAN:

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

Area of Focus: Core Services/Other

Strategic Plan Category: 9999 - Core Services/Other

DISCUSSION:

The Humboldt County Resource Conservation District (HCRCD) was formed in 1987 as a special district of the County of Humboldt. The HCRCD 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 HCRCD is funded through public grants and contracts.

On Jan. 22, 2019, the Humboldt County Board of Supervisors ("Board") approved the license agreement with the HCRCD. 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 HCRCD, the County of Humboldt benefits from state, federal and private funds utilized by the HCRCD to implement resource conservation projects on behalf of the residents of Humboldt County.

HCRCD has exercised the first option to extend the license term on Dec. 19, 2023, which extended the term from Feb. 1, 2024, through Jan. 31, 2026. The HCRCD is requesting to exercise the second and final option to extend the license agreement. This extension will begin Feb. 1, 2026, and end on Jan. 31, 2028.

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Accordingly, staff are requesting that your Board approve this second and final option to extend the term of this license and authorize the Public Works Director to execute the Board approved letter for the second option, beginning on Feb. 1, 2026, and ending on Jan. 31, 2028, all terms and conditions of the 2019 license agreement shall remain in effect.

SOURCE OF FUNDING:

N/A

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 HCRCD.

STAFFING IMPACT:

Narrative Explanation of Staffing Impact:

There is no impact to staffing with the approval of the second and final option to extend the license agreement with the Humboldt County Resource Conservation District.

OTHER AGENCY INVOLVEMENT:

Humboldt County Agricultural Commissioner

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board may choose not to approve the attached second and final option to extend the license agreement with Humboldt County Resource Conservation District. However, this alternative is not recommended as this facility fully fits the needs of the Humboldt County Resource Conservation District, including size and location.

ATTACHMENTS:

Attachment 1 - License Agreement with HCRCD for Use of Real Property at 5630 South Broadway, Eureka

Attachment 2 - First Option to Extend License Agreement with HCRCD for Use of Real Property at 5630 South Broadway, Eureka

Attachment 3 - First Amendment to the License Agreement with HCRCD for Use of Real Property at 5630 South Broadway, Eureka

Attachment 4 - Second and Final Option to Extend License Agreement with HCRCD for Use of Real Property at 5630 South Broadway, Eureka

PREVIOUS ACTION/REFERRAL:

Meeting of: 01/22/19, 12/19/23, 3/18/25,

File No.: 18-1666, 23-1544, 25-215