



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 4/30/2024

To: Sonoma County Board of Supervisors

Department or Agency Name(s): Public Infrastructure

Staff Name and Phone Number: Johannes J. Hoevertsz, 707-565-2550

Vote Requirement: Majority

Supervisorial District(s): Fourth

Title:

Agreement with Farm to Pantry for Use of Vacant County Owned Land at 310 Mason Street, Healdsburg

Recommended Action:

- A) Delegate authority to the Sonoma County Public Infrastructure Director to execute a proposed 5-year Agreement, in form approved by County Counsel, with the Farm to Pantry non-profit for use of County-owned land at 310 Mason Street, Healdsburg, for use for garden development, maintenance, propagation, and food distribution activities.
- B) Make findings as required by Section 26227 of the Government Code that the proposed agreement is necessary to meet the social needs of the population of the County and that the subject property will not be needed for County purposes during the term of the agreement, including if extended.

(Fourth District)

Executive Summary:

The Director of Sonoma County Public Infrastructure is requesting Board approval of a proposed agreement with Farm to Pantry, a California non-profit corporation, for 310 Mason Street, Healdsburg, a 16,920 square foot, vacant, underutilized parcel, to allow for garden development, maintenance, propagation, and food distribution activities. Under the agreement, Farm to Pantry will be charged annual rent of \$151.00 and will be solely responsible for all liability, management, and costs at the property, including utilities, maintenance, improvements, repairs, and security expenses. The proposed agreement will make use of vacant, underutilized County land and provide benefit to the County and public through Farm to Pantry's garden development, maintenance, propagation, and food distribution activities.

Discussion:

Farm to Pantry, a local non-profit, has requested use of a vacant County-owned parcel at 310 Mason Street in Healdsburg, to allow for garden development, propagation, maintenance, and food distribution. Once Farm to Pantry obtains all development and permitting review as may be needed and can undertake its project the proposed agreement will allow use of a vacant, underutilized County owned parcel of land and provide benefit to the County and public through Farm to Pantry's activities.

Agreement. The proposed agreement between the County and the Farm to Pantry would contain the following key provisions:

1. Five (5) year term, commencing April 16, 2024, with an automatic 5-year term renewal unless terminated by either party.
2. \$151.00 annual rent.
3. Premises consist of an approximately 16,920 square feet of vacant, underutilized County owned parcel of land located at 310 Mason Street, Healdsburg, near the site of the future Healdsburg SMART station.
4. Farm to Pantry accepts the Premises “as is” and will be solely responsible for all liability, management, and costs at the Premises, including utilities and maintenance.
5. Either party may terminate for any reason whatsoever upon one hundred eighty (180) days prior written notice to the other party.

The proposed agreement will give Farm to Pantry the right to install improvements and operate its program at the subject County property, subject to compliance with all applicable laws and regulations. Farm to Pantry will be required to obtain all required permits, environmental analysis, and other development review as may be needed for its project, including from the City of Healdsburg.

Project Costs and Construction Schedule.

None.

Procedural Authority; Public interest. Government Code Section 26227 allows the Board of Supervisors to contract with and make real property available to other public agencies and nonprofits to operate those programs which the board of supervisors determines will service public purposes. Here, the license with Farm to Pantry will make use of vacant, underutilized County land and provide benefit to the County and public through Farm to Pantry’s garden development, maintenance, propagation, and food distribution activities. The County has no foreseeable need to use the subject property for its own purposes.

Strategic Plan:

N/A

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

None

FISCAL SUMMARY

	FY 23-24 Adopted	FY 24-25 Projected	FY 25-26 Projected
Expenditures			
Budgeted Expenses	\$151	\$151	\$151
Additional Appropriation Requested			

Total Expenditures	\$0	\$0	\$0
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$151	\$151	\$151
Use of Fund Balance			
Contingencies			
Total Sources	\$151	\$151	\$151

Narrative Explanation of Fiscal Impacts:

Farm to Pantry will be charged annual rent of \$151.00, and will be solely responsible for all liability, management, and costs at the property, including utilities, maintenance, improvements, repairs, and security expenses. Revenue will be used to reimburse the Public Infrastructure Department for costs it incurred in creating the license agreement and for costs it may incur in the future related to the license.

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

- 1-Agreement
- 2-Locator Map

Related Items "On File" with the Clerk of the Board:

None