



# County of Monterey

Item No.

## Board Report

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

Legistar File Number: A 25-341

September 16, 2025

Introduced: 8/8/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve the Radio Site Lease Agreement Template between Lessor and the County of Monterey (Lessee) for the rental of radio communication sites as requested by the County; and
- b. Authorize the Chief Information Officer or his designee to execute the lease template, including minor alterations that do not substantially alter the lease terms, subject to the review and approval of the Office of the County Counsel-Risk Management.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve the Radio Site Lease Agreement Template between Lessor and the County of Monterey (Lessee) for the rental of radio communication sites as requested by the County; and
- b. Authorize the Chief Information Officer or his designee to execute the lease template, including minor alterations that do not substantially alter the lease terms, subject to the review and approval of the Office of the County Counsel-Risk Management.

### SUMMARY:

The Information Technology Department (ITD) oversees radio communications sites throughout the County of Monterey. The County utilizes locations requiring formal agreements to use locations for strategic public safety radio equipment. A radio site lease agreement template will expedite the contract process and standardize the leases where the County rents from the landowners.

### DISCUSSION:

ITD has created a Radio Site Lease Template to facilitate the lease process for the County. The County utilizes private properties and government locations to install equipment that provide the best radio communications coverage for the County. The lease template provides a formal agreement with set terms approved by counsel that can be executed expeditiously. In addition, the approval of this template will minimize the need for non-standard agreements and continual Board of Supervisors approval. The lease template covers rights reserved by the County, disposition of improvements made to County sites, and County insurance and indemnification requirements.

The Chief Information Officer recommends that the Board approve ITD's use of this radio site lease template for future agreements where the County uses private property or other space for radio communication equipment. ITD recommends that these authorizations include the authority to make minor alterations to the radio site lease template where needed. Major or significant changes to the lease template will be brought to the Board for approval.

### OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

County Counsel has reviewed and approved the Radio Site Lease Agreement template. Public

Works, Facilities, & Parks (PWFP) provided the tax language and reviewed the lease template.  
Auditor-Controller has reviewed this agreement.

FINANCING:

There is no fiscal impact for approving this template.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

- ☐ Well-Being and Quality of Life
- ☒ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy
- ☐ Dynamic Organization and Employer of Choice
  
- ☐ Administrative

Prepared by: Teresa Meister, Management Analyst II, 759-6938

Approved by: Eric A. Chatham, Chief Information Officer, 759-6920

Attachments:

Radio Site Lease Agreement Template