

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 16.5
(ID # 30326)

MEETING DATE:
Tuesday, April 28, 2026

FROM : Regional Parks and Open Space District

SUBJECT: REGIONAL PARK AND OPEN-SPACE DISTRICT: Adoption of Resolution No. 2026-005, Delegation of Authority for General Manager to Execute Dry Storage License Agreements Concerning District-Owned Land; All Districts. [Total Cost \$0]

RECOMMENDED MOTION: That the Board of Directors:

1. Adopt Resolution No. 2026-005, Delegation of Authority for General Manager to Execute Dry Storage License Agreements Concerning District-Owned Land;
2. Approve the attached Dry Storage License Agreement substantially in form; and
3. Authorize the General Manager, or their designee, to negotiate, execute, amend and terminate such agreements on behalf of the Board.

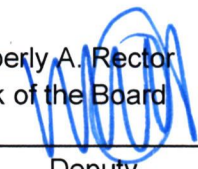
ACTION:Policy


Kyla R. Brown, General Manager 4/15/2026

MINUTES OF THE BOARD OF DIRECTORS

On motion of Director Washington, seconded by Director Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez
Nays: None
Absent: None
Date: April 28, 2026
xc: Parks

Kimberly A. Rector
Clerk of the Board
By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment:	NO
			For Fiscal Year:	25/26

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Riverside County Regional Park and Open-Space District ("District") currently manages a dry storage area at Mayflower Regional Park for patrons' boats, trailers, and recreational equipment. Historically, these agreements have been handled on an ad-hoc basis or through various legacy forms. To improve administrative efficiency and ensure that the District's legal and insurance requirements are consistently met, staff has developed a single, comprehensive template. The Dry Storage License Agreement template will be utilized at additional District-owned or managed locations with the establishment of additional dry storage areas.

The proposed template includes the following essential sections to protect the District's interests:

- Terms and fees are clearly defined as month-to-month and specific monthly and daily rental rates are defined.
- Liability and indemnification are addressed by containing a robust waiver and release of liability for any property loss or personal injury occurring on District premises.
- Usage rules are established through access hours, cleanliness standards, and maintenance requirements for the storage space.
- Termination is allowed by containing a clause and defining termination requirements for both parties.

Impact on Residents and Businesses

By formalizing dry storage (for boats, recreational vehicles, or equipment), the District provides residents with a secure, affordable, and local solution for storing large items in close location to a recreational area for usage. Efficient use of District land for storage generates non-tax revenue, which can be reinvested into park maintenance and infrastructure projects that attract visitors to parks and open-space areas.

Additional Fiscal Information

There is no direct negative fiscal impact. Standardizing the agreement is expected to reduce legal review costs and ensure timely collection of rental fees through clarified late-fee structures.

ATTACHMENTS:

- Resolution No. 2026-005
- Dry Storage License Agreement Template


Douglas Cordonez Jr.


4/23/2026


Aaron Gettis, Chief Deputy County Counsel 4/16/2026

1 Board of Directors

Riverside County Regional
Park and Open-Space District

4 Resolution No. 2026-005

5 Delegation of Authority for General Manager to Execute Dry Storage License Agreements
6 Concerning District-Owned Land

8 **WHEREAS**, pursuant to Public Resources Code Section 5540, the Riverside County
9 Regional Park and Open-Space District (District) has the authority to acquire, hold, use, lease,
10 or dispose of any type of real or personal property—by various means such as grant,
11 purchase, gift, condemnation, or lease—within or outside its boundaries, as needed to fully
12 exercise its powers;

13 **WHEREAS**, on July 23, 2019, the Board of Directors adopted M.O. 13.5 delegating
14 authority to the General Manager to negotiate, process and execute the following templates on
15 District-owned lands: 1) Ground Lease, 2) Short Lease Agreement (DISTRICT as Tenant),
16 and 3) Right of Entry Agreement for a duration of up to 10 years (including renewal options)
17 and maximum monthly rental amounts of \$30,000;

18 **WHEREAS**, the District at times has the need to enter into agreements with public or
19 private parties to facilitate and carry out the purposes of the District;

20 **WHEREAS**, the DISTRICT seeks approve the additional Dry Storage License
21 Agreement template for the District and delegate authority for the General Manager, or his/her
22 designee;;**WHEREAS**, delegating the authority to execute the above-referenced agreement
23 would expedite the processing of such documents and reduce costs in connection therewith;
24 and

25 **WHEREAS**, the District desires to establish the attached agreement as the form to be
26 used for these real property transactions by requesting Board approval of said agreements and
27 to delegate the authority to the General Manager, or his/her designee, to negotiate, process, ,
28 amend, terminate, and execute the above-referenced agreements;

FORM APPROVED COUNTY COUNSEL
BY  4/16/26
RYAN

1 **NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the
2 Board of Directors of the Riverside County Regional Park and Open-Space District, in regular
3 session assembled on April 28, 2026 at 9:30 am in the meeting room of the Board of Directors,
4 located on the 1st floor of the County Administrative Center, 4080 Lemon Street, Riverside,
5 California, as follows:

6 Section 1. That the attached documents listed in Table 1 substantially in form and
7 subject to limitations are approved by the Board and the General Manager of the District is
8 hereby authorized to negotiate, process, approve, amend, and terminate such agreements.

9 Section 2. That any agreements entered into for the District-owned real property shall
10 not exceed ten (10) years in duration, including options, is not renewable, and rent shall not
11 exceed \$30,000 per month.

12 Section 3. That all such agreements have been approved as to form or prepared by
13 County Counsel.

14 Section 4. That the General Manager or his/her designee shall prepare and submit a
15 quarterly report of all such agreements to the Board.

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4 RESOLUTION NO. 2026-005

5 DELEGATION OF AUTHORITY FOR GENERAL MANAGER TO EXECUTE DRY
6 STORAGE LICENSE AGREEMENTS CONCERNING DISTRICT-OWNED LAND

7 ROLL CALL:

8 Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez

9 Nays: None

10 Absent: None

11 Abstain: None

12
13 The foregoing is certified to be a true copy of a resolution duly adopted by said Board of
14 Supervisors on the date therein set forth.

15
16 KIMBERLY A. RECTOR, Clerk of said Board

17
18
19 By:  _____

20 Deputy

ATTACHMENT "A"

TABLE 1
DISTRICT AGREEMENTS AND DELEGATED AUTHORITY FOR GENERAL
MANAGER

Type of Agreements	Term (including options to renew)	Maximum Monthly Transaction Amount
Dry Storage License Agreement	10 years	\$30,000

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Riverside County Regional Park and Open-Space District

Kyla Brown, Parks Director / General Manager

DRY STORAGE LICENSE AGREEMENT

THIS DRY STORAGE LICENSE AGREEMENT ("Agreement") is made and entered into as of this ____ day of _____, 20__ by and between RIVERSIDE COUNTY REGIONAL PARK AND OPEN-SPACE DISTRICT, a park and open-space district created pursuant to the California Public Resources Code, Division 5, Chapter 3, Article 3 (hereinafter called "RIVCOPARKS"), and the LICENSEE identified below:

LICENSEE INFORMATION:

NAME(S): _____

If Licensee is a corporation or other entity,

NAME OF SINGLE AUTHORIZED SIGNING PERSON: _____

OWNERS/AGENTS HOME ADDRESS: _____

CITY _____ **STATE** _____ **ZIP** _____

HOME/CELL PHONE: (____) _____ - _____ **WORK PHONE:** (____) _____ - _____

DRIVER'S LICENSE INFO **STATE:** _____ **DL NUMBER:** _____

BILLING ADDRESS (if different from home address): _____

CITY _____ **STATE** _____ **ZIP** _____

EMERGENCY CONTACT _____ **EMERGENCY PH:** (____) _____ - _____

LEGAL OWNER OF VESSEL: _____

(Bank, Lienholder, or other name appearing on the evidence of title)

1. Said Premises are to be used and occupied by the Licensee solely for the purpose of dry storage of the vehicles or boats identified below:

Location: _____ Storage Space #: _____

Permitted Use: Dry storage of the following personal property (check all that apply):

- Travel Trailer Lic. No: _____
- Motor Home Lic. No: _____
- Boat Trailer Lic. No: _____
- Boat C.F. No: _____
- Vehicle Lic. No: _____



- Licensee may use the Location(s) as indicated in Section 1, subject to the payment to RIVCOPARKS of the applicable Security Deposit and Rental Fee.

Security Deposit: \$ (Refer to Exhibit B)

Rental Fee: \$ (Refer to Exhibit B)

The license granted under this Agreement is on a month-to-month basis, with rental fees due in full prior to storing any property. Thereafter, rental payments must be made in advance on the 1st of each month, covering that month's storage period.

Licensee will be charged the daily rate of \$ (Refer to Exhibit B) per day if the property is stored for 12 days or fewer within a calendar month. If storage exceeds 12 consecutive days in the same month, the full monthly rate (\$ (Refer to Exhibit B)/month) will apply. **No prorated rates are offered under any circumstances.**

- All boats, trailers, & motor vehicles stored within the park must have current registration and be in operable condition.
- Licensee represents and warrants that the insurance attached to this Agreement is currently in force and shall continue in force throughout the term of this Agreement. Licensee shall maintain liability insurance in the amount of \$300,000.00 per occurrence and \$1,000,000.00 aggregate on Licensee's boat/trailer/RV and personal property located on the boat/trailer/RV slip and shall name the Riverside County Regional Park and Open-Space District as an additional insured. Licensee agrees, and the applicable insurance policies described above shall provide, that the Licensee's insurance shall at all times be primary regardless of whether or not the Riverside County Regional Park and Open-Space District has any collectible insurance.
- Should Licensee fail to pay the Rental Fee on or before the first of the month, the Rental Fee will be deemed delinquent. In the event that any Rental Fee is delinquent, RIVCOPARKS may impose a **\$(Refer to Exhibit B) late charge on the tenth day after the due date**. If RIVCOPARKS sends Licensee a late notice or letter, which shall in no event occur prior to the tenth day after the Rental Fee due date, a \$ (Refer to Exhibit B) notice fee will be added to Licensee's account. If legal notices are sent, there will be a \$ (Refer to Exhibit B) legal notice fee. Legal notices, if and or when necessary, will be mailed to the address given on the original application unless written notice is given of any change. Licensee shall keep RIVCOPARKS apprised of any changes to Licensee's contact information set forth above.
- If rent remains unpaid for more than 14 consecutive days, RIVCOPARKS may terminate this Agreement and/or enforce its rights and sell the stored property in accordance with the procedures set forth in the California Self-Service Storage Facility Act (Business and Professions Code §§ 21700–21716). This includes proper notice, publication, and sale procedures.
- The Licensee agrees to comply with Riverside County Ordinance No. 328 and with any other applicable County or State Law. The Licensee further agrees to comply with the Policies and Procedures attached to this Agreement as Exhibit A, which are incorporated herein by this reference. Licensee signing hereby certifies that he/she has legal capacity and is authorized by its governing body to enter into this Agreement.

INITIALS _____

8. NO BAILMENT IS CREATED BY THIS AGREEMENT. RIVCOPARKS EXERCISES NEITHER CARE, CUSTODY, NOR CONTROL OVER THE LICENSEE'S STORED PROPERTY. ALL PROPERTY STORED ON THE PREMISES BY THE LICENSEE OR LOCATED AT THE PREMISES BY ANYONE SHALL BE STORED AT THE LICENSEE'S SOLE RISK. The Licensee must take whatever steps they deem necessary to safeguard such property. RIVCOPARKS and the County of Riverside ("County") and their respective boards, directors, employees, and agents shall not be responsible or liable for any loss of or damage to any personal property stored on the Premises resulting from or arising out of the Licensee's use of the Premises from any cause whatsoever, including but not limited to theft, mysterious disappearance, mold, mildew, vandalism, fire, smoke, water, flood, hurricanes, rain, tornadoes, explosions, rodents, insect, Acts of God, or the active or passive acts or omission or negligence of RIVCOPARKS and the County of Riverside, or their agents or employees.
9. Hold Harmless:
 - a. Licensee represents that they have inspected the "Premises," and accepts the condition thereof and fully assumes any and all risks incidental to the use thereof. RIVCOPARKS shall not be liable to Licensee or its officers, agents, employees, subcontractors or independent contractors for any personal injury or property damage suffered by them which may result from hidden, latent, or other dangerous conditions, in, on, upon or within the Premises; provided, however, that such dangerous conditions are not caused by the sole negligence of RIVCOPARKS, its officers, agents or employees.
 - b. Licensee shall indemnify and hold RIVCOPARKS and the County and their officers, agents, employees, and independent contractors free and harmless from any liability whatsoever, based or asserted upon any act or omission of Licensee, its officers, agents, employees, subcontractors, and independent contractors, for property damage bodily injury, or death, or any other element of damage of any kind or nature, relating to or in any way connected with or arising from its use and responsibilities in connection this Agreement or the Premises or the condition thereof, and Licensee shall defend, at its expense, including without limitation, attorney fees, expert fees and investigation expenses, RIVCOPARKS and the County and their officers, agents, employees, and independent contractors in any legal action based upon such alleged acts or omissions. The obligations to indemnify and hold RIVCOPARKS and the County free and harmless herein shall survive until any and all claims, actions and causes of action with respect to any and all such alleged acts or omissions are fully and finally barred by the applicable statute of limitations.
10. The invalidity of any provision in this Agreement as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof.
11. Any action at law or in equity brought by either of the parties hereto for the purpose of enforcing a right or rights provided for by this Agreement shall be tried in a court of competent jurisdiction in the County of Riverside, State of California, and the parties hereby waive all provisions of law providing for a change of venue in such proceedings to any other county.
12. This Agreement may be terminated by RIVCOPARKS at any time, with or without cause. Licensee may also terminate with written notice, effective at the end of the current billing period.
13. Licensee acknowledges that RIVCOPARKS has a lien on all property stored at the facility for unpaid rent and may sell such property in accordance with the California Self-Service Storage Facility Act.

INITIALS _____

14. This Agreement is intended by the parties hereto as a final expression of their understanding with respect to the subject matter hereof and as a complete and exclusive statement of the terms and conditions thereof and supersedes any and all prior and contemporaneous licenses, agreements, and understandings, oral or written, in connection therewith. The Agreement may be changed or modified only upon the written consent of the parties hereto.
15. Language for Use of Electronic (Digital) Signatures. This Agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each party of this Agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this Agreement. The parties further agree that the electronic signatures of the parties included in this Agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the parties. For purposes of this section, a digital signature is a type of "electronic signature" as defined in subdivision (i) of Section 1633.2 of the Civil Code.

IN WITNESS WHEREOF, the parties hereto have caused their duly authorized representatives to execute this Agreement.

LICENSOR:

RIVERSIDE COUNTY REGIONAL PARK AND OPEN-SPACE DISTRICT

Name: _____

Signature: _____

Date: _____

LICENSEE:

Name: _____

Signature: _____

Date: _____

EXHIBIT A

POLICIES AND PROCEDURES

1. Payment for storage must be made in full prior to storing the RV.
2. Minimum storage duration is 1 day for \$ (Refer to Exhibit B) per day.
3. Maximum storage duration is 30 days for \$ (Refer to Exhibit B) per month.
4. Access to storage is permitted during park operating hours.
5. Quiet hours must be observed within the storage facility (10pm-6am).
6. Licensees are responsible for maintaining their vehicles while in storage, including battery maintenance, tire checks, and winterization as needed.
7. If swapping a vessel in storage, it must first be approved in writing, by the site supervisor so that data can be collected and listed as an additional vehicle.
8. Hazardous materials, explosives, or flammable substances are not permitted to be stored in vessels while in the park storage facility.

EXHIBIT B

RATES AND FEES

Security Deposit:	\$ 70.00
Monthly Rental Fee:	\$ 70.00
Daily Rate:	\$ 5.50
Late Fee:	\$ 25.00
Late Notice Fee:	\$ 25.00
Legal Notice Fee:	\$ 25.00