



## City of Colusa California

### STAFF REPORT

**DATE:** June 17, 2025  
**TO:** Mayor and Members of the City Council  
**FROM:** Ishrat Aziz-Khan, through Jesse Cain, City Manager

#### **AGENDA ITEM:**

Consideration of Resolution approving the Use Agreement Between City of Colusa and County Office of Education for Storage of Records.

#### **Recommendation:**

Council to adopt the Resolution to sign an agreement between the City of Colusa and Colusa County Office of Education to use the Room 15 and Room 16 at the City Hall.

#### **BACKGROUND ANALYSIS:**

The City of Colusa and the County Office of Education entered into an agreement in October 2014. The rent amount and the term of condition remained the same from 2014 until now. The contract was renewed several times in the past. It is time to renew the contract again.

#### **BUDGET IMPACT:**

The County Office of Education pays \$825.00 per quarter, totaling \$3,300 annually. The rent remained the same with no budget impact

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#### **STAFF RECOMMENDATION:**

The staff recommends approving the resolution for the Use Agreement between the City of Colusa and the Colusa County Office of Education

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#### **ATTACHMENTS:**

Use Agreement, Standard Agreement, and Resolution

