



# COUNTY OF HUMBOLDT

For the meeting of: 6/27/2023

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File #: 23-799

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Lease Agreement with the City of Arcata Regarding the Use of the Real Property Located at 500 Seventh Street, Arcata, California for the Purpose of Operating the Arcata Library

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Chair of the Board to execute, the attached lease agreement with the City of Arcata regarding the use of the real property located at 500 Seventh Street, Arcata, California for the purpose of operating the Arcata Library; and
2. Direct the Clerk of the Board to return one (1) fully executed original copy of the attached lease agreement with the City of Arcata to the Department of Public Works - Real Property Division for further processing.

**SOURCE OF FUNDING:**

Library Fund (1500)

**DISCUSSION:**

In 1983, the City of Arcata received a grant from the California Division of Libraries to construct a public library building at 500 Seventh Street, Arcata, California. The Arcata Branch of the Humboldt County Library has operated from the Arcata Library Building premises since 1984 without a lease agreement. It was the shared intent of both the City of Arcata (“City”) and the County of Humboldt (“County”) to enter into an agreement for use of the City’s library building as a County library branch, but such an agreement was never formalized.

In 2022, the California State Library announced the Building Forward Library Infrastructure program for life safety and critical maintenance upgrades for public library facilities. The City, with assistance from the County, submitted a grant application, and was awarded grant funds on October 19, 2022.

The proposed remodel of the Arcata Branch of the Humboldt County Library will involve the redesign and remodel of the existing library footprint and interior amenities so that the library is fully compliant

with the Americans with Disabilities Act (“ADA”) and has a contemporary aesthetic to promote the comfort of library patrons.

The City and County completed an ADA Access Compliance Assessment between 2017 and 2020 which determined areas of improvement for egress and ingress within the facility as well as for path-of-travel and emergency egress for all accessing the library. This project implements the top priorities of that ADA assessment and will ensure access for all to this vibrant, rural library.

Main project components will include improving accessibility in the interior of the Arcata Library, including restrooms, and for ingress/egress and emergency exits in the parking lot and walkways accessing the library from the street. Demolition of some existing exterior walkways and interior restrooms will be required to implement accessible restrooms and path-of-travel within the library and at exits. A new, accessible drinking fountain and appropriate signage will be installed, as well as accessibility improvements to the library conference room, and a new, accessible parking space.

The City will complete the environmental review and permitting, procure an engineering consultant to complete designs, work in partnership with the County to engage stakeholders in the design process, and then bid the project for construction. The construction plan will ensure continuity of library service. These critical accessibility improvements will provide the Arcata community with a safer, all accessible library to continue their learning, literacy and connection building, all of which improve quality of life for this community. In addition to removing accessibility barriers, the proposed project addresses other limitations so that the library will be better equipped to offer the programs, materials and services needed to provide essential services to all members of the community.

The City and County have mutually agreed that the County shall be the lead agency for project administration and the County shall invoice the City for the grant funded project costs due within thirty (30) days as progress payments. The City shall be the “Authority Having Jurisdiction” and provide periodic progress inspections of project.

The attached lease agreement memorializes each party’s responsibilities in executing the library improvement project and the County’s use of the real property located at 500 Seventh Street, Arcata, California for the purpose of operating the Arcata Library. The attached lease agreement has a term of thirteen (13) years with one (1) three (3) year option to extend the lease agreement upon the same terms and conditions thereof.

**FINANCIAL IMPACT:**

Consideration for use of the real property located at 500 Seventh Street, Arcata, California for the purpose of operating the Arcata Library shall be the public benefit to the residents of the Arcata area and there is no cost to the county for this agreement.

Staff may return to the Board to request a supplemental budget concerning The Building Forward Grant itself. This will be a project managed by the County’s ADA Compliance Team. Costs for staff time are unknown at this time.

**STAFFING IMPACT:**

Approval of the attached lease agreement will not impact current staffing levels.

**STRATEGIC FRAMEWORK:**

The recommended actions support the following areas of the Board of Supervisors' Strategic Framework.

Core Roles: Provide for and maintain infrastructure

New Initiatives: Provide community-appropriate levels of service

Strategic Plan: 4.1 - Identify synergies between all county departments and cities to increase efficiency and effectiveness

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the attached lease agreement regarding the use of the real property located at 500 Seventh Street, Arcata, California for the purpose of operating the Arcata Library. However, this alternative is not recommended because the library branch does not have an alternative facility in the Arcata area at this time.

**ATTACHMENTS:**

1. Lease Agreement with the City of Arcata Regarding the Use of the Real Property Located at 500 Seventh Street, Arcata, California for the Purpose of Operating the Arcata Library
2. Building Forward State Grant Guidelines
3. ADA Access Compliance Report
4. Letter from City of Arcata Re: Approval of Lease
5. Arcata Library Building Forward Award Letter

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: N/A

File No.: N/A