



# COUNTY OF HUMBOLDT

For the meeting of: 5/16/2023

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File #: 23-138

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**To:** Board of Supervisors

**From:** Public Works

**Agenda Section:** Consent

**Vote Requirement:** Majority

**SUBJECT:**

Lease Agreement with the City of Fortuna Regarding the Use of the Real Property Located at 753 Fourteenth Street, Fortuna, California for the Purpose of Operating the Fortuna Library

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Approve, and authorize the Board Chair to execute, the attached lease agreement with the City of Fortuna regarding the use of the real property located at 753 Fourteenth Street, Fortuna, California for the purpose of operating the Fortuna 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 Fortuna to the Department of Public Works - Real Property Division for further processing.

**SOURCE OF FUNDING:**

Library Fund (1500)

**DISCUSSION:**

In 1989, the County of Humboldt and the City of Fortuna entered into a Memorandum of Understanding (“MOU”) regarding use of the Fortuna Library Building located at 753 Fourteenth Street, Fortuna, California.

In 2022, the State of California opened grant applications for library upgrades, called the Building Forward Library Infrastructure Program (additional grant program information in Attachment E). The City of Fortuna, with assistance from the County of Humboldt, submitted a grant application; which was awarded by the State in October, 2022.

The proposed remodel of the Fortuna 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 proposed redesign addresses community needs by providing an expanded teen room, efficient technology and study areas, improved paths of travel, and dynamic event space. The Fortuna Library is dedicated to providing an accessible and contemporary environment that meets the diverse needs of the growing community. The current library layout has several limitations, including insufficient space for study and technology use, a lack of easily utilized event space, and an inadequate footprint for teen and Spanish language materials. In addition to removing accessibility barriers, the proposed project addresses these 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 of Fortuna and the County of Humboldt have mutually agreed that the County of Humboldt shall be the lead agency for project administration and the County of Humboldt shall invoice the City of Fortuna for the grant funded project costs due within thirty (30) days as progress payments. The City of Fortuna shall be the “Authority Having Jurisdiction” and provide periodic progress inspections of the project.

The attached lease agreement memorializes each party’s responsibilities in executing the Fortuna Library Improvement Project, and replaces the 1989 MOU with updated, specific lease language for the County of Humboldt’s use of the real property located at 753 Fourteenth Street, Fortuna, California for the purpose of operating the Fortuna Library. The attached lease agreement has a term of fifteen (15) years with three (3) five (5) year options to extend the lease agreement upon the same terms and conditions thereof.

**FINANCIAL IMPACT:**

Consideration for use of real property located at 753 Fourteenth Street, Fortuna, California for the purpose of operating the Fortuna Library shall be the public benefit to the residents of the Fortuna area, and therefore there is no cost to the County of Humboldt. As a result, approval of the attached lease agreement with the City of Fortuna will not impact the Humboldt County General Fund.

The redesign and remodel of the existing library footprint and interior amenities is estimated at Three Hundred Twenty-Eight Thousand One Hundred Twenty-Eight Dollars and Fifty Cents (\$328,124.50). The Building Forward Grant in the amount of Two Hundred Nineteen Thousand Eighty-Three Dollars (\$219,083.00) has been accepted by the City of Fortuna. The Humboldt County Library will contribute the grant required cost share of One Hundred Nine Thousand Forty-One Dollars and Fifty Cents (\$109,041.50). There are sufficient funds in the Library Fund (1500) for the Library’s share of cost. The Library will come to your Board at a later date to request a supplemental budget should these funds need to be budgeted in the current fiscal year. 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 with the City of Fortuna will not impact current staffing levels.

**STRATEGIC FRAMEWORK:**

The recommended actions support the Board of Supervisors' Strategic Framework by providing community-appropriate levels of service, providing for and maintaining infrastructure, building Interjurisdictional and regional cooperation and fostering transparent, accessible, welcoming and user-friendly services.

**OTHER AGENCY INVOLVEMENT:**

None

**ALTERNATIVES TO STAFF RECOMMENDATIONS:**

The Board may choose not to approve the attached lease agreement with the City of Fortuna regarding the use of the real property located at 753 Fourteenth Street, Fortuna, California for the purpose of operating the Fortuna Library. However, this alternative is not recommended because the library branch does not have an alternative facility in the Fortuna area at this time.

**ATTACHMENTS:**

1. Lease Agreement with the City of Fortuna Regarding the Use of the Real Property Located at 753 Fourteenth Street, Fortuna, California for the Purpose of Operating the Fortuna Library
2. 1989 MOU with City of Fortuna for use of Fortuna Library
3. Fortuna Library Building Forward Scope of Project
4. Building Forward Grant Guidelines

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: N/A

Meeting of: 09/05/1989

File No.: N/A