

# **ATTACHMENT 4**

## **ATTACHMENT 4**

### **From the January 31, 2017 City Council Meeting**

### **Information Presented to the Budget Engagement Commission**

## **DIRECTION FROM MAYOR AND CITY COUNCIL ON MEASURE Z PRIORITIES AND ADDITIONAL STAFF RECOMMENDATIONS**

### **Public Safety – March 9, 2017**

1. Consider funding an additional six police vehicles (\$500,000) in FY 16/17.
  - Council member Burnard (Ward 7): Consider utilizing the Wildrose vehicle restoration program. (Staff will provide an analysis of the program versus current practices.) [Exhibit A](#)
2. Consider purchasing replacement fire vehicles sooner than the next five years – accelerate replacement schedule. [Exhibit B](#)
3. Review vehicle replacement schedule for public safety vehicles. [Exhibit A/B](#)
4. Consider the addition of mechanics and minor capital enhancements to better service public safety vehicles. [Exhibit C](#)
5. Consider hiring incentives for certain public safety positions. [Exhibit D](#)
6. Consider funding an additional Senior Human Resources Analyst to work full-time on the proposed Police Department staffing enhancements. [Exhibit D](#)

### **Capital Investment – March 9, 2017**

7. Consider delaying a capital bond until year 4 in favor of technology investments and existing capital facility needs.
  - Council member Gardner (Ward 1): Expedite the Request for Proposals (RFP) for the planning and design of the Main Library at the bus station site, as previously directed by the City Council. *\*BEC to provide recommendaiton on May 9, 2017.*
  - Council member Davis (Ward 4): Analyze the need to spend \$30 million on a new Main library. Define exact scope of the Convention Center expansion for \$30 million. (Staff will provide these analyses.) [Exhibit E](#)
  - Council member Burnard (Ward 7): Allocate funding to pave / repair 80 miles of streets / road every year. (The current proposal adds \$2.3 million in annual road repair / paving funding, and increases annual miles paved / repaired from 28 to 43. Paving / repairing 80 miles annually would require \$11.6 million in additional annual funding compared to the current proposal of \$2.3 million.) [Exhibit F](#)
8. Analyze bonding for parking garages using rate revenue and not Measure Z. (Staff will provide an analysis.) [Exhibit G](#)
9. Develop parameters for ward-specific capital funds.
  - Council member Melendrez (Ward 2): Assess capital needs of wards with a high concentration of low-income residents; evaluate whether such wards require more than \$250,000 per year for capital improvements, in comparison to other communities. [Exhibit H](#)

- Council member Davis (Ward 4): Consider providing additional fund for ward-specific capital improvements versus downtown capital improvements. For example, in Ward 4 a new skate park is needed in the Mission Grove. *\*BEC to provide recommendait on on May 9, 2017.*
- Council member Burnard (Ward 7): Re-evaluate the need for ward-specific capital improvements versus downtown capital improvements (proposed through the capital bond). *\*BEC to provide recommendaiton on May 9, 2017.*

### **Quality of Life – April 6, 2017**

10. Consider spending more funds earlier on tree trimming, road paving / repair and multipurpose trails. *\*BEC to provide recommendaiton on May 9, 2017.*
11. Provide additional detail on the Ward Action Teams and new positions requested in the City Manager’s Office and City Attorney’s Office. *Exhibit I*
12. Consider adding funding for homeless services. *\*BEC to provide recommendaiton on May 9, 2017.*

### **Fiscal Discipline – April 6, 2017**

13. If above items change funding priorities, discuss realistic timelines to build up General Fund reserves (to 20%), adequately fund Liability accounts, and refund the \$32 million interest-only Pension Obligation Bond that has a balloon payment every year. *\*BEC to provide recommendaiton on May 9, 2017.*

**ATTACHMENT 4**  
**EXHIBIT A**

## **Attachment 4**

### **Exhibit A – Police Vehicles**

#### *Police Vehicles:*

The Proposed Measure Z Spending plan included new police vehicle funding of \$2 million per year over the course of the first five-years. Beginning in FY 2017-18, the plan proposed to fund a total of \$8 million towards new Police Department Vehicles through FY 2020-21. At the request of the City Council and in conjunction with the Police Department, staff has performed further analysis on Police Department vehicle needs.

The Police Department currently has a fleet of 100 marked units, 180 unmarked units and 19 motorcycles. The number of Police Department vehicles is largely driven the City's Memorandum of Understanding (MOU) requirements. The useful life is approximately 3-5 years or 120,000 miles for a marked vehicle and 5-7 years or 120,000 miles for an unmarked vehicle. Police motorcycles have an average lifespan of five years with a maximum 60,000-mile threshold for replacement.

From the date of purchase, it generally takes between 90-120 days for a marked unit, unmarked unit, or motorcycles to enter to into service. In today's dollars, a fully equipped marked unit costs approximately \$48,000, unmarked units cost approximately \$29,000 and motorcycles cost approximately \$28,500.

The Police Department has worked with staff from General Services, the City Manager's Office and Finance Department to put together a 20-year funding plan for vehicle replacement. The plan calls for an immediate need of approximately 64 vehicles, which includes 35 marked units, 25 unmarked units, and 4 motorcycles. The total cost is approximately \$2.5 million. Utilizing a four-year capital lease to purchase the 64 vehicles, annual debt service payments would be approximately \$690,000, beginning in FY 2017/18. In addition to the one-time infusion of vehicles, an annual budget of \$2-3 million would be established to fund new vehicle purchases for 19-years. A summary of the plan is attached. The revised vehicle replacement plan takes into account the additional 60 sworn officers included the Proposed Measure Z Spending Plan.

Estimated costs of the revised Police Department vehicle replacement plan would be approximately \$11.1 million through the initial five-year period of the Proposed Measure Z Spending Plan, and a total of approximately \$51.7 million over 20-years.

As an alternative to the proposed 20-year spending plan, the City Council asked staff to look into funding six vehicles in FY 2016-17, instead of waiting until FY 2017-18. On January 10, 2017, the City Council approved the purchase of six 2017 Ford Police Interceptor SUV Pursuit Vehicles for \$187,035. Including additional equipment and vehicle enhancements of approximately \$20,000 per vehicle, the total price to purchase six vehicles in FY 2016-17 would be approximately \$307,000. Any vehicles purchased in FY 2016/17 would reduce the need to purchase vehicles in FY 2017/18.

Staff is currently looking into the possibility of utilizing a vehicle restoration program for its Crown Victoria vehicles. Staff recommends the funding of a test pilot program of two vehicles to see if the vehicles meet the expectations of the Police Department. At

**Attachment 4**  
**Exhibit A – Police Vehicles**

approximately \$25,000 per vehicle, the plan would reduce the total cost of new vehicles by approximately 50%. Depending on the success of the restoration pilot program, staff can provide further estimates on potential cost savings, which would be limited by the number of Crown Victoria vehicles eligible for the program.

**20 Year Replacement Schedule**

Marked units		Un-Marked		Motorcycle	
Unit Price	\$31,172.00	Unit Price	\$18,052.00	Unit Price	\$26,362.90
Tire fee	\$8.75	Tire Fee	\$8.75	Tire Fee	\$3.50
Tax	\$2,201.60	Tax	\$1,444.16	Tax	\$2,109.03
Paint	\$1,050.00	Emergency Equipment	\$2,774.90		
Emergency Equipment	\$11,023.89	HT Radio	\$4,400.00		\$28,475.43
Pit bars	\$387.78	Radio Docking station	\$1,400.00		
Coban Cables	\$600.00	Trunk weapons	\$663.00		
Docking station	\$850.00				
			\$28,742.81		
	\$47,294.02				
<b>25 Marked (2 K9)</b>	<b>\$1,182,350.50</b>	<b>25 Unmarked</b>	<b>\$718,570.25</b>	<b>4 Motorcycles</b>	<b>\$113,901.73</b>

YEAR	FISCAL YEAR	COST
CATCH-UP	2017	\$2,488,762
YEAR 1	2018*	\$2,014,822
YEAR 2	2019	\$2,055,119
YEAR 3	2020	\$2,096,221
YEAR 4	2021	\$2,138,146
YEAR 5	2022	\$2,180,909
YEAR 6	2023	\$2,224,527
YEAR 7	2024	\$2,269,017
YEAR 8	2025	\$2,314,398
YEAR 9	2026	\$2,360,686
YEAR 10	2027	\$2,407,899
YEAR 11	2028	\$2,456,057
YEAR 12	2029	\$2,505,179
YEAR 13	2030	\$2,555,282
YEAR 14	2031	\$2,606,388
YEAR 15	2032	\$2,658,515
YEAR 16	2033	\$2,711,686
YEAR 17	2034	\$2,765,919
YEAR 18	2035	\$2,821,238
YEAR 19	2036	\$2,877,663
YEAR 20	2037	\$2,935,216

**Status of Current Police Department Fleet**

- 5 of 100 Marked Units are set for Disposal
- 30 of 100 Marked Units are over 120K Miles
- 9 of 19 Motorcycles are over 60K Miles
- 40 of 180 Unmarked Units are over 120K Miles

\* Starting in FY 2018 a 2% adjustment factor was added for possible increase in cost

**ATTACHMENT 4**  
**EXHIBIT B**



## **Attachment 4**

### **Exhibit B – Fire Vehicles**

#### Fire Vehicles:

The Proposed Measure Z Spending Plan included new fire vehicles/apparatus funding of \$1.6 million per year over the course of the first five-years. Specifically, beginning in FY 2017-18, the plan proposed to fund a total of \$6.4 million towards new Fire Department Vehicles through FY 2020/21. At the request of the City Council and in conjunction with the Fire Department, staff has performed further analysis on Fire Department vehicle needs.

The Fire Department currently has a fleet of 32 vehicles, which represents a diverse range of equipment. The useful life of most fire vehicles is approximately 5-20 years. Generally, battalion and squad vehicles have a 5-year useful life. Fire engines have a 12-15 year useful life, with mileage limits of 100,000 and 10,000-hour limits on the engine/pump. Additionally, fire trucks have a 15-20 year useful life, with mileage limits of 100,000 miles and 13,500-hour limits on the engine/pump.

In addition to the in-service vehicles detailed above, the Fire Department has a reserve fleet consisting of nine vehicles (Fire Engines-6, Brush Truck-1, Fire Truck-1, and Squad Vehicle-1). The reserve group of vehicles will be replaced as the Fire Department's active fleet is replaced. The reserve vehicles are a vital part of the Fire Department and are used when a vehicle in the existing fleet is under repair or when vehicles need to be sent out of town for mutual aid. The National Fire Protection (NFPA), the organization which creates standards and best practices for the fire service, states that an organization should not keep reserve vehicles past the age of 25 years old. Currently, the Fire Department's reserve fire engines are 22 years old and are in need of replacement.

From the date of purchase, it generally takes between 90-120 days for smaller vehicles (e.g. battalion vehicle) to enter into service and approximately one-year for larger vehicles (e.g. fire engine/truck) to enter into service. In today's dollars, a fully equipped fire engine will cost approximately \$900,000, larger fire trucks will cost approximately \$1.3 to \$1.6 million, and squad vehicles will cost approximately \$370,000.

The Fire Department has worked with staff from General Services, the City Manager's Office and Finance Department to put together a 20-year funding plan for vehicle replacement. The plan calls for an immediate need of approximately 16 vehicles, which includes eight fire engines, two tiller trucks, one straight truck, two water tender vehicles, one brush truck and two squad vehicles. The total cost is approximately \$13.7 million. Utilizing a ten-year capital lease to purchase the 16 vehicles, annual debt service payments would be approximately \$1.7 million, beginning in FY 2017/18. In addition to the one-time infusion of vehicles, additional vehicles would be needed beginning in FY 2021/22. A summary of the plan is attached.

Estimated costs of the revised Fire Department vehicle replacement plan would be approximately \$11.1 million through the initial five-year period of the Proposed Measure Z Spending Plan, and a total of approximately \$58.5 million over 20-years.

*Revised Fire Department Vehicle Replacement Plan*

#	Front Line Units	Year	Age	Make	Jan '17 Total Miles	Jan '17 Total Hours	1st Repl.	2nd Repl.	3rd Repl.	4th Repl.
1	Battalion 1	2014	3	Ford Exp	16321		FY 2018/19	FY 2023/24	FY 2028/29	FY 2033/34
2	Battalion 2	2013	4	Chevy Sub	28402		FY 2018/19	FY 2023/24	FY 2028/29	FY 2033/34
3	Brush 1	1995	22	IH	47,925	3,678	FY 2017/18	FY 2032/33		
4	Brush 12	2015	2	HME	8800	412	FY 2029/30			
5	BS 5	2012			5518		FY 2026/27			
6	DC 13	2013			2721	153.7	FY 2027/28			
7	Engine 1	2001	16	KME	122,343	13,241	FY 2017/18	FY 2026/27		
8	Engine 10	2005	12	KME	175,004	5,180	FY 2017/18	FY 2032/33		
9	Engine 11	2006	11	KME	77821	6069	FY 2019/20			
10	Engine 12	2008	9	KME	86,946	7,402	FY 2017/18	FY 2025/26		
11	Engine 13	2009	8	KME	67078	3876	FY 2021/22			
12	Engine 14	2006	11	KME	77290	5384	FY 2019/20			
13	Engine 2	2011	6	KME	43235	1069	FY 2026/27			
14	Engine 3	2016	1	KME	9333	825	FY 2023/24			
15	Engine 4	2016	1	KME	10090	907	FY 2023/24			
16	Engine 5	2003	14	KME	123,875	9,559	FY 2017/18	FY 2027/28		
17	Engine 6	2001	16	KME	141,330	10,534	FY 2017/18	FY 2027/28		
18	Engine 7	2001	16	KME	140,713	13,998	FY 2017/18	FY 2025/26		
19	Engine 8	2007	10	KME	106,547	9,120	FY 2017/18	FY 2025/26		
20	Engine 9	2005	12	KME	118,253	10,338	FY 2017/18	FY 2032/33		
21	Haz Mat 2	2009	8	Spartan	6427	797	FY 2023/24			
22	Patrol 1	2016	1	Ford F450	4028	190	FY 2030/31			
23	Rescue 3	2008	9	Pierce	31448	2849	FY 2021/22	FY 2036/37		
24	Squad 1	2006	11	Ford F550	90,411	N/A	FY 2017/18	FY 2022/23	FY 2027/28	FY 2032/33
25	Squad 2	2003	14	Ford F550	114,270	7,314	FY 2017/18	FY 2022/23	FY 2027/28	FY 2032/33
26	Squad 5	2016	1	Ford F550	10186	259	FY 2020/21	FY 2025/26	FY 2030/31	
27	Truck 1	1997	20	Simon LTI	41,878	11,144	FY 2017/18	FY 2031/32		
28	Truck 13						FY 2017/18	FY 2032/33		
29	Truck 2	2006	11	ALF	45596	4838	FY 2020/21			
30	Truck 3	2001	16	ALF	102,685	8,550	FY 2017/18	FY 2030/31		
31	Water Tender 4	1986	31	IH	54,557	4,490	FY 2017/18	FY 2033/34		
32	Water Tender 5	1995	22	IH	9,341	1,802	FY 2017/18	FY 2033/34		

**ATTACHMENT 4**  
**EXHIBIT C**

**Attachment 4**  
**Exhibit C – Fleet Improvements**

*Police and Fire Vehicle Fleet Maintenance Improvements – Facility and Staffing:*

The City's General Services Department - Fleet Division currently provides vehicle maintenance for all City vehicles, except the vehicles assigned to the Police Department. Police vehicle maintenance will soon be transferred to the General Services Fleet Division.

In order to effectively service both the existing fleet of Police and Fire vehicles, as well as additional vehicles, four additional mechanics will need to be added to the Fleet Division, along with approximately \$100,000 for facility improvements. Two additional mechanics would be assigned to Fire Department vehicles and two mechanics would be assigned to Police Department vehicles. The \$100,000 in facility maintenance would be spent on improvements to the fleet facility to add rollup doors, new lifts, and improve the drive up approach. These changes would allow staff to work two shifts, fixing and proactively maintaining more vehicles. The process to complete these improvements, hire/transfer staff, and begin this plan would be approximately six months from approval of the plan and allocation of funding.

Estimated costs of the proposed fire and vehicle maintenance staffing and facility improvement plan would be approximately \$1.7 million through the initial five-year period of the Proposed Measure Z Spending Plan, and a total of approximately \$9.6 million over 20 years.

**ATTACHMENT 4**  
**EXHIBIT D**

## **Attachment 4**

### **Exhibit D – Public Safety Recruitment Efforts**

#### Human Resources Staffing and Hiring Incentives:

The Human Resources Department, Police Department, and City Manager's Office are recommending hiring incentives to actively recruit the 60 sworn officers and nine dispatchers included in the Proposed Measure Z Spending Plan. With the normal turnover due to retirements, the incentives would apply to all dispatcher and lateral police department hires citywide. Potential hiring incentives include:

- Referral bonuses of \$1,000 for City employees if their referral is hired as passes probation;
- Hiring bonus of \$1,000 for dispatchers plus \$1,500 after passing probation, and \$2,500 upon two years of service;
- Vacation bank of 80 hours provided to all dispatchers and lateral sworn officers.

Additionally, the Police Department will need to fund other recruitment and training costs for the Proposed Measure Z Plan positions, which include:

- Advertising
- Office Supplies
- Written/Physical Testing
- Background Investigations

Including the Proposed Measure Z Spending Plan positions, the Police Department estimates hiring 20 dispatchers and 48 lateral officers over the next four years.

In order to recruit timely for the additional Police Department positions, one Senior Human Resources Analyst will need to be added to the Human Resources Department's budget. This position will be dedicated to the Measure Z staffing included in the Proposed Measure Z spending plan.

Estimated costs of the hiring incentives and senior human resources analyst would be approximately \$1.8 million through the initial five-year period of the Proposed Measure Z Spending Plan, and a total of approximately \$4.3 million over 20 years.

**ATTACHMENT 4**  
**EXHIBIT E**

## **Attachment 4**

### **Exhibit E – Overview of Potential New Facilities**

#### Overview of Capital Bond Projects:

The Proposed Measure Z Spending Plan included funding for approximately \$160-185 million in capital projects. Potential projects included funding for a new Main Library, new Police Headquarters and Detention Facility, expansion of the Convention Center and Museum, and funding for a pair of 400-space parking garages in Downtown.

On February 23, 2016, the City Council unanimously selected 3911 University Avenue as the site for the new Main Library. A Request for Qualifications (RFQ) was issued for statements of qualification for the development of the new Main Library. The 21 responses were scored by a selection committee composed of staff and community members. On November 10, 2016, a Request for Proposals (RFP) was issued to the top eight firms and the selection committee scored responses and agreed to invite the top four most qualified architectural firms to interviews. The interviews are scheduled for March 2, 2017. Following interviews, staff will negotiate a tentative agreement with the top firm and present a recommendation to the City Council for their consideration. The estimated cost to build a new Main Library is \$30 million.

The City's Downtown Police Headquarters is located at 4102 Orange Street and was constructed in 1963. On June 14, 2007, the County of Riverside (County) and the City entered into a short-term lease agreement for the Orange Street property to be used as the Downtown Police Headquarters. The lease was for a maximum term of five years with an annual rent of \$1.00. The City was responsible for payment of all maintenance and repairs to the Property. During this short-term lease period, the City attempted to relocate the Riverside Police Department from this property to a new, permanent location. As no suitable facilities were identified during this period, the lease was amended on April 21, 2010 and the term was extended for an additional five years with a new expiration date of August 14, 2017. With no additional prospects for relocation of the Downtown Police Headquarters, the County has agreed to lease the facility to the City for an additional five to ten years at market rate. On February 28, 2017, the City Council will hear a request to approve an amended lease at a rate of \$292,000 per year, with annual increases, for a total amount of \$1,460,000 over the initial five years of the amended lease. The amended lease includes a City option to lease for an additional five years, bringing the maximum rent due to \$2,993,000 over the next ten years. The estimated cost to build a new Downtown Police Headquarters is \$50 million.

The existing Convention Center was built in 1972. The facility was recently rehabilitated and expanded to approximately 140,000 square feet at a cost of \$45 million. This project, completed in 2014, significantly increased existing exhibit space and provided for additional meeting areas and a new state of the art kitchen. Currently, the outstanding debt balance on the renovation project is \$39.8 million, with annual debt service payments of approximately \$3 million and a payoff date of April 2034. The Raincross Hospitality Corporation currently operates the Convention Center. In FY 2015/16, Convention Center accounted for 314 events, bringing in more than 160,000 attendees. According to a recent presentation to the City Council in November 2016, the activities at the Convention Center in FY 15/16 had an estimated economic impact of \$10.5 million. The proposed expansion will provide up to an additional 100,000 square feet with more exhibit



## **Attachment 4**

### **Exhibit E – Overview of Potential New Facilities**

and meeting space. The expansion would push into an adjacent parking lot, which would require a new parking garage to accommodate up to 1,200 spaces. Estimated costs of the expansion and parking facilities is approximately \$40 million.

The existing Museum, built in 1912 as a US Post Office, houses more than 200,000 artifacts in its collections and 2000 linear feet of archives in the disciplines of natural history, anthropology, and history. Permanent and special exhibitions are on display throughout the year and are open to the public free of charge. The Museum also offers educational programs, special cultural events, and school programs. The proposed plan to rehabilitate and expand the existing Museum, includes opening up the mezzanine deck to the original building roof skylight, infrastructure repairs, ADA concerns, program/exhibition improvements and expanding the rear of the building to accommodate new exhibit space. The estimated costs of the Museum repairs and expansion is approximately \$15 million.

On January 24, 2017, the City's consultant, Dixon Resources, presented their findings from the Downtown Strategic Parking Plan to the City Council. In order to clarify various questions and concerns, including future parking rates, staff will return to the City Council on March 21, 2017. Included in the Downtown Strategic Parking Plan is the need for additional parking in Downtown. Specifically, due to future development, the City will be losing approximately 341 existing parking spaces, which creates both an immediate need (loss of parking) and long-term need (more spaces needed as development is completed). The proposed cost of two 400 space-parking garages is approximately \$15 million per parking structure, for a total cost of \$30 million.

**Fact Sheet: Proposed Convention Center Expansion**

**Brief History of Existing Facility**

The Convention Center was originally built in 1972 and in need of modernization and expansion to remain competitive in the marketplace. Completed in 2014, the facility was renovated and expanded to approximately 140,000 square feet at a cost of \$45 million. This project significantly increased exhibit and meeting space and added a new state of the art kitchen. The outstanding debt balance on the renovation project is \$39.8 million, with annual debt service payments of approximately \$3 million and a payoff date of April 2034.

The Raincross Hospitality Corporation currently operates the Convention Center. In FY 2015/16 the Convention Center hosted 314 events, bringing in more than 160,000 visitors to Riverside. Raincross Hospitality Corporation reported an economic impact of \$10.5 million in 2015/16.

CONVENTION CENTER (THEN)



CONVENTION CENTER (NOW)



## Fact Sheet: Proposed Convention Center Expansion

### Proposed Expansion

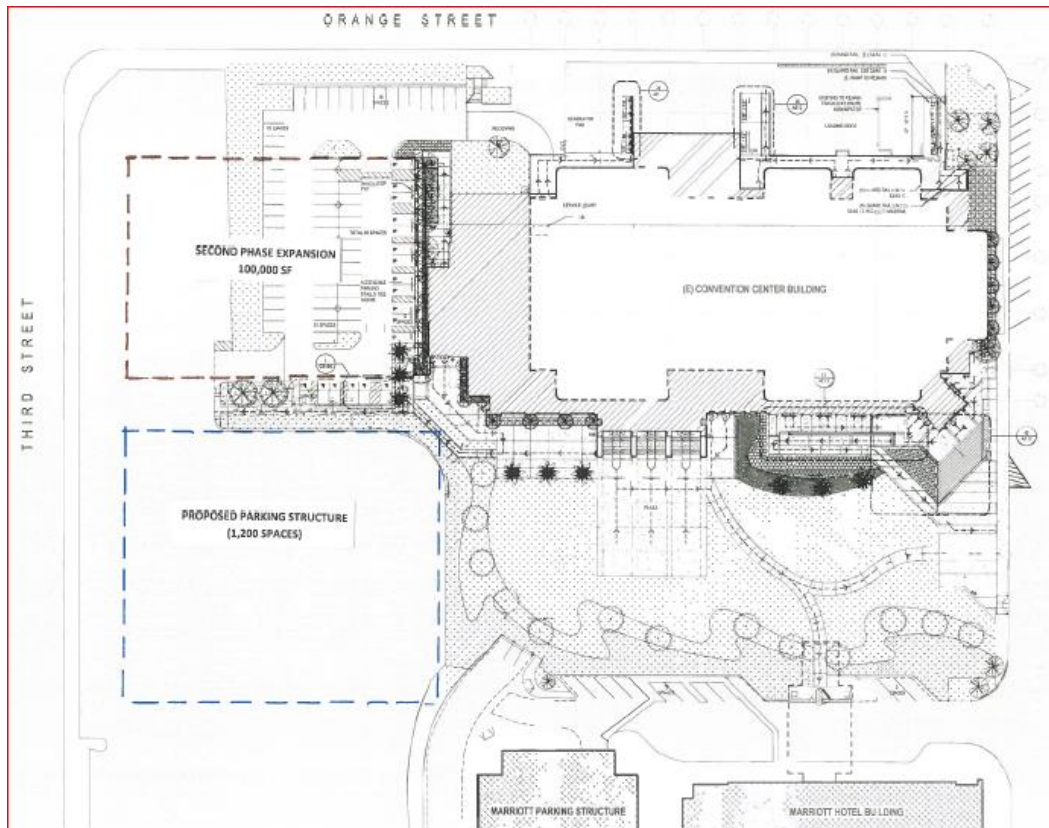
The recent Convention Center rehabilitation and expansion has exceeded market expectations and demand already exists for additional events and for larger conventions. Further expanding the facility will enable the operator to book additional events, bringing more revenue and recognition to the City of Riverside.

The proposed expansion will provide up to an additional 100,000 square feet.

<b>35,000</b>	Exhibit Hall Space
<b>10,500</b>	Ballroom Space
<b>8,750</b>	Meeting Room/Break Out Rooms
<b>15,750</b>	Public Space
<b>30,000</b>	Back of House (service areas, storage, restrooms, food prep, electrical/mechanical rooms)

The expansion would occupy a current City Parking Lot #33 (adjacent to the Convention Center) necessitating a new parking garage for approximately 1,200 spaces.

### CONVENTION CENTER (SITE PLAN)



**Fact Sheet: Proposed Convention Center Expansion**

**Estimated Cost:**

Estimated costs of the expansion and parking facilities is approximately \$40 million.

**Proposed Timeline:**

12 months design

24 months construction

Total: Approximately 3 years

**Ongoing Maintenance Costs:**

Based on the existing footprint, maintenance costs are approximately \$5.80 to \$6.00 per square foot, and include utilities, labor, and interior and exterior items. The annual maintenance cost for the proposed 100,000 square foot expansion would be approximately \$600,000.

## Fact Sheet: Proposed Police Head Quarters, Holding Facility and Parking Garage

### **Brief History of Existing Facility**

Constructed in 1963, the City's Downtown Police Headquarters is located at 4102 Orange Street. The current building is 54 years old and in dire need of major capital improvements including the roof, HVAC, electrical and structural repairs. The building is approximately 33,000 square feet and the Police Department estimates it will need closer to 65,000 square feet to accommodate future growth, to include personnel reassignments and a detention facility. The Orange Street Station has very limited parking available for personnel and visitors. The majority of personnel assigned to Orange Street Station are provided parking cards at the City's expense to park in the adjacent County owned parking structure.



RIVERSIDE POLICE HEADQUARTERS AT 4102 ORANGE STREET

### **Proposed New Facility**

Preliminary programming for the new proposed Police Headquarters would include a 50,000 square foot headquarters facility with a community room for public use, a 15,000 square foot 40-50 bed holding center, and a 200 space parking structure. The Police Headquarter facility allows for future expansion as the Department continues to grow and reassigns personnel. The new Police Headquarters would have a life expectancy of approximately 50+ years. The preliminary estimated cost to build the proposed new Downtown Police Headquarters, parking structure, holding facility and land acquisition is \$50 million.

## **Fact Sheet: Proposed Police Head Quarters, Holding Facility and Parking Garage**

### **Estimated Cost:**

Estimated costs of the new proposed Police Headquarters, Holding Center, and parking structure, and land acquisition is \$50 million.

### **Proposed Timeline:**

12 months design

24 months construction

Total: Approximately 3 years

### **Ongoing Maintenance Costs:**

Standard industry benchmarks for maintenance costs for the proposed new Police Headquarters and Facilities are approximately \$2.00 to \$4.00 per square foot per year. The annual maintenance cost for the proposed 65,000 square foot facility would be approximately \$130,000 to \$260,000.

### **Attachments:**

- Exhibit 1: Timeline of Police Headquarters Lease Agreements
- Exhibit 2: City Council Staff Report and Lease Agreement - February 28, 2017

## **Summary of Police Headquarters and Facilities Timeline**

### **June 14, 2007:**

County of Riverside (owner of the property) and the City of Riverside entered into a short-term lease agreement for the continued use of the Downtown Police Headquarters (Orange Street Station). The original lease was for a maximum term of five years with an annual rent of \$1.00. The City was responsible for all maintenance and repairs to the property.

During this short-term lease period, the City searched for viable permanent locations to relocate the Orange Street Police Headquarters. Since there were not feasible locations identified, the lease was amended in April 2010.

### **April 21, 2010:**

The lease agreement term was extended for an additional five years with a new expiration date of August 14, 2017.

### **February 28, 2017:**

The City Council approved the amended lease increasing the previous lease rate of \$1 per year to the market rate of \$292,000 per year, with annual increases, for a total amount of \$1,460,000 over the initial five years of the lease. The amended lease includes a City option to lease for an additional five years, bringing the maximum rent due to \$2,993,000 over the next ten years. Included in the lease agreement is an option to extend five more years.



# City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: FEBRUARY 28, 2017

FROM: COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT WARD: 1

SUBJECT: AMENDED AND RESTATED LEASE BETWEEN THE COUNTY OF RIVERSIDE AND THE CITY TO CONTINUE LEASING 4102 ORANGE STREET, RIVERSIDE, FOR THE DOWNTOWN POLICE HEADQUARTERS FACILITY FOR A RENTAL AMOUNT OF \$1,460,000 OVER A PERIOD OF FIVE YEARS AND A MAXIMUM OF \$2,993,000 OVER A POTENTIAL TEN YEAR LEASE TERM

**ISSUE:**

Approve an Amended and Restated Lease with the County of Riverside for the City to continue leasing 4102 Orange Street, Riverside, for the downtown police headquarters facility for a rental amount of \$1,460,000 over a five year lease term and a maximum of \$2,993,000 over a potential ten year lease term.

**RECOMMENDATIONS:**

That the City Council:

1. Approve the Amended and Restated Lease (Attached) between the County of Riverside and the City to continue the lease of 4102 Orange Street for the downtown police headquarters facility for a total rental amount of \$1,460,000 over a five (5) year lease term and a maximum of \$2,993,000 over a potential ten (10) year lease term; and
2. Authorize the City Manager, or his designee, to execute the Amended and Restated Lease, and the optional five year extension, including making minor and non-substantive changes, and to sign all documents and instruments necessary to complete the transaction.

**BACKGROUND:**

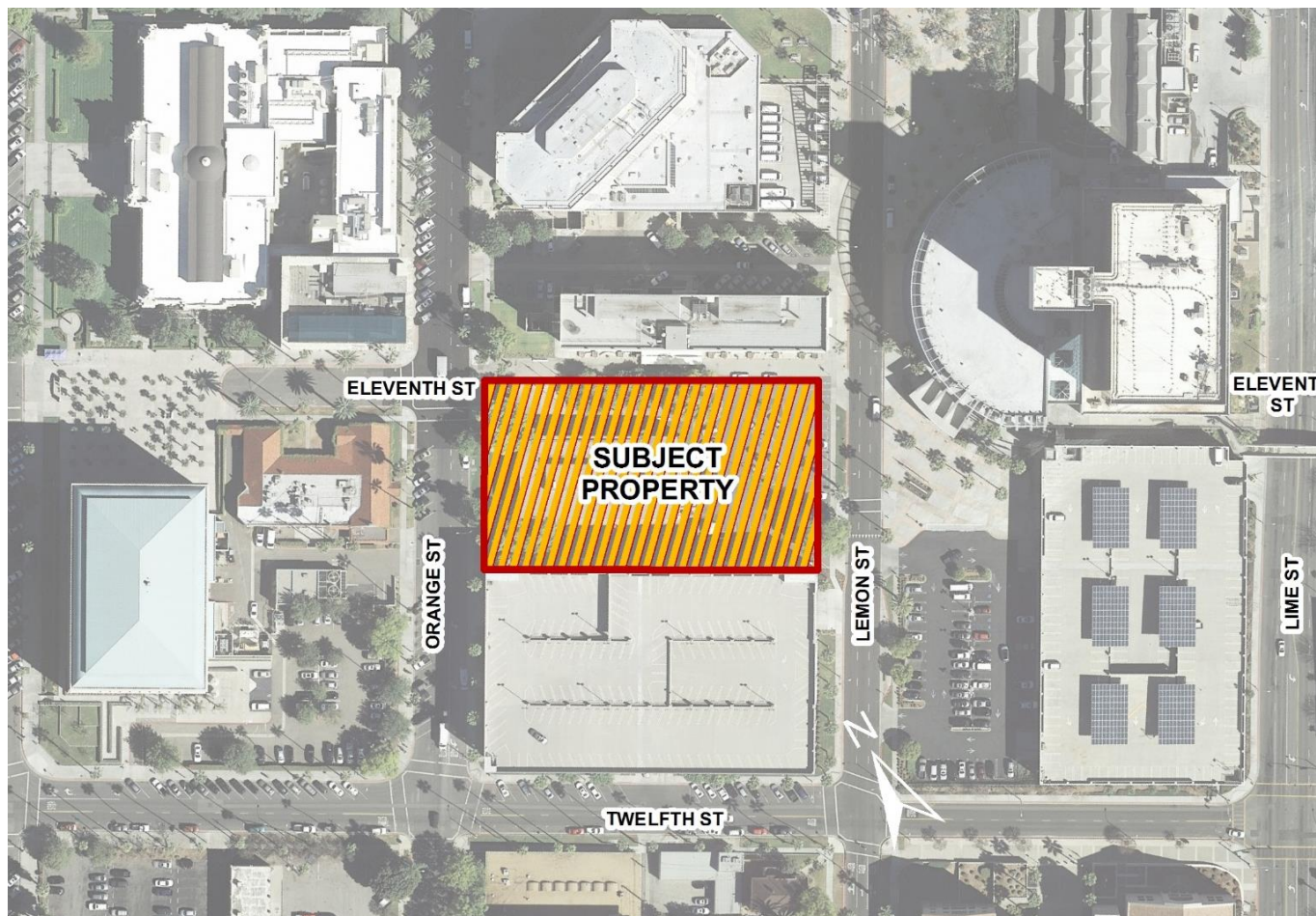
The location at 4102 Orange Street (Property) consists of approximately 32,991 square feet of office space comprised of two-stories plus a basement level and approximately 57 surface parking stalls situated on approximately 1.21 acres of land. The Property was constructed around 1963 and is located in the Downtown Specific Plan – Justice Center District.

On June 14, 2007, the County of Riverside (County) and the City entered into a short term lease agreement for the City to lease the Property for the Riverside Police Department downtown headquarters from the County. The lease was for a maximum term of five (5) years with an annual



rent of \$1.00 and the Riverside Police Department was responsible for payment of all maintenance and repairs to the Property. During this short term lease period, the City would attempt to relocate the Riverside Police Department from this Property to a new location to serve as a permanent downtown police headquarters facility. Since no suitable facilities were identified during this period, the lease was amended on April 21, 2010 and the term was extended for an additional five years with a new expiration date of August 14, 2017.

The Property is shown below in the area highlighted in red and crosshatched in orange.



**DISCUSSION:**

City and County staff met to discuss the possible sale of the Property from the County to the City. The County is unwilling to sell the Property to the City since the County may need to utilize the Property for a future County facility. However, the County agreed to continue leasing the Property to the City via an Amended and Restated Lease for a term of five years with an option to extend for an additional five years, for a potential maximum lease term of ten years subject to current fair market value rent.

The County had the Property appraised by a third-party independent appraiser. Based on the appraised value of \$3,650,000, the annual fair market rent was calculated at 8% of this value which totals \$292,000. Staff have reviewed the appraisal and are in agreement that the annual rent amount of \$292,000 represents the current fair market rental value for the Property.

The rent shall be fixed at \$292,000 annually during the initial five year term of the Amended and Restated Lease and shall have a one-time increase of five percent (5%) for a fixed annual rent of \$306,600 for years six through ten if the option is exercised by the City. The Amended and Restated Lease requires the City to be responsible for payment of all maintenance and repair costs of the Property.

The City has the right to terminate the Amended and Restated Lease with 180 days written notice to the County. The County has the right to terminate the Amended and Restated Lease with a 365 day written notice to the City at any time during the five year option to renew period. The City shall continue to rent additional parking spaces at the twelfth street parking structure from the County for additional police department personnel on an as needed basis. The Amended and Restated Lease between the County and the City would commence on August 15, 2017, and expire on August 14, 2022 during the initial five-year term and would expire on August 14, 2027 if the optional five year extension was exercised by the City, to provide continuous use of the Property for the Riverside Police Department.

The Chief of Police concurs with the recommendations.

**FISCAL IMPACT:**

The cost to lease the Property is \$292,000 per year for a total amount of \$1,460,000 over the initial five years of the Amended and Restated Lease and up to a maximum of \$2,993,000 over ten years if the five-year extension option is exercised by the City. There are sufficient funds available in the Police Department Land and Building Rental Account Number 3105000-423200 for fiscal year 2018 and will be requested for approval in future budget cycles for this expense.

Prepared by: Rafael Guzman, Community & Economic Development Director  
Certified as to availability of funds: Scott G. Miller, PhD, Chief Financial Officer/City Treasurer  
Approved by: Al Zelinka, FAICP, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachment: Amended and Restated Lease



1 mutually acknowledged, County and City hereby mutually agree that the Existing Lease be  
2 amended and restated as of the Effective Date as defined in Section 4 as follows:

3       **1. Statement of Intent.** Prior to the Effective Date, the rights and obligations of  
4 County and City are those described in the Existing Lease. On the Effective Date, the Existing  
5 Lease shall be deemed amended and restated so as to contain all of the terms of this Lease  
6 and this Lease as amended and restated shall govern all future rights, obligations, duties and  
7 liabilities of the Parties.

8       **2. Description.** The Premises leased hereby consist of approximately 32,991  
9 square feet located at 4102 Orange Street, Riverside, California, and consist of a building (or  
10 portion thereof) as more particularly shown on Exhibit "A", attached hereto and by this  
11 reference made a part of this Lease.

12               (a) Condition of the Premises. City is currently in possession of the leased  
13 Premises and does hereby accept the leased Premises in its present "AS IS" condition, as of  
14 the Effective Date. City, as the only occupant of the Premises since its construction, is in the  
15 best position to know the condition of the Premises and all improvements.

16       **3. Use.**

17               (a) The Premises are leased hereby for the purpose of the operation of a  
18 downtown police headquarters facility and ancillary office uses. Any such ancillary office uses  
19 that are not related to the Police Department operations are subject to the County's consent, at  
20 County's sole discretion.

(b) The leased Premises shall not be used for any other purpose without  
first obtaining the written consent of County.

(c) City shall have the exclusive use of the leased Premises.

**4. Term.** This Lease shall be for a period of five (5) years effective as of August  
15, 2017 and terminating on August 14, 2022.

1           **5.     Options to Extend.**

2           (a)     County grants to City one option to extend the Lease term (the "Option").  
3     The extension option shall be for a period of five (5) years, subject to the conditions described  
4     in this Section 5 (the "Option Period).

5           (b)     The Option(s) shall be exercised by City delivering to County written  
6     notice thereof no later than ninety (90) days prior to the expiration of the original term of the  
7     Lease.

8           (c)     The rent payable by City during any extended term shall be on the same  
9     terms and conditions as the Lease.

10           **6.     Rent.**

11           (a)     City shall pay the sum of \$292,000, on a triple net basis, payable as  
12     \$24,333.00 per month to County as rent for the leased Premises, payable, in advance, on the  
13     first day of the month, provided, however, in the event rent for any period during the term  
14     hereof which is for less than one full calendar month said rent shall be pro-rated based upon  
15     the actual number of days of said month.

16           (b)     Notwithstanding the provisions of this Section, the monthly rent shall be  
17     increased on each anniversary of the Lease by an amount equal to two (2%) percent of such  
18     monthly rental.

19           (c)     The City shall be responsible for the payment of all costs of interior and  
20     exterior property maintenance, utilities and property insurance. City shall not be responsible  
21     for the payment of any property or possessory interest taxes as both City and County are  
22     public agencies. County acknowledges that no property or possessory interest taxes will be  
23     imposed on the City. City acknowledges that it is self-insured. County shall have no  
24     responsibility to maintain or repair the Premises.

25           **7.     Improvements by City.**

26           (a)     County shall not be obligated to provide any monetary allowance or  
27     perform any tenant improvements for the Premises. City shall be solely responsible for the

1 payment and installation of any and all tenant improvements necessary for the City's use of the  
2 Premises.

3 (b) Any alterations, improvements or installation of fixtures to be undertaken  
4 by City shall have the prior written consent of County after City has submitted proposed plans  
5 for such alterations, improvements or fixtures to County in writing.

6 (c) All work performed on the Premises shall be by a licensed general  
7 contractor and licensed subcontractors holding active licenses with the California State License  
8 Board and a business license with the City of Riverside. All tenant improvements must be legal  
9 and must comply with the City of Riverside's municipal code requirements and all State and  
10 County regulations.

11 (d) All alterations and improvements to be made, and fixtures installed, or  
12 caused to be made and installed, by City shall remain the property of City and may be removed  
13 by City at or prior to the expiration of this Lease; provided, however, such removal does not  
14 cause injury or damage to the Premises, or in the event it does, the Premises shall be restored  
15 to its prior condition, if required by County.

16 (e) At the expiration or termination of this Lease, City shall have no  
17 reimbursement rights for any amounts expended on tenant improvements, maintenance, or for  
18 any other purpose, and all such expenditures and improvements shall be at the City's sole  
19 expense, risk and responsibility.

20 **8. Utilities.**

(a) City shall provide and pay for all utilities.

(b) City shall provide and pay for all telephone services.

**9. Maintenance.**

(a) City shall be responsible for all maintenance of the leased Premises and  
City shall keep the Premises in good condition and in compliance with all federal and state  
laws, ordinances, rules, codes and regulations, including but not limited to fire, health and  
safety.

1 (b) City shall be responsible for providing routine monitoring and  
2 maintenance of the fire alarm system, fire extinguishers, and the fire sprinkler system, if  
applicable.

3 (c) City shall maintain the mechanical room and other major equipment  
4 connected to this facility.

5 **10. Custodial Services.** City shall provide, or cause to be provided, and pay for all  
custodial services in connection with the leased Premises.

6 **11. Inspection of Premises.** County, through its duly authorized agents, shall have  
7 the right to enter the leased Premises for the purpose of inspecting, monitoring, and evaluating  
8 the obligations of City hereunder and for the purpose of doing any and all things which it is  
9 obligated and has a right to do under this Lease. County shall give the City twenty-four (24)  
prior notice before entering the Premises.

10 **12. Quiet Enjoyment.** City shall have, hold and quietly enjoy the use of the leased  
Premises so long as it shall fully and faithfully perform the terms and conditions that it is  
11 required to do under this Lease.

12 **13. Compliance with Government Regulations.** City shall, at City's sole cost and  
13 expense, comply with the requirements of all local, state and federal statutes, regulations,  
14 rules, ordinances and orders now in force or which may be hereafter in force, pertaining to the  
leased Premises. The final judgment, decree or order of any court of competent jurisdiction, or  
15 the admission of City in any action or proceedings against City, whether City be a party thereto  
or not, that City has violated any such statutes, regulations, rules, ordinances or orders, in the  
16 use of the leased Premises, shall be conclusive of that fact as between County and City.

17 **14. Termination by County.** County shall have the right to terminate this Lease  
forthwith:

18 (a) In the event a petition is filed for voluntary or involuntary bankruptcy for  
the adjudication of City as debtor.

19 (b) In the event that City makes a general assignment, or City's interest  
20 hereunder is assigned involuntarily or by operation of law, for the benefit of creditors.

1 (c) In the event of abandonment of the leased Premises by City.

2 (d) In the event City fails or refuses to perform, keep or observe any of City's  
3 duties or obligations hereunder; provided, however, that City shall have thirty (30) days in  
4 which to correct City's breach or default after written notice thereof has been served on City by  
County.

5 (e) Without cause upon three hundred and sixty-five (365) days' written  
6 notice of its intent to terminate the Lease served upon the City during the Option Period.  
County shall not terminate the Lease without cause during the first five (5) years of the Lease.

7 **15. Termination by City.** City shall have the right to terminate this Lease without  
8 cause by providing County with at least one hundred and eighty (180) days written notice of its  
intent to terminate the Lease and vacate the Premises.

9 **16. Insurance.** The insurance requirements contained in this Agreement may be  
10 met with a program(s) of self-insurance acceptable to the County. The City shall pass down  
11 all obligations of this Section 16 to any and all third parties or contractors performing work on  
12 the Premises. Any insurance carrier providing insurance coverage to any such third party or  
13 contractor hereunder shall be admitted to the State of California and have an A M BEST rating  
of not less than A: VIII (A:8) unless such requirements are waived, in writing, by the County  
Risk Manager. If the County's Risk Manager waives a requirement for a particular insurer  
such waiver is only valid for that specific insurer and only for one policy term.

14 **16.1** Without limiting or diminishing the City's obligation to indemnify or hold  
15 the County harmless, City shall procure and maintain or cause to be maintained, at its sole  
16 cost and expense, the following insurance coverages during the term of this Lease. As  
17 respects to the insurance section only, the County herein refers to the County of Riverside, its  
18 Agencies, Districts, Special Districts, and Departments, their respective directors, officers,  
Board of Supervisors, employees, elected or appointed officials, agents, attorneys or  
representatives as Additional Insureds.

19 **16.2 Workers' Compensation.** City shall maintain statutory Workers'  
20 Compensation Insurance as prescribed by the laws of the State of California. The policy shall



1 be endorsed to waive subrogation in favor of the County of Riverside.

2 **16.3 Commercial General Liability.** The City is self-insured for \$3,500,000  
3 and will provide the County with a self-insured affirmation letter.

4 **16.4 Vehicle Liability.** If vehicles or mobile equipment are used in the  
5 performance of the obligations under this Agreement, then City shall maintain liability  
6 insurance for all owned, non-owned or hired vehicles so used in an amount not less than  
7 \$1,000,000 per occurrence combined single limit. If such insurance contains a general  
8 aggregate limit, it shall apply separately to this agreement or be no less than two (2) times  
9 the occurrence limit. Policy shall name the County as Additional Insureds.

10 **16.5** For the duration of the Lease while any construction or demolition  
11 activities are undertaken, City shall require its Contractor to keep in full force and effect, a  
12 policy of Course of Construction Insurance covering loss or damage to the Premises for  
13 the full replacement value of such work. The Named Insured shall include the City, County  
14 and Contractor as their interests appear. Contractor shall be responsible for any deductible  
15 payments that result from a loss at the Premises under this coverage.

16 **16.6** General Insurance Provisions - All lines.

17 **16.6.1** The City must declare its insurance self-insured retention for  
18 each coverage required herein. If any such self-insured retention exceed \$500,000 per  
19 occurrence each such retention shall have the prior written consent of County Risk  
20 Management before the commencement of operations under this Agreement. Upon  
notification of self-insured retention unacceptable to the County, and at the election of the  
County's Risk Manager, City's carriers shall either; 1) reduce or eliminate such self-insured  
retention as respects this Agreement with the County, or 2) procure a bond which guarantees  
payment of losses and related investigations, claims administration, and defense costs and  
expenses.

**16.6.2** City shall cause City's insurance carrier(s) to furnish the  
County of Riverside with either 1) a properly executed original Certificate(s) of Insurance  
and certified original copies of Endorsements effecting coverage as required herein, and 2) if

1 requested to do so orally or in writing by the County Risk Manager, provide original  
2 Certified copies of policies including all Endorsements and all attachments thereto,  
3 showing such insurance is in full force and effect. Further, said Certificate(s) and policies  
4 of insurance shall contain the covenant of the insurance carrier(s) that a minimum of thirty  
5 (30) days written notice shall be given to the County of Riverside prior to any material  
6 modification, cancellation, expiration or reduction in coverage of such insurance. If City's  
7 insurance carrier(s) policies does not meet the minimum notice requirement found herein,  
8 City shall cause City's insurance carrier(s) to furnish a 30 day Notice of Cancellation  
9 Endorsement.

10 **16.6.3** In the event of a modification, cancellation, expiration, or  
11 reduction in coverage, this Agreement shall terminate forthwith, unless the County of  
12 Riverside receives, prior to such effective date, another properly executed original  
13 Certificate of Insurance and copies of endorsements evidencing coverage's set forth herein  
14 and the insurance required herein is in full force and effect. City shall not commence  
15 operations until the County has been furnished original Certificate (s) of Insurance and  
16 copies of endorsements. Upon notification of self-insured retention unacceptable to the  
17 County, and at the election of the County's Risk Manager, City's carriers shall either; 1)  
18 reduce or eliminate such self-insured retention as respects this Agreement with the County,  
19 or 2) procure a bond which guarantees payment of losses and related investigations, claims  
20 administration, and defense costs and expenses.

15 **16.6.4** It is understood and agreed to by the parties hereto that the  
16 City's insurance shall be construed as primary insurance, and the County's insurance  
17 and/or deductibles and/or self-insured retention's or self-insured programs shall not be  
18 construed as contributory.

18 **16.6.5** City shall pass down the insurance obligations contained herein  
19 to all tiers of contractors working under this Agreement.

19 **16.6.6** The insurance requirements contained in this Agreement may  
20 be met with a program(s) of self-insurance acceptable to the County.

1                   **16.6.7** City agrees to notify County of any claim by a third party or  
2 any incident or event that may give rise to a claim arising from the performance of this  
3 Agreement.

4                   **17.     Hold Harmless.**

5                   (a)     City represents that it has inspected the leased Premises, accepts the  
6 condition thereof, accepts the Premises in "as is" condition, and fully assumes any and all risks  
7 incidental to the use thereof. County shall not be liable to City, its officers, agents, employees,  
8 subcontractors or independent contractors for any personal injury or property damage suffered  
9 by them which may result from hidden, latent or other dangerous conditions in, on, upon or  
10 within the leased Premises; provided, however, that such dangerous conditions are not caused  
11 by the sole negligence of County, its officers, agents or employees.

12                   (b)     City shall indemnify and hold County, its Board of Supervisors, officers,  
13 agents, employees and independent contractors free and harmless from any liability  
14 whatsoever, based or asserted upon any act or omission of City, its officers, agents,  
15 employees, subcontractors and independent contractors, for property damage, bodily injury, or  
16 death (City's employee included) or any other element of damage of any kind or nature,  
17 relating to or in anywise connected with or arising from its use and responsibilities in  
18 connection therewith of the leased Premises or the condition thereof, and City shall defend, at  
19 its expense, including without limitation, attorney fees, expert fees and investigation expenses,  
20 County, its officers, agents, employees and independent contractors in any legal action based  
upon such alleged acts or omissions. The obligations to indemnify and hold 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.

                  (c)     The specified insurance limits required in Section 16 above shall in no  
way limit or circumscribe City's obligations to indemnify and hold County free and harmless  
herein.

1 (d) County shall indemnify and hold harmless the City, its departments,  
2 directors, officers, City Councilmembers, elected and appointed officials, employees, agents,  
3 attorneys and representatives from any liability, claim, damage or action arising from the gross  
4 negligence or willful misconduct of County, its officers, employees, contractors, agents or  
5 representatives arising out of or in any way relating to this Lease, including but not limited to  
6 property damage, bodily injury, or death. County shall defend, at its sole cost and expense,  
7 including but not limited to attorney fees, cost of investigation, defense and settlements or  
8 awards, the City of Riverside, its Departments, directors, officers, City Councilmembers,  
9 elected and appointed officials, employees, agents, attorneys and representatives in any such  
10 action or claim. With respect to any action or claim subject to indemnification herein by County,  
11 County shall, at its sole cost, have the right to use counsel of its own choice and shall have the  
12 right to adjust, settle, or compromise any such action or claim without the prior consent of City;  
13 provided, however, that any such adjustment, settlement or compromise in no manner  
14 whatsoever limits or circumscribes County's indemnification of City. County's obligations  
15 hereunder shall be satisfied when County has provided to City the appropriate form of  
16 dismissal (or similar document) relieving the City from any liability for the action or claim  
17 involved.

18 (e) County agrees to notify City of any claim by a third party or any incident  
19 or event that may give rise to a claim arising from the performance of this Agreement.

20 **18. No Assignment or Subletting.** City may not assign, sublet, mortgage,  
hypothecate or otherwise transfer in any manner any of its rights, duties or obligations  
hereunder to any person or entity.

**19. Toxic Materials.** During the term of the Lease and any extensions thereof, City  
shall not violate any federal, state or local law, ordinance or regulation, relating to industrial  
hygiene or to the environmental condition on, under or about the leased Premises, including,  
but not limited to, soil and groundwater conditions. Further, City shall not use, generate,  
manufacture, produce, store or dispose of on, under or about the leased Premises or transport  
to or from the leased Premises any flammable explosives, asbestos, radioactive materials,

1 hazardous wastes, toxic substances or related injurious materials, whether injurious by  
2 themselves or in combination with other materials (collectively, "hazardous substances",  
3 "hazardous materials" or "toxic substances") in the Comprehensive Environmental Response,  
4 Compensation and Liability Act of 1980, as amended, 42 U.S.C. Section 9601, et seq; the  
5 Hazardous Materials Transportation Act, 49 U.S.C. Section 1801, et seq; the Resource  
6 Conservation and Recovery Act, 42 U.S.C. Section 6901, et seq; and those substances  
7 defined as "Hazardous Wastes" in Section 25117 of the California Health and Safety Code or  
8 as "Hazardous Substances" in Section 25316 of the California Health and Safety Code; and in  
9 the regulations adopted in publications promulgated pursuant to said laws.

10 **20. Free From Liens.** City shall pay, when due, all sums of money that may  
11 become due for any labor, services, material, supplies, or equipment, alleged to have been  
12 furnished or to be furnished to City, in, upon, or about the leased Premises, and which may be  
13 secured by a mechanic's, material man's or other lien against the leased Premises or County's  
14 interest therein, and will cause each such lien to be fully discharged and released at the time  
15 the performance of any obligation secured by such lien matures or becomes due; provided,  
16 however, that if City desires to contest any such lien, it may do so, but notwithstanding any  
17 such contest, if such lien shall be reduced to final enforcement thereof is not promptly stayed,  
18 or if so stayed, and said stay thereafter expires, then and in such event, City shall forthwith pay  
19 and discharge said judgment.

20 **21. Employees and Agents of City.** It is understood and agreed that all persons  
hired or engaged by City shall be considered to be employees or agents only of City and not of  
County.

**21.2. Binding on Successors.** The assigns and successors in interest to each party,  
shall be bound by all the terms and conditions contained in this Lease, and all the parties  
thereto shall be jointly and severally liable hereunder.

**21.3. Waiver of Performance.** No waiver by County at any time of any of the terms  
and conditions of this Lease shall be deemed or construed as a waiver at any time thereafter

1 of the same or of any other terms or conditions contained herein or of the strict and timely  
2 performance of such terms and conditions.

3 **21.4. Severability.** The invalidity of any provision in this Lease as determined by a  
4 court of competent jurisdiction shall in no way affect the validity of any other provision hereof.

5 **21.5. Venue.** Any action at law or in equity brought by either of the parties hereto for  
6 the purpose of enforcing a right or rights provided for by this Lease shall be tried in a court of  
7 competent jurisdiction in the County of Riverside, State of California, and the parties hereby  
8 waive all provisions of law providing for a change of venue in such proceedings to any other  
9 county.

10 **21.6. Notices.** Any notice required or desired to be served by either party upon the  
11 other shall be addressed to the respective parties as set forth below:

12 County:

City:

13 Real Estate Division

City of Riverside

14 Economic Development Agency

Community & Economic Development

15 3403 10<sup>th</sup> Street, Suite 400

3900 Main Street

16 Riverside, California 92501

Riverside, California 92501

17 or to such other addresses as from time to time shall be designated by the respective parties.

18 **21.7. Permits, Licenses and Taxes.** City shall secure and maintain, at its expense,  
19 all necessary permits and licenses as it may be required to obtain and/or hold, and City shall  
20 pay for all fees and taxes levied or required by any authorized public entity.

**21.8. Section Headings.** The section headings herein are for the convenience of the  
parties only, and shall not be deemed to govern, limit, modify or in any manner affect the  
scope, meaning or intent of the provisions or language of this Lease.

**21.9. County's Representative.** County hereby appoints the Assistant County  
Executive Officer of the Economic Development Agency as its authorized representatives to  
administer this Lease.

**21.10. Nondiscrimination.** The Parties shall not discriminate on the grounds of race,  
religious creed, color, national origin, ancestry, age, physical or mental disability, medical

1 conditions, including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or  
2 any condition related thereto, marital status, genetic information, gender, gender identity, sex  
3 or sexual orientation, in connection with the performance of this Agreement. The parties  
4 further agree to conform to the requirements of the Americans with Disabilities Act in the  
performance of this Lease.

5 **21.11. Brokers.** Both Parties acknowledge that neither County nor City is  
represented by a real estate broker in this transaction.

6 **21.12. Entire Lease.** This Lease is intended by the parties hereto as a final  
7 expression of their understanding with respect to the subject matter hereof and as a complete  
8 and exclusive statement of the terms and conditions thereof and supersedes any and all prior  
9 and contemporaneous leases, agreements and understandings, oral or written, in connection  
herewith. The Lease may be changed or modified only upon the written consent of the parties  
hereto.

10 **21.13. Approval.** This Lease shall not be binding or consummated until its approval  
11 by the Chairman of the Riverside County Board of Supervisors and the City Council of the City  
of Riverside.

12 SIGNATURE PROVISIONS FOLLOW

1 IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first  
2 written above.

3 COUNTY OF RIVERSIDE

CITY OF RIVERSIDE

4  
5 By: \_\_\_\_\_  
6 John J. Benoit, Chairman  
7 Board of Supervisors

By: \_\_\_\_\_  
John A. Russo  
City Manager

8 ATTEST:  
9 Kecia Harper-Ihem  
10 Clerk of the Board

ATTEST:  
Colleen J. Nicol  
City Clerk

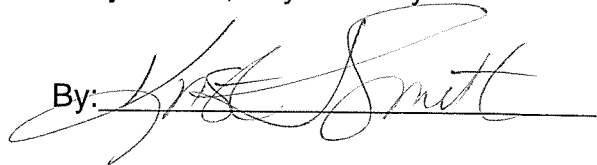
11 By: \_\_\_\_\_  
12 Deputy

By: \_\_\_\_\_  
Deputy

13 APPROVED AS TO FORM:  
14 Gregory P. Priamos, County Counsel

APPROVED AS TO FORM:  
Gary Geuss, City Attorney

15 By: \_\_\_\_\_  
16 Todd Frahm  
17 Deputy County Counsel

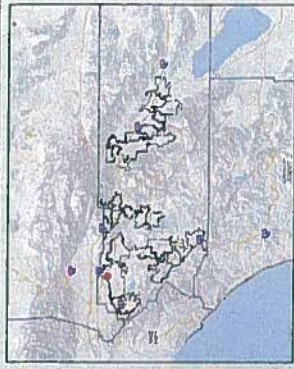
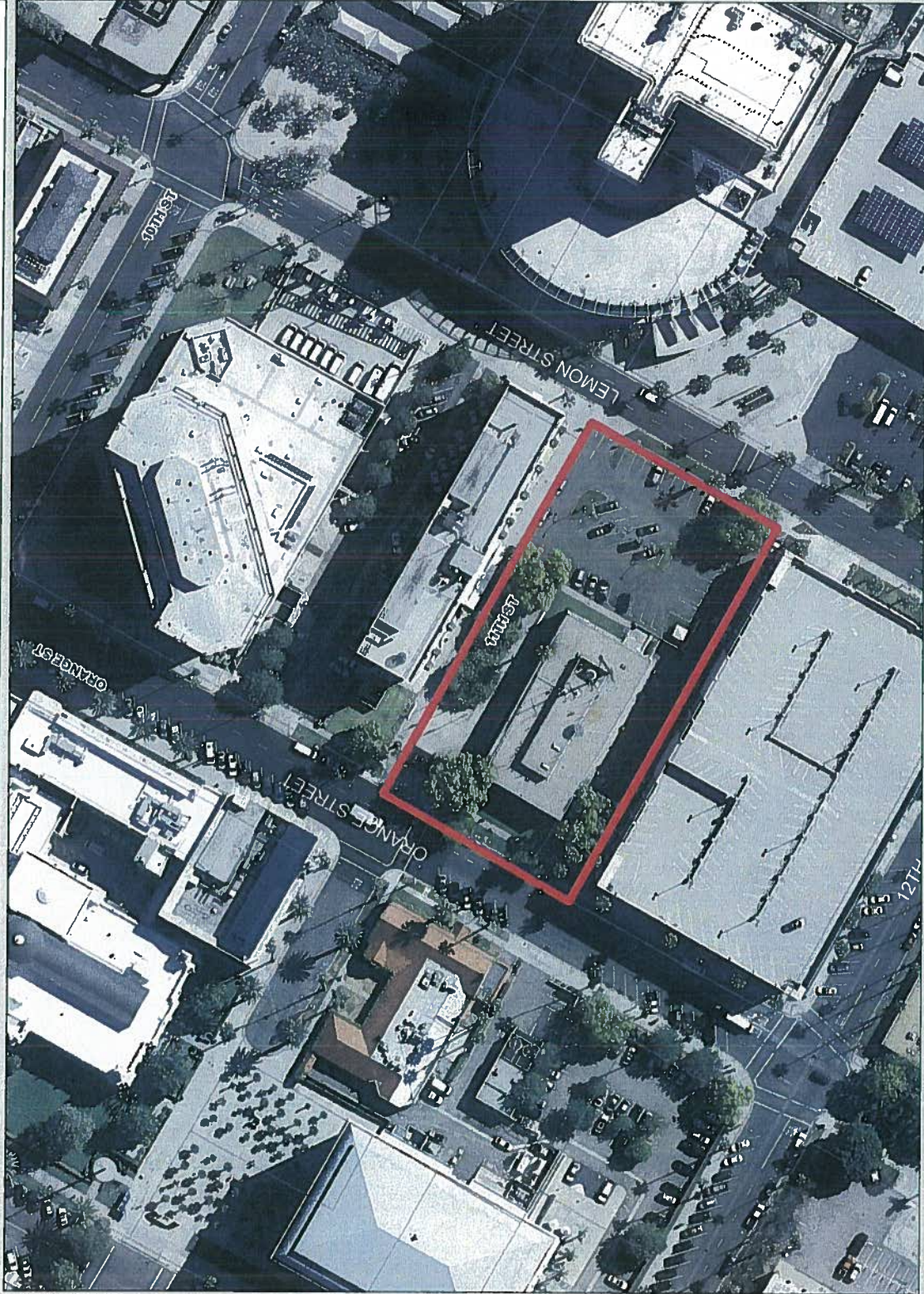
By:  \_\_\_\_\_

18  
19 CAO:ra/092716/RV509/18.460



# EXHIBIT A

APN: 215-282-018



- Legend**
- roadsanno
  - highways
  - HWY
  - INTERCHANGE
  - INTERSTATE
  - OFFRAMP
  - ONRAMP
  - USHWY
  - counties
  - cities
  - hydrographylines
  - waterbodies
  - Lakes
  - Rivers

## Notes

"IMPORTANT" Maps and data are to be used for reference purposes only. Map features are approximate, and are not necessarily accurate to surveying or engineering standards. The County of Riverside makes no warranty or guarantee as to the content (the source is often third party), accuracy, timeliness, or completeness of any of the data provided, and assumes no legal responsibility for the information contained on this map. Any use of this product with respect to accuracy and precision shall be the sole responsibility of the user.



296 Feet

148

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**Fact Sheet: Proposed New Main Library**

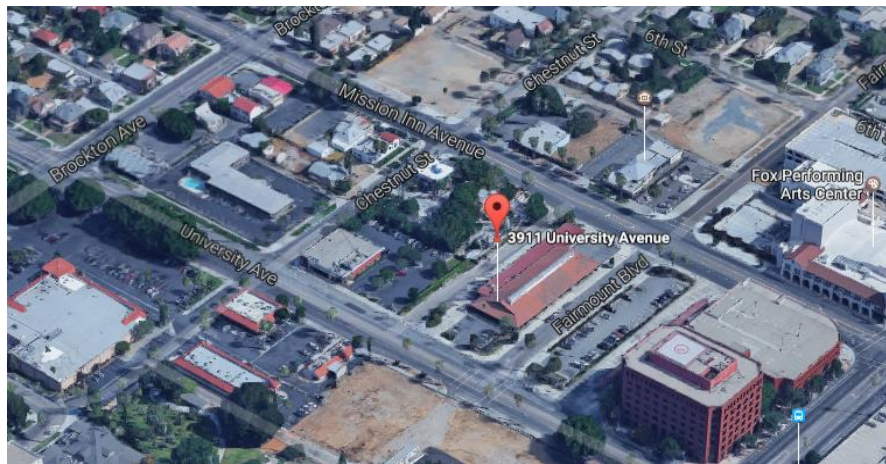
**Brief History of Existing Facility**

Built in 1965, the Main Library has served the community for more than 50 years. Advancements in library services and technology coupled with the needs of end users and the facility's lack of transparency render it no longer functional for the purpose of operating a modern library or a library of the future. Since October 2006, several proposals on expanding, modernizing or moving the Main Library have been considered. In early 2016, the City Council unanimously approved 3911 University Avenue as the site of a new Main Library. Staff expects to return to City Council in April 2017 with a proposed contract for architectural/development of the new facility.

(Current facility from Mission Inn Ave)



Current facility from Lemon St.)



(City Council approved site)

## **Fact Sheet: Proposed New Main Library**

### **Proposed New Facility**

Leading library futurists agree the library of the future will be more about services, engaging with the space and the people in it, and less about checking items out and leaving the space to use them. The future library is about creation, innovation, hand-on learning and discovery, collaboration and community gathering. Planning flexible spaces will ensure the community has the library it deserves, a library that can evolve alongside change. The existing facility, while a Riverside cultural resource, requires significant adaptive reuse, and were such an endeavor undertaken, still would not incorporate the attributes of modern libraries. Achieving a state-of-the-art Main Library is more readily accomplished by investing public financial resources in new construction.

### **Estimated Cost:**

\$30 million, including \$2-3 million in architectural/development costs.

### **Proposed Timeline:**

Assuming funding in FY 2018/19, the proposed timeline is:

Design – 12 months

Construction – 18 months

Total – 30 months or 2 ½ years

### **Ongoing Maintenance:**

Standard industry benchmarks for maintenance costs for the proposed new Main Library are approximately \$1.75 to \$2.50 per square foot per year. The annual maintenance cost for the proposed 45,000 square foot Main Library would be approximately \$78,750 to \$112,500.

### **Bottom Line:**

Public discussion on the City's Main Library has been thorough. With City Council direction received in February 2016 and an architectural/development agreement coming to the City Council in April 2017, the source of funding remains the last major piece to move this item forward.

### **Attachments:**

- [Exhibit 1](#): Updated Timeline of City Council and Public Discussion on Main Library
- [Exhibit 2](#): City Council Staff Report and Presentation - February 23, 2016

## Summary of Main Library Project Timeline

**October 2006:** City Council includes a Main Library expansion in the Riverside Renaissance Plan.

**April 2007:** City Council hires Pfeiffer Architects to prepare a 29,000 to 40,000 expansion for the Main Library that includes an exhibit hall.

**September 2007:** A plan for a joint Main Library/Museum expansion is presented.

**January 2008:** City Council receives community comment in support of two separate projects for the future needs of the Museum and Main Library.

**March 2008:** City convenes a Blue Ribbon Task Force to review the issue.

**June 2008:** Arlington Library Renovation and Expansion (4,000 sq. ft. to 13,000 sq. ft.)

**August 2008:** City Council accepts Task Force recommendations for a major expansion of the Main Library on the current site based on a size recommended by the Board of Trustees.

**October 2008:** Orange Terrace Library Opening (13,640 sq. ft.)

**March 2009:** City Council approves a 100,000 square foot new Main Library as part of a plan for Arts and Culture Facilities Enhancement.

**November 2010:** Arlanza Library Opening (10,000 sq. ft.)

**May 2011:** Marcy Library Relocation and Expansion (4,000 sq. ft. to 9,000 sq. ft.)

**February 14, 2012:** City Council workshop on the Downtown Library to receive EIR update, project cost estimates for a new 100,000 sq. ft. library, a rehabilitated 60,000 sq. ft. library, and related library statistics.

**February 28, 2012:** City Council cancels Environmental Impact Report receives report on Downtown Library community outreach plan for exterior design development, the creation of a key stakeholders group, the creation of a financing team, and a revised scope of work for Pfeiffer Partners Architects.

**March 21, 26, and 29, 2012:** Community meetings and community engagement via City website.

**March 28, 2012:** City Historic Preservation Officer meets with Historic preservation groups.

**April 12, 2012:** Workshop with Pfeiffer, Trustees, and Stakeholders to review community comment and provide direction to Pfeiffer for design development.

**June 14, 18, and 20, 2012:** Community meetings and community engagement via City website to receive feedback on four design options. Transcript of comments received provided to Pfeiffer, Trustees and stakeholders for their review and consideration.

**June 18, 2012:** City Historic Preservation Officer meets with Historic preservation groups to receive feedback on four design options. Transcript of comments received provided to Pfeiffer, Trustees and stakeholders for their review and consideration.

**August 13, 2012:** Trustees and key stakeholders recommend options 1 and 5, with a preference for option 5, to City Council. The two main areas of consensus were to preserve the exterior to the extent possible while adding natural light and focusing the majority of the funding on the interior.

**September 25, 2012:** City Council unanimously agrees to proceed with option 5 and directs staff to bring back an alternative to include (a) maintaining current location of elevator and stairway; (b) reducing or eliminating the number of windows; (c) use of skylights; (d) analysis of public use for front of Library; (e) access to roof for public use; and (f) evaluating impact of elevator access on roof line relative to adjacent buildings.

**June 11, 2013:** City Council receives a workshop on the Main Library and following discussion, 1) received the report on the environmental review, exterior design, cost estimate, and proposed financing options; (2) approved the concept design, a) removing the skylights and roof development, ( b) requesting that windows be bid as an optional add- on, ( c) including a significant redesign of the front plaza area, ( d) reusing existing interior materials to the extent possible, and (e) including up to \$100,000 for exterior elevations and interior design drawings in next year' s budget to include exterior renderings with and without windows.

**December 9, 2014:** City Council receives an update on the Main Library and following discussion, 1) received the update on the exterior, interior and plaza designs, cost estimate, and proposed financing options for the Main Library Rehabilitation located at 3581 Mission Inn Avenue; (2) approved the Main Library concept designs; and (3) directed the City Manager to include discussion of Library funding during the mid-year budget review and hold a workshop to discuss overall funding at a future meeting.

**June 23, 2015:** City Council requests additional funding be allocated to the Main Library project in order to continue moving forward the design process, including the study of alternative locations.

**September 14 and 21, 2015:** Community meetings held to receive feedback on prospective alternative locations.

**December 14, 2015:** Board of Library Trustees votes unanimously to recommend the current building be committed to a public, cultural reuse, the Main Library be relocated, and staff provide additional information on alternative locations.

**January 25, 2016:** Board of Library Trustees votes 5 Ayes/3 Noes/1 absent to recommend 3911 University Avenue or a portion as the location for the new Main Library.

**February 2016:** City Council unanimously selected 3911 University Avenue as the site for the new Main Library.

**June 2016:** A Request for Qualifications (RFQ) was issued for statements of qualification for the development of the new Main Library. An addendum was subsequently issued with submissions due August 5, 2017. The twenty-one responses were scored by a selection committee composed of staff and community members.

**November 2016:** A Request for Proposals (RFP) was issued to the top eight firms with submissions due November 28, 2017. The selection committee scored responses and agreed to invite the top four most qualified architectural firms to interviews.

**March 2017:** The top four architectural firms were interviewed. The top firm was recommended to the City Manager.

**April 2017:** Staff expects to return to City Council with a proposed contract for architectural/development of the new facility.



# City Council Memorandum

City of Arts & Innovation

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**TO: HONORABLE MAYOR AND CITY COUNCIL**      **DATE: FEBRUARY 23, 2016**  
**FROM: RIVERSIDE PUBLIC LIBRARY**      **WARDS: ALL**  
**SUBJECT: ITEM 42A - MAIN LIBRARY PROJECT**

**ISSUE:**

The issue for City Council consideration is to receive a report on the Main Library Project which pertains to committing the current library building located at 3581 Mission Inn Avenue to a cultural, public reuse; the selection of 4019 Mission Inn Avenue (at Chestnut Street) as the location for the new Main Library; and directing the City Manager to determine funding options and begin planning the new Main Library.

**RECOMMENDATION:**

That the City Council receive and provide direction on:

1. Committing the current library building located at 3581 Mission Inn Avenue to a cultural, public reuse;
2. Selection of 4019 Mission Inn Avenue (at Chestnut Street) as the location for the new Main Library; and
3. Directing the City Manager to determine funding options and begin planning the new Main Library.

**BACKGROUND:**

The Main Library Project has been a topic of community discussion and city planning for more than a decade (Attachment 1). There is broad consensus that the project move forward now. Staff recommends responsible design that focuses on the future of library services. Building anew ensures that Riverside will have a Main Library that accommodates the community of today *and* the community of tomorrow.

On June 23, 2015, the City Council directed the City Manager to move the Main Library project forward, including the study of alternate locations, enter into an agreement between the City and the Successor Agency to appropriate \$25,000 of unallocated former Redevelopment Agency bond proceeds to an account to be assigned by the Finance Department to be utilized for the continued development of Main Library design and location alternatives and return to the City Council with recommendations.

Library staff worked with the Community and Economic Development Department to prepare a list of potential alternate locations. Considerations for viability included, but were not limited to:

1. Impact to future redevelopment

2. Impact to surrounding residences and businesses
3. Location in the downtown core
4. Loss of existing city revenue
5. Loss of future sale revenue
6. Lot size
7. Proximity to other cultural venues
8. Site acquisition costs
9. Vehicle and pedestrian accessibility
10. Visibility

As such, on August 7, 2015, staff, Board of Library Trustees (Board) members Evans, Christmas and Yonezawa and Riverside Public Library Foundation Chair Wahlin toured several prospective alternate locations, with concurrence centering on the Successor Agency-owned property located at 4019 Mission Inn Avenue.

On August 24, 2015, the Board received a presentation from Library staff regarding the proposed acquisition of 4019 Mission Inn Avenue as the new location of the future Main Library. At the meeting staff also indicated to the Board that the Community & Economic Development Department had previously conducted community meetings regarding the community's preferred use of the 4019 Mission Inn Avenue site, which was identified to be housing.

With this in mind, the Board directed staff to work with the Community & Economic Development Department to develop conceptual massing plans for two potential locations: Successor Agency-owned 4019 Mission Inn Avenue and City-owned 3911 University Avenue and to schedule meetings in which the community could provide feedback, and report back to the Board.

Community meetings were held on September 14 and 21, 2015, to receive public comment on the Main Library Project. Some attendees focused on the importance of the future of library services regardless of the location. The majority consensus was against leaving the current building, primarily due to its location and history of being there. However, rehabilitation of the existing building will not provide a modern library as would be possible through construction of a new Main Library, unrestricted by the current building and its requirements. To provide this context visually, special meetings of the Board were held on November 13 and 17, 2015, for tours of the Main Library, to get a first-hand account of the building's deficiencies.

On December 14, 2015, the Board received a presentation from Library staff regarding limitations of the current building, changes in library operations since the building opening in 1964, the future of library services and building needs necessary to accommodate superior service. After discussion, the Board voted on each of the recommendations separately. The recommendations are listed below:

Recommendation No. 1: Approve receipt of the report was unanimous.

Recommendation No. 2: Recommend that the City Council direct the City Manager to move the Main Library and commit the current Main Library location at 3581 Mission Inn Avenue to a cultural, public reuse was unanimous.

Recommendation No. 3: Recommend that the City Council select 4019 Mission Inn Avenue as the alternative location for the future Main Library was amended to include that the City Council direct staff look in more detail at 4019 Mission Inn Avenue, 3911 University Avenue, the Northwest Corner of University and Park Avenues, and other potential alternative sites and return to the Board of Library Trustees was unanimous.



Recommendation No. 4: Recommend that the City Council direct the City Manager to determine funding options and begin planning the future Main Library was unanimous.

On January 25, 2016, the Board received a presentation from Library staff regarding twelve potential alternative locations. Considerations for viability included, but were not limited to, location, program needs, lot size, visibility, proximity to other cultural venues, loss of existing city revenue, loss of future city revenue, impact to neighborhood, vehicle and pedestrian accessibility, site acquisition costs, impact to future redevelopment, impact to existing patrons.

After community comment and discussion, the Board could not reach consensus and voted 5 Ayes, 3 Noes, with 1 absent, to recommend the 3911 University Avenue site, or a portion of the site, as the location for the new Main Library.

### **DISCUSSION:**

The Library Board recommendation that the City Council direct the City Manager to move the Main Library and commit the current Main Library location at 3581 Mission Inn Avenue to a cultural, public reuse was unanimous.

Staff concurs with the unanimous recommendation.

Architects of the existing Main Library, which opened in 1965, designed a building that was contemporary, flexible and functional. The building and ensuing operations were progressive for their time. Fifty years later, function is impacted by form and technological advancements, changes in the way materials are stored and presented to customers, progressions in building codes and accessibility requirements, enhancements in information delivery, and the collaborative manner in which customers utilize the library beyond checking out print materials. This necessitates a new design that not only lends itself to these factors, but places them at the forefront.

The Board received community comment in support of razing the current building and building a new Main Library at the current location. However, a 2013 report (Attachment 2) completed by historic preservation firm Page & Turnbull which completed review of the rehabilitation project for conformance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties, Standards for Rehabilitation* provided guidance for the treatment of character-defining features and significant spaces that are slated for alteration or removal in the project. The report notes that the building is a historic resource under CEQA. Removal of the building's character defining features does not comply with the Secretary's Standards and was not approved. Thus, demolition of the current building is not the staff recommendation.

Building anew will allow for the optimal scenario of function dictating form. Flexible, fluid library operations and the delivery of innovative library services now and in the future are dependent on functional, flexible building design that begins with current and future activity on the interior.

Over the course of the decade long conversation on the Main Library Project, there have been several designs proposed for the current site – none of them coming to fruition. Meanwhile, discussion continued regarding design particulars, including what the Library should look like, building size, and parking. One decade, two Mayors, four City Managers, five Library Directors, fifteen City Councilmembers, and a host of concerned citizens later, debate continues on these same issues.

Several branch library openings and renovations occurred as the conversation continued. In 2008, Arlington Library was renovated and expanded from 4,000 square feet to 13,000 square feet; Orange Terrace Library opened in 2008 offering 13,640 square feet; Arlanza Library opened in 2010 offering 10,000 square feet; and Marcy Library was relocated and expanded from 4,200 square feet to 9,000 square feet in 2011. This represents a gain of 28,440 square feet across the city.

The staff recommendation for a new Main Library of approximately 40,000 square feet is supported by the increase in square footage gained through the addition and expansion of branch libraries coupled with advances in technology, enhancements in materials shelving solutions and the outdated design of the Main Library. Non-flexible spaces, such as the second floor Auditorium and Computer Lab, are unused and sit empty during non-program periods. Programmed for flexibility, square footage allotted to these spaces could be multi-purpose and serve additional library program needs. Further, square footage allotted to large staff spaces once needed for the hands-on processing of materials is no longer needed – the process has been automated for some time.

Most can agree that rapid shifts in technology have occurred over the past decade and that technology will continue to change, enhance and shape our lifestyles. The same is true regarding the impact technology has on the interior activity of the Library. Technology continues to transform library tools, and subsequently, the manner in which the community uses the library. Where customers once sought private rooms to hold meetings and discussions, the reverse is now the norm; customer discussions, meetings, library programs and other collaborative activities are taking place throughout the library. This transformation happened alongside the evolution of the tools within libraries; moving from quiet tools and services, such as books, microfilm, and magazines, to collaborative and interactive tools and services, such as computers and other tech devices, early learning play and discovery areas, maker and other creative spaces, and participatory programs like open mic, gaming, and career engagement.

Leading library futurists agree the library of the future will be more about services, engaging with the space and the people and tools in it, and less about checking items out and leaving the space to use them. The future library is about creation, innovation, hands-on learning and discovery, collaboration, and community gathering. Most agree that we can continue to count on change being a constant. Accordingly, planning flexible spaces will ensure the community has the library it deserves, a library that can evolve alongside change. Flexible spaces include furniture that can be easily rearranged, low height shelving on casters, and rooms that can be sectioned, shared, and easily repurposed.

The need for an enhanced Main Library is evident. Leading library architects site flexibility, open space, natural light, and views connecting interior and exterior activity among the most significant elements in future design. Staff recommend proceeding with responsible design encompassing these features. This approach gives the community the Main Library it deserves; an inviting, functional space that accommodates future library service needs.

Interior activity is further impacted by natural light and views into and out of the space. Libraries of the future are being placed curbside with large windows that invite the community in and showcase library offerings and activity to passersby. Natural light is an energizer and connector to those using the space and is crucial in providing a welcoming environment in which people want to stay and enjoy.

Following are examples of libraries that have embraced these features in their designs. The recommendation is not to simply replicate one of these libraries in Riverside. The focus is also

not on the size of the libraries. The size speaks to the needs of those respective communities, who, amongst other things, may not match the over 137,900 sq. ft. of library space across 81 sq. miles that Riverside offers in its eight library locations. The focus is on the design features. Good design based on interior function and exterior/interior connectors makes for excellent, functional, long term use.



*Walnut Creek Public Library, California*



*Madison Public Library, Wisconsin*



*Lawrence Public Library, Kansas*





*Almere Library, Amsterdam*



*Gatos Public Library, California*

In February 2015, the American Library Association interviewed eight winners of the 2014 International Interior Design Association/American Library Association Interior Design Award, honoring excellence in library interior design, about the future of library design and how their award-winning work reflects the constant state of evolution of libraries.

Interior designer Lenda Sturdivant of Dewberry Architects states, "Libraries of the past were very heavy in shelving and housing of materials, whereas modern libraries have made a drastic shift to being almost collection-free. The thought [behind this is] that open space allows users to access more technology, and books could be retrieved from offsite storage locations. I think libraries of the future see the need for both." Sturdivant designed the Schaumburg (IL) Township Main Library Teen Quad. Sturdivant notes the need to carefully consider the space materials collections occupy, leaving "plenty of open room for tech and social spaces, making libraries a community center for multiple activities."



*The program room can be used as a meeting room, computer lab, craft room, or a secondary study area. A folding glass wall makes the space flexible.*

Principal architect Lyn Rice of Rice+Lipka Architects notes, “Libraries are becoming more open and light-filled and, in turn, becoming a less formal place for groups to come together and meet.” Rice designed a space for the New York Public Library with an open floor plan and optimal sightlines in which one staff member could oversee the entire area.

Libraries of the future will be designed to allow for greater interaction between staff and customers. Customer service desks will decrease in size, be mobile in design, and be equipped with mobile technology that allows staff to move from behind the service desk and interact with customers wherever the customer is (Attachments 6 and 7).



*New York Public Library Hamilton Grange Teen Center*



New York Public Library Hamilton Grange Teen Center

Principal architect Joel Sanders of Joel Sanders Architect says, “The transformative impact of digital technologies on 21st-century learning environments is central to my firm’s work. Libraries are no longer single-purpose repositories of books dedicated to quiet study. They have become dynamic community hubs that function now more than ever as IT centers for students, adults, and underserved communities, including seniors and immigrants. Libraries have morphed from formal compartmentalized facilities into casual multipurpose destinations that allow a diverse range of people, alone or in groups, to engage in a variety of media-centric activities, both day and night.”

The design features noted here would be achievable at the current location, but at a premium price that is cost-prohibitive and would include the relocation of the staircase and elevators, which was not approved under the Secretary of the Interior’s Rehabilitation Standards Review.

FEATURE	CURRENT LIBRARY	FUTURE LIBRARY
Function dictating form	No	Yes
Flexible spaces	No	Yes
Flexible furnishings	Partial* (Optimal use would not be achieved without flexible space)	Yes
Curbside/Showcase	No	Yes
Natural Light	Maybe/Partial* (Maybe: Entry and 2nd Floors; No: Basement)	Yes
Optimal Sight Lines	No	Yes

Cost projections to completely rehabilitate the existing 60,000 square foot Main Library are approximately \$22 million. To achieve optimal flexibility for library operations and programming would add approximately \$5 to 10 million. This includes, but is not limited to, seismic upgrades, removal and relocation of the existing elevator shafts and two staircases, protection and repair of the precast dove panels, increased size of existing freight elevator, skylights and roof enhancements.

In summary, the current building design is outdated and allocates space for processes made obsolete by technological advances; rehabilitation of the existing Main Library to accommodate future needs is projected to exceed \$27 million; and the City has gained 28,440 square feet for library services through the addition and expansion of branch libraries since 2008. It is thus the staff recommendation to commit the current library building located at 3581 Mission Inn Avenue to another cultural, public reuse.

Alternate Location



On December 14, 2015, the Board voted unanimously to relocate the Main Library to an alternate location and commit the current Main Library location to a cultural, public reuse. On January 25, 2016, the Board recommendation for the location of the new Main Library at 3911 University Avenue site or a portion of the site was split with 5 in favor, 3 opposed, and 1 absent. Some board members expressed concern and some objected to the location proposed by staff. Board discussion included differing opinions on rehabilitating the current library building; whether the proposed location and size is suitable for the new Main Library; the ability to place adequate parking on the site; the proximity of the proposed building to the neighborhood; potential impact to privacy of neighborhood residents; and existing blight in the area.

Staff respectfully disagrees with the split recommendation.

Staff has reviewed 3911 University Avenue, located west of Market Street and between Mission Inn Avenue and University Avenue, and determined that its highest best use is a private mixed use dense development. The City will be well served with the proceeds of sale in the range of \$2.5 million to \$3.0 million and by the subsequent tax revenue generated by private development that may reach an assessed valuation in excess of \$50 million. The economic impact and job creation of such a development may offer a significant part of the necessary resources for capital improvement needs in the City including a new Main Library. Also, because the site has a Federal Transit use restriction that is not expected to be removed until the end of this year; because it has a building on it that would need to be razed; and because it will be a private development whose schedule will require several years of private party planning before construction begins, we can't start anything there for years to come.



*Potential Conceptual Idea*



After the initial site review process and the most recent site review directed by the Board of Library Trustees, staff recommend construction at 4019 Mission Inn Avenue. Only 0.3 miles from the current location and fronting Mission Inn Avenue, this buildable site offers high visibility and the opportunity to better define the gateway into the city traveling southeast on Mission Inn



Avenue. Additional positives include transit, vehicle and pedestrian accessibility, proximity to cultural venues and the new Riverside Community College development, unobstructed views, Successor Agency owned with a low acquisition cost estimated to be \$300,000, and a parking count that is comparable to or higher than the current location, depending on design. Also, 4019 Mission Inn Avenue site is City-controlled. It is vacant. It is clean. It is ready to build on. We can get started right away.

Surface parking against the building would yield approximately 38 spaces, a count comparable to the unmetered number of spaces at the current library location. The 0.64 acre site can also accommodate surface parking, with the library occupying higher floors, or upper level parking, with the library occupying lower floors, yielding up to 60 spaces per parking floor.

The Miami Lincoln Parking Structure is an award-winning example of this design concept.



*Miami Lincoln Parking Structure in Miami, Florida*

Retail and restaurant space is located on the ground floor, fifth floor, and roof. The structure also boasts a rooftop penthouse.



Events held in the parking structure take advantage of sweeping city views and warm year-round weather. Designing with some of these design features could accommodate library customer parking, offer outdoor event space and generate revenue to enhance library programs and services while respecting the privacy of adjacent residences.

The City of Riverside's Library staff brings demonstrated experience in site selection, design, interior programming, and dedication to exemplary service. With over 20 years in professional library service, Library Director Tonya Kennon has overseen many successful library projects. A partial list includes:

1. Highgrove Public Library
2. Idyllwild Public Library
3. Mead Valley Public Library
4. Palm Desert Public Library Renovation

The Board received repeat comments from the community that the new Main Library be modeled after the Robidoux Library in Jurupa Valley. Kennon oversaw operations at the Robidoux Library while serving as Riverside County Librarian. Opened in 2011, the Robidoux Library is 40,000 square feet.

General Services Director Carl Carey brings more than 30 years of construction and leadership experience to the City. Formerly serving as the City's Capital Improvements Manager, Carey oversaw planning and construction management of numerous Renaissance projects, including:

1. State of the art Emergency Operations Center
2. Urban Search and Rescue building
3. Rehabilitation of the historic Arlington Library
4. Arlanza Library
5. Marcy Library
6. Orange Terrace Library
7. Metropolitan Museum
8. Historic Fox Theater

Additionally, Carey lead construction oversight of economic development and public use projects including:

1. Fox Entertainment Plaza
2. Downtown Fire Station
3. Municipal Auditorium rehabilitation
4. Award winning Convention Center expansion and rehabilitation

Deputy Director of Community and Economic Development Emilio Ramirez brings nearly 20 years' experience in redevelopment and property transactions that includes long range property management planning, more than 10,000 units of affordable housing, acquisition and subsequent disposition and development of blighted properties for public improvement projects including medical services campuses, assisted living, homeless shelters, hotel sites, community centers, park and recreation facilities, as well as private economic development opportunities.

Riverside has the once-in-a-lifetime opportunity to realize a new Main Library that will meet future service needs while retaining the current building for a cultural, public reuse that will strengthen the City's position as a regional leader. It is thus the staff recommendation that the project move forward with responsible design and a new Main Library be realized at 4019 Mission Inn Avenue. This approach gives the community the Main Library it deserves; an inviting, functional space that accommodates future library program needs and provides superior customer service to the residents of today and the residents of tomorrow.

The General Services Director and the Community and Economic Development Director concur with this recommendation.

**FISCAL IMPACT:**

There is no fiscal impact associated with this report.

Prepared by: Tonya Kennon, Library Director  
Certified as to availability of funds: Brent A. Mason, Finance Director/Treasurer  
Approved by: Alexander T. Nguyen, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

**Attachments:**

1. Summary Project Timeline
2. Secretary of the Interior's Rehabilitation Standards Review
3. Board of Library Trustees Minutes for August 24, 2015
4. Board of Library Trustees Minutes for December 14, 2015
5. Board of Library Trustees Minutes for January 25, 2016
6. New York Public Library Press Release May 7, 2015
7. New York Times May 7, 2015
8. Presentation



## MAIN LIBRARY PROJECT

Library Department

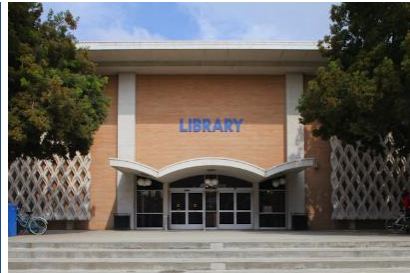
City Council  
February 23, 2016

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## MAIN LIBRARY PROJECT

Project Planning + Discussion =  
10+ Years

1. Opened in 1965
2. No longer functional
3. Community meeting consensus to remain at current location
4. Current location will not yield cost effective modern library
5. Broad community consensus to move project forward now



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## IMPACT OF TECHNOLOGY



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## IMPACT OF TECHNOLOGY

### Transitions:

1. Electronic information delivery
2. Shift from quiet tools to interactive tools
3. Collaborative activity
4. Change in manner of presenting information to customers
5. Mobile technology



Almere Library, Netherlands

4



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## IMPACT OF TECHNOLOGY



Schaumburg, Illinois  
Township Main Library



Hamilton, New York,  
Public Library  
Grange Teen Center



5

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## IMPACT OF OUTDATED DESIGN

### No Exterior Connectivity

1. Did you know over 230,000 persons visited Main Library last year?
2. Need views connecting exterior and interior
3. Need curbside placement and windows to showcase activity and collections
4. 60,000 square feet not needed to address operational needs



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## IMPACT OF OUTDATED DESIGN



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## IMPACT OF OUTDATED DESIGN



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## IMPACT OF OUTDATED DESIGN



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## IMPACT OF OUTDATED DESIGN



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## RESTRICTIONS AT CURRENT SITE

Additional \$5-10 Million for Optimal Design:

1. Seismic upgrades
2. Existing elevators and staircases
3. Existing side entry
4. Protection and repair of doves
5. Skylights and roof enhancements
6. Interior pillars



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## BUILDING FOR THE FUTURE

Design Goals:

1. Flexible & blended spaces
2. Focus on electronic service delivery
3. Open floor plans for a mix of gathering, collaborative, and contemplative spaces
4. State-of-the-art technologies



Austin, Texas

12



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## BUILDING FOR THE FUTURE

### Design Goals:

1. Function Dictating Form
2. Exterior/Interior Connector
3. Adequate Parking
4. Natural Light
5. Inviting Spaces
6. Best Value for Cost



Los Gatos, CA 13



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## BUILDING FOR THE FUTURE



Denver, CO



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## BUILDING FOR THE FUTURE



Lawrence, Kansas

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## MAIN LIBRARY PROJECT

December 14, 2015

Board of Trustees voted unanimously to:

1. Approve receipt of report.
2. Recommend current location be committed to a cultural, public reuse.
3. Amend the recommendation to include that staff provide additional detail on 4019 Mission Inn Ave, 3911 University Ave, NW Corner of Park & University, and other potential alternative locations.
4. Recommend funding options be determined and planning begin.



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## POTENTIAL ALTERNATIVE LOCATIONS

ADDRESS	PARCEL SIZE	PRICE	DISTANCE FROM CURRENT LOCATION
4785 Chicago Avenue	2.29 AC	\$320,000	2.5 Miles
3210 Main Street	1.47 AC	Not listed	0.5 Miles
2941 Market Street	0.68 AC	\$630,000	0.7 Miles
NWC of Market St. & Northbend (2462-2498 Market St.)	2 AC	\$1,302,444	1 Mile
4019 Mission Avenue	0.60 AC	\$300,000 *	0.4 Miles
2275 Northbend Street	1.42 AC	\$250,000	1.2 Miles
2849 N Orange Street	1.51 AC	\$1,100,000	0.8 Miles
1329 University Avenue	2.26 AC	\$3,000,000	2.26 AC
1550 University Avenue	1.03 AC	\$1,950,000	1.8 Miles
2015, 2025 & 2039 University Avenue	0.68 AC	\$450,000 - \$600,000*	1.3 Miles
2731-2871 University Avenue	1.96 AC	\$1,250,000 - \$1,700,000 *	0.9 Miles
3911 University Avenue	2.5 AC	tbd appraisal	0.3 Miles

\* Staff Estimate subject to appraisal 17



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## MAIN LIBRARY PROJECT

January 25, 2016:

Board of Trustees voted unanimously to:

1. Approve receipt of report.

Board of Trustees voted 5 Ayes / 3 Noes / 1 Absent to:

2. Recommend a portion of the site at 3911 University Avenue as the location for the New Main Library.



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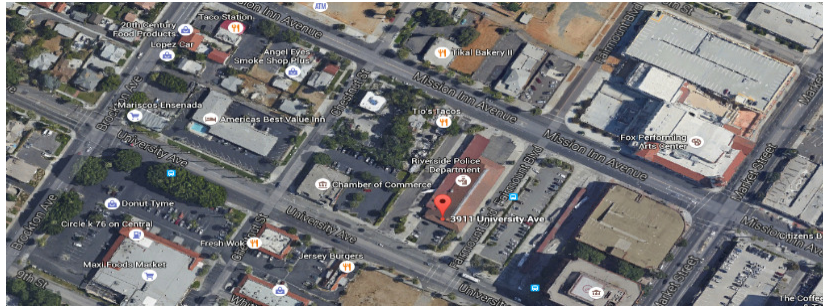


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## POTENTIAL ALTERNATIVE LOCATIONS

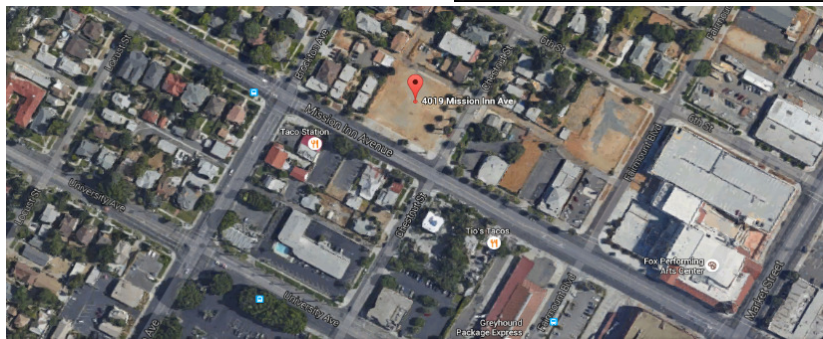
3911 University Avenue



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## POTENTIAL ALTERNATIVE LOCATIONS

4019 Mission Inn Avenue



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## 4019 MISSION INN AVENUE

1. Total site area: 0.64 acres
2. Approximate lot dimensions: 180' x 160'
3. No visible obstructions to build a multi-story library approximately 12,000 – 15,000 per floor
4. Vehicular and pedestrian accessibility
5. Low acquisition costs: \$300,000



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## 4019 MISSION INN AVENUE

1. 0.4 miles from current location
2. High visibility
3. High population density of immediate surrounding area
4. Better define gateway
5. Responsible design

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## POTENTIAL. CONCEPTUAL. IDEA.



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## MAIN LIBRARY PROJECT

1. Innovative
2. Parking count comparable or higher than current location
3. Flexible design
4. Multipurpose space
5. Community meetings and events
6. Potential revenue

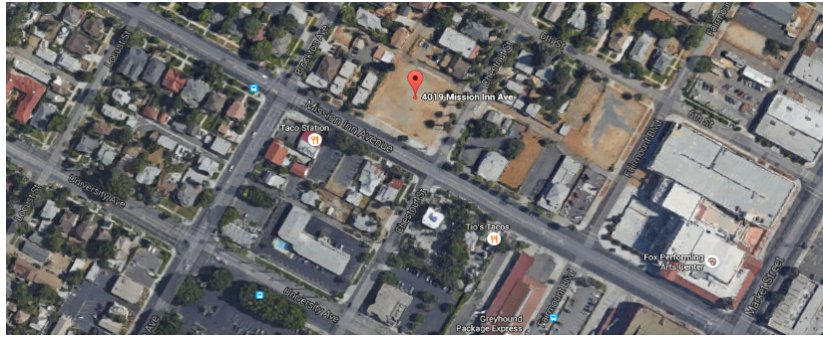


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# BUILDING FOR THE FUTURE

4019 Mission Inn Avenue



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# BUILDING FOR THE FUTURE



Almere Public Library, Netherlands

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# BUILDING FOR THE FUTURE



Amsterdam Public Library, Netherlands

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# BUILDING FOR THE FUTURE



New York, NY

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## BUILDING FOR THE FUTURE



New York, NY



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## RECOMMENDATION

That the City Council:

1. Receive an update on the Main Library Project;
2. Direct the City Manager to commit the current location at 3581 Mission Inn Avenue to a cultural, public reuse;
3. Select 4019 Mission Inn Avenue as the alternative location for the future Main Library; and
4. Direct the City Manager to determine funding options and begin planning the future Main Library.



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# RECOMMENDATION



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# POTENTIAL. CONCEPTUAL. IDEA.



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**ATTACHMENT 4**  
**EXHIBIT F**

**Attachment 4**  
**Exhibit F – 80 Miles of Paving**

Street Maintenance: Current, Proposed, and Potential Changes:

The City of Riverside has approximately 873 miles of roadways, which is comprised of residential streets (716 miles – 82%), major arterials (131 miles – 15%), and alleys (26 miles – 3%). The annual budget for pavement preservation and restoration includes funding from several sources including the City General Fund, local gas taxes, and Riverside County Measure A, ½ cent sales tax funds. The following page includes a breakdown of the budget for FY 2016/17 and FY 2017/18.

Source		Adopted Budget FY 16/17	Adopted Budget FY 17/18
	<b>Description</b>		
<b>General Fund</b>			
	General Fund Contribution	\$2,197,205	\$2,245,329
<b>Non -General Fund (54% Measure A, 46% Gas Tax)</b>			
	Subsidy for Street Maintenance	\$2,287,097	\$2,287,097
	Pavement Rehabilitation	\$5,525,000	\$5,025,000
	Sidewalks, Curb & Gutter, Pedestrian Ramps	\$1,100,000	\$1,100,000
	Debt Service for Transportation COP	\$3,002,988	\$2,999,588
	Subtotal Non-General Fund	\$11,915,085	\$11,411,685
	<b>Total Budget Pavement Rehab/Maintenance &amp; Sidewalks</b>	<b>\$14,112,290</b>	<b>\$13,657,014</b>

The budget for road rehabilitation is allocated for various types of pavement treatment such as crack filling, slurry sealing, pavement overlays, asphalt rubber hot mix, asphalt recycling and pavement reconstruction. The actual cost of each varies based on specific road conditions, such as the width of the road, its type (residential or arterial) and the number amenities such as striping, signal loops, speed humps, curbs, gutters and sidewalks. Work completed on each project varies based on the individual needs of the roads.

The typical residential roadway includes approximately 36 feet of pavement width. Crack fill and slurry seal is desired every eight to ten years at an average cost of \$40,000 per mile. Edge grind and pavement overlay or reconstruct is desired every 25 to 30 years at an average cost of \$350,000 per mile. Arterials vary from four to six lanes in width; the most typical width varies from 64 feet to 88 feet width in asphalt paving. Pavement rehabilitation desired every 15 years. Cost, varies from \$800,000 to \$1,200,000 per mile, depending on the scope of work and road improvement needs.

Council recently approved a contract to implement a computerized pavement management system that will provide for a proactive systematic review of the City Streets



**Attachment 4**  
**Exhibit F – 80 Miles of Paving**

and aid in the management and prioritization of needed maintenance. The work will be performed over a four-year term, assessing one quarter of the City’s streets per year. Ideally, the City will continue these efforts on an on-going basis to facilitate a review of the condition of every road, every four years. Annually as the work progresses, a report will be provided with recommendations on how to best allocate resources for the roads surveyed. The next report will be provided to the City Council within the next two to three months.

During the January 31, 2017 City Council Special Meeting, the request to fund up to 80 miles of street repair was raised. Currently, the number of miles paved per year varies based on annual needs and budget. In general, many City roads are in poor condition, requiring most of our funds to be allocated to pavement restoration, which is more costly than routine pavement maintenance such as slurry sealing. To reach a goal of 80 miles a year, it would be recommended that roads be placed on a routine schedule for maintenance based on the type of road.

The Proposed Measure Z Spending Plan, included \$11.5 million in funding for street related projects over the initial five years. On average, this would provide for \$2.3 million in annual funding. The request to fund 80 miles per year would require additional funding of approximately \$12.2 million per year.

<b>Potential Funding Allocation to Improve 80 Miles Per Year</b>						
<b>Work Type</b>	<b>Miles Per Year</b>	<b>Cycle (Years)</b>	<b>Cost Per Mile</b>	<b>Total Cost</b>	<b>Current Budget</b>	<b>Additional Needed</b>
<b>Residential Slurry</b>	49	10.3	\$40,000	\$1,960,000	\$350,000	\$1,610,000
<b>Residential Paving</b>	23	32.2	\$350,000	\$8,050,000	\$2,250,000	\$5,800,000
<b>Arterial Rehabilitation</b>	8	16.6	\$900,000	\$7,200,000	\$2,400,000	\$4,800,000
<b>Total</b>	<b>80</b>			<b>\$17,210,000</b>	<b>\$5,000,000</b>	<b>\$12,210,000</b>

Eight additional staff members would be needed to provide for engineering design and construction inspection in order to provide routine pavement maintenance of 80 miles per year. This cost is included in the per mile cost estimates - however, it would approximately six months to hire the additional staff necessary to design the projects and another six months to prepare them for bidding.

**ATTACHMENT 4**  
**EXHIBIT G**

## **Attachment 4**

### **Exhibit G – Standalone Parking Structure Financing**

#### *Parking Structure Financing:*

At the January 31, 2017 City Council Special Meeting, staff was asked to provide an analysis about the potential to fund the two 400-space parking garages through revenue generated by these facilities. In order to make this determination, staff needed to consider many variables, including, but not limited to:

- Estimated cost per parking structure (\$15 million per garage)
- Financing length and terms (30 years at 5% bond financing)
- Operating and maintenance costs
- Current parking rates (e.g. first 90 minutes free, special event fees, etc.)
- Potential long-term clients (e.g. Downtown businesses)
- Existing garage performance (e.g. Fox Theater Parking – 398 spaces)

Utilizing the factors noted above, the revenue generated (approximately \$250,000/year) would be able to meet its annual operational costs (approximately \$250,000/year), but would not be able to support any of the debt service costs of approximately \$1 million per year per parking structure. In order to make the parking structures cost neutral, the existing parking rates would have to be raised substantially (e.g., four-fold).



**ATTACHMENT 4**  
**EXHIBIT H**

**Attachment 4**  
**Exhibit H – Ward Specific Capital Funding**

Ward (City Council) and Citywide (Mayor) Capital Funding Program Outline:

The Proposed Measure Z Spending Plan included a program to allocate \$250,000 in annual capital funding to each City Council Member and the Mayor. Specifically, the proposed program will provide discretionary funding for current and future unfunded capital ward-specific and citywide projects. The proposed rules are as follows:

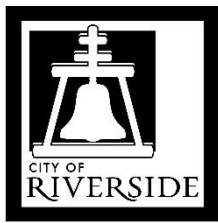
1. Funds must be spent on City specific capital projects.
  - a. Capital is defined as an asset owned by the City (e.g. library, street light, sidewalk, etc.), but may also include significant repairs that extend the life of a capital asset (e.g. roof, fence, and playground repairs).
  - b. Funds will not be utilized as grant and/or sponsorships to third parties.
2. All spending will be conducted in accordance with the City's current and future purchasing rules and regulations.
3. Each year, \$250,000 will be allocated to eight accounts (each ward and citywide).
  - a. The funding allocated to each account may be carried over from year to year to fund larger projects.
  - b. The funding, with written approval from the appropriate elected officials(s), can be shared to fund projects.

**ATTACHMENT 4**  
**EXHIBIT I**

**Attachment 4**  
**Exhibit I – Ward Action Teams**

*Ward Action Teams*

The Proposed Plan Measure Z Plan includes two positions to support the multi-functional Ward Action Teams, one in the City Attorney's Office and one in the City Manager's Office. These positions will be deployed throughout the City to find solutions to complex problems such as homelessness and vandalism. The City Attorney's Office position was approved by City Council on February 21, 2017. On March 28, 2017, the City Manager's Office provided an update on the formation of the Ward Actions Teams; additional information on the goals and objectives are attached



# City Council Memorandum

City of Arts & Innovation

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**TO: HONORABLE MAYOR AND CITY COUNCIL**                      **DATE: MARCH 28, 2017**  
**FROM: CITY MANAGER'S OFFICE**                                      **WARDS: ALL**  
**SUBJECT: FORMATION OF THE WARD ACTION TEAMS TO ADDRESS MAJOR QUALITY OF LIFE PROBLEMS**

**ISSUE:**

Receive an update on the formation of the Ward Action Teams to address the most pressing quality of life concerns in each ward of the City.

**RECOMMENDATION:**

That the City Council:

1. Receive an update on the formation of the Ward Action Teams (WAT) to address the most pressing quality of life concerns in each Ward of the City; and
2. Participate in their respective Ward Action Team meetings and assist the staff as it prioritizes concerns that impact the quality of life in their Wards.

**BACKGROUND:**

On January 31, 2017 the Proposed Measure Z Spending Plan was presented to City Council. Specific needs were identified in this Citywide initiative that included critical non-safety service needs, critical public safety needs, quality of life issues, critical infrastructure needs and technology needs. Some of these required addition of positions.

On February 21, 2017, City Council approved the addition of a Deputy City Attorney II classification to the City Attorney's Office, to be solely dedicated to the WAT. This position was established to join the proposed Community Advocate in the City Manager's office. The Community Advocate will lead and coordinate the Ward Action Teams.

**DISCUSSION:**

The Problem

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Major quality of life issues are among the most complex of the problems facing municipal government. There is often concern over the nature of the response and the response time from

different departments when addressing problems such as homeless encampments, vagrants, blight, marijuana dispensaries, and so on. These problems usually involve more than one department of the City, and sometimes require assistance from the County of Riverside or even the State of California.

Often, the problem is being monitored by different departments each using their respective authority, methodology, and expertise. Coordination amongst departments does occur with varying degrees of success, however the lines of accountability are usually unclear causing unnecessary time delays. This is often compounded by a lack of consistent communication between the community, the community's elected official, and staff.

## The Solution

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Fortunately, lack of coordination and ownership, unclear accountability, and inadequate communication are easily solved through the creation of interdepartmental Ward Action Teams. There will be seven teams – one for each of the seven wards – with staff representation from the following Offices and Departments

1. Ward Councilmember
2. Mayor's Office
3. City Manager's Community Advocate
4. City Attorney's WAT attorney
5. Community & Economic Development Department
6. Fire Department
7. Police Department
8. Public Utilities Department
9. Public Works Department
10. Riverside County District Attorney's Office
11. Riverside County Health Department (as needed)

The primary purpose of the WAT is to improve coordination and streamline our responses to high priority quality of life cases, to prevent undue bureaucratic delay, and to produce efficient, effective results.

The City Manager's Office will convene monthly WAT meetings in close consultation with the Councilmember for each Ward. The Team will identify a list of Quality of Life concerns in that ward to be prioritized. The Team will have a collective responsibility for the resolution of those priorities and will provide an action plan with clear expectations and team member assignments.

This is a new program, NOT a new division. Aside from the coordinator and city attorney's representative, no new staff are needed. No one needs to be reassigned from their usual



responsibilities. The WAT includes staff who already have the knowledge and tools to perform the work in their respective departments. This is about coordination, streamlining, ownership, and accountability in order to handle such cases as quickly as possible and preventing the usual confusion and bureaucratic delays from occurring.

Given the concern that councilmembers have expressed in the wake of last December's Ghost Ship fire in Oakland, creating the WAT program now is especially timely. That tragedy serves as a significant case study. We already perform WAT functions, but usually in a "fire drill" mode when a situation has reached critical mass of complaints and frustration. The WAT provides opportunity to work proactively and directly with the Councilmember to help prioritize the most important concerns in their Wards, and to address those concerns in a timely manner.

## Funding

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The City Attorney's Office requested, and was approved, additional funding for a Deputy City Attorney II dedicated solely to the WAT. There will also be the proposed Community Advocate in the City Manager's office. The other City departments will absorb the cost within their existing budget appropriations for staff participation with the Ward Action Teams.

### **FISCAL IMPACT:**

There is no fiscal impact with this update.

Prepared by: Alexander T. Nguyen, Assistant City Manager  
Certified as to  
availability of funds: Scott G. Miller, PhD., Chief Financial Officer/City Treasurer  
Approved by: John Russo, City Manager  
Approved as to form: Gary G. Geuss, City Attorney

Attachment: Participation Letter from District Attorney Hestrin



MICHAEL A. HESTRIN  
DISTRICT ATTORNEY

OFFICE OF  
THE DISTRICT ATTORNEY  
COUNTY OF RIVERSIDE  
3960 ORANGE STREET  
RIVERSIDE, CALIFORNIA 92501-3643

January 31, 2017

William R. "Rusty" Bailey, III  
Mayor, City of Riverside  
3900 Main Street  
Riverside, CA 92522

Dear Mayor Bailey,

Thank you for reaching out to me to discuss the City of Riverside's proposed Ward Action Team. I am grateful for the proactive communication and I also respect the City of Riverside's ongoing commitment to a high quality of life for its residents. I believe that you know that I share this commitment. I would like to offer my support for the Ward Action team proposal. My team looks forward to working with you to ensure smooth implementation and to provide the safest neighborhoods possible for our constituents.

Very truly yours,

MICHAEL A. HESTRIN  
District Attorney  
Riverside County

MAH:ljt