



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: APRIL 9, 2019

FROM: RIVERSIDE PUBLIC LIBRARY WARD: 2

SUBJECT: MEASURE Z - SITE SELECTION OF 2060 UNIVERSITY AVENUE AS PROPOSED NEW SPC JESUS S. DURAN EASTSIDE LIBRARY SITE AND ISSUE A REQUEST FOR PROPOSAL FOR AN ARCHITECTURAL FIRM TO PROVIDE PHASE 1 DESIGN SERVICES NOT TO EXCEED \$100,000 – INTERFUND TRANSFER AND SUPPLEMENTAL APPROPRIATION

ISSUES:

Receive an update and provide input on the site selection of 2060 University Avenue as the proposed site for the new SPC Jesus S. Duran Eastside Library; reallocate Measure Z Eastside Library Site Selection funds to Eastside Library architectural services; approve an interfund transfer and supplemental appropriation to move existing funds to the Measure Capital Fund, Eastside Library project account; and authorize staff to issue a Request for Proposal for an architectural firm to provide Phase 1 Design Services in an amount not to exceed \$100,000 in Measure Z fund.

RECOMMENDATIONS:

That the City Council:

1. Receive an update and provide input on the site selection of 2060 University Avenue as the proposed site for the new SPC Jesus S. Duran Eastside Library;
2. Approve 2060 University Avenue as the proposed site for the new SPC Jesus S. Duran Eastside Library;
3. Approve \$100,000 of unexpended Measure Z Funds previously approved for Eastside Library Site Selection to be reallocated to Eastside Library architectural services, as described in this report;
4. Approve an interfund transfer of \$100,000 from Measure Z Operating (Fund 110, Account 0000110-990420) to Measure Z Capital (Fund 420, Account 0000420-985110), a reduction of the same amount in Professional Services account (Fund 110, 2240009-421000), and a supplemental appropriation of the same amount in Eastside Library Project account (Fund 420, Account 9907409-462050) to fund the capital expenditure of previously approved Measure Z Spending Item #24 – Eastside Library Site Selection; and

5. Authorize staff to issue a Request for Proposal for an architectural firm to provide Phase 1 Design Services in an amount not to exceed \$100,000.

BACKGROUND:

On August 11, 2004 the City entered into a fifteen-year lease agreement with Sugarbush-1 Properties LLC, (attachment 1) for office space located in the shopping center at 4033 Chicago Avenue, Unit C, Riverside, CA, consisting of 10,816 square feet at a cost of \$12,500 per month for a Library. Measure I revenues (a \$19 per parcel property tax approved by voters in November 8, 2011) fund the lease payments. These lease payments are subject to adjust annually by an amount equal to a percentage difference in the Consumer Price Index between the prior year and the current year. Over past years this resulted in an annual increase of 1.5% to 3.5%.

The first amendment to the lease agreement was approved by the City Council on December 7, 2004 (attachment 2) and the second lease amendment (attachment 3) was executed on June 25, 2010. The SPC Jesus S. Duran Eastside Library is the only library location that is not a city owned property. The library provides access to materials and resources not freely available anywhere else in the Eastside community and is an important community gathering space. SPC Jesus S. Duran Eastside Library draws approximately 111,406 annual visitors, and has an annual circulation of approximately 74,278 items.

On January 23, 2017, the Board of Library Trustees received an update on the SPC. Jesus S. Duran Eastside Library ("Library") lease at 4033 Chicago Avenue that will expire on October 1, 2019. As the third busiest Library location, the layout of the 10,816 square feet building space presents many limitations such as safety and security, public seating, and staff workspace, limiting the ability to maximize programs and services and meet community needs. The Board of Library Trustees requested staff to return with possible site options for a new SPC. Jesus S. Duran Library.

On May 16, 2017, the City Council adopted the 5-year Measure Z spending plan and approved \$100,000 in Measure Z funding to support a community outreach project to identify available sites to accommodate the replacement of the SPC. Jesus S. Duran Library. The outreach project was conducted by City staff and the \$100,000 Measure Z funds were not spent. The community outreach is described below.

Community outreach to identify potential sites:

1. On July 24, 2017, the Board of Library Trustees received an update on potential location and the community outreach process for a new Jesus S. Duran Eastside Library.
2. On August 11, 2017, a Community meeting occurred at the Ameal Moore Nature Center asking for community input on available and suitable sites for the proposed project.
3. On September 7, 2017, a Community meeting at the Cesar Chavez Community Center took place asking for community input on available and suitable sites for the proposed project.
4. On September 25, 2017, the Board of Library Trustees received an update which included community feedback and a staff site recommendation.

5. On March 28, 2018, a community meeting was held at the Stratton Community Center to receive input on the proposed Eastside Library site at 2060 University Avenue in the parking lot facing University Avenue, adjacent to the Cesar Chavez Community Center located at Bobby Bonds Park. Approximately 20 members of the Eastside community were present at this meeting. Following a staff presentation of the proposed new site, eight (8) community members in attendance provided feedback. Concerns expressed by some community members included a reduction in parking at the Cesar Chavez Community Center and adding more activities to an already busy location. Other community members in attendance were in favor of the location as many in the community could walk to the Library and Community Center, and thus parking would not be impacted.

Two (2) other sites (attachment 5) discussed at the community meetings are listed below along with the challenges with each site. These two (2) sites are no longer available as of the publishing of this report, but the sites are included in this report as the sites were part of the community outreach discussions:

Site: 1910 University Avenue and 3870 Ottawa Avenue

Challenge: Land acquisition costs of approximately \$565,000, maximum size for a library would be 14,350 square feet which is less than the goal of 15,000 square feet. Some community members expressed concern that having the library and parking lot situated on two (2) separate lots, requiring library customers to cross Ottawa Avenue, could be a significant safety risk.

Site: 2015-2039 University Avenue

Challenge: 15,000 square foot single story library would not fit on the site with adequate parking for the community; a two (2) story library is not ideal as it would have higher construction and operational costs, and land acquisition costs would be approximately \$386,000.

6. On June 7, 2018, at 5:30 p.m., a presentation was made to the SPC. Jesus S. Duran Eastside Neighborhood Forum at the Cesar Chavez Community Center.
7. On July 12, 2018, at 5 p.m. a walking tour of the Cesar Chavez Community Center, Bobby Bonds Park and Ottawa and University sites were held for the community. Present for the tour was Erin Christmas, Interim Library Director, Adolfo Cruz, Parks, Recreation and Community Services Director, Carl Carey, General Services Director, Miguel Lujano, Legislative Field Representative Ward 2, George Guzman, Administrative Services Manager, Board of Library Trustees Tate and Yonezawa, and 21 members of the community.

An informal poll was taken from the community members of the site they preferred and 15 were in favor of the Bobby Bonds Park site (Attachment 4) and 6 were in favor of the Ottawa/University site (Attachment 5). Additionally, signatures were received from 150 community members in favor of keeping a library in the Eastside neighborhood.

8. On March 27, 2018, the Board of Library Trustees received an update on the proposed site of the Bobby Bonds Park located at 2060 University Avenue for the new

SPC Jesus S. Duran Eastside Library, and voted unanimously to consider this site for the new location.

9. On May 21, 2018, the proposed site for the new SPC Jesus S. Duran Eastside Library was discussed at the Parks and Recreation Commission meeting. At this meeting, Parks and Recreation Commissioners commented on the importance of hosting bilingual community meetings to discuss this site, the need for a thriving library on the Eastside, and that a new SPC Jesus S. Duran Eastside Library does not block the Cesar Chavez Community Center.
10. On January 30, 2019, the Parks and Recreation Commission received an update on community outreach feedback for selecting a new site for the proposed SPC Jesus S. Duran Eastside Library, and unanimously, with five members present, recommended the Bobby Bonds Park at 2060 University Avenue as the location for a proposed SPC Jesus S. Duran Eastside Library to the City Council for their consideration.
11. On February 25, 2019, the Board of Library Trustees received an update on community outreach feedback for selecting a new site for the proposed SPC Jesus S. Duran Eastside Library, and, unanimously, with eight-member present, recommended the Bobby Bonds Park at 2060 University Avenue as the location for a proposed SPC Jesus S. Duran Eastside Library to the City Council for their consideration.

DISCUSSION:

SPC Jesus S. Duran Eastside Library Lease

The current lease payments are \$21,270.73 per month totaling \$252,720.06 for Fiscal Year 2018/2019. This total amount includes Common Area Maintenance (CAM) costs that the City is required to pay. CAM costs are paid directly by the property owner and passed on to the Riverside Public Library.

Examples of these CAM costs include:

1. Electricity and Water utilities
2. Property Taxes
3. Security Services
4. Parking lot maintenance
5. Roofing repair
6. Exterior plumbing
7. Landscape maintenance
8. Fire sprinkler maintenance, etc.

CAM costs amount to 6.4% of the total annual lease amount, which equates to an additional \$3,500 to \$4,800 added to the monthly lease payment. The current monthly base lease payment is \$16,522.88 and the current monthly CAM charge is \$4,747.85, totaling the current lease payment of \$21,270.73 per month or \$252,720.06 annually. The CAM charge increased in January 2019 from \$4,236.40 to the current charge of \$4,447.85 as noted in the table below.

SPC. Jesus S. Eastside Library Lease Costs			
Fiscal Year 2018/2019	Base Rent	Common Area Maintenance	Total
July	\$16,522.88	\$4,326.40	\$20,849.28
August	\$16,522.88	\$4,326.40	\$20,849.28
September	\$16,522.88	\$4,326.40	\$20,849.28
October	\$16,522.88	\$4,326.40	\$20,849.28
November	\$16,522.88	\$4,326.40	\$20,849.28
December	\$16,522.88	\$4,326.40	\$20,849.28
January	\$16,522.88	\$4,747.85	\$21,270.73
February	\$16,522.88	\$4,747.85	\$21,270.73
March	\$16,522.88	\$4,747.85	\$21,270.73
April	\$16,522.88	\$4,747.85	\$21,270.73
May	\$16,522.88	\$4,747.85	\$21,270.73
June	\$16,522.88	\$4,747.85	\$21,270.73
Totals	\$198,274.56	\$54,445.50	\$252,720.06

In addition to monthly lease payments, the City has invested in various necessary building and maintenance projects to improve operations, create a more welcome interior environment, and enhance the overall comfort of the library for the benefit of the public. Improvements completed include new public computers, new carpet, enhanced lighting, paint, new roof top and air conditioning units.

Bobby Bonds Park

Following numerous community meetings and substantial community input, as described in the background section of this report, City Staff have identified the current Children's Health, Education, Enrichment and Resource (C.H.E.E.R.) building facing University Avenue adjacent to the Cesar Chavez Community Center and the soccer fields located at Bobby Bonds Park, 2060 University Avenue, as a possible location for a proposed new Eastside Library. (See attachment 6 for a timeline listing all community meetings).

As Bobby Bonds Park is already a City-owned site, there are no land acquisition costs. There is a deed restriction associated with a Land and Water Conservation (LWC) grant that was used to purchase and install a playground at the park. The deed restriction and LWC grant contract provisions stipulate that Bobby Bonds park site "shall not be converted to other than public outdoor recreation use" without the approval of the Secretary of the Interior. The Parks Recreation and Community Services Department will request authorization for this portion of the park to be converted into a library.

Additionally, pursuant to the Park Preservation Act §5404, a City may, after holding a public hearing, change use of park land if the amount of the property being "acquired" for new use is less than ten percent of the total park area but not more than an acre. If the property being "acquired" for new use is more than ten percent of the total park area, then substitute park land and facilities must be acquired. The Park Preservation Act requirements are satisfied in this scenario as the new use would be for general library services to the public, which is considered a park purpose under this Act and is less than ten percent of the total park area.

General Services Department staff have determined that this location is large enough to accommodate a 15,000 square foot one-story public library. Placement of the proposed SPC Jesus S. Duran Eastside Library at this location will necessitate removal of the Children's Health, Education, Enrichment and Resource (C.H.E.E.R.) Center and adjacent playground. This building is currently used primarily for a Monday to Thursday Time for Tots program, the Riverside Unified School District's Family Resource Center satellite office, the Healthy Eating Active Living Zone and the Nutrition Education and Obesity Prevention grant funded programs. These programs and needed offices would be moved into the Cesar Chavez Community Center and the Time for Tots program would be relocated to the West end of the park. Additionally, with construction of the proposed 15,000 square foot library, staff proposes modifying the existing courtyard area to accommodate an approximate 15,000 square foot shaded multipurpose meeting area. (See attachment 4: Possible Site Location)

Setting the SPC Jesus S. Duran Eastside Library footprint back from University Avenue will:

1. Maintain necessary street visibility to the parking lot, a significant safety consideration
2. Have no impact to the number of existing parking spaces
3. Ensure adequate green space, and
4. Preserve the view of the Cesar Chavez Community Center from the Ottawa and University intersection.

Placing the SPC Jesus S. Duran Eastside Library in the Bobby Bonds Park, with a new shaded meeting space, will provide opportunities for the Library and Parks, Recreation and Community Services staff to collaborate on program opportunities for the community. Some of the programs may include joint summer programs that encourage youth to participate at both facilities, healthy living workshops to encourage better eating and exercise habits, and more programming to build early literacy skills.

Security guard services are currently provided at the SPC Jesus S. Duran Eastside Library on Monday to Thursday 11:15 a.m. to 7:15 p.m. and Friday and Saturday 10:15 a.m. to 6:15 p.m. and would continue to do so at this proposed location.

The General Services Director and the Parks, Recreation and Community Services Director concur with this report.

FISCAL IMPACT:

There is no fiscal impact associated with this update. Costs associated with Phase 1 Design Services would be paid with Measure Z funding in the amount of \$100,000 approved by the City Council on May 16, 2017, for a new site for SPC Jesus S. Duran Eastside Library. If Council approves the reallocation of the unexpended funds to architectural services, an interfund transfer and supplemental appropriation will be necessary to transfer the existing funds From the Measure Z Operating Fund to the Measure Z Capital Fund. The net effect of the interfund transfer and supplemental appropriation to fund balance is zero. There would be no General Fund dollars used for Phase 1 Design Services.

Prepared by:	Erin Christmas, Library Director
Certified as to	
Availability of funds:	Enriquez Edward, Chief Financial Officer/Treasurer
Approved by:	Lea Deesing, Assistant City Manager
Approved as to form:	Gary G. Geuss, City Attorney

Attachments:

1. Lease Agreement
2. First Amendment to Agreement
3. Second Amendment to Agreement
4. Possible Site Location
5. Ottawa/University site
6. Timeline
7. Presentation