



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: 23-580

August 22, 2023

Introduced: 7/3/2023

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

- a. Approve and Authorize the Contracts/Purchasing Officer to execute a Lease Agreement between the County of Monterey, a political subdivision of the State of California for use by the Monterey County Free Libraries, Gonzales Branch (Lessee) and Gonzales Shopping Center, LP (Lessor) for 5,100 square feet of space located at 851 S. Fifth Street, Gonzales, California, for a total contract liability of \$192,792 for a retroactive term of August 1, 2023 to December 31, 2025; and
- b. Authorize the Auditor-Controller to continue to make lease payments of \$6,648.00 per month in accordance with the terms of the Lease Agreement.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and Authorize the Contracts/Purchasing Officer to execute a Lease Agreement between the County of Monterey, a political subdivision of the State of California for use by the Monterey County Free Libraries, Gonzales Branch (Lessee) and Gonzales Shopping Center, LP (Lessor) for 5,100 square feet of space located at 851 S. Fifth Street, Gonzales, California, for a total contract liability of \$192,792 for a retroactive term of August 1, 2023 to December 31, 2025; and
- b. Authorize the Auditor-Controller to continue to make lease payments of \$6,648.00 per month in accordance with the terms of the Lease Agreement.

SUMMARY/DISCUSSION:

The Monterey County Free Libraries (MCFL), Gonzales Branch has occupied 5,100 square feet of space at 851 S. Fifth Street, in Gonzales, California, since August 1, 2008. The current lease expired on July 31, 2023. MCFL wishes to execute a new Lease Agreement for a term retroactive to August 1, 2023 and ending on December 31, 2025.

The recommended action provides for the continued occupancy by the MCFL. Occupancy of the identified facility continues to offer access to library patrons and is cost effective. The proposed monthly rent upon renewal is \$6,648 per month. The timing is selected to coordinate with construction of the new Gonzales Community Center by the City of Gonzales, and the future move of the MCFL Gonzales Branch from the current location at 851 S. Fifth Street, Gonzales, to the new Community Center, anticipated for Fall 2025.

OTHER AGENCY INVOLVEMENT:

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The Public Works, Parks and Facilities (PWF) Department facilitated the development of the Lease Agreement and assisted with the development of this report. MCFL concurs with the recommendations. The Office of the County Counsel and the Auditor-Controller's Office have reviewed and approved the proposed Lease Agreement as to form and fiscal provisions, respectively.

FINANCING:

There is no additional impact to the General Fund. Sufficient funds are available in the MCFL FY 2023-24 approved budget, Fund 003, Unit 6110. The annual lease cost will amount to \$79,776.00. The property owner will be responsible for costs associated with property taxes and assessments, fire insurance, maintenance of the parking lot and major maintenance and structural repairs as needed.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

MCFL's goal is to promote an organization that practices efficient and effective resource management and to promote strong relationships with its partners, including Landlords and Vendors.

Prepared by: Hillary A. Theyer, Library Director, (831) 883-7566

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Hillary Theyer

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Approved by: Hillary A. Theyer, Library Director, (831) 883-7566

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Hillary Theyer

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Attachments:

Board Report

Lease Agreement

Exhibit A - Lease Agreement