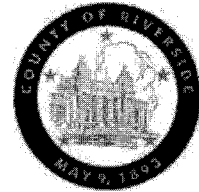


SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM  
3.21  
(ID # 6256)

MEETING DATE:

Tuesday, February 27, 2018

FROM : ECONOMIC DEVELOPMENT AGENCY (EDA):

SUBJECT: ECONOMIC DEVELOPMENT AGENCY (EDA): Sun City Library Tenant Improvement Project - California Environmental Quality Act Exempt, Approval of In-Principle and Project Budget, District 5. [\$650,000 - Library Fund - 100%]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Sun City Library Tenant Improvement Project (Sun City Library T.I. Project) for inclusion on the Capital Improvement Program (CIP) project list;
2. Find that the Sun City Library T.I. Project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301, Class 1 Existing Facilities Exemption and Section 15061 (b)(3) "Common Sense" Exemption;
3. Approve in-principle the Sun City Library T.I. Project located in the City of Menifee, California;
4. Approve a project budget in the amount of \$650,000 for the Project;

Continued on page 2

**ACTION: Policy**

Robert Field, Assistant County Executive Officer/EDA 2/13/2018

---

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Jeffries, seconded by Supervisor Ashley and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Tavaglione, Washington, Perez and Ashley  
Nays: None  
Absent: None  
Date: February 27, 2018  
xc: EDA, Purchasing

Kebia Harper-Ihem  
Clerk of the Board  
By:   
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

**RECOMMENDED MOTION:** That the Board of Supervisors:

5. Authorize the use of the Library Fund, including reimbursement to the Economic Development Agency (EDA) for incurred project related expenses;
6. Delegate project management authority for the Project to the Assistant County Executive Officer/EDA in accordance with applicable Board policies, including the authority to utilize consultants on the approved pre-qualified list for services in connection with the Project, and within the approved project budget; and
7. Authorize the Purchasing Department to execute consultant services agreements for consultants that have been pre-qualified for services up to \$100,000, per fiscal year, in accordance with applicable Board policies for this project.

<b>FINANCIAL DATA</b>	<b>Current Fiscal Year:</b>	<b>Next Fiscal Year:</b>	<b>Total Cost:</b>	<b>Ongoing Cost</b>
<b>COST</b>	\$ 650,000	\$ 0	\$ 650,000	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> Library Fund - 100%			<b>Budget Adjustment:</b> No	
			<b>For Fiscal Year:</b> 2017/18	

**C.E.O. RECOMMENDATION:** Approve

**BACKGROUND:**

**Summary**

The Sun City Library is part of the Riverside County of Library System (RCLS) and is located within the City of Menifee at 26982 Cherry Hills Blvd, Sun City, California, 92586. The library is a highly active RCLS branch with an average of 17,500 patron visits per month. Due to the high volume of usage, the 10,200 square feet branch is in great need of updated improvements.

The refresh project will create a newly defined and enhanced children's area, expanded marketplace highlighting new releases, and the addition of a dedicated teen space. The Project will also include new flooring, paint and furniture. The project is expected to last three months commencing in March 2018.

Pursuant to CEQA, the Sun City Library T.I. project was reviewed and determined to be categorically exempt under State CEQA Guidelines Sections 15301 Existing Facilities Exemption; and Section 15061(b)(3), General Rule or "Common Sense" Exemption. The Project, as proposed, is limited to minor repairs, interior alterations to the children's area and general improvements to the library including paint, new flooring and cabinet refinishing. The improvements will not alter the overall function of the facility. With certainty, there is no possibility that the activity in question may have a significant effect on the environment because it merely involves minor repairs and alterations to an existing facility to provide necessary upgrades to

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,  
STATE OF CALIFORNIA**

allow for better use and functioning of the property. A Notice of Exemption will be filed by EDA staff with the County Clerk within five days of Board approval.

EDA recommends the Board approve the Sun City Library T.I. project and the use of the Library Fund in the amount of \$650,000. EDA will pursue the most cost effective project delivery method and award in accordance with applicable Board policies.

**Impact on Residents and Businesses**

The refresh project will allow patrons greater access to library materials, more defined and secure spaces as well as general enhancing of the library environment and experience.

**Additional Fiscal Information**

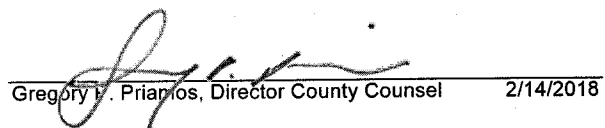
The approximate allocation of the project budget is as follows:

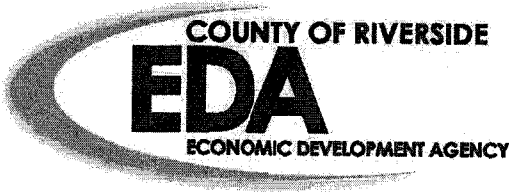
<b>PROJECT BUDGET LINE ITEMS</b>	<b>BUDGET CATEGORY</b>	<b>PROJECT BUDGET AMOUNT</b>
Architectural Design	1	25,150
Construction Management	2	0
Construction Contract	3	237,564
Offsite Construction	4	0
Project Management	5	23,867
Fixtures, Furnishings, Equipment	6	275,000
Other Soft Costs/Specialty Consultants	7	31,601
Project Contingency	8	56,818
Minor Construction	9	0
<b>Project Budget</b>		<b>\$ 650,000</b>

All costs associated with this Board action will be expended within FY 2017/18 and are 100% funded with the Library Fund.

RF:HM:VC:SP:RM:ES:tv                      FM08190008588                      6256 - 13767  
S:\Project Management Office\FORM 11'S\FORM 11's\_In Process\6256 - 13767\_D4 - 008588 - Sun City Library TI In-Principle and  
Proj Budget\_022718.doc

  
Rohini Dasika, Principal Management Analyst                      2/20/2018

  
Gregory V. Priamos, Director County Counsel                      2/14/2018



Original Negative Declaration/Notice of Determination was routed to County Clerks for posting on.

\_\_\_\_\_ Date via EDA Initial

### NOTICE OF EXEMPTION

January 30, 2018

**Project Name:** County of Riverside Sun City Library Tenant Improvement Project

**Project Number:** FM08100008828

**Project Location:** 26982 Cherry Hills Boulevard, west of Bradley, Sun City, California; 92586, Assessor's Parcel Number (APN): 337-320-016

**Description of Project:** The County of Riverside owns a facility located at 26982 Cherry Hills Boulevard in the City of Sun City that contains the Sun City Library. The existing facility at the Library is in need of renovation. The current building on the site will be remodeled and renovated into a modern and functional facility that will allow for the provision of County of Riverside (County) library services. The improvements will entail a reconfiguration of the existing lobby and children's reading areas, and will create a dedicated space for a teen library, an expanded marketplace, revised staff workspace, and provide new carpet and paint to most areas. The interior improvements to the Library is identified as the proposed project under the California Environmental Quality Act (CEQA). No substantial increase in capacity or expansion of the existing facilities will occur. The operation of the facility will continue to provide library services to the community and no additional direct or indirect physical environmental impacts are anticipated.

**Name of Public Agency Approving Project:** County of Riverside, Economic Development Agency

**Name of Person or Agency Carrying Out Project:** County of Riverside, Economic Development Agency

**Exempt Status:** State CEQA Guidelines, Section 15301, Class 1 Existing Facilities Exemption; and Section 15061(b) (3), General Rule or "Common Sense" Exemption, Codified under Title 14, Articles 5 and 19, Sections 15061 and 15300 to 15301).

**Reasons Why Project is Exempt:** The Project is exempt from the provisions of CEQA specifically by CEQA Guidelines as identified below. The Project will not result in any specific or general exceptions to the use of the categorical exemption as detailed under State CEQA Guidelines Section 15300.2. The Project will not cause an impact to an environmental resource of hazardous or critical concern nor would the Project include a reasonable possibility of having a significant effect on the environment due to unusual circumstances. The Project would not result in impacts to scenic highways, hazardous waste sites, historic resources, or other sensitive natural environments, or have a cumulative effect to the environment. No significant environmental impacts are anticipated to occur with the tenant improvements at the existing Sun City Library.

- **Section 15301 – Class 1 Existing Facilities Exemption:** This categorical exemption includes the operation, repair, maintenance, leasing, or minor alteration of existing public or private structures or facilities, provided the exemption only involves negligible or no expansion of the previous site's use. The Project, as proposed, is limited to improvements at an existing County-owned facility. The Project does not require the construction of new buildings or an additions to existing buildings, or additional parking areas. The site is currently developed and does not contain environmentally sensitive areas. The existing facility has been operating as a library. In order to improve the quality of library services being provided, additional improvements to existing building will occur. The existing facility was designed and planned for full occupancy of the site, and after the completion of the proposed improvements, the Library would be fully operational and would result in the continued use of the site by providing library services to the community and would be in a similar capacity; therefore, the Project is exempt as the Project meets the scope and intent of the Class 1 Exemption identified in Section 15301, Article 19, Categorical Exemptions of the CEQA Guidelines.
- **Section 15061 (b)(3) - "Common Sense" Exemption:** In accordance with CEQA, the use of the Common Sense Exemption is based on the "general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment." State CEQA Guidelines, Section 15061(b) (3). The use of this exemption is appropriate if "it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment." *Ibid*. This determination is an issue of fact and if sufficient evidence exists in the record that the activity cannot have a significant effect on the environment, then the exemption applies and no further evaluation under CEQA is required. See *No Oil, Inc. v. City of Los Angeles* (1974) 13 Cal. 3d 68. The ruling in this case stated that if a project falls within a category exempt by administrative regulation or 'it can be seen with certainty that the activity in question will not have a significant effect on the environment', no further agency evaluation is required. With certainty, there is no possibility that the Project may have a significant effect on the environment as the proposed project would remodel the existing Library with the same purpose and intensity of use. The Library is located within an already developed area that is owned by the County. The site for the tenant improvements has been previously disturbed and would not involve the demolition of any existing buildings or a change in use. Therefore, in no way, would the project as proposed have the potential to cause a significant environmental impact and the project is exempt from further CEQA analysis.

Based upon the identified exemptions above, the County of Riverside, Economic Development Agency hereby concludes that no physical environmental impacts are anticipated to occur and the project as proposed is exempt under CEQA. No further environmental analysis is warranted.

Signed: \_\_\_\_\_



Date: \_\_\_\_\_

1/30/18

Mike Sullivan, Senior Environmental Planner  
County of Riverside, Economic Development Agency

**RIVERSIDE COUNTY CLERK & RECORDER**

**AUTHORIZATION  
TO BILL  
BY JOURNAL VOUCHER**

Project Name: Sun City Library Tenant Improvement Project

Accounting String: 542040-30100-7200800000- FM05190008588

DATE: January 30, 2018

AGENCY: Riverside County Economic Development Agency

THIS AUTHORIZES THE COUNTY CLERK & RECORDER TO BILL FOR FILING AND HANDLING FEES FOR THE ACCOMPANYING DOCUMENT(S).

NUMBER OF DOCUMENTS INCLUDED: One (1)

AUTHORIZED BY: Mike Sullivan, Senior Environmental Planner, Economic Development Agency

Signature: 

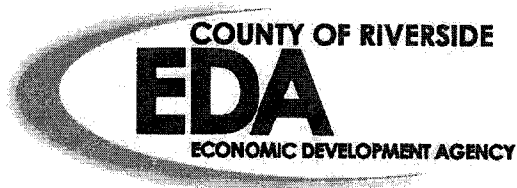
PRESENTED BY: Erik Sydow, Facilities Project Manager III, Economic Development Agency

-TO BE FILLED IN BY COUNTY CLERK-

ACCEPTED BY: -

DATE: -

RECEIPT # (S) -



Date: January 19, 2018  
To: Mary Ann Meyer, Office of the County Clerk  
From: Mike Sullivan, Senior Environmental Planner, Project Management Office  
Subject: **County of Riverside Economic Development Agency Project # FM05190008588**  
Sun City Library Tenant Improvement Project

The Riverside County's Economic Development Agency's Project Management Office is requesting that you post the attached Notice of Exemption. Attached you will find an authorization to bill by journal voucher for your posting fee.

After posting, please return the document to:

**Mail Stop #1330**

**Attention: Mike Sullivan, Senior Environmental Planner,**

**Economic Development Agency,**

**3403 10<sup>th</sup> Street, Suite 400, Riverside, CA 92501**

If you have any questions, please contact Mike Sullivan at 955-8009.

Attachment

cc: file