

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



**ITEM: 3.24  
(ID # 29500)**

**MEETING DATE:**  
Tuesday, April 14, 2026

**FROM :** OFFICE OF ECONOMIC DEVELOPMENT

**SUBJECT:** OFFICE OF ECONOMIC DEVELOPMENT: Lake Elsinore Library Project – Approval of In-Principle, California Environmental Quality Act Exemption, and Project Budget, District 2. [\$1,000,000 Total Cost - 100% Riverside County Library System Fund 21200] (CEQA Exempt per State CEQA Guidelines Sections 15301 and 15061(b)(3)) (4/5 Vote Required)

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

1. Approve the Lake Elsinore Library Project (Project) for inclusion in the Capital Improvement Program (CIP);
2. Find that the Project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15301 – Class 1 Existing Facilities and 15061 (b)(3) “Common Sense” Exemption;
3. Approve the Project In-Principle, to be located at the corner of Main Street and W. Sumner Avenue, in the incorporated city of Lake Elsinore, California, for general furnishing, fixtures, equipment, reading collections, and computers for the new library;

Continued on Page 2

**ACTION: 4/5 Vote Required, Policy, CIP**

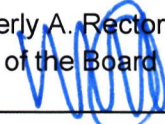
  
Suzanne Holland, Director of Office of Economic Development 3/31/2026

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**MINUTES OF THE BOARD OF SUPERVISORS**

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

Ayes: Medina, Spiegel, Washington, Perez, and Gutierrez  
Nays: None  
Absent: None  
Date: April 14, 2026  
xc: OED

Kimberly A. Rector  
Clerk of the Board  
By:   
Deputy

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

4. Approve the use of Riverside County Library Fund 21200 and Project budget in the amount not to exceed \$1,000,000;
5. Authorize the Purchasing Agent to a) execute pre-qualified consultant service agreements not to exceed \$200,000 per pre-qualified consultant, per fiscal year, in accordance with applicable Board policies for the Project, and b) issue Purchase Orders for the sum of all project contracts, work orders, goods and/or services which shall not exceed the approved Project budget; and
6. Approve and direct the Auditor-Controller to make the budget adjustment as detailed in the attached Schedule A.

<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>	\$ 100,000	\$ 900,000	\$ 1,000,000	\$ 0
<b>NET COUNTY COST</b>	\$ 0	\$ 0	\$ 0	\$ 0
<b>SOURCE OF FUNDS:</b> \$1,000,000 - 100% Riverside County Library Fund 21200			<b>Budget Adjustment:</b> Yes	
			<b>For Fiscal Year:</b> 25/26 – 26/27	

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

**BACKGROUND:**

The Riverside County Library System (RCLS) covers the state’s fourth largest geographic library service area, more than 7,000 square miles, and operates thirty-four branch libraries throughout the County, including the Lake Elsinore Library.

In 2023, the California State Library lauched the Building Forward Library Facilities Infrastructure Grant program to support public library capital improvements including addressing critical maintenance needs, improving energy efficiency and sustainability, extending digital access, and expanding physical access to library facilities. In partnership with the Riverside County Library System, the City of Lake Elsinore applied for grant funding to design and construct a replacement Lake Elsinore Library. The former facility, located at 600 W. Graham Avenue, required major upgrades to address building and site accessibility, HVAC deficiencies, inadequate parking, fire sprinklers installation, roofing leaks, sewer damage, and structural slab displacement. In October 2023, California State Librarian Greg Lucas announced the Lake Elsinore Library was awarded \$9,999,447 to construct a new 10,000 square foot library. The Office of Economic Development, similar to other city owned libraries operated by RCLS, will purchase, install and own the fixtures, furniture, and equipment (FF&E), library collection, computers, etc. Construction of the new library is currently underway.

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The Office of Economic Development recommends approval In-Principle, approval of the Project budget, and authorization of Library funding for the Project. The Office of Economic Development will procure FF&E in accordance with applicable Board policies.

**Environmental**

The future building is located on the corner of W. Sumner Avenue and Main Street (Assessor Parcel Numbers 374-163-001; 374-163-002; 374-163-003; 374-163-004) and originally underwent separate environmental review and approval with the City of Lake Elsinore acting as the Lead Agency for the purposes of CEQA for the building. The Library was found to be exempt under the Class 32 Infill Categorical Exemption (Section 15332) and filed with the County Clerk on July 11, 2024. Pursuant to CEQA, the proposed library improvements to provide FF&E were reviewed and determined to be categorically exempt under State CEQA Guidelines Sections 15301, Class 1 Existing Facilities, and Section 15061(b)(3), General Rule or "Common Sense" Exemption. The Project, as proposed, is limited to the furnishing of the new Lake Elsinore Branch Library. With certainty, there is no possibility that the activities in question may have a significant effect on the environment.

**Impact on Residents and Businesses**

The Lake Elsinore Library Project will enhance the overall welfare of the community through furnishing a new building, making the library a welcoming space for continued learning and personal enrichment.

**Additional Fiscal Information**

All costs associated with this Board action will be funded as follows: 100% Riverside County Library Fund 21200. Project expenditures are estimated at \$100,000 in FY 2025/26 and \$900,000 in FY 2026/27. The Office of Economic Development requests a budget adjustment in the attached Schedule A to increase revenue and appropriations for anticipated expenditures of \$100,000 for this fiscal year. The approximate allocation of the project budget is as follows:

<b>BUDGET LINE ITEMS</b>	<b>BUDGET AMOUNT</b>
PRE-DEVELOPMENT	\$0
FIXTURES, FURNITURE, AND EQUIPMENT	\$1,000,000
REGULATORY PERMITTING/INSPECTIONS	\$0
COUNTY ADMINISTRATION	\$0
CONSTRUCTION	\$0
PROJECT CONTINGENCY	\$0
<b>PRELIMINARY PROJECT BUDGET</b>	<b>\$ 1,000,000</b>

**Attachment:**

- Schedule A Budget Adjustment

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SH:AJ;MF:es

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*Melissa Curtis*  
Melissa Curtis, Deputy Director of Purchasing and Fleet

3/9/2026

*Jacqueline Ruiz*  
Jacqueline Ruiz, Principal Analyst

4/8/2026

*Aaron Gettis*  
Aaron Gettis, Chief Deputy County Counsel

4/3/2026

SCHEDULE A  
Office of Economic Development County Free Library  
Lake Elsinore Library Project  
Fiscal Year 2025/2026

Increase appropriations:

21200-1900700000-542040	Buildings-Capital Projects	\$100,000
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Use of restricted fund balance:

21200-1900700000-321101	Restricted Program Money	\$100,000
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**Riverside County  
Office of Economic Development**

**NOTICE OF EXEMPTION**

March 16, 2026

**Project Name:** Riverside County Lake Elsinore Library Fixtures, Furniture and Equipment (FF&E) Project

**Project Number:** 29500

**Project Location:** SW Corner of West Sumner Avenue and Main Street, Lake Elsinore, 92530, Assessor's Parcel Numbers (APNs) 374-163-001, 374-163-002, 374-163-003, and 374-163-004

**Description of Project:** In 2023, the California State Library launched the Building Forward Library Facilities Infrastructure Grant program to support public library capital improvements including addressing critical maintenance needs, improving energy efficiency and sustainability, extending digital access, and expanding physical access to library facilities. In partnership with the Riverside County Library System, the City of Lake Elsinore applied for grant funding to design and construct a replacement Lake Elsinore Library. The former facility, located at 600 W. Graham Avenue, required major upgrades to address building and site accessibility, HVAC deficiencies, inadequate parking, fire sprinklers installation, roofing leaks, sewer damage, and structural slab displacement. In October 2023, California State Librarian Greg Lucas announced the Lake Elsinore Library was awarded \$9,999,447 to construct a new 10,000 square foot library. The construction of the Library underwent separate environmental review and approval with the City of Lake Elsinore acting as the Lead Agency for the purposes of CEQA. The Library was found to be exempt under the Class 32 Infill Categorical Exemption (Section 15332) and filed with the County Clerk on July 11, 2024. The Office of Economic Development, similar to other city owned libraries operated by RCLS, will purchase, install and own the fixtures, furniture, and equipment (FF&E), library collection, computers, etc. The proposed installations of FF&F at the Lake Elsinore Library are identified as the project under the California Environmental Quality Act (CEQA). No direct or indirect physical environmental impacts are anticipated.

**Name of Public Agency Approving Project:** Riverside County

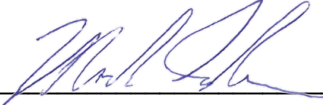
**Name of Person or Agency Carrying Out Project:** Riverside County Office of Economic Development

**Exempt Status:** State California Environmental Quality Act (CEQA) Guidelines, Section 15301 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 15301.

**Reasons Why Project is Exempt:** The proposed project is categorically exempt from the provisions of CEQA specifically by the State 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 unusual circumstances which could have the possibility of having a significant effect on the environment. 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 installation of FF&E at the Lake Elsinore Library.

- **Section 15301 –Existing Facilities:** This Class 1 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 the installation of FF&E at the approved library facility. The FF&E are minor modifications, would not expand the footprint of the facility or increase the capacity of the site. The facility would provide public services and the improvements to the existing facility are exempt as they meet the scope and intent of the Categorical 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. The proposed installation of FF&E at the library will not result in any direct or indirect physical environmental impacts. The minor modifications would occur within the previously approved facility under CEQA (baseline condition) and would not expand the building footprint or substantially increase the capacity of the site. 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 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: 3-16-2026

Mike Sullivan, Senior Environmental Planner  
County of Riverside