



# COUNTY OF SAN DIEGO

## AGENDA ITEM

### BOARD OF SUPERVISORS

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**DATE:**           **October 22, 2024**

**13**

**TO:**               Board of Supervisors

### **SUBJECT**

**GENERAL SERVICES - APPROVAL IN PRINCIPLE TO LEASE SPACE FOR RELOCATION OF THE SANTEE BRANCH LIBRARY (DISTRICT: 2)**

### **OVERVIEW**

The County of San Diego Santee Branch Library has been operating out of a leased facility located at 9225 Carlton Hills Blvd. #17, Santee CA 92071, since 1985. The Santee Branch Library is approximately 9,300 square feet and does not have adequate or functional space for library materials, programs, and needed resources. The Library Master Plan calls for a 15,000 square foot facility to support this community. County Library needs to relocate because the Santee Branch Library is undersized.

Today's request is for the San Diego County Board of Supervisors (Board) to approve, in principle, lease of space for the Santee Branch Library. Upon successful negotiation of the lease agreement, staff will return to the Board to request approval of the transaction.

### **RECOMMENDATION(S)**

#### **CHIEF ADMINISTRATIVE OFFICER**

1. Find that the proposed action is not an approval of a project as defined by the California Environmental Quality Act (CEQA) pursuant to Section 15378 (b)(5) of the State CEQA guidelines.
2. Approve in principle the lease of approximately 15,000 square feet of space to relocate the Santee Branch Library.
3. Authorize the Director, Department of General Services, to conduct a site search, negotiate a lease, and upon successful negotiations, return to the Board for approval of the lease agreement.

### **EQUITY IMPACT STATEMENT**

The Santee Branch Library is lacking critical elements to support the community in its current location. A larger library would benefit the community that has been traditionally underserved due to the lack of space for adequate materials, programs, and resources providing equitable access to educational classes, opportunities to develop literacy, online and paper study materials, and

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recreational reading at no cost to the communities and customers. The County Library also provides access to broadband internet and computers so that customers can access the digital services they need to meet their goals of learning, connecting, job-seeking, and acquiring safety-net services. The Santee Branch Library will ensure continued support services for all groups that benefit from Library Services.

**SUSTAINABILITY IMPACT STATEMENT**

Implementing effective sustainability objectives is crucial to ensuring safe and healthy communities and contributing to the overall success of the region. The approval in principle for a larger facility for the Santee Branch Library is appropriate as it supports the County's Strategic Initiative of Sustainability to ensure the capability to respond to immediate needs for individuals, families, and the region.

**FISCAL IMPACT**

There is no fiscal impact associated with the requested approval in principle of a lease for the relocation of the Santee Branch Library. However, there will be future fiscal impact, the lease costs resulting from this action will be determined during lease negotiations and will be provided when staff returns to the Board to request approval of a new lease agreement. The funding source for the lease will be the Library Fund and will be included in future Operational Plans for the Library. There will be no change in net General Fund cost and no additional staff years.

**BUSINESS IMPACT STATEMENT**

N/A

**ADVISORY BOARD STATEMENT**

N/A

**BACKGROUND**

The County of San Diego Santee Branch Library has been operating out of a leased facility located at 9225 Carlton Hills Blvd. #17, Santee CA 92071, since 1985. The Santee Branch Library is approximately 9,300 square feet and is lacking critical elements to support the community. The Library Master Plan, completed in 2022, recommends a minimum 15,000 square foot facility.

The Santee Branch Library serves the sixth largest population of the County library branches. Many of the metrics used to measure branch traffic reflect this – they are ninth in number of cardholders, eighth in number of visitors, and seventh in items checked out. However, the lack of dedicated programming space is quite notable as their programming metrics are far lower than other metrics, they are 25th in total programs held. The programs they offer come in second in the County for attendees per class, averaging 49 people. This demonstrates that residents are eager to attend the programs, but the branch is constrained by space limitations, building and parking lot capacity, and storage space for program supplies.

A larger building with dedicated spaces for programming and quiet study will alleviate the current barriers, allowing the branch to increase programming and accommodate a larger client base. Additional spaces would include a community room, available to the public for after-hours use, teen space, study rooms, and a dedicated children's area.

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A replacement facility for the existing library has been included in the Capital Improvement Needs Assessment (CINA) since 2021. An interim solution is needed until a new library in Santee is built.

Today's request is for the San Diego Board of Supervisors to approve, in principle, the lease of a larger facility for the Santee Branch Library. Upon successful negotiation of a lease agreement, staff will return to the Board to request approval of the transaction.

**ENVIRONMENTAL STATEMENT**

The San Diego County Board of Supervisors' (Board) approval in principle to lease office space for the Santee Branch Library is not a project under the California Environmental Quality Act (CEQA). The Board's action does not commit the County to a definite course of action with respect to any project. Once a property is identified for lease, staff will return to the Board with the appropriate environmental finding.

**LINKAGE TO THE COUNTY OF SAN DIEGO STRATEGIC PLAN**

The requested action supports the Community Initiative in the County of San Diego's 2024-2029 Strategic Plan by providing programs that promote engagement and enhance the quality of life throughout the community.

Respectfully submitted,



EBONY N. SHELTON  
Chief Administrative Officer

**ATTACHMENT(S)**

N/A