



County of Monterey

Item No.

Board Report

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

Legistar File Number: 25-834

December 09, 2025

Introduced: 11/12/2025

Current Status: Agenda Ready

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Matter Type: General Agenda Item

Approve and authorize the Contracts and Procurement Officer or designee to execute a 20 year rent free Lease Agreement, commencing on or around December 15, 2025 with the City of Gonzales for 5,000 square feet of space located at 630 Fifth Street for use by the Monterey County Free Libraries as the Gonzales Branch Library.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

Approve and authorize the Contracts and Procurement Officer or designee to execute a 20 year rent free Lease Agreement, commencing on or around December 15, 2025 with the City of Gonzales for 5,000 square feet of space located at 630 Fifth Street for use by the Monterey County Free Libraries as the Gonzales Branch Library.

SUMMARY:

Monterey County Free Libraries will lease space from the City of Gonzales in the new Dennis & Janice Caprara Community Center for use as the Gonzales Branch Library.

DISCUSSION:

In November of 2020 the voters of the City of Gonzales passed Measure X, a Quality of Life Temporary Transaction Use Tax (TUT) to construct a new Community Center at 630 Fifth Street in Gonzales. Among the features of the new Dennis & Janice Caprara Community Center was a home for the Gonzales Branch Library, to be operated by Monterey County Free Libraries. This move allows the Library to be closer to Gonzales schools, and offers additional access to outdoor space, and more opportunities for partnership with the City of Gonzales. In FY 2022-23 the County contributed \$1.8 million toward construction of the new Community Center. Monterey County Free Libraries is funding the costs to move operations from the leased storefront facility located at 851 5th Street to the new Community Center location, along with changes and upgrades to interior furnishings and equipment as needed for effective operation in the new facility.

The 20 year Lease Agreement will be rent free and commence upon date of Certificate of Occupancy and final walkthrough, which is anticipated to be on or around December 15, 2025. The operating budget of Monterey County Free Libraries will cover the separate utilities, Library connectivity, interior maintenance, cleaning, and management of the Library space. Monterey County Free Libraries will continue to staff, furnish, equip, and operate a public library branch from that space. Monterey County Free Libraries anticipates ongoing operational discussions with the City of Gonzales, as with any new and evolving facility meeting multiple community needs.

OTHER AGENCY INVOLVEMENT/COMMITTEE ACTIONS:

The Department of Public Works, Facilities and Parks assisted with the negotiations for the proposed Lease Agreement and assisted with the development of this report. The Office of the County Counsel-Risk Management has reviewed the proposed Lease Agreement as to form, indemnification and insurance provisions. The Auditor-Controller's Office has reviewed and approved the proposed Lease Agreement as to fiscal provisions. The City of Gonzales has reviewed and approved the proposed Lease Agreement.

FINANCING:

Costs for moving and establishing operations in the new facility are anticipated and covered in an approved Capital Improvement Project, funded by Library Fund Balance. Operational costs are anticipated and budgeted within MCFL's operational budget.

BOARD OF SUPERVISORS STRATEGIC PLAN GOALS:

This Agreement aligns with the Board of Supervisors' static priorities of well-being and quality of life and sustainable infrastructure for the present and future by securing a facility in the City of Gonzales that supports ongoing effective public access to public library resources, technology, and assistance.

- X Well-Being and Quality of Life
- X Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy

Prepared by: Ava Rivera, Senior Account Clerk, x7559

Reviewed by: George Salcido, PWFP-Real Property Specialist, x4859

Approved by: Hillary Theyer, Library Director, x7566

Attachments:

Lease Agreement