



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: September 22, 2020

Subject: APPROVE Library Sublease and Service Agreement with the City of Orinda

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**RECOMMENDATION(S):**

AUTHORIZE the County Librarian, or designee, to execute a Library Sublease and Service Agreement between the County and the City of Orinda for the operation of the Orinda Library located at 26 Orinda Way, Orinda.

**FISCAL IMPACT:**

No fiscal impact. The proposed changes to the operations plan reflect existing practices.

**BACKGROUND:**

The County operates the library at 26 Orinda Way in Orinda under a Library Sublease and Maintenance Agreement dated October 7, 2001. The sublease that is the subject of this board order is substantially similar to the County's standard form Library Lease and Service Agreement. The County's standard form Library Lease and Service Agreement was approved by the Board of Supervisors in 2010 and amended in 2020. Under the terms of sublease with the City of Orinda, the County will perform library services and related activities at the library and the City will pay for and provide all maintenance, utilities, and janitorial services to the library. No rent is due or payable by the County.

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **09/22/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: September 22, 2020

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Stacey M. Boyd, Deputy

Contact: Stacey Sinclair, 925  
957-2464

CONSEQUENCE OF NEGATIVE ACTION:

Failure to approve the Library Lease and Service Agreement with the City of Orinda may reduce library services in the City of Orinda.

ATTACHMENTS

Orinda Library Sublease and Agreement