

**MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS** Date: **DECEMBER 5, 2006**
From: **JAMES DURFEE / MARY DIETRICH**
Subject: **COLFAX BRANCH LIBRARY ACQUISITION**

ACTION REQUESTED / RECOMMENDATION: It is recommended that your Board take the following actions associated with the acquisition of the Colfax Branch Library building:

- 1) Adopt a Resolution delegating authority to the Director of Facility Services, or his designee, upon approval of Risk Management's and County Counsel's review and approval, to execute all documents and take all actions necessary to complete the acquisition of approximately 0.16 acres of commercial property improved with a 3,620 square foot building, located in Colfax, CA and identified as Placer County assessors parcel number 006-091-006.
- 2) Approve the attached Budget Revision associated with this transaction and add the property to the Master Fixed Asset list.

BACKGROUND: Since 1976, the Colfax Branch Library has occupied 1,870 square feet in a building located at 10 West Church Street in downtown Colfax. Through the 2002 Library Masterplan process, County staff determined that this facility is undersized to meet current needs of the area population. This study indicated that the minimum facility size of a branch library should not be less than 3,000 square feet. In August of 2005, the Library Department requested that the Property Management Division initiate a search for a larger facility. Because of the limited availability of commercial space in Colfax, this search identified no acceptable alternatives.

During the time of this search, the landlord and property owner of the Colfax Branch Library building, Jeffery and Karen Williams, offered this 3,620 square foot facility for sale at fair market value. As the total building area met the identified needs of the library, Facility Services contracted for an appraisal and environmental site assessment of this building. The resultant appraisal, prepared September 12, 2006 by Bender-Rosenthal, determined a fair market value of \$470,000. Following a detailed review of this report, it was found to be acceptable by both Property Management and the property owner.

The proposed acquisition as outlined in the attached Material Terms Summary represents an opportunity to obtain a property that is already in service as the Colfax Branch Library, and provides the additional square footage required for appropriate expansion. Should this acquisition be approved today, Facility Services will return to your Board in late 2007 with plans for the renovation of this building. To complete this acquisition, your Board's approval of staff's recommendations and the attached Resolution is required. This acquisition has been publicly noticed pursuant to Government Code Section 25350.

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ENVIRONMENTAL CLEARANCE: Staff has determined that the acquisition of this property is exempt from CEQA pursuant Section 15301, which provides for activities, including minor alteration of existing facilities, when there is at most a negligible expansion of use beyond that previously existing.

FISCAL IMPACT: The total acquisition cost is estimated at \$490,500 which includes the purchase price, escrow and title costs, and consultant fees. The total project cost, including monies for acquisition and renovation, is currently funded by Capital Facility Impact Fees in the amount of \$14,221 with the balance of \$1,805,779 from the General Fund. These monies are budgeted for expenditure in the Capital Improvement Project Fund, Project 4765. A Budget Revision is required to shift the land value of the acquisition from the Buildings & Improvements, Account 4151, to the appropriate budgetary account, 4001.

JD:MD:MR:KJ

ATTACHMENTS: RESOLUTION

cc: COUNTY EXECUTIVE OFFICE
AUDITOR - CONTROLLER
LIBRARY DEPARTMENT

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Before the Board of Supervisors County of Placer, State of California

In the matter of: A Resolution delegating authority to the Director of Facility Services, or his designee, to execute all necessary documents and take all actions necessary to complete the acquisition between Jeffery and Karen Williams and the County of Placer for property located in Colfax, California and identified as Placer County assessors parcel number 006-091-006; and to disburse County funds necessary to complete the transaction and record the deed for said property.

Resol. No: _____

RESOLUTION was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held _____, by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Bill Santucci, Chairman
Board of Supervisors

Attest: Clerk of said Board

WHEREAS, Jeffery and Karen Williams (Williams) are the owners of approximately 0.16 acres of real property improved with a 3,620 square foot building, located in Colfax, California, identified as Placer County Assessors Parcel Number 006-091-006 as shown on Exhibit A; and

WHEREAS, Williams desires to sell the above described property to the County of Placer for the purchase price of Four Hundred Seventy Thousand and No/100 Dollars (\$470,000); and

WHEREAS, this Purchase Property allows for the expansion of the Colfax Branch Library to meet current community needs; and

WHEREAS, the County desires to acquire the property from Williams for the purchase price, pursuant to the Material Terms contained in Exhibit B.

NOW THEREFORE, BE IT RESOLVED, that the Placer County Board of Supervisors does hereby authorize the Director of Facility Services, or his designee, to execute on behalf of the County all documentation, and to take all other actions, necessary to acquire the property; does hereby authorize the disbursement of County funds necessary to complete the transaction; and does hereby consent to the acceptance and recordation of the deeds for said property.

Attachment: Exhibit A: Purchase Property
Exhibit B: Material Terms

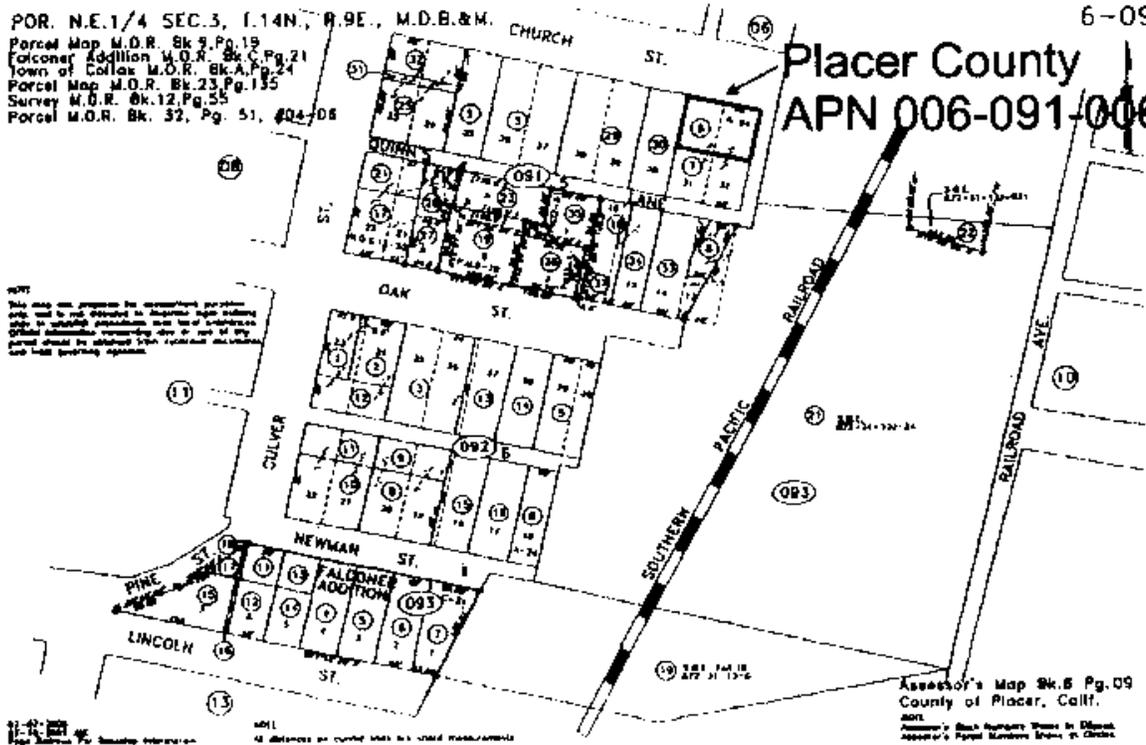
PURCHASE PROPERTY

Description: Placer, CA Assessor's Map 6-9 Page: 1 of 1
Order: Chris Comment:

POR. N.E.1/4 SEC.3, T.14N., R.9E., M.D.B.&M.
Parcel Map M.O.R. Bk.9, Pg.19
Forceter Addition M.O.R. Bk.C, Pg.21
Town of Colfax M.O.R. Bk.A, Pg.24
Parcel Map M.O.R. Bk.23, Pg.135
Survey M.O.R. Bk.12, Pg.55
Parcel M.O.R. Bk. 32, Pg. 51, #04-08

6-09

Placer County
APN 006-091-006



This map was prepared for informational purposes only and is not intended to constitute any warranty or representation. It is provided as a reference only and should not be relied upon for legal or financial purposes. The Assessor's Office is not responsible for any errors or omissions on this map.

Assessor's Map Bk.6 Pg.09
County of Placer, Calif.
M.O.R.
Assessor's Block Numbers Shown in Dotted
Assessor's Parcel Numbers Shown in Circles

This map may or may not be a survey of the land depicted hereon. First American expressly disclaims any liability for loss or damage which may result from reliance on this map except to the extent coverage for such loss or damage is expressly provided by the terms and provisions of the title insurance policy, if any, to which this map is attached.



MATERIAL TERMS OF PURCHASE AND SALE AGREEMENT

1. **Sellers.** The current property owners are Jeffery and Karen Williams, husband and wife as joint tenants.
2. **Purchase Property.** 0.16 acres (6,970 square feet) of real property, which includes one commercial building totaling 3,620 square feet, located at 10 West Church Street in Colfax, California, identified as Placer County Assessor's Parcel No. 006-091-006.
3. **Purpose.** To acquire the building currently housing the Colfax Branch Library for purposes of library expansion.
4. **Purchase Price.** The Sellers have agreed to accept the appraised value of \$470,000 as the Purchase Price for the Purchase Property.
5. **Conditions to Close.** Close of Escrow will not occur until Placer County is satisfied regarding the condition of the Purchase Property, including its environmental and physical condition, and that Seller may transfer the Purchase Property with clear title.
6. **Escrow Costs and Fees.** The County will pay recording, title transfer and title insurance fees.
7. **Close of Escrow.** Close of Escrow will be on or before December 31, 2006.
8. **Lease Agreement with Current Tenant.** Coincidental with Close of Escrow, Seller shall terminate its existing lease agreement with the Colfax Community Resource Center (CRCC).

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