

STAFF REPORT SPECIAL MEETING

AGENDA DATE: July 27th, 2026

DEPARTMENT: Public Works

TITLE:

City Hall Annex Update

SUMMARY:

The City Hall Annex has recently had a Building Condition Assessment completed and currently is undergoing structural enhancement to the truss system ahead of receiving a new roof. As this work is being completed, staff seek direction on future facility use and Commission desired next steps.

BACKGROUND AND JUSTIFICATION:

The City Hall Annex, located downtown at 414 Lake Ave, previously housed the City's welcome center, utilities customer service, the library book shop, and the City museum. For the past few years, however, it has been vacant and closed to the public.

In an effort to identify possible issues within the facility, Public works had the attached assessment completed. Based on limited historical documentation found and on-site investigatory tasks, overall strengthening of the building system and components will be necessary regardless of intended future use. Staff has already received Commission approval for both the reinforcement of the building roof trusses and separately the new roof, as this scope is imperative.

A few possible future uses of the City Hall Annex for discussion purposes:

- City Department (s) / City function utilizes the space
- Publish an ITN (Invitation To Negotiate) solicitation
- City visitor center
- City museum
- Community Redevelopment Agency relocation from 1121 Lucerne Ave, now opening up the Hatch site for a possible P3 (zoned Transit-Oriented Development like the adjacent Public Safety facility to the north that currently houses PBSO and County Fire).

In addition, please see the Zoning Letter attached for more information and a complete list of conditional uses.

MOTION:

N/A

ATTACHMENT(S):

Fiscal Impact Analysis – N/A
Zoning Letter for City Hall Annex
Building Assessment