



AGENDA REPORT

Date: February 27, 2018

To: City Manager for Council Action

From: City Librarian

Subject: Approval of Appropriation of Funds for Purchase of Furnishings for the Mission Branch Library Remodel

EXECUTIVE SUMMARY

A public works contract for the Mission Branch Library Remodel Project was awarded in October 2017, and demolition and construction began in December. Furnishings for the newly remodeled library are to be covered through fundraising by the Library Foundation and Friends. However, the amount ultimately to be raised is unknown and, importantly, the timing on receipt of funds does not support the required lead-time for purchase order placement with the furniture vendors. Staff is recommending the use of Library unallocated funds to manage the timeline as well as potential shortfall, and is therefore requesting approval of an appropriation of \$170,500.

Through 2011, the unallocated funds were received by the Library Department through two California state programs: California Library Services Act - Transaction Based Reimbursements, and the Public Library Fund. The appropriation requests from the two funding sources to cover library furnishings fall within each regulation:

1. California Library Services Act (CLSA): State funds provided to public and not-for-profit libraries to assist interlibrary cooperation for lending services beyond their normal clientele. The California Code of Regulations, California Library Services, Section 20101(c) states, "Funding distributed according to California Library Services Act provisions may not be used to support other than library purposes. To comply with Education Code Section 18703(c), the funding may not be used to replace local funds for library services, but only to supplement the local funding to further the purposes of the Act."
2. Public Library Fund (PLF): Under Education Code Sections 18010-18031, PLF was established to provide for a California Public Library Foundation fund to support public libraries on an annual, per capita matching basis with local public library jurisdictions. Education Code Section 18025(d) states, "State funds provided under this chapter shall supplement, but not supplant, local revenues appropriated for the public library."

ADVANTAGES AND DISADVANTAGES OF ISSUE

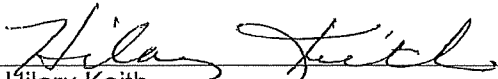
Approval of total appropriations of \$170,500 will provide funding to cover the new furnishings for the remodeling of the Mission Branch Library. There are no disadvantages.

ECONOMIC/FISCAL IMPACT

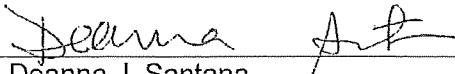
Staff is requesting an appropriation of \$74,239.52 from the CLSA Transaction Based Reimbursements unallocated account (079-1221-88000-(G)00757) to Operating Supplies account (079-1221-87500-(G)00757), and an appropriation of \$96,260.48 from the Public Library Foundation unallocated account (079-1221-88000-(G)00758) to Operating Supplies account (079-1221-87500-(G)00758) for the purchase of new furnishings for the remodeling of the Mission Branch Library.

RECOMMENDATION

That the Council approve the appropriation of \$74,239.52 from the California Library Services Act, Transaction Based Reimbursements unallocated account and \$96,260.48 from the Public Library Foundation unallocated account to purchase new furnishings for the remodeling of the Mission Branch Library.


Hilary Keith
City Librarian

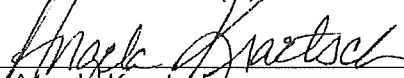
APPROVED:


Deanna J. Santana
City Manager

OK RL
Certified as to Availability of Funds:

079-1221-88000(G)00757 \$ 74,239.52

079-1221-88000(G)00758 \$ 96,260.48


Angela Kraetsch
Director of Finance

Documents Related to this Report: None