



**CITY OF PACIFIC GROVE**  
**300 Forest Avenue, Pacific Grove, California 93950**  
**AGENDA REPORT**

**TO:** Honorable Mayor and Members of the City Council  
**FROM:** Steven Silveria, Library and Information Services Director  
**MEETING DATE:** July 20, 2016  
**SUBJECT:** Agreement with the Pacific Grove Public Library Foundation, a 501(c)(3) Corporation, to Fund the Library Renewal Project  
**CEQA:** This Action does not constitute a "Project" under the California Environmental Quality Act (CEQA) Section 15378

**RECOMMENDATION**

Authorize the City Manager to enter into a Reimbursement Agreement with Pacific Grove Public Library Foundation for reimbursement to the City of eligible capital improvement costs incurred as part of the Library Renewal Project.

**DISCUSSION**

On February 17, 2016, the Council approved the recommended use of previously collected donations from the Library Stewardship Fund and the City of Pacific Grove Funds 07 (Library Building and Equipment Fund) and 31 (Library Operating Donations) for capital improvements as described within the Library Renewal Project. The Pacific Grove Public Library Foundation is a 501(c)(3) Corporation.

**Background - Funds**

In 2007, public interest in improved library meeting space resulted in major donations for a community meeting room project. However, the scope and cost for the project proved to be prohibitive, so funding was recommended to be returned to donors or used to establish a fund for future library improvements at the Community Foundation for Monterey County (CFMC).

In 2012, a Council subcommittee consisting of Council members Cuneo and Miller worked with staff, the Friends of the Pacific Grove Public Library (Friends), the CFMC and the newly formed Library Foundation to establish a Stewardship Fund at the CFMC. By Council Action, Stewardship funds were to be used only for capital improvements to the Pacific Grove Public Library.

The Stewardship Committee was formed to oversee the use of the funds and ensure a transparent and accountable process. The Committee consists of representatives from the City Council, the Friends, the Library Foundation and the City Manager.

On February 1, 2016 the Stewardship Committee met to approve the release of the Stewardship Funds for the Renewal Project, pending Council and Library Foundation review. The Library Foundation has since met and requested that the City enter into a reimbursement agreement for approximately \$550,000 from the Stewardship Fund to the City.

In addition to the Stewardship Fund, and funds identified in the February 17 Council meeting, the Library has recently received an addition to the Deniz Bequest of \$59,553 to be added to the total project funds.

### **Background – Plan**

Since March of 2013 the Library and Information Services Director has worked with the Library Advisory Board to create and implement a Library Strategic Plan and a Library Renewal Plan, based on needs identified in community surveys. The final Plan was approved by Council in March of 2015.

The Library Renewal Plan envisions a renewed library building, with attractive and usable public spaces, energy-efficient systems, improved ADA access and restrooms, and preservation of the original Carnegie core of the library.

Approval of this resolution authorizes the City Manager to enter into an Agreement which specifies the terms of reimbursement from the Stewardship Fund to the City for costs associated with the Library Renewal Project.

### **FISCAL IMPACT**

The approximately \$550,000 in funds in the Stewardship Fund plus previously received Library donations of \$211,600 in Fund 31, Division 406 (Deniz Bequest) and \$20,000 in Fund 07 Library Building and Equipment Fund (Monterey Peninsula Foundation Grant) will be drawn upon for the Library Renewal Project. No General Funds are being requested.

### **ATTACHMENTS**

None.

RESPECTFULLY SUBMITTED,



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Steven Silveria  
Library and Information Services Director



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Ben Harvey  
City Manager