



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: FEBRUARY 12, 2019

FROM: LIBRARY DEPARTMENT WARDS: 7

SUBJECT: \$5,000 GRANT AWARD FROM CALIFORNIA STATE LIBRARY SERVICES ACT FOR LIBRARIES ILLUMINATED GRANT FOR THE REMODEL OF STUDY ROOM AT LA SIERRA LIBRARY, 4600 LA SIERRA AVENUE – SUPPLEMENTAL APPROPRIATION

ISSUES:

Accept \$5,000 from the California State Library Services Act for Libraries Illuminated grant for the remodel of the study room at La Sierra Library, 4600 La Sierra Ave., Riverside, CA, and appropriate expenditures in the same amount.

RECOMMENDATIONS:

That the City Council:

1. Accept \$5,000 in grant funds from the California State Library Services Act for the Libraries Illuminated project for the remodel of study room at La Sierra Library at 4600 La Sierra Avenue;
2. Authorize, upon approval, an increase in estimated revenues in State Operating Grants account number 9336700-334100 in the amount of \$5,000 and appropriate expenditures in the same amount into Libraries Illuminated project account 9336700-440210; and
3. Authorize the City Manager, or his designee, to make non-substantive changes and execute all grant related documents.

BACKGROUND:

The Riverside Public Library actively pursues grant funding as an alternative funding source and/or supplement to City funds to enable the purchase of library materials to enhance its collection for use by the public. Grants offer valuable, unique opportunities for local jurisdictions to compete for funding sources available through, State, Federal, or other agencies to assist in covering the costs of selected projects.

On January 9, 2018, the City Council authorized acceptance of \$27,450 in funding from the California State Library Services Act for the Libraries Illuminated grant with a commitment from the City of \$20,140.50 in matching funds and an in-kind contribution of 70 staff hours valued at \$1,880.10 for the purchase of automated checkout machines at the Main Library.

On November 19, 2018, the Riverside Public Library applied for additional funding that would provide improvements to maximize benefits to patrons as they utilize services at the Library.

DISCUSSION:

On December 11, 2018, the Riverside Public Library received a letter (attached) from the California State Library approving the grant application for additional funds in the amount of \$5,000 for the Libraries Illuminated grant. This funding is contingent upon a signed agreement with the Southern California Library Cooperative, the administrative and fiscal agent for this project. In-kind contributions for staff time necessary for the project is available within the Library Department's budget.

The grant will pay for an upgrade to the Study Room at the La Sierra Library. This upgrade will include a new table and chairs, a white board, design and installation of branded vinyl wall wrap, a laptop and video conferencing equipment. Staff will also offer one class on how to successfully interview with Skype aimed at those looking for work or needing interview assistance.

By providing more business friendly spaces with dedicated laptops that have Skype access, the Library will be able to increase the customer base and encourage current non-users to use the Library space. It will also show the relevance of the Library to customers who do not often use the Library. The La Sierra Library was selected for this initial upgrade as there are less options for meeting space for businesses and individuals than other parts of the community.

The grant term is effective immediately upon City Council approval for a term ending March 31, 2019.

FISCAL IMPACT:

The total grant award is \$5,000 and will cover the costs associated with the study room renovation project. No matching City funds are required. In-kind contributions for staff time necessary for the project is available within the Library Department's budget. Upon approval, there will be an increase in estimated revenues in the amount of \$5,000 in State Operating Grants account number 9336700-334100 and appropriate expenditures in the same amount into Libraries Illuminated project account 9336700-440210.

Prepared by: Erin Christmas, Library Director
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by: Lea Deesing, Assistant City Manager
Approved as to form: Gary G. Geuss, City Attorney

Attachment: Grant Approval Letter