



CITY OF LONG BEACH C-16

DEPARTMENT OF LIBRARY SERVICES

101 PACIFIC AVENUE ▪ LONG BEACH CA 90822 ▪ 562-570-7500 ▪ FAX 562-570-7408

October 19, 2010

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Authorize the City Manager to renew a permit for use of space in the Main Library by the Long Beach Public Library Foundation, a California public benefit corporation, for a period of three years, with one additional three-year renewal option. (District 2)

DISCUSSION

The Long Beach Public Library Foundation (Foundation), a non-profit corporation, was created in 1996 to provide funding for services and programs beyond what is provided by the General Fund for the Department of Library Services. Since the inception of the Foundation, the Department of Library Services has received support for 12 Family Learning Centers, book and material resources, and special programming for youth. The support that the Foundation provides has tremendously assisted the Department of Library Services in providing services and materials to patrons. The success of the Family Learning Centers is due to the support of the Foundation and its goals to promote literacy and enhance opportunities for the entire community to utilize the library.

To assist the Foundation in fulfilling its goals, the Department of Library Services is requesting that the City approve the extension of the permit for use of space in the Main Library by the Foundation for an office and meeting room at no charge for three years. The Foundation will pay for telephone service and will provide insurance coverage. The use of the space by the Foundation is beneficial because it allows staff in the Department of Library Services to work closely with the Foundation, particularly on issues regarding the Family Learning Centers, grant applications and related issues.

The proposed permit for use of space contains the following major provisions:

- Address: 101 Pacific Avenue, Long Beach (the former book selection room), approximately 1,120 sq. feet.
- Length of term: Three years, with one additional three-year renewal option.
- Early Termination: Thirty days notice for any reason.
- Rent: \$0.00; no fee.

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- Security Deposit: None.
- Use: General office and meeting space.
- Utilities: Foundation will pay for telephone service.
- Improvements: No alterations, improvements or repairs by the Foundation are permitted.
- Other: City will maintain the site. Foundation will provide insurance.

This letter was reviewed by Deputy City Attorney Amy R. Burton on October 5, 2010 and Budget Management Officer Victoria Bell on August 31, 2010.

TIMING CONSIDERATIONS

City Council action is requested at the October 19, 2010 City Council meeting for authorization for the Long Beach Public Library Foundation to use office and meeting room space in the Main Library.

FISCAL IMPACT

There is no fiscal impact and no local job impact as a result of this permit.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



GLEND A WILLIAMS
DIRECTOR OF LIBRARY SERVICES

APPROVED:

GW:RR
CCouncil Ltr Foundation Use of Space 10-2010


PATRICK H. WEST
CITY MANAGER