

Agenda Report

February 26, 2024

TO: Honorable Mayor and City Council

THROUGH: Finance Committee

FROM: Department of Libraries and Information Services

SUBJECT: RECOGNIZE AND APPROPRIATE FUNDS IN THE AMOUNT OF \$29,142 TO THE DEPARTMENT OF LIBRARIES AND INFORMATION SERVICES' FISCAL YEAR 2024 OPERATING BUDGET

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is not a project subject to the California Environmental Quality Act ("CEQA") pursuant to Section 21065 of CEQA and Sections 15060(c)(2), 15060(c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required for the project; and
2. Recognize and appropriate \$29,142 from the California State Library to the Department of Libraries and Information Services' Fiscal year 2024 Operating Budget to support the Lunch at the Library Grant project.

BACKGROUND:

For the fourth consecutive year, the Pasadena Public Library (PPL) has successfully secured the Lunch at the Library grant funded by the California State Library and the State of California. PPL's award of \$29,142 to PPL will support the operation of a United States Department of Agriculture (USDA) summer meal sites and extend pop-up libraries to other USDA community meal sites in Pasadena.

The awarded funds will be utilized to furnish children and teens up to the age of 18 with books, fostering the creation of home libraries, and offering enriching opportunities alongside summer meals. Operating as a summer meal site, the Youth Services hub,

Jefferson Branch Library, will collaborate with the Pasadena Unified School District to sponsor meals for approximately 9 weeks.

In addition, the library aims to extend its impact by conducting outreach visits to various USDA community meal sites across the community. This outreach effort not only promotes summer reading and learning but also distributes books to contribute to home libraries and facilitates educational enrichment activities. The project's duration spans from February 1, 2024, to January 31, 2025, encapsulating a year of dedicated service and support to the community.

COUNCIL POLICY CONSIDERATION:

This action would support the City Council's strategic planning goals of supporting and promoting the quality of life and local economy by providing summer meals and learning opportunities for children and teens.

ENVIRONMENTAL ANALYSIS:

The action proposed herein is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Section 15060(c)(2), 15060(c)(3), and 15378. The acceptance and appropriation of grant funding to enhance the capacity of the Youth Services hub at Jefferson Branch Library is a government fiscal activity that does not involve a direct or reasonable foreseeable indirect physical change in the environment. Therefore, the proposed action is not a "project" subject to CEQA, as defined in Section 21065 of CEQA and Section 15378 of the State CEQA Guidelines. Since the action is not a project subject to CEQA, no environmental document is required.

FISCAL IMPACT:

If approved, the Department's Fiscal Year 2024 Operating Budget will be increased by \$29,142 for staff time (21219003-800500-98337), program supplies (21219003-810100-98337), and services (21219003-811400-98337), offset by the recognition of the grant for the same amount. There is no impact on the General Fund as a result of this action.

Respectfully submitted,



TIM MCDONALD

Library Director

Libraries and Information Services


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Approved by:



MIGUEL MÁRQUEZ

City Manager

Attachments:

Attachment A – Grant award letter