

LOS ANGELES PUBLIC LIBRARY
BOARD REPORT

February 13, 2025

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: **APPROVAL TO APPROPRIATE FUNDS FROM THE LIBRARY TRUST FUND 831 FOR PIO PICO-KOREATOWN BRANCH ALTERATIONS AND IMPROVEMENTS**

A. RECOMMENDATIONS:

THAT the Board of Library Commissioners:

1. Approve an appropriation of \$100,285 from Codes 099A, Pio Pico-Koreatown Branch Parking Collections, and 099B, Pio Pico-Koreatown Rental Space, within the Library Trust Fund 831, Department 44, to Fund 300, Department 44 Contractual Services Account 003040 for alterations and improvements at Pio Pico-Koreatown Branch Library.
2. Authorize the City Librarian or designee to make any technical corrections.
3. Adopt the attached Resolution regarding the appropriation from the Library Trust Fund 831.

B. FACTUAL SUMMARY:

1. Due to the construction of a park and underground parking facilities at the Pio Pico-Koreatown Branch, the entrance door to the branch was temporarily changed from Oxford Avenue to Serrano Street. The new temporary entrance is an accessible double door. The estimate provided by the General Services Department to complete this project is \$100,285.
2. The Library Trust Fund 831 is a special fund used by the Library to hold monies received by the Library from donations, trusts, mitigation fees, and the sale and use of Library properties. Some funds are restricted in use by the donor and accepted by the Board with those restrictions. Those funds which are not donor restricted may be appropriated by the Board in accordance with City Charter Section 532, which states in part that the Board has the authority to appropriate and expend all monies received for the purposes of the Library.
3. Staff has identified \$100,285 within two sub-accounts in Fund 831 that are already associated with Pio Pico-Koreatown, which may be appropriated by the Board for other purposes, such as alterations and improvements. These funds were generated through parking collections and rental space at Pio Pico-Koreatown Branch Library.

4. Staff requests that the Board approve the appropriation of \$100,285 from Fund 831, Codes 99A Pio Pico-Koreatown Branch Parking Collections (\$80,285) and 99B Pio Pico-Koreatown Rental Space (\$20,000), for the Library's 2024-25 operating budget to fund the Pio Pico-Koreatown Branch Library alteration and improvement project.

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Monique Atkinson, Departmental Chief Accountant III
Eloisa Sarao, Director of Facilities

RESOLUTION

LIBRARY RESOLUTION NO. 2025-XX (C-XX)

WHEREAS, Staff requested the appropriation of \$100,285 from the Library Trust Fund to the Contractual Services Account 3040 in the Library's Fiscal Year 2024-25 Budget for the Pio Pico-Koreatown Branch entrance relocation project:

WHEREAS, Sufficient funds in the amount of \$100,285 are available in the Library Trust Fund 831; and

THEREFORE, RESOLVED, That the Board of Library Commissioners hereby approves an appropriation of \$100,285 from the Library Trust Fund, Fund 831, Department 44, Codes 099A (\$80,285) and 099B (\$20,000) to Fund 300, Department 44, Account 3040 Contractual Services;

THEREFORE, FURTHER RESOLVED, That the Board hereby authorizes the City Librarian and City Attorney to make technical corrections as deemed necessary.

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