



FILED
OFFICE OF THE CITY CLERK
OAKLAND

2017 AUG 30 AM 10:17

AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Gerry Garzón
Director of Library Services

SUBJECT: Donation to Library from Donald Mack
Administrative Trust

DATE: August 29, 2017

City Administrator Approval

Date:

8/30/17

RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator To Accept and Appropriate A Gift of Funds In An Amount Not To Exceed \$75,000 For The Oakland Public Library From The Donald Mack Administrative Trust.

BACKGROUND / LEGISLATIVE HISTORY

Donald Mack established a trust to facilitate the distribution of his property after his death. He died on March 31, 2016. The Donald Mack Administrative Trust provides that the Oakland Public Library is to receive a portion of the proceeds of trust property which are to be used for library purposes. The Oakland Public Library (OPL) received the first partial distribution in the amount of \$49,999, representing the bulk of the funds, on July 28, 2017. Based on information provided by the trustee, the Oakland Public Library expects an additional distribution up to \$25,000 within the next twelve months.

It is the policy of the City of Oakland, as outlined in Ordinance 12731 C.M.S. and Resolution 79714 C.M.S, to delegate limited authority to the City Administrator to accept and appropriate restricted grant funds, gifts and donations up to \$50,000 without City Council action, however, grants, gifts and donations must be \$50,000 or less (cumulatively) from one grantor/donor for one purpose in one fiscal year. Consequently, OPL has come to City Council for adoption of the Resolution.

ANALYSIS AND POLICY ALTERNATIVES

OPL depends on donations from individuals and organizations to fund programs, including Children's Summer Reading and Winter Bingo for children, that cannot be funded through the City of Oakland's budget. Children's programming has no permanent line item in the Library's budget, consequently, each year, OPL must raise private funding to provide for Children's programs and this is a priority of the Library. Donations such as the distribution from the Donald Mack Administrative Trust improve the quality of library services in Oakland.

Item: _____
Life Enrichment Committee
September 12, 2017

Since the final amount is uncertain, staff requests that Council authorize the City Administrator to accept and appropriate up to \$75,000, to facilitate timely receipt of this gift.

FISCAL IMPACT

There is no fiscal impact on the City's General Purpose Fund. Funds received will be deposited and appropriated to the Oakland Public Library Trust Fund (7540), Organization 61313, Project 1003366, Program NB 37.

PUBLIC OUTREACH / INTEREST

No public outreach was conducted or required for the preparation of this report, other than the posting on the City's website.

COORDINATION

The Office of the City Attorney and the Budget Bureau were consulted in the preparation of this report and resolution.

SUSTAINABLE OPPORTUNITIES

Economic: These grants and donations provide support for the Oakland Public Library which offers free programs and services available to all Oakland families to enhance their educational and economic opportunities.

Environmental: No specific environmental opportunities have been identified.

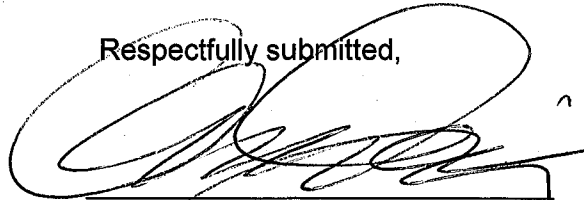
Social Equity: The services of the Oakland Public Library are available at no charge to all residents of all ages to acquire knowledge and develop skills they need to assure equity in educational, employment, housing, and community opportunities.

ACTION REQUESTED OF THE CITY COUNCIL

Staff recommends that the City Council adopt a resolution authorizing the City Administrator to accept and appropriate a gift of funds in an amount not to exceed \$75,000 for the Oakland Public Library from the Donald Mack Administrative Trust.

For questions regarding this report, please contact Jamie Turbak, Associate Director, at (510) 238-6610.

Respectfully submitted,



Gerry G. Garzón
Director of Library Services

Prepared by:
Jamie Turbak
Associate Director
Oakland Public Library

FILED
OFFICE OF THE CITY CLERK
OAKLAND

[Signature]
City Attorney

2017 AUG 30 AM 10:17

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

Introduced by Councilmember _____

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ACCEPT AND APPROPRIATE A GIFT OF FUNDS IN AN AMOUNT NOT TO EXCEED \$75,000 FOR THE OAKLAND PUBLIC LIBRARY FROM THE DONALD MACK ADMINISTRATIVE TRUST

WHEREAS, the Oakland Public Library was named as a beneficiary of Donald Mack through the Donald Mack Administrative Trust; and

WHEREAS, the Donald Mack Administrative Trust specifies that funds are to be distributed to the Oakland Public Library; and

WHEREAS, the Library's Children's Services Summer Reading, Winter Bingo for children and other programming is funded by private sources and therefore depends upon donations; now, therefore be it

RESOLVED: That the City Administrator is hereby authorized to accept and appropriate a gift of funds in an amount not to exceed \$75,000 for the Oakland Public Library from the Donald Mack Administrative Trust; and be it

FURTHER RESOLVED: That funds received shall be deposited into the Oakland Public Library Trust Fund (7540), Organization 61313, Project 1003366, Program NB 37.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL-WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLÉN, KALB, KAPLAN AND PRESIDENT REID

NOES -
ABSENT -

ABSTENTION -

ATTEST: _____
LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California