



CITY OF POMONA

COUNCIL REPORT

September 21, 2020

To: Honorable Mayor and Members of the City Council

From: James Makshanoff, City Manager

Submitted By: Mark Gluba, Deputy City Manager

SUBJECT: Adoption of a Resolution Accepting the Donation of a New Demco Library Materials Curbside Drop Box from the Pomona Public Library Foundation

RECOMMENDATION:

It is recommended that the City Council adopt the following resolution:

**RESOLUTION NO. 2020-137 – A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF POMONA, CALIFORNIA, ACCEPTING THE
DONATION OF A NEW DEMCO LIBRARY MATERIALS CURBSIDE
DROP BOX FROM THE POMONA PUBLIC LIBRARY FOUNDATION**

EXECUTIVE SUMMARY:

Library staff is seeking to replace two existing book drop boxes located adjacent to the Library on Garey Avenue and 7th Street, with a single, modern, materials return box to be placed at the current 7th Street bin location. This modern return box will have multiple drop slots providing for separation of materials by patrons and thus, enabling curbside return of audio visual materials, in addition to books. The Pomona Public Library Foundation has generously approved funding to purchase and deliver the desired bin to the Library. In accordance with Sections 37354 & 37355 of the California Government Code, the legislative body may accept or reject any gift, bequest or devise, may to, or for the City.

FISCAL IMPACT: The materials drop box is valued at \$6,266.83 and is being fully purchased by the Pomona Public Library Foundation.

DISCUSSION: The Pomona Public Library currently utilizes two book drop bins located adjacent to the building on Garey Avenue to the east and on 7th Street to the south. The current boxes allow for only one point of materials deposit that collects all books into a single large bin. This design prevents the Library from accepting curbside returns of audio/visual and/or other fragile materials that would be damaged from comingling with books.

Procurement of the modern material return box would facilitate a more robust curbside checkout program and expand item availability to patrons, in light of the Covid-19 Pandemic. When approached by Library staff for assistance with this purchase, the Pomona Public Library Foundation, saw value in the upgrade and generously offered to fund all purchase and delivery

costs of the new box. This item has been placed on this evening's Agenda for Council approval, as the value of this item exceeds the \$5,000 limit for staff acceptance authority under the adopted Donation Acceptance Policy.

Upon approval and delivery, the existing book return boxes located on Garey Avenue and 7th Street will be removed, with the new bin being installed at the 7th Street location. The Garey Avenue box will not be replaced due to traffic safety concerns, overall reductions in material circulation and the associated reduced demand for curbside materials returns.

COUNCIL PRIORITIES & GOALS:

This item supports the 2019-2020 City Council Priority 2: Improve efficiency and effectiveness of City services to businesses and residents.

Prepared by:

Mark J. Gluba
Deputy City Manager/Acting Library Director

ATTACHMENT – Resolution No. 2020-137