



CITY OF VENICE FLORIDA

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Interoffice Memorandum

City Manager's Office

TO: Mayor Holic and City Council Members

FROM: Edward F. Lavallee, City Manager

RE: COV Donation to the New Venice Library

DATE: January 4, 2018

On December 14, 2017, I forwarded to Council a memo (attached) summarizing details related to the construction of the new Venice Library and specifically referencing a recent presentation to Council by Camille Cline, a fundraiser for the library project. Her presentation outlined a capital campaign underway and solicited from the City a contribution of \$100,000. By consensus, Council supported the inclusion of \$100,000 in the City's fiscal 2019 budget plan. Subsequently, I met with Ms. Cline to obtain additional details of the capital campaign. Following our meeting she forwarded to me pricing information on various project amenities. She also indicated that, for planning purposes, a target date of May 2018 has been established for donation commitments from outside donors.

The purpose of this correspondence is to request Council to consider two issues:

- To meet the May 2018 target date for donation commitments, rather than factor the planned donation into the fiscal 2019 budget, elect to use one-cent sales tax revenues for the City's project contribution of \$100,000
- Select the specific project element to be purchased with the City's donation

EFL/jg

Attachment

CITY OF VENICE
Office of the City Manager

TO: Mayor Holic

FROM: Ed Lavallee

DATE: 12-7-2017

Library Construction Project

At the request of Camille Cline, fund raising consultant for the new Venice Library, we met following her presentation to the City Council. The purpose of the meeting was for Camille to answer questions that had been raised during her public presentation concerning the construction project:

- In the recognition of donors to the project, does the City get recognized for donating the land? This was debated among Council members without a consensus, and so has not yet been specifically addressed by the fund raiser
- Are there plateaus or fund-raising levels that equate with certain levels of public recognition. The response is in the form of the amenities catalog that defines specific project elements that can be supported through donations. The presumption is that the donor would receive specific recognition for the element supported

The consultant has prepared a capital campaign catalog that details specific amenities that can be funded through private donations including:

- Compass rose tile on the main floor - \$100,000
- Reading garden; an outdoor space for quiet reading: \$100,000
- Children's & teen area creation station - \$100,000
- Programming support: includes homebound outreach, film series, crafts, books, music... - \$129,000
- Photovoltaic roof panels – to enhance LEEDS architectural construction status- \$236,000
- There are other opportunities at higher funding levels

The presentation to the City Council included a request that the City donate \$100,000 towards the project. The question of funding source was raised among Council members. By consensus, the Council directed that the staff include \$100,000 in the fiscal 2019 budget draft. The 2019 budget development process begins in January 2018 and concludes with the final adoption of the budget in September 2018. Until the budget is adopted, the City cannot formally commit funds from that prospective budget plan. However, funds can be committed from other funding sources prior to the fiscal 2019 budget adoption, such as from the one-cent sales tax or the current (fiscal 2018) fund balance

Camille has indicated that the target date to get commitments from outside donors is May 2018. This deadline relates to the contractors construction schedule. To examine the propriety of expending one-cent sales tax funds for this project, staff has reviewed the language in the one-cent sales tax state enabling legislation and the City's policy guidelines on use of the one-cent sales tax revenues. The state statute allows use of the funds on "local municipal or other government" capital projects – meaning the City of Venice government, or any other government agency. Therefore, according to the state statute it is permissible for Venice to commit funds to a capital project to construct a building owned by the county. The Venice one-cent sales tax ordinance allows for the incorporation of certain "other" projects. Therefore, according to the local regulations, it is permissible for the City to support the library construction project from one-cent sales tax funds. In summary, it is permissible to support the library project capital campaign from the one-cent sales tax or from City's fund balance. Based on the deadline for commitment provided by Camille Cline, if the City is interested in supporting the capital campaign and formalizing the commitment by the May deadline, the two funding sources cited herein would be options for providing the funds.