



## Legislation Text

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**File #:** 17-165, **Version:** 1

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*Report Prepared by: Billy Alcorn, Deputy Fire Chief*

**SUBJECT:** Approval of a Request to Install a Little Free Library Box at Fire Station 55 and Authorization to Execute a License Agreement for the Project

### REPORT IN BRIEF

Consider approving a request by the Walker Family to install a Little Free Library box at Fire Station No. 55 and granting authority to execute a License Agreement for the project.

### RECOMMENDATION

**City Council** - Adopt a motion approving the installation of a Little Free Library Box at Fire Station 55 and authorizing the City Manager or Assistant City Manager to Execute a License Agreement for the project.

### ALTERNATIVES

1. Approve, subject to other than recommended by Staff; or,
2. Deny; or,
3. Refer to Staff for reconsideration of specific items or,
4. Continue to a future meeting.

### AUTHORITY

Merced Municipal Code section 200.

### CITY COUNCIL PRIORITIES

This project furthers the City Council's priority of promoting healthy activities for the community and youth. This project will also promote literacy and will create outdoor recreation opportunities for the public.

### DISCUSSION

The City received a request from the Walker Family to install a Little Free Library box on City property at Fire Station No. 55. (See Attachment 1). The Walker Family built a Little Free Library as a family project for the purpose of sharing their family's love for reading with visitors to the Fire Station as well as kids and residents of the neighborhood that surrounds the Fire Station. Photographs of the Walker's Little Free Library is included with this Administrative Report as Attachment 2. As the project proposers seek to install the Little Free Library on City property, Staff is seeking approval for the project and authorization to enter into a license agreement with the proposers for the project.

Little Free Libraries are community based free book exchanges. While these mini-libraries come in

different shapes and sizes, most are decorated small wooden boxes. Their purpose is to promote literacy and a sense of community through a “take a book, leave a book” exchange. It is estimated that there are over 50,000 Little Free Libraries worldwide.

The proposed location for the Little Free Library box is near the sidewalk on Silverado Avenue. (See Attachment 3). Adjacent to Fire Station No. 55 is Bob Carpenter Neighborhood Park, which is a 6-acre park with ball fields and playground equipment. The proposed location of the box will allow the public to access the Little Free Library from the park and the surrounding neighborhood without impeding the operations of the Fire Department or Fire Personnel. The box will be attached to a single pole, which will be cemented into the ground. The library will be approximately 4 feet from the ground.

The City’s Fire Chief has reviewed the proposed location for the installation of the Library and he confirmed that the location will not impede the operations of the Fire Department or its personnel. Additionally, the Little Free Library will be installed with consultation of the City’s Public Works Department so that the location will not unduly restrict the ability to landscape the area.

The City Attorney’s Office reviewed the proposal and has opined that a License Agreement is necessary to memorialize the responsibilities of the parties involved in the installation, maintenance and monitoring of the Little Free Library box. In pertinent part, the License Agreement states that the project proposers will be responsible for installing and maintaining the box. It further states that no City employee will be monitoring the contents of the books or other materials placed inside the Little Free Library Box. In addition, if determined to be necessary in the future, the License Agreement provides that the City has the right to have the requestor remove the Little Free Library box from City property. The License Agreement is included as an Attachment to this report (See Attachment 4).

## **IMPACT ON CITY RESOURCES**

There are no direct fiscal impacts to the City for this project. The project proposer will be responsible for all costs associated with installing and maintaining the Little Free Library box.

## **ATTACHMENTS**

1. Letter In Support of the Project
2. Photographs of the Little Free Library Box
3. Location Map
4. License Agreement