



San Francisco Public Library
100 Larkin Street
San Francisco, CA 94102

July 5, 2016

Supervisor Mark Farrell
Chair, Budget and Finance Committee
San Francisco Board of Supervisors
1 Dr. Carlton B. Goodlett Place
City Hall, Room 244
San Francisco, CA 94102

Subject: Release of property lease reserves for the San Francisco Public Library

Dear Supervisor Farrell:

The San Francisco Public Library (Library) respectfully requests that the Budget and Finance Committee release \$1,227,344 in property lease monies placed on reserve for fiscal year 2016-17. The Budget and Finance Committee placed \$1,772,592 of property lease budget on reserve as part of the fiscal year 2016-17 Annual Appropriation Ordinance pending submission of a proposed lease for the 750 Brannan site or another site for the consolidation of several of the Library's operations into one location.

In May 2016 the Department of Real Estate and the Library were in the beginning stages of lease negotiations with the landlord of 750 Brannan Street, 750 Brannon Street Props, LLC. Leasing this location would allow the Library to co-locate the City Archives, the Library's Community Redistribution Program, and the Mobile Outreach Services (bookmobiles), as well as locate a neighborhood book donation drop off and bookstore for the Friends of the San Francisco Public Library (Friends). Since May the Real Estate Department has developed a lease agreement for 750 Brannan Street and a sublease for a portion of that space for the Friends.

The Real Estate Department has drafted a resolution to authorize the lease and sublease for 750 Brannan Street, which accompanies this request to release the reserved property lease monies. Releasing \$1,227,344 in the property lease reserved monies would allow the City to proceed with the lease agreement and sublease with the Friends for 750 Brannan, including tenant improvements. Thank you for your consideration.

Sincerely,

Luis Herrera
City Librarian
San Francisco Public Library

cc: Angela Calvillo
Melissa Whitehouse
Ben Rosenfield
Board of Supervisors Budget and Legislative Analyst