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# **NEWPORT BEACH**

## **City Council Staff Report**

September 23, 2025  
Agenda Item No. 18

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** Melissa Hartson, Library Services Director - 949-717-3801,  
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**PREPARED BY:** Rebecca Lightfoot, Library Services Manager – 949-717-3819,  
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**TITLE:** Budget Amendment to Accept a Check from the Friends of the  
Newport Beach Library and Appropriate Funds to the Library's Fiscal  
Year 2025-26 Maintenance and Operation Budget

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**ABSTRACT:**

Staff requests approval of a budget amendment to accept a check from the Friends of the Newport Beach Library (Friends) to enhance the collections and programs of the Newport Beach Public Library.

**RECOMMENDATIONS:**

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly; and
- b) Accept a check in the amount of \$250,000 from the Friends of the Newport Beach Library and approve Budget Amendment No. 26-025 to increase expenditures by the same amount in Division 0106052.

**DISCUSSION:**

A donation from the Friends in the amount of \$250,000 is intended to fund materials and programs from the Library's Wish List for Fiscal Year 2025-26, which was approved by the Board of Library Trustees at its July 21, 2025, regular meeting.

The Friends' mission is to enhance the excellent services that the City of Newport Beach already supports. This gift will augment the Library's collections at all locations, in all formats and for all age groups. The funds will also sponsor a variety of programming, such as Summer Reading, Sunday Musicales, National Library Week, and Young Adult Programs. The funds will also help fund an Opening Day Collection at the new Balboa Branch Library.

**FISCAL IMPACT:**

The Budget Amendment appropriates \$250,000 in additional revenue from the Friends and \$250,000 in increased expenditure appropriations with no impact on fund balance. The revenue will be posted to the Friends account in the Library Services Department, 0106052-511080, and the purchases will be expensed to the following Friends accounts:

Library Materials	0106052-841052	\$200,000
Programming	0106052-841004	\$ 50,000

**ENVIRONMENTAL REVIEW:**

Staff recommends the City Council find this action is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

**NOTICING:**

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

**ATTACHMENT:**

Attachment A – Budget Amendment 26-025