



March 18, 2025

County of Ventura Board of Supervisors

**Subject: Authorization for the Ventura County Library Director to Accept a Community Air Protection Program (CAPP) Grant from the Ventura County Air Pollution Control District (VCAPCD) in the Amount of up to \$200,000 in Support of the Ray D. Prueter Library; Approval of Expenditure of Up to \$200,000 from the Library’s Assigned Education Fund in Support of the Ray D. Prueter Library; Approval of the Ventura County Library System’s Grant Agreement with the VCAPCD; Authorize the Auditor-Controller to Process the Budgetary Transactions Necessary to Increase Appropriations and Unanticipated Revenue and Decrease Fund Balance (RECOMMENDATION NO. 4 REQUIRES 4/5THS VOTE)**

**Recommendations:**

1. Authorize the Ventura County Library Director to accept a Community Air Protection Program (CAPP) Grant from the Ventura County Air Pollution Control District (VCAPCD) in the amount of up to \$200,000 in support of the Ray D. Prueter Library.
2. Approve the expenditure of up to \$200,000 from the Library’s Assigned Education Fund in support of the Ray D. Prueter Library.
3. Approve the Ventura County Library System’s grant agreement with the VCAPCD, and authorize the Ventura County Library Director to sign the grant agreement.
4. Authorize the Auditor-Controller to process the budgetary transactions necessary to increase appropriations and unanticipated revenue and decrease fund balance as follows (requires 4/5ths vote):

Increase/Decrease	Budget Division	Account Level	Amount
Increase	3610	Prueter Library Refurb Project (4257)	\$400,000
Increase	3610	Miscellaneous Revenues	\$200,000
Decrease	3610	Assigned Education Fund	\$200,000

**Fiscal Impact:**

	FY 2024-25
Revenues	\$200,000
Costs	\$400,000
Net County Cost	\$200,000

Funding Source(s): CAPP Grant through the VCAPCD; Library’s Assigned Education Fund

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Match Requirement:           None

**Discussion:**

Ventura County Library System (VCLS) staff have been informed by Ventura County Air Pollution Control District representatives that a CAPP Grant is available of up to \$200,000 to upgrade four HVAC units at the Ray D. Prueter Library in Port Hueneme. The four units are part of an older nine-unit system that services the library, and that needs upgrades. These four units primarily service the public areas of the library, while five smaller units service primarily the staff and volunteer only areas of the facility. When upgraded, the four new units that service the public areas would accommodate MERV 14 filters and qualify the library as a designated Clean Air Facility by the VCAPCD. VCLS would like to take advantage of this opportunity and use an additional \$200,000 from the Library's Assigned Education Fund to cover the cost to upgrade the additional five HVAC units so the entire system is upgraded at one time. Doing this will mean VCLS won't have to go back at a later date to upgrade the remaining five units which will provide both project efficiencies and cost savings. VCLS will only have to hire a contractor once to do the full project which will ultimately save money and time. Additionally, the air quality throughout the entire facility will be improved, not just the air in specific areas of the facility.

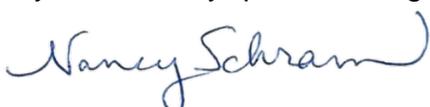
As a designated Clean Air Facility, the Ray D. Prueter Library would serve as a respite for community members during wildfire events or other occasions when outside air is deemed unhealthy. Thus, we are asking your Board for approval to accept the CAPP grant funds, for approval to enter into the grant agreement and for authorization for the Library Director to sign the grant agreement (Exhibit 1), and for approval to expend up to \$200,000 from the Library's Assigned Education Fund to complete the full scope of the project and upgrade the entire HVAC system. After the \$200,000 expenditure from the Library's Assigned Education Fund, the Fund will be at \$6,042,524 or 51% of the Library Budget which is in line with County standards.

**Strategic Plan:**

This project directly supports the County of Ventura strategic goal to provide robust infrastructure, facilities, technology, and land-use policies to enable vibrant and sustainable communities.

This letter has been reviewed by the County Executive Office, the Auditor-Controller's Office, County Counsel, the General Services Agency, and the Information Technology Services Department.

If you have any questions regarding this item, please call Nancy Schram at 805-677-7158.



NANCY SCHRAM  
Library Director

Exhibit 1: Ray D Prueter Library Clean Air Shelter HVAC Upgrade Project Grant Agreement