

## Juana Escobar

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**From:** Janice Davis  
**Sent:** Tuesday, July 25, 2023 8:06 PM  
**To:** Todd Bodem; Juana Escobar  
**Subject:** Fwd: Guadalupe rent information

This need to go up in the website because it was presented at the meeting.

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**From:** Janice Davis  
**Sent:** Tuesday, July 25, 2023 10:31:10 AM  
**To:** Todd Bodem <tbodem@ci.guadalupe.ca.us>; Juana Escobar <juana@ci.guadalupe.ca.us>  
**Subject:** FW: Guadalupe rent information

Hi Todd/Juana,

I received a call today from Dawn the Library Director for the City of Santa Maria, she advised me of the below information. Can I just bring this information with me tonight or do I need to something different? I put 17k in the budget for the library and it only needed to be 15k based on the information provided below.

It reduces the budget by 2k I think I can leave as is and make a note to adjust in the mid-year based on this information, but wanted to make sure.

Thank you,

Janice Davis  
Finance Director  
City of Guadalupe  
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Guadalupe, CA 93434  
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**From:** Dawn M. Jackson <djackson@cityofsantamaria.org>  
**Sent:** Tuesday, July 25, 2023 10:12 AM

**To:** Janice Davis <jdavis@ci.guadalupe.ca.us>

**Subject:** Guadalupe rent information

Good morning, Janice,

Here is the information we spoke about this morning regarding the rent for the Guadalupe Library.

The lease sets the rent at \$2,000 per month, which would be an annual total of \$24,000.

However, the Library applies annually for a tax rebate with the County, as the property is solely used for a library. We deduct this rebate amount from our rent over two months, and the amount is figured annually into our budget allocations.

With the rebate considered, our total annual allocation request for rent for Guadalupe Library is \$22,000.

With the \$7,000 toward rent provided by the County, this leaves the balance at \$15,000.

I hope this helps clarify the process and amounts needed.

If you have any further questions, or need any clarification, please feel free to contact me.

Thank you,

Dawn

Dawn Jackson, MLIS

Library Director

City of Santa Maria Public Library

[djackson@cityofsantamaria.org](mailto:djackson@cityofsantamaria.org)

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**Santa Maria Public Library Mission:** to inspire literacy and lifelong learning, embracing and strengthening our diverse community through free and equitable access to information, knowledge and services.

**City of Santa Maria Mission:** To provide the highest quality service in the most efficient, cost-effective and courteous manner possible.