



June 16, 2021

The Honorable Stephanie E. Hulse  
Judge of the Superior Court  
c/o Office of the County Counsel  
Attention: Sandra Ontiveros  
168 W. Alisal Street, 3<sup>rd</sup> Floor  
Salinas, California 93901

**RE: City of Monterey's Response to the 2020-2021 Monterey County Civil Grand Jury Final Report - "Revisiting the 2017 Grand Jury Report: 'Preservation of Historical Documents of Monterey County'"**

Dear Judge Hulse:

The City of Monterey appreciates the efforts of the members of the Civil Grand Jury to focus attention on the important topic of the preservation of historical documents of Monterey County. As requested by the Civil Grand Jury, the City of Monterey respectfully submits the following responses to the Findings and Recommendations identified for a response in the Grand Jury's Final Report entitled "Revisiting the 2017 Grand Jury Report: 'Preservation of Historical Documents of Monterey County' " pursuant to Penal Code sections 933 and 933.05. The responses contained in this correspondence were approved by the City of Monterey City Council at its regular meeting of June 15, 2021.

This letter serves as the collective response to the report from the Monterey City Council, Monterey City Mayor, and Monterey City Manager (collectively, the "City of Monterey").

Our comments follow in the order that the report presents them. The actual report language is displayed in **bold** type for readability.

#### **FINDINGS**

**F4. The City of Monterey commissioned Group 4 Architecture to create the "Monterey Public Library Feasibility Study" which sets the direction for library expansion and renovation in the future. That study did not include a Preservation Needs Assessment, of the type recommended by the CPP, to address the temporary relocation of the California History Room documents and artifacts during the construction of the Library remodel/addition which could lead to those historical items being stored in a way that could be damaging.**

**Response:** The City Council partially disagrees with the finding. The City Council agrees that the library feasibility study completed by Group 4 Architecture did not include a Preservation Needs Assessment. This is because a "Preservation Needs Assessment of the California History Room and Archives of Monterey Public Library" report was completed by Barclay Ogden of the California Preservation Program in August 2012. The CPP report of 2021 found "The California History Room and Archives is exemplary among archives and special collections for its excellent standards and practices to ensure collection care." The CPP study notes that "Environmental conditions in the storage environment are controlled, but could be improved for long-term preservation." Environment recommendations were implemented and will be adhered to when addressing the temporary relocation of the California History Room documents and artifacts during the remodel of the Library. Since the preservation needs are addressed in another report, it is misleading to imply that the Library Feasibility Study could lead to the damage of historical items.

**F5: The City of Monterey commissioned Group 4 Architecture to create the "Monterey Public Library Feasibility Study" which sets the direction for library expansion and renovation in the future. That study did not include a Preservation Needs Assessment, of the type recommended by the CPP, to address the requirements for the California History Room's permanent location in the new Library which could lead to a design that is sub-optimal.**

**Response:** The City Council partially disagrees with the finding. The "Monterey Public Library Feasibility Study" did not include a Preservation Needs Assessment because a CPP needs assessment had already been completed. The Library Feasibility Study states that one of the critical roles of Monterey Public Library is to "share and preserve the California History Room's unique collections by providing adequate space to house, manage, and promote them." At minimum, the feasibility study recommends an increase of 30% to the space allotted to the California History Room and Archives. This reflects the 2012 CPP report recommendation to "Find additional storage space to house the collections, to support processing functions, and to facilitate their use." Since staff referenced the CPP report during the feasibility study process, the City does not agree that the Feasibility Study could "lead to a design that is sub-optimal."

**F6: California Preservation Program states that a needs assessment is often a required step for preservation grant funding. A Preservation Needs Assessment for the City of Monterey Library's history collections, like the one commissioned by the Salinas Public Library, could help the City of Monterey obtain grant funding for the Library renovation.**

**Response:** The City Council agrees with the finding, and is glad that such a study has already been completed. The CPP report concludes that "Among Monterey County information resources, the California History Room and Archives provides an essential and unique community service for historical research and cultural tourism." Further, the report estimates that at least 85% of the collection is not to be found anywhere else. The significance of the collection will appeal to potential funders.

## RECOMMENDATIONS

**R1. The Civil Grand Jury recommends that City of Monterey City Council have a Preservation Needs Assessment of the Monterey Public Library's History Collections completed from a qualified source, to include, but not limited to:**

- i. The specific requirements for the new California History Room in the renovated Library in order to ensure the documents are protected and preserved
- ii. The specific requirements for the protection and preservation of the Historical Documents and Artifacts for their relocation during the Library renovation

- iii. **Space requirements to bring as many of the City's historical collections together as feasible in order to consolidate and preserve the collections. The Assessment may also aid in the City's ability to obtain grant funding for the Library renovation.**

**This Assessment should be completed 30 days prior to publishing the RFP for the professional design services for the Library Renovation project so it can be included in the Request For Proposal. (F4, F5, F6)**

**Response:** The recommendation has been implemented by the City of Monterey with the completion of the CPP Needs Assessment Report of 2012.

Thank you for the opportunity to respond to the Civil Grand Jury's Report. We recognize members of the Civil Grand Jury for its efforts to improve the Monterey County community. We hope that this information addresses the Grand Jury's findings and recommendations. Please contact us if you have further questions.

Respectfully,



Clyde Roberson  
Mayor



Hans Uslar  
City Manager

CC: Monterey City Council  
Nat Rojanasathira, Assistant City Manager  
Chrissy Davi, City Attorney  
Inga Waite, Library and Museums Director