



**TO:** NCLA Commission

**FROM:** Angel Rodriguez, Staff Liaison

**SUBJECT: MRG 2023 Proposal:** Review and accept the MRG proposal or provide direction regarding administrative support

**RECOMMENDATION:**

Review and accept the MRG proposal or provide direction regarding administrative support

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**BACKGROUND**

The North County Library Authority (NCLA) is in need of administrative support. MRG, who has worked with NCLA in the past, has submitted their proposal to support the Authority.

Please note: The City of Los Altos and Los Altos Hills will only reimburse for services around agenda management, bill process, audit, etc. If NCLA wants to form a committee for a ballot election or need support around library expansion, NCLA can use this contract, but those services will not be reimbursable by both Cities. The JPA would have to pay these costs themselves.

Staff recommends setting a meeting schedule for the year so that the consultant can make themselves available. Consultant has committed to quarterly meetings and if more are desired or needed, they would need to be prearranged and prescheduled.

**Attachments:**

- A. MRG proposal