



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Community Services
Department No.: 057
For Agenda Of: August 13, 2019
Placement: Departmental
Estimated Time: 30 minutes
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority, 4/5ths for
BRR 0006526

TO: Board of Supervisors
FROM: Department
Director: George Chapjian, Community Services Director (805) 568-2467
Contact Info: Ryder Bailey, CPA, Chief Financial Officer (805) 568-3526
SUBJECT: Countywide Library System Update and 2019-2020 Agreement for Operations of a
Countywide Library System

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Receive and file a report on remaining County Branch Library Budget Deficits for FY2019-20; and
- b) Address budget deficits by approving one of the following actions:
 - i) Approve Budget Revision Request (Attachment 2 - BJE No. 0006526) in the amount of \$68,500 to fund existing hours and programming at Montecito, Vandenberg Village, and Orcutt County Branch Libraries through the use of Cannabis Revenues (4/5 Vote Required); or
 - ii) Direct staff to work with Library Zone Administrators to reduce hours and programming with the least impact to patrons; or
 - iii) Provide other direction to Staff; and
- c) Approve, ratify and authorize the Chair of the Board of Supervisors to execute a one-year Agreement for Operation of a Countywide Library System (the "Agreement"), in a form substantially similar to Attachment 3, by and between the County and the Cities of Santa Barbara, Goleta, Lompoc and Santa Maria ("Cities") for the period of July 1, 2019 through June 30, 2020 with a total amount not to exceed one of the following:
 - i) \$3,855,300, if the Board approves Budget Revision No. 0006526 pursuant to recommended action b) above; or
 - ii) \$3,786,800, if the Board does not approve Budget Revision No. 0006526 pursuant to recommended action b) above; or
 - iii) Such other amount as the Board may direct; and

- d) Determine that the approval of the Agreement is not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA), pursuant to CEQA Guidelines section 15378(b)(4), finding that the project is a creation of a governmental funding mechanism or other government fiscal activity, which does not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment.

Summary Text:

This item is on the agenda in order to provide an update on remaining deficits for library services and request funding for Montecito, Vandenberg Village and Orcutt County Branch Libraries. In addition, the Agreement for Operations of a Countywide Library System is also provided for your consideration and approval.

During Budget Workshops in April 2019, the Board received a Special Issues Update on the Countywide Library System which outlined anticipated deficits for the next fiscal year. At that time it was identified that all nine County Branch Libraries would have deficits in fiscal year 2019-20 totaling approximately \$415K. To address these anticipated shortfalls, the County Library Ad Hoc Committee, comprised of two County Board of Supervisors, the four County Librarians, one Library Advisory Committee representative, and one Friends Group representative, identified a plan to leverage County funding and eliminate deficits by fully funding the two smallest libraries, Cuyama and Los Alamos, and offering to match City contributions on a 1:1 ratio and Friends Groups contributions on a 2:1 ratio.

On June 11, 2019, the Board of Supervisors adopted the Fiscal Year (FY) 2019-2020 Operating Budget, which included the allocation of \$3,786,800 in funding to the four Cities of Santa Barbara (Zone 1), Lompoc (Zone 2), Santa Maria (Zone 3) and Goleta (Zone 4) to provide library services. The Board approved base funding of \$3,538,000 to maintain per capita at \$7.80, while also approving an additional \$248,800 in funding, of which \$135,000 is one-time and \$113,800 in on-going funding for County Branch Libraries. Staff worked with Library Zone Administrators and the \$248,800 was allocated across all nine County branch libraries to mitigate reductions in hours and programming. The Cities provided additional funding to help bridge funding gaps based on the Ad Hoc Committee's recommended 1:1 match. However, three County Branch Libraries located in the unincorporated parts of the County still have operational deficits totaling \$68,500, because the Friends groups could not raise the funding to provide them with the County 2:1 match. Therefore, Staff is seeking your Board's direction to either eliminate those gaps and prevent reductions in open hours and programming, or to reduce library hours as appropriate.

The approval of this Agreement will authorize the County to contract with these Cities for library services and provide funding for the period of July 1, 2019 through June 30, 2020.

After the Board of Supervisors takes action, the agreement will go to the City Councils of Santa Barbara, Lompoc, Santa Maria, and Goleta for consideration and approval.

Background:

County-wide Library Contract

Library services in the County are provided via the Cities' main libraries and various branch locations as a way to efficiently use existing facilities and prevent the creation of County-operated duplicate establishments. The Cities will provide library services on the four Zones as follows:

- **Zone 1:** Santa Barbara. Services provided to the cities and unincorporated areas located within or in close proximity to Santa Barbara, Carpinteria, and Montecito.
- **Zone 2:** Lompoc. Services provided to the cities and unincorporated areas located within or in close proximity to Lompoc, Vandenberg Village and Vandenberg Air Force Base.
- **Zone 3:** Santa Maria. Services provided to the cities and unincorporated areas located within or in close proximity to Cuyama, Guadalupe, Los Alamos, Orcutt and Santa Maria.
- **Zone 4:** Goleta. Services provided to the cities and unincorporated areas located within or in close proximity to Goleta, Solvang, Buellton, Eastern Goleta Valley, Community Service Area 3, Hope Ranch, Isla Vista, Gaviota, Santa Ynez and Los Olivos.

The County’s contribution to library services for each zone is based on the population of the cities and unincorporated areas within the respective zone as certified January 1st of the prior fiscal year (FY 2018-2019) by the California State Public Library Fund (PLF) as detailed in the Library Service Funding Table below (also Exhibit A to the Agreement).

LIBRARY SERVICE FUNDING TABLE					
POPULATION BASE PER PLF CERTIFICATION					
<i>FY 2018/19 Population Estimates for use for FY 2019/20</i>					
Zones	FY 18-19 Population Estimates	FY19-20 Library Funds - \$7.80 Base	FY19-20 Budget Hearing Additional Allocation to mitigate hour & programming reductions	BRR 0006526 – Additional Funding Request for Three County Branches	Total Awarded Amount by Zone
Zone 1 - Santa Barbara	121,924	\$951,286	\$109,462	\$45,000	\$1,105,748
Zone 2 - Lompoc	59,657	\$465,601	\$22,799	\$11,250	\$499,650
Zone 3 - Santa Maria	155,338	\$1,211,991	\$63,614	\$12,250	\$1,287,855
Zone 4 - Goleta	116,520	\$909,122	\$51,959	-	\$961,081
Unallocated	-	-	\$966	-	\$966
TOTAL:	453,457	\$3,538,000	\$248,800	\$68,500	\$3,855,300
Note: Administration and per capita funding of Buellton and Solvang have been shifted from Zone 1 to Zone 4, beginning Fiscal Year 2019-20.					

In addition to the County contribution provided to the City of Goleta Library, Zone 4, will receive additional funding of approximately \$200,000 from County Service Area (CSA) No. 3 (Exhibit B to the Agreement) through Measure L. Measure L is a voter-approved measure, which helps fund library facilities and services in the greater Goleta area.

During FY 2019-2020, County staff will continue working in conjunction with the Library Ad Hoc Committee to review the library service delivery structure to determine if the zone model continues to be the most effective service model.

Fiscal and Facilities Impacts:

Budgeted: Yes, \$3,786,800 is budgeted within the Community Services Department operating budget under the Library Services Division. If approved, Budget Revision 0006526 (Attachment 2) will increase the total Library budget by \$68,500 to \$3,855,300.

Fiscal Analysis:

The Board approved the allocation of \$3,786,800 on June 11, 2019 for the four library service zones as part of the adopted FY 2019-2020 Operating Budget; these funds cover free library services for one year.

Approval of Budget Revision Request 0006526 (Attachment 2) will address remaining deficits of County Branch Libraries in Montecito, Vandenberg Village, and Orcutt, by increasing Library Division's Budget by \$68,500, funded by Cannabis Revenues.

Performance Measures:

The County has contracted with City municipal libraries over fifty years, with the most recent being the FY 2018-2019 contract. The libraries have met their goals of operational hours, book circulation, visitation and internet use by patrons.

Special Instructions:

Please execute five (5) signed copies of the Original Agreement for Operation of a Countywide Library System to the attention of Natasha Garduno (x2467).

Attachments:

- Attachment 1 – Countywide Library Update PowerPoint Presentation
- Attachment 2 – Budget Revision Request #0006526
- Attachment 3 – 2019-2020 Agreement for Operation of a Countywide Library System
- Attachment 4 – Exhibit A – Library Funding Table
- Attachment 5 – Exhibit B – CSA 3 Map
- Attachment 6 – Exhibit C – Library Zone Map – Updated July 30, 2019
- Attachment 7 – Exhibit D – Maintenance Responsibility