



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: December 5, 2017
Placement: Departmental
Estimated Time: 45 min
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority Vote

TO: Board of Supervisors
FROM: Department George Chapjian, Community Services Director (805) 568-2467
Director:
Contact Info: Ryder Bailey, CPA, Chief Financial Officer (805) 568-3526
SUBJECT: Approval of a First Amendment to the Countywide Library Agreement and an Update on the Formation of City of Goleta's Municipal Library.

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors on December 5, 2017:

- a) Approve and authorize the Chair of the Board of Supervisors to execute a First Amendment to the FY 2017-18 Agreement for Operation of a Countywide Library System (Attachment 2) that increases funding for library services to the Cities of Lompoc, Santa Barbara and Santa Maria ("Cities") by \$162,000 for a total award of \$3,827,338; and
- b) Receive an update on the status of the Formation of a Municipal Library by City of Goleta; and
- c) Receive an update on the status of the Library Consultant; and
- d) Determine that the above recommendation actions are exempt from California Environmental Quality Act (CEQA) review per CEQA Guideline Sections 15378(b)(4) and 15378(b)(5), finding that Recommended Action a) 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; and that Recommended Action b) involves government organizational or administrative activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment, and direct staff to file a Notice of Exemption (NOE) (Attachment 1).

Summary Text:

Library Funding

The County of Santa Barbara annually contracts with the cities of Santa Barbara, Lompoc, and Santa Maria – each of which maintains a municipal library – to manage the libraries located within three designated geographic zones in the County. Each zone includes both cities and unincorporated County areas. On August 22, 2017 the Board of Supervisors approved the original contract in the amount of \$3,665,338. The first amendment to that contract increases the total contract amount by \$162,000 to \$3,827,338 as directed by the Board during FY2017/18 Budget Hearings to maintain status quo library hours and programming. Staff has worked closely with each of the cities' library directors to restore hours, programming, and increase technological and staffing efficiencies. Detail of the break down can be found in Attachment 3- Exhibit E to the Amendment.

Goleta Municipal Library Formation Update

The City of Santa Barbara, administrator of Zone 1 libraries, currently manages the Goleta branch library. At its August 15, 2017 City Council meeting, the City of Goleta formally voted to pursue the formation of a municipal library in order to provide library services to City of Goleta residents and neighboring communities. The City Council also voted to begin discussions with the County to become a new party to the County's future library services contracts. The City of Goleta proposes that the County's annual contract feature revised library service zones, including a new, fourth zone to be administered by the newly formed Goleta municipal library. Their proposed service population for this new zone would be approximately 94,000 people including Goleta city residents, unincorporated County Service Area 3 (CSA3), Isla Vista, Hope Ranch, and communities west of Goleta up to the Gaviota Coast.

There are several steps to forming and establishing operations for a municipal library. The City of Goleta has sought and received as of October 17, 2017, direct membership into the Black Gold Cooperative Library System and recognition from the California State Library as a municipal library. If the City of Goleta establishes and maintains a municipal library, it will be eligible to contract directly with the County to provide countywide library services within a zone designated in the contract, which may include other cities and/or unincorporated County areas. Ultimately, the County of Santa Barbara Board of Supervisors retains discretion to determine how much funding to distribute to the contracting Zone cities and what geographic Zone each city is responsible for providing library services in.

The Goleta City Council established an ad hoc committee that has been working on their municipal library formation and that would interface with the County in this formation process. CSD staff is actively engaged and working with the two cities, Goleta and Santa Barbara, regarding discussions and negotiations for the annual funding contract and zones and will continue to provide updates to the Board as needed.

Library Consultant Update

On October 17th, 2017 the Board of Supervisors approved the library consultant selection committee’s recommendation of Management Partners. Over the past month and a half the consultants have met with community stakeholders such as the Library Advisory Committee, Library Directors, Board of Supervisors, City of Goleta Staff, various Friends groups and County staff. Additionally, the consultants are scheduled to meet with City Managers, Mayors, and Library Branch Managers and Supervisors in all three zones in the coming month. Staff will continue to work closely with Management Partners and is expecting to return to the Board in February 2018 with a report on the Countywide Library System.

Background:

Library Funding

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 County currently provides funding to the Cities of Santa Barbara, Lompoc and Santa Maria, which in turn provide library services within three 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, Montecito, Isla Vista, Goleta, Solvang, Buellton, Santa Ynez and Los Olivos.
- 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.

On August 22, 2017 the Board of Supervisors approved the original contract in the amount of \$3,665,338. The first amendment to that contract increases the total contract amount by \$162,000 to \$3,827,338 as directed by the Board during FY2017/18 Budget Hearings to maintain status quo library hours and programming. Staff has worked closely with each of the three library directors to restore hours, programming, and increase technological and staffing efficiencies. Please see the table below for a detailed breakdown by zone. Additional detail of the break down can be found in Attachment 3-Exhibit E to the Amendment.

ADJUSTED LIBRARY SERVICE FUNDING TABLE			
Zones	Original Contract Amount	Status Quo Funding Awarded by Zone	Amended Contract Amount
Zone 1 - Santa Barbara	\$1,932,922	\$90,000	\$2,022,922
Zone 2 - Lompoc	\$493,715	\$22,000	\$515,715
Zone 3 - Santa Maria	\$1,238,701	\$ 50,000	\$ 1,288,701
TOTAL:	\$3,665,338	\$162,000	\$3,827,338

Goleta Municipal Library Formation Update

Currently operating as a branch of the City of Santa Barbara's library system, the Goleta Library's current service area population is approximately 92,000 persons, which is comprised of the following areas: Incorporated Goleta City, the unincorporated areas of Community Service Area 3, Isla Vista, Hope Ranch, Gaviota, and Mission Canyon. Goleta Library is currently serviced and administered by the City of Santa Barbara pursuant to a contract between the two cities.

On August 15, 2017, the Goleta City Council directed their staff to continue the process of assuming direct management and operation of the Goleta Library. Their timeline is as follows:

- October 17th 2017 – California Library Services Board approved Goleta into Black Gold Cooperative System.
- Winter 2017 – Recruit for Library Director.
- Early 2018 – City Staff to coordinate with Library Director to:
 - Negotiate with the County of Santa Barbara and the City of Santa Barbara on the boundaries for a zone under the County's annual funding contract.
 - Purchase new barcodes for library items.
 - Design and purchase new patron ID Cards.
 - Work with the City of Santa Barbara on the transition of current library staff to employment with the City of Goleta.
- July 1, 2018 Target cross over date for Goleta City Management of Goleta Library.

Also on August 15, 2017, the City of Goleta "approved" a potential new Zone 4 service area of 94,545 persons, which includes Goleta City limits, Gaviota unincorporated census blocks, CSA 3, Isla Vista, and Hope Ranch subject to the "ratification" by the County of Santa Barbara Board of Supervisors and agreement by the City of Santa Barbara. Ultimately, the County of Santa Barbara Board of Supervisors retains discretion to determine whether to contract with a city, how much funding to distribute to the contracting Zone cities, and what geographic Zone each city is responsible for providing library services in.

Once the City of Goleta forms their own Municipal Library, the County could choose to contract directly with the new library at the expiration of the current FY2017-18 contract. It is anticipated that during the next contract discussions the Board will have the option to approve new zone boundaries and service populations, which drives the per capita funding allocation.

Staff is actively engaged and working with the two cities, Goleta and Santa Barbara, regarding discussions and negotiations for the annual funding contract and zones and will continue to provide updates to the Board as needed.

Library Consultant Update

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- October 2017 – November 2017 – Community engagement and stakeholder interviews.
- November 2017 – December 2017 – Compare Santa Barbara's existing approach with other California County library systems and complete best practices research.
- December 2017 – Evaluate the proposed formation of a City of Goleta Library.
- January 2018 – Prepare Draft Report and review with County Staff.
- February 2018 – Present Final Report to County Board of Supervisors.

Fiscal and Facilities Impacts:

For Recommended Action A; Yes, item is budgeted, the additional \$162,000 was approved by the Board of Supervisors during FY2017-18 Budget Hearings and adopted within the FY2017-18 budget.

For Recommended Actions B, C & D, not applicable.

Fiscal Analysis:

N/A

Special Instructions:

Please return three signed (3) copies of the First Amendment to the Agreement for Operation of a Countywide Library System to the attention of Natasha Garduno (x2467).

Attachments:

Attachment 1 – CEQA Notice of Exemption

Attachment 2 – First Amendment to the Agreement for Operation of a Countywide Library System

Attachment 3 - Exhibit E to the First Amendment - Status Quo Allocation Detail

Attachment 4 – Original Agreement for Operation of a Countywide Library System

Attachment 5- Library Update PowerPoint Presentation