



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:** July 12, 2022  
**Placement:** Departmental Item  
**Estimated Time:** 45 Minutes  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

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**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 Free Library System Annual Agreement and Library Zone Service Delivery Map Revision; All Supervisorial Districts.**

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Risk Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) 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"), (Attachment 1), by and between the County and the Cities of Carpinteria, Santa Barbara, Goleta, Lompoc and Santa Maria ("Cities") for the period of July 1, 2022 through June 30, 2023 with a total amount not to exceed \$4,396,429; and
- b) Determine that the above recommended actions are 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)(5), finding that the action 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.

**Summary Text:**

Staff is seeking the approval, ratification, and authorization of the Chair to execute the annual Agreement for Operation of Countywide Library System with the five Managing Cities (County Library Zone Administrators): Santa Barbara, Carpinteria, Goleta, Lompoc, and Santa Maria.

**Background:**

County-wide Library Contract / Annual Agreement

The County has contracted with local cities to administer County Branch Libraries for over 50 years. Library services in the County are provided via the Cities’ main libraries and various County Branch Libraries as a way to efficiently use existing facilities and prevent the creation of County-operated duplicate establishments. New for Fiscal Year 2022-23 is the formation of the Carpinteria City Municipal Library, formerly a County Branch Library. The following Cities will provide library services within the five Zones as follows:

- **Zone 1: Santa Barbara.** Services provided to the City of Santa Barbara and unincorporated areas located within or in close proximity to Santa Barbara, Montecito, Summerland, and Mission Canyon.
- **Zone 2: Lompoc.** Services provided to the City of Lompoc 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.
- **Zone 5: Carpinteria.** Services provided to the City of Carpinteria and unincorporated areas located within or in close proximity to Carpinteria and Toro Canyon.

Table 1: County Library Funding by Library Zone – FY 2022-23

Library Zones	Population Estimates (Source: CA State Librarian)	FY22-23 Per Capita (\$8.34)	Cannabis Funding for County Branch Libraries	County Branch/ Small Library Fund Allocations	FY22-23 Total Amount by Zone
<b>Zone 1 - Santa Barbara</b>	111,276	\$928,042	\$195,518	\$31,399	\$1,154,959
<b>Zone 2 - Lompoc</b>	58,314	\$486,339	\$38,127	-	\$524,466
<b>Zone 3 - Santa Maria</b>	158,581	\$1,322,566	\$180,156	-	\$1,502,722
<b>Zone 4 - Goleta</b>	108,779	\$907,217	\$159,931	-	\$1,067,148
<b>Zone 5 - Carpinteria</b>	17,642	\$147,134	-	-	\$147,134
<b>Unallocated</b>	-	-	84,968	82,401	-
<b>Total</b>	454,592	\$3,791,298	\$658,700	\$113,800	\$4,396,429

The County of Santa Barbara funds every library in the County, including the five City Municipal Libraries (Santa Barbara Main/Eastside, Goleta Valley, Lompoc, Santa Maria, and Carpinteria) and eight County Branches. Approximately \$2.9M of the \$4.4M in funding goes towards the five City Municipal Libraries or ~66%. The remaining funding goes towards the eight County Branch Libraries (Montecito, Vandenburg Village, Cuyama, Guadalupe, Los Alamos, Orcutt, Buellton and Solvang) or ~34%. There are three County Branch Libraries located within Incorporated City Limits (Guadalupe, Buellton and Solvang); those Cities provide significant funding towards those libraries.

In recent years the County Board of Supervisors has increased library funding systemwide by including a Cost of Living Adjustment (COLA) to the per capita funding for all libraries, currently \$8.34 per capita, as well as earmarking Cannabis Tax Revenue funding for County Branch Libraries, totaling \$658,700 (on-going), and a small County Branch Library Fund, \$113,800 (also on-going).

Anticipated for FY2022-23, \$167,369 in funding earmarked for County Branch Libraries remains unallocated. This is driven by the library in Carpinteria becoming a Municipal Library, precluding it from exclusive County Branch funding set-asides, and the accumulation of library reserves during the pandemic, driven by reduced hours and staffing at most County Branch Libraries, reducing the need for utilization of the small County Branch Library Fund in the upcoming fiscal year.

#### Library Service Delivery Zone Map Update, addition of a 5<sup>th</sup> Zone in Carpinteria and surrounding area

As Exhibit A to the annual Countywide Library Agreement, the Board establishes Library Service Delivery Zones. In FY2021-22, there were four Library Service Zones, defined above. Carpinteria, and the immediate surrounding area, were located within Zone 1 – administered by the City of Santa Barbara. With the City of Carpinteria establishing its own Municipal Library, formerly a County Branch Library, as of July 1, 2022, the Board is encouraged to establish new boundaries for library service delivery zones and per capita funding allocations. Therefore, it is proposed that the Carpinteria Municipal Library service the incorporated area of the City of Carpinteria, as well as the nearby Toro Canyon Census Designated Place (CDP) and surrounding unincorporated County area and populations, as a Fifth Library Service Zone.

#### **Fiscal Analysis:**

Budgeted: Yes, during June Budget Hearings, the Board provided additional funding of \$139,100 reflective of a Consumer Price Index placed on the existing Per Capita Funding, raising the Per Capita funding to \$8.34 from \$8.03 for every Santa Barbara County resident. The total amount of funding provided by the County Board of Supervisors towards the Countywide Library System for Fiscal Year 2022-23 is \$4,396,429, covering free library services for the fiscal year.

A total of \$167,369 remains unallocated from funding earmarked exclusively for County Branch Libraries derived from Cannabis revenues (\$658,700), and the Small Library Fund annual set aside (\$113,800).

#### **Performance Measures:**

The County has contracted with city municipal libraries over fifty years. The cities have met their goals of operational hours, book circulation, visitation, and internet use by patrons.

#### **Special Instructions:**

- 1) Please send a copy of the minute order to Eva Camarena at [ecamarena@countyofsb.org](mailto:ecamarena@countyofsb.org).
- 2) Please execute 7 (seven) original copies of Attachment 1 and return 6 (six) original copies to Eva Camarena, CSD Executive Assistant, ext. 82467.

#### **Attachments:**

Attachment 1 – FY2022-23 Countywide Library Annual Agreement with All Exhibits  
Attachment 2 – PowerPoint Presentation