

## SANTA BARBARA COUNTY

### LIBRARY ADVISORY COMMITTEE

#### Members

1st District Representative  
Patricia Manuras

2nd District Representative  
Claire B. VanBlaricum

3rd District Representative  
Neil Baker

4th District Representative  
Barbara Raggio

5th District Representative  
Laura Selken

#### City Representatives

Carpinteria Representative  
Foster Markolf

CSA 3 Representative  
Pamela Holst

Buellton Representative  
Judith Dale

Goleta Representative  
Margaret Connell

Guadalupe Representative  
Marc Tosches

Lompoc Representative  
Alice Down

Santa Barbara Representative  
VACANT

Santa Maria Representative  
Maureen Theobald

Solvang Representative  
Shirley Stacy

#### Library Directors

Lompoc Library Director  
Ashlee Chavez

Santa Barbara Library Director  
Irene Macias

Santa Maria Library Director  
Mary Housel

#### Board of Supervisors Representative

3rd District Supervisor  
Doreen Farr

#### County Staff

ACEO  
Renee Bahl

Community Services Director  
Herman Parker

Administrative Professional  
Jessica Rauch

## AGENDA

March 12, 2014

Cachuma Lake Recreation Hall  
2225 Highway 154  
Santa Barbara, California 93105

10:00 AM

### ADMINISTRATIVE AGENDA

- I. Meeting Called to Order: *by Chair, Supervisor Doreen Farr.*
- II. Roll Call: *by Jessica Rauch*
- III. Public Comment: *Public Comment period is set aside to allow public testimony on items not on today's agenda. The time allocated to each speaker will be set at the discretion of the Chair.*
- IV. Minutes: The minutes of December 11, 2013 will be considered for approval.

### STANDARD AGENDA

1. Goleta Proposed Special Tax –  
*Michelle Greene, Goleta Deputy City Manager*
2. Los Alamos Library Facility – *Mary Housel*
3. Library Directors Budget Presentations
  - i. *Zone 1 – Irene Macias*
  - ii. *Zone 2 – Ashlee Chavez*
  - iii. *Zone 3 – Mary Housel*
4. Library Directors Zone Updates
  - iv. *Zone 1 – Irene Macias*
  - v. *Zone 2 – Ashlee Chavez*
  - vi. *Zone 3 – Mary Housel*
5. Member Reports/Roundtable Discussions

### Adjourn.

The next Library Advisory Committee Meeting will be held on Wednesday, June 18, 2014 from 10:00AM - Noon at the Solvang Courtroom, 1745 Mission Drive, Solvang, CA. To place an item on the agenda, please contact Jessica Rauch at (805) 568-2467 at least two week prior to the scheduled meeting date.

# **MINUTES**

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**APPROVAL OF THE MINUTES OF DECEMBER 11, 2013**

**SANTA BARBARA COUNTY**

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COMMITTEE**

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**ACTION SUMMARY**

December 11, 2013

**Cachuma Lake Recreation Hall  
2225 Highway 154  
Santa Barbara, CA 93105**

Meeting officially convened at 10:08AM.

**Roll Call**

**Members Present:** Patricia Manuras, Neil Baker, Laura Selken, Pamela Holst, Judith Dale, Margaret Connell, Maureen Theobald and Shirley Stacy.

**Members Absent:** Claire VanBlaricum, Barbara Raggio, Foster Markolf, Marc Tosches, Alice Down.

**Directors Present:** Ashlee Chavez, Irene Macias and Mary Housel.

**County Staff Present:** Supervisor Doreen Farr and Jessica Rauch.

**Other Representatives:** None.

**ADMINISTRATIVE AGENDA**

- I. Meeting Called to Order: by Chair, Supervisor Doreen Farr.
- II. Roll Call: Committee Members VanBlaricum, Raggio, Markolf, Tosches, and Down were absent.
- III. Welcome New Members
  - i. *Marc Tosches – City of Guadalupe*
- IV. Public Comment: Supervisor Farr announced to the Committee that there will be a special hearing on Monday, December 16<sup>th</sup> on an oil tax that could be placed on the 2014 ballot. If tax passes, money could go towards libraries, parks, children's health and/or other special purposes.
- V. Approval of Minutes of September 18, 2013.

**ACTION:** A motion was made by Baker and seconded by Connell to approve the minutes of September 18, 2013 with revisions.  
Motion passed.

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### STANDARD AGENDA

#### 1. Los Alamos Library Update – *Friends of the Los Alamos Library*

Stephan Bedford and Vickie Gill updated the Committee on the Los Alamos Library project.

#### 2. Santa Ynez Library Opening – *Shirley Stacy*

The Friends of the Santa Ynez Library, Carolyn Lawrence gave a report on the recent renovations to the Santa Ynez Library.

#### 3. Library Directors Zone Updates

##### *i. Zone 1 – Irene Macias*

Zinio for Libraries is an online digital magazine service now available to all three library zone Black Gold Cooperative Library card holders. There have been 955 check outs for the Santa Barbara Library and a total of 2203 from November 4-30. The Los Olivos Library will not reopen till February. Asbestos was found and needed to be abated.

##### *ii. Zone 2 – Ashlee Chavez*

Saturdays with Shakespeare is a new program that occurs once a month at 1:30PM at the Lompoc Library. A senior at the high school has created this program for a senior project where plays are discussed in a group.

##### *iii. Zone 3 – Mary Housel*

There is a new owner of the Guadalupe Library Building. The rent has been raised \$300; from \$1500 to \$1800. The DJ Farms agreement is for Five years and that project is currently paying the rent. The Friends of the Guadalupe Library pay the utilities. There is a city owned building that the library could move into.

#### 4. Member Reports/Roundtable Discussions

None.

### **Adjourned at 11:29AM**

The next Library Advisory Committee Meeting will be held on Wednesday, March 19, 2014 from 10:00AM-Noon at the Solvang Courtroom, 1745 Mission Drive, Solvang, CA. To place an item on the

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agenda, please contact Jessica Rauch at (805) 568-2467 at least one week prior to the scheduled meeting date.

# **ITEM NO. 1**

## **GOLETA PROPOSED SPECIAL TAX**

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**FOR ACTION**



# Special Library Tax Measure Proposal

City and County Service Area 3

March 12, 2014

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# Special Library Tax Measure Proposal

City of Goleta and County Service Area 3

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## **Tax Measure Background**

The Goleta Library is a heavily-utilized library serving the residents of the City of Goleta (City) and the unincorporated areas of County Service Area 3 (CSA 3). CSA 3 was created in 1962 and encompassed the “Goleta area,” which today is comprised of the City and the unincorporated region of the Goleta Valley under the jurisdiction of the County of Santa Barbara (“unincorporated CSA”). When the City incorporated, the City detached from CSA 3 and became the successor to the County’s authority to levy, fix and collect charges, fees, assessments and taxes within the City boundaries in the same manner as the County. (LAFCO Resolution 99-02). The result is that authority over former CSA 3 is divided into two jurisdictions: the City and County.

Funding for library services comes from a combination of sources, including the collection by the County of Santa Barbara of a special parcel tax (Measure L), approved by the voters of CSA 3 in 1990, to be used for library facilities and services. Other revenue sources come from the Santa Barbara County General Fund, Library fees, fines and room rentals, interest earnings, development impact fees, and contributions from non-profit organizations and other private source donations.

The existing special tax is assessed based on parcel types; the tax can be increased annually for inflation based on the Consumer Price Index (CPI). Any other increase must meet Proposition 218 (“Prop 218”) requirements. Prop. 218 was approved by voters in 1996 to constrain the authority of cities, counties and special districts to raise revenue by requiring compliance with mandatory procedural and substantive requirements. Prop. 218 defines “special tax” as any tax imposed for specific purposes, including taxes imposed for specific purposes and placed into a general fund. Any imposition, extension or increase of special taxes requires a two-thirds vote or supermajority.

## **Library Tax Measure Options**

Goleta’s library continues to face budget challenges as expenditures outpace revenues. Over the years efforts have been made to cut expenditures by reducing staffing levels nearly in half since FY 2006, from 9.2 to 5.1 full-time equivalent (FTE) positions. This in turn has had a direct impact on the service levels provided to the community. Most significantly, service hours have been reduced and the budget for books and materials has been cut. As a result of insufficient revenues, the Library relies heavily on reserve funds and donations from the Friends of the Goleta Library to support library operations.

### **Current Goleta Library Funding Sources:**

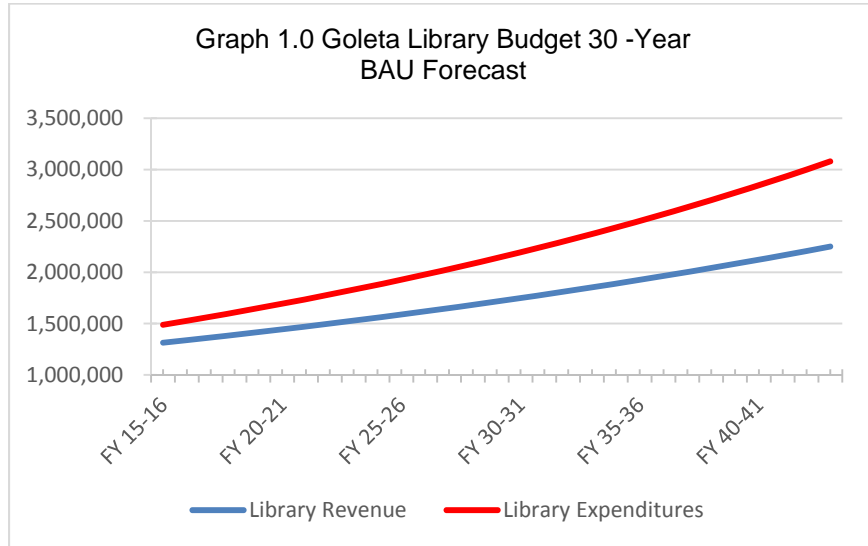
- Special Tax (Measure L- approved by the voters of CSA 3 in 1990; annual tax adjustment based on CPI)
- Santa Barbara County General Fund
- Library fees, fines and room rentals, interest earnings, development impact fees
- Donations from the Friends of the Goleta Library and other sources

Graph 1.0 shows a 30-year forecast of Goleta Library revenues and expenditures under business-as-usual (BAU) conditions. It can be seen that without additional tax revenues, expenditures will continue to outpace revenues.

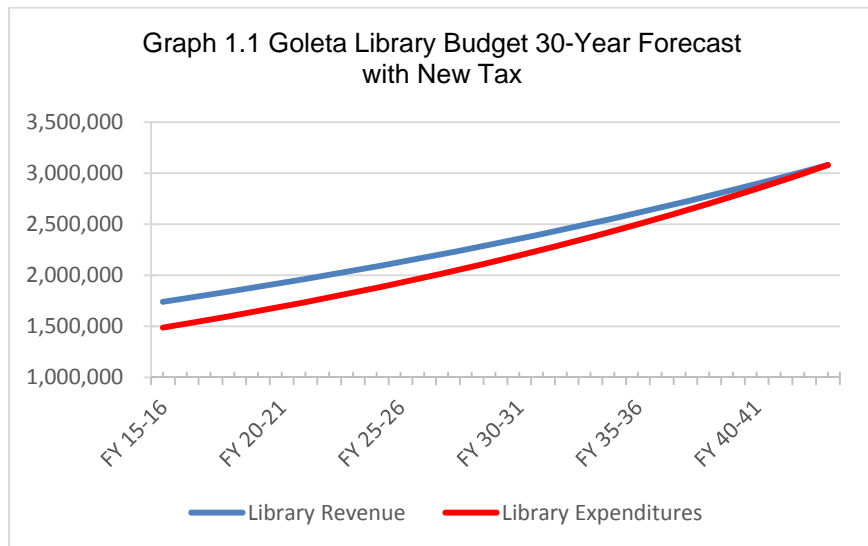


# Special Library Tax Measure Proposal

City of Goleta and County Service Area 3



If a tax measure were to cover a 30-year period, then a 100.8% tax revenue increase is needed to pay for deficits in later years. Graph 1.1 shows how a tax increase would bolster Library budget revenue over a 30-year period. The forecast of new tax begins in FY 15-16, assuming a measure were to be implemented. Forecasted revenues are assumed to increase by approximately 2.0% each year. Forecasted expenditures are assumed to increase at approximately 2.7% each year. Since expenditures are forecasted to increase at a higher rate than revenues, there is a forecasted deficit each year. The proposed new tax is projected to cover these forecasted deficits. The amount of the proposed tax increase will vary depending on how many years of deficits the City and County desire to cover. Essentially, this tax increase would be pre-funding subsequent years' losses. By pre-funding the losses, the County and the City would not have to go back out to the voters to ask for more money until later years.



# Special Library Tax Measure Proposal

City of Goleta and County Service Area 3

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In order to continue to meet community needs and prevent further erosion of library services and materials, the Goleta City Council has directed City staff to explore the possibility of another library special tax ballot measure for the November 2014 election. On February 12, 2014, City and County staff met to discuss the possibility of a tax measure, as well as possible tax structures. Outlined below are tax measure options should City and County concurrent or companion measures be implemented.

## **City and County Concurrent Measures to Increase Existing Special Library Tax**

Concurrent or companion measures can be submitted to constituents in the City and unincorporated CSA 3. If both ballot measures are effective, patrons in both jurisdictions using the Goleta Library would pay the same amount of tax. If only one ballot measure were to succeed, the Goleta Library could end up with increased revenues from only one jurisdiction or neither jurisdiction. To avoid this situation, language could be inserted into the ballot measures so that both measures would have to succeed in order for the special tax to be enacted, which would prevent unequal taxation of residents in the Library's service area.

**Tax Measure Scenarios:** Presented below are three different best to worst case scenarios if the City and County were to partner to raise taxes. Included with each scenario is a description and amount of additional taxes needed if a ballot measure were passed and implemented in FY 15-16 to realign the Goleta Library Budget.

**Scenario 1-** Additional taxes needed: \$437,422 to cover the Goleta Library budget shortfall.

**Scenario 2-** Additional taxes needed: \$485,422 to cover the Goleta Library budget shortfall, assuming that the contribution from the Friends of the Goleta Library is no longer used to fund operations.

**Scenario 3-** Additional taxes needed: \$1,102,872 to cover the Goleta Library budget shortfall, assuming that the contribution from the Friends of the Goleta Library is no longer used to fund operations, and the per capita contribution from the County's general fund is discontinued.

Table 1.0 below provides an additional breakdown for each scenario of the tax amount to be collected in FY 15-16. Also included with this proposal is the Goleta Library Budget showing the implementation of a new tax in FY 15-16. In Scenario 1, the amount of tax needed to cover the actual budget shortfall for FY 15/16 is \$174,118, although \$437,422 in new tax funds are initially being collected to continue to balance the budget in 30 years and beyond. The difference of \$263,304 would be set aside to cover deficits in later years. The breakeven FY is the year at which point expenditures would equal revenues.

Cash in the bank will grow in the initial years to cover deficits in later years. The amount of cash will vary depending on how many years of deficit are to be covered. In this tax measure proposal, revenues are expected to outpace expenditures during the next 30 years until the cash breakeven point which is assumed to occur in FY 43-44. Thereafter, expenses are expected to outpace revenues. Under the current budget assumptions, it is anticipated that \$4.5 million will have been set aside during the first 30 years to cover deficits after FY 43-44. No new services or service levels are assumed; although a general contingency line item was added to the budget with a forecasted 1% growth rate to cover additional general fund expenses or unexpected increases in current expenses, see the assumptions section of this report for

# Special Library Tax Measure Proposal

City of Goleta and County Service Area 3

additional details. Any potential interest to be earned on additional revenue set aside has not been included in this forecast.

**Table 1.0**

FY 14-15 Existing Tax Collected	FY 15-16 Budget Shortfall	FY15-16 Amount Set Aside for Future Deficit	FY 15-16 Proposed New Tax Collected	FY 15-16 Proposed Total Tax Collected	FY 15-16 Proposed Tax Percent Increase	FY 43-44 Breakeven (30yr) Total Amount Set Aside
<b>Scenario 1</b>						
\$433,623	\$174,118	\$263,304	\$437,422	\$871,045	100.8%	\$4,518,701
<b>Scenario 2</b>						
\$433,623	\$222,118	\$263,304	\$485,422	\$919,045	100.8%	\$4,518,701
<b>Scenario 3</b>						
\$433,623	\$839,568	\$263,304	\$1,102,872	\$1,536,495	100.8%	\$4,518,701

All revenues generated in both the City and County CSA3 area will only be used to fund library services. Table 1.1 provides a breakdown of the annual increase per property use category alongside the existing tax and the combined total tax rate for each scenario.

**Table 1.1**

Land Use Category	Scenario 1	Existing Tax Rate	Total Combined Tax for City/CSA 3
RES, Single, Condos	\$ 21.96	\$ 22.22	\$ 44.18
RES, Duplex, Triplex	\$ 43.86	\$ 44.39	\$ 88.25
Apts - Courts	\$ 131.66	\$ 133.25	\$ 264.90
Heavy Commercial	\$ 98.70	\$ 99.90	\$ 198.60
Light commercial	\$ 98.70	\$ 99.90	\$ 198.60
Industrial	\$ 98.70	\$ 99.90	\$ 198.60
Churches, Misc., Other	\$ 43.85	\$ 44.38	\$ 88.23
Vacant farm land	\$ 10.96	\$ 11.09	\$ 22.05

Land Use Category	Scenario 2	Existing Tax Rate	Total Combined Tax for City/CSA 3
RES, Single, Condos	\$ 24.37	\$ 22.22	\$ 46.59
RES, Duplex, Triplex	\$ 48.67	\$ 44.39	\$ 93.06
Apts - Courts	\$ 146.10	\$ 133.25	\$ 279.35
Heavy Commercial	\$ 109.53	\$ 99.90	\$ 209.43
Light commercial	\$ 109.53	\$ 99.90	\$ 209.43
Industrial	\$ 109.53	\$ 99.90	\$ 209.43
Churches, Misc., Other	\$ 48.66	\$ 44.38	\$ 93.05
Vacant farm land	\$ 12.16	\$ 11.09	\$ 23.25

# Special Library Tax Measure Proposal

City of Goleta and County Service Area 3

Land Use Category	Scenario 3	Existing Tax Rate	Total Combined Tax for City/CSA 3
RES, Single, Condos	\$ 55.36	\$ 22.22	\$ 77.58
RES, Duplex, Triplex	\$ 110.58	\$ 44.39	\$ 154.97
Apts - Courts	\$ 331.94	\$ 133.25	\$ 465.19
Heavy Commercial	\$ 248.86	\$ 99.90	\$ 348.76
Light commercial	\$ 248.86	\$ 99.90	\$ 348.76
Industrial	\$ 248.86	\$ 99.90	\$ 348.76
Churches, Misc., Other	\$ 110.56	\$ 44.38	\$ 154.95
Vacant farm land	\$ 27.63	\$ 11.09	\$ 38.72

## Assumptions:

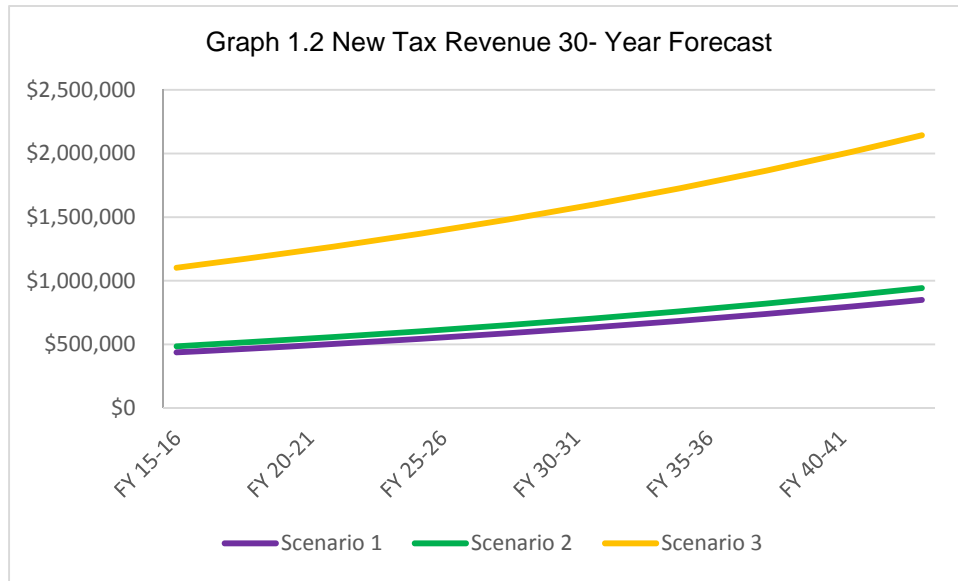
- For CSA 3 the number of parcels reported in FY 13-14 (7,663) was used in the calculation of tax revenue and forecast.
- The City's estimated number of parcels (9,126) was used in the calculation of tax revenue and forecast.
- The parcel tax levied for FY 15-16 was estimated based on the 2013 CPI increase of 1.1%.
- A growth rate of 2.4% was used in the calculation of the tax revenue forecast. This growth rate was based on a 20-year CPI average from 1994 to 2013.
- A growth rate of approximately 2.0% was used to forecast Goleta Library Budget revenues. The growth rate was determined based on the library revenue data average from 2000-2014.
- A growth rate of approximately 2.7% was used to forecast Goleta Library Budget expenditures. The growth rate was determined based on the average library expenditure data from 2006 to 2014, which was 1.6%. A mitigation factor of 1.1% was then added to recognize that expenditure growth of 1.6% was only accomplished through significant reductions in staffing levels which went from 9.2 to 5.1 FTE positions. Since this pattern of staff reduction is not an option moving forward, the realistic growth rate of approximately 2.7% was used.
- A General Contingency fund was added to expenditures starting in FY 14-15 to cover additional general expenses or unexpected increases in current expenses. The initial amount added was \$66,119, which is 5% of the total FY 13-14 expenditures. A growth rate of 1% was used in the forecast.

Graph 1.2 represents the 30-year forecast of the new tax revenue to be received through all three scenarios. Assuming the same tax calculation method under Measure L is applied to the new tax, then the annual CPI from the immediately preceding calendar year would be used to adjust for inflation. In this case, the tax revenue growth rate is based on a 2.4% CPI annual increase, which is a 20-year CPI average from 1994 to 2013.

# Special Library Tax Measure Proposal

City of Goleta and County Service Area 3

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## **Recommendations**

It is recommended that the County partner with the City to explore the possibility of a special library tax measure for the 2014 General Election. In preparation of this action, the City recommends conducting a public opinion survey to assess voter attitudes toward a possible supplemental tax increase that would augment the Library's revenue so that a reduction in services is not necessary. Should the County decide to partner with the City, the City is prepared to take the lead on work and share all costs associated with conducting a public opinion survey.

# Special Library Tax Measure Proposal

City of Goleta and County Service Area 3

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## **Important Dates:**

The following is a list of significant dates and actions leading up to placing a measure on the ballot.

### February 2014

- City staff meet with county staff to discuss issues, options and give direction to staff on next steps

### March 2014

- Presentation to Countywide Library Advisory Committee about special tax proposal
- City Council and Board of Supervisors discussions regarding library special tax ballot measure and public opinion survey.
- Public opinion survey conducted

### April 2014

- If the survey supports the ballot measure is going forward, City and County staff work on options for public outreach, including advocacy by interest groups, such as the Friends of the Goleta Library

### May 2014

- Staff/consultant craft ballot measure language

### June 2014

- Resolution approving a Council-sponsored ballot measure be submitted to the voters

### July 2014

- Adopt Resolution Calling & Giving Notice of Election, pursuant to EC 10403
- Adopt Resolution Requesting consolidation with Santa Barbara County, Pursuant to EC 10403
- Determine if rebuttal arguments will be permitted and, if so, adopt Resolution Providing for the filing of rebuttal arguments for City measures submitted at Municipal Elections
- Adopt Resolution Directing City Attorney to Prepare Impartial Analysis of Measure to be placed for November 4, 2014 Municipal Election
- July 3: Last day for Election Official/City Clerk to file with the Clerk of the Board of Supervisors resolution requesting consolidation with the election.
- July 15: Last meeting of the Board of Supervisors to approve the request for consolidation with the election.
- July 21: Publication-Notice of Election & Notice to Submit Arguments: Direct arguments for and against the measure.
- July 23 – August 1: Period for Submitting Direct Arguments: Written direct arguments for and against the measure are to be submitted within this time frame.
- July 16: Election Official/City Clerk must submit a calendar of events and deadlines to the Elections Office.

### August 2014

- August 1 – 4: Preparation of Impartial Analysis: Impartial Analysis prepared by legal counsel.
- August 4: Period for Submitting Rebuttal Arguments: Written rebuttal arguments by the authors of the direct arguments are to be submitted within this time frame.
- August 14 – 25: 10-Day Public Exam Period: Period of public examination of proposed measure, analysis and arguments (if any).
- August 15: Election Official/City Clerk Deadline for Submission of Local Measure Information to Printer: Completion of submission of ballot/sample ballot material to printer by County Elections Official.

## Goleta Library Budget-Revenues and Expenditures

Revenues	FY 13-14	FY 14-15	FY 15-16
	Amend	Projected	Projected
COUNTY PER CAPITA	595,691	606,473	617,450
FINES & FEES	106,500	108,428	110,390
MEETING ROOM RENTS	15,000	15,272	15,548
INTEREST	2,800	2,851	2,902
DONATIONS	3,000	3,000	3,000
FRIENDS OF THE GOLETA LIBRARY	48,000	48,000	48,000
DEVELOPER FEES	45,519	46,343	47,182
LIBRARY CSA3 - GOLETA	423,460	433,623	871,045
FISHER TRUST	25,000	25,000	25,000
<b>TOTAL REVENUES</b>	<b>1,264,970</b>	<b>1,288,989</b>	<b>1,740,517</b>

Expenditures	FY 13-14	FY 14-15	FY 15-16
	Amend	Projected	Projected
SALARIES & BENEFITS	681,250	699,644	718,534
SUPPLIES AND SERVICES	64,589	66,333	68,124
PROFESSIONAL SERVICES ( Black Gold and collection agency costs)	148,340	152,345	156,458
ALLOCATED COSTS	173,609	178,296	183,110
FINANCIAL MANAGEMENT SYSTEM (and website)	22,868	23,485	24,120
ADMINISTRATIVE FEE	91,724	94,201	122,831
OTHER EQUIPMENT - RFID	-	-	-
BOOK ACQUISITIONS	140,000	143,780	147,662
GENERAL CONTINGENCY	-	66,119	66,780
<b>TOTAL EXPENDITURES</b>	<b>1,322,380</b>	<b>1,424,203</b>	<b>1,487,620</b>

<b>Revenues (over/(under) expenses</b>	<b>(57,410)</b>	<b>(135,214)</b>	<b>252,897</b>
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### Scenario 1

FY 15-16 LIBRARY CSA3 - GOLETA (budget line item) Total Tax Collected	871,045
FY 14-15 LIBRARY CSA3 - GOLETA (budget line item) Existing Tax Collected	433,623
<b>Total amount needed to balance budget over 30 yrs (Proposed New Tax Amount)</b>	<b>437,422</b>
City share (based on 9,126 City Parcels)	54.4% 237,769
CSA 3 share (based on 7,663 CSA3 Parcels)	45.6% 199,652

Scenario 1- Additional taxes to cover Goleta Library Budget	Goleta/CSA3 proposed new Tax Rate	Existing Tax Rate	Total Combined Tax for City/CSA3
RES, - Single,- Condos	21.96	22.22	44.18
RES, - Duplex,-Triplex	43.86	44.39	88.25
Apts - Courts	131.66	133.25	264.90
Light/Heavy commercial/Industrial	98.70	99.90	198.60
Churches-Misc.-Other	43.85	44.38	88.23
Vacant farm land	10.96	11.09	22.05

### Scenario 2

FY 15-16 LIBRARY CSA3 - GOLETA (budget line item)	871,045
FY 14-15 LIBRARY CSA3 - GOLETA (budget line item)	433,623
Amount needed to balance budget	437,422
Friends of the Goleta Library	48,000
<b>Total amount needed to balance budget over 30 yrs (Proposed New Tax Amount)</b>	<b>485,422</b>
City share (based on 9,126 City Parcels)	54.4% 263,861
CSA 3 share (based on 7,663 CSA3 Parcels)	45.6% 221,561

Scenario 2-Additional taxes to cover Goleta Library Budget shortfall, and assuming the Friends of the Goleta Library contribution is no longer used to fund operations.	Goleta/CSA3 proposed new Tax Rate	Existing Tax Rate	Total Combined Tax for City/CSA3
RES, - Single,- Condos	24.37	22.22	46.59
RES, - Duplex,-Triplex	48.67	44.39	93.06
Apts - Courts	146.10	133.25	279.35
Light/Heavy commercial/Industrial	109.53	99.90	209.43
Churches-Misc.-Other	48.66	44.38	93.05
Vacant farm land	12.16	11.09	23.25

### Scenario 3

FY 15-16 LIBRARY CSA3 - GOLETA (budget line item)	871,045
FY 14-15 LIBRARY CSA3 - GOLETA (budget line item)	433,623
Amount needed to balance budget	437,422
Friends of the Goleta Library	48,000
County Per Capita	617,450
<b>Total amount needed to balance budget over 30 yrs (Proposed New Tax Amount)</b>	<b>1,102,872</b>
City share (based on 9,126 City Parcels)	54.4% 599,488
CSA 3 share (based on 7,663 CSA3 Parcels)	45.6% 503,384

Scenario 3-Additional taxes to cover Goleta Library Budget shortfall, and assuming the Friends of the Goleta Library contribution is no longer used to fund operations, and the per capita contribution from the County's general fund is discontinued.	Goleta/CSA3 proposed new Tax Rate	Existing Tax Rate	Total Combined Tax for City/CSA3
RES, - Single,- Condos	55.36	22.22	77.58
RES, - Duplex,-Triplex	110.58	44.39	154.97
Apts - Courts	331.94	133.25	465.19
Light/Heavy commercial/Industrial	248.86	99.90	348.76
Churches-Misc.-Other	110.56	44.38	154.95
Vacant farm land	27.63	11.09	38.72

# **ITEM NO. 2**

**LOS ALAMOS LIBRARY FACILITY**

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**FOR ACTION**





# STAFF REPORT

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**DATE:** March 12, 2014  
**TO:** Library Advisory Committee  
**FROM:** Mary Housel, City Librarian, SMPL  
**CC:** Herman Parker, Director  
**SUBJECT:** Los Alamos Library Facility

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## **RECOMMENDATION:**

That the Library Advisory Committee approve the reestablishment of the Los Alamos Branch Library in County Service Area 3 for the 2014-15 fiscal year and include it in the 2014-15 Agreement for Operation of a Countywide Library System.

## **SUMMARY:**

The Friends of Los Alamos Library will provide an update on their work with the Orcutt School District, the County of Santa Barbara and City of Santa Maria to reestablish public library service in Los Alamos at the former public library site located at 405 Helena Street in Los Alamos and their tentative date to have the building ready for occupancy.

# **ITEM NO. 3**

## **LIBRARY DIRECTORS BUDGET PRESENTATIONS**

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**FOR INFORMATION**

**GOLETA LIBRARY**

SERVICE POP.: 86,332

SQ. FEET: 15,437

CARD HOLDERS: 29,118

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
<b>CIRCULATION</b>	558,735	560,530	577,521	606,741	606,416	617,196
<b>COMPUTER SESSIONS</b>	82,313	84,396	62,029	55,466	54,812	70,767
<b>WIFI SESSIONS</b>					28,439	38,165
<b>PROGRAMS &amp; SCHOOL VISITS</b>	205	204	193	225	313	317
<b>PROGRAM ATTENDANCE</b>	15,240	14,909	14,473	16,200	18,065	11,818
<b>HOURS OPEN PER WEEK</b>	67.0	67.0	55.0	55.0	55.0	55.0
<b>DAYS OPEN PER WEEK</b>	7	7	7	7	7	7

<b>REVENUES</b>	<b>FY13 Final</b>	<b>FY14 Amended</b>	<b>FY15 Requested</b>	<b>FY16 Projected</b>
COUNTY PER CAPITA	516,628	595,691	601,562	601,562
FINES & FEES	111,076	106,500	76,500	76,500
MEETING ROOM RENTS	9,345	15,000	15,000	15,000
INTEREST	3,117	3,000	2,800	2,500
DONATIONS/ MOSER GIFT	122,831	28,000	3,000	3,000
GOLETA FRIENDS	45,070	48,000	48,000	48,000
AB 1600 DEVELOPMENT FEE	50,000	45,519	10,000	0
LIBRARY CSA3 - GOLETA	409,458	419,267	416,438	416,438
<b>TOTAL REVENUES</b>	<b>1,267,525</b>	<b>1,260,977</b>	<b>1,173,300</b>	<b>1,163,000</b>

<b>EXPENDITURES</b>	<b>FY13 Final</b>	<b>FY14 Amended</b>	<b>FY15 Requested</b>	<b>FY16 Projected</b>
SALARIES & BENEFITS	640,907	681,250	690,641	711,300
SUPPLIES AND SERVICES	199,873	164,025	169,227	174,303
PROFESSIONAL SERVICES	73,869	140,000	137,200	155,700
ALLOCATED COSTS	162,498	173,609	179,643	185,032
ADMINISTRATIVE FEE	83,348	91,346	102,507	121,653
OTHER EQUIPMENT - RFID	91,551	2,060	0	0
BOOK ACQUISITIONS	84,048	140,000	110,000	120,000
<b>TOTAL EXPENDITURES</b>	<b>1,336,094</b>	<b>1,392,290</b>	<b>1,389,218</b>	<b>1,467,988</b>
<b>COUNTY FUND BALANCE USE</b>	<b>(69,119)</b>	<b>(131,313)</b>	<b>(215,918)</b>	<b>(304,988)</b>

## SOLVANG LIBRARY

SERVICE POP.: 14,615

SQ. FEET: 2,000

CARD HOLDERS: 6,460

SOLVANG	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
CIRCULATION	87,056	86,412	73,596	70,693	65,145	71,756
COMPUTER SESSIONS	29,561	27,594	23,045	23,809	19,948	17,833
WIFI SESSIONS					4,238	5,195
PROGRAMS & SCHOOL VISITS	207	173	196	238	177	230
PROGRAM ATTENDANCE	4,870	3,955	4,905	4,816	3,870	3,506
HOURS OPEN PER WEEK	49.5	49.5	43.5	43.5	36.0	36.0
DAYS OPEN PER WEEK	6	6	5	5	5	5
SANTA YNEZ & LOS OLIVOS comb'd	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
CIRCULATION	241	101	172	151	336	442
HOURS OPEN PER WEEK	6.0	6.0	6.0	6.0	6.0	6.0
DAYS OPEN PER WEEK	1	1	1	1	1	1

REVENUES	FY13 Final	FY14 Amended	FY15 Requested	FY16 Projected
COUNTY PER CAPITA	87,460	101,760	106,251	106,251
FINES & FEES	17,171	17,000	10,900	10,900
BOOK SALES	6,980	6,000	6,000	6,000
INTEREST	693	700	600	500
DONATIONS	2,875	1,500	1,500	1,500
CITY OF SOLVANG	74,000	88,000	88,000	88,000
SOLVANG FRIENDS	34,355	32,000	34,000	34,000
<b>TOTAL REVENUES</b>	<b>223,533</b>	<b>246,960</b>	<b>247,251</b>	<b>247,151</b>

EXPENDITURES	FY13 Final	FY14 Amended	FY15 Requested	FY16 Projected
SALARIES & BENEFITS	150,358	154,788	159,150	160,840
SUPPLIES AND SERVICES	26,727	19,523	19,633	22,000
PROFESSIONAL SERVICES	13,021	23,352	23,000	23,000
UTILITIES- \$5,000 county funds per contract	(981)			
ALLOCATED COSTS	11,126	13,391	13,905	14,320
ADMINISTRATIVE FEE	7,960	9,158	9,563	21,800
BOOK ACQUISITIONS	17,841	24,000	22,000	22,000
<b>TOTAL EXPENDITURES</b>	<b>226,051</b>	<b>244,212</b>	<b>247,251</b>	<b>263,960</b>
COUNTY FUND BALANCE USE	(2,703)	2,748	0	(16,809)

## MONTECITO LIBRARY

SERVICE POP.: 12,007

SQ. FEET: 2,000

CARD HOLDERS: 5,669

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
<b>CIRCULATION</b>	97,432	102,984	108,080	116,760	119,821	120,171
<b>COMPUTER SESSIONS</b>	12,896	11,651	9,313	10,188	11,151	13,643
<b>WIFI SESSIONS</b>					1,369	1,558
<b>PROGRAMS &amp; SCHOOL VISITS</b>	78	73	82	73	73	79
<b>PROGRAM ATTENDANCE</b>	2,378	2,364	3,149	2,538	2,624	1,567
<b>HOURS OPEN PER WEEK</b>	48.0	48.0	40.0	48.0	45.0	45.0
<b>DAYS OPEN PER WEEK</b>	6	6	5	6	6	6

	FY13 Final	FY14 Amended	FY15 Requested	FY16 Projected
<b>REVENUES</b>				
COUNTY PER CAPITA	71,852	82,848	72,274	72,274
FINES & FEES	26,216	26,150	16,250	16,500
BOOK SALES	7,175	6,000	6,000	6,000
INTEREST	693	700	600	600
DONATIONS	1,514	500	500	500
LIBRARY TRUSTS	80,304	76,333	60,000	
MONTECITO FRIENDS	58,459	55,056	71,723	71,723
<b>TOTAL REVENUES</b>	<b>246,213</b>	<b>247,587</b>	<b>227,347</b>	<b>167,597</b>
<b>EXPENDITURES</b>				
SALARIES & BENEFITS	160,078	153,122	151,509	154,550
SUPPLIES AND SERVICES	28,158	23,269	22,285	23,900
PROFESSIONAL SERVICES	12,419	23,723	23,000	24,400
ALLOCATED COSTS	12,944	15,617	16,115	16,600
ADMINISTRATIVE FEE	6,467	7,456	6,505	22,899
BOOK ACQUISITIONS	30,299	45,171	35,000	35,000
<b>TOTAL EXPENDITURES</b>	<b>250,365</b>	<b>268,358</b>	<b>254,414</b>	<b>277,349</b>
<b>COUNTY FUND BALANCE USE</b>	<b>(4,352)</b>	<b>(20,771)</b>	<b>(27,067)</b>	<b>(109,752)</b>

During FY16, Montecito will not have sufficient reserves to maintain level of services

## CARPINTERIA LIBRARY

SERVICE POP: 16,296

SQ. FEET: 3,060

CARD HOLDERS: 8,612

	FY2008	FY2009	FY2010	FY2011	FY2012 <sup>1</sup>	FY2013
CIRCULATION	95,738	94,375	87,833	90,604	90,386	94,936
COMPUTER SESSIONS	22,311	24,305	18,237	22,792	24,489	22,390
WIFI SESSIONS					5,003	4,769
PROGRAMS & SCHOOL VISITS	194	158	145	150	351	239
PROGRAM ATTENDANCE	6,474	6,183	6,393	5,931	8,644	9,029
HOURS OPEN PER WEEK	47.5	47.5	38.0	38.0	47.5	47.5
DAYS OPEN PER WEEK	6	6	5	5	6	6

1 - reopened on Mondays starting in January 2012; included Homework Center Statistics in Programs and Attendance (per State definition).

	FY13 Final	FY14 Amended	FY15 Requested	FY16 Projected
<b>REVENUES</b>				
COUNTY PER CAPITA	97,518	113,825	110,462	110,462
FINES & FEES	23,680	21,800	14,900	14,900
MEETING ROOM RENTS	7,540	7,200	8,000	8,000
INTEREST	693	700	600	500
DONATIONS	636	800	600	600
CITY OF CARPINTERIA	27,000	27,000	27,000	27,000
CARPINTERIA FRIENDS	61,534	47,955	47,955	48,000
CARPINTERIA FIRE FUND	770	20,000	20,000	20,000
<b>TOTAL REVENUES</b>	<b>219,371</b>	<b>239,280</b>	<b>229,517</b>	<b>229,462</b>
<b>EXPENDITURES</b>				
SALARIES & BENEFITS	150,426	157,231	161,138	165,980
SUPPLIES AND SERVICES	26,790	22,290	21,034	22,000
PROFESSIONAL SERVICES	12,459	23,352	23,000	23,000
ALLOCATED COSTS	10,795	12,923	13,444	13,850
ADMINISTRATIVE FEE	8,777	10,244	9,942	21,900
BOOK ACQUISITIONS	16,666	18,500	18,295	18,500
<b>TOTAL EXPENDITURES</b>	<b>225,913</b>	<b>244,540</b>	<b>246,853</b>	<b>265,230</b>
<b>COUNTY FUND BALANCE USE</b>	<b>(6,692)</b>	<b>(5,260)</b>	<b>(17,336)</b>	<b>(35,768)</b>

**CENTRAL & EASTSIDE LIBRARY**

SERVICE POP.: 89,082

SQ. FEET:

CARD HOLDERS: 53,519

CENTRAL LIBRARY	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
CIRCULATION	638,074	673,623	630,751	581,849	622,147	735,006
COMPUTER SESSIONS						136,351
WIFI SESSIONS						86,687
PROGRAMS & SCHOOL VISITS						471
PROGRAM ATTENDANCE						16,172
HOURS OPEN PER WEEK	63.0	63.0	63.0	49.0	49.0	55.0
DAYS OPEN PER WEEK	7	7	7	6	6	7

EASTSIDE LIBRARY	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
CIRCULATION	70,824	70,611	61,545	74,639	81,392	91,621
COMPUTER SESSIONS						
WIFI SESSIONS						
PROGRAMS & SCHOOL VISITS						
PROGRAM ATTENDANCE						
HOURS OPEN PER WEEK	44.5	44.5	39.5	39.5	43.5	46.5
DAYS OPEN PER WEEK	6	6	5	5	6	6

	FY13 Final	FY14 Amended	FY15 Requested	FY16 Projected
<b>REVENUES</b>				
CITY ADMIN FEE	106,463	118,173	128,586	0
COUNTY PER CAPITA	534,108	614,666	616,064	0
FINES & FEES	156,947	149,000	120,500	0
BOOK SALES	20,566	21,000	21,000	0
MEETING ROOM RENTS	43,543	40,760	42,850	0
LSTA GRANT	12,000	0	0	0
GENERAL DONATIONS	115,706	11,250	11,250	0
FRIENDS OF THE LIBRARY	66,510	75,000	75,000	0
LIBRARY GIFT FUNDS	112,690	120,000	120,000	0
MISC REVENUE	128,074	5,500	0	0
<b>TOTAL REVENUES</b>	<b>1,296,607</b>	<b>1,155,349</b>	<b>1,135,250</b>	<b>0</b>

	FY13 Final	FY14 Amended	FY15 Requested	FY16 Projected
<b>EXPENDITURES</b>				
SALARIES & BENEFITS	2,778,900	3,086,704	3,136,536	0
SUPPLIES AND SERVICES	354,275	305,013	249,450	0
PROFESSIONAL SERVICES	75,361	182,068	137,200	0
ALLOCATED COSTS	689,994	690,162	718,370	0
SPECIAL PROJECTS - CHILDRENS LIBRARY	101,013	0	0	0
OTHER EQUIPMENT - RFID	181,026	15,531	0	0
BOOK ACQUISITIONS	260,631	395,750	375,000	0
<b>TOTAL EXPENDITURES</b>	<b>4,441,200</b>	<b>4,675,228</b>	<b>4,616,556</b>	<b>0</b>
<b>GENERAL FUND</b>	<b>(3,144,593)</b>	<b>(3,519,879)</b>	<b>(3,481,306)</b>	<b>0</b>

	<b>BA</b>	<b>BE</b>	<b>BC</b>	<b>BG</b>	<b>BM</b>	<b>BS</b>
<b>CIRCULATION</b>						
<b>COMPUTER SESSIONS</b>						
<b>WIFI SESSIONS</b>						
<b>PROGRAMS &amp; SCHOOL VISITS</b>						
<b>PROGRAM ATTENDANCE</b>						



## BUELLTON LIBRARY

SERVICE POP.: 5,460

SQ. FEET: 1,768

CARD HOLDERS: 2,745

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
CIRCULATION					65,277	
COMPUTER SESSIONS						11,255
WIFI SESSIONS						1,147
PROGRAMS & SCHOOL VISITS						
PROGRAM ATTENDANCE						1,059
HOURS OPEN PER WEEK	47.0	47.0	47.0	47.0	47.0	47.0
DAYS OPEN PER WEEK	6	6	6	6	6	6

REVENUES	FY13-14 REVISED	FY14-15 Requested	FY15-16 Projected
CITY OF BUELLTON	87,278	90,000	95,378
COUNTY PER CAPITA	37,674	37,674	37,674
FINES AND FEES	10,500	10,500	10,500
INTEREST	0	0	0
CONTRIBUTIONS	300	800	1,000
FRIENDS OF THE LIBRARY	7,500	7,500	7,500
COPIER CHARGES	2,300	1,700	2,000
<b>TOTAL REVENUES</b>	<b>145,552</b>	<b>148,174</b>	<b>154,052</b>

EXPENDITURES	FY13-14 Revised	FY14-15 Requested	FY15-16 Projected
SALARIES & BENEFITS	89,890	89,890	90,828
SUPPLIES AND SERVICES	7,650	8,741	8,742
PROFESSIONAL SERVICES	33,665	46,659	47,209
BUILDING AND UTILITIES	PROVIDED FREE BY CITY OF BUELLTON		
TELECOMMUNICATIONS	834	818	842
BOOK ACQUISITIONS	9,600	12,600	12,600
<b>TOTAL EXPENDITURES</b>	<b>141,639</b>	<b>158,708</b>	<b>160,221</b>
RESERVE FUND BALANCE USE	<b>3,913</b>	<b>(10,534)</b>	<b>(6,169)</b>

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## LOMPOC LIBRARY

SERVICE POP.: 50,910

SQ. FEET: 19,710

CARD HOLDERS: 18,974

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
CIRCULATION					215,713	
COMPUTER SESSIONS						30,648
WIFI SESSIONS						6,543
PROGRAMS & SCHOOL VISITS						
PROGRAM ATTENDANCE						8,575
HOURS OPEN PER WEEK	50.0	50.0	44.0	44.0	36.0	40.0
DAYS OPEN PER WEEK	7	7	6	6	6	6

	FY13-14 Revised	FY14-15 Requested	FY15-16 Projected
<b>REVENUES</b>			
CITY OF LOMPOC	398,207	398,207	398,207
COUNTY PER CAPITA	351,312	351,312	351,312
FINES AND FEES	39,000	39,750	39,750
COPIER/PRINTING	6,550	6,550	6,550
ROOM RENTALS	3,250	3,500	3,500
INTEREST	0	0	0
CONTRIBUTIONS	11,000	13,000	15,000
FRIENDS OF THE LIBRARY	23,295	20,000	20,000
CHEVRON LEASE	11,099	11,099	11,099
<b>TOTAL REVENUES</b>	<b>843,713</b>	<b>843,418</b>	<b>845,418</b>

	FY13-14 Revised	FY14-15 Requested	FY15-16 Projected
<b>EXPENDITURES</b>			
SALARIES & BENEFITS	557,301	557,301	557,301
SUPPLIES AND SERVICES	47,994	44,235	44,390
PROFESSIONAL SERVICES	121,484	140,344	143,744
CHEVRON LEASE	11,087	11,087	11,187
UTILITIES/PHONE	40,398	41,943	42,594
BOOK ACQUISITIONS	55,000	55,000	55,000
<b>TOTAL EXPENDITURES</b>	<b>833,264</b>	<b>849,910</b>	<b>854,216</b>
RESERVE FUND BALANCE USE	10,449	(6,492)	(8,798)



**VILLAGE LIBRARY**

SERVICE POP.: 8,905

SQ. FEET: 3,760

CARD HOLDERS: 2,500

	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013
<b>CIRCULATION</b>					42,836	
<b>COMPUTER SESSIONS</b>						3,672
<b>WIFI SESSIONS</b>						910
<b>PROGRAMS &amp; SCHOOL VISITS</b>						
<b>PROGRAM ATTENDANCE</b>						2,085
<b>HOURS OPEN PER WEEK</b>	41.0	41.0	41.0	41.0	41.0	41.0
<b>DAYS OPEN PER WEEK</b>	6	6	6	6	6	6

	FY13-14 Revised	FY14-15 Requested	FY15-16 Projected
<b>REVENUES</b>			
COUNTY PER CAPITA	61,450	61,450	61,450
FINES & FEES	7,000	7,000	7,000
SUPPORT VILLAGE LIB. CAMPAIGN	20,000	10,000	10,000
INTEREST	0	0	0
CONTRIBUTIONS	100	300	300
FRIENDS FO THE LIBRARY	5,300	5,300	5,300
COPIER	750	850	850
<b>TOTAL REVENUES</b>	<b>94,600</b>	<b>84,900</b>	<b>84,900</b>
<b>EXPENDITURES</b>			
SALARIES & BENEFITS	44,869	22,020	24,193
SUPPLIES AND SERVICES	2,630	5,482	4,992
PROFESSIONAL SERVICES	28,093	38,303	39,009
UTILITIES AND TELECOMMUNICATIONS	6,834	7,467	7,627
BOOK ACQUISITIONS	8,900	8,900	8,900
<b>TOTAL EXPENDITURES</b>	<b>91,326</b>	<b>82,172</b>	<b>84,721</b>
COUNTY FUND BALANCE USE	<b>3,274</b>	<b>2,728</b>	<b>179</b>

## Cuyama Library

SERVICE POP.: 1,328

SQ. FEET: 1,024

CARD HOLDERS: 225

13-Sep

CUYAMA	FY2012	FY2013	FY2014	FY2015	FY2016
CIRCULATION	2,056	3,046			
COMPUTER SESSIONS		620			
WIFI SESSIONS					
PROGRAMS & SCHOOL VISITS	1	1			
PROGRAM ATTENDANCE	6	50			
HOURS OPEN PER WEEK	11.0	11.0			
DAYS OPEN PER WEEK	3	3			

REVENUES	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
COUNTY PER CAPITA	7,941	9,163	9,163	9,163
FINES & FEES	238	200	200	200
LOST BOOKS	0	20	20	20
COPIES	4	10	10	10
PRINTS	50	60	50	50
COLLECTION FEE	10	0	10	10
OTHER	836	800	585	585
DONATION		2,000		
MISC REVENUE      Reserve fee ends FY15	200	100	10	10
<b>TOTAL REVENUES</b>	<b>9,279</b>	<b>12,353</b>	<b>10,048</b>	<b>10,048</b>

EXPENDITURES	FY13 Final	FY14 Adopted	FY14 Projected	FY15 Projected
SALARIES & BENEFITS	6,852	7,200	7,500	7,600
TELEPHONE	1,350	1,100	1,100	1,100
EQUIPMENT TRANSFER & OPERATIONS	3,520	2,670	2,800	2,900
OPR TRANSFER - INSURANCE COSTS	150	210	250	275
UTILITIES	1,200	1,500	1,500	1,500
Awe Computer		2,800		
<b>TOTAL EXPENDITURES</b>	<b>13,072</b>	<b>12,680</b>	<b>13,150</b>	<b>13,375</b>

<b>COUNTY FUND BALANCE</b>	<b>(3,793)</b>	<b>(327)</b>	<b>(3,102)</b>	<b>(3,327)</b>
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## Guadalupe Library

SERVICE POP.: 7,132

SQ. FEET: 2,000

CARD HOLDERS: 1,953

GUADALUPE		FY2012	FY2013	FY2014	FY2015	FY2016
CIRCULATION		9,440	12,704			
COMPUTER SESSIONS			3,215			
WIFI SESSIONS						
PROGRAMS & SCHOOL VISITS		1	3			
PROGRAM ATTENDANCE		15	45			
HOURS OPEN PER WEEK		20.0	32.0			
DAYS OPEN PER WEEK		5	6			

REVENUES	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
COUNTY PER CAPITA	42,649	49,211	49,211	49,211
FINES & FEES	1,549	1,260	1,500	1,500
COPIER	201	200	100	100
PRINTS	447	420	400	400
LOST BOOKS	72	250	150	150
COLLECTION FEE	10	0	10	10
RENT (CITY OF GUADALUPE 2014-2)		20,000	20,000	20,000
FRIENDS OF THE LIBRARY (RENT & UTILS 2013)	18,000			
UTILITIES (FRIENDS OF THE LIBRARY 2013-Present)	4,200	3,800	3,800	3,800
OTHER	771	750	750	750
MISC REVENUE Reserve fee ends FY15	402	280	20	20
<b>TOTAL REVENUES</b>	<b>68,301</b>	<b>76,171</b>	<b>75,941</b>	<b>75,941</b>

EXPENDITURES	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
SALARIES & BENEFITS	18,260	27,150	27,700	28,000
TELEPHONE	946	1,000	1,000	1,050
EQUIPMENT MAINT & OPERATION	1,050	2,080	2,080	3,000
CONTRACTS & SERVICES	1,562	1,500	1,600	1,650
RENT	18,000	20,400	21,600	21,600
UTILITIES	3,802	3,800	4,000	4,000
OPR TRANSFER - INSURANCE COSTS	210	290	350	375
<b>TOTAL EXPENDITURES</b>	<b>43,830</b>	<b>56,220</b>	<b>58,330</b>	<b>59,675</b>

<b>COUNTY FUND BALANCE</b>	<b>24,471</b>	<b>19,951</b>	<b>17,611</b>	<b>16,266</b>
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## ORCUTT LIBRARY

SERVICE POP.: 32,752

SQ. FEET: 4,507

CARD HOLDERS: 10,877

		FY2012	FY2013	FY2014	FY2015	FY2016
CIRCULATION		64,827	69,095			
COMPUTER SESSIONS			4,078			
WIFI SESSIONS						
PROGRAMS & SCHOOL VISITS		1	19			
PROGRAM ATTENDANCE		106	698			
HOURS OPEN PER WEEK		32.0	32.0			
DAYS OPEN PER WEEK		5	5			

	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
<b>REVENUES</b>				
COUNTY PER CAPITA	195,857	225,989	225,989	225,989
FINES & FEES	7,239	7,350	6,500	6,500
COLLECTION FEE	99	210	150	150
LOST BOOKS	600	600	700	700
COPIER		240	250	250
PRINTER	615	600	550	575
Misc      Reserve fee ends FY15	5,101	4,500	100	100
OTHER	604	600	600	600
FRIENDS	35,384	7,000	7,000	7,000
<b>TOTAL REVENUES</b>	<b>245,499</b>	<b>247,089</b>	<b>241,839</b>	<b>241,864</b>

	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
<b>EXPENDITURES</b>				
SALARIES & BENEFITS	55,562	56,580	59,500	62,000
Extension Servs employee	13,367	16,350	16,750	17,250
PHONE	2,499	2,400	2,550	2,550
EQUIPMENT MAINT & SERVICES	1,162	2,380	2,400	2,500
CONTRACTS & SERVICES	1,752	2,000	2,100	2,200
RENT	49,109	54,900	56,273	57,680
UTILITIES	4,862	5,850	5,400	5,500
OPR TRANSFER AND INSURANCE COSTS	870	1,170	1,500	1,800
BOOK ACQUISITIONS (Friends extra)	35,384	7,000	7,000	7,000
<b>TOTAL EXPENDITURES</b>	<b>164,567</b>	<b>148,630</b>	<b>153,473</b>	<b>158,480</b>

<b>COUNTY FUND BALANCE</b>	<b>80,932</b>	<b>98,459</b>	<b>88,366</b>	<b>83,384</b>
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**EXTENSION SERVICES**

SERVICE POP.:

SQ. FEET:

CARD HOLDERS:

CIRCULATION					
COMPUTER SESSIONS					
WIFI SESSIONS					
PROGRAMS & SCHOOL VISITS					
PROGRAM ATTENDANCE					
HOURS OPEN PER WEEK					
DAYS OPEN PER WEEK					

	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
<b>REVENUES</b>				
COUNTY	9,250	9,250	9,250	9,250
CUYAMA	(3,793)	(327)	(3,102)	(3,327)
GUADALUPE	24,471	19,951	17,611	16,266
ORCUTT	80,932	98,459	88,366	83,384
LOS ALAMOS			121	(304)
<b>TOTAL REVENUES</b>	<b>110,860</b>	<b>127,333</b>	<b>112,246</b>	<b>105,269</b>
	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
<b>EXPENDITURES</b>				
SALARIES & BENEFITS	26,733	32,700	33,500	34,500
Employee works 1/2 at Orcutt)	(13,367)	(16,350)	(16,750)	(17,250)
OFFICE SUPPLIES	1,741	10,840	3,840	3,840
REPRODUCTION SERVICES	344	380	350	350
EQUIPMENT MAINTENANCE (FLEET)	3,570	3,570	3,600	3,700
CONTRACTS & PROFESSIONAL SERVS	10,896	25,860	30,860	32,860
OPR TRANSFER - INSURANCE COSTS	1,820	2,450	3,000	3,500
BUSINESS EXPENSE	389	500	300	300
BOOK ACQUISITIONS	53,541	44,530	40,000	25,000
<b>TOTAL EXPENDITURES</b>	<b>85,667</b>	<b>104,480</b>	<b>98,700</b>	<b>86,800</b>
<b>COUNTY FUND BALANCE</b>	<b>25,193</b>	<b>22,853</b>	<b>13,546</b>	<b>18,469</b>



## LOS ALAMOS

Placeholder for potential library opening August 2014

SERVICE POP.: 1,890

SQ. FEET:

CARD HOLDERS:

			FY2013	FY 2014	FY2015	FY2016
CIRCULATION						
COMPUTER SESSIONS						
WIFI SESSIONS						
PROGRAMS & SCHOOL VISITS						
PROGRAM ATTENDANCE						
HOURS OPEN PER WEEK						
DAYS OPEN PER WEEK						

		FY14 Adopted	FY15 Projected	FY16 Projected
<b>REVENUES</b>				
COUNTY PER CAPITA			13,041	13,041
FINES & FEES			200	200
COLLECTION FEE			10	10
LOST BOOKS			20	20
COPIER			25	25
PRINTS			25	25
OTHER			500	500
DONATION			3,000	3,000
MISC REVENUE			10	10
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>13,271</b>	<b>13,271</b>

		FY14 Adopted	FY15 Projected	FY16 Projected
<b>EXPENDITURES</b>				
SALARIES & BENEFITS			7,500	7,600
TELEPHONE			1,100	1,100
EQUIPMENT TRANSFER & OPERATION			2,800	2,900
OPR TRANSFER & INSURANCE COSTS			250	275
UTILITIES			1,500	1,700
RENT			12	12
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>13,150</b>	<b>13,575</b>

<b>COUNTY FUND BALANCE</b>		121	(304)
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## Santa Maria Public Library

SERVICE POP: 100,277

SQ. FEET: 59,850

CARD HOLDERS: 47,123

	FY2012	FY2013	FY2014	FY2015	FY2016
CIRCULATION	404,477	419,877			
COMPUTER SESSIONS		98,614			
WIFI SESSIONS					
PROGRAMS & SCHOOL VISITS		152			
PROGRAM ATTENDANCE		3,796			
HOURS OPEN PER WEEK	48.0	54.0			
DAYS OPEN PER WEEK	6	6			

REVENUES	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
COUNTY PER CAPITA	598,792	691,971	691,971	691,971
FINES & FEES	52,434	52,500	52,500	52,500
MEETING ROOM RENTS	6,962	7,500	8,500	8,500
RENTS - CAFÉ	4,450	4,200	5,400	5,400
LOST BOOKS	9,142	9,450	9,200	9,200
COPIER	971	2,210	1,700	1,700
PRINTS	10,986	10,000	10,500	10,500
CITY OF SANTA MARIA	1,438,660	1,438,660	1,438,660	1,438,660
COLLECTION FEE	2,029	2,300	2,100	2,100
OTHER RENTAL	4,381	4,720	5,000	5,000
MISC REVENUE Reserve fee ends FY15	9,116	8,200	200	200
LITERACY	15,753			
MEASURE U	35,000	70,640	70,640	70,640
<b>TOTAL REVENUES</b>	<b>2,153,676</b>	<b>2,231,711</b>	<b>2,294,671</b>	<b>2,225,731</b>

EXPENDITURES	FY13 Final	FY14 Adopted	FY15 Projected	FY16 Projected
SALARIES & BENEFITS	1,595,809	1,815,730	1,830,000	1,845,000
MATERIALS AND SUPPLIES	151,378	175,720	172,720	172,720
EQUIPMENT MAINT & OPERATIONS	220,424	232,500	232,500	235,500
CONTRACTS & SERVICES	282,068	249,700	280,666	300,000
LIBRARY MATERIALS ACQUISITIONS	86,672	136,470	120,000	120,000
LITERACY to CCLC	15,753			
MEASURE U	35,000	70,640	70,640	70,640
<b>TOTAL EXPENDITURES</b>	<b>2,336,351</b>	<b>2,610,120</b>	<b>2,635,886</b>	<b>2,673,220</b>

<b>INCREASE (DECREASE) IN FUND BALANCE</b>	<b>(182,675)</b>	<b>(378,409)</b>	<b>(341,215)</b>	<b>(447,489)</b>
TRANSFER IN FROM CO BRCHES AS ADMIN FEE	(25,193)	(22,853)	(13,546)	(18,469)
<b>TOTAL</b>	<b>(157,482)</b>	<b>(355,556)</b>	<b>(327,669)</b>	<b>(429,020)</b>

# **ITEM NO. 4**

**LIBRARY DIRECTORS ZONE UPDATES**

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**FOR INFORMATION**



# STAFF REPORT

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**DATE:** March 12, 2014  
**TO:** Library Advisory Committee  
**FROM:** Irene Macias, Library Director, Santa Barbara Public Library  
**CC:** Herman Parker, Director  
**SUBJECT:** Zone 1 Report

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## All Zone 1 Libraries

- A new digital music service began on Monday, February 24. The service is called Freegal, a combination of the words Free and Legal and is offered by a vendor to public libraries. The vendor has the complete Sony music catalog for customer access as well as more than 30 music publishers. Library card holders can download and retain 3 songs per week, stream 3 hours of music per day, and view music videos.

## Central

- The City Council appropriated \$500K in funding for the planned Children's Library renovation in early February. The contract for final design is scheduled for Council approval on March 11. The new Children's Library will grow from 1,500 sq. ft. to 6,000 sq. ft. Enhancements include more space for families, flexible storytime/program/homework help area, sunny parent-child reading nooks, developmentally appropriate play areas and a technology area.

## Carpinteria

- A newly recruited volunteer is assisting Spanish speaking patrons one-to-one with basic computer skills. The Friends of the Library funded the purchase of Reading Is Fundamental books to give to approximately 300 local second and third grade students. Each student received 3 books.

## Eastside

- The Library added a monthly book club in Spanish for adults. In addition, the library continues to partner with the Mobile Waterford program to provide access to special preschool learning computer software. The parents of the children participating in the program are many of the enthusiastic book club members.

## Goleta

- Under an LSTA grant, two additional staff members were trained in how to lead Family Place programs. The latest series of "Learn with me, Play with me" Family Place programs were held from January 18 through February 15, 2014. Programs are popular and there is a waiting list of families interested in participating in the next Family Place series in the spring.

**Montecito Library**

- The new branch supervisor continues to make initial contacts within the community. A monthly book club for adults was established and programs for adults on beading and Sudoku were well received. A weekly story time for preschool aged children remains popular.

**Solvang**

- Community participation in the Big Read programming culminated in a reception held on January 29, 2014 for the winners of the essay contest related to “The Things They Carried.” Two Santa Ynez High School students were the top two winners.

**Santa Ynez**

- Open three hours on Saturdays and staffed with a volunteer.

**Los Olivos**

- This library remains closed until at least April 2014. The Grange Master reported that the construction project is not expected to be completed until then. Meanwhile, a librarian has been assigned to coordinate the reopening collection. Gift funds in the amount of \$600 have been received for purchasing new materials.



# STAFF REPORT

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**DATE:** March 12, 2014  
**TO:** Santa Barbara County Library Advisory Committee  
**FROM:** Ashlee Chavez, Library Director, Lompoc Public Library  
**CC:** Herman Parker, Community Services Director  
**SUBJECT:** Zone 2 Library Report

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## All Zone 2 Libraries

- Received a California Council for the Humanities, California Reads 2014 grant in the amount of \$5,000. The Community Read program will focus on the book *What It Is Like to Go to War*. Unfortunately the author will not be visiting the area, but some spectacular programming is being planned.
- All libraries now have baby changing stations installed in both mens and womens bathrooms.
- Preparation for Summer Reading Program festivities has already begun.
- Thermal printers now in place at all libraries. These are quieter, faster, and less expensive paper/tape can be used with them.
- A Design a Library Card contest is currently underway and ends April 15. Multiple designs from all ages will be selected for a new line of library cards.
- Library staff is currently planning for National Library Week, which will once again feature special speaker storytimes and food for fines programming

## Lompoc Library

- Special school visits and outreach during December – youth librarian visited all the schools with the special *Llama, Llama, Red Pajama* character. The programming reached over 1,500 children.
- The Overdrive Digital Bookmobile visited the Lompoc Library during its national tour and served almost 200 people.
- A wall will was built in the library creating a small barrier between the teen and children's sections of the Library. This has reduced some of the noise levels of the children's area, provided wall space for the teens, along with a new "laptop ledge" for teens to sit at and charge and use their mobile devices, tablets, eReaders and laptops.
- Literacy program was funded through FY13/14 thanks to City Council support. Evaluation of the program's future will occur at the March 11, 2014 Library Board of Trustees meeting.
- New and improved Spanish storytime is offered on Tuesday evenings. A second storytime was added during the week due to overwhelming popularity.

**Buellton Library**

- New very needed street signage for the Library is now in place.
- The City of Buellton allocated \$15,000 in CDBG funds for a new circulation desk and work area at the Buellton Library. The new desk will provide better workflow and be ADA compliant. The project will likely start in the Fall of 2014.

**Village Library**

- Restructuring of library organization and management has resulted in savings of \$18,860 annually with no decrease in service levels.
- A video game collection will soon be available at the Village Library
- Two fundraisers took place in February/March. Blind Date with a Book and Parents Night Out.

**Charlotte's Web Children's Mobile Library**

- Recently completed work with the hired consultant and approved a recommendation report. Consultant is now putting together design specifications to use for bid.



# STAFF REPORT

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**DATE:** March 12, 2014  
**TO:** Library Advisory Committee  
**FROM:** Mary Housel, City Librarian, Santa Maria Public Library  
**CC:** Herman Parker, Director  
**SUBJECT:** Zone 3 Report

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## **Santa Maria Public Library**

- The Library received notice that we received funding for two grants. The Early Learning with Families (ELF) grant from the California State Library was for \$1650 and will fund needed supplies for our new toddler story time with parents/caregivers called “Play, Move, and Learn with your Toddler.” Toys and manipulatives such as scarves, musical instruments and puppets were purchased. We hope to expand the program to branches once we get it perfected at the main library.
- The second grant received from CA Humanities was for \$7500 and will fund programs on the theme, “What It’s Like to Go to War,” based on a book by Karl Marlantes. We will partner with local veteran’s groups to present a series of discussions about the combat experience, and include movie and author programs.
- Our Friends of the Library funded three early learning computers for children, AWE computers, at the main library as well as two “family” internet computers for use by parents who need to use the computer and have their children nearby. All of the computers will be in our Youth Services Department.
- The Library continues to provide many programs that promote literacy, the arts and culture in our community. In December we had several highly successful and well attended (over 100 people) programs including the J B String Quartet, children’s author of the Sammy Keys series, Wendelin van Draanen, and the OverDrive digital bookmobile.
- City Librarian Housel and the Library Board of Trustee’s president, Friends of the Library president, and Central Coast Literacy Council Director met with representatives from both Senator Jackson and Assembly member Achajian’s office to discuss SCA 7, the Broadband Initiative, and the importance of Literacy funding for libraries.
- The library board is evaluating our fees to determine if we should increase or add any fees. Some possible new fees we are considering include extended research service and test proctoring. The library needs revenue since we will no longer be receiving hold fees starting July 1, 2014.

## **Cuyama Library**

- The Family Resource Center opened next door to the library and a new wood sign will be hung on the road to identify both the Center and the Library locations.
- The Branch Clerk reports regular library users of the wifi system added when the new library opened. Another table and chairs are needed to accommodate the increased number of visitors using laptops.



- Librarians from main library visited the branch to weed the collection. The weeds will go to the Friends of the Santa Maria Library to sell and the Friends will donate \$250 toward children's program supplies for Cuyama in return. Two children's programs are planned for Cuyama in July and November.

### **Guadalupe Library**

- A grant from the Santa Barbara Foundation was awarded for the installation of network cabling which will enable the library to offer wifi, increase the number of public Internet computers, and to offer a color printing for computer prints.
- A private donor has agreed to fund the building and installation of a laminate counter to replace four old desks with drawers that are currently housing our branch internet computers for the public. We plan to have a grand opening/publicity event once the wifi is up and running.
- Former County Advisory Committee member, Carl Kraemer, passed away 1/24/2014. He was 84 years old and his obituary is attached.
- A Valentine Program was held and sponsored by the Friends of the Guadalupe Library and a poetry program is planned for April.

### **Orcutt Library**

- Children's programs continue to be very popular including weekly preschool story time, Valentine crafts in February, and Dr. Seuss Day in March. A family poetry program is planned for April. A workshop on downloading eBooks was offered in January.
- The Friends of the Orcutt Library have agreed to fund children's program supplies and a summer performer as well as summer reading program awards for the 2014 year.
- A substitute librarian has evaluated the Orcutt adult non-fiction collection and identified subject needs. The Friends of the Orcutt Library will fund approximately \$20,000 in needed replacements and subject enhancements.

### **Los Alamos**

- Friends of the Los Alamos Library are busy fundraising to remodel the library building at Helena and Shaw Streets. They have many local contractors who have offered their help on the remodels required per the county architect including replacing the windows, widening the restroom doorways and replacing restroom fixtures, adding electrical outlets and computer. The goal is to complete the needed remodel by summer and open the library later this year.
- The Los Alamos Library budget is included in the 2014-15 spreadsheets.
- The Orcutt Union School District and City of Santa Maria will be drawing up a lease or joint use agreement.
- A question has come up in regards to how the Los Alamos Library will formally be accepted into zone 3. Does the County Library Advisory Committee need to approve, and does the County Board of Supervisors need to approve?