



Council Agenda Report

To: Mayor Grisanti and the Honorable Members of the City Council

Prepared by: Elizabeth Shavelson, Assistant to the City Manager

Approved by: Steve McClary, Interim City Manager

Date prepared: June 11, 2021 Meeting date: June 28, 2021

Subject: Malibu Library Set Aside Fund for Fiscal Year 2021-2022

RECOMMENDED ACTION: Approve the use of Set Aside Funds for the Malibu Library for Fiscal Year 2021-2022.

FISCAL IMPACT: There is no fiscal impact to the City with this action. Services for the Malibu Public Library are paid for from a designated portion of property tax. Every year the County of Los Angeles sets aside the difference between the City's library portion of the property tax revenue and the Malibu Library expenses into a designated fund. As of June 30, 2020, the Set Aside Fund totaled approximately \$12.4 million. It is expected that approximately \$1 million will be added annually to this fund through the life of the Memorandum of Understanding (MOU).

WORK PLAN: This item was included as Item 7a in the Adopted Work Plan for Fiscal Year 2020-2021 and the Proposed Work Plan for Fiscal Year 2021-2022.

DISCUSSION: The Malibu Library was established in 1970 by the County of Los Angeles and is located on the County-owned Civic Center property.

In September 2008, the City and County executed a Memorandum of Understanding (MOU) that identified the use of the Set Aside Funds. The MOU established a structure in which the expenditure of the excess funds generated from the taxes that Malibu residents pay could be spent on the Malibu Library. On March 26, 2018, the City and the County executed an amendment to the MOU extending the term until 2044, with two possible five-year extensions. All other terms remained the same.

In 2005, the City completed a needs assessment in order to optimize the allocation of local property tax dollars and provide the maximum benefit to the Malibu community. The

Malibu Library Needs Assessment (2005 Needs Assessment) was approved by the City Council on August 8, 2005. The 2005 Needs Assessment established community-specific goals for the Malibu Library that were primarily focused on the large-scale renovation of the existing library and the purchase of furniture and equipment to serve the library program. The City and the County cooperatively used the Set Aside Funds to renovate the Malibu Library. The renovations were completed in April 2012. Since that time, Set Aside Funds have been used for the Library Speaker Series, to enhance service hours, establish a deferred maintenance fund, hire additional library staff, hire a full-time security guard, and enhance library collections and materials.

In 2017, the City set out to update the 2005 Needs Assessment to establish new service goals to guide the management of Malibu Library funding in subsequent calendar years. The process included extensive community input, as well as analysis of demographic trends and current service levels. On October 22, 2019, the City Council accepted the findings of the 2018 Malibu Library Needs Assessment (2018 Needs Assessment) and authorized staff to work with the Los Angeles County Library using Library Set Aside funds to: a) implement the immediate and short-term recommendations of the 2018 Needs Assessment where feasible; b) develop conceptual plans to relocate the main entrance of the Malibu Library; c) analyze the feasibility of expanding library services on the west side of Malibu; and d) analyze the resources needed to develop a Malibu historical archive.

In the aftermath of the Woolsey Fire and the onset of the COVID-19 pandemic, the City has affirmed rebuilding and public safety as the City's top priorities and adopted a Work Plan to manage the City's other priority tasks. The Malibu Library Projects were not included in the Adopted Work Plan for Fiscal Year 2020-2021, and, at this time, the new projects are not on the City's Proposed Work Plan for Fiscal Year 2021-2022. Staff recommends that new projects be postponed to future fiscal years when the City is further along in the recovery process from the Woolsey Fire and the COVID-19 pandemic.

To protect public health in response to the COVID-19 pandemic, the Los Angeles County Library closed its 86 library locations to the public on Saturday, March 14, 2020, including the Malibu Library. Although the facility was closed to the public, the library continued to offer services to the community. The Malibu Library opened for in-person services on April 19, 2021 and plans to continue to expand operations.

On June 8, 2021, the Malibu Library Subcommittee discussed the City's annual library set aside funding allocations and recommended continuing all the City's previous annual allocations for ongoing operations. In addition, the Subcommittee recommended that an additional \$5,000 be allocated for Malibu public schools for virtual library database subscriptions.

The following is the complete list of the Subcommittee’s recommendations for Fiscal Year 2021-2022:

Increased service hours of 50 hours a week.....	\$100,000
Two dedicated security guards.....	260,000
Deferred maintenance reserve.....	100,000
Full-time Teen Librarian	100,000
Malibu Library Speaker Series program.....	125,000
Outreach Librarian.....	116,000
Management Fellow for Education Programs	140,000
Family Place Programs throughout the County library system	50,000
Boys & Girls Club of Malibu*	50,000
Malibu Public Schools*	<u>17,000</u>
TOTAL	<u>\$1,058,000</u>

* for books and other library-related supplies and services

Based on the MOU, any unused allocations will remain in the County’s Malibu Library Set Aside Fund for programming in future fiscal years. For example, in Fiscal Year 2020-2021, the Malibu Library did not conduct the Speaker Series. As a result, the funding allocated for the program remained in the County’s Malibu Library Set Aside Fund.

Staff recommends the Council approve the Library Subcommittee’s recommendation to allocate \$1,058,000 of the City’s Library Set Aside Funds for Fiscal Year 2021-2022 ongoing operational expenses (including an additional \$5,000 for virtual library databases for Malibu public schools).

ATTACHMENTS: None.