

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: The Honorable City Council

FROM: Jeremy Laurentowski, Parks and Recreation Director *SL*

DATE: November 9, 2016 (CC Meeting of 12/7/16)

SUBJECT: Consider a Resolution Amending the Fiscal Year 2016/17 Budget to Accept Grant Funds Received for the California Public Library Broadband Project

BACKGROUND AND DISCUSSION

The California Public Library Broadband Project is underway and the goal of this California State Library program is to connect public libraries in California to the California Research and Education Network (CalREN), a high-capacity fiber network operated by CENIC, the Corporation for Education Network Initiatives in California. The goal is that by 2020 all of California's 1,112 public libraries will have connectivity worthy of a state known worldwide for its innovation.

The Califa Group (Califa), a non-profit library consortium, is partnering with the State Library to help connect libraries to CENIC's network. The CENIC Broadband Initiative will provide improved bandwidth that allows public libraries to be robust community information hubs; provides the ability for patrons to video-conference and stream media; plus provides capacity so librarians and patrons have the ability to create content and boost wireless access. Califa is managing the grants for the California State Library as a part of the CENIC project.

The Moorpark City Library currently shares a 20 megabit per second (mbps) internet connection with the Civic Center (City Hall and the Community Center). In order for the City to participate in the CENIC Broadband Initiative and be eligible for the E-Rate and California Teleconnect Fund (CTF) discounts that the library can receive, this shared connection must be separated. Staff applied for a grant through the California State Library for equipment and professional services to separate the broadband connection that is shared between the Library and Civic Center. Information Systems has identified equipment necessary to provide the broadband connection to the Library and separate the services from the Civic Center.

Participation in the California Public Library Broadband Grant Program enables the Library to receive equipment and pay for services in an amount up to \$30,000. The City of Moorpark was awarded a grant in the amount of \$29,179 in support of the broadband upgrade project at the Moorpark City Library after determining what equipment and services would be needed to complete the project. This grant allows the City to upgrade the library network infrastructure including switches, the firewall, wireless equipment, and fiber optics plus perform additional work to separate the current shared connection. The CENIC project goal is to provide all libraries in California with the infrastructure for a 1 Gigabit per second (gbps) connection. Taking this into consideration, the equipment that the City is procuring with the grant funds is scalable to the maximum throughput capacity and can be used in an alternate location if necessary in the future. Funds do not need to be allocated to the library budget for this project. Staff accounted for the CENIC Broadband Project and included \$30,000 in the FY 2016/17 Library Facilities Fund (2004).

As stated previously, by separating services, the Moorpark City Library will be able to participate in the E-Rate and CTF discount programs which will allow the library to obtain discounted Internet access, as well as the necessary Wi-Fi and network equipment. With the broadband upgrade, the Library will go from providing the current shared 20 mbps broadband connection to a 100 mbps connection. The current cost for the internet services for both the Library and Civic Center, which will now be dedicated solely to the Civic Center, is \$1,185 per month. This connectivity will remain in place and will continue to be paid by the General Fund. The 100 mbps connection dedicated to the library through the CENIC project will be \$697.88 per month or \$8,374.56 annually. However, the Federal E-Rate and CTF discounts will reduce the Library's monthly Internet cost to approximately \$207.74 per month or \$2,492.88 annually. The recurring monthly service costs have been budgeted in the FY 2016/17 budget and will be paid from the Library Facilities Fund.

The E-Rate and CTF discounts are on-going discounts that will be negotiated on a five year basis. Should the City elect not to participate in this program in the future, the City can either obtain proposals from other service providers, or connect back to the City's internal broadband connection. The City is responsible for payment of the full, non-discounted service cost in year one and subsequently will be reimbursed by Califa at the end of the first year cycle. Those reimbursement funds can be utilized to pay the costs in consecutive years.

The City will begin paying monthly connection charges once the project is complete and service implemented in approximately July, 2017. As part of the CENIC Project, the connectivity charges will remain the same throughout the 5-year project term. The recurring monthly costs will be identified and included for consideration in the FY 2017/18 budget.

FISCAL IMPACT

During the Fiscal Year 2015/16 (FY 2015/16) budget funds were identified for a Radio Frequency Identification (RFID) project to be completed at the Library. Funds allocated to the RFID project totaled \$45,500 which included equipment, professional services, software and hardware. A self-check station for patron self-service of book checkout was also a part of the RFID project. The Moorpark Women's Fortnightly Club, at their Day at the Ranch fundraiser in 2014, raised money for the self-check station and donated just under \$5,000 to the City for that purpose. This project is budgeted in the Library FY 2016/17 budget and should be complete before the end of the calendar year. Last year, the CENIC broadband initiative became a higher priority and it was determined that postponing an implementation of an RFID solution at the Moorpark City Library is the right decision at this time.

Laura Burnett, Regional Director with Library Systems & Services, LLC (LS&S), provided reasons why the RFID project should be placed on hold and alternatively recommended that the City focus on the CENIC broadband initiative. Back in 2014, when staff requested that the RFID Project be placed on the City Council Goals and Objectives list the key points of consideration were that the RFID solution would 1) provide an automated inventory of items, 2) provide a self-checkout option for patrons, and 3) be a theft deterrent. As LS&S has subsequently pointed out, the Library can conduct an inventory of materials without RFID tagging, a self-checkout station can operate with barcodes without RFID tagging the collection, and theft of materials is not a large concern at the Moorpark City Library. The reality is, regardless of theft deterrent methods, there are still ways to take items from the library even with RFID tags. The RFID project was not included in the budget in FY 2016/17.

The City has been awarded a grant from the California State Library in an amount of \$29,179 for the CENIC Project. The grant funds will cover the equipment and the construction costs for this project. The annual service cost for the 100 mbps service dedicated to the library is approximately \$8,374.56. The annual cost will be included in the library operating budget and paid through the Library Facilities Fund. However, the City will receive reimbursement from Califa of approximately \$5,881.68 annually to offset the subsequent year service costs. The current cost for the broadband connection for the Civic Center buildings is \$1,185 annually. This cost will continue to be paid by the General Fund.

STAFF RECOMMENDATION (ROLL CALL VOTE)

1. Adopt Resolution No. 2016-____, approving a budget amendment to the Fiscal Year 2016/17 budget accepting grant funds.

Attachment: Resolution No. 2016-_____

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RESOLUTION NO. 2016-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MOORPARK, CALIFORNIA, AMENDING THE FISCAL YEAR 2016/17 BUDGET BY INCREASING REVENUE BY \$29,179 IN THE LIBRARY FACILITIES FUND (2004) FOR THE RECEIPT OF THE CALIFORNIA PUBLIC LIBRARY BROADBAND PROJECT GRANT

WHEREAS, on June 15, 2016 the City Council adopted the Operating and Capital Improvement Budget for Fiscal Year 2016/17; and

WHEREAS, in April 2016, the City of Moorpark was awarded a Southern California Library Cooperative California Public Library Broadband Project Grant in the amount of \$29,179; and

WHEREAS, a staff report has been presented to City Council discussing the award of a grant to the City of Moorpark for the public library broadband project ; and

WHEREAS, Exhibit "A" hereof describes said budget amendment and its resultant impact to the budget line item.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MOORPARK DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. A budget amendment allocating \$29,179 in grant funds received by the California Public Library Broadband Project to the Library Facilities Fund (2004), as more particularly described in Exhibit "A" attached hereto is hereby approved.

SECTION 2. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED AND ADOPTED this 7th day of December, 2016.

Janice S. Parvin, Mayor

ATTEST:

Maureen Benson, City Clerk

Attachment: Exhibit A – Budget Amendment

EXHIBIT A

**BUDGET AMENDMENT FOR
THE CALIFORNIA PUBLIC LIBRARY
BROADBAND PROJECT**

FY 2016/17

FUND BALANCE ALLOCATION:

FUND TITLE	FUND ACCOUNT NUMBER	AMOUNT
Library Facilities Fund	2004-5500	(\$29,179)
Total		(\$29,179)

REVENUE BUDGET ALLOCATION:

BUDGET NUMBER	CURRENT BUDGET	REVISION	ADJUSTED BUDGET
2004-000-G0018-46350	\$0	\$29,179	\$29,179
Total	\$0	\$29,179	\$29,179

Finance Approval 