AGENDA TITLE
Consideration of a Motion to approve the July 24, 2018 Study Session Summary on Boulder Public Library Master Plan.

PRESENTER/S
Jane S. Brautigam, City Manager
David Farnan, Library and Arts Director
Jennifer Phares, Deputy Library Director

BRIEF SUMMARY OF STUDY SESSION TOPIC
Staff presented an overview of Boulder Public Library Master Plan including a summary of the community input and highlights of the master plan goals. The Library Commission’s conclusions and recommendations about the master plan and library funding were presented. Staff presented a recommendation to hire a consultant to conduct a financial analysis of library needs and funding options.

DIRECTION
• Council supported the Boulder Public Library Master Plan goals.
• Council supported the goal of extending library services to Gunbarrel, the renovation feasibility study and modest renovation of the Main Library’s north building if recommended by the study.
• Council requested clarification of the financial information in the presentation.
• Council supported hiring a consultant to conduct a detailed financial analysis. They expect the report to present a balanced impartial analysis of all the funding options outlined in the master plan.
• Council requested more information on library districts i.e. governance, structure, asset allocation, etc.
• Council requested a recommendation from staff on the timing of polling or conducting a statistically valid survey to determine library funding support.
Suggested Motion Language:
Staff requests council consideration of this matter and action in the form of the following motion:

Motion to approve the July 24, 2018 Boulder Public Library Master Plan Study Session Summary.

July 24, 2018

Study Session Summary: Boulder Public Library Master Plan

PRESENT

Council Members: Mayor Suzanne Jones, Mayor Pro Tem Aaron Brockett, Bob Yates, Cindy Carlisle, Lisa Morzel, Mary D. Young, Mirabai Kuk Nagle, Sam Weaver

Library Commissioners: Vice Chair Tim O’Shea, Joel Koenig, Juana Gomez, Jane Sykes-Wilson

Staff Members: Jane S. Brautigam, Tanya Ange, Tom Carr, David Farnan, Jennifer Phares

PURPOSE
Staff presented an overview of Boulder Public Library Master Plan including a summary of the community input and highlights of the master plan goals. The Library Commission’s conclusions and recommendations about the master plan and library funding were presented. Staff presented a recommendation to hire a consultant to conduct a financial analysis of library needs and funding options.

PRESENTATION
Library Commissioner O’Shea made opening remarks about the library’s value to the community and gave examples of performance measures that support this assessment. He said the commissioners are unified in their conclusion that dedicated and sustainable funding is needed to secure the future of one of Boulder’s core public goods and pillars of our strong local community.

The staff presentation covered four phases of the master plan project, highlights from community feedback, an overview of several of the master plan goals. Extending library services to Gunbarrel was noted as a new goal of the library. The goal to activate the Canyon Theater was a high priority for the community. While there have been several
visions for the use of the Main Library north building, the library’s proposal to renovate the building to meet programmatic goals is a modest one.

High-level cost estimates for implementing all the master plan goals were presented. Council asked for clarification on the bar charts in the presentation slides showing the estimated operating and capital costs subtotaled by budget priority level. See Attachment A. for revised cost estimates and charts illustrating library funding needs.

Staff outlined the Library Commission’s conclusions and recommendations in the master plan and the recommendation to hire a consultant to conduct a detailed financial analysis of library needs and funding options. The draft scope of work for the financial analysis was presented. Council asked for more information about the formation of a library district i.e. governance, structure and asset allocation.

FRAMING QUESTIONS

1. **Does council have any questions or concerns about the goals outlined in the Master Plan?** Specifically, does council support the goals of renovating the Main Library north building and activating the Canyon Theater? Does council support library services to Gunbarrel?

Council acknowledged staff and the Library Commission for the accomplishments making the library a valued community resource. Council supports extending library services to Gunbarrel. Pending the results of the renovation feasibility study for the Main Library’s north building, council supports modest renovations to support more effective and flexible use of the space, activation of the Canyon Theater, and expansion of the BLDG 61 Makerspace. The concept of the Canyon Theater pilot program was discussed and there was an interest for follow-up information and an opportunity for feedback when this component of the plan moves forward.

2. **Does council support staff’s recommendation to hire a consultant complete a library financial analysis?**

   Council supported the completion of a financial analysis that includes all the options that were outlined in the master plan.

3. **Does council have any feedback on the scope of the financial analysis?**

   Council asked that the analysis breakout the funding options into a menu and concrete options for asset allocation in the library district scenario. Several council members asked staff and commissioners to be sure that all options are explored and that the report back to council is an impartial analysis.

4. **What questions does council have about the potential pursuit of a library district?**
Overall, council is committed to finding a sustainable funding source for the library. The issue of asset allocation may be a concern of city taxpayers since they have funded the current facilities. Council would like more information about how governance of a library district and asset allocation would work. Staff was asked to research how Fort Collins and other cities that have library districts determined the asset allocation.

Concerns about asking voters to increase taxes to pay for library services may be perceived as a takeaway were mentioned. More information on library funding i.e. how much is dedicated vs. how much comes from the General Fund was requested. Recommended timing for statistically valid survey or polling to determine voter support for increased library funding was requested.

The concept of a Regional Library Authority was discussed as a possible model for areas like Niwot to provide financial support to cities that provide their residents with services. In an RLA, the city partners with another legal district and agree to fund the library. There are no districts to partner within the Niwot area. No libraries in Colorado have this funding model.

Regarding a possible district boundary, Boulder’s development pattern is different than other communities in that it is ringed by open space and other communities outside the Boulder Valley Comprehensive Plan area may need to be included.

Some council members expressed interest in inviting Fort Collins staff and library board members for a public discussion in the future. There is a need for public outreach no matter what financial option is chosen.

5. **What additional information would council like prior to the scheduled September 4, 2018 consideration of a motion to accept the Boulder Public Library Master Plan?**

   No requests for further information prior to the Sept. 4, 2018 council meeting.

6. **What additional information would council like prior to the scheduled November 27, 2018 study session to discuss library funding options?**

   In addition to the results of the financial analysis and defining scenarios for asset allocation, staff should make a recommendation about timing to conduct polling or a statistically valid survey about support for library funding.

**KEY TAKEAWAYS**

Council supported the Boulder Public Library Master Plan goals including the goal of extending library services to Gunbarrel, the renovation feasibility study and modest renovation of the Main Library’s north building if recommended by the study.
Council supported hiring a consultant to conduct a detailed financial analysis. The report is to present a balanced impartial analysis of all the funding options outlined in the master plan.

Council requested more information on library districts i.e. governance, structure, asset allocation, etc.

Council requested a recommendation from staff on the timing of polling or conducting a statistically valid survey to determine library funding support.

NEXT STEPS

- Staff and the commission will present the 2018 Boulder Public Library Master Plan to the Planning Board on Aug. 16, 2018.
- Staff and the commission will present the 2018 Boulder Public Library Master Plan council for acceptance on Sept. 4, 2018.
- Detailed information about the options library funding, information on library districts i.e. governance, structure, etc. and recommended timing for a poll or statistically valid survey to determine support for library funding will be presented at the Nov. 27, 2018 City Council Study Session for council’s consideration.
Over the next 10 years, it is estimated that $3 to $3.5 million in funding is needed for ongoing annual operating cost and up to $6 million is needed to fund one-time and capital needs.

The chart below shows the estimated funded and unfunded one-time and capital needs additive by budget priority level. The Meet Demand total was corrected and is different than the study session presentation slide. The capital cost for north Boulder branch library was over estimated. An estimate for Main Library north building renovation is pending the renovation feasibility study and is not included in the totals in the chart below. That cost will be prioritized as Expand Services when it is known.
The chart below shows the estimated unfunded one-time and capital needs additive by budget priority level. An estimate for Main Library north building renovation is pending the renovation feasibility study and is not included in the totals. That cost will be prioritized as Expand Services when it is known. There are no unfunded one-time or capital needs estimated for the Expand Services priority level at this time.

The chart below is estimated unfunded annual operating costs by budget priority levels. Funding for these operating costs is needed to accomplish the master plan goals. This
funding would be in addition to the library’s current annual operating budget which is approximately $8 million in 2018.