



NEWPORT BEACH

City Council Staff Report

January 24, 2023
Agenda Item No. 12

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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TITLE: Budget Amendment to Accept a Check from the California State Library for Literacy Services (CLLS) and Appropriate Funds to the Library's FY 2022-23 Budget

ABSTRACT:

The Newport Beach Public Library's (Library's) literacy program is funded by the City of Newport Beach General Fund and grants, donations and the fundraising efforts of Project Adult Literacy. One of the major funding resources is through the California State Library Literacy Services' annual grant program. Staff requests approval of a budget amendment to accept a check from the California State Library for Literacy Services (CLLS) to support the Library's Literacy Program.

RECOMMENDATIONS:

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly; and
- b) Accept a check in the amount of \$43,022 from the California State Library for Literacy Services (CLLS) and approve Budget Amendment No. 23-045 to increase expenditures by the same amount in the Literacy accounts.

DISCUSSION:

The Library's literacy program has offered one-on-one tutoring and small group classes to patrons with low literacy skills for nearly 35 years. These services currently support over 100 learners and make a significant difference in the lives of the participants, both learners and volunteers. One of the goals of the program is to assist the participants in becoming more engaged citizens and active members in the community.

The grant funds will be used toward staffing to ensure that the high-quality program that the community has come to expect continues.

The Fiscal Year 2022-23 City contribution for the literacy program is \$80,973. Program expenses are augmented by the CLLS annual grant program, and through private donations and other grants. The CLLS grant funds literacy programs on an annual basis based on an application submitted in August.

There are three parts to the funding formula:

- Each approved California literacy program receives a base grant amount of \$20,000;
- A per capita amount per adult learner served; and
- Additional funding based on local funds raised and expended for adult literacy services.

Based on the above measures, the Library's literacy program received a total award of \$47,802. Ninety percent of the award, \$43,022, is given upfront, in November. The remaining 10 percent is eligible for distribution after the literacy program has completed mid-year reporting to CLLS and spent 75 percent of the total award.

FISCAL IMPACT:

The budget amendment appropriates \$43,022 in additional revenue from CLLS and \$43,022 in increased expenditure appropriations with no impact on fund balance. The revenue will be posted to the California Literacy Campaign account in the Library Services Department, 01060005-431070, and the purchases will be expensed to the following Library Services Literacy accounts:

Salaries P/T	01060604-711003	\$40,784.85
Medicare	01060604-727016	\$ 623.82
Retirement Part-Time/Temp	01060604-723004	<u>\$ 1,613.33</u>
TOTAL		<u>\$43,022.00</u>

ENVIRONMENTAL REVIEW:

Staff recommends the City Council find this action is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

NOTICING:

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

ATTACHMENTS:

- Attachment A – Check
- Attachment B – Budget Amendment