

## **C-14**

December 6, 2022

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

### **RECOMMENDATION:**

Authorize the City Manager, or designee, to execute an agreement, and any necessary amendments, with the California State Library to accept and expend grant funding in the amount of \$21,128 for the Zip Books program, for a term ending on June 30, 2023, with the option to renew for two additional one-year periods, at the discretion of the City Manager; and,

Increase appropriations in the General Grants Fund Group in the Library Services Department by \$21,128 offset by grant revenue. (Citywide)

### **DISCUSSION**

The Library Services Department's (Library) Zip Books program application to the California State Library was approved. The Library was awarded grant funding in the amount of \$21,128 to continue its Zip Books program.

Developed as a more cost-effective and patron-friendly alternative to Inter Library Loan, the Zip Books program was added as a service in 2018 and immediately became popular. Patrons looking for a book not owned by the Long Beach Public Library may request the book without a charge using the Zip Books program. For example, if a book is available through Amazon, the Library will order the book and have it shipped directly to the patron's home. When the patron finishes reading the book, the patron returns the book to the library and another request may be made. Returned Zip Books are then added to the library's permanent collection for others to check out. Approximately 92 percent of requests for books not owned by the library are made using the Zip Books program versus traditional Inter Library Loan, which accounts for only about 8 percent of requests.

This matter was reviewed by Deputy City Attorney Vanessa S. Ibarra on November 14, 2022 and Revenue Management Officer Geraldine Alejo on November 10, 2022.

### **TIMING CONSIDERATIONS**

City Council action is requested on December 6, 2022, to receive and expend grant funding by June 30, 2023.

FISCAL IMPACT

The City will receive grant funding in the amount of \$21,128 for the Zip Books program. An appropriation increase in the amount of \$21,128 is requested in the General Grants Fund Group in the Library Services Department, offset by grant revenue. The grant has no required match or in-kind service mandate. This recommendation has no staffing impact beyond the normal budgeted scope of duties and is consistent with City Council priorities. There is no local job impact associated with this recommendation.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



CATHY DE LEON  
DIRECTOR OF LIBRARY SERVICES

APPROVED:



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THOMAS B. MODICA  
CITY MANAGER