

TO: HONORABLE CITY COUNCIL

FROM: CITY MANAGER

DEPARTMENT: Library

CMR: 126:05

DATE: JANUARY 18, 2005

**SUBJECT: RECOMMENDATION OF THE LIBRARY ADVISORY COMMISSION
ON DOWNTOWN LIBRARY HOURS**

RECOMMENDATION

The Library Advisory Commission (LAC) recommends to the City Council that \$35,000 be reallocated from the City Manager's Contingency Fund to the Library Department to restore Saturday hours at the Downtown Library.

Staff recommends that the City Council does not take action at this time, but rather defer it until review of the proposed 2005-07 budget. The City General Fund has a structural budget imbalance of \$5.2 million for the FY 05/07 budget cycle. The Library will not know the impacts of any required staffing and service reductions until the budget process is completed.

DISCUSSION

Given the Council's denial on December 13, 2004 of the staff recommendation to convert the College Terrace and Downtown branch libraries to other uses, the Library is not immune to budget cuts. As part of the budget reduction process, all library services and programs, along with other City services, will need to be identified and prioritized for consideration and evaluation by the Council. Staff strongly believes Library service hours should not be expanded outside the established budget process that all other departments are expected to follow.

BOARD/COMMISSION REVIEW AND RECOMMENDATIONS

On November 22, 2004, the LAC sent a letter to the Palo Alto City Council addressing this issue. Please see Attachment.

PREPARED BY:

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CITY MANAGER APPROVAL:

EMILY HARRISON
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ATTACHMENT

Letter from the LAC to Palo Alto City Council dated November 22, 2004