



# Board Agenda Item 11

DATE: July 13, 2021  
TO: Board of Supervisors  
SUBMITTED BY: Raman Bath, County Librarian  
SUBJECT: Amendment to Master Schedule of Fees - Library

## RECOMMENDED ACTION(S):

- 1. Conduct first hearing to amend the County of Fresno Master Schedule of Fees, Charges, and Recovered Costs Ordinance by amending Subsection 1101 - Lost/Damaged Library Materials Payment of Section 1100 - Library, for fees for the recovery of costs relating to lost or damaged Library materials and services provided to the public (the Ordinance); waive the reading of the proposed Ordinance in its entirety, and set the second hearing of the proposed Ordinance, including its requested Board adoption, for August 10, 2021;**
- 2. Designate County Counsel to prepare a fair and adequate summary of the proposed Ordinance; and**
- 3. Direct the Clerk of the Board to post and publish the required summary of the proposed Ordinance in accordance with Government Code Section 25124(b)(1).**

There is no Net County Cost associated with the recommended actions. Approval of the recommended actions will amend an existing fee in the Master Schedule of Fees, charges, and Recovered Costs (MSF), effective August 10, 2021. The fees are charged to the public for the reimbursement of costs related to lost or damaged materials and services provided.

## ALTERNATIVE ACTION(S):

Your Board may choose not to amend the MSF Ordinance and direct the Library staff to use the current fees or propose alternative fees.

## FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. Measure B Sales Tax (Measure B) funds salaries, benefits, and operational costs. It is anticipated that with the amending of these fees, the Library will ensure it is operating in accordance with the Measure B Use Tax Ordinance.

## DISCUSSION:

MSF Section 1100 (Library) sets forth fees for requests for Library services (i.e., replacement library cards, copies, flash drives, lost/damaged library materials, etc.). The current and proposed fee rates are shown in Attachment A. The proposed fee changes have been reviewed by the Auditor-Controller/Treasurer-Tax Collector (ACTTC), and the ACTTC concurs with the recommended actions. These fees were previously updated in FY 2017-18.

This MSF section is currently called:

**Subsection 1101: Lost/Damaged Library Materials Payment**

The Library proposes renaming this subsection to “**Subsection 1101: Lost/Damaged Library Materials**”.

Currently, the Library charges the cost of a lost or damaged Library material item plus a \$7.00 fee for staff costs. The Library proposes to remove the \$7.00 staff cost fee, which may be covered by Measure B funds, which provides funding for public library operations. Measure B Ordinance Chapter 4.20 - Fresno County Public Library Transactions and Use Tax is provided as Exhibit B.

The recommended Subsection 1101 also includes a note that the County Librarian or designee is authorized to reduce or waive these fees when a library patron demonstrates an inability to pay the full rate. This note is referencing a policy that is already in place, but which had not previously been noted on the current MSF.

EFFECTIVE DATE OF ORDINANCE:

The proposed fee (rate) changes will take effect 30 days after the second reading of the proposed Ordinance, if adopted by your Board. The fee changes are in accordance with Measure B Use Tax Ordinance.

ATTACHMENTS INCLUDED AND/OR ON FILE:

Attachment A  
Ordinance  
On file with Clerk - Summary of Ordinance

CAO ANALYST:

Raul Guerra