



Agenda Date: 6/26/2007
Agenda Placement: 6T

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Janet McCoy - Director
Library
REPORT BY: Janet McCoy, Library Director, 253-4208
SUBJECT: Reduction in Napa Library hours of service

RECOMMENDATION

Library Director requests approval to change the Napa Main Library's hours of service on Sundays from 2:00-9:00 p.m. to 2:00-5:30 p.m. effective July 1, 2007.

EXECUTIVE SUMMARY

The agreement between the City of Napa and the County of Napa that provides financial support for 16 hours per week for the Napa Main Library expires June 30, 2007. Because of the City of Napa's financial situation, the City of Napa has reduced the level of support in their proposed 2007/08 budget to 12.5 hours per week. Sunday evening hours are not heavily used by the public; therefore, the library is requesting approval to reduce the Sunday schedule by 3.5 hours by closing at 5:30 p.m.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	County Contributions Library
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The County of Napa and the City of Napa have supported expanded hours for the Napa Main Library for the past six years. The elimination of 3.5 hours per week is a reduction in the County Contributions cost of \$27,716.
Is the general fund affected?	Yes

Future fiscal impact: A revised agreement between the City of Napa and the County of Napa will be negotiated with the intent of continuing the financial support at the level of 12.5 hours per week of library service.

Consequences if not approved: The current Sunday hours of 2:00-9:00 p.m. would be continued. The cost would have to be absorbed by the library, which would require a budget adjustment.

Additional Information:

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The current agreement between the City of Napa and the County of Napa for library funding expires June 30, 2007. The expiring agreement provided funding for 16 hours per week, which specifically includes being open on Sundays from 2:00 p.m. to 9:00 p.m. and Monday and Tuesday evenings from 5:30 p.m. to 9:00 p.m. (14 open hours plus 2 hours of staff time required to prepare for opening).

Because of the City of Napa's financial situation, and because Sunday evening hours are not heavily used by the public, the library proposed a revised agreement that reduced the funding by 3.5 hours per week, resulting in 12.5 hours per week of support shared by the City and the County. This is equivalent to one full day of service, which is comparable to the support level from the other cities we serve.

The City of Napa's current proposed budget includes \$132,000 to provide library support for 12.5 hours per week in 2007/08 (as recommended by the library). The Napa City Council will adopt their final budget on June 19.

The proposed agreement is a shared cost between the City and the County, with "identical funding required;" therefore, the County Contributions budget and the library's revenue and expenditure budgets have been adjusted to the \$132,000 level for 2007/08. Because of the delayed decision by the City of Napa, there is not enough time to have the revised agreement in place before July 1. Therefore, the library proposes to proceed with the reduced hours beginning July 1. The hours for the rest of the week would remain unchanged (Monday through Thursday from 10:00 a.m. to 9:00 p.m., Friday from 10:00 a.m. to 5:30 p.m., and Saturday from 10:00 a.m. to 5:00 p.m.). A revised agreement between the City of Napa and the County of Napa will be presented to the Board of Supervisors for approval at a later date.

The library is working with the Union and with the Human Resources Department to resolve how the shorter Sunday work shift will be handled for full time employees.

The Library Commission supports this recommendation.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve
Reviewed By: Helene Franchi