



Contra
Costa
County

To: Board of Supervisors
From: Melinda Cervantes, County Librarian
Date: June 16, 2020

Subject: Hours of Operation Effective July 1, 2020

RECOMMENDATION(S):

ADOPT Resolution No. 2020/134 authorizing the operating hours for a number of Contra Costa County libraries to be modified from those approved under resolution No. 2019/202 on June 18, 2019.

FISCAL IMPACT:

City revenues are expected to be \$700,000 less than the \$3.38 million included in the FY 2020/21 budget. As a result, library hours and staffing will be reduced as described below.

BACKGROUND:

County Library hours are funded from a combination of city revenues and an apportionment of countywide property tax revenue. The countywide property tax apportionment provides a base service level of 35 hours per week. Cities have historically contracted for extra hours on an annual basis. Due to the global pandemic, several cities have experienced significant fiscal constraints that have required them to reduce their FY 2020/21 Library budgets. As a result, these cities have requested to reduce their extra Library hours. To alleviate some of the scheduling impact, more effectively serve the public, and provide better coverage, the Library is recommending the attached revision to its operating hours. The revisions

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

Action of Board On: **06/16/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 16, 2020

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Walt Beveridge,
925-608-7730

standardize the 35 base hours, including elimination of Sunday hours, while increasing the pool of employees available to cover vacancies and leaves of absences, thereby reducing the dependency on substitutes. A companion action provides the staffing changes necessitated by the loss of revenue.

BACKGROUND: (CONT'D)

Attachment A reflects the proposed operating hours, as well as the current hours, for all libraries in Contra Costa County. If approved these changes will be effective July 1, 2020.

CONSEQUENCE OF NEGATIVE ACTION:

Posted operating hours will not be reflective of each Libraries actual hours.

ATTACHMENTS

Resolution 2020/134

Attachment A