

**CITY OF SAN ANTONIO
INTERDEPARTMENTAL MEMORANDUM
LIBRARY DEPARTMENT**

TO: Mayor and City Council

FROM: Aubrey George, Interim Library Director

THROUGH: Terry M. Brechtel, City Manager

COPIES TO: Frances A. Gonzalez; Legal; Finance; Office of Management and Budget;
Information Technology Services Department; and Human Resources; File

SUBJECT: ORDINANCE ACCEPTING FUNDS AND AUTHORIZING PERSONNEL FROM THE
TEXAS STATE LIBRARY AND ARCHIVES COMMISSION FOR PROVISION OF
LIBRARY SYSTEM OPERATIONS IN STATE FY 2004

DATE: September 4, 2003

SUMMARY AND RECOMMENDATIONS

This Ordinance accepts funds and authorizes the personnel complement for State/Federal assistance provided through the Texas State Library and Archives Commission in an amount not to exceed \$645,154.00. These funds will be used for the purpose of public library development in the Alamo Area Library System. The System assists 46 public libraries in 21 contiguous counties including Bexar County. State/Federal funds will be received for the purpose of supporting grant administration, consulting, networked resources, disadvantaged services, continuing education, and the purchase of library materials. San Antonio Public Library serves as the Major Resource Center and has received annual grants under this program since 1972. Council authorization to apply for this grant was received on June 12, 2003 by Ordinance #97754.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Since 1972, the Texas State Library and Archive Commission has awarded annual grants to the Alamo Area Library System, of which San Antonio Public Library is a member. San Antonio Public Library serves as the Major Resource Center for the Alamo Area Library System which includes 46 libraries in a 21-county area including Bexar County.

This grant is for state fiscal year 2004, beginning September 1, 2003 and ending August 31, 2004.

POLICY ANALYSIS

This action is consistent with City Council direction to accept State/Federal Grant Funds to enhance services for local residents. Benefits to Bexar County residents have a value of \$250,000. City Council has accepted Texas State Library and Archives Commission grants since 1972.

FISCAL IMPACT

This grant for state fiscal year 2004 will not exceed \$645,154.00. The grant provides one hundred percent of personnel, fringe benefits and operating costs associated with the grant. Indirect costs have been provided for and will be paid to the city for administration of the grant as per the City's Indirect Cost Plan.

COORDINATION

This item has been coordinated with Finance, Office of Management and Budget, Information Technology Services Department, and Human Resources. Staff of these Departments concurs with this recommendation.

SUPPLEMENTARY COMMENTS

The Alamo Area Library System's Advisory Council, representing member libraries, supports acceptance of this grant. This action requires no disclosure under the City's Ethics Ordinance. The Discretionary Contracts Disclosure Form is not required.




Aubrey George
Interim Library Director



Frances A. Gonzalez
Assistant to the City Manager

Approved:



Terry M. Brechtel
City Manager

LIBRARY SYSTEM OPERATIONS – STATE/FEDERAL GRANT 2001/2002

**Fund No. 26-018
09/01/2001 - 08/31/2002**

Index No.	BUDGET		Object Code	Amount
	ESTIMATED REVENUES			
	Grant from Texas State Library			\$645,154.00
	BUDGET APPROPRIATIONS			
	Regular Salaries and Wages	01-010		\$183,803.00
	Social Security	01-030		14,061.00
	TMRS	01-040		21,340.00
	Flexible Benefit Contributions	01-050		27,400.00
	Life Insurance	01-051		419.00
	Worker's Disability Comp.	01-060		1,075.00
	Personal Leave Buy Back	01-072		2,212.00
	Communications	02-110		13,500.00
	Mail & Parcel Post	02-113		6,500.00
	Rental of Facilities	02-116		100.00
	Rental of Equipment	02-119		4,500.00
	Travel - Official	02-124		5,750.00
	Travel - Other	02-127		500.00
	Education	02-128		1,000.00
	Car Expense Allowance	02-130		5,650.00
	Fees to Prof. Contractors	02-160		39,500.00
	Binding, Printing, & Reproduction	02-181		500.00
	Subscriptions to Publications	02-187		10,700.00
	Automatic Data Processing	02-172		9,500.00
	Office Supplies	03-210		3,200.00
	Tools Apparatus & Accessories	03-232		100.00
	Library Materials - Oth. Lib.	03-236		2,000.00
	Library Books - Oth. Lib.	03-235		131,197.00
	Library Books – City (Col. Dev.)	03-235		108,722.00
	Library Books – City (Lmt. Eng. Spk.)	03-235		25,000.00
	Maint. & Repair – Mach. & Equip.	03-242		100.00
	Computer Software	03-243		100.00
	Indirect Cost	04-280		26,725.00
			Total Grant	\$645,154.00
Fund Only Index Code				
Activity 04-01-20				

**PERSONNEL COMPLEMENT
(Activity 04-01-20)**

<u>Class No.</u>	<u>Job Title</u>	<u>No. of Positions</u>	<u>Position Number</u>
0963	Librarian IV	1	0010
0956	Librarian III	1	0001
0874	Accountant II	1	0005
0010	Office Assistant	1	0006
0896	Department System Specialist	1	0003