

**CITY OF SAN ANTONIO
LIBRARY DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Mayor and City Council

FROM: Ramiro S. Salazar, Library Director

SUBJECT: ORDINANCE TO MAKE APPLICATION TO THE TEXAS STATE LIBRARY AND
ARCHIVES COMMISSION FOR PROVISION OF INTERLIBRARY LOAN OPERATIONS
IN STATE FY 2006

DATE: July 7, 2005

SUMMARY AND RECOMMENDATIONS

This Ordinance authorizes the City Manager to make application for Federal assistance provided through the Texas State Library and Archives Commission in an amount not to exceed \$284,487.00. If approved, these funds will be used for the operation of the San Antonio Interlibrary Loan Center. This program provides Interlibrary Loan services to libraries in 21 counties, including Bexar. Federal funds will be received for the purpose of supporting grant administration, salaries, and all support costs. San Antonio Public Library is the designated Major Resource Center of this service area and has received annual grants under this program since 1972.

Staff recommends approval of this Ordinance.

BACKGROUND INFORMATION

Since 1972, the Texas State Library and Archives Commission has awarded annual grants to the San Antonio Interlibrary Loan Center. This program provides Interlibrary Loan services to multi-type libraries in a 21-county area that includes Bexar County. San Antonio Public Library serves as the Major Resource Center for this service area. Bexar County area library patrons benefit from a centralized Interlibrary Loan service. Prior grants received from the Interlibrary Loan program from FY2000 through FY2005 have ranged from \$210,106.00 to \$258,079.00.

This grant is for state fiscal year 2006, beginning September 1, 2005 and ending August 31, 2006.

POLICY ANALYSIS

This action is consistent with City Council direction to apply for appropriate State/Federal Grant Funds to enhance services for local residents. City Council has accepted Texas State Library and Archives Commission grants since 1972.

FISCAL IMPACT

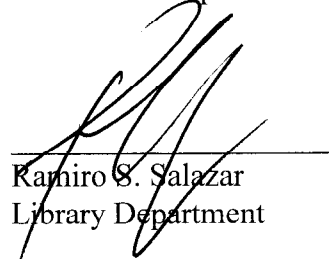
This grant is for state fiscal year 2006 and will not exceed \$284,487.00. The grant provides one hundred percent of personnel, fringe benefits and operating costs associated with the grant. Indirect costs have been provided for and will be paid to the City for administration of the grant as per the City's Indirect Cost Plan. Staffing remains at the current level of six (6) employees, including four (4) full-time and two (2) part-time employees.

COORDINATION

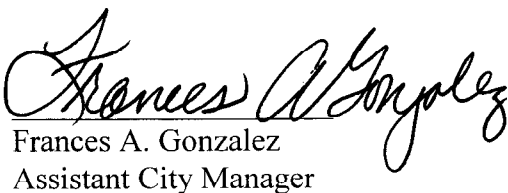
This item has been coordinated with Finance, Office of Management and Budget, Information Technology Services Department, and Human Resources. Staff of these Departments concurs with this recommendation.

SUPPLEMENTARY COMMENTS

This action requires no disclosure under the City's Ethics Ordinance. The Discretionary Contracts Disclosure Form is not required.



Ramiro S. Salazar
Library Department



Frances A. Gonzalez
Assistant City Manager



J. Rolando Bono
City Manager

BUDGET

Applicant/Legal Entity: City of San Antonio
 (Official name of city, county, nonprofit, or university)

Library name: San Antonio Public Library

Budget Categories	Grant Funds	Other Funding Sources	Total Costs
Personnel	\$153,780	\$	\$153,780
Fringe Benefits	53,821		53,821
Travel	1,200		1,200
Equipment/Property	0		0
Supplies	8,000		8,000
Contractual Services	7,891		7,891
Other	36,150		36,150
Total Direct Charges	\$260,842	\$	\$260,842
Indirect Charges Rate: <u>11.39%%</u> Base: <u>sal/fringe</u>	23,645		23,645
TOTALS	\$284,487	\$	\$284,487

Note: Amounts should be rounded to the nearest dollar.

Applicant's Capitalization Level: \$
 (certified by signature of Fiscal staff below)

 Signature of Fiscal staff

 Date