



Memorandum

TO: MAYOR MAHAN

FROM: Councilmember Torres

SUBJECT: BUDGET DOCUMENT

DATE: 5/23/24

Approved

Date 5/23/24

RECOMMENDATION

Modify the City Manager's 2024-2025 Proposed Budget to incorporate the following budget proposal, including any required funding allocation adjustments.

Proposal

Program/Project Title: Library Late Fines

Amount of City Funding Required: \$ 53,000

This change is:

X One-time _____ Ongoing

Cost Estimate Number (if applicable):

Proposal Description, including the reason for the need and anticipated outcomes (Please describe how the proposal will affect services for San José residents, community groups, businesses, etc.):

Allocate \$53,000 in one-time funding to the libraries to eliminate late fines for affected adult card holders residing in San José. Currently, about 11,000 adult residents have accrued a late fee, and 19% of the late fines exceed \$20, leading to account blocking. Blocked accounts result in suspended access to further Library material checkouts.

Late fines only accrue when the material is returned to the library after the prescribed due date. When a late fine has been issued for material returned one day to three weeks overdue, the book is returned to the library, and the library experiences no actual harm to the collection or approved budget. Late fines should not be confused with lost material fees, which are not the focus of this data and would remain in place if late fees were eliminated.

Funding Source

Essential Services Reserve:

X Other (Please specify program/project/fund):_Library Parcel Tax

Department or Organization Contact

Please list the contact information for the individual that certified cost estimates contained within your recommendation:

Name and Title: Jill Bourne

Department or Organization: Director of Libraries

Phone Number:

Email: jill.bourne@sanjoseca.gov