

Contra Costa County Library

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Contra Costa County

Alison McKee
County Librarian



March 31, 2021

Matt Rodriguez, City Manager
City of San Pablo
1000 Gateway Avenue
San Pablo, CA 94806

Dear Mr. Rodriguez:

The Library's FY 2021/22 budget has been submitted to the Board of Supervisors for their consideration.

Beginning in FY 2021/22, Contra Costa County will increase the number of weekly open hours provided at all full-service community libraries from 35 to 40 when the city provides and funds the facility-related costs. Starting on July 1, 2021, libraries open 35 hours each week will have a new schedule:

**Standard open hours
40 open hours per week**

Sunday/Monday CLOSED
Tuesday 12-8
Wednesday 10-6
Thursday 10-6
Friday 9-5
Saturday 9-5

Any city that would like to fund Extra Hours has the following standard options:

Option A 46 open hours per week 6 Extra Hours per week	Option B 52 open hours per week 12 Extra Hours per week	Option C 56 open hours per week 16 Extra Hours per week
Monday CLOSED Tuesday 10-8 Wednesday 10-8 Thursday 10-8 Friday 9-5 Saturday 9-5	Monday 10-8 Tuesday 10-8 Wednesday 10-6 Thursday 10-6 Friday 9-5 Saturday 9-5	Monday 10-8 Tuesday 10-8 Wednesday 10-8 Thursday 10-8 Friday 9-5 Saturday 9-5

If the City of San Pablo would like to fund Extra Hours above the 40 base hours, the costs are as follows:

Option A: \$ 62,116	Option B: \$104,260	Option C: \$162,913
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The county will be contributing \$738,935 towards 40 base hours at the San Pablo Library. In addition to base hours, the county will be contributing \$58,864 towards security services for the San Pablo Library. The county continues to fund a collection of 1 million physical items for checkout, over 4 million ebooks and audiobooks, 35 electronic resources such as movies and newspapers, and administration of the 26 libraries within the county. Administration includes providing back of house support for computing and networking equipment, hiring and retention, shipping through three delivery routes, budget and finance support, and countywide coordination of programs and services to meet specific needs of each community.

In compliance with the signed Library Lease Agreement between the County and the City of San Pablo on behalf of the San Pablo Library, please sign and return the enclosed Library Lease Supplement Agreement.

For your reference and per the standard lease, within 60 days of receiving the Sublease Supplement, the City shall notify the Librarian in writing if it intends to modify the number of Extra Hours at the Library in the upcoming Fiscal Year. Such modification may be based on fiscal or other considerations identified by the City.

Thank you for your continued partnership in bringing library services to the City of San Pablo.

Feel free to contact me if you have any questions.

Sincerely,



Alison McKee
County Librarian

cc: Lynne Noone, Acting Deputy County Librarian
Linda Martinez, Administrative Services Officer: Budget and Finance
Gia Paolini, Senior Community Library Manager, San Pablo Library