

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**DEPARTMENT:** Libraries

**AGENDA DATE:** 05/7/24

**PUBLIC HEARING DATE:** N/A

**CONTACT PERSON NAME AND PHONE NUMBER:** Norma Martinez, 915-212-3200

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** Goal 4: Enhance El Paso's quality of life through recreational, cultural and educational environments

**SUBGOAL:** 4.2: Create innovative recreational, educational and cultural programs

**SUBJECT:**

That Schedule C is amended to include the fees for the Enhanced Library Card Fee, the Enhanced Library Card Replacement Fee, and the Kit Replacement Fee as described on Exhibit A attached to this Resolution.

**BACKGROUND / DISCUSSION:**

The El Paso Library will implement the Enhanced Library Card program and requests to amend Schedule C to add the Enhanced Library Card fee, add a Replacement fee for the Enhanced Library Card, and add a Kit Replacement fee, which in accordance with Section 46 of the FY2024 Budget Resolution, requires Council approval.

**PRIOR COUNCIL ACTION:**

N/A

**AMOUNT AND SOURCE OF FUNDING:**

The Enhanced Library Card will be funded using the Main Library budget. It was not budgeted for due to the \$75 per card fee being reimbursed by the El Paso County. A budget transfer will be needed.  
450567-453-1000-53140

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

*Norma P. Martinez*

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(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

## RESOLUTION

**WHEREAS**, on August 15, 2023, pursuant to Section 7.3D of the El Paso City Charter, the City Council approved the FY2024 City budget by resolution (“Budget Resolution”); and

**WHEREAS**, Section 46 of the FY2024 Budget Resolution states Schedule C sets forth fees and formulas for calculating certain fees that are to be charged by the City for goods and services it provides; and

**WHEREAS**, the El Paso Library has implemented the Enhanced Library Card program and would like to amend Schedule C to add the Enhanced Library Card fee, add a Replacement fee for the Enhanced Library Card, and add a Kit Replacement Fee, which in accordance with Section 46 of the FY2024 Budget Resolution, require Council approval, and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

**THAT**, Schedule C is amended to include the fees for the Enhanced Library Card Fee, the Enhanced Library Card Replacement Fee, and the Kit Replacement Fee as described on Exhibit A attached to this Resolution.

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2024.

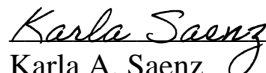
**CITY OF EL PASO:**

\_\_\_\_\_  
Oscar Leoser  
Mayor

**ATTEST:**

\_\_\_\_\_  
Laura D. Prine  
City Clerk

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Karla A. Saenz  
Assistant City Attorney

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
K. Nicole Cote, Director  
Office of Management & Budget

FY 2024 Department Schedule C

DEPARTMENT: Library

GOAL: 4- Enhance El Paso Quality of Life Through Recreational, Cultural and Educational Environments

Please select all that apply:

☒ New Fee

☐ Services no longer provided

☐ Fee Enhancement

☐ Existing Fee Increased Cost

FY 2024 Line #	Account	Fee Description	FY 2024 Adopted	FY 2025 Requested	New/ Deletion/Increase	Comments
	450567	Enhanced Library Card	\$0.00	\$75.00 per 5 years	New	
	450567	Enhanced Library Card - replacement	\$0.00	\$5.00	New	
	450567	Damaged or missing Kit - Entire item	\$0.00	\$10.00	New	

Fee Changes Description (Mandatory) (Briefly describe the Fee changes and its associated impact - including revenue impact)	Performance Management (Provide a listing of how the successful implementation of this request will be measured)
<p>The Enhanced Library Card fees will be paid by the El Paso County for residents of El Paso County and may be used at other agencies as a secondary ID card.</p> <p>The Enhanced Library Card replacement fee will be paid by the user.</p> <p>The damaged or missing kit replacement fee will allow the Library to replace the item and continue having the use of the kits available to all.</p>	<p>The use of the Enhanced Library card and customer reviews.</p> <p>This will ensure the branches are able to replace the kits as needed and the patrons having accessibility to the kits.</p>