

**SEMINOLE COUNTY GOVERNMENT  
AGENDA MEMORANDUM**

**SUBJECT:** Approve Fines & Fees Resolution for the Department of Library Services

**DEPARTMENT:** Fiscal Services

**DIVISION:** Administration - Fiscal Services

**AUTHORIZED BY:** Lisa Spriggs

**CONTACT:** Jane Peterson

**EXT:** 1501

**MOTION/RECOMMENDATION:**

(Continued from 1/27/09 Board Meeting) Approve and authorize the Chairman to execute the amended Seminole County Administrative Code, Section 20.30, Library Services Fee Schedule.

County-wide

Jane Peterson

**BACKGROUND:**

The Department of Library Services has reviewed its current fee schedule. Relative to services provided the Department of Library Services assessed costs necessary for operational processes, including staff time, circulation of library materials, and the use of library facilities. The amended fees are comparable to other local libraries.

As a result of staff's research and analysis the Department of Library Services proposes changes to the Library Fines & Fees Schedule to more accurately reflect the cost of services provided.

**STAFF RECOMMENDATION:**

Staff recommends that the Board approve Section 20.30, Seminole County Administrative Code, Library Services Fee Schedule.

**ATTACHMENTS:**

1. Resolution
2. AC Sec 20 30 February 2009

<b>Additionally Reviewed By:</b>	
<input checked="" type="checkbox"/>	County Attorney Review ( Ann Colby )
<input checked="" type="checkbox"/>	Budget Review ( Lisa Spriggs )

THE FOLLOWING RESOLUTION WAS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY, FLORIDA, AT THEIR REGULARLY SCHEDULED MEETING ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009.

WHEREAS, Seminole County Ordinance No. 89-28 created the Seminole County Administrative Code; and

WHEREAS, Seminole County Resolution Numbers 89-R-438 and 05-R-151 adopted the Seminole County Administrative Code; and

WHEREAS, the Seminole County Administrative Code needs to be amended from time to time to reflect changes in the administration of County government, and

WHEREAS, the Board of County Commissioners has determined that fees shall be adopted from time to time, to cover all or a portion of the costs for Library Services programs operated by Seminole County; and

WHEREAS, the Board of County Commissioners recognizes that new or revised fees are periodically needed to cover new programs or new costs,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEMINOLE COUNTY, FLORIDA THAT,

The Seminole County Administrative Code is hereby amended by revisions, additions, and deletions in Section 20.30, "Library Services Schedule", as more particularly described in the attachment.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2009.

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
SEMINOLE COUNTY, FLORIDA

\_\_\_\_\_  
MARYANNE MORSE  
Clerk to the Board of  
County Commissioners of  
Seminole County, Florida.

By: \_\_\_\_\_  
BOB DALLARI, Chairman

Date: \_\_\_\_\_

Attachment  
Section 20.30 "Library Services Schedule"

Not for Execution

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SECTION 20. FEE RESOLUTIONS

20.30 LIBRARY SERVICES SCHEDULE

A. PURPOSE. To establish a fee schedule for the Library System in the day-to-day operations.

B. LIBRARY SERVICES FEE SCHEDULE

(1) LIBRARY CARDS

(a) Issuance of library card:

- (i) Seminole County residents or property owners..... No Charge
- (ii) Seminole County Governmental employees and all children attending public schools in Seminole County, regardless of residency..... No Charge
- (iii) Non-Seminole County residents, **Full Service**, per family, per year (excluding persons listed in **b. ii** above)..... **30.00 \$50.00**
- (iv) Orange County Library District cardholders **(Minimum Service)** ..... No Charge
- (v) Lake County Library System cardholders **(Minimum Service)** ..... No Charge

(b) Replacement card ..... **1.00 2.00**

(2) OVERDUE MATERIAL

- (a) **Cataloged** Books and **recordings Audios**, per item, per day,..... **0.10 \$ 0.20**  
Maximum fine for **cataloged books**, all days overdue, per item..... **5.00 10.00**

(b) State Library of Florida audiovisual materials..... 1.00  
(per item, per day)  
Maximum fine for all days overdue not to exceed replacement cost ..... **10.00**

~~Should illness or extenuating circumstance prevent return of items on time, no fines will be levied.~~

(3) DAMAGED MATERIAL

Charges for damaged material will be determined by the librarian in charge based on the amount of damage. All damaged materials remain the property of Seminole County, regardless of the amount charged for damage.



(4) LOST MATERIAL

(a) Non refundable processing fee..... 5.00 \$10.00

Plus:

(b) When replacement value is known:..... replacement cost

(b) Replacement value of the book..... replacement cost

(c) When replacement value is not known:

(i) Adult books ..... 20.00

(ii) Children's books ..... 15.00

(iii) Audiocassettes ..... 15.00

(iv) Uncataloged paperbacks..... Donation of any paperback

(5) INTERLIBRARY LOAN FEES

All fees charged by lending libraries and/or other materials lending services will be charged to the requesting customer.

(a) Processing Fee/Lost Interlibrary Loan Material ..... \$10.00

(b) Non-Refundable Service Fee for Interlibrary Loan Requests ..... 2.00

(6) COPIES MADE ON COIN OPERATED EQUIPMENT

(a) Per copy (Black and White) ..... 0.10 \$ 0.15

(b) Per copy (Color)..... 1.00

(7) SALE OF COMPUTER DISKS

Per disk..... 1.00

(8) INTERNET GUEST CARDS..... \$ 1.00/45 minute session

(9) MEETING ROOMS

(a) Meeting Room Charge for For-Profit Organizations ..... \$32.00/hour

(b) Conference Room Charge for For-Profit Organizations ..... \$16.00/hour

C. AUTHORITY.

Resolution 2007-R-42 adopted March 13, 2007  
Resolution 04-R-220 adopted December 14, 2004  
Resolution 2008-R-123 adopted May 20, 2008