

**To the Mayor and Members of the City Council****March 4, 2025**

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SUBJECT: LIBRARY SPECIAL REVENUE RE-ALLOCATION AND APPROPRIATION

The purpose of this Informal Report is to provide City Council with background information for three upcoming Mayor & Council Communications on March 11 to: (1) appropriate funds in the Library Special Revenue Fund (25004), (2) appropriate funds donated by the Fort Worth Library Foundation to purchase a van to support Library Services in the community, and (3) transfer residual Capital Funds to the Far Northwest Library project (City Project No. 103980). After all the M&C transactions are completed, the Library Special Revenue Fund will have a balance of \$606,568.82 to be utilized for Library Services that continue to benefit the Fort Worth community.

M&C TO APPROPRIATE SPECIAL FUNDS FOR LIBRARY

The Special Revenue Fund has accumulated funds in the amount of \$1,504,392.16 in recent years. Revenue is received from the Addie Levy (restricted for science and technology) and Virginia O'Donnell (unrestricted) trusts in addition to other donations. The Fund also receives reimbursements from the Library Foundation for special programming. Additionally, there are monies in other Legacy Funds (25002 and 25003) in the amount of \$340,316.81 that will be transferred to the General Fund under the Library Department.

The transfer of a total amount of \$368,228.42 from these three Funds (25002, 25003, 25004) to the General Fund will be utilized for a Library Strategic Plan. The goals of the Library's last strategic plan (adopted in 2019) have been accomplished, and a new plan is needed to guide staff in serving and engaging residents for the coming years. The Texas State Library and Archive Commission requires that libraries update strategic plans every five years to maintain accreditation. Services of a professional consultant will be needed to conduct community engagement and compile input to create the new plan.

The Library has also identified funds to move to the Far Northwest Library project (City Project No. 103980) to substantially close the \$3.4 million shortfall. The Addie Levy Trust officer has approved the moving of \$1,000,000.00 to assist in closing the gap. Accounting identified \$405,027.75 in excess revenue in the Library Special Revenue Fund in project S00141 – Library Auto Systems. This project was set up to collect revenue from surrounding cities that for many years paid the Library to use their system. The program stopped in 2021.

The additional \$71,452.80 will be used for technology enhancements to include refreshing public computers, specialized technology for Science Labs and additional special programming.

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**SUBJECT: LIBRARY SPECIAL REVENUE RE-ALLOCATION AND
APPROPRIATION****M&C TO APPROPRIATE LIBRARY FUNDS FOR VAN PURCHASE**

City Council voted to accept \$100,000 in M&C 24-0789 on September 17, 2024 from the Fort Worth Library Foundation to purchase and customize a van to allow for more community outreach and support Library services. The upcoming M&C on March 11th will transfer the funds to the Vehicle and Equipment Fund for the purchase.

M&C TO APPROPRIATE LIBRARY PROJECT RESIDUAL TO FAR NW LIBRARY

Residual funds in Library capital projects for Golden Triangle (project 103980) of \$816,822.06, Reby Cary Youth Library (project C02499) of \$528,313.54 and Vivian J. Lincoln (project 101658) of \$260,214.63 for a total of \$1,605,350.23 will be used to help close the anticipated \$3.4 million shortfall.

For questions regarding this information, please contact Midori Clark, Library Director at 817-392-7707 or Midori.Clark@fortworthtexas.gov.

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City Manager