



THE CITY OF SAN DIEGO  
M E M O R A N D U M

DATE: May 14, 2009

TO: ALL INTERESTED PARTIES

FROM: Deborah L. Barrow, Library Director

SUBJECT: **Public Notice: Revisions to Library Department Fines and Fees**

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The City of San Diego recently reviewed its Fine and Fee Schedule in order to recover the costs for some City services and to facilitate the review of fines and fees annually. On April 20, 2009, the City Council approved the attached Library Fine and Fee Schedule which includes one change, an increase by 5 cents per day for overdue items from the Adult Collection. Starting July 1, 2009, the overdue fine will be \$.30 per day, instead of \$.25 per day. The cumulative maximum adult fine remains at \$20.00.

In examining the fines and fees, the Library took into account the philosophy and goals of the City of San Diego's library services, and the practices/charges to library patrons in neighboring jurisdictions. The Council's cost recovery objectives were also considered. However, the purpose of fines for library materials is to serve as a deterrent to keeping materials overdue and inaccessible to other library users. The fine for items from the Adult Collection has been \$.25 per day since 1994. Library fines were last reviewed in 2004 and implemented in FY 2005. At that time, the cumulative maximum adult fine was increased to \$20.00 but the overdue fine remained at \$.25 per day.

Library users may avoid fines and fees by returning materials to the Library on or before the date they are due. City of San Diego library materials may be returned to any of the City of San Diego libraries. There are 35 branch libraries distributed throughout the City, and the Central Library is downtown. Visit the Library's website at <http://www.sandiegolibrary.org> for library locations. Also to assist library users in their effort to return materials on time, the Library will send a courtesy email reminder three days before the item is due, if an up-to-date email address is provided. It is the responsibility of the Library user to return items on time whether or not a courtesy reminder is sent or received. Please consult with a staff member for assistance if you wish to establish an email address to receive such notices.

For comments and questions, please contact Deborah Barrow, Library Director, at (619) 236-5870 or at San Diego Public Library, 820 E. Street, MS17, San Diego, CA 92101.

Thank you for using the San Diego Public Library.

*Deborah L. Barrow*

Deborah L. Barrow  
Library Director

cc: Honorable Mayor Jerry Sanders  
Honorable Council Members  
Jay M. Goldstone, Chief Operating Officer  
Andrea Tevlin, Independent Budget Analyst

Attachment: Exhibit A, Library Department Fine and Fee Schedule