

DATE SUBMITTED 9/21 /2023  
 SUBMITTED BY LIBRARY  
 DATE ACTION REQUIRED 10/04/2023

COUNCIL ACTION (X)  
 PUBLIC HEARING REQUIRED ( )  
 RESOLUTION ( )  
 ORDINANCE 1<sup>ST</sup> READING ( )  
 ORDINANCE 2<sup>ND</sup> READING ( )  
 CITY CLERK'S INITIALS ( )

**IMPERIAL CITY COUNCIL  
 AGENDA ITEM**

SUBJECT: DISCUSSION/ACTION: LIBRARY SHELVING SURPLUS

Recommendation to city council to remove certain shelves to be declared surplus and authorizing library staff to remove/delete shelves from inventory.

DEPARTMENT INVOLVED: LIBRARY

BACKGROUND/SUMMARY:

In order to make room for the new computer area, the dated metal shelving needs to be removed from the wall so that the computers can be relocated and use the outlets along the wall in that area. The same older metal type shelving near the current circulation desk will also be removed and replaced with some lower, newer shelving units we are repurposing that better fit under the windows. Four small HON units and some older wooden shelving in the processing room that no longer fit our space and purposes will be removed as well.

FISCAL IMPACT: None.	ADMIN SERV INITIALS _____
----------------------	---------------------------

STAFF RECOMMENDATION: To surplus unnecessary shelving units to make space for new library redesign.	DEPT. INITIALS <u>A. P.</u>
---	-----------------------------

MANAGER'S RECOMMENDATION: <u>approve</u>	CITY MANAGER'S INITIALS <u>DTM</u>
--	------------------------------------

MOTION:

SECONDED:	APPROVED ( )	REJECTED ( )
AYES:	DISAPPROVED ( )	DEFERRED ( )
NAYES:		

Library Shelves to surplus:

Two sections of Metal Wall shelving (new computer area)

Four, small stand alone shelves





Library Shelves to surplus:

Two sections of Metal Wall shelving (new computer area)

Four, small stand alone shelves

