BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

MEETING DATE: October 16, 2002 DIVISION: COMMUNITY SERVICES

BULK ITEM: Yes DEPARTMENT: LIBRARY SERVICES

AGENDA ITEM WORDING:
Approval to close the Key West Branch Library for three days, October 23-25, 2002, to enable removal of the old circulation desk and installation of a new desk in its place. Safety factors preclude having patrons in the building during this period, due to the size of the project and the electrical work entailed. Staff will maintain a regular working schedule during these days, and telephone service will remain available.

ITEM BACKGROUND: Similar closings have been approved for other branches undergoing interior work of this nature.

PREVIOUS RELEVANT BOCC ACTION:

CONTRACT/AGREEMENT CHANGES: N.A.

STAFF RECOMMENDATION: Approval

TOTAL COST: N.A. BUDGETED: N.A.

COST TO COUNTY: N.A.

REVENUE PRODUCING: No AMOUNT PER MONTH /YEAR: N.A.

APPROVED BY: County Attorney OMB/Purchasing Risk Management

DIVISION DIRECTOR APPROVAL _____
JAMES E. MALLOCH, Division Director

DOCUMENTATION: Included To Follow Not Required X

DISPOSITION: _____ AGENDA ITEM # C34