Memorandum

DATE **April 19, 2024**

TO **Honorable Mayor and Members of the City Council**

SUBJECT **Follow-up to Dallas Public Library Strategic and Facilities Plan presentation**

On April 17, 2024, the City Council was briefed on the Dallas Public Library's Strategic and Facilities Plan. The Plan will be on the City Council agenda for consideration and adoption on April 24, 2024.

The following information is provided in response to questions from City Council.

1. **Square foot per capita in the Dallas libraries and other cities of similar size**
   While there is no national standard for public library square footage per capita, many libraries use the standard of one square foot per capita as the guide when planning library facilities. Dallas Public Library currently has 1,085,466 square feet of space or .83 square feet per capita. The table below shows square footage per capita of other large Texas cities.

City	Total square footage of library facilities	Square footage per capita
Houston	918,985	.40
San Antonio	585,363	.40
Austin	351,694	.34

   While Dallas has a higher overall square foot per capita, this is significantly influenced by the size of the Central Library. Strategic planning processes for Fort Worth Public Library (2019) and Austin Public Library (2022) found that both are significantly constrained by lack of library space. For comparisons to other major cities across the country, a square foot per capita chart from the Institute for Museum and Library Services has been attached.

2. **Library schedule with expanded hours**
   Expanded Library hours were implemented on January 30, 2024. Locations are open six days per week with two evenings until 8 p.m. Seven locations are open on Sundays. See attachment for library hours for all locations.

3. **Non-Dallas resident library cards**

Dallas Public Library offers all non-Dallas residents the option to purchase a non-resident library card for $250 per year. This fee is reviewed as part of the Library's fee study. In June 2017, the City Council approved an Interlocal Agreement with Town of Addison to provide non-resident library cards at cost to Addison residents on an annual basis. In FY 2023, 222 cards were issued to Addison residents. Total revenue for non-Dallas resident cards in FY 2023 was $108,475. All revenue from Addison resident cards goes to the General Fund.

4. **Circulation and foot traffic by branch**
The people-counter systems have not been fully functional in libraries since mid-2020. This week, April 15-19, new thermal people counters were installed in all full-service locations. After 4-6 months of consistent data collection, the Library will have sufficient data to develop models to estimate foot traffic over the last year in conjunction with other data points like program attendance and circulation and begin to make projections for the future.

A chart of circulation by location has been attached for your convenience. This chart reflects first-time checkouts and staff-driven renewals. Excluding automatic and online renewals from the totals helps to better represent staff time investment in circulation and foot traffic. It is difficult to use a raw number of circulation in isolation to make effective assessments of library usage due to the difference in circulation, for example checking out 15 items at a time versus one.

Sincerely,

M. Elizabeth (Liz) Cedillo-Pereira, J.D.
Assistant City Manager

c: T.C. Broadnax, City Manager   Majed A. Al-Ghafry, Assistant City Manager
Tammy Palomino, City Attorney   Dr. Robert Perez, Assistant City Manager
Mark Swann, City Auditor   Jack Ireland, Chief Financial Officer
Bilierae Johnson, City Secretary   Genesis D. Gavino, Chief of Staff to the City Manager
Preston Robinson, Administrative Judge   Directors and Assistant Directors
Kimberly Bizor Tolbert, Deputy City Manager
Jon Fortune, Deputy City Manager

LIBRARY NAME	CITY	STATE	Library Service Population	Central Library	Branch Libraries	Bookmbl	population per branch library	branch library SF	branch library SF/capita	Central Library SF	Central Library SF/capita	total SF/capita
LA COUNTY LIBRARY	DOWNEY	CA	3,350,000 pop	0	84	3	39,881 pop	1,134,000 SF	0.34 SF/capita	0 SF	0.00 SF/capita	0.34 SF/capita
CHICAGO PUBLIC LIBRARY	CHICAGO	IL	2,700,000 pop	1	79	0	34,177 pop	1,090,000 SF	0.40 SF/capita	756,000 SF	0.28 SF/capita	0.68 SF/capita
LOS ANGELES PUBLIC LIBRARY	LOS ANGELES	CA	4,010,000 pop	1	72	0	55,694 pop	858,000 SF	0.21 SF/capita	539,000 SF	0.13 SF/capita	0.35 SF/capita
FREE LIBRARY OF PHILADELPHIA	PHILADELPHIA	PA	1,530,000 pop	1	52	0	29,423 pop	513,000 SF	0.34 SF/capita	286,600 SF	0.19 SF/capita	0.52 SF/capita
MIAMI-DADE PUBLIC LIBRARY SYSTEM	MIAMI	FL	2,450,000 pop	1	49	3	50,000 pop	600,000 SF	0.24 SF/capita	237,000 SF	0.10 SF/capita	0.34 SF/capita
HENNEPIN COUNTY LIBRARY	MINNEAPOLIS/MINNETONKA	MN	1,280,000 pop	1	40	0	32,000 pop	800,000 SF	0.63 SF/capita	406,000 SF	0.32 SF/capita	0.94 SF/capita
CINCINNATI AND HAMILTON COUNTY	CINCINNATI	OH	800,000 pop	1	40	0	20,000 pop	422,000 SF	0.53 SF/capita	550,000 SF	0.69 SF/capita	1.22 SF/capita
HOUSTON PUBLIC LIBRARY	HOUSTON	TX	2,320,000 pop	1	35	1	66,300 pop	574,200 SF	0.25 SF/capita	334,000 SF	0.14 SF/capita	0.39 SF/capita
SAN DIEGO PUBLIC LIBRARY	SAN DIEGO	CA	1,430,000 pop	1	35	0	40,900 pop	464,000 SF	0.32 SF/capita	367,000 SF	0.26 SF/capita	0.58 SF/capita
SAN ANTONIO PUBLIC LIBRARY	SAN ANTONIO	TX	1,850,000 pop	1	29	0	63,800 pop	347,000 SF	0.19 SF/capita	238,000 SF	0.13 SF/capita	0.32 SF/capita
HARRIS COUNTY PUBLIC LIBRARY	HOUSTON	TX	2,150,000 pop	0	28	0	76,800 pop	492,000 SF	0.23 SF/capita	0 SF	0.00 SF/capita	0.23 SF/capita
DALLAS PUBLIC LIBRARY	DALLAS	TX	1,340,000 pop	1	28	0	47,900 pop	459,000 SF	0.34 SF/capita	647,000 SF	0.48 SF/capita	0.83 SF/capita
SACRAMENTO PUBLIC LIBRARY	SACRAMENTO	CA	1,470,000 pop	1	27	2	54,400 pop	293,000 SF	0.20 SF/capita	160,000 SF	0.11 SF/capita	0.31 SF/capita
FULTON COUNTY LIBRARY SYSTEM	ATLANTA	GA	1,100,000 pop	0	27	0	40,700 pop	521,000 SF	0.47 SF/capita	266,000 SF	0.24 SF/capita	0.72 SF/capita
SAN FRANCISCO PUBLIC LIBRARY	SAN FRANCISCO	CA	900,000 pop	1	27	4	33,300 pop	228,000 SF	0.25 SF/capita	376,000 SF	0.42 SF/capita	0.67 SF/capita
CUYAHOGA COUNTY PUBLIC LIBRARY	PARMA	OH	620,000 pop	0	27	0	23,000 pop	610,000 SF	0.98 SF/capita	0 SF	0.00 SF/capita	0.98 SF/capita
LAS VEGAS-CLARK COUNTY LIBRARY D	LAS VEGAS	NV	1,700,000 pop	0	25	0	68,000 pop	641,000 SF	0.38 SF/capita	0 SF	0.00 SF/capita	0.38 SF/capita
SAN JOSE PUBLIC LIBRARY	SAN JOSE	CA	1,050,000 pop	1	24	0	43,800 pop	437,000 SF	0.42 SF/capita	475,000 SF	0.45 SF/capita	0.87 SF/capita
AUSTIN PUBLIC LIBRARY	AUSTIN	TX	980,000 pop	1	21	1	46,700 pop	207,000 SF	0.21 SF/capita	200,000 SF	0.20 SF/capita	0.42 SF/capita
CHARLOTTE MECKLENBURG LIBRARY	CHARLOTTE	NC	1,100,000 pop	1	19	0	57,900 pop	378,000 SF	0.34 SF/capita	156,000 SF	0.14 SF/capita	0.49 SF/capita
MULTNOMAH COUNTY LIBRARY	PORTLAND	OR	820,000 pop	1	18	0	45,600 pop	136,000 SF	0.17 SF/capita	125,000 SF	0.15 SF/capita	0.32 SF/capita
PHOENIX PUBLIC LIBRARY	PHOENIX	AZ	1,630,000 pop	1	16	0	101,900 pop	277,000 SF	0.17 SF/capita	280,000 SF	0.17 SF/capita	0.34 SF/capita
LOUISVILLE FREE PUBLIC LIBRARY	LOUISVILLE	KY	770,000 pop	1	16	1	48,100 pop	278,000 SF	0.36 SF/capita	167,000 SF	0.22 SF/capita	0.58 SF/capita
FORT WORTH PUBLIC LIBRARY	FORT WORTH	TX	910,000 pop	1	14	0	65,000 pop	173,000 SF	0.19 SF/capita	244,000 SF	0.27 SF/capita	0.46 SF/capita

Source: IMLS.gov

Dallas Public Library
Central and Branch Hours and Locations

Central Library: 1515 Young St., 75201 | 214-670-1400

Mon	Tue	Wed	Thu	Fri	Sat	Sun
—	9-8	9-5	9-8	9-5	9-4	9-4

Arcadia Park: 1302 North Justin Ave., 75211 | 214-670-6446

Mon	Tue	Wed	Thu	Fri	Sat	Sun
8-5	8-5	8-5	8-5	8-5	8-4	—

Audelia Road: 10045 Audelia Road, 75238 | 214-670-1350

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Bachman Lake: 9480 Webb Chapel Rd., 75220 | 214-670-6376

Mon	Tue	Wed	Thu	Fri	Sat	Sun
—	9-8	9-5	9-8	9-5	9-4	9-4

Bookmarks in NorthPark Center: 8687 N. Central Expy., Ste 1514, 75225 | 214-671-1381

Mon	Tue	Wed	Thu	Fri	Sat	Sun
—	9-5	9-5	9-5	9-5	9-4	—

Dallas West: 2332 Singleton Boulevard, 75212 | 214-670-6445

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Forest Green: 9619 Greenville Ave, 75243 | 214-670-1335

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Fretz Park: 6990 Belt Line Road, 75254 | 214-670-6421

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Grauwyler Park: 2146 Gilford Street, 75235 | 214-671-1447

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Hampton-Illinois: 2951 South Hampton Road, 75224 | 214-670-7646

Mon	Tue	Wed	Thu	Fri	Sat	Sun
—	9-8	9-5	9-8	9-5	9-4	9-4

Highland Hills: 6200 Bonnie View Road, 75241 | 214-670-0987

Mon	Tue	Wed	Thu	Fri	Sat	Sun
—	9-8	9-5	9-8	9-5	9-4	9-4

Kleberg-Rylie: 1301 Edd Road, 75253 | 214-670-8471

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Lakewood: 6121 Worth Street, 75214 | 214-670-1376

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Lochwood: 11221 Lochwood Boulevard, 75218 | 214-670-8403

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Martin Luther King, Jr.: 2922 Martin Luther King Jr. Blvd., 75215 | 214-670-0344

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Mountain Creek: 6102 Mountain Creek Parkway, 75249 | 214-670-6704

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

North Oak Cliff: 302 West Tenth Street, 75208 | 214-670-7555

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Oak Lawn: 4100 Cedar Springs Road, 75219 | 214-670-1359

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Park Forest: 3421 Forest Lane, 75234 | 214-670-6333

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Paul Laurence Dunbar Lancaster-Kiest: 2008 East Kiest Blvd, 75216 | 214-670-1952

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Pleasant Grove: 7310 Lake June Road, 75217 | 214-670-0965

Mon	Tue	Wed	Thu	Fri	Sat	Sun
—	9-8	9-5	9-8	9-5	9-4	9-4

Polk-Wisdom: 7151 Library Lane, 75232 | 214-670-1947

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Prairie Creek: 9609 Lake June Rd., 75217 | 214-671-0410

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Preston Royal: 5626 Royal Lane, 75229 | 214-670-7128

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Renner Frankford: 6400 Frankford Road, 75252 | 214-670-6100

Mon	Tue	Wed	Thu	Fri	Sat	Sun
—	9-8	9-5	9-8	9-5	9-4	9-4

Skillman Southwestern: 5707 Skillman Street, 75206 | 214-670-6078

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Skyline: 6006 Everglade Road, 75227 | 214-670-0938

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Timberglen: 18505 Midway Road, 75287 | 214-671-1365

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-5	9-8	9-8	9-5	9-4	—

Vickery Park: 8333 Park Lane, 75231 | 214-671-2101

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	9-4

White Rock Hills: 9150 Ferguson Rd, 75228 | 214-670-8443

Mon	Tue	Wed	Thu	Fri	Sat	Sun
9-5	9-8	9-5	9-8	9-5	9-4	—

Dallas Public Library

FY23 First-time Circulation and Staff Renewals by Location

Branch/Floor/Unit	FY23
Arcadia Park	18,505
Audelia Road	123,547
Bachman Lake	25,998
Central Library	112,938
Dallas West	19,053
Forest Green	35,952
Fretz Park	127,216
Grauwyler Park	9,029
Hampton-Illinois	56,650
Highland Hills	10,386
Kleberg-Rylie	19,752
Lakewood	112,204
Lochwood	93,605
Martin Luther King Jr.	12,225
Mountain Creek	12,055
North Oak Cliff	35,108
NorthPark - Bookmarks	18,316
Oak Lawn	49,989
Park Forest	38,926
Lancaster-Kiest	10,714
Pleasant Grove	13,922
Polk-Wisdom	18,570
Prairie Creek	30,291
Preston Royal	122,009
Renner Frankford	82,874
Skillman Southwestern	79,406
Skyline	22,585
Timberglen	45,515
Vickery Park	30,596
White Rock Hills	47,545
Total	1,435,481