

LIBRARY SERVICES DEPARTMENT
APPROPRIATION SUMMARY
Fiscal Year 2012-13

ADMINISTERED BY: DIRECTOR OF LIBRARY SERVICES

Appropriation	FY 2011-12		FY 2012-13		
	Budget	Position Allocations	Recommended Budget	Percent Change	Position Allocations
OTHER OPERATING FUND Library - Fund 160	\$ 5,886,283	43	\$ 6,097,074	3.6%	43
TOTAL ALL FUNDS	\$ 5,886,283	43	\$ 6,097,074	3.6%	43

Mission Statement

To provide free and open access to diverse resources that enrich, inform, empower and entertain.

Budget Summary and Changes

The FY 2012-13 Proposed Budget for the Library is recommended at \$6,097,074, an increase of \$210,791 (3.6%) over FY 2011-12. The increase is due to an increase of \$234,000 in indirect charges (A-87 costs) to the Library partially offset by a reduction in direct expenditures of \$23,000. The General Fund offsets the charge for A87 costs (except for \$100,000) and therefore is also increased by \$234,000. The main source of revenue for operation of the Library system is property taxes. The FY 2012-13 Proposed Budget projects property taxes to be flat, following a 10.5% decrease over the last several years. No state revenues are budgeted. The Proposed Budget funds 39 positions, unchanged from FY 2011-12 and a decrease of nine (19%) since FY 2007-08.

The Placer County Library system operates 12 branch libraries and a bookmobile. The Library has developed a technology plan for increased staff efficiency and functionality; the FY 2012-13 Proposed Budget includes \$55,000 from Library Fund reserves to implement the plan. The Board of Supervisors received a presentation on funding challenges to the Library on April 10, 2012. To balance the budget, the use of reserves is recommended while service levels and funding strategies are being studied more fully.

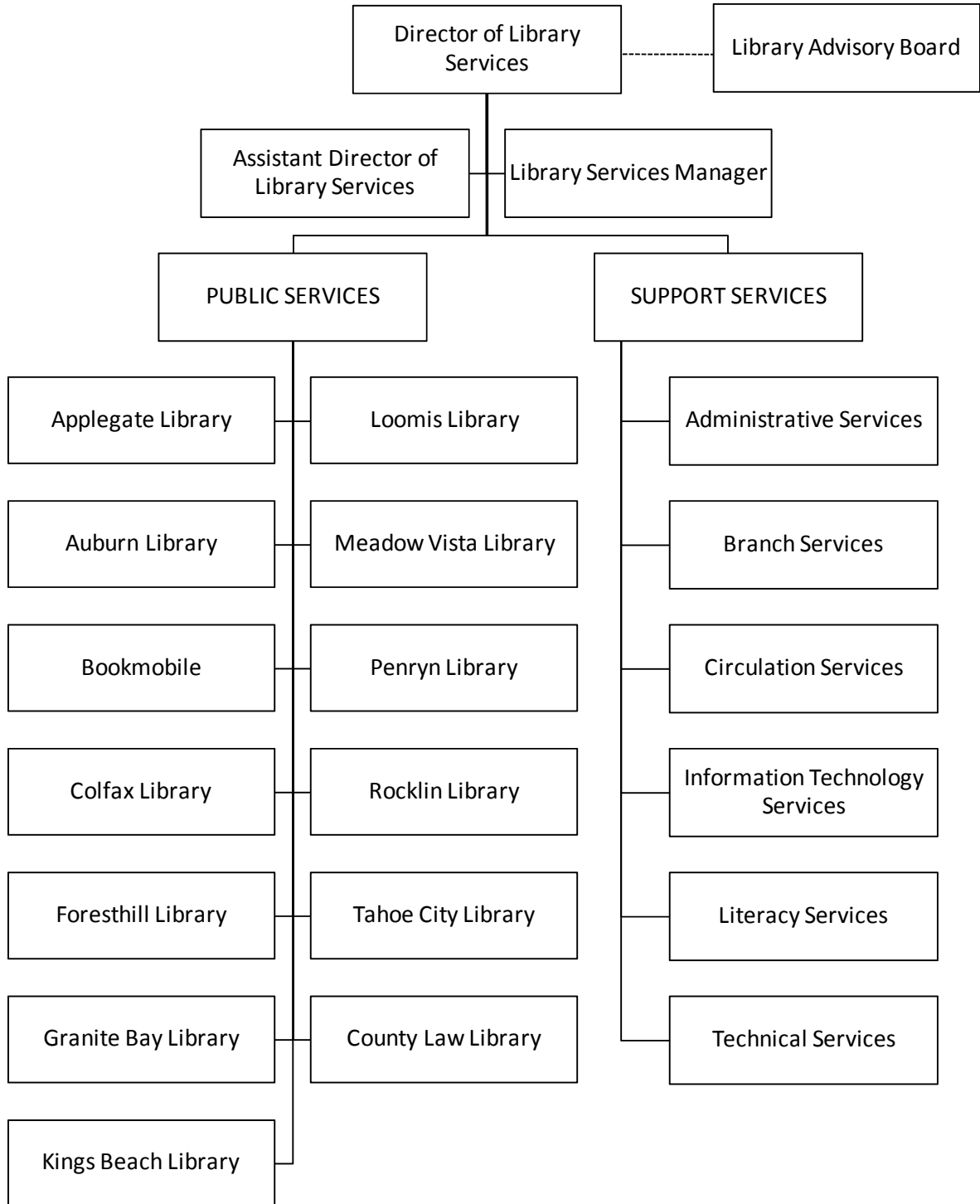
Department Comments

The Library is facing some tough economic challenges. The primary source of funding is a portion of property tax revenues which continue to decline. Yet, the service needs of the Library communities continue to increase. Citizens are relying heavily on the Library and Library staff to assist with job information, job applications and resumes, children's programming, electronic resources and e-books, internet convenience, use and speed, Wi-Fi and entertainment needs in the form of best-sellers and DVDs.

The Library remains committed to providing the best possible service while continually reassessing processes and procedures in search of best practices and the most efficient use of limited resources. Strategic Planning, funded by a Library Services and Technology Grant from the California State Library, should help to illuminate a clear path for the future of the Library, suggest how community needs can be met with limited resources, and how funding may be budgeted to maximize efficiencies. Self service models and consolidation of service points are being explored and deployed system-wide where appropriate to maintain open hours and current staffing levels.

Final Budget Changes from the Proposed Budget

LIBRARY



Library 64010

Program Purpose: The Library’s core function is to provide library services to the residents of Placer County, including an up-to-date collection of library materials reflective of community interests, skilled staff to assist customers, attractive community libraries, and enriching and entertaining library programs.

Major Budget Adjustments Proposed for FY 2012-13

- Property tax estimated to be flat – following three years of decline
- Retains General Fund offset of A-87 costs less \$100,000
- The budget is balanced by a combination of fund balance rollover (\$314,637) and a one-time use of reserves (\$55,000)

FUNDED POSITIONS

CHANGES IN FUNDED POSITIONS	FY 2007-08 FINAL BUDGET	FY 2011-12 FINAL BUDGET	FY 2012-13 PROPOSED BUDGET
Library	48	39	39

County of Placer
Financing Sources and Uses by Budget Unit by Object
Governmental Funds
Fiscal Year 2012-13

Budget Unit **County Library Fund - 160**

Function **Education**

Activity **County Library - 64010**

Detail by Revenue Category and Expenditure Object	2010-11 Final Actuals	2011-12 Estimated	2012-13 Recommended	2012-13 Adopted by the Board of Supervisors
1	2	3	4	5
Revenue				
Taxes				
6100 Current Secured Property Taxes	\$ 3,417,576	\$ 3,429,469	\$ 3,419,953	\$
6106 Railroad Unitary Property Taxes	1,651	1,651	2,875	\$
6107 Unitary & Op Non-Unitary Property Taxes	100,801	100,824	105,947	\$
6111 Current Unsecured Property Taxes	86,641	87,000	82,935	\$
6132 Prior Secured Property Taxes	(2,663)	(3,460)	(1,485)	\$
6140 Prior Unsecured Property Taxes	1,117	1,585	2,241	\$
6160 Timber Tax	1,286	1,324	1,813	\$
6171 Current Supplemental Property Taxes	27,018	17,310	19,444	\$
6196 Prior Supplemental Property Taxes	(507)	(628)	94	\$
Total Taxes	\$ 3,632,920	\$ 3,635,075	\$ 3,633,817	\$
Fines, Forfeits & Penalties				
6854 Library Fines and Fees	\$ 146,500	\$ 115,436	\$ 146,500	\$
Total Fines, Forfeits & Penalties	\$ 146,500	\$ 115,436	\$ 146,500	\$
Rev from Use of Money & Property				
6950 Interest	\$ 21,413	\$ 18,780	\$ 10,240	\$
6965 Rents & Concessions	12,142	11,080	10,890	\$
6970 Investment Income	8,000			\$
Total Rev from Use of Money & Property	\$ 41,555	\$ 29,860	\$ 21,130	\$
Intergovernmental Revenue				
7112 RDA Pass-Throughs	\$ 55,867	\$ 61,574	\$ 35,000	\$
7139 State Aid - Library	916			\$
7205 Homeowners Property Tax Relief	38,811	11,652	11,846	\$
7232 State Aid - Other	18,580			\$
7234 State Aid - Mandated Costs	116			\$
7292 Aid from Other Governmental Agencies	12,000	12,000	12,000	\$
7315 Public Library Fund	65,062			\$
Total Intergovernmental Revenue	\$ 191,352	\$ 85,226	\$ 58,846	\$
Charges for Services				
8203 Law Library Services	\$ 199,992	\$ 180,768	\$ 198,202	\$
8218 Forms and Photocopies	3,793	2,582	12,982	\$
Total Charges for Services	\$ 203,785	\$ 183,350	\$ 211,184	\$
Donations				
8748 Literacy Donations	\$ 500	\$ 4,000	\$ 500	\$
8754 Donation - For Library Equip & Supplies	136,538	139,602	84,850	\$
8755 Donation	3,916	2,808	7,800	\$
Total Donations	\$ 140,954	\$ 146,410	\$ 93,150	\$
Miscellaneous Revenues				
8764 Miscellaneous Revenues	\$ 7,286	\$ 79,475	\$ 16,433	\$
Total Miscellaneous Revenues	\$ 7,286	\$ 79,475	\$ 16,433	\$
Other Financing Sources				
8779 Contributions from General Fund	\$ 648,717	\$ 1,105,283	\$ 1,339,470	\$
8780 Contributions from Other Funds	183,987	191,531	206,907	\$
8954 Operating Transfers In	15,000			\$
Total Other Financing Sources	\$ 847,704	\$ 1,296,814	\$ 1,546,377	\$
Total Revenue	\$ 5,212,056	\$ 5,571,646	\$ 5,727,437	\$
Expenditures / Appropriations				
Salaries & Benefits				
1001 Employee Paid Sick Leave	\$ 3,054	\$ 3,000	\$ 1,100	\$
1002 Salaries and Wages	2,018,333	1,964,891	2,046,765	\$
1003 Extra Help	254,289	267,000	239,574	\$
1005 Overtime & Call Back		1,000	60	\$
1011 Salary Savings		(4,712)	(4,712)	\$
1018 Taxable Meal Reimbursements	199	200	150	\$
1300 P.E.R.S.	445,231	472,920	508,775	\$
1301 F.I.C.A.	169,550	172,163	174,457	\$
1303 Other - Post Employment Benefits	296,255	244,697	252,432	\$
1310 Employee Group Ins	363,095	363,691	392,416	\$
1315 Workers Comp Insurance		1,275	3,086	\$

County of Placer
Financing Sources and Uses by Budget Unit by Object
Governmental Funds
Fiscal Year 2012-13

Budget Unit **County Library Fund - 160**

Function **Education**

Activity **County Library - 64010**

Detail by Revenue Category and Expenditure Object	2010-11 Final Actuals	2011-12 Estimated	2012-13 Recommended	2012-13 Adopted by the Board of Supervisors
1	2	3	4	5
1325 401 (k) Employer Match	2,073	3,000	2,250	
Total Salaries & Benefits	\$ 3,552,079	\$ 3,489,125	\$ 3,616,353	\$
Services & Supplies				
2051 Communications - Telephone	\$ 55,382	\$ 55,000	\$ 57,019	\$
2052 Mobile Communication Devices	795	816	866	
2140 Gen Liability Ins		13,028	10,611	
2274 Delivery & Freight Charges	239			
2290 Maintenance - Equipment	2,349	5,925	4,600	
2291 Maintenance - Computer Equip	86,252	70,321	72,298	
2404 Maintenance Services	25,692	27,000	27,000	
2439 Membership/Dues	5,939	5,538	5,538	
2456 Misc Expense	83,560	81,021	60,000	
2481 PC Acquisition	38,972	14,400	14,400	
2511 Printing	12,431	7,986	7,768	
2522 Other Supplies	33,762	92,860	30,115	
2523 Office Supplies & Exp	13,668	9,300	11,000	
2524 Postage	54,204	52,385	8,731	
2555 Prof/Spec Svcs - Purchased	15,803	15,500	64,965	
2556 Prof/Spec Svcs - County	6,232	6,029	4,766	
2709 Countywide System Charges	4,022	3,834	9,778	
2727 Rents & Leases - Bldgs & Impr	45,272	42,536	44,586	
2838 Special Dept Expense-1099 Reportable	42,066	20,824	19,568	
2840 Special Dept Expense	36,868	27,368	82,050	
2844 Training	6,599	790	1,000	
2860 Library Materials	282,376	195,643	65,631	
2931 Travel & Transportation	1,780	713	300	
2932 Mileage	2,486	1,932	1,241	
2933 Lodging			600	
2941 County Vehicle Mileage	21,398	23,550	24,162	
2964 Meals/Food Purchases	571	602	640	
2965 Utilities	137,397	147,664	160,730	
2966 Drug & Alcohol Testing	271		200	
Total Services & Supplies	\$ 1,016,386	\$ 922,565	\$ 790,163	\$
Other Charges				
3551 Transfer Out A-87 Costs	\$ 698,671	\$ 1,205,283	\$ 1,439,470	\$
Total Other Charges	\$ 698,671	\$ 1,205,283	\$ 1,439,470	\$
Intrafund Transfers Out				
5310 I/T Employee Group Insurance	\$ 216,240	\$ 210,719	\$ 212,013	\$
5404 I/T Maintenance - Services	29,207			
5405 I/T Maintenance - Bldgs & Improvements		20,000	12,000	
5550 I/T - Administration	1,515			
5552 I/T - MIS Services	25,795	27,416	23,375	
5553 I/T - Revenue Services Charges	1,873	1,175	2,000	
5556 I/T - Professional Services	750	10,000	1,000	
5678 I/T Road Projects	27			
5965 I/T Utilities	7,921		700	
Total Intrafund Transfers Out	\$ 283,328	\$ 269,310	\$ 251,088	\$
Total Expenditures / Appropriations	\$ 5,550,464	\$ 5,886,283	\$ 6,097,074	\$
Net Cost	\$ 338,408	\$ 314,637	\$ 369,637	\$