

LIBRARY SERVICES DEPARTMENT
APPROPRIATION SUMMARY
Fiscal Year 2011-12

ADMINISTERED BY: DIRECTOR OF LIBRARY SERVICES

Appropriation	FY 2010-11		FY 2011-12 Proposed Budget		
	Budget	Position Allocations	Recommended Budget	Percent Change	Position Allocations
OTHER OPERATING FUND Library - Fund 160	\$ 5,643,204	43	\$ 5,960,468	5.6%	43
TOTAL ALL FUNDS	\$ 5,643,204	43	\$ 5,960,468	5.6%	43

Mission Statement

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

Budget Summary and Changes

The Placer County Library system operates twelve branch libraries and a bookmobile. The main source of revenue for operation of the Library system is dedicated library property taxes. The FY 2011-12 Proposed Budget projects a 5% decrease in property taxes over current year. In addition, at this point, state revenues for library operations, transaction reimbursements and literacy are expected to be cut entirely, an additional \$85,000 impact. Maintaining service levels with revenue decreases has been difficult, but achieved in this budget by reprioritizing resources including further reducing the materials appropriation as it is one of the few discretionary items.

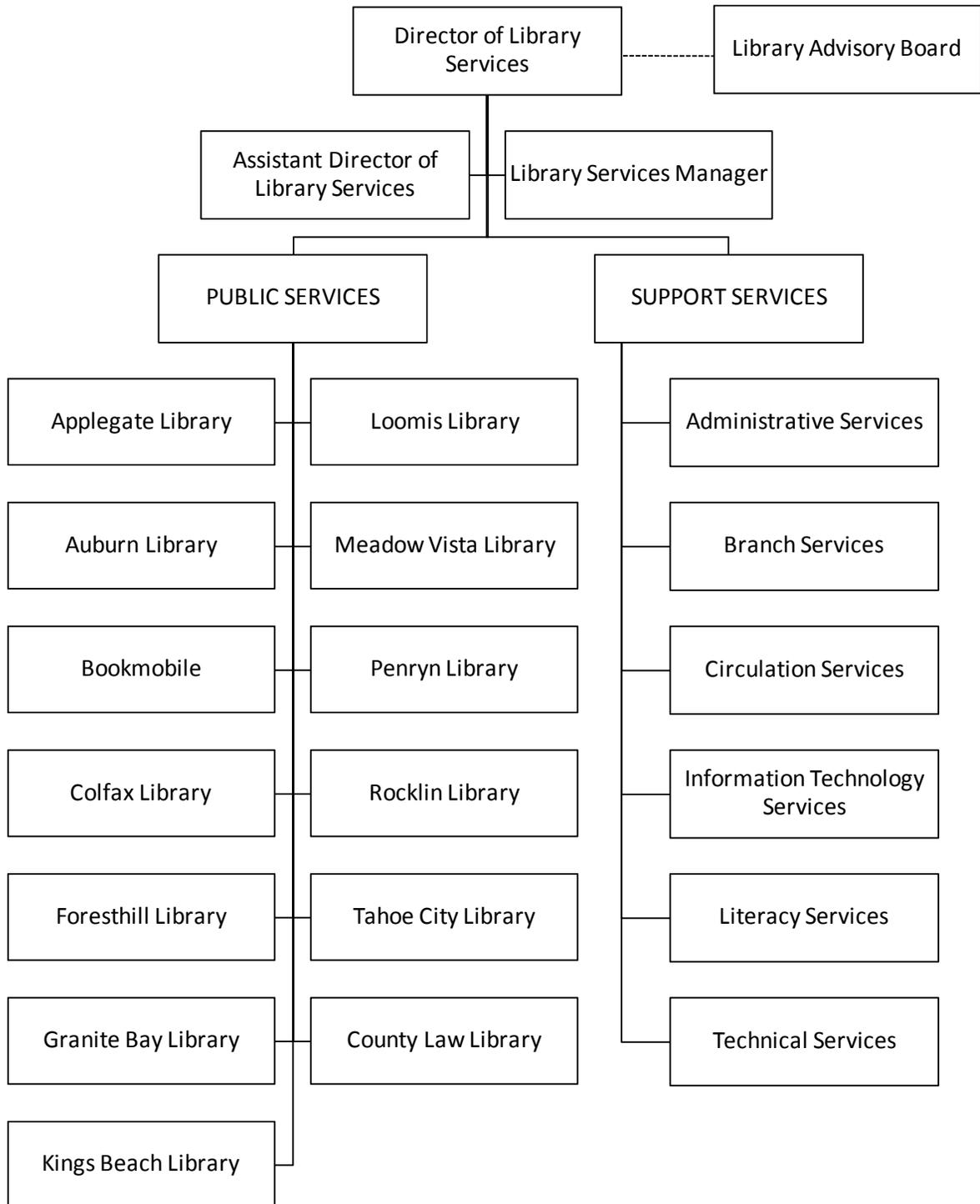
From FY 2007-08 through FY 2010-11, funded allocations decreased from 48 to 42 or 14%. This number further decreases to 41 in the Proposed Budget, straining the increased demand for services at the new Rocklin and Colfax libraries.

Department Comments

The Library continues to offer an outstanding level of public resources despite reduced revenues. Building projects were completed in Colfax (March 2010) and Rocklin (January 2011). The success of both facilities is due in part to the efforts of the Library to recycle and reuse materials, partnerships with the Friends of the Library, and prudent fiscal planning by the County. Additionally, new technologies in the Rocklin Library have improved staff efficiency and customer satisfaction. The circulation of Library materials, use of Library Internet computers and Wi-Fi, and participation in Library programming continues to increase.

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 Adjustment Included in 2010-11

- The retirement of the Library Director necessitated the appointment of an Acting Director, and the recruitment of a library services manager to assist that official. There is a net savings of approximately \$35,000.

Major Budget Adjustment Proposed for 2011-12

- The Proposed Budget is submitted assuming that the State will not provide approximately \$85,000 to support the library services of literacy, transaction-based reimbursements, and general library support. This results in a \$65,112 cut in the materials budget, one of the few discretionary spending objects.

POSITION INFORMATION

Changes in Funded Positions Salary Adjustments	2011-12 Positions	2011-12 Salary
<i>LIBRARY SERVICES</i>		
Library Services		
Library Services Manager	1	\$ 84,751
Library Clerk Journey	-1	\$ (15,673)
Assistant Director of Library	-1	\$ (106,861)
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Library Services Total	-1	\$ (37,783)

County of Placer
Financing Sources and Uses by Budget Unit by Object
Governmental Funds
Fiscal Year 2011-12

Budget Unit **County Library Fund - 160**

Function **Education**

Activity **County Library - 64010**

Detail by Revenue Category and Expenditure Object	2009-10 Final Actuals	2010-11 Estimated	2011-12 Recommended	2011-12 Adopted by the Board of Supervisors
1	2	3	4	5
Revenue				
Taxes				
6100 Current Secured Property Taxes	\$ 3,605,780	\$ 3,416,083	\$ 3,358,777	\$
6106 Railroad Unitary Property Taxes	1,246	1,198	1,651	
6107 Unitary & Op Non-Unitary Property Taxes	98,675	94,728	100,824	
6111 Current Unsecured Property Taxes	91,377	91,351	87,000	
6132 Prior Secured Property Taxes	(2,215)	(300)	(3,460)	
6140 Prior Unsecured Property Taxes	943	1,224	1,585	
6160 Timber Tax	129	96	1,324	
6171 Current Supplemental Property Taxes	36,818	47,614	17,310	
6196 Prior Supplemental Property Taxes	(829)	192	(628)	
Total Taxes	\$ 3,831,924	\$ 3,652,186	\$ 3,564,383	\$
Licenses, Permits & Franchises				
6752 Business Licenses	\$ (30)	\$	\$	\$
Total Licenses, Permits & Franchises	\$ (30)	\$	\$	\$
Fines, Forfeits & Penalties				
6854 Library Fines and Fees	\$ 153,642	\$ 142,000	\$ 115,436	\$
Total Fines, Forfeits & Penalties	\$ 153,642	\$ 142,000	\$ 115,436	\$
Rev from Use of Money & Property				
6950 Interest	\$ 25,045	\$ 24,500	\$ 18,780	\$
6965 Rents & Concessions	10,180	9,400	11,080	
Total Rev from Use of Money & Property	\$ 35,225	\$ 33,900	\$ 29,860	\$
Intergovernmental Revenue				
7112 RDA Pass-Throughs	\$ 65,215	\$ 65,000	\$ 61,574	\$
7139 State Aid - Library	2,223	1,030		
7205 Homeowners Property Tax Relief	38,009	38,206	11,652	
7232 State Aid - Other	16,647	16,500		
7234 State Aid - Mandated Costs	(70)			
7292 Aid from Other Governmental Agencies	12,000	12,000	12,000	
7315 Public Library Fund	66,295	50,000		
Total Intergovernmental Revenue	\$ 200,319	\$ 182,736	\$ 85,226	\$
Charges for Services				
8203 Law Library Services	\$ 197,386	\$ 174,000	\$ 180,768	\$
8218 Forms and Photocopies	3,425	3,466	2,582	
Total Charges for Services	\$ 200,811	\$ 177,466	\$ 183,350	\$
Donations				
8748 Literacy Donations	\$ 9,232	\$ 4,000	\$ 4,000	\$
8754 Donation - For Library Equip & Supplies	60,191	4,695	139,602	
8755 Donation	7,083		2,808	
Total Donations	\$ 76,506	\$ 8,695	\$ 146,410	\$
Miscellaneous Revenues				
8764 Miscellaneous Revenues	\$ 9,521	\$ 15,000	\$ 41,975	\$
Total Miscellaneous Revenues	\$ 9,521	\$ 15,000	\$ 41,975	\$
Other Financing Sources				
8779 Contributions from General Fund	\$ 695,330	\$ 648,717	\$ 1,105,283	\$
8780 Contributions from Other Funds	178,372	222,838	191,531	
8954 Operating Transfers In	5,000			
Total Other Financing Sources	\$ 878,702	\$ 871,555	\$ 1,296,814	\$
Total Revenue	\$ 5,386,620	\$ 5,083,538	\$ 5,463,454	\$

Expenditures / Appropriations

Salaries & Benefits

1001 Employee Paid Sick Leave	\$ 1,132	\$ 1,000	\$ 3,000	\$
1002 Salaries and Wages	1,874,917	2,088,261	2,048,995	
1003 Extra Help	268,504	236,881	238,482	
1011 Salary Savings		(52,459)	(4,712)	
1018 Taxable Meal Reimbursements	92	200	200	
1300 P.E.R.S.	414,537	458,317	493,105	
1301 F.I.C.A.	169,218	181,314	176,415	
1303 Other - Post Employment Benefits	301,765	301,075	256,197	
1310 Employee Group Ins	332,689	427,139	379,113	

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1	2	3	4	5
1315 Workers Comp Insurance	4,723	7,303	1,291	
1325 401 (k) Employer Match	1,448	3,000	3,000	
Total Salaries & Benefits	\$ 3,369,025	\$ 3,652,031	\$ 3,595,086	
Services & Supplies				
2051 Communications - Telephone	\$ 88,546	\$ 126,945	\$ 55,000	
2052 Mobile Communication Devices	961		816	
2140 Gen Liability Ins	5,255	10,518	13,028	
2290 Maintenance - Equipment	4,772	5,850	5,925	
2291 Maintenance - Computer Equip	57,412	69,376	70,321	
2404 Maintenance Services	25,117	25,116	27,000	
2439 Membership/Dues	5,704	6,600	5,538	
2456 Misc Expense	38,960		55,000	
2481 PC Acquisition	26,998	36,400	14,400	
2511 Printing	10,743	8,600	7,986	
2522 Other Supplies	14,370	15,350	92,860	
2523 Office Supplies & Exp	14,339	12,250	9,300	
2524 Postage	46,745	42,000	52,385	
2555 Prof/Spec Svcs - Purchased	17,450	15,900	15,500	
2556 Prof/Spec Svcs - County	3,340	3,300	4,029	
2709 Countywide System Charges	6,883	4,022	3,834	
2727 Rents & Leases - Bldgs & Impr	39,684	42,800	42,536	
2838 Special Dept Expense-1099 Reportable	39,479	35,800	20,824	
2840 Special Dept Expense	42,506	29,500	27,368	
2844 Training	2,959	2,300	790	
2860 Library Materials	371,224	257,000	191,888	
2931 Travel & Transportation	2,109	450	713	
2932 Mileage	1,613	1,600	1,932	
2933 Lodging	1,732			
2941 County Vehicle Mileage	20,995	17,941	23,550	
2964 Meals/Food Purchases	1,321	1,200	602	
2965 Utilities	123,215	129,887	147,664	
2966 Drug & Alcohol Testing	204			
Total Services & Supplies	\$ 1,014,636	\$ 900,705	\$ 890,789	
Other Charges				
3551 Transfer Out A-87 Costs	\$ 795,330		\$ 1,205,283	
Total Other Charges	\$ 795,330		\$ 1,205,283	
Capital Assets				
4451 Equipment		\$ 30,000		
Total Capital Assets		\$ 30,000		
Intrafund Transfers Out				
5310 I/T Employee Group Insurance	\$ 200,903	\$ 254,398	\$ 210,719	
5405 I/T Maintenance - Bldgs & Improvements	14,514	29,500	20,000	
5527 I/T Prof Services A-87 Costs		748,717		
5550 I/T - Administration	41,233			
5552 I/T - MIS Services	23,237	23,353	27,416	
5553 I/T - Revenue Services Charges	2,379	2,000	1,175	
5556 I/T - Professional Services	607	2,500	10,000	
5678 I/T Road Projects	111			
5965 I/T Utilities	1,498			
Total Intrafund Transfers Out	\$ 284,482	\$ 1,060,468	\$ 269,310	
Total Expenditures / Appropriations	\$ 5,463,473	\$ 5,643,204	\$ 5,960,468	
Net Cost	\$ 76,853	\$ 559,666	\$ 497,014	