

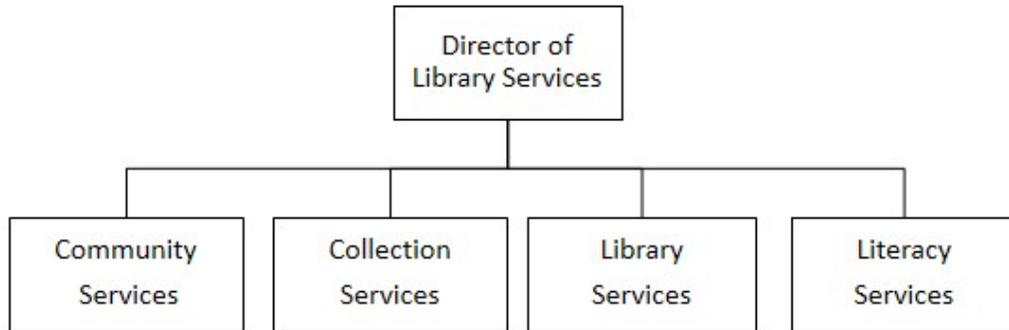
Mission Statement:

Placer County Library connects people and strengthens community for a better future.

County Library COST CENTER SUMMARY Fiscal Year 2020-21					
Cost Center	FY 2017-18 Actuals	FY 2018-19 Actuals	FY 19-20 Final Budget	FY 20-21 Final Budget	YOY % Change
County Library Fund					
County Library	\$ 7,610,536	\$ 8,146,686	\$ 8,928,758	\$ 8,179,332	-8.39%

Funded Positions					
County Library	49	51	49	49	
Total Funded Positions	49	51	49	49	0.00%
Total Allocated Positions	52	51	49	49	0.00%

COUNTY LIBRARY



County Library – Cost Center 15001

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, entertaining library programs.

Major Budget Adjustments and Initiatives:

- Stabilize staffing to meet safety and community needs when demand is greater than the funding and labor available.
- Revisit the Strategic Planning Initiatives adopted by the Board of Supervisors and reprioritize them if necessary due to COVID issues and budget constraints. The plan includes four Library Strategic Focus Areas: 1) Innovative Service Delivery 2) Community Engagement 3) Strategic Partnerships 4) Service-Oriented Workforce. The five-year strategic plan term has been delayed and will begin January 2021 and ends December 2025.
- Intend to move forward with Phase II of the Technology Upgrade Plan for systemwide public service improvements to include replacement of Self Check machines in Auburn, Rocklin and Granite Bay Libraries, install automated materials handling with two electronic library material returns and implement eCommerce including upgrading credit card processing. These projects were delayed due to COVID.
- Purchase furniture and continue remodel projects in process into 2021. Including a plan to remodel the Auburn Library.

Program Title	Program Description	Program Cost
Community Services	<p>Engage citizens to support Library Services through Friends of the Library groups, Literacy Support Council, the Library Advisory Board and the Teen Advisory Boards. Promote volunteerism by running a year-round volunteer program in its libraries.</p> <p>The Placer County Library partners with nonprofit organizations whose sole purpose in organizing is to raise awareness and funds that enhance countywide library services. Friends of the Library Groups are currently active in the communities of: Auburn, Colfax, Foresthill, Granite Bay, Kings Beach, and Rocklin. Other support groups currently active includes the Literacy Support Council of Placer County that augments the library’s Placer Adult Literacy Service (PALS) program by soliciting funds and volunteers; Teen Advisory Committees in the Auburn and Rocklin Libraries that keep the youth services librarians up-to-date on the information needs of community youth; and a Library Advisory Board with seven appointed members; one each from the supervisorial districts and two from the City of Auburn that volunteer to be the liaison between the Director of Library Services and the Board of Supervisors.</p> <p>The public library administers a robust volunteer program including more than 250 individuals who provided over 9,714 work hours throughout the system in FY18-19. Volunteers assist with shelving library materials, aiding staff, teaching technology classes, tutoring literacy learners, and a myriad of other support duties.</p>	\$146,368

<p>Library Collection Services</p>	<p>Lend and provide access to an up-to-date collection of books and materials reflective of community interests to library cardholders including access to a variety of e-resources, databases, the Internet, and wireless technology.</p> <p>The Placer County Library offers more than 264,258 items collectively in the library materials asset for the community to borrow. Items can be conveniently borrowed from, downloaded or used by the Placer County community and its' visitors. To remain viable the library's collection must be continually funded and refreshed. Placer County Library has a service area that covers over 1,500 square miles and a legal service population of 203,728 citizens. Library visits this year exceeded 556,000. 1,038,000 items were borrowed by library users in FY 18-19.</p> <p>The Library system was able to refresh and enhance the library collection from donations made by the Friends of the Library groups. Collectively these groups donated \$73,801 in FY 2017-18.</p>	<p>\$1,441,722</p>
<p>Library Services</p>	<p>Create library programs in Placer County facilities that strengthen community literacy, the love of reading and life-long learning and provide open access to community space and public events that enrich, inform, empower and entertain. Offer outreach opportunities through mobile library services and the bookmobile.</p> <p>Even in the age of the Internet, demand for public library services in Placer County remains steady. Residents come to the library to do more than find library materials. In addition to browsing the shelves, they are studying, attending programs, performing job searches, picking up tax forms, using the free wireless, learning to read, and gathering with friends and neighbors.</p>	<p>\$5,114,748</p>
<p>Literacy Services</p>	<p>Placer County Library Literacy Services connects those in need with free, confidential one-on-one reading, writing, high school equivalency and English language skills, family literacy services, and basic computer assistance.</p> <p>Placer Adult Literacy Service (PALS) served over 170 adult learners with 120 volunteers. These PALS volunteers supported learners by providing one-on-one tutoring during the 2019-2020 fiscal year. These learners, with the help of their volunteer tutors, are working to improve reading, writing, spelling, get their GED, and in many cases learn English. PALS has collaborated with the Placer County Sheriff's Office to institute an inmate literacy program in both the Auburn and South Placer facilities. Additionally, PALS provides computer classes and one-on-one technology help. Through a partnership with Placer School for Adults, PALS provides ESL classes in both the Rocklin and Auburn libraries, while also providing conversation clubs in Granite Bay, Kings Beach, and Rocklin. In May 2019, with funding from the California State Library, the Family Literacy initiative was successfully piloted in three Placer County Libraries in Auburn, Kings Beach, and Rocklin.</p>	<p>\$186,661</p>
<p>Overhead</p>	<p>General operating expenditures not directly attributed to a program or service.</p>	<p>\$1,289,833</p>

County of Placer
Financing Sources and Uses by Budget Unit by Object
Governmental Funds
Fiscal Year 2020 - 21

Budget Unit: County Library Fund
Function: Education
Cost Center: CC15001 County Library

Detail by Revenue Category and Expenditure Object	2018 - 19 Actual	2019 - 20 Adopted Budget	2020 -21 Recommended	2020 -21 Adopted by Supervisors
1	2	3	4	5

Revenue

Other Fees and Charges	\$8,911	\$14,000	\$14,000	\$14,000
Donations	\$85,218	\$106,500	\$75,000	\$75,000
Forfeitures and Penalties	\$108,313	\$120,000	\$120,000	\$120,000
State Aid - Library	\$63,316	\$30,000	\$30,000	\$30,000
State Homeowners Property Tax Relief	\$38,399	\$38,596	\$38,596	\$38,596
Aid from Other Agencies	\$15,190	\$12,000	\$12,000	\$12,000
Miscellaneous	\$43			
Cash Sale Refund (Not for Treasury Returned Checks)	(\$759)			
Investment Income	\$14,596	\$12,000	\$15,500	\$15,500
Contributions from General Fund	\$2,000,400	\$1,869,237	\$1,609,738	\$1,609,738
Contributions from Other Funds		\$243,757	\$259,499	\$259,499
Operating Transfers In		\$262,526		
Fair Market Value Adjustment	\$36,381			
Rents and Concessions	\$1,160	\$16,183	\$16,183	\$16,183
Taxes - Current Secured Property	\$5,037,529	\$4,758,740	\$5,567,039	\$5,567,039
Taxes - Railroad Unitary Property	\$3,750	\$3,700	\$3,700	\$3,700
Taxes - Unitary and Op Non-Unitary Property	\$141,629	\$125,797	\$125,797	\$125,797
Taxes - Current Unsecured Property	\$108,338	\$101,436	\$122,896	\$122,896
Taxes - Delinquent Secured Property	(\$16)	(\$2,500)	(\$2,500)	(\$2,500)
Taxes - Delinquent Unsecured Property	\$1,486	\$1,522	\$1,522	\$1,522
Taxes - Current Supplemental Property	\$166,289	\$81,885	\$81,885	\$81,885
Taxes - Delinquent Supplemental Property	\$66	\$94	\$94	\$94
Sales and Use Taxes	\$69			
Residual Property Taxes	\$179,075	\$92,700	\$92,701	\$92,701
Pass-Through Property Taxes	\$90,174	\$56,650	\$56,650	\$56,650
Other Taxes	\$2,015	\$1,416	\$1,416	\$1,416
Total Revenue	\$8,101,570	\$7,946,239	\$8,241,716	\$8,241,716

Expenditures / Appropriations

Communication Services Expense	\$77,205	\$97,346	\$96,000	\$96,000
Employee Group Insurance	\$495,518	\$558,487	\$575,670	\$575,670

Retired Employee Group Insurance	\$230,166			
Food	\$3,417			
Maintenance - Janitorial	\$165,632	\$170,142		
Insurance	\$24,535	\$27,300	\$26,986	\$26,986
Transfer Out A-87 Costs	\$524,462	\$558,492	\$541,141	\$541,141
Intra Fund Services	\$3,493	\$10,000		
Parts	\$6,998	\$500	\$500	\$500
Maintenance	\$129,672	\$107,500	\$107,500	\$107,500
Professional / Membership Dues	\$3,753	\$4,000	\$4,000	\$4,000
Misc Expense	\$1,244			
Department Cash Shortage	\$8			
Printing	\$15,480	\$32,000	\$40,000	\$40,000
Other Supplies	\$68,041	\$110,000	\$96,946	\$96,946
Postage	\$4,750	\$8,280	\$8,342	\$8,342
Procurement Card Purchase / Clearing Account	\$624			
Professional and Special Services - General	\$210,099	\$662,000	\$15,000	\$15,000
Professional and Special Services - Technical, Engineering and Environmental	\$464,152	\$491,470	\$431,406	\$431,406
Professional and Special Services - County	\$13,143	\$2,086	\$14,073	\$14,073
Professional and Special Services - Information Technology	\$362,382	\$384,295	\$468,731	\$468,731
Rents and Leases - Equipment	\$580			
Rents and Leases - Buildings & Improvements	\$8,125	\$10,660	\$11,000	\$11,000
Retirement	\$776,155	\$917,706	\$984,414	\$984,414
Payroll Tax	\$216,086	\$235,300	\$237,649	\$237,649
Other Postemployment Benefits (OPEB)	\$257,260	\$341,250	\$334,426	\$334,426
401 (k) Employer Match	\$3,046	\$3,000	\$3,001	\$3,001
Salaries and Wages	\$2,750,252	\$2,972,956	\$3,060,320	\$3,060,320
Salary Savings		(\$212,265)	(\$215,037)	(\$215,037)
Employee Paid Sick Leave	\$35,939	\$1,100	\$1,100	\$1,100
Extra Help	\$32,359	\$60,000	\$60,000	\$60,000
Overtime and Call Back	\$37,917	\$5,000	\$13,000	\$13,000
Cafeteria Plans (Non-PERS)	\$141,572	\$165,626	\$166,804	\$166,804
Taxable Meal Reimbursements		\$225	\$225	\$225
Employee Benefits Systems	\$75,132	\$62,528	\$60,293	\$60,293
PC Acquisition	\$74,079	\$40,000		
Small Equipment	\$1,971			
Advertising	\$937			
Special Department Expense	\$635,501	\$637,826	\$505,000	\$505,000
Project Costs		\$135,000	\$135,000	\$135,000
Transportation and Travel	\$62,316	\$61,106	\$62,691	\$62,691

Utilities	\$222,697	\$256,485	\$324,260	\$324,260
Workers Comp Insurance	\$9,987	\$11,357	\$8,891	\$8,891
Total Expenditures / Appropriations	\$8,146,686	\$8,928,758	\$8,179,332	\$8,179,332
Total	(\$45,116)	(\$982,519)	\$62,384	\$62,384