

Library

Agency Overview

Agency Mission

The mission of the Madison Public Library is to provide free and equitable access to cultural and educational experiences.

Agency Overview

The Agency is responsible for the operation of Madison's nine library branches and the Library Maintenance Support Center. The Agency's goal is to support literacy and community engagement opportunities. The Library will advance this goal by providing programming including: maintaining book collections and reference services, access to technology and training, online branch services, and literacy programming.

2021 Budget Highlights

The 2021 Adopted Budget:

- Eliminates fines in accordance with the policy goals established by the Madison Public Library Board. (Revenue Reduction: \$226,300)
- Assumes closing Youth Services at Central Library three hours earlier daily, 6 pm rather than 9 pm, to partially offset the elimination of fines. This savings will be realized through eliminating vacant hourly positions (Reduction: \$50,000)
- Applies fund balance to offset COVID-related loss of revenues and partially offset the elimination of fines. (New Revenue: \$250,000).
- Increases the payment to Dane County Library Service for Madison library card holders using other Dane County libraries. The budget also increases revenue from Dane County Library Service for Dane County library card holders using the Madison Public Library. (Increase: \$23,900)
- Includes a reimbursement from the Hawthorne Library branch lessor for building improvements via Amendment #8 adopted by the Common Council. (New Revenue and Expense: \$109,509)
- Applies \$412,000 (or 2.1%) in reductions to the Library's budget. These reductions include:
 - Reduced hours at the Ashman branch from twelve hours per day to eight hours per day resulting in the reduction of a vacant Librarian position. (Reduction: \$98,300)
 - Reduced hours for Pages across the system (Reduction: \$132,200)
 - Operating the Monroe Street branch three days a week, a decrease from the current level of six days per week (Reduction: \$142,600)
 - Eliminating a vacant Library Assistant position (0.3 FTE) at the Lakeview Branch (Reduction: \$29,100)
 - Moving Sunday hours from the Pinney and Sequoya branches to either the Meadowridge or Goodman South branch and either the Hawthorne or Lakeview branch in accordance with the policy goals established by the Madison Public Library Board (Reduction: \$9,800).

Library**Function:****Public Facilities***Budget Overview*

Agency Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Library	17,703,567	19,163,603	18,001,917	19,179,747	18,849,564	18,849,564
Permanent	32,001	-	-	-	-	-
TOTAL	\$ 17,735,568	\$ 19,163,603	\$ 18,001,917	\$ 19,179,747	\$ 18,849,564	\$ 18,849,564

Agency Budget by Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Public Service	13,591,418	9,814,749	8,565,748	9,368,126	8,922,631	8,922,631
Community Engagement	351,725	528,186	379,476	777,617	929,282	929,282
Collection Resource & Access	1,775,707	2,042,421	2,112,773	2,182,427	2,193,694	2,193,694
Facilities	2,016,718	2,322,203	2,322,376	2,368,412	2,401,353	2,401,353
Admin & Marketing	-	4,456,045	4,621,544	4,483,165	4,402,604	4,402,604
TOTAL	\$ 17,735,568	\$ 19,163,603	\$ 18,001,917	\$ 19,179,747	\$ 18,849,564	\$ 18,849,564

Agency Budget by Major-Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Intergov Revenues	(1,295,770)	(76,226)	(41,824)	(1,368,883)	(1,368,883)	(1,368,883)
Charges For Services	(857,095)	(868,733)	(719,118)	(779,368)	(779,368)	(888,877)
Fine & Forfeiture	(218,597)	(250,000)	(45,848)	(23,700)	(23,700)	(23,700)
Investments & Other Contributions	(581,453)	(461,989)	(1,040,131)	(240,907)	(240,907)	(240,907)
Misc Revenue	(5,268)	(5,000)	(461)	-	-	-
Other Financing Source	(4,642,909)	-	-	-	(250,000)	(250,000)
Transfer In	(20,000)	(6,000)	(6,000)	(15,000)	(15,000)	(15,000)
TOTAL	\$ (7,621,093)	\$ (1,667,948)	\$ (1,853,382)	\$ (2,427,858)	\$ (2,677,858)	\$ (2,787,367)

Agency Budget by Major-Expenses

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Salaries	10,233,053	11,186,276	9,987,743	10,928,250	10,734,380	10,734,380
Benefits	2,793,386	2,890,097	3,004,218	2,875,738	2,947,470	2,947,470
Supplies	883,040	801,106	1,034,700	753,649	827,238	827,238
Purchased Services	3,721,340	2,776,835	2,651,401	3,873,662	3,931,812	4,041,321
Debt & Other Financing	4,718,544	-	-	-	-	-
Inter Depart Charges	110,921	132,191	132,191	131,260	131,022	131,022
Transfer Out	2,896,376	3,045,046	3,045,046	3,045,046	2,955,500	2,955,500
TOTAL	\$ 25,356,660	\$ 20,831,551	\$ 19,855,299	\$ 21,607,605	\$ 21,527,422	\$ 21,636,931

Library**Function: Public Facilities***Service Overview***Service:** Admin & Marketing**Citywide Element:** Effective Government*Service Description*

This service provides for the system-wide leadership of the library across all departments, along with marketing and web services promoting the library's nine locations. The goal of this service to provide strategic direction, fiscal responsibility, and general leadership and management to all areas of library operations.

Major Budget Changes

- The Adopted budget maintains the current level of service.

Activities Performed by this Service

- Budget and Fiscal Management: Prepare and monitor the capital and operating budgets for the Library; prepare financial reports for the Library Board, management staff, and the MPL Foundation; process billing, receipts, and payroll; and review and maintain Library projects.
- System-wide Management: Oversee system-wide services; participate in City programs and committees; oversee Library policies and procedures; oversee personnel, including hiring, training, and performance management; and represent Madison in the South Central Library System and Statewide projects and services.
- Marketing and Web Services: Prepare print and online marketing of Library services, programs, and events; maintain Library public and internal websites and social media outlets; and perform in-house printing for advertising and marketing purposes.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
General	-	4,456,045	4,621,544	4,483,165	4,402,604	4,402,604
Other-Expenditures	-	-	-	-	-	-
TOTAL	\$ -	\$ 4,456,045	\$ 4,621,544	\$ 4,483,165	\$ 4,402,604	\$ 4,402,604

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Revenue	(4,002,083)	(56,070)	(19,249)	(35,000)	(35,000)	(35,000)
Personnel	1,271,899	1,250,512	1,363,378	1,253,273	1,262,258	1,262,258
Non-Personnel	2,631,000	3,140,464	3,156,276	3,145,364	3,055,818	3,055,818
Agency Charges	99,184	121,139	121,139	119,528	119,528	119,528
TOTAL	\$ -	\$ 4,456,045	\$ 4,621,544	\$ 4,483,165	\$ 4,402,604	\$ 4,402,604

Library**Function: Public Facilities***Service Overview***Service:** Collection Resource & Access**Citywide Element:** Culture and Character

Service Description

This service is responsible for the acquisition, cataloging, and processing of all materials in all formats in the library collection. The Madison Public Library is the resource library and largest member of the South Central Library System (SCLS). SCLS libraries share their collection resources through an integrated library system that provides access to the public through the LINKcat online library catalog.

Major Budget Changes

- The elimination of Library fines per the Madison Public Library Board’s policy goal (\$226,000).
- Permanently reducing a full-time Cataloging Librarian position to part-time (\$54,000). The Library will implement process improvements to minimize any delay in materials available for lending. The incumbent has requested the move to part-time.
- The Library makes an annual payment to Dane County Library Service for Madison library card holders using other Dane County libraries (\$1,803,075). The Library also receives revenue from Dane County Library Service for Dane County library card holders using the Madison Public Library (\$1,277,496). In the 2020 budget, the net of this revenue and expense was shown a net expense. In 2021, the full revenue and expense are shown in the respective account categories. The net change in 2021 is an increase in expense to the Library of \$23,000.

Activities Performed by this Service

- Collection Ordering: Selects materials using data from a variety of sources and places orders with vendors.
- Collection Cataloging: Provide access to the collection through cataloging and classification according to national and local standards.
- Collection Processing: Perform online receipt, linking and invoicing of collection items and prepares the items for lending by applying jackets, cases, labels, etc.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
General	1,775,707	2,042,421	2,112,773	2,182,427	2,193,694	2,193,694
Other-Expenditures	-	-	-	-	-	-
TOTAL	\$ 1,775,707	\$ 2,042,421	\$ 2,112,773	\$ 2,182,427	\$ 2,193,694	\$ 2,193,694

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Revenue	(2,293,996)	(938,671)	(822,786)	(1,966,603)	(1,966,603)	(1,966,603)
Personnel	1,369,911	1,459,029	1,343,571	1,311,448	1,322,715	1,322,715
Non-Personnel	2,699,793	1,522,063	1,591,989	2,837,582	2,837,582	2,837,582
Agency Charges	-	-	-	-	-	-
TOTAL	\$ 1,775,707	\$ 2,042,421	\$ 2,112,773	\$ 2,182,427	\$ 2,193,694	\$ 2,193,694

Library**Function: Public Facilities***Service Overview***Service:** Community Engagement**Citywide Element:** Economy and Opportunity

Service Description

This service is responsible for program providers and performers associated with community engagement activities and collaborative projects for all ages. The goal of the service is to foster a diverse patron and partner base and programs and services that are based directly on residents' needs and wants.

Major Budget Changes

- A reduction in grant funding for a Computer Technician position (0.4 FTE) is absorbed through savings in various Service lines.
- A reduction in Friends donation revenue is anticipated based on COVID-related reductions in 2020 (\$83,600).
- The Library reduced program supplies and services in their request to offset the elimination of fine revenue and COVID-related lost revenue. The adopted budget restores \$109,000 for program supplies offset by the use of Fund Balance.

Activities Performed by this Service

- Programming: Manage contracts with local artists, entrepreneurs, experts, and organizations to provide classes and procure supplies for programs. The Bubbler program is part of this service.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
General	351,725	528,186	379,476	777,617	929,282	929,282
Other-Expenditures	-	-	-	-	-	-
TOTAL	\$ 351,725	\$ 528,186	\$ 379,476	\$ 777,617	\$ 929,282	\$ 929,282

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Revenue	(416,505)	(121,100)	(372,561)	(36,500)	(36,500)	(36,500)
Personnel	429,280	374,251	572,475	654,711	697,601	697,601
Non-Personnel	338,951	275,035	179,561	159,406	268,181	268,181
Agency Charges	-	-	-	-	-	-
TOTAL	\$ 351,725	\$ 528,186	\$ 379,476	\$ 777,617	\$ 929,282	\$ 929,282

Library**Function: Public Facilities***Service Overview***Service:** Facilities**Citywide Element:** Culture and Character

Service Description

This service is responsible for all activities and services associated with the operation of Madison Public Library's nine public libraries and the Library Maintenance Support Center. The goal of this service is to provide a safe, pleasant, and welcoming environment at the Central and neighborhood libraries.

Major Budget Changes

- Revenues are lower than the 2020 Adopted Budget due to reductions for one-time donations (\$100,000), projected decline in donations from the Friends groups (\$48,900) and loss of event revenue (\$35,000). These projections are due to COVID-19.
- The budget for building repairs and maintenance is reduced to reflect historical spending trends (\$124,000).
- Building Improvements are increased \$109,509 funded by Reimbursement of Expense via Amendment #8 adopted by the Common Council. In October 2020, the Council authorized the execution of the 2021 Hawthorne Library branch lease which included a clause to have the lessor reimburse the Library for one-time flooring replacement, vinyl base, and interior wall painting. The contract was not finalized in time to include the expenses and the reimbursement in the Executive Operating Budget. There is no projected ongoing operating expense from the planned projects.

Activities Performed by this Service

- Building Maintenance: Perform repairs, respond to user requests, coordinate preventative maintenance, and coordinate vendor assistance.
- Custodial Tasks: Clean Central Library, maintain janitorial supplies, and respond to custodial emergencies at Central and neighborhood libraries.
- Building Projects: Schedule, coordinate, and complete major building projects such as renovations, refurbishments, and new construction.
- Planning: Plan and design new facilities and engage the public and staff on future library facility needs.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
General	2,016,718	2,322,203	2,322,376	2,368,412	2,401,353	2,401,353
Other-Expenditures	-	-	-	-	-	-
TOTAL	\$ 2,016,718	\$ 2,322,203	\$ 2,322,376	\$ 2,368,412	\$ 2,401,353	\$ 2,401,353

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Revenue	(385,665)	(222,459)	(239,486)	(32,100)	(32,100)	(141,609)
Personnel	1,074,204	1,078,590	1,024,755	1,108,346	1,118,561	1,118,561
Non-Personnel	1,316,442	1,455,020	1,526,055	1,280,434	1,303,398	1,412,907
Agency Charges	11,737	11,052	11,052	11,732	11,494	11,494
TOTAL	\$ 2,016,718	\$ 2,322,203	\$ 2,322,376	\$ 2,368,412	\$ 2,401,353	\$ 2,401,353

Library**Function: Public Facilities***Service Overview***Service:** Public Service**Citywide Element:** Economy and Opportunity

Service Description

This service is responsible for the delivery of services to the Library's patrons and members of the community both in and outside of library facilities. Public Service focuses on direct provision of reference and research assistance, reader's advisory, literacy support, programming, technology training, collection management, and participatory learning and creation. The goal of the service is to provide individualized library services to meet patrons' needs.

Major Budget Changes

- The Adopted Budget applies fund balance to offset COVID-related loss of revenues and partially offset the elimination of fines. (\$250,000)
- Increased donations from the Madison Public Library Foundation are anticipated to support technology solutions for remote computer assistance and remote reference call software. (\$30,200)
- To compensate for the loss of fine revenue, the Library will close Youth Services at Central Library three hours earlier daily (6 pm instead of 9 pm) which allows for fewer hourly wages (security monitor, pages). Youth Services has historically had low usage during the evening hours. (\$50,000)
- Personnel costs are lower than the 2020 Adopted Budget due to reductions made in the Executive Budget reducing hours at the Ashman and Monroe Street branches (\$240,900), reducing Page hours across the system (\$132,200), and moving Sunday hours to smaller branches (\$9,800). Further reductions in personnel costs are a reflection personnel allocations across services (\$238,700).

Activities Performed by this Service

- Reference and User Services: Provide reference services, reader's advisory services, and program planning for adults.
- Circulation: Check materials in and out, help customers with library cards and problem items, and handle other library material procedures.
- Youth Services: Develop and lead programs for youth ages 0-18 and their caregivers.
- Neighborhood Library Management: Supervise nine Library locations.
- Library Technology: Replace computers and procure software and licensing.

Service Budget by Fund

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
General	13,559,416	9,814,749	8,565,748	9,368,126	8,922,631	8,922,631
Other-Expenditures	32,001	-	-	-	-	-
TOTAL	\$ 13,591,418	\$ 9,814,749	\$ 8,565,748	\$ 9,368,126	\$ 8,922,631	\$ 8,922,631

Service Budget by Account Type

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Revenue	(522,844)	(329,648)	(399,300)	(357,655)	(607,655)	(607,655)
Personnel	8,881,147	9,913,992	8,687,782	9,476,210	9,280,715	9,280,715
Non-Personnel	5,233,115	230,405	277,267	249,571	249,571	249,571
Agency Charges	-	-	-	-	-	-
TOTAL	\$ 13,591,418	\$ 9,814,749	\$ 8,565,748	\$ 9,368,126	\$ 8,922,631	\$ 8,922,631

LibraryFunction: **Public Facilities***Line Item Detail*Agency Primary Fund: **Library**

Intergovernmental Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Federal Revenues Operating	(13,141)	(2,826)	(21,809)	(27,100)	(27,100)	(27,100)
Other Unit of Gov Rev Op	(1,282,629)	(73,400)	(20,015)	(1,341,783)	(1,341,783)	(1,341,783)
TOTAL	\$ (1,295,770)	\$ (76,226)	\$ (41,824)	\$ (1,368,883)	\$ (1,368,883)	\$ (1,368,883)

Charges for Service

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Reproduction Services	(102,424)	(111,950)	(23,625)	(85,829)	(85,829)	(85,829)
Appliance Collection	(13,013)	(9,700)	(1,220)	(6,500)	(6,500)	(6,500)
Catering Concessions	(9,679)	(15,000)	55	-	-	-
Facility Rental	(41,854)	(38,900)	(16,626)	(5,000)	(5,000)	(5,000)
Southcentral Library Services	(266,184)	(270,284)	(270,284)	(270,284)	(270,284)	(270,284)
Library Collection Fees	(14,962)	(15,400)	(3,140)	(7,500)	(7,500)	(7,500)
Cataloging Services	(404,255)	(404,255)	(404,255)	(404,255)	(404,255)	(404,255)
Reimbursement Of Expense	(4,724)	(3,244)	(23)	-	-	(109,509)
TOTAL	\$ (857,095)	\$ (868,733)	\$ (719,118)	\$ (779,368)	\$ (779,368)	\$ (888,877)

Fine Forfeiture & Assessments

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Library Fines	(218,597)	(250,000)	(45,848)	(23,700)	(23,700)	(23,700)
TOTAL	\$ (218,597)	\$ (250,000)	\$ (45,848)	\$ (23,700)	\$ (23,700)	\$ (23,700)

Investments & Contributions

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Contributions & Donations	(581,453)	(461,989)	(1,040,131)	(240,907)	(240,907)	(240,907)
TOTAL	\$ (581,453)	\$ (461,989)	\$ (1,040,131)	\$ (240,907)	\$ (240,907)	\$ (240,907)

Misc Revenue

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Miscellaneous Revenue	(5,268)	(5,000)	(461)	-	-	-
TOTAL	\$ (5,268)	\$ (5,000)	\$ (461)	\$ -	\$ -	\$ -

Other Finance Sources

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Fund Balance Applied	(4,642,909)	-	-	-	(250,000)	(250,000)
TOTAL	\$ (4,642,909)	\$ -	\$ -	\$ -	\$ (250,000)	\$ (250,000)

Transfer In

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Transfer In From Permanent	(20,000)	(6,000)	(6,000)	(15,000)	(15,000)	(15,000)
TOTAL	\$ (20,000)	\$ (6,000)	\$ (6,000)	\$ (15,000)	\$ (15,000)	\$ (15,000)

Library

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Library

Salaries

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Permanent Wages	8,408,631	9,029,263	8,427,621	9,104,556	8,987,899	8,987,899
Salary Savings	-	(249,852)	-	(249,852)	(249,852)	(249,852)
Pending Personnel	-	574,000	-	195,670	247,852	247,852
Premium Pay	48,063	48,589	38,069	48,589	48,589	48,589
Workers Compensation Wages	-	-	1,079	-	-	-
Compensated Absence	58,142	70,000	70,000	70,000	70,000	70,000
Hourly Wages	1,649,963	1,627,332	1,393,166	1,672,343	1,542,948	1,542,948
Overtime Wages Permanent	68,159	86,944	55,657	86,944	86,944	86,944
Overtime Wages Hourly	94	-	-	-	-	-
Election Officials Wages	-	-	2,150	-	-	-
TOTAL	\$ 10,233,053	\$ 11,186,276	\$ 9,987,743	\$ 10,928,250	\$ 10,734,380	\$ 10,734,380

Benefits

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Comp Absence Escrow	17,090	101,338	122,583	101,338	101,338	101,338
Unemployment Benefits	2,288	-	4,094	-	-	-
Health Insurance Benefit	1,290,394	1,372,881	1,366,003	1,364,456	1,452,839	1,452,839
Wage Insurance Benefit	22,497	20,982	23,030	22,093	23,052	23,052
Health Insurance Retiree	-	7,330	-	7,330	7,330	7,330
WRS	607,854	607,356	618,785	603,691	595,817	595,817
FICA Medicare Benefits	756,099	679,889	764,062	676,509	666,773	666,773
Post Employment Health Plans	97,165	100,321	105,660	100,321	100,321	100,321
TOTAL	\$ 2,793,386	\$ 2,890,097	\$ 3,004,218	\$ 2,875,738	\$ 2,947,470	\$ 2,947,470

Supplies

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Office Supplies	15,213	7,805	6,413	7,805	7,805	7,805
Copy Printing Supplies	44,008	42,600	33,619	44,330	44,330	44,330
Furniture	32,534	40,000	66,911	-	22,964	22,964
Hardware Supplies	86,732	115,000	150,311	115,000	115,000	115,000
Software Lic & Supplies	26,960	18,900	25,333	19,785	19,785	19,785
Postage	35,630	38,320	38,320	38,320	38,320	38,320
Program Supplies	146,597	115,500	66,025	64,875	115,500	115,500
Work Supplies	88,929	86,000	86,000	88,925	88,925	88,925
Janitorial Supplies	42,867	49,000	60,363	49,000	49,000	49,000
Library Materials	302,500	251,036	326,714	251,036	251,036	251,036
Safety Supplies	6,198	2,400	12,599	29,200	29,200	29,200
Uniform Clothing Supplies	317	120	120	317	317	317
Food And Beverage	4,043	2,125	-	-	-	-
Building	7,916	-	200	-	-	-
Building Supplies	5,819	6,600	108,170	6,600	6,600	6,600
Electrical Supplies	21,654	8,000	8,000	21,656	21,656	21,656
HVAC Supplies	2,599	3,500	8,233	2,600	2,600	2,600
Plumbing Supplies	4,113	5,000	5,000	5,000	5,000	5,000
Machinery And Equipment	2,766	3,500	26,671	3,500	3,500	3,500
Equipment Supplies	5,644	5,700	5,700	5,700	5,700	5,700
TOTAL	\$ 883,040	\$ 801,106	\$ 1,034,700	\$ 753,649	\$ 827,238	\$ 827,238

Library

Function: Public Facilities

Line Item Detail

Agency Primary Fund: Library

Purchased Services

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Natural Gas	48,765	48,100	40,119	47,600	47,600	47,600
Electricity	267,422	301,000	258,992	297,800	297,800	297,800
Water	12,445	10,820	11,144	13,525	13,525	13,525
Sewer	9,689	9,500	9,044	10,690	10,690	10,690
Stormwater	5,267	4,830	5,321	5,470	5,470	5,470
Telephone	12,041	18,750	37,313	39,766	39,766	39,766
Cellular Telephone	12,178	11,175	10,400	12,228	12,228	12,228
Systems Comm Internet	623,845	611,005	614,881	623,872	623,872	623,872
Building Improv Repair Maint	209,222	406,519	406,519	282,710	282,710	392,219
Waste Disposal	8,963	8,620	8,146	9,010	9,010	9,010
Fire Protection	10,398	7,820	10,398	10,410	10,410	10,410
Pest Control	2,613	2,870	3,284	2,620	2,620	2,620
Elevator Repair	7,623	4,000	-	4,000	4,000	4,000
Facility Rental	351,215	252,749	246,775	219,520	219,520	219,520
Custodial Bldg Use Charges	135,366	136,488	147,833	153,673	153,673	153,673
Process Fees Recyclables	10,840	9,800	7,211	10,840	10,840	10,840
Office Equipment Repair	170	-	-	170	170	170
Comm Device Mntc	26,496	1,400	35,745	26,498	26,498	26,498
Equipment Mntc	66,615	84,000	43,247	66,620	66,620	66,620
System & Software Mntc	12,469	1,000	4,250	2,500	2,500	2,500
Rental Of Equipment	509	400	424	510	510	510
Recruitment	667	500	988	500	500	500
Mileage	10,987	11,755	2,860	5,495	5,495	5,495
Conferences & Training	48,625	57,933	25,000	44,000	44,000	44,000
Memberships	4,960	13,600	12,869	11,923	11,923	11,923
Uniform Laundry	6,993	5,000	5,810	6,995	6,995	6,995
Medical Services	1,800	1,800	-	-	-	-
Audit Services	-	-	2,000	-	-	-
Credit Card Services	3,707	4,000	1,120	4,000	4,000	4,000
Collection Services	8,449	9,000	1,709	-	-	-
Armored Car Services	21,959	18,100	5,996	11,772	11,772	11,772
Management Services	1,160	800	-	-	-	-
Consulting Services	18,000	-	21,969	-	-	-
Advertising Services	20,090	32,200	32,200	23,800	23,800	23,800
Printing Services	801	-	-	-	-	-
Parking Towing Services	1,628	3,450	30	-	-	-
Security Services	5,707	6,050	6,144	5,820	5,820	5,820
Program Services	146,979	135,450	95,137	77,300	135,450	135,450
Other Services & Expenses	1,017	600	-	-	-	-
Grants	8,360	10,000	-	-	-	-
Comm Agency Contracts	1,537,180	502,542	502,542	1,803,075	1,803,075	1,803,075
Taxes & Special Assessments	37,310	32,009	33,400	38,300	38,300	38,300
Permits & Licenses	649	1,200	580	650	650	650
TOTAL	\$ 3,721,177	\$ 2,776,835	\$ 2,651,401	\$ 3,873,662	\$ 3,931,812	\$ 4,041,321

LibraryFunction: **Public Facilities***Line Item Detail***Agency Primary Fund: Library**

Debt & Other Financing

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Fund Balance Generated	4,706,706	-	-	-	-	-
TOTAL	\$ 4,706,706	\$ -	\$ -	\$ -	\$ -	\$ -

Inter-Departmental Charges

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
ID Charge From Engineering	3,537	3,537	3,537	3,537	3,537	3,537
ID Charge From Fleet Services	4,819	4,201	4,201	4,429	4,191	4,191
ID Charge From Traffic Eng	3,380	3,314	3,314	3,766	3,766	3,766
ID Charge From Insurance	84,335	109,696	109,696	102,996	102,996	102,996
ID Charge From Workers Comp	14,849	11,443	11,443	16,532	16,532	16,532
TOTAL	\$ 110,921	\$ 132,191	\$ 132,191	\$ 131,260	\$ 131,022	\$ 131,022

Transfer Out

	2019 Actual	2020 Adopted	2020 Projected	2021 Request	2021 Executive	2021 Adopted
Transfer Out To Debt Service	2,826,376	3,045,046	3,045,046	3,045,046	2,955,500	2,955,500
Transfer Out To Capital	50,000	-	-	-	-	-
TOTAL	\$ 2,876,376	\$ 3,045,046	\$ 3,045,046	\$ 3,045,046	\$ 2,955,500	\$ 2,955,500

Library

Function: Public Facilities

Position Summary

Classification	CG	2020 Budget		Request	2021 Budget				
		Adopted			Executive		Adopted		
		FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 2-18	18	1.00	77,277	1.00	78,049	1.00	78,049	1.00	78,049
ACCT TECH 1-32	32	1.00	67,390	1.00	68,063	1.00	68,063	1.00	68,063
ADMIN CLK 1-32	32	4.00	220,028	4.00	222,226	4.00	222,226	4.00	222,226
ADMIN CLK 1-32 PT	32	0.70	41,683	0.70	42,099	0.70	42,099	0.70	42,099
CLERK 2-32	32	13.00	626,397	13.00	632,658	13.00	632,658	13.00	632,658
CLERK 2-32 PT	32	6.55	334,044	5.85	300,811	5.85	300,811	5.85	300,811
CUSTODIAL WORKER 2-15	15	3.00	161,773	3.00	163,389	3.00	163,389	3.00	163,389
CUSTODIAL WORKER 3-15	15	1.00	59,851	1.00	60,449	1.00	60,449	1.00	60,449
FACILITY MAINT WKR-15	15	1.00	62,109	1.00	62,730	1.00	62,730	1.00	62,730
LIB COMP TECH-32	32	1.00	58,463	2.00	59,047	2.00	106,947	2.00	106,947
LIB COMPT SPEC 2-33	33	2.00	149,276	2.00	150,768	2.00	150,768	2.00	150,768
LIB MAINT COORD-15	15	1.00	65,233	1.00	65,885	1.00	65,885	1.00	65,885
LIB MEDIA COORD-18	18	1.00	97,254	1.00	98,226	1.00	98,226	1.00	98,226
LIBRARIAN 1-33	33	4.00	258,872	4.00	261,460	4.00	261,460	4.00	261,460
LIBRARIAN 2-33	33	30.00	2,151,508	29.50	2,134,010	28.50	2,054,538	28.50	2,054,538
LIBRARIAN 2-33 PT	33	4.70	356,057	4.70	359,614	4.70	359,614	4.70	359,614
LIBRARIAN 3-18	18	6.00	502,469	6.00	507,491	6.00	507,491	6.00	507,491
LIBRARIAN 3-33	33	2.00	146,302	2.00	147,764	2.00	147,764	2.00	147,764
LIBRARIAN SUPV-18	18	3.00	285,628	3.00	288,483	3.00	288,483	3.00	288,483
LIBRARY ASSOC DIR-18	18	1.00	124,066	1.00	125,306	1.00	125,306	1.00	125,306
LIBRARY ASST 1-32	32	26.00	1,468,203	26.00	1,482,876	26.00	1,482,876	26.00	1,482,876
LIBRARY ASST 1-32 PT	32	9.70	548,432	9.70	553,911	8.70	468,826	8.70	468,826
LIBRARY BUS OPER MGR-18	18	1.00	118,135	1.00	119,316	1.00	119,316	1.00	119,316
LIBRARY DIRECTOR-21	21	1.00	148,636	1.00	150,122	1.00	150,122	1.00	150,122
LIBRARY FACILITIES MGR-18	18	1.00	104,874	1.00	105,922	1.00	105,922	1.00	105,922
LIBRARY PRESS OPR-32	32	1.00	60,029	1.00	60,629	1.00	60,629	1.00	60,629
LIBRARY PROGRAM SUPV-18	18	2.00	187,605	2.00	189,480	2.00	189,480	2.00	189,480
MAINT MECH 1-15	15	1.00	58,530	1.00	59,115	1.00	59,115	1.00	59,115
MAINT MECH 2-15	15	1.00	58,530	1.00	59,115	1.00	59,115	1.00	59,115
MKTG/COMMUN SPEC-18	18	1.00	58,239	1.00	58,821	1.00	58,821	1.00	58,821
PLANNER 2-18	18	1.00	69,867	1.00	70,565	1.00	70,565	1.00	70,565
PROG ASST 1-32	32	5.00	298,599	4.00	301,583	4.00	301,583	4.00	301,583
PROGRAM ASST 1-17	17	1.00	63,934	1.00	64,573	1.00	64,573	1.00	64,573
TOTAL		138.65	9,089,293	137.45	9,104,556	135.45	8,987,899	135.45	8,987,899

Salary amounts recorded on this page are for total budgeted salaries; this amount may differ from budgeted permanent wages as presented in the Line Item Detail due to payroll allocations to other funding sources (capital projects, grants, etc.) or inter-agency services are not reflected in this summary page.