Sacramento Public Library

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Interim Library Director

May 28, 2009

Sacramento Public Library Authority Board
828 I Street
Sacramento, CA 95814

Dear Members of the Board:

During the last six months, the Sacramento Public Library Authority has made significant progress in achieving its goal of becoming an agency with both a first class administration and excellent public library services. On January 22, 2009, the Authority Board approved a comprehensive assessment of needed improvements that included more than 300 recommended actions. Progress reports on efforts to implement these recommendations have been presented to the Authority Board each month, along with those actions necessary to accomplish each recommendation.

Included as a part of the assessment tasks was the need to remodel certain areas in the various library branches, the inclusion of enhanced security measures, the replacement of worn out furniture, the installation of safes, cash registers, credit card terminals and self-check machines. All of these items will be completed by the end of the 2008-09 fiscal year. The financing for these items was made available by carefully monitoring and budgeting the funding approved by the Authority Board as a part of the FY 2008-09 Final Budget.

Current Economic Environment

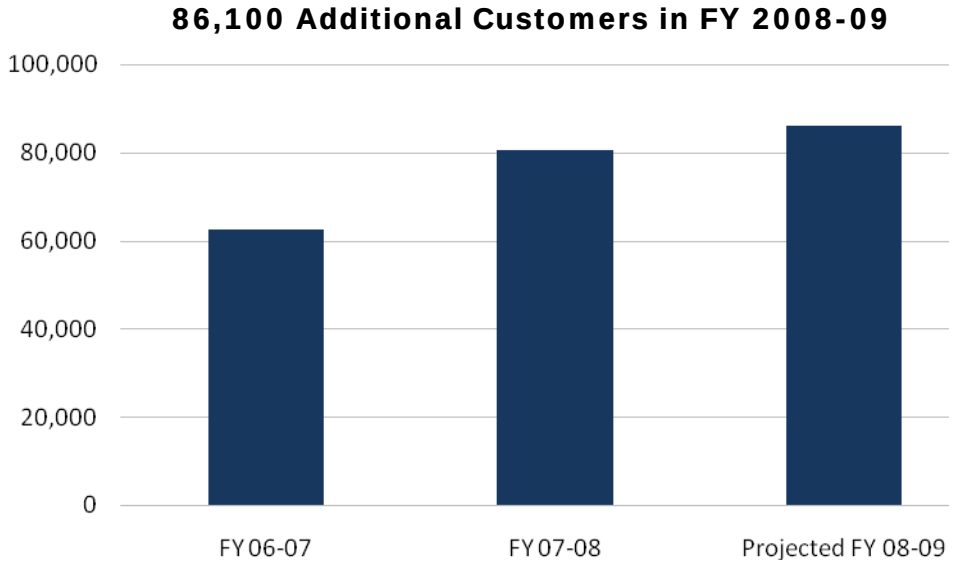
The approach of the 2009-10 fiscal year ushers in one of the most stark financial eras ever experienced by the Sacramento Public Library. The Federal government is facing record-setting deficits. The State of California is still struggling to close the gap on a $21 billion budgetary shortfall since none of the revenue measures on the May 19th ballot passed. The staggering economy has lead to debilitating unemployment rates (11.2% in March for California, the highest unemployment rate ever recorded since the State started keeping records) and has had a very far-reaching negative impact on almost everyone.

These bleak financial realities have significantly challenged the jurisdictions that are a part of the Library's Joint Powers Authority (JPA). The County of Sacramento faces a general fund deficit that ranges from $168 to $180 million, while the City of Sacramento faces a deficit that ranges from $50 to $63 million. Sacramento-area governments could also lose another combined $85 million if the State of California moves forward with a proposal to borrow money from local property tax revenue.

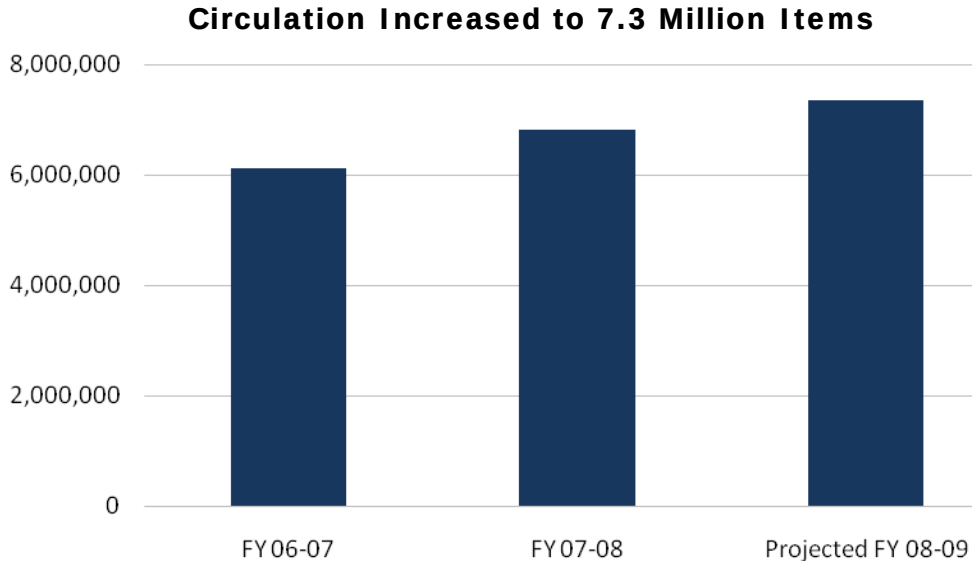
Library Use is Increasing

It is readily apparent that for the foreseeable future, the Library will have to continue to maximize its productivity as it is facing increasing demand for services at the same time it is experiencing a loss of revenue. Many individuals who experience a job loss rely on the Library's public computer resources to update resumes, perform job searches and submit applications online. Patrons use library resources to advance their education and prepare for new and changing employment opportunities. In the past twelve months, Sacramento Public Library has seen a marked increase in patron visits, computer bandwidth usage, program attendance and circulation. During difficult financial times many families come to the library seeking entertainment resources that are available at no cost and to utilize a myriad of other free services available through their local library. For example:

In an era of declining revenues, the Sacramento Public Library is projected to serve approximately 86,100 additional customers in the 2008-09 fiscal year. This is an increase from the previous fiscal year of 7%.



Circulation numbers continue to climb and are expected to surpass the 7.3 million mark for the 2008-09 fiscal year. This is the first time in the Library's history that annual circulation has exceeded seven million items and represents an 8% increase over the 2007-08 fiscal year circulation numbers.



The Revenue Challenge

The majority of Library funding comes from the following sources: property tax revenues, City of Sacramento's General Fund contributions and a special voter-approved parcel tax on properties within the City of Sacramento. These funds, combined with revenues from the State, investment earnings, donations and fines and fees, are used to finance the 27 library branches.

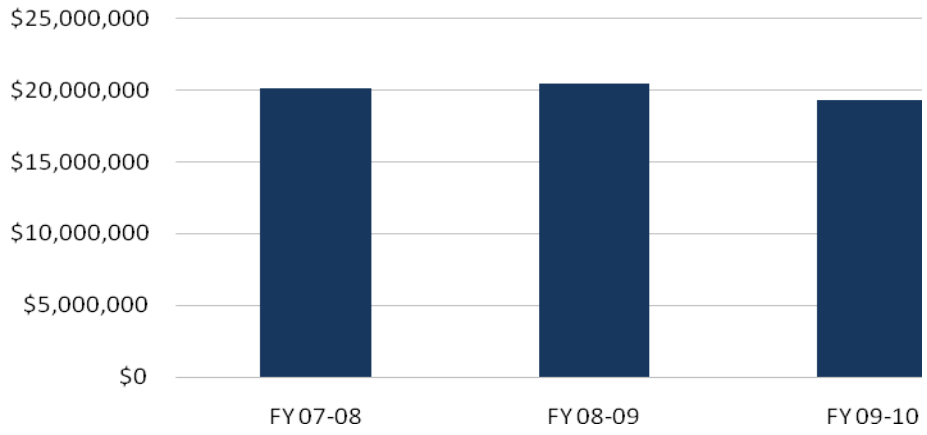
2009-2010 Sacramento Public Library Revenue Projections

Revenue Sources	Approved 2008-09	Proposed 2009-10	Difference
Property Tax:	$ 20,450,000	$ 19,226,978	$ - 1,223,022
Sac City Gen'l Fund:	9,004,600	7,921,710	- 1,082,890
Sac City Special Tax:	4,370,400	4,479,660	109,260
State Funding:	630,300	498,461	- 131,839
Fines/Fees:	414,300	662,422	248,122
Investment Income:	560,000	435,000	- 125,000
Galleria Income:	549,000	499,000	- 50,000
Miscellaneous:	498,864	506,262	7,398
Total:	$ 36,477,464	$ 34,229,493	$ - 2,247,971

It is projected that revenue totals will decrease by $2,247,972 for FY 2009-10. This represents a 6.2% decrease from the FY 2008-09 revenue figures.

Information from Sacramento County indicates that property values on the assessment roll are expected to decline by approximately 7% for FY 2009-10.

Property Tax Revenue to Decline by $1.2 million

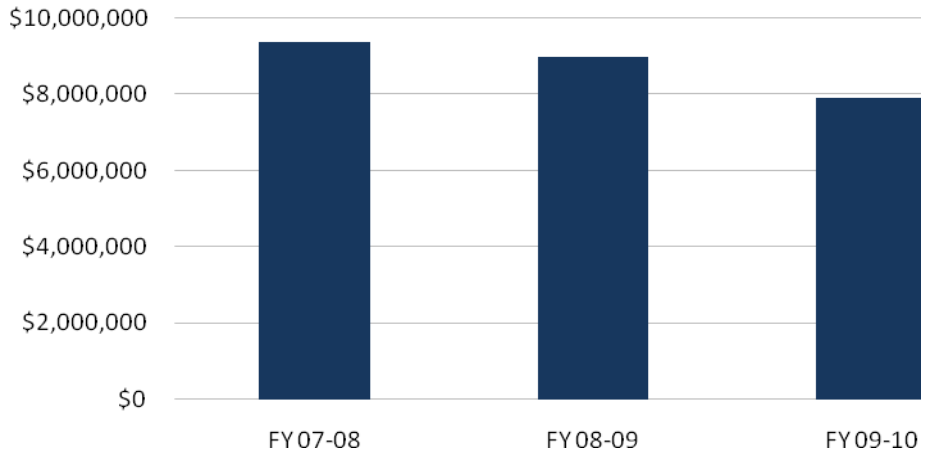


Property Tax revenue for libraries collected in the unincorporated area of the County and within all cities except Sacramento and Folsom are projected to decrease by $1,223,022 in the 2009-10 fiscal year. This is a 6% decrease from the previous fiscal year's property tax totals.

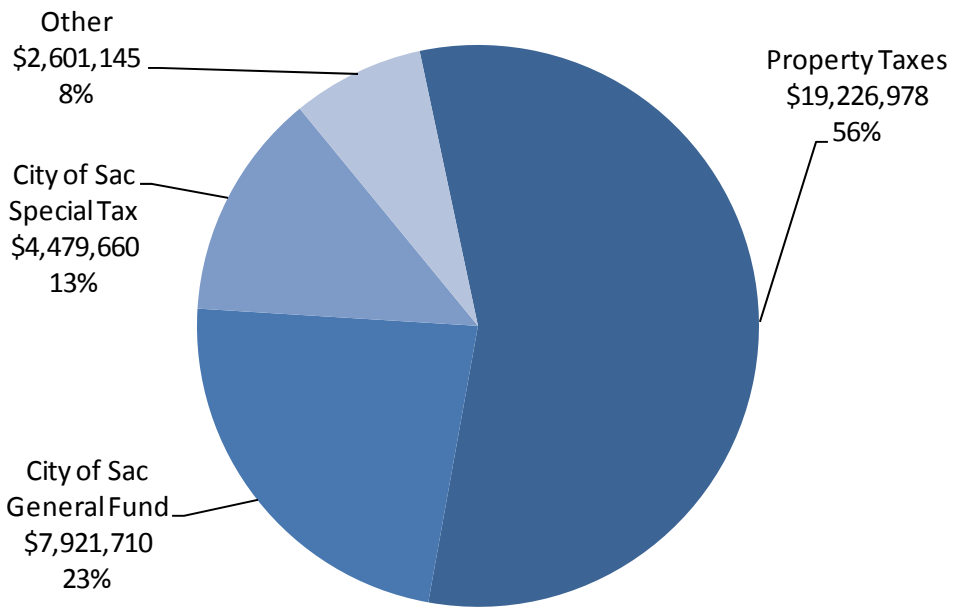
The City of Sacramento has notified the Library that it intends to reduce its FY 2009-10 General Fund contribution for library services to $7,921,710. This is a reduction of $1,082,890 or 12.0% less than was received during the 2008-09 fiscal year.

The City of Sacramento reduced its General Fund contribution to the Library by $1,350,000 or 15%. However, this reduction was partially offset by $267,000 that was added back to assist in providing a portion of the funding for the two new libraries, (Valley Hi-North Laguna and North Natomas) that will be opened in FY 2009-10 to replace the smaller facilities currently serving the population in these areas. The Library will be required to use fund balance to finance the remainder of the cost of opening these new libraries.

Sacramento General Fund Contributions Decreased by a Million



Approximately 92% of the revenues that finance the Library come from three sources: Property Tax (56%), City of Sacramento General Fund (23%), and City of Sacramento Special Tax (13%).



Because of the difficult budgetary challenges currently facing the State it is assumed that revenues from the State of California (Public Library Foundation funds and Transaction Based Revenue) will decline by $131,839 or 25% for FY 2009-10. However, since the revenue measures that were on the statewide ballot did not pass, it is possible that additional revenue reductions will be forthcoming to the Library for the 2009-10 fiscal year.

The very low interest earning rates currently available on invested funds has resulted in the Investment Income revenue account being reduced by $125,000, a 22% reduction, for the 2009-10 fiscal year.

Anticipated Service Reductions for FY 2009-10

The loss of $2,247,971 in revenues combined with the unavoidable cost increases from items such as contractual wage increases, cost of living adjustments for lease agreements, increases in the amount of PERS contributions, health care insurance costs and payroll taxes has strained the Library's ability to continue to maintain the current level of services.

The Library services for the Sacramento Public Library are provided by 26 branch libraries and a central library. Funding for these services are provided in two budgets. The first is the County/Cities budget and the second is the City of Sacramento budget. Each of these budget units is discussed below.

County/Cities Budget Unit
The County/Cities budget unit utilizes property taxes collected in the county unincorporated areas and within the cities of Rancho Cordova, Galt, Elk Grove, Citrus Heights and Isleton. This budget unit totals $20,408,029 and finances the 16 library branches located outside the City of Sacramento. The FY 2009-10 Proposed Budget projects a revenue reduction from the FY 2008-09 Approved Budget of $1,193,842 in the County/Cities budget unit.

2009-2010 Expenditure Projections – County/Cities Budget Unit

Expenditure Category		Approved 2008-09		Proposed 2009-10		Difference
Salaries and Benefits:	$	8,277,925	$	8,008,450	$	- 269,475
Service and Supplies:		1,668,752		1,517,189		- 151,563
Books/Materials:		2,080,814		2,080,814		-0-
Capital Projects:		879,514		221,324		- 658,190
Total:	$	12,907,005	$	11,827,777	$	-1,079,228
Shared Cost Allocation:		7,870,595		7,775,544		- 95,051
Central Library Allocation:		824,271		804,708		- 19,563
Total Use of Funds:	$	21,601,871	$	20,408,029	$	- 1,193,842

Fortunately, there are no significant service level impacts anticipated in the 2009-10 Proposed Budget for the functions financed by the County/Cities budget at this time.

Expenditure Reductions in the County/Cities Budget Unit
A proposed reduction of $658,190 for Capital Projects is recommended in the FY 2009-10 Proposed Budget and reflects the one time expenditures in FY 2008-09 for remodeling in the branches, installation of the PC reservation system, enhanced security cameras, the installation of safes, cash registers, credit card terminals and self-check machines.

The recommended reduction in Salaries and Benefits of $269,475 reflects a built in vacancy rate for salaries of 4%, partially offset by increases in health care costs, PERS contributions, and step increases for existing positions.

The decrease of $151,563 in Service and Supplies is attributable to the reduction in the use of outside consultants, cuts in travel and the elimination of the cost of the former Elk Grove lease.

City of Sacramento Budget Unit
The City of Sacramento budget unit utilizes revenue from the City General Fund and funding received from a Special Library Tax that is levied within the City limits. Additional revenue is realized from the State, fines and fees and interest income. This budget unit is supported by $13,466,150 in revenues that finances the ten library branches located in the City of Sacramento, plus a portion of the Central Library.

Service Impacts in the City of Sacramento Budget Unit
The positive news is $517,690 has been included in this budget to fund two new libraries (Valley Hi-North Laguna and North Natomas) that will be opened in 2009-10 to replace the smaller facilities that are currently serving the population in these areas.

However, this comes at a time when revenue amounts have declined by more than a million dollars and to plan for the declining revenue and provide for the new facilities has necessitated making significant reductions in this budget unit. Since most of the dollars in this budget are in salaries it is necessary to recommend a reduction in the hours that branches will be open within the City of Sacramento. It is recommended that all branches be reduced to 36 hours per week, except the Central Library that will continue to be open 50 hours per week. This will result in the hours of service in Colonial Heights, Belle Cooledge, Martin Luther King, Jr. and South Natomas library branches being reduced from 43 hours per week to 36 hours per week. It also recommended that a reduction of hours (from 37 to 36) be made in the Valley Hi-North Laguna library branch. These reductions are designed to equalize the hours of service to the public and at the same time maximize staff efficiency.

This recommended service reduction provides for the elimination of 12 positions, or 10.5 full time equivalent (FTE) positions. The cost savings in salaries and benefits totals $763,000. Position vacancies have been retained in the County/Cities fund in an attempt to provide sufficient positions to be filled by transfer, since most of the 12 positions are currently filled. The elimination of the 12 positions can be accomplished without layoffs.

It is important to note that even if the number of hours per branch is reduced to 36 hours per week, the 11 City of Sacramento branches currently provide more hours of service per 1,000 residents (41.6) than the 16 County/Cities branches (35.4). In addition, the City of Sacramento has more branches per population than the County/Cities branches. The average population per branch in the City of Sacramento is 43,376 (reduced to 40,091 when the Robbie Waters Branch opens), compared to 55,067 in the County/Cities branches.

Item	County/Cities Budget Unit	Sacramento City Budget Unit
Number of Branches	16	11
Hours of Service per 1,000 Residents	35.4	41.6
Population Served per Branch	55,067	43,376

Expenditure Reductions in the City of Sacramento Budget Unit
The 2009-10 City of Sacramento Library Budget reflects a reduction from the 2008-09 Approved Budget of $1,054,129. Although the recommended expenditure reductions more than offset the revenue reductions, they are insufficient to fund the proposed service levels recommended in the 2009-10 City of Sacramento Budget. Therefore, the Proposed Budget requires the use of

one time reserves of $684,035 for FY 2009/10 to balance the budget. The reserve use is reflected by fund as follows: the use of $369,557 from the Sacramento City General Fund and $314,478 from the Special Tax Fund.

2009-2010 Expenditure Projections – City of Sacramento Budget Unit

Expenditure Category	Approved 2008-09	Proposed 2009-10	Difference
Salaries and Benefits:	$ 7,191,043	$ 6,677,072	$ - 502,971
Service and Supplies:	1,709,338	1,706,048	- 3,290
Books/Materials:	1,027,867	1,027,867	-0-
Capital Projects:	567,232	141,900	- 425,332
Total:	$ 10,495,480	$ 9,563,887	$ - 931,593
Shared Cost Allocation:	5,533,105	5,391,006	- 142,099
Central Library Allocation:	- 824,271	- 804,708	19,563
Total Use of Funds:	$ 15,204,314	$ 14,150,185	$ - 1,054,129

The recommended reductions in Salaries and Benefits total $502,971 and reflect the elimination of 12 positions related to the proposed service reduction, and a savings amount built into the budget as a vacancy rate for salaries of 3%. These savings are partially offset by the addition of two positions to staff the two new libraries, increases in health care costs, CalPERS contributions, and step increases for existing positions.

A proposed reduction of $425,332 for Capital Projects in the FY 2009-10 Proposed Budget reflects the one time expenditure in FY 2008-09 for remodeling in the branches, the installation of the PC reservation system, enhanced security cameras, the installation of safes, cash registers, credit card terminals and self-check machines.

The decrease of $3,290 in Service and Supplies is attributable to the reduction in travel and the use of outside consultants.

Additional Library Funding Challenges

The City of Sacramento has only been able to finance about 52% of the total estimated cost of $517,690 for the two replacement city library branches in FY 2009-10. The remaining added costs of $250,000 that will be funded from one time City of Sacramento Library General Fund reserves for FY 2009-10 will also have to be funded in each of the next fiscal years from the same one-time source of funds.

It is also prudent to remember that a twelfth City of Sacramento library, the Robbie Waters Pocket-Greenhaven Library is scheduled to open in FY 2010-11 at an estimated additional cost of $650,000.

When these two financial obligations for the City of Sacramento ($250,000 + $650,000) are added to the additional financial burdens anticipated in the 2010-11 fiscal year for the increasing cost of CalPERS to offset pension investment losses and health care cost increases, the budget gap will exceed one million dollars. This assumes all other revenue and expenditure allocations remain the same.

In addition to the challenge of funding the costs of the new library branches, staff anticipates further challenges for the Library system in future years. The two largest funding sources remain uncertain in the near term. Further reductions in property tax assessments and City of Sacramento General Fund contributions are possible. It is also probable that additional reductions in state funding will be forthcoming since the May 19th statewide ballot measures did not pass.

These continued challenges could potentially require further service reductions. Staff will provide more information on these items as part of the September Final Budget proposal that will also include updates on County, City and State funding.

Shared Cost Budget Unit

The Shared Cost Fund functions as an internal service fund. The fund collects the administrative and common costs for administering the Library organization that are then distributed to the operating funds through a comprehensive cost allocation plan that is updated annually. The net expense within the fund is $13,166,550, which is $237,150 less than the previous year.

Revenues directly attributed to the fund include cost recovery for IT support to partner libraries using SPL's Millennium database totaling $182,000. Revenue also includes the State Literacy grant which is budgeted to be reduced from $40,000 to $30,000 in FY 2009-10.

Salaries and benefits increased by $223,000 attributable to step increases and contracted wage increases, CalPERS costs and higher benefits offset by a vacancy assumption of 3% for the fund.

Decreases in services and supplies were primarily due to reductions in consultants and outside services. The largest contract reduction was due to the one time cost of the MGT Performance Audit of $300,000 that was not included in the FY 2009-10 Budget. The shared costs are presented in Exhibit A4. The department budgets are presented in Attachment C.

Budgeted Positions / Position Control

It is recommended that the total number of positions be reduced from 307.75 current approved FTEs as of March 26, 2009 to 293.75, a reduction of 14.0 FTEs. Due to the fact that the Library maintained a hiring freeze during FY 2008-09 the 14 positions recommended for elimination can be accomplished without any layoffs. The largest impact is the reduction of 10.5 FTEs as a result of the service reductions in City of Sacramento branches, partially offset by the increase of 2.0 FTE's needed to staff the two new branches. The remaining

reduction of 5.5 FTE's reflects the elimination of previously frozen positions. These positions were retained on position control pending available funding. It is now clear that funding will not be available in the near future to restore these positions. The changes are detailed in Exhibit E.

Recommended Actions:

1. Approve the Library Authority's FY 2009-10 Budget totaling $34,558,214 as contained in Exhibits A1 through A4 to serve as the operating budget beginning July 1, 2009.

2. Direct staff to return to the Authority Board on September 24, 2009 with recommendations for a FY 2009-10 Final Budget once final revenue amounts are known.

3. Approve the Library Authority's Position Control listing (Exhibit B) to authorize the number of FTE positions that are eligible to be filled to operate the Sacramento Public Library.

4. Approve the Retiree Health Care Contribution rate, as approved by the Sacramento Public Library Authority Board in Resolution 02-09, to be continued at a maximum rate of $225 per month for FY 2009-10.

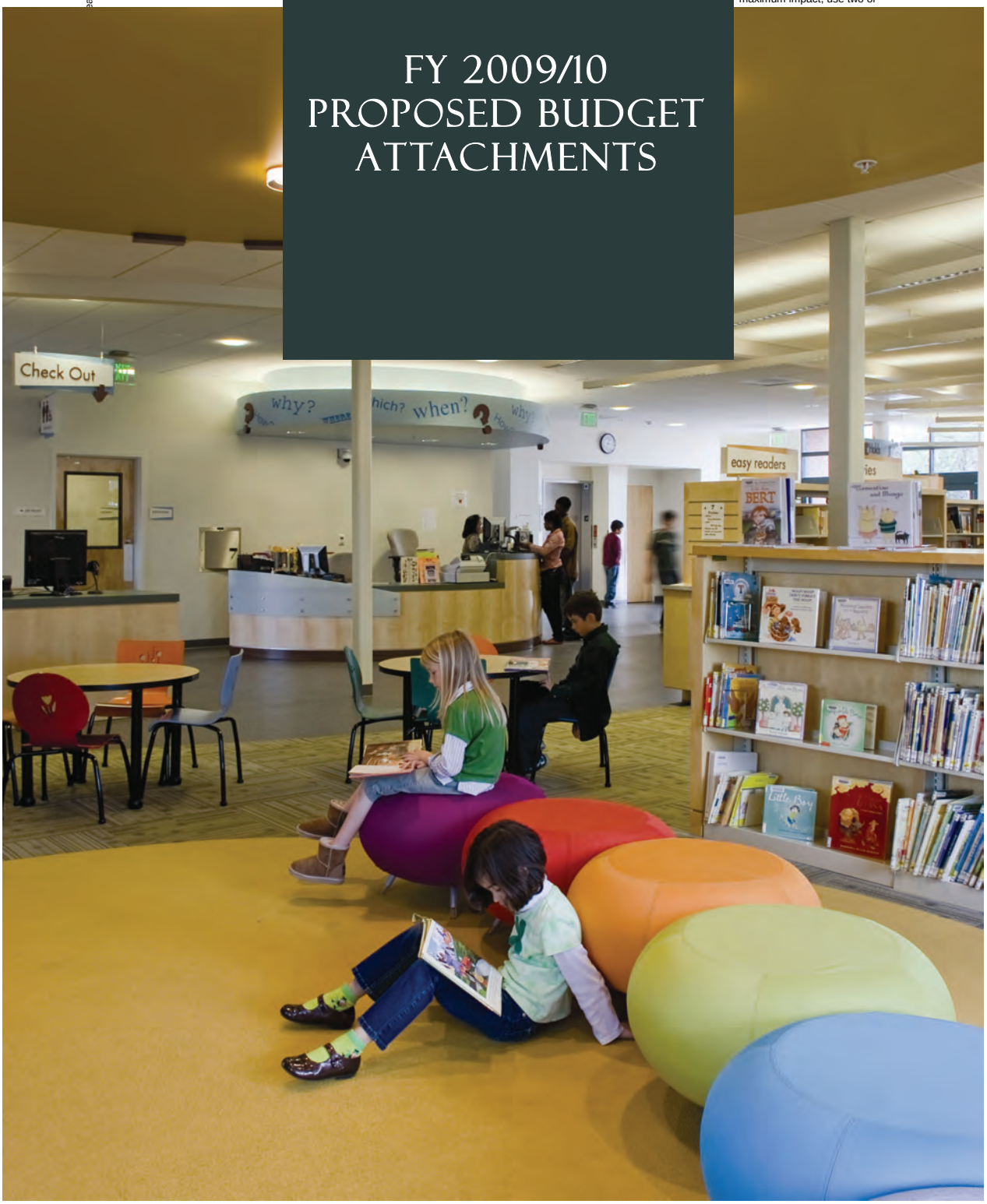
5. Adopt a policy that all increases or decreases in excess of $50,000 to any operating appropriations category must be approved by the Library Authority Board.

ATTACHMENTS:

Exhibit A1: Budget Summary FY 2009-10
Exhibit A2: Revenue Details by Fund Source FY 2009-10
Exhibit A3: Expense Details by Fund Source FY 2009-10
Exhibit A4: Shared Fund Proposed Budget FY 2009-10
Exhibit B: Proposed Position Control FY 2009-10

Attachment A: County/Cities Proposed Budget FY 2009-10
Attachment B1: City of Sacramento General Fund & Special Tax Proposed Budget FY 2009-10
Attachment B2: City of Sacramento General Fund & Special Tax Proposed Budget by Department/Branch FY 2009-10
Attachment C: Shared Fund Proposed Budget by Department FY 2009-10
Attachment D1: Undesignated Fund Balance Changes FY 2009-10
Attachment D2: Economic Uncertainty Reserve Balance Changes FY 2009-10

FY 2009/10 PROPOSED BUDGET ATTACHMENTS



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SACRAMENTO PUBLIC LIBRARY AUTHORITY

SACRAMENTO PUBLIC LIBRARY AUTHORITY COUNTY / CITIES PROPOSED BUDGET FISCAL YEAR 2009 / 10			
	FY 08 / 09 APPROVED BUDGET	FY 09 / 10 PROPOSED BUDGET	CHANGE
EXPENDITURES			
Salaries and Benefits	$8,277,925	$8,008,450	($269,475.00)
Services and Supplies	1,668,752	1,517,189	(151,563)
Books/Materials	2,080,814	2,080,814	0
Equipment/Capital Projects	879,514	221,324	(658,190)
TOTAL	**$12,907,005**	**$11,827,777**	**($1,079,228)**
COST ALLOCATION			
Shared Cost Distribution	$7,870,595	$7,775,544	($95,051)
Central Distribution	824,271	804,708	(19,563)
Total Uses of Funds	$21,601,871	$20,408,029	($1,193,842)

SACRAMENTO PUBLIC LIBRARY AUTHORITY COUNTY / CITIES PROPOSED BUDGET BY DEPT / BRANCH FISCAL YEAR 2009 / 10						
Branch	**Org #**	**Salaries / Benefits**	**Services / Supplies**	**Books / Materials**	**Equipment Capital Projects**	**Org Total**
Public Services	3002	184,882	41,280	1,294,549	2,408	1,523,119
Arcade	3301	620,867	109,715	55,635	10,500	796,717
Arden	3302	648,915	83,040	62,836	-	794,791
Carmichael	3303	836,429	116,100	72,411	64,260	1,089,200
Courtland	3101	83,071	42,690	12,000	4,400	142,161
Elk Grove	3102	807,200	110,882	65,460	7,200	990,742
Fair Oaks	3304	760,516	96,325	64,572	10,800	932,213
Franklin	3103	611,191	127,381	71,023	21,600	831,195
Galt	3104	227,214	30,520	29,712	7,675	295,121
Isleton	3105	100,975	36,921	13,408	8,200	159,504
North Highlands	3305	647,188	103,660	70,938	15,200	836,986
Orangevale	3306	197,760	104,268	25,598	6,600	334,226
Rancho Cordova	3106	617,771	132,987	72,746	29,020	852,524
Rio Linda	3307	190,945	89,229	24,348	8,261	312,783
Southgate	3107	641,889	128,010	59,190	17,200	846,289
Sylvan Oaks	3308	678,975	123,830	72,514	6,400	881,719
Walnut Grove	3108	152,662	40,351	13,874	1,600	208,487

SACRAMENTO PUBLIC LIBRARY AUTHORITY
CITY OF SACRAMENTO
GENERAL FUND AND SPECIAL TAX
PROPOSED BUDGET
FISCAL YEAR 2009/10

	FY 08/09 GENERAL FUND APPROVED BUDGET	FY 08/09 SPECIAL TAX APPROVED BUDGET	FY 08/09 CITY OF SACRAMENTO APPROVED TOTAL	FY 09/10 GENERAL FUND PROPOSED BUDGET	FY 09/10 SPECIAL TAX PROPOSED BUDGET	FY 09/10 CITY OF SACRAMENTO PROPOSED TOTAL	CHANGE
EXPENDITURES							
Salaries and Benefits	$5,772,887	$1,418,156	$7,191,043	$4,912,754	$1,775,318	$6,688,072	(502,971)
Services and Supplies	1,303,614	405,724	1,709,338	1,359,303	346,745	1,706,048	(3,290)
Books/Materials	340,813	687,054	1,027,867	268,568	759,299	1,027,867	
Equipment/Capital Projects	454,537	112,695	567,232	48,600	93,300	141,900	(425,332)
TOTAL	**$7,871,851**	**$2,623,629**	**$10,495,480**	**$6,589,225**	**$2,974,662**	**$9,563,887**	**($931,593)**
COST ALLOCATION							
Shared Cost Distribution	$3,930,232	$1,602,873	$5,533,105	$3,660,553	$1,730,453	$5,391,006	($142,099)
Central Distribution	(970,825)	146,554	(824,271)	(957,157)	152,449	(804,708)	19,563
Total Uses of Funds	$10,831,258	$4,373,056	$15,204,314	$9,292,621	$4,857,564	$14,150,185	($1,054,129)

SACRAMENTO PUBLIC LIBRARY AUTHORITY
CITY OF SACRAMENTO GENERAL FUND AND SPECIAL TAX
PROPOSED BUDGET BY DEPT/BRANCH
FISCAL YEAR 2009/10

Branch	Org #	Salaries/ Benefits	Services/ Supplies	Books/ Materials	Equipment Capital Projects	Org Total
Public Services	3003	233,059	(12,337)	525,003	-	745,725
Central	3501	2,358,943	580,587	175,000	33,600	3,148,130
Colonial Heights	3201	388,350	118,153	48,187	11,200	565,890
Cooledge	3202	520,069	113,436	59,451	17,200	710,156
Del Paso	3401	263,312	81,465	19,596	10,000	374,373
Galleria	2107	272,631	98,700	-	10,000	381,331
Martin Luther King	3203	487,430	178,380	39,871	14,400	720,081
McClatchy	3205	210,771	17,431	15,825	3,200	247,227
McKinley	3206	334,443	22,575	26,308	1,200	384,526
North Natomas	3404	428,893	102,450	24,325	2,500	558,168
North Sacramento	3405	254,577	114,444	21,144	4,800	394,965
South Natomas	3406	465,533	86,870	48,360	22,800	623,563
Valley Hi	3204	470,061	203,894	24,797	11,000	709,752
Total Funds (202 and 203)		**6,688,072**	**1,706,048**	**1,027,867**	**141,900**	**9,563,887**

SACRAMENTO PUBLIC LIBRARY AUTHORITY
SHARED FUND PROPOSED BUDGET BY DEPARTMENT
FISCAL YEAR 2009/10

Branch	Org #	Salaries / Benefits	Services / Supplies	Books / Materials	Equipment Capital Projects	Org Total
Administrative Services	2101	279,071	249,550	-	3,800	532,421
Bookmobile	3602	160,143	26,100	11,000	-	197,243
Collection Management	3006	1,653,639	218,395	-	1,200	1,873,234
Community Services	3601	256,462	93,750	-	3,200	353,412
Director	1101	519,267	207,356	-	2,600	729,223
Facilities	2202	1,790,717	628,020	-	28,700	2,447,437
Finance	2104	671,383	378,415	-	6,200	1,055,998
Foundation	3604	-	44,940	-	-	44,940
Graphics	1201	-	180,553	-	1,500	182,053
Human Resources	2105	707,797	180,850	-	39,100	927,747
Information Technology	2106	938,519	818,320	-	217,825	1,974,664
Literacy	3606	244,817	22,450	-	800	268,067
Marketing	1102	600,016	227,163	-	2,000	829,179
Non-Departmental	2102	389,786	7,532	-	13,967	411,285
Public Services	3001	668,684	74,010	-	7,800	750,494
Sacramento Room	3504	197,213	19,100	-	-	216,313
System Wide Services	3502	373,454	15,000	-	-	388,454

SACRAMENTO PUBLIC LIBRARY AUTHORITY
UNDESIGNATED FUND BALANCE CHANGES
FOR FISCAL YEAR 2009/10

	Shared Fund	County/ Cities Fund	Sac City Fund	Sac City Special Tax Fund	Total
Estimated Beginning Fund Balance: Undesignated	$0	16,721,573	723,488	3,784,013	$21,229,074
Net Change to Undesignated Fund Balance	$0	$355,314	($369,557)	($314,478)	($328,721)
Estimated Ending Fund Balance: Undesignated	$0	$17,076,887	$353,931	$3,469,535	$20,900,353

SACRAMENTO PUBLIC LIBRARY AUTHORITY
ECONOMIC UNCERTANTY RESERVE BALANCE CHANGES
FOR FISCAL YEAR 2009/10

	Shared Fund	County/ Cities Fund	Sac City Fund	Sac City Special Tax Fund	Total
Estimated Beginning Fund Balance: Designated for Economic Uncertainty	$0	2,114,895	956,075	437,290	$3,508,260
Net Change to Designated Fund Balance	$0	$0	$0	$0	$0
Estimated Ending Fund Balance: Designated for Economic Uncertainty	$0	$2,114,895	$956,075	$437,290	$3,508,260

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FY 2009/10 PROPOSED BUDGET EXHIBITS

SACRAMENTO PUBLIC LIBRARY AUTHORITY

SACRAMENTO PUBLIC LIBRARY AUTHORITY
BUDGET SUMMARY
FISCAL YEAR 2009/10

	FY 08/09 APPROVED BUDGET	FY 09/10 PROPOSED BUDGET	CHANGE	
Total Ongoing Revenues all sources	$ 36,477,464	$ 34,229,493	($2,247,971)	-6.2%
Use of Fund Balance	328,721	328,721	0	0.0%
Total Sources of Funds	**$ 36,806,185**	**$ 34,558,214**	**$ (2,247,971)**	**-6.1%**
Salaries and Benefits	15,468,968	14,696,522	(772,446)	-5.0%
Services and Supplies	3,378,090	3,223,237	(154,853)	-4.6%
Books/Materials	3,108,681	3,108,681	0	0.0%
Equipment/Capital Projects	1,446,746	363,224	(1,083,522)	-74.9%
Total Expenses	**$23,402,485**	**$21,391,664**	**($2,010,821)**	**-8.6%**
Cost Allocation				
Shared Cost Distribution	**13,403,700**	**13,166,550**	**(237,150)**	**-1.8%**
Total Uses of Funds	**$36,806,185**	**$34,558,214**	**($2,247,971)**	**-6.1%**

SACRAMENTO PUBLIC LIBRARY
REVENUE DETAILS BY FUND SOURCE
FISCAL YEAR 2009/10

REVENUE	FY 08/09 APPROVED BUDGET	FY 09/10 PROPOSED BUDGET	CHANGE	
COUNTY/CITIES FUND				
Property Tax	$20,450,000	$19,226,978	($1,223,022)	-6.0%
State Funding	413,904	325,107	(88,797)	-21.5%
Investment Income	409,707	318,255	(91,452)	-22.3%
Fines/Fees	261,050	436,741	175,691	67.3%
Miscellaneous	422,524	456,262	33,738	8.0%
TOTAL	**21,957,185**	**20,763,343**	**(1,193,842)**	**-5.4%**
SAC CITY FUND				
Sac City General Fund	9,004,600	7,921,710	(1,082,890)	-12.0%
State Funding	216,396	173,354	(43,042)	-19.9%
Library Galleria	549,000	499,000	(50,000)	-9.1%
Fines/Fees	150,750	222,039	71,289	47.3%
Investment Income	73,329	56,961	(16,368)	-22.3%
Miscellaneous	76,340	50,000	(26,340)	
TOTAL	**10,070,415**	**8,923,064**	**(1,147,351)**	**-11.4%**
SAC CITY SPECIAL TAX FUND				
Sac City Special Tax	4,370,400	4,479,660	109,260	2.5%
Investment Income	76,964	59,784	(17,180)	-22.3%
Fines/Fees	2,500	3,642	1,142	45.7%
TOTAL	**4,449,864**	**4,543,086**	**93,222**	**2.1%**
Combined Operating Funds				
Property Tax	20,450,000	19,226,978	(1,223,022)	-6.0%
Sac City General Fund	9,004,600	7,921,710	(1,082,890)	-12.0%
Sac City Special Tax	4,370,400	4,479,660	109,260	2.5%
State Funding	630,300	498,461	(131,839)	-20.9%
Investment Income	560,000	435,000	(125,000)	-22.3%
Fines/Fees	414,300	662,422	248,122	59.9%
Library Galleria	549,000	499,000	(50,000)	-9.1%
Miscellaneous	498,864	506,262	7,398	1.5%
GRAND TOTAL	**$36,477,464**	**$34,229,493**	**($2,247,971)**	**-6.2%**

SACRAMENTO PUBLIC LIBRARY
EXPENSES DETAILS BY FUND SOURCE
FISCAL YEAR 2009/10

EXPENSE	FY 08/09 APPROVED BUDGET	FY 09/10 PROPOSED BUDGET	CHANGE	
COUNTY/CITIES				
Salaries and Benefits	$8,277,925	$8,008,450	($269,475)	-3.3%
Services and Supplies	1,668,752	1,517,189	(151,563)	-9.1%
Books/Materials	2,080,814	2,080,814	0	0.0%
Equipment/Capital Projects	879,514	221,324	(658,190)	-74.8%
TOTAL	**12,907,005**	**11,827,777**	**(1,079,228)**	**-8.4%**
SAC CITY FUND				
Salaries and Benefits	5,772,887	4,912,754	(860,133)	-14.9%
Services and Supplies	1,303,614	1,359,303	55,689	4.3%
Books/Materials	340,813	268,568	(72,245)	-21.2%
Equipment/Capital Projects	454,537	48,600	(405,937)	-89.3%
TOTAL	**7,871,851**	**6,589,225**	**(1,282,626)**	**-16.3%**
SAC CITY SPECIAL TAX				
Salaries and Benefits	1,418,156	1,775,318	357,162	25.2%
Services and Supplies	405,724	346,745	(58,979)	-14.5%
Books/Materials	687,054	759,299	72,245	10.5%
Equipment/Capital Projects	112,695	93,300	(19,395)	-17.2%
TOTAL	**2,623,629**	**2,974,662**	**351,033**	**13.4%**
Combined Operating Expenses				
Salaries and Benefits	15,468,968	14,696,522	(772,446)	-5.0%
Services and Supplies	3,378,090	3,223,237	(154,853)	-4.6%
Books/Materials	3,108,681	3,108,681	0	0.0%
Equipment/Capital Projects	1,446,746	363,224	(1,083,522)	-74.9%
GRAND TOTAL	**$23,402,485**	**$21,391,664**	**($2,010,821)**	**-8.6%**

SACRAMENTO PUBLIC LIBRARY AUTHORITY SHARED FUND PROPOSED BUDGET FISCAL YEAR 2009/10			
	FY 08/09 APPROVED BUDGET	**FY 09/10 PROPOSED BUDGET**	**CHANGE**
REVENUES			
Member Lib Reimburse	$166,000	$182,600	$16,600
Grants	45,950	30,000	(10,000)
Donations/Others	285,664	0	(285,664)
TOTAL	**497,614**	**212,600**	**(285,014)**
EXPENDITURES			
Salaries and Benefits	9,357,207	9,580,304	223,097
Services and Supplies	4,137,454	3,459,154	(678,300)
Books/Materials	117,099	11,000	(106,099)
Equipment/Capital Projects	878,263	328,692	(549,571)
TOTAL	**$14,490,023**	**$13,379,150**	**($1,110,873)**
COST ALLOCATION			
Shared Cost Distribution	($13,403,700)	($13,166,550)	$237,150
Net change to Fund Balance	($588,709)*	$0	

* Funds represent projects and expenses carried over from prior fiscal year.

PROPOSED FY 2009-2010 POSITION CONTROL			
	FY 2008/09 Approved March 26, 2009	**FY 2009/10 Proposed May 28, 2009 ***	**Change in FTEs****
Accounting Specialist	2	2	
Administrative Assistant	5	5	
Accountant/Budget Analyst	1	1	
Authority Counsel	1	1	
Building Maintenance Worker	2	2	
Capital Projects Manager	1	1	
Central Security Coordinator, Limited Term***	1	1	
Circulation Supervisor	16	16	
Collection Managment Supervisor	2	2	
Collection Management Services Manager	1	1	
Community Services Manager	1	1	
Custodial Supervisor	1	0	-1
Custodian	11.75	11.75	
Database Administrator	1	0	-1
Deputy Library Director - Administrative Services	1	1	
Deputy Library Director - Public Services	1	1	
Director of Facilities	1	1	
Director of Finance	1	1	
Director of Human Resources	1	1	
Director of Marketing	1	1	
Events Coordinator	0.5	0.5	
Executive Assistant	1	1	
Facilities Superintendent	1	1	
Field Custodial Supervisor	2	2	
General Services Supervisor	1	1	
General Services Worker	5.5	5.5	
Human Resources Generalist	1	1	
Human Resources Supervisor	1	1	
Information Technology Manager	1	1	
Information Technology Services Specialist	1	1	
Information Technology Supervisor	2	2	
Information Technology Technician	1	1	
Librarian	58.5	51	-7.5
Library Associate	2.5	2.5	
Library Director	1	1	
Library Galleria Administrator	1	1	
Library Program Specialist	1	1	
Library Services Assistant	104	101.5	-2.5
Library Services Specialist (Emerg Technologies)	1	1	

PROPOSED FY 2009-2010 POSITION CONTROL			
Library Supervisor I	9	9	
Library Supervisor II	5	5	
Library Supervisor III	20	20	
Library Technician	5	5	
Literacy Coordinator	1	1	
Management Analyst	1	1	
Materials Processor	2	2	
Office Assistant	2	2	
Procurement-Contract Coordinator	1	1	
Public Information Coordinator	1	1	
Public Services Manager	4	4	
Safety Coordinator	1	0	-1
Security Supervisor	1	1	
Senior Accounts Payable Technician	1	1	
Senior Accountant	1	1	
Senior Human Resources Generalist	1	1	
Senior Information Technology Analyst	2	2	
Senior Information Technology Technician	2	2	
Senior Payroll Technician	1	1	
Technology Assistant	2	2	
Trainer	1	1	
Training Supervisor	1	0	-1
Visual Communications Supervisor	1	1	
Web Developer	1	1	
Youth Services Manager	1	1	
	307.75	293.75	-14.0

* Note - eliminated positions will be phased out by July 31, 2009 to provide a 60-day transition to transfer incumbents to vacant positions.

** FTEs are full time equivalent positions, equating part time positions into a fraction of a full time position.

*** Central Security Coordinator is a position proposed as a limited term position, pending recruitment of the Security Supervisor position. Although both positions appear on the Position Control Report for administrative purposes, only one position is funded.

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