

Saint Paul Library Agency
2006 Adopted Budget

Table of Contents

| | Page | | |
|--|-----------|---|-----------|
| Resolutions Adopting Budget | 3 | Fund 966, Library Debt Service | 45 |
| Board of Commissioners..... | 5 | Spending Plan | 46 |
| Budget Process..... | 6 | Financing Plan | 47 |
| Combined City and Library Agency Budget Overview | 7 | Spending and Personnel by Activity | 50 |
| Library Overview | 11 | Fund 934, Library Capital Projects | 53 |
| Operating Funds Summary | 19 | Spending Plan | 54 |
| Spending (CTAB080-1)..... | 20 | Financing Plan | 55 |
| Fund Summaries | | Spending and Personnel by Activity | 57 |
| Fund 349, Saint Paul Library Agency | 21 | Appendices | |
| Spending Plan..... | 22 | Glossary | 59 |
| Financing Plan..... | 23 | | |
| Spending and Personnel by Activity | 31 | | |
| Fund 363, Rella Havens Memorial Fund | 41 | | |
| Spending Plan..... | 42 | | |
| Financing Plan..... | 43 | | |
| Spending and Personnel by Activity | 44 | | |

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RESOLUTION
CITY OF SAINT PAUL, MINNESOTA

39

Presented By: Kathy Hank
Referred To: _____ Committee: _____ Date: _____

Council File # 05-1162
Green Sheet # _____

SUBSTITUTE RESOLUTION

WHEREAS, the Mayor, pursuant to the City Charter has proposed and recommended the 2006 budgets for the City of Saint Paul, and
WHEREAS, the proposed 2006 General and General Debt Service budgets have been reviewed and approved or adjusted by the City Council, and
WHEREAS, the City is required under Laws of Minnesota 2002, Chapter 390, Sec. 37, to levy a tax at the Library Board's request, which the Library Board has made, and
WHEREAS, the property tax levy needed to finance those budgets, with allowance for shrinkage, has been determined, and adjusted by the City Council, and
WHEREAS, the Port Authority of the City of Saint Paul requested a property tax levy to finance economic development budgets under laws of Minnesota, Chapters 469.053 subd 4, and 6,
NOW THEREFORE BE IT RESOLVED, the City Council in anticipation of adopting the General Fund, General Debt Service, and Library Agency budgets for the fiscal year 2006, and in accordance with section 11.04 of the City Charter, does hereby levy taxes on all taxable property within the Saint Paul corporate limits, to be collected in the amounts set forth below, and
BE IT FURTHER RESOLVED, the City Council directs the City Clerk to forward this resolution to the Ramsey County Department of Property Records and Revenue in accordance with the applicable provisions of the City Charter and other laws, and
BE IT FINALLY RESOLVED, the City Council directs the Office of Financial Services to complete and forward any state forms required identifying these adopted levies;

| Description | Tax Levy Payable in 2005 | Tax Levy Payable in 2006 | % Change |
|---|--------------------------|--------------------------|----------|
| City levy for city operations and shrinkage | 45,642,975 | 47,258,408 | 3.54% |
| City levy for Debt Service and shrinkage | 6,653,277 | 6,653,277 | 0.00% |
| City levy for Library Agency operations and shrinkage | 10,318,836 | 10,621,221 | 2.93% |
| City levy for Port Authority levy per Mn. Stat. 469.053 | 1,312,175 | 1,312,608 | 0.03% |
| | 63,927,263 | 65,845,514 | 3.00% |

| Benav | Yea | Nay | Absent |
|------------|-----|-----|--------|
| Bonanav | ✓ | | |
| Bostrom | ✓ | | |
| Harris | ✓ | | |
| Helgen | ✓ | | |
| Lantry | ✓ | | |
| Montgomery | ✓ | | |
| Thune | ✓ | | |

Requested by Department of:

Office of the Mayor, Financial Services

By: Matt Smith, Director, Financial Services

Approval Recommended by Director of Financial Services

By: [Signature]

Form Approved by City Attorney:

By: _____

Approved by Mayor for Submission to Council:

By: _____

Adopted by Council: Date December 14, 2005

Adoption Certified by Council Secretary:

By: Mayor Erickson

Approved by Mayor: Date 12/15/05

By: Randy C. Kelly

RESOLUTION
SAINT PAUL PUBLIC LIBRARY AGENCY

Presented by: [Signature]

RESOLUTION ADOPTING 2006 BUDGET & REQUESTING PROPERTY TAX FINANCING

WHEREAS, Mayor Randy Kelly presented the proposed 2006 budget for the Saint Paul Public Library Agency on Monday, August 22, 2005 at the Riverview Library; and
WHEREAS, the Board of Commissioners of the Saint Paul Public Library Agency held a public hearing on the proposed budget on November 2, 2005 in the City Council Chambers, after notice was published in accordance with law, at which public hearing all those appearing who so desired to speak were heard; and
RESOLVED, the Board of Commissioners for the Saint Paul Public Library Agency does hereby adopt the 2006 budget for the Saint Paul Public Library Agency as follows:

Amount

Library Agency Operations Fund # 349:

| | |
|---|-------------------|
| Library Special Revenue | 239,642 |
| Library Administration | 1,226,198 |
| Technical Support Services | 2,887,826 |
| Public Services - Library | 7,602,284 |
| Library Maintenance Services | 1,822,897 |
| Metro Library Service Agency (MELSA) | 273,250 |
| Friends Of the Library | 415,493 |
| Community Based Science Project | 9,384 |
| Perrie Jones Library | 117,000 |
| St. Catherine's Teaching-Learning Library | 34,028 |
| Total Spending Plan: | 14,628,002 |

Library Agency Operations Fund # 349:

| | |
|---|-------------------|
| Undesignated Fund Balance | 243,365 |
| Designated Fund Balance - Grant Carryover | 132,780 |
| Property Taxes Market Value Credit | 8,032,493 |
| Local Government Aid | 5,263,347 |
| MELSA | 140,470 |
| Fees, Sales & Services | 47,850 |
| Miscellaneous Revenues | 767,697 |
| Total Financing Plan: | 14,628,002 |

LB. 05-005

LB. 05-005

| | |
|--|-------------------|
| Rella Havens Memorial Fund # 363 | |
| Rella Havens Memorial Trust | 27,811 |
| Total Spending Plan: | 27,811 |
| Rella Havens Memorial Fund # 363 | |
| Miscellaneous Revenues | 27,811 |
| Total Financing Plan: | |
| Library Agency Debt Service Fund # 966 | |
| Past CIB Bonds for Libraries | 2,015,992 |
| Past CIB Bonds for Capital Maintenance | 34,171 |
| Subsequent Year Debt Service | 464,275 |
| Current Year Debt Serv.: 2004 P.L.A Bonds | 528,550 |
| Total Spending Plan: | 3,042,988 |
| Library Agency Debt Service Fund # 966 | |
| Property Taxes / Market Value Credit | 2,084,012 |
| Investment Earnings - Fund 966 Cash | 30,000 |
| Transfer-In Interest Earnings From P.L.A. Cap Proj | 0 |
| Contribution To Fund Balance | -30,000 |
| Use of Fund Balance - Designated Subsequent Year | 464,275 |
| Use of Fund Balance - Designated for Debt Service | 494,701 |
| Total Financing Plan: | 3,042,988 |
| Library Agency Capital Projects Fund # 934 | |
| Rondo construction | 201,607 |
| Total Spending Plan: | 201,607 |
| Library Agency Capital Projects Fund # 934 | |
| Investment Earnings | 68,309 |
| Use of Fund Balance | 133,298 |
| Total Financing Plan: | 201,607 |
| TOTAL - ALL BUDGETS | 17,900,408 |

FURTHER RESOLVED, that the Board of Commissioners has determined that \$10,116,505 in Property Tax revenues are required to finance the 2006 Budget with \$8,032,493 needed for the Library Agency General Fund #349, and \$2,084,012 needed for the Public Library Agency Debt Service Fund #966; and be it

FINALLY RESOLVED that the Board of Commissioners request and recommends that the Saint Paul City Council certify in 2005, a Property Tax Levy of \$10,318,836 to be collected in 2006 which will provide net property tax revenues of \$10,116,505 for the 2006 Public Library Agency budgets.

| | Yeas | Nays | Absent |
|------------|------|------|--------|
| Benanav | ✓ | | |
| Bostrom | ✓ | | |
| Harris | ✓ | | |
| Helgen | ✓ | | |
| Lantry | ✓ | | |
| Montgomery | ✓ | | |
| Thune | ✓ | | |
| | 7 | 0 | 0 |

Requested by Department of:

By: _____

Form Approved by City Attorney

By: _____

Adopted by Council: Date November 23, 2005

Adoption Certified by Council Secretary

Form Approved by Mayor for Submission to Council

By: _____

By: _____

Approved by Mayor: Date 12-5-05

By: _____

30
31

Saint Paul Public Library Agency

Board of Commissioners

| Term of Office | |
|----------------|----|
| From | To |

Commissioners

| | | |
|-------------------|-----------------|-------------------|
| Jay Benanav | January 1, 2004 | December 31, 2007 |
| Daniel Bostrom | January 1, 2004 | December 31, 2007 |
| Patrick Harris | January 1, 2004 | December 31, 2007 |
| Lee Helgen | January 1, 2004 | December 31, 2007 |
| Kathy Lantry | January 1, 2004 | December 31, 2007 |
| Debbie Montgomery | January 1, 2004 | December 31, 2007 |
| Dave Thune | January 1, 2004 | December 31, 2007 |

Officers

Chairperson - Patrick Harris

Vice Chairperson - Kathy Lantry

Secretary/Treasurer - Lee Helgen

Budget Process

The budget process is designed to conform with state law, the city charter, and the legislative code. The process to develop the budget commences in February.

January - March

The budget for 2005 is finalized during this time. This includes preparing, printing and distributing books reflecting the 2005 adopted budget. The accounting section of the Office of Financial Services prepares the annual financial report for the previous year (2004). During this time, the “base budget” for the upcoming year (2006) is identified.

April - June

The Library Director presents a needs and resource assessment to the Library Board with priorities, no later than April 1st. Forms, instructions, printouts and the Mayor’s guidelines are distributed. These tools are used to plan for and develop the operating budget. The department management and staff identify objectives, performance indicators and the resources needed to accomplish goals. Services are reviewed to determine purpose, need and cost-saving ideas.

The department request for the 2006 budget is submitted to the Office of Financial Services in June. After that, the department’s budget is analyzed by the OFS budget staff. The Mayor meets with the Director to discuss needs, and to ensure the budget meets the service level and taxing objectives that have been established for the City.

July - September

The budget staff finalizes the Mayor’s recommendation and the Mayor’s proposed budget is produced. The Mayor then presents the recommended budget to the Library Board within one week of the deadline for the City budget presentation, as required by the city charter.

In August, the Library Board begins reviewing the Mayor’s proposed budget. The Board will hold meetings with the Director, management and staff to obtain a clear understanding of the department’s goals, service priorities and objectives that are represented in the proposed budget. As required by state law, the Library Board sets the *maximum* property tax levy in September. Governmental units can adjust budgets, resulting in property taxes that are less than, but not more than, the maximum levy.

October - December

The Library Board holds public hearings on the budget. Ramsey County mails property tax statements to property owners indicating the *maximum* amount of property taxes that the owner will be required to pay. These statements also indicate when the “Truth in Taxation” public hearings will be held. State law requires the Library Board to hold a joint meeting with the City, County and School District. This meeting is held in early December. The Library Board then adopts a recommended budget and tax levy for the Library Agency. The adopted budget represents changes made by the Library Board to the Mayor’s proposed budget. The Mayor has veto authority over the Library Board-adopted budget.

Overview of Combined City and Library Agency Budgets

Overview of Combined City and Library Agency Budgets

With the creation of the independent Saint Paul Public Library Agency beginning with the 2004 budget year, detailed information about library budgets and activities is now presented in a separate document, and is generally excluded from the City budget information contained in this publication.

The information provided in this section is intended to give a high-level overview of the combined City and Library Agency budgets and permit overall year-to-year comparisons to be made more easily. Detailed information about the Library Agency budget will be made available in a separate publication published by the Agency.

Total Combined City and Library Agency Budgets: 2005 Adopted and 2006 Adopted

| | 2005 <u>Adopted</u> | 2006 <u>Adopted</u> | Change <u>Amount</u> | <u>Percent</u> |
|--|---------------------------|---------------------------|--------------------------|----------------|
| City operations | 366,917,734 | 383,063,895 | 16,146,161 | 4.4% |
| Library operations | <u>14,513,374</u> | <u>14,647,444</u> | <u>134,070</u> | 0.9% |
| <i>Total operations</i> | 381,431,108 | 397,711,339 | 16,280,231 | 4.3% |
| | | | | |
| City debt service | 54,706,536 | 57,342,935 | 2,636,399 | 4.8% |
| Library debt service | <u>3,094,965</u> | <u>3,042,988</u> | <u>-51,977</u> | -1.7% |
| <i>Total debt service</i> | 57,801,501 | 60,385,923 | 2,584,422 | 4.5% |
| | | | | |
| City capital improvements | 81,719,000 | 95,747,000 | 14,028,000 | 17.2% |
| Library capital improvements | <u>0</u> | <u>201,607</u> | <u>201,607</u> | NA |
| <i>Total capital improvements</i> | 81,719,000 | 95,948,607 | 14,229,607 | 17.4% |
| | | | | |
| Total combined budgets: | <u>520,951,609</u> | <u>554,045,869</u> | <u>33,094,260</u> | 6.4% |

Workforce Summary, City and Library Agency Combined

| | 2005 <u>Adopted</u> | 2006 <u>Adopted</u> | Change <u>Amount</u> | <u>Percent</u> |
|-----------------------------------|------------------------|------------------------|-------------------------|----------------|
| City FTEs (All Funds) | 2,748.5 | 2,772.2 | 23.7 | 0.9% |
| Library FTEs (All Funds) | <u>180.8</u> | <u>189.3</u> | <u>8.5</u> | 4.7% |
| <i>Total Combined FTEs</i> | 2,929.3 | 2,961.5 | 32.2 | 1.1% |

**Property Tax Financing and State Aid: City, Library Agency and Port Authority Combined
2005 Adopted vs. 2006 Adopted**

| | Property Tax Levy* | | | | | |
|-------------------------------------|---------------------------|-------------------------|--------------------------|------------------------|---------------------------------|---------------------------------|
| | <u>2005 Adopted</u> | <u>2006 Adopted</u> | <u>Amount Change</u> | <u>Pct. Change</u> | <u>Pct of City 05 Total</u> | <u>Pct of City 06 Total</u> |
| City of Saint Paul | | | | | | |
| General Fund | 45,642,975 | 47,258,408 | 1,615,433 | 3.5% | 72.9% | 73.2% |
| General Debt Service | 6,653,277 | 6,653,277 | 0 | 0.0% | 10.6% | 10.3% |
| Saint Paul Public Library Agency | 10,318,836 | 10,621,221 | 302,385 | 2.9% | 16.5% | 16.5% |
| Total (City and Library combined) | 62,615,088 | 64,532,906 | 1,917,818 | 3.1% | 100.0% | 100.0% |
| Port Authority | 1,312,175 | 1,312,608 | 433 | 0.0% | | |
| Overall Levy (City, Library & Port) | 63,927,263 | 65,845,514 | 1,918,251 | 3.0% | | |

* This is the total property tax levy used to determine tax rates. Actual financing available to support the budget is less, due to a 2% "shrinkage" allowance for delinquent taxes. The State pays a portion of the tax levy through the Market Value Homestead Credit, which is included in these numbers.

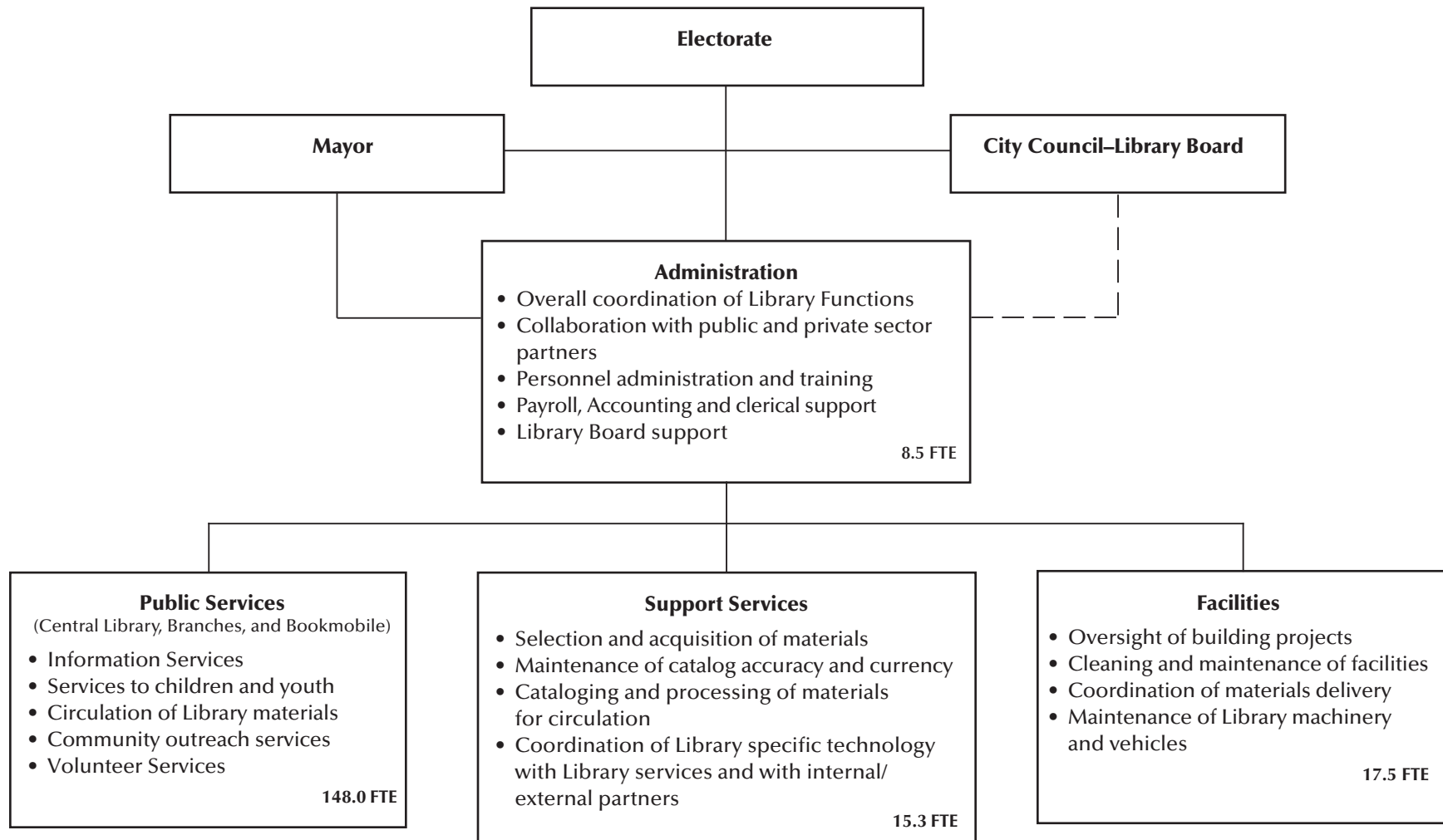
| | Local Government Aid Financing | | | | | |
|-----------------------------------|---------------------------------------|-------------------------|--------------------------|------------------------|-----------------------------|-----------------------------|
| | <u>2005 Adopted</u> | <u>2006 Adopted</u> | <u>Amount Change</u> | <u>Pct. Change</u> | <u>Pct. Of 05 Total</u> | <u>Pct. of 06 Total</u> |
| City of Saint Paul | | | | | | |
| General Fund | 48,184,944 | 54,577,670 | 6,392,726 | 13.3% | 90.7% | 91.7% |
| General Debt Service | 0 | 0 | 0 | N.A. | 0.0% | 0.0% |
| Saint Paul Public Library Agency | 4,966,891 | 4,966,891 | 0 | 0.0% | 9.3% | 8.3% |
| Total (City and Library combined) | 53,151,835 | 59,544,561 | 6,392,726 | 12.0% | 100.0% | 100.0% |

Library Overview

Saint Paul Public Library Agency

(Total 189.3 FTEs)

The mission of the Saint Paul Public Library Agency is to anticipate and respond to the community's need for information; to facilitate lifelong learning; to stimulate and nurture a desire to read in young people; to provide reading materials to meet the interest of all ages; and to enrich the quality of life in the community.



About the Saint Paul Public Library Agency

What We Do (Description of Services)

The Saint Paul Public Library plays a key role in the educational and cultural life of the City. During the year, library staff:

- Circulate books and nonprint materials to users of all ages.
- Provide public access to 49 proprietary databases which contain high quality information for users of all ages on a wide range of subjects.
- Provide programming in support of literacy to over 67,000 children throughout Saint Paul.
- Support the basic education needs of immigrants by providing materials and services to meet their special needs.
- Support K-12 students by providing homework assistance in five Homework Centers which offer mentors, computers and supplies.
- Support teachers with special lending policies and services.
- Provide computer training to seniors and other adults.
- Collaborate with other City and nonprofit organizations to provide educational programs.

Statistical Profile

| | |
|--|-----------|
| • Number of library card holders | 263,818 |
| • Visits to library by users | 2,254,335 |
| • Reference questions posed by users | 493,116 |
| • Number of materials checked out by users | 3,218,381 |
| • Number of in-house internet users | 327,166 |

2004-2005 Accomplishments

We're proud of the following accomplishments in 2004:

- Began collaborating in the Community Technology Empowerment Project whose goal is to help bridge the "digital divide" for new immigrants and low-income communities.
- Completed first year of the Urban Library Project resulting in eight graduates, several of whom have been hired by the Library.
- Completed first year of partnering with Ramsey County to hire library clerks.
- Continued to implement the Affirmative Action Plan.
- Began collaborating with City Parks and Recreation to provide services in areas of mutual mission goals.
- Began collaborating with Office of Technology to explore a pilot project on Wi-Fi.
- Increased the public service hours at Dayton's Bluff Library.
- Expanded homework centers to Dayton's Bluff Library.
- Staff continued to read to second graders monthly at the Museum Magnet School.
- Collaborated with Metro State University to establish a teen council for reading and recommending best books for young adults.
- Continued to provide reading-readiness support for at-risk children.
- Installed assistive computer equipment and software for people with vision, mobility or learning challenges at the Lexington Outreach Branch.
- Completed the Needs Assessment Survey for the underserved, and received a grant to implement recommendations.
- Launched the Senior Transport Pilot Project.
- Expanded collection to meet the needs of increasingly diverse community.
- Created and expanded mutually beneficial relationships with community partners, Dayton's Bluff and Metro State University, working together to ensure success of the new libraries; collaborated with Ramsey County Health Department, Ramsey County Library System, MELSA and numerous community organizations.

2006 Adopted Budget for the Saint Paul Library Agency
Financing Summary

| | 2005 | 2006 | Change | |
|--|--------------------------|--------------------------|----------------|----------------|
| | Adopted | Adopted | Amount | Percent |
| Spending: | | | | |
| Fund 349, Saint Paul Library Agency | 14,487,711 | 14,619,872 | 132,161 | 0.9% |
| Fund 363, Rella Havens Memorial Fund | 25,663 | 27,572 | 1,909 | 7.4% |
| Fund 934, Library Capital Projects | 0 | 201,607 | 201,607 | 100.0% |
| Fund 966, Library Debt Service Fund | 3,094,965 | 3,042,988 | -51,977 | -1.7% |
| | <u>17,608,339</u> | <u>17,892,039</u> | <u>283,700</u> | 1.6% |
| Financing: | | | | |
| Property tax/market value credit-Fund #349 financing | 8,032,493 | 8,328,949 | 296,456 | 3.7% |
| Property tax/market value credit-Fund #966 financing | 2,084,012 | 2,084,012 | 0 | 0.0% |
| (Subtotal = \$10,621,221) | | | | |
| Local Government Aid | 4,966,891 | 4,966,891 | 0 | 0.0% |
| Melsa | 140,470 | 140,470 | 0 | 0.0% |
| Friends of the Library Contributions | 560,097 | 415,493 | -144,604 | -25.8% |
| Use of Fund Balance | 1,008,211 | 1,430,050 | 421,839 | 41.8% |
| All Other | 816,165 | 526,174 | -289,991 | -35.5% |
| Total Library Financing | <u>17,608,339</u> | <u>17,892,039</u> | <u>283,700</u> | 1.6% |

St. Paul Public Library Key Performance Measures

| | | | | |
|---|------------------------|------------------------|---------------------------|---------------------------|
| Performance Objective: In every neighborhood of the City, serve as a community destination for materials, services and programs. | | | | |
| Performance Indicator: Number of visits by individuals to library agencies, including the number of Internet users, and the number of people attending adult and juvenile programs | | | | |
| MEASURES: | 2003 Actual | 2004 Actual | 2005 Estimated | 2006 Projected |
| Number of people visiting libraries. | 2,027,073 | 2,254,473 | 2,434,800 | 2,678,300 |
| Number of people using the Internet | 287,149 | 327,166 | 360,000 | 396,000 |
| Number of people attending adult and juvenile programs | 72,608 | 74,470 | 76,000 | 77,520 |

| | | | | |
|---|------------------------|------------------------|---------------------------|---------------------------|
| Performance Objective: Provide books and other library materials that library users want to check out. | | | | |
| Performance Indicator: Number of items checked out during the year | | | | |
| MEASURES: | 2003 Actual | 2004 Actual | 2005 Estimated | 2006 Projected |
| Number of items checked out | 3,045,344 | 3,218,318 | 3,282,748 | 3,348,402 |

| | | | | |
|--|------------------------|------------------------|---------------------------|---------------------------|
| Performance Objective: Provide library users with access to information from their homes, schools and workplaces. | | | | |
| Performance Indicator: Number of external virtual visits to networked library resources | | | | |
| MEASURES: | 2003 Actual | 2004 Actual | 2005 Estimated | 2006 Projected |
| Number of external virtual visits to networked library resources | 890,227 | 1,064,654 | 1,171,125 | 1,370,000 |

| | | | | |
|---|------------------------|------------------------|---------------------------|---------------------------|
| Performance Objective: Provide library users with easy access to the holdings of all the library's materials, wherever their location. | | | | |
| Performance Indicator: Number of electronic reserves placed on library materials | | | | |
| MEASURES: | 2003 Actual | 2004 Actual | 2005 Estimated | 2006 Projected |
| Number of electronic reserves placed on library materials | 340,066 | 420,965 | 463,061 | 486,214 |

| | | | | |
|---|------------------------|------------------------|---------------------------|---------------------------|
| Performance Objective: Provide members of the public with the information they need for their work, school and life. | | | | |
| Performance Indicator: Number of reference transactions conducted by library staff | | | | |
| MEASURES: | 2003 Actual | 2004 Actual | 2005 Estimated | 2006 Projected |
| Number of reference transactions | 459,524 | 493,116 | 517,771 | 540,000 |

2006 Budget Plan

2006 Priorities

- In conjunction with a mixed use residential development, open an expanded library (Rondo) at University Avenue and Dale Street to replace the current Lexington Outreach Library.
- Create a multi-year Strategic Plan and Technology Plan.
- Implement, as practically as possible, recommendations set forth in the Strategic Plan in collaboration with the Mayor and the Library Board.
- Study and reconfigure staff deployment to maximize effectiveness within budget constraints.
- Conduct a process evaluation of the Materials Management Center to eliminate repetitive stress and to increase efficiency.

2006 Budget Explanation

Base Adjustments

The 2005 adopted budget was adjusted to set the budget base for 2006. The base includes the anticipated growth in salaries and fringes for 2006, and includes 2% inflation in utility costs. The base budget was increased to cover the full year of operations at the new Rondo Library and additional service hours at Dayton's Bluff. These funds include the Homework Centers and an additional \$100,000 of monies in the budget for library materials. Funds for one-time expenditures for a Strategic Plan, additional technology and contingency funds for hours, senior transport and monies for opening collections at Dayton's Bluff and Rondo were removed. A \$120,656 spending restraint amount was applied to the operations base to help control spending.

Mayor's Recommendations

The Library Agency proposed budget for 2006 is \$17,593,781, a decrease (in debt service) of \$14,558. Spending for Fund 349, which contains the former "General Fund activities", increases by \$35,271, or 0.2%. The proposed budget maintains all hours of service including the additional hours, implemented in April of 2005, at Dayton's Bluff Library. The department re-allocated funds within its proposal to increase monies available for utilities and technology-related expenditures. One FTE was eliminated; \$140,720 of savings from the delay in the opening of Rondo was used to offset the increase and spending restraint amount; and \$138,345 of savings from the 2005 Rondo budget was used as financing for the 2006 budget. An additional savings target of \$88,762 was assigned, based on current vacant positions.

Overall, Library FTEs increased by 6.8 over the 2005 Adopted Budget. Changes include 2.2 additional FTEs for Dayton's Bluff; 6.1 FTEs to annualize the additional staff for Rondo; elimination of 1.0 FTE in the Public Relations Office; and a reduction of .4 FTE that was grant related.

Council Actions

The City Council adopted the Library Agency budget and recommendations as proposed by the Mayor, and approved the following additional changes:

- adding \$25,000 for Saturday programs at Central Library. This included adding spending for .2 Library Associate FTE.
- adding \$38,000 for a Homework Center. This includes adding spending for .5 Library Associate FTE.
- adding \$66,435 spending for a Management Assistant III to serve in the Library's marketing function. This includes an increase of \$4,315 for central service costs for the new position.
- adding \$88,762 to restore a negative salary adjustment.
- reducing salary and fringe expenses associated with the new Rondo Library by \$40,000. This anticipates that the new library will open later in the year than previously expected.
- decreasing fringe benefit costs by \$86,022.
- adding \$144,243 to Fund 934 for the bookmobile garage project and a \$57,364 construction contingency. This is financed by use of fund balance.
- changing the mix of LGA and property tax financing to achieve less reliance on LGA. LGA is reduced by \$296,456 and property tax/market value credit financing is increased by \$296,456.

Libraries

Department/Office Director: **KATHLEEN A FLYNN**

| | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | Change from Mayor's Proposed | 2005 Adopted |
|---|----------------------------------|----------------------------------|-------------------|-----------------------------|----------------------------|------------------------------------|-----------------|
| <u>Spending By Unit</u> | | | | | | | |
| 001 GENERAL FUND | 11,316,690 | 39 | | | | | |
| 349 SAINT PAUL LIBRARY AGENCY | 234,819 | 13,476,938 | 14,487,711 | 14,522,982 | 14,619,872 | 96,890 | 132,161 |
| 350 LIBRARY AIDS & GRANTS FUND | 1,021,673 | 410,207 | | | | | |
| 363 RELLA HAVENS MEMORIAL FUND | 23,520 | 24,899 | 25,663 | 27,811 | 27,572 | -239 | 1,909 |
| 934 LIBRARY AGENCY CAPITAL PROJECTS | | 4,334,746 | | | 201,607 | 201,607 | 201,607 |
| 966 LIBRARY AGENCY DEBT SERVICE | | 2,498,844 | 3,094,965 | 3,042,988 | 3,042,988 | | -51,977 |
| Total Spending by Unit | 12,596,702 | 20,745,673 | 17,608,339 | 17,593,781 | 17,892,039 | 298,258 | 283,700 |
| <u>Spending By Major Object</u> | | | | | | | |
| SALARIES | 7,113,867 | 6,869,500 | 7,226,833 | 7,410,374 | 7,538,507 | 128,133 | 311,674 |
| SERVICES | 570,434 | 1,732,778 | 1,996,659 | 2,054,840 | 2,086,631 | 31,791 | 89,972 |
| MATERIALS AND SUPPLIES | 2,305,249 | 2,552,920 | 2,637,619 | 2,446,645 | 2,451,465 | 4,820 | -186,154 |
| EMPLOYER FRINGE BENEFITS | 2,292,459 | 2,277,489 | 2,329,191 | 2,513,612 | 2,445,519 | -68,093 | 116,328 |
| MISC TRANSFER CONTINGENCY ETC | 300,593 | 6,377,758 | 2,529,093 | 2,079,366 | 2,079,366 | | -449,727 |
| DEBT | | 278,129 | 792,825 | 992,825 | 992,825 | | 200,000 |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | 14,100 | 657,099 | 96,119 | 96,119 | 297,726 | 201,607 | 201,607 |
| Total Spending by Object | 12,596,702 | 20,745,673 | 17,608,339 | 17,593,781 | 17,892,039 | 298,258 | 283,700 |
| Percent Change from Previous Year | | 64.7% | -15.1% | -0.1% | 1.7% | 1.7% | 1.6% |
| <u>Financing By Major Object</u> | | | | | | | |
| GENERAL FUND | 11,316,690 | 39 | | | | | |
| SPECIAL FUND | | | | | | | |
| TAXES | | 9,033,896 | 9,507,314 | 9,532,868 | 9,812,221 | | 304,907 |
| LICENSES AND PERMITS | | | | | | | |
| INTERGOVERNMENTAL REVENUE | 127,382 | 6,153,642 | 5,725,637 | 5,996,838 | 5,717,485 | | -8,152 |
| FEES, SALES AND SERVICES | 54,628 | 72,941 | 47,850 | 47,850 | 47,850 | | |
| ENTERPRISE AND UTILITY REVENUES | | | | | | | |
| MISCELLANEOUS REVENUE | 950,270 | 14,042,293 | 1,214,327 | 816,124 | 884,433 | | -329,894 |
| TRANSFERS | 300,000 | 2,013,111 | 105,000 | | | | -105,000 |
| FUND BALANCES | | | 1,008,211 | 1,200,101 | 1,430,050 | | 421,839 |
| Total Financing by Object | 12,748,970 | 31,315,922 | 17,608,339 | 17,593,781 | 17,892,039 | 298,258 | 283,700 |
| Percent Change from Previous Year | | 145.6% | -43.8% | -0.1% | 1.7% | 1.7% | 1.6% |

All Operating Funds Summary

City of Saint Paul

2006 Major Unit Spending Plan by Division and Fund

Council Adopted Budget

Department: **LIBRARIES**

Director: KATHLEEN A FLYNN

Mission:

THE MISSION OF THE SAINT PAUL LIBRARY IS TO ANTICIPATE AND RESPOND TO THE COMMUNITY'S NEED FOR INFORMATION; TO FACILITATE LIFELONG LEARNING; TO STIMULATE AND NURTURE A DESIRE TO READ IN YOUNG PEOPLE; TO PROVIDE READING MATERIALS TO MEET THE INTERESTS OF ALL AGES; AND TO ENRICH THE QUALITY OF LIFE IN THE COMMUNITY; THE LIBRARY ACHIEVES ITS MISSION BY COLLECTING, ORGANIZING AND PROVIDING MATERIALS AND INFORMATION SERVICES.

Services:

THE LIBRARY OFFERS A FULL RANGE OF SERVICE USUALLY PROVIDED BY A PUBLIC LIBRARY INCLUDING THE CIRCULATION OF MATERIALS, REFERENCE AND INFORMATION. IT EXISTS TO MEET THE INFORMATIONAL AND EDUCATIONAL NEEDS OF ALL RESIDENTS OF SAINT PAUL AND TO PROVIDE PHYSICAL FACILITIES FOR REFERENCE, RESEARCH, AND MEETINGS. IN ADDITION TO ITS OWN RESOURCES, THE LIBRARY PROVIDES ACCESS TO OTHER RESOURCES THROUGH REFERRAL, NETWORKS AND COOPERATIVE ARRANGEMENTS.

| Department Spending Plan by Type of Expenditure | | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|---------------------------------|----------------------------------|----------------------------------|-------------------|----------------------------|------------------------|-----------------|
| 1110 DIVISION 10 | | 11,316,690 | 39 | | | | |
| Total General Fund | | 11,316,690 | 39 | 0 | 0 | 0 | 0.0% |
| Percent Change from Previous Year | | | -100.0% | -100.0% | | | |
| 349 | SAINT PAUL LIBRARY AGENCY | 234,819 | 13,476,938 | 14,487,711 | 14,619,872 | 132,161 | 0.9% |
| 350 | LIBRARY AIDS & GRANTS FUND | 1,021,673 | 410,207 | | | | |
| 363 | RELLA HAVENS MEMORIAL FUND | 23,520 | 24,899 | 25,663 | 27,572 | 1,909 | 7.4% |
| 934 | LIBRARY AGENCY CAPITAL PROJECTS | | 4,334,746 | | 201,607 | 201,607 | |
| 966 | LIBRARY AGENCY DEBT SERVICE | | 2,498,844 | 3,094,965 | 3,042,988 | -51,977 | -1.7% |
| Total Special Fund | | 1,280,012 | 20,745,634 | 17,608,339 | 17,892,039 | 283,700 | 1.6% |
| Percent Change from Previous Year | | | 1520.7% | -15.1% | | | |
| <u>Authorized Work Force (FTE's)</u> | | | | | | | |
| SPECIAL FUND | | 2.5 | 175.8 | 180.8 | 189.3 | 8.5 | 4.7% |
| SPECIAL FUND | | 176.6 | | | | | |
| Total Personnel | | 179.1 | 175.8 | 180.8 | 189.3 | 8.5 | 4.7% |
| Percent Change from Previous Year | | | -1.8% | 2.8% | | | |

Fund 349, Library Agency

City of Saint Paul

2006 Budget Fund Spending Plan Summary

Council Adopted Budget

Fund: **349 SAINT PAUL LIBRARY AGENCY**Department: **11 LIBRARIES**

Fund Manager: KATHLEEN A FLYNN

Department Director: KATHLEEN A FLYNN

Fund Purpose:

TO ACCOUNT FOR SPENDING AND FINANCING ASSOCIATED WITH THE SAINT PAUL LIBRARY AGENCY IN ORDER TO PROVIDE A FULL RANGE OF LIBRARY SERVICES.

| | Spending Amount | | | | | | Personnel FTE/Amount (salary+Allowance+Negotiated Increase) | | | | | | |
|--|--------------------------|--------------------------|------------|------------|----------------|--------|---|------------|-----------|------------|-----------|-------------|---------|
| | 2003 | 2004 | 2005 | 2006 | | | 2003 | 2004 | 2005 | 2006 | | Change from | |
| | 2nd Prior Exp. & Enc. | Last Year Exp. & Enc. | Adopted | Council | Adopted | | Authorized | Adopted | Council | Adopted | 2005 | | |
| | | | | Amount | Change/Percent | | FTE | FTE/Amount | | FTE/Amount | | FTE/Amount | |
| by Type of Expenditure | | | | | | | | | | | | | |
| SALARIES | | 6,850,965 | 7,207,221 | 7,517,416 | 310,195 | 4.3% | | | | | | | |
| SERVICES | 10,219 | 1,732,762 | 1,996,643 | 2,086,615 | 89,972 | 4.5% | | | | | | | |
| MATERIALS AND SUPPLIES | 224,216 | 2,552,920 | 2,637,619 | 2,451,465 | -186,154 | -7.1% | | | | | | | |
| EMPLOYER FRINGE BENEFITS | | 2,271,102 | 2,323,156 | 2,439,054 | 115,898 | 5.0% | | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | 384 | 56,919 | 226,953 | 29,203 | -197,750 | -87.1% | | | | | | | |
| DEBT | | | | | | | | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | | | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | 12,270 | 96,119 | 96,119 | | | | | | | | | |
| Spending Total | 234,819 | 13,476,938 | 14,487,711 | 14,619,872 | 132,161 | 0.9% | | | | | | | |
| by Activity | | | | | | | | | | | | | |
| 33400 LIBRARY SPECIAL REVENUE FUND | 234,819 | 200,563 | 239,642 | 239,642 | | | | | | | | | |
| 33450 LIBRARY ADMINISTRATION | | 1,102,441 | 1,340,761 | 1,226,774 | -113,987 | -8.5% | 2.0 | 3.0 | 209,757 | 3.0 | 200,239 | | -9,518 |
| 33451 TECHNICAL SUPPORT SERVICES | | 2,876,616 | 3,076,995 | 2,879,213 | -197,782 | -6.4% | 19.5 | 18.8 | 737,519 | 19.3 | 790,825 | 0.5 | 53,306 |
| 33452 PUBLIC SERVICES, LIBRARY | | 6,939,329 | 7,311,602 | 7,612,424 | 300,822 | 4.1% | 132.3 | 137.0 | 5,355,009 | 144.7 | 5,598,372 | 7.7 | 243,363 |
| 33454 LIBRARY MAINTENANCE SERVICES | | 1,574,547 | 1,570,026 | 1,814,645 | 244,619 | 15.6% | 16.5 | 16.8 | 716,593 | 17.5 | 752,703 | 0.7 | 36,110 |
| 33460 METRO LIBRARY SERVICE AGENCY (MELSA) | | 182,086 | 223,250 | 273,250 | 50,000 | 22.4% | | | | | | | |
| 33462 FRIENDS OF THE LIBRARY | | 431,052 | 560,097 | 414,356 | -145,741 | -26.0% | 2.5 | 2.5 | 97,222 | 2.5 | 100,569 | | 3,347 |
| 33463 COMMUNITY BASED SCIENCE | | 3,264 | 9,085 | 9,304 | 219 | 2.4% | 0.2 | 0.2 | 6,947 | 0.2 | 7,121 | | 174 |
| 33464 PERRIE JONES LIBRARY | | 101,511 | 99,463 | 116,528 | 17,065 | 17.2% | 1.0 | 1.0 | 40,747 | 1.0 | 41,766 | | 1,019 |
| 33465 SMALL BUSINESS HOMEWORK CENTER | | 4,019 | | | | | 0.3 | | | | | | |
| 33466 ST CATH TEACHING-LEARNING LIBRARY | | 61,510 | 56,790 | 33,736 | -23,054 | -40.6% | 1.0 | 1.0 | 43,427 | 0.6 | 25,821 | -0.4 | -17,606 |
| Fund Total | 234,819 | 13,476,938 | 14,487,711 | 14,619,872 | 132,161 | 0.9% | 175.3 | 180.3 | 7,207,221 | 188.8 | 7,517,416 | 8.5 | 310,195 |
| Percent Change from Previous Year | | 5639.3% | 7.5% | | | | | 2.9% | | | | 4.7% | 4.3% |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 SAINT PAUL LIBRARY AGENCY

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDIT, FRIENDS OF THE LIBRARY DONATIONS, MELSA, GRANTS AND OTHER MISCELLANEOUS REVENUES.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|----------------|---------|
| | | | | | | | Mayor's Proposed | 2005 Amount | Percent |
| 1001 | CURRENT - TAXPAYER | | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | 5,136,223 | 7,574,084 | 7,569,086 | 7,848,439 | 279,353 | 274,355 | 3.6 |
| Total | CURRENT - TAXPAYER | 0 | 5,136,223 | 7,574,084 | 7,569,086 | 7,848,439 | 279,353 | 274,355 | 3.6 |
| 1002 | FISCAL DISPARITIES | | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | 1,477,367 | | | | | | |
| Total | FISCAL DISPARITIES | 0 | 1,477,367 | | | | | | |
| 1004 | 1ST YEAR DELINQUENT | | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | -67 | | | | | | |
| Total | 1ST YEAR DELINQUENT | 0 | -67 | | | | | | |
| 1503 | CONTAMINATION TAX | | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | 261 | | | | | | |
| Total | CONTAMINATION TAX | 0 | 261 | | | | | | |
| Total | TAXES | 0 | 6,613,784 | 7,574,084 | 7,569,086 | 7,848,439 | 279,353 | 274,355 | 3.6 |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 SAINT PAUL LIBRARY AGENCY

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDIT, FRIENDS OF THE LIBRARY DONATIONS, MELSA, GRANTS AND OTHER MISCELLANEOUS REVENUES.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|--|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|----------------|---------|
| | | | | | | | Mayor's Proposed | 2005 Amount | Percent |
| 3099 | OTHER FED DIRECT GRANTS-IN-AID | | | | | | | | |
| | 33465 SMALL BUSINESS HOMEWORK CENTE | | 4,018 | 0 | 0 | 0 | | | |
| | 33466 ST CATH TEACHING-LEARNING LIBRAF | | 61,510 | | | | | | |
| Total | OTHER FED DIRECT GRANTS-IN-AID | 0 | 65,528 | 0 | 0 | 0 | | | |
| 3199 | OTHER FED DIRECT GRANTS-STATE ADMIN | | | | | | | | |
| | 33462 FRIENDS OF THE LIBRARY | | 29,363 | | | | | | |
| Total | OTHER FED DIRECT GRANTS-STATE ADMIN | 0 | 29,363 | | | | | | |
| 3400 | STATE DIRECT GRANTS-IN-AID | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 7,907 | | | | | | | |
| Total | STATE DIRECT GRANTS-IN-AID | 7,907 | 0 | | | | | | |
| 3401 | LOCAL GOVERNMENT AID | | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | 5,278,833 | 4,966,891 | 5,263,347 | 4,966,891 | -296,456 | | |
| Total | LOCAL GOVERNMENT AID | 0 | 5,278,833 | 4,966,891 | 5,263,347 | 4,966,891 | -296,456 | | |
| 3446 | MARKET VALUE HOMESTEAD CREDIT | | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | 479,889 | 458,409 | 463,407 | 480,510 | 17,103 | 22,101 | 4.8 |
| Total | MARKET VALUE HOMESTEAD CREDIT | 0 | 479,889 | 458,409 | 463,407 | 480,510 | 17,103 | 22,101 | 4.8 |
| 3601 | MELSA | | | | | | | | |
| | 33460 METRO LIBRARY SERVICE AGENCY (ME | | 131,575 | 140,470 | 140,470 | 140,470 | | | |
| Total | MELSA | 0 | 131,575 | 140,470 | 140,470 | 140,470 | | | |
| 3699 | OTHER MISCELLANEOUS GRANTS | | | | | | | | |
| | 33463 COMMUNITY BASED SCIENCE | | | 9,085 | 9,384 | 9,384 | | 299 | 3.3 |
| Total | OTHER MISCELLANEOUS GRANTS | | | 9,085 | 9,384 | 9,384 | | 299 | 3.3 |
| 3704 | CITY SHARE OF RENT ST. HWY. DEPT | | | | | | | | |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 SAINT PAUL LIBRARY AGENCY

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDIT, FRIENDS OF THE LIBRARY DONATIONS, MELSA, GRANTS AND OTHER MISCELLANEOUS REVENUES.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|----------------|----------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|--------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| 33450 | LIBRARY ADMINISTRATION | | 271 | | | | | | |
| Total | CITY SHARE OF RENT ST. HWY. DEPT | 0 | 271 | | | | | | |
| Total | INTERGOVERNMENTAL REVENUE | 7,907 | 5,985,459 | 5,574,855 | 5,876,608 | 5,597,255 | -279,353 | 22,400 | .4 |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 SAINT PAUL LIBRARY AGENCY

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDIT, FRIENDS OF THE LIBRARY DONATIONS, MELSA, GRANTS AND OTHER MISCELLANEOUS REVENUES.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|-------------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|--------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| 4064 | LIBRARY FEES - FILM RENTAL | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 881 | 758 | 1,000 | 1,000 | 1,000 | | | |
| Total | LIBRARY FEES - FILM RENTAL | 881 | 758 | 1,000 | 1,000 | 1,000 | | | |
| 4065 | LIBRARY FEES -LIB. CARD- NON RES. | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 118 | 131 | 200 | 200 | 200 | | | |
| Total | LIBRARY FEES -LIB. CARD- NON RES. | 118 | 131 | 200 | 200 | 200 | | | |
| 4066 | LIBRARY FEES - LIBRARY CARD DEPOSIT | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | | | 150 | 150 | 150 | | | |
| Total | LIBRARY FEES - LIBRARY CARD DEPOSIT | | | 150 | 150 | 150 | | | |
| 4067 | LIBRARY FEES - MELSA SEARCH | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 198 | 634 | 500 | 500 | 500 | | | |
| Total | LIBRARY FEES - MELSA SEARCH | 198 | 634 | 500 | 500 | 500 | | | |
| 4068 | LIBRARY FEES - N.O.C. | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 3,866 | 4,591 | 4,000 | 4,000 | 4,000 | | | |
| Total | LIBRARY FEES - N.O.C. | 3,866 | 4,591 | 4,000 | 4,000 | 4,000 | | | |
| 4204 | MAPS, PUBLICATIONS & REPORTS | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 23,307 | 25,644 | 22,000 | 22,000 | 22,000 | | | |
| Total | MAPS, PUBLICATIONS & REPORTS | 23,307 | 25,644 | 22,000 | 22,000 | 22,000 | | | |
| 4215 | SURPLUS - PURCHASING | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 1,128 | | | | | | | |
| Total | SURPLUS - PURCHASING | 1,128 | 0 | | | | | | |
| 4299 | SALES N.O.C. | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 941 | | | | | | | |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 SAINT PAUL LIBRARY AGENCY

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDIT, FRIENDS OF THE LIBRARY DONATIONS, MELSA, GRANTS AND OTHER MISCELLANEOUS REVENUES.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|------------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|--------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| Total | SALES N.O.C. | 941 | 0 | | | | | | |
| 4306 | DUPLICATING -XEROX-MULTILIT-ETC. | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 24,189 | 23,483 | 20,000 | 20,000 | 20,000 | | | |
| Total | DUPLICATING -XEROX-MULTILIT-ETC. | 24,189 | 23,483 | 20,000 | 20,000 | 20,000 | | | |
| Total | FEES, SALES AND SERVICES | 54,628 | 55,241 | 47,850 | 47,850 | 47,850 | 0 | 0 | .0 |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 SAINT PAUL LIBRARY AGENCY

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDIT, FRIENDS OF THE LIBRARY DONATIONS, MELSA, GRANTS AND OTHER MISCELLANEOUS REVENUES.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|------------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|----------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| 6403 | LIBRARY OVERDUE FINES | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 225,184 | 248,677 | 150,642 | 150,642 | 150,642 | | | |
| Total | LIBRARY OVERDUE FINES | 225,184 | 248,677 | 150,642 | 150,642 | 150,642 | | | |
| 6404 | LIBRARY LOST AND DAMAGED FINES | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 29,718 | 29,884 | 25,000 | 25,000 | 25,000 | | | |
| Total | LIBRARY LOST AND DAMAGED FINES | 29,718 | 29,884 | 25,000 | 25,000 | 25,000 | | | |
| 6801 | RENTS | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 2,629 | 7,519 | 2,000 | 2,000 | 2,000 | | | |
| Total | RENTS | 2,629 | 7,519 | 2,000 | 2,000 | 2,000 | | | |
| 6831 | COMMISSIONS - TELEPHONE | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | | | 350 | 350 | 350 | | | |
| Total | COMMISSIONS - TELEPHONE | | | 350 | 350 | 350 | | | |
| 6832 | COMMISSIONS - VENDING MACHINES | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 3,026 | 2,904 | 3,000 | 3,000 | 3,000 | | | |
| Total | COMMISSIONS - VENDING MACHINES | 3,026 | 2,904 | 3,000 | 3,000 | 3,000 | | | |
| 6901 | CASH OVER OR SHORT | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | -1,221 | -3,047 | 50 | 50 | 50 | | | |
| Total | CASH OVER OR SHORT | -1,221 | -3,047 | 50 | 50 | 50 | | | |
| 6905 | CONTRIB. & DONATIONS - OUTSIDE | | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 22,687 | 13,910 | 10,000 | 10,000 | 10,000 | | | |
| | 33452 PUBLIC SERVICES, LIBRARY | | 210,000 | 245,000 | 0 | 0 | | -245,000 | -100.0 |
| | 33462 FRIENDS OF THE LIBRARY | | 325,146 | 560,097 | 415,493 | 415,493 | | -144,604 | -25.8 |
| | 33463 COMMUNITY BASED SCIENCE | | 950 | | | | | | |
| | 33464 PERRIE JONES LIBRARY | | 105,864 | 99,463 | 117,000 | 117,000 | | 17,537 | 17.6 |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 SAINT PAUL LIBRARY AGENCY

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDIT, FRIENDS OF THE LIBRARY DONATIONS, MELSA, GRANTS AND OTHER MISCELLANEOUS REVENUES.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | |
|-------------|---|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|------------------------|
| | | | | | | | Mayor's Proposed | 2005 Amount Percent |
| | 33466 ST CATH TEACHING-LEARNING LIBRARY | | | 56,790 | 34,028 | 34,028 | -22,762 | -40.1 |
| Total | CONTRIB. & DONATIONS - OUTSIDE | 22,687 | 655,870 | 971,350 | 576,521 | 576,521 | -394,829 | -40.6 |
| 6914 | REFUNDS - JURY DUTY PAY | | | | | | | |
| | 33452 PUBLIC SERVICES, LIBRARY | | 177 | | | | | |
| | 33462 FRIENDS OF THE LIBRARY | | 23 | | | | | |
| Total | REFUNDS - JURY DUTY PAY | 0 | 200 | | | | | |
| 6915 | REFUNDS - NOT OTHERWISE CLASSIFIED | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 50 | | | | | | |
| | 33460 METRO LIBRARY SERVICE AGENCY (ME | | 776 | | | | | |
| Total | REFUNDS - NOT OTHERWISE CLASSIFIED | 50 | 776 | | | | | |
| 6917 | REFUNDS - OVERPAYMENTS | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 35 | | 750 | 750 | 750 | | |
| Total | REFUNDS - OVERPAYMENTS | 35 | 0 | 750 | 750 | 750 | | |
| 6926 | UNIDENTIFIED MONEY | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 38 | | | | | | |
| Total | UNIDENTIFIED MONEY | 38 | 0 | | | | | |
| 6927 | OTHER AGENCY SHARE OF COST | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | 13,194 | | | | | |
| Total | OTHER AGENCY SHARE OF COST | 0 | 13,194 | | | | | |
| 6999 | OTHER MISCELLANEOUS REVENUE N.O.C. | | | | | | | |
| | 33400 LIBRARY SPECIAL REVENUE FUND | 55 | 2,089 | | | | | |
| Total | OTHER MISCELLANEOUS REVENUE N.O.C. | 55 | 2,089 | | | | | |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 SAINT PAUL LIBRARY AGENCY

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDIT, FRIENDS OF THE LIBRARY DONATIONS, MELSA, GRANTS AND OTHER MISCELLANEOUS REVENUES.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|--|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|----------------|---------|
| | | | | | | | Mayor's Proposed | 2005 Amount | Percent |
| Total | MISCELLANEOUS REVENUE | 282,201 | 958,066 | 1,153,142 | 758,313 | 758,313 | 0 | -394,829 | -34.2 |
| 7399 | TRANSFER FROM SPECIAL FUND | | | | | | | | |
| | 33460 METRO LIBRARY SERVICE AGENCY (ME | | 252,493 | | | | | | |
| | 33462 FRIENDS OF THE LIBRARY | | 164,532 | | | | | | |
| | 33464 PERRIE JONES LIBRARY | | -6,818 | | | | | | |
| Total | TRANSFER FROM SPECIAL FUND | 0 | 410,207 | | | | | | |
| Total | TRANSFERS | 0 | 410,207 | | | | 0 | 0 | .0 |
| 9830 | USE OF FUND BALANCE | | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | | 55,000 | 138,345 | 138,345 | | 83,345 | 151.5 |
| Total | USE OF FUND BALANCE | | | 55,000 | 138,345 | 138,345 | | 83,345 | 151.5 |
| 9890 | UNDESIGNATED FUND BALANCE | | | | | | | | |
| | 33450 LIBRARY ADMINISTRATION | | | | | 96,890 | 96,890 | 96,890 | |
| | 33460 METRO LIBRARY SERVICE AGENCY (ME | | | 82,780 | 132,780 | 132,780 | | 50,000 | 60.4 |
| Total | UNDESIGNATED FUND BALANCE | | | 82,780 | 132,780 | 229,670 | 96,890 | 146,890 | 177.4 |
| Total | FUND BALANCES | | | 137,780 | 271,125 | 368,015 | 96,890 | 230,235 | 167.1 |
| Total | SAINT PAUL LIBRARY AGENCY | 344,736 | 14,022,757 | 14,487,711 | 14,522,982 | 14,619,872 | 96,890 | 132,161 | .9 |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33400 LIBRARY SPECIAL REVENUE FUND**
 Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|---|---|-------------------------|-------------------------------------|--------------------------------|-------------------------|
| SERVICES | 10,219 | 4,115 | 15,823 | 2,300 | -13,523 | -85.5% |
| MATERIALS AND SUPPLIES | 224,216 | 195,793 | 209,100 | 222,623 | 13,523 | 6.5% |
| MISC TRANSFER CONTINGENCY ETC | 384 | 655 | 600 | 600 | | |
| DEBT | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| EMPLOYER FRINGE BENEFITS | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | 14,119 | 14,119 | | |
| SALARIES | | | | | | |
| Total Spending | 234,819 | 200,563 | 239,642 | 239,642 | 0 | 0.0% |
| Percent Change From Previous Year | | -14.6% | 19.5% | | | |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33450 LIBRARY ADMINISTRATION**
 Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| SALARIES | | 150,510 | 209,757 | 200,239 | -9,518 | -4.5% |
| SERVICES | | 833,304 | 911,818 | 910,025 | -1,793 | -0.2% |
| MATERIALS AND SUPPLIES | | 67,278 | 54,129 | 54,129 | | |
| EMPLOYER FRINGE BENEFITS | | 50,923 | 64,057 | 61,381 | -2,676 | -4.2% |
| MISC TRANSFER CONTINGENCY ETC | | 426 | 101,000 | 1,000 | -100,000 | -99.0% |
| DEBT | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| Total Spending | 0 | 1,102,441 | 1,340,761 | 1,226,774 | -113,987 | -8.5% |
| Percent Change From Previous Year | | 0.0% | 21.6% | | | |

| Authorized Work Force Expense/Occupation | | 2003 FTE | 2004 FTE | 2005 Adopted | | | 2006 Council Adopted | | | Change from 2005 | |
|---|-----------------------------|-------------|-------------|--------------|---------|-----|----------------------|---------|-------|------------------|-----------|
| | | | | FTE | Amount | NI | FTE | Amount | NI | FTE | Amount+NI |
| 0111 | 039A PUBLIC INFO SPEC II | | | 1.0 | 60,468 | 0 | | | | -1.0 | -60,468 |
| 0111 | 167A MANAGEMENT ASST III | | | | | | 1.0 | 49,182 | 1,230 | 1.0 | 50,412 |
| 0111 | 223B LIBRARY DIRECTOR | | 1.0 | 1.0 | 96,642 | 387 | 1.0 | 95,117 | 2,768 | | 856 |
| 0111 | 686 ACCOUNTING TECH II | | 1.0 | 1.0 | 50,675 | 0 | 1.0 | 50,675 | 1,267 | | 1,267 |
| | ADJUSTMENT - WITHOUT FRINGE | | | | 1,585 | | | | | | -1,585 |
| Total Personnel | | | 2.0 | 3.0 | 209,370 | 387 | 3.0 | 194,974 | 5,265 | 0.0 | -9,518 |
| Percent Change From Previous Year | | | | 50.0% | | | | | | 0.0% | -4.5% |

Department: **11** **LIBRARIES**
Fund: **349** **SAINT PAUL LIBRARY AGENCY**

| Authorized Work Force Expense/Occupation | | | 2003 FTE | 2004 FTE | 2005 Adopted | | 2006 Council Adopted | | | Change from 2005 | |
|---|------|-----------------------------|-------------|-------------|--------------|---------|----------------------|------|---------|------------------|--------------|
| | | | | | FTE | Amount | NI | FTE | Amount | NI | FTE |
| 0111 | 112 | CLERK II | | 10.0 | 6.5 | 201,820 | 0 | | | -6.5 | -201,820 |
| 0111 | 113 | CLERK III | | 1.0 | 1.0 | 39,409 | 0 | | | -1.0 | -39,409 |
| 0111 | 122 | CLERK-TYPIST II | | 2.0 | 2.0 | 60,180 | 0 | 2.0 | 62,730 | 1,569 | 4,119 |
| 0111 | 123 | CLERK-TYPIST III | | 1.0 | 1.0 | 40,288 | 0 | 1.0 | 40,288 | 1,007 | 1,007 |
| 0111 | 167A | MANAGEMENT ASST III | | | 0.5 | 27,081 | 0 | 0.8 | 45,213 | 1,130 | 0.3 19,262 |
| 0111 | 178A | TECH SUPPORT SERV MGR | | 0.5 | 0.5 | 46,571 | 0 | 0.5 | 46,571 | 1,164 | 1,164 |
| 0111 | 249 | LIBRARIAN I | | 1.0 | 1.0 | 49,077 | 0 | 1.0 | 49,077 | 1,227 | 1,227 |
| 0111 | 250 | LIBRARIAN II | | 1.0 | 1.0 | 62,339 | 0 | 1.0 | 62,339 | 1,558 | 1,558 |
| 0121 | 279B | LIBRARY CLERK I | | | | | | 1.3 | 31,830 | 796 | 1.3 32,626 |
| 0111 | 280B | LIBRARY CLERK II | | | | | | 7.2 | 225,250 | 5,631 | 7.2 230,881 |
| 0111 | 281B | LIBRARY CLERK III | | | | | | 1.0 | 39,409 | 985 | 1.0 40,394 |
| 0111 | 423A | PAYROLL CLERK | | 1.0 | 1.0 | 43,419 | 0 | 1.0 | 43,419 | 1,085 | 1,085 |
| 0121 | 558A | LIBRARY ASSOC PART TIME | | | 1.3 | 42,500 | 0 | 0.5 | 16,346 | 409 | -0.8 -25,745 |
| 0111 | 561A | LIBRARY ASSOCIATE | | 1.0 | 1.0 | 43,399 | 0 | 1.0 | 43,399 | 1,085 | 1,085 |
| 0111 | 803A | LIB INFO RESOURCE COORD | | 1.0 | 1.0 | 72,263 | 0 | 1.0 | 72,263 | 1,807 | 1,807 |
| 0121 | 972A | LIBRARY CLK (PART-TIME) | | | 1.0 | 21,687 | 0 | | | | -1.0 -21,687 |
| | | ADJUSTMENT - WITHOUT FRINGE | | | | -12,514 | | | -6,762 | | 5,752 |
| Total Personnel | | | | 19.5 | 18.8 | 737,519 | 0 | 19.3 | 771,372 | 19,453 | 0.5 53,306 |
| Percent Change From Previous Year | | | | | -3.6% | | | | | | 2.7% 7.2% |

City of Saint Paul

2006 Activity Spending Plan Summary

Council Adopted Budget

Activity: **33452 PUBLIC SERVICES, LIBRARY**
 Manager: SUE A ELLINGWOOD

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| SALARIES | | 5,115,233 | 5,355,009 | 5,598,372 | 243,363 | 4.5% |
| SERVICES | | 57,370 | 92,390 | 146,766 | 54,376 | 58.9% |
| MATERIALS AND SUPPLIES | | 14,807 | 9,588 | 14,408 | 4,820 | 50.3% |
| EMPLOYER FRINGE BENEFITS | | 1,713,366 | 1,754,615 | 1,852,878 | 98,263 | 5.6% |
| MISC TRANSFER CONTINGENCY ETC | | 38,553 | 100,000 | | -100,000 | -100.0% |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| DEBT | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| Total Spending | 0 | 6,939,329 | 7,311,602 | 7,612,424 | 300,822 | 4.1% |
| Percent Change From Previous Year | | 0.0% | 5.4% | | | |

| Authorized Work Force Expense/Occupation | | 2003 FTE | 2004 FTE | 2005 Adopted | | | 2006 Council Adopted | | | Change from 2005 | |
|---|------------------------------|-------------|-------------|--------------|---------|----|----------------------|----------|--------|------------------|-----------|
| | | | | FTE | Amount | NI | FTE | Amount | NI | FTE | Amount+NI |
| 0111 | 007A *LIBRARY SPECIALIST I | | 1.0 | 1.0 | 44,880 | 0 | 1.0 | 46,235 | 1,156 | | 2,511 |
| 0121 | 007A *LIBRARY SPECIALIST I | | 0.8 | 0.8 | 38,178 | 0 | 0.8 | 38,178 | 954 | | 954 |
| 0111 | 008A *LIBRARY SPECIALIST II | | 1.0 | 1.0 | 50,680 | 0 | 1.0 | 50,680 | 1,267 | | 1,267 |
| 0111 | 112 CLERK II | | 21.0 | 19.0 | 573,426 | 0 | | | | -19.0 | -573,426 |
| 0121 | 112 CLERK II | | 2.8 | 2.8 | 83,152 | 0 | | | | -2.8 | -83,152 |
| 0111 | 113 CLERK III | | 2.0 | 2.3 | 87,070 | 0 | | | | -2.3 | -87,070 |
| 0111 | 178A TECH SUPPORT SERV MGR | | 0.5 | 0.5 | 46,571 | 0 | 0.5 | 46,571 | 1,164 | | 1,164 |
| 0111 | 218B CENTRALLIBPUBSRVCOORD | | 1.0 | 1.0 | 88,017 | 0 | 1.0 | 88,017 | 2,200 | | 2,200 |
| 0111 | 226B CIRCULATION COORDINATOR | | 1.0 | 1.0 | 49,346 | 0 | 1.0 | 53,755 | 1,344 | | 5,753 |
| 0111 | 245B LIB TRG & OD COORD/SUPV | | | 1.0 | 62,923 | 0 | 1.0 | 62,923 | 1,573 | | 1,573 |
| 0111 | 249 LIBRARIAN I | | 10.0 | 12.5 | 593,707 | 0 | 12.0 | 577,521 | 14,439 | -0.5 | -1,747 |
| 0111 | 250 LIBRARIAN II | | 16.5 | 15.5 | 966,374 | 0 | 15.0 | 925,926 | 23,142 | -0.5 | -17,306 |
| 0121 | 279B LIBRARY CLERK I | | | | | | 33.7 | 782,774 | 19,571 | 33.7 | 802,345 |
| 0111 | 280B LIBRARY CLERK II | | | | | | 20.0 | 605,370 | 15,136 | 20.0 | 620,506 |
| 0121 | 280B LIBRARY CLERK II | | | | | | 2.8 | 83,152 | 2,078 | 2.8 | 85,230 |
| 0111 | 281B LIBRARY CLERK III | | | | | | 3.0 | 110,570 | 2,765 | 3.0 | 113,335 |
| 0111 | 372A *LIBRARY SPECIALIST | | 6.0 | 5.0 | 216,849 | 0 | 4.0 | 173,222 | 4,332 | -1.0 | -39,295 |
| 0121 | 372A *LIBRARY SPECIALIST | | 3.4 | 3.4 | 139,313 | 0 | 2.3 | 95,397 | 2,385 | -1.1 | -41,531 |
| 0111 | 448A LIBRARIAN III | | 1.0 | 1.0 | 76,514 | 0 | 1.0 | 76,514 | 1,913 | | 1,913 |
| 0111 | 449A LIBRARIAN III | | 2.0 | 2.0 | 144,622 | 0 | 3.0 | 215,082 | 5,378 | 1.0 | 75,838 |
| 0121 | 558A LIBRARY ASSOC PART TIME | | 13.8 | 15.6 | 563,379 | 0 | 21.1 | 749,951 | 18,752 | 5.5 | 205,324 |
| 0111 | 561A LIBRARY ASSOCIATE | | 17.5 | 18.3 | 749,392 | 0 | 20.0 | 811,279 | 20,285 | 1.7 | 82,172 |
| 0121 | 581A LIBRARY VOLUNTEER COORD | | 0.5 | 0.5 | 23,828 | 0 | 0.5 | 23,828 | 596 | | 596 |
| 0111 | 633A LIB TRNG&ORG DEV COORD | | 1.0 | | | | | | | | |
| 0121 | 972A LIBRARY CLK (PART-TIME) | | 29.5 | 32.8 | 751,834 | 0 | | | | -32.8 | -751,834 |
| | SHIFT DIFFERENTIAL | | | | 17,000 | 0 | | 17,000 | 425 | | 425 |
| | ADJUSTMENT | | | | -17,844 | 0 | | -174,854 | -4,371 | | -161,381 |
| | ADJUSTMENT - COUNCIL | | | | | | | 772 | | | 772 |
| | ADJUSTMENT - WITH FRINGE | | | | | | | 2,025 | | | 2,025 |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33454 LIBRARY MAINTENANCE SERVICES**
 Manager: LEE L WILLIAMSON

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| SALARIES | | 643,454 | 716,593 | 752,703 | 36,110 | 5.0% |
| SERVICES | | 211,225 | 206,479 | 240,928 | 34,449 | 16.7% |
| MATERIALS AND SUPPLIES | | 490,572 | 405,863 | 569,086 | 163,223 | 40.2% |
| EMPLOYER FRINGE BENEFITS | | 212,011 | 215,738 | 226,575 | 10,837 | 5.0% |
| MISC TRANSFER CONTINGENCY ETC | | 17,285 | 25,353 | 25,353 | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| DEBT | | | | | | |
| Total Spending | 0 | 1,574,547 | 1,570,026 | 1,814,645 | 244,619 | 15.6% |
| Percent Change From Previous Year | | 0.0% | -0.3% | | | |

| Authorized Work Force Expense/Occupation | 2003 | 2004 | 2005 Adopted | | | 2006 Council Adopted | | | Change from 2005 | |
|---|------|------|--------------|---------|----|----------------------|---------|--------|------------------|-----------|
| | FTE | FTE | FTE | Amount | NI | FTE | Amount | NI | FTE | Amount+NI |
| 0111 056A CUST ENGR III - LIBRARY | | 1.0 | | | | | | | | |
| 0111 228B SECURITY/SAFETY OFR - LIB | | 1.0 | 1.0 | 37,649 | 0 | 1.0 | 37,649 | 941 | | 941 |
| 0111 231 CUSTODIAN | | 1.0 | 4.8 | 176,153 | 0 | 5.0 | 181,168 | 4,529 | 0.2 | 9,544 |
| 0121 234 CUSTODIAN (LIGHT DUTY) | | 2.5 | 2.5 | 64,863 | 0 | 2.5 | 62,660 | 1,568 | | -635 |
| 0111 605 CUST ENG II LIBRARY | | 10.0 | 7.5 | 324,398 | 0 | 7.0 | 302,694 | 7,567 | -0.5 | -14,137 |
| 0111 625A LIBRARY FACILITIES MGR | | 1.0 | 1.0 | 88,017 | 0 | 1.0 | 88,017 | 2,200 | | 2,200 |
| 0111 631 CUST ENG I LIBRARY | | | | | | 1.0 | 40,048 | 1,001 | 1.0 | 41,049 |
| OVERTIME | | | | 25,513 | 0 | | 22,108 | 553 | | -2,852 |
| Total Personnel | | 16.5 | 16.8 | 716,593 | 0 | 17.5 | 734,344 | 18,359 | 0.7 | 36,110 |
| Percent Change From Previous Year | | | 1.8% | | | | | | 4.2% | 5.0% |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33460 METRO LIBRARY SERVICE AGENCY (MELSA)**
 Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|---|---|-------------------------|-------------------------------------|--------------------------------|-------------------------|
| MATERIALS AND SUPPLIES | | 169,816 | 100,053 | 150,053 | 50,000 | 50.0% |
| EQUIPMENT LAND AND BUILDINGS | | 12,270 | 82,000 | 82,000 | | |
| DEBT | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | |
| SALARIES | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| SERVICES | | | 41,197 | 41,197 | | |
| EMPLOYER FRINGE BENEFITS | | | | | | |
| Total Spending | 0 | 182,086 | 223,250 | 273,250 | 50,000 | 22.4% |
| Percent Change From Previous Year | | 0.0% | 22.6% | | | |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33462 FRIENDS OF THE LIBRARY**
 Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| SALARIES | | 97,399 | 97,222 | 100,569 | 3,347 | 3.4% |
| SERVICES | | 45,918 | 72,959 | 72,959 | | |
| MATERIALS AND SUPPLIES | | 255,240 | 360,000 | 210,000 | -150,000 | -41.7% |
| EMPLOYER FRINGE BENEFITS | | 32,495 | 29,916 | 30,828 | 912 | 3.0% |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| DEBT | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | |
| Total Spending | 0 | 431,052 | 560,097 | 414,356 | -145,741 | -26.0% |
| Percent Change From Previous Year | | 0.0% | 29.9% | | | |

| Authorized Work Force Expense/Occupation | | | 2005 Adopted | | | 2006 Council Adopted | | | Change from 2005 | |
|---|-------------|-------------|--------------|--------|----|----------------------|--------|-------|------------------|-----------|
| | 2003 FTE | 2004 FTE | FTE | Amount | NI | FTE | Amount | NI | FTE | Amount+NI |
| 0111 249 LIBRARIAN I | | 1.0 | 1.0 | 48,183 | 0 | 1.0 | 49,077 | 1,227 | | 2,121 |
| 0121 558A LIBRARY ASSOC PART TIME | | 1.5 | 1.5 | 49,039 | 0 | 1.5 | 49,039 | 1,226 | | 1,226 |
| Total Personnel | | 2.5 | 2.5 | 97,222 | 0 | 2.5 | 98,116 | 2,453 | 0.0 | 3,347 |
| Percent Change From Previous Year | | | 0.0% | | | | | | 0.0% | 3.4% |

City of Saint Paul

2006 Activity Spending Plan Summary

Council Adopted Budget

Activity: **33463 COMMUNITY BASED SCIENCE**
 Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| SALARIES | | | 2,500 | 6,947 | 7,121 | 174 | 2.5% |
| EMPLOYER FRINGE BENEFITS | | | 764 | 2,138 | 2,183 | 45 | 2.1% |
| DEBT | | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | | |
| SERVICES | | | | | | | |
| MATERIALS AND SUPPLIES | | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | | |
| Total Spending | | 0 | 3,264 | 9,085 | 9,304 | 219 | 2.4% |
| Percent Change From Previous Year | | | 0.0% | 178.3% | | | |

| Authorized Work Force Expense/Occupation | | 2003 FTE | 2004 FTE | 2005 Adopted | | | 2006 Council Adopted | | | Change from 2005 | |
|---|------------------------------|-------------|-------------|--------------|--------|----|----------------------|--------|-----|------------------|-----------|
| | | | | FTE | Amount | NI | FTE | Amount | NI | FTE | Amount+NI |
| 0121 | 558A LIBRARY ASSOC PART TIME | | 0.2 | 0.2 | 6,947 | 0 | 0.2 | 6,947 | 174 | | 174 |
| Total Personnel | | | 0.2 | 0.2 | 6,947 | 0 | 0.2 | 6,947 | 174 | 0.0 | 174 |
| Percent Change From Previous Year | | | | 0.0% | | | | | | 0.0% | 2.5% |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33464 PERRIE JONES LIBRARY**
 Manager: DEBORAH J WILLMS

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| SALARIES | | 34,099 | 40,747 | 41,766 | 1,019 | 2.5% |
| SERVICES | | 53,496 | 43,360 | 59,141 | 15,781 | 36.4% |
| MATERIALS AND SUPPLIES | | 3,014 | 2,818 | 2,818 | | |
| EMPLOYER FRINGE BENEFITS | | 10,902 | 12,538 | 12,803 | 265 | 2.1% |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | |
| DEBT | | | | | | |
| Total Spending | 0 | 101,511 | 99,463 | 116,528 | 17,065 | 17.2% |
| Percent Change From Previous Year | | 0.0% | -2.0% | | | |

| Authorized Work Force Expense/Occupation | 2003 | 2004 | 2005 Adopted | | | 2006 Council Adopted | | | Change from 2005 | |
|---|------|------|--------------|--------|----|----------------------|--------|-------|------------------|-----------|
| | FTE | FTE | FTE | Amount | NI | FTE | Amount | NI | FTE | Amount+NI |
| 0121 007A *LIBRARY SPECIALIST I | | 1.0 | 1.0 | 40,747 | 0 | 1.0 | 40,747 | 1,019 | | 1,019 |
| Total Personnel | | 1.0 | 1.0 | 40,747 | 0 | 1.0 | 40,747 | 1,019 | 0.0 | 1,019 |
| Percent Change From Previous Year | | | 0.0% | | | | | | 0.0% | 2.5% |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33466 ST CATH TEACHING-LEARNING LIBRARY**
 Manager: DEBORAH J WILLMS

Department: **11 LIBRARIES**
 Fund: **349 SAINT PAUL LIBRARY AGENCY**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| SALARIES | | 61,510 | 43,427 | 25,821 | -17,606 | -40.5% |
| SERVICES | | | | | | |
| EMPLOYER FRINGE BENEFITS | | | 13,363 | 7,915 | -5,448 | -40.8% |
| MISC TRANSFER CONTINGENCY ETC | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| DEBT | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| MATERIALS AND SUPPLIES | | | | | | |
| Total Spending | 0 | 61,510 | 56,790 | 33,736 | -23,054 | -40.6% |
| Percent Change From Previous Year | | 0.0% | -7.7% | | | |

| Authorized Work Force Expense/Occupation | | 2003 FTE | 2004 FTE | 2005 Adopted | | | 2006 Council Adopted | | | Change from 2005 | |
|---|------------------------------|-------------|-------------|--------------|--------|----|----------------------|--------|-----|------------------|-----------|
| | | | | FTE | Amount | NI | FTE | Amount | NI | FTE | Amount+NI |
| 0111 | 166A MANAGEMENT ASST II | | 1.0 | | | | | | | | |
| 0111 | 167A MANAGEMENT ASST III | | | 0.5 | 27,081 | 0 | 0.2 | 11,726 | 293 | -0.3 | -15,062 |
| 0121 | 558A LIBRARY ASSOC PART TIME | | | 0.5 | 16,346 | 0 | 0.4 | 13,465 | 337 | -0.1 | -2,544 |
| Total Personnel | | | 1.0 | 1.0 | 43,427 | 0 | 0.6 | 25,191 | 630 | -0.4 | -17,606 |
| Percent Change From Previous Year | | | | 0.0% | | | | | | -40.0% | -40.5% |

Fund 363, Rella Havens

City of Saint Paul
2006 Budget Fund Spending Plan Summary
Council Adopted Budget

Fund: 363 RELLA HAVENS MEMORIAL FUND
Department: 11 LIBRARIES
Fund Purpose:

Fund Manager: KATHLEEN A FLYNN
Department Director: KATHLEEN A FLYNN

THIS FUND WAS ESTABLISHED TO ACCOUNT FOR A DONATION BY A FORMER EMPLOYEE. THE DONATION WAS TO BE USED FOR THE USE AND BENEFIT OF THE SAINT PAUL PUBLIC LIBRARY AS RECOMMENDED BY THE LIBRARY DIRECTOR. EXPEND ANY FUNDS RAISED BY RELLA HAVENS MEMORIAL FUND FOR USE AND BENEFIT OF THE SAINT PAUL PUBLIC LIBRARY.

| | Spending Amount | | | | | | Personnel FTE/Amount (salary+Allowance+Negotiated Increase) | | | | | | |
|-------------------------------------|--------------------------|--------------------------|---------|---------------------------|----------------|------|---|------|-----------------------|-------------------------------|-----|--------|--------------------|
| | 2003 | 2004 | 2005 | 2006 | | | 2003 | 2004 | 2005 | 2006 | | | Change from |
| | 2nd Prior Exp. & Enc. | Last Year Exp. & Enc. | Adopted | Council Adopted Amount | Change/Percent | | Authorized FTE | | Adopted FTE/Amount | Council Adopted FTE/Amount | | | 2005 FTE/Amount |
| by Type of Expenditure | | | | | | | | | | | | | |
| SALARIES | 17,743 | 18,535 | 19,612 | 21,091 | 1,479 | 7.5% | | | | | | | |
| SERVICES | 16 | 16 | 16 | 16 | | | | | | | | | |
| MATERIALS AND SUPPLIES | | | | | | | | | | | | | |
| EMPLOYER FRINGE BENEFITS | 5,761 | 6,348 | 6,035 | 6,465 | 430 | 7.1% | | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | | | | | | | | |
| DEBT | | | | | | | | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | | | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | | | | | | | | |
| Spending Total | 23,520 | 24,899 | 25,663 | 27,572 | 1,909 | 7.4% | | | | | | | |
| by Activity | | | | | | | | | | | | | |
| 53403 RELLA HAVENS MEMORIAL FUND | 23,520 | 24,899 | 25,663 | 27,572 | 1,909 | 7.4% | 0.5 | 0.5 | 0.5 | 19,612 | 0.5 | 21,091 | 1,479 |
| Fund Total | 23,520 | 24,899 | 25,663 | 27,572 | 1,909 | 7.4% | 0.5 | 0.5 | 0.5 | 19,612 | 0.5 | 21,091 | 1,479 |
| Percent Change from Previous Year | | 5.9% | 3.1% | | | | | 0.0% | 0.0% | | | 0.0% | 7.5% |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 363 RELLA HAVENS MEMORIAL FUND

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

REVENUE IS FROM ANTICIPATED INTEREST EARNINGS.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|----------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|--------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| 6602 | INTEREST ON INVESTMENTS | | | | | | | | |
| | 53403 RELLA HAVENS MEMORIAL FUND | 16,006 | 12,917 | 25,663 | 27,811 | 27,811 | | 2,148 | 8.4 |
| Total | INTEREST ON INVESTMENTS | 16,006 | 12,917 | 25,663 | 27,811 | 27,811 | | 2,148 | 8.4 |
| 6611 | INC(DEC) FMV OF INVESTMENT | | | | | | | | |
| | 53403 RELLA HAVENS MEMORIAL FUND | -6,022 | -4,153 | | | | | | |
| Total | INC(DEC) FMV OF INVESTMENT | -6,022 | -4,153 | | | | | | |
| Total | MISCELLANEOUS REVENUE | 9,984 | 8,764 | 25,663 | 27,811 | 27,811 | 0 | 2,148 | 8.4 |
| 9831 | CONTRIBUTION TO FUND BALANCE | | | | | | | | |
| | 53403 RELLA HAVENS MEMORIAL FUND | | | | | -239 | -239 | -239 | |
| Total | CONTRIBUTION TO FUND BALANCE | | | | | -239 | -239 | -239 | |
| Total | FUND BALANCES | | | | | -239 | -239 | -239 | .0 |
| Total | RELLA HAVENS MEMORIAL FUND | 9,984 | 8,764 | 25,663 | 27,811 | 27,572 | -239 | 1,909 | 7.4 |

City of Saint Paul

2006 Activity Spending Plan Summary

Council Adopted Budget

Activity: **53403 RELLA HAVENS MEMORIAL FUND**
 Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
 Fund: **363 RELLA HAVENS MEMORIAL FUND**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| SALARIES | 17,743 | 18,535 | 19,612 | 21,091 | 1,479 | 7.5% |
| SERVICES | 16 | 16 | 16 | 16 | | |
| EMPLOYER FRINGE BENEFITS | 5,761 | 6,348 | 6,035 | 6,465 | 430 | 7.1% |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| DEBT | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | |
| MATERIALS AND SUPPLIES | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| Total Spending | 23,520 | 24,899 | 25,663 | 27,572 | 1,909 | 7.4% |
| Percent Change From Previous Year | | 5.9% | 3.1% | | | |

| Authorized Work Force Expense/Occupation | 2003 FTE | 2004 FTE | 2005 Adopted | | | 2006 Council Adopted | | | Change from 2005 | |
|---|-------------|-------------|--------------|---------------|----------|----------------------|---------------|------------|------------------|--------------|
| | | | FTE | Amount | NI | FTE | Amount | NI | FTE | Amount+NI |
| 0121 038A PUBLIC INFO SPEC I | 0.5 | 0.5 | 0.5 | 19,612 | 0 | 0.5 | 20,577 | 514 | | 1,479 |
| Total Personnel | 0.5 | 0.5 | 0.5 | 19,612 | 0 | 0.5 | 20,577 | 514 | 0.0 | 1,479 |
| Percent Change From Previous Year | | 0.0% | 0.0% | | | | | | 0.0% | 7.5% |

Fund 966, Debt Service

City of Saint Paul
2006 Budget Fund Spending Plan Summary
Council Adopted Budget

Fund: **966 LIBRARY AGENCY DEBT SERVICE**Department: **11 LIBRARIES**

Fund Purpose:

TO ACCOUNT FOR THE LIBRARY GENERAL OBLIGATION DEBT SERVICE.

Fund Manager: KATHLEEN A FLYNN

Department Director: KATHLEEN A FLYNN

| | Spending Amount | | | | | | Personnel FTE/Amount (salary+Allowance+Negotiated Increase) | | | | |
|--|-----------------|------------------|------------------|------------------|----------------|--------------|---|------------|------------|-----------------|-------------|
| | 2003 | 2004 | 2005 | 2006 | | | 2003 | 2004 | 2005 | 2006 | Change from |
| | 2nd Prior | Last Year | Adopted | Council Adopted | | | Authorized | Adopted | Adopted | Council Adopted | 2005 |
| | Exp. & Enc. | Exp. & Enc. | | Amount | Change/Percent | | FTE | FTE/Amount | FTE/Amount | FTE/Amount | FTE/Amount |
| <u>by Type of Expenditure</u> | | | | | | | | | | | |
| SALARIES | | | | | | | | | | | |
| SERVICES | | | | | | | | | | | |
| MATERIALS AND SUPPLIES | | | | | | | | | | | |
| EMPLOYER FRINGE BENEFITS | | | | | | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | 2,316,788 | 2,302,140 | 2,050,163 | -251,977 | -10.9% | | | | | |
| DEBT | | 182,056 | 792,825 | 992,825 | 200,000 | 25.2% | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | | | | | | |
| Spending Total | 0 | 2,498,844 | 3,094,965 | 3,042,988 | -51,977 | -1.7% | | | | | |
| <u>by Activity</u> | | | | | | | | | | | |
| 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | 2,316,788 | 2,302,140 | 2,050,163 | -251,977 | -10.9% | | | | | |
| 83401 LIBRARY DEBT SERVICE-SUBSEQUENT YR | | | 264,275 | 464,275 | 200,000 | 75.7% | | | | | |
| 83402 LIBRARY DEBT SERV-2004 BONDS | | 182,056 | 528,550 | 528,550 | | | | | | | |
| Fund Total | 0 | 2,498,844 | 3,094,965 | 3,042,988 | -51,977 | -1.7% | | | | 0.0 | 0 |
| Percent Change from Previous Year | | 0.0% | 23.9% | | | | | | | | |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 966 LIBRARY AGENCY DEBT SERVICE

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

PROPERTY TAX FINANCING WILL SUPPORT LIBRARY DEBT SERVICE REQUIREMENTS.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|---------------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|---------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| 1001 | CURRENT - TAXPAYER | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | 1,879,424 | 1,933,230 | 1,963,782 | 1,963,782 | | 30,552 | 1.6 |
| Total | CURRENT - TAXPAYER | 0 | 1,879,424 | 1,933,230 | 1,963,782 | 1,963,782 | | 30,552 | 1.6 |
| 1002 | FISCAL DISPARITIES | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | 540,592 | | | | | | |
| Total | FISCAL DISPARITIES | 0 | 540,592 | | | | | | |
| 1503 | CONTAMINATION TAX | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | 96 | | | | | | |
| Total | CONTAMINATION TAX | 0 | 96 | | | | | | |
| Total | TAXES | 0 | 2,420,112 | 1,933,230 | 1,963,782 | 1,963,782 | 0 | 30,552 | 1.6 |
| 3446 | MARKET VALUE HOMESTEAD CREDIT | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | 168,183 | 150,782 | 120,230 | 120,230 | | -30,552 | -20.3 |
| Total | MARKET VALUE HOMESTEAD CREDIT | 0 | 168,183 | 150,782 | 120,230 | 120,230 | | -30,552 | -20.3 |
| Total | INTERGOVERNMENTAL REVENUE | 0 | 168,183 | 150,782 | 120,230 | 120,230 | 0 | -30,552 | -20.3 |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 966 LIBRARY AGENCY DEBT SERVICE

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

PROPERTY TAX FINANCING WILL SUPPORT LIBRARY DEBT SERVICE REQUIREMENTS.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|---------------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|----------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| 6602 | INTEREST ON INVESTMENTS | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | 33,981 | 35,522 | 30,000 | 30,000 | | -5,522 | -15.5 |
| | 83402 LIBRARY DEBT SERV-2004 BONDS | | -1,519 | | | | | | |
| Total | INTEREST ON INVESTMENTS | 0 | 32,462 | 35,522 | 30,000 | 30,000 | | -5,522 | -15.5 |
| 6611 | INC(DEC) FMV OF INVESTMENT | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | -15,855 | | | | | | |
| | 83402 LIBRARY DEBT SERV-2004 BONDS | | 746 | | | | | | |
| Total | INC(DEC) FMV OF INVESTMENT | 0 | -15,109 | | | | | | |
| Total | MISCELLANEOUS REVENUE | 0 | 17,353 | 35,522 | 30,000 | 30,000 | 0 | -5,522 | -15.5 |
| 7306 | TRANSFER FROM CAP PROJ FUND-OTHER | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | 966,095 | 105,000 | 0 | 0 | | -105,000 | -100.0 |
| | 83402 LIBRARY DEBT SERV-2004 BONDS | | 636,809 | | | | | | |
| Total | TRANSFER FROM CAP PROJ FUND-OTHER | 0 | 1,602,904 | 105,000 | 0 | 0 | | -105,000 | -100.0 |
| Total | TRANSFERS | 0 | 1,602,904 | 105,000 | 0 | 0 | 0 | -105,000 | -100.0 |
| 9830 | USE OF FUND BALANCE | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | | 889,953 | 494,701 | 494,701 | | -395,252 | -44.4 |
| | 83401 LIBRARY DEBT SERVICE-SUBSEQUEN | | | | 464,275 | 464,275 | | 464,275 | |
| Total | USE OF FUND BALANCE | | | 889,953 | 958,976 | 958,976 | | 69,023 | 7.8 |
| 9831 | CONTRIBUTION TO FUND BALANCE | | | | | | | | |
| | 83400 LIBRARY PRIOR YEAR DEBT SERVICE | | | -19,522 | -30,000 | -30,000 | | -10,478 | 53.7 |
| Total | CONTRIBUTION TO FUND BALANCE | | | -19,522 | -30,000 | -30,000 | | -10,478 | 53.7 |
| Total | FUND BALANCES | | | 870,431 | 928,976 | 928,976 | 0 | 58,545 | 6.7 |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 966 LIBRARY AGENCY DEBT SERVICE

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

PROPERTY TAX FINANCING WILL SUPPORT LIBRARY DEBT SERVICE REQUIREMENTS.

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|----------------|-----------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|---------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| Total | LIBRARY AGENCY DEBT SERVICE | 0 | 4,208,552 | 3,094,965 | 3,042,988 | 3,042,988 | 0 | -51,977 | -1.7 |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **83400 LIBRARY PRIOR YEAR DEBT SERVICE**
 Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
 Fund: **966 LIBRARY AGENCY DEBT SERVICE**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|---|---|-------------------------|-------------------------------------|--------------------------------|-------------------------|
| MISC TRANSFER CONTINGENCY ETC | | 2,316,788 | 2,302,140 | 2,050,163 | -251,977 | -10.9% |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| DEBT | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| MATERIALS AND SUPPLIES | | | | | | |
| SERVICES | | | | | | |
| SALARIES | | | | | | |
| EMPLOYER FRINGE BENEFITS | | | | | | |
| Total Spending | 0 | 2,316,788 | 2,302,140 | 2,050,163 | -251,977 | -10.9% |
| Percent Change From Previous Year | | 0.0% | -0.6% | | | |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **83401 LIBRARY DEBT SERVICE-SUBSEQUENT YR**
Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
Fund: **966 LIBRARY AGENCY DEBT SERVICE**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| MATERIALS AND SUPPLIES | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | |
| DEBT | | | 264,275 | 464,275 | 200,000 | 75.7% |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| EMPLOYER FRINGE BENEFITS | | | | | | |
| SALARIES | | | | | | |
| SERVICES | | | | | | |
| Total Spending | 0 | 0 | 264,275 | 464,275 | 200,000 | 75.7% |
| Percent Change From Previous Year | | 0.0% | 0.0% | | | |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **83402 LIBRARY DEBT SERV-2004 BONDS**
Manager: KATHLEEN A FLYNN

Department: **11 LIBRARIES**
Fund: **966 LIBRARY AGENCY DEBT SERVICE**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|----------------------------------|----------------------------------|-----------------|----------------------------|------------------------|-----------------|
| DEBT | | 182,056 | 528,550 | 528,550 | | |
| MATERIALS AND SUPPLIES | | | | | | |
| EMPLOYER FRINGE BENEFITS | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | |
| SERVICES | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| SALARIES | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | | | | | |
| Total Spending | 0 | 182,056 | 528,550 | 528,550 | 0 | 0.0% |
| Percent Change From Previous Year | | 0.0% | 190.3% | | | |

Fund 934, Library Capital Projects

City of Saint Paul
2006 Budget Fund Spending Plan Summary
Council Adopted Budget

Fund: **934 LIBRARY AGENCY CAPITAL PROJECTS**
 Department: **11 LIBRARIES**
 Fund Purpose:

Fund Manager: KATHLEEN A FLYNN
 Department Director: KATHLEEN A FLYNN

| | Spending Amount | | | | | Personnel FTE/Amount (salary+Allowance+Negotiated Increase) | | | | |
|---------------------------------------|-----------------|------------------|----------------|-----------------|----------------|---|------------|------------|-----------------|-------------|
| | 2003 | 2004 | 2005 | 2006 | | 2003 | 2004 | 2005 | 2006 | Change from |
| | 2nd Prior | Last Year | Adopted | Council Adopted | | Authorized | Adopted | Adopted | Council Adopted | 2005 |
| | Exp. & Enc. | Exp. & Enc. | | Amount | Change/Percent | FTE | FTE/Amount | FTE/Amount | FTE/Amount | FTE/Amount |
| <u>by Type of Expenditure</u> | | | | | | | | | | |
| SALARIES | | | | | | | | | | |
| SERVICES | | | | | | | | | | |
| MATERIALS AND SUPPLIES | | | | | | | | | | |
| EMPLOYER FRINGE BENEFITS | | | | | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | 3,593,844 | | | | | | | | |
| DEBT | | 96,073 | | | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | | | | | |
| EQUIPMENT LAND AND BUILDINGS | | 644,829 | | 201,607 | 201,607 | | | | | |
| Spending Total | 0 | 4,334,746 | 0 | 201,607 | 201,607 | 0.0% | | | | |
| <u>by Activity</u> | | | | | | | | | | |
| 90504 LEXINGTON LIBRARY CONSTRUCTION | | 644,829 | | 201,607 | 201,607 | | | | | |
| 90505 DAYTON'S BLUFF CONSTRUCTION | | 700,000 | | | | | | | | |
| CONTR | | | | | | | | | | |
| 90506 CENTRAL LIBRARY RENOVATION 2004 | | 2,092,035 | | | | | | | | |
| 90507 LIBRARY CAPITAL PROJECTS | | 897,882 | | | | | | | | |
| Fund Total | 0 | 4,334,746 | 0 | 201,607 | 201,607 | 0.0% | | | 0.0 | 0 |
| Percent Change from Previous Year | | 0.0% | -100.0% | | | | | | | |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 934 LIBRARY AGENCY CAPITAL PROJECTS

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|---------------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|--------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| 4299 | SALES N.O.C. | | | | | | | | |
| | 90504 LEXINGTON LIBRARY CONSTRUCTION | | 17,700 | | | | | | |
| Total | SALES N.O.C. | 0 | 17,700 | | | | | | |
| Total | FEES, SALES AND SERVICES | 0 | 17,700 | | | | 0 | 0 | .0 |
| 6201 | BOND SALE | | | | | | | | |
| | 90504 LEXINGTON LIBRARY CONSTRUCTION | | 9,328,000 | | | | | | |
| | 90505 DAYTON'S BLUFF CONSTRUCTION CO | | 700,000 | | | | | | |
| | 90506 CENTRAL LIBRARY RENOVATION 2004 | | 2,092,035 | | | | | | |
| | 90507 LIBRARY CAPITAL PROJECTS | | 159,965 | | | | | | |
| Total | BOND SALE | 0 | 12,280,000 | | | | | | |
| 6212 | | | | | | | | | |
| | 90507 LIBRARY CAPITAL PROJECTS | | 566,484 | | | | | | |
| Total | | 0 | 566,484 | | | | | | |
| 6601 | ACCRUED INTEREST ON BOND SOLD | | | | | | | | |
| | 90507 LIBRARY CAPITAL PROJECTS | | | | | 68,309 | 68,309 | 68,309 | |
| Total | ACCRUED INTEREST ON BOND SOLD | | | | | 68,309 | 68,309 | 68,309 | |
| 6602 | INTEREST ON INVESTMENTS | | | | | | | | |
| | 90507 LIBRARY CAPITAL PROJECTS | | 300,964 | | | | | | |
| Total | INTEREST ON INVESTMENTS | 0 | 300,964 | | | | | | |
| 6611 | INC(DEC) FMV OF INVESTMENT | | | | | | | | |
| | 90507 LIBRARY CAPITAL PROJECTS | | -89,338 | | | | | | |
| Total | INC(DEC) FMV OF INVESTMENT | 0 | -89,338 | | | | | | |
| Total | MISCELLANEOUS REVENUE | 0 | 13,058,110 | | | 68,309 | 68,309 | 68,309 | .0 |

City of Saint Paul
2006 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 934 LIBRARY AGENCY CAPITAL PROJECTS

Fund Manager: KATHLEEN A FLYNN

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:

| Object Code | Financing Detail | 2003 2nd Prior Receipts | 2004 Last Year Revenues | 2005 Adopted | 2006 Mayor's Proposed | 2006 Council Adopted | 2006 Council Adopted Budget Change From | | |
|-------------|---------------------------------|-------------------------------|-------------------------------|-----------------|-----------------------------|----------------------------|--|---------|---------|
| | | | | | | | Mayor's Proposed | 2005 | |
| | | | | | | | | Amount | Percent |
| 9890 | UNDESIGNATED FUND BALANCE | | | | | | | | |
| | 90507 LIBRARY CAPITAL PROJECTS | | | | | 133,298 | 133,298 | 133,298 | |
| Total | UNDESIGNATED FUND BALANCE | | | | | 133,298 | 133,298 | 133,298 | |
| Total | FUND BALANCES | | | | | 133,298 | 133,298 | 133,298 | .0 |
| Total | LIBRARY AGENCY CAPITAL PROJECTS | 0 | 13,075,810 | | | 201,607 | 201,607 | 201,607 | .0 |

City of Saint Paul
2006 Activity Spending Plan Summary
Council Adopted Budget

Activity: **90504 LEXINGTON LIBRARY CONSTRUCTION**
 Manager: GINA LAFORCE

Department: **11 LIBRARIES**
 Fund: **934 LIBRARY AGENCY CAPITAL PROJECTS**

| Activity Spending Plan by Type of Expenditure | 2003 2nd Prior Exp. & Enc. | 2004 Last Year Exp. & Enc. | 2005 Adopted | 2006 Council Adopted | Changes from Amount | 2005 Percent |
|--|---|---|-------------------------|-------------------------------------|--------------------------------|-------------------------|
| EQUIPMENT LAND AND BUILDINGS | | 644,829 | | 201,607 | 201,607 | |
| EMPLOYER FRINGE BENEFITS | | | | | | |
| SERVICES | | | | | | |
| SALARIES | | | | | | |
| STREET SEWER BRIDGE ETC IMPROVEMENT | | | | | | |
| MATERIALS AND SUPPLIES | | | | | | |
| MISC TRANSFER CONTINGENCY ETC | | | | | | |
| DEBT | | | | | | |
| Total Spending | 0 | 644,829 | 0 | 201,607 | 201,607 | 0.0% |
| Percent Change From Previous Year | | 0.0% | -100.0% | | | |

Appendix

Glossary

Activity. An activity is a subunit of a fund. Each fund contains one or more activities, a specific and distinguishable budgetary unit of work or service. Activities are detailed levels of budget spending authority created to accomplish the approved objectives of the fund.

Activity Manager. Each activity manager shares in the authorities and responsibilities of the fund manager. In addition, each activity manager's responsibilities include attaining the performance objectives assigned to their activity, approving spending payments and directing the day-to-day operations of their activity.

Activity Number. A five(5)-digit number which uniquely identifies the activity. The first digit indicates the fund type.

ALA. The American Library Association is a national organization for library staff.

Capital Improvement Budget (C.I.B.). A plan for capital expenditures (physical development of the City) to be incurred each year, over a fixed number of years, in order to meet capital needs arising for the long-term work program.

Debt Service Fund. A fund established to account for the financial resources used for the payment of long-term general obligation debt principal, interest, and related costs.

Full Time Equivalent (FTE). A personnel position which is financed for the equivalent of 80 hours per pay period for 26.1 pay periods (a typical year), or 2088 hours in a year. This is roughly equivalent to 40 hours per week for 52 weeks. For example, a .5 FTE would represent 20 hours per week for 52 weeks, or 40 hours per week for 26 weeks. A 1.0 FTE is a general reference to a position normally working for a year.

Fund. Each individual fund is a separate accounting entity having its own assets, liabilities, revenues and expenditures or expenses. Financial resources are allocated to, and accounted for, in individual funds based on legal, donor, or administrative restrictions or requirements.

Fund Balance. An equity account reflecting the excess of accumulated assets over accumulated liabilities and reserves (monies set aside for specific purposes).

Fund Number. A three-digit number which uniquely identifies the fund.

IMLS. The Institute of Museum and Library Services is a federal grant-making agency supporting the nation's museums and libraries. It was created by the Museum and Library Services Act of 1996.

LGA. Acronym for local government aid. Begun in 1971, this program was designed to provide indirect property tax relief through the redistribution of income tax and sales tax revenues collected at the state level to local units of government. The amount of funding received by local units of government is based on a distribution formula determined by the Minnesota State Legislature. The City of Saint Paul passed a portion of their LGA to the Saint Paul Public Library Agency as part of the Agency's financing.

LSTA. Library Services and Technology Act of 1996, a section of the federal Museum and

Library Services Act, promotes access to library services for people of all ages. The funds are distributed to State Library Agencies according to a formula based on population. The state agencies may further distribute the funds to individual libraries through a series of sub-grants.

MELSA. The Metropolitan Library Service Agency, serving the nine public library systems in the metropolitan area, is one of twelve Regional Public Library Systems in Minnesota. The Regional Public Library Systems are multi-county public library service agencies that provide free access to all residents of the region without discrimination and are organized under the provisions of Minnesota Statutes 134.317 or 471.59.

MINITEX. The MINITEX Library Information Network is a publicly supported network of academic, public, state government, and special libraries working cooperatively to improve library service for their users. The MINITEX program is funded by the Minnesota Legislature through the Minnesota Higher Education Services Office (MHESO). Programs for Minnesota public libraries are funded through a contract with the Minnesota Office of Library Development and Services.

MLS. The Master of Library Science is the primary professional degree for librarians.

Object Code. A four-digit code assigned to a specific type of receipt or expenditure. A major object code is a grouping of expenditures or receipts on the basis of the types of goods or services purchased or rendered. For example, professional services, materials, supplies, and equipment are major object codes.

Operating Transfer In/Out. Inter-fund transfers are legally authorized transfers between a fund receiving revenue and a fund where resources are expended.

Performance Plan. A fund manager's estimate of the service level desired by the Mayor, Library Board, and residents of the City. Includes mission statement, objectives and performance indicators.

PJ. Perrie Jones, a former Saint Paul Public Library director, made a bequest of her estate to the Library to be used for staff training and development and outreach services. The fund is administered through the Friends of the Saint Paul Public Library and the Perrie Jones Library Fund Advisory Board.

Special Revenue Fund. A fund established to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, and capital projects) that are legally restricted to expenditures for specified functions or activities.

Spending Plan. Provides a unit or subunit of an organization with spending authority to pay for the resources required to effectively accomplish the performance plan.

VISTA. Volunteers in Service to America are college age individuals who work for a nominal salary in public services locations. This federal program has funded up to three VISTA workers a year to coordinate literacy projects in the Library.