

Saint Paul Library Agency
2007 Adopted Budget

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Prepared by:



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Melanie Huggins, Director
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**RESOLUTION
SAINT PAUL PUBLIC LIBRARY AGENCY**

Presented by T. B. H.

RESOLUTION ADOPTING 2007 BUDGET & REQUESTING PROPERTY TAX FINANCING

WHEREAS, Mayor Chris Coleman presented the proposed 2007 for the Saint Paul Public Library Agency on Thursday, August 17, 2006 at the Central Library; and

WHEREAS, the Board of Commissioners of the Saint Paul Public Library Agency held a public hearing on the proposed budget on November 1, 2006 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 2007 budget for the Saint Paul Public Library Agency as follows:

	Mayor's Proposed Budget	Board's Technical Changes	Board's Revised Budget
Public Library Agency General Fund #349			
Library Administration	1,169,898		1,169,898
Library Support Services	2,865,414		2,865,414
Library Public Services	7,816,277		7,816,277
Library Maintenance Services	1,866,105		1,866,105
Total Spending Plan:	13,717,694		13,717,694

Public Library Agency General Fund #349			
Property Taxes/Market Value Credit	8,716,049		8,716,049
Local Government Aid	5,001,645		5,001,645
Total Financing Plan:	13,717,694		13,717,694

Public Library Agency Revenues and Grants Fund #350			
Library Special Revenue	399,642		399,642
Metropolitan Library Services Agency	171,250		171,250
Friends of the Library	468,223		468,223
Perrie Jones Library	118,093		118,093
Teaching Learning Library		105,000	105,000
Early Literacy (SPELL)		100,000	100,000
Total Spending Plan:	1,157,208	205,000	1,362,208

Public Library Agency Revenues and Grants Fund #350			
Library Special Revenue	399,642		399,642
Metropolitan Library Services Agency	171,250		171,250
Friends of the Library	468,223		468,223
Perrie Jones Library	118,093		118,093
Teaching Learning Library		105,000	105,000
Early Literacy (SPELL)		100,000	100,000
Total Financing Plan:	1,157,208	205,000	1,362,208

Rella Havens Memorial Fund #363			
Rella Havens Memorial	31,327		31,327
Total Spending Plan:	31,327		31,327

Rella Havens Memorial Fund #363			
Rella Havens Memorial	31,327		31,327
Total Financing Plan:	31,327		31,327

Library Agency Debt Service Fund #966		
Past CIB Bonds for Libraries	2,004,874	2,004,874
Subsequent Year Debt Service	462,275	462,275
Current Year Debt Serv- 2004 PLA Bonds	726,550	726,550
Total Spending Plan:	3,193,699	3,193,699

Library Agency Debt Service Fund #966		
Property Taxes / Market Value Credit	2,731,424	2,731,424
Investment Earnings - Fund 966 Cash	20,000	20,000
Contribution To Fund Balance	-20,000	-20,000
Use of Fund Balance - Subsequent Year Debt	462,275	462,275
Total Financing Plan:	3,193,699	3,193,699

Library Agency Capital Projects Fund #934		
Rondo Library Construction	167,700	167,700
Total Spending Plan:	167,700	167,700

Library Agency Capital Projects Fund #934		
Donations/Grants	150,000	150,000
Use of Fund Balance	17,700	17,700
Total Financing Plan:	167,700	167,700

TOTAL - ALL BUDGETS **18,472,628**

FURTHER RESOLVED, that the Board of Commissioners has determined that \$11,447,473 in Property Tax revenues are required to finance the 2007 Budget with \$8,716,049 needed for the Public Library Agency General Fund #349 and \$2,731,424 needed for the Library Agency Debt Service Fund #966; and be it

FINALLY RESOLVED that the Board of Commissioners requests and recommends that the Saint Paul City Council certify in 2006, a Property Tax Levy of \$11,676,423 to be collected in 2007 which will provide net property tax revenues of \$11,447,473 for the 2007 Public Library Agency budgets.

	Yeas	Nays	Absent
Benanav	✓		
Bostrom	✓		
Harris	✓		
Helgen	✓		
Lantry	✓		
Montgomery	✓		
Thune			✓

Adopted by Agency: Date 11-15-06

Adoption Certified by Library Agency Secretary:

By: T. B. H.

Approved by Mayor: Date 11-21-06

By: D. Mulholland

Requested by Public Library Director:

By: Melissa H.

Form Approved by City Attorney:

By: Veronica Palmer

Approval Recommended By Director of Financial Services:

By: W. B. H.

Form Approved by Mayor for Submission to Library Board:

By: D. Mulholland

Saint Paul Public Library Agency

Board of Commissioners

	Term of Office	
	From	To
<hr/>		
<u>Commissioners</u>		
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 2006 is finalized during this time. This includes preparing, printing and distributing books reflecting the 2006 adopted budget. The accounting section of the Office of Financial Services prepares the annual financial report for the previous year (2005). During this time, the “base budget” for the upcoming year (2007) 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 2007 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: 2006 Adopted and 2007 Proposed

	<u>2006 Adopted</u>	<u>2007 Adopted</u>	<u>Change Percent</u>
City operations	383,063,895	393,189,730	2.6%
Library operations	<u>14,647,444</u>	<u>15,317,922</u>	4.6%
<i>Total operations</i>	397,711,339	408,507,652	2.7%
City debt service	57,342,935	55,882,529	-2.5%
Library debt service	<u>3,042,988</u>	<u>3,193,699</u>	5.0%
<i>Total debt service</i>	60,385,923	59,076,228	-2.2%
Capital improvements	95,747,000	79,438,000	-17.0%
Library capital improvements	<u>201,607</u>	<u>487,527</u>	141.8%
<i>Total capital improvements</i>	95,948,607	79,925,527	-16.7%
<i>Total combined budgets:</i>	<u>554,045,869</u>	<u>547,509,407</u>	-1.2%

Workforce Summary, City and Library Agency Combined

	<u>2006 Adopted</u>	<u>2007 Adopted</u>	<u>Change Percent</u>
City FTEs (All Funds)	2,772.2	2,795.1	0.8%
Library FTEs (All Funds)	<u>189.3</u>	<u>186.6</u>	-1.4%
<i>Total Combined FTEs</i>	2,961.5	2,981.7	0.7%

**Property Tax Levy and State Aid: City, Library Agency and Port Authority Combined
2006 Adopted vs. 2007 Adopted**

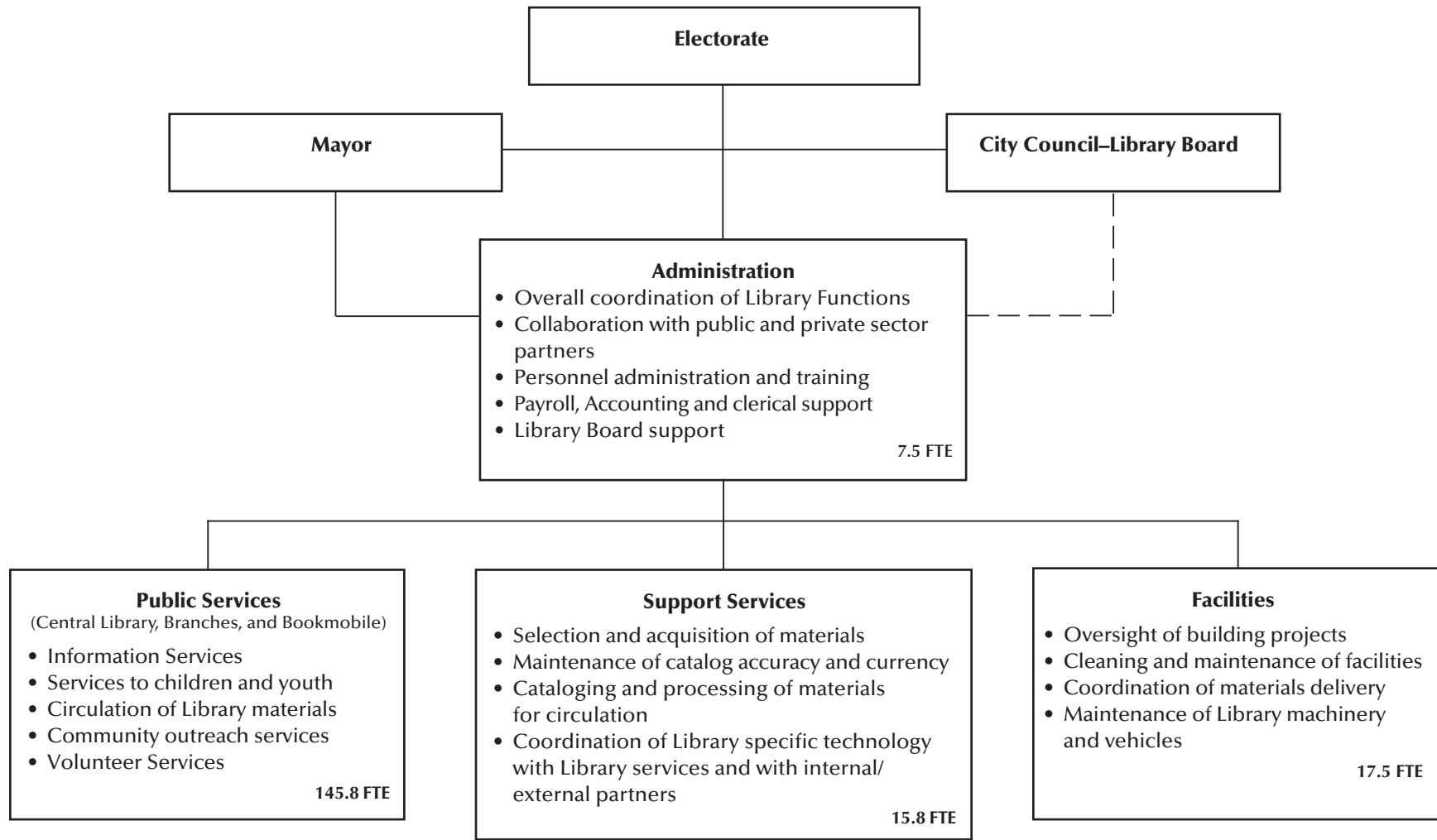
	Property Tax Levy*					
	<u>2006 Adopted</u>	<u>2007 Adopted</u>	<u>Amount Change</u>	<u>Pct. Change</u>	<u>Pct of City 06 Total</u>	<u>Pct of City 07 Total</u>
City of Saint Paul						
General Fund	47,258,408	48,976,109	1,717,701	3.6%	73.2%	69.9%
General Debt Service	6,653,277	9,199,202	2,545,925	38.3%	10.3%	13.1%
Saint Paul Public Library Agency	10,621,221	11,887,250	1,266,029	11.9%	16.5%	17.0%
Total (City and Library combined)	64,532,906	70,062,561	5,529,655	8.6%	100.0%	100.0%
Port Authority	1,312,608	1,709,050	396,442	30.2%		
Overall Levy (City, Library & Port)	65,845,514	71,771,611	5,926,097	9.0%		

* 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>2006 Adopted</u>	<u>2007 Adopted</u>	<u>Amount Change</u>	<u>Pct. Change</u>	<u>Pct. Of 06 Total</u>	<u>Pct. of 07 Total</u>
City of Saint Paul						
General Fund	54,577,670	54,639,729	62,059	0.1%	91.7%	91.1%
General Debt Service	0	0	0	N.A.	0.0%	0.0%
Saint Paul Public Library Agency	4,966,891	5,321,472	354,581	7.1%	8.3%	8.9%
Total (City and Library combined)	59,544,561	59,961,201	416,640	0.7%	100.0%	100.0%

Saint Paul Public Library Agency

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.



(Total 186.6 FTEs)

About the Saint Paul Public Library

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 non-printed materials to users of all ages.
- Provide public access to 45 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 73,000 children throughout Saint Paul.
- Support K-12 students by providing homework assistance at five Homework Centers which offer mentors, computers and supplies.
- Support teachers by providing special lending policies and services.
- Support the basic education needs of new Americans by providing materials and services.
- Provide computer training to seniors and other adults.
- Collaborate with other City departments and nonprofit organizations to provide educational programs.

Statistical Profile

• Number of library card holders	267,671
• Visits to library by customers	2,330,240
• Number of materials checked out by customers	3,339,830
• Number of logons to electronic databases	1,316,198
• Number of external, virtual visits to resources	1,083,998

2005-2006 Accomplishments

We're proud of the following accomplishments:

- First Lady Laura Bush presented the Library with the nation's top library award at a White House ceremony.
- The Minneapolis St. Paul Business Journal presented an award for Best Mixed-Use Development to the Rondo Community Outreach Branch and the University Dale Apartment complex to officially open September 9, 2006.
- A new, larger Bookmobile was provided to our customers, and the old Bookmobile was donated to Saint Paul's Sister City, Manzanillo, Mexico.
- A new service, Tutor.com, which provides free online tutoring help to students, was launched.
- The federally supported Urban Library Project graduated its second class of 18 students, two of whom have been hired by the Library.
- With funding from a federal LSTA grant, cultural liaisons were hired to extend and promote library service to Saint Paul's Somali, Hmong, and Spanish-speaking communities.
- Another LSTA grant funded technology adapted for people with disabilities to the Highland Park and Hayden Heights branches.
- With funding from the National Endowment for the Humanities and the Upper Midwest Conservation Association staff began writing a long-range preservation strategy for the Saint Paul Collection, our local history collection.
- The Library initiated the "Friendly Reminder" services, which notifies customers a few days before the items they have borrowed are due.
- The Library's Web site was enlarged to provide content in the Spanish, Hmong and Somali languages. A new library site for teens was launched.
- Circulation information for speakers of Spanish, Hmong, and Somali was provided in aural format on MP3 files on library computers.

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:	2004 Actual	2005 Actual	2006 Estimated	2007 Projected
Number of people visting libraries	2,254,473	2,330,240	2,376,844	2,424,380
Number of people using the Internet	327,166	353,416	360,484	367,693
Number of people attending adult and juvenile programs	74,470	79,936	81,534	83,164

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:	2004 Actual	2005 Actual	2006 Estimated	2007 Projected
Number of items checked out	3,218,318	3,339,830	3,406,626	3,474,758

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:	2004 Actual	2005 Actual	2006 Estimated	2007 Projected
Number of external virtual visits to networked library resources	1,064,654	1,083,998	1,105,677	1,128,232

Performance Objective: Provide library users with easy access to the holdings of all the library's materials, whatever their location				
Performance Indicator: Number of electronic reserves placed on library materials				
MEASURES:	2004 Actual	2005 Actual	2006 Estimated	2007 Projected
Number of electronic reserves placed on library materials	420,965	516,311	500,000*	500,000*

Performance Objective: Provide library users with access to digital resources and personal computers				
Performance Indicator: Number of individual who use computers in library buildings for Internet searching, work processing and associated tasks				
MEASURES:	2004 Actual	2005 Actual	2006 Estimated	2007 Projected
Number of individuals who use Internet/word processing computers in libraries	1,147,822	1,316,198	1,342,521	1,369,371

2007 Budget Plan

2007 Priorities

- Devoting more staff and resources to the delivery of innovative services to children and youth.
- Investing in technology in order to streamline library operations and improve service to customers.
- Piloting projects that demonstrate innovation in the delivery of library services and materials to customers.
- Studying and reconfiguring staff deployment to meet changing expectation of library users and the community.

2007 Budget Explanation

Base Adjustments

The 2006 adopted budget was adjusted to set the budget base for 2007. The base includes the anticipated 2007 growth in salaries and fringes related to the bargaining process. It also includes 2% inflation growth on goods and services. Funds for a full year of operations at Rondo were provided. A spending restraint of \$74,394 was imposed. Spending increases funded with one-time monies were removed from the base. These included Saturday programs at Central, Homework Center funds at Sun Ray and a community relations position. The base budget was reduced by a net of 1.7 FTEs compared to 2006.

Mayor's Recommendation

The Library Agency proposed budget for 2007 is \$18,099,928, an increase of \$207,889 (1.2%) over the 2006 budget. This includes a decrease of \$201,607 for Fund 934, Library Agency Capital Projects. The proposed budget reallocates library hours, but there will be no net loss of library hours. While the hours that neighborhood branches are open are changing, overall hours that patrons have access to library resources are not decreasing. The hours reallocation will save \$188,000. The Agency will also begin implementation of a plan to include wireless access at library sites, beginning with Central and Rondo. The budget for library materials will remain the same as 2006, however, there will be a shift from "General Fund" spending to special fund spending of \$100,000 financed with the Neighborhood Connections STAR Grant.

Total Library FTEs decrease by 7.2; 3.7 due to the hours reallocation plan, a base reduction of 1.7 FTE, 1.0 FTE in administration, and a reduction of .8 FTE related to grants.

The total property tax financing for the Library Agency will grow by \$1,034,512, or 9.9%. This is primarily due to the loss of one-time financing sources, and use of fund balance, for the Library Agency debt service 2006 budget. Property tax financing for the Library “General Fund” will increase 4.7%.

In the 2006 budget, LGA comprised 32.3% of the mix of LGA and property tax financing for Funds 349 and 966. For 2007, the percentage is decreased to 30.4%.

Council Actions

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

Funded with property taxes

- \$ 54,600 for security at the Rice and Sun Ray branches
- \$ 52,093 for operation of WiFi and self-check units
- \$100,000 for two additional FTEs to cover current hours

Funded with grants, donations and miscellaneous revenue

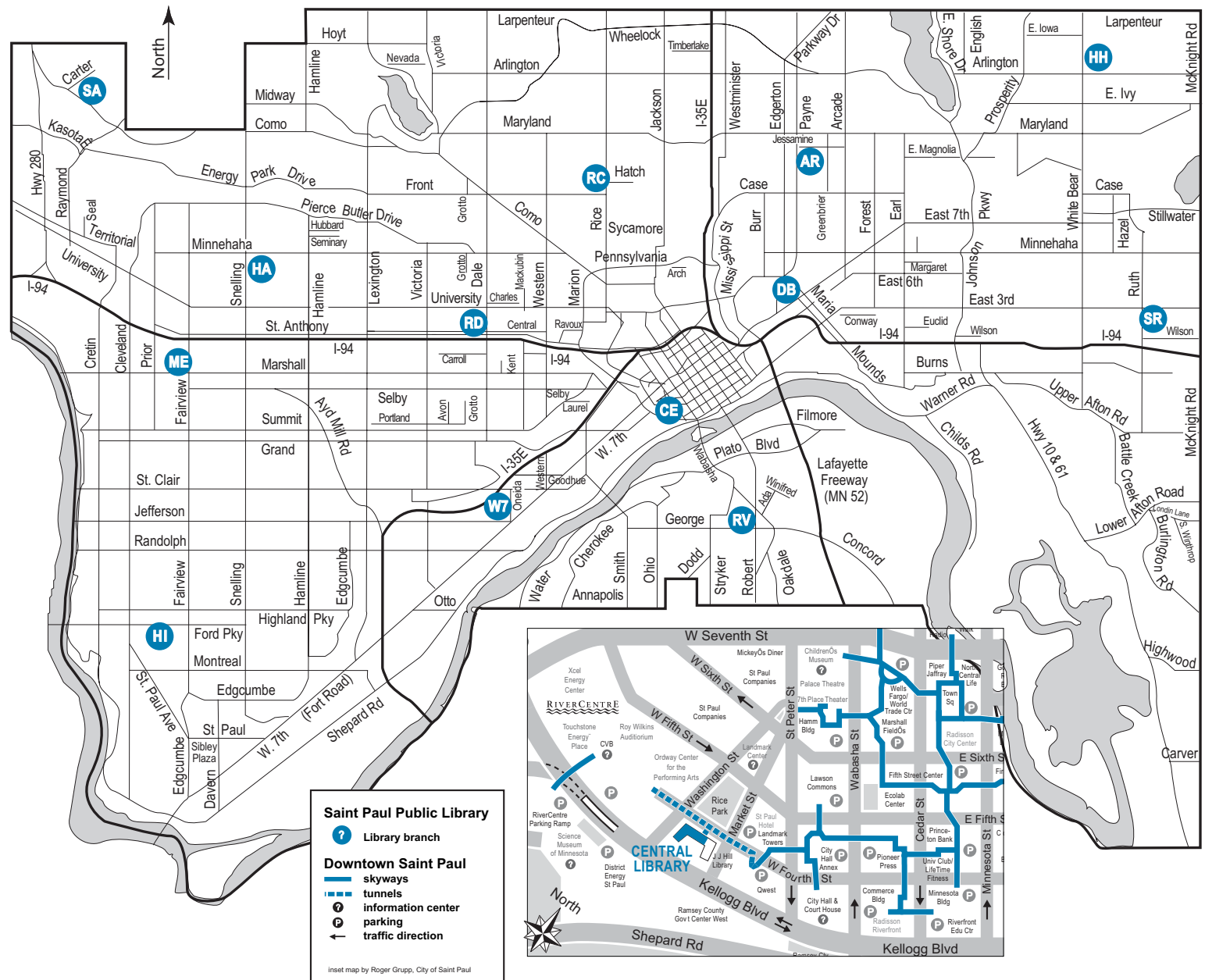
- \$105,000 for the Teaching Learning Library programs
- \$100,000 for the Early Literacy program
- \$167,700 for Rondo Construction

Funded with additional Local Government Aid

- \$230,907 for self-checkout units in libraries
- \$ 88,920 to implement WiFi the remaining branches

The total growth in property taxes increases to 11.9% and Local Government Aid to 7.1% over the 2006 Adopted Budget. The reliance on LGA increased .5 percent over the level in the Mayor’s 2007 Proposed Budget. Overall spending increased 6.2% from the 2006 Adopted budget; Library’s General fund increased 2.9%.

- AR** **Arlington Hills**
1105 Greenbrier St. 55106
- CE** **Central Library**
90 W. Fourth St. 55102
- DB** **Dayton's Bluff**
645 E. Seventh St. 55106
- HA** **Hamline Midway**
1558 W. Minnehaha Ave. 55104
- HH** **Hayden Heights**
1456 White Bear Ave. 55106
- HI** **Highland Park**
1974 Ford Pkwy. 55116
- ME** **Merriam Park**
1831 Marshall Ave. 55104
- RV** **Rice Street**
1011 Rice St. 55117
- RC** **Riverview**
1 E. George St. 55107
- RD** **Rondo Community Outreach**
461 N. Dale St. 55103
- SA** **Saint Anthony Park**
2245 Como Ave. 55108
- SR** **Sun Ray**
2105 Wilson Ave. 55119
- W7** **West Seventh**
265 Oneida St. 55102



Libraries

Department/Office Director: **MELANIE HUGGINS**

	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	Change from Mayor's Proposed 2006 Adopted	
<u>Spending By Unit</u>							
001 GENERAL FUND	39						
349 PUBLIC LIBRARY AGENCY GENERAL FUND	12,492,937	12,769,481	14,619,872	13,717,694	13,924,387	206,693	-695,485
350 PLA REVENUES AND GRANTS	1,394,213	1,232,622		1,157,208	1,362,208	205,000	1,362,208
363 RELLA HAVENS MEMORIAL FUND	24,899	15,201	27,572	31,327	31,327		3,755
934 LIBRARY AGENCY CAPITAL PROJECTS	4,334,746	4,084,928	201,607		487,527	487,527	285,920
966 LIBRARY AGENCY DEBT SERVICE	2,498,844	2,830,690	3,042,988	3,193,699	3,193,699		150,711
Total Spending by Unit	20,745,678	20,932,922	17,892,039	18,099,928	18,999,148	899,220	1,107,109
<u>Spending By Major Object</u>							
SALARIES	6,869,499	6,925,462	7,538,507	7,683,638	7,880,727	197,089	342,220
SERVICES	1,732,779	2,057,220	2,086,631	2,115,595	1,764,892	-350,703	-321,739
MATERIALS AND SUPPLIES	2,552,924	2,683,105	2,451,465	2,410,145	2,435,160	25,015	-16,305
EMPLOYER FRINGE BENEFITS	2,277,490	2,246,713	2,445,519	2,501,229	2,562,758	61,529	117,239
MISC TRANSFER CONTINGENCY ETC	6,377,758	2,440,265	2,079,366	2,034,377	2,513,140	478,763	433,774
DEBT	278,130	528,550	992,825	1,188,825	1,188,825		196,000
STREET SEWER BRIDGE ETC IMPROVEMENT							
EQUIPMENT LAND AND BUILDINGS	657,098	4,051,607	297,726	166,119	653,646	487,527	355,920
Total Spending by Object	20,745,678	20,932,922	17,892,039	18,099,928	18,999,148	899,220	1,107,109
Percent Change from Previous Year		0.9%	-14.5%	1.2%	5.0%	5.0%	6.2%
<u>Financing By Major Object</u>							
GENERAL FUND	39						
SPECIAL FUND							
TAXES	8,985,498	9,476,140	9,812,221	10,839,175	11,034,884		1,222,663
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE	6,153,642	5,903,344	5,717,485	5,681,193	6,117,004		399,519
FEES, SALES AND SERVICES	72,941	60,064	47,850	58,700	76,400		28,550
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	14,042,293	1,273,696	884,433	915,258	1,165,258		280,825
TRANSFERS	2,013,111	105,000					
FUND BALANCES			1,430,050	605,602	605,602		-824,448
Total Financing by Object	31,267,524	16,818,244	17,892,039	18,099,928	18,999,148	899,220	1,107,109
Percent Change from Previous Year		-46.2%	6.4%	1.2%	5.0%	5.0%	6.2%

All Operating Funds Summary

City of Saint Paul

2007 Major Unit Spending Plan by Division and Fund

Council Adopted Budget

Department: **LIBRARIES**

Director: MELANIE HUGGINS

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		2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
1110 DIVISION 10		39					
Total General Fund		39	0	0	0	0	0.0%
Percent Change from Previous Year			-100.0%	0.0%			
349	PUBLIC LIBRARY AGENCY GENERAL FUND	12,492,937	12,769,481	14,619,872	13,924,387	-695,485	-4.8%
350	PLA REVENUES AND GRANTS	1,394,213	1,232,622		1,362,208	1,362,208	
363	RELLA HAVENS MEMORIAL FUND	24,899	15,201	27,572	31,327	3,755	13.6%
934	LIBRARY AGENCY CAPITAL PROJECTS	4,334,746	4,084,928	201,607	487,527	285,920	141.8%
966	LIBRARY AGENCY DEBT SERVICE	2,498,844	2,830,690	3,042,988	3,193,699	150,711	5.0%
Total Special Fund		20,745,639	20,932,922	17,892,039	18,999,148	1,107,109	6.2%
Percent Change from Previous Year			0.9%	-14.5%			
Authorized Work Force (FTE's)							
SPECIAL FUND		175.8	180.8	189.3	186.6	-2.7	-1.4%
Total Personnel		175.8	180.8	189.3	186.6	-2.7	-1.4%
Percent Change from Previous Year			2.8%	4.7%			

Fund 349, PLA General Fund

City of Saint Paul

2007 Budget Fund Spending Plan Summary

Council Adopted Budget

Fund: **349 PUBLIC LIBRARY AGENCY GENERAL FUND**Department: **11 LIBRARIES**

Fund Manager: MELANIE HUGGINS

Department Director: MELANIE HUGGINS

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. THIS FUND REFLECTS THE MAIN OPERATIONS OF THE LIBRARY FUNDED WITH PROPERTY TAX AND LOCAL GOVERNMENT AID.

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)							
	2004	2005	2006	2007			2004	2005	2006	2007		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council	Adopted		Authorized	Adopted	Adopted	Council	Adopted	2006		
				Amount	Change/Percent		FTE		FTE/Amount		FTE/Amount		FTE/Amount	
by Type of Expenditure														
SALARIES	6,654,142	6,781,853	7,517,416	7,590,080	72,664	1.0%								
SERVICES	1,629,233	1,889,649	2,086,615	1,568,253	-518,362	-24.8%								
MATERIALS AND SUPPLIES	1,926,821	1,845,360	2,451,465	1,786,666	-664,799	-27.1%								
EMPLOYER FRINGE BENEFITS	2,226,476	2,220,342	2,439,054	2,472,022	32,968	1.4%								
MISC TRANSFER CONTINGENCY ETC	56,264	32,278	29,203	507,366	478,163	1637.4%								
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS			96,119		-96,119	-100.0%								
Spending Total	12,492,937	12,769,481	14,619,872	13,924,387	-695,485	-4.8%								
by Activity														
33400 LIBRARY SPECIAL REVENUE FUND			239,642		-239,642	-100.0%								
33450 LIBRARY ADMINISTRATION	1,102,441	1,237,081	1,226,774	1,169,898	-56,876	-4.6%	2.0	3.0	3.0	200,239	2.0	167,098	-1.0	-33,141
33451 LIBRARY SUPPORT SERVICES	2,876,618	2,861,235	2,879,213	2,917,522	38,309	1.3%	19.5	18.8	19.3	790,825	19.3	829,485		38,660
33452 PUBLIC SERVICES, LIBRARY	6,939,330	6,968,950	7,612,424	7,916,262	303,838	4.0%	132.3	137.0	144.7	5,598,372	141.3	5,818,289	-3.4	219,917
33454 LIBRARY MAINTENANCE SERVICES	1,574,548	1,702,216	1,814,645	1,920,705	106,060	5.8%	16.5	16.8	17.5	752,703	17.5	775,208		22,505
33460 METRO LIBRARY SERVICE AGENCY (MELSA)			273,250		-273,250	-100.0%								
33462 FRIENDS OF THE LIBRARY			414,356		-414,356	-100.0%	2.5	2.5	2.5	100,569			-2.5	-100,569
33463 COMMUNITY BASED SCIENCE			9,304		-9,304	-100.0%	0.2	0.2	0.2	7,121			-0.2	-7,121
33464 PERRIE JONES LIBRARY			116,528		-116,528	-100.0%	1.0	1.0	1.0	41,766			-1.0	-41,766
33466 ST CATH TEACHING-LEARNING LIBRARY			33,736		-33,736	-100.0%	1.0	1.0	0.6	25,821			-0.6	-25,821
Fund Total	12,492,937	12,769,481	14,619,872	13,924,387	-695,485	-4.8%	175.0	180.3	188.8	7,517,416	180.1	7,590,080	-8.7	72,664
Percent Change from Previous Year		2.2%	14.5%					3.0%	4.7%				-4.6%	1.0%

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 PUBLIC LIBRARY AGENCY GENERAL FUND
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDITS.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
1001	CURRENT - TAXPAYER								
	33450 LIBRARY ADMINISTRATION	5,087,825	5,501,203	7,848,439	8,252,894	8,448,603	195,709	600,164	7.6
Total	CURRENT - TAXPAYER	5,087,825	5,501,203	7,848,439	8,252,894	8,448,603	195,709	600,164	7.6
1002	FISCAL DISPARITIES								
	33450 LIBRARY ADMINISTRATION	1,477,367	1,973,121						
Total	FISCAL DISPARITIES	1,477,367	1,973,121						
1004	1ST YEAR DELINQUENT								
	33450 LIBRARY ADMINISTRATION	-67	35,827						
Total	1ST YEAR DELINQUENT	-67	35,827						
1035	EXCESS TAX INCREMENTS								
	33450 LIBRARY ADMINISTRATION		32,759						
Total	EXCESS TAX INCREMENTS	0	32,759						
1503	CONTAMINATION TAX								
	33450 LIBRARY ADMINISTRATION	261							
Total	CONTAMINATION TAX	261	0						
Total	TAXES	6,565,386	7,542,910	7,848,439	8,252,894	8,448,603	195,709	600,164	7.6

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 PUBLIC LIBRARY AGENCY GENERAL FUND
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDITS.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
3401	LOCAL GOVERNMENT AID								
	33450 LIBRARY ADMINISTRATION	5,278,833	4,966,880	4,966,891	5,001,645	5,001,645		34,754	.7
Total	LOCAL GOVERNMENT AID	5,278,833	4,966,880	4,966,891	5,001,645	5,001,645		34,754	.7
3446	MARKET VALUE HOMESTEAD CREDIT								
	33450 LIBRARY ADMINISTRATION	479,889	463,900	480,510	463,155	474,139	10,984	-6,371	-1.3
Total	MARKET VALUE HOMESTEAD CREDIT	479,889	463,900	480,510	463,155	474,139	10,984	-6,371	-1.3
3704	CITY SHARE OF RENT ST. HWY. DEPT								
	33450 LIBRARY ADMINISTRATION	271	598						
Total	CITY SHARE OF RENT ST. HWY. DEPT	271	598						
Total	INTERGOVERNMENTAL REVENUE	5,758,993	5,431,378	5,447,401	5,464,800	5,475,784	10,984	28,383	.5
6905	CONTRIB. & DONATIONS - OUTSIDE								
	33452 PUBLIC SERVICES, LIBRARY	210,000	25,000	0	0	0			
Total	CONTRIB. & DONATIONS - OUTSIDE	210,000	25,000	0	0	0			
6914	REFUNDS - JURY DUTY PAY								
	33452 PUBLIC SERVICES, LIBRARY	177	240						
Total	REFUNDS - JURY DUTY PAY	177	240						
6927	OTHER AGENCY SHARE OF COST								
	33450 LIBRARY ADMINISTRATION	13,194	16,295						
Total	OTHER AGENCY SHARE OF COST	13,194	16,295						
Total	MISCELLANEOUS REVENUE	223,371	41,535	0	0	0	0	0	.0

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 349 PUBLIC LIBRARY AGENCY GENERAL FUND
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

SOURCES OF REVENUE INCLUDE PROPERTY TAXES, LOCAL GOVERNMENT AID, MARKET VALUE CREDITS.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
9830	USE OF FUND BALANCE								
	33450 LIBRARY ADMINISTRATION			138,345				-138,345	-100.0
Total	USE OF FUND BALANCE			138,345				-138,345	-100.0
9890	UNDESIGNATED FUND BALANCE								
	33450 LIBRARY ADMINISTRATION			96,890	0	0		-96,890	-100.0
Total	UNDESIGNATED FUND BALANCE			96,890	0	0		-96,890	-100.0
Total	FUND BALANCES			235,235	0	0	0	-235,235	-100.0
Total	PUBLIC LIBRARY AGENCY GENERAL FUND	12,547,750	13,015,823	13,531,075	13,717,694	13,924,387	206,693	393,312	2.9

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33450 LIBRARY ADMINISTRATION**
 Manager: MELANIE HUGGINS

Department: **11 LIBRARIES**
 Fund: **349 PUBLIC LIBRARY AGENCY GENERAL FUND**

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES	150,510	181,461	200,239	167,098	-33,141	-16.6%
SERVICES	833,305	937,909	910,025	896,023	-14,002	-1.5%
MATERIALS AND SUPPLIES	67,277	60,857	54,129	54,129		
EMPLOYER FRINGE BENEFITS	50,923	56,140	61,381	51,648	-9,733	-15.9%
MISC TRANSFER CONTINGENCY ETC	426	715	1,000	1,000		
STREET SEWER BRIDGE ETC IMPROVEMENT						
DEBT						
EQUIPMENT LAND AND BUILDINGS						
Total Spending	1,102,441	1,237,081	1,226,774	1,169,898	-56,876	-4.6%
Percent Change From Previous Year		12.2%	-0.8%			

Authorized Work Force Expense/Occupation	2004	2005	2006 Adopted			2007 Council Adopted			Change from 2006	
	FTE	FTE	FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0111 039A PUBLIC INFO SPEC II		1.0								
0111 167A MANAGEMENT ASST III			1.0	49,182	1,230	0.0	0		-1.0	-50,412
0111 223B LIBRARY DIRECTOR	1.0	1.0	1.0	95,117	2,768	1.0	105,562	5,341		13,018
0111 686 ACCOUNTING TECH II	1.0	1.0	1.0	50,675	1,267	1.0	52,151	1,304		1,513
PROMOTION							2,673	67		2,740
Total Personnel	2.0	3.0	3.0	194,974	5,265	2.0	160,386	6,712	-1.0	-33,141
Percent Change From Previous Year		50.0%	0.0%						-33.3%	-16.6%

City of Saint Paul

2007 Activity Spending Plan Summary

Council Adopted Budget

Activity: **33451 LIBRARY SUPPORT SERVICES**
 Manager: SUE A ELLINGWOOD

Department: **11 LIBRARIES**
 Fund: **349 PUBLIC LIBRARY AGENCY GENERAL FUND**

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES	744,946	747,312	790,825	829,485	38,660	4.9%
SERVICES	527,334	582,191	613,299	227,704	-385,595	-62.9%
MATERIALS AND SUPPLIES	1,354,162	1,280,511	1,228,348	1,120,363	-107,985	-8.8%
EMPLOYER FRINGE BENEFITS	250,175	248,971	244,491	258,957	14,466	5.9%
DEBT						
EQUIPMENT LAND AND BUILDINGS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
MISC TRANSFER CONTINGENCY ETC		2,250	2,250	481,013	478,763	21278.4%
Total Spending	2,876,618	2,861,235	2,879,213	2,917,522	38,309	1.3%
Percent Change From Previous Year		-0.5%	0.6%			

Authorized Work Force Expense/Occupation			2006 Adopted			2007 Council Adopted			Change from 2006	
	2004 FTE	2005 FTE	FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0111 112 CLERK II	10.0	6.5								
0111 113 CLERK III	1.0	1.0								
0111 122 CLERK-TYPIST II	2.0	2.0	2.0	62,730	1,569	2.0	65,596	1,640		2,937
0111 123 CLERK-TYPIST III	1.0	1.0	1.0	40,288	1,007	1.0	41,848	1,046		1,599
0111 167A MANAGEMENT ASST III		0.5	0.8	45,213	1,130	1.0	58,362	1,459	0.2	13,478
0111 178A TECHNICAL SUPPORT SERV MGR	0.5	0.5	0.5	46,571	1,164	0.5	47,736	1,193		1,194
0111 249 LIBRARIAN I	1.0	1.0	1.0	49,077	1,227	1.0	50,304	1,258		1,258
0111 250 LIBRARIAN II	1.0	1.0	1.0	62,339	1,558	1.0	64,315	1,608		2,026
0121 279B LIBRARY CLERK I			1.3	31,830	796	1.3	30,626	766		-1,234
0111 280B LIBRARY CLERK II			7.2	225,250	5,631	7.0	226,755	5,668	-0.2	1,542
0111 281B LIBRARY CLERK III			1.0	39,409	985	1.0	40,946	1,024		1,576
0111 423A PAYROLL CLERK	1.0	1.0	1.0	43,419	1,085	1.0	44,504	1,113		1,113
0111 449A LIBRARIAN III-AFTER 7/7/88						1.0	74,119	1,853	1.0	75,972
0121 558A LIBRARY ASSOCIATE-PART TIME		1.3	0.5	16,346	409	0.0	0		-0.5	-16,755
0111 561A LIBRARY ASSOCIATE	1.0	1.0	1.0	43,399	1,085	1.5	64,143	1,603	0.5	21,262
0111 803A LIBRARY INFO RESOURCE COORD	1.0	1.0	1.0	72,263	1,807				-1.0	-74,070
0121 972A LIBRARY CLK (PART-TIME)		1.0								
ADJUSTMENT - WITHOUT FRINGE				-6,762						6,762
Total Personnel	19.5	18.8	19.3	771,372	19,453	19.3	809,254	20,231	0.0	38,660
Percent Change From Previous Year		-3.6%	2.7%						0.0%	4.9%

City of Saint Paul

2007 Activity Spending Plan Summary

Council Adopted Budget

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

Department: **11 LIBRARIES**
 Fund: **349 PUBLIC LIBRARY AGENCY GENERAL FUND**

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES	5,115,233	5,174,086	5,598,372	5,818,289	219,917	3.9%
SERVICES	57,370	109,020	146,766	132,690	-14,076	-9.6%
MATERIALS AND SUPPLIES	14,808	8,959	14,408	41,588	27,180	188.6%
DEBT						
EQUIPMENT LAND AND BUILDINGS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
EMPLOYER FRINGE BENEFITS	1,713,366	1,676,885	1,852,878	1,923,695	70,817	3.8%
MISC TRANSFER CONTINGENCY ETC	38,553					
Total Spending	6,939,330	6,968,950	7,612,424	7,916,262	303,838	4.0%
Percent Change From Previous Year		0.4%	9.2%			

Authorized Work Force Expense/Occupation		2004 FTE	2005 FTE	2006 Adopted			2007 Council Adopted			Change from 2006	
				FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0111	007A *LIBRARY SPECIALIST I	1.0	1.0	1.0	46,235	1,156	1.0	47,391	1,185		1,185
0121	007A *LIBRARY SPECIALIST I	0.8	0.8	0.8	38,178	954	0.8	39,467	987		1,322
0111	008A *LIBRARY SPECIALIST II	1.0	1.0	1.0	50,680	1,267				-1.0	-51,947
0111	112 CLERK II	21.0	19.0								
0121	112 CLERK II	2.8	2.8								
0111	113 CLERK III	2.0	2.3								
0111	178A TECHNICAL SUPPORT SERV MGR	0.5	0.5	0.5	46,571	1,164	0.5	47,736	1,193		1,194
0111	218B CENTRAL LIB PUB SRV COORD	1.0	1.0	1.0	88,017	2,200	1.0	90,218	2,255		2,256
0111	226B CIRCULATION COORDINATOR	1.0	1.0	1.0	53,755	1,344	1.0	57,188	1,430		3,519
0111	245B LIBRARY TRG & OD COORD/SUPV		1.0	1.0	62,923	1,573	1.0	64,496	1,612		1,612
0111	249 LIBRARIAN I	10.0	12.5	12.0	577,521	14,439	12.0	607,490	15,189		30,719
0111	250 LIBRARIAN II	16.5	15.5	15.0	925,926	23,142	15.0	954,919	23,875		29,726
0121	279B LIBRARY CLERK I			33.7	782,774	19,571	34.0	812,198	20,305	0.3	30,158
0111	280B LIBRARY CLERK II			20.0	605,370	15,136	19.0	595,871	14,897	-1.0	-9,738
0121	280B LIBRARY CLERK II			2.8	83,152	2,078	3.5	111,059	2,776	0.7	28,605
0111	281B LIBRARY CLERK III			3.0	110,570	2,765	2.0	70,336	1,759	-1.0	-41,240
0111	282B LIBRARY CLERK IV						1.0	46,784	1,170	1.0	47,954
0111	372A *LIBRARY SPECIALIST	6.0	5.0	4.0	173,222	4,332	4.0	179,019	4,476		5,941
0121	372A *LIBRARY SPECIALIST	3.4	3.4	2.3	95,397	2,385	2.3	97,784	2,445		2,447
0111	448A LIBRARIAN III-BEFORE 7/7/88	1.0	1.0	1.0	76,514	1,913	1.0	78,427	1,961		1,961
0111	449A LIBRARIAN III-AFTER 7/7/88	2.0	2.0	3.0	215,082	5,378	3.0	220,459	5,512		5,511
0121	558A LIBRARY ASSOCIATE-PART TIME	13.8	15.6	21.1	749,951	18,752	17.2	628,371	15,709	-3.9	-124,623
0111	561A LIBRARY ASSOCIATE	17.5	18.3	20.0	811,279	20,285	21.5	900,233	22,506	1.5	91,175
0121	581A LIBRARY VOLUNTEER COORD	0.5	0.5	0.5	23,828	596	0.5	24,424	611		611
0111	633A LIB TRNG&ORG DEV COORD	1.0									
0121	972A LIBRARY CLK (PART-TIME)	29.5	32.8								
	SHIFT DIFFERENTIAL				17,000	425		17,000	425		0
	ADJUSTMENT				-174,854	-4,371		-17,802	-445		160,978
	ADJUSTMENT - COUNCIL				772						-772

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33452 PUBLIC SERVICES, LIBRARY**
Manager:

Department: **11 LIBRARIES**
Fund: **349 PUBLIC LIBRARY AGENCY GENERAL FUND**

ADJUSTMENT - WITH FRINGE				2,025							-2,025
PROMOTION								3,305	83		3,388
Total Personnel	132.3	137.0	144.7	5,461,888	136,484	141.3	5,676,373	141,916	-3.4	219,917	
Percent Change From Previous Year		3.6%	5.6%						-2.3%	3.9%	

City of Saint Paul

2007 Activity Spending Plan Summary

Council Adopted Budget

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

Department: **11 LIBRARIES**
 Fund: **349 PUBLIC LIBRARY AGENCY GENERAL FUND**

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES	643,454	678,995	752,703	775,208	22,505	3.0%
SERVICES	211,223	260,529	240,928	311,836	70,908	29.4%
DEBT						
EQUIPMENT LAND AND BUILDINGS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
MATERIALS AND SUPPLIES	490,575	495,033	569,086	570,586	1,500	0.3%
EMPLOYER FRINGE BENEFITS	212,011	238,345	226,575	237,722	11,147	4.9%
MISC TRANSFER CONTINGENCY ETC	17,285	29,313	25,353	25,353		
Total Spending	1,574,548	1,702,216	1,814,645	1,920,705	106,060	5.8%
Percent Change From Previous Year		8.1%	6.6%			

Authorized Work Force Expense/Occupation	2004	2005	2006 Adopted			2007 Council Adopted			Change from 2006	
	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	1.0	37,649	941	1.0	38,590	965		965
0111 231 CUSTODIAN	1.0	4.8	5.0	181,168	4,529	5.0	189,272	4,732		8,307
0121 234 CUSTODIAN-LIGHT DUTY	2.5	2.5	2.5	62,660	1,568	2.5	63,829	1,595		1,196
0111 605 CUSTODIAN-ENGR II-LIBRARY	10.0	7.5	7.0	302,694	7,567	7.0	311,235	7,780		8,754
0111 625A LIBRARY FACILITIES MGR	1.0	1.0	1.0	88,017	2,200	1.0	90,218	2,255		2,256
0111 631 CUST ENG I LIBRARY			1.0	40,048	1,001	1.0	41,050	1,026		1,027
OVERTIME				22,108	553		22,108	553		0
Total Personnel	16.5	16.8	17.5	734,344	18,359	17.5	756,302	18,906	0.0	22,505
Percent Change From Previous Year		1.8%	4.2%						0.0%	3.0%

Fund 350, PLA Revenues & Grants

City of Saint Paul

2007 Budget Fund Spending Plan Summary

Council Adopted Budget

Fund: **350 PLA REVENUES AND GRANTS**Department: **11 LIBRARIES**

Fund Manager: MELANIE HUGGINS

Department Director: MELANIE HUGGINS

Fund Purpose:

TO ACCOUNT FOR THE FOLLOWING REVENUE SOURCES: (1) REVENUE FROM LIBRARY FINES AND FEES (2) FUNDS RECEIVED FROM THE METROPOLITAN LIBRARY SERVICE AGENCY (MELSA) WHICH ARE STATE AND FEDERAL FUNDS FOR SPECIAL PROJECTS, INCLUDING COLLECTION DEVELOPMENT. (3) FUNDS RECEIVED FROM THE FRIENDS OF THE SAINT PAUL PUBLIC LIBRARY IN SUPPORT OF THE LIBRARY SYSTEM. (4) FUNDS FROM THE PERRIE JONES LIBRARY FUND (VIA THE FRIENDS) FOR STAFF TRAINING AND DEVELOPMENT AND COMMUNITY OUTREACH OPPORTUNITIES. (5) FUNDS RECEIVED FROM OTHER GRANTORS FOR SUPPORT AND EXPANSION OF LIBRARY SERVICES.

	Spending Amount					Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2004	2005	2006	2007		2004	2005	2006	2007	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	2006 FTE/Amount
by Type of Expenditure										
SALARIES	196,821	132,216		266,785 266,785						
SERVICES	103,530	167,555		196,623 196,623						
MATERIALS AND SUPPLIES	626,103	837,746		648,494 648,494						
EMPLOYER FRINGE BENEFITS	44,627	22,580		83,287 83,287						
MISC TRANSFER CONTINGENCY ETC	410,863	847		900 900						
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS	12,270	71,679		166,119 166,119						
Spending Total	1,394,213	1,232,622	0	1,362,208 1,362,208 0.0%						
by Activity										
33400 LIBRARY SPECIAL REVENUE FUND	200,564	327,258		0						
33410 LIBRARY SPECIAL REVENUE				399,642 399,642						
33420 METRO LIBRARY SERVICE AGENCY (MELSA)	252,493			171,250 171,250						
33422 FRIENDS OF THE LIBRARY	164,532			468,223 468,223				2.5	103,083	2.5 103,083
33424 PERRIE JONES LIBRARY	-6,818			118,093 118,093				1.0	42,810	1.0 42,810
33429 COMMUNITY BASED SCIENCE	0									
33446 JOB - BUDGET				105,000 105,000				1.5	79,254	1.5 79,254
33448 ARLINGTON CHILDREN STEPPING				100,000 100,000				1.0	41,638	1.0 41,638
33460 METRO LIBRARY SERVICE AGENCY (MELSA)	182,086	216,015		0						
33462 FRIENDS OF THE LIBRARY	431,052	518,139		0						
33463 COMMUNITY BASED SCIENCE	3,264	7,749								
33464 PERRIE JONES LIBRARY	101,512	102,387		0						
33465 SMALL BUSINESS HOMEWORK CENTER	4,018									
33466 ST CATH TEACHING-LEARNING LIBRARY	61,510	61,074								
Fund Total	1,394,213	1,232,622	0	1,362,208 1,362,208 0.0%				6.0	266,785	6.0 266,785
Percent Change from Previous Year		-11.6%	-100.0%							

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 350 PLA REVENUES AND GRANTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

THE LIBRARY WILL CONTINUE TO GENERATE MONIES FROM FEES AND FINES. DONATIONS FROM THE FRIENDS OF THE LIBRARY AND PERRIE JONES LIBRARY FUND WILL BE ONGOING. MELSA REVENUE WILL REMAIN CONSISTENT WITH PRIOR YEARS. THE SAINT PAUL LIBRARY WILL CONTINUE TO WORK WITH THE FRIENDS TO SEEK OTHER GRANTS AND ADJUST THE BUDGET ACCORDINGLY.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
3099	OTHER FED DIRECT GRANTS-IN-AID								
33446	JOB - BUDGET					105,000	105,000	105,000	
33465	SMALL BUSINESS HOMEWORK CENTE	4,018		0	0	0			
33466	ST CATH TEACHING-LEARNING LIBRAI	61,510	61,074						
Total	OTHER FED DIRECT GRANTS-IN-AID	65,528	61,074	0	0	105,000	105,000	105,000	
3199	OTHER FED DIRECT GRANTS-STATE ADMIN								
33462	FRIENDS OF THE LIBRARY	29,363	20,394						
Total	OTHER FED DIRECT GRANTS-STATE ADMI	29,363	20,394						
3601	MELSA								
33420	METRO LIBRARY SERVICE AGENCY (ME				71,250	71,250		71,250	
33460	METRO LIBRARY SERVICE AGENCY (ME	131,575	239,716	140,470				-140,470	-100.0
Total	MELSA	131,575	239,716	140,470	71,250	71,250		-69,220	-49.3
3699	OTHER MISCELLANEOUS GRANTS								
33463	COMMUNITY BASED SCIENCE			9,384				-9,384	-100.0
Total	OTHER MISCELLANEOUS GRANTS			9,384				-9,384	-100.0
Total	INTERGOVERNMENTAL REVENUE	226,466	321,184	149,854	71,250	176,250	105,000	26,396	17.6

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 350 PLA REVENUES AND GRANTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

THE LIBRARY WILL CONTINUE TO GENERATE MONIES FROM FEES AND FINES. DONATIONS FROM THE FRIENDS OF THE LIBRARY AND PERRIE JONES LIBRARY FUND WILL BE ONGOING. MELSA REVENUE WILL REMAIN CONSISTENT WITH PRIOR YEARS. THE SAINT PAUL LIBRARY WILL CONTINUE TO WORK WITH THE FRIENDS TO SEEK OTHER GRANTS AND ADJUST THE BUDGET ACCORDINGLY.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
4064	LIBRARY FEES - FILM RENTAL								
	33400 LIBRARY SPECIAL REVENUE FUND	758	592	1,000				-1,000	-100.0
	33410 LIBRARY SPECIAL REVENUE				1,000	1,000		1,000	
Total	LIBRARY FEES - FILM RENTAL	758	592	1,000	1,000	1,000			
4065	LIBRARY FEES -LIB. CARD- NON RES.								
	33400 LIBRARY SPECIAL REVENUE FUND	131	120	200				-200	-100.0
	33410 LIBRARY SPECIAL REVENUE				200	200		200	
Total	LIBRARY FEES -LIB. CARD- NON RES.	131	120	200	200	200			
4066	LIBRARY FEES - LIBRARY CARD DEPOSIT								
	33400 LIBRARY SPECIAL REVENUE FUND			150				-150	-100.0
Total	LIBRARY FEES - LIBRARY CARD DEPOSIT			150				-150	-100.0
4067	LIBRARY FEES - MELSA SEARCH								
	33400 LIBRARY SPECIAL REVENUE FUND	634	1,465	500				-500	-100.0
	33410 LIBRARY SPECIAL REVENUE				1,500	1,500		1,500	
Total	LIBRARY FEES - MELSA SEARCH	634	1,465	500	1,500	1,500		1,000	200.0
4068	LIBRARY FEES - N.O.C.								
	33400 LIBRARY SPECIAL REVENUE FUND	4,591	1,100	4,000				-4,000	-100.0
	33410 LIBRARY SPECIAL REVENUE				4,000	4,000		4,000	
Total	LIBRARY FEES - N.O.C.	4,591	1,100	4,000	4,000	4,000			
4204	MAPS, PUBLICATIONS & REPORTS								
	33400 LIBRARY SPECIAL REVENUE FUND	25,644	27,010	22,000				-22,000	-100.0
	33410 LIBRARY SPECIAL REVENUE				27,000	27,000		27,000	
Total	MAPS, PUBLICATIONS & REPORTS	25,644	27,010	22,000	27,000	27,000		5,000	22.7
4306	DUPLICATING -XEROX-MULTILIT-ETC.								

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 350 PLA REVENUES AND GRANTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

THE LIBRARY WILL CONTINUE TO GENERATE MONIES FROM FEES AND FINES. DONATIONS FROM THE FRIENDS OF THE LIBRARY AND PERRIE JONES LIBRARY FUND WILL BE ONGOING. MELSA REVENUE WILL REMAIN CONSISTENT WITH PRIOR YEARS. THE SAINT PAUL LIBRARY WILL CONTINUE TO WORK WITH THE FRIENDS TO SEEK OTHER GRANTS AND ADJUST THE BUDGET ACCORDINGLY.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
33400	LIBRARY SPECIAL REVENUE FUND	23,483	29,777	20,000				-20,000	-100.0
33410	LIBRARY SPECIAL REVENUE				25,000	25,000		25,000	
Total	DUPLICATING -XEROX-MULTILIT-ETC.	23,483	29,777	20,000	25,000	25,000		5,000	25.0
Total	FEES, SALES AND SERVICES	55,241	60,064	47,850	58,700	58,700	0	10,850	22.7

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 350 PLA REVENUES AND GRANTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

THE LIBRARY WILL CONTINUE TO GENERATE MONIES FROM FEES AND FINES. DONATIONS FROM THE FRIENDS OF THE LIBRARY AND PERRIE JONES LIBRARY FUND WILL BE ONGOING. MELSA REVENUE WILL REMAIN CONSISTENT WITH PRIOR YEARS. THE SAINT PAUL LIBRARY WILL CONTINUE TO WORK WITH THE FRIENDS TO SEEK OTHER GRANTS AND ADJUST THE BUDGET ACCORDINGLY.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From	
							Mayor's Proposed	2006 Amount Percent
6403	LIBRARY OVERDUE FINES							
	33400 LIBRARY SPECIAL REVENUE FUND	248,677	259,702	150,642			-150,642	-100.0
	33410 LIBRARY SPECIAL REVENUE				223,642	223,642	223,642	
Total	LIBRARY OVERDUE FINES	248,677	259,702	150,642	223,642	223,642	73,000	48.5
6404	LIBRARY LOST AND DAMAGED FINES							
	33400 LIBRARY SPECIAL REVENUE FUND	29,884	34,698	25,000			-25,000	-100.0
	33410 LIBRARY SPECIAL REVENUE				55,000	55,000	55,000	
Total	LIBRARY LOST AND DAMAGED FINES	29,884	34,698	25,000	55,000	55,000	30,000	120.0
6801	RENTS							
	33400 LIBRARY SPECIAL REVENUE FUND	7,519	5,041	2,000			-2,000	-100.0
	33410 LIBRARY SPECIAL REVENUE				2,000	2,000	2,000	
Total	RENTS	7,519	5,041	2,000	2,000	2,000		
6831	COMMISSIONS - TELEPHONE							
	33400 LIBRARY SPECIAL REVENUE FUND			350			-350	-100.0
Total	COMMISSIONS - TELEPHONE			350			-350	-100.0
6832	COMMISSIONS - VENDING MACHINES							
	33400 LIBRARY SPECIAL REVENUE FUND	2,904	346	3,000			-3,000	-100.0
Total	COMMISSIONS - VENDING MACHINES	2,904	346	3,000			-3,000	-100.0
6901	CASH OVER OR SHORT							
	33400 LIBRARY SPECIAL REVENUE FUND	-3,047	-567	50			-50	-100.0
	33410 LIBRARY SPECIAL REVENUE				50	50	50	
Total	CASH OVER OR SHORT	-3,047	-567	50	50	50		
6905	CONTRIB. & DONATIONS - OUTSIDE							
	33400 LIBRARY SPECIAL REVENUE FUND	13,910	15,512	10,000			-10,000	-100.0

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 350 PLA REVENUES AND GRANTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

THE LIBRARY WILL CONTINUE TO GENERATE MONIES FROM FEES AND FINES. DONATIONS FROM THE FRIENDS OF THE LIBRARY AND PERRIE JONES LIBRARY FUND WILL BE ONGOING. MELSA REVENUE WILL REMAIN CONSISTENT WITH PRIOR YEARS. THE SAINT PAUL LIBRARY WILL CONTINUE TO WORK WITH THE FRIENDS TO SEEK OTHER GRANTS AND ADJUST THE BUDGET ACCORDINGLY.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
33410	LIBRARY SPECIAL REVENUE				7,500	7,500		7,500	
33422	FRIENDS OF THE LIBRARY				468,223	468,223		468,223	
33424	PERRIE JONES LIBRARY				118,093	118,093		118,093	
33448	ARLINGTON CHILDREN STEPPING					100,000	100,000	100,000	
33462	FRIENDS OF THE LIBRARY	325,146	506,359	415,493				-415,493	-100.0
33463	COMMUNITY BASED SCIENCE	950	7,053						
33464	PERRIE JONES LIBRARY	105,864	123,500	117,000				-117,000	-100.0
33466	ST CATH TEACHING-LEARNING LIBRA			34,028				-34,028	-100.0
Total	CONTRIB. & DONATIONS - OUTSIDE	445,870	652,424	576,521	593,816	693,816	100,000	117,295	20.3
6914	REFUNDS - JURY DUTY PAY								
33462	FRIENDS OF THE LIBRARY	23							
Total	REFUNDS - JURY DUTY PAY	23	0						
6915	REFUNDS - NOT OTHERWISE CLASSIFIED								
33400	LIBRARY SPECIAL REVENUE FUND		108						
33460	METRO LIBRARY SERVICE AGNCY (ME	776	28,478						
Total	REFUNDS - NOT OTHERWISE CLASSIFIED	776	28,586						
6917	REFUNDS - OVERPAYMENTS								
33400	LIBRARY SPECIAL REVENUE FUND		812	750				-750	-100.0
33410	LIBRARY SPECIAL REVENUE				750	750		750	
Total	REFUNDS - OVERPAYMENTS	0	812	750	750	750			
6999	OTHER MISCELLANEOUS REVENUE N.O.C.								
33400	LIBRARY SPECIAL REVENUE FUND	2,089	2,274						
Total	OTHER MISCELLANEOUS REVENUE N.O.C.	2,089	2,274						

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 350 PLA REVENUES AND GRANTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

THE LIBRARY WILL CONTINUE TO GENERATE MONIES FROM FEES AND FINES. DONATIONS FROM THE FRIENDS OF THE LIBRARY AND PERRIE JONES LIBRARY FUND WILL BE ONGOING. MELSA REVENUE WILL REMAIN CONSISTENT WITH PRIOR YEARS. THE SAINT PAUL LIBRARY WILL CONTINUE TO WORK WITH THE FRIENDS TO SEEK OTHER GRANTS AND ADJUST THE BUDGET ACCORDINGLY.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
Total	MISCELLANEOUS REVENUE	734,695	983,316	758,313	875,258	975,258	100,000	216,945	28.6
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	410,207	0						
Total	TRANSFERS	410,207	0				0	0	.0
9830	USE OF FUND BALANCE								
	33410 LIBRARY SPECIAL REVENUE				52,000	52,000		52,000	
	33420 METRO LIBRARY SERVICE AGENCY (ME				100,000	100,000		100,000	
Total	USE OF FUND BALANCE				152,000	152,000		152,000	
9890	UNDESIGNATED FUND BALANCE								
	33460 METRO LIBRARY SERVICE AGENCY (ME			132,780	0	0		-132,780	-100.0
Total	UNDESIGNATED FUND BALANCE			132,780	0	0		-132,780	-100.0
Total	FUND BALANCES			132,780	152,000	152,000	0	19,220	14.5
Total	PLA REVENUES AND GRANTS	1,426,609	1,364,564	1,088,797	1,157,208	1,362,208	205,000	273,411	25.1

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33410 LIBRARY SPECIAL REVENUE**
 Manager: MELANIE HUGGINS

Department: **11 LIBRARIES**
 Fund: **350 PLA REVENUES AND GRANTS**

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SERVICES				2,000	2,000	
SALARIES						
MATERIALS AND SUPPLIES				230,623	230,623	
EMPLOYER FRINGE BENEFITS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
DEBT						
MISC TRANSFER CONTINGENCY ETC				900	900	
EQUIPMENT LAND AND BUILDINGS				166,119	166,119	
Total Spending	0	0	0	399,642	399,642	0.0%
Percent Change From Previous Year		0.0%	0.0%			

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33420 METRO LIBRARY SERVICE AGENCY (MELSA)**
 Manager: MELANIE HUGGINS

Department: **11**
 Fund: **350**

LIBRARIES
PLA REVENUES AND GRANTS

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SERVICES				41,197	41,197	
EMPLOYER FRINGE BENEFITS						
DEBT						
MISC TRANSFER CONTINGENCY ETC	252,493					
SALARIES						
EQUIPMENT LAND AND BUILDINGS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
MATERIALS AND SUPPLIES				130,053	130,053	
Total Spending	252,493	0	0	171,250	171,250	0.0%
Percent Change From Previous Year		-100.0%	0.0%			

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33422 FRIENDS OF THE LIBRARY**
 Manager: MELANIE HUGGINS

Department: **11 LIBRARIES**
 Fund: **350 PLA REVENUES AND GRANTS**

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES				103,083	103,083	
EQUIPMENT LAND AND BUILDINGS						
DEBT						
STREET SEWER BRIDGE ETC IMPROVEMENT						
MISC TRANSFER CONTINGENCY ETC	164,532					
SERVICES				72,959	72,959	
MATERIALS AND SUPPLIES				260,000	260,000	
EMPLOYER FRINGE BENEFITS				32,181	32,181	
Total Spending	164,532	0	0	468,223	468,223	0.0%
Percent Change From Previous Year		-100.0%	0.0%			

Authorized Work Force Expense/Occupation			2006 Adopted			2007 Council Adopted			Change from 2006	
			FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0111	249	LIBRARIAN I				1.0	50,304	1,258	1.0	51,562
0121	558A	LIBRARY ASSOCIATE-PART TIME				1.5	50,264	1,257	1.5	51,521
Total Personnel				0	0	2.5	100,568	2,515	2.5	103,083

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33424 PERRIE JONES LIBRARY**
 Manager: DEBORAH J WILLMS

Department: **11**
 Fund: **350** **LIBRARIES**
PLA REVENUES AND GRANTS

Activity Spending Plan by Type of Expenditure		2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES					42,810	42,810	
SERVICES					59,100	59,100	
MATERIALS AND SUPPLIES					2,818	2,818	
EQUIPMENT LAND AND BUILDINGS							
DEBT							
MISC TRANSFER CONTINGENCY ETC		-6,818					
STREET SEWER BRIDGE ETC IMPROVEMENT							
EMPLOYER FRINGE BENEFITS					13,365	13,365	
Total Spending		-6,818	0	0	118,093	118,093	0.0%
Percent Change From Previous Year			-100.0%	0.0%			

Authorized Work Force Expense/Occupation		2004 FTE	2005 FTE	2006 Adopted		2007 Council Adopted		Change from 2006	
				FTE	Amount	FTE	Amount	FTE	Amount+NI
0121	007A *LIBRARY SPECIALIST I					1.0	41,766	1,044	42,810
Total Personnel				0	0	1.0	41,766	1,044	42,810

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33446 JOB - BUDGET**
 Manager:

Department: **11**
 Fund: **350**

LIBRARIES
PLA REVENUES AND GRANTS

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES				79,254	79,254	
STREET SEWER BRIDGE ETC IMPROVEMENT						
MATERIALS AND SUPPLIES						
EQUIPMENT LAND AND BUILDINGS						
SERVICES				1,004	1,004	
MISC TRANSFER CONTINGENCY ETC						
DEBT						
EMPLOYER FRINGE BENEFITS				24,742	24,742	
Total Spending	0	0	0	105,000	105,000	0.0%
Percent Change From Previous Year		0.0%	0.0%			

Authorized Work Force Expense/Occupation			2004	2005	2006 Adopted			2007 Council Adopted			Change from 2006	
			FTE	FTE	FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0121	250	LIBRARIAN II						0.5	32,158	804	0.5	32,962
0121	558A	LIBRARY ASSOCIATE-PART TIME						1.0	45,163	1,129	1.0	46,292
Total Personnel						0	0	1.5	77,321	1,933	1.5	79,254

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **33448 ARLINGTON CHILDREN STEPPING**
 Manager:

Department: **11 LIBRARIES**
 Fund: **350 PLA REVENUES AND GRANTS**

Activity Spending Plan by Type of Expenditure		2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES					41,638	41,638	
SERVICES					20,363	20,363	
MATERIALS AND SUPPLIES					25,000	25,000	
EMPLOYER FRINGE BENEFITS					12,999	12,999	
MISC TRANSFER CONTINGENCY ETC							
EQUIPMENT LAND AND BUILDINGS							
DEBT							
STREET SEWER BRIDGE ETC IMPROVEMENT							
Total Spending		0	0	0	100,000	100,000	0.0%
Percent Change From Previous Year			0.0%	0.0%			

Authorized Work Force Expense/Occupation		2004 FTE	2005 FTE	2006 Adopted		2007 Council Adopted		Change from 2006	
				FTE	Amount	FTE	Amount	FTE	Amount+NI
0111 633A LIB TRNG&ORG DEV COORD						1.0	40,622	1,016	41,638
Total Personnel				0	0	1.0	40,622	1,016	41,638

Fund 363, Rella Havens

City of Saint Paul

2007 Budget Fund Spending Plan Summary

Council Adopted Budget

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

Fund Manager: MELANIE HUGGINS

Department Director: MELANIE HUGGINS

Fund Purpose:

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)							
	2004	2005	2006	2007			2004	2005	2006	2007		Change from		
	2nd Prior	Last Year	Adopted	Council	Change/Percent		Authorized	Adopted	Council	FTE/Amount	Change from			
	Exp. & Enc.	Exp. & Enc.		Amount			FTE	FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount			
by Type of Expenditure														
SALARIES	18,535	11,393	21,091	23,862	2,771	13.1%								
SERVICES	16	16	16	16										
MATERIALS AND SUPPLIES														
EMPLOYER FRINGE BENEFITS	6,348	3,792	6,465	7,449	984	15.2%								
MISC TRANSFER CONTINGENCY ETC														
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMENT														
EQUIPMENT LAND AND BUILDINGS														
Spending Total	24,899	15,201	27,572	31,327	3,755	13.6%								
by Activity														
53403 RELLA HAVENS MEMORIAL FUND	24,899	15,201	27,572	31,327	3,755	13.6%	0.5	0.5	0.5	21,091	0.5	23,862	2,771	
Fund Total	24,899	15,201	27,572	31,327	3,755	13.6%	0.5	0.5	0.5	21,091	0.5	23,862	0.0	2,771
Percent Change from Previous Year		-39.0%	81.4%				0.0%	0.0%				0.0%	13.1%	

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 363 RELLA HAVENS MEMORIAL FUND

DEPARTMENT: LIBRARIES

Fund Manager: MELANIE HUGGINS

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

REVENUE IS FROM ANTICIPATED INTEREST EARNINGS.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
6602	INTEREST ON INVESTMENTS								
	53403 RELLA HAVENS MEMORIAL FUND	12,917	14,344	27,811	20,000	20,000		-7,811	-28.1
Total	INTEREST ON INVESTMENTS	12,917	14,344	27,811	20,000	20,000		-7,811	-28.1
6611	INC(DEC) FMV OF INVESTMENT								
	53403 RELLA HAVENS MEMORIAL FUND	-4,153	-5,716						
Total	INC(DEC) FMV OF INVESTMENT	-4,153	-5,716						
Total	MISCELLANEOUS REVENUE	8,764	8,628	27,811	20,000	20,000	0	-7,811	-28.1
9830	USE OF FUND BALANCE								
	53403 RELLA HAVENS MEMORIAL FUND				11,327	11,327		11,327	
Total	USE OF FUND BALANCE				11,327	11,327		11,327	
9831	CONTRIBUTION TO FUND BALANCE								
	53403 RELLA HAVENS MEMORIAL FUND			-239	0	0		239	-100.0
Total	CONTRIBUTION TO FUND BALANCE			-239	0	0		239	-100.0
Total	FUND BALANCES			-239	11,327	11,327	0	11,566	-999.9
Total	RELLA HAVENS MEMORIAL FUND	8,764	8,628	27,572	31,327	31,327	0	3,755	13.6

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **53403 RELLA HAVENS MEMORIAL FUND**
 Manager: MELANIE HUGGINS

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

Activity Spending Plan by Type of Expenditure		2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
SALARIES		18,535	11,393	21,091	23,862	2,771	13.1%
SERVICES		16	16	16	16		
EMPLOYER FRINGE BENEFITS		6,348	3,792	6,465	7,449	984	15.2%
DEBT							
EQUIPMENT LAND AND BUILDINGS							
MATERIALS AND SUPPLIES							
MISC TRANSFER CONTINGENCY ETC							
STREET SEWER BRIDGE ETC IMPROVEMENT							
Total Spending		24,899	15,201	27,572	31,327	3,755	13.6%
Percent Change From Previous Year			-39.0%	81.4%			

Authorized Work Force Expense/Occupation		2004 FTE	2005 FTE	2006 Adopted			2007 Council Adopted			Change from 2006	
				FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0121	038A PUBLIC INFO SPEC I	0.5	0.5	0.5	20,577	514	0.5	23,280	582		2,771
Total Personnel		0.5	0.5	0.5	20,577	514	0.5	23,280	582	0.0	2,771
Percent Change From Previous Year			0.0%	0.0%						0.0%	13.1%

Fund 966, Debt Service

City of Saint Paul
2007 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: MELANIE HUGGINS

Department Director: MELANIE HUGGINS

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)			
	2004	2005	2006	2007			2004	2005	2006	2007
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized		Adopted	Council Adopted
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE		FTE/Amount	FTE/Amount
by Type of Expenditure										
SALARIES										
SERVICES										
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC	2,316,788	2,302,140	2,050,163	2,004,874	-45,289	-2.2%				
DEBT	182,056	528,550	992,825	1,188,825	196,000	19.7%				
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	2,498,844	2,830,690	3,042,988	3,193,699	150,711	5.0%				
by Activity										
83400 LIBRARY PRIOR YEAR DEBT SERVICE	2,316,788	2,302,140	2,050,163	2,004,874	-45,289	-2.2%				
83401 LIBRARY DEBT SERVICE-SUBSEQUENT YR			464,275	462,275	-2,000	-0.4%				
83402 LIBRARY DEBT SERV-2004 BONDS	182,056	528,550	528,550	726,550	198,000	37.5%				
Fund Total	2,498,844	2,830,690	3,042,988	3,193,699	150,711	5.0%				0.0
Percent Change from Previous Year		13.3%	7.5%							0

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 966 LIBRARY AGENCY DEBT SERVICE

DEPARTMENT: LIBRARIES

Fund Manager: MELANIE HUGGINS

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

PROPERTY TAX FINANCING WILL SUPPORT LIBRARY DEBT SERVICE REQUIREMENTS.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
1001	CURRENT - TAXPAYER								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE	1,879,424	1,933,230	1,963,782	2,586,281	2,586,281		622,499	31.7
Total	CURRENT - TAXPAYER	1,879,424	1,933,230	1,963,782	2,586,281	2,586,281		622,499	31.7
1002	FISCAL DISPARITIES								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE	540,592							
Total	FISCAL DISPARITIES	540,592	0						
1503	CONTAMINATION TAX								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE	96							
Total	CONTAMINATION TAX	96	0						
Total	TAXES	2,420,112	1,933,230	1,963,782	2,586,281	2,586,281	0	622,499	31.7
3446	MARKET VALUE HOMESTEAD CREDIT								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE	168,183	150,782	120,230	145,143	145,143		24,913	20.7
Total	MARKET VALUE HOMESTEAD CREDIT	168,183	150,782	120,230	145,143	145,143		24,913	20.7
Total	INTERGOVERNMENTAL REVENUE	168,183	150,782	120,230	145,143	145,143	0	24,913	20.7

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 966 LIBRARY AGENCY DEBT SERVICE
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

Assumptions for Major Revenue Sources and Explanation for Significant Financing Changes:
PROPERTY TAX FINANCING WILL SUPPORT LIBRARY DEBT SERVICE REQUIREMENTS.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
6602	INTEREST ON INVESTMENTS								
83400	LIBRARY PRIOR YEAR DEBT SERVICE	33,981	51,635	30,000	20,000	20,000		-10,000	-33.3
83402	LIBRARY DEBT SERV-2004 BONDS	-1,519	-1,111						
Total	INTEREST ON INVESTMENTS	32,462	50,524	30,000	20,000	20,000		-10,000	-33.3
6611	INC(DEC) FMV OF INVESTMENT								
83400	LIBRARY PRIOR YEAR DEBT SERVICE	-15,855	-18,529						
83402	LIBRARY DEBT SERV-2004 BONDS	746	-219						
Total	INC(DEC) FMV OF INVESTMENT	-15,109	-18,748						
Total	MISCELLANEOUS REVENUE	17,353	31,776	30,000	20,000	20,000	0	-10,000	-33.3
7306	TRANSFER FROM CAP PROJ FUND-OTHER								
83400	LIBRARY PRIOR YEAR DEBT SERVICE	966,095	105,000	0	0	0			
83402	LIBRARY DEBT SERV-2004 BONDS	636,809							
Total	TRANSFER FROM CAP PROJ FUND-OTHER	1,602,904	105,000	0	0	0			
Total	TRANSFERS	1,602,904	105,000	0	0	0	0	0	.0
9830	USE OF FUND BALANCE								
83400	LIBRARY PRIOR YEAR DEBT SERVICE			494,701	0	0		-494,701	-100.0
83401	LIBRARY DEBT SERVICE-SUBSEQUEN			464,275	462,275	462,275		-2,000	-.4
Total	USE OF FUND BALANCE			958,976	462,275	462,275		-496,701	-51.8
9831	CONTRIBUTION TO FUND BALANCE								
83400	LIBRARY PRIOR YEAR DEBT SERVICE			-30,000	-20,000	-20,000		10,000	-33.3
Total	CONTRIBUTION TO FUND BALANCE			-30,000	-20,000	-20,000		10,000	-33.3
Total	FUND BALANCES			928,976	442,275	442,275	0	-486,701	-52.4

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 966 LIBRARY AGENCY DEBT SERVICE

DEPARTMENT: LIBRARIES

Fund Manager: MELANIE HUGGINS

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

PROPERTY TAX FINANCING WILL SUPPORT LIBRARY DEBT SERVICE REQUIREMENTS.

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
Total	LIBRARY AGENCY DEBT SERVICE	4,208,552	2,220,788	3,042,988	3,193,699	3,193,699	0	150,711	5.0

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **83400 LIBRARY PRIOR YEAR DEBT SERVICE**
 Manager: MELANIE HUGGINS

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

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
MISC TRANSFER CONTINGENCY ETC DEBT MATERIALS AND SUPPLIES STREET SEWER BRIDGE ETC IMPROVEMENT SERVICES EMPLOYER FRINGE BENEFITS EQUIPMENT LAND AND BUILDINGS SALARIES	2,316,788	2,302,140	2,050,163	2,004,874	-45,289	-2.2%
Total Spending	<u>2,316,788</u>	<u>2,302,140</u>	<u>2,050,163</u>	<u>2,004,874</u>	<u>-45,289</u>	<u>-2.2%</u>
Percent Change From Previous Year		<u>-0.6%</u>	<u>-10.9%</u>			

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **83401 LIBRARY DEBT SERVICE-SUBSEQUENT YR**
Manager: MELANIE HUGGINS

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

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
DEBT			464,275	462,275	-2,000	-0.4%
EQUIPMENT LAND AND BUILDINGS						
SALARIES						
EMPLOYER FRINGE BENEFITS						
MISC TRANSFER CONTINGENCY ETC						
SERVICES						
MATERIALS AND SUPPLIES						
STREET SEWER BRIDGE ETC IMPROVEMENT						
Total Spending	0	0	464,275	462,275	-2,000	-0.4%
Percent Change From Previous Year		0.0%	0.0%			

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **83402 LIBRARY DEBT SERV-2004 BONDS**
 Manager: MELANIE HUGGINS

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

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
DEBT	182,056	528,550	528,550	726,550	198,000	37.5%
EQUIPMENT LAND AND BUILDINGS						
EMPLOYER FRINGE BENEFITS						
MISC TRANSFER CONTINGENCY ETC						
STREET SEWER BRIDGE ETC IMPROVEMENT						
SALARIES						
SERVICES						
MATERIALS AND SUPPLIES						
Total Spending	182,056	528,550	528,550	726,550	198,000	37.5%
Percent Change From Previous Year		190.3%	0.0%			

Fund 934, Library Capital Projects

City of Saint Paul
2007 Budget Fund Spending Plan Summary
Council Adopted Budget

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

Fund Manager: MELANIE HUGGINS
 Department Director: MELANIE HUGGINS

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)			
	2004	2005	2006	2007			2004	2005	2006	2007
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized		Adopted	Council Adopted
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE		FTE/Amount	FTE/Amount
by Type of Expenditure										
SALARIES										
SERVICES										
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC	3,593,844	105,000								
DEBT	96,074									
STREET SEWER BRIDGE ETC IMPROVEMENT										
EQUIPMENT LAND AND BUILDINGS	644,828	3,979,928	201,607	487,527	285,920	141.8%				
Spending Total	4,334,746	4,084,928	201,607	487,527	285,920	141.8%				
by Activity										
90504 LEXINGTON LIBRARY CONSTRUCTION	644,828	3,979,928	201,607	167,700	-33,907	-16.8%				
90505 DAYTON'S BLUFF CONSTRUCTION	700,000									
CONTR										
90506 CENTRAL LIBRARY RENOVATION 2004	2,092,035									
90507 LIBRARY CAPITAL PROJECTS	897,882	105,000		319,827	319,827					
Fund Total	4,334,746	4,084,928	201,607	487,527	285,920	141.8%				
Percent Change from Previous Year		-5.8%	-95.1%							

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 934 LIBRARY AGENCY CAPITAL PROJECTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
3401	LOCAL GOVERNMENT AID								
	90507 LIBRARY CAPITAL PROJECTS					319,827	319,827	319,827	
Total	LOCAL GOVERNMENT AID					319,827	319,827	319,827	
Total	INTERGOVERNMENTAL REVENUE					319,827	319,827	319,827	.0
4299	SALES N.O.C.								
	90504 LEXINGTON LIBRARY CONSTRUCTION	17,700				17,700	17,700	17,700	
Total	SALES N.O.C.	17,700	0			17,700	17,700	17,700	
Total	FEES, SALES AND SERVICES	17,700	0			17,700	17,700	17,700	.0

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 934 LIBRARY AGENCY CAPITAL PROJECTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
6201	BOND SALE								
	90504 LEXINGTON LIBRARY CONSTRUCTION	9,328,000							
	90505 DAYTON'S BLUFF CONSTRUCTION CO	700,000							
	90507 LIBRARY CAPITAL PROJECTS	159,965							
Total	BOND SALE	10,187,965	0						
6206	PROCEEDS FR ADV REFNDING BONDS								
	90506 CENTRAL LIBRARY RENOVATION 2004	2,092,035							
Total	PROCEEDS FR ADV REFNDING BONDS	2,092,035	0						
6212									
	90507 LIBRARY CAPITAL PROJECTS	566,484							
Total		566,484	0						
6601	ACCRUED INTEREST ON BOND SOLD								
	90507 LIBRARY CAPITAL PROJECTS			68,309				-68,309	-100.0
Total	ACCRUED INTEREST ON BOND SOLD			68,309				-68,309	-100.0
6602	INTEREST ON INVESTMENTS								
	90507 LIBRARY CAPITAL PROJECTS	300,964	311,112						
Total	INTEREST ON INVESTMENTS	300,964	311,112						
6611	INC(DEC) FMV OF INVESTMENT								
	90507 LIBRARY CAPITAL PROJECTS	-89,338	-102,671						
Total	INC(DEC) FMV OF INVESTMENT	-89,338	-102,671						
6905	CONTRIB. & DONATIONS - OUTSIDE								
	90504 LEXINGTON LIBRARY CONSTRUCTION					150,000	150,000	150,000	
Total	CONTRIB. & DONATIONS - OUTSIDE					150,000	150,000	150,000	
Total									

City of Saint Paul
2007 Financing Plan by Object Code and Activity
Council Adopted Budget

Fund: 934 LIBRARY AGENCY CAPITAL PROJECTS
Fund Manager: MELANIE HUGGINS

DEPARTMENT: LIBRARIES

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

Object Code	Financing Detail	2004 2nd Prior Receipts	2005 Last Year Revenues	2006 Adopted	2007 Mayor's Proposed	2007 Council Adopted	2007 Council Adopted Budget Change From		
							Mayor's Proposed	2006	
								Amount	Percent
	MISCELLANEOUS REVENUE	13,058,110	208,441	68,309		150,000	150,000	81,691	119.6
9890	UNDESIGNATED FUND BALANCE								
	90507 LIBRARY CAPITAL PROJECTS			133,298				-133,298	-100.0
Total	UNDESIGNATED FUND BALANCE			133,298				-133,298	-100.0
Total	FUND BALANCES			133,298			0	-133,298	-100.0
Total	LIBRARY AGENCY CAPITAL PROJECTS	13,075,810	208,441	201,607		487,527	487,527	285,920	141.8

City of Saint Paul
2007 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	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
EQUIPMENT LAND AND BUILDINGS	644,828	3,979,928	201,607	167,700	-33,907	-16.8%
EMPLOYER FRINGE BENEFITS						
DEBT						
SERVICES						
MISC TRANSFER CONTINGENCY ETC						
MATERIALS AND SUPPLIES						
SALARIES						
STREET SEWER BRIDGE ETC IMPROVEMENT						
Total Spending	644,828	3,979,928	201,607	167,700	-33,907	-16.8%
Percent Change From Previous Year		517.2%	-94.9%			

City of Saint Paul
2007 Activity Spending Plan Summary
Council Adopted Budget

Activity: **90507 LIBRARY CAPITAL PROJECTS**
 Manager: GINA LAFORCE

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

Activity Spending Plan by Type of Expenditure	2004 2nd Prior Exp. & Enc.	2005 Last Year Exp. & Enc.	2006 Adopted	2007 Council Adopted	Changes from Amount	2006 Percent
EQUIPMENT LAND AND BUILDINGS				319,827	319,827	
EMPLOYER FRINGE BENEFITS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
DEBT	96,074					
MISC TRANSFER CONTINGENCY ETC	801,809	105,000				
SERVICES						
SALARIES						
MATERIALS AND SUPPLIES						
Total Spending	897,882	105,000	0	319,827	319,827	0.0%
Percent Change From Previous Year		-88.3%	-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.