



The Most Livable  
City in America



SAINT PAUL  
PUBLIC  
LIBRARY

**Saint Paul, Minnesota**

# 2010 Council Adopted BUDGET

**Saint Paul Public Library**

**Kit Hadley, Library Director**



Saint Paul Public Library has thirteen library buildings and one Bookmobile serving the communities in Saint Paul.

## Artwork Credits

- Central Library building  
*Charles Farrow, photographer*

*Bottom, left to right:*

- Adult computer class  
*iStock image*
- Children at interactive storyboard  
*Library patrons, photo credit Charles Farrow*
- Teens studying  
*iStock image*
- Adult book club  
*iStock image*

Cover layout by Therese Scherbel, Saint Paul Public Library.

Saint Paul Library Agency  
2010 Adopted Budget

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Kit Hadley, Director  
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## **Saint Paul Public Library Agency**

### **Board of Commissioners**

	Term of Office	
	From	To
<b><u>Commissioners</u></b>		
Daniel Bostrom	January 1, 2008	December 31, 2011
Melvin Carter III	January 1, 2008	December 31, 2011
Patrick Harris	January 1, 2008	December 31, 2011
Lee Helgen	January 1, 2008	December 31, 2011
Kathy Lantry	January 1, 2008	December 31, 2011
Russ Stark	January 1, 2008	December 31, 2011
Dave Thune	January 1, 2008	December 31, 2011

### **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 2009 is finalized during this time. This includes preparing, printing and distributing books reflecting the 2009 adopted budget. The accounting section of the Office of Financial Services prepares the annual financial report for the previous year (2008). During this time, the “base budget” for the upcoming year (2010) is identified.

### April - June

The Library Director presents a needs and resource assessment to the Library Board with priorities, no later than April 1<sup>st</sup>. 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 2010 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.

**Property Tax Levy and State Aid: City, Library Agency and Port Authority Combined  
2009 Adopted vs. 2010 Adopted**

	<b>Property Tax Levy*</b>				<b>Pct of City</b>	<b>Pct of City</b>
	<u>2009 Adopted</u>	<u>2010 Adopted</u>	<u>Amount Change</u>	<u>Pct. Change</u>	<u>09 Total</u>	<u>10 Total</u>
City of Saint Paul						
General Fund	60,196,831	65,811,437	5,614,606	9.3%	69.1%	71.1%
General Debt Service	10,865,320	9,761,438	-1,103,882	-10.2%	12.5%	10.6%
Saint Paul Public Library Agency	16,080,113	16,924,646	844,533	5.3%	18.5%	18.3%
<b>Total (City and Library combined)</b>	<b>87,142,264</b>	<b>92,497,521</b>	<b>5,355,257</b>	<b>6.1%</b>	<b>100.0%</b>	<b>100.0%</b>
Port Authority	2,112,000	2,111,700	-300	0.0%		
<b>Overall Levy (City, Library &amp; Port)</b>	<b>89,254,264</b>	<b>94,609,221</b>	<b>5,354,957</b>	<b>6.0%</b>		

\* 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>2009 Adopted *</u>	<u>2010 Adopted</u>	<u>Amount Change</u>	<u>Pct. Change</u>	<u>Pct. of 09 Total</u>	<u>Pct. of 10 Total</u>
City of Saint Paul						
General Fund	60,615,357	52,471,674	-8,143,683	-13.4%	96.8%	100.0%
General Debt Service	0	0	0	N.A.	0.0%	0.0%
Saint Paul Public Library Agency	1,984,661	0	-1,984,661	-100.0%	3.2%	0.0%
<b>Total (City and Library combined)</b>	<b>62,600,018</b>	<b>52,471,674</b>	<b>-10,128,344</b>	<b>-16.2%</b>	<b>100.0%</b>	<b>100.0%</b>

\* Saint Paul's 2009 LGA payment was reduced by \$5,030,573 through unalloment. Revised 2009 LGA financing for Saint Paul is \$57,751,071.

**Total Combined City and Library Agency Budgets: 2009 Adopted and 2010 Adopted**

	2009 <u>Adopted</u>	2010 <u>Adopted</u>	Change <u>Amount</u>	<u>Percent</u>
City operations	453,740,010	469,647,863	15,907,853	3.5%
Library operations	<u>18,456,176</u>	<u>17,410,736</u>	<u>-1,045,440</u>	-5.7%
<b>Total operations</b>	<b>472,196,186</b>	<b>487,058,599</b>	<b>14,862,413</b>	3.1%
City debt service	59,277,147	60,318,045	1,040,898	1.8%
Library debt service	<u>1,173,825</u>	<u>1,165,075</u>	<u>-8,750</u>	-0.7%
<b>Total debt service</b>	<b>60,450,972</b>	<b>61,483,120</b>	<b>1,032,148</b>	1.7%
Capital improvements	87,023,000	112,680,000	25,657,000	29.5%
Library capital improvements	<u>35,461</u>	<u>15,000</u>	<u>-20,461</u>	-57.7%
<b>Total capital improvements</b>	<b>87,058,461</b>	<b>112,695,000</b>	<b>25,636,539</b>	29.4%
<b>Total combined budgets:</b>	<b><u>619,705,619</u></b>	<b><u>661,236,719</u></b>	<b><u>41,531,100</u></b>	<b>6.7%</b>

**Workforce Summary, City and Library Agency Combined**

	2009 <u>Adopted</u>	2010 <u>Adopted</u>	Change <u>Amount</u>	<u>Percent</u>
City FTEs (All Funds)	2,851.6	2,760.9	-90.7	-3.2%
Library FTEs (All Funds)	<u>187.9</u>	<u>168.8</u>	<u>-19.1</u>	-10.2%
<b>Total Combined FTEs</b>	<b>3,039.5</b>	<b>2,929.7</b>	<b>-109.8</b>	<b>-3.6%</b>



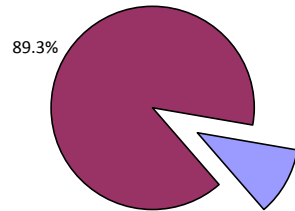
## 2010 Adopted Budget Saint Paul Public Library Agency

### Department Description:

Saint Paul's Public Library has long been recognized as one of the community's most cherished assets. The library exists 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 system is the third largest in the state of Minnesota with a Central Library, 12 branches and a bookmobile, and a collection of over 1.05 million items. In 2008, there were 2.8 million visits to the Saint Paul Public Library by library users.

### **Public Library Property Tax Supported Spending (including debt service)**



### Department Facts

- Total General Fund Budget: \$16,076,740
- Total Special and Debt Fund Budgets: \$2,514,071
- Total FTEs: 168.8
- Items in Saint Paul's Collection: 1,052,784 • Hours open weekly system-wide: 691.5
- In 2009, 414,236 info requests were answered • Homework Center Visits: 19,145
- 110,468 cardholders checked out items in 2009 • 2009 Online Visits: 2,788,697
- 19,000 Summer Reading Participants • 1,430 adult programs with 19,980 attendants
- 330 public access computers with 960,00 users • Total Wireless Connections: 42,000
- Hosted 2,879 children/teen programs attended by 89,476

### Department Goals

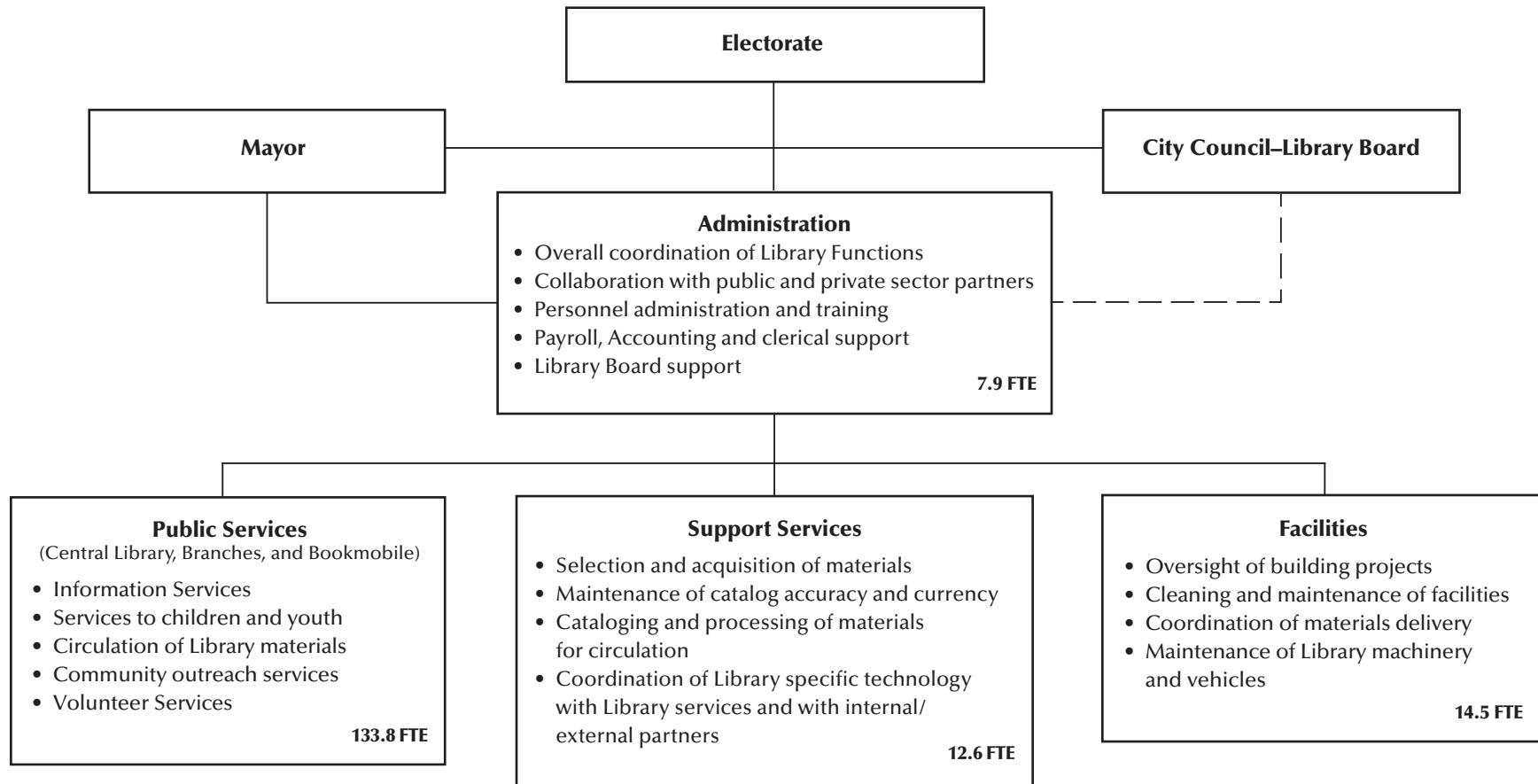
- Every child in Saint Paul enters school ready to learn.
- All Saint Paul youth are ready to succeed in college and work.
- All residents of Saint Paul are able to provide for themselves and their families and improve their standards of living.
- Saint Paul fosters a climate of inclusion that encourages active participation for everyone.

### Recent Accomplishments

- The Hot Spot Community Learning Center -a career resource and homework center- opened at the Arlington Hills Library in January 2009. The center puts patrons in contact with the resources they need to successfully search for employment opportunities, provides students with homework assistance, hosts English Conversations Circle meetings and the Tot Spot for children.
- The annual Summer Reading Program had 6,630 registered patrons with 12,444 attendees to the programs offered from June through August 2009. The program encourages young children to read and provides the added incentive of earning free books through participation.
- With the increase in residents using library services, the Saint Paul Public Library experienced a 25% increase in the number of active library card holders in 2009.
- The library was able to provide entertainment and educational opportunities for the community throughout the year. Through events like summer outdoor movies, Winter Carnival events, and informative job, career and small business resources programs, Public Libraries gave community members the opportunity to learn and play in Saint Paul.

# 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 168.8 FTE)**

# All Operating Funds Summary

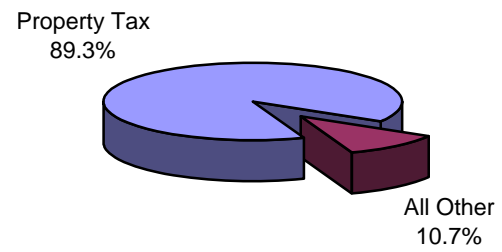
# Libraries

Department/Office Director: **KATHERINE G HADLEY**

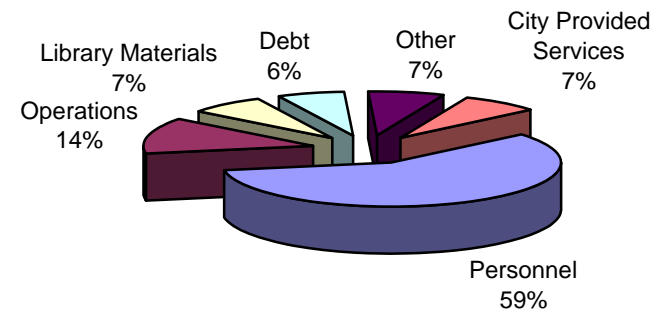
	2007 2nd Prior Exp. & Enc.	2008 Last Year Exp. & Enc.	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	Change from Mayor's Proposed	2009 Adopted
<b><u>Spending By Unit</u></b>							
349 PUBLIC LIBRARY AGENCY GENERAL FUND	13,865,631	14,510,596	17,211,325	16,076,740	16,076,740		-1,134,585
350 PLA REVENUES AND GRANTS	1,061,290	941,700	1,224,835	1,120,180	1,313,980	193,800	89,145
363 RELLA HAVENS MEMORIAL FUND	16	19,947	20,016	20,016	20,016		
934 LIBRARY AGENCY CAPITAL PROJECTS	312,555	1,003,214	35,461	0	15,000	15,000	-20,461
966 LIBRARY AGENCY DEBT SERVICE	2,731,424	2,662,961	1,173,825	1,165,075	1,165,075		-8,750
Total Spending by Unit	<b>17,970,916</b>	<b>19,138,418</b>	<b>19,665,462</b>	<b>18,382,011</b>	<b>18,590,811</b>	<b>208,800</b>	<b>-1,074,651</b>
<b><u>Spending By Major Object</u></b>							
SALARIES	7,461,800	7,723,904	8,221,594	7,766,333	8,064,880	298,547	-156,714
SERVICES	1,875,064	2,162,479	2,119,075	1,941,731	1,941,731		-177,344
MATERIALS AND SUPPLIES	2,611,669	2,563,188	2,591,781	2,315,229	2,434,029	118,800	-157,752
EMPLOYER FRINGE BENEFITS	2,458,656	2,670,323	2,678,354	2,683,630	2,783,103	99,473	104,749
MISC TRANSFER CONTINGENCY ETC	2,501,771	2,458,792	2,650,572	2,215,213	1,892,193	-323,020	-758,379
DEBT	726,550	722,050	1,173,825	1,165,075	1,165,075		-8,750
STREET SEWER BRIDGE ETC IMPROVEMENT		640,600	0	0	0		
EQUIPMENT LAND AND BUILDINGS	335,406	197,082	230,261	294,800	309,800	15,000	79,539
Total Spending by Object	<b>17,970,916</b>	<b>19,138,418</b>	<b>19,665,462</b>	<b>18,382,011</b>	<b>18,590,811</b>	<b>208,800</b>	<b>-1,074,651</b>
Percent Change from Previous Year		<b>6.5%</b>	<b>2.8%</b>	<b>-6.5%</b>	<b>1.1%</b>	<b>1.1%</b>	<b>-5.5%</b>
<b><u>Financing By Major Object</u></b>							
GENERAL FUND							
SPECIAL FUND							
TAXES	11,232,810	14,143,954	15,211,236	15,935,385	15,935,385		724,149
LICENSES AND PERMITS							
INTERGOVERNMENTAL REVENUE	6,028,335	3,076,498	2,648,494	787,458	873,258	85,800	-1,775,236
FEES, SALES AND SERVICES	58,913	63,761	58,700	67,900	67,900		9,200
ENTERPRISE AND UTILITY REVENUES							
MISCELLANEOUS REVENUE	1,069,848	1,024,051	1,110,007	1,087,243	1,177,243	90,000	67,236
TRANSFERS		640,600					
FUND BALANCES			637,025	504,025	537,025	33,000	-100,000
Total Financing by Object	<b>18,389,906</b>	<b>18,948,864</b>	<b>19,665,462</b>	<b>18,382,011</b>	<b>18,590,811</b>	<b>208,800</b>	<b>-1,074,651</b>
Percent Change from Previous Year		<b>3.0%</b>	<b>3.8%</b>	<b>-6.5%</b>	<b>1.1%</b>	<b>1.1%</b>	<b>-5.5%</b>

## Summary - Spending and Financing

**2010 Revenue By Source**



**2010 Spending By Type**



Fund 349, Library Agency



# City of Saint Paul

## 2010 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **349 PUBLIC LIBRARY AGENCY GENERAL FUND**Fund Manager: **KATHERINE G HADLEY**Department: **11 LIBRARIES**Department Director: **KATHERINE G HADLEY**

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)						
	2007	2008	2009	2010			2007	2008	2009	2010	Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted			Authorized FTE	FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2009		
				Amount	Change/Percent						FTE/Amount	FTE/Amount	FTE/Amount
<b>by Type of Expenditure</b>													
SALARIES	7,383,249	7,640,976	8,106,812	7,964,088	-142,724	-1.8%							
SERVICES	1,683,817	1,763,265	1,772,327	1,724,184	-48,143	-2.7%							
MATERIALS AND SUPPLIES	1,849,382	1,885,339	1,997,589	1,704,855	-292,734	-14.7%							
EMPLOYER FRINGE BENEFITS	2,452,991	2,661,273	2,642,125	2,749,520	107,395	4.1%							
MISC TRANSFER CONTINGENCY ETC	496,191	516,943	2,649,672	1,891,293	-758,379	-28.6%							
DEBT													
STREET SEWER BRIDGE ETC IMPROVEMEN													
EQUIPMENT LAND AND BUILDINGS		42,800	42,800	42,800									
Spending Total	<b>13,865,631</b>	<b>14,510,596</b>	<b>17,211,325</b>	<b>16,076,740</b>	<b>-1,134,585</b>	<b>-6.6%</b>							
<b>by Activity</b>													
33450LIBRARY ADMINISTRATION	1,230,705	1,276,232	3,272,204	2,697,797	-574,407	-17.6%	2.0	2.0	2.0	176,222	2.0	192,703	16,481
33451LIBRARY SUPPORT SERVICES	2,894,696	3,022,492	3,236,382	2,721,010	-515,372	-15.9%	19.3	18.8	19.6	889,550	15.9	787,227	-3.7
33452PUBLIC SERVICES, LIBRARY	7,754,335	8,097,286	8,656,734	8,596,341	-60,393	-0.7%	141.3	144.1	147.3	6,248,296	134.4	6,216,386	-12.9
33454LIBRARY MAINTENANCE SERVICES	1,985,895	2,114,586	2,046,005	2,061,592	15,587	0.8%	17.5	16.5	16.5	792,744	14.5	767,772	-2.0
Fund Total	<b>13,865,631</b>	<b>14,510,596</b>	<b>17,211,325</b>	<b>16,076,740</b>	<b>-1,134,585</b>	<b>-6.6%</b>	<b>180.1</b>	<b>181.4</b>	<b>185.4</b>	<b>8,106,812</b>	<b>166.8</b>	<b>7,964,088</b>	<b>-18.6</b>
Percent Change from Previous Year		<b>4.7%</b>	<b>18.6%</b>				<b>0.7%</b>	<b>2.2%</b>			<b>-10.0%</b>	<b>-1.8%</b>	

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 349 PUBLIC LIBRARY AGENCY GENERAL FUND  
Fund Manager: KATHERINE G HADLEY

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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009	
								Amount	Percent
1001	CURRENT - TAXPAYER								
	33450 LIBRARY ADMINISTRATION	6,634,581	9,251,002	14,519,606	15,271,714	15,271,714		752,108	5.2
Total	CURRENT - TAXPAYER	6,634,581	9,251,002	14,519,606	15,271,714	15,271,714		752,108	5.2
1002	FISCAL DISPARITIES								
	33450 LIBRARY ADMINISTRATION	1,881,602	2,268,010						
Total	FISCAL DISPARITIES	1,881,602	2,268,010						
1004	1ST YEAR DELINQUENT								
	33450 LIBRARY ADMINISTRATION	145,438	144,795						
Total	1ST YEAR DELINQUENT	145,438	144,795						
1005	2ND YEAR DELINQUENT								
	33450 LIBRARY ADMINISTRATION	-14,902	8,949						
Total	2ND YEAR DELINQUENT	-14,902	8,949						
1006	3RD YEAR DELINQUENT								
	33450 LIBRARY ADMINISTRATION	-190	7,030						
Total	3RD YEAR DELINQUENT	-190	7,030						
1007	4TH YEAR AND PRIOR DELINQUENT								
	33450 LIBRARY ADMINISTRATION		3,581						
Total	4TH YEAR AND PRIOR DELINQUENT	0	3,581						
Total	TAXES	8,646,529	11,683,367	14,519,606	15,271,714	15,271,714	0	752,108	5.2

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 349 PUBLIC LIBRARY AGENCY GENERAL FUND  
Fund Manager: KATHERINE G HADLEY

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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009	
								Amount	Percent
3401	LOCAL GOVERNMENT AID								
	33450 LIBRARY ADMINISTRATION	5,001,664	2,267,200	1,984,661	0	0		-1,984,661	-100.0
Total	LOCAL GOVERNMENT AID	5,001,664	2,267,200	1,984,661	0	0		-1,984,661	-100.0
3446	MARKET VALUE HOMESTEAD CREDIT								
	33450 LIBRARY ADMINISTRATION	353,014	445,748	528,411	630,026	630,026		101,615	19.2
Total	MARKET VALUE HOMESTEAD CREDIT	353,014	445,748	528,411	630,026	630,026		101,615	19.2
3704	CITY SHARE OF RENT ST. HWY. DEPT								
	33450 LIBRARY ADMINISTRATION	612	744						
Total	CITY SHARE OF RENT ST. HWY. DEPT	612	744						
Total	INTERGOVERNMENTAL REVENUE	5,355,290	2,713,692	2,513,072	630,026	630,026	0	-1,883,046	-74.9

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 349 PUBLIC LIBRARY AGENCY GENERAL FUND  
Fund Manager: KATHERINE G HADLEY

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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009 Amount	Percent
6905	CONTRIB. & DONATIONS - OUTSIDE								
	33450 LIBRARY ADMINISTRATION			178,647	175,000	175,000		-3,647	-2.0
	33454 LIBRARY MAINTENANCE SERVICES	5,000							
Total	CONTRIB. & DONATIONS - OUTSIDE	5,000	0	178,647	175,000	175,000		-3,647	-2.0
6914	REFUNDS - JURY DUTY PAY								
	33451 LIBRARY SUPPORT SERVICES	80							
	33452 PUBLIC SERVICES, LIBRARY	90							
Total	REFUNDS - JURY DUTY PAY	170	0						
6917	REFUNDS - OVERPAYMENTS								
	33451 LIBRARY SUPPORT SERVICES	105							
	33452 PUBLIC SERVICES, LIBRARY	1,081							
Total	REFUNDS - OVERPAYMENTS	1,186	0						
6927	OTHER AGENCY SHARE OF COST								
	33450 LIBRARY ADMINISTRATION	13,513							
Total	OTHER AGENCY SHARE OF COST	13,513	0						
Total	MISCELLANEOUS REVENUE	19,869	0	178,647	175,000	175,000	0	-3,647	-2.0
Total	PUBLIC LIBRARY AGENCY GENERAL FUND	14,021,688	14,397,059	17,211,325	16,076,740	16,076,740	0	-1,134,585	-6.6

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

Activity: **33450 LIBRARY ADMINISTRATION**  
 Manager: **KATHERINE G HADLEY**

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

Activity Spending Plan by Type of Expenditure	2007 2nd Prior Exp. & Enc.	2008 Last Year Exp. & Enc.	2009 Adopted	2010 Council Adopted	Changes from Amount	2009 Percent
DEBT						
EQUIPMENT LAND AND BUILDINGS						
MATERIALS AND SUPPLIES	77,875	71,226	70,099	70,099		
STREET SEWER BRIDGE ETC IMPROVEMENT						
MISC TRANSFER CONTINGENCY ETC	2,374	1,575	1,902,191	1,364,637	-537,554	-28.3%
SALARIES	168,457	168,078	176,222	192,703	16,481	9.4%
EMPLOYER FRINGE BENEFITS	55,041	58,403	55,086	64,203	9,117	16.6%
SERVICES	926,957	976,950	1,068,606	1,006,155	-62,451	-5.8%
Total Spending	1,230,705	1,276,232	3,272,204	2,697,797	-574,407	-17.6%
Percent Change From Previous Year		3.7%	156.4%			

Authorized Work Force Expense/Occupation	2007	2008	2009 Adopted			2010 Council Adopted			Change from 2009	
	FTE	FTE	FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0111 223B LIBRARY DIRECTOR	1.0	1.0	1.0	110,000	6,347	1.0	113,575	7,507		4,735
0111 686 ACCOUNTING TECH II	1.0	1.0	1.0	53,936	3,112	1.0	55,689	3,681		2,322
FT NON SWORN PERSONNEL - ADJUSTMENT							9,213	609		9,822
(OFS USE ONLY) ADJUSTMENT W/O FRINGES							10			10
FT NON SWORN PERSONNEL - ADJUSTMENT							2,269	150		2,419
(DO NOT USE) PROMOTION				2,673	154					-2,827
Total Personnel	2.0	2.0	2.0	166,609	9,613	2.0	180,756	11,947	0.0	16,481
Percent Change From Previous Year		0.0%	0.0%						0.0%	9.4%

# City of Saint Paul

## 2010 Activity Spending Plan Summary

### Council Adopted Budget

Activity: **33451 LIBRARY SUPPORT SERVICES**  
 Manager: **DEBORAH J WILLMS**

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

Activity Spending Plan by Type of Expenditure	2007 2nd Prior Exp. & Enc.	2008 Last Year Exp. & Enc.	2009 Adopted	2010 Council Adopted	Changes from Amount	2009 Percent
EMPLOYER FRINGE BENEFITS	265,880	287,608	280,771	262,297	-18,474	-6.6%
MISC TRANSFER CONTINGENCY ETC	467,925	486,552	543,487	493,635	-49,852	-9.2%
SALARIES	819,327	828,759	889,550	787,227	-102,323	-11.5%
EQUIPMENT LAND AND BUILDINGS		42,800	42,800	42,800		
SERVICES	207,806	226,506	216,411	198,681	-17,730	-8.2%
MATERIALS AND SUPPLIES	1,133,757	1,150,268	1,263,363	936,370	-326,993	-25.9%
STREET SEWER BRIDGE ETC IMPROVEMENT DEBT						
Total Spending	2,894,696	3,022,492	3,236,382	2,721,010	-515,372	-15.9%
Percent Change From Previous Year		4.4%	7.1%			

Authorized Work Force Expense/Occupation	2007		2009 Adopted			2010 Council Adopted			Change from 2009	
	FTE	FTE	FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0121 038A PUBLIC INFO SPEC I			0.9	42,951	2,478	0.9	46,527	3,075		4,173
0111 122 CLERK-TYPIST II	2.0	2.0								
0111 123 CLERK-TYPIST III	1.0	1.0								
0111 167A MANAGEMENT ASST III	1.0									
0111 178A TECHNICAL SUPPORT SERV MGR	0.5	0.5	0.5	48,929	2,823	0.5	39,605	2,618		-9,529
0111 249 LIBRARIAN I	1.0	1.0	1.0	52,590	3,034	1.0	54,858	3,626		2,860
0111 250 LIBRARIAN II	1.0									
0111 279B LIBRARY CLERK I		1.0								
0121 279B LIBRARY CLERK I	1.3	1.3								
0111 280B LIBRARY CLERK II	7.0	6.0								
0111 281B LIBRARY CLERK III	1.0	1.0								
0111 306B MKTG & PUBLIC RELATIONS MGR		1.0	1.0	64,242	3,707	1.0	63,361	4,188		-400
0111 317B OFFICE ASSISTANT II						2.0	69,654	4,604	2.0	74,258
0111 349B PAYROLL SPECIALIST			1.0	48,852	2,819	1.0	50,440	3,334		2,103
0121 360B LIBRARY AIDE			0.2	4,071	235				-0.2	-4,306
0111 361B LIBRARY CUST SRV ASST I			1.0	28,977	1,672	1.0	29,919	1,978		1,248
0121 361B LIBRARY CUST SRV ASST I			1.0	26,359	1,521				-1.0	-27,880
0111 362B LIBRARY CUST SRV ASST II			8.0	285,379	16,466	4.0	152,720	10,096	-4.0	-139,029
0111 363B LIBRARY CUST SRV ASST III			2.0	86,139	4,970	2.0	89,302	5,902		4,095
0111 423A PAYROLL CLERK	1.0	1.0								
0111 449A LIBRARIAN III-AFTER 7/7/88	1.0	1.0	1.0	75,972	4,384	1.0	78,441	5,185		3,270
0121 558A LIBRARY ASSOCIATE-PART TIME	0.0					0.5	20,004	1,322	0.5	21,326
0111 561A LIBRARY ASSOCIATE	1.5	2.0	2.0	76,562	4,418	1.0	43,587	2,881	-1.0	-34,512
Total Personnel	19.3	18.8	19.6	841,023	48,527	15.9	738,418	48,809	-3.7	-102,323
Percent Change From Previous Year		-2.6%	4.3%						-18.9%	-11.5%



# City of Saint Paul

## 2010 Activity Spending Plan Summary

### Council Adopted Budget

Activity: **33452 PUBLIC SERVICES, LIBRARY**  
 Manager: **DEBORAH J WILLMS**

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

Activity Spending Plan by Type of Expenditure	2007 2nd Prior Exp. & Enc.	2008 Last Year Exp. & Enc.	2009 Adopted	2010 Council Adopted	Changes from Amount	2009 Percent
MISC TRANSFER CONTINGENCY ETC			171,946		-171,946	-100.0%
EMPLOYER FRINGE BENEFITS	1,889,012	2,043,637	2,059,757	2,171,182	111,425	5.4%
DEBT						
SERVICES	140,004	121,176	135,147	167,185	32,038	23.7%
MATERIALS AND SUPPLIES	44,733	33,224	41,588	41,588		
SALARIES	5,680,586	5,899,249	6,248,296	6,216,386	-31,910	-0.5%
EQUIPMENT LAND AND BUILDINGS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
Total Spending	7,754,335	8,097,286	8,656,734	8,596,341	-60,393	-0.7%
Percent Change From Previous Year		4.4%	6.9%			

Authorized Work Force Expense/Occupation	2007	2008	2009 Adopted			2010 Council Adopted			Change from 2009	
	FTE	FTE	FTE	Amount	NI	FTE	Amount	NI	FTE	Amount+NI
0111 007A *LIBRARY SPECIALIST I	1.0	1.0	1.0	48,575	2,803	1.0	51,738	3,420		3,780
0121 007A *LIBRARY SPECIALIST I	0.8	0.8	0.8	40,453	2,334	0.8	41,768	2,761		1,742
0111 178A TECHNICAL SUPPORT SERV MGR	0.5	0.5	0.5	48,929	2,823	0.5	39,605	2,618		-9,529
0111 218B CENTRAL LIB PUB SRV COORD	1.0									
0111 226B CIRCULATION COORDINATOR	1.0	1.0	1.0	60,931	3,516	1.0	62,911	4,158		2,622
0111 245B LIBRARY TRG & OD COORD/SUPV	1.0									
0111 249 LIBRARIAN I	12.0	12.0	12.0	616,043	35,546	10.0	541,332	35,783	-2.0	-74,474
0121 249 LIBRARIAN I		0.8								
0111 250 LIBRARIAN II	15.0	16.0	16.0	1,030,554	59,466	15.0	1,011,878	66,883	-1.0	-11,259
0121 279B LIBRARY CLERK I	34.0	34.6								
0111 280B LIBRARY CLERK II	19.0	19.0								
0121 280B LIBRARY CLERK II	3.5	2.3								
0111 281B LIBRARY CLERK III	2.0	2.0								
0111 282B LIBRARY CLERK IV	1.0	1.0								
0121 360B LIBRARY AIDE			9.2	187,247	10,803				-9.2	-198,050
0121 361B LIBRARY CUST SRV ASST I			29.0	759,142	43,805	33.9	936,962	61,928	4.9	195,943
0111 362B LIBRARY CUST SRV ASST II			18.0	614,219	35,440	16.0	579,403	38,299	-2.0	-31,957
0121 362B LIBRARY CUST SRV ASST II			1.1	37,139	2,142	0.4	12,343	816	-0.7	-26,122
0111 363B LIBRARY CUST SRV ASST III			2.0	76,270	4,401	2.0	83,961	5,550		8,840
0111 364B LIBRARY CUST SRV ASST IV			1.0	48,105	2,776	1.0	49,668	3,283		2,070
0111 368B ORGANIZATIONAL DEVELOPMENT MGR						1.0	80,702	5,334	1.0	86,036
0111 372A *LIBRARY SPECIALIST	4.0	4.0	4.0	185,901	10,727	2.8	134,446	8,887	-1.2	-53,295
0121 372A *LIBRARY SPECIALIST	2.3	2.0	3.0	134,789	7,777	1.9	89,081	5,889	-1.1	-47,596
0111 448A LIBRARIAN III-BEFORE 7/7/88	1.0	1.0	1.0	80,388	4,638	1.0	83,001	5,486		3,461
0111 449A LIBRARIAN III-AFTER 7/7/88	3.0	4.0	4.0	301,943	17,423	3.0	235,323	15,555	-1.0	-68,488
0111 558A LIBRARY ASSOCIATE-PART TIME			1.0	39,873	2,301				-1.0	-42,174
0121 558A LIBRARY ASSOCIATE-PART TIME	17.2	21.6	23.5	903,793	52,148	23.8	932,411	61,632	0.3	38,102
0111 561A LIBRARY ASSOCIATE	21.5	20.0	17.9	772,704	44,585	18.0	797,746	52,728	0.1	33,185
0121 561A LIBRARY ASSOCIATE			0.8	36,091	2,082	0.8	37,264	2,463		1,554

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

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

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

Authorized Work Force		2007	2008	2009	Adopted		2010	Council Adopted	Change from	2009
Expense/Occupation		FTE	FTE	FTE	Amount	NI	FTE	Amount	NI	FTE Amount+NI
0121	581A LIBRARY VOLUNTEER COORD	0.5	0.5	0.5	26,837	1,548	0.5	27,709	1,832	1,156
	FT NON SWORN PERSONNEL - ADJUSTMENT							-7,386	-488	-7,874
	(DO NOT USE) SHIFT DIFFERENTIAL				17,000	981				-17,981
	(DO NOT USE) ADJUSTMENT - FULLY LOADED FRINGE				-38,000					38,000
	FT NON SWORN PERSONNEL - ADJUSTMENT							9,101	602	9,703
	(DO NOT USE) ADJUSTMENT - FULLY LOADED FRINGE				-130,695					130,695
Total Personnel		141.3	144.1	147.3	5,898,231	350,065	134.4	5,830,967	385,419	-12.9 -31,910
Percent Change From Previous Year			2.0%	2.2%					-8.8%	-0.5%

**City of Saint Paul**  
**2010 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	2007 2nd Prior Exp. & Enc.	2008 Last Year Exp. & Enc.	2009 Adopted	2010 Council Adopted	Changes from Amount	2009 Percent
EMPLOYER FRINGE BENEFITS	243,058	271,625	246,511	251,838	5,327	2.2%
STREET SEWER BRIDGE ETC IMPROVEMENT						
SALARIES	714,878	744,890	792,744	767,772	-24,972	-3.2%
MISC TRANSFER CONTINGENCY ETC	25,892	28,816	32,048	33,021	973	3.0%
SERVICES	409,050	438,634	352,163	352,163		
MATERIALS AND SUPPLIES	593,017	630,621	622,539	656,798	34,259	5.5%
EQUIPMENT LAND AND BUILDINGS						
DEBT						
Total Spending	1,985,895	2,114,586	2,046,005	2,061,592	15,587	0.8%
Percent Change From Previous Year		6.5%	-3.2%			

Authorized Work Force Expense/Occupation		2007 FTE	2008 FTE	2009 Adopted		2010 FTE	Council Adopted		Change from		2009
				FTE	Amount	NI	Amount	NI	FTE	Amount+NI	
0111	056A CUST ENGR III - LIBRARY						1.0	50,321	3,326	1.0	53,647
0111	132 CUSTODIAN-ENGR II			1.0	45,748	2,640			-1.0	-48,388	
0111	133 CUSTODIAN-ENGR III			1.0	49,047	2,830			-1.0	-51,877	
0111	228B SECURITY/SAFETY OFR - LIB	1.0									
0111	231 CUSTODIAN	5.0	5.0	1.0	39,630	2,287			-1.0	-41,917	
0121	234 CUSTODIAN-LIGHT DUTY	2.5	2.5								
0121	341B CUSTODIAN I			2.5	66,519	3,838	0.5	14,814	979	-2.0	-54,564
0111	342B CUSTODIAN II			2.0	78,016	4,502	3.0	122,593	8,103	1.0	48,178
0111	605 CUSTODIAN-ENGR II-LIBRARY	7.0	7.0	5.0	227,801	13,146	6.0	282,444	18,669	1.0	60,166
0111	625A LIBRARY FACILITIES MGR	1.0	1.0	1.0	92,473	5,336	1.0	95,479	6,311		3,981
0111	631 CUST ENG I LIBRARY	1.0	1.0	3.0	131,796	7,605	3.0	136,053	8,994		5,646
	OVERTIME - NON SWORN PERSONNEL				18,465	1,065		18,465	1,221		156
Total Personnel		17.5	16.5	16.5	749,495	43,249	14.5	720,169	47,603	-2.0	-24,972
Percent Change From Previous Year			-5.7%	0.0%					-12.1%		-3.2%

## Fund 350, PLA Revenues and Grants

# City of Saint Paul

## 2010 Budget Fund Spending Plan Summary

### Council Adopted Budget

Fund: **350 PLA REVENUES AND GRANTS**Department: **11 LIBRARIES**Fund Manager: **KATHERINE G HADLEY**Department Director: **KATHERINE G HADLEY**

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)							
	2007	2008	2009	2010			2007	2008	2009	2010		Change from		
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council	Adopted		Authorized	Adopted	Council	Adopted	FTE	FTE/Amount	FTE/Amount	2009
				Amount	Change/Percent									
<b>by Type of Expenditure</b>														
SALARIES	78,551	82,928	114,782	100,792	-13,990	-12.2%								
SERVICES	191,231	188,800	326,732	197,531	-129,201	-39.5%								
MATERIALS AND SUPPLIES	712,210	616,893	594,192	729,174	134,982	22.7%								
EMPLOYER FRINGE BENEFITS	5,665	9,050	36,229	33,583	-2,646	-7.3%								
MISC TRANSFER CONTINGENCY ETC	706	938	900	900										
DEBT														
STREET SEWER BRIDGE ETC IMPROVEMEN														
EQUIPMENT LAND AND BUILDINGS	72,927	43,092	152,000	252,000	100,000	65.8%								
Spending Total	1,061,290	941,700	1,224,835	1,313,980	89,145	7.3%								
<b>by Activity</b>														
33410LIBRARY SPECIAL REVENUE	345,134	371,850	499,642	499,642										
33420METRO LIBRARY SERVICE AGNCY (MELSA)	167,866	121,512	171,250	130,053	-41,197	-24.1%								
33422FRIENDS OF THE LIBRARY	353,962	280,915	404,941	455,485	50,544	12.5%	2.5	1.5	1.5	63,260	1.8	91,368	0.3	28,108
33424PERRIE JONES LIBRARY	113,217	77,949	110,000	143,000	33,000	30.0%	1.0	1.0	0.5	22,640	0.2	9,424	-0.3	-13,216
33426WORKFORCE DEVELOPMENT		35,000	0	0										
33445BILL AND MELINDA GATES GRANT				85,800	85,800									
33446TEACHING LEARNING LIBRARY	62,256	54,474	39,002	0	-39,002	-100.0%	1.5	1.0	0.5	28,882			-0.5	-28,882
33460METRO LIBRARY SERVICE AGNCY (MELSA)	17,645		0	0										
33462FRIENDS OF THE LIBRARY	710		0	0										
33464PERRIE JONES LIBRARY	500	0	0	0										
Fund Total	1,061,290	941,700	1,224,835	1,313,980	89,145	7.3%	5.0	3.5	2.5	114,782	2.0	100,792	-0.5	-13,990
Percent Change from Previous Year		-11.3%	30.1%				-30.0%	-28.6%				-20.0%	-12.2%	

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 350 PLA REVENUES AND GRANTS

DEPARTMENT: LIBRARIES

Fund Manager: KATHERINE G HADLEY

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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009	
								Amount	Percent
3099	OTHER FED DIRECT GRANTS-IN-AID								
	33424 PERRIE JONES LIBRARY	3,183							
	33446 TEACHING LEARNING LIBRARY	62,256	54,474	39,002	0	0		-39,002	-100.0
Total	OTHER FED DIRECT GRANTS-IN-AID	65,439	54,474	39,002	0	0		-39,002	-100.0
3199	OTHER FED DIRECT GRANTS-STATE ADMIN								
	33422 FRIENDS OF THE LIBRARY	2,745							
	33426 WORKFORCE DEVELOPMENT		35,000	0	0	0			
Total	OTHER FED DIRECT GRANTS-STATE ADMIN	2,745	35,000	0	0	0			
3490	OTHER STATE AIDS								
	33410 LIBRARY SPECIAL REVENUE	13,322							
	33445 BILL AND MELINDA GATES GRANT					85,800	85,800	85,800	
Total	OTHER STATE AIDS	13,322	0			85,800	85,800	85,800	
3601	MELSA								
	33420 METRO LIBRARY SERVICE AGENCY (ME	126,563	172,145	71,250	130,053	130,053		58,803	82.5
Total	MELSA	126,563	172,145	71,250	130,053	130,053		58,803	82.5
Total	INTERGOVERNMENTAL REVENUE	208,069	261,619	110,252	130,053	215,853	85,800	105,601	95.8



**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 350 PLA REVENUES AND GRANTS

DEPARTMENT: LIBRARIES

Fund Manager: KATHERINE G HADLEY

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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009	
								Amount	Percent
4064	LIBRARY FEES - FILM RENTAL								
	33410 LIBRARY SPECIAL REVENUE	390	277	1,000	500	500		-500	-50.0
Total	LIBRARY FEES - FILM RENTAL	390	277	1,000	500	500		-500	-50.0
4065	LIBRARY FEES -LIB. CARD- NON RES.								
	33410 LIBRARY SPECIAL REVENUE	33	278	200	300	300		100	50.0
Total	LIBRARY FEES -LIB. CARD- NON RES.	33	278	200	300	300		100	50.0
4067	LIBRARY FEES - MELSA SEARCH								
	33410 LIBRARY SPECIAL REVENUE	1,113	519	1,500	600	600		-900	-60.0
Total	LIBRARY FEES - MELSA SEARCH	1,113	519	1,500	600	600		-900	-60.0
4068	LIBRARY FEES - N.O.C.								
	33410 LIBRARY SPECIAL REVENUE	42	42	4,000	4,000	4,000			
Total	LIBRARY FEES - N.O.C.	42	42	4,000	4,000	4,000			
4204	MAPS, PUBLICATIONS & REPORTS								
	33410 LIBRARY SPECIAL REVENUE	24,414	25,907	27,000	27,000	27,000			
Total	MAPS, PUBLICATIONS & REPORTS	24,414	25,907	27,000	27,000	27,000			
4299	SALES N.O.C.								
	33410 LIBRARY SPECIAL REVENUE		653						
Total	SALES N.O.C.	0	653						
4306	DUPLICATING -XEROX-MULTILIT-ETC.								
	33410 LIBRARY SPECIAL REVENUE	32,921	36,085	25,000	35,500	35,500		10,500	42.0
Total	DUPLICATING -XEROX-MULTILIT-ETC.	32,921	36,085	25,000	35,500	35,500		10,500	42.0
Total	FEES, SALES AND SERVICES	58,913	63,761	58,700	67,900	67,900	0	9,200	15.7

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 350 PLA REVENUES AND GRANTS

DEPARTMENT: LIBRARIES

Fund Manager: KATHERINE G HADLEY

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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009	
								Amount	Percent
6403	LIBRARY OVERDUE FINES								
	33410 LIBRARY SPECIAL REVENUE	264,659	295,659	275,642	295,642	295,642		20,000	7.3
Total	LIBRARY OVERDUE FINES	264,659	295,659	275,642	295,642	295,642		20,000	7.3
6404	LIBRARY LOST AND DAMAGED FINES								
	33410 LIBRARY SPECIAL REVENUE	46,019	45,405	55,000	55,000	55,000			
Total	LIBRARY LOST AND DAMAGED FINES	46,019	45,405	55,000	55,000	55,000			
6801	RENTS								
	33410 LIBRARY SPECIAL REVENUE	1,750	29,847	2,000	2,000	2,000			
Total	RENTS	1,750	29,847	2,000	2,000	2,000			
6832	COMMISSIONS - VENDING MACHINES								
	33410 LIBRARY SPECIAL REVENUE		210						
Total	COMMISSIONS - VENDING MACHINES	0	210						
6901	CASH OVER OR SHORT								
	33410 LIBRARY SPECIAL REVENUE	-3,310	-19	50	50	50			
Total	CASH OVER OR SHORT	-3,310	-19	50	50	50			
6905	CONTRIB. & DONATIONS - OUTSIDE								
	33410 LIBRARY SPECIAL REVENUE	19,895	11,218	7,500	7,500	7,500			
	33422 FRIENDS OF THE LIBRARY	459,489	335,060	404,941	380,485	455,485	75,000	50,544	12.5
	33424 PERRIE JONES LIBRARY	102,605	111,000	110,000	110,000	110,000			
Total	CONTRIB. & DONATIONS - OUTSIDE	581,989	457,278	522,441	497,985	572,985	75,000	50,544	9.7
6915	REFUNDS - NOT OTHERWISE CLASSIFIED								
	33410 LIBRARY SPECIAL REVENUE		2,505						
Total	REFUNDS - NOT OTHERWISE CLASSIFIED	0	2,505						

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 350 PLA REVENUES AND GRANTS

DEPARTMENT: LIBRARIES

Fund Manager: KATHERINE G HADLEY

**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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009 Amount	Percent
6917	REFUNDS - OVERPAYMENTS								
33410	LIBRARY SPECIAL REVENUE			750	750	750			
Total	REFUNDS - OVERPAYMENTS			750	750	750			
6999	OTHER MISCELLANEOUS REVENUE N.O.C.								
33400	LIBRARY SPECIAL REVENUE FUND	1,970							
33410	LIBRARY SPECIAL REVENUE	5,895	34,719		20,800	20,800		20,800	
33420	METRO LIBRARY SERVICE AGENCY (ME	19,844	7,680						
Total	OTHER MISCELLANEOUS REVENUE N.O.C.	27,709	42,399		20,800	20,800		20,800	
Total	MISCELLANEOUS REVENUE	918,816	873,284	855,883	872,227	947,227	75,000	91,344	10.7
9830	USE OF FUND BALANCE								
33410	LIBRARY SPECIAL REVENUE			100,000	50,000	50,000		-50,000	-50.0
33420	METRO LIBRARY SERVICE AGENCY (ME			100,000	0	0		-100,000	-100.0
Total	USE OF FUND BALANCE			200,000	50,000	50,000		-150,000	-75.0
9890	UNDESIGNATED FUND BALANCE								
33424	PERRIE JONES LIBRARY					33,000	33,000	33,000	
Total	UNDESIGNATED FUND BALANCE					33,000	33,000	33,000	
Total	FUND BALANCES			200,000	50,000	83,000	33,000	-117,000	-58.5
Total	PLA REVENUES AND GRANTS	1,185,798	1,198,664	1,224,835	1,120,180	1,313,980	193,800	89,145	7.3

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

Activity: **33410 LIBRARY SPECIAL REVENUE**  
 Manager: **KATHERINE G HADLEY**

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

<b>Activity Spending Plan by Type of Expenditure</b>	<b>2007 2nd Prior Exp. &amp; Enc.</b>	<b>2008 Last Year Exp. &amp; Enc.</b>	<b>2009 Adopted</b>	<b>2010 Council Adopted</b>	<b>Changes from Amount</b>	<b>2009 Percent</b>
EMPLOYER FRINGE BENEFITS						
SERVICES	4,887	35,488	103,421	3,421	-100,000	-96.7%
SALARIES						
MISC TRANSFER CONTINGENCY ETC	706	938	900	900		
STREET SEWER BRIDGE ETC IMPROVEMENT						
DEBT						
MATERIALS AND SUPPLIES	291,072	330,410	243,321	243,321		
EQUIPMENT LAND AND BUILDINGS	48,469	5,015	152,000	252,000	100,000	65.8%
Total Spending	<b>345,134</b>	<b>371,850</b>	<b>499,642</b>	<b>499,642</b>	<b>0</b>	<b>0.0%</b>
Percent Change From Previous Year		<b>7.7%</b>	<b>34.4%</b>			

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

Activity: **33420 METRO LIBRARY SERVICE AGENCY (MELSA)**  
 Manager: **KATHERINE G HADLEY**

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

**LIBRARIES**  
**PLA REVENUES AND GRANTS**

<b>Activity Spending Plan by Type of Expenditure</b>	<b>2007 2nd Prior Exp. &amp; Enc.</b>	<b>2008 Last Year Exp. &amp; Enc.</b>	<b>2009 Adopted</b>	<b>2010 Council Adopted</b>	<b>Changes from Amount</b>	<b>2009 Percent</b>
MISC TRANSFER CONTINGENCY ETC						
EQUIPMENT LAND AND BUILDINGS	13,696	30,852				
STREET SEWER BRIDGE ETC IMPROVEMENT						
SERVICES	43,979		41,197		-41,197	-100.0%
SALARIES						
MATERIALS AND SUPPLIES	110,191	90,660	130,053	130,053		
EMPLOYER FRINGE BENEFITS						
DEBT						
Total Spending	<b>167,866</b>	<b>121,512</b>	<b>171,250</b>	<b>130,053</b>	<b>-41,197</b>	<b>-24.1%</b>
Percent Change From Previous Year		<b>-27.6%</b>	<b>40.9%</b>			

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

Activity: **33422 FRIENDS OF THE LIBRARY**  
 Manager: **KATHERINE G HADLEY**

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

<b>Activity Spending Plan by Type of Expenditure</b>	<b>2007 2nd Prior Exp. &amp; Enc.</b>	<b>2008 Last Year Exp. &amp; Enc.</b>	<b>2009 Adopted</b>	<b>2010 Council Adopted</b>	<b>Changes from Amount</b>	<b>2009 Percent</b>
EQUIPMENT LAND AND BUILDINGS		7,225				
DEBT						
SALARIES	316	28,253	63,260	91,368	28,108	44.4%
SERVICES	64,911	81,929	103,714	116,714	13,000	12.5%
MISC TRANSFER CONTINGENCY ETC						
EMPLOYER FRINGE BENEFITS	94	8,814	19,967	30,443	10,476	52.5%
MATERIALS AND SUPPLIES	288,641	154,694	218,000	216,960	-1,040	-0.5%
STREET SEWER BRIDGE ETC IMPROVEMENT						
Total Spending	353,962	280,915	404,941	455,485	50,544	12.5%
Percent Change From Previous Year		-20.6%	44.2%			

<b>Authorized Work Force Expense/Occupation</b>	<b>2007 FTE</b>	<b>2008 FTE</b>	<b>2009 FTE</b>	<b>Adopted Amount</b>	<b>NI</b>	<b>2010 FTE</b>	<b>Council Adopted Amount</b>	<b>NI</b>	<b>Change from FTE</b>	<b>2009 Amount+NI</b>
0111 249 LIBRARIAN I	1.0									
0111 381B PROJECT MANAGER						1.0	53,792	3,556	1.0	57,348
0121 558A LIBRARY ASSOCIATE-PART TIME	1.5	1.5	1.5	59,809	3,451	0.8	32,935	2,177	-0.7	-28,148
FT NON SWORN PERSONNEL - ADJUSTMENT							-1,024	-68		-1,092
Total Personnel	2.5	1.5	1.5	59,809	3,451	1.8	85,703	5,665	0.3	28,108
Percent Change From Previous Year		-40.0%	0.0%						20.0%	44.4%



**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

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

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

<b>Activity Spending Plan by Type of Expenditure</b>	<b>2007 2nd Prior Exp. &amp; Enc.</b>	<b>2008 Last Year Exp. &amp; Enc.</b>	<b>2009 Adopted</b>	<b>2010 Council Adopted</b>	<b>Changes from Amount</b>	<b>2009 Percent</b>
STREET SEWER BRIDGE ETC IMPROVEMENT						
EMPLOYER FRINGE BENEFITS	5,528	71	7,146	3,140	-4,006	-56.1%
MISC TRANSFER CONTINGENCY ETC						
EQUIPMENT LAND AND BUILDINGS						
SALARIES	15,852	200	22,640	9,424	-13,216	-58.4%
SERVICES	76,541	64,377	77,396	77,396		
MATERIALS AND SUPPLIES	15,297	13,300	2,818	53,040	50,222	1782.2%
DEBT						
Total Spending	113,217	77,949	110,000	143,000	33,000	30.0%
Percent Change From Previous Year		-31.2%	41.1%			

<b>Authorized Work Force Expense/Occupation</b>	<b>2007 FTE</b>	<b>2008 FTE</b>	<b>2009 FTE</b>	<b>Adopted Amount</b>	<b>NI</b>	<b>2010 FTE</b>	<b>Council Adopted Amount</b>	<b>NI</b>	<b>Change from FTE</b>	<b>2009 Amount+NI</b>
0121 007A *LIBRARY SPECIALIST I	1.0	1.0	0.5	21,405	1,235	0.2	8,840	584	-0.3	-13,216
Total Personnel	1.0	1.0	0.5	21,405	1,235	0.2	8,840	584	-0.3	-13,216
Percent Change From Previous Year		0.0%	-50.0%						-60.0%	-58.4%

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

Activity: **33445 BILL AND MELINDA GATES GRANT**  
Manager: **DEBORAH J WILLMS**

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

Activity Spending Plan by Type of Expenditure	2007 2nd Prior Exp. & Enc.	2008 Last Year Exp. & Enc.	2009 Adopted	2010 Council Adopted	Changes from Amount	2009 Percent
SERVICES						
MISC TRANSFER CONTINGENCY ETC						
SALARIES						
DEBT						
EQUIPMENT LAND AND BUILDINGS						
EMPLOYER FRINGE BENEFITS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
MATERIALS AND SUPPLIES				85,800	85,800	
Total Spending	0	0	0	85,800	85,800	0.0%
Percent Change From Previous Year		0.0%	0.0%			

Fund 363, Rella Havens

**City of Saint Paul**  
**2010 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

Fund: **363 RELLA HAVENS MEMORIAL FUND**Fund Manager: **KATHERINE G HADLEY**Department: **11 LIBRARIES**Department Director: **KATHERINE G HADLEY**

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)				
	2007	2008	2009	2010		2007	2008	2009	2010	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Adopted Amount	Change/Percent	Authorized FTE	Adopted FTE/Amount	Adopted FTE/Amount	Council Adopted FTE/Amount	2009 FTE/Amount
<b><u>by Type of Expenditure</u></b>										
SALARIES										
SERVICES	16	19,695	20,016	20,016						
MATERIALS AND SUPPLIES		252								
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC										
DEBT										
STREET SEWER BRIDGE ETC IMPROVEMEN										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	<b>16</b>	<b>19,947</b>	<b>20,016</b>	<b>20,016</b>	<b>0</b>	<b>0.0%</b>				
<b><u>by Activity</u></b>										
53403RELLA HAVENS MEMORIAL FUND	16	19,947	20,016	20,016		0.5				
Fund Total	<b>16</b>	<b>19,947</b>	<b>20,016</b>	<b>20,016</b>	<b>0</b>	<b>0.0%</b>	<b>0.5</b>		<b>0.0</b>	<b>0</b>
Percent Change from Previous Year		<b>124566.7%</b>	<b>0.3%</b>				<b>-100.0%</b>			

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 363 RELLA HAVENS MEMORIAL FUND  
Fund Manager: KATHERINE G HADLEY

DEPARTMENT: LIBRARIES

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

REVENUE IS FROM ANTICIPATED INTEREST EARNINGS.

Object Code	Financing Detail	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009 Amount	Percent
6602	INTEREST ON INVESTMENTS								
	53403 RELLA HAVENS MEMORIAL FUND	20,700	18,165	20,016	20,016	20,016			
Total	INTEREST ON INVESTMENTS	20,700	18,165	20,016	20,016	20,016			
6611	INC(DEC) FMV OF INVESTMENT								
	53403 RELLA HAVENS MEMORIAL FUND	5,235	7,148						
Total	INC(DEC) FMV OF INVESTMENT	5,235	7,148						
Total	MISCELLANEOUS REVENUE	25,935	25,313	20,016	20,016	20,016	0	0	.0
Total	RELLA HAVENS MEMORIAL FUND	25,935	25,313	20,016	20,016	20,016	0	0	.0

**City of Saint Paul**  
**2010 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	2007 2nd Prior Exp. & Enc.	2008 Last Year Exp. & Enc.	2009 Adopted	2010 Council Adopted	Changes from Amount	2009 Percent
MISC TRANSFER CONTINGENCY ETC						
MATERIALS AND SUPPLIES		252				
SALARIES						
EQUIPMENT LAND AND BUILDINGS						
EMPLOYER FRINGE BENEFITS						
DEBT						
SERVICES	16	19,695	20,016	20,016		
STREET SEWER BRIDGE ETC IMPROVEMENT						
Total Spending	16	19,947	20,016	20,016	0	0.0%
Percent Change From Previous Year		124566.7%	0.3%			

Authorized Work Force Expense/Occupation	2007 FTE	2008 FTE	2009 FTE	Adopted Amount	NI	2010 FTE	Council Adopted Amount	NI	Change from FTE	2009 Amount+NI
0121 038A PUBLIC INFO SPEC I	0.5									
Total Personnel	0.5			0	0		0	0	0.0	0
Percent Change From Previous Year		-100.0%								

## Fund 934, Library Capital Projects

**City of Saint Paul**  
**2010 Budget Fund Spending Plan Summary**  
**Council Adopted Budget**

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

Fund Manager: **LEE L WILLIAMSON**  
 Department Director: **KATHERINE G HADLEY**

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)				
	2007	2008	2009	2010			2007	2008	2009	2010	Change from
	2nd Prior	Last Year	Adopted	Council Adopted			Authorized	Adopted	Adopted	Council Adopted	2009
	Exp. & Enc.	Exp. & Enc.		Amount	Change/Percent		FTE	FTE/Amount	FTE/Amount	FTE/Amount	FTE/Amount
<b><u>by Type of Expenditure</u></b>											
SALARIES											
SERVICES		190,720									
MATERIALS AND SUPPLIES	50,076	60,703									
EMPLOYER FRINGE BENEFITS											
MISC TRANSFER CONTINGENCY ETC											
DEBT											
STREET SEWER BRIDGE ETC IMPROVEMEN		640,600	0	0							
EQUIPMENT LAND AND BUILDINGS	262,479	111,191	35,461	15,000	-20,461 -57.7%						
Spending Total	<b>312,555</b>	<b>1,003,214</b>	<b>35,461</b>	<b>15,000</b>	<b>-20,461 -57.7%</b>						
<b><u>by Activity</u></b>											
90500LIBRARY CAPITAL MAINTENANCE		301,911	35,461	15,000	-20,461 -57.7%						
90504LEXINGTON LIBRARY CONSTRUCTION	125,792	461,680	0	0							
90507LIBRARY CAPITAL PROJECTS	186,763	239,623	0	0							
Fund Total	<b>312,555</b>	<b>1,003,214</b>	<b>35,461</b>	<b>15,000</b>	<b>-20,461 -57.7%</b>						<b>0.0 0</b>
Percent Change from Previous Year		<b>221.0%</b>	<b>-96.5%</b>								



**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 934 LIBRARY AGENCY CAPITAL PROJECTS  
Fund Manager: LEE L WILLIAMSON

DEPARTMENT: LIBRARIES

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

Object Code	Financing Detail	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009 Amount	Percent
3401	LOCAL GOVERNMENT AID								
	90507 LIBRARY CAPITAL PROJECTS	319,833		0	0	0			
Total	LOCAL GOVERNMENT AID	319,833	0	0	0	0			
Total	INTERGOVERNMENTAL REVENUE	319,833	0	0	0	0	0	0	.0
6602	INTEREST ON INVESTMENTS								
	90500 LIBRARY CAPITAL MAINTENANCE			35,461	0	15,000	15,000	-20,461	-57.7
	90507 LIBRARY CAPITAL PROJECTS	38,484	30,045	0	0	0			
Total	INTEREST ON INVESTMENTS	38,484	30,045	35,461	0	15,000	15,000	-20,461	-57.7
6611	INC(DEC) FMV OF INVESTMENT								
	90507 LIBRARY CAPITAL PROJECTS	22,746	8,095						
Total	INC(DEC) FMV OF INVESTMENT	22,746	8,095						
Total	MISCELLANEOUS REVENUE	61,230	38,140	35,461	0	15,000	15,000	-20,461	-57.7
7499	TRANSFER IN - INTRAFUND - OTHER								
	90500 LIBRARY CAPITAL MAINTENANCE		640,600	0	0	0			
Total	TRANSFER IN - INTRAFUND - OTHER	0	640,600	0	0	0			
Total	TRANSFERS	0	640,600	0	0	0	0	0	.0
Total	LIBRARY AGENCY CAPITAL PROJECTS	381,063	678,740	35,461	0	15,000	15,000	-20,461	-57.7

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

Activity: **90500 LIBRARY CAPITAL MAINTENANCE**  
 Manager: **KATHERINE G HADLEY**

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

<b>Activity Spending Plan by Type of Expenditure</b>	<b>2007 2nd Prior Exp. &amp; Enc.</b>	<b>2008 Last Year Exp. &amp; Enc.</b>	<b>2009 Adopted</b>	<b>2010 Council Adopted</b>	<b>Changes from Amount</b>	<b>2009 Percent</b>
SERVICES		190,720				
MATERIALS AND SUPPLIES						
DEBT						
EMPLOYER FRINGE BENEFITS						
EQUIPMENT LAND AND BUILDINGS		111,191	35,461	15,000	-20,461	-57.7%
SALARIES						
STREET SEWER BRIDGE ETC IMPROVEMENT						
MISC TRANSFER CONTINGENCY ETC						
Total Spending	0	301,911	35,461	15,000	-20,461	-57.7%
Percent Change From Previous Year		0.0%	-88.3%			

## Fund 966, Debt Service

**City of Saint Paul**  
**2010 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: **KATHERINE G HADLEY**Department Director: **KATHERINE G HADLEY**

	Spending Amount						Personnel FTE/Amount (salary+Allowance+Negotiated Increase)			
	2007	2008	2009	2010		2007	2008	2009	2010	Change from
	2nd Prior Exp. & Enc.	Last Year Exp. & Enc.	Adopted	Council Amount	Adopted Change/Percent	Authorized FTE		Adopted FTE/Amount	Council FTE/Amount	2009 FTE/Amount
<b>by Type of Expenditure</b>										
SALARIES										
SERVICES										
MATERIALS AND SUPPLIES										
EMPLOYER FRINGE BENEFITS										
MISC TRANSFER CONTINGENCY ETC	2,004,874	1,940,911	0	0						
DEBT	726,550	722,050	1,173,825	1,165,075	-8,750	-0.7%				
STREET SEWER BRIDGE ETC IMPROVEMEN										
EQUIPMENT LAND AND BUILDINGS										
Spending Total	2,731,424	2,662,961	1,173,825	1,165,075	-8,750	-0.7%				
<b>by Activity</b>										
83400LIBRARY PRIOR YEAR DEBT SERVICE	2,004,874	1,940,911	0	0						
83401LIBRARY DEBT SERVICE- SUBSEQUENT YR			457,025	454,025	-3,000	-0.7%				
83402LIBRARY DEBT SERV-2004 BONDS	726,550	722,050	716,800	711,050	-5,750	-0.8%				
Fund Total	2,731,424	2,662,961	1,173,825	1,165,075	-8,750	-0.7%			0.0	0
Percent Change from Previous Year		-2.5%	-55.9%							

	Spending Amount				Personnel FTE/Amount (salary+allowance+Negotiated Increase)					
	2007 2nd Prior Exp. & Enc.	2008 Last Year Exp. & Enc.	2009 Adopted	2010 Mayor	2007 Adopted FTE	2008 Adopted FTE	2009 Adopted FTE/Amount	2010 Mayor FTE/Amount		
Report Total	17,970,916	19,138,418	19,665,462	18,590,811	185.6	184.9	187.9	8,221,594	168.8	8,064,880

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 966 LIBRARY AGENCY DEBT SERVICE  
Fund Manager: KATHERINE G HADLEY

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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009	
								Amount	Percent
1001	CURRENT - TAXPAYER								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE	2,586,281	2,460,587	691,630	663,671	663,671		-27,959	-4.0
Total	CURRENT - TAXPAYER	2,586,281	2,460,587	691,630	663,671	663,671		-27,959	-4.0
Total	TAXES	2,586,281	2,460,587	691,630	663,671	663,671	0	-27,959	-4.0
3446	MARKET VALUE HOMESTEAD CREDIT								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE	145,143	101,187	25,170	27,379	27,379		2,209	8.8
Total	MARKET VALUE HOMESTEAD CREDIT	145,143	101,187	25,170	27,379	27,379		2,209	8.8
Total	INTERGOVERNMENTAL REVENUE	145,143	101,187	25,170	27,379	27,379	0	2,209	8.8
6602	INTEREST ON INVESTMENTS								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE	63,385	112,870	20,000	20,000	20,000			
	83402 LIBRARY DEBT SERV-2004 BONDS	-36,457	-61,792						
Total	INTEREST ON INVESTMENTS	26,928	51,078	20,000	20,000	20,000			
6611	INC(DEC) FMV OF INVESTMENT								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE	21,451	65,479						
	83402 LIBRARY DEBT SERV-2004 BONDS	-4,381	-29,243						
Total	INC(DEC) FMV OF INVESTMENT	17,070	36,236						
Total	MISCELLANEOUS REVENUE	43,998	87,314	20,000	20,000	20,000	0	0	.0

**City of Saint Paul**  
**2010 Financing Plan by Object Code and Activity**  
**Council Adopted Budget**

Fund: 966 LIBRARY AGENCY DEBT SERVICE  
Fund Manager: KATHERINE G HADLEY

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	2007 2nd Prior Receipts	2008 Last Year Revenues	2009 Adopted	2010 Mayor's Proposed	2010 Council Adopted	2010 Council Adopted Budget Change From		
							Mayor's Proposed	2009 Amount	Percent
9830	USE OF FUND BALANCE								
	83401 LIBRARY DEBT SERVICE-SUBSEQUEN			457,025	454,025	454,025		-3,000	-.7
Total	USE OF FUND BALANCE			457,025	454,025	454,025		-3,000	-.7
9831	CONTRIBUTION TO FUND BALANCE								
	83400 LIBRARY PRIOR YEAR DEBT SERVICE			-20,000	0	0		20,000	-100.0
Total	CONTRIBUTION TO FUND BALANCE			-20,000	0	0		20,000	-100.0
Total	FUND BALANCES			437,025	454,025	454,025	0	17,000	3.9
Total	LIBRARY AGENCY DEBT SERVICE	2,775,422	2,649,088	1,173,825	1,165,075	1,165,075	0	-8,750	-.7

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

Activity: **83401 LIBRARY DEBT SERVICE-SUBSEQUENT YR**  
 Manager: **KATHERINE G HADLEY**

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

<b>Activity Spending Plan by Type of Expenditure</b>	<b>2007 2nd Prior Exp. &amp; Enc.</b>	<b>2008 Last Year Exp. &amp; Enc.</b>	<b>2009 Adopted</b>	<b>2010 Council Adopted</b>	<b>Changes from Amount</b>	<b>2009 Percent</b>
SERVICES						
MATERIALS AND SUPPLIES						
MISC TRANSFER CONTINGENCY ETC						
SALARIES						
STREET SEWER BRIDGE ETC IMPROVEMENT						
EMPLOYER FRINGE BENEFITS						
EQUIPMENT LAND AND BUILDINGS						
DEBT			457,025	454,025	-3,000	-0.7%
Total Spending	0	0	457,025	454,025	-3,000	-0.7%
Percent Change From Previous Year		0.0%	0.0%			

**City of Saint Paul**  
**2010 Activity Spending Plan Summary**  
**Council Adopted Budget**

Activity: **83402 LIBRARY DEBT SERV-2004 BONDS**  
 Manager: **KATHERINE G HADLEY**

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

<b>Activity Spending Plan by Type of Expenditure</b>	<b>2007 2nd Prior Exp. &amp; Enc.</b>	<b>2008 Last Year Exp. &amp; Enc.</b>	<b>2009 Adopted</b>	<b>2010 Council Adopted</b>	<b>Changes from Amount</b>	<b>2009 Percent</b>
DEBT	726,550	722,050	716,800	711,050	-5,750	-0.8%
EMPLOYER FRINGE BENEFITS						
SALARIES						
SERVICES						
EQUIPMENT LAND AND BUILDINGS						
STREET SEWER BRIDGE ETC IMPROVEMENT						
MISC TRANSFER CONTINGENCY ETC						
MATERIALS AND SUPPLIES						
Total Spending	726,550	722,050	716,800	711,050	-5,750	-0.8%
Percent Change From Previous Year		-0.6%	-0.7%			



# 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.