

# Library

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## *Agency Overview*

### Agency Mission

The mission of Madison Public Library is to spark literacy, foster curiosity and support community. It provides equitable access to experiences, ideas and resources necessary to thrive.

### Agency Overview

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

### Budget Service Changes

As part of the 2025 budget process, all agencies evaluated their budget service structure and had the opportunity to propose updates to services. The Library's 2025 budget service structure has been changed from the 2024 adopted budget. Since there were changes to services, the budget does not show a full history at the service level. The budget does show a full history at the agency level by fund and by major expenditure category.

The 2024 Adopted Budget included the following service(s):

- Admin & Marketing
- Col Res & Access
- Community Engagement
- Facilities
- Public Service

The 2025 Adopted Budget has been updated to the following service(s):

- Admin & Marketing
- Borrower Services
- Digital Access
- Information Connection & Referral
- Programming and Partnerships
- Resources and Materials
- Spaces

### 2025 Budget Highlights

#### Agency-Wide Changes

- The elimination of the vacant Library Business Operations Manager position. Savings from the position will be used to fund two days of operations at the Monroe Street Library (funded by reserves since 2021) and Dream Bus operations (previously funded by private donations). (Net neutral: \$129,000)

#### Service: Admin & Marketing

- No change from prior year.
- Reflects the completion of the Librarian's Toolkit federal grant from the Institute for Museum and Library Services in 2024. (Net neutral: \$50,000)

Service: Borrower Services

- New service in 2025 budget. New service was previously a portion of the budget in the Public Service and Col Res & Access services.
- Decrease in revenue from Dane County, other adjacent counties, and the Southwest Wisconsin Library Service contracts received for their patrons using City libraries (Revenue decrease: \$72,000)
- Increase in contract expense with Dane County for City of Madison residents using other Dane County libraries. (Increase: \$350,000)

Service: Digital Access

- New service in 2025 budget. New service was previously a portion of the budget in Public Service and Facilities.
- Budget maintains current activity levels.

Service: Information Connection & Referral

- New service in 2025 budget. New service was previously a portion of the budget in Public Service.
- Budget maintains current activity levels.

Service: Programming and Partnerships

- Service was renamed from Community Engagement.
- Decrease in donation revenue and services. (Net neutral: \$100,000)

Service: Resources and Materials

- New service in 2025 budget. New service was previously a portion of the budget Col Res & Access.
- Includes funding for start-up operational costs for the Reindahl Imagination Center, a co-location of a new library and park pavilion on Madison's northeast side. The Imagination Center is anticipated to open in mid-2026. Funding in 2025 establishes a base budget for the new facility and allows the library to begin making purchases for start-up expenses. (\$195,000).
- Finance Committee amendment #1 increased interest earnings revenue and transfer out to Library expenditure by \$6,300 in the Madison Public Library Trust Permanent Fund.

Service: Spaces

- Service was renamed from Facilities.
- Reflects the completion of the Rosen-Weston donation funds for the Lakeview branch, fully used in 2024. (Net neutral: \$50,000)

**Library**

Function: Public Facilities

**Budget Overview**

## Agency Budget by Fund

<b>Fund</b>	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>	<b>2025 Adopted</b>
Library	19,862,912	20,748,477	20,641,238	21,773,982	22,174,898	22,174,898
Permanent	8,890	9,000	9,000	9,000	9,000	15,300
<b>Total</b>	<b>\$ 19,871,801</b>	<b>\$ 20,757,477</b>	<b>\$ 20,650,238</b>	<b>\$ 21,782,982</b>	<b>\$ 22,183,898</b>	<b>\$ 22,190,198</b>

## Agency Budget by Service

<b>Service</b>	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>	<b>2025 Adopted</b>
Admin & Marketing				4,854,224	4,663,517	4,663,517
Borrower Services				5,523,817	5,767,023	5,767,023
Digital Access				607,428	610,069	610,069
Information Connection And Ref				3,739,169	3,782,253	3,782,253
Programming and Partnerships				2,353,687	2,427,842	2,427,842
Resources and Materials				2,089,391	2,308,356	2,314,656
Spaces				2,615,264	2,624,837	2,624,837
<b>Total</b>	<b>\$ 19,871,801</b>	<b>\$ 20,757,477</b>	<b>\$ 20,650,238</b>	<b>\$ 21,782,982</b>	<b>\$ 22,183,898</b>	<b>\$ 22,190,198</b>

## Agency Budget by Major-Revenue

<b>Major Revenue</b>	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>	<b>2025 Adopted</b>
Intergov Revenues	(1,353,980)	(1,389,148)	(1,419,175)	(1,316,945)	(1,316,945)	(1,316,945)
Charges For Services	(784,766)	(758,439)	(768,053)	(772,439)	(772,439)	(772,439)
Fine Forfeiture Asmt	(42,417)	(38,700)	(40,551)	(40,000)	(40,000)	(40,000)
Invest Other Contrib	(617,341)	(558,800)	(754,818)	(445,334)	(445,334)	(445,334)
Misc Revenue	(139)	(100)	(60)	-	-	-
Other Finance Source	-	(70,000)	(120,120)	-	-	-
Transfer In	(260,698)	(65,048)	(65,048)	(15,000)	(15,000)	(15,000)
<b>Total</b>	<b>\$ (3,059,341)</b>	<b>\$ (2,880,235)</b>	<b>\$ (3,167,825)</b>	<b>\$ (2,589,718)</b>	<b>\$ (2,589,718)</b>	<b>\$ (2,589,718)</b>

## Agency Budget by Major-Expense

<b>Major Expense</b>	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>	<b>2025 Adopted</b>
Salaries	11,077,088	11,927,873	11,762,068	12,376,815	12,271,754	12,271,754
Benefits	3,294,292	3,531,192	3,735,942	3,447,252	3,758,884	3,758,884
Supplies	1,237,409	1,054,372	1,124,601	1,062,811	1,062,811	1,062,811
Purchased Services	4,311,302	4,422,961	4,494,139	4,769,708	4,964,708	4,964,708
Debt Othr Financing	207,444	-	-	-	211,465	211,465
Inter Depart Charges	127,593	152,986	152,986	167,786	167,132	167,132
Transfer Out	2,676,014	2,548,327	2,548,327	2,548,327	2,336,862	2,343,162
<b>Total</b>	<b>\$ 22,931,142</b>	<b>\$ 23,637,712</b>	<b>\$ 23,818,063</b>	<b>\$ 24,372,700</b>	<b>\$ 24,773,617</b>	<b>\$ 24,779,917</b>

**Library**

Function:

Public Facilities

*Service Overview***Service:** Admin & Marketing

## Service Description

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

## Activities Performed by this Service

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

## Service Budget by Fund

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
General				4,854,224	4,663,517	4,663,517
Other-Expenditures				-	-	-
<b>Total</b>				<b>\$ 4,854,224</b>	<b>\$ 4,663,517</b>	<b>\$ 4,663,517</b>

## Service Budget by Account Type

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
Revenue				(43,410)	(43,410)	(43,410)
Personnel				2,109,388	2,130,146	2,130,146
Non-Personnel				2,647,082	2,435,617	2,435,617
Agency Charges				141,165	141,165	141,165
<b>Total</b>				<b>\$ 4,854,224</b>	<b>\$ 4,663,517</b>	<b>\$ 4,663,517</b>

**Library**

Function:

Public Facilities

*Service Overview***Service:** Borrower Services

## Service Description

This service includes all activities associated with the circulation of library materials.

## Activities Performed by this Service

- Circulation: Check materials in and out, fill holds, shelve, and manage problem items.
- Account Management: Help customers with library cards and any library card account-related issues. Assess and collect fees for lost or damaged items and other library service fees.

## Service Budget by Fund

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
General				5,523,817	5,767,023	5,767,023
Other-Expenditures				-	-	-
<b>Total</b>				<b>\$ 5,523,817</b>	<b>\$ 5,767,023</b>	<b>\$ 5,767,023</b>

## Service Budget by Account Type

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
Revenue				(1,347,019)	(1,347,019)	(1,347,019)
Personnel				4,210,404	4,242,145	4,242,145
Non-Personnel				2,660,433	2,871,898	2,871,898
Agency Charges				-	-	-
<b>Total</b>				<b>\$ 5,523,817</b>	<b>\$ 5,767,023</b>	<b>\$ 5,767,023</b>

**Library**

Function:

Public Facilities

*Service Overview***Service:** Digital Access

## Service Description

This service includes all aspects of library technology, including hardware and software that is used by both staff and the public. The goal of this service is to provide access to Wi-Fi and devices to residents in need and to support the daily work and operations of library facilities and staff.

## Activities Performed by this Service

- Maintenance of library computers, both public and staff.
- Maintenance of public Wi-Fi.
- Public printing, faxing, and copying.
- Library Technology Infrastructure: Maintain and replace library technology infrastructure and systems.
- Management and maintenance of AV equipment.
- Management and maintenance of other devices used for providing service to the public.

## Service Budget by Fund

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
General				607,428	610,069	610,069
Other-Expenditures				-	-	-
<b>Total</b>				<b>\$ 607,428</b>	<b>\$ 610,069</b>	<b>\$ 610,069</b>

## Service Budget by Account Type

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
Revenue				(105,000)	(105,000)	(105,000)
Personnel				325,901	328,542	328,542
Non-Personnel				386,527	386,527	386,527
Agency Charges				-	-	-
<b>Total</b>				<b>\$ 607,428</b>	<b>\$ 610,069</b>	<b>\$ 610,069</b>

**Library****Function:****Public Facilities***Service Overview***Service:** Information Connection And Ref*Service Description*

As the statutory resource library for the system, this service is responsible for all activities associated with providing connection to information and resources for the residents of Madison, Dane County and the South Central Library System. Staff at nine library locations integrate information concepts into the full range of library services, including instruction, basic needs support, technology, literacy and research support, community programs and one-on-one reference interactions. Staff develop and maintain partnerships beyond the library profession to strengthen and assess services to users.

*Activities Performed by this Service*

- Connect users to resources state and nation-wide through Outer-Library Loan Service.
- Connect homebound individuals and assisted living and care facilities to materials and information through Home Service Program.
- Promote intellectual freedom.
- Partner with service providers in the information seeking process.
- Provide support for housing, food assistance, and employment.
- Provide support for literacy competencies; digital, informational and in reading.
- Provide business and entrepreneur support.
- Provide Readers Advisory to connect user of all ages with materials for educational and recreational needs.
- Provide reference consultations in which library staff recommend, interpret, evaluate, and/or use information resources to help users meet particular information needs.
- Maintain awareness of community organizations and governmental agencies to provide meaningful referrals to users seeking additional assistance.
- Assess and respond to diversity in user needs, user communities, and user preferences.

*Service Budget by Fund*

	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>	<b>2025 Adopted</b>
General				3,739,169	3,782,253	3,782,253
Other-Expenditures				-	-	-
<b>Total</b>				<b>\$ 3,739,169</b>	<b>\$ 3,782,253</b>	<b>\$ 3,782,253</b>

*Service Budget by Account Type*

	<b>2023 Actual</b>	<b>2024 Adopted</b>	<b>2024 Projected</b>	<b>2025 Request</b>	<b>2025 Executive</b>	<b>2025 Adopted</b>
Revenue				(212,398)	(212,398)	(212,398)
Personnel				3,851,221	3,894,304	3,894,304
Non-Personnel				100,347	100,347	100,347
Agency Charges				-	-	-
<b>Total</b>				<b>\$ 3,739,169</b>	<b>\$ 3,782,253</b>	<b>\$ 3,782,253</b>

**Library**

Function:

Public Facilities

*Service Overview***Service:** Programming and Partnerships

## Service Description

This service is responsible for providing programs for all ages both within and outside of library facilities and for developing partnerships with community organizations, other branches of government, private businesses, and individuals. The goal of the service is to foster a diverse patron and partner base and develop programs and services that are based directly on residents' needs and wants.

## Activities Performed by this Service

- **Programming:** Develop, plan, implement and assess library programs for all ages.
- **Partnership Development:** Develop, manage, and nurture partnerships with local artists, entrepreneurs, experts, organizations, and others to provide services, resources, and/or programs to fit community needs.

## Service Budget by Fund

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
General				2,353,687	2,427,842	2,427,842
Other-Expenditures				-	-	-
<b>Total</b>				<b>\$ 2,353,687</b>	<b>\$ 2,427,842</b>	<b>\$ 2,427,842</b>

## Service Budget by Account Type

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
Revenue				(208,600)	(208,600)	(208,600)
Personnel				2,160,632	2,234,787	2,234,787
Non-Personnel				401,655	401,655	401,655
Agency Charges				-	-	-
<b>Total</b>				<b>\$ 2,353,687</b>	<b>\$ 2,427,842</b>	<b>\$ 2,427,842</b>



**Library**

Function:

Public Facilities

*Service Overview***Service:** Resources and Materials

## Service Description

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

## Activities Performed by this Service

- Collection Selection: Select materials using data from a variety of sources following criteria outlined in the Collection Development Policy, SCLS Member Purchasing Responsibilities, and within parameters and specified budgets for acquiring collection items.
- Collection Ordering: Prepare and maintain bibliographic data for local acquisitions system and Getit (the SCLS system for ordering, receiving, and cataloging collections materials) and place orders with vendors.
- Collection Cataloging: Provide access to the collection through cataloging and classification according to national and local standards.
- Collection Processing: Perform online receipt, linking and invoicing of collection items and prepare the items for lending by applying jackets, cases, labels, etc.
- Collection Evaluation: Provide oversight for collection performance, weeding and deaccessioning of items.
- Access and Use: Develop and oversee types of access provided to different library materials and digital resources and evaluate use.
- Policy Review and Revision: Oversee Collection Development Policy and work associated with defending the library collection.

## Service Budget by Fund

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
General				2,080,391	2,299,356	2,299,356
Other-Expenditures				9,000	9,000	15,300
<b>Total</b>				<b>\$ 2,089,391</b>	<b>\$ 2,308,356</b>	<b>\$ 2,314,656</b>

## Service Budget by Account Type

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
Revenue				(645,291)	(645,291)	(645,291)
Personnel				2,015,013	2,038,978	2,038,978
Non-Personnel				719,670	914,670	920,970
Agency Charges				-	-	-
<b>Total</b>				<b>\$ 2,089,391</b>	<b>\$ 2,308,356</b>	<b>\$ 2,314,656</b>

**Library**

Function:

Public Facilities

*Service Overview***Service:** Spaces

## Service Description

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

## Activities Performed by this Service

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

## Service Budget by Fund

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
General				2,615,264	2,624,837	2,624,837
Other-Expenditures				-	-	-
<b>Total</b>				<b>\$ 2,615,264</b>	<b>\$ 2,624,837</b>	<b>\$ 2,624,837</b>

## Service Budget by Account Type

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
Revenue				(28,000)	(28,000)	(28,000)
Personnel				1,151,509	1,161,737	1,161,737
Non-Personnel				1,465,134	1,465,134	1,465,134
Agency Charges				26,621	25,967	25,967
<b>Total</b>				<b>\$ 2,615,264</b>	<b>\$ 2,624,837</b>	<b>\$ 2,624,837</b>

**Library**

**Function: Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Library

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
<b>Intergov Revenues</b>						
Federal Revenues Operating	(26,457)	(15,000)	(15,000)	(15,000)	(15,000)	(15,000)
State Revenues Operating	(2,500)	-	-	-	-	-
Other Unit Of Gov Revenues O	(1,325,023)	(1,374,148)	(1,404,175)	(1,301,945)	(1,301,945)	(1,301,945)
<b>Intergov Revenues Total</b>	<b>\$ (1,353,980)</b>	<b>\$ (1,389,148)</b>	<b>\$ (1,419,175)</b>	<b>\$ (1,316,945)</b>	<b>\$ (1,316,945)</b>	<b>\$ (1,316,945)</b>
<b>Charges For Services</b>						
Reproduction Services	(80,274)	(57,000)	(75,405)	(74,000)	(74,000)	(74,000)
Catering Concessions	(4,090)	(7,000)	(4,090)	(5,000)	(5,000)	(5,000)
Facility Rental	(23,191)	(24,000)	(18,000)	(23,000)	(23,000)	(23,000)
Southcentral Library Services	(271,184)	(266,184)	(266,184)	(266,184)	(266,184)	(266,184)
Cataloging Services	(404,255)	(404,255)	(404,255)	(404,255)	(404,255)	(404,255)
Reimbursement Of Expense	(1,772)	-	(119)	-	-	-
<b>Charges For Services Total</b>	<b>\$ (784,766)</b>	<b>\$ (758,439)</b>	<b>\$ (768,053)</b>	<b>\$ (772,439)</b>	<b>\$ (772,439)</b>	<b>\$ (772,439)</b>
<b>Fine Forfeiture Asmt</b>						
Library Lost And Damaged Fees	(42,417)	(38,700)	(40,551)	(40,000)	(40,000)	(40,000)
<b>Fine Forfeiture Asmt Total</b>	<b>\$ (42,417)</b>	<b>\$ (38,700)</b>	<b>\$ (40,551)</b>	<b>\$ (40,000)</b>	<b>\$ (40,000)</b>	<b>\$ (40,000)</b>
<b>Invest Other Contrib</b>						
Contributions & Donations	(617,341)	(558,800)	(754,818)	(445,334)	(445,334)	(445,334)
<b>Invest Other Contrib Total</b>	<b>\$ (617,341)</b>	<b>\$ (558,800)</b>	<b>\$ (754,818)</b>	<b>\$ (445,334)</b>	<b>\$ (445,334)</b>	<b>\$ (445,334)</b>
<b>Misc Revenue</b>						
Miscellaneous Revenue	(139)	(100)	(60)	-	-	-
<b>Misc Revenue Total</b>	<b>\$ (139)</b>	<b>\$ (100)</b>	<b>\$ (60)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Other Finance Source</b>						
Sale Of Assets	-	-	(120)	-	-	-
Fund Balance Applied	-	(70,000)	(120,000)	-	-	-
<b>Other Finance Source Total</b>	<b>\$ -</b>	<b>\$ (70,000)</b>	<b>\$ (120,120)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Transfer In</b>						
Transfer In From General	(156,167)	-	-	-	-	-
Transfer In From Grants	(95,831)	(56,348)	(56,348)	-	-	-
Transfer In From Permanent	(8,700)	(8,700)	(8,700)	(15,000)	(15,000)	(15,000)
<b>Transfer In Total</b>	<b>\$ (260,698)</b>	<b>\$ (65,048)</b>	<b>\$ (65,048)</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>	<b>\$ (15,000)</b>

**Library**

**Function: Public Facilities**

Line Item Detail

**Agency Primary Fund:** Library

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
<b>Salaries</b>						
Permanent Wages	9,325,064	10,304,925	9,926,883	10,068,941	10,791,009	10,791,009
Salary Savings	-	(385,214)	-	(323,730)	(323,730)	(323,730)
Pending Personnel	-	371,694	-	927,743	100,614	100,614
Premium Pay	53,043	53,100	58,263	55,000	55,000	55,000
Workers Compensation Wages	4,483	-	-	-	-	-
Compensated Absence	72,502	76,500	72,345	79,000	79,000	79,000
Hourly Wages	1,531,816	1,619,766	1,608,407	1,691,800	1,691,800	1,691,800
Overtime Wages Permanent	89,994	95,000	93,140	98,000	98,000	98,000
Overtime Wages Hourly	187	-	12	-	-	-
Election Officials Wages	-	-	3,019	-	-	-
Budget Efficiencies	-	(207,898)	-	(219,939)	(219,939)	(219,939)
<b>Salaries Total</b>	<b>\$ 11,077,088</b>	<b>\$ 11,927,873</b>	<b>\$ 11,762,068</b>	<b>\$ 12,376,815</b>	<b>\$ 12,271,754</b>	<b>\$ 12,271,754</b>
<b>Benefits</b>						
Comp Absence Escrow	-	101,338	218,505	101,338	101,338	101,338
Unemployment Benefits	1,624	-	229	-	-	-
Health Insurance Benefit	1,657,328	1,816,677	1,786,497	1,756,985	1,962,817	1,962,817
Wage Insurance Benefit	23,333	21,634	21,572	21,513	21,513	21,513
Health Insurance Retiree	-	7,330	-	7,330	7,330	7,330
WRS	688,820	711,024	734,181	695,848	751,069	751,069
FICA Medicare Benefits	814,642	759,039	863,061	745,722	796,301	796,301
Post Employment Health Plans	108,544	114,150	111,897	118,517	118,517	118,517
<b>Benefits Total</b>	<b>\$ 3,294,292</b>	<b>\$ 3,531,192</b>	<b>\$ 3,735,942</b>	<b>\$ 3,447,252</b>	<b>\$ 3,758,884</b>	<b>\$ 3,758,884</b>
<b>Supplies</b>						
Office Supplies	7,115	10,235	4,807	8,800	8,800	8,800
Copy Printing Supplies	48,523	59,951	70,365	61,200	61,200	61,200
Furniture	65,964	5,756	9,983	7,400	7,400	7,400
Hardware Supplies	99,259	138,950	152,743	140,900	140,900	140,900
Software Lic & Supplies	18,723	23,055	19,803	27,059	27,059	27,059
Postage	41,456	32,344	33,241	41,200	41,200	41,200
Program Supplies	228,989	152,075	178,342	142,609	142,609	142,609
Work Supplies	77,448	85,852	106,658	96,100	96,100	96,100
Janitorial Supplies	49,818	48,790	37,293	45,900	45,900	45,900
Library Materials	538,059	382,143	423,795	407,883	407,883	407,883
Safety Supplies	8,475	13,730	5,448	11,300	11,300	11,300
Uniform Clothing Supplies	-	317	-	-	-	-
Food And Beverage	10,837	7,080	14,675	9,000	9,000	9,000
Building Supplies	14,723	18,000	26,281	13,600	13,600	13,600
Electrical Supplies	7,850	20,385	7,136	16,400	16,400	16,400
HVAC Supplies	1,638	8,440	1,638	2,000	2,000	2,000
Plumbing Supplies	2,181	5,825	7,624	5,305	5,305	5,305
Machinery And Equipment	8,170	7,500	8,917	7,500	7,500	7,500
Equipment Supplies	7,448	33,944	14,357	16,250	16,250	16,250
Inventory	733	-	1,494	2,405	2,405	2,405
<b>Supplies Total</b>	<b>\$ 1,237,409</b>	<b>\$ 1,054,372</b>	<b>\$ 1,124,601</b>	<b>\$ 1,062,811</b>	<b>\$ 1,062,811</b>	<b>\$ 1,062,811</b>

**Library**

**Function: Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Library

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
<b>Purchased Services</b>						
Natural Gas	50,812	62,025	45,699	71,329	71,329	71,329
Electricity	271,833	279,373	273,830	274,532	274,532	274,532
Water	14,647	14,940	15,298	16,714	16,714	16,714
Sewer	11,704	11,000	11,351	11,690	11,690	11,690
Stormwater	6,896	6,500	6,861	10,457	10,457	10,457
Telephone	6,185	5,606	7,930	6,919	6,919	6,919
Cellular Telephone	11,692	8,456	8,115	11,507	11,507	11,507
Systems Comm Internet	624,172	630,533	632,697	643,782	643,782	643,782
Building Improv Repair Maint	330,544	333,170	326,506	329,170	329,170	329,170
Waste Disposal	12,445	13,555	14,098	14,370	14,370	14,370
Fire Protection	11,281	10,835	18,465	9,599	9,599	9,599
Pest Control	3,070	3,795	4,515	9,480	9,480	9,480
Elevator Repair	4,145	4,645	4,269	4,400	4,400	4,400
Facility Rental	22,917	251,283	244,009	256,876	256,876	256,876
Custodial Bldg Use Charges	157,034	180,589	182,640	188,640	188,640	188,640
Process Fees Recyclables	9,658	11,100	9,614	10,748	10,748	10,748
Office Equipment Repair	-	170	-	-	-	-
Comm Device Mntc	22,668	23,710	23,745	24,356	24,356	24,356
Equipment Mntc	226,956	114,670	120,386	129,773	129,773	129,773
System & Software Mntc	2,760	-	2,760	-	-	-
Rental Of Equipment	498	525	654	550	550	550
Recruitment	5,763	2,000	3,370	2,000	2,000	2,000
Mileage	7,437	6,944	6,434	8,624	8,624	8,624
Conferences & Training	58,605	65,900	59,400	36,000	36,000	36,000
Memberships	12,586	13,960	14,489	13,327	13,327	13,327
Uniform Laundry	7,908	7,700	8,464	8,600	8,600	8,600
Audit Services	2,000	2,000	2,000	2,000	2,000	2,000
Credit Card Services	1,749	2,500	1,357	3,900	3,900	3,900
Consulting Services	131,926	4,000	142,431	-	-	-
Advertising Services	41,390	26,500	25,928	29,500	29,500	29,500
Printing Services	-	-	12	-	-	-
Parking Towing Services	(32)	500	280	500	500	500
Security Services	7,756	5,250	7,735	5,635	5,635	5,635
Transportation Services	5,400	7,200	7,800	12,000	12,000	12,000
Program Services	377,763	311,141	276,297	214,379	214,379	214,379
Other Services & Expenses	3,358	8,000	3,470	3,500	198,500	198,500
Comm Agency Contracts	1,805,294	1,948,115	1,948,115	2,366,682	2,366,682	2,366,682
Taxes & Special Assessments	39,661	43,840	32,183	37,240	37,240	37,240
Permits & Licenses	630	630	630	630	630	630
<b>Purchased Services Total</b>	<b>\$ 4,311,112</b>	<b>\$ 4,422,661</b>	<b>\$ 4,493,839</b>	<b>\$ 4,769,408</b>	<b>\$ 4,964,408</b>	<b>\$ 4,964,408</b>
<b>Debt Othr Financing</b>						
Principal Leases	193,476	-	-	-	-	-
Interest Leases	13,968	-	-	-	-	-
Fund Balance Generated	-	-	-	-	211,465	211,465
<b>Debt Othr Financing Total</b>	<b>\$ 207,444</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 211,465</b>	<b>\$ 211,465</b>

**Library**

**Function:**

**Public Facilities**

*Line Item Detail*

**Agency Primary Fund:** Library

	2023 Actual	2024 Adopted	2024 Projected	2025 Request	2025 Executive	2025 Adopted
Inter Depart Charges						
ID Charge From Engineering	3,537	3,537	3,537	3,891	3,891	3,891
ID Charge From Fleet Services	9,358	18,732	18,732	18,965	18,310	18,310
ID Charge From Traffic Eng	3,696	3,766	3,766	3,766	3,766	3,766
ID Charge From Insurance	95,900	109,530	109,530	125,238	125,238	125,238
ID Charge From Workers Comp	15,102	17,421	17,421	15,927	15,927	15,927
<b>Inter Depart Charges Total</b>	<b>\$ 127,593</b>	<b>\$ 152,986</b>	<b>\$ 152,986</b>	<b>\$ 167,786</b>	<b>\$ 167,132</b>	<b>\$ 167,132</b>
Transfer Out						
Transfer Out To Debt Service	2,667,314	2,539,627	2,539,627	2,539,627	2,328,162	2,328,162
<b>Transfer Out Total</b>	<b>\$ 2,667,314</b>	<b>\$ 2,539,627</b>	<b>\$ 2,539,627</b>	<b>\$ 2,539,627</b>	<b>\$ 2,328,162</b>	<b>\$ 2,328,162</b>

**Library**

**Function: Public Facilities**

*Position Summary*

Classification	CG	2024 Budget Adopted		Request		2025 Budget Executive		Adopted	
		FTEs	Amount	FTEs	Amount	FTEs	Amount	FTEs	Amount
ACCOUNTANT 3-18	18	1.00	102,205	1.00	110,956	1.00	110,956	1.00	110,956
ACCT TECH 2-32	32	1.00	69,750	1.00	74,319	1.00	74,319	1.00	74,319
ADMIN CLK 1-32	32	4.00	252,508	4.00	267,198	4.00	267,198	4.00	267,198
ADMIN CLK 1-32 PT	32	0.70	50,541	0.70	52,388	0.70	52,388	0.70	52,388
CLERK 2-32	32	14.00	749,254	13.80	812,639	13.80	812,639	13.80	812,639
CLERK 2-32 PT	32	5.60	320,966	5.60	323,703	5.60	323,703	5.60	323,703
CUSTODIAL WORKER 2-15	15	3.00	176,090	3.00	182,338	3.00	182,338	3.00	182,338
CUSTODIAL WORKER 2-15 PT	15	0.60	31,502	0.60	36,327	0.60	36,327	0.60	36,327
CUSTODIAL WORKER 3-15	15	1.00	68,984	1.00	71,504	1.00	71,504	1.00	71,504
FACILITY MAINT WKR-15	15	1.00	70,900	1.00	73,490	1.00	73,490	1.00	73,490
LIB COMP TECH-32	32	2.00	130,401	2.00	135,166	2.00	135,166	2.00	135,166
LIB COMPT SPEC 2-33	33	1.00	84,892	1.00	87,994	1.00	87,994	1.00	87,994
LIB FACILITY & MAINT COORD-15	15	1.00	87,984	1.00	91,200	1.00	91,200	1.00	91,200
LIB MEDIA COORD-18	18	1.00	111,009	1.00	115,065	1.00	115,065	1.00	115,065
LIB PROG COORD-18	18	1.00	64,091	1.00	78,751	1.00	78,751	1.00	78,751
LIBRARIAN 1-33	33	0.00	-	1.00	79,881	0.00	-	0.00	-
LIBRARIAN 2-33	33	31.00	2,545,307	31.00	2,663,388	33.00	2,815,826	33.00	2,815,826
LIBRARIAN 2-33 PT	33	5.45	462,689	4.50	397,403	4.50	397,403	4.50	397,403
LIBRARIAN 3-18	18	6.00	577,412	6.00	606,497	6.00	606,497	6.00	606,497
LIBRARIAN 3-33	33	2.00	165,503	2.00	171,550	1.00	98,993	1.00	98,993
LIBRARIAN SUPV-18	18	3.00	324,106	3.00	339,031	3.00	339,031	3.00	339,031
LIBRARY ASSOC DIR-18	18	1.00	142,972	1.00	115,076	1.00	115,076	1.00	115,076
LIBRARY ASST 1-32	32	27.00	1,706,819	27.00	1,774,157	27.00	1,774,157	27.00	1,774,157
LIBRARY ASST 1-32 PT	32	7.95	509,979	7.95	530,269	7.95	530,269	7.95	530,269
LIBRARY BUS OPER MGR-18	18	1.00	133,639	0.00	-	0.00	-	0.00	-
LIBRARY DIRECTOR-21	21	1.00	177,076	1.00	165,593	1.00	165,593	1.00	165,593
LIBRARY FACILITIES MGR-18	18	1.00	119,727	1.00	125,230	1.00	125,230	1.00	125,230
LIBRARY IT SPEC 2-33	33	1.00	68,941	1.00	81,875	1.00	81,875	1.00	81,875
LIBRARY IT SPEC 3-33	33	1.00	74,884	1.00	89,328	1.00	89,328	1.00	89,328
LIBRARY PRESS OPR-32	32	1.00	67,908	1.00	70,389	1.00	70,389	1.00	70,389
LIBRARY PROG ADMINISTRATOR-33	33	1.00	66,082	1.00	74,734	1.00	74,734	1.00	74,734
LIBRARY PROGRAM SUPV-18	18	2.00	218,053	2.00	228,076	2.00	228,076	2.00	228,076
MAINT MECH 1-15	15	1.00	63,991	1.00	68,631	1.00	68,631	1.00	68,631
MAINT MECH 2-15	15	1.00	70,661	1.00	77,515	1.00	77,515	1.00	77,515
MKTG/COMMUN SPEC-18	18	1.00	72,749	1.00	81,113	1.00	81,113	1.00	81,113
PLANNER 2-18	18	1.00	90,157	1.00	93,451	1.00	93,451	1.00	93,451
PROG ASST 1-32	32	4.00	258,068	4.00	271,171	4.00	271,171	4.00	271,171
PROGRAM ASST 1-20	20	1.00	66,394	1.00	68,820	1.00	68,820	1.00	68,820
		<b>139.30</b>	<b>\$10,354,196</b>	<b>138.15</b>	<b>\$10,686,217</b>	<b>138.15</b>	<b>\$10,686,217</b>	<b>138.15</b>	<b>\$10,686,217</b>

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