



Altadena Library District

Proposed Budget

Fiscal Year 2020/21

	FY 2019/20 Adopted Budget	FY 2020/21 Proposed Budget	\$ Difference	% Difference
1 REVENUES				
2 Drawdown / (Addition) To Reserves	\$ 36,900	\$ 194,550	\$ 157,650	427%
3 Donations & Grants				
4 4705 · Altadena Library Foundation	10,000	10,000	-	0%
5 4710 · Friends of the Library	33,000	25,000	(8,000)	-24%
6 4730 · Undesignated	-	-	-	0%
7 4740 · CA Library Literacy Services	18,000	18,000	-	0%
8 Total Donations & Grants	61,000	53,000	(8,000)	-13%
9 Fines & Fees				
10 4305 · Fees	4,000	4,000	-	0%
11 4310 · MFM / Printer Revenue	5,500	8,000	2,500	45%
12 4340 · Passport Services Fees	120,000	90,000	(30,000)	-25%
13 4350 · Sales of Products	1,500	1,500	-	0%
14 Total Fines & Fees	131,000	103,500	(27,500)	-21%
15 Interest Income				
16 4220 · County Interest Allocation	21,000	21,000	-	0%
17 4210 · Savings	-	400	400	0%
18 Total Interest Income	21,000	21,400	400	2%
19 Other Revenues				
20 4915 · Film Rental Revenue	2,000	1,000	(1,000)	-50%
21 4930 · E-Rate Revenue	36,000	36,000	-	0%
22 4999 · Credit Card Rebates	10,000	10,000	-	0%
23 Total Other Revenues	48,000	47,000	(1,000)	-2%
24 Property Taxes & Assessments				
25 4010 · Current Secured	2,556,700	2,576,000	19,300	1%
26 4020 · Current Unsecured	86,900	86,900	-	0%
27 4030 · Prior-Year Secured	10,200	-	(10,200)	-100%
28 4040 · Prior-Year Unsecured	10,200	-	(10,200)	-100%
29 4050 · Homeowners Exemption	15,300	15,300	-	0%
30 4060 · Special Assessment	846,400	846,400	-	0%
31 4080 · Penalties, Interest & Costs	10,000	10,000	-	0%
32 Total Property Taxes & Assessments	3,535,700	3,534,600	(1,100)	0%
33 TOTAL REVENUES	3,833,600	3,954,050	120,450	3%
34 EXPENSES				
35 Personnel				
36 Salaries & Wages				
37 5010 · Salaried	374,300	908,300	534,000	143%
38 5020 · Hourly	1,416,200	974,100	(442,100)	-31%
39 Total Salaries & Wages	1,790,500	1,882,400	91,900	5%

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40	District-Paid Taxes / Benefits				
41	5120 · Payroll Taxes (ER)	153,300	155,600	2,300	2%
42	Insurance				
43	5220 · Health Insurance	138,000	132,000	(6,000)	-4%
44	5221 · Health Insurance - Retirees	77,700	71,700	(6,000)	-8%
45	5230 · Dental Insurance	13,800	13,200	(600)	-4%
46	5240 · Vision Insurance	4,100	3,900	(200)	-5%
47	5260 · Life Insurance	1,400	1,400	-	0%
48	5270 · Workers' Compensation	31,300	47,050	15,750	50%
49	Total Insurance	266,300	269,250	2,950	1%
50	CalPERS Retirement				
51	5210.01 · CalPers CLASSIC	25,000	20,300	(4,700)	-19%
52	5210.02 · CalPers PEPRA	90,000	104,300	14,300	16%
53	5218 · PERS Unfunded	147,900	168,700	20,800	14%
54	Total CalPERS Retirement	262,900	293,300	30,400	12%
55	5222 · OPEB Contribution	60,000	60,000	-	0%
56	Total District-Paid Taxes / Benefits	742,500	778,150	35,650	5%
57	Total Personnel	2,533,000	2,660,550	127,550	5%
58	Operating Expenses				
59	Advertising & Marketing				
60	6618 · Recruitment	1,800	2,500	700	39%
61	6627 · Advertising / Marketing	7,000	7,000	-	0%
62	Total Advertising & Marketing	8,800	9,500	700	8%
63	Fees				
64	6745 · Banking & Service Fees	2,000	2,000	-	0%
65	6746 · Payroll Fees	10,200	10,200	-	0%
66	7530 · County Tax Collection Fees	33,700	33,700	-	0%
67	Total Fees	45,900	45,900	-	0%
68	Insurance				
69	6430 · Insurance-Gen, Prop, Liab	33,000	48,800	15,800	48%
70	6432 · Earthquake Insurance	30,400	33,100	2,700	9%
71	Total Insurance	63,400	81,900	18,500	29%
72	Staff Costs & Prof. Development				
73	6623 · Trustee Prof. Development	1,000	3,000	2,000	200%
74	6625 · Training & Education	15,000	15,000	-	0%
75	6626 · Staff Recognition	3,000	2,000	(1,000)	-33%
76	6710 · Meetings & Travel	9,000	10,000	1,000	11%
77	6730 · Mileage & Parking Reimbursement	2,000	2,000	-	0%
78	Total Staff Costs & Prof. Development	30,000	32,000	2,000	7%

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79	Utilities				
80	6920 · Electricity	50,000	40,000	(10,000)	-20%
81	6930 · Natural Gas	5,000	4,000	(1,000)	-20%
82	6940 · Water & Sewage	8,000	8,000	-	0%
83	6950 · Refuse	7,000	7,000	-	0%
84	Total Utilities	70,000	59,000	(11,000)	-16%
85	Other Operating Expenses				
86	6620 · Membership Dues & Subscriptions	15,000	14,000	(1,000)	-7%
87	6740 · Postage & Delivery	8,000	7,000	(1,000)	-13%
88	6750 · Printing & Reproduction	5,000	5,000	-	0%
89	6755 · Small Equipment	7,000	7,000	-	0%
90	6765 · Janitorial Supplies	6,000	6,000	-	0%
91	6770 · Operating Supplies	15,000	15,000	-	0%
92	6775 · Technical Services Supplies	5,000	5,000	-	0%
93	6780 · Operating Software	1,500	1,500	-	0%
94	6960 · Cost of Sales of Products	200	200	-	0%
95	6970 · Equipment Lease & Rental	26,600	20,000	(6,600)	-25%
96	Total Other Operating Expenses	89,300	80,700	(8,600)	-10%
97	Total Operating Expenses	307,400	309,000	1,600	1%
98	Professional & Technical				
99	Professional Services				
100	7125 · Audit and Financial Consulting	61,200	60,000	(1,200)	-2%
101	7130 · Legal Fees	107,000	60,000	(47,000)	-44%
102	7140 · Architectural & Engineering	64,000	50,000	(14,000)	-22%
103	7145 · Collection Agency	1,900	-	(1,900)	-100%
104	7155 · Consultants - Other	88,000	100,000	12,000	14%
105	Total Professional Services	322,100	270,000	(52,100)	-16%
106	Information Technology (IT)				
107	7135 · Technology Consulting	3,500	7,000	3,500	100%
108	7170 · Telecommunications	9,500	10,000	500	5%
109	7175 · Internet Service / E-Rate	42,000	53,000	11,000	26%
110	7180 · Technology Equipment	11,700	15,000	3,300	28%
111	7185 · Technology Maintenance Fees	21,000	18,000	(3,000)	-14%
112	7190 · Website Development	1,500	500	(1,000)	-67%
113	Total Information Technology (IT)	89,200	103,500	14,300	16%
114	Total Professional & Technical	411,300	373,500	(37,800)	-9%
115	Library Materials				
116	6110 · Cataloging Expenses	22,000	22,000	-	0%
117	6115 · Electronic Databases & Subscrip	30,000	30,000	-	0%
118	6120 · Books	130,000	130,000	-	0%
119	6125 · Audio CD	15,000	10,000	(5,000)	-33%
120	6130 · DVD's & Videogames	35,000	45,000	10,000	29%



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121	6135 · Processing of Materials	50,000	-	(50,000)	-100%
122	6140 · Periodicals	20,000	15,000	(5,000)	-25%
123	6150 · Downloadables	30,000	43,000	13,000	43%
124	6155 · Library of Things	5,000	2,000	(3,000)	-60%
125	Total Library Materials	337,000	297,000	(40,000)	-12%
126	Facilities, Grounds & Maintenance				
127	7205 · Maintenance Contracts	13,300	12,000	(1,300)	-10%
128	7210 · Building Maint & Repairs	29,500	30,000	500	2%
129	7220 · Landscape	18,400	19,000	600	3%
130	Total Facilities, Grounds & Maintenance	61,200	61,000	(200)	0%
131	Programs				
132	6200 · Youth Services	12,700	11,000	(1,700)	-13%
133	6210 · Teen Services	5,400	5,500	100	2%
134	6220 · Adult Services	28,900	25,000	(3,900)	-13%
135	6230 · Bob Lucas Branch Services	5,700	4,500	(1,200)	-21%
136	6240 · Literacy Services	7,000	5,000	(2,000)	-29%
137	6250 · Volunteer Services	2,500	2,000	(500)	-20%
138	6260 · Summer Reading	9,200	10,000	800	9%
139	Total Programs	71,400	63,000	(8,400)	-12%
140	Election Expense & Misc.				
141	7510 · Miscellaneous Expense	-	-	-	0%
142	7540 · Trustee Election	-	70,000	70,000	0%
143	Total Election Expense & Misc.	-	70,000	70,000	0%
144	Capital Expenditures				
145	7310 · Equipment, Furniture & Fixtures	46,700	50,000	3,300	7%
146	7320 · Structures & Improvements	65,600	70,000	4,400	7%
147	Total Capital Expenditures	112,300	120,000	7,700	7%
148	TOTAL EXPENSES	\$ 3,833,600	\$ 3,954,050	\$ 120,450	3%
149	NET INCOME/(LOSS)	\$ -	\$ -	\$ -	0%
	Projected Beginning Cash 7/1		\$ 3,573,000		
	(Drawdown) / Addition To Reserves		(194,550)		
	Projected Ending Cash 6/30		\$ 3,378,450		