

2012 Proposed Budget Presentations

**THE SEATTLE PUBLIC
LIBRARY**

Part 1 - Budget Overview

THE SEATTLE PUBLIC LIBRARY

Budget Control Level	2010 Actuals	2011 Adopted	2012 Endorsed	% Change '11-'12 (Adopted to Endorsed)	2012 Proposed	% Change '12-'12 (Endorsed to Proposed)
Expenditures by BCL						
Administrative Services	\$8,446,000	\$9,072,000	\$9,338,000	2.9%	\$9,387,000	0.5%
City Librarian's Office	\$1,232,000	\$986,000	\$1,017,000	3.1%	\$1,031,000	1.4%
Human Resources	\$1,115,000	\$1,018,000	\$1,031,000	1.3%	\$1,039,000	0.8%
Information Technology	\$2,858,000	\$3,221,000	\$3,216,000	-0.2%	\$3,246,000	0.9%
Library Services	\$36,106,000	\$35,857,000	\$36,790,000	2.6%	\$37,173,000	1.0%
Total Expenditures	\$49,757,000	\$50,154,000	\$51,392,000	2.5%	\$51,876,000	0.9%

Revenues						
External Support	\$190,000	\$190,000	\$190,000	0.0%	\$190,000	0.0%
Facility Revenues	\$62,000	\$450,000	\$462,000	2.7%	\$200,000	-56.7%
General Subfund Support	\$48,032,000	\$47,299,000	\$48,630,000	2.8%	\$49,396,000	1.6%
Operating Services, Fines, Fees	\$1,508,000	\$1,914,000	\$1,810,000	-5.4%	\$1,791,000	-1.0%
Parking Garage	\$275,000	\$300,000	\$300,000	0.0%	\$300,000	0.0%
Use of Fund Balance	(\$310,000)	\$0	\$0		\$0	
Total Revenues	\$49,757,000	\$50,153,000	\$51,392,000	2.5%	\$51,877,000	0.9%

The Seattle Public Library

The 2012 Proposed Budget has no substantive policy or service delivery changes relative to the 2012 Endorsed Budget. The budget continues the following reductions implemented in recent years:

- One-week system closure/staff furlough which began in 2009 remains;
- 190 fewer branch library open hours per week compared to 2009;
- Materials budget of \$5 million is 14% less than the 2010 Adopted Budget level. No change from the 2012 Endorsed Budget level;
- Capital budget 22% less than the 2011 Adopted Budget level. No change from the 2012 Endorsed Budget level.
- Despite these reductions, the total General Fund support for the Library is increasing by almost \$770,000 due to various technical adjustments.

The Seattle Public Library

Adjustments to the Endorsed Budget help stabilize the budget, but serious challenges remain:

- Developing a sustainable budget which does not shut down public access to Library resources and services for a week and require a furlough for Library staff
- Maintaining the *Libraries for All* facilities quality as buildings age and continue to be used intensely, with shortfalls in capital and operating funding
- Implementing the Library's bold and transformative Strategic Plan with limited resources

Part 3 - Incremental Budget Changes for 2012

THE SEATTLE PUBLIC LIBRARY

	Funding Amount	General Fund?	Description	BIP #
2012 Endorsed Budget	\$51,392,338	95%		
2012 Proposed Changes				
1) Library Personnel Budget Alignment	\$126,000	Yes	Correction to allow budgeting for 2,088 hours per year per FTE	070
2) Central Services Cost Pressures	\$117,000	Yes	Correction to align budget for City Fleets and Phone charges with costs	072
3) Non-General Fund Adjustments	(\$226,240)	No	Revised forecast for non-general fund revenues.	071/074
4) Technical Adjustments	\$468,109	Yes	Adjustments for employee cost of living, pension, and other costs. Miscellaneous position changes.	900
Total Proposed Changes	\$484,869	95%		
Proposed 2012 Budget	\$51,877,206			

Project Title	2012 Appropriations (In 1000)	Total Project Cost (In 1000)	Funding Sources	Description / Explanation
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New Projects

1) Technology Infrastructure Replacement	\$756	\$756	2012 Multipurpose LTGO Bond Fund	Funds purchase of technology switching and routing equipment. Debt service will be paid out of existing resources in Library's operating fund.
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Projects Canceled or Deferred

Funding/Scope Changes for Existing Projects

Note: for projects with funding changes, please include dollar amount of change in the description/explanation.

2) Library Major Maintenance	\$820	ongoing	REET I, General Fund	Funds ongoing asset management of the Library's 26 branches and the Central Library. The 2012 Proposed Budget is equal to the 2012 Endorsed Budget which included a reduction of \$230,000, or 22%, from the 2011 budget. The Library will focus 2012 work on building envelope maintenance in branches and mechanical systems, security and limited functional modifications in the Central Library.
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Part 5 - EEO Report

City of Seattle Summary Analysis Analysis Data as of 12/31/2010

Plan: 1,B - 1, Seattle Public Library

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic		Pacific Islander		Two or more races	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
10 - Officials & Administrators																
Employees:	24															
Current Utilization:	19	79.16	2	8.33	0	0.00	1	4.16	0	0.00	0	0.00	0	0.00	1	4.16
Class Goal:	15.21	63.40	4.52	18.85	1.02	4.29	2.31	9.64	0.31	1.31	0.53	2.23	0.01	0.06	0.30	1.25
Underutilized:	0.00	No	2.52	Yes	1.02	Yes	1.31	Yes	0.31	No	0.53	No	0.01	No	0.00	No
20 - Professionals																
Employees:	161															
Current Utilization:	125	77.63	41	25.46	10	6.21	21	13.04	3	1.86	4	2.48	0	0.00	3	1.86
Class Goal:	113.27	70.36	37.54	23.32	6.89	4.28	22.25	13.82	1.22	0.76	4.31	2.68	0.56	0.35	2.06	1.28
Underutilized:	0.00	No	0.00	No	0.00	No	1.25	Yes	0.00	No	0.31	No	0.56	No	0.00	No
30 - Technicians																
Employees:	15															
Current Utilization:	2	13.33	4	26.66	0	0.00	2	13.33	0	0.00	2	13.33	0	0.00	0	0.00
Class Goal:	3.86	25.78	2.86	19.11	0.24	1.63	2.08	13.88	0.12	0.84	0.22	1.49	0.00	0.06	0.16	1.10
Underutilized:	1.86	Yes	0.00	No	0.24	No	0.08	No	0.12	No	0.00	No	0.00	No	0.16	No
40 - Protective Services																
Employees:	12															
Current Utilization:	4	33.33	5	41.66	2	16.66	1	8.33	1	8.33	0	0.00	0	0.00	1	8.33
Class Goal:	5.81	48.48	3.06	25.56	0.83	6.94	0.92	7.67	0.72	6.05	0.32	2.67	0.00	0.04	0.25	2.13
Underutilized:	1.81	Yes	0.00	No	0.00	No	0.00	No	0.00	No	0.32	No	0.00	No	0.00	No
50 - Paraprofessionals																
Employees:	2															
Current Utilization:	2	100.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
Class Goal:	1.74	87.17	0.08	4.19	0.02	1.31	0.04	2.01	0.00	0.31	0.01	0.53	0.00	0.00	0.00	0.01
Underutilized:	0.00	No	0.08	No	0.02	No	0.04	No	0.00	No	0.01	No	0.00	No	0.00	No
60 - Office & Clerical																
Employees:	359															
Current Utilization:	234	65.18	186	51.81	31	8.63	128	35.65	3	0.83	5	1.39	6	1.67	13	3.62
Class Goal:	265.22	73.88	131.28	36.57	20.10	5.60	84.50	23.54	3.66	1.02	10.01	2.79	2.69	0.75	9.72	2.71
Underutilized:	31.22	Yes	0.00	No	0.00	No	0.00	No	0.66	No	5.01	Yes	0.00	No	0.00	No

Part 5 - EEO Report

**City of Seattle
Summary Analysis
Analysis Data as of 12/31/2010**

Plan: 1,B - 1, Seattle Public Library

Job Group	Total Female		Total Minorities		Black		Asian		Native American		Hispanic		Pacific Islander		Two or more races	
	#	%	#	%	#	%	#	%	#	%	#	%	#	%	#	%
70 - Skilled Crafts																
Employees:	2															
Current Utilization:	0	0.00	1	50.00	0	0.00	0	0.00	0	0.00	1	50.00	0	0.00	0	0.00
Class Goal:	0.13	6.52	0.31	15.51	0.02	1.17	0.14	7.44	0.01	0.71	0.04	2.06	0.01	0.62	0.06	3.48
Underutilized:	0.13	No	0.00	No	0.02	No	0.14	No	0.01	No	0.00	No	0.01	No	0.06	No
80 - Service & Maintenance																
Employees:	60															
Current Utilization:	7	11.66	38	63.33	16	26.66	18	30.00	1	1.66	1	1.66	1	1.66	1	1.66
Class Goal:	6.99	11.66	37.99	63.33	15.99	26.66	18.00	30.00	0.99	1.66	0.99	1.66	0.99	1.66	0.99	1.66
Underutilized:	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No	0.00	No
Totals:	635	393	277		59		171		8		13		7		19	



City of Seattle
 Department - Payment Information by WMBE (Combined)
 Ethnicity
 1/1/2011 to 8/31/2011

Report ID: Snap210B
 Run Date: 9/28/2011
 Run Time: 9:29:14AM
 Database: SUMMIT8
 Query: _CRYS_ZAP_SNAP210B

LIBRARY - Seattle Public Library

	<u>Total \$</u> <u>Payments</u>	<u>African</u> <u>American</u>	<u>African</u> <u>American %</u>	<u>Asian</u>	<u>Asian %</u>	<u>Native</u> <u>American</u>	<u>Native</u> <u>American %</u>	Hispanic	<u>Hispanic %</u>	White Female	<u>White</u> <u>Female %</u>	<u>Total \$</u> <u>for WMBE's</u>	<u>Total</u> <u>WMBE</u> <u>%</u>
Consultant													
Consultant Contract	57,328.60	0.00	.00%	0.00	.00%	0.00	.00%	0.00	.00%	30,000.00	52.33%	30,000.00	52.33%
Consultant Roster	121,348.11	0.00	.00%	0.00	.00%	0.00	.00%	0.00	.00%	28,176.00	23.22%	28,176.00	23.22%
Total:	178,676.71	0.00	.00%	0.00	.00%	0.00	.00%	0.00	.00%	58,176.00	32.56%	58,176.00	32.56%
Purchasing													
Blanket Contract	1,039,996.03	33,824.76	3.25%	145,043.16	13.95%	0.00	.00%	1,565.38	.15%	101,167.08	9.73%	281,600.38	27.08%
Direct Voucher	367,010.21	6,133.23	1.67%	1,647.77	.45%	0.00	.00%	0.00	.00%	25,329.93	6.90%	33,110.93	9.02%
Purchase Contract	1,422,560.00	54,340.85	3.82%	6,768.75	.48%	0.00	.00%	0.00	.00%	13,819.78	.97%	74,929.38	5.27%
Total:	2,829,566.24	94,298.84	3.33%	153,459.68	5.42%	0.00	.00%	1,565.38	.06%	140,316.79	4.96%	389,640.69	13.77%
Department Total:	3,008,242.95	94,298.84	3.13%	153,459.68	5.10%	0.00	.00%	1,565.38	.05%	198,492.79	6.60%	447,816.69	14.89%