



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail

City Council Work Session

Monday, July 22, 2013

4:15 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council will be held on Monday, July 22, 2013 at 4:15 p.m. in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

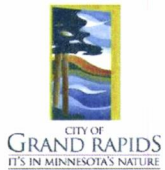
CALL OF ROLL: On a call of roll, the following members were present:

Discussion Items

1. [13-0426](#) 2014 Budget Discussion - Library
Attachments: [2014 Library Budget](#)
2. **13-0438** Review 5:00 PM regular meeting agenda and other business as noted.

ADJOURN

Attest: Tom Pagel, City Administrator



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0426 **Version:** 1 **Name:**
Type: Agenda Item **Status:** CC Worksession
File created: 7/17/2013 **In control:** City Council Work Session
On agenda: 7/22/2013 **Final action:**
Title: 2014 Budget Discussion - Library

Sponsors:

Indexes:

Code sections:

Attachments: [2014 Library Budget](#)

Date	Ver.	Action By	Action	Result
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2014 Budget Discussion - Library

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
ACTUAL 2009-2012 EXPENDITURES, 2013 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2014 BUDGET**

	<u>2009 ACTUAL</u>	<u>2010 ACTUAL</u>	<u>2011 ACTUAL</u>	<u>2012 ACTUAL</u>	<u>2013 BUDGET</u>	<u>YTD ACTUAL 6/30/2013</u>	<u>PROPOSED 2014 BUDGET</u>
REVENUES							
TAXES							
Current	\$ 476,847	\$ 414,157	\$ 419,068	\$ 439,231	\$ 575,038		\$ 616,984
Delinquent	4,472	7,166	3,459	3,608			
Fiscal Disparities	18,950	32,011	51,061	49,220			
TOTAL TAXES	<u>500,269</u>	<u>453,334</u>	<u>473,588</u>	<u>492,059</u>	<u>575,038</u>	-	<u>616,984</u>
INTERGOVERNMENTAL							
Market Value Homestead Credit	34,117	10,067	9,417	-	-		
Supplemental Aid	41,477	38,008	37,378	38,071	-		
State of Minnesota			200,000	250	-		
Library Contracts	146,294	144,623	135,333	129,590	133,000		130,000
Total Intergovernmental	<u>221,887</u>	<u>192,697</u>	<u>382,127</u>	<u>167,911</u>	<u>133,000</u>	-	<u>130,000</u>
CHARGES FOR SERVICES							
ALS Cross-overs	6,282	8,045	8,045	8,136	6,282	6,282	6,282
Photo-copies	2,021	2,356	1,863	1,589	1,900	835	1,900
Internet	3,132	3,244	3,382	3,050	3,000	1,641	3,000
Fax Machine Use	492	269	2	-	-	284	-
TOTAL Charges for Services	<u>11,926</u>	<u>13,914</u>	<u>13,292</u>	<u>12,775</u>	<u>11,182</u>	<u>9,042</u>	<u>11,182</u>
Fines and Forfeits							
Library Fines	15,409	14,970	14,303	17,952	15,000	6,265	15,000
Total Fines and Forfeits	<u>15,409</u>	<u>14,970</u>	<u>14,303</u>	<u>17,952</u>	<u>15,000</u>	<u>6,265</u>	<u>15,000</u>
Miscellaneous Revenue							
Donations	3,700	3,625	2,983	13,288	2,500	3,264	2,500
Memorial Books	601	1,613	120	670	1,000	120	1,000
Donations-Library Programs	-	278	873	710	200	398	300
Endowment Fund Income	3,464	3,048	134	3,101	1,400	1,286	1,300
Grand Rapids Lib Foundation	1,709	6,675	7,400	7,720	-	39,997	-
Meeting Room Receipts	4,834	3,310	4,024	3,394	3,500	2,415	3,000
Blandin Grants	1,970	9,971	100,379	7,739	-	2,261	-
Miscellaneous	1,757	2,534	1,905	2,224	1,800	1,037	1,900
MIRC	-	-	23,823	747	-	-	-
Natural Gas Rebate	-	-	-	26,250	-	-	-
Investment Income	10,580	6,548	6,206	2,295	6,000	175	2,500
Total Miscellaneous Revenue	<u>28,615</u>	<u>37,602</u>	<u>147,848</u>	<u>68,138</u>	<u>16,400</u>	<u>50,954</u>	<u>12,500</u>
Other Sources							
Operating Transfer - In	1,085		68,309	6,477			-
Fund Balance Usage	-	36,966		-	-	-	
Total Revenues	<u>779,191</u>	<u>749,483</u>	<u>1,099,467</u>	<u>765,312</u>	<u>750,620</u>	<u>66,261</u>	<u>785,666</u>

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
ACTUAL 2009-2012 EXPENDITURES, 2013 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2014 BUDGET**

	<u>2009 ACTUAL</u>	<u>2010 ACTUAL</u>	<u>2011 ACTUAL</u>	<u>2012 ACTUAL</u>	<u>2013 BUDGET</u>	<u>YTD ACTUAL 6/30/2013</u>	<u>PROPOSED 2014 BUDGET</u>
EXPENSES							
Operating Transfer Out	-	-	-	-	-	-	-
Personnel							
Salary-Full time	269,553	280,256	291,040	296,090	302,714	145,209	<u>542,356</u>
Salary-Full time overtime	-	-	-	-	-	-	-
Salary-Part Time	70,447	83,350	95,283	98,105	101,400	48,539	-
Salary-Part time overtime	-	-	-	-	-	-	-
Contracted Services	27,239	11,788	5,155	2,756	3,000	2,075	-
PERA	22,948	25,446	28,008	28,377	29,066	14,044	-
FICA	20,029	21,431	22,794	23,055	24,856	11,361	-
Medicare	4,684	5,012	5,331	5,392	5,813	2,657	-
Health Insurance	56,011	58,644	57,503	54,166	58,681	38,453	-
Life Insurance	862	168	282	246	246	123	-
Dental Insurance	1,098	1,353	1,413	1,482	1,858	774	-
Unemployment	-	-	-	-	-	-	-
Worker's Comp	2,117	2,050	2,757	2,118	3,000	2,380	-
Total Personnel	<u>474,988</u>	<u>489,499</u>	<u>509,567</u>	<u>511,787</u>	<u>530,634</u>	<u>265,615</u>	<u>542,356</u>
Supplies and materials							
Office Supplies	7,565	9,848	7,592	4,719	8,000	2,441	<u>8,000</u>
Copy supplies	808	895	756	687	1,000	418	<u>1,000</u>
Printing/binding	135	823	570	515	400	387	<u>600</u>
Bindings	-	-	-	-	200	-	-
Computer supplies	4,350	4,226	4,032	3,320	4,000	1,610	<u>4,000</u>
Computer Inventory	2,054	1,595	10,737	4,357	2,000	565	<u>2,000</u>
Assets between 700 and 4999	5,687	7,108	18,520	8,442	10,000	-	<u>12,000</u>
Inventorial supplies Equip<700	-	-	110	1,537	1,000	400	<u>1,000</u>
Volunteer Prgm Supplies & Mat	165	185	481	449	350	162	<u>350</u>
Operating Supplies	971	1,519	2,394	1,326	2,000	2,872	<u>2,000</u>
Books	46,326	46,049	47,290	41,122	38,000	16,811	<u>42,000</u>
Audio/Visual	9,936	10,908	10,158	8,458	9,000	7,232	<u>9,000</u>
Newspapers	1,153	1,787	1,565	1,665	1,000	333	<u>1,000</u>
Periodicals	7,629	7,510	7,289	7,073	7,000	233	<u>8,000</u>
Maintenance tools/supplies	3,238	4,071	2,869	2,663	3,000	991	<u>3,000</u>
Other supplies/Materials	272	-	-	22	350	-	<u>350</u>
Equipment/Parts	-	-	-	-	300	-	<u>300</u>
Volunteer Coordinator Materials	-	-	-	-	-	-	-
Total supplies and materials	<u>90,289</u>	<u>96,523</u>	<u>114,363</u>	<u>86,355</u>	<u>87,600</u>	<u>34,455</u>	<u>94,600</u>
Services and Charges							
Professional Services	-	-	-	-	100	-	<u>100</u>
Accounting Services	833	586	586	586	800	-	<u>800</u>
Legal	65	-	1,203	-	500	-	<u>500</u>
Laundry	520	382	431	433	480	225	<u>480</u>
Janitorial Services	27,585	28,983	28,701	21,400	20,400	10,200	<u>20,400</u>
Other Contracted Services	6,078	5,881	7,966	5,633	4,000	1,685	<u>4,000</u>
Telephone	6,342	6,859	7,796	5,838	6,555	2,756	<u>7,000</u>
Postage/Freight	1,269	826	1,420	901	500	126	<u>500</u>
Seminar/Meetings/School	2,388	584	1,380	222	500	528	<u>1,000</u>
Staff Training	438	-	128	-	500	-	<u>500</u>
Community Ed/Promotion	25	68	75	264	300	-	<u>300</u>
Professional Service-Collections	1,073	486	565	1,654	1,000	1,249	<u>2,400</u>
Auto Mileage/travel	-	-	61	-	150	-	<u>150</u>
Publishing and Advertising	1,454	669	377	25	500	368	<u>500</u>
General Insurance	8,133	7,251	6,398	6,271	8,000	9,540	<u>9,000</u>

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Electricity	38,521	41,427	39,169	37,218	39,930	13,212	39,930
Garbage Removal	1,728	1,064	1,298	1,650	1,300	697	1,600
Heat-Natural Gas	17,286	12,985	13,102	4,706	8,000	580	4,000
Maintenance Contracts	3,032	2,971	3,246	4,895	4,000	5,246	5,000
Building Maintenance/Repairs	33,270	15,982	10,989	12,564	15,000	3,024	15,000
Grounds maintenance	1,045	2,965	672	566	1,000	286	1,000
Computer Maintenance/Repairs	6,406	11,217	15,394	8,168	10,000	1,330	10,000
On-line Services	4,568	1,960	1,960	1,524	4,000	1,657	3,000
General Equip Maint/Repair	8,771	9,446	3,254	8,124	3,000	2,612	5,000
Equipment Leases	783	816	837	862	900	438	900
Miscellaneous	33	30	-	-	50	-	50
Dues & Subscriptions	-	-	30	30	500	151	500
Interlibrary Loan Charges	58	52	25	-	100	38	100
Facility Maintenance	-	-	-	-	-	-	-
Fund Balance Payback	-	-	-	-	-	-	15,000
Total Other Services	<u>171,702</u>	<u>153,490</u>	<u>147,062</u>	<u>123,534</u>	<u>132,065</u>	<u>55,947</u>	<u>148,710</u>
Capital Outlay							
Equipment/Mach/Furn/Fixture	18,914	-	40,262	30,647	-	43,297	-
Building/Bldg Improvements	-	-	549,524	-	-	-	-
Total Capital Outlay	<u>18,914</u>	<u>-</u>	<u>589,786</u>	<u>30,647</u>	<u>-</u>	<u>43,297</u>	<u>-</u>
BLANDIN GRANT							
Blandin Grant Prgm Development	-	-	-	-	-	-	-
Blandin Grant Contract Services	-	-	-	-	-	-	-
Blandin Grant Materials	-	-	-	-	-	-	-
Blandin Grant Youth Programs	188	5,712	400	4,715	-	745	-
Blandin Grant Adult Programs	511	3,909	2,221	3,024	-	1,629	-
Small Blandin Grant	1,270	350	-	-	-	-	-
Total Blandin Grant	<u>1,970</u>	<u>9,971</u>	<u>-</u>	<u>7,739</u>	<u>-</u>	<u>2,374</u>	<u>-</u>
GRAND TOTAL	<u>757,864</u>	<u>749,483</u>	<u>1,363,398</u>	<u>760,062</u>	<u>750,299</u>	<u>401,688</u>	<u>785,666</u>
REVENUE/(EXPENDITURES)	<u>\$ 21,328</u>	<u>\$ (0)</u>	<u>\$ (263,931)</u>	<u>\$ 5,250</u>	<u>\$ 321</u>	<u>\$ (335,427)</u>	<u>\$ -</u>