

## VACAVILLE LIBRARY COMMISSION

September 11, 2017

6:30 p.m.

LOCATION: Vacaville Public Library – Cultural Center, Conference Room

The County of Solano, in compliance with the Americans with Disabilities Act of 1990, will provide accommodations for persons with disabilities who attend public meetings. If you wish to attend this meeting and you will require assistance in order to participate, please call the Supervising Librarian at 1-866-572-7587 at least 48 hours in advance of the event to make reasonable arrangements to ensure accessibility to this meeting.

Non-confidential materials related to an item on this Agenda submitted to the Board after distribution of the agenda packet are available for public inspection at the Vacaville Public Library – Cultural Center, 1020 Ulatis Drive, Vacaville, CA during normal business hours.

### AGENDA

1. CALL TO ORDER
2. ROLL CALL AND ESTABLISHMENT OF QUORUM
3. INTRODUCTIONS
4. APPROVAL OF MINUTES of June 12, 2017-Attachment 1 -**ACTION**
5. APPROVAL OF AGENDA – **ACTION**
6. COMMENTS FROM THE FLOOR (10-minute time limit per individual)
  - a. Items on the Agenda – Persons wishing to speak to items on the agenda should so indicate to the President of the Commission at this time. You will be given an opportunity to speak on the subject at the time the item is discussed by the Commission.
  - b. Items Not on the Agenda – Persons wishing to speak to items not on the agenda should so indicate to the President of the Commission at this time. Subjects not on the agenda may be introduced at this time, but no action may be taken on them at this meeting. Please stand and state your name and address.
7. CORRESPONDENCE
8. LIBRARIANS' REPORTS – The Vacaville libraries' Supervising Librarians' reports are issued in written format in the interest of time. Questions on any of the topics may be presented at the meeting – Attachment 2

9. OLD BUSINESS

- a. Expansion of the Cultural Center Library – the Commission will discuss the expansion to the Cultural Center Library.
- b. Revisions to the FY 2017-2018 Budget – the Commission will discuss the revisions to the FY 2017-2018 budget and may take action. **ACTION**

10. NEW BUSINESS

- a. Repurposing the computer center at the Vacaville Public Library – Town Square (VTS) – the Commission will discuss repurposing the computer center at VTS.
- b. Removal of bench outside VTS – the Commission will discuss the removal of the bench outside VTS.
- c. Minor remodel of VTS – the Commission will discuss the minor remodel of VTS.
- d. Commissioner re-appointment – Commissioners will discuss and may take action on recommending a three-year re-appointment of Commissioner Carol Sue Robison and Beatryce Clark. **ACTION**
- e. New Commissioner - the Commission will discuss and may take action to fill the upcoming vacancy that will be left by Bruce DuClair after serving his three consecutive three-year terms on the Vacaville Library Commission. **ACTION**

11. ITEMS OF INTEREST TO THE COMMISSION

12. DATE OF NEXT MEETING: November 13, 2017

13. ADJOURNMENT

**Vacaville Public Library-Cultural Center**  
1020 Ulatis Drive  
Vacaville, CA 95687

**Library Commission Meeting**  
June 12, 2017  
Meeting Room

CALL TO ORDER

President Beatryce Clark called the meeting to order at 6:30 p.m.

ROLL CALL AND ESTABLISHMENT OF QUORUM

**Members present:**

Beatryce Clark  
Bruce DuClair  
Janet Matthews  
Dave McCallum  
Carol Sue Robison

**Members absent:**

None.

**Others present:**

Bonnie Katz, Director of Library Services  
Malissa Knapp, Library Branch Manager  
Johnny Parker, Supervising Librarian  
Nancy Redfield, Supervising Librarian  
Tamie Tvrdik, Clerical Operations Supervisor

INTRODUCTIONS

None.

APPROVAL OF MINUTES

The minutes of the meeting of May 8, 2017 were unanimously approved on motion of Mr. DuClair and seconded by Mr. McCallum. So ordered by 5-0 vote.

APPROVAL OF AGENDA

Mr. DuClair moved to approve the June 12, 2017 agenda; Mr. McCallum seconded. Motion unanimously approved. So ordered by 5-0 vote.

COMMENTS FROM THE FLOOR

**Items on the agenda**

None.

**Items not on the agenda**

CORRESPONDENCE

None.

LIBRARIANS' REPORTS

The librarians' reports were submitted in writing. Ms. Knapp added that VCC had over 240 vets take advantage of the fines waived and over 127 vets attended the veterans job fair held at VCC. Ms. Katz added that the strategic planning process committee is

meeting Thursday to develop a marketing plan. Also budget hearings for the County are starting on June 20, 2017. She does not anticipate any issues with the Library.

### OLD BUSINESS

- a. FY2017-2018 budget update – The Commission will hear a budget update and may take action. **ACTION**

Ms. Katz announced that there was an error in the budget regarding the Unexpended Direct Funds because the materials budget needed to be deducted and also the expense for the Branch Manager's salary needed to be adjusted because that salary was being split between the Vacaville and Vallejo libraries through November 2016. Since the hiring of the Vallejo Branch Manager, the salary is no longer split between the branches. Ms. Katz assured the Commission that the bottom line stays the same with \$6 million in contingencies and \$5 million in reserves.

Mr. DuClair moved to accept the revised budget and recommend approval to the Board; Ms. Mathews seconded. So ordered by a 5-0 vote.

- b. Expansion of the Cultural Center Library – the Commission will discuss the expansion to the Cultural Center Library.

Tim Reynolds, the County's Capital Projects Coordinator, presented and explained the three scenarios/options of the expansion of the Vacaville Cultural Center Library to the Commission and answered their questions. After discussing the pros and cons of each option the Commission unanimously agreed on the third option which will provide for the most expansion. This recommendation will be taken to the Board at their June meeting.

### NEW BUSINESS

- a. Approval of request for tenant improvements for Recology Vacaville Solano – the Commission will discuss and may take action on tenant improvements for Recology Vacaville Solano. **ACTION**

Mike McLaughlin, Director of IT at Recology, sent a letter to Ms. Katz requesting tenant improvements for Recology Vacaville Solano. He explained that Recology houses critical servers which function as a backup site in the event of a power outage. Therefore they are requesting to install a generator on the rear wall of the VTS building, behind the existing trash enclosure. The enclosure will be covered with a brick veneer to match the building.

Mr. McCallum moved to recommend the approval of the request for tenant improvements for Recology Vacaville Solano; Mr. DuClair seconded. Motion carried. So ordered by a 5-0 vote.

- b. Review of Joint Use Cooperative Agreement between the City of Vacaville and Vacaville Unified School District Library District – the Commission will review the joint facilities use agreement between the City of Vacaville and the VUSD Library District. **ACTION**

Ms. Katz explained that when the Cultural Center was built there was an initial agreement between the City and the Library District that allowed the Library to use the theatre and the community center. However through the years and staff changes this agreement was no longer working. Therefore, the City and Library District have drawn up a new agreement that would allow the Vacaville libraries a combined total of 16 times per year to use the community center for Library programs, two times a year to use the Vacaville Performing Arts Center and 4 times a year to use the marquee for advertising library events. In return, the City can use the Library meeting rooms up to 18 times a year. This is a 5-year agreement.

The Commission unanimously decided this was an agreement that benefitted both parties.

On motion of Mr. DuClair, seconded by Ms. Robison, the Commission recommended to approve the Joint Use Cooperative Agreement between the City of Vacaville and Vacaville Unified School District Library District. So ordered by a 5-0 vote.

- c. Election of President – the Commission will elect a President for the fiscal year 2017-2018. **ACTION**

On motion of Mr. DuClair and seconded by Ms. Matthews, the Commission recommended to appoint Ms. Clark as President for a second year. So ordered by a 5-0 vote.

ITEMS OF INTEREST TO THE COMMISSION


None.

DATE OF NEXT MEETING

The next VLC meeting will be held on September 11, 2017 at 6:30 p.m. at the Cultural Center Library Conference Room.

ADJOURNMENT

Meeting adjourned at 7:50 p.m.

  
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Malissa Knapp, Library Branch Manager



Bonnie Katz  
Director of Library Services  
1150 Kentucky St.  
Fairfield, Ca.  
94533

Recology has leased the entire second floor of the Town Square Library building for at least ten years. During the term(s) of our lease, Recology has grown as a company and has made some major investments in software, applications and technology to support our business and the communities we serve. This technology supports our entire business operations with 60+ locations in California, Oregon and Washington. One of the rooms on the second floor houses critical servers that run these applications in a Disaster Recovery configuration. This is Recology's backup site in the event the production data center becomes unavailable.

In the event of an extended utility outage, we would like to have the option of bringing in a small generator to provide power to the server room. This option would allow us to continue to provide a high level of critical services to our 60+ sites including the Recology Vacaville Solano County Operation.

**Scope of Work:**

A connection point would be installed on the rear wall of the building, behind the existing trash enclosure. It would be located next to the existing building column that protrudes about 20 inches from the wall near the Electrical Room. The connection point would be housed in a secure, water tight metal enclosure. The enclosure will be covered with a brick veneer to match the building. The enclosure would be approximately 40-inches wide, 20-inches deep and about 60-inches high. This enclosure would house a switch that would feed the second floor power panel. That power panel supports the critical Recology server room. This project will not encroach on the use of the first floor electrical room.

We respectfully request your approval to make this important improvement to our infrastructure.

Kind regards,

**Mike McLaughlin**

Director of Information Technology

**Recology™** | 50 California Street, 24th Floor | San Francisco, CA 94111-9796

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WASTE ZERO

Librarian's Report to the Vacaville Library Commission  
Vacaville Public Library-Cultural Center (VCC)  
September 11, 2017

Greetings, Commissioners:

During the months of July & August, VCC welcomed 40,596 visitors and circulated 61,633 items.

During the reporting period, staff presented 40 storytimes, with 1322 in attendance. 913 elementary school-age children participated in library programs which included PAWS, and the summer reading challenge programs. Total attendance for children's programming in July & August was 2235.

Staff made 15 outreach visits, and connected with 992 people. Staff hosted 2 library tours for 38 people.

Total attendance for 21 adult programs was 138. These included Road to Employment, Master Gardeners, Knott Just Knitting, Tabletop Thursdays Lawyers in the Library and the meditation program among others.

Summer Reading Challenge – As of August 31st, VCC has 1068 kids signed up and has awarded 767 prize books to kids. That's 11% more sign-ups than last year. 192 teens are signed up and 86 teen prize books have been awarded. That's a 67% increase in sign-ups. 280 adults have signed up and that's a 233% increase! 91 adult prizes have been awarded.

Upcoming September through October programs will include:

Outer Limits Virtual Reality. Play some Virtual Reality games from Vacaville's own Outer Limits Virtual Reality! Reservations are required, and participants must be 14 or older. Call 866-57-ASKUS to sign up, or come to the library's Information Desk. Thursday, September 12. 6pm.

CHP Start Smart: Driving Smart to Stay Safe. A free drivers education program for teens lead by a CHP officer aimed at helping newly licensed or soon-to-be licensed teenage drivers learn how to drive safely and understand their responsibilities as a new drive. Wednesday, September 6. 6pm.

Free Flu Shots. Be prepared for flu season! The library is offering free flu shots to the public. This event is sponsored by Solano County Library and Solano County Health & Social Services. Wednesday, October 11. 1-4pm

There were no suspensions for inappropriate use of the Internet during the reporting period.

Respectfully submitted,  
Nancy Redfield  
Supervising Librarian  
Vacaville Public Library-Cultural Center

Librarian's Report to the Vacaville Library Commission  
Vacaville Public Library-Town Square (VTS)  
September 11, 2017

Greetings, Commissioners:

During the months of July and August, VTS welcomed 29,978 visitors and circulated 28,494 items.

During the reporting period, staff presented 36 storytimes, with 1,838 in attendance. 5,727 children participated in library programs, including Summer Reading Challenge Events, Pre-Solar Eclipse, Lunch at the Library, stealth programs, and one school visit.

Total attendance for 20 adult programs was 449. These included Brain Games, Book Club, Writer's Group, Gadget Workshop, Crafty Greetings, Old Time Radio Theatre, Date Night, Classic Movie Nite, Tattoo Presentation, Jelly Bean Tasting, and Vintage Swimsuit Display.

Upcoming program highlights include:

- Mariachi Puente – Hispanic Heritage Month Musical Performance: Tuesday, September 19, 2017, 6:30 – 7:30 PM – Celebrate Hispanic Heritage Month with a musical performance by the Davis mariachi group, Mariachi Puente.
- Birds of Prey – California Raptor Center at UC Davis: Thursday, September 21, 2017, 4:00 PM – 5:00 PM. The California Raptor Center at UC Davis is bringing very special ambassadors from their animal kingdom to our library. Come meet and learn about these magnificent birds living right here in Solano County.
- Classic Movie Nite - public domain film: Tuesday, October 17, 2017, 6:30 PM – 8:00 PM. Celebrate the Halloween season with a movie showing of the 1959 public domain classic film, "House on Haunted Hill". Complimentary refreshments and popcorn will be served.
- Solano County Paranormal Team: Tuesday, October 24, 2017, 5:30 PM – 8:00 PM. Join us for an exciting visit from the Solano County Paranormal team. They'll discuss their findings about local haunts, and share the incredible paranormal evidence they've discovered.

There were no suspensions for inappropriate use of the Internet during the reporting period.

Respectfully submitted,  
Johnny Parker  
Supervising Librarian  
Solano County Library



SOLANO COUNTY LIBRARY

FY2017/18 BUDGET  
 VACAVILLE LIBRARY DISTRICT - FUND 427

ACCOUNT/DESCRIPTION	FY2015/16 <u>ACTUALS</u>	FY2016/17 <u>BUDGET</u>	FY2017/18 <u>PROPOSED</u>	FY2017/18 <u>REVISED</u>
<b><u>EXPENSES</u></b>				
2055 Insurance Fire	\$34,599	\$38,000	\$38,000	\$38,000
2140 Building Maintenance	\$0	\$25,000	\$25,000	\$25,000
2235 Accounting/Financial Services	\$16,258	\$5,000	\$40,000	\$40,000
2236 Consulting Services	\$0	\$175,000	\$200,000	\$200,000
2239 Legal Service	\$520	\$0	\$0	\$0
2250 Charge for Service (Operating Vacaville Library)	\$3,855,337	\$4,103,693	\$4,336,916	<b>\$4,277,944</b>
2250 Property Tax Administration Fee	\$27,245	\$35,000	\$35,000	\$35,000
2250 Other Professional Services	\$5,590	\$35,000	\$35,000	\$35,000
3020 Refund of Prior Year Charges	\$3,062	\$15,000	\$15,000	\$15,000
3230 Long-Term Loan Redemption	\$68,329	\$73,210	\$78,091	\$78,091
3244 Interest on Long-Term Debt	\$79,390	\$76,071	\$72,429	\$72,429
4201 Buildings and Improvements	\$0	\$75,000	\$75,000	\$75,000
4303 Equipment	\$0	\$12,000	\$0	\$0
8101 Contingency	\$0	\$2,655,011	\$5,728,770	<b>\$4,041,786</b>
8301 Reserves	\$0	\$5,000,000	\$0	\$0
<b>TOTAL EXPENSES</b>	<b>\$4,090,330</b>	<b>\$12,322,985</b>	<b>\$10,679,206</b>	<b>\$8,933,250</b>
<b><u>REVENUES</u></b>				
9001 Property Taxes-Secured	\$1,638,414	\$1,705,031	\$1,723,828	\$1,723,828
9002 Property Taxes-Unsecured	\$108,839	\$214,963	\$106,270	\$106,270
9003 Property Taxes-Prior	\$3,480	\$0	\$0	\$0
9004 Property Taxes-Supplemental	\$39,527	\$37,374	\$67,011	\$67,011
9005 Property Taxes-Prior Supplemental	\$5,020	\$0	\$0	\$0
9015 Library Sales Tax	\$2,220,609	\$2,442,670	\$2,354,213	\$2,354,213
9018 Unitary	\$34,786	\$34,752	\$38,088	\$38,088
9019 ABX1 26 Residual Taxes (Redevelopment)	\$257,658	\$375,034	\$336,001	\$336,001
9020 ABX2 26 Pass Through	\$434,209	\$523,696	\$544,962	\$544,962
9021 LM1HF & Other Assets	\$0	\$103,353	\$68,010	\$68,010
9401 Interest	\$33,566	\$40,000	\$55,000	\$55,000
9405 Building Rental	\$252,108	\$253,058	\$240,234	\$240,234
9504 Fish and Game	\$208	\$0	\$0	\$0
9505 State Highway Rentals	\$16	\$0	\$0	\$0
9507 Homeowner's Relief	\$24,872	\$27,872	\$25,020	\$25,020
9604 Contract Services	\$150,000	\$150,000	\$150,000	\$150,000
9703 Other Revenue	\$0	\$0	\$0	\$0
9704 Developer Impact Fee Monies	\$415,894	\$414,862	\$508,644	\$508,644
9705 Insurance Proceeds	\$0	\$0	\$0	\$0
9805 Reserve Transfer	\$0	\$0	\$0	\$200,082
9806 Fund Balance Available	\$4,250,970	\$5,894,344	\$4,461,925	<b>\$2,515,887</b>
<b>TOTAL REVENUES</b>	<b>\$9,870,176</b>	<b>\$12,217,008</b>	<b>\$10,679,206</b>	<b>\$8,933,250</b>

**CHARGE FOR SERVICE**  
**VACAVILLE LIBRARY OPERATING COSTS**

**FY2015/16**      **FY2016/17**      **FY2017/18**      **FY2017/18**  
**ACTUALS**      **BUDGET**      **PROPOSED**      **REVISED**

**\*\*EXPENSES**

Expenses in the Vacaville Library Overhead for Fiscal Year	\$3,001,496	\$3,244,979	\$3,296,914	<b>\$3,313,449</b>
Administration	\$608,472	\$649,352	\$768,699	\$768,699
Technical Svs. Fees	\$569,908	\$670,259	\$602,146	\$602,146
Automation	\$246,177	\$245,596	\$212,535	\$212,535
Telephone Assistance Center	\$103,644	\$112,078	\$96,967	\$96,967
<b>TOTAL EXPENSES</b>	<b>\$4,529,697</b>	<b>\$4,922,264</b>	<b>\$4,977,261</b>	<b>\$4,993,796</b>

**\*\*CREDITS**

Revenue collected in the Vacaville Library for Fiscal Year				
Library Fines/Fees	\$88,587	\$94,835	\$70,286	\$70,286
Building Use Fees	\$2,775	\$2,345	\$1,800	\$1,800
Photo/Microfiche Copies	\$11,760	\$9,993	\$11,368	\$11,368
Cash Overage	\$25	\$14	\$0	\$0
Other Revenue	\$0	\$186	\$0	\$0
Tax area code credit	\$398,221	\$427,038	\$459,726	\$459,726
Unexpended Direct Funds	<b>\$82,905</b>	\$284,160	\$97,165	<b>\$172,672</b>
<b>TOTAL CREDITS</b>	<b>\$584,273</b>	<b>\$818,571</b>	<b>\$640,345</b>	<b>\$715,852</b>
<b>TOTAL CHARGE</b>	<b>\$3,945,424</b>	<b>\$4,103,693</b>	<b>\$4,336,916</b>	<b>\$4,277,944</b>

\*\*Per Auditor's recommendation using last full fiscal year actual costs.

SOLANO COUNTY LIBRARY

VACAVILLE PUBLIC LIBRARY  
CULTURAL CENTER  
BUDGET

<u>Account/Description</u>	<u>FY2015/16</u> ACTUALS	<u>FY2016/17</u> BUDGET	<u>FY2017/18</u> PROPOSED	<u>FY2017/18</u> REVISED
1110 Salary/Regular	728,688	843,991	873,797	873,797
1121 Salary/Extra Help	139,670	150,810	125,396	125,396
1131 Salary/OT/Call back	11,215	14,110	14,816	14,816
1141 Salary/Premium	8,153	8,962	8,627	8,627
1210 Retirement	103,499	149,643	170,665	170,665
1212 Deferred Comp County Match	283	260	650	650
1213 OPEB costs	13,565	16,882	17,477	17,477
1220 FICA	64,257	80,646	92,032	92,032
1230 Health	146,930	195,318	188,548	188,548
1231 Vision	1,677	2,184	2,100	2,100
1240 Comp Insurance	17,983	20,263	13,237	13,237
2141 LT Disability Insurance	0	0	523	523
1250 Unemployment	516	394	377	377
1260 Dental	8,667	11,160	10,962	10,962
1270 Accrued Leave CTO	13,680	2,500	2,500	2,500
1290 Life Insurance	626	969	972	972
Subtotal 1000's	<i>1,259,409</i>	<i>1,498,092</i>	<i>1,522,679</i>	<i>1,522,679</i>
2020 Com/Radio Services	0	0	0	0
2021 Telephone/County	2,059	2,758	3,233	3,233
2022 Telephone/AMC's	0	150	304	304
2023 Voice Mail	151	151	197	197
2025 Cellular Phone Service	0	50	50	50
2028 Telephone/Non County	0	0	0	0
2035 Household Expenses	35,457	45,602	50,665	50,665
2050 Liability/Risk Management	0	0	0	0
2051 Liability Insurance	4,785	3,826	5,330	5,330
2120 Equipment Maintenance	7,125	1,000	1,400	1,400
2140 Maintenance/Buildings	20,773	37,220	40,942	40,942
2170 Memberships	0	0	0	0
2178 Cash/Inventory Shortage	39	35	35	35
2200 Office Expense	2,921	3,000	3,000	3,000
2201 Office Equipment	0	94,600	94,600	94,600
2202 Controlled Asset (>1500<5000)	0	0	0	0
2203 Computer Componets <1500	0	0	0	0
2205 Postage	0	0	0	0
2215 Managed Print Services	2,491	1,832	2,015	2,015
2220 Microfilm/Fiche/Photo	0	0	0	0
2235 Accounting/Financial Svs.	0	0	0	0
2236 Consulting Services	0	0	0	0

<u>Account/Description</u>	<u>FY2015/16</u> ACTUALS	<u>FY2016/17</u> BUDGET	<u>FY2017/18</u> PROPOSED	<u>FY2017/18</u> REVISED
2250 Other Professional Svs.	2,835	45,724	20,724	35,724
2260 Software (CMSI)	0	0	0	0
2261 Software Licenses	0	0	0	0
2266 Central Data Processing	0	0	0	0
2267 HRIS Infrastructure Costs	0	0	0	0
2268 CDP - Supplemental Svs.	0	0	0	0
2280 Publications/Legal Notes	0	0	0	0
2281 Advertising/Marketing	0	0	0	0
2285 Rent/Lease - Equipment	0	0	82	82
2295 Rent/Lease - Building	0	0	0	0
2301 Small Tools	0	0	0	0
2310 Education/Training	0	0	0	0
2311 Tuition Reimbursement	0	0	0	0
2312 Special Depart. Expense	155	100	100	100
2327 Library Materials Process.	0	0	0	0
2328 Library Materials	150,200	150,200	150,200	150,200
2335 Travel Expense	0	50	50	50
2336 Travel Out-of-State	0	0	0	0
2337 Refreshments	0	0	0	0
2339 Management Expense	0	0	0	0
2345 Moving/Freight	0	0	0	0
2350 County Garage Services	0	0	0	0
2355 Personal Mileage	433	1,000	1,000	1,000
2360 Utilities	56,555	78,287	86,116	86,116
2361 Water	4,003	2,603	3,300	3,300
Subtotal 2000's	<b>289,982</b>	<b>468,188</b>	<b>463,343</b>	<b>478,343</b>
3020 Refund of Prior Year Chrg.	0	0	0	0
3231 Capital Lease-Equipment	0	0	0	0
3690 Interfund Svs. - Sheriff	0	0	0	0
3694 Interfund Svs. - Professional	0	0	0	0
3695 Interfund Svs. - Main./Mat.	0	0	0	0
3696 Interfund Svs. - Small Projects	0	0	0	0
3697 Interfund Svs. - Postage	0	0	0	0
3698 Interfund Svs. - Main./Labor	0	0	0	0
3701 Contribution - Non County	0	0	0	0
3710 County Admin. Overhead	0	0	0	0
Subtotal 3000's	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4201 Buildings & Improvements	0	0	0	0
4202 Construction in Progress	0	0	0	0
4303 Equipment	0	0	0	0
4304 Computer Equipment	0	0	0	0
Subtotal 4000's	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5040 Transfer Out - POB's	36,204	36,568	40,871	40,871
8101 Contingency	0	0	0	0
8301 Reserves	0	0	0	0
9304-8101 Contingency	0	0	0	0
<b>Total - Expenses</b>	<b>1,585,595</b>	<b>2,002,848</b>	<b>2,026,893</b>	<b>2,041,893</b>

9/6/2017

<u>Account/Description</u>	<u>FY2015/16</u> ACTUALS	<u>FY2016/17</u> BUDGET	<u>FY2017/18</u> PROPOSED	<u>FY2017/18</u> REVISED
9001 Prop. Taxes/Secured	0	0	0	0
9002 Prop. Taxes/Unsecured	0	0	0	0
9004 Prop. Taxes/Supplement	0	0	0	0
9005 Prop. Taxes/Prior	0	0	0	0
9401 Interest	0	0	0	0
9405 Building Rental	525	500	600	600
9407 Telephones	0	0	0	0
9507 Homeowner's Relief	0	0	0	0
9511 Other Governmental Agen.	0	0	0	0
9569 State Aide	0	0	0	0
9601 Building Use Fees- Now 9405	0	0	0	0
9603 Photo/Microform copies	8,503	7,997	8,146	8,146
9604 Contract Services	0	0	0	0
9605 Library Fines	61,535	61,645	47,265	47,265
9637 Other Prof. Services	0	0	0	0
9663 Redevelopment	0	0	0	0
9702 Cash Overage	28	0	0	0
9703 Other Revenue	0	0	0	0
9705 Insurance Proceeds	0	0	0	0
9803 Op. Transfers In	0	0	0	0
9805 Reserve Transfer	0	0	0	0
9806 Fund Balance Available	0	0	0	0
<b>Total Revenue</b>	<b>70,591</b>	<b>70,142</b>	<b>56,011</b>	<b>56,011</b>

SOLANO COUNTY LIBRARY

VACAVILLE PUBLIC LIBRARY  
TOWN SQUARE  
BUDGET

<u>Account/Description</u>	<u>FY2015/16</u> ACTUALS	<u>FY2016/17</u> BUDGET	<u>FY2017/18</u> PROPOSED	<u>FY2017/18</u> REVISED
1110 Salary/Regular	376,085	512,356	500,157	500,157
1121 Salary/Extra Help	76,422	66,066	73,763	73,763
1131 Salary/OT/Call back	5,380	6,500	6,855	6,855
1141 Salary/Premium	2,183	2,104	2,640	2,640
1210 Retirement	57,991	94,094	99,493	99,493
1212 Deferred Comp County Match	726	780	780	780
1213 OPEB costs	7,527	10,248	10,004	10,004
1220 FICA	34,483	46,458	52,827	52,827
1230 Health	91,763	133,338	128,389	128,389
1231 Vision	902	1,260	1,176	1,176
1240 Comp Insurance	10,357	12,803	7,375	7,375
1250 Unemployment	406	238	299	299
1260 Dental	5,707	8,154	8,220	8,220
1270 Accrued Leave CTO	6,881	1,500	1,500	1,500
1290 Life Insurance	392	534	494	494
Subtotal 1000's	<b>677,205</b>	<b>896,433</b>	<b>893,972</b>	<b>893,972</b>
2020 Com/Radio Services	0	0	0	0
2021 Telephone/County	2,854	3,400	4,102	4,102
2022 Telephone/AMC's	63	150	304	304
2023 Voice Mail	151	151	197	197
2025 Cellular Phone Service	0	50	50	50
2028 Telephone/Non County	0	0	0	0
2035 Household Expenses	18,557	26,080	29,197	29,197
2050 Liability/Risk Management	0	0	0	0
2051 Liability Insurance	4,574	3,306	4,728	4,728
2120 Equipment Maintenance	5,476	500	750	750
2140 Maintenance/Buildings	16,957	22,125	24,338	24,338
2170 Memberships	0	0	0	0
2178 Cash/Inventory Shortage	4	20	20	20
2200 Office Expense	2,493	1,720	1,720	1,720
2201 Office Equipment	1,184	25,700	25,700	25,700
2202 Controlled Asset (>1500<5000)	0	0		
2203 Computer Componets <1500	0	0	0	0
2205 Postage	0	0	0	0
2215 Managed Print Services	0	1,372	1,509	1,509
2220 Microfilm/Fiche/Photo	0	0	0	0
2235 Accounting/Financial Svs.	0	0	0	0
2236 Consulting Services	0	0	0	0

<u>Account/Description</u>	<u>FY2015/16</u> ACTUALS	<u>FY2016/17</u> BUDGET	<u>FY2017/18</u> PROPOSED	<u>FY2017/18</u> REVISED
2250 Other Professional Svs.	7,394	21,460	21,460	21,460
2260 Software (CMSI)	0	0	0	0
2261 Software Licenses	0	0	0	0
2266 Central Data Processing	0	0	0	0
2267 HRIS Infrastructure Costs	0	0	0	0
2268 CDP - Supplemental Svs.	0	0	0	0
2280 Publications/Legal Notes	0	0	0	0
2281 Advertising/Marketing	0	0	0	0
2285 Rent/Lease - Equipment	325	0	82	1,617
2295 Rent/Lease - Building	0	0	0	0
2301 Small Tools	0	0	0	0
2310 Education/Training	0	0	0	0
2311 Tuition Reimbursement	0	0	0	0
2312 Special Depart. Expense	0	100	100	100
2327 Library Materials Process.	0	0	0	0
2328 Library Materials	80,000	80,000	80,000	80,000
2335 Travel Expense	0	50	50	50
2336 Travel Out-of-State	0	0	0	0
2337 Refreshments	0	0	0	0
2339 Management Expense	0	0	0	0
2345 Moving/Freight	0	0	0	0
2350 County Garage Services	0	0	0	0
2355 Personal Mileage	238	776	776	776
2360 Utilities	60,335	54,903	60,393	60,393
2361 Water	3,399	3,718	4,090	4,090
<b>Subtotal 2000's</b>	<b>204,004</b>	<b>245,581</b>	<b>259,566</b>	<b>261,101</b>
3020 Refund of Prior Year Chrg.	0	0	0	0
3231 Capital Lease-Equipment	0	0	0	0
3690 Interfund Svs. - Sheriff	0	93,132	93,064	93,064
3694 Interfund Svs. - Professional	59,573	0	0	0
3695 Interfund Svs. - Main./Mat.	0	0	0	0
3696 Interfund Svs. - Small Projects	2,984	0	0	0
3697 Interfund Svs. - Postage	0	0	0	0
3698 Interfund Svs. - Main./Labor	0	0	0	0
3701 Contribution - Non County	0	0	0	0
3710 County Admin. Overhead	0	0	0	0
<b>Subtotal 3000's</b>	<b>62,557</b>	<b>93,132</b>	<b>93,064</b>	<b>93,064</b>
4201 Buildings & Improvements	0	0	0	0
4202 Construction in Progress	0	0	0	0
4303 Equipment	0	0	0	0
4304 Computer Equipment	0	0	0	0
<b>Subtotal 4000's</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
5040 Transfer Out - POB's	19,919	24,882	23,419	23,419
8101 Contingency	0	0	0	0
8301 Reserves	0	0	0	0
9304-8101 Contingency	0	0	0	0
<b>Total - Expenses</b>	<b>963,685</b>	<b>1,260,028</b>	<b>1,270,021</b>	<b>1,271,556</b>

<u>Account/Description</u>	<u>FY2015/16</u>	<u>FY2016/17</u>	<u>FY2017/18</u>	<u>FY2017/18</u>
	ACTUALS	BUDGET	PROPOSED	REVISED
9001 Prop. Taxes/Secured	0	0	0	0
9002 Prop. Taxes/Unsecured	0	0	0	0
9004 Prop. Taxes/Supplement	0	0	0	0
9005 Prop. Taxes/Prior	0	0	0	0
9401 Interest	0	0	0	0
9405 Building Rental	2250	1500	1200	1200
9407 Telephones	0	0	0	0
9507 Homeowner's Relief	0	0	0	0
9511 Other Governmental Agen.	0	0	0	0
9569 State Aide	0	0	0	0
9601 Building Use Fees- Now 9405	0	0	0	0
9603 Photo/Microform copies	3,257	2,348	3,222	3,222
9604 Contract Services	0	0	0	0
9605 Library Fines	27,052	28,064	23,021	23,021
9637 Other Prof. Services	0	0	0	0
9663 Redevelopment	0	0	0	0
9702 Cash Overage	0	0	0	0
9705 Insurance Proceeds	0	0	0	0
9803 Op. Transfers In	0	0	0	0
9805 Reserve Transfer	0	0	0	0
9806 Fund Balance Available	0	0	0	0
<b>Total Revenue</b>	<b>32,559</b>	<b>31,912</b>	<b>27,443</b>	<b>27,443</b>