

FY 2016 - 2018

Proposed Biennial Baseline Budget

(Budget Notes)

7/1/16

*Marin County Free Library
FY2016 - FY2018
Proposed Biennial Baseline Budget*

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*Marin County Free Library
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Proposed Biennial Baseline Budget*

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Summary Budget By Object Accounts (Budget Level)

	Library Division	Division No.
	Library Administrative Services	5401
	Library Central Services (Branch Operations)	5402
	Library Outreach Services	5403
	Library Capital Improvements	5404

Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>						
511110	SALARIES AND WAGES- PERMANENT EMPLOYEES	\$6,652,063	\$6,851,625	\$199,562	3.00%	\$7,057,173	\$205,549
	SALARIES -EXTRA HIRE/SPEC. APPT (Budget)	\$436,759	\$476,270	\$39,511	9.05%	\$475,719	(\$551)
511220	SALARIES & WAGES -Extra -Hire -->	\$434,724	\$474,235	\$39,511	9.09%	\$473,684	(\$551)
511230	SALARIES & WAGES -Special Appointments -->	\$2,035	\$2,035	\$0	0.00%	\$2,035	\$0
511315	BI-LINGUAL PAY	\$13,600	\$13,600	\$0	0.00%	\$13,600	\$0
511320	HOLIDAY PAY	\$3,800	\$3,800	\$0	0.00%	\$3,800	\$0
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$30,600	\$30,600	\$0	0.00%	\$30,600	\$0
511510	OVERTIME-REGULAR	\$14,200	\$14,200	\$0	0.00%	\$14,200	\$0
512110	BENEFITS - RETIREMENT BENEFITS	\$1,205,884	\$1,230,002	\$24,118	2.00%	\$1,254,602	\$24,600
514110	WORKERS COMPENSATION INS	\$187,500	\$191,250	\$3,750	2.00%	\$195,075	\$3,825
515115	OTHER EMPLOYER EXP-MEDICARE	\$90,624	\$92,431	\$1,807	1.99%	\$94,280	\$1,849
516110	OTHER BENEFITS	\$1,089,172	\$1,110,955	\$21,783	2.00%	\$1,133,175	\$22,219
516120	RETIREE HEALTH	\$857,830	\$874,938	\$17,108	0.00%	\$892,437	\$17,499
516135	RETIREMENT POB - MISC	\$307,103	\$313,228	\$6,125	1.99%	\$319,492	\$6,265
516150	BENEFITS-AUTO ALLOWANCE	\$9,600	\$9,792	\$192	2.00%	\$9,988	\$196
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$124,293	\$126,772	\$2,479	1.99%	\$129,307	\$2,535
	Salaries and Benefits Total	\$11,023,028	\$11,339,462	\$316,434	2.87%	\$11,623,447	\$283,985
520000	<u>SERVICES & SUPPLIES</u>						
521310	Communications	\$42,357	\$35,707	(\$6,650)	-15.70%	\$35,707	\$0
521510	Household Expense	\$13,000	\$13,000	\$0	0.00%	\$13,000	\$0

Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18
523410	Transportation and Travel	\$78,057	\$89,597	\$11,540	14.78%	\$89,597	\$0
523510	Utilities	\$108,918	\$109,018	\$100	0.09%	\$109,018	\$0
532110	Taxes and Assessment Fees	\$190,000	\$195,000	\$5,000	2.63%	\$195,000	\$0
	Services and Supplies Total	\$4,456,848	\$4,591,768	\$173,860	3.90%	\$4,724,936	\$133,168
	Total Direct Operating Cost	\$15,479,876	\$15,931,230	\$451,354	2.92%	\$16,348,383	\$417,153
	<u>Fixed Assets</u>						
540510	Equipment - LVA Computer	\$134,300	\$82,050	\$500	0.37%	\$21,150	(\$60,900)
540520	Equipment -Software	\$5,500	\$4,800	(\$5,500)	-100.00%	\$0	(\$4,800)
	Total Fixed Assets Cost	\$139,800	\$86,850	(\$5,000)	-3.58%	\$21,150	(\$65,700)
	<u>Building Improvements</u>						
540410	Building Improvements - CIP	\$1,162,336	\$500,000	(\$662,336)	-56.98%	\$500,000	\$500,000
	Total Building Improvements Cost	\$1,162,336	\$500,000	(\$662,336)	-56.98%	\$500,000	\$500,000
560000	<u>INTER-FUND CHARGES</u>						
561110	Inter-Fund Expenditures	\$195,817	\$200,751	\$4,111	2.50%	\$205,833	\$5,082
561130	Inter-Fund Expenditures- Bldg Maintenance	\$271,783	\$279,936	\$749	2.00%	\$288,335	\$8,398
561150	Inter-Fund DPW Salaries & Benefits	\$0	\$0	\$0	0.00%	\$0	\$0
561155	Inter-Fund Expenditures - Vehicle Deprec.	\$0	\$0	\$0	0.00%	\$0	\$0
561160	Inter-Fund Expenditures - Vehicle Maintenance	\$11,641	\$11,641	\$0	0.00%	\$11,641	\$0
561185	Inter-Fund Expenditures-Communication	\$17,993	\$22,000	\$0	0.00%	\$22,660	\$660
561170	Inter-Fund Expenditures -Insurance	\$119,007	\$120,000	\$0	0.00%	\$120,000	\$0
561230	Inter-Fund Exp - Roads Salaries & Benefits	\$0	\$0	\$0	0.00%	\$0	\$0
561235	Inter-Fund Cost Recovery - Salaries and Benefits	\$0	\$0	\$0	0.00%	\$0	\$0
	Inter-Fund Charges Total	\$616,241	\$634,328	\$4,861	0.79%	\$648,468	\$14,140
	Total Dir. Operating Cost+Fixed Assets +Capital Projects	\$17,398,253	\$17,152,408	(\$211,121)	-1.21%	\$17,518,001	\$865,593
	(+) Total Projected Revenues	\$14,957,600	\$15,383,800	\$426,200	2.85%	\$15,917,000	\$533,200
	(-)Total Proposed Expenditure Budget	\$17,398,253	\$17,152,408	(\$245,845)	-1.41%	\$17,518,001	\$365,593
	Projected Budget Shortfall	(\$2,440,653)	(\$1,768,608)			(\$1,601,001)	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Revenue Budget

Budgeted Level MUNIS Object#	Account Name	Program Name				Program No.		Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	6500		
						REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	
411030	PROPERTY TAXES - CURRENT UNSECURED	\$155,000	\$160,000	5,000.00	3.23%	\$160,000	\$0	
411110	PROPERTY TAXES - CURRENT SECURED	\$7,550,000	\$8,000,000	450,000.00	5.96%	\$8,440,000	\$440,000	FY16/17 Projected 6% Growth & FY17/18 5.5% Growth
411115	PROPERTY TAXES - CURRENT SECURED UNITARY	\$39,000	\$40,000	1,000.00	2.56%	\$40,000	\$0	
411125	SPEC. BENEFITS TAX ASSESS - PARCEL TAX CURRENT	\$1,805,000	\$1,805,000	0.00	0.00%	\$1,805,000	\$0	Non-Measure A Library Tax Measures (\$1.98mil)
411135	PROPERTY TAXES - PRIOR UNSECURED	\$8,000	\$8,500	500.00	0.00%	\$8,500	\$0	
411210	SUPPLEMENTAL PROPERTY TAXES - CURRENT	\$205,000	\$210,000	5,000.00	2.44%	\$215,000	\$5,000	
411215	SUPPLEMENTAL PROPERTY TAXES - CURRENT UNSECURED	\$3,000	\$3,000	0.00	0.00%	\$3,000	\$0	
411310	SUPPLEMENTAL PROPERTY TAXES-PRIOR REDEMPTION	\$6,000	\$6,000	0.00	0.00%	\$6,500	\$500	
411410	RESIDUAL PROPERTY TAXES (ABX126)	\$125,000	\$125,000	0.00	0.00%	\$125,000	\$0	Redevelopment Agency Dissolution
411510	HAMILTON RDA PASS-THRU	\$25,000	\$26,000	1,000.00	4.00%	\$26,000	\$0	Hamilton Redevelopment Dissolution
411515	NOVATO DOWNTOWN RDA PASS-THRU	\$16,500	\$16,500	0.00	0.00%	\$16,500	\$0	Novato Redevelopment Dissolution
411520	HAMILTON RDA MITIGATION	\$26,000	\$25,000	(1,000.00)	-3.85%	\$25,000	\$0	Hamilton Redevelopment Dissolution
411820	OTHER TAXES - EXCESS ERAF	\$1,600,000	\$1,600,000	0.00	0.00%	\$1,650,000	\$50,000	
441115	INTEREST ON POOLED INVESTMENT	\$8,500	\$7,000	(1,500.00)	-17.65%	\$6,000	(\$1,000)	County Interest Income
441120	INTEREST ON POOLED INVESTMENT -ERAF	\$700	\$700	0.00	0.00%	\$700	\$0	ERAF Interest Income
451910	HOMEOWNERS PROP TAX RELIEF	\$45,000	\$45,000	0.00	0.00%	\$45,000	\$0	HOPTEP

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Revenue Budget

Budgeted Level MUNIS Object#	Account Name	Program Name				Program No.		Notes
		Administrative Services			6500			
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	
451970	STATE -OTHER	\$0	\$0	0.00	0.00%	\$0	\$0	(State Budget Cuts)
461810	CURRENT CHARGES - LIBRARY SERVICES	\$230,000	\$225,000	(5,000.00)	-2.17%	\$220,000	(\$5,000)	Fines & Fees
462610	LIBRARY SERVICES - LITERACY	\$76,800	\$50,000	(26,800.00)	-34.90%	\$25,000	(\$25,000)	FLAGship 1st Five Marin
462650	CURRENT CHGS - MICROGRAPHIC SERVICES FEES	\$17,000	\$15,000	(2,000.00)	-11.76%	\$12,000	(\$3,000)	Branches Copier & Microfilm Readers & Prt Mgmt Fees
462690	OTHER - CONTRACT REVENUE	\$405,000	\$410,000	5,000.00	1.23%	\$416,500	\$6,500	Salaries/Benefits, MariNet's Indirect Cost
470310	MISC REVENUE	\$21,100	\$21,100	0.00	0.00%	\$22,000	\$900	Leased Property Tax Exemptions (\$7K)+ Polling Place (\$100) +1B1M (\$14K)
470330	MISC REVENUE - CONTRIBUTIONS AND DONATIONS	\$25,000	\$25,000	0.00	0.00%	\$12,500	(\$12,500)	Bolinas Stinson Beach Improv. Society MOU (2012-2017)
480210	TRANSFERS - IN	\$2,565,000	\$2,560,000	0.00	0.00%	\$2,636,800	\$76,800	Co. Librarian Annual Salary + Measure A Funding (Transfer-In)
Total Revenues		\$14,957,600	\$15,383,800	431,200.00	2.88%	\$15,917,000	\$533,200	

MCFL FY 2016-17 PROPOSED EXPENDITURE BUDGET

Library Spending Budget \$ 17,152,408
(Rounded)

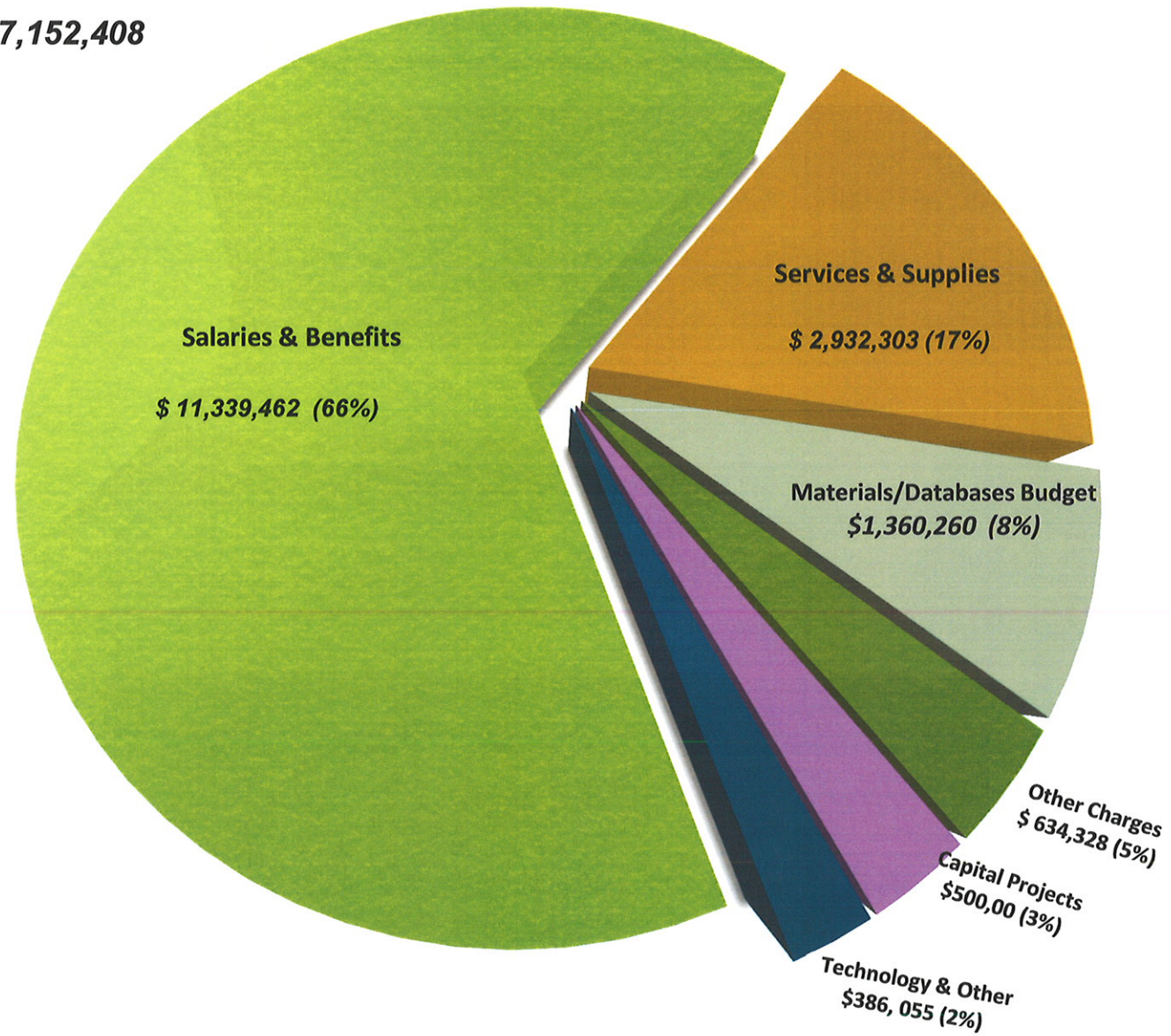


Chart C-1

MCFL FY 2016-17 Proposed Revenue Budget

Library Revenue Budget
\$17,152,408
(Rounded)

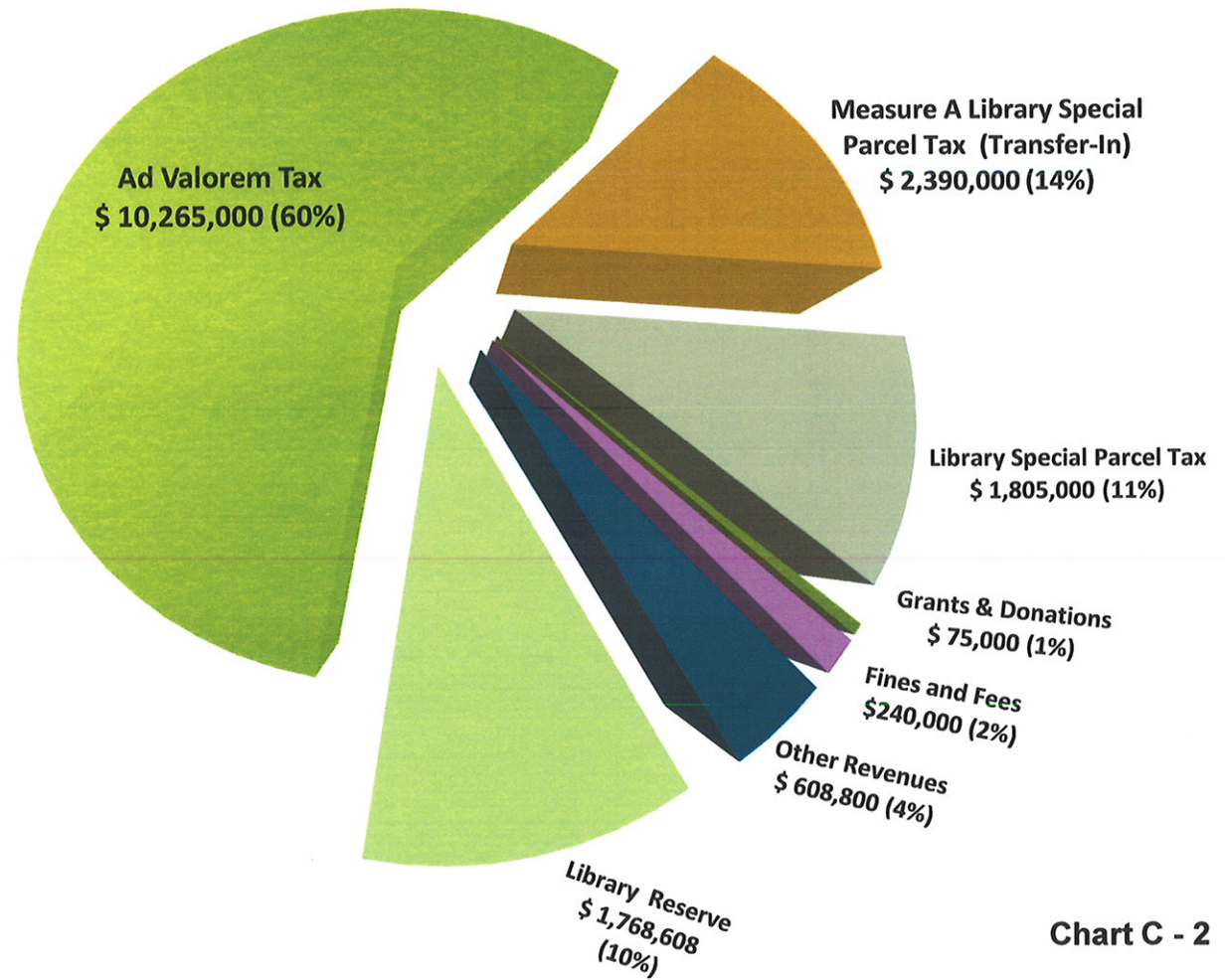


Chart C - 2

MCFL FY 2017-18 PROPOSED EXPENDITURE BUDGET

Library Spending Budget
\$ 17,518,001
(Rounded)

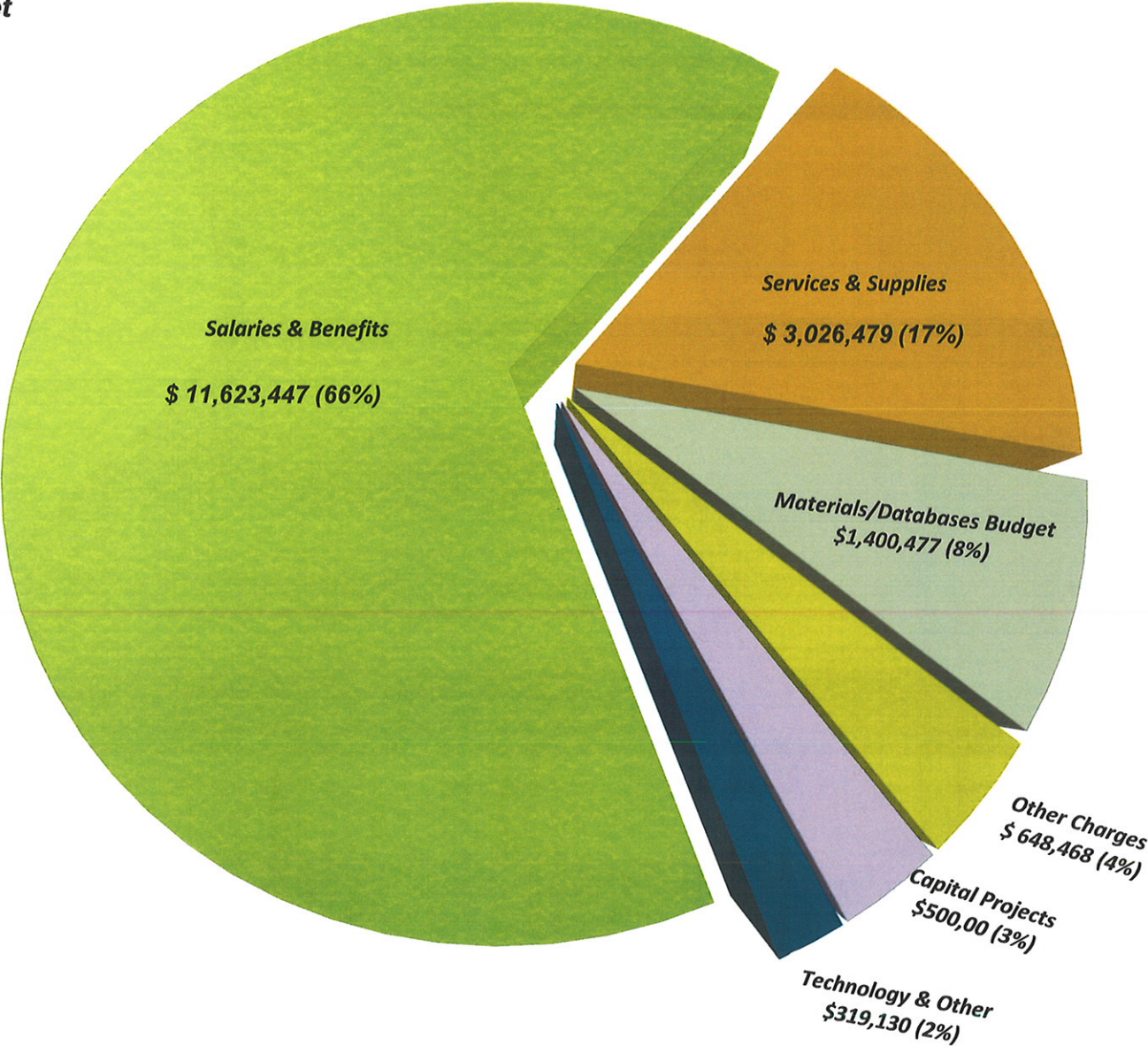


Chart C-3

MCFL FY 2017-18 Proposed Revenue Budget

Library Revenue Budget
\$17,518,001
(Rounded)

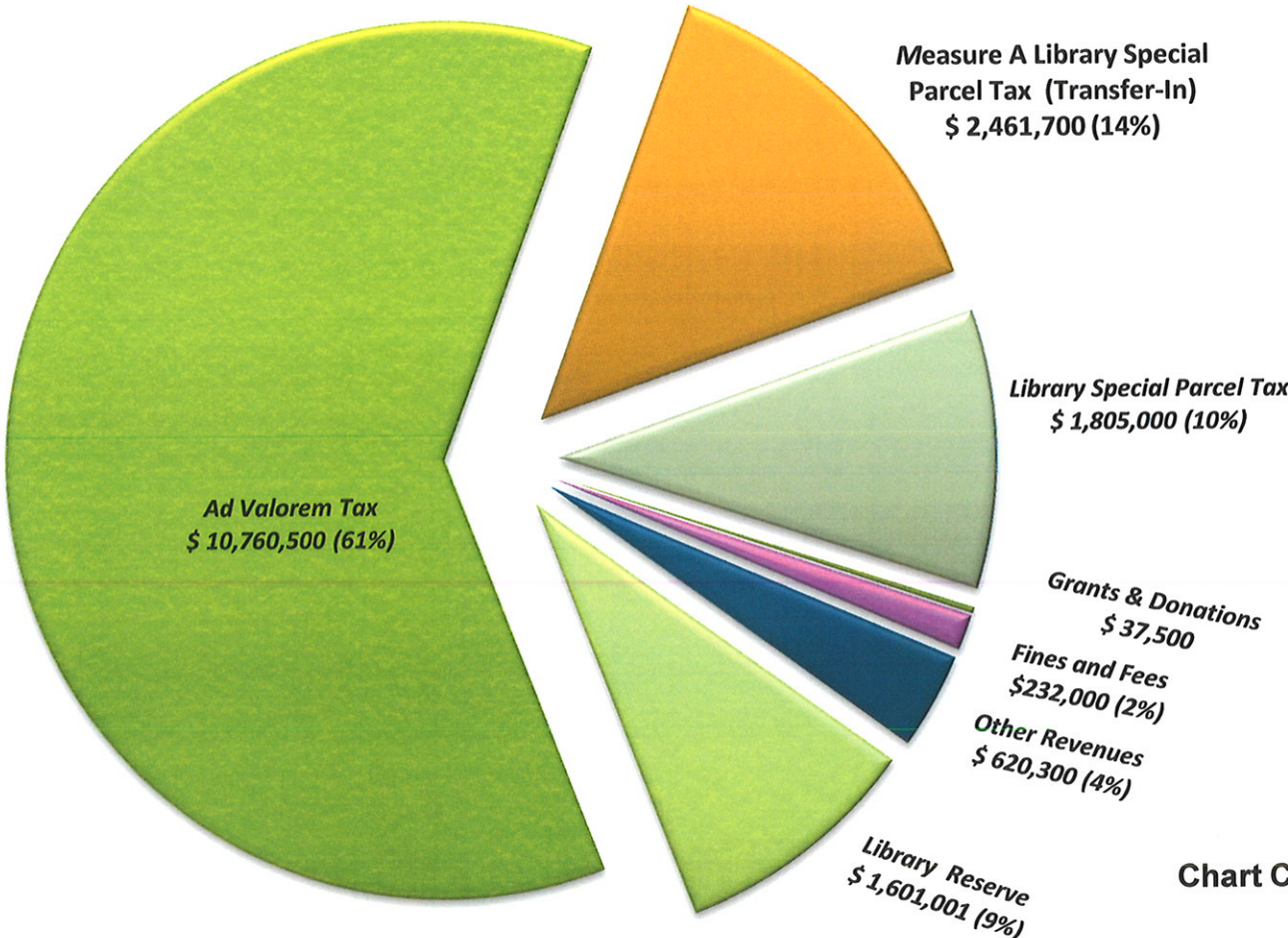


Chart C - 4

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Library Administrative Services

Admin Services - Div. #5401	Program No.
Administrative Services	6500
Accounting/Finance Services	6500
MariNet Staff Support	6530

Budgeted Level		FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
Object#	Account Name							
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$1,297,676	\$1,336,606	\$38,930	3.00%	\$1,376,705	\$40,098	Library Staff FTE
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$50,000</u>	<u>\$50,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$50,000</u>	<u>\$0</u>	Extra-Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$50,000	\$50,000	\$0	0.00%	\$50,000	\$0	Pass-thru acct + Lib Asst I & LI subs training costs (\$15K)
511230	<u>SALARIES & WAGES -Special Appointments --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$2,000	\$2,000	\$0	0.00%	\$2,000	\$0	
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	OVERTIME-REGULAR	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$288,647	\$294,420	\$5,773	2.00%	\$300,308	\$5,888	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$37,076	\$37,818	\$742	2.00%	\$38,574	\$756	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$17,920	\$18,278	\$358	2.00%	\$18,644	\$366	Medicare Cost
516110	OTHER BENEFITS	\$180,074	\$183,675	\$3,601	2.00%	\$187,349	\$3,674	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$169,627	\$173,020	\$3,393	2.00%	\$176,480	\$3,460	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$60,726	\$61,941	\$1,215	2.00%	\$63,179	\$1,239	County POB Payments
516150	BENEFITS-AUTO ALLOWANCE	\$9,600	\$9,792	\$192	2.00%	\$9,988	\$196	DeptHead Auto-Allowance
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$24,718	\$25,212	\$494	2.00%	\$25,717	\$504	Unused Fringe Cash Back
	Salaries and Benefits Total	\$2,143,064	\$2,197,762	\$54,698	2.55%	\$2,253,943	\$56,181	
520000	<u>SERVICES & SUPPLIES</u>							
521510	<u>Household Expense</u>	\$300	\$300	\$0	0.00%	\$300	\$0	Janitorial /Cleaning Supplies
521810	<u>Maintenance - Office Equipment --></u>	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Office equipment & repair
521910	<u>Maintenance -Building Improvements --></u>	\$500	\$513	\$13	2.50%	\$600	\$88	Minor building repairs
521915	<u>Maintenance -Building Improvements- Grounds --></u>	\$500	\$500	\$0	0.00%	\$500	\$0	Landscape Maintenance

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Library Administrative Services

		Admin Services - Div. #5401		Program No.				
		Administrative Services		6500				
		Accounting/Finance Services		6500				
		MariNet Staff Support		6530				
Budgeted Level	Account Name	FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
522210	Prof. Develop. Exp-Memberships & Dues -->>	\$6,000	\$6,000	\$0	0.00%	\$5,600	(\$400)	CLA Membership, Chamber of Commerce Fees, etc
522590	Professional & Specialized Services -Banking Services	\$250	\$500	\$250	100.00%	\$513	\$13	Bank Fees
522815	Publications & Legal Notices -->>	\$3,000	\$3,000	\$0	0.00%	\$3,000	\$0	Publicity - Library system-wide publications
522910	Rent & Leases-Eqp Rental -->>	\$90,712	\$90,000	(\$712)	-0.78%	\$90,000	\$0	Scott's Copier Lease New Copier Lease & Maintenance agreement)
	MISCELLANEOUS EXPENSE	\$8,800	\$20,800	\$12,000	136.36%	\$35,800	\$15,000	
522310	Misc Expense -->>	\$5,500	\$5,500	\$0	0.00%	\$20,500	\$15,000	Teen Prog. (\$5K)+Spanish Libr Prog. (\$500)
522310	Misc Expense -->>	\$3,000	\$15,000	\$12,000	400.00%	\$15,000	\$0	Staff Development (\$5K) + Public Comm. Relation (\$10K)
522310	Misc Expense -->>	\$300	\$300	\$0	0.00%	\$300	\$0	Library Comm Exp(\$300)
	OFFICE EXPENSE	\$34,000	\$36,790	\$2,790	8.21%	\$36,790	\$0	
522410	Office Expense -->>	\$2,210	\$5,000	\$2,790	126.24%	\$5,000	\$0	Pass-Thru Acct
522415	Office Expense-Ergo Equipment/Furnishings	\$15,000	\$15,000	\$0	0.00%	\$15,000	\$0	Ergo Prevention (\$15K)
522420	Office Expense-Small Furniture	\$0	\$0	\$0	0.00%	\$0	\$0	
522425	Office Expense - Electronic Supplies -->>	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	Computer Supplies (i.e.cabling, PMgmt toners, network cards, etc)
522430	Office Expense - Printing & Binding-->>	\$10,000	\$10,000	\$0	0.00%	\$10,000	\$0	Printing Costs (new MCFL logo Printing Project)
522440	Office Expense - Postage -->>	\$790	\$790	\$0	0.00%	\$790	\$0	Postage (UPS, FedEx, stamps)
	PROFESSIONAL SERVICES (Total Budget)	\$300,215	\$276,000	(\$24,215)	-8.07%	\$280,350	\$4,350	
522510	Professional Services -->>	\$172,715	\$145,000	(\$27,715)	-16.05%	\$149,350	\$4,350	Sprint Courier (inter-library delivery services)
522510	Professional Services -->>	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	Ergonomic contracts
522510	Professional Services -->>	\$100,000	\$100,000	\$0	0.00%	\$100,000	\$0	Measure A Community Report, Orangeboy, other
522510	Professional Services -->>	\$22,500	\$26,000	\$3,500	15.56%	\$26,000	\$0	OneBook,One Marin Coordinator
522930	Minor Equipment	\$7,425	\$5,350	(\$2,075)	-27.95%	\$4,430	(\$920)	Misc. Equipment (handheld scanners, FS monitors, etc) (Pg T-1 & T-2)
523180	Prof. Develop. Exp-Employee Educ Reimb -->>	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Employee Tuition Reimbursements
	SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING	\$25,600	\$25,600	\$0	0.00%	\$25,600	\$0	
523210	Prof. Develop. Exp-Conference Fees -->>	\$25,600	\$25,600	\$0	0.00%	\$25,600	\$0	Local & Outside County (Non-Travel Exp)
523210	Prof. Develop. Exp-Training -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Library Administrative Services

		Admin Services - Div. #5401		Program No.				
		Administrative Services		6500				
		Accounting/Finance Services		6500				
		MariNet Staff Support		6530				
Budgeted Level								
MUNIS								
Object#	Account Name	FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	<u>\$510</u>	<u>\$510</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$510</u>	<u>\$0</u>	
523330	Special Departmental Exp-Books for Circulation -->	\$510	\$510	\$0	0.00%	\$510	\$0	Professional Collection (net Central Collection Dev.)
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
	<u>TRANSPORTATION AND TRAVEL</u>	<u>\$23,183</u>	<u>\$23,183</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$23,183</u>	<u>\$0</u>	
523410	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523415	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523425	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523430	Travel--PER DIEM	\$22,683	\$22,683	\$0	0.00%	\$22,683	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523435	Travel - Mileage -->	\$500	\$500	\$0	0.00%	\$500	\$0	Employee Mileage Reimbursments
523445	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
	<u>TAXES AND ASSESSMENT FEES</u>	<u>\$190,000</u>	<u>\$195,000</u>	<u>\$5,000</u>	<u>2.63%</u>	<u>\$195,000</u>	<u>\$0</u>	
532110	Property Tax Admin (SB 2557)	\$120,000	\$125,000	\$5,000	4.17%	\$125,000	\$0	Property Tax Collection Fee
532120	Special Parcel Tax Admin (Spec Assessment)	\$70,000	\$70,000	\$0	0.00%	\$70,000	\$0	Parcel Tax Collection Fee
540510	Equipment - LVA Computer	\$4,950	\$4,900	(\$50)	-1.01%	\$0	(\$4,900)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$5,500	\$0	(\$5,500)	-100.00%	\$0	\$0	
	Services and Supplies Total	\$703,445	\$690,946	(\$12,500)	-1.78%	\$704,176	\$13,230	
	<u>INTER-FUND CHARGES</u>							
560000								
561110	Inter-Fund Expenditures-Overhead	\$164,460	\$169,394	\$4,934	3.00%	\$174,476	\$5,082	County Overhead Chrg
561130	Inter-Fund Expenditures- Bldg Maintenance	\$41,933	\$43,191	\$1,258	3.00%	\$44,487	\$1,296	County Building Maintenance
561155	Inter-Fund Expenditures - Vehicle Deprec.	\$0	\$0	\$0	0.00%	\$0	\$0	
561185	Inter-Fund Expenditures-Communication	\$17,993	\$22,000	\$4,007	22.27%	\$22,660	\$660	Admin & Civic Center Library's Lucent Telephone Usage
561170	Inter-Fund Expenditures -Insurance	\$119,007	\$120,000	\$993	0.83%	\$120,000	\$0	County Insurance Costs
561235	Inter-Fund Cost Recovery - Salaries and Benefits	\$0	\$0	\$0	0.00%	\$0	\$0	Measure A- S&B Cost Recovery
	Inter-Fund Charges Total	\$343,393	\$354,585	\$11,192	3.26%	\$361,622	\$7,038	
	Total Operating Cost	\$3,189,902	\$3,243,292	\$53,390	1.67%	\$3,319,741	\$76,449	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Technical Services (ORG #24716511)

		Admin Services - Div 5401		Program				
		Technical Services		6510				
Budgeted Level		FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg't Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	
MUNIS Object#	Account Name							Notes
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$923,515	\$951,220	\$27,705	3.00%	\$979,757	\$28,537	Library Staff FTE
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$10,915</u>	<u>\$10,915</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$10,915</u>	<u>\$0</u>	Extra-Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire -->></u>	\$10,915	\$10,915	\$0	0.00%	\$10,915	\$0	Extra-hire -Incl. 10hrs/wk for sorter/processor (\$6.7K)
511230	<u>SALARIES & WAGES -Special Appointments -->></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	<u>BI-LINGUAL PAY</u>	\$2,500	\$2,500	\$0	0.00%	\$2,500	\$0	
511320	<u>HOLIDAY PAY</u>	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	<u>SALARIES - OTHER SHIFT DIFFERENTIAL</u>	\$2,000	\$2,000	\$0	0.00%	\$2,000	\$0	
511345	<u>OTHER - HOLIDAYS BANKED</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	<u>OVERTIME-REGULAR</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
512110	<u>BENEFITS - RETIREMENT BENEFITS</u>	\$182,917	\$186,575	\$3,658	2.00%	\$190,307	\$3,732	Retirement Benefit Costs
514110	<u>WORKERS COMPENSATION INS</u>	\$27,705	\$28,259	\$554	2.00%	\$28,824	\$565	Workers Compensation
515115	<u>OTHER EMPLOYER EXP-MEDICARE</u>	\$13,391	\$13,659	\$268	2.00%	\$13,932	\$273	Medicare Cost
516110	<u>OTHER BENEFITS</u>	\$151,518	\$154,548	\$3,030	2.00%	\$157,639	\$3,091	Employer's Share of Employee's Fringe Benefits Costs
516120	<u>RETIREE HEALTH</u>	\$126,754	\$129,289	\$2,535	2.00%	\$131,875	\$2,586	Retirement Health Costs
516135	<u>RETIREMENT POB - MISC</u>	\$45,378	\$46,286	\$908	2.00%	\$47,211	\$926	County POB Payments
516155	<u>BENEFITS-UNUSED FRINGE BENEFITS</u>	\$18,470	\$18,839	\$369	0.00%	\$19,216	\$377	Unused Fringe Cash Back
	<u>Salaries and Benefits Total</u>	<u>\$1,505,063</u>	<u>\$1,544,091</u>	<u>\$39,028</u>	<u>2.59%</u>	<u>\$1,584,177</u>	<u>\$40,086</u>	
520000	<u>SERVICES & SUPPLIES</u>							
521325	<u>Communications - Land Lines</u>	\$2,500	\$2,500	\$0	0.00%	\$2,500	\$0	
521510	<u>Household Expense</u>	\$200	\$200	\$0	0.00%	\$200	\$0	Janitorial /Cleaning Supplies
521810	<u>Maintenance - Office Equipment -->></u>	\$500	\$500	\$0	0.00%	\$500	\$0	Office equipment & repair
521910	<u>Maintenance -Building Improv. Repairs-->></u>	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Minor building repairs
522210	<u>Prof. Develop. Exp-Memberships & Dues -->></u>	\$116,000	\$118,000	\$2,000	1.72%	\$118,000	\$0	MarNet's JPA Annual Membership Fee + Link Plus and Courier Services (\$55K)
522925	<u>Rent & Leases--->></u>	\$142,500	\$142,500	\$0	0.00%	\$146,775	\$4,275	County of Marin Lease Payments
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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Technical Services (ORG #24716511)

		Admin Services - Div 5401		Program				
		Technical Services		6510				
Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
	MISCELLANEOUS EXPENSE	\$57,600	\$60,600	\$3,000	5.21%	\$60,600	\$0	
522310	Misc Expense -->	\$6,000	\$9,000	\$0	0.00%	\$9,000	\$0	Book Repairs (\$6K) + Recycler (\$3K)
522310	Misc Expense -->	\$51,600	\$51,600	\$0	0.00%	\$51,600	\$0	Special Projects (computer equipment & parts emergency fund)
	OFFICE EXPENSE	\$50,550	\$50,550	\$0	0.00%	\$50,550	\$0	
522410	Office Expense -->	\$49,350	\$49,350	\$0	0.00%	\$49,350	\$0	Office Supplies
522440	Office Expense - Postage -->	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Postage (UPS, FedEx, stamps)
	PROFESSIONAL SERVICES (Total Budget)	\$45,000	\$45,000	\$0	0.00%	\$45,000	\$0	
522510	Professional Services -->	\$45,000	\$45,000	\$0	0.00%	\$45,000	\$0	OCLC (\$25K) + Collection HQ(\$20K)
522930	Minor Equipment	\$47,985	\$13,000	(\$34,985)	-72.91%	\$4,540	(\$8,460)	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING	\$4,400	\$0	(\$4,400)	-100.00%	\$0	\$0	
	Prof. Develop. Exp-Conference Fees -->	\$4,400	\$0	(\$4,400)	-100.00%	\$0	\$0	Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	LIBRARY EDUCATIONAL MATERIALS	\$1,309,612	\$1,348,900	\$39,288	3.00%	\$1,389,367	\$40,467	
523330	Special Departmental Exp-Books for Circulation -->	\$1,309,612	\$1,348,900	\$39,288	3.00%	\$1,389,367	\$40,467	Central Collection Development
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	TRANSPORTATION AND TRAVEL	\$8,000	\$10,200	\$2,200	27.50%	\$10,200	\$0	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$6,500	\$0	(\$6,500)	-100.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$8,700	\$8,700	0.00%	\$8,700	\$0	Employee Travel Reimb. Mileage & Meals Expenses (Biennial+\$2.2K Supp)
523445	Travel - Mileage -->	\$1,500	\$1,500	\$0	0.00%	\$1,500	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
540510	Equipment - LVA Computer	\$0	\$3,000	\$3,000	0.00%	\$0	(\$3,000)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$1,833,832	\$1,808,950	(\$24,882)	-1.36%	\$1,833,772	\$27,822	
	Total Operating Cost	\$3,338,895	\$3,353,041	\$14,146	0.42%	\$3,417,949	\$64,908	

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Technology Support Services (ORG #24716521)

Budgeted Level MUNIS Object#	Account Name	Admin Services - Div 5401		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$0	\$0	\$0	0.00%	\$0	\$0	Technology Support Staff (Effective 7/1/16, Reallocate Positions from TEC)
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	\$0	\$0	\$0	0.00%	\$0	\$0	Extra-Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$2,000	\$2,000	\$0	0.00%	\$2,000	\$0	
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	OVERTIME-REGULAR	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$0	\$0	\$0	0.00%	\$0	\$0	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$0	\$0	\$0	0.00%	\$0	\$0	Medicare Cost
516110	OTHER BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$0	\$0	\$0	0.00%	\$0	\$0	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$0	\$0	\$0	0.00%	\$0	\$0	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
	Salaries and Benefits Total	\$7,000	\$7,000	\$0	0.00%	\$7,000	\$0	
520000	<u>SERVICES & SUPPLIES</u>							
521320	<u>Communications - Mobile Devices</u>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$71,000</u>	<u>\$81,200</u>	<u>\$10,200</u>	<u>14.37%</u>	<u>\$125,000</u>	<u>\$43,800</u>	
522310	<u>Misc Expense --></u>	\$50,000	\$60,000	\$10,000	20.00%	\$50,000	(\$10,000)	Special Projects (Emergency Fund)
	<u>Misc Expense- Software Licenses --></u>	\$21,000	\$21,200	\$200	0.95%	\$75,000	\$53,800	Computer Licenses (Technology Replacement Plans)+ FY17/18 AWE Early Literacy Stations (\$ 54,400)

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Technology Support Services (ORG #24716521)

Budgeted Level MUNIS Object#	Account Name	Admin Services - Div 5401		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
	<u>PROFESSIONAL SERVICES (Total Budget)</u>	<u>\$185,000</u>	<u>\$190,000</u>	<u>\$5,000</u>	<u>2.70%</u>	<u>\$190,000</u>	<u>\$0</u>	
522575	Professional Services-System Maintenance -->	\$185,000	\$190,000	\$5,000	2.70%	\$190,000	\$0	Network & Internet Data Lines Svcs
522930	Minor Equipment	\$47,985	\$13,300	(\$34,685)	-72.28%	\$41,440	\$28,140	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2) FY 16/17-Barcode Duplicators (Qty -4) \$4K + FY17/18 Aerihive AP130 Access Point (\$29.6K)
523210	<u>SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$5,000</u>	<u>\$0</u>	
	Prof. Develop. Exp-Conference Fees -->	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
523410	<u>TRANSPORTATION AND TRAVEL</u>	<u>\$4,000</u>	<u>\$4,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$4,000</u>	<u>\$0</u>	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$0	\$0	0.00%	\$0	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$4,000	\$4,000	\$0	0.00%	\$4,000	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
540510	Equipment - LVA Computer	\$49,700	\$57,650	\$7,950	0.00%	\$11,150	(\$46,500)	FY16/17 3M Self Checks (Qty-3)+ \$12,650 (Technology Replacement Plans)
540520	Equipment -Software	\$0	\$4,800	\$4,800	0.00%	\$0	(\$4,800)	FY16/17 -ZoomTex for ADA stations
	Services and Supplies Total	\$363,885	\$357,150	(\$6,735)	-1.85%	\$377,790	\$20,640	
	Total Direct Operating Cost	\$370,885	\$364,150	(\$6,735)	-1.82%	\$384,790	\$20,640	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Eservices (ORG #24726601)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes	
		Electronic	Services	6600				
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	SALARIES & EMPLOYEE BENEFITS							
511110	SALARIES AND WAGES- PERMANENT EMPLOYEES	\$114,434	\$117,867	\$3,433	3.00%	\$121,403	\$3,536	Library Staff
	EXTRA HIRE/SPEC. APPT (Total Budget)	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	Extra-Hire Usage
511220	SALARIES & WAGES -Extra -Hire -->	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$20,851	\$21,268	\$417	2.00%	\$21,693	\$425	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$3,433	\$3,502	\$69	2.00%	\$3,572	\$3,647	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$1,659	\$1,692	\$33	2.00%	\$1,726	\$1,762	Medicare Cost
516110	OTHER BENEFITS	\$18,005	\$18,365	\$360	2.00%	\$18,732	\$19,126	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$15,706	\$16,020	\$314	2.00%	\$16,341	\$16,684	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$5,623	\$5,735	\$112	2.00%	\$5,850	\$5,973	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Unused Fringe Cash Back
	Salaries and Benefits Total	\$185,711	\$190,450	\$4,739	2.55%	\$195,317	\$4,868	
520000	SERVICES & SUPPLIES							
	MISCELLANEOUS EXPENSE	\$115,500	\$148,900	\$33,400	28.92%	\$148,900	\$0	
522310	Misc Expense -->	\$115,500	\$148,900	\$33,400	28.92%	\$148,900	\$0	Web Hosting Fees (Boopies, Hoopla, etc) \$70K, App Creation (\$10K) E Databases (\$45K), SiteGround (\$3K), Cloud Intranet (\$12.3K) Content DM Annual Maintenance (\$8.6)
522410	Office Expense -->	\$500	\$500	\$0	0.00%	\$500	\$0	Office Supplies
522930	Minor Equipment	\$250	\$0	(\$250)	-100.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING	\$0	\$2,000	\$2,000	0.00%	\$2,000	\$0	
	Prof. Develop. Exp-Conference Fees -->	\$0	\$2,000	\$2,000	100.00%	\$2,000	\$0	Conference/Training Budget
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Eservices (ORG #24726601)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402				Program		Notes
		Electronic Services			6600			
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	
523410	TRANSPORTATION AND TRAVEL	\$1,000	\$5,400	\$4,400	440.00%	\$5,400	\$0	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$4,400	\$4,400	100.00%	\$4,400	\$0	Employee Travel Reimb. Mileage & Meals Expenses (Biennial+\$2.4K Supp)
523445	Travel - Mileage -->	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
540510	Equipment - LVA Computer	\$0	\$0	\$0	0.00%	\$0	\$0	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$117,250	\$156,800	\$39,550	33.73%	\$156,800	\$0	
	Total Operating Cost	\$302,961	\$347,250	\$44,289	14.62%	\$352,117	\$4,868	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
California Room (ORG #24726611)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$135,513	\$139,578	\$4,065	3.00%	\$143,766	\$4,187	Library Staff
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$2,829</u>	<u>\$8,829</u>	<u>\$6,000</u>	<u>212.09%</u>	<u>\$8,829</u>	<u>\$0</u>	Extra-Hire Usage + Biennial \$6K Supplement)
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$2,829	\$8,829	\$6,000	212.09%	\$8,829	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$600	\$600	\$0	0.00%	\$600	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$31,846	\$32,483	\$637	2.00%	\$33,133	\$650	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$4,065	\$4,146	\$81	2.00%	\$4,229	\$83	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$1,965	\$2,004	\$39	2.00%	\$2,044	\$40	Medicare Cost
516110	OTHER BENEFITS	\$23,976	\$24,456	\$480	2.00%	\$24,945	\$489	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$18,599	\$18,971	\$372	2.00%	\$19,350	\$379	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$6,659	\$6,792	\$133	2.00%	\$6,928	\$136	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$2,710	\$2,764	\$54	0.00%	\$2,819	\$55	Unused Fringe Cash Back
	Salaries and Benefits Total	\$228,762	\$240,624	\$11,862	5.19%	\$246,643	\$6,020	
520000	<u>SERVICES & SUPPLIES</u>							
521810	<u>Maintenance - Office Equipment --></u>	\$500	\$500	\$0	0.00%	\$500	\$0	Office equipment & repair
522210	<u>Prof. Develop. Exp-Memberships & Dues --></u>	\$5,000	\$5,500	\$500	10.00%	\$5,500	\$0	MarNet's JPA Annual Membership Fee
522915	<u>Rent & Leases-Storage----></u>	\$3,200	\$3,300	\$100	3.13%	\$3,300	\$0	Outside Storage
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$10,000</u>	<u>\$10,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$9,000</u>	<u>(\$1,000)</u>	
522310	<u>Misc Expense --></u>	\$10,000	\$10,000	\$0	0.00%	\$9,000	\$0	Preservation Exp + ProQuest
	<u>OFFICE EXPENSE</u>	<u>\$1,132</u>	<u>\$1,132</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,132</u>	<u>\$0</u>	
522410	<u>Office Expense --></u>	\$1,132	\$1,132	\$0	0.00%	\$1,132	\$0	Office Supplies

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
California Room (ORG #24726611)

Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	Central Services - Div 5402		Program	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
			California Room		6610			
			BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
522930	Minor Equipment	\$525	\$4,035	\$3,510	668.57%	\$2,200	(\$1,835)	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	<u>SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING</u>	<u>\$620</u>	<u>\$2,000</u>	<u>\$1,380</u>	<u>222.58%</u>	<u>\$0</u>	<u>(\$2,000)</u>	
	Prof. Develop. Exp-Conference Fees -->	\$620	\$2,000	\$1,380	222.58%	\$0	(\$2,000)	Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
523410	<u>TRANSPORTATION AND TRAVEL</u>	<u>\$906</u>	<u>\$2,074</u>	<u>\$1,168</u>	<u>128.92%</u>	<u>\$2,074</u>	<u>\$0</u>	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$706	\$0	(\$706)	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$1,874	\$1,874	100.00%	\$1,874	\$0	Employee Travel Reimb. Mileage & Meals Expenses (Biennial+\$1.1K Supp)
523445	Travel - Mileage -->	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
540510	Equipment - LVA Computer	\$7,250	\$0	(\$7,250)	-100.00%	\$0	\$0	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$29,133	\$28,541	(\$592)	-2.03%	\$23,706	(\$4,835)	
	Total Operating Cost	\$257,895	\$269,165	\$11,270	4.37%	\$270,349	\$1,185	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Civic Center Library (ORG #24726621)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$613,802	\$632,216	\$18,414	3.00%	\$651,183	\$18,966	Library Staff FTE
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	\$48,000	\$48,000	\$0	0.00%	\$48,000	\$0	Extra-Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$48,000	\$48,000	\$0	0.00%	\$48,000	\$0	
511230	<u>SALARIES & WAGES -Special Appointments --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	<u>BI-LINGUAL PAY</u>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	
511320	<u>HOLIDAY PAY</u>	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	<u>SALARIES - OTHER SHIFT DIFFERENTIAL</u>	\$3,500	\$3,500	\$0	0.00%	\$3,500	\$0	
511510	<u>OVERTIME-REGULAR</u>	\$200	\$200	\$0	0.00%	\$200	\$0	
512110	<u>BENEFITS - RETIREMENT BENEFITS</u>	\$129,837	\$132,434	\$2,597	2.00%	\$135,082	\$2,649	Retirement Benefit Costs
514110	<u>WORKERS COMPENSATION INS</u>	\$18,414	\$18,782	\$368	2.00%	\$19,158	\$376	Workers Compensation
515115	<u>OTHER EMPLOYER EXP-MEDICARE</u>	\$8,900	\$9,078	\$178	2.00%	\$9,260	\$182	Medicare Cost
516110	<u>OTHER BENEFITS</u>	\$107,915	\$110,073	\$2,158	2.00%	\$112,275	\$2,201	Employer's Share of Employee's Fringe Benefits Costs
516120	<u>RETIREE HEALTH</u>	\$84,246	\$85,931	\$1,685	2.00%	\$87,650	\$1,719	Retirement Health Costs
516135	<u>RETIREMENT POB - MISC</u>	\$30,160	\$30,763	\$603	2.00%	\$31,378	\$615	County POB Payments
516155	<u>BENEFITS-UNUSED FRINGE BENEFITS</u>	\$12,276	\$12,522	\$246	0.00%	\$12,772	\$250	Unused Fringe Cash Back
	Salaries and Benefits Total	\$1,058,450	\$1,084,699	\$26,249	2.48%	\$1,111,657	\$26,958	
520000	<u>SERVICES & SUPPLIES</u>							
521510	<u>Household Expense</u>	\$300	\$300	\$0	0.00%	\$300	\$0	Janitorial /Cleaning Supplies
521810	<u>Maintenance - Office Equipment --></u>	\$9,000	\$9,000	\$0	0.00%	\$9,000	\$0	3M Self-Check Service Agreement
521910	<u>Maintenance -Building Improv. Repairs--></u>	\$1,000	\$5,000	\$4,000	0.00%	\$5,000	\$0	Minor building repairs
522210	<u>Prof. Develop. Exp-Memberships & Dues --></u>	\$75,000	\$80,000	\$5,000	6.67%	\$85,000	\$5,000	MarNet's JPA Annual Membership Fee
522910	<u>Rent & Leases- Equipment---></u>	\$700	\$700	\$0	0.00%	\$700	\$0	BofA Credit Card Fees

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Civic Center Library (ORG #24726621)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
	<u>MISCELLANEOUS EXPENSE</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
522310	Misc Expense -->	\$0	\$0	\$0	0.00%	\$0	\$0	
	<u>OFFICE EXPENSE</u>	\$9,803	\$9,803	\$0	0.00%	\$9,803	\$0	
522410	Office Expense -->	\$9,803	\$9,803	\$0	0.00%	\$9,803	\$0	Office Supplies
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	<u>PROFESSIONAL SERVICES (Total Budget)</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
522510	Professional Services -->	\$0	\$0	\$0	0.00%	\$0	\$0	
522930	Minor Equipment	\$6,350	\$12,850	\$6,500	102.36%	\$8,400	(\$4,450)	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	<u>SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING</u>	\$3,554	\$4,000	\$446	12.55%	\$4,000	\$0	
	Prof. Develop. Exp-Conference Fees -->	\$3,554	\$4,000	\$446	12.55%	\$4,000	\$0	Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Books for Circulation -->		\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	<u>TRANSPORTATION AND TRAVEL</u>	\$4,407	\$8,179	\$3,772	85.59%	\$8,179	\$0	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$3,407	\$0	(\$3,407)	-100.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$7,179	\$7,179	0.00%	\$7,179	\$0	Employee Travel Reimb. Mileage & Meals Expenses (Biennial+\$4,218 Supp)
523445	Travel - Mileage -->	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
540510	Equipment - LVA Computer	\$14,250	\$1,500	(\$12,750)	-89.47%	\$1,000	(\$500)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$124,364	\$131,332	\$6,968	5.60%	\$131,382	\$50	
560000	<u>INTER-FUND CHARGES</u>							
561130	Inter-Fund Expenditures- Bldg Maintenance	\$208,708	\$214,969	\$749	0.36%	\$221,418	\$6,449	County DPW Building Maintenance
	Inter-Fund Charges Total	\$208,708	\$214,969	\$749	0.36%	\$221,418	\$6,449	
	Total Branch Operating Cost	\$1,391,522	\$1,431,000	\$39,478	2.84%	\$1,464,457	\$33,457	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Corte Madera Library (ORG#24726631)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		Corte Madera Library		6630				
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$773,355	\$796,556	\$23,201	3.00%	\$820,452	\$23,897	Library Staff FTE
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$72,200</u>	<u>\$72,200</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$72,200</u>	<u>\$0</u>	Extra -Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$72,200	\$72,200	\$0	0.00%	\$72,200	\$0	Extra-hire (\$53,938) + Children's Librarian I (10hrs/PPD) (\$6,378)
511230	<u>SALARIES & WAGES -Special Appointments --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	
511510	OVERTIME-REGULAR	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$123,813	\$126,289	\$2,476	2.00%	\$128,815	\$2,526	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$21,092	\$21,514	\$422	2.00%	\$21,944	\$430	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$10,194	\$10,398	\$204	2.00%	\$10,606	\$208	Medicare Cost
516110	OTHER BENEFITS	\$135,248	\$137,953	\$2,705	2.00%	\$140,712	\$2,759	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$96,495	\$98,425	\$1,930	2.00%	\$100,393	\$1,968	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$34,545	\$35,236	\$691	2.00%	\$35,941	\$705	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$14,061	\$14,342	\$281	0.00%	\$14,629	\$287	Unused Fringe Cash Back
	Salaries and Benefits Total	\$1,287,003	\$1,318,913	\$31,910	2.48%	\$1,351,692	\$32,780	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	<u>\$7,225</u>	<u>\$7,225</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$7,225</u>	<u>\$0</u>	
521315	Communications - Broadband	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	Secondary HiSpeed Internet
521325	Communications - Land Lines	\$2,225	\$2,225	\$0	0.00%	\$2,225	\$0	Telephone Usage
521510	Household Expense	\$3,000	\$3,000	\$0	0.00%	\$3,000	\$0	Janitorial /Cleaning Supplies
521810	Maintenance - Office Equipment -->	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	3M Sec. Maint.(\$4K)+Redwood Sec.(\$500)+Eqp Rprs(\$500)
	<u>MAINTENANCE-BUILDING IMPROV. (Budget)</u>	<u>\$5,000</u>	<u>\$10,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$10,000</u>	<u>\$0</u>	
521910	Maintenance -Building Improv. Repairs-->	\$1,000	\$5,000	\$4,000	0.00%	\$5,000	\$0	Minor building repairs
521915	Maintenance -Building Improv. Grounds-->	\$4,000	\$5,000	\$1,000	0.00%	\$5,000	\$0	Trees Trimming & Removal

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Corte Madera Library (ORG#24726631)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402				Program		Notes
		Corte Madera Library				6630		
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	
523510	Utilities (Budget)	\$37,370	\$37,370	\$0	0.00%	\$37,370	\$0	
523515	Utilities-Electricity -->	22,550	22,550	\$0	0.00%	22,550	\$0	PG&E
523520	Utilities-Garbage & Sewage -->	3,820	3,820	\$0	0.00%	3,820	\$0	Garbage & Sewage
523535	Utilities-Water -->	11,000	11,000	\$0	0.00%	11,000	\$0	Water
540510	Equipment - LVA Computer	\$9,500	\$4,500	(\$5,000)	-52.63%	\$1,000	(\$3,500)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$185,212	\$203,235	\$18,023	9.73%	\$190,807	(\$12,428)	
	INTER-FUND CHARGES							
561130	Inter-Fund Expenditures- Bldg Maintenance	\$4,212	\$4,338	\$126	3.00%	\$4,469	\$130	County DPW Building Maintenance
561195	Inter-Fund Expenditures- Landscape Maintenance	\$12,192	\$12,558	\$366	3.00%	\$12,934	\$377	Landscapet Maintenance
	Inter-Fund Charges Total	\$16,404	\$16,896	\$126	0.77%	\$17,403	\$130	
	Total Branch Operating Cost	\$1,488,619	\$1,539,044	\$50,425	3.39%	\$1,559,902	\$20,858	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Fairfax Library (ORG #24726641)

		Central Services - Div 5402		Program				
		Fairfax Library		6640				
Budgeted Level		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
MUNIS	Account Name			Increment/Reduc.				
Object#								
510000	SALARIES & EMPLOYEE BENEFITS							
511110	SALARIES AND WAGES- PERMANENT EMPLOYEES	\$682,265	\$702,733	\$20,468	3.00%	\$723,815	\$21,082	Library Staff FTE+ [FY14/15 Add 0.80 FTE Library Asst I (60hr/PP), 0.20 Librarian I (15hr/PP), Two 0.40 Library Branch Aide II (30hr/PP ea.)
	EXTRA HIRE/SPEC. APPT (Total Budget)	\$48,000	\$48,000	\$0	0.00%	\$48,000	\$0	Extra -Hire Usage
511220	SALARIES & WAGES -Extra -Hire -->	\$48,000	\$48,000	\$0	0.00%	\$48,000	\$0	
511230	SALARIES & WAGES -Special Appointments -->	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	
511510	OVERTIME-REGULAR	\$500	\$500	\$0	0.00%	\$500	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$121,068	\$123,489	\$2,421	2.00%	\$125,959	\$2,470	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$19,493	\$19,883	\$390	2.00%	\$20,281	\$398	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$9,422	\$9,610	\$188	2.00%	\$9,803	\$192	Medicare Cost
516110	OTHER BENEFITS	\$117,905	\$120,263	\$2,358	2.00%	\$122,668	\$2,405	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$89,183	\$90,967	\$1,784	2.00%	\$92,786	\$1,819	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$31,927	\$32,566	\$639	2.00%	\$33,217	\$651	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$12,996	\$13,256	\$260	0.00%	\$13,521	\$265	Unused Fringe Cash Back
	Salaries and Benefits Total	\$1,137,759	\$1,166,267	\$28,508	2.51%	\$1,195,549	\$29,283	
520000	SERVICES & SUPPLIES							
	COMMUNICATIONS SERVICES (Budget)	\$7,132	\$7,132	\$0	0.00%	\$7,132	\$0	
521315	Communications - Broadband	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	Secondary HiSpeed Internet
521325	Communications - Land Lines	\$2,132	\$2,132	\$0	0.00%	\$2,132	\$0	Telephone Usage
521510	Household Expense	\$2,000	\$2,000	\$0	0.00%	\$2,000	\$0	Janitorial /Cleaning Supplies
521810	Maintenance - Office Equipment -->	\$1,300	\$1,300	\$0	0.00%	\$1,300	\$0	Redwood Sec.(\$800)+Eqp Rprs(\$500)
	MAINTENANCE-BUILDING IMPROV. (Budget)	\$5,000	\$9,000	\$0	0.00%	\$9,000	\$0	
521910	Maintenance -Building Improv. Repairs-->	\$1,000	\$5,000	\$4,000	0.00%	\$5,000	\$0	Minor building repairs
521915	Maintenance -Building Improv. Grounds-->	\$4,000	\$4,000	\$0	0.00%	\$4,000	\$0	Trees Trimming & Removal (\$4K)

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Fairfax Library (ORG #24726641)

		Central Services - Div 5402		Program				
		Fairfax Library		6640				
Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
522210	Prof. Develop. Exp-Memberships & Dues -->	\$73,927	\$76,145	\$2,218	3.00%	\$78,429	\$2,284	MarNet's JPA Annual Membership Fee
522910	Rent & Leases- Equipment--->	\$1,500	\$1,600	\$100	6.67%	\$1,600	\$0	BofA Credit Card Fees
	MISCELLANEOUS EXPENSE	\$0	\$0	\$0	0.00%	\$0	\$0	
522310	Misc Expense -->	\$0	\$0	\$0	0.00%	\$0	\$0	
	OFFICE EXPENSE	\$5,440	\$5,440	\$0	0.00%	\$5,440	\$0	
522410	Office Expense -->	\$5,440	\$5,440	\$0	0.00%	\$5,440	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	PROFESSIONAL SERVICES (Total Budget)	\$22,000	\$22,000	\$0	0.00%	\$22,660	\$660	
522510	Professional Services -->	\$22,000	\$22,000	\$0	0.00%	\$22,660	\$660	Janitorial (\$18K), (2) Special Cleaning (\$4K)
522930	Minor Equipment	\$4,625	\$5,700	\$1,075	23.24%	\$7,265	\$1,565	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING	\$3,378	\$3,378	\$0	0.00%	\$3,378	\$0	
	Prof. Develop. Exp-Conference Fees -->	\$3,378	\$3,378	\$0	0.00%	\$3,378	\$0	Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp- Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	LIBRARY EDUCATIONAL MATERIALS	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Books for Circulation -->	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	TRANSPORTATION AND TRAVEL	\$4,764	\$4,764	\$0	0.00%	\$4,764	\$0	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$3,764	\$3,764	\$0	0.00%	\$3,764	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$1,000	\$1,000	\$0	0.00%	\$1,000	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
523510	Utilities (Budget)	\$34,865	\$34,865	\$0	0.00%	\$34,865	\$0	
523515	Utilities-Electricity -->	25,765	25,765	\$0	0.00%	25,765	\$0	PG&E
523520	Utilities-Garbage & Sewage -->	6,100	6,100	\$0	0.00%	6,100	\$0	Garbage & Sewage
523535	Utilities-Water -->	3,000	3,000	\$0	0.00%	3,000	\$0	Water

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Fairfax Library (ORG #24726641)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
540510	Equipment - LVA Computer	\$11,250	\$1,500	(\$9,750)	-86.67%	\$1,000	(\$500)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$177,181	\$174,824	(\$2,357)	-1.33%	\$178,833	\$4,009	
	INTER-FUND CHARGES							
561130	Inter-Fund Expenditures- Bldg Maintenance	\$8,465	\$8,719	\$254	3.00%	\$8,981	\$262	County DPW Building Maintenance
561195	Inter-Fund Expenditures- Landscape Maintenance	\$10,805	\$11,129	\$324	3.00%	\$11,463	\$334	Landscapet Maintenance
	Inter-Fund Charges Total	\$8,465	\$8,719	\$254	3.00%	\$8,981	\$262	
	Total Branch Operating Cost	\$1,323,405	\$1,349,809	\$26,405	2.00%	\$1,383,363	\$33,554	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Marin City Library (ORG #24726651)

		Central Services - Div 5402		Program				
		Marin City Library		6650				
Budgeted Level		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
MUNIS	Account Name							
Object#								
510000	SALARIES & EMPLOYEE BENEFITS							
511110	SALARIES AND WAGES- PERMANENT EMPLOYEES	\$210,234	\$216,541	\$6,307	3.00%	\$223,037	\$6,496	Library Staff FTE
	EXTRA HIRE/SPEC. APPT (Total Budget)	\$31,592	\$31,592	\$0	0.00%	\$31,592	\$0	Extra -Hire Usage
511220	SALARIES & WAGES -Extra -Hire -->>	\$31,592	\$31,592	\$0	0.00%	\$31,592	\$0	
511230	SALARIES & WAGES -Special Appointments -->>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$1,600	\$1,600	\$0	0.00%	\$1,600	\$0	
511510	OVERTIME-REGULAR	\$500	\$500	\$0	0.00%	\$500	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$35,848	\$36,565	\$717	2.00%	\$37,296	\$731	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$6,307	\$6,433	\$126	2.00%	\$6,562	\$129	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$3,048	\$3,109	\$61	2.00%	\$3,171	\$62	Medicare Cost
516110	OTHER BENEFITS	\$48,352	\$49,319	\$967	2.00%	\$50,305	\$986	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$28,855	\$29,432	\$577	2.00%	\$30,021	\$589	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$10,330	\$10,537	\$207	2.00%	\$10,747	\$211	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$4,205	\$4,289	\$84	0.00%	\$4,375	\$86	Unused Fringe Cash Back
	Salaries and Benefits Total	\$380,871	\$389,917	\$9,046	2.38%	\$399,207	\$9,290	
520000	SERVICES & SUPPLIES							
	COMMUNICATIONS SERVICES (Budget)	\$3,375	\$3,375	\$0	0.00%	\$3,375	\$0	
521315	Communications - Broadband	\$1,625	\$1,625	\$0	0.00%	\$1,625	\$0	Secondary HiSpeed Internet
521325	Communications - Land Lines	\$1,750	\$1,750	\$0	0.00%	\$1,750	\$0	Telephone Usage
521510	Household Expense	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Janitorial /Cleaning Supplies
521810	Maintenance - Office Equipment -->>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Bay Alarm Sec. (\$1000)+Eqp Rprs(\$200)
	MAINTENANCE-BUILDING IMPROV. (Budget)	\$500	\$1,000	\$0	0.00%	\$1,000	\$0	
521910	Maintenance -Building Improv. Repairs-->>	\$500	\$1,000	\$500	0.00%	\$1,000	\$0	Minor building repairs
522210	Prof. Develop. Exp-Memberships & Dues -->>	\$20,000	\$20,600	\$600	3.00%	\$21,218	\$618	MarNet's JPA Annual Membership Fee
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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Marin City Library (ORG #24726651)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
	<u>RENT AND LEASES</u>	<u>\$9,000</u>	<u>\$9,225</u>	<u>\$225</u>	<u>0.00%</u>	<u>\$9,457</u>	<u>\$0</u>	
522910	Rent & Leases- Equipment--->	\$1,500	\$1,500	\$0	0.00%	\$1,500	\$0	BofA Credit Card Fees
522925	Rent & Leases--->	\$7,500	\$7,725	\$225	3.00%	\$7,957	\$232	Marin Gateway, LLC Lease Payments
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
522310	Misc Expense -->	\$0	\$0	\$0	0.00%	\$0	\$0	
	<u>OFFICE EXPENSE</u>	<u>\$4,004</u>	<u>\$5,904</u>	<u>\$1,900</u>	<u>47.45%</u>	<u>\$5,204</u>	<u>(\$700)</u>	
522410	Office Expense -->	\$4,004	\$5,204	\$1,200	29.97%	\$5,204	\$0	Office Supplies + Biennial 3D Fitment (\$1.2K)
522420	Office Expense-Small Furniture -->	\$0	\$700	\$700	100.00%	\$0	(\$700)	Children Area Chairs (Qty - 8)
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	<u>PROFESSIONAL SERVICES (Total Budget)</u>	<u>\$18,520</u>	<u>\$18,520</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$18,520</u>	<u>\$0</u>	
522510	Professional Services -->	\$18,520	\$18,520	\$0	0.00%	\$18,520	\$0	Janitorial(\$16,120) + (2) Spring Cleaning(\$2.4K)
522930	Minor Equipment	\$4,100	\$6,405	\$2,305	56.22%	\$3,250	(\$3,155)	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	<u>SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING</u>	<u>\$910</u>	<u>\$910</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$910</u>	<u>\$0</u>	
	Prof. Develop. Exp-Conference Fees -->	\$910	\$910	\$0	0.00%	\$910	\$0	Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
523330	Special Departmental Exp-Books for Circulation -->	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	<u>TRANSPORTATION AND TRAVEL</u>	<u>\$1,345</u>	<u>\$1,345</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,345</u>	<u>\$0</u>	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$1,145	\$1,145	\$0	0.00%	\$1,145	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Marin City Library (ORG #24726651)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
523510	Utilities (Budget)	\$10,000	\$10,000	\$0	0.00%	\$10,000	\$0	
523515	Utilities-Electricity -->	9,000	9,000	\$0	0.00%	\$9,000	\$0	PG&E
523520	Utilities-Garbage & Sewage -->	1,000	1,000	\$0	0.00%	\$1,000	\$0	Garbage & Sewage
523635	Utilities-Water -->	0	0	\$0	0.00%	\$0	\$0	Water
540510	Equipment - LVA Computer	\$2,150	\$3,000	\$850	39.53%	\$1,000	(\$2,000)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$68,804	\$74,959	\$6,155	8.95%	\$69,722	(\$5,237)	
	Total Branch Operating Cost	\$449,675	\$464,876	\$15,201	3.38%	\$468,929	\$4,053	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Novato Library (ORG #24726661)

		Central Services - Div 5402		Program				
		Novato Library		6660				
Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$1,052,975	\$1,084,564	\$31,589	3.00%	\$1,117,101	\$32,537	NOV's Staff FTE + [FY14/15 Add 1.0 FTE Library Assistant II Children's Services]
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	\$77,688	\$92,688	\$15,000	19.31%	\$93,138	\$450	Extra -Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$77,688	\$92,688	\$15,000	19.31%	\$93,138	\$450	Reg EH (\$65,463)+ 10hrs/ppd Children's Lib I (\$6,537)+Lib I EH Children's Rm (\$450)
511230	<u>SALARIES & WAGES -Special Appointments --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	LAI EH Children's Rm (\$2.8K) + Biennial Budget Requests (\$15K Supplement)
511315	BI-LINGUAL PAY	\$7,500	\$7,500	\$0	0.00%	\$7,500	\$0	
511320	HOLIDAY PAY	\$3,800	\$3,800	\$0	0.00%	\$3,800	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$3,500	\$3,500	\$0	0.00%	\$3,500	\$0	
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	OVERTIME-REGULAR	\$1,500	\$1,500	\$0	0.00%	\$1,500	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$168,787	\$172,163	\$3,376	2.00%	\$175,606	\$3,443	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$27,469	\$28,018	\$549	2.00%	\$28,579	\$560	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$13,277	\$13,543	\$266	2.00%	\$13,813	\$271	Medicare Cost
516110	OTHER BENEFITS	\$174,648	\$178,141	\$3,493	2.00%	\$181,704	\$3,563	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$125,672	\$128,185	\$2,513	2.00%	\$130,749	\$2,564	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$44,990	\$45,890	\$900	2.00%	\$46,808	\$918	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$18,313	\$18,679	\$366	0.00%	\$19,053	\$374	Unused Fringe Cash Back
	Salaries and Benefits Total	\$1,720,119	\$1,778,171	\$58,052	3.37%	\$1,822,850	\$44,679	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	
521315	Communications - Broadband	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	Secondary HiSpeed Internet
521510	Household Expense	\$3,200	\$3,200	\$0	0.00%	\$3,200	\$0	Janitorial /Cleaning Supplies
521810	Maintenance - Office Equipment -->	\$2,800	\$2,800	\$0	0.00%	\$2,800	\$0	Microgr.Maint(\$2000); Eqp Rprs(\$300); Redwood Security (\$500)

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Novato Library (ORG #24726661)

		Central Services - Div 5402			Program			
		Novato Library			6660			
Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
	<u>MAINTENANCE-BUILDING IMPROV. (Budget)</u>	<u>\$6,000</u>	<u>\$10,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$10,000</u>	<u>\$0</u>	
521910	Maintenance -Building Improv. Repairs-->	\$1,000	\$5,000	\$4,000	0.00%	\$5,000	\$0	Minor building repairs
521915	Maintenance -Building Improv. Grounds-->	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	Trees Trimming & Removal
522210	Prof. Develop. Exp-Memberships & Dues -->	\$79,794	\$82,188	\$2,394	3.00%	\$84,653	\$2,466	MarNet's JPA Annual Membership Fee
522910	Rent & Leases- Equipment--->	\$1,500	\$1,600	\$100	6.67%	\$1,600	\$0	BoFA Credit Card Fees
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$0</u>	<u>\$3,300</u>	<u>\$3,300</u>	<u>0.00%</u>	<u>\$1,100</u>	<u>(\$2,200)</u>	
522310	Misc Expense -->	\$0	\$3,300	\$0	0.00%	\$1,100	\$0	FY16/17 Approved B2 Requests (non-Equipment) , FY17/16 Acrylic Privacy Dividers
	<u>OFFICE EXPENSE</u>	<u>\$10,500</u>	<u>\$11,325</u>	<u>\$825</u>	<u>7.86%</u>	<u>\$10,500</u>	<u>(\$825)</u>	
522410	Office Expense -->	\$10,500	\$11,325	\$825	7.86%	\$10,500	(\$825)	Office Supplies + FY16/17 Acrylic Privacy Dividers (\$300) + Staff Lockers (\$525)
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	<u>PROFESSIONAL SERVICES (Total Budget)</u>	<u>\$27,000</u>	<u>\$27,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$27,000</u>	<u>\$0</u>	
522510	Professional Services -->	\$27,000	\$27,000	\$0	0.00%	\$27,000	\$0	Janitorial Svcs(\$20K) + (2) Spring Cleaning(\$7K)
522930	Minor Equipment	\$11,500	\$14,685	\$3,185	27.70%	\$8,270	(\$6,415)	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2) FY 16/17- Chromebooks (Qty-5) \$1,785 + Color Printer for Info Desk (\$500)
523210	<u>SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING</u>	<u>\$4,746</u>	<u>\$4,746</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$3,554</u>	<u>(\$1,192)</u>	
	Prof. Develop. Exp-Conference Fees -->	\$4,746	\$4,746	\$0	0.00%	\$3,554	(\$1,192)	Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
523330	Special Departmental Exp-Books for Circulation -->	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Novato Library (ORG #24726661)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402				Program		Notes
		Novato Library				6660		
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	
523410	TRANSPORTATION AND TRAVEL	\$11,083	\$11,083	\$0	0.00%	\$11,083	\$0	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$7,483	\$7,483	\$0	0.00%	\$7,483	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$3,600	\$3,600	\$0	0.00%	\$3,600	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
523510	Utilities (Budget)	\$37,100	\$37,100	\$0	0.00%	\$37,100	\$0	
523515	Utilities-Electricity -->	28,000	28,000	\$0	0.00%	28,000	\$0	PG&E
523520	Utilities-Garbage & Sewage -->	5,000	5,000	\$0	0.00%	5,000	\$0	Garbage & Sewage
523535	Utilities-Water -->	4,100	4,100	\$0	0.00%	4,100	\$0	Water
540510	Equipment - LVA Computer	\$10,200	\$1,500	(\$8,700)	0.00%	\$1,000	(\$500)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$210,423	\$215,527	\$5,104	2.43%	\$206,860	(\$8,666)	
	INTER-FUND CHARGES							
561130	Inter-Fund Expenditures- Bldg Maintenance	\$8,465	\$8,719	\$254	3.00%	\$8,981	\$262	County DPW Building Maintenance
561195	Inter-Fund Expenditures- Landscape Maintenance	\$14,583	\$15,020	\$437	3.00%	\$15,471	\$451	Landscapet Maintenance
	Inter-Fund Charges Total	\$23,048	\$23,739	\$254	1.10%	\$24,452	\$262	
	Total Branch Operating Cost	\$1,953,590	\$2,017,437	\$63,848	3.27%	\$2,054,162	\$36,013	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
South Novato Library (ORG #24726671)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$216,946	\$223,454	\$6,508	3.00%	\$230,158	\$6,704	Library Staff FTE
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$17,211</u>	<u>\$34,211</u>	<u>\$17,000</u>	<u>98.77%</u>	<u>\$34,721</u>	<u>\$510</u>	Extra -Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$17,211	\$34,211	\$17,000	98.77%	\$34,721	\$510	Biennial Budget Requests (\$17K Supplement)
511230	<u>SALARIES & WAGES -Special Appointments --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	BI-LINGUAL PAY	\$900	\$900	\$0	0.00%	\$900	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	OVERTIME-REGULAR	\$200	\$200	\$0	0.00%	\$200	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$23,766	\$24,241	\$475	2.00%	\$24,726	\$485	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$4,089	\$4,171	\$82	2.00%	\$4,254	\$83	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$1,976	\$2,016	\$40	2.00%	\$2,056	\$40	Medicare Cost
516110	OTHER BENEFITS	\$30,370	\$30,977	\$607	2.00%	\$31,597	\$620	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$18,708	\$19,082	\$374	2.00%	\$19,464	\$382	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$6,698	\$6,832	\$134	2.00%	\$6,969	\$137	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$2,726	\$2,781	\$55	0.00%	\$2,836	\$56	Unused Fringe Cash Back
	Salaries and Benefits Total	\$325,290	\$350,565	\$25,275	7.77%	\$359,581	\$9,016	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	<u>\$4,500</u>	<u>\$4,500</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$4,500</u>	<u>\$0</u>	
521315	<u>Communications - Broadband</u>	\$3,000	\$3,000	\$0	0.00%	\$3,000	\$0	Secondary HiSpeed Internet
521325	<u>Communications - Land Lines</u>	\$1,500	\$1,500	\$0	0.00%	\$1,500	\$0	Telephone Services
521510	<u>Household Expense</u>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Janitorial /Cleaning Supplies
521810	<u>Maintenance - Office Equipment --></u>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Bay Alarm Sec. (\$1,000)+Eqp Rprs(\$200)

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
South Novato Library (ORG #24726671)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
	<u>MAINTENANCE-BUILDING IMPROV. (Budget)</u>	<u>\$500</u>	<u>\$1,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,000</u>	<u>\$0</u>	
521910	Maintenance -Building Improv. Repairs-->	\$500	\$1,000	\$500	100.00%	\$1,000	\$0	Minor building repairs
522210	Prof. Develop. Exp-Memberships & Dues -->	\$35,000	\$36,050	\$1,050	3.00%	\$37,132	\$1,082	MarNet's JPA Annual Membership Fee
	<u>RENT AND LEASES</u>	<u>\$51,500</u>	<u>\$61,500</u>	<u>\$10,000</u>	<u>0.00%</u>	<u>\$63,300</u>	<u>\$0</u>	
522910	Rent & Leases- Equipment-->	\$1,500	\$1,500	\$0	0.00%	\$1,500	\$0	BofA Credit Card Fees
522925	Rent & Leases-->	\$50,000	\$60,000	\$10,000	20.00%	\$61,800	\$1,800	NUSD - Estimated Lease Payments
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
522310	Misc Expense -->	\$0	\$0	\$0	0.00%	\$0	\$0	
	<u>OFFICE EXPENSE</u>	<u>\$3,380</u>	<u>\$2,030</u>	<u>(\$1,350)</u>	<u>-39.94%</u>	<u>\$2,030</u>	<u>\$0</u>	
522410	Office Expense -->	\$3,380	\$2,030	(\$1,350)	-39.94%	\$2,030	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	<u>PROFESSIONAL SERVICES (Total Budget)</u>	<u>\$8,800</u>	<u>\$8,800</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$8,800</u>	<u>\$0</u>	
522510	Professional Services -->	\$8,800	\$8,800	\$0	0.00%	\$8,800	\$0	Janitorial(\$7,300) + (2) Spring Cleaning(\$1.5K)
522930	Minor Equipment	\$3,000	\$8,390	\$5,390	179.67%	\$2,270	(\$6,120)	Misc. Equipment (handheld scanners, FS monitors, printers, etc)
523210	<u>SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING</u>	<u>\$709</u>	<u>\$709</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$709</u>	<u>\$0</u>	
	Prof. Develop. Exp-Conference Fees -->	\$709	\$709	\$0	0.00%	\$709	\$0	Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
523330	Special Departmental Exp-Books for Circulation -->	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	<u>TRANSPORTATION AND TRAVEL</u>	<u>\$1,180</u>	<u>\$1,180</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,180</u>	<u>\$0</u>	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$980	\$980	\$0	0.00%	\$980	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

South Novato Library (ORG #24726671)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402				Program		Notes
		So. Novato Library				6670		
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	
523510	Utilities (Budget)	\$0	\$0	\$0	0.00%	\$0	\$0	
523515	Utilities-Electricity -->	0	0	\$0	0.00%	\$0	\$0	PG&E
523520	Utilities-Garbage & Sewage -->	0	0	\$0	0.00%	\$0	\$0	Garbage & Sewage
523535	Utilities-Water -->	0	0	\$0	0.00%	\$0	\$0	Water
540510	Equipment - LVA Computer	\$5,150	\$1,500	(\$3,650)	-70.87%	\$1,000	(\$500)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$116,119	\$128,059	\$11,940	10.28%	\$124,321	(\$5,539)	
	Total Branch Operating Cost	\$441,409	\$478,624	\$37,215	8.43%	\$483,901	\$5,277	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Bolin Library (ORG #24726701)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		Bolinas Library		6700				
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$84,241	\$86,769	\$2,527	3.00%	\$89,372	\$2,603	Library Staff FTE
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$24,137</u>	<u>\$24,137</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$24,137</u>	<u>\$0</u>	Extra -Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$22,102	\$22,102	\$0	0.00%	\$22,102	\$0	Extra-Hire - incl. 4hrs/wk staff help (\$3,992)+ LBAll (\$6K)
511230	<u>SALARIES & WAGES -Special Appointments --></u>	\$2,035	\$2,035	\$0	0.00%	\$2,035	\$0	Special Appt Contract - Bi-lingual Storyteller
511315	BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$600	\$600	\$0	0.00%	\$600	\$0	
511510	OVERTIME-REGULAR	\$0	\$0	\$0	0.00%	\$0	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$1,944	\$1,983	\$39	2.00%	\$2,023	\$40	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$940	\$959	\$19	2.00%	\$978	\$19	Medicare Cost
516110	OTHER BENEFITS	\$0	\$0	\$0	#DIV/0!	\$0	\$0	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$8,894	\$9,072	\$178	2.00%	\$9,253	\$181	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$3,184	\$3,248	\$64	2.00%	\$3,313	\$65	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$1,296	\$1,322	\$26	0.00%	\$1,348	\$26	Unused Fringe Cash Back
	Salaries and Benefits Total	\$125,236	\$128,089	\$2,852	2.28%	\$131,023	\$2,935	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	<u>\$600</u>	<u>\$600</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$600</u>	<u>\$0</u>	
521325	<u>Communications - Land Lines</u>	\$600	\$600	\$0	0.00%	\$600	\$0	Telephone Services
521510	<u>Household Expense</u>	\$200	\$200	\$0	0.00%	\$200	\$0	Janitorial /Cleaning Supplies
521810	<u>Maintenance - Office Equipment --></u>	\$700	\$700	\$0	0.00%	\$700	\$0	Redwood Sec. (\$500)+Eqp Rprs(\$200)
	<u>MAINTENANCE-BUILDING IMPROV. (Budget)</u>	<u>\$500</u>	<u>\$500</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$500</u>	<u>\$0</u>	
521910	<u>Maintenance -Building Improv. Repairs--></u>	\$500	\$500	\$0	0.00%	\$500	\$0	Minor building repairs

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Bolin Library (ORG #24726701)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
522210	Prof. Develop. Exp-Memberships & Dues -->>	\$10,000	\$10,300	\$300	3.00%	\$10,609	\$309	MarNet's JPA Annual Membership Fee
522925	Rent & Leases-->>	\$16,500	\$18,000	\$1,500	9.09%	\$18,540	\$540	Bolin Community, Inc Lease Payments
	MISCELLANEOUS EXPENSE	\$0	\$0	\$0	0.00%	\$0	\$0	
522310	Misc Expense -->>	\$0	\$0	\$0	0.00%	\$0	\$0	
	OFFICE EXPENSE	\$1,750	\$1,700	(\$50)	-2.86%	\$1,700	\$0	
522410	Office Expense -->>	\$1,750	\$1,700	(\$50)	-2.86%	\$1,700	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	PROFESSIONAL SERVICES (Total Budget)	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	
522510	Professional Services -->>	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	Janitorial Cost (\$5.5K)+ (2) Spring Cleaning (\$500)
522930	Minor Equipment	\$250	\$800	\$550	0.00%	\$1,780	\$980	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	PECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING	\$0	\$0	\$0	0.00%	\$0	\$0	
	Prof. Develop. Exp-Conference Fees -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference/Travel Budget in PRE- Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	LIBRARY EDUCATIONAL MATERIALS	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Books for Circulation -->>	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Friends Materials -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	TRANSPORTATION AND TRAVEL	\$200	\$200	\$0	0.00%	\$200	\$0	
523415	Travel - Airline -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$0	\$0	0.00%	\$0	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->>	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Bolin Library (ORG #24726701)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		Bolin Library		6700				
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
523510	Utilities (Budget)	\$2,600	\$2,600	\$0	0.00%	\$2,600	\$0	
523515	Utilities-Electricity -->	2,600	2,600	\$0	0.00%	\$2,600	\$0	Propane Gas
523520	Utilities-Garbage & Sewage -->	0	0	\$0	0.00%	\$0	\$0	Garbage & Sewage
523535	Utilities-Water -->	0	0	\$0	0.00%	\$0	\$0	Water
540510	Equipment - LVA Computer	\$2,100	\$0	(\$2,100)	-100.00%	\$1,000	\$1,000	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$41,400	\$41,600	\$200	0.48%	\$44,429	\$2,289	
	Total Branch Operating Cost	\$166,636	\$169,689	\$3,052	1.83%	\$175,452	\$5,764	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Inverness Library (ORG #24726711)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes	
		Inverness Library		6710				
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.				% of Change Modified FY 15/16 Vs. Req'd FY 16/17
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$45,966	\$47,345	\$1,379	3.00%	\$48,765	\$1,420	Library Staff FTE
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	\$7,361	\$7,361	\$0	0.00%	\$7,361	\$0	Extra -Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$7,361	\$7,361	\$0	0.00%	\$7,361	\$0	Extra-Hire - incl. 1hr per wk add'l support \$1,155
511230	<u>SALARIES & WAGES -Special Appointments --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$700	\$700	\$0	0.00%	\$700	\$0	
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	OVERTIME-REGULAR	\$0	\$0	\$0	0.00%	\$0	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$10,802	\$11,018	\$216	2.00%	\$11,238	\$220	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$1,379	\$1,407	\$28	2.00%	\$1,435	\$28	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$667	\$680	\$13	2.00%	\$694	\$14	Medicare Cost
516110	OTHER BENEFITS	\$9,910	\$10,108	\$198	2.00%	\$10,310	\$202	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$6,309	\$6,435	\$126	2.00%	\$6,564	\$129	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$2,259	\$2,304	\$45	2.00%	\$2,350	\$46	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$2,500	\$2,550	\$50	0.00%	\$2,601	\$51	Unused Fringe Cash Back
	Salaries and Benefits Total	\$88,553	\$90,609	\$2,056	2.32%	\$92,719	\$2,110	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	\$500	\$500	\$0	0.00%	\$500	\$0	
521325	Communications - Land Lines	\$500	\$500	\$0	0.00%	\$500	\$0	Telephone Services
521510	Household Expense	\$500	\$500	\$0	0.00%	\$500	\$0	Janitorial /Cleaning Supplies

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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Inverness Library (ORG #24726711)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
521810	Maintenance - Office Equipment -->	\$700	\$700	\$0	0.00%	\$700	\$0	Redwood Sec. (\$500)+Eqp Rprs(\$200)
	MAINTENANCE-BUILDING IMPROV. (Budget)	\$500	\$500	\$0	0.00%	\$500	\$0	
521910	Maintenance -Building Improv. Repairs-->	\$500	\$500	\$0	0.00%	\$500	\$0	Minor building repairs
522210	Prof. Develop. Exp-Memberships & Dues -->	\$10,000	\$10,300	\$300	3.00%	\$10,609	\$309	MarNet's JPA Annual Membership Fee
522925	Rent & Leases-->	\$16,800	\$17,500	\$700	4.17%	\$18,025	\$525	Inverness Foundation Lease Payments
	MISCELLANEOUS EXPENSE	\$0	\$0	\$0	0.00%	\$0	\$0	
522310	Misc Expense -->	\$0	\$0	\$0	0.00%	\$0	\$0	
	OFFICE EXPENSE	\$1,187	\$1,187	\$0	0.00%	\$1,187	\$0	
522410	Office Expense -->	\$1,187	\$1,187	\$0	0.00%	\$1,187	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	PROFESSIONAL SERVICES (Total Budget)	\$3,000	\$3,000	\$0	0.00%	\$3,000	\$0	
522510	Professional Services -->	\$3,000	\$3,000	\$0	0.00%	\$3,000	\$0	Janitorial Cost (\$2.5K)+ (2) Spring Cleaning (\$500)
522930	Minor Equipment	\$250	\$1,290	\$1,040	416.00%	\$3,860	\$2,570	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING	\$0	\$0	\$0	0.00%	\$0	\$0	
	Prof. Develop. Exp-Conference Fees -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference/Travel Budget in PRE- Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	LIBRARY EDUCATIONAL MATERIALS	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Books for Circulation -->	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Inverness Library (ORG #24726711)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		Inverness Library		6710				
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
523410	TRANSPORTATION AND TRAVEL	\$200	\$200	\$0	0.00%	\$200	\$0	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$0	\$0	0.00%	\$0	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
523510	Utilities (Budget)	\$1,900	\$2,000	\$100	0.00%	\$2,000	\$0	
523515	Utilities-Electricity -->	1,900	2,000	\$100	5.26%	\$2,000	\$0	Propane Gas
523520	Utilities-Garbage & Sewage -->	0	0	\$0	0.00%	\$0	\$0	Garbage & Sewage
523535	Utilities-Water -->	0	0	\$0	0.00%	\$0	\$0	Water
540510	Equipment - LVA Computer	\$750	\$1,500	\$750	100.00%	\$1,000	(\$500)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$36,287	\$39,177	\$2,890	7.96%	\$42,081	\$2,379	
	Total Branch Operating Cost	\$124,840	\$129,786	\$4,946	3.96%	\$134,800	\$5,014	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Point Reyes Library (ORG #24726721)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$194,374	\$200,205	\$5,831	3.00%	\$206,211	\$6,006	Library Staff FTE
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$24,900</u>	<u>\$26,411</u>	<u>\$1,511</u>	<u>6.07%</u>	<u>\$24,900</u>	<u>(\$1,511)</u>	Extra -Hire Usage
511220	SALARIES & WAGES -Extra -Hire -->	\$24,900	\$26,411	\$1,511	6.07%	\$24,900	(\$1,511)	Extra-Hire - incl. 1hr per wk add'l support \$1,155+Flat Stanley Summer Reading Camp
511230	SALARIES & WAGES -Special Appointments -->	\$0	\$0	\$0	0.00%	\$0	\$0	Teachers (\$1,511)
511315	BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$1,500	\$1,500	\$0	0.00%	\$1,500	\$0	
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	OVERTIME-REGULAR	\$300	\$300	\$0	0.00%	\$300	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$20,851	\$21,268	\$417	2.00%	\$21,693	\$425	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$5,831	\$5,948	\$117	2.00%	\$6,067	\$119	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$2,818	\$2,874	\$56	2.00%	\$2,932	\$57	Medicare Cost
516110	OTHER BENEFITS	\$34,788	\$35,484	\$696	2.00%	\$36,193	\$710	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$26,678	\$27,212	\$534	2.00%	\$27,756	\$544	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$9,551	\$9,742	\$191	2.00%	\$9,937	\$195	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$3,887	\$3,965	\$78	0.00%	\$4,044	\$79	Unused Fringe Cash Back
	Salaries and Benefits Total	\$325,478	\$334,908	\$9,430	2.90%	\$341,533	\$6,625	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	<u>\$2,800</u>	<u>\$2,800</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$2,800</u>	<u>\$0</u>	
521315	Communications - Broadband	\$600	\$600	\$0	0.00%	\$600	\$0	Secondary HiSpeed Internet
521325	Communications - Land Lines	\$2,200	\$2,200	\$0	0.00%	\$2,200	\$0	Telephone Services
521510	Household Expense	\$600	\$600	\$0	0.00%	\$600	\$0	Janitorial /Cleaning Supplies
521810	Maintenance - Office Equipment -->	\$920	\$920	\$0	0.00%	\$920	\$0	Redwood Sec. (\$720)+Eq Rprs(\$200)

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Point Reyes Library (ORG #24726721)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	Point Reyes Library BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
	<u>MAINTENANCE-BUILDING IMPROV. (Budget)</u>	<u>\$600</u>	<u>\$600</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$600</u>	<u>\$0</u>	
521910	Maintenance -Building Improv. Repairs-->	\$600	\$600	\$0	0.00%	\$600	\$0	Minor building repairs
522210	Prof. Develop. Exp-Memberships & Dues -->	\$20,000	\$20,600	\$600	3.00%	\$21,218	\$618	MarNet's JPA Annual Membership Fee
522925	Rent & Leases-->	\$42,000	\$43,260	\$1,260	3.00%	\$44,558	\$1,298	Marks Family Creamery Lease Payments
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
522310	Misc Expense -->	\$0	\$0	\$0	0.00%	\$0	\$0	
	<u>OFFICE EXPENSE</u>	<u>\$2,952</u>	<u>\$2,952</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$2,952</u>	<u>\$0</u>	
522410	Office Expense -->	\$2,952	\$2,952	\$0	0.00%	\$2,952	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	<u>PROFESSIONAL SERVICES (Total Budget)</u>	<u>\$6,000</u>	<u>\$6,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$6,000</u>	<u>\$0</u>	
522510	Professional Services -->	\$6,000	\$6,000	\$0	0.00%	\$6,000	\$0	Janitorial Cost (\$5.2K) + (2) Spring Cleaning (\$800)
522930	Minor Equipment	\$3,600	\$7,840	\$4,240	0.00%	\$7,480	(\$360)	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2) Wall-Mount Charging Station for Lauchpads (\$2,8K) + Video Projector (\$2.6K)
523210	<u>SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING</u>	<u>\$4,400</u>	<u>\$4,400</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$4,400</u>	<u>\$0</u>	
	Prof. Develop. Exp-Conference Fees -->	\$4,400	\$4,400	\$0	0.00%	\$4,400	\$0	Conference/Travel Budget - Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	<u>\$0</u>	<u>\$250</u>	<u>\$250</u>	<u>0.00%</u>	<u>\$0</u>	<u>(\$250)</u>	
523330	Special Departmental Exp-Books for Circulation -->	\$0	\$250	\$250	0.00%	\$0	(\$250)	FY16/17 Flat Stanley Summer Reading Camp Books
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	<u>TRANSPORTATION AND TRAVEL</u>	<u>\$6,800</u>	<u>\$6,800</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$6,800</u>	<u>\$0</u>	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$3,600	\$3,600	\$0	0.00%	\$3,600	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$3,200	\$3,200	\$0	0.00%	\$3,200	\$0	Employee Mileage Reimbursments + Itinerat mileage (\$500)
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)

Proposed FY 2016-2018 Biennial Baseline Budget

Point Reyes Library (ORG #24726721)

		Central Services - Div 5402		Program				
		Point Reyes Library		6720				
Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
523510	Utilities (Budget)	\$4,600	\$4,600	\$0	0.00%	\$4,600	\$0	
523515	Utilities-Electricity -->	4,600	4,600	\$0	0.00%	\$4,600	\$0	Propane Gas
523520	Utilities-Garbage & Sewage -->	0	0	\$0	0.00%	\$0	\$0	Garbage & Sewage
523535	Utilities-Water -->	0	0	\$0	0.00%	\$0	\$0	Water
540510	Equipment - LVA Computer	\$10,400	\$1,500	(\$8,900)	-85.58%	\$1,000	(\$500)	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$105,672	\$103,122	(\$2,550)	-2.41%	\$103,928	(\$492)	
	Total Branch Operating Cost	\$431,150	\$438,030	\$6,880	1.60%	\$445,461	\$7,431	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Stinson Beach Library (ORG #24726731)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402 Stinson Beach Library		Program 6730	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.				
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$68,508	\$70,563	\$2,055	3.00%	\$72,680	\$2,117	STB Staff FTE + [FY14/15 Add 0.43 FTE Library Assistant I (32hr/PP)]
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$7,361</u>	<u>\$7,361</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$7,361</u>	<u>\$0</u>	Extra -Hire Usage
511220	SALARIES & WAGES -Extra -Hire -->>	\$7,361	\$7,361	\$0	0.00%	\$7,361	\$0	Extra-Hire - incl. 1hr per wk add'l support \$1,155
511230	SALARIES & WAGES -Special Appointments -->>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	BI-LINGUAL PAY	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	OVERTIME-REGULAR	\$0	\$300	\$300	0.00%	\$300	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$11,499	\$11,729	\$230	2.00%	\$11,964	\$235	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$2,055	\$2,096	\$41	2.00%	\$2,138	\$42	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$993	\$1,013	\$20	2.00%	\$1,033	\$20	Medicare Cost
516110	OTHER BENEFITS	\$10,549	\$10,760	\$211	2.00%	\$10,975	\$215	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$9,403	\$9,591	\$188	2.00%	\$9,783	\$192	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$3,366	\$3,433	\$67	2.00%	\$3,502	\$69	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$1,370	\$1,397	\$27	0.00%	\$1,425	\$28	Unused Fringe Cash Back
	Salaries and Benefits Total	\$116,304	\$119,444	\$3,140	2.70%	\$122,361	\$2,917	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	<u>\$675</u>	<u>\$675</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$675</u>	<u>\$0</u>	
521315	Communications - Broadband	\$0	\$0	\$0	0.00%	\$0	\$0	Secondary HiSpeed Internet
521325	Communications - Land Lines	\$675	\$675	\$0	0.00%	\$675	\$0	Telephone Services
521510	Household Expense	\$300	\$300	\$0	0.00%	\$300	\$0	Janitorial /Cleaning Supplies
521810	Maintenance - Office Equipment -->>	\$920	\$920	\$0	0.00%	\$920	\$0	Redwood Sec. (\$720)+Eqp Rprs(\$200)

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Stinson Beach Library (ORG #24726731)

Budgeted Level MUNIS Object#	Account Name	Central Services - Div 5402		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
	<u>MAINTENANCE-BUILDING IMPROV. (Budget)</u>	<u>\$600</u>	<u>\$600</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$600</u>	<u>\$0</u>	
521910	Maintenance -Building Improv. Repairs-->	\$600	\$600	\$0	0.00%	\$600	\$0	Minor building repairs
522210	Prof. Develop. Exp-Memberships & Dues -->	\$10,000	\$10,300	\$300	3.00%	\$10,609	\$309	MarNet's JPA Annual Membership Fee
522925	Rent & Leases-->	\$38,600	\$39,758	\$1,158	3.00%	\$40,951	\$1,193	Albert K. Engel Lease Payments
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
522310	Misc Expense -->	\$0	\$0	\$0	0.00%	\$0	\$0	
	<u>OFFICE EXPENSE</u>	<u>\$1,617</u>	<u>\$1,617</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,617</u>	<u>\$0</u>	
522410	Office Expense -->	\$1,617	\$1,617	\$0	0.00%	\$1,617	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	<u>PROFESSIONAL SERVICES (Total Budget)</u>	<u>\$5,800</u>	<u>\$5,800</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$5,800</u>	<u>\$0</u>	
522510	Professional Services -->	\$5,800	\$5,800	\$0	0.00%	\$5,800	\$0	Janitorial Cost (\$5 K)+ (2) Spring Cleaning (\$800)
522930	Minor Equipment	\$2,450	\$1,290	(\$1,160)	-47.35%	\$4,230	\$2,940	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	<u>SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
	Prof. Develop. Exp-Conference Fees -->	\$0	\$0	\$0	#DIV/0!	\$0	\$0	Conference/Travel Budget in PRE- Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
523330	Special Departmental Exp-Books for Circulation -->	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	<u>TRANSPORTATION AND TRAVEL</u>	<u>\$200</u>	<u>\$200</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$200</u>	<u>\$0</u>	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$0	\$0	0.00%	\$0	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Stinson Beach Library (ORG #24726731)

		Central Services - Div 5402		Program				
		Stinson Beach Library		6730				
Budgeted Level		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg't Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
MUNIS Object#	Account Name							
523510	Utilities (Budget)	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	
523515	Utilities-Electricity -->>	5,000	5,000	\$0	0.00%	\$5,000	\$0	Propane Gas
523520	Utilities-Garbage & Sewage -->>	0	0	\$0	0.00%	\$0	\$0	Garbage & Sewage
523535	Utilities-Water -->>	0	0	\$0	0.00%	\$0	\$0	Water
540510	Equipment - LVA Computer	\$6,650	\$0	(\$6,650)	-100.00%	\$1,000	\$1,000	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$72,812	\$66,460	(\$6,352)	-8.72%	\$71,902	\$4,249	
	Total Branch Operating Cost	\$189,116	\$185,904	(\$3,212)	-1.70%	\$194,263	\$8,359	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Mobile Library Services (ORG #24736551)

		Outreach Services - Div 5403		Program				
		Mobile Library Services		6550				
Budgeted Level MUNIS Object#	Account Name	FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$105,954	\$109,133	\$3,179	3.00%	\$112,407	\$3,274	Library Staff
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$5,000</u>	<u>\$0</u>	Extra-Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511345	OTHER - HOLIDAYS BANKED	\$0	\$0	\$0	0.00%	\$0	\$0	
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$0	\$0	\$0	0.00%	\$0	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$24,899	\$25,397	\$498	2.00%	\$25,905	\$508	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$3,179	\$3,243	\$64	2.00%	\$3,307	\$3,377	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$1,536	\$1,567	\$31	2.00%	\$1,598	\$1,632	Medicare Cost
516110	OTHER BENEFITS	\$23,976	\$24,456	\$480	2.00%	\$24,945	\$25,468	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$14,542	\$14,833	\$291	2.00%	\$15,129	\$15,447	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$5,206	\$5,310	\$104	2.00%	\$5,416	\$5,530	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$2,119	\$2,161	\$42	0.00%	\$2,205	\$2,251	Unused Fringe Cash Back
	Salaries and Benefits Total	\$186,411	\$191,099	\$4,688	2.51%	\$195,912	\$4,813	
520000	<u>SERVICES & SUPPLIES</u>							
521315	<u>Communications - Broadband</u>	\$7,250	\$600	(\$6,650)	-91.72%	\$600	\$0	Secondary HiSpeed Internet
521810	<u>Maintenance - Office Equipment --></u>	\$150	\$150	\$0	0.00%	\$150	\$0	Office equipment & repair
522210	<u>Prof. Develop. Exp-Memberships & Dues --></u>	\$20,000	\$21,000	\$1,000	5.00%	\$22,050	\$1,050	MarNet's JPA Annual Membership Fee
522915	<u>Rent & Leases-Storage----></u>	\$0	\$0	\$0	0.00%	\$0	\$0	Outside Storage
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
522310	<u>Misc Expense --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
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MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Mobile Library Services (ORG #24736551)

Budgeted Level MUNIS Object#	Account Name	Outreach Services - Div 5403		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
	OFFICE EXPENSE	\$2,800	\$2,800	\$0	0.00%	\$2,800	\$0	
522410	Office Expense -->	\$800	\$800	\$0	0.00%	\$800	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522430	Office Expense - Printing & Signage-->	\$2,000	\$2,000	\$0	0.00%	\$2,000	\$0	Promotional signage (BKM exterior)
522930	Minor Equipment	\$4,750	\$800	(\$3,950)	-83.16%	\$1,230	\$430	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING	\$2,200	\$6,300	\$4,100	186.36%	\$2,200	(\$4,100)	
	Prof. Develop. Exp-Conference Fees -->	\$2,200	\$6,300	\$4,100	186.36%	\$2,200	(\$4,100)	Local & Outside County (Non-Travel Exp) + FY16/17 DOT Training (\$4.3K)
	Prof. Develop. Exp-Training -->	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	LIBRARY EDUCATIONAL MATERIALS	\$0	\$0	\$0	0.00%	\$0	\$0	
523330	Special Departmental Exp-Books for Circulation -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Library Operating Fund
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
523410	TRANSPORTATION AND TRAVEL	\$2,202	\$2,202	\$0	0.00%	\$2,202	\$0	
523415	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$2,002	\$2,002	\$0	0.00%	\$2,002	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
540510	Equipment - LVA Computer	\$0	\$0	\$0	0.00%	\$0	\$0	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
	Services and Supplies Total	\$39,352	\$33,852	(\$5,500)	-13.98%	\$31,232	(\$2,620)	
560000	INTER-FUND CHARGES							
561110	Inter-Fund Expenditures	\$31,357	\$31,357	\$0	0.00%	\$31,357	\$0	Annual Vehicle Replacement Chrg (FY 11/12 Acquired New Bookmobile)
561160	Inter-Fund Expenditures - Vehicle Maintenace	\$6,641	\$6,641	\$0	0.00%	\$6,641	\$0	Co. Garage
	Inter-Fund Charges Total	\$37,998	\$37,998	(\$5,500)	-14.47%	\$37,998	\$0	
	Total Operating Cost	\$263,761	\$224,951	(\$38,810)	-14.71%	\$227,144	\$2,193	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Outreach Services & Library Beyond Walls (ORG #24736561)

Budgeted Level MUNIS Object#	Account Name	Outreach Services - Div 5403		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$17,793	\$18,327	\$534	3.00%	\$18,877	\$550	Library Staff
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$0	\$0	\$0	0.00%	\$0	\$0	
511390	OVERTIME	\$0	\$0	\$0	0.00%	\$0	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$534	\$545	\$11	2.00%	\$556	\$11	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$258	\$258	\$0	0.00%	\$263	\$269	Medicare Cost
516110	OTHER BENEFITS	\$0	\$0	\$0	0.00%	\$0	\$0	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$2,442	\$2,442	\$0	0.00%	\$2,491	\$2,543	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$874	\$874	\$0	0.00%	\$891	\$910	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$356	\$356	\$0	0.00%	\$363	\$371	Unused Fringe Cash Back
	Salaries and Benefits Total	\$22,257	\$22,801	\$544	2.45%	\$23,441	\$639	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	<u>\$200</u>	<u>\$200</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$200</u>	<u>\$0</u>	
521325	Communications - Land Lines	\$200	\$200	\$0	0.00%	\$200	\$0	Telephone Services
	<u>OFFICE EXPENSE</u>	<u>\$675</u>	<u>\$675</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$675</u>	<u>\$0</u>	
522410	Office Expense --->	\$675	\$675	\$0	0.00%	\$675	\$0	Office Supplies + LBW Special Projects (\$250)
522930	Minor Equipment	\$0	\$250	\$250	100.00%	\$250	\$0	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523110	Special Dept Expense --->	\$7,500	\$7,500	\$0	0.00%	\$7,500	\$0	Outreach Projects
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$0</u>	<u>\$0</u>	
523330	Special Departmental Exp-Books for Circulation --->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Library Operating Fund
523330	Special Departmental Exp-Friends Materials --->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Outreach Services & Library Beyond Walls (ORG #24736561)

Budgeted Level MUNIS Object#	Account Name	Outreach Services - Div 5403				Program		Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	
523410	TRANSPORTATION AND TRAVEL	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	
523415	Travel - Airline -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->>		\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$0	\$0	0.00%	\$0	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Employee Mileage Reimbursments
523460	Travel-Rental Car-->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
540510	Equipment - LVA Computer	\$0	\$0	\$0	0.00%	\$0	\$0	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$9,575	\$9,825	\$250	2.61%	\$9,825	\$0	
	Total Operating Cost	\$31,832	\$32,626	\$794	2.50%	\$33,266	\$639	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
West Marin Literacy Services (ORG #24736571)

Budgeted Level MUNIS Object#	Account Name	Outreach Services - Div 5403		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$43,344	\$44,644	\$1,300	3.00%	\$45,984	\$1,339	WML Staff FTE=0.59 CLS + [FY 14/15 Add 0.3 FTE Office Assistant (22.5/PP)]
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	\$3,565	\$3,565	\$0	0.00%	\$3,565	\$0	Extra -Hire Usage
511220	<u>SALARIES & WAGES -Extra -Hire --></u>	\$3,565	\$3,565	\$0	0.00%	\$3,565	\$0	
511230	<u>SALARIES & WAGES -Special Appointments --></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	<u>BI-LINGUAL PAY</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511320	<u>HOLIDAY PAY</u>	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	<u>SALARIES - OTHER SHIFT DIFFERENTIAL</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511345	<u>OTHER - HOLIDAYS BANKED</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511510	<u>OVERTIME-REGULAR</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
512110	<u>BENEFITS - RETIREMENT BENEFITS</u>	\$0	\$0	\$0	0.00%	\$0	\$0	Retirement Benefit Costs
514110	<u>WORKERS COMPENSATION INS</u>	\$1,300	\$1,326	\$26	2.00%	\$1,353	\$27	Workers Compensation
515115	<u>OTHER EMPLOYER EXP-MEDICARE</u>	\$628	\$641	\$13	2.00%	\$653	\$13	Medicare Cost
516110	<u>OTHER BENEFITS</u>	\$5,994	\$6,114	\$120	2.00%	\$6,236	\$122	Employer's Share of Employee's Fringe Benefits Costs
516120	<u>RETIREE HEALTH</u>	\$5,949	\$6,068	\$119	2.00%	\$6,189	\$121	Retirement Health Costs
516135	<u>RETIREMENT POB - MISC</u>	\$2,130	\$2,173	\$43	2.00%	\$2,216	\$43	County POB Payments
516155	<u>BENEFITS-UNUSED FRINGE BENEFITS</u>	\$867	\$884	\$17	0.00%	\$902	\$18	Unused Fringe Cash Back
	<u>Salaries and Benefits Total</u>	\$63,777	\$65,415	\$1,638	2.57%	\$67,098	\$1,683	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	\$700	\$700	\$0	0.00%	\$700	\$0	
521325	<u>Communications - Land Lines</u>	\$700	\$700	\$0	0.00%	\$700	\$0	Telephone Services
521810	<u>Maintenance - Office Equipment --></u>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Copier Maintenance Agreement
522925	<u>Rent & Leases---></u>	\$21,500	\$22,575	\$1,075	5.00%	\$23,704	\$1,129	Marks Family Creamery Lease Payments
	<u>MISCELLANEOUS EXPENSE</u>	\$7,000	\$7,000	\$0	0.00%	\$7,000	\$0	
522310	<u>Misc Expense --></u>	\$7,000	\$7,000	\$0	0.00%	\$7,000	\$0	Summer Reading Prog & Dance Palace

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
West Marin Literacy Services (ORG #24736571)

Budgeted Level MUNIS Object#	Account Name	Outreach Services - Div 5403		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
	<u>OFFICE EXPENSE</u>	<u>\$1,768</u>	<u>\$1,768</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,768</u>	<u>\$0</u>	
522410	Office Expense -->	\$1,768	\$1,768	\$0	0.00%	\$1,768	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	<u>PROFESSIONAL SERVICES (Total Budget)</u>	<u>\$17,100</u>	<u>\$17,100</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$17,100</u>	<u>\$0</u>	
522510	Professional Services -->	\$17,100	\$17,100	\$0	0.00%	\$17,100	\$0	Instructors English Second Language Classes (\$15K) Janitorial (\$1,500) + (1) Special Cleaning (\$600)
522930	Minor Equipment	\$250	\$800	\$550	220.00%	\$250	(\$550)	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
	<u>LIBRARY EDUCATIONAL MATERIALS</u>	<u>\$6,600</u>	<u>\$6,600</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$6,600</u>	<u>\$0</u>	
523330	Special Departmental Exp-Books for Circulation -->	\$6,600	\$6,600	\$0	0.00%	\$6,600	\$0	Library Materials Paid by Library Operating Fund
523330	Special Departmental Exp-Friends Materials -->	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Friends Group
	<u>TRANSPORTATION AND TRAVEL</u>	<u>\$500</u>	<u>\$500</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$500</u>	<u>\$0</u>	
523410	Travel - Airline -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$0	\$0	\$0	0.00%	\$0	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->	\$500	\$500	\$0	0.00%	\$500	\$0	Employee Mileage Reimbursments + Itinerat mileage (\$500)
523460	Travel-Rental Car-->	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
	<u>Utilities (Budget)</u>	<u>\$1,500</u>	<u>\$1,500</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,500</u>	<u>\$0</u>	
523510	Utilities-Electricity -->	1,500	1,500	\$0	0.00%	\$1,500	\$0	Propane Gas
523520	Utilities-Garbage & Sewage -->	0	0	\$0	0.00%	\$0	\$0	Garbage & Sewage
523535	Utilities-Water -->	0	0	\$0	0.00%	\$0	\$0	Water
540510	Equipment - LVA Computer	\$0	\$0	\$0	0.00%	\$0	\$0	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	\$58,118	\$59,743	\$1,625	2.80%	\$60,322	\$29	
	Total Branch Operating Cost	\$121,895	\$125,158	\$3,263	2.68%	\$127,420	\$2,262	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
FLAGship Services (ORG #24736581)

Budgeted Level MUNIS Object#	Account Name	Outreach Services - Div 5403		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
510000	<u>SALARIES & EMPLOYEE BENEFITS</u>							
511110	<u>SALARIES AND WAGES- PERMANENT EMPLOYEES</u>	\$71,168	\$73,303	\$2,135	3.00%	\$75,502	\$2,199	[Add FY14/15 0.8 FTE Comm. Library Spec (60hr/PP) & 0.53 FTE Bookmobile Asst I (40hr/PP) Note - FY13/14 Both positions were Fixed-Term ended 6/30/14 Extra -Hire Usage
	<u>EXTRA HIRE/SPEC. APPT (Total Budget)</u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511220	<u>SALARIES & WAGES -Extra -Hire -->></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511230	<u>SALARIES & WAGES -Special Appointments -->></u>	\$0	\$0	\$0	0.00%	\$0	\$0	
511315	BI-LINGUAL PAY	\$1,500	\$1,500	\$0	0.00%	\$1,500	\$0	
511320	HOLIDAY PAY	\$0	\$0	\$0	0.00%	\$0	\$0	County Paid Holiday
511390	SALARIES - OTHER SHIFT DIFFERENTIAL	\$200	\$200	\$0	0.00%	\$200	\$0	
511510	OVERTIME-REGULAR	\$0	\$300	\$300	0.00%	\$300	\$0	
512110	BENEFITS - RETIREMENT BENEFITS	\$10,453	\$10,662	\$209	2.00%	\$10,875	\$213	Retirement Benefit Costs
514110	WORKERS COMPENSATION INS	\$2,135	\$2,178	\$43	2.00%	\$2,221	\$44	Workers Compensation
515115	OTHER EMPLOYER EXP-MEDICARE	\$1,032	\$1,053	\$21	2.00%	\$1,074	\$21	Medicare Cost
516110	OTHER BENEFITS	\$15,944	\$16,263	\$319	2.00%	\$16,588	\$325	Employer's Share of Employee's Fringe Benefits Costs
516120	RETIREE HEALTH	\$9,768	\$9,963	\$195	2.00%	\$10,163	\$199	Retirement Health Costs
516135	RETIREMENT POB - MISC	\$3,497	\$3,567	\$70	2.00%	\$3,638	\$71	County POB Payments
516155	BENEFITS-UNUSED FRINGE BENEFITS	\$1,423	\$1,451	\$28	0.00%	\$1,480	\$29	Unused Fringe Cash Back
	Salaries and Benefits Total	\$117,320	\$120,640	\$3,320	2.83%	\$123,742	\$3,102	
520000	<u>SERVICES & SUPPLIES</u>							
	<u>COMMUNICATIONS SERVICES (Budget)</u>	<u>\$1,200</u>	<u>\$1,200</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,200</u>	<u>\$0</u>	
521320	<u>Communications - Mobile Devices</u>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Cellular & Internet
521810	<u>Maintenance - Office Equipment -->></u>	\$400	\$400	\$0	0.00%	\$400	\$0	
522915	<u>Rent & Leases-Storage---->></u>	\$1,400	\$1,400	\$0	0.00%	\$1,400	\$0	Outside Storage
	<u>MISCELLANEOUS EXPENSE</u>	<u>\$4,300</u>	<u>\$4,300</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$4,300</u>	<u>\$0</u>	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
FLAGship Services (ORG #24736581)

Budgeted Level MUNIS Object#	Account Name	Outreach Services - Div 5403		Program		REQUESTED BASELINE BDGT FY 17/18	Baseline Budget Increment/Reduc. FY 16/17 Vs. FY 17/18	Notes
		FY 15/16 Modified Budget	BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdgt Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17			
522310	Misc Expense -->>	\$4,300	\$4,300	\$0	0.00%	\$4,300	\$0	Program Expenses
	OFFICE EXPENSE	<u>\$1,200</u>	<u>\$1,200</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$1,200</u>	<u>\$0</u>	
522410	Office Expense -->>	\$1,200	\$1,200	\$0	0.00%	\$1,200	\$0	Office Supplies
522425	Office Expense - Electronic Supplies -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Printer Toner Cartridges, Cabling, etc
522440	Office Expense - Postage -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Postage (UPS, FedEx, stamps)
	PROFESSIONAL SERVICES (Total Budget)	<u>\$17,190</u>	<u>\$17,190</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$17,190</u>	<u>\$0</u>	
522510	Professional Services -->>	\$17,190	\$17,190	\$0	0.00%	\$17,190	\$0	
522930	Minor Equipment	\$0	\$250	\$250	0.00%	\$250	\$0	Misc. Equipment (handheld scanners, FS monitors, printers, etc) (Pg T-1 & T-2)
523210	SPECIAL DEPARTMENTAL EXP- EDUCATIONAL TRAINING	<u>\$2,200</u>	<u>\$2,200</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$2,200</u>	<u>\$0</u>	
	Prof. Develop. Exp-Conference Fees -->>	\$2,200	\$2,200	\$0	0.00%	\$2,200	\$0	Conference/Travel Budget - Local & Outside County (Non-Travel Exp)
	Prof. Develop. Exp-Training -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Training Budget - Local & Outside County
	LIBRARY EDUCATIONAL MATERIALS	<u>\$4,000</u>	<u>\$4,000</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$4,000</u>	<u>\$0</u>	
523330	Special Departmental Exp-Books for Circulation -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Library Materials Paid by Library Operating Fund
523330	Special Departmental Exp-Friends Materials -->>	\$4,000	\$4,000	\$0	0.00%	\$4,000	\$0	Library Materials Paid by Friends Group
523410	TRANSPORTATION AND TRAVEL	<u>\$2,200</u>	<u>\$2,200</u>	<u>\$0</u>	<u>0.00%</u>	<u>\$2,200</u>	<u>\$0</u>	
523415	Travel - Airline -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Travel Budget
523425	Travel -Hotel & Lodging -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Lodging Budget
523430	Travel - Employee Reimbursement -->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Meals
523435	Travel--PER DIEM	\$2,000	\$2,000	\$0	0.00%	\$2,000	\$0	Employee Travel Reimb. Mileage & Meals Expenses
523445	Travel - Mileage -->>	\$200	\$200	\$0	0.00%	\$200	\$0	Employee Mileage Reimbursments + Itinerat mileage (\$500)
523460	Travel-Rental Car-->>	\$0	\$0	\$0	0.00%	\$0	\$0	Conference Rental
540510	Equipment - LVA Computer	\$0	\$0	\$0	0.00%	\$0	\$0	Technology Replacement Plans FY16/17 & FY17/18 (Pg T-1 & T-2)
540520	Equipment -Software	\$0	\$0	\$0	0.00%	\$0	\$0	
	Services and Supplies Total	<u>\$34,090</u>	<u>\$34,340</u>	<u>\$250</u>	<u>0.73%</u>	<u>\$34,340</u>	<u>\$0</u>	
560000	INTER-FUND CHARGES							
561160	Inter-Fund Expenditures - Vehicle Maintenance	\$5,000	\$5,000	\$0	0.00%	\$5,000	\$0	Co. Garage
	Total Operating Cost	<u>\$156,410</u>	<u>\$159,980</u>	<u>\$3,570</u>	<u>2.28%</u>	<u>\$163,082</u>	<u>\$3,102</u>	

MARIN COUNTY FREE LIBRARY (FUND #2470, Dept 540)
Proposed FY 2016-2018 Biennial Baseline Budget
Library Capital Improvements (ORG #24746541 - Project Ledger Tracking)

		Capital Improvement - Div 5404		Program				Notes
		Library Capital Improvement		6540				
		Civic Center Library Building						
		Corte Madera Library Building						
		Fairfax Library Building						
		Novato Library Building						
		Bolinas Library Building						
		Inverness Library Building						
		Marin City Library Building						
		Point Reyes Library Building						
		Stinson Beach Library Building						
Budgeted Level	Account Name	FY 15/16 Modified Budget	REQUESTED BASELINE BDGT FY 16/17	Requested FY 16/17 Baseline Bdg't Increment/Reduc.	% of Change Modified FY 15/16 Vs. Req'd FY 16/17	REQUESTED BASELINE BDGT FY 17/18	Baseline Budget FY 16/17 Vs. FY 17/18	
522310	Misc Expense -->>	\$0	\$0	\$0.00	0.00%	\$0	\$0	Library CAP Project Misc Expense
522420	Office Expense-Small Furniture	\$0	\$0	\$0.00	0.00%	\$0	\$0	
	PROFESSIONAL SERVICES (Total Budget)	\$0	\$0	\$0.00	0.00%	\$0	\$0	
522510	Professional Services -->>	\$0	\$0	\$0.00	0.00%	\$0	\$0	
540210	Building and Improvements--->>	\$0	\$0	\$0.00	0.00%	\$0	\$0	
540410	Building and Improvements- CIP--->>	\$1,162,336	\$500,000	(\$662,336.00)	100.00%	\$500,000	\$0	Library CAP Projects
540510	Equipment	\$0	\$0	\$0.00	0.00%	\$0	\$0	
540520	Equipment -Software	\$0	\$0	\$0.00	0.00%	\$0	\$0	
	CIP Costs- Subtotal	\$1,162,336	\$500,000	(\$662,336.00)	-56.98%	\$500,000	\$0	
560000	INTER-FUND CHARGES							
561150	Inter-Fund DPW Salaries & Benefits	\$0	\$0	\$0.00	0.00%	\$0	\$0	DPW Staff Costs
561230	Inter-Fund Exp - Roads Salaries & Benefits	\$0	\$0	\$0.00	0.00%	\$0	\$0	DPW Roads Staff Costs
561300	Inter-Fund Exp - Capital Outlay Charges	\$0	\$0	\$0.00	0.00%	\$0	\$0	Capital Outlay-Other
	Inter-Fund Charges Total	\$0	\$0	\$0.00	0.00%	\$0	\$0	
	Total CIP Cost	\$1,162,336	\$500,000	(\$662,336.00)	-56.98%	\$500,000	\$0	

FY 2016-17 Technology Replacement Program									
1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70
71	72	73	74	75	76	77	78	79	80
81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98	99	100
101	102	103	104	105	106	107	108	109	110
111	112	113	114	115	116	117	118	119	120
121	122	123	124	125	126	127	128	129	130
131	132	133	134	135	136	137	138	139	140
141	142	143	144	145	146	147	148	149	150
151	152	153	154	155	156	157	158	159	160
161	162	163	164	165	166	167	168	169	170
171	172	173	174	175	176	177	178	179	180
181	182	183	184	185	186	187	188	189	190
191	192	193	194	195	196	197	198	199	200
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211	212	213	214	215	216	217	218	219	220
221	222	223	224	225	226	227	228	229	230
231	232	233	234	235	236	237	238	239	240
241	242	243	244	245	246	247	248	249	250
251	252	253	254	255	256	257	258	259	260
261	262	263	264	265	266	267	268	269	270
271	272	273	274	275	276	277	278	279	280
281	282	283	284	285	286	287	288	289	290
291	292	293	294	295	296	297	298	299	300
301	302	303	304	305	306	307	308	309	310
311	312	313	314	315	316	317	318	319	320
321	322	323	324	325	326	327	328	329	330
331	332	333	334	335	336	337	338	339	340
341	342	343	344	345	346	347	348	349	350
351	352	353	354	355	356	357	358	359	360
361	362	363	364	365	366	367	368	369	370
371	372	373	374	375	376	377	378	379	380
381	382	383	384	385	386	387	388	389	390
391	392	393	394	395	396	397	398	399	400
401	402	403	404	405	406	407	408	409	410
411	412	413	414	415	416	417	418	419	420
421	422	423	424	425	426	427	428	429	

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