

# Alachua County Library District

Gainesville, Florida



## Final Annual Budget

Fiscal Year 2020-2021

Approved by the  
Library District Board of Trustees, June 25, 2020

Approved by the  
Library District Governing Board, September 23, 2020

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21 BUDGET**

**TABLE OF CONTENTS**

|   | <b>Page</b> |
|---|-------------|
| <b>I. BUDGET MESSAGE</b>                    |             |
| From the Library Director .....             | I-1         |
| Governing Board and Board of Trustees ..... | I-8         |
| Management Team .....                       | I-9         |
| <b>II. SUMMARY INFORMATION</b>              |             |
| System-Wide .....                           | II-1        |
| <b>III. DISTRICT BUDGET BY DIVISION</b>     |             |
| Administration Department .....             | III-1       |
| Automated Services Department .....         | III-4       |
| Facilities Services Department .....        | III-7       |
| Public Services Department .....            | III-10      |
| Adult Services Department .....             | III-13      |
| Alachua Branch Library .....                | III-16      |
| Archer Branch Library .....                 | III-19      |
| Circulation Services Department .....       | III-22      |
| Cone Park Branch Library .....              | III-25      |
| The Library Partnership .....               | III-28      |
| Hawthorne Branch Library .....              | III-31      |
| High Springs Branch Library .....           | III-34      |
| Micanopy Branch Library .....               | III-37      |
| Millhopper Branch Library .....             | III-40      |
| Newberry Branch Library .....               | III-43      |
| Outreach Services Department .....          | III-46      |
| Tower Road Branch Library .....             | III-49      |
| Youth Services Department .....             | III-52      |
| Waldo Branch Library .....                  | III-55      |
| Technical Services Department .....         | III-58      |
| <b>IV. DISTRICT BUDGET BY FUND</b>          |             |
| Library Special Funds .....                 | IV-1        |
| County-Furnished Support Services .....     | IV-2        |
| Library Capital Projects .....              | IV-3        |
| Summary of Proposed Budget By Fund .....    | IV-4        |

# **BUDGET MESSAGE**

September 9, 2020

**TO THE HONORABLE CHAIR AND MEMBERS OF THE ALACHUA COUNTY LIBRARY DISTRICT GOVERNING BOARD AND RESIDENTS OF ALACHUA COUNTY:**

In the wake of the outbreak of the COVID-19 coronavirus, the Library District prioritized the health and safety of staff and patrons. This prioritization resulted in the closure of the entire district for a two month period, followed by the return to work of district staff, and the current phased re-opening(s) through which we are maneuvering during this time of “new normalcy.” The coronavirus impacted the second half of the 2019-2020 FY budget due to the unanticipated purchases of PPE (masks, sneeze guards for counters, tables and desks) hand sanitizer, gloves and disinfectant wipes to help combat the spread of COVID-19 throughout the Library District. I am pleased to report that the proposed budget properly reflects funding to ensure that adequate supplies of these items will be maintained throughout the next FY to protect staff and patrons.

In accordance with Florida law, the Trustees and the Library District’s staff are pleased to submit the FY 2020-2021 recommended budget for the Alachua County Library District. Chapter 98-502, as amended by Chapter 03-375, Laws of Florida, establishes the Alachua County Library District, an independent special taxing district, as the sole provider of public library services in Alachua County. The Library District, the incorporated areas, and the unincorporated area of Alachua County’s jurisdictional boundaries are congruent.

The long term prudent fiscal management of the Library District continues to result in stable or increased service levels. The mission and values of the Library District define its primary purposes that include a key to building a better community by creating opportunities to participate, connect and discover, diversity of people and ideas, open exchange of ideas, education, information, excellent and innovative service, and free and equal access. These values guide the planning processes for the Library District and provide focus when prioritizing library services based upon available and budgeted resources.

Over the past ten (10) years, total Library District millage including debt service decreased from 1.3406 mills down to 1.1825 mills. Local governance of the Library District is responsive to the needs of the community in a fiscally responsible manner that has been exemplary.

Since the Library District no longer levies a millage to fund the long-range capital development plan, it has been revised accordingly to reflect available revenues. Unlike most other local governments, the Library District is almost totally dependent on its property tax base revenues for both operating and capital expenditures. As a result, some construction projects have been deferred to ensure that projected revenues from this one source will be available to sustain the current service level, and construct and operate any new and/or expanded facility.

The Library District expects to receive approximately \$285,473 in State Aid in FY 2021, this is \$95,693 less than received in FY 2020, and \$57,178 less than received in FY 2010. State Aid funds are used by the Library District to purchase library materials.

The Library District's FY 2021 recommended budget was prepared with staff participation from each Branch Manager and Headquarters Department Heads. They presented their respective budget requests with concern for cost-efficient services and defended their budgets well. Staff budget proposals exhibited the highest level of public service commitment.

The recommended budget builds on existing Library District assets with enhancements to public services, attention to our dedicated staff, and a cost-effective approach to managing financial resources we receive from our citizens that addresses short and long-term library service needs.

Without a doubt, this continues to be the finest public library in Florida combining a dedicated staff with exceptional support from the Board of Governors, the Board of Trustees, Friends of the Library, and the Library District Foundation. Most importantly, our community values the educational, informational and recreational services their Library District provides.

## Proposed Budget

The proposed operating millage rate for FY 2021 is 1.1289, which is the roll-back rate and a lower millage rate than the past seven years (Fiscal Years 2015-2020). The Florida Department of Revenue considers the roll-back millage rate as no tax increase. The Governing Board can approve the roll-back rate with a simple majority vote.

The Library District's FY 2021 general fund expenditure budget is \$21,667,898.

The operating budget includes a transfer of \$1.6 million to the Capital Projects Fund from the General Fund. These funds support the capital budget, revitalization of existing branches, and preventative maintenance, along with remodeling of existing branches to support the District's programs identified in the Facilities Development Plan. Also included in the operating budget are a 5% expenditure reserve and a forty-five (45) day ending cash balance reserve.

The proposed millages to fund the Long-Range Facilities & Service Plan for FY 2020-2021 compared to FY 2019-2020 are:

### **FY 2019-2020**

1.1825 mills for Operating

**1.1825 TOTAL DISTRICT  
MILLAGE**

### **FY 2020-2021**

1.1289 mills for Operating

**1.1289 TOTAL DISTRICT  
MILLAGE**

## Proposed Budget Highlights

Due to COVID-19, some of the budget highlights may be pushed back or provided in a different format. For example, the District is currently offering curbside service and computer by appointment only. As we approach the new fiscal year, many of our programs and services may be modified initially to reflect the "new normal."

In accordance with the Long-Range Facilities & Service Plan FY 2021-2025 adopted by the Governing Board and Board of Trustees, the proposed FY 2021 budget supports the following:

- Provide 605 open hours of library service per week at the twelve (12) Library District locations. Sunday service hours are not offered at Archer, Cone Park, The Library Partnership, Micanopy and Waldo.

| <b>Library Facility</b> | <b>FY 2018-2019<br/>Hours Per Week</b> | <b>FY 2019-2020<br/>Hours Per Week</b> | <b>FY 2020-2021<br/>Hours Per Week</b> |
|-------------------------|--|--|--|
| Headquarters            | 66                                     | 63                                     | 63                                     |
| Millhopper Branch       | 63                                     | 63                                     | 63                                     |
| Tower Road Branch       | 63                                     | 63                                     | 63                                     |
| Alachua Branch          | 48                                     | 55                                     | 55                                     |
| Hawthorne Branch        | 48                                     | 51                                     | 51                                     |
| High Springs Branch     | 49                                     | 49                                     | 49                                     |
| Archer Branch           | 40                                     | 41                                     | 41                                     |
| Micanopy Branch         | 30                                     | 31                                     | 31                                     |
| Newberry Branch         | 58                                     | 51                                     | 51                                     |
| Waldo Branch            | 40                                     | 41                                     | 41                                     |
| The Library Partnership | 47                                     | 49                                     | 49                                     |
| Cone Park               | <u>46</u>                              | <u>48</u>                              | <u>48</u>                              |
| <b>TOTAL</b>            | <b>598</b>                             | <b>605</b>                             | <b>605</b>                             |

- Provide service levels at the twelve (12) library facilities in accordance with the Long-Range Facilities & Service Plan FY 2021-2025 "Projected Library Service Levels."
- Transfer \$1.6 million to the Capital Projects Fund.
- Develop and implement facility preventative maintenance strategies for the Branches to continue to enhance the patron experience and a quality work environment.
- Continue energy/resource conservation programs to generate savings and/or revenues.
- Identify recurring revenue opportunities through leases of Library District space and state and federal grants.
- Continue to develop additional core competencies for all job classifications to clearly define performance expectations, develop clear policy and procedures with testing and training with the support of a Library District's Human Resource Director.
- Continue to enhance virtual user services through a highly interactive website and catalog access, and more Library District generated content.

- Enhance programming by collaborating with other community organizations and jointly promoting and sponsoring events directed to families, the general public, children, teens, adults, seniors, or groups with special interests.
- Continue bookmobile, Books-By-Mail, and deposit collection operations to serve patrons with limited access to a branch library.
- Continue use of volunteers to assist staff in providing library service, with continued information technology uses.
- Expansion of makerspace throughout the District, specifically looking for partnership and sponsor opportunities as the makerspace concept continues to develop.
- Appropriate \$2,400,000 in the General Fund for books and other library materials. With anticipated State Aid, Brady Trust funds, PAL Public Library Cooperative, and a generous donation by the Friends of the Library added to the general fund appropriation, the materials budget is approximately \$2,833,113.
- Add a dedicated makerspace at Headquarters.
- Upgrade website.

### **About the Alachua County Library District**

The District's Governing Board is composed of three members of the Board of Alachua County Commissioners, two members of the Gainesville City Commission and one member of the Alachua County School Board. Governors are selected by their respective Commission or Board to serve on the Library District Governing Board.

According to the Special Act creating the District, the Governing Board has the power to adopt an annual budget, establish service levels, adopt a long-range facilities and service plan, lease or purchase property, contract for services, receive grants, and take any other action necessary to provide public library services to the citizens of Alachua County.

The Governing Board may levy ad valorem taxes for operational expenses and all millage necessary to pay the principal and interest on general obligation bonds. The District's authority to levy 0.5 mills for capital improvements ended April 2001. New authority to levy a capital improvements millage would require voter approval. The District also has authority to issue limited tax bonds for capital improvement purposes and General Obligation Bonds with referendum approval. As a reminder, the District paid off its Debt Services in August 2017.

The Governing Board appoints the seven-member Board of Trustees, a citizen volunteer board that is part of the governing structure of the Library District. Three of the seven members are Alachua County representatives, three are City of Gainesville representatives, and one is a representative of the League of Cities.



Responsibilities of the Board of Trustees include developing recommendations for policy, budget and plans for the Library District, reporting at meetings on matters that may affect the District, responding to requests by the Governing Board for various recommendations, reporting information about Library issues, advocacy for state and national library funding, and listening and responding to citizens who have questions related to the Library District and libraries in general.

The Alachua County Library District provides public library service to a countywide population of approximately 267,306. The District is a centralized system with a Headquarters Library located in downtown Gainesville and eleven branch libraries throughout Alachua County and within incorporated areas.

One large library (Millhopper Branch) is located in northwest Gainesville, the Library Partnership Branch is operating in collaboration with the Partnership for Strong Families in northeast Gainesville and Cone Park Branch is located in east Gainesville. Another large library (Tower Road Branch) is located in unincorporated Alachua County southwest of Gainesville, just outside of the city limits of Gainesville. The municipalities of Alachua, Archer, Hawthorne, High Springs, Micanopy, Newberry and Waldo each have a branch library. In addition to the Library District's branches, the Library District operates two bookmobiles and provides library service to the inmates of the Alachua County Jail through an interlocal agreement with the Alachua County Sheriff.

Citizens of Alachua County may receive a borrower's card free of charge through reciprocal borrowing agreements with the following counties: Baker, Bradford, Clay, Columbia, Dixie, Gilchrist, Lafayette, Levy, Marion, Putnam, St. Johns and Union. These agreements are designed to facilitate access to the most conveniently located library branch regardless of an individual's county of residence. Alachua County residents may also receive a free borrower's card from the Nassau and Hendry County Public Libraries.

### **State Aid to Libraries Program**

State Aid is a continuing state grant authorized by Chapter 257, Florida Statutes. It is the only substantial revenue source the Library District has outside of ad valorem taxes. Eligibility for state aid is contingent upon the provision of "free library service" defined in Chapter 257.25, Florida Statutes as: "Free library service shall constitute as a minimum the free lending of library materials that are made available for circulation and the free provision of reference and information services."

The goal of the State Aid to Libraries Program is to assist local governments in maintaining and developing free professional library service for all Floridians as a part of the educational infrastructure. Grants are awarded through an application process and the amount received from the total state

appropriation is proportional to the amount of local funds spent providing library service in Alachua County. State Aid is used to purchase materials for the library collection.

In FY 2011, the inter-local agreement creating the PAL Library Cooperative was approved by the Putnam and Levy County Commissions and the Library District Governing Board.

The Cooperative has identified and coordinated the provision of selected library services across the region agreed upon by the three (3) county library members. The Cooperative is funded solely through the State Aid to Public Libraries grant program and is eligible to receive an annual grant of \$350,000. The Library District will receive approximately \$62,640 in materials and services in FY 2020-2021 by being a PAL member.

The PAL Library Cooperative provides an opportunity for the Library District to receive State Aid grant funds for materials and services in addition to its operating grant. The additional library materials and services received by Putnam and Levy County residents greatly improve the quality of information services accessible throughout this region.

In closing, we wish to acknowledge the excellent support received from our staff and Trustees in the preparation of this budget.

Respectfully submitted,

---

Shaney T. Livingston  
Library Director

---

Larry McDaniel, Chair  
Library Board of Trustees

appropriation is proportional to the amount of local funds spent providing library service in Alachua County. State Aid is used to purchase materials for the library collection.

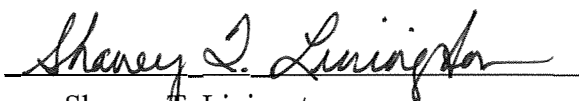
In FY 2011, the inter-local agreement creating the PAL Library Cooperative was approved by the Putnam and Levy County Commissions and the Library District Governing Board.

The Cooperative has identified and coordinated the provision of selected library services across the region agreed upon by the three (3) county library members. The Cooperative is funded solely through the State Aid to Public Libraries grant program and is eligible to receive an annual grant of \$350,000. The Library District will receive approximately \$62,640 in materials and services in FY 2020-2021 by being a PAL member.

The PAL Library Cooperative provides an opportunity for the Library District to receive State Aid grant funds for materials and services in addition to its operating grant. The additional library materials and services received by Putnam and Levy County residents greatly improve the quality of information services accessible throughout this region.

In closing, we wish to acknowledge the excellent support received from our staff and Trustees in the preparation of this budget.

Respectfully submitted,



Shaney T. Livingston  
Library Director



Larry McDaniel, Chair  
Library Board of Trustees

**GOVERNING BOARD**

Marihelen Wheeler, Chair  
Alachua County Commissioner

Gigi Simmons, Vice Chair  
City of Gainesville Commissioner

Charles S. Chestnut, IV  
Alachua County Commissioner

Ken Cornell  
Alachua County Commissioner

Gail Johnson  
City of Gainesville Commissioner

Leannetta McNealy, Ph.D.  
School Board of Alachua County



J. K. “Jess” Irby, Esq., Clerk of the Alachua County Library District

**BOARD OF TRUSTEES**

Larry McDaniel, Chair

Kim Worley, Vice Chair

Scherwin L. Henry

Bessie G. Jackson, Ph.D.

Linda Y. Jackson

Ralph W. Rice, Ph.D.

Sharlynn Sweeney, Ph.D.

## **MANAGEMENT TEAM**

Shaney T. Livingston, Library Director

Devonia L. Andrew, Assistant to Library Director

Vacant, Administrative Services Division

Wantanisha D. Morant, Human Resources Director

Christopher Cochran, Automated Services Administrator

Tamika D. Gadson, Financial Services Administrator

Larry Jones, Facilities/Safety Services Administrator

Rachel Cook, Public Relations and Marketing Manager

Tony Littles, Facilities Maintenance Manager

Joyce West, Director, Public Services Division

Phillis Filer, Public Services Administrator

Renee Patterson, Public Services Administrator

Emily Young, Public Services Administrator

Vacant, Technical Services Administrator

Jasmine Tran, Adult Services Senior Manager

Ross Woodbridge, Alachua Branch Manager

Taryn Brown, Archer Branch Manager

Demaris Hill, Circulation Services Senior Manager

Diane Johnson, Cone Park Branch Manager

Otto Pleil, eBranch Manager

Keith Harmon, Hawthorne Branch Manager

David Fuller, High Springs Branch Manager

Tina Bushnell, Library Partnership Branch Manager

Carolyn Wallace, Micanopy Branch Manager

Vacant, Millhopper Senior Branch Manager

Marlin Day, Newberry Branch Manager

Alicia Antone, Outreach Services Manager

Vacant, Tower Road Senior Branch Manager

Kerry Dowd, Waldo Branch Manager

Susan Wright, Youth Services Senior Manager

# **SUMMARY INFORMATION**

**ALACHUA COUNTY LIBRARY DISTRICT**  
**FINAL FY 20-21**  
**GENERAL FUND OPERATING BUDGET**  
***SYSTEM-WIDE SUMMARY***

**MISSION STATEMENT**

Alachua County Library District: a key to building a better community by creating opportunities to participate, connect and discover

**BUDGET SUMMARY**

|  |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|--|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>               | \$        | 13,115,952                      |
| <b>OPERATING EXPENSES</b>              |           | 5,996,192                       |
| <b>CAPITAL OUTLAY</b>                  |           |                                 |
| <b>NON-OPERATING EXPENSES</b>          |           | 955,607                         |
| <b>TRANSFER OUT - CAPITAL PROJECTS</b> |           | 1,600,146                       |
| <b>DEPARTMENT TOTAL</b>                | <b>\$</b> | <b>21,667,898</b>               |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
OPERATING EXPENSES  
SYSTEM WIDE**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                 |                          |                             |                             |
| 701 ALL 571-1100 EXECUTIVE SALARIES        | \$ -                            | \$ -                     | \$ -                        | -                           |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 7,831,099                       | 8,045,850                | 8,479,369                   | 9,148,174                   |
| 571-1300 OTHER SALARIES & WAGES            | 49,158                          | 46,000                   | 46,000                      | 46,000                      |
| 571-1400 OVERTIME                          | 4,483                           | 12,000                   | 12,000                      | 12,000                      |
| 571-2100 FICA TAXES                        | 570,019                         | 615,507                  | 648,270                     | 699,834                     |
| 571-2101 MEDICARE TAX                      |                                 |                          |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 1,674,720                       | 2,058,921                | 2,081,614                   | 1,901,964                   |
| 571-2300 DENTAL INSURANCE                  | 40,099                          | 44,582                   | 46,780                      | 42,953                      |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 1,419,029                       | 1,386,521                | 1,434,136                   | 1,264,028                   |
| 571-2400 WORKERS COMPENSATION              |                                 |                          |                             |                             |
| 571-2500 UNEMPLOYMENT COMPENSA.            | 3,300                           | 1,000                    | 1,000                       | 1,000                       |
| 571-3600 PENSION PLAN                      |                                 |                          |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 11,591,907</b>            | <b>\$ 12,210,381</b>     | <b>\$ 12,749,168</b>        | <b>\$ 13,115,952</b>        |

**OPERATING EXPENSES**

|  |              |              |              |              |
|--|--------------|--------------|--------------|--------------|
| 701 ALL 571-3100 PROFESSIONAL SERVICES | \$ 1,099,335 | \$ 1,205,575 | \$ 1,191,104 | \$ 1,226,807 |
| 571-3150 APPRAISAL                     |              |              |              |              |
| 571-3180 PROPERTY APPR/TAX COLLECTOR   |              |              |              |              |
| 571-3193 OTHER PROFESSIONAL SERVICES   |              |              |              |              |
| 571-3200 ACCOUNTING & AUDITING         | 173,895      | 179,561      | 182,348      | 182,302      |
| 571-3210 AUDITS                        |              |              |              |              |
| 571-3400 OTHER CONTRACTUAL SVS         | 373,791      | 356,684      | 357,464      | 372,984      |
| 571-3411 JANITORIAL                    |              |              |              |              |
| 571-3412 PEST CONTROL                  |              |              |              |              |
| 571-3413 COMPUTER SERVICE              |              |              |              |              |
| 571-4000 TRAVEL & PER DIEM             | 32,518       | 48,969       | 59,183       | 49,433       |
| 571-4010 MILEAGE                       |              |              |              |              |
| 571-4011 IN-COUNTY                     |              |              |              |              |
| 571-4012 OUT-OF-COUNTY                 |              |              |              |              |
| 571-4013 OUT-OF-STATE                  |              |              |              |              |
| 571-4020 PUBLIC TRANSPORTATION         |              |              |              |              |
| 571-4030 PER DIEM                      |              |              |              |              |
| 571-4100 COMMUNICATIONS SERVICES       | 164,945      | 167,910      | 167,410      | 171,335      |
| 571-4130 LOCAL, LONG DISTANCE, & OTHER |              |              |              |              |
| 571-4200 TRANSPORTATION                | 110,359      | 135,267      | 135,767      | 132,517      |
| 571-4300 UTILITY SERVICE               | 318,841      | 370,300      | 369,400      | 374,600      |
| 571-4400 RENTAL & LEASES               | 22,926       | 23,270       | 24,369       | 24,213       |
| 571-4420 TANGIBLE PERSONAL PROPERTY    |              |              |              |              |
| 571-4423 COPIER EQUIPMENT RENTAL       | \$ -         | \$ -         | \$ -         | -            |
| 571-4500 INSURANCE                     | 243,931      | 352,726      | 358,118      | 265,238      |
| 571-4600 REPAIR & MAINT SERVICES       | 235,700      | 211,512      | 220,799      | 355,127      |
| 571-4610 REPAIR & MAINT MOTOR VEHICLE  |              |              |              |              |
| 571-4620 REPAIR & MAINT BUILDINGS      |              |              |              |              |
| 571-4630 REPAIR & MAINT EQUIPMENT      |              |              |              |              |
| 571-4700 PRINTING & BINDING            | 21,509       | 23,506       | 27,699       | 17,980       |



**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
OPERATING EXPENSES  
SYSTEM WIDE**

| FUND DEPT ACCOUNT DESCRIPTION       |   | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|---|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| 701 ALL                             | 571-4800 AWARDS & PRIZES                  | 401                             | 2,900                    | 2,900                       | 2,900                       |
|                                     | 571-4900 OTHER CURRENT CHGS. & OBLIG.     | 61,601                          | 81,821                   | 86,491                      | 90,456                      |
|                                     | 571-4902 CLASSIFIED ADVERTISING           |                                 |                          |                             |                             |
|                                     | 571-4904 LEGAL ADVERTISING                |                                 |                          |                             |                             |
|                                     | 571-4920 REGISTRATION FEES                |                                 |                          |                             |                             |
|                                     | 571-4941 WORKERS COMPENSATION PREM        |                                 |                          |                             |                             |
|                                     | 571-4980 SUNDRY EXPENSE                   |                                 |                          |                             |                             |
|                                     | 571-4982 DATA PROCESSING                  |                                 |                          |                             |                             |
|                                     | 571-4990 FILM DEVELOPING                  |                                 |                          |                             |                             |
|                                     | 571-5100 OFFICE MATERIALS & SUPPLIES      | 74,254                          | 124,300                  | 126,800                     | 89,201                      |
|                                     | 571-5121 EQUIPMENT < \$1000 & >\$100/UNIT |                                 |                          |                             |                             |
|                                     | 571-5200 OPERATING SUPPLIES               | 127,570                         | 143,808                  | 177,673                     | 186,532                     |
|                                     | 571-5201 SMALL TOOLS                      |                                 |                          |                             |                             |
|                                     | 571-5220 MOTOR VEHICLE                    |                                 |                          |                             |                             |
|                                     | 571-5221 PARTS                            |                                 |                          |                             |                             |
|                                     | 571-5223 FUEL                             |                                 |                          |                             |                             |
|                                     | 571-5231 OPERATING SUPP./SOFTWARE < \$750 |                                 |                          |                             |                             |
|                                     | 571-5250 MEDICAL                          |                                 |                          |                             |                             |
|                                     | 571-5260 HOUSEHOLD ITEMS                  |                                 |                          |                             |                             |
|                                     | 571-5299 OTHER OPERATING SUPPLIES         |                                 |                          |                             |                             |
|                                     | 571-5400 BOOKS, SUB. & MEMBERSHIPS        | 2,095,438                       | 1,947,075                | 2,202,766                   | 2,438,271                   |
|                                     | 571-5420 SUBSCRIPTIONS                    |                                 |                          |                             |                             |
|                                     | 571-5440 MEMBERSHIPS                      |                                 |                          |                             |                             |
|                                     | 571-5450 EDUCATIONAL TAPES                |                                 |                          |                             |                             |
|                                     | 571-5500 TRAINING & EDUCATION             | 11,752                          | 21,231                   | 18,826                      | 16,296                      |
| <b>OPERATING EXPENSES TOTAL</b>     |   | <b>\$ 5,168,766</b>             | <b>\$ 5,396,415</b>      | <b>\$ 5,709,118</b>         | <b>\$ 5,996,192</b>         |
| <b>CAPITAL OUTLAY</b>               |   |                                 |                          |                             |                             |
| 731 8110                            | 571-6000 CAPITAL OUTLAY                   | \$ -                            | \$ -                     | \$ -                        | \$ -                        |
|                                     | 571-6400 MOTOR VEHICLES                   |                                 |                          |                             |                             |
|                                     | 571-6430 OFFICE FURNITURE & EQUIPMENT     |                                 |                          |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |   | <b>\$ -</b>                     | <b>\$ -</b>              | <b>\$ -</b>                 | <b>\$ -</b>                 |
| <b>NON-OPERATING EXPENSES</b>       |   |                                 |                          |                             |                             |
| 701 ALL                             | 571-7200 INTEREST                         | \$ -                            | \$ -                     | \$ -                        | \$ -                        |
|                                     | 571-9120 MATCHING CONTRIBUTIONS           |                                 |                          |                             |                             |
|                                     | 571-9920 RESERVES                         |                                 | 880,340                  | 891,588                     | 955,607                     |
| <b>NON-OPERATING EXPENSES TOTAL</b> |   | <b>\$ -</b>                     | <b>\$ 880,340</b>        | <b>\$ 891,588</b>           | <b>\$ 955,607</b>           |
| <b>TRANSFER OUT</b>                 |   |                                 |                          |                             |                             |
| 701 ALL                             | 571-7200 INTEREST                         | \$ -                            | \$ -                     | \$ -                        | \$ -                        |
| 701 ALL                             | 581-9130 TRANSFER OUT                     |                                 | 3,401,460                | 1,508,211                   | 1,600,146                   |
| <b>TRANSFER OUT TOTAL</b>           |   | <b>\$ -</b>                     | <b>\$ 3,401,460</b>      | <b>\$ 1,508,211</b>         | <b>\$ 1,600,146</b>         |
| <b>GENERAL FUND TOTAL</b>           |   | <b>\$ 16,760,673</b>            | <b>\$ 21,888,596</b>     | <b>\$ 20,858,085</b>        | <b>\$ 21,667,898</b>        |

**ADMINISTRATIVE SERVICES  
DIVISION**

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*ADMINISTRATIVE SERVICES DEPARTMENT***

**DEPARTMENT MISSION STATEMENT**

The Administrative Services Division's primary goal is to provide effective, quality library services to the residents of Alachua County through professional planning, development and coordination of staff and volunteer efforts, and optimum utilization of available resources.

The Library Director and Administrative staff:

- Make recommendations to the Board of Trustees and Governing Board.
- Implement all directives and policies approved by the Governing Board.
- Prepare the annual budget.
- Manage the District's personnel, fiscal and material resources.
- Approve expenditures within the guidelines set by the Board.
- Prepare financial and statistical analyses.
- Prepare the Long Range Facilities and Service Plan; evaluate service levels.
- Prepare accomplishment report.
- Coordinate programs and activities of nine Headquarters departments and eleven branches to meet the approved service level goals.
- Provide for capital improvements development.
- Provide for staff development, public relations, and volunteer services.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 1,201,487                       |
| <b>OPERATING EXPENSES</b>     |           | 1,689,756                       |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           | 955,607                         |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>3,846,850</b>                |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
ADMINISTRATIVE SERVICES DIVISION  
ADMINISTRATION**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                    |                             |                             |                             |
| 701 8110 571-1100 EXECUTIVE SALARIES       | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 682,351                            | 703,398                     | 788,389                     | 835,425                     |
| 571-1300 OTHER SALARIES & WAGES            | 34,012                             | 46,000                      | 46,000                      | 46,000                      |
| 571-1400 OVERTIME                          |                                    |                             |                             |                             |
| 571-2100 FICA TAXES                        | 51,047                             | 53,810                      | 60,312                      | 63,910                      |
| 571-2101 MEDICARE TAX                      |                                    |                             |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 213,012                            | 130,711                     | 148,077                     | 135,330                     |
| 571-2300 DENTAL INSURANCE                  | 2,128                              | 2,260                       | 2,786                       | 2,602                       |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 161,240                            | 116,128                     | 136,989                     | 117,220                     |
| 571-2400 WORKERS COMPENSATION              |                                    |                             |                             |                             |
| 571-2500 UNEMPLOYMENT COMPENSA.            | 3,300                              | 1,000                       | 1,000                       | 1,000                       |
| 571-3600 PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 1,147,090</b>                | <b>\$ 1,053,307</b>         | <b>\$ 1,183,553</b>         | <b>\$ 1,201,487</b>         |

**OPERATING EXPENSES**

|   |            |              |              |              |
|---|------------|--------------|--------------|--------------|
| 701 8110 571-3100 PROFESSIONAL SERVICES | \$ 994,400 | \$ 1,097,575 | \$ 1,063,529 | \$ 1,095,722 |
| 571-3150 APPRAISAL                      |            |              |              |              |
| 571-3180 PROPERTY APPR/TAX COLLECTOR    |            |              |              |              |
| 571-3193 OTHER PROFESSIONAL SERVICES    |            |              |              |              |
| 571-3200 ACCOUNTING & AUDITING          | 173,895    | 179,561      | 182,348      | 182,302      |
| 571-3210 AUDITS                         |            |              |              |              |
| 571-3400 OTHER CONTRACTUAL SVS          |            |              |              |              |
| 571-3411 JANITORIAL                     |            |              |              |              |
| 571-3412 PEST CONTROL                   |            |              |              |              |
| 571-3413 COMPUTER SERVICE               |            |              |              |              |
| 571-4000 TRAVEL & PER DIEM              | 14,893     | 21,629       | 27,683       | 21,933       |
| 571-4010 MILEAGE                        |            |              |              |              |
| 571-4011 IN-COUNTY                      |            |              |              |              |
| 571-4012 OUT-OF-COUNTY                  |            |              |              |              |
| 571-4013 OUT-OF-STATE                   |            |              |              |              |
| 571-4020 PUBLIC TRANSPORTATION          |            |              |              |              |
| 571-4030 PER DIEM                       |            |              |              |              |
| 571-4100 COMMUNICATIONS SERVICES        | 999        |              |              |              |
| 571-4130 LOCAL, LONG DISTANCE, & OTHER  |            |              |              |              |
| 571-4160 TRANSPORTATION                 |            |              |              |              |
| 571-4162 POSTAGE                        |            |              |              |              |
| 571-4300 UTILITY SERVICE                |            |              |              |              |
| 571-4400 RENTAL & LEASES                | 4,187      | 4,188        | 4,188        | 4,188        |
| 571-4420 TANGIBLE PERSONAL PROPERTY     |            |              |              |              |
| 571-4423 COPIER EQUIPMENT RENTAL        | -          | -            | -            | -            |
| 571-4500 INSURANCE                      | 243,931    | 352,726      | 358,118      | 265,238      |
| 571-4600 REPAIR & MAINT SERVICES        | 5,573      | 4,523        | 5,596        | 5,061        |
| 571-4610 REPAIR & MAINT MOTOR VEHICLE   |            |              |              |              |
| 571-4620 REPAIR & MAINT BUILDINGS       |            |              |              |              |
| 571-4630 REPAIR & MAINT EQUIPMENT       |            |              |              |              |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
ADMINISTRATIVE SERVICES DIVISION  
ADMINISTRATION**

| FUND DEPT ACCOUNT DESCRIPTION             | ACTUAL                   | FINAL               | FINAL               | FINAL               |
|---|--------------------------|---------------------|---------------------|---------------------|
|   | EXPENDITURES<br>FY 18-19 | BUDGET<br>FY 18-19  | BUDGET<br>FY 19-20  | BUDGET<br>FY 20-21  |
| 701 8110 571-4700 PRINTING & BINDING      | 5,876                    | 5,500               | 5,500               | 6,000               |
| 571-4800 AWARDS & PRIZES                  | 401                      | 2,900               | 2,900               | 2,900               |
| 571-4900 OTHER CURRENT CHGS. & OBLIG.     | 29,785                   | 54,046              | 44,766              | 46,206              |
| 571-4902 CLASSIFIED ADVERTISING           |                          |                     |                     |                     |
| 571-4904 LEGAL ADVERTISING                |                          |                     |                     |                     |
| 571-4920 REGISTRATION FEES                |                          |                     |                     |                     |
| 571-4941 WORKERS COMPENSATION PREM        |                          |                     |                     |                     |
| 571-4980 SUNDRY EXPENSE                   |                          |                     |                     |                     |
| 571-4982 DATA PROCESSING                  |                          |                     |                     |                     |
| 571-4990 FILM DEVELOPING                  |                          |                     |                     |                     |
| 571-5100 OFFICE MATERIALS & SUPPLIES      | 14,613                   | 17,000              | 17,000              | 17,000              |
| 571-5121 EQUIPMENT < \$1000 & >\$100/UNIT |                          |                     |                     |                     |
| 571-5200 OPERATING SUPPLIES               | 14,822                   | 14,205              | 17,230              | 31,330              |
| 571-5201 SMALL TOOLS                      |                          |                     |                     |                     |
| 571-5220 MOTOR VEHICLE                    |                          |                     |                     |                     |
| 571-5221 PARTS                            |                          |                     |                     |                     |
| 571-5223 FUEL                             |                          |                     |                     |                     |
| 571-5231 OPERATING SUPP./SOFTWARE < \$750 |                          |                     |                     |                     |
| 571-5250 MEDICAL                          |                          |                     |                     |                     |
| 571-5260 HOUSEHOLD ITEMS                  |                          |                     |                     |                     |
| 571-5299 OTHER OPERATING SUPPLIES         |                          |                     |                     |                     |
| 571-5400 BOOKS, SUB. & MEMBERSHIPS        | 6,580                    | 5,545               | 5,860               | 6,235               |
| 571-5420 SUBSCRIPTIONS                    |                          |                     |                     |                     |
| 571-5440 MEMBERSHIPS                      |                          |                     |                     |                     |
| 571-5450 EDUCATIONAL TAPES                |                          |                     |                     |                     |
| 571-5500 TRAINING & EDUCATION             | 1,945                    | 9,266               | 5,616               | 5,641               |
| <b>OPERATING EXPENSES TOTAL</b>           | <b>\$ 1,511,900</b>      | <b>\$ 1,768,664</b> | <b>\$ 1,740,335</b> | <b>\$ 1,689,756</b> |
| <b>CAPITAL OUTLAY</b>                     |                          |                     |                     |                     |
| 731 8110 571-6000 CAPITAL OUTLAY          | \$ -                     | \$ -                | \$ -                | \$ -                |
| 571-6400 MOTOR VEHICLES                   |                          |                     |                     |                     |
| 571-6430 OFFICE FURNITURE & EQUIPMENT     |                          |                     |                     |                     |
| <b>CAPITAL OUTLAY TOTAL</b>               | <b>\$ -</b>              | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         |
| <b>NON-OPERATING EXPENSES</b>             |                          |                     |                     |                     |
| 701 8110 571-7200 INTEREST                | \$ -                     | \$ -                | \$ -                | \$ -                |
| 571-9120 MATCHING CONTRIBUTIONS           |                          |                     |                     |                     |
| 571-9920 RESERVES                         |                          | \$ 880,340          | \$ 891,588          | \$ 955,607          |
| <b>NON-OPERATING EXPENSES TOTAL</b>       | <b>\$ -</b>              | <b>\$ 880,340</b>   | <b>\$ 891,588</b>   | <b>\$ 955,607</b>   |
| <b>DEPARTMENT TOTAL</b>                   | <b>\$ 2,658,990</b>      | <b>\$ 3,702,311</b> | <b>\$ 3,815,476</b> | <b>\$ 3,846,850</b> |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*AUTOMATED SERVICES DEPARTMENT***

**DEPARTMENT MISSION STATEMENT**

The primary function of the Automated Services Department is the provision of computer-based resources for Library District patrons and staff.

Automated Services is responsible for all central site hardware operation and maintenance of the Integrated Library System (ILS) hardware and software modules. Also, this department is responsible for the provision of office automation for staff as well as public access to databases and the Internet through use of computers. Local and Wide Area Networks and user application programs are supported by this Department.

Optimum use of the ILS and the Communication Networks are the primary goal. This encompasses staff training, planning and implementing enhancements, generating and analyzing statistical reports on library use, and monitoring system diagnostic reports.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 764,615                         |
| <b>OPERATING EXPENSES</b>     |           | 461,145                         |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>1,225,760</b>                |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
ADMINISTRATIVE SERVICES DIVISION  
AUTOMATED SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION  |      |          |                                   | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------------|------|----------|-----------------------------------|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>       |      |          |                                   |                                 |                          |                             |                             |
| 701                            | 8115 | 571-1100 | EXECUTIVE SALARIES                | \$ -                            | \$ -                     | -                           |                             |
|                                |      | 571-1200 | REGULAR SALARIES & WAGES<br>MERIT | 472,525                         | 486,336                  | 503,576                     | 522,116                     |
|                                |      | 571-1300 | OTHER SALARIES & WAGES            |                                 |                          |                             |                             |
|                                |      | 571-1400 | OVERTIME                          | 44                              |                          |                             |                             |
|                                |      | 571-2100 | FICA TAXES                        | 34,160                          | 37,205                   | 38,524                      | 39,942                      |
|                                |      | 571-2101 | MEDICARE TAX                      |                                 |                          |                             |                             |
|                                |      | 571-2300 | LIFE & HEALTH INSURANCE           | 93,582                          | 125,701                  | 98,687                      | 112,913                     |
|                                |      | 571-2300 | DENTAL INSURANCE                  | 2,180                           | 2,533                    | 2,260                       | 2,317                       |
|                                |      | 571-2200 | RETIREMENT CONTRIBUTIONS          | 90,007                          | 86,979                   | 90,475                      | 87,327                      |
|                                |      | 571-2400 | WORKERS COMPENSATION              |                                 |                          |                             |                             |
|                                |      | 571-2440 | UNEMPLOYMENT COMPENSA.            |                                 |                          |                             |                             |
|                                |      | 571-3600 | PENSION PLAN                      |                                 |                          |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b> |      |          |                                   | <b>\$ 692,498</b>               | <b>\$ 738,754</b>        | <b>\$ 733,522</b>           | <b>\$ 764,615</b>           |
| <b>OPERATING EXPENSES</b>      |      |          |                                   |                                 |                          |                             |                             |
| 701                            | 8115 | 571-3100 | PROFESSIONAL SERVICES             | \$ 2,800                        | \$ 3,000                 | \$ 3,000                    | \$ 3,000                    |
|                                |      | 571-3150 | APPRAISAL                         |                                 |                          |                             |                             |
|                                |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR       |                                 |                          |                             |                             |
|                                |      | 571-3193 | OTHER PROFESSIONAL SERVICES       |                                 |                          |                             |                             |
|                                |      | 571-3200 | ACCOUNTING & AUDITING             |                                 |                          |                             |                             |
|                                |      | 571-3210 | AUDITS                            |                                 |                          |                             |                             |
|                                |      | 571-3400 | OTHER CONTRACTUAL SVS             | 2,142                           | 8,160                    | 8,130                       | 10,180                      |
|                                |      | 571-3411 | JANITORIAL                        |                                 |                          |                             |                             |
|                                |      | 571-3412 | PEST CONTROL                      |                                 |                          |                             |                             |
|                                |      | 571-3413 | COMPUTER SERVICE                  |                                 |                          |                             |                             |
|                                |      | 571-4000 | TRAVEL & PER DIEM                 | 3,223                           | 4,300                    | 4,500                       | 4,500                       |
|                                |      | 571-4010 | MILEAGE                           |                                 |                          |                             |                             |
|                                |      | 571-4011 | IN-COUNTY                         |                                 |                          |                             |                             |
|                                |      | 571-4012 | OUT-OF-COUNTY                     |                                 |                          |                             |                             |
|                                |      | 571-4013 | OUT-OF-STATE                      |                                 |                          |                             |                             |
|                                |      | 571-4020 | PUBLIC TRANSPORTATION             |                                 |                          |                             |                             |
|                                |      | 571-4030 | PER DIEM                          |                                 |                          |                             |                             |
|                                |      | 571-4100 | COMMUNICATIONS SERVICES           | 131,278                         | 122,160                  | 122,160                     | 122,160                     |
|                                |      | 571-4110 | LOCAL, LONG DISTANCE, & OTHER     |                                 |                          |                             |                             |
|                                |      | 571-4160 | TRANSPORTATION                    |                                 |                          |                             |                             |
|                                |      | 571-4162 | POSTAGE                           |                                 |                          |                             |                             |
|                                |      | 571-4300 | UTILITY SERVICE                   |                                 |                          |                             |                             |
|                                |      | 571-4400 | RENTAL & LEASES                   |                                 |                          |                             |                             |
|                                |      | 571-4420 | TANGIBLE PERSONAL PROPERTY        |                                 |                          |                             |                             |
|                                |      | 571-4423 | COPIER EQUIPMENT RENTAL           | \$ -                            | \$ -                     | \$ -                        | \$ -                        |
|                                |      | 571-4500 | INSURANCE                         |                                 |                          |                             |                             |
|                                |      | 571-4600 | REPAIR & MAINT SERVICES           | 132,865                         | 109,728                  | 108,679                     | 228,427                     |
|                                |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE      |                                 |                          |                             |                             |
|                                |      | 571-4620 | REPAIR & MAINT BUILDINGS          |                                 |                          |                             |                             |
|                                |      | 571-4630 | REPAIR & MAINT EQUIPMENT          |                                 |                          |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
ADMINISTRATIVE SERVICES DIVISION  
AUTOMATED SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION             | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|---|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| 701 8115 571-4700 PRINTING & BINDING      |                                 |                          |                             |                             |
| 571-4800 AWARDS & PRIZES                  |                                 |                          |                             |                             |
| 571-4900 OTHER CURRENT CHGS & OBLIG       |                                 |                          |                             |                             |
| 571-4902 CLASSIFIED ADVERTISING           |                                 |                          |                             |                             |
| 571-4904 LEGAL ADVERTISING                |                                 |                          |                             |                             |
| 571-4920 REGISTRATION FEES                |                                 |                          |                             |                             |
| 571-4941 WORKERS COMPENSATION PREM        |                                 |                          |                             |                             |
| 571-4980 SUNDRY EXPENSE                   |                                 |                          |                             |                             |
| 571-4982 DATA PROCESSING                  |                                 |                          |                             |                             |
| 571-4990 FILM DEVELOPING                  |                                 |                          |                             |                             |
| 571-5100 OFFICE MATERIALS & SUPPLIES      | 43,979                          | 80,200                   | 80,200                      | 47,476                      |
| 571-5121 EQUIPMENT < \$1000 & >\$100/UNIT |                                 |                          |                             |                             |
| 571-5200 OPERATING SUPPLIES               | 1,668                           | 10,000                   | 10,000                      | 10,000                      |
| 571-5201 SMALL TOOLS                      |                                 |                          |                             |                             |
| 571-5220 MOTOR VEHICLE                    |                                 |                          |                             |                             |
| 571-5221 PARTS                            |                                 |                          |                             |                             |
| 571-5223 FUEL                             |                                 |                          |                             |                             |
| 571-5231 OPERATING SUPP./SOFTWARE < \$750 |                                 |                          |                             |                             |
| 571-5250 MEDICAL                          |                                 |                          |                             |                             |
| 571-5260 HOUSEHOLD ITEMS                  |                                 |                          |                             |                             |
| 571-5299 OTHER OPERATING SUPPLIES         |                                 |                          |                             |                             |
| 571-5440 MEMBERSHIPS                      | 30,113                          | 30,263                   | 30,752                      | 30,752                      |
| 571-5420 SUBSCRIPTIONS                    |                                 |                          |                             |                             |
| 571-5450 EDUCATIONAL TAPES                |                                 |                          |                             |                             |
| 571-5480 COMPUTERIZED INFORMATION         |                                 |                          |                             |                             |
| 571-5500 TRAINING & EDUCATION             | 5,654                           | 7,550                    | 7,550                       | 4,650                       |
| <b>OPERATING EXPENSES TOTAL</b>           | <b>\$ 353,722</b>               | <b>\$ 375,361</b>        | <b>\$ 374,971</b>           | <b>\$ 461,145</b>           |
| <b>CAPITAL OUTLAY</b>                     |                                 |                          |                             |                             |
| 731 8110 571-6000 CAPITAL OUTLAY          | \$ -                            | \$ -                     | \$ -                        | -                           |
| 571-6400 MOTOR VEHICLES                   |                                 |                          |                             |                             |
| 571-6430 OFFICE FURNITURE & EQUIPMENT     |                                 |                          |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>               | <b>\$ -</b>                     | <b>\$ -</b>              | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>             |                                 |                          |                             |                             |
| 701 8115 571-7200 INTEREST                | \$ -                            | \$ -                     | \$ -                        | -                           |
| 571-9120 MATCHING CONTRIBUTIONS           |                                 |                          |                             |                             |
| 571-9920 RESERVES                         |                                 |                          |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b>       | <b>\$ -</b>                     | <b>\$ -</b>              | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>                   | <b>\$ 1,046,220</b>             | <b>\$ 1,114,115</b>      | <b>\$ 1,108,493</b>         | <b>\$ 1,225,760</b>         |



**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*FACILITIES SERVICES DEPARTMENT***

**DEPARTMENT MISSION STATEMENT**

Facilities Services is a Department of the Administrative Services Division.

The Department's primary function is to maintain the physical aspects of all library structures including existing library buildings, future library buildings, and storage/shop buildings. The Facilities Department ensures quality library service by maintaining adequate buildings, equipment, and grounds. Facilities provides maintenance and construction personnel for all library buildings by securing in-house staff or through sub-contracting. In addition this Department, in cooperation with Administration, coordinates the Safety Program and other aspects of the District's Risk Management program.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 694,252                         |
| <b>OPERATING EXPENSES</b>     |           | 461,273                         |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>1,155,525</b>                |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
ADMINISTRATIVE SERVICES DIVISION  
FACILITIES SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                    |                             |                             |                             |
| 701 8120 571-1100 EXECUTIVE SALARIES       | \$ -                               | -                           | \$ -                        | -                           |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 391,766                            | 409,765                     | 464,118                     | 482,630                     |
| 571-1300 OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
| 571-1400 OVERTIME                          | 4,038                              | 12,000                      | 12,000                      | 12,000                      |
| 571-2100 FICA TAXES                        | 29,039                             | 31,347                      | 35,505                      | 36,921                      |
| 571-2101 MEDICARE TAX                      |                                    |                             |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 68,852                             | 110,586                     | 102,373                     | 85,503                      |
| 571-2300 DENTAL INSURANCE                  | 1,661                              | 2,076                       | 2,350                       | 1,620                       |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 75,452                             | 71,501                      | 77,674                      | 75,578                      |
| 571-2400 WORKERS COMPENSATION              |                                    |                             |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
| 571-3600 PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 570,808</b>                  | <b>\$ 637,275</b>           | <b>\$ 694,019</b>           | <b>\$ 694,252</b>           |

**OPERATING EXPENSES**

|   |           |           |           |           |
|---|-----------|-----------|-----------|-----------|
| 701 8120 571-3100 PROFESSIONAL SERVICES | \$ 71,128 | \$ 68,425 | \$ 68,625 | \$ 68,335 |
| 571-3150 APPRAISAL                      |           |           |           |           |
| 571-3180 PROPERTY APPR/TAX COLLECTOR    |           |           |           |           |
| 571-3193 OTHER PROFESSIONAL SERVICES    |           |           |           |           |
| 571-3200 ACCOUNTING & AUDITING          |           |           |           |           |
| 571-3210 AUDITS                         |           |           |           |           |
| 571-3400 OTHER CONTRACTUAL SVS.         | 141,971   | 131,228   | 131,138   | 135,770   |
| 571-3411 JANITORIAL                     |           |           |           |           |
| 571-3412 PEST CONTROL                   |           |           |           |           |
| 571-3413 COMPUTER SERVICE               |           |           |           |           |
| 571-4000 TRAVEL & PER DIEM              |           | 3,100     | 3,500     | 200       |
| 571-4010 MILEAGE                        |           |           |           |           |
| 571-4011 IN-COUNTY                      |           |           |           |           |
| 571-4012 OUT-OF-COUNTY                  |           |           |           |           |
| 571-4013 OUT-OF-STATE                   |           |           |           |           |
| 571-4020 PUBLIC TRANSPORTATION          |           |           |           |           |
| 571-4030 PER DIEM                       |           |           |           |           |
| 571-4100 COMMUNICATIONS SERVICES        | 9,667     | 19,700    | 19,200    | 24,000    |
| 571-4130 LOCAL, LONG DISTANCE, & OTHER  |           |           |           |           |
| 571-4160 TRANSPORTATION                 |           |           |           |           |
| 571-4162 POSTAGE                        |           |           |           |           |
| 571-4300 UTILITY SERVICE                | 138,786   | 161,350   | 161,350   | 161,350   |
| 571-4400 RENTAL & LEASES                |           | 2,000     | 3,000     | 3,000     |
| 571-4420 TANGIBLE PERSONAL PROP.        |           |           |           |           |
| 571-4423 COPIER EQUIPMENT RENTAL        | \$ -      | \$ -      | \$ -      | \$ -      |
| 571-4500 INSURANCE                      |           |           |           |           |
| 571-4600 REPAIR & MAINT SERVICES        | 51,293    | 36,852    | 44,652    | 46,068    |
| 571-4610 REPAIR & MAINT MOTOR VEHICLE   |           |           |           |           |
| 571-4620 REPAIR & MAINT BUILDINGS       |           |           |           |           |
| 571-4630 REPAIR & MAINT EQUIPMENT       |           |           |           |           |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
ADMINISTRATIVE SERVICES DIVISION  
FACILITIES SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION             | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|---|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701 8120 571-4700 PRINTING & BINDING      | 32                                 | 500                         | 500                         |                             |
| 571-4800 AWARDS & PRIZES                  |                                    |                             |                             |                             |
| 571-4900 OTHER CURRENT CHGS. & OBLIG.     | 1,669                              |                             |                             |                             |
| 571-4902 CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
| 571-4904 LEGAL ADVERTISING                |                                    |                             |                             |                             |
| 571-4920 REGISTRATION FEES                |                                    |                             |                             |                             |
| 571-4941 WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
| 571-4980 SUNDRY EXPENSE                   |                                    |                             |                             |                             |
| 571-4982 DATA PROCESSING                  |                                    |                             |                             |                             |
| 571-4990 FILM DEVELOPING                  |                                    |                             |                             |                             |
| 571-5100 OFFICE MATERIALS & SUPPLIES      | 200                                |                             |                             |                             |
| 571-5121 EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
| 571-5200 OPERATING SUPPLIES               | 28,698                             | 20,900                      | 22,550                      | 22,550                      |
| 571-5201 SMALL TOOLS                      |                                    |                             |                             |                             |
| 571-5220 MOTOR VEHICLE                    |                                    |                             |                             |                             |
| 571-5221 PARTS                            |                                    |                             |                             |                             |
| 571-5223 FUEL                             |                                    |                             |                             |                             |
| 571-5231 OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
| 571-5250 MEDICAL                          |                                    |                             |                             |                             |
| 571-5260 HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
| 571-5299 OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
| 571-5400 BOOKS & SUBSCRIPTIONS            |                                    |                             |                             |                             |
| 571-5420 SUBSCRIPTIONS                    |                                    |                             |                             |                             |
| 571-5440 MEMBERSHIPS                      |                                    |                             |                             |                             |
| 571-5530 REGISTRATION                     |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>           | <b>\$ 443,444</b>                  | <b>\$ 444,055</b>           | <b>\$ 454,515</b>           | <b>\$ 461,273</b>           |
| <b>CAPITAL OUTLAY</b>                     |                                    |                             |                             |                             |
| 731 8110 571-6000 CAPITAL OUTLAY          | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-6400 MOTOR VEHICLES                   |                                    |                             |                             |                             |
| 571-6430 OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>               | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>             |                                    |                             |                             |                             |
| 701 8120 571-7200 INTEREST                | \$                                 | \$                          | \$                          | \$                          |
| 571-9120 MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
| 571-9920 RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b>       | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>                   | <b>\$ 1,014,252</b>                | <b>\$ 1,081,330</b>         | <b>\$ 1,148,534</b>         | <b>\$ 1,155,525</b>         |

# **PUBLIC SERVICES DIVISION**

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*PUBLIC SERVICES DIVISION***

**DEPARTMENT MISSION STATEMENT**

The primary goals of the Public Services Division are to provide the citizens of Alachua County with easy and open access to print and non-print materials that meet their informational, educational, cultural and recreational reading, listening and viewing needs; to promote the use of books and libraries as a source of life-long learning opportunities; to promote the use of the library's resources and services by all segments of our community; to establish and maintain liaison with community groups and organizations; and to plan, implement and/or facilitate informational, educational, and cultural programs of interest to the community.

In supporting these goals, the Public Services Division insures that those patrons for whom distance or other factors prevent them from making full use of library services have access to resources through convenient branch and bookmobile locations, deposit collections, homebound services, and a comprehensive website eBranch.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 764,139                         |
| <b>OPERATING EXPENSES</b>     |           | 101,455                         |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>865,594</b>                  |

**FINAL FY 20-21 BUDGET  
PUBLIC SERVICES DIVISION  
OPERATING EXPENSES**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                 |                          |                             |                             |
| 701 8200 571-1100 EXECUTIVE SALARIES       | \$ -                            | \$ -                     | \$ -                        | -                           |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 411,710                         | 398,812                  | 475,794                     | 521,314                     |
| 571-1300 OTHER SALARIES & WAGES            |                                 |                          |                             |                             |
| 571-1400 OVERTIME                          |                                 |                          |                             |                             |
| 571-2100 FICA TAXES                        | 30,278                          | 30,509                   | 36,398                      | 39,880                      |
| 571-2101 MEDICARE TAX                      |                                 |                          |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 48,978                          | 49,684                   | 70,376                      | 71,513                      |
| 571-2300 DENTAL INSURANCE                  | 1,439                           | 1,471                    | 1,745                       | 1,369                       |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 89,024                          | 83,866                   | 92,147                      | 130,063                     |
| 571-2400 WORKERS COMPENSATION              |                                 |                          |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                 |                          |                             |                             |
| 571-3600 PENSION PLAN                      |                                 |                          |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 581,429</b>               | <b>\$ 564,342</b>        | <b>\$ 676,461</b>           | <b>\$ 764,139</b>           |
| <b>OPERATING EXPENSES</b>                  |                                 |                          |                             |                             |
| 701 8200 571-3100 PROFESSIONAL SERVICES    | \$ 29,357                       | \$ 33,895                | \$ 53,270                   | \$ 56,770                   |
| 571-3150 APPRAISAL                         |                                 |                          |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR       |                                 |                          |                             |                             |
| 571-3193 OTHER PROFESSIONAL SERVICES       |                                 |                          |                             |                             |
| 571-3200 ACCOUNTING & AUDITING             |                                 |                          |                             |                             |
| 571-3210 AUDITS                            |                                 |                          |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS.            |                                 |                          |                             |                             |
| 571-3411 JANITORIAL                        |                                 |                          |                             |                             |
| 571-3412 PEST CONTROL                      |                                 |                          |                             |                             |
| 571-3413 COMPUTER SERVICE                  |                                 |                          |                             |                             |
| 571-4000 TRAVEL & PER DIEM                 | 12,030                          | 14,240                   | 16,000                      | 22,800                      |
| 571-4010 MILEAGE                           |                                 |                          |                             |                             |
| 571-4011 IN-COUNTY                         |                                 |                          |                             |                             |
| 571-4012 OUT-OF-COUNTY                     |                                 |                          |                             |                             |
| 571-4013 OUT-OF-STATE                      |                                 |                          |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION             |                                 |                          |                             |                             |
| 571-4030 PER DIEM                          |                                 |                          |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES           |                                 |                          |                             |                             |
| 571-4130 LOCAL, LONG DISTANCE, & OTHER     |                                 |                          |                             |                             |
| 571-4160 TRANSPORTATION                    |                                 |                          |                             |                             |
| 571-4162 POSTAGE                           |                                 |                          |                             |                             |
| 571-4300 UTILITY SERVICE                   |                                 |                          |                             |                             |
| 571-4400 RENTAL & LEASES                   |                                 |                          |                             |                             |
| 571-4420 TANGIBLE PERSONAL PROPERTY        |                                 |                          |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL           | \$ -                            | \$ -                     | \$ -                        | -                           |
| 571-4500 INSURANCE                         |                                 |                          |                             |                             |

**FINAL FY 20-21 BUDGET  
PUBLIC SERVICES DIVISION  
OPERATING EXPENSES**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                         | ACTUAL            | FINAL             | FINAL             | FINAL             |
|-------------------------------------|------|----------|-------------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                     |      |          |                                     | EXPENDITURES      | BUDGET            | BUDGET            | BUDGET            |
|                                     |      |          |                                     | 18-19             | 18-19             | FY 19-20          | FY 20-21          |
| 701                                 | 8200 | 571-4600 | REPAIR & MAINT SERVICES             | 6,410             | 6,400             | 7,050             | 7,755             |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE        |                   |                   |                   |                   |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS            |                   |                   |                   |                   |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT            |                   |                   |                   |                   |
|                                     |      | 571-4700 | PRINTING & BINDING                  |                   | 250               | 250               | 250               |
|                                     |      | 571-4800 | AWARDS & PRIZES                     | 37                |                   |                   |                   |
|                                     |      | 571-4900 | OTHER CURRENT CHGS. & OBLIG.        | 300               |                   |                   |                   |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING              |                   |                   |                   |                   |
|                                     |      | 571-4904 | LEGAL ADVERTISING                   |                   |                   |                   |                   |
|                                     |      | 571-4920 | REGISTRATION FEES                   |                   |                   |                   |                   |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM           |                   |                   |                   |                   |
|                                     |      | 571-4980 | SUNDRY EXPENSE                      |                   |                   |                   |                   |
|                                     |      | 571-4982 | DATA PROCESSING                     |                   |                   |                   |                   |
|                                     |      | 571-4990 | FILM DEVELOPING                     |                   |                   |                   |                   |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES         | 344               | 500               | 500               | 550               |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT    |                   |                   |                   |                   |
|                                     |      | 571-5200 | OPERATING SUPPLIES                  | 4,940             | 12,144            | 8,502             | 7,650             |
|                                     |      | 571-5201 | SMALL TOOLS                         |                   |                   |                   |                   |
|                                     |      | 571-5220 | MOTOR VEHICLE                       |                   |                   |                   |                   |
|                                     |      | 571-5221 | PARTS                               |                   |                   |                   |                   |
|                                     |      | 571-5223 | FUEL                                |                   |                   |                   |                   |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750    |                   |                   |                   |                   |
|                                     |      | 571-5250 | MEDICAL                             |                   |                   |                   |                   |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                     |                   |                   |                   |                   |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES            |                   |                   |                   |                   |
|                                     |      | 571-5400 | BOOKS, SUB. & MEMBERSHIPS           | 1,117             | 463               | 495               | 570               |
|                                     |      | 571-5420 | SUBSCRIPTIONS                       |                   |                   |                   |                   |
|                                     |      | 571-5440 | MEMBERSHIPS                         |                   |                   |                   |                   |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                   |                   |                   |                   |                   |
|                                     |      | 571-5500 | TRAINING & EDUCATION - REGISTRATION | 3,508             | 3,365             | 4,305             | 5,110             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                     | <b>\$ 58,043</b>  | <b>\$ 71,257</b>  | <b>\$ 90,372</b>  | <b>\$ 101,455</b> |
| <b>CAPITAL OUTLAY</b>               |      |          |                                     |                   |                   |                   |                   |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                      | \$ -              | \$ -              | \$ -              | \$ -              |
|                                     |      | 571-6400 | MOTOR VEHICLES                      |                   |                   |                   |                   |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT        |                   |                   |                   |                   |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                     | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                     |                   |                   |                   |                   |
| 701                                 | 8200 | 571-7200 | INTEREST                            | \$ -              | \$ -              | \$ -              | \$ -              |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS              |                   |                   |                   |                   |
|                                     |      | 571-9920 | RESERVES                            |                   |                   |                   |                   |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                     | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                     | <b>\$ 639,472</b> | <b>\$ 635,599</b> | <b>\$ 766,833</b> | <b>\$ 865,594</b> |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*ADULT SERVICES DEPARTMENT***

**DEPARTMENT MISSION STATEMENT**

The overall goals of the Adult Services Department are to provide the residents of Alachua County with easy and open access to print and non-print materials that meet their informational, educational, cultural, literacy and recreational reading, listening and viewing needs; and to promote the use of books and libraries as a source of life-long learning opportunities.

In support of these goals, Adult Services staff assist patrons in the use of library materials and resources; provide in-house, online and telephone reference and reader's advisory; evaluate and promote the digital collection; promote the use of the library's resources and services by all segments of our community; establish and maintain liaison with community groups and organizations; plan, implement and/or facilitate informational, educational and cultural programs of interest to adults.

Adult Services provides consultation, coordination, and in-service training to branch, bookmobile, and other District staff in areas related to adult reference and information services.

Adult Services also provides literacy and their mission is to provide educational programs, materials and support to help individuals and families acquire the literacy practices and skills needed to be successful in their daily lives.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 950,163                         |
| <b>OPERATING EXPENSES</b>     |           | 19,294                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>969,457</b>                  |



**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
ADULT SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                 |                          |                             |                             |
| 701 8210 571-1100 EXECUTIVE SALARIES       | \$ -                            | \$ -                     | -                           |                             |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 516,432                         | 565,613                  | 586,969                     | 717,326                     |
| 571-1300 OTHER SALARIES & WAGES            |                                 |                          |                             |                             |
| 571-1400 OVERTIME                          |                                 |                          |                             |                             |
| 571-2100 FICA TAXES                        | 37,972                          | 43,269                   | 44,903                      | 54,875                      |
| 571-2101 MEDICARE TAX                      |                                 |                          |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 88,820                          | 157,515                  | 123,675                     | 86,563                      |
| 571-2300 DENTAL INSURANCE                  | 2,879                           | 3,776                    | 3,229                       | 3,114                       |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 60,975                          | 63,175                   | 66,285                      | 88,284                      |
| 571-2400 WORKERS COMPENSATION              |                                 |                          |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                 |                          |                             |                             |
| 571-3600 PENSION PLAN                      |                                 |                          |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 707,078</b>               | <b>\$ 833,348</b>        | <b>\$ 825,062</b>           | <b>\$ 950,163</b>           |
| <b>OPERATING EXPENSES</b>                  |                                 |                          |                             |                             |
| 701 8210 571-3100 PROFESSIONAL SERVICES    | \$ 1,650                        | \$ 2,430                 | \$ 2,430                    | \$ 2,430                    |
| 571-3150 APPRAISAL                         |                                 |                          |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR       |                                 |                          |                             |                             |
| 571-3193 OTHER PROFESSIONAL SVCS           |                                 |                          |                             |                             |
| 571-3200 ACCOUNTING & AUDITING             |                                 |                          |                             |                             |
| 571-3210 AUDITS                            |                                 |                          |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS.            |                                 | 1,000                    | 1,000                       | 1,000                       |
| 571-3411 JANITORIAL                        |                                 |                          |                             |                             |
| 571-3412 PEST CONTROL                      |                                 |                          |                             |                             |
| 571-3413 COMPUTER SERVICE                  |                                 |                          |                             |                             |
| 571-4000 TRAVEL & PER DIEM                 |                                 |                          |                             |                             |
| 571-4010 MILEAGE                           |                                 |                          |                             |                             |
| 571-4011 IN-COUNTY                         |                                 |                          |                             |                             |
| 571-4012 OUT-OF-COUNTY                     |                                 |                          |                             |                             |
| 571-4013 OUT-OF-STATE                      |                                 |                          |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION             |                                 |                          |                             |                             |
| 571-4030 PER DIEM                          |                                 |                          |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES           |                                 |                          |                             |                             |
| 571-4110 LOCAL, LONG DISTANCE, & OTHER     |                                 |                          |                             |                             |
| 571-4160 TRANSPORTATION                    |                                 |                          |                             |                             |
| 571-4162 POSTAGE                           |                                 |                          |                             |                             |
| 571-4200 TRANSPORTATION                    |                                 |                          |                             |                             |
| 571-4300 UTILITY SERVICE                   |                                 |                          |                             |                             |
| 571-4400 RENTAL & LEASES                   | 1,646                           |                          |                             |                             |
| 571-4420 TANGIBLE PERSONAL PROP.           |                                 |                          |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL           | \$ -                            | \$ -                     | \$ -                        | \$ -                        |
| 571-4500 INSURANCE                         |                                 |                          |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
ADULT SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION             | ACTUAL            | FINAL             | FINAL             | FINAL             |
|---|-------------------|-------------------|-------------------|-------------------|
|   | EXPENDITURES      | BUDGET            | BUDGET            | BUDGET            |
|   | 18-19             | 18-19             | FY 19-20          | FY 20-21          |
| 701 8210 571-4600 REPAIR & MAINT SERVICES | 2,347             | 3,600             | 3,600             | 3,600             |
| 571-4610 REPAIR & MAINT MOTOR VEHICLE     |                   |                   |                   |                   |
| 571-4620 REPAIR & MAINT BUILDINGS         |                   |                   |                   |                   |
| 571-4630 REPAIR & MAINT EQUIPMENT         |                   |                   |                   |                   |
| 571-4700 PRINTING & BINDING               | 32                | 1,000             | 750               | 350               |
| 571-4800 AWARDS & PRIZES                  |                   |                   |                   |                   |
| 571-4900 OTHER CURRENT CHGS. & OBL.       | 1,350             | 1,500             | 6,000             | 6,000             |
| 571-4902 CLASSIFIED ADVERTISING           |                   |                   |                   |                   |
| 571-4904 LEGAL ADVERTISING                |                   |                   |                   |                   |
| 571-4920 REGISTRATION FEES                |                   |                   |                   |                   |
| 571-4941 WORKERS COMPENSATION PREM        |                   |                   |                   |                   |
| 571-4980 SUNDRY EXPENSE                   |                   |                   |                   |                   |
| 571-4982 DATA PROCESSING                  |                   |                   |                   |                   |
| 571-4990 FILM DEVELOPING                  |                   |                   |                   |                   |
| 571-5100 OFFICE MATERIALS & SUPPLIES      | 986               | 1,500             | 3,500             | 1,300             |
| 571-5121 EQUIPMENT < \$1000 & >\$100/UNIT |                   |                   |                   |                   |
| 571-5200 OPERATING SUPPLIES               | 4,546             | 4,177             | 3,977             | 3,500             |
| 571-5201 SMALL TOOLS                      |                   |                   |                   |                   |
| 571-5220 MOTOR VEHICLE                    |                   |                   |                   |                   |
| 571-5221 PARTS                            |                   |                   |                   |                   |
| 571-5223 FUEL                             |                   |                   |                   |                   |
| 571-5231 OPERATING SUPP./SOFTWARE < \$750 |                   |                   |                   |                   |
| 571-5250 MEDICAL                          |                   |                   |                   |                   |
| 571-5260 HOUSEHOLD ITEMS                  |                   |                   |                   |                   |
| 571-5299 OTHER OPERATING SUPPLIES         |                   |                   |                   |                   |
| 571-5400 BOOKS, SUB. & MEMBERSHIPS        | 219               | 219               | 219               | 219               |
| 571-5420 SUBSCRIPTIONS                    |                   |                   |                   |                   |
| 571-5440 MEMBERSHIPS                      |                   |                   |                   |                   |
| 571-5530 TRAINING AND EDUCATION           |                   |                   |                   | 895               |
| <b>OPERATING EXPENSES TOTAL</b>           | <b>\$ 12,776</b>  | <b>\$ 15,426</b>  | <b>\$ 21,476</b>  | <b>\$ 19,294</b>  |
| <b>CAPITAL OUTLAY</b>                     |                   |                   |                   |                   |
| 731 8110 571-6000 CAPITAL OUTLAY          | \$ -              | \$ -              | \$ -              | \$ -              |
| 571-6400 MOTOR VEHICLES                   |                   |                   |                   |                   |
| 571-6430 OFFICE FURNITURE & EQUIPMENT     |                   |                   |                   |                   |
| <b>CAPITAL OUTLAY TOTAL</b>               | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>NON-OPERATING EXPENSES</b>             |                   |                   |                   |                   |
| 701 8210 571-7200 INTEREST                | \$ -              | \$ -              | \$ -              | \$ -              |
| 571-9120 MATCHING CONTRIBUTIONS           |                   |                   |                   |                   |
| 571-9920 RESERVES                         |                   |                   |                   |                   |
| <b>NON-OPERATING EXPENSES TOTAL</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       |
| <b>DEPARTMENT TOTAL</b>                   | <b>\$ 719,854</b> | <b>\$ 848,774</b> | <b>\$ 846,538</b> | <b>\$ 969,457</b> |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*ALACHUA BRANCH***

**DEPARTMENT MISSION STATEMENT**

The Alachua Branch is part of the Public Services Division and is classified as a small branch.

The mission of the Alachua Branch is to ensure that those patrons who are prevented by distance or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service levels. Through local collections, electronic access, systematic referrals to other library facilities and a delivery system, branch patrons can access library system resources.

Alachua Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient.

The Alachua Branch is responsible for assuring that service which meets the needs of its community and patrons is provided for in all library planning, budgeting and facilities development; that trends are researched and needs identified; and that the Alachua Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 440,654                         |
| <b>OPERATING EXPENSES</b>     |           | 54,641                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>495,295</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
ALACHUA BRANCH**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                 |                          |                             |                             |
| 701 8215 571-1100 EXECUTIVE SALARIES       | \$ -                            | \$ -                     | -                           |                             |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 270,914                         | 277,022                  | 289,458                     | 310,653                     |
| 571-1300 OTHER SALARIES & WAGES            |                                 |                          |                             |                             |
| 571-1400 OVERTIME                          | 17                              |                          |                             |                             |
| 571-2100 FICA TAXES                        | 20,411                          | 21,192                   | 22,144                      | 23,765                      |
| 571-2101 MEDICARE TAX                      |                                 |                          |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 63,377                          | 66,765                   | 82,309                      | 71,483                      |
| 571-2300 DENTAL INSURANCE                  | 1,508                           | 1,438                    | 1,712                       | 1,495                       |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 36,438                          | 22,882                   | 37,318                      | 33,259                      |
| 571-2400 WORKERS COMPENSATION              |                                 |                          |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                 |                          |                             |                             |
| 571-3600 PENSION PLAN                      |                                 |                          |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 392,665</b>               | <b>\$ 389,299</b>        | <b>\$ 432,941</b>           | <b>\$ 440,654</b>           |
| <b>OPERATING EXPENSES</b>                  |                                 |                          |                             |                             |
| 701 8215 571-3100 PROFESSIONAL SERVICES    | \$ -                            | \$ -                     | \$ -                        | 50                          |
| 571-3150 APPRAISAL                         |                                 |                          |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR       |                                 |                          |                             |                             |
| 571-3193 OTHER PROFESSIONAL SERVICES       |                                 |                          |                             |                             |
| 571-3200 ACCOUNTING & AUDITING             |                                 |                          |                             |                             |
| 571-3210 AUDITS                            |                                 |                          |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS             | 16,339                          | 15,480                   | 15,480                      | 15,165                      |
| 571-3411 JANITORIAL                        |                                 |                          |                             |                             |
| 571-3412 PEST CONTROL                      |                                 |                          |                             |                             |
| 571-3413 COMPUTER SERVICE                  |                                 |                          |                             |                             |
| 571-4000 TRAVEL & PER DIEM                 |                                 |                          |                             |                             |
| 571-4010 MILEAGE                           |                                 |                          |                             |                             |
| 571-4011 IN-COUNTY                         |                                 |                          |                             |                             |
| 571-4012 OUT-OF-COUNTY                     |                                 |                          |                             |                             |
| 571-4013 OUT-OF-STATE                      |                                 |                          |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION             |                                 |                          |                             |                             |
| 571-4030 PER DIEM                          |                                 |                          |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES           | 2,595                           | 4,000                    | 4,000                       | 3,000                       |
| 571-4130 LOCAL, LONG DISTANCE, & OTHER     |                                 |                          |                             |                             |
| 571-4160 TRANSPORTATION                    |                                 |                          |                             |                             |
| 571-4162 POSTAGE                           |                                 |                          |                             |                             |
| 571-4300 UTILITY SERVICE                   | 18,184                          | 20,250                   | 20,250                      | 20,250                      |
| 571-4400 RENTAL & LEASES                   | 150                             | 170                      | 175                         | 180                         |
| 571-4420 TANGIBLE PERSONAL PROPERTY        |                                 |                          |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL           | \$ -                            | \$ -                     | \$ -                        | -                           |
| 571-4500 INSURANCE                         |                                 |                          |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
ALACHUA BRANCH**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL            | FINAL             | FINAL             | FINAL             |
|-------------------------------------|------|----------|----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                     |      |          |                                  | EXPENDITURES      | BUDGET            | BUDGET            | BUDGET            |
|                                     |      |          |                                  | 18-19             | 18-19             | FY 19-20          | FY 20-21          |
| 701                                 | 8215 | 571-4600 | REPAIR & MAINT SERVICES          | 1,293             | 2,063             | 2,063             | 2,826             |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                   |                   |                   |                   |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                   |                   |                   |                   |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                   |                   |                   |                   |
|                                     |      | 571-4700 | PRINTING & BINDING               | 16                | 32                | 32                | 32                |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                   |                   |                   |                   |
|                                     |      | 571-4900 | OTHER CURRENT CHGS. & OBLIG.     | 1,008             | 2,000             | 2,500             | 3,250             |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                   |                   |                   |                   |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                   |                   |                   |                   |
|                                     |      | 571-4920 | REGISTRATION FEES                |                   |                   |                   |                   |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                   |                   |                   |                   |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                   |                   |                   |                   |
|                                     |      | 571-4982 | DATA PROCESSING                  |                   |                   |                   |                   |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                   |                   |                   |                   |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 499               | 3,650             | 1,000             | 4,800             |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                   |                   |                   |                   |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 900               | 1,338             | 4,278             | 4,913             |
|                                     |      | 571-5201 | SMALL TOOLS                      |                   |                   |                   |                   |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                   |                   |                   |                   |
|                                     |      | 571-5221 | PARTS                            |                   |                   |                   |                   |
|                                     |      | 571-5223 | FUEL                             |                   |                   |                   |                   |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                   |                   |                   |                   |
|                                     |      | 571-5250 | MEDICAL                          |                   |                   |                   |                   |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                   |                   |                   |                   |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                   |                   |                   |                   |
|                                     |      | 571-5400 | BOOKS, SUB. & MEMBERSHIPS        | 65                | 160               | 165               | 175               |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                   |                   |                   |                   |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                   |                   |                   |                   |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                   |                   |                   |                   |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 41,049</b>  | <b>\$ 49,143</b>  | <b>\$ 49,943</b>  | <b>\$ 54,641</b>  |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                   |                   |                   |                   |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -              | \$ -              | \$ -              | -                 |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                   |                   |                   |                   |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                   |                   |                   |                   |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>-</b>          |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                   |                   |                   |                   |
| 701                                 | 8215 | 571-7200 | INTEREST                         | \$ -              | \$ -              | \$ -              | -                 |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                   |                   |                   |                   |
|                                     |      | 571-9920 | RESERVES                         |                   |                   |                   |                   |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>-</b>          |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 433,714</b> | <b>\$ 438,442</b> | <b>\$ 482,884</b> | <b>\$ 495,295</b> |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*ARCHER BRANCH***

**DEPARTMENT MISSION STATEMENT**

The Archer Branch is part of the Public Services Division and is classified as a small branch.

The mission of the Archer Branch is to ensure that those patrons who are prevented by distance, or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service levels. Through local collections, access to technology, programs for all ages, systematic referrals to other library facilities, and a delivery system, branch patrons can access library system resources.

Archer Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient. The Archer Branch is responsible for assuring that service which meets the needs of its community and patrons is provided for in all library planning, budgeting and facilities development; that trends are researched and needs identified; and that the Archer Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 257,688                         |
| <b>OPERATING EXPENSES</b>     |           | 22,719                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | 280,407                         |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>280,407</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
ARCHER BRANCH**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                 |                          |                             |                             |
| 701 8220 571-1100 EXECUTIVE SALARIES       | \$ -                            | \$ -                     | -                           |                             |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 166,233                         | 169,978                  | 167,940                     | 179,916                     |
| 571-1300 OTHER SALARIES & WAGES            | 15,146                          |                          |                             |                             |
| 571-1400 OVERTIME                          |                                 |                          |                             |                             |
| 571-2100 FICA TAXES                        | 13,244                          | 13,003                   | 12,847                      | 13,764                      |
| 571-2101 MEDICARE TAX                      |                                 |                          |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 40,695                          | 40,465                   | 41,540                      | 49,243                      |
| 571-2300 DENTAL INSURANCE                  | 1,322                           | 1,312                    | 1,369                       | 1,369                       |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 17,611                          | 34,914                   | 18,412                      | 13,395                      |
| 571-2400 WORKERS COMPENSATION              |                                 |                          |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                 |                          |                             |                             |
| 571-3600 PENSION PLAN                      |                                 |                          |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 254,251</b>               | <b>\$ 259,672</b>        | <b>\$ 242,109</b>           | <b>\$ 257,688</b>           |
| <b>OPERATING EXPENSES</b>                  |                                 |                          |                             |                             |
| 701 8220 571-3100 PROFESSIONAL SERVICES    | \$ -                            | \$ 50                    | \$ 50                       | \$ 50                       |
| 571-3150 APPRAISAL                         |                                 |                          |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR       |                                 |                          |                             |                             |
| 571-3193 OTHER PROFESSIONAL SERVICES       |                                 |                          |                             |                             |
| 571-3200 ACCOUNTING & AUDITING             |                                 |                          |                             |                             |
| 571-3210 AUDITS                            |                                 |                          |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS             | 5,429                           | 5,405                    | 5,405                       | 5,043                       |
| 571-3411 JANITORIAL                        |                                 |                          |                             |                             |
| 571-3412 PEST CONTROL                      |                                 |                          |                             |                             |
| 571-3413 COMPUTER SERVICE                  |                                 |                          |                             |                             |
| 571-4000 TRAVEL & PER DIEM                 | 63                              |                          |                             |                             |
| 571-4010 MILEAGE                           |                                 |                          |                             |                             |
| 571-4011 IN-COUNTY                         |                                 |                          |                             |                             |
| 571-4012 OUT-OF-COUNTY                     |                                 |                          |                             |                             |
| 571-4013 OUT-OF-STATE                      |                                 |                          |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION             |                                 |                          |                             |                             |
| 571-4030 PER DIEM                          |                                 |                          |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES           | 640                             | 750                      | 750                         | 750                         |
| 571-4130 LOCAL, LONG DISTANCE, & OTHER     |                                 |                          |                             |                             |
| 571-4160 TRANSPORTATION                    |                                 |                          |                             |                             |
| 571-4162 POSTAGE                           |                                 |                          |                             |                             |
| 571-4300 UTILITY SERVICE                   | 7,072                           | 7,525                    | 7,525                       | 9,275                       |
| 571-4400 RENTAL & LEASES                   |                                 |                          |                             |                             |
| 571-4420 TANGIBLE PERSONAL PROPERTY        |                                 |                          |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL           | \$ -                            | \$ -                     | \$ -                        | \$ -                        |
| 571-4500 INSURANCE                         |                                 |                          |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
ARCHER BRANCH**

|                                     |      |          |                                  | ACTUAL            | FINAL             | FINAL             | FINAL             |
|-------------------------------------|------|----------|----------------------------------|-------------------|-------------------|-------------------|-------------------|
|                                     |      |          |                                  | EXPENDITURES      | BUDGET            | BUDGET            | BUDGET            |
| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | 18-19             | 18-19             | FY 19-20          | FY 20-21          |
| 701                                 | 8220 | 571-4600 | REPAIR & MAINT SERVICES          | 1,183             | 2,038             | 2,038             | 2,551             |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                   |                   |                   |                   |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                   |                   |                   |                   |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                   |                   |                   |                   |
|                                     |      | 571-4700 | PRINTING & BINDING               |                   | 48                | 48                | 48                |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                   |                   |                   |                   |
|                                     |      | 571-4900 | OTHER CURRENT CHGS. & OBLIG.     | 1,395             | 1,400             | 1,800             | 2,000             |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                   |                   |                   |                   |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                   |                   |                   |                   |
|                                     |      | 571-4920 | REGISTRATION FEES                |                   |                   |                   |                   |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                   |                   |                   |                   |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                   |                   |                   |                   |
|                                     |      | 571-4982 | DATA PROCESSING                  |                   |                   |                   |                   |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                   |                   |                   |                   |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 784               | 800               | 800               | 800               |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                   |                   |                   |                   |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 1,273             | 1,402             | 1,402             | 2,202             |
|                                     |      | 571-5201 | SMALL TOOLS                      |                   |                   |                   |                   |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                   |                   |                   |                   |
|                                     |      | 571-5221 | PARTS                            |                   |                   |                   |                   |
|                                     |      | 571-5223 | FUEL                             |                   |                   |                   |                   |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                   |                   |                   |                   |
|                                     |      | 571-5250 | MEDICAL                          |                   |                   |                   |                   |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                   |                   |                   |                   |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                   |                   |                   |                   |
|                                     |      | 571-5400 | BOOKS, SUB. & MEMBERSHIPS        |                   |                   |                   |                   |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                   |                   |                   |                   |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                   |                   |                   |                   |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                   |                   |                   |                   |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 17,839</b>  | <b>\$ 19,418</b>  | <b>\$ 19,818</b>  | <b>\$ 22,719</b>  |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                   |                   |                   |                   |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -              | \$ -              | \$ -              | -                 |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                   |                   |                   |                   |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                   |                   |                   |                   |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>-</b>          |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                   |                   |                   |                   |
| 701                                 | 8220 | 571-7200 | INTEREST                         | \$ -              | \$ -              | \$ -              | -                 |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                   |                   |                   |                   |
|                                     |      | 571-9920 | RESERVES                         |                   |                   |                   |                   |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>       | <b>\$ -</b>       | <b>\$ -</b>       | <b>-</b>          |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 272,090</b> | <b>\$ 279,090</b> | <b>\$ 261,927</b> | <b>\$ 280,407</b> |



**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*CIRCULATION SERVICES DEPARTMENT***

**DEPARTMENT MISSION STATEMENT**

The mission of the Circulation Services Department is to ensure that all residents of Alachua County have fair and open access to library materials. The department provides direct patron service at the Headquarters Library and support for automated circulation functions at all District outlets.

To achieve the department's mission, the Circulation Staff provide for patron registration; materials check-in and check-out, processing and delivery of patron requests; patron notification of delinquent and damaged materials; assistance to patrons on self-service and options; books-by-mail service to homebound patrons; interlibrary loan services; re-shelving and shelf maintenance.

Circulation Services also provides consultation, coordination, and in-service training to branch, bookmobile and other District staff in circulation processes and procedures.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 1,109,149                       |
| <b>OPERATING EXPENSES</b>     |           | 42,350                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | 1,151,499                       |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>1,151,499</b>                |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
CIRCULATION**

| FUND                           | DEPT | ACCOUNT  | DESCRIPTION                       | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------------|------|----------|-----------------------------------|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>       |      |          |                                   |                                 |                          |                             |                             |
| 701                            | 8225 | 571-1100 | EXECUTIVE SALARIES                | \$ -                            | \$ -                     | -                           |                             |
|                                |      | 571-1200 | REGULAR SALARIES & WAGES<br>MERIT | 605,789                         | 627,584                  | 667,616                     | 687,039                     |
|                                |      | 571-1300 | OTHER SALARIES & WAGES            |                                 |                          |                             |                             |
|                                |      | 571-1400 | OVERTIME                          |                                 |                          |                             |                             |
|                                |      | 571-2100 | FICA TAXES                        | 42,596                          | 48,010                   | 51,073                      | 52,558                      |
|                                |      | 571-2101 | MEDICARE TAX                      |                                 |                          |                             |                             |
|                                |      | 571-2300 | LIFE & HEALTH INSURANCE           | 205,255                         | 321,118                  | 319,086                     | 322,120                     |
|                                |      | 571-2300 | DENTAL INSURANCE                  | 4,914                           | 5,725                    | 5,999                       | 5,464                       |
|                                |      | 571-2200 | RETIREMENT CONTRIBUTIONS          | 102,167                         | 99,528                   | 105,454                     | 41,968                      |
|                                |      | 571-2400 | WORKERS COMPENSATION              |                                 |                          |                             |                             |
|                                |      | 571-2440 | UNEMPLOYMENT COMPENSA.            |                                 |                          |                             |                             |
|                                |      | 571-3600 | PENSION PLAN                      |                                 |                          |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b> |      |          |                                   | <b>\$ 960,721</b>               | <b>\$ 1,101,965</b>      | <b>\$ 1,149,227</b>         | <b>\$ 1,109,149</b>         |

**OPERATING EXPENSES**

|     |      |          |                             |        |        |        |        |
|-----|------|----------|-----------------------------|--------|--------|--------|--------|
| 701 | 8225 | 571-3100 | PROFESSIONAL SERVICES       | \$ -   | \$ -   | \$ -   | -      |
|     |      | 571-3150 | APPRAISAL                   |        |        |        |        |
|     |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR |        |        |        |        |
|     |      | 571-3193 | OTHER PROFESSIONAL SERVICES |        |        |        |        |
|     |      | 571-3200 | ACCOUNTING & AUDITING       |        |        |        |        |
|     |      | 571-3210 | AUDITS                      |        |        |        |        |
|     |      | 571-3400 | OTHER CONTRACTUAL SVS       | 10,306 | 15,100 | 16,000 | 16,800 |
|     |      | 571-3411 | JANITORIAL                  |        |        |        |        |
|     |      | 571-3412 | PEST CONTROL                |        |        |        |        |
|     |      | 571-3413 | COMPUTER SERVICE            |        |        |        |        |
|     |      | 571-4000 | TRAVEL & PER DIEM           |        |        |        |        |
|     |      | 571-4010 | MILEAGE                     |        |        |        |        |
|     |      | 571-4011 | IN-COUNTY                   |        |        |        |        |
|     |      | 571-4012 | OUT-OF-COUNTY               |        |        |        |        |
|     |      | 571-4013 | OUT-OF-STATE                |        |        |        |        |
|     |      | 571-4020 | PUBLIC TRANSPORTATION       |        |        |        |        |
|     |      | 571-4030 | PER DIEM                    |        |        |        |        |
|     |      | 571-4100 | COMMUNICATION SERVICES      |        |        |        |        |
|     |      | 571-4200 | FREIGHT & POSTAGE SERVICE   | 3,000  | 3,000  | 3,500  | 4,250  |
|     |      | 571-4300 | UTILITY SERVICE             |        |        |        |        |
|     |      | 571-4400 | RENTAL & LEASES             |        |        |        |        |
|     |      | 571-4420 | TANGIBLE PERSONAL PROPERTY  |        |        |        |        |
|     |      | 571-4423 | COPIER EQUIPMENT RENTAL     | \$ -   | \$ -   | \$ -   | -      |
|     |      | 571-4500 | INSURANCE                   |        |        |        |        |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
CIRCULATION**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>18-19 | FINAL<br>BUDGET<br>18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|---------------------------------|--------------------------|-----------------------------|-----------------------------|
| 701                                 | 8225 | 571-4600 | REPAIR & MAINT SERVICES          |                                 |                          |                             |                             |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                 |                          |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                 |                          |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         | 98                              |                          |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               | 11,243                          | 10,235                   | 14,580                      | 5,900                       |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                 |                          |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       |                                 |                          |                             |                             |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                 |                          |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                 |                          |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                 |                          |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                 |                          |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                 |                          |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                 |                          |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                 |                          |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 1,099                           | 4,450                    | 5,000                       | 1,000                       |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                 |                          |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 12,672                          | 16,997                   | 14,600                      | 14,400                      |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                 |                          |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                 |                          |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                 |                          |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                 |                          |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                 |                          |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                 |                          |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                 |                          |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                 |                          |                             |                             |
|                                     |      | 571-5400 | BOOKS                            |                                 |                          |                             |                             |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                 |                          |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                 |                          |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                 |                          |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 38,418</b>                | <b>\$ 49,782</b>         | <b>\$ 53,680</b>            | <b>\$ 42,350</b>            |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                 |                          |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                            | \$ -                     | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                 |                          |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                 |                          |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                     | <b>\$ -</b>              | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                 |                          |                             |                             |
| 701                                 | 8225 | 571-7200 | INTEREST                         | \$ -                            | \$ -                     | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                 |                          |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                 |                          |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                     | <b>\$ -</b>              | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 999,139</b>               | <b>\$ 1,151,747</b>      | <b>\$ 1,202,907</b>         | <b>\$ 1,151,499</b>         |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
CONE PARK BRANCH**

**DEPARTMENT MISSION STATEMENT**

The Cone Park Branch is part of the Public Services Division and is classified as a community branch. This Branch is a collaborative effort between the Library and Partnership for Strong Families. It serves as a resource center and a library.

The mission of the Cone Park Branch is to ensure that those patrons who are prevented by distance, or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service level guidelines. Through local collections, electronic access, systematic referrals to other library facilities and a delivery system, branch patrons can access library system resources.

Cone Park Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient.

The Cone Park Branch is responsible for seeing that service which meets the needs of its community and patrons is provided for in all library planning, budgeting and facilities development; that trends are researched and needs identified; and that the Cone Park Branch is integrated with the Long Range Plan goals of the Library District.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 426,902                         |
| <b>OPERATING EXPENSES</b>     |           | 41,338                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>468,240</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
CONE PARK BRANCH**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                    |                             |                             |                             |
| 701 8226 571-1100 EXECUTIVE SALARIES       | \$ -                               | \$ -                        | -                           |                             |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 209,488                            | 247,059                     | 262,109                     | 284,276                     |
| 571-1300 OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
| 571-1400 OVERTIME                          |                                    |                             |                             |                             |
| 571-2100 FICA TAXES                        | 15,040                             | 18,900                      | 20,051                      | 21,747                      |
| 571-2101 MEDICARE TAX                      |                                    |                             |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 36,275                             | 41,927                      | 81,004                      | 71,343                      |
| 571-2300 DENTAL INSURANCE                  | 1,111                              | 519                         | 1,860                       | 793                         |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 46,567                             | 38,509                      | 49,855                      | 48,743                      |
| 571-2400 WORKERS COMPENSATION              |                                    |                             |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
| 571-3600 PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 308,481</b>                  | <b>\$ 346,914</b>           | <b>\$ 414,878</b>           | <b>\$ 426,902</b>           |
| <b>OPERATING EXPENSES</b>                  |                                    |                             |                             |                             |
| 701 8226 571-3100 PROFESSIONAL SERVICES    | \$ -                               | \$ -                        | \$ -                        | 50                          |
| 571-3150 APPRAISAL                         |                                    |                             |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR       |                                    |                             |                             |                             |
| 571-3193 OTHER PROFESSIONAL SERVICES       |                                    |                             |                             |                             |
| 571-3200 ACCOUNTING & AUDITING             |                                    |                             |                             |                             |
| 571-3210 AUDITS                            |                                    |                             |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS             | 12,434                             | 11,905                      | 11,905                      | 11,560                      |
| 571-3411 JANITORIAL                        |                                    |                             |                             |                             |
| 571-3412 PEST CONTROL                      |                                    |                             |                             |                             |
| 571-3413 COMPUTER SERVICE                  |                                    |                             |                             |                             |
| 571-4000 TRAVEL & PER DIEM                 |                                    |                             |                             |                             |
| 571-4010 MILEAGE                           |                                    |                             |                             |                             |
| 571-4011 IN-COUNTY                         |                                    |                             |                             |                             |
| 571-4012 OUT-OF-COUNTY                     |                                    |                             |                             |                             |
| 571-4013 OUT-OF-STATE                      |                                    |                             |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION             |                                    |                             |                             |                             |
| 571-4030 PER DIEM                          |                                    |                             |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES           | 1,407                              | 1,000                       | 1,000                       | 1,400                       |
| 571-4110 LOCAL, LONG DISTANCE, & OTHER     |                                    |                             |                             |                             |
| 571-4160 TRANSPORTATION                    |                                    |                             |                             |                             |
| 571-4162 POSTAGE                           |                                    |                             |                             |                             |
| 571-4300 UTILITY SERVICE                   | 17,210                             | 15,750                      | 15,750                      | 18,500                      |
| 571-4400 RENTAL & LEASES                   |                                    |                             |                             |                             |
| 571-4420 TANGIBLE PERSONAL PROPERTY        |                                    |                             |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL           | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-4500 INSURANCE                         |                                    |                             |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
CONE PARK BRANCH**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8226 | 571-4600 | REPAIR & MAINT SERVICES          | 1,358                              | 1,988                       | 1,988                       | 2,826                       |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               | 16                                 | 32                          | 32                          | 32                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       | 4,157                              | 3,800                       | 3,800                       | 3,800                       |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 991                                | 1,000                       | 700                         | 700                         |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 2,403                              | 2,420                       | 2,720                       | 2,470                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS                            |                                    |                             |                             |                             |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 39,976</b>                   | <b>\$ 37,895</b>            | <b>\$ 37,895</b>            | <b>\$ 41,338</b>            |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8226 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 348,457</b>                  | <b>\$ 384,809</b>           | <b>\$ 452,773</b>           | <b>\$ 468,240</b>           |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*THE LIBRARY PARTNERSHIP: A NEIGHBORHOOD RESOURCE CENTER***

**DEPARTMENT MISSION STATEMENT**

The Library Partnership Branch is part of the Public Services Division. The Library Partnership: A Neighborhood Resource Center, is a collaborative effort between the Alachua County Library District and Partnership for Strong Families. The center is designed as a one-stop resource for a variety of programs which include a full-service library branch. Approximately 30 different agencies provide programming on site. The goal of the resource center is to support the families and ultimately decrease the number of children entering the foster care program.

Anyone in the community, especially families residing in the 32609 zip code can use the center regardless of income. The mission of the Library Partnership Branch is to ensure that those patrons who are prevented by distance or other factors from making full use of other library facilities have access to resources and types and levels of service in accordance with branch service levels. Through local collections, electronic access, systematic referrals to other facilities and a delivery system, library patrons can access library system resources.

The Library Partnership Branch is responsible for seeing that service which meets the needs of its community and patrons is provided for in all library planning, budgeting, and facilities development; that trends are researched and needs identified; and that the Library Partnership Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 421,502                         |
| <b>OPERATING EXPENSES</b>     |           | 34,450                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | 455,952                         |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>455,952</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
THE LIBRARY PARTNERSHIP: A NEIGHBORHOOD RESOURCE CENTER**

| FUND                           | DEPT | ACCOUNT  | DESCRIPTION                       | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------------|------|----------|-----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>       |      |          |                                   |                                    |                             |                             |                             |
| 701                            | 8230 | 571-1100 | EXECUTIVE SALARIES                | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                |      | 571-1200 | REGULAR SALARIES & WAGES<br>MERIT | 264,613                            | 258,823                     | 268,247                     | 314,820                     |
|                                |      | 571-1300 | OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
|                                |      | 571-1400 | OVERTIME                          | 134                                |                             |                             |                             |
|                                |      | 571-2100 | FICA TAXES                        | 19,656                             | 19,800                      | 20,521                      | 24,084                      |
|                                |      | 571-2101 | MEDICARE TAX                      |                                    |                             |                             |                             |
|                                |      | 571-2300 | LIFE & HEALTH INSURANCE           | 48,146                             | 48,022                      | 49,884                      | 57,323                      |
|                                |      | 571-2300 | DENTAL INSURANCE                  | 1,267                              | 1,369                       | 1,369                       | 1,369                       |
|                                |      | 571-2200 | RETIREMENT CONTRIBUTIONS          | 22,115                             | 21,379                      | 22,157                      | 23,907                      |
|                                |      | 571-2400 | WORKERS COMPENSATION              |                                    |                             |                             |                             |
|                                |      | 571-2440 | UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
|                                |      | 571-3600 | PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b> |      |          |                                   | <b>\$ 355,931</b>                  | <b>\$ 349,393</b>           | <b>\$ 362,178</b>           | <b>\$ 421,502</b>           |
| <b>OPERATING EXPENSES</b>      |      |          |                                   |                                    |                             |                             |                             |
| 701                            | 8230 | 571-3100 | PROFESSIONAL SERVICES             | \$ -                               | \$ 50                       | \$ 50                       | 50                          |
|                                |      | 571-3150 | APPRAISAL                         |                                    |                             |                             |                             |
|                                |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR       |                                    |                             |                             |                             |
|                                |      | 571-3193 | OTHER PROFESSIONAL SERVICES       |                                    |                             |                             |                             |
|                                |      | 571-3200 | ACCOUNTING & AUDITING             |                                    |                             |                             |                             |
|                                |      | 571-3210 | AUDITS                            |                                    |                             |                             |                             |
|                                |      | 571-3400 | OTHER CONTRACTUAL SVS             | 15,090                             | 11,318                      | 11,318                      | 14,024                      |
|                                |      | 571-3411 | JANITORIAL                        |                                    |                             |                             |                             |
|                                |      | 571-3412 | PEST CONTROL                      |                                    |                             |                             |                             |
|                                |      | 571-3413 | COMPUTER SERVICE                  |                                    |                             |                             |                             |
|                                |      | 571-4000 | TRAVEL & PER DIEM                 |                                    |                             |                             |                             |
|                                |      | 571-4010 | MILEAGE                           |                                    |                             |                             |                             |
|                                |      | 571-4011 | IN-COUNTY                         |                                    |                             |                             |                             |
|                                |      | 571-4012 | OUT-OF-COUNTY                     |                                    |                             |                             |                             |
|                                |      | 571-4013 | OUT-OF-STATE                      |                                    |                             |                             |                             |
|                                |      | 571-4020 | PUBLIC TRANSPORTATION             |                                    |                             |                             |                             |
|                                |      | 571-4030 | PER DIEM                          |                                    |                             |                             |                             |
|                                |      | 571-4100 | COMMUNICATIONS SERVICES           | 626                                | 2,800                       | 2,800                       | 700                         |
|                                |      | 571-4130 | LOCAL, LONG DISTANCE, & OTHER     |                                    |                             |                             |                             |
|                                |      | 571-4160 | TRANSPORTATION                    |                                    |                             |                             |                             |
|                                |      | 571-4162 | POSTAGE                           |                                    |                             |                             |                             |
|                                |      | 571-4300 | UTILITY SERVICE                   | 11,840                             | 16,700                      | 16,700                      | 13,600                      |
|                                |      | 571-4400 | RENTAL & LEASES                   |                                    |                             |                             |                             |
|                                |      | 571-4420 | TANGIBLE PERSONAL PROPERTY        |                                    |                             |                             |                             |
|                                |      | 571-4423 | COPIER EQUIPMENT RENTAL           | \$ -                               | \$ -                        | -                           | -                           |
|                                |      | 571-4500 | INSURANCE                         |                                    |                             |                             |                             |



**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
THE LIBRARY PARTNERSHIP: A NEIGHBORHOOD RESOURCE CENTER**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8230 | 571-4600 | REPAIR & MAINT SERVICES          | 1,128                              | 1,988                       | 1,988                       | 2,826                       |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               |                                    | 65                          | 65                          | 64                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS. & OBLIG.     | 6,241                              | 1,200                       | 1,125                       | 1,400                       |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 231                                | 650                         | 1,000                       | 600                         |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 1,178                              | 835                         | 810                         | 1,186                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS, SUB. & MEMBERSHIPS        |                                    |                             |                             |                             |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 36,334</b>                   | <b>\$ 35,606</b>            | <b>\$ 35,856</b>            | <b>\$ 34,450</b>            |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8230 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 392,265</b>                  | <b>\$ 384,999</b>           | <b>\$ 398,034</b>           | <b>\$ 455,952</b>           |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*HAWTHORNE BRANCH***

**DEPARTMENT MISSION STATEMENT**

The Hawthorne Branch is part of the Public Services Division and is classified as a

The mission of the Hawthorne Branch is to ensure that those patrons who are prevented by distance, or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service levels. Through local collections, electronic access, systematic referrals to other library facilities and a delivery system, branch patrons can access library system resources.

Hawthorne Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient.

The Hawthorne Branch is responsible for seeing that service which meets the needs of its community and patrons is provided for in all library planning, budgeting, and facilities development; that trends are researched and needs identified; and that the Hawthorne Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 438,414                         |
| <b>OPERATING EXPENSES</b>     |           | 27,592                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>466,006</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
HAWTHORNE BRANCH**

| FUND DEPT ACCOUNT DESCRIPTION  |      |          |                                   | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------------|------|----------|-----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>       |      |          |                                   |                                    |                             |                             |                             |
| 701                            | 8235 | 571-1100 | EXECUTIVE SALARIES                | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                |      | 571-1200 | REGULAR SALARIES & WAGES<br>MERIT | 275,271                            | 269,518                     | 277,924                     | 301,764                     |
|                                |      | 571-1300 | OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
|                                |      | 571-1400 | OVERTIME                          |                                    |                             |                             |                             |
|                                |      | 571-2100 | FICA TAXES                        | 20,314                             | 20,618                      | 21,261                      | 23,085                      |
|                                |      | 571-2101 | MEDICARE TAX                      |                                    |                             |                             |                             |
|                                |      | 571-2300 | LIFE & HEALTH INSURANCE           | 42,279                             | 47,503                      | 42,348                      | 50,545                      |
|                                |      | 571-2300 | DENTAL INSURANCE                  | 952                                | 1,222                       | 948                         | 948                         |
|                                |      | 571-2200 | RETIREMENT CONTRIBUTIONS          | 64,563                             | 67,817                      | 71,940                      | 62,071                      |
|                                |      | 571-2400 | WORKERS COMPENSATION              |                                    |                             |                             |                             |
|                                |      | 571-2440 | UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
|                                |      | 571-3600 | PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b> |      |          |                                   | <b>\$ 403,379</b>                  | <b>406,678</b>              | <b>414,420</b>              | <b>438,414</b>              |
| <b>OPERATING EXPENSES</b>      |      |          |                                   |                                    |                             |                             |                             |
| 701                            | 8235 | 571-3100 | PROFESSIONAL SERVICES             | \$ -                               | \$ 50                       | \$ 50                       | 50                          |
|                                |      | 571-3150 | APPRAISAL                         |                                    |                             |                             |                             |
|                                |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR       |                                    |                             |                             |                             |
|                                |      | 571-3193 | OTHER PROFESSIONAL SERVICES       |                                    |                             |                             |                             |
|                                |      | 571-3200 | ACCOUNTING & AUDITING             |                                    |                             |                             |                             |
|                                |      | 571-3210 | AUDITS                            |                                    |                             |                             |                             |
|                                |      | 571-3400 | OTHER CONTRACTUAL SVS             | 8,752                              | 8,480                       | 8,480                       | 8,134                       |
|                                |      | 571-3411 | JANITORIAL                        |                                    |                             |                             |                             |
|                                |      | 571-3412 | PEST CONTROL                      |                                    |                             |                             |                             |
|                                |      | 571-3413 | COMPUTER SERVICE                  |                                    |                             |                             |                             |
|                                |      | 571-4000 | TRAVEL & PER DIEM                 |                                    |                             |                             |                             |
|                                |      | 571-4010 | MILEAGE                           |                                    |                             |                             |                             |
|                                |      | 571-4011 | IN-COUNTY                         |                                    |                             |                             |                             |
|                                |      | 571-4012 | OUT-OF-COUNTY                     |                                    |                             |                             |                             |
|                                |      | 571-4013 | OUT-OF-STATE                      |                                    |                             |                             |                             |
|                                |      | 571-4020 | PUBLIC TRANSPORTATION             |                                    |                             |                             |                             |
|                                |      | 571-4030 | PER DIEM                          |                                    |                             |                             |                             |
|                                |      | 571-4100 | COMMUNICATIONS SERVICES           | 920                                | 975                         | 975                         | 975                         |
|                                |      | 571-4110 | LOCAL, LONG DISTANCE, & OTHER     |                                    |                             |                             |                             |
|                                |      | 571-4160 | TRANSPORTATION                    |                                    |                             |                             |                             |
|                                |      | 571-4162 | POSTAGE                           |                                    |                             |                             |                             |
|                                |      | 571-4300 | UTILITY SERVICE                   | 7,353                              | 8,400                       | 8,400                       | 10,550                      |
|                                |      | 571-4400 | RENTAL & LEASES                   | 144                                | 150                         | 150                         | 150                         |
|                                |      | 571-4420 | TANGIBLE PERSONAL PROPERTY        |                                    |                             |                             |                             |
|                                |      | 571-4423 | COPIER EQUIPMENT RENTAL           |                                    |                             |                             |                             |
|                                |      | 571-4500 | INSURANCE                         | \$ -                               | \$ -                        | \$ -                        | -                           |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
HAWTHORNE BRANCH**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8235 | 571-4600 | REPAIR & MAINT SERVICES          | 1,067                              | 1,988                       | 1,988                       | 2,501                       |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               |                                    | 32                          | 32                          | 32                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       | 2,217                              | 2,300                       | 3,050                       | 3,050                       |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 316                                | 700                         | 700                         | 700                         |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 776                                | 850                         | 1,300                       | 1,300                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS/SUBSCRIPTIONS/MEMBERSHIPS  | 110                                | 150                         | 150                         | 150                         |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 21,655</b>                   | <b>\$ 24,075</b>            | <b>\$ 25,275</b>            | <b>\$ 27,592</b>            |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8235 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 425,034</b>                  | <b>\$ 430,753</b>           | <b>\$ 439,695</b>           | <b>\$ 466,006</b>           |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
HIGH SPRINGS BRANCH**

**DEPARTMENT MISSION STATEMENT**

The High Springs Branch is part of the Public Services Division and is classified as a small branch.

The mission of the High Springs Branch is to ensure that those patrons who are prevented by distance, or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service levels. Through local collections, electronic access, systematic referrals to other library facilities and a delivery system, branch patrons can access library system resources.

High Springs Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient.

The High Springs Branch is responsible for seeing that service which meets the needs of its community and patrons is provided for in all library planning, budgeting and facilities development; that trends are researched and needs identified; and that the High Springs Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 357,786                         |
| <b>OPERATING EXPENSES</b>     |           | 37,348                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>395,134</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
HIGH SPRINGS BRANCH**

| FUND DEPT ACCOUNT DESCRIPTION  |      |          |                               | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------------|------|----------|-------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>       |      |          |                               |                                    |                             |                             |                             |
| 701                            | 8240 | 571-1100 | EXECUTIVE SALARIES            | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                |      | 571-1200 | REGULAR SALARIES & WAGES      | 222,292                            | 225,312                     | 236,805                     | 255,988                     |
|                                |      |          | MERIT                         |                                    |                             |                             |                             |
|                                |      | 571-1300 | OTHER SALARIES & WAGES        |                                    |                             |                             |                             |
|                                |      | 571-1400 | OVERTIME                      | 93                                 |                             |                             |                             |
|                                |      | 571-2100 | FICA TAXES                    | 15,773                             | 17,236                      | 18,116                      | 19,583                      |
|                                |      | 571-2101 | MEDICARE TAX                  |                                    |                             |                             |                             |
|                                |      | 571-2300 | LIFE & HEALTH INSURANCE       | 49,270                             | 60,463                      | 62,379                      | 43,416                      |
|                                |      | 571-2300 | DENTAL INSURANCE              | 1,462                              | 1,586                       | 1,860                       | 1,369                       |
|                                |      | 571-2200 | RETIREMENT CONTRIBUTIONS      | 37,828                             | 36,376                      | 38,135                      | 37,430                      |
|                                |      | 571-2400 | WORKERS COMPENSATION          |                                    |                             |                             |                             |
|                                |      | 571-2440 | UNEMPLOYMENT COMPENSA.        |                                    |                             |                             |                             |
|                                |      | 571-3600 | PENSION PLAN                  |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b> |      |          |                               | <b>\$ 326,718</b>                  | <b>340,973</b>              | <b>357,294</b>              | <b>357,786</b>              |
| <b>OPERATING EXPENSES</b>      |      |          |                               |                                    |                             |                             |                             |
| 701                            | 8240 | 571-3100 | PROFESSIONAL SERVICES         | \$ -                               | \$ -                        | \$ -                        | 50                          |
|                                |      | 571-3150 | APPRAISAL                     |                                    |                             |                             |                             |
|                                |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR   |                                    |                             |                             |                             |
|                                |      | 571-3193 | OTHER PROFESSIONAL SERVICES   |                                    |                             |                             |                             |
|                                |      | 571-3200 | ACCOUNTING & AUDITING         |                                    |                             |                             |                             |
|                                |      | 571-3210 | AUDITS                        |                                    |                             |                             |                             |
|                                |      | 571-3400 | OTHER CONTRACTUAL SVS         | 15,891                             | 15,105                      | 15,105                      | 14,647                      |
|                                |      | 571-3411 | JANITORIAL                    |                                    |                             |                             |                             |
|                                |      | 571-3412 | PEST CONTROL                  |                                    |                             |                             |                             |
|                                |      | 571-3413 | COMPUTER SERVICE              |                                    |                             |                             |                             |
|                                |      | 571-4000 | TRAVEL & PER DIEM             |                                    |                             |                             |                             |
|                                |      | 571-4010 | MILEAGE                       |                                    |                             |                             |                             |
|                                |      | 571-4011 | IN-COUNTY                     |                                    |                             |                             |                             |
|                                |      | 571-4012 | OUT-OF-COUNTY                 |                                    |                             |                             |                             |
|                                |      | 571-4013 | OUT-OF-STATE                  |                                    |                             |                             |                             |
|                                |      | 571-4020 | PUBLIC TRANSPORTATION         |                                    |                             |                             |                             |
|                                |      | 571-4030 | PER DIEM                      |                                    |                             |                             |                             |
|                                |      | 571-4100 | COMMUNICATIONS SERVICES       | 1,599                              | 3,250                       | 3,250                       | 2,200                       |
|                                |      | 571-4110 | LOCAL, LONG DISTANCE, & OTHER |                                    |                             |                             |                             |
|                                |      | 571-4160 | TRANSPORTATION                |                                    |                             |                             |                             |
|                                |      | 571-4162 | POSTAGE                       |                                    |                             |                             |                             |
|                                |      | 571-4300 | UTILITY SERVICE               | 9,271                              | 11,400                      | 10,500                      | 12,900                      |
|                                |      | 571-4400 | RENTAL & LEASES               |                                    |                             |                             |                             |
|                                |      | 571-4420 | TANGIBLE PERSONAL PROPERTY    |                                    |                             |                             |                             |
|                                |      | 571-4423 | COPIER EQUIPMENT RENTAL       | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                |      | 571-4500 | INSURANCE                     |                                    |                             |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
HIGH SPRINGS BRANCH**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8240 | 571-4600 | REPAIR & MAINT SERVICES          | 1,219                              | 1,988                       | 1,988                       | 2,501                       |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               | 16                                 | 50                          | 50                          | 32                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       | 1,175                              | 1,200                       | 1,200                       | 1,200                       |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 826                                | 700                         | 700                         | 700                         |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 1,142                              | 2,800                       | 3,050                       | 3,068                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS                            | 30                                 | 50                          | 50                          | 50                          |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 31,169</b>                   | <b>\$ 36,543</b>            | <b>\$ 35,893</b>            | <b>\$ 37,348</b>            |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 |                                  | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8240 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 357,887</b>                  | <b>\$ 377,516</b>           | <b>\$ 393,187</b>           | <b>\$ 395,134</b>           |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*MICANOPY BRANCH***

**DEPARTMENT MISSION STATEMENT**

The Micanopy Branch is part of the Public Services Division and is classified as a community branch.

The mission of the Micanopy Branch is to ensure that those patrons who are prevented by distance or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service levels. Through local collections, electronic access, systematic referrals to other library facilities and a delivery system, branch patrons can access library system resources.

Micanopy Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient.

The Micanopy Branch is responsible for seeing that service which meets the needs of its community and patrons is provided for in all library planning, budgeting and facilities development; that trends are researched and needs identified; and that the Micanopy Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 213,737                         |
| <b>OPERATING EXPENSES</b>     |           | 20,185                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>233,922</b>                  |



**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
MICANOPY BRANCH**

| <b>FUND DEPT ACCOUNT DESCRIPTION</b>       | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                    |                             |                             |                             |
| 701 8245 571-1100 EXECUTIVE SALARIES       | \$ -                               | \$ -                        | -                           |                             |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 126,213                            | 123,997                     | 135,108                     | 147,394                     |
| 571-1300 OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
| 571-1400 OVERTIME                          |                                    |                             |                             |                             |
| 571-2100 FICA TAXES                        | 9,114                              | 9,486                       | 10,336                      | 11,276                      |
| 571-2101 MEDICARE TAX                      |                                    |                             |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 27,587                             | 33,913                      | 35,256                      | 28,657                      |
| 571-2300 DENTAL INSURANCE                  | 557                                | 764                         | 764                         | 764                         |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 25,650                             | 24,244                      | 25,858                      | 25,645                      |
| 571-2400 WORKERS COMPENSATION              |                                    |                             |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
| 571-3600 PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 189,121</b>                  | <b>192,404</b>              | <b>207,322</b>              | <b>213,737</b>              |
| <b>OPERATING EXPENSES</b>                  |                                    |                             |                             |                             |
| 701 8245 571-3100 PROFESSIONAL SERVICES    | \$ -                               | \$ -                        | \$ -                        | 50                          |
| 571-3150 APPRAISAL                         |                                    |                             |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR       |                                    |                             |                             |                             |
| 571-3193 OTHER PROFESSIONAL SERVICES       |                                    |                             |                             |                             |
| 571-3200 ACCOUNTING & AUDITING             |                                    |                             |                             |                             |
| 571-3210 AUDITS                            |                                    |                             |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS             | 4,000                              | 4,030                       | 4,030                       | 3,681                       |
| 571-3411 JANITORIAL                        |                                    |                             |                             |                             |
| 571-3412 PEST CONTROL                      |                                    |                             |                             |                             |
| 571-3413 COMPUTER SERVICE                  |                                    |                             |                             |                             |
| 571-4000 TRAVEL & PER DIEM                 |                                    |                             |                             |                             |
| 571-4010 MILEAGE                           |                                    |                             |                             |                             |
| 571-4011 IN-COUNTY                         |                                    |                             |                             |                             |
| 571-4012 OUT-OF-COUNTY                     |                                    |                             |                             |                             |
| 571-4013 OUT-OF-STATE                      |                                    |                             |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION             |                                    |                             |                             |                             |
| 571-4030 PER DIEM                          |                                    |                             |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES           | 3,185                              | 3,300                       | 3,300                       | 3,300                       |
| 571-4110 LOCAL, LONG DISTANCE, & OTHER     |                                    |                             |                             |                             |
| 571-4160 TRANSPORTATION                    |                                    |                             |                             |                             |
| 571-4162 POSTAGE                           |                                    |                             |                             |                             |
| 571-4300 UTILITY SERVICE                   | 5,795                              | 6,500                       | 6,500                       | 6,500                       |
| 571-4400 RENTAL & LEASES                   | 2,644                              | 2,694                       | 2,700                       | 2,700                       |
| 571-4420 TANGIBLE PERSONAL PROPERTY        |                                    |                             |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL           | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-4500 INSURANCE                         |                                    |                             |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
MICANOPY BRANCH**

| <b>FUND DEPT ACCOUNT DESCRIPTION</b> |      |          |                                  | <b>ACTUAL<br/>EXPENDITURES<br/>FY 18-19</b> | <b>FINAL<br/>BUDGET<br/>FY 18-19</b> | <b>FINAL<br/>BUDGET<br/>FY 19-20</b> | <b>FINAL<br/>BUDGET<br/>FY 20-21</b> |
|--------------------------------------|------|----------|----------------------------------|---|--------------------------------------|--------------------------------------|--------------------------------------|
| 701                                  | 8245 | 571-4600 | REPAIR & MAINT SERVICES          | 766   | 889                                  | 889                                  | 1,129                                |
|                                      |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |   |                                      |                                      |                                      |
|                                      |      | 571-4620 | REPAIR & MAINT BUILDINGS         |   |                                      |                                      |                                      |
|                                      |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |   |                                      |                                      |                                      |
|                                      |      | 571-4700 | PRINTING & BINDING               |   |                                      |                                      |                                      |
|                                      |      | 571-4800 | AWARDS & PRIZES                  |   |                                      |                                      |                                      |
|                                      |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       | 450   | 675                                  | 675                                  | 675                                  |
|                                      |      | 571-4902 | CLASSIFIED ADVERTISING           |   |                                      |                                      |                                      |
|                                      |      | 571-4904 | LEGAL ADVERTISING                |   |                                      |                                      |                                      |
|                                      |      | 571-4920 | REGISTRATION FEES                |   |                                      |                                      |                                      |
|                                      |      | 571-4941 | WORKERS COMPENSATION PREM        |   |                                      |                                      |                                      |
|                                      |      | 571-4980 | SUNDRY EXPENSE                   |   |                                      |                                      |                                      |
|                                      |      | 571-4982 | DATA PROCESSING                  |   |                                      |                                      |                                      |
|                                      |      | 571-4990 | FILM DEVELOPING                  |   |                                      |                                      |                                      |
|                                      |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 199   | 200                                  | 200                                  | 1,425                                |
|                                      |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |   |                                      |                                      |                                      |
|                                      |      | 571-5200 | OPERATING SUPPLIES               | 561   | 575                                  | 569                                  | 725                                  |
|                                      |      | 571-5201 | SMALL TOOLS                      |   |                                      |                                      |                                      |
|                                      |      | 571-5220 | MOTOR VEHICLE                    |   |                                      |                                      |                                      |
|                                      |      | 571-5221 | PARTS                            |   |                                      |                                      |                                      |
|                                      |      | 571-5223 | FUEL                             |   |                                      |                                      |                                      |
|                                      |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |   |                                      |                                      |                                      |
|                                      |      | 571-5250 | MEDICAL                          |   |                                      |                                      |                                      |
|                                      |      | 571-5260 | HOUSEHOLD ITEMS                  |   |                                      |                                      |                                      |
|                                      |      | 571-5299 | OTHER OPERATING SUPPLIES         |   |                                      |                                      |                                      |
|                                      |      | 571-5400 | BOOKS                            |   |                                      |                                      |                                      |
|                                      |      | 571-5420 | SUBSCRIPTIONS                    |   |                                      |                                      |                                      |
|                                      |      | 571-5440 | MEMBERSHIPS                      |   |                                      |                                      |                                      |
|                                      |      | 571-5450 | EDUCATIONAL TAPES                |   |                                      |                                      |                                      |
| <b>OPERATING EXPENSES TOTAL</b>      |      |          |                                  | <b>\$ 17,600</b>                            | <b>\$ 18,863</b>                     | <b>\$ 18,863</b>                     | <b>\$ 20,185</b>                     |
| <b>CAPITAL OUTLAY</b>                |      |          |                                  |   |                                      |                                      |                                      |
| 731                                  | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -  | \$ -                                 | \$ -                                 | -                                    |
|                                      |      | 571-6400 | MOTOR VEHICLES                   |   |                                      |                                      |                                      |
|                                      |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |   |                                      |                                      |                                      |
| <b>CAPITAL OUTLAY TOTAL</b>          |      |          |                                  | <b>\$ -</b>                                 | <b>\$ -</b>                          | <b>\$ -</b>                          | <b>-</b>                             |
| <b>NON-OPERATING EXPENSES</b>        |      |          |                                  |   |                                      |                                      |                                      |
| 701                                  | 8245 | 571-7200 | INTEREST                         | \$ -  | \$ -                                 | \$ -                                 | -                                    |
|                                      |      | 571-9120 | MATCHING CONTRIBUTIONS           |   |                                      |                                      |                                      |
|                                      |      | 571-9920 | RESERVES                         |   |                                      |                                      |                                      |
| <b>NON-OPERATING EXPENSES TOTAL</b>  |      |          |                                  | <b>\$ -</b>                                 | <b>\$ -</b>                          | <b>\$ -</b>                          | <b>-</b>                             |
| <b>DEPARTMENT TOTAL</b>              |      |          |                                  | <b>\$ 206,721</b>                           | <b>\$ 211,267</b>                    | <b>\$ 226,185</b>                    | <b>\$ 233,922</b>                    |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
MILLHOPPER BRANCH**

**DEPARTMENT MISSION STATEMENT**

The Millhopper Branch is part of the Public Services Division and is classified as a large branch.

The mission of the Millhopper Branch is to ensure that those users who are prevented by distance, or other factors from making full use of other library facilities, have opportunities to participate, connect and discover at the library. Access to resources both electronic and physical are available, as well as, unique experiences and learning opportunities offered through programming.

Millhopper Branch users include people living within a 5-mile radius of the branch, and any others who find the location convenient.

The Millhopper Branch is responsible for seeing that services which meet the needs of community users are provided for in library planning, budgeting and facilities development; that trends are researched; needs identified; and that the Millhopper Branch is integrated with the Long Range Plan goals of the Library District.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 1,234,520                       |
| <b>OPERATING EXPENSES</b>     |           | 130,937                         |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>1,365,457</b>                |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
MILLHOPPER BRANCH**

| FUND                           | DEPT | ACCOUNT  | DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------------|------|----------|--------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>       |      |          |                          |                                    |                             |                             |                             |
| 701                            | 8250 | 571-1100 | EXECUTIVE SALARIES       | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                |      | 571-1200 | REGULAR SALARIES & WAGES | 768,379                            | 761,241                     | 792,718                     | 850,643                     |
|                                |      |          | MERIT                    |                                    |                             |                             |                             |
|                                |      | 571-1300 | OTHER SALARIES & WAGES   |                                    |                             |                             |                             |
|                                |      | 571-1400 | OVERTIME                 | 105                                |                             |                             |                             |
|                                |      | 571-2100 | FICA TAXES               | 55,341                             | 58,235                      | 60,643                      | 65,074                      |
|                                |      | 571-2101 | MEDICARE TAXES           |                                    |                             |                             |                             |
|                                |      | 571-2300 | LIFE & HEALTH INSURANCE  | 177,392                            | 228,503                     | 213,310                     | 179,222                     |
|                                |      | 571-2300 | DENTAL INSURANCE         | 3,474                              | 4,245                       | 3,824                       | 4,109                       |
|                                |      | 571-2200 | RETIREMENT CONTRIBUTIONS | 164,296                            | 155,336                     | 182,682                     | 135,471                     |
|                                |      | 571-2400 | WORKERS COMPENSATION     |                                    |                             |                             |                             |
|                                |      | 571-2440 | UNEMPLOYMENT COMPENSA.   |                                    |                             |                             |                             |
|                                |      | 571-3600 | PENSION PLAN             |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b> |      |          |                          | <b>\$ 1,168,987</b>                | <b>\$ 1,207,560</b>         | <b>\$ 1,253,176</b>         | <b>\$ 1,234,520</b>         |

**OPERATING EXPENSES**

|     |      |          |                               |        |        |        |        |
|-----|------|----------|-------------------------------|--------|--------|--------|--------|
| 701 | 8250 | 571-3100 | PROFESSIONAL SERVICES         | \$ -   | \$ -   | \$ -   | 50     |
|     |      | 571-3150 | APPRAISAL                     |        |        |        |        |
|     |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR   |        |        |        |        |
|     |      | 571-3193 | OTHER PROFESSIONAL SERVICES   |        |        |        |        |
|     |      | 571-3200 | ACCOUNTING & AUDITING         |        |        |        |        |
|     |      | 571-3210 | AUDITS                        |        |        |        |        |
|     |      | 571-3400 | OTHER CONTRACTUAL SVS         | 62,355 | 57,227 | 57,227 | 57,611 |
|     |      | 571-3411 | JANITORIAL                    |        |        |        |        |
|     |      | 571-3412 | PEST CONTROL                  |        |        |        |        |
|     |      | 571-3413 | COMPUTER SERVICE              |        |        |        |        |
|     |      | 571-4000 | TRAVEL & PER DIEM             |        |        |        |        |
|     |      | 571-4010 | MILEAGE                       |        |        |        |        |
|     |      | 571-4011 | IN-COUNTY                     |        |        |        |        |
|     |      | 571-4012 | OUT-OF-COUNTY                 |        |        |        |        |
|     |      | 571-4013 | OUT-OF-STATE                  |        |        |        |        |
|     |      | 571-4020 | PUBLIC TRANSPORTATION         |        |        |        |        |
|     |      | 571-4030 | PER DIEM                      |        |        |        |        |
|     |      | 571-4100 | COMMUNICATIONS SERVICES       | 2,998  | 3,000  | 3,000  | 3,200  |
|     |      | 571-4110 | LOCAL, LONG DISTANCE, & OTHER |        |        |        |        |
|     |      | 571-4160 | TRANSPORTATION                |        |        |        |        |
|     |      | 571-4162 | POSTAGE                       |        |        |        |        |
|     |      | 571-4300 | UTILITY SERVICE               | 44,211 | 50,400 | 50,400 | 50,400 |
|     |      | 571-4400 | RENTAL & LEASES               |        |        |        |        |
|     |      | 571-4420 | TANGIBLE PERSONAL PROPERTY    |        |        |        |        |
|     |      | 571-4423 | COPIER EQUIPMENT RENTAL       | \$ -   | \$ -   | \$ -   | -      |
|     |      | 571-4500 | INSURANCE                     |        |        |        |        |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
MILLHOPPER BRANCH**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8250 | 571-4600 | REPAIR & MAINT SERVICES          | 2,552                              | 4,243                       | 4,243                       | 6,476                       |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               |                                    |                             | 50                          | 48                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       | 3,749                              | 4,000                       | 6,000                       | 6,500                       |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 1,399                              | 1,400                       | 1,350                       | 1,000                       |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 3,114                              | 4,200                       | 8,900                       | 5,652                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS                            |                                    |                             |                             |                             |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 120,378</b>                  | <b>\$ 124,470</b>           | <b>\$ 131,170</b>           | <b>\$ 130,937</b>           |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8250 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 1,289,365</b>                | <b>\$ 1,332,030</b>         | <b>\$ 1,384,346</b>         | <b>\$ 1,365,457</b>         |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
NEWBERRY BRANCH**

**DEPARTMENT MISSION STATEMENT**

The Newberry Branch is part of the Public Services Division and is classified as a small branch.

The mission of the Newberry Branch is to ensure that those patrons who are prevented by distance, or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service levels. Through local collections, electronic access, systematic referrals to other library facilities and a delivery system, branch patrons can access library system resources.

Newberry Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient.

The Newberry Branch is responsible for seeing that service which meets the needs of its community and patrons is provided for in all library planning, budgeting and facilities development; that trends are researched and needs identified; and that the Newberry Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 338,311                         |
| <b>OPERATING EXPENSES</b>     |           | 27,805                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>366,116</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
NEWBERRY BRANCH**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                    |                             |                             |                             |
| 701 8255 571-1100 EXECUTIVE SALARIES       | \$ -                               | \$ -                        | -                           |                             |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 222,388                            | 228,284                     | 237,622                     | 256,892                     |
| 571-1300 OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
| 571-1400 OVERTIME                          | 35                                 |                             |                             |                             |
| 571-2100 FICA TAXES                        | 16,272                             | 17,464                      | 18,178                      | 19,652                      |
| 571-2101 MEDICARE TAX                      |                                    |                             |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 39,476                             | 65,053                      | 42,299                      | 50,435                      |
| 571-2300 DENTAL INSURANCE                  | 1,511                              | 1,312                       | 1,586                       | 1,860                       |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 18,501                             | 18,856                      | 19,628                      | 9,471                       |
| 571-2400 WORKERS COMPENSATION              |                                    |                             |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
| 571-3600 PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 298,183</b>                  | <b>\$ 330,969</b>           | <b>\$ 319,312</b>           | <b>\$ 338,311</b>           |
| <b>OPERATING EXPENSES</b>                  |                                    |                             |                             |                             |
| 701 8255 571-3100 PROFESSIONAL SERVICES    | \$ -                               | \$ 50                       | \$ 50                       | \$ 50                       |
| 571-3150 APPRAISAL                         |                                    |                             |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR       |                                    |                             |                             |                             |
| 571-3193 OTHER PROFESSIONAL SERVICES       |                                    |                             |                             |                             |
| 571-3200 ACCOUNTING & AUDITING             |                                    |                             |                             |                             |
| 571-3210 AUDITS                            |                                    |                             |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS             | 6,764                              | 6,805                       | 6,805                       | 6,279                       |
| 571-3411 JANITORIAL                        |                                    |                             |                             |                             |
| 571-3412 PEST CONTROL                      |                                    |                             |                             |                             |
| 571-3413 COMPUTER SERVICE                  |                                    |                             |                             |                             |
| 571-4000 TRAVEL & PER DIEM                 |                                    |                             |                             |                             |
| 571-4010 MILEAGE                           |                                    |                             |                             |                             |
| 571-4011 IN-COUNTY                         |                                    |                             |                             |                             |
| 571-4012 OUT-OF-COUNTY                     |                                    |                             |                             |                             |
| 571-4013 OUT-OF-STATE                      |                                    |                             |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION             |                                    |                             |                             |                             |
| 571-4030 PER DIEM                          |                                    |                             |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES           | 673                                | 750                         | 750                         | 750                         |
| 571-4110 LOCAL, LONG DISTANCE, & OTHER     |                                    |                             |                             |                             |
| 571-4160 TRANSPORTATION                    |                                    |                             |                             |                             |
| 571-4162 POSTAGE                           |                                    |                             |                             |                             |
| 571-4300 UTILITY SERVICE                   | 9,854                              | 12,250                      | 12,250                      | 11,500                      |
| 571-4400 RENTAL & LEASES                   |                                    |                             |                             |                             |
| 571-4420 TANGIBLE PERSONAL PROPERTY        |                                    |                             |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL           | \$ -                               | \$ -                        | \$ -                        | \$ -                        |
| 571-4500 INSURANCE                         |                                    |                             |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
NEWBERRY BRANCH**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8255 | 571-4600 | REPAIR & MAINT SERVICES          | 1,645                              | 2,503                       | 2,253                       | 2,576                       |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               |                                    |                             | 48                          | 48                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       | 1,084                              | 1,100                       | 3,175                       | 3,075                       |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 347                                | 400                         | 600                         | 1,600                       |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 1,608                              | 1,525                       | 1,602                       | 1,807                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS                            | 175                                | 325                         | 175                         | 120                         |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 22,150</b>                   | <b>\$ 25,708</b>            | <b>\$ 27,708</b>            | <b>\$ 27,805</b>            |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8255 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 320,333</b>                  | <b>\$ 356,677</b>           | <b>\$ 347,020</b>           | <b>\$ 366,116</b>           |



**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*OUTREACH SERVICES DEPARTMENT***

**DEPARTMENT MISSION STATEMENT**

The mission of the Outreach Services Department is to ensure that all patrons have access to library resources and services in accordance with Library District service levels, even if distance or other factors prevent them from making full use of library facilities. The mission is pursued through direct patron service and through delivery services.

Outreach Services' patrons include:

- Aachua County Residents isolated by distance or lack of transportation
- Residents with disabilities
- Individuals in facilities: assisted living, retirement communities, apartment complexes, rehabilitation/healthcare centers, and those similarly prevented from accessing the library

Clientele served by delivery include library departments, branches, the government, educational, community, charitable, and commercial organizations which help to fulfill the mission of the Library District.

Outreach Services is responsible for bookmobile services and providing library services to the Alachua County Jail.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 611,523                         |
| <b>OPERATING EXPENSES</b>     |           | 150,000                         |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>761,523</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
OUTREACH SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION  |      |          |                                   | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------------|------|----------|-----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>       |      |          |                                   |                                    |                             |                             |                             |
| 701                            | 8260 | 571-1100 | EXECUTIVE SALARIES                | \$ -                               | \$ -                        | -                           |                             |
|                                |      | 571-1200 | REGULAR SALARIES & WAGES<br>MERIT | 382,984                            | 389,956                     | 397,826                     | 430,207                     |
|                                |      | 571-1300 | OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
|                                |      | 571-1400 | OVERTIME                          |                                    |                             |                             |                             |
|                                |      | 571-2100 | FICA TAXES                        | 27,481                             | 29,832                      | 30,434                      | 32,911                      |
|                                |      | 571-2101 | MEDICARE TAX                      |                                    |                             |                             |                             |
|                                |      | 571-2300 | LIFE & HEALTH INSURANCE           | 91,396                             | 101,502                     | 78,657                      | 93,985                      |
|                                |      | 571-2300 | DENTAL INSURANCE                  | 2,356                              | 2,624                       | 2,292                       | 2,783                       |
|                                |      | 571-2200 | RETIREMENT CONTRIBUTIONS          | 53,058                             | 66,438                      | 53,098                      | 51,637                      |
|                                |      | 571-2400 | WORKERS COMPENSATION              |                                    |                             |                             |                             |
|                                |      | 571-2440 | UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
|                                |      | 571-3600 | PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b> |      |          |                                   | <b>\$ 557,275</b>                  | <b>\$ 590,352</b>           | <b>\$ 562,307</b>           | <b>\$ 611,523</b>           |
| <b>OPERATING EXPENSES</b>      |      |          |                                   |                                    |                             |                             |                             |
| 701                            | 8260 | 571-3100 | PROFESSIONAL SERVICES             | \$ -                               | \$ -                        | -                           | -                           |
|                                |      | 571-3150 | APPRAISAL                         |                                    |                             |                             |                             |
|                                |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR       |                                    |                             |                             |                             |
|                                |      | 571-3193 | OTHER PROFESSIONAL SERVICES       |                                    |                             |                             |                             |
|                                |      | 571-3200 | ACCOUNTING & AUDITING             |                                    |                             |                             |                             |
|                                |      | 571-3210 | AUDITS                            |                                    |                             |                             |                             |
|                                |      | 571-3400 | OTHER CONTRACTUAL SVS             |                                    |                             |                             |                             |
|                                |      | 571-3411 | JANITORIAL                        |                                    |                             |                             |                             |
|                                |      | 571-3412 | PEST CONTROL                      |                                    |                             |                             |                             |
|                                |      | 571-3413 | COMPUTER SERVICE                  |                                    |                             |                             |                             |
|                                |      | 571-4000 | TRAVEL & PER DIEM                 |                                    |                             |                             |                             |
|                                |      | 571-4010 | MILEAGE                           |                                    |                             |                             |                             |
|                                |      | 571-4011 | IN-COUNTY                         |                                    |                             |                             |                             |
|                                |      | 571-4012 | OUT-OF-COUNTY                     |                                    |                             |                             |                             |
|                                |      | 571-4013 | OUT-OF-STATE                      |                                    |                             |                             |                             |
|                                |      | 571-4020 | PUBLIC TRANSPORTATION             |                                    |                             |                             |                             |
|                                |      | 571-4030 | PER DIEM                          |                                    |                             |                             |                             |
|                                |      | 571-4100 | COMMUNICATIONS SERVICES           |                                    |                             |                             |                             |
|                                |      | 571-4110 | LOCAL, LONG DISTANCE, & OTHER     |                                    |                             |                             |                             |
|                                |      | 571-4200 | TRANSPORTATION                    | 107,359                            | 132,267                     | 132,267                     | 128,267                     |
|                                |      | 571-4260 | FREIGHT                           |                                    |                             |                             |                             |
|                                |      | 571-4262 | POSTAGE                           |                                    |                             |                             |                             |
|                                |      | 571-4300 | UTILITY SERVICE                   |                                    |                             |                             |                             |
|                                |      | 571-4400 | RENTAL & LEASES                   | 13,908                             | 13,908                      | 13,995                      | 13,995                      |
|                                |      | 571-4420 | TANGIBLE PERSONAL PROPERTY        |                                    |                             |                             |                             |
|                                |      | 571-4423 | COPIER EQUIPMENT RENTAL           | \$ -                               | \$ -                        | -                           | -                           |
|                                |      | 571-4500 | INSURANCE                         |                                    |                             |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
OUTREACH SERVICES**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8260 | 571-4600 | REPAIR & MAINT SERVICES          | 439                                | 800                         | 800                         | 800                         |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               | 232                                | 2,500                       | 2,500                       | 1,000                       |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       |                                    |                             |                             |                             |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 1,916                              | 2,000                       | 2,000                       | 2,000                       |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 5,825                              | 4,280                       | 4,193                       | 3,938                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS                            |                                    |                             |                             |                             |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 129,679</b>                  | <b>\$ 155,755</b>           | <b>\$ 155,755</b>           | <b>\$ 150,000</b>           |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8260 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 686,954</b>                  | <b>\$ 746,107</b>           | <b>\$ 718,062</b>           | <b>\$ 761,523</b>           |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
*TOWER ROAD BRANCH***

**DEPARTMENT MISSION STATEMENT**

The Tower Road Branch is part of the Public Services Division and is classified as a large branch.

The mission of the Tower Road Branch is to ensure that those patrons who are prevented by distance, or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service levels. Through local collections, electronic access, systematic referrals to other library facilities and a delivery system, branch patrons can access library system resources.

Tower Road Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient.

The Tower Road Branch is responsible for seeing that service which meets the needs of its community and patrons is provided for in all library planning, budgeting and facilities development; that trends are researched and needs identified; and that the Tower Road Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 1,105,763                       |
| <b>OPERATING EXPENSES</b>     |           | 130,935                         |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>1,236,698</b>                |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
TOWER ROAD BRANCH**

| FUND                     | DEPT | ACCOUNT  | DESCRIPTION                       | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------|------|----------|-----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b> |      |          |                                   |                                    |                             |                             |                             |
| 701                      | 8265 | 571-1100 | EXECUTIVE SALARIES                | \$ -                               | \$ -                        | \$ -                        | -                           |
|                          |      | 571-1200 | REGULAR SALARIES & WAGES<br>MERIT | 695,197                            | 696,177                     | 726,689                     | 782,124                     |
|                          |      | 571-1300 | OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
|                          |      | 571-1400 | OVERTIME                          | 17                                 |                             |                             |                             |
|                          |      | 571-2100 | FICA TAXES                        | 50,281                             | 53,258                      | 55,592                      | 59,832                      |
|                          |      | 571-2101 | MEDICARE TAX                      |                                    |                             |                             |                             |
|                          |      | 571-2300 | LIFE & HEALTH INSURANCE           | 151,007                            | 186,787                     | 209,307                     | 178,003                     |
|                          |      | 571-2300 | DENTAL INSURANCE                  | 4,010                              | 4,303                       | 4,577                       | 3,845                       |
|                          |      | 571-2200 | RETIREMENT CONTRIBUTIONS          | 109,935                            | 108,006                     | 102,373                     | 81,958                      |
|                          |      | 571-2400 | WORKERS COMPENSATION              |                                    |                             |                             |                             |
|                          |      | 571-2440 | UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
|                          |      | 571-3600 | PENSION PLAN                      |                                    |                             |                             |                             |

|                                |  |  |  |                     |                     |                     |                     |
|--------------------------------|--|--|--|---------------------|---------------------|---------------------|---------------------|
| <b>PERSONAL SERVICES TOTAL</b> |  |  |  | <b>\$ 1,010,447</b> | <b>\$ 1,048,531</b> | <b>\$ 1,098,538</b> | <b>\$ 1,105,763</b> |
|--------------------------------|--|--|--|---------------------|---------------------|---------------------|---------------------|

**OPERATING EXPENSES**

|     |      |          |                               |        |        |        |        |
|-----|------|----------|-------------------------------|--------|--------|--------|--------|
| 701 | 8265 | 571-3100 | PROFESSIONAL SERVICES         | \$ -   | \$ 50  | \$ 50  | 50     |
|     |      | 571-3150 | APPRAISAL                     |        |        |        |        |
|     |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR   |        |        |        |        |
|     |      | 571-3193 | OTHER PROFESSIONAL SERVICES   |        |        |        |        |
|     |      | 571-3200 | ACCOUNTING & AUDITING         |        |        |        |        |
|     |      | 571-3210 | AUDITS                        |        |        |        |        |
|     |      | 571-3400 | OTHER CONTRACTUAL SVS         | 61,867 | 56,961 | 56,961 | 57,300 |
|     |      | 571-3411 | JANITORIAL                    |        |        |        |        |
|     |      | 571-3412 | PEST CONTROL                  |        |        |        |        |
|     |      | 571-3413 | COMPUTER SERVICE              |        |        |        |        |
|     |      | 571-4000 | TRAVEL & PER DIEM             |        |        |        |        |
|     |      | 571-4010 | MILEAGE                       |        |        |        |        |
|     |      | 571-4011 | IN-COUNTY                     |        |        |        |        |
|     |      | 571-4012 | OUT-OF-COUNTY                 |        |        |        |        |
|     |      | 571-4013 | OUT-OF-STATE                  |        |        |        |        |
|     |      | 571-4020 | PUBLIC TRANSPORTATION         |        |        |        |        |
|     |      | 571-4030 | PER DIEM                      |        |        |        |        |
|     |      | 571-4100 | COMMUNICATIONS SERVICES       | 1,212  | 3,125  | 3,125  | 1,500  |
|     |      | 571-4110 | LOCAL, LONG DISTANCE, & OTHER |        |        |        |        |
|     |      | 571-4160 | TRANSPORTATION                |        |        |        |        |
|     |      | 571-4162 | POSTAGE                       |        |        |        |        |
|     |      | 571-4300 | UTILITY SERVICE               | 40,994 | 50,375 | 50,375 | 50,375 |
|     |      | 571-4400 | RENTAL & LEASES               |        |        |        |        |
|     |      | 571-4420 | TANGIBLE PERSONAL PROPERTY    |        |        |        |        |
|     |      | 571-4423 | COPIER EQUIPMENT RENTAL       | \$ -   | \$ -   | \$ -   | -      |
|     |      | 571-4500 | INSURANCE                     |        |        |        |        |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
TOWER ROAD BRANCH**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8265 | 571-4600 | REPAIR & MAINT SERVICES          | 2,743                              | 4,363                       | 4,363                       | 8,226                       |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               |                                    | 80                          | 80                          | 64                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       | 2,921                              | 3,500                       | 4,400                       | 5,800                       |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 1,999                              | 2,000                       | 2,500                       | 2,900                       |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 3,361                              | 5,020                       | 4,720                       | 4,720                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS                            |                                    |                             |                             |                             |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 115,097</b>                  | <b>\$ 125,474</b>           | <b>\$ 126,574</b>           | <b>\$ 130,935</b>           |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8265 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 1,125,544</b>                | <b>\$ 1,174,005</b>         | <b>\$ 1,225,112</b>         | <b>\$ 1,236,698</b>         |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
YOUTH SERVICES DEPARTMENT**

**DEPARTMENT MISSION STATEMENT**

The Youth Services Department provides for the education, recreation, and informational needs of the youth of our community. This is accomplished through open access to print and non-print materials, strong connections with our community partners, programming geared toward children and youth from birth through high school, and innovative leadership of the Library District on all materials related to youth services.

The goal of the Youth Services Department is to foster an inviting environment that promotes literacy for children, teens, and their caregivers.

We endeavor to cultivate and empower all youth by inspiring a love of reading, sparking curiosity and joy of discovery, and by providing access to information, knowledge and diverse ideas.

Youth Services also provides consultation, coordination, and in-service training to branch, bookmobile and other District staff in areas related to children and teen services.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 597,735                         |
| <b>OPERATING EXPENSES</b>     |           | 23,950                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>621,685</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
YOUTH SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION              | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                   |                                    |                             |                             |                             |
| 701 8270 571-1100 EXECUTIVE SALARIES       | \$ -                               | \$ -                        | -                           |                             |
| 571-1200 REGULAR SALARIES & WAGES<br>MERIT | 390,550                            | 408,919                     | 412,487                     | 452,794                     |
| 571-1300 OTHER SALARIES & WAGES            |                                    |                             |                             |                             |
| 571-1400 OVERTIME                          |                                    |                             |                             |                             |
| 571-2100 FICA TAXES                        | 28,846                             | 31,282                      | 31,555                      | 34,639                      |
| 571-2101 MEDICARE TAX                      |                                    |                             |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE           | 56,586                             | 75,282                      | 81,283                      | 57,620                      |
| 571-2300 DENTAL INSURANCE                  | 1,845                              | 1,712                       | 1,986                       | 1,769                       |
| 571-2200 RETIREMENT CONTRIBUTIONS          | 51,780                             | 65,558                      | 51,834                      | 50,914                      |
| 571-2400 WORKERS COMPENSATION              |                                    |                             |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.            |                                    |                             |                             |                             |
| 571-3600 PENSION PLAN                      |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>             | <b>\$ 529,607</b>                  | <b>\$ 582,753</b>           | <b>\$ 579,145</b>           | <b>\$ 597,735</b>           |
| <b>OPERATING EXPENSES</b>                  |                                    |                             |                             |                             |
| 701 8270 571-3100 PROFESSIONAL SERVICES    | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-3150 APPRAISAL                         |                                    |                             |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR       |                                    |                             |                             |                             |
| 571-3193 OTHER PROFESSIONAL SERVICES       |                                    |                             |                             |                             |
| 571-3200 ACCOUNTING & AUDITING             |                                    |                             |                             |                             |
| 571-3210 AUDITS                            |                                    |                             |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS             |                                    |                             |                             |                             |
| 571-3411 JANITORIAL                        |                                    |                             |                             |                             |
| 571-3412 PEST CONTROL                      |                                    |                             |                             |                             |
| 571-3413 COMPUTER SERVICE                  |                                    |                             |                             |                             |
| 571-4000 TRAVEL & PER DIEM                 | 98                                 |                             |                             |                             |
| 571-4010 MILEAGE                           |                                    |                             |                             |                             |
| 571-4011 IN-COUNTY                         |                                    |                             |                             |                             |
| 571-4012 OUT-OF-COUNTY                     |                                    |                             |                             |                             |
| 571-4013 OUT-OF-STATE                      |                                    |                             |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION             |                                    |                             |                             |                             |
| 571-4030 PER DIEM                          |                                    |                             |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES           |                                    |                             |                             |                             |
| 571-4110 LOCAL, LONG DISTANCE, & OTHER     |                                    |                             |                             |                             |
| 571-4160 TRANSPORTATION                    |                                    |                             |                             |                             |
| 571-4162 POSTAGE                           |                                    |                             |                             |                             |
| 571-4300 UTILITY SERVICE                   |                                    |                             |                             |                             |
| 571-4400 RENTAL & LEASES                   |                                    |                             |                             |                             |
| 571-4420 TANGIBLE PERSONAL PROPERTY        |                                    |                             |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL           | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-4500 INSURANCE                         |                                    |                             |                             |                             |



**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
YOUTH SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION             | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|---|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701 8270 571-4600 REPAIR & MAINT SERVICES |                                    |                             |                             |                             |
| 571-4610 REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
| 571-4620 REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
| 571-4630 REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
| 571-4700 PRINTING & BINDING               | 3,982                              | 3,000                       | 3,000                       | 4,000                       |
| 571-4800 AWARDS & PRIZES                  |                                    |                             |                             |                             |
| 571-4900 OTHER CURRENT CHGS & OBLIG       | 2,832                              | 3,500                       | 3,500                       | 2,800                       |
| 571-4902 CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
| 571-4904 LEGAL ADVERTISING                |                                    |                             |                             |                             |
| 571-4920 REGISTRATION FEES                |                                    |                             |                             |                             |
| 571-4941 WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
| 571-4980 SUNDRY EXPENSE                   |                                    |                             |                             |                             |
| 571-4982 DATA PROCESSING                  |                                    |                             |                             |                             |
| 571-4990 FILM DEVELOPING                  |                                    |                             |                             |                             |
| 571-5100 OFFICE MATERIALS & SUPPLIES      | 1,354                              | 5,050                       | 6,550                       | 2,150                       |
| 571-5121 EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
| 571-5200 OPERATING SUPPLIES               | 17,710                             | 17,850                      | 17,850                      | 15,000                      |
| 571-5201 SMALL TOOLS                      |                                    |                             |                             |                             |
| 571-5220 MOTOR VEHICLE                    |                                    |                             |                             |                             |
| 571-5221 PARTS                            |                                    |                             |                             |                             |
| 571-5223 FUEL                             |                                    |                             |                             |                             |
| 571-5231 OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
| 571-5250 MEDICAL                          |                                    |                             |                             |                             |
| 571-5260 HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
| 571-5299 OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
| 571-5400 BOOKS                            |                                    |                             |                             |                             |
| 571-5420 SUBSCRIPTIONS                    |                                    |                             |                             |                             |
| 571-5440 MEMBERSHIPS                      |                                    |                             |                             |                             |
| 571-5450 EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>           | <b>\$ 25,976</b>                   | <b>\$ 29,400</b>            | <b>\$ 30,900</b>            | <b>\$ 23,950</b>            |
| <b>CAPITAL OUTLAY</b>                     |                                    |                             |                             |                             |
| 731 8110 571-6000 CAPITAL OUTLAY          | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-6400 MOTOR VEHICLES                   |                                    |                             |                             |                             |
| 571-6430 OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>               | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>             |                                    |                             |                             |                             |
| 701 8270 571-7200 INTEREST                | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-9120 MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
| 571-9920 RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b>       | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>                   | <b>\$ 555,583</b>                  | <b>\$ 612,153</b>           | <b>\$ 610,045</b>           | <b>\$ 621,685</b>           |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
WALDO BRANCH**

**DEPARTMENT MISSION STATEMENT**

The Waldo Branch is part of the Public Services Division and is classified as a small branch.

The mission of the Waldo Branch is to ensure that those patrons who are prevented by distance or other factors from making full use of other library facilities, have access to resources and types and levels of service in accordance with branch service levels. Through local collections, electronic access, systematic referrals to other library facilities and a delivery system, branch patrons can access library system resources. Waldo Branch clientele includes people living within a 5-mile radius of the branch, and any others who find the branch location convenient.

The Waldo Branch is responsible for seeing that service which meets the needs of its community and patrons is provided for in all library planning, budgeting and facilities development; that trends are researched and needs identified; and that the Waldo Branch is integrated with the Long Range Plan goals of the library system as a whole.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 272,397                         |
| <b>OPERATING EXPENSES</b>     |           | 41,824                          |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | _____                           |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>314,221</b>                  |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
WALDO BRANCH**

| FUND DEPT ACCOUNT DESCRIPTION           | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|---|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>                |                                    |                             |                             |                             |
| 701 8275 571-1100 EXECUTIVE SALARIES    | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-1200 REGULAR SALARIES & WAGES       | 124,287                            | 175,547                     | 199,318                     | 182,596                     |
| MERIT                                   |                                    |                             |                             |                             |
| 571-1300 OTHER SALARIES & WAGES         |                                    |                             |                             |                             |
| 571-1400 OVERTIME                       |                                    |                             |                             |                             |
| 571-2100 FICA TAXES                     | 8,866                              | 13,429                      | 15,248                      | 13,969                      |
| 571-2101 MEDICARE TAX                   |                                    |                             |                             |                             |
| 571-2300 LIFE & HEALTH INSURANCE        | 32,768                             | 56,686                      | 78,963                      | 42,099                      |
| 571-2300 DENTAL INSURANCE               | 362                                | 764                         | 1,038                       | 548                         |
| 571-2200 RETIREMENT CONTRIBUTIONS       | 31,174                             | 45,596                      | 36,668                      | 33,185                      |
| 571-2400 WORKERS COMPENSATION           |                                    |                             |                             |                             |
| 571-2440 UNEMPLOYMENT COMPENSA.         |                                    |                             |                             |                             |
| 571-3600 PENSION PLAN                   |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b>          | <b>\$ 197,457</b>                  | <b>\$ 292,022</b>           | <b>\$ 331,234</b>           | <b>\$ 272,397</b>           |
| <b>OPERATING EXPENSES</b>               |                                    |                             |                             |                             |
| 701 8275 571-3100 PROFESSIONAL SERVICES | \$ -                               | \$ -                        | \$ -                        | 50                          |
| 571-3150 APPRAISAL                      |                                    |                             |                             |                             |
| 571-3180 PROPERTY APPR/TAX COLLECTOR    |                                    |                             |                             |                             |
| 571-3193 OTHER PROFESSIONAL SERVICES    |                                    |                             |                             |                             |
| 571-3200 ACCOUNTING & AUDITING          |                                    |                             |                             |                             |
| 571-3210 AUDITS                         |                                    |                             |                             |                             |
| 571-3400 OTHER CONTRACTUAL SVS          | 10,451                             | 8,480                       | 8,480                       | 15,790                      |
| 571-3411 JANITORIAL                     |                                    |                             |                             |                             |
| 571-3412 PEST CONTROL                   |                                    |                             |                             |                             |
| 571-3413 COMPUTER SERVICE               |                                    |                             |                             |                             |
| 571-4000 TRAVEL & PER DIEM              |                                    |                             |                             |                             |
| 571-4010 MILEAGE                        |                                    |                             |                             |                             |
| 571-4011 IN-COUNTY                      |                                    |                             |                             |                             |
| 571-4012 OUT-OF-COUNTY                  |                                    |                             |                             |                             |
| 571-4013 OUT-OF-STATE                   |                                    |                             |                             |                             |
| 571-4020 PUBLIC TRANSPORTATION          |                                    |                             |                             |                             |
| 571-4030 PER DIEM                       |                                    |                             |                             |                             |
| 571-4100 COMMUNICATIONS SERVICES        | 7,146                              | 3,100                       | 3,100                       | 7,400                       |
| 571-4110 LOCAL, LONG DISTANCE, & OTHER  |                                    |                             |                             |                             |
| 571-4160 TRANSPORTATION                 |                                    |                             |                             |                             |
| 571-4162 POSTAGE                        |                                    |                             |                             |                             |
| 571-4300 UTILITY SERVICE                | 8,271                              | 9,400                       | 9,400                       | 9,400                       |
| 571-4400 RENTAL & LEASES                | 247                                | 160                         | 161                         |                             |
| 571-4420 TANGIBLE PERSONAL PROPERTY     |                                    |                             |                             |                             |
| 571-4423 COPIER EQUIPMENT RENTAL        | \$ -                               | \$ -                        | \$ -                        | -                           |
| 571-4500 INSURANCE                      |                                    |                             |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
WALDO BRANCH**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8275 | 571-4600 | REPAIR & MAINT SERVICES          | 737                                | 1,463                       | 1,463                       | 2,501                       |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               | 48                                 | 32                          | 32                          | 32                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       | 1,568                              | 1,600                       | 4,500                       | 4,700                       |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 298                                | 300                         | 500                         | 500                         |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 2,024                              | 1,550                       | 1,550                       | 1,451                       |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS                            |                                    |                             |                             |                             |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 30,790</b>                   | <b>\$ 26,085</b>            | <b>\$ 29,186</b>            | <b>\$ 41,824</b>            |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8275 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 228,247</b>                  | <b>\$ 318,107</b>           | <b>\$ 360,420</b>           | <b>\$ 314,221</b>           |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21  
GENERAL FUND OPERATING BUDGET  
TECHNICAL SERVICES DEPARTMENT**

**DEPARTMENT MISSION STATEMENT**

The Technical Services Department has responsibility for the District's collection development program; and for the acquisition, cataloging, database maintenance, and processing of all library materials. In order to fulfill these functions the Department is divided into four working units: Collection Development, Acquisitions, Cataloging and Database Maintenance, and Processing.

Collection Development staff oversee the District's collection development program, prepare the materials budget, and select adult and youth circulating materials; including audio visual items and digital collections. Acquisitions staff order and receive library materials, maintain control over serials and standing orders, and administer the materials budget.

Creation and maintenance of the bibliographic database are primary functions of the Cataloging and Database Maintenance unit. Staff create original and derived records, update holdings and maintain records integrity. Physical preparation of library materials; i.e., applying jackets, security, and barcodes along with mending is handled by members of the Processing unit.

**BUDGET SUMMARY**

|                               |           | <b>FINAL<br/>FY20-21 BUDGET</b> |
|-------------------------------|-----------|---------------------------------|
| <b>PERSONAL SERVICES</b>      | \$        | 915,218                         |
| <b>OPERATING EXPENSES</b>     |           | 2,477,195                       |
| <b>CAPITAL OUTLAY</b>         |           |                                 |
| <b>NON-OPERATING EXPENSES</b> |           |                                 |
|                               |           | 3,392,413                       |
| <b>DEPARTMENT TOTAL</b>       | <b>\$</b> | <b>3,392,413</b>                |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
TECHNICAL SERVICES**

| FUND DEPT ACCOUNT DESCRIPTION  |      |          |   | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|--------------------------------|------|----------|---|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| <b>PERSONAL SERVICES</b>       |      |          |   |                                    |                             |                             |                             |
| 701                            | 8280 | 571-1100 | EXECUTIVE SALARIES                      | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                |      | 571-1200 | REGULAR SALARIES & WAGES<br>MERIT/BONUS | 631,717                            | 622,509                     | 588,656                     | 632,256                     |
|                                |      | 571-1300 | OTHER SALARIES & WAGES                  |                                    |                             |                             |                             |
|                                |      | 571-1400 | OVERTIME                                |                                    |                             |                             |                             |
|                                |      | 571-2100 | FICA TAXES                              | 46,397                             | 47,622                      | 44,631                      | 48,368                      |
|                                |      | 571-2101 | MEDICARE TAX                            |                                    |                             |                             |                             |
|                                |      | 571-2300 | LIFE & HEALTH INSURANCE                 | 99,967                             | 110,735                     | 120,803                     | 114,646                     |
|                                |      | 571-2300 | DENTAL INSURANCE                        | 3,161                              | 3,571                       | 3,229                       | 3,445                       |
|                                |      | 571-2200 | RETIREMENT CONTRIBUTIONS                | 160,648                            | 159,433                     | 155,153                     | 116,503                     |
|                                |      | 571-2400 | WORKERS COMPENSATION                    |                                    |                             |                             |                             |
|                                |      | 571-2500 | UNEMPLOYMENT COMPENSA.                  |                                    |                             |                             |                             |
|                                |      | 571-2600 | PENSION PLAN                            |                                    |                             |                             |                             |
| <b>PERSONAL SERVICES TOTAL</b> |      |          |   | <b>\$ 941,890</b>                  | <b>\$ 943,870</b>           | <b>\$ 912,472</b>           | <b>\$ 915,218</b>           |
| <b>OPERATING EXPENSES</b>      |      |          |   |                                    |                             |                             |                             |
| 701                            | 8280 | 571-3100 | PROFESSIONAL SERVICES                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                |      | 571-3150 | APPRAISAL                               |                                    |                             |                             |                             |
|                                |      | 571-3180 | PROPERTY APPR/TAX COLLECTOR             |                                    |                             |                             |                             |
|                                |      | 571-3193 | OTHER PROFESSIONAL SERVICES             |                                    |                             |                             |                             |
|                                |      | 571-3200 | ACCOUNTING & AUDITING                   |                                    |                             |                             |                             |
|                                |      | 571-3210 | AUDITS                                  |                                    |                             |                             |                             |
|                                |      | 571-3400 | OTHER CONTRACTUAL SVS                   |                                    |                             |                             |                             |
|                                |      | 571-3411 | JANITORIAL                              |                                    |                             |                             |                             |
|                                |      | 571-3412 | PEST CONTROL                            |                                    |                             |                             |                             |
|                                |      | 571-3413 | COMPUTER SERVICE                        |                                    |                             |                             |                             |
|                                |      | 571-4000 | TRAVEL & PER DIEM                       | 2,211                              | 5,700                       | 7,500                       |                             |
|                                |      | 571-4010 | MILEAGE                                 |                                    |                             |                             |                             |
|                                |      | 571-4011 | IN-COUNTY                               |                                    |                             |                             |                             |
|                                |      | 571-4012 | OUT-OF-COUNTY                           |                                    |                             |                             |                             |
|                                |      | 571-4013 | OUT-OF-STATE                            |                                    |                             |                             |                             |
|                                |      | 571-4020 | PUBLIC TRANSPORTATION                   |                                    |                             |                             |                             |
|                                |      | 571-4030 | PER DIEM                                |                                    |                             |                             |                             |
|                                |      | 571-4100 | COMMUNICATIONS SERVICES                 |                                    |                             |                             |                             |
|                                |      | 571-4110 | LOCAL, LONG DISTANCE, & OTHER           |                                    |                             |                             |                             |
|                                |      | 571-4160 | TRANSPORTATION                          |                                    |                             |                             |                             |
|                                |      | 571-4162 | POSTAGE                                 |                                    |                             |                             |                             |
|                                |      | 571-4300 | UTILITY SERVICE                         |                                    |                             |                             |                             |
|                                |      | 571-4400 | RENTAL & LEASES                         |                                    |                             |                             |                             |
|                                |      | 571-4420 | TANGIBLE PERSONAL PROPERTY              |                                    |                             |                             |                             |
|                                |      | 571-4423 | COPIER EQUIPMENT RENTAL                 | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                |      | 571-4500 | INSURANCE                               |                                    |                             |                             |                             |

**FINAL FY 20-21 BUDGET  
OPERATING EXPENSES  
PUBLIC SERVICES DIVISION  
TECHNICAL SERVICES**

| FUND                                | DEPT | ACCOUNT  | DESCRIPTION                      | ACTUAL<br>EXPENDITURES<br>FY 18-19 | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|-------------------------------------|------|----------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 701                                 | 8280 | 571-4600 | REPAIR & MAINT SERVICES          | 21,082                             | 24,095                      | 25,158                      | 26,477                      |
|                                     |      | 571-4610 | REPAIR & MAINT MOTOR VEHICLE     |                                    |                             |                             |                             |
|                                     |      | 571-4620 | REPAIR & MAINT BUILDINGS         |                                    |                             |                             |                             |
|                                     |      | 571-4630 | REPAIR & MAINT EQUIPMENT         |                                    |                             |                             |                             |
|                                     |      | 571-4700 | PRINTING & BINDING               | 16                                 | 150                         | 150                         | 48                          |
|                                     |      | 571-4800 | AWARDS & PRIZES                  |                                    |                             |                             |                             |
|                                     |      | 571-4900 | OTHER CURRENT CHGS & OBLIG       |                                    |                             |                             |                             |
|                                     |      | 571-4902 | CLASSIFIED ADVERTISING           |                                    |                             |                             |                             |
|                                     |      | 571-4904 | LEGAL ADVERTISING                |                                    |                             |                             |                             |
|                                     |      | 571-4920 | REGISTRATION FEES                |                                    |                             |                             |                             |
|                                     |      | 571-4941 | WORKERS COMPENSATION PREM        |                                    |                             |                             |                             |
|                                     |      | 571-4980 | SUNDRY EXPENSE                   |                                    |                             |                             |                             |
|                                     |      | 571-4982 | DATA PROCESSING                  |                                    |                             |                             |                             |
|                                     |      | 571-4990 | FILM DEVELOPING                  |                                    |                             |                             |                             |
|                                     |      | 571-5100 | OFFICE MATERIALS & SUPPLIES      | 1,874                              | 1,800                       | 2,000                       | 2,000                       |
|                                     |      | 571-5121 | EQUIPMENT < \$1000 & >\$100/UNIT |                                    |                             |                             |                             |
|                                     |      | 571-5200 | OPERATING SUPPLIES               | 18,349                             | 20,740                      | 47,870                      | 48,670                      |
|                                     |      | 571-5201 | SMALL TOOLS                      |                                    |                             |                             |                             |
|                                     |      | 571-5220 | MOTOR VEHICLE                    |                                    |                             |                             |                             |
|                                     |      | 571-5221 | PARTS                            |                                    |                             |                             |                             |
|                                     |      | 571-5223 | FUEL                             |                                    |                             |                             |                             |
|                                     |      | 571-5231 | OPERATING SUPP./SOFTWARE < \$750 |                                    |                             |                             |                             |
|                                     |      | 571-5250 | MEDICAL                          |                                    |                             |                             |                             |
|                                     |      | 571-5260 | HOUSEHOLD ITEMS                  |                                    |                             |                             |                             |
|                                     |      | 571-5299 | OTHER OPERATING SUPPLIES         |                                    |                             |                             |                             |
|                                     |      | 571-5400 | BOOKS                            | 2,057,029                          | 1,909,900                   | 2,164,900                   | 2,400,000                   |
|                                     |      | 571-5420 | SUBSCRIPTIONS                    |                                    |                             |                             |                             |
|                                     |      | 571-5440 | MEMBERSHIPS                      |                                    |                             |                             |                             |
|                                     |      | 571-5450 | EDUCATIONAL TAPES                |                                    |                             |                             |                             |
|                                     |      | 571-5500 | TRAINING & EDUCATION             | 645                                | 1,050                       | 1,355                       |                             |
| <b>OPERATING EXPENSES TOTAL</b>     |      |          |                                  | <b>\$ 2,101,206</b>                | <b>\$ 1,963,435</b>         | <b>\$ 2,248,933</b>         | <b>\$ 2,477,195</b>         |
| <b>CAPITAL OUTLAY</b>               |      |          |                                  |                                    |                             |                             |                             |
| 731                                 | 8110 | 571-6000 | CAPITAL OUTLAY                   | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-6400 | MOTOR VEHICLES                   |                                    |                             |                             |                             |
|                                     |      | 571-6430 | OFFICE FURNITURE & EQUIPMENT     |                                    |                             |                             |                             |
| <b>CAPITAL OUTLAY TOTAL</b>         |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>NON-OPERATING EXPENSES</b>       |      |          |                                  |                                    |                             |                             |                             |
| 701                                 | 8280 | 571-7200 | INTEREST                         | \$ -                               | \$ -                        | \$ -                        | -                           |
|                                     |      | 571-9120 | MATCHING CONTRIBUTIONS           |                                    |                             |                             |                             |
|                                     |      | 571-9920 | RESERVES                         |                                    |                             |                             |                             |
| <b>NON-OPERATING EXPENSES TOTAL</b> |      |          |                                  | <b>\$ -</b>                        | <b>\$ -</b>                 | <b>\$ -</b>                 | <b>-</b>                    |
| <b>DEPARTMENT TOTAL</b>             |      |          |                                  | <b>\$ 3,043,096</b>                | <b>\$ 2,907,305</b>         | <b>\$ 3,161,405</b>         | <b>\$ 3,392,413</b>         |

# **DISTRICT BUDGET BY FUND**



**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21 BUDGET  
LIBRARY SPECIAL FUNDS  
SYSTEM-WIDE TOTALS**

| FUND DEPT                                     | ACCT. | DESCRIPTION                               | FINAL<br>BUDGET<br>FY 18-19 | FINAL<br>BUDGET<br>FY 19-20 | FINAL<br>BUDGET<br>FY 20-21 |
|---|-------|---|-----------------------------|-----------------------------|-----------------------------|
| <b>STATE AID TO LIBRARIES</b>                 |       |   |                             |                             |                             |
| 710   | 8110  | 5713193 FINANCE AND ACCOUNTING            |                             |                             |                             |
|   |       | 5713193 PERSONNEL DIVISION                |                             |                             |                             |
|   |       | 5713193 PURCHASING DIVISION               |                             |                             |                             |
|   |       | 5713193 RISK MANAGEMENT                   |                             |                             |                             |
|   |       | 5713193 COUNTY ATTORNEY                   |                             |                             |                             |
|   |       | 5713193 PUBLIC RELATIONS                  |                             |                             |                             |
|   |       | 5713193 EQUAL OPPORTUNITY                 |                             |                             |                             |
|   |       | 5714982 DATA PROCESSING                   |                             |                             |                             |
|   |       | 5715400 BOOKS, SUBSCRIPTIONS, MEMB.       | 377,875                     | 419,464                     | 285,463                     |
| <b>STATE AID TOTAL</b>                        |       |   | <b>\$ 377,875</b>           | <b>\$ 419,464</b>           | <b>\$ 285,463</b>           |
| <b>MISCELLANEOUS GIFTS &amp; GRANTS</b>       |       |   |                             |                             |                             |
| <b>Memorial and Gift Book Donations</b>       |       |   |                             |                             |                             |
| 711   | 8800  | 5713193 PROFESSIONAL SERVICES / OTHER     |                             |                             |                             |
|   |       | 5714000 TRAVEL AND PER DIEM               |                             |                             |                             |
|   |       | 5714900 OTHER CURRENT CHGS. & OBLIGATIONS |                             |                             |                             |
|   |       | 5715200 OPERATING SUPPLIES                |                             |                             |                             |
|   |       | 5715400 BOOKS, SUBSCRIPTIONS, MEMB.       | 100,000                     | 100,000                     | 300,000                     |
|   |       | 5715510 TRAINING AND EDUCATION            |                             |                             |                             |
| <b>Friends of the Library</b>                 |       |   |                             |                             |                             |
| 711   | 8900  | 5713193 PROFESSIONAL SERVICES / OTHER     |                             |                             |                             |
|   |       | 5714000 TRAVEL & PER DIEM                 |                             |                             |                             |
|   |       | 5714700 PRINTING & BINDING                |                             |                             |                             |
|   |       | 5714800 PROMOTIONS                        |                             |                             |                             |
|   |       | 5714900 OTHER CURRENT CHGS. & OBLIG.      |                             |                             |                             |
|   |       | 5715400 BOOKS, SUBSCRIPTIONS, MEMB.       |                             |                             |                             |
|   |       | 5715200 OPERATING SUPPLIES                |                             |                             |                             |
| <b>MISCELLANEOUS GIFTS &amp; GRANTS TOTAL</b> |       |   | <b>\$ 100,000</b>           | <b>\$ 100,000</b>           | <b>\$ 300,000</b>           |
| <b>MARNA VENABLE BRADY TRUST</b>              |       |   |                             |                             |                             |
| 712   | 8820  | 5819100 MARNA VENABLE BRADY TRUST         | 75,000                      | 75,000                      | 100,000                     |
| 716   | 8110  | 5715200 NEA Big Read                      |                             |                             | 15,000                      |
| <b>MARNA VENABLE BRADY TRUST TOTAL</b>        |       |   | <b>\$ 75,000</b>            | <b>\$ 75,000</b>            | <b>\$ 115,000</b>           |
| <b>SPECIAL FUNDS TOTAL</b>                    |       |   | <b>\$ 552,875</b>           | <b>\$ 594,464</b>           | <b>\$ 700,463</b>           |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21 BUDGET  
COUNTY-FURNISHED SUPPORT SERVICES  
BUDGET DETAIL**

| <b>FUND</b>                  | <b>DEPT</b> | <b>ACCT</b> | <b>COUNTY AGENCY</b>                                  | <b>FINAL<br/>BUDGET<br/>FY18-19</b> | <b>FINAL<br/>BUDGET<br/>FY 19-20</b> | <b>FINAL<br/>BUDGET<br/>FY 20-21</b> |
|------------------------------|-------------|-------------|---|-------------------------------------|--------------------------------------|--------------------------------------|
| 701                          | 8110        | 5713150     | PROPERTY APPRAISER (General Fund)<br>Ed Crapo         | 309,164                             | 317,439                              | 326,962                              |
| 701                          | 8110        | 5713180     | TAX COLLECTOR (General Fund)<br>John Power            | 386,685                             | 398,286                              | 410,235                              |
| 701                          | 8110        | 5713193     | OTHER PROFESSIONAL SERVICES<br>Personnel Division     | 99,192                              | 100,779                              | 103,802                              |
| 701                          | 8110        | 5713193     | OTHER PROFESSIONAL SERVICES<br>Purchasing Division    | 92,041                              | 93,514                               | 96,319                               |
| 701                          | 8110        | 5713193     | OTHER PROFESSIONAL SERVICES<br>Risk Management        | 26,197                              | 26,616                               | 27,414                               |
| 701                          | 8110        | 5713193     | OTHER PROFESSIONAL SERVICES<br>County Attorney        | 16,429                              | 16,691                               | 17,193                               |
| 701                          | 8110        | 5713193     | OTHER PROFESSIONAL SERVICES<br>Equal Opportunity      | 52,267                              | 53,104                               | 54,698                               |
| 701                          | 8110        | 5713210     | ACCOUNTING & AUDITING<br>Finance & Accounting         | 179,561                             | 176,992                              | 182,302                              |
| 701                          | 8110        | 5713210     | OTHER PROFESSIONAL SERVICES<br>Public Relations       | 0                                   | 5,356                                | 0                                    |
| 701                          | 8110        | 5714982     | DATA PROCESSING<br>Department of Information Services | 13,773                              | 13,993                               | 14,413                               |
| <b>COUNTY SERVICES TOTAL</b> |             |             |   | <b>\$ 1,175,309</b>                 | <b>\$ 1,202,771</b>                  | <b>\$ 1,233,337</b>                  |

**ALACHUA COUNTY LIBRARY DISTRICT  
FINAL FY 20-21 BUDGET LIBRARY  
CAPITAL PROJECT SYSTEM-WIDE  
TOTAL**

| <b>FUND DEPT ACCOUNT DESCRIPTION</b>           | <b>FINAL<br/>BUDGET<br/>FY 18-19</b> | <b>FINAL<br/>BUDGET<br/>FY 19-20</b> | <b>FINAL<br/>BUDGET<br/>FY 20-21</b> |
|--|--------------------------------------|--------------------------------------|--------------------------------------|
| <b>OPERATING</b>                               |                                      |                                      |                                      |
| 731 8110 571-4600 REPAIR & MAINTENANCE         | \$ 695,100                           | \$ 1,075,000                         | \$ 1,529,950                         |
| 731 8110 571-5100 OFFICE MATERIALS & SUPPLIES  | 439,000                              | 256,500                              | 290,600                              |
| <b>CAPITAL OUTLAY</b>                          |                                      |                                      |                                      |
| 731 8110 571-6100 LAND PROFESSIONAL SERVICES   |                                      |                                      |                                      |
| 731 8110 571-6200 ARCHER BRANCH                |                                      | 100,000                              | 700,000                              |
| 731 8110 571-6201 ALACHUA BRANCH PROJECT       |                                      | 75,000                               |                                      |
| 731 8110 571-6201 TOWER BRANCH PROJECT         |                                      |                                      |                                      |
| 731 8110 571-6200 LIBRARY PARTNERSHIP          |                                      |                                      |                                      |
| 731 8110 571-6200 WALDO EXPANSION              | 725,000                              |                                      |                                      |
| 731 8110 571-6200 HEADQUARTERS RENOVATION      | 100,000                              | 503,000                              | 503,000                              |
| 731 8110 571-6200 MILLHOPPER BRANCH            |                                      |                                      |                                      |
| 731 8110 571-6400 FLEET REFURBISHMENT          | 73,000                               | 45,000                               | 148,000                              |
| 731 8110 571-6430 OFFICE FURN & COMPUTER EQUIP |                                      |                                      |                                      |
| <b>LIBRARY CAPITAL PROJECTS TOTAL</b>          | <b>\$ 2,032,100</b>                  | <b>\$ 2,054,500</b>                  | <b>\$ 3,171,550</b>                  |

ALACHUA COUNTY LIBRARY DISTRICT  
FINAL SUMMARY OF BUDGET BY FUND  
FISCAL YEAR 2020-21

|   | GENERAL      | SPECIAL REVENUE |                            |                                 | CAPITAL             | MEMORANDUM   |
|---|--------------|-----------------|----------------------------|---------------------------------|---------------------|--------------|
|   | FUND         | FUNDS           |                            |                                 | PROJECTS            | TOTAL        |
|   |              | State<br>Aid    | Misc Grants<br>& Donations | Marna<br>Venable<br>Brady Trust | Capital<br>Projects |              |
|   | 1.1289       |                 |                            |                                 | 0 MILLS             | 1.1289       |
| <b>CASH &amp; INVESTMENT BALANCE<br/>BROUGHT FORWARD:</b>         | \$10,122,222 | \$0             | \$637,000                  | \$2,557,037                     | \$8,328,553         | \$21,644,812 |
| <u>Estimated Revenues</u>   |              |                 |                            |                                 |                     |              |
| Ad Valorem Taxes  | \$18,398,793 |                 |                            |                                 |                     | \$18,398,793 |
| Charges for Services  | \$45,000     |                 |                            |                                 |                     | \$45,000     |
| Prior years taxes   | \$25,000     |                 |                            |                                 |                     | \$25,000     |
| Miscellaneous   | \$134,709    |                 | \$15,000                   |                                 |                     | \$149,709    |
| Rents and Royalties   | \$95,000     |                 |                            |                                 |                     | \$95,000     |
| Interest Earnings   | \$65,500     |                 |                            | \$65,000                        | \$33,000            | \$163,500    |
| Intergovernmental   | \$0          | \$285,463       | \$15,000                   |                                 |                     | \$300,463    |
| Reserve for Undercollections                                      | (\$938,200)  | \$0             | (\$750)                    | (\$12,066)                      | (\$2,300)           | (\$953,316)  |
| Transfer In   |              |                 | \$100,000                  |                                 | \$1,600,146         | \$1,700,146  |
| <b>TOTAL ESTIMATED REVENUE &amp;<br/>OTHER FINANCING SOURCES:</b> | \$27,948,024 | \$285,463       | \$766,250                  | \$2,609,971                     | \$9,959,399         | \$41,569,107 |
| <u>Appropriations</u>   |              |                 |                            |                                 |                     |              |
| Salaries  | \$13,115,952 |                 |                            |                                 |                     | \$13,115,952 |
| Expenses  | 5,996,192    | \$285,463       | \$315,000                  |                                 | \$1,820,550         | 8,417,205    |
| Capital Outlay  |              |                 |                            |                                 | \$1,351,000         | \$1,351,000  |
| Reserves  | \$955,607    |                 |                            |                                 |                     | \$955,607    |
| Transfer Out  | \$1,600,146  |                 |                            | \$100,000                       |                     | \$1,700,146  |
| <b>TOTAL APPROPRIATIONS:</b>                                      | \$21,667,898 | \$285,463       | \$315,000                  | \$100,000                       | \$3,171,550         | \$25,539,911 |
| <b>ENDING CASH AND INVESTMENT<br/>BALANCE:</b>                    | \$6,280,126  | \$0             | \$451,250                  | \$2,509,971                     | \$6,787,849         | \$16,029,196 |