

LIBRARY DEPARTMENT

**CITY OF EUSTIS, FLORIDA
ANNUAL BUDGET
DEPARTMENT SUMMARY**

**FUND: GENERAL
DEPARTMENT: LIBRARY
PROGRAM: SUMMARY**

<u>Activities Included:</u>	<u>Amount</u>	<u>Employee FTE</u>
Administration	236,876	3
Circulation	575,640	11.1
Subtotal	812,516	14.1
One Time Costs	(1,600)	
Increase In Recurring Revenue	-	
Net Recurring Budget Request	810,916	

<u>Budget Summary</u>	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>
<u>Description:</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 09-10</u>
Personal Services	720,045	712,335	652,966
Operating Expenses	190,311	142,950	157,950
Subtotal	910,356	855,285	810,916
Capital	1,075	5,000	1,600
Other	-	-	-
Total	911,431	860,285	812,516
Employees: Full-Time	13	13	12
Part-Time (FTE)	2.1	1.6	2.1

<u>Authorized Personnel</u>	
<u>Position Title</u>	<u>FTE</u>
Library Director	1
Staff Assistant III	1
Accounting Specialist I	1
Librarian III	2
Circulation	1
Tech. I - Circulation	2
Tech. I - Youth Services	1
Tech. II - Technology Services	1
Tech. III - Circulation	1
Librarian II	1.0
Pages	2.1
Total	14.1

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

<u>Function</u>	<u>Department</u>	<u>Program</u>
Leisure Services	Library	Administration 710-571

ACCT.		Actual	Actual	Estimate	Budget
<u>NO.</u>	<u>DESCRIPTION</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	131,243	144,655	158,210	132,481
1014	Overtime	0	0	0	0
1016	Christmas Bonus	780	780	760	0
1021	F.I.C.A. Taxes	9,339	10,929	11,919	10,135
1022	Florida Retirement	9,911	10,871	12,498	9,301
1023	Life & Health Insurance	22,320	21,875	23,400	23,400
1024	ICMA Retirement	<u>3,608</u>	<u>3,592</u>	<u>3,778</u>	<u>3,809</u>
	subtotal	177,201	192,702	210,565	179,126
	<u>OPERATING EXPENSES</u>				
3034	Other Contractual Services	1,162	619	1,500	1,500
3040	Travel & Per Diem	13,165	12,483	9,000	5,000
3043	Utility Services	45,230	40,544	48,700	48,700
3048	Promotional Activities	871	1,800	300	300
3052	Operating Supplies	2,956	3,664	1,000	2,000
3055	Employee Study Expense	<u>930</u>	<u>35</u>	<u>0</u>	<u>250</u>
	subtotal	64,314	59,145	60,500	57,750
	<u>CAPITAL OUTLAY</u>				
6062	Buildings	0	0	5,000	0
6064	Machinery & Equipment	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
	subtotal	0	0	5,000	0
	TOTAL	<u>241,515</u>	<u>251,847</u>	<u>276,065</u>	<u>236,876</u>

**CITY OF EUSTIS
ANNUAL BUDGET**

FUND: GENERAL - 001

<u>Function</u>	<u>Department</u>	<u>Program</u>
Leisure Services	Library	Circulation Services
		712-571

ACCT.		Actual	Actual	Estimate	Budget
NO.	<u>DESCRIPTION</u>	<u>FY 06-07</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 09-10</u>
	<u>PERSONAL SERVICES</u>				
1012	Regular Salaries & Wages	334,972	362,264	341,992	318,132
1013	Other Salaries & Wages	32,910	31,130	34,868	35,391
1014	Overtime	267	20	0	0
1016	Christmas Bonus	2,420	2,670	2,750	0
1021	F.I.C.A. Taxes	26,653	29,304	28,498	27,045
1022	Florida Retirement	13,088	13,710	9,703	8,975
1023	Life & Health Insurance	76,260	75,000	70,200	70,200
1024	ICMA Retirement	<u>12,474</u>	<u>13,245</u>	<u>13,759</u>	<u>14,097</u>
	subtot:	499,044	527,343	501,770	473,840
	<u>OPERATING EXPENSES</u>				
3034	Other Contractual Services	3,551	2,971	2,000	2,000
3041	Communication Services	13,187	12,883	14,000	14,000
3042	Transportation	2,284	2,331	2,500	3,000
3046	Repair & Maintenance	51,056	61,663	40,450	40,450
3047	Printing & Binding	296	862	500	500
3051	Office Supplies	12,553	13,597	8,500	10,000
3054	Books, Publ., Subscr.	49,195	36,624	14,500	30,000
3055	Employee Study Expense	<u>605</u>	<u>235</u>	<u>0</u>	<u>250</u>
	subtot:	132,727	131,166	82,450	100,200
	<u>CAPITAL OUTLAY</u>				
6064	Machinery & Equipment	<u>8,675</u>	<u>1,075</u>	<u>0</u>	<u>1,600</u>
	subtot:	8,675	1,075	0	1,600
	TOTAL	<u>640,446</u>	<u>659,584</u>	<u>584,220</u>	<u>575,640</u>

CAPITAL OUTLAY

Laminating Equipment

1,600