

**Recommendations of the Budget and Legislative Analyst
For Amendment of Budget Items in the FY 2019-20 and FY 2020-21 Two-Year Budget**

LIB - Public Library

Rec #	Account Title	FY 2020-21							FY 2021-22						
		FTE		Amount		Savings	GF	1T	FTE		Amount		Savings	GF	1T
		From	To	From	To				From	To					
		Public Library													
LIB-1	Air Travel - Employees			\$5,500	\$0	\$5,500		x					\$0		
		Eliminate air travel to reflect expected expenditure and actual need.							One-time savings						
LIB-2	Air Travel - Employees			\$5,000	\$0	\$5,000		x					\$0		
		Eliminate air travel to reflect expected expenditure and actual need.							One-time savings						
LIB-3	Software Licensing Fees			\$1,445,100	\$1,395,100	\$50,000		x					\$0		
		Reduce by \$50,000 to reflect expected expenditure.							One-time savings						
LIB-4	Auto Mileage			\$1,500	\$250	\$1,250		x					\$0		
		Reduce by \$1,250 to reflect expected expenditure and actual need.							One-time savings						
LIB-5	Auto Mileage			\$500	\$250	\$250		x					\$0		
		Reduce by \$250 to reflect expected expenditure and actual need.							One-time savings						
LIB-6	Auto Mileage			\$2,000	\$1,500	\$500		x					\$0		
		Reduce by \$500 to reflect expected expenditure and actual need.							One-time savings						
LIB-7	Auto Mileage			\$500	\$200	\$300		x					\$0		
		Reduce by \$300 to reflect expected expenditure and actual need.							One-time savings						
LIB-8	Auto Mileage			\$250	\$50	\$200		x					\$0		
		Reduce by \$200 to reflect expected expenditure and actual need.							One-time savings						
LIB-9	Janitorial Services			\$240,000	\$200,000	\$40,000		x					\$0		
		Reduce by \$40,000 to reflect expected expenditure and actual need. The Department has significant carryforward funds for these services.							One-time savings						
LIB-10	Non-Air Travel - Employees			\$10,000	\$0	\$10,000		x					\$0		
		Eliminate non-air travel to reflect expected expenditure and actual need.							One-time savings						
LIB-11	Minor Furnishings			\$155,000	\$96,125	\$58,875		x					\$0		
		Reduce Minor Furnishings budget to reflect expected expenditure and actual need.							One-time savings						
LIB-12	Attrition Savings			(\$5,827,362)	(\$5,930,127)	\$102,765					(\$5,829,044)	(5,931,809)	102,765		
	Mandatory Fringe Benefits			(\$2,725,738)	(\$2,772,973)	\$47,235					(\$2,800,825)	(\$2,848,060)	\$47,235		
		<i>Total Savings \$150,000</i>							<i>Total Savings \$150,000</i>						
		Increase attrition savings to account for vacancies.							Ongoing savings						

FY 2020-21			
Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$171,875	\$150,000	\$321,875
Total	\$171,875	\$150,000	\$321,875

FY 2021-22			
Total Recommended Reductions			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$150,000	\$150,000
Total	\$0	\$150,000	\$150,000

GF = General Fund
1T = One Time

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		From	To	From	To				From	To					

Policy Recommendations

LIB-13	Public Library													
	General Fund- Police Security		\$262,467	\$15,000	\$247,467				\$265,092	\$0	\$265,092			
	<i>Total Savings</i>		<i>\$247,467</i>			<i>Total Savings</i>		<i>\$265,092</i>						
	<p>Reduce work order with the Police Department by 94 percent in FY 2020-21 due to the Public Library's reduced need for security. The Public Library has a separate work order with the Sheriff's Office and Library staff have noted that the Sheriff work order meets the needs of the Department. Since the budget year has already begun, this reduction would allow for continued overtime billings until the interim budget expires on October 1, 2020.</p> <p>Acceptance of this recommendation is considered a policy matter for the Board of Supervisors as it would result in savings to the Library Fund at the expense of discretionary monies in the General Fund. This work order is represented as an Overtime line item in the Police budget and is a discretionary General Fund cost that is supported by the Library Fund baseline.</p> <p>The reduction would be cost neutral for the discretionary General Fund if the Board of Supervisors accepts recommendation POL-4, which is included as a policy recommendation in our report of the Police Department. Our recommendations on the Police Department are scheduled to be heard by the Budget and Appropriations Committee on August 20, 2020.</p>													
	Ongoing savings due to the deletion of the Public Library's work order with the Police Department.													

FY 2020-21			
Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$247,467	\$247,467
Total	\$0	\$247,467	\$247,467

FY 2021-22			
Total Policy Recommendations			
	One-Time	Ongoing	Total
General Fund	\$0	\$0	\$0
Non-General Fund	\$0	\$265,092	\$265,092
Total	\$0	\$265,092	\$265,092

GF = General Fund
1T = One Time