

# 2024 Budget Introduction

City of Appleton budget development process - Library

Kick off: Instructions from Finance & Mayor's office in spring

Library staff budget proposal



Library board budget



Executive budget



Council finance committee budget

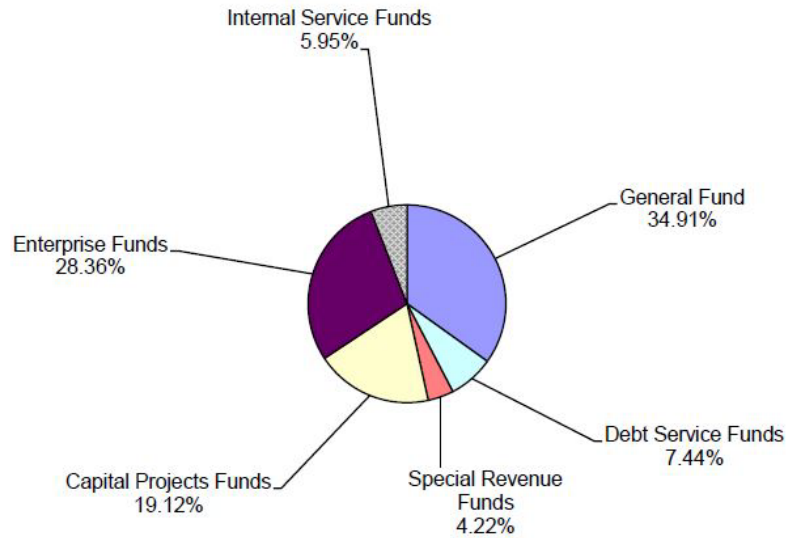


City of Appleton adopted budget

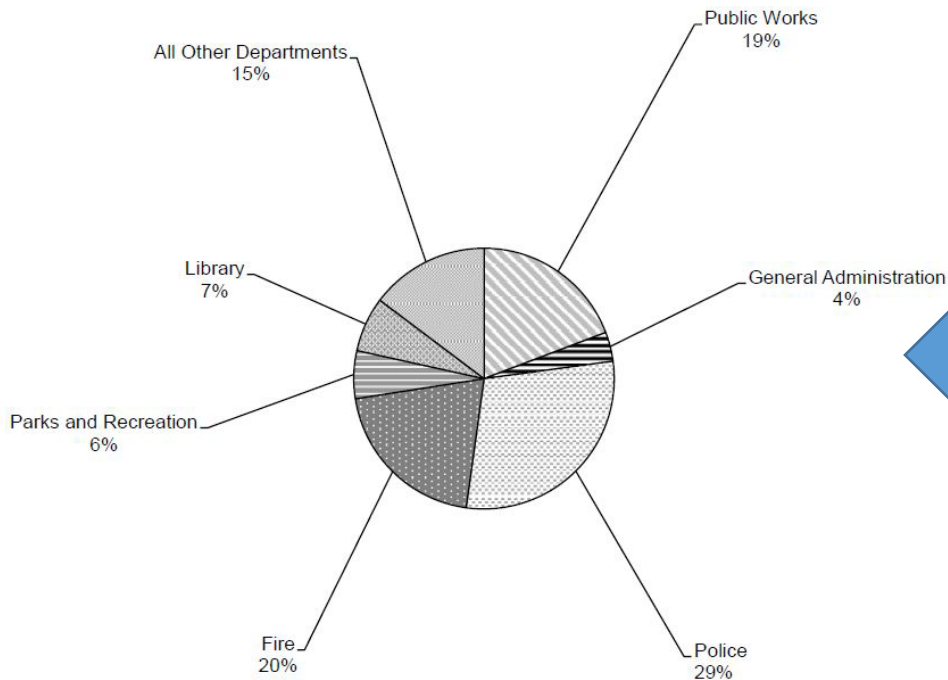
# City Budget

## EXPENDITURE BY FUND GROUP

\$197,507,180



# City Budget: General Fund (~\$69 million)



Source	Funding goes to:
• Property taxes	• Public safety
• State aids	• Public works
• State shared revenues	• Education
• Other revenues	• Recreation
	• General Government

# Walk through budget narrative document

DEPARTMENT BUDGET SUMMARY							
Programs		Actual		Budget			%
Unit	Title	2020	2021	Adopted 2022	Amended 2022	2023	Change *
<b>Program Revenues</b>		\$ 1,237,716	\$ 1,241,646	\$ 1,107,501	\$ 1,171,230	\$ 1,110,405	0.26%
<b>Program Expenses</b>							
16010	Administration	648,023	744,086	696,009	729,509	678,708	-2.49%
16021	Children's Services	542,351	552,126	533,616	551,567	572,650	7.31%
16023	Public Services	680,116	680,716	704,889	735,189	754,213	7.00%
16024	Community Partnerships	501,360	526,658	500,775	518,775	529,106	5.66%
16031	Building Operations	406,380	380,755	525,935	821,007	574,837	9.30%
16032	Materials Management	1,436,398	1,439,720	1,302,967	1,341,546	1,351,777	3.75%
16033	Network Services	279,001	236,393	268,130	308,928	232,198	-13.40%
<b>TOTAL</b>		\$ 4,493,629	\$ 4,560,454	\$ 4,532,321	\$ 5,006,521	\$ 4,693,489	3.56%

	2020 ACTUAL	2021 ACTUAL	2022 YTD ACTUAL	2022 ORIG BUD	2022 REVISED BUD	2023 BUDGET
Program Revenues						
423200	Library Grants & Aids	1,070,138	1,091,736	576,313	1,063,001	1,064,805
480100	General Charges for Service	14,728	3,980	314	-	-
500100	Fees & Commissions	337	144	259	600	-
501500	Rental of City Property	30,000	30,000	6,440	-	-
502000	Donations & Memorials	553	1,279	83	-	-
503500	Other Reimbursements	121,960	114,511	76,311	107,629	45,600
<b>TOTAL PROGRAM REVENUES</b>		<b>1,237,716</b>	<b>1,241,650</b>	<b>659,720</b>	<b>1,171,230</b>	<b>1,110,405</b>

# Revenues

- Funding from counties for citizens who use libraries in communities that do not maintain a library
  - APL offsets 20% of funding with county reimbursements
- Funding for printing, copying
- Very little funding available from federal and state – Library Services and Technology Act, e-rate reimbursements
- Additional funding from donations, grants and patron bills. These are generally not projected in the budget as we cannot anticipate them.
- Additional funding from United Way Fox Cities for Reach Out and Read
- Revenues do not offset expenditures.

# Expenditures

Personnel - ~75% of budget

## Supplies and Services

- Materials
- Facilities Charges
- Utilities
- Equipment
- Service Contracts

## Temporary Library

- Lease
- Snowplowing

# Capital Projects

The City capitalizes assets costing \$10,000 or more per item and having an expected life of three years or more.

- Decisions are made with 5 year spending plan.
- Council may only commit funding for the next year.
- Anything over \$25,000 becomes a separate budget request or CIP.

## Delayed projects

- Interior and exterior wiring, lighting and HVAC projects
- Carpet
- Safety and Security
- Section and collection layouts
- Furniture replacements and service desks layouts
- ADA improvements
- Ceiling tile and grid
- Plumbing
- Elevator upgrade