





CITY COUNCIL TRANSMITTAL


Patrick Leary, Chief of Staff
David Litvack, Deputy Chief of Staff

Date Received: February 13, 2017
Date sent to Council: February 14, 2017

TO: Salt Lake City Council
Stan Penfold, Chair

DATE: February 10, 2017

FROM: Mary Beth Thompson, Chief Financial Officer 

SUBJECT: Library Fund Budget Amendment, FY 2016-17

SPONSOR: NA

STAFF CONTACT: John Vuyk, Budget Manager (801) 535-6394 or
Mary Beth Thompson (801) 535-6403

DOCUMENT TYPE: Budget Amendment Ordinance

RECOMMENDATION: The Administration recommends that, subsequent to a public hearing, the City Council adopt the following amendments to the FY 2016-17 Library Fund adopted budget.

BUDGET IMPACT:

FUND	Revenue	Expense
Library Fund	-	998,500.00
Library Capital Projects Fund	-	634,500.00

BACKGROUND/DISCUSSION:

The Salt Lake City Public Library's Board of Directors on October 24, 2016, approved a budget amendment for the Library Fund that would leave an unrestricted fund balance of 19 percent in the Fund. The administration is requesting the City Council adopt the proposed budget amendment of \$998,500 for the Library Fund.

PUBLIC PROCESS: Public Hearing

SALT LAKE CITY ORDINANCE
No. ____ of 2017

(Amending the budget for the Library Fund
of Salt Lake City, Utah for fiscal year 2016-2017)

An Ordinance Amending Salt Lake City Ordinance No. 31 of 2016 Which Adopted the Budget for the Library Fund of Salt Lake City, Utah, for the Fiscal Year Beginning July 1, 2016 and Ending June 30, 2017.

PREAMBLE

On June 14, 2016, the Salt Lake City Council adopted the budget for the Library Fund of Salt Lake City, Utah effective for the fiscal year beginning July 1, 2016 and ending June 30, 2017, in accordance with the requirements of Section 10-6-111 of the Utah Code.

The City's Budget Director, acting as the City's Budget Officer, prepared and filed with the City Recorder proposed amendments to said duly adopted budget, copies of which are attached hereto, for consideration by the City Council and inspection by the public.

All conditions precedent to amend said budget have been accomplished.

Be it ordained by the City Council of Salt Lake City, Utah:

SECTION 1. Purpose. The purpose of this Ordinance is to amend the budget for the library fund of Salt Lake City, as approved, ratified and finalized by Salt Lake City Ordinance No. 31 of 2016.

SECTION 2. Adoption of Amendments. The budget amendments, attached hereto and made a part of this Ordinance shall be, and the same hereby are adopted and incorporated into the budget of Salt Lake City, Utah, for the fiscal year beginning July 1, 2016 and ending June 30, 2017, in accordance with the requirements of Section 10-6-128 of the Utah Code.

SECTION 3. Filing of copies of the Budget Amendments. The said Budget Officer is authorized and directed to certify and file a copy of said budget amendments in the office of said Budget Officer and in the office of the City Recorder which amendments shall be available for public inspection.

SECTION 4. Effective Date. This Ordinance shall take effect upon posting or upon its first publication.

Passed by the City Council of Salt Lake City, Utah, this _____ day of _____, 2017.

CHAIRPERSON

ATTEST:

CITY RECORDER

Transmitted to the Mayor on _____

Mayor's Action: ___ Approved ___ Vetoed

MAYOR

ATTEST:

CITY RECORDER

(SEAL)

Bill No. _____ of 2017.

Published: _____.

HB_ATT#58933-v1-Amending_the_Library_Fund_FY2016-2017.docx

Salt Lake City Attorney's Office
Approved As To Form



Kimberly K. Chytraus

Date: 2-14-2017

MEMORANDUM

To: Salt Lake City Administration and City Council
 From: Deborah Ehrman, Deputy Director
 Date: November 28, 2016
 Subject: Salt Lake City Public Library Budget Amendment for FY2016-17

The Library’s FY2015-16 budget included an appropriation of fund balance from the General Fund of \$1,884,120. However, instead of using appropriated fund balance, the General Fund’s unrestricted fund balance increased by \$338,000. The increase was largely due to the Redevelopment Agency allocation being more than anticipated and unexpended funds budgeted for personnel, technology contracts and utilities, partially due to the timing of the Marmalade Branch opening.

Consulting with the Library Board of Directors, Library Administration determined that seeking a budget amendment to the FY2016-17 budget of up to \$1,000,000 would allow the Library to fully fund some partially funded phased capital projects, fund additional priority capital requests that were not funded in the original budget, and fund some new one-time requests identified subsequent to the adoption of the FY2016-17 budget.

This amendment was approved by the Salt Lake City Public Library’s Board of Directors on October 24, 2016, and, if approved, would leave an unrestricted fund balance of 19 percent in the General Fund.

Details of the request follow:

General Fund – Proposed increase of \$998,500

Account Name	Budget Amount	Requested Amount	Amended Amount
Funding Sources			
Fund Balance-Appropriated	\$2,071,230	\$998,500	\$3,069,730
Total General Fund Revenues	\$18,173,225	\$998,500	\$19,171,725
Expenditures			
Prof & Tech Services	\$35,000	\$60,000	\$95,000
Security	155,000	29,000	184,000
Transfer to Capital Project Fund	1,011,770	909,500	1,921,270
Total General Fund Expenditures	\$18,173,225	\$998,500	\$19,171,725

The FY2016-17 General Fund budget is proposed to increase \$998,500.

- \$60,000 for a strategic plan consultant. (New one-time request)
- \$29,000 for increased security on weekends and at the branches. (New one-time request with potential on-going costs in future fiscal years)
- \$909,500 for a transfer to the Capital Projects Fund. (See Capital Project Fund amendment for details)

Capital Project Fund – Proposed increase of \$634,500

Account Name	Budget Amount	Requested Amount	Amended Amount
Funding Sources			
State Grant	\$275,000	\$(275,000)	\$0
Fund Balance - Appropriated	352,500	909,500	1,262,000
Total Revenues	\$1,657,270	\$634,500	\$2,291,770
Expenditures			
Cap Outlay-Building (Main)	\$364,500	\$410,000	\$774,500
Cap Outlay-Building (Chapman)	20,000	275,000	295,000
Cap Outlay-Building (Day Riverside)	40,500	80,000	120,500
Cap Outlay-Improvements (Main)	333,250	100,000	433,250
Cap Outlay-Improvements (Day Riverside)	0	10,000	10,000
Cap Outlay-Equipment (Main)	76,000	10,000	86,000
Cap Outlay-Furniture (Main)	61,750	24,500	86,250
State Grant	275,000	(275,000)	0
Total Expenditures	\$1,657,270	\$634,500	\$2,291,770

The FY2016-17 Capital Project Fund budget is proposed to increase \$634,500.

- Capital Outlay-Building (Main)
 - \$378,000 to complete the carpeting project. (Original budget included funding for the first year of a three year project)
 - \$8,000 for a ventilation system in the lower Urban room restrooms. (Addresses on-going complaints)
 - \$24,000 to replace revolving door at front entrance. (Requested but not funded in original budget)
- Capital Outlay-Building (Chapman Branch)
 - \$275,000 for implementation of space study recommendations. (Amount was included in budget but was funded with anticipated grant proceeds, which may not materialize)
- Capital Outlay-Building (Day Riverside Branch)
 - \$80,000 to remodel restrooms. (Partial amount was requested but not funded in original budget)
- Capital Outlay-Improvements (Main)
 - \$100,000 to construct a shade structure for the Amphitheater. (New one-time request)
- Capital Outlay-Improvements (Day Riverside)
 - \$10,000 for landscaping improvements. (Partial amount requested but not funded in original budget)
- Capital Outlay-Equipment (Main)
 - \$10,000 for photo copy machine. (New one-time request)
- Capital Outlay-Furniture (Main)
 - \$24,500 for patron chairs. (Restores funding as part of original budget that was reallocated to the landscaping project along 400 South)