

**BUENA PARK LIBRARY DISTRICT
RESOLUTION NO. 2024-5**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE BUENA PARK LIBRARY
DISTRICT OF ORANGE COUNTY
APPROVING A BUDGET FOR FISCAL YEAR 2024-2025**

WHEREAS, the Library Director of the Buena Park Library District ("District") has prepared and submitted to the Board of Trustees of the Buena Park Library District ("Board") on May 7, 2024, a preliminary budget for Fiscal Year 2024-2025; and

WHEREAS, the Board has reviewed on May 7, 2024, a preliminary budget; and

WHEREAS, the Library Director has prepared and submitted to the Board on July 2, 2024, a proposed budget for Fiscal Year 2024-2025; and

WHEREAS, the Board has received on July 2, 2024, and reviewed the proposed budget; and

WHEREAS, the Board has considered approval of the proposed budget at the July 2, 2024 Board meeting, where all interested persons were heard; and

WHEREAS, the Board has considered the proposed budget and comments thereon and has determined it is necessary for the efficient management of the District that certain sums of revenue be appropriated as set forth in said budget;

THEREFORE, BE IT RESOLVED by the Board of Trustees of the Buena Park Library District that:

1. The Board adopts the Budget for Fiscal Year 2024-2025, a copy of which is attached and made part of this Resolution as Exhibit A.

2. The Buena Park Library District Library Director is authorized to take all necessary actions to implement provisions of the Budget as adopted by the Resolution.

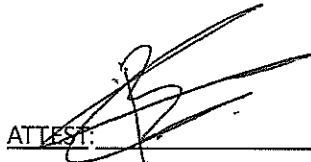
CERTIFICATION I hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Trustees of the Buena Park Library District at the meeting held on July 2, 2024, passed by the following vote:

AYES: Estrada, Jensen, Rams

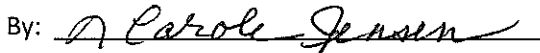
NOES: _____

ABSTAIN: _____

ABSENT: Ganer, Traut

ATTEST:  _____

Brenda Estrada, Secretary

By:  _____

L. Carole Jensen, President

**Buena Park Library District
Revenue Budget FY 2024-2025**

ACCOUNT DESCRIPTION	Actual 2021-22	Actual 22-23	2023-24 Jul'23-June 24	Budget 2023-24	Final Budget 2024-25
6000 Property Tax Revenue					
6210 Current Secured	2,029,006	2,134,220	2,177,587	2,070,000	2,221,100
6220 Current Unsecured	62,690	61,610	65,689	64,000	67,000
6230 Prior Secured					
6240 Prior Unsecured					
6250 Special District Augmentation	7,445			7,000	
6280 Current Supplemental	1,324				
6300 Prior Supplemental	44,871	76,760	47,424	35,000	48,000
6320 Interest on Unapportioned Taxes	566	2,814	2,397	1,000	2,500
6540 Penalties and Costs on Delinquen	358				
REVENUE FROM USE OF MONEY & PROP'Y					
6610 Interest	32,408	98,672	232,308	50,000	120,000
6611 Interest Income-General Reserves	579	1,025	1,283	900	800
6700 INTERGOVERNMENTAL REVENUES					
6690 State Homeowners PR Tax Relief	666,376	724,141	800,206	740,000	810,000
6680 State Homeowners RDA	1,080,607	1,151,492	1,300,072	100,000	
6970-30 LSTA Award				5,000	0
6970 State-Other				7,000	
7130 Other Government Agencies					
CHARGES FOR SERVICES					
7570 Library Services {Fines & Fees}	13,679	16,577	16,914	15,000	15,000
7570-10 Passport Services	314,185	253,378	188,073	315,000	250,000
7500-11 Passport Pictures	55,120	51,445	58,270	60,000	70,000
7500 Other Services					
MISCELLANEOUS REVENUE					
7650-00 GRANTS					
7650-10 Special Grants	326,749	294,190	25,329		0
7670 DONATIONS					
7670-10 Guild Donations	15,000	13,000	0	13,000	
7670-20 Individual Donations	5,438	7,104	3,967	5,000	5,000
7650 GRANTS OTHER					
7675 MISC.-OTHER REVENUE					
7675-01 Other Revenue	2,482	6,194	3,443	3,500	3,500
7575-05 Prop 1A Securitization					
Total Revenue	4,658,883	4,892,620	4,922,961	3,491,400	3,612,900
TOTALS:	4,658,883	4,892,620	4,922,961	3,491,400	3,612,900

Buena Park Library District
Operating Expenses Budget FY 2024-2025

ACCOUNT	DESCRIPTION	Actual 2021-22	Actual 2022-23	2023-24 Jul'23-June2124	Budget 2023-2024	Final Budget 2024-25
SALARIES & EMPLOYEE BENEFITS						
0100	Salaries & Wages	1,669,492	1,684,459	1,601,659	1,800,000	1,800,000
0200	Retirement					
01	PERS	115,466	118,299	113,757	230,000	200,000
02	Deferred Comp {0}					
03	OPEB Retirement Trust					
	Retirement-Other					
0306	Medical Insurance	247,205	249,300	243,037	280,000	255,000
0308	Dental Insurance	9,358	8,634	8,059	11,000	9,000
0309	Life/AD&D/LTD	8,464	8,590	8,822	9,000	9,500
0319	Vision Insurance	3,581	3,701	3,601	3,800	4,000
0350	Workers Compensation	6,246	6,976	6,670	7,000	25,000
0401	Medicare/FICA	44,192	44,517	41,839	50,000	50,000
0402	Unemployment Ins Reimb				10,000	10,000
TOTAL		2,104,004	2,124,477	2,027,444	2,400,800	2,362,500
SERVICES & SUPPLIES						
0700	Telephone					
01	Telephone Service					
03	Telecommunication Service	3,677	7,055	4,530	7,000	6,000
1000	Household					
01	Janitorial Supplies	4,030	5,342	7,230	6,000	8,500
02	Refuse Disposal	4,208	5,427	5,417	6,000	6,000
03	Custodial Contract	31,033	32,884	33,700	40,000	45,000
04	Pest Control	750	900	975	1,000	1,500
05	Other Cleaning Contracts		4,379		6,500	6,500
1100	Liability Insurance	38,569	47,267	64,079	78,000	70,500
1300	Maintenance- Equipment					
01	Copiers					12,000
04	Theft/Fire Control Systems	651	4,214	3,609	3,000	8,500
07	Service Agreement Expense	8,484	6,728	6,075	15,000	12,000
1400	Maintenance-Structures					
01	Air Conditioning	14,077	9,854	6,900	11,000	12,000
02	Building Maintenance Supplies	1,608	1,866	2,426	3,000	3,000
03	Door Maintenance	458	47	1,688	1,500	2,500
04	Electrical	32		4,757	15,000	10,000
05	Elevator	3,295	3,552	6,657	4,000	12,000
06	Landscape	19,435	18,892	16,016	30,000	30,000
07	Minor Building Repairs		16,343	113	40,000	13,000
08	Plumbing	2,376	37,997	16,699	20,000	25,000
09	Special Bldg Projects	1,620	9,540	28,213	25,000	40,000
11	Outreach van maintenance-gas	235	487	304	500	500
1500	Bank Fees	24	0	0	200	200
1600	Memberships	10,070	10,423	10,723	12,000	12,000
1800	Office Expense					
01	Technical Services	1,057	1,613	1,900	3,000	2,000
02	Paper Products	914	1,660	1,048	2,000	2,000
03	Printer Supplies	5,963	9,255	7,775	10,000	8,000
04	General Office Supplies	6,497	3,880	4,455	5,000	4,000
05	Furniture	5,380	2,501		4,000	8,000
06	Computers		2,440		4,000	8,000
07	Computer Peripherals	7,688	4,536	3,346	4,000	4,000
08	Library Cards	745	945		1,000	1,000
09	Risk Management	3,778	2,282	7,319	4,000	12,000
10	Circulation Supplies	1,661	1,648	1,362	2,000	2,000
11	Passport Supplies	6,551	6,579	3,055	6,000	4,000
12	System Services Supplies	1,424	2,801	1,273	3,000	3,000
13	Meeting Supplies					
14	Marketing	1,007	415	1,130	2,000	2,000
15	Signage	1,139	1,189	333	1,500	1,500
16	Supplies Reference/Children	1,355	325	558	2,000	2,000
1803	Postage	15,617	14,420	10,444	18,000	16,000

Buena Park Library District
Operating Expenses Budget FY 2024-2025

ACCOUNT	DESCRIPTION	Actual 2021-22	Actual 2022-23	2023-24 Jul'23-June2124	Budget 2023-2024	Final Budget 2024-25
SERVICES & SUPPLIES CONT.						
1900	Professional & Specialized Services					
02	Auditor	8,599	9,846	10,240	10,300	20,000
06	Consultant - General	53,000		71,201	20,000	140,000
07	Legal Services	43,373	88,494	57,841	100,000	100,000
08	County of Orange Fees					
11	Software / WEB Site	10,211	14,454	11,038	17,500	35,000
12	Employee Physicals	485	1,000	403	3,000	3,000
14	LAFCO fee	2,278	2,374	2,683	2,500	2,700
18	P/R Processing	6,420	7,201	6,205	7,500	13,000
19	Polaris	53,560	56,333	58,894	65,000	65,000
1901	Programs					
09	Public Programs - Adult	2,836	2,028	857	3,000	3,500
10	Public Programs - Children	11,711	13,212	11,776	13,000	15,000
15	Childrens SRP	13,189	11,399	8,796	12,000	12,000
17	Public Programs - Teens	1,004	1,663	2,285	2,500	3,500
25	Teen SRP	1,212	995	291	2,500	2,500
27	Adult SRP	1,751	1,987	1,317	2,500	2,500
30	Multicultural Programs	1,083	161	244	1,500	2,000
31	Community Outreach	590	4,131	5,358	5,500	10,000
1907	Collection Agency					1,500
1912	Investment Administrative Fees	2,172	2,416	1,621	3,000	2,500
1913	Merchant Fees	4,016	3,800	3,346	5,000	5,500
2100	Rents & Leases					
01	Alarm System	13,349	14,234	10,648	18,000	15,000
03	Telephone System					
04	Postage Machine	1,890	1,890	2,190	2,500	3,500
2400	Books / Library Materials					
01	Books	72,013	62,306	59,273	70,000	65,000
02	Print Subscriptions	5,030	5,391	4,843	6,100	6,000
03	Title Source II	1,635	1,799	1,799	2,000	2,000
04	Electronic Subscriptions	54,595	49,177	56,360	73,000	76,000
05	Media	10,642	6,793	5,886	10,000	8,000
06	Library of Things		10,412	7,599	13,500	10,000
09	OCLC Fees	1,185	1,090	1,235	3,000	2,500
13	eBooks/Download Audio	34,500	22,861	42,800	45,000	45,000
2600	Mileage/Parking	167	338	925	500	1,500
2700	Meeting Expenses					
01	Special District Conferences	1,210	1,163	3,631	4,500	8,000
02	Staff Development	4,239	4,306	1,220	4,500	14,500
04	CLA Conference	609		225	2,500	3,500
06	Polaris Training				2,500	2,500
08	Local meeting Expenses	1,871	1,744	493	1,500	2,000
2800	Utilities					
01	Electric	92,358	104,335	79,762	120,000	100,000
02	Gas	3,397	17,663	5,605	25,000	10,000
03	Water & Sewage	6,484	5,036	4,817	7,000	7,000
TOTAL SERVICES & SUPPLIES		728,073	811,713	807,814	1,083,600	1,241,400
TOTAL OPERATING EXP		2,832,077	2,936,189	2,835,258	3,484,400	3,603,900
2900	Taxes and Assessments	4,999	5,191	9,295	7,000	9,000
FIXED ASSETS & CONTINGENCY FUNDS						
4000	Equipment	34,088		6,249		
4200	Structures / Improvements	396,765	1,040,240	699,231		
TOTAL		435,852	1,045,431	714,775	7,000	9,000
TOTAL OPERATING BUDGET		3,267,928	3,981,621	3,550,033	3,491,400	3,612,900