



Austin Public Library Fiscal Year 2022-23 Budget

The Operating Budget of the Austin Public Library (APL) includes an increase of \$5,080,505 or 8.4%. The Materials budget requested increase is \$217,359, or 3.5% for inflation.

	FY 2021 Budget	FY 2022 Budget	FY 2023 Budget
Requirements:	\$58,868,376	\$60,487,260	\$65,567,765
Revenues	\$239,815	\$525,806	\$735,885
Full-Time Equivalents (FTEs):	445.55	450.55	457.55
Materials Budget:	\$5,896,218	\$6,210,270	\$6,427,629

Operating Budget Highlights General Fund

CITY-WIDE

	<u>Requirements</u>	<u>FTEs</u>
□ Personnel		
Pay increase, 4% increase for regular employees	\$ 1,094,591	
Pay increase, living wage increase from \$15 to \$20/hour	\$ 904,870	
COA Service Incentive Pay increase	\$ 22,391	
Insurance – health/life/dental, increase in City costs	\$ 463,700	
Reduction for prior year one-time salary enhancement	(\$ 419,028)	
□ Internal Support Services allocation increases		
Administrative Support	\$ 523,229	
Communications & Technology Management (CTM)	\$ 1,446,668	
Capital Projects Management Fund (CPMF)	\$ 58,261	
Fleet Maintenance & Fuel	\$ 32,053	

DEPARTMENT

□ Passport Services Expansion		
FY23 Passport Revenue (total projected)	\$ 624,000	
Personnel – Operations (6) & Financial Services (1), prorated 9 months	\$ 402,439	7.00
Contractual & Commodities	\$ 13,700	
<i>Additional one-time increase of \$12,450 in Budget Stabilization Reserve Fund</i>		
□ Materials Budget (Books, Subscriptions, and Hotspots)		
3.5% increase for materials, due to inflation & population growth	\$ 217,359	
□ IT software – increase for hardware & software licenses and contracts	\$ 301,100	
□ Menstrual Equity supplies (Custodial)	\$ 12,450	
□ Budget reallocations:		
Digital literacy training for older adults (Programs & Partnerships)	\$ 25,000	
Peer Support Specialists pilot for mental health (Community Services)	\$ 30,000	
□ Vacancy savings funded expenditures – Contingent upon vacancy rate:		
Materials Budget	\$ 700,000	Security Cameras \$ 100,000
Programs	\$ 275,384	Internships - temporary employees \$ 99,900
Furniture	\$ 183,300	Training \$ 27,950



Austin Public Library Fiscal Year 2022-23 Budget

Library Facilities Maintenance and Improvements Fund

The Operating Budget in the Library Facilities Maintenance and Improvements Fund (7LIB) is \$1,094,445 in expenditures. This includes \$448,945 in operating costs for the Central Library parking garage, gift shop, and facility rentals, as well as \$450,000 in legal fees. Operating costs include a one-time expenditure of \$90,000 for a parking garage gate. Support services expenditures consists of \$195,500 in contingency for facility maintenance costs exceeding General Fund budget. Revenues from Central Library operations including parking garage, gift shop, facility rentals, and café rental are budgeted at \$1,158,991.

Budget Stabilization Reserve Fund

A one-time budget appropriation from the Budget Stabilization Reserve Fund (1004), in the amount of \$11,500, for an Enhanced Library Card Pilot Program, and \$12,450 for passport expansion (grand total of \$23,950).

Historic Preservation Fund

The Proposed Operating Budget in the Historic Preservation Fund (1160) for Austin Public Library is \$33,299 to provide digital asset management for Austin History Center (AHC) collections. This is a continuation of annual funding that began in FY 2020 to provide Digital Services for Austin History Center (AHC) Historic Collections.

Capital Improvement Program Funds

APL continues work on renovations and repairs at various branches and locations across the city with planned spending of \$15,779,863 in 2018 Bonds, 2012 Bonds, and Historic Preservation Funds.

Buildings and Improvements

Subproject		2023
788.002	Yarborough Branch Library Roof Replacement and HVAC Upgrade	476,637
1289.002	Ruiz Branch (Roof Replacement)	0
1291.004	Spicewood Springs Roof Replacement (Built Up Roof)	0
1292.002	Carver Branch Library Roof and Mechanical Replacement	604,890
5888.005	Faulk Building and History Center Renovation	9,377,409
6014.037	University Hills Branch Library Parking Lot Expansion	244,289
6014.041	Cepeda Branch Library Renovation	800
11981.001	Willie Mae Kirk Branch Library Renovation	581,145
11983.001	Old Quarry Branch Library Renovation	458,280
12700.001	Cepeda Branch Trail	252,600
12702.001	Little Walnut Creek Renovation	1,253,976
12703.001	St. John Branch (Renovation)	1,156,215
12704.001	Manchaca Branch (Roof Replacement / Renovation)	866,748
12705.001	Hampton Branch at Oak Hill Parking Lot Expansion	150,000
12706.001	Howson Branch HVAC and Controls Upgrades	356,874
Total		15,779,863

Austin Public Library - Operating Budget Summary

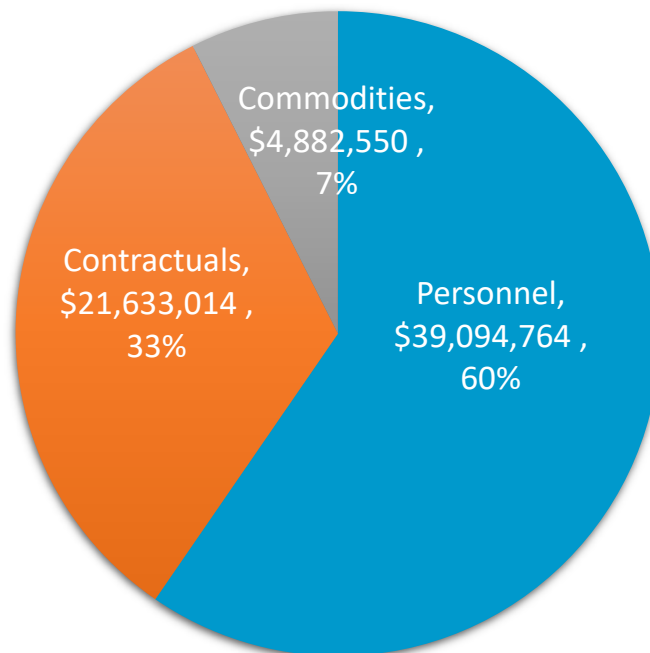
EXPENDITURES, BY PROGRAM & ACTIVITY:

FY23 Budget

General Fund			\$	65,567,765	100.0%
Materials Management Services			\$	8,329,462	12.7%
Cataloging Support	3CAT			902,826	1.4%
Collection Support	3CLL			7,426,636	11.3%
Public Services			\$	26,091,754	39.8%
Austin History Center	2AHC			1,543,193	2.4%
Circulation and Programs	2CRC			22,829,523	34.8%
Reference and Information Services	2REF			1,560,024	2.4%
Homelessness	6HML			159,014	0.2%
Support Services			\$	18,149,742	27.7%
Departmental Support Services	9ADM			18,149,742	27.7%
Transfers & Other Requirements			\$	12,996,807	19.8%
Other Requirements	9REQ			1,036,941	1.6%
Transfers	9XFR			11,959,866	18.2%

Library Facilities Maintenance and Improvements Fund (7LIB)			\$	1,094,445	
Central Library Operations			\$	448,945	
NCL Parking Garage				230,870	
NCL Gift Shop				159,775	
NCL Facility Rentals				58,300	
Support Services			\$	645,500	
Facilities Services				645,500	

FY23 Budget - General Fund, by Major Category



General Fund

EXPENDITURES, BY CATEGORY:	FY20	FY21	FY22	FY22	Under/	% for FY	FY23	Budget to	Budget to
	Actual	Actual	Budget	CYE	(Over)	Est. Spent	Budget	\$ diff	% diff
Personnel	\$ 34,151,838	\$ 33,403,280	\$ 36,528,232	\$ 35,516,287	\$ 1,011,945	97.2%	\$ 39,094,764	\$ 2,566,532	7.0%
Contractuals	15,765,588	17,724,279	19,146,895	20,000,582	(853,687)	104.5%	21,633,014	2,486,119	13.0%
Commodities	2,385,238	3,679,907	4,807,861	4,018,512	789,349	83.6%	4,882,550	74,689	1.6%
Non-CIP Capital	-	200,445	210,000	300,000	(90,000)	142.9%	100,000	(110,000)	-52.4%
Expense Refunds	(164,774)	(118,679)	(233,890)	(326,610)	92,720	139.6%	(228,986)	4,904	-2.1%
Transfers	128,316	48,530	28,162	36,982	(8,820)	131.3%	86,423	58,261	206.9%
	\$ 52,266,207	\$ 54,937,761	\$ 60,487,260	\$ 59,545,754	\$ 941,506	98.4%	\$ 65,567,765	\$ 5,080,505	8.4%

EXPENDITURES, BY UNIT:	FY20	FY21	FY22	FY22	Under/	% for FY	FY23	Budget to	Budget to
	Actual	Actual	Budget	CYE	(Over)	Est. Spent	Budget	\$ diff	% diff
2300 Central Circulation	2,049,147	2,016,027	1,780,492	2,115,392	(334,900)	118.8%	1,908,505	128,013	7.2%
2400 Reference	1,606,636	1,727,842	1,622,086	1,643,610	(21,524)	101.3%	1,629,824	7,738	0.5%
2600 Public Printing Services	(11,066)	538	(69,800)	(34,652)	(35,148)	49.6%	(69,800)	-	0.0%
2700 Community Services	150,032	111,259	153,913	90,866	63,047	59.0%	159,014	5,101	3.3%
3000 Branch Services	14,780,191	14,484,982	15,428,035	15,114,331	313,704	98.0%	16,350,849	922,814	6.0%
3100 Cataloging Support	715,914	555,130	897,644	844,973	52,671	94.1%	902,826	5,182	0.6%
3200 Collection Support	6,195,793	7,358,495	7,193,477	7,781,428	(587,951)	108.2%	7,426,636	233,159	3.2%
3300 Customer Service	698,500	719,794	844,348	772,078	72,270	91.4%	870,539	26,191	3.1%
3400 Delivery - Circ. Support	542,467	528,879	486,903	438,979	47,924	90.2%	520,946	34,043	7.0%
5000 Austin History Center	1,513,117	1,382,987	1,489,090	1,377,936	111,154	92.5%	1,543,193	54,103	3.6%
8100 Youth Services	904,668	967,277	993,005	1,030,358	(37,353)	103.8%	1,036,661	43,656	4.4%
8770 Administration	1,916,552	1,926,066	1,994,257	2,261,779	(267,522)	113.4%	2,079,615	85,358	4.3%
8772 Mail Services	5,789	3,945	35,000	13,214	21,786	37.8%	35,000	-	0.0%
8773 Facilities Services	3,221,394	2,966,075	3,622,768	3,169,219	453,549	87.5%	3,730,549	107,781	3.0%
8774 Security	2,047,842	1,907,983	1,930,350	2,199,278	(268,928)	113.9%	1,957,969	27,619	1.4%
8775 Custodial	2,059,992	1,948,115	1,733,727	2,071,354	(337,627)	119.5%	1,759,973	26,246	1.5%
8781 Human Resources	852,681	853,457	963,163	875,129	88,034	90.9%	977,225	14,062	1.5%
8782 Training	195,437	200,000	319,706	346,115	(26,409)	108.3%	337,683	17,977	5.6%
8783 Financial Services	744,120	755,943	833,009	893,770	(60,761)	107.3%	930,114	97,105	11.7%
8784 Information Technology Support	3,519,333	3,977,973	4,251,664	4,144,419	107,245	97.5%	4,609,577	357,913	8.4%
8785 Communications	401,676	304,388	462,020	424,212	37,808	91.8%	462,939	919	0.2%
8787 Programs and Partnerships	812,853	866,932	1,509,482	606,261	903,221	40.2%	1,335,271	(174,211)	-11.5%
8788 Outreach	439,076	363,335	763,431	643,970	119,461	84.4%	806,752	43,321	5.7%
8789 Vehicle Maintenance	127,453	126,698	168,211	146,728	21,483	87.2%	200,263	32,052	19.1%
8791 Sales and Event Services	529,075	554,594	609,285	522,039	87,246	85.7%	1,068,835	459,550	75.4%
9998 Other Requirements	(369,310)	(947,888)	586,197	167,170	419,027	28.5%	1,036,941	450,744	76.9%
9999 Transfers Out	6,616,845	9,276,936	9,885,797	9,885,797	-	100.0%	11,959,866	2,074,069	21.0%
	\$ 52,266,207	\$ 54,937,761	\$ 60,487,260	\$ 59,545,754	\$ 941,506	98.4%	\$ 65,567,765	\$ 5,080,505	8.4%

Library Facilities Maintenance and Improvements Fund

EXPENDITURES, BY CATEGORY:	FY21	FY22	FY22	Under/	% for FY	FY23	Budget to	Budget to
	Actual	Budget	CYE	(Over)	Est. Spent	Budget	\$ diff	% diff
Personnel	\$ 5,495	\$ 153,986	\$ 150,004	\$ 3,982	97.4%	\$ 190,870	\$ 36,884	24.0%
Contractuals	6,036	683,575	485,375	198,200	71.0%	634,575	(49,000)	-7.2%
Commodities	18,878	179,000	121,500	57,500	67.9%	179,000	-	0.0%
Non-CIP Capital	-	228,000	-	228,000	0.0%	90,000	(138,000)	-60.5%
	\$ 30,409	\$ 1,244,561	\$ 756,879	\$ 487,682	60.8%	\$ 1,094,445	\$ (150,116)	-12.1%

EXPENDITURES, BY UNIT:	FY21	FY22	FY22	Under/	% for FY	FY23	Budget to	Budget to
	Actual	Budget	CYE	(Over)	Est. Spent	Budget	\$ diff	% diff
8771 NCL Parking Garage	\$ 3,665	\$ 361,986	\$ 110,004	\$ 251,982	30.4%	\$ 230,870	\$ (131,116)	-36.2%
8773 Facilities Services	-	695,500	475,000	220,500	68.3%	645,500	(50,000)	-7.2%
8776 NCL Facility Rentals	6,521	27,300	46,000	(18,700)	168.5%	58,300	31,000	113.6%
8778 NCL Gift Shop	20,223	159,775	125,875	33,900	78.8%	159,775	-	0.0%
	\$ 30,409	\$ 1,244,561	\$ 756,879	\$ 487,682	60.8%	\$ 1,094,445	\$ (150,116)	-12.1%

Austin Public Library
Revenues, by Category
Budgeted Funds



General Fund									
Revenue By Category	FY20 Actual	FY21 Actual	FY22 Budget	FY22 CYE	(Under)/ Over	Est. % Coll.	FY23 Proposed	Budget to budget \$ diff	Budget to budget % diff
<u>Charges For Services/Goods</u>									
<u>General Government</u>									
Passport Services	\$ -	\$ 16,853	\$ 41,000	\$ 72,175	\$ 31,175	176%	\$ 624,000	\$ 583,000	1422%
Photocopies	\$ 7,968	\$ 1,403	\$ 14,754	\$ 4,028	\$ (10,726)	27%	\$ 4,084	\$ (10,670)	-72%
<u>Recreation and Culture</u>									
Non-Resident Card Fee	\$ 41,508	\$ 46,410	\$ 73,945	\$ 55,098	\$ (18,847)	75%	\$ 55,870	\$ (18,075)	-24%
<u>Fines, Forfeitures, Penalties</u>									
Library Fines	\$ 260,498	\$ 141,384	\$ 376,622	\$ 126,576	\$ (250,046)	34%	\$ 43,402	\$ (333,220)	-88%
<u>Other Revenue</u>									
Austin History Center	\$ 11,977	\$ 10,604	\$ 19,485	\$ 8,411	\$ (11,074)	43%	\$ 8,529	\$ (10,956)	-56%
Over/Short	\$ 64	\$ 55	\$ -	\$ -	\$ -		\$ -	\$ -	
Total Revenue	\$ 322,015	\$ 216,709	\$ 525,806	\$ 266,288	\$ (259,518)	51%	\$ 735,885	\$ 210,079	40%

Special Revenue Funds - New Central Library (NCL)									
Revenue By Category	FY20 Actual	FY21 Actual	FY22 Budget	FY22 CYE	(Under)/ Over	Est. % Coll.	FY23 Proposed	Budget to budget \$ diff	Budget to budget % diff
<u>Use of Property</u>									
NCL Parking Garage	\$ 183,141	\$ 122,935	\$ 450,960	\$ 294,827	\$ (156,133)	65%	\$ 360,000	\$ (90,960)	-20%
NCL Facility Rentals	70,022	23,412	313,700	307,826	(5,874)	98%	307,840	(5,860)	-2%
NCL Café Tenant	252,559	228,236	148,468	-	(148,468)	0%	237,471	89,003	60%
<u>Other Revenue</u>									
NCL Gift Shop	157,042	72,968	253,680	186,500	(67,180)	74%	253,680	-	0%
Total Revenue	\$ 662,764	\$ 447,551	\$ 1,166,808	\$ 789,153	\$ (377,655)	68%	\$ 1,158,991	\$ (7,817)	-1%

AUSTIN PUBLIC LIBRARY

Operating Budget	2019-20 Actual	2020-21 Actual	2021-22 Estimated	2021-22 Amended	2022-23 Approved
Expenditures by Strategic Outcome					
Culture and Lifelong Learning	46,018,672	46,608,713	49,492,776	50,015,266	52,570,958
Government that Works	(369,310)	0	0	0	0
Transfers and Debt Service	6,616,845	8,329,048	10,052,967	10,471,994	12,996,807
Total by Strategic Outcome	52,266,207	54,937,761	59,545,743	60,487,260	65,567,765
Expenditure by Program					
Materials Management Services	6,911,707	7,913,625	8,626,401	8,091,121	8,329,462
Public Services	23,485,622	23,169,853	23,799,945	25,000,985	26,091,754
Support Services	15,621,342	15,525,236	17,066,430	16,923,160	18,149,742
Transfers, Debt Service, and Other Requirements	6,247,535	8,329,048	10,052,967	10,471,994	12,996,807
Total by Program	52,266,207	54,937,761	59,545,743	60,487,260	65,567,765
Funding Sources					
General Fund	322,015	216,709	266,288	525,806	735,885
Total Revenue	322,015	216,709	266,288	525,806	735,885
Civilian FTEs	443.55	445.55	450.55	450.55	457.55
Grant Awards					
Grant FTEs					

Library Facilities Maintenance and Improvements

	2019-20	2020-21	2021-22	2021-22	2022-23
	Actual	Actual	Estimated	Amended	Approved
Beginning Balance	0	0	2,661,524	2,483,738	2,693,798
Revenue					
Building Rental/Lease	0	251,648	307,826	462,168	545,311
Parking Fees	0	122,935	294,827	450,960	360,000
Other Revenue	0	72,968	186,500	253,680	253,680
Total Revenue	0	447,551	789,153	1,166,808	1,158,991
Transfers In					
Other Funds	0	2,244,382	0	0	0
Total Transfers In	0	2,244,382	0	0	0
Total Available Funds	0	2,691,933	789,153	1,166,808	1,158,991
Program Requirements					
Support Services	0	30,409	756,879	1,244,561	1,094,445
Total Program Requirements	0	30,409	756,879	1,244,561	1,094,445
Total Requirements	0	30,409	756,879	1,244,561	1,094,445
Excess (Deficiency) of Total Available Funds Over Total Requirements	0	2,661,524	32,274	(77,753)	64,546
Adjustment to GAAP	0	0	0	0	0
Ending Balance	0	2,661,524	2,693,798	2,405,985	2,758,344

2023 APPROVED PAY & BENEFITS



HRD

HUMAN
RESOURCES
DEPARTMENT

AUGUST 2022

On July 15, 2022, City Manager Spencer Cronk presented the FY23 proposed budget to the Austin City Council, community, and departments. The final budget was approved by the City Council on August 18, 2022. Below are highlights of the FY23 approved pay and benefits changes, which focus on our employees.

LIVING WAGE

The approved budget includes an increase in the City's living wage from \$15 to \$20 per hour. This increase will apply to all regular and temporary employees whose salaries are below \$20 beginning in October 2022.

PAY INCREASES

A 4% across-the-board increase was approved for regular employees. This increase will be on the October 14 paycheck.

To receive this increase in base pay, employees must meet the following requirements:

- In a regular position, hired on or before April 1, 2022.
- In a temporary position, on or before April 1, 2022, and then hired to a regular status prior to September 30, 2022.
- Not covered by contract negotiations or appointed by Council.

SERVICE INCENTIVE PAY (SIP) PAYOUT

New this year, regular employees who have completed three years of continuous service by December 1 will receive \$100 for every year of continuous service. Service Incentive Pay will be distributed as follows:

Years	SIP	Years	SIP
3	\$300	10	\$1,000
4	\$400	11	\$1,100
5	\$500	12	\$1,200
6	\$600	13	\$1,300
7*	\$700	14	\$1,400
8*	\$800	15	\$1,500
9*	\$900	16+	\$1,500

*Employees with seven to nine years of service will receive their SIP payout according to the previous guidelines or \$100 for each year of service, whichever is greater.

The Service Incentive Pay payout will be on the December 9 paycheck.

2023 BENEFIT HIGHLIGHTS

The City offers a competitive benefits package for employees. Understanding your benefits and being informed helps lower health care costs for employees and the City.

- **Medical Plans**—In 2023, employees will see a 5% rate increase and prescription copay increases.
- **Dental, Vision, Legal, Life, and Disability**—There are no rate increases or plan design changes.

2023 BENEFIT CHANGES

PPO Prescription Copay Changes:

- Tier 2 Drugs \$10 increase—from \$30 to \$40 or 20% of cost up to \$70.
- Tier 3 Drugs \$10 increase—from \$50 to \$60 or 20% of cost up to \$110.

HMO Prescription Copay Changes:

- Tier 2 Drugs \$10 increase—from \$35 to \$45 or 20% of cost up to \$80.
- Tier 3 Drugs \$10 increase—from \$55 to \$65 or 20% of cost up to \$120.

CDHP w/HSA Employee Contributions—The City continues to contribute \$500 for Employee Only coverage and \$1,000 for Employee & Family coverage to the employee's Health Savings Account (HSA). The maximum employees can contribute per pay period will increase:

- Employee Only coverage—from \$131 to \$139.
- Employee & Dependents coverage—from \$262 to \$281.

Flexible Spending Accounts (FSA)—The maximum employees can contribute per pay period will increase:

- Health Care FSA—from \$114 to \$118.

IMPORTANT DATES:

- Pay Increase – October 14, 2022
- Open Enrollment Begins – October 10, 2022
- Open Enrollment Ends – November 13, 2022
- Service Incentive Pay Distributed – December 9, 2022
- First Benefit Deduction for 2023 – January 20, 2023



2023 MEDICAL RATES FOR FULL-TIME EMPLOYEES

Full-Time Employee (EE)	CDHP w/HSA		PPO		HMO	
30+ hours per week	EE Pays	City Pays	EE Pays	City Pays	EE Pays	City Pays
Employee Only	\$0.00	\$276.16	\$15.00	\$342.03	\$20.00	\$408.68
Employee & Spouse/ Domestic Partner	\$96.37	\$523.34	\$200.67	\$600.47	\$210.67	\$768.29
Employee & Child(ren)	\$47.79	\$480.85	\$147.84	\$536.37	\$157.84	\$678.04
Employee & Family	\$221.63	\$631.28	\$336.91	\$765.72	\$346.91	\$1000.27

CHILD CARE ASSISTANCE PROGRAM

The gross income limits will increase, allowing more employees to be eligible for this program. Eligibility is based on family size and gross income. See chart below.

Family Size	2022 Gross Income Limit	2023 Gross Income Limit
2	\$78,234	\$88,250
3	\$88,026	\$99,250
4	\$97,818	\$110,300
5	\$105,621	\$119,100
6	\$113,475	\$127,950

COVID TESTING AVAILABLE AT ONSITE & MOBILE HEALTH CLINICS

Employees enrolled in a City medical plan can get COVID tests at the onsite health clinic and mobile health clinic by appointment Monday – Friday. Employees can also complete biometric and preventive screenings, vaccines, condition management, lab draws, and more at the City health clinics.

The Onsite Health Clinic is now open Monday – Friday from 7am – 4pm at the Learning and Research Center (LRC) at 5202 E Ben White Blvd., Suite 500. The Mobile Health Clinic is open 7am – 1pm and rotates between four City worksites one week per month: One Texas Center, Planning & Development Center, Rutherford Lane Campus, and Kramer Service Center.

All clinic services will be provided at no cost to employees enrolled in the City HMO and PPO medical plans. Employees enrolled in the CDHP w/HSA will have \$0 copay per preventive visit and \$45 copay per non-preventive visit until their deductible is reached. To schedule an appointment at the Health & Wellness Clinic, please call **512-640-4997** or visit mypremisehealth.com.

WELLNESS BENEFITS

Mental health is as important as physical health. Employees and dependents covered by a City medical plan have multiple options to access confidential mental health services.

- Therapy services are provided by licensed counselors, psychologists, and psychiatrists. Find a BCBSTX mental health provider at bcbstx.com/coa or call BCBSTX at **888-907-7880**.
- *Learn to Live* offers digital mental health programs through learning modules and expert one-on-one coaching support by phone, text, or email. To access *Learn to Live*, log in or create your account at bcbstx.com/coa.
- MDLIVE Virtual Visits let you speak with board-certified mental health therapists and psychiatrists 24/7 to provide short-term treatment for mental issues. Access MDLIVE at members.mdlive.com/bcbstx or download the MDLIVE mobile app to your smartphone or tablet.
- The Employee Assistance Program (EAP), provided by ComPsych Guidance Resources, provides short-term confidential counseling services 24/7 and at no cost. EAP provides resources to help you and members of your household address a wide variety of issues to deal with life's stresses. You or your family members do not need to be enrolled in a City medical plan to use the EAP. Contact ComPsych Guidance Resources at **866-586-1456**.

