

**PORTERVILLE CITY COUNCIL/LIBRARY BOARD OF TRUSTEES  
JOINT MEETING MINUTES  
MUNICIPAL LIBRARY  
COMMUNITY ROOM, 2<sup>ND</sup> FLOOR  
41 WEST THURMAN AVENUE, PORTERVILLE, CALIFORNIA  
OCTOBER 12, 2010, 6:00 P.M.**

Call to Order  
Roll Call

Pledge of Allegiance led by Council Member McCracken  
Invocation

**ORAL COMMUNICATIONS**

This is the opportunity to address the City Council and/or Library Board on any matter of interest, whether on the agenda or not. Unless additional time is authorized by the Council, all commentary shall be limited to three minutes.

**SCHEDULED MATTER**

1. Development of Goals and Objectives in Support of Literacy  
Re: The purpose of this special meeting is to provide the Council and the Library Board the opportunity to discuss and collaboratively develop goals and objectives in support of literacy.

**ORAL COMMUNICATIONS**

**OTHER MATTERS**

**ADJOURNMENT** to the Adjourned Council Meeting of October 13, 2010 at 5:30 p.m., and the Library Board Meeting of November 9, 2010 at 4:30 p.m.

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, or to be able to access this agenda and documents in the agenda packet, please contact the Deputy City Clerk at (559) 782-7464. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting and/or provision of an appropriate alternative format of the agenda and documents in the agenda packet.

Materials related to an item on this Agenda submitted to the City Council after distribution of the Agenda packet are available for public inspection during normal business hours at the Office of City Clerk, 291 North Main Street, Porterville, CA 93257, and on the City's website at [www.ci.porterville.ca.us](http://www.ci.porterville.ca.us).

COUNCIL AGENDA: October 12, 2010

SUBJECT: Development of Goals and Objectives in Support of Literacy

SOURCE: City Manager

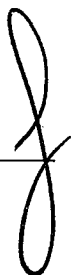
COMMENT: At the City Council Budget Study Session on June 8<sup>th</sup>, in consideration of the proposed expenditure of Measure H funds in support of literacy, the Council gave direction for the Library Board of Trustees to develop goals and objectives that could be measured for achievement. In support of this direction, Councilman Ward was designated by the Council to work with the Board in the development of goals and objectives.

Over the past couple of months, in concert with Councilman Ward, the Board has met to develop the goals and objectives desired by Council. The product of the Board's efforts in developing goals and objectives was a 5-Year Library Business Plan, which was presented to the Council at its Budget Study Session on September 29<sup>th</sup>. The Council expressed its appreciation for the Board's efforts in developing the business plan, however, given the Council's sense that perhaps it had not given sufficient direction to the Board in its interests, the Council requested this Special Joint Meeting of the City Council and Library Board of Trustees. The purpose of the Special Meeting is to provide the opportunity for the Council and the Board to discuss and collaboratively develop goals and objectives in support of literacy.

For the information and reference of the Council and Board in its discussions, both the General Fund (Library) and Measure H (Literacy) proposed budgets have been provided.

ATTACHMENT: 1. FY 2010-2011 General Fund (Library) Budget  
2. FY 2010-2011 Measure H (Literacy) Budget

C.M.



Item No. 1

CITY OF PORTERVILLE  
 BUDGET WORKSHEETS - PARKS AND LEISURE SERVICES  
 LIBRARY  
 FISCAL YEAR 2010/11

ACCT#	ACCOUNT NAME	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 BUDGET	Y-T-D 31-Dec-09	PROJECTED 30-Jun-10	PROPOSED FY 2010/11 BUDGET
<u>LIBRARY</u>								
<u>PERSONNEL SERVICES</u>								
5050-080-010	Salaries, Regular	231,364	307,681	351,339	366,235	187,673	375,345	364,194
5050-080-020	Salaries, Part-time	18,060	17,399	-	-	300	600	3,200
5050-080-030	Salaries, Overtime	56	475	362	-	1,648	3,296	300
5050-080-090	Benefits	101,955	121,393	112,679	123,467	62,503	125,005	123,329
<u>TOTAL PERSONNEL SERVICES</u>		351,435	446,947	464,379	489,702	252,123	504,247	491,022
<u>OTHER EXPENSES</u>								
5050-080-120	Building/Grounds Maint	11,048	6,520	2,696	5,000	909	1,946	2,500
5050-080-190	Other Equipment Maint	128	5,053	6,055	3,500	-	5,500	2,000
5050-080-220	Printing/Copying	197	68	1,568	1,300	686	1,467	2,000
5050-080-230	Professional/Temp Service	16,135	5,872	5,478	6,000	3,805	8,143	6,000
5050-080-260	Rent of Property & Equipmt	5,967	5,870	4,278	5,700	1,921	4,111	4,000
5050-080-320	Office/Computer Supplies	5,637	5,612	1,920	2,000	1,409	3,015	3,500
5050-080-330	Janitorial Supplies	473	1,161	1,169	1,000	484	1,036	1,500
5050-080-350	Tools/Equipment (under \$1,000)	1,430	-	-	-	-	-	-
5050-080-360	Library Books	43,954	22,821	66	14,500	5,259	11,255	20,000
5050-080-410	Meeting Expense	498	1,324	486	300	311	665	500
5050-080-420	Utilities	29,436	30,680	28,712	30,000	21,169	45,302	35,000
5050-080-430	Uniform Allowance	-	291	353	500	-	-	-
5050-080-440	Training Expense	-	3,459	200	500	-	-	500
5050-080-450	Publication and Dues	40	1,471	53,673	55,507	57,133	57,133	38,000
5050-080-460	Postage	1,066	2,212	2,498	2,000	815	1,743	2,020
5050-080-490	Donations	-	-	1,583	-	-	-	-
5050-080-520	Insurance, Liability	15,986	16,000	16,000	16,000	8,002	16,004	16,500
5050-080-660	Other Expense	47,692	53,274	1,429	650	209	447	2,900
<u>TOTAL OTHER EXPENSES</u>		179,687	161,689	128,165	144,457	102,112	157,768	136,920
<u>CAPITAL OUTLAY</u>								
5050-080-730	Other Mach/Equip (over \$1,000)	-	-	5,630	-	-	-	-
<u>TOTAL CAPITAL OUTLAY</u>		-	-	5,630	-	-	-	-
<u>TOTAL LIBRARY</u>		531,122	608,636	598,174	634,159	354,236	662,014	627,942

CITY OF PORTERVILLE  
ANNUAL BUDGET  
2010-2011

PUBLIC SAFETY SALES TAX (MEASURE H) FUND

	2008-2009	2009-2010		2010-2011
	Actual	Original Estimate	Revised Estimate	Estimate
Available balance, beginning of year	\$ 3,118,436	\$ 3,403,932	\$ 3,150,519	\$ 2,892,953
Add:				
Revenues from:				
Sales tax - Measure H	2,568,683	2,800,000	2,400,000	2,400,000
Interest income	118,371	50,000	60,000	50,000
Total	2,687,054	2,850,000	2,460,000	2,450,000
Less:				
Appropriations for:				
Police services	1,220,635	1,262,880	1,262,880	1,281,157
Fire services	914,645	872,186	872,186	892,939
Library & literacy	339,810	427,500	382,500	363,838
Total	2,475,090	2,562,566	2,517,566	2,537,934
Capital projects				
Animal shelter/dog park	151,023	165,000	-	-
Public Safety Station	-	500,000	200,000	1,300,000
New library - planning	28,858	220,000	-	-
Library building remodel	-	45,000	-	-
Library literacy center development	-	-	-	100,000
Total	179,881	930,000	200,000	1,400,000
Available balance, end of year	\$ 3,150,519	\$ 2,761,366	\$ 2,892,953	\$ 1,405,019

CITY OF PORTERVILLE  
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ACCT#	ACCOUNT NAME	FY 2006/07 ACTUAL	FY 2007/08 ACTUAL	FY 2008/09 ACTUAL	FY 2009/10 BUDGET	Y-T-D 31-Dec-09	PROJECTED 30-Jun-10	PROPOSED FY 2010/11 BUDGET
LIBRARY & LITERACY - MEASURE H								
PERSONNEL SERVICES								
5050-080-010	Salaries, Regular	66,502	102,008	112,362	129,252	61,411	122,823	130,850
5050-080-020	Salaries, Part-time	14,076	16,693	41,657	61,000	22,710	45,421	59,528
5050-080-090	Benefits	32,339	43,825	41,789	49,214	22,762	45,524	51,360
TOTAL PERSONNEL SERVICES		112,917	162,526	195,808	239,466	106,884	213,767	241,738
OTHER EXPENSES								
5050-080-210	Advertising	-	-	-	-	-	-	2,200
5050-080-220	Printing/Copying	-	-	-	750	-	-	700
5050-080-320	Office/Computer Supplies	-	-	6,659	5,400	1,939	4,150	6,000
5050-080-360	Library Books	24,571	45,450	127,443	90,000	40,806	87,325	90,000
5050-080-410	Meeting Expense	-	-	541	1,200	316	676	1,200
5050-080-440	Training Expense	-	-	1,244	2,000	1,061	2,270	2,000
5050-080-450	Publication and Dues	-	4,957	7,225	13,000	5,005	10,710	13,000
5050-080-660	Other Expense	7,209	7,454	891	12,184	481	1,030	7,000
TOTAL OTHER EXPENSES		31,780	57,861	144,003	124,534	49,608	106,160	122,100
CAPITAL OUTLAY								
5050-080-710	Office Equipment (over \$1000)	-	-	-	1,000	-	-	-
5050-080-730	Other Mach/Equipment (over \$1000)	-	-	-	45,000	-	-	-
5050-080-740	Computer Equipment (over \$1000)	-	-	-	17,500	15,604	-	-
5094-083-880	New Library - Planning	-	132	-	-	-	-	-
TOTAL CAPITAL OUTLAY		-	132	-	63,500	15,604	-	-
TOTAL LIBRARY & LITERACY - MEASURE H		144,697	220,519	339,810	427,500	172,095	319,928	363,838