

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: May 12, 2011**

SUBJECT: Lighting for Added Book Shelves

SUBMITTING DEPARTMENT: Library

PREPARED BY: Stuart Jean Mattson, Library Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: None

SUMMARY/BACKGROUND: Last fall the additional shelving was approved by the Prescott Valley Town Council. The new shelving did not include the lights that light the ranges. The lighting assists the patrons to see the items on the shelf.

OPTIONS ANALYSIS: The Council may vote to:

- 1.) approve the Budget Transfer, OR
- 2.) not approve the Budget Transfer, AND/OR
- 3.) direct staff to pursue other options.

ACTION OPTION:
Motion to approve the budget transfer from Advertising, Printing and Professional Services to Furniture and Fixtures to complete the lighting of the new shelving. VOTE.

RECOMMENDATION: Library Staff recommends approval of transferring these funds to finish the installation of lighting for the additional shelving the Prescott Valley Town Council approved last fall.

FISCAL ANALYSIS:
Transfer \$500.00 from Minor Equipment to Furniture & Fixtures
Transfer \$2,281.00 from Printing to Furniture & Fixtures
Transfer \$2,510.00 from Professional Services to Furniture and Fixtures
Total amount to be transferred to Furniture & Fixtures is \$5,291.00

Using \$500.00 from Minor Equipment leaves a workable balance.

The Printing balance is for the printing of Library cards. The Yavapai Free Library District has provided library cards for the remainder of this fiscal year.

There are no more expenses expected for Professional Services anticipated this fiscal year.

REVIEWED BY:

Management Services Director _____ Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____