

2016 ANNUAL BUDGET

MESA COUNTY LIBRARIES

LIBRARY



Mesa County
LIBRARIES

Adopted by the Library Board of Trustees - Effective January 1, 2016

2016 BUDGET MESSAGE
MESA COUNTY PUBLIC LIBRARY DISTRICT

The Mesa County Libraries continue to be energetic and thriving, offering services at locations in Clifton, Collbran, De Beque, Fruita, Gateway, Grand Junction, Orchard Mesa, and Palisade, as well as online. These eight locations, strategically placed throughout Mesa County, serve a community of more than 147,000 residents.

The 90-plus staff members provide services that include reader's advisory, materials circulation, information and reference services, instruction and access to technology and Internet, community gathering spaces, language learning, story time and puppet shows, and an interactive website featuring downloadable books, media and electronic resources.

During 2015, Mesa County Libraries constructed a production studio located on a vacant lot at 502 Ouray Ave.

Mesa County Libraries have expanded their educational and training schedule, including growth in programming.

Important aspects of the budget include:

Mesa County Libraries' biggest revenue stream comes from property and specific ownership taxes. The 2016 Budget for Mesa County Libraries includes total revenue for all funds in the amount of \$6,889,940. Of this amount, \$6,485,767 constitutes tax revenue. Additional revenue comes from operating revenue, gifts and grants, and miscellaneous income.

Net assessed property valuations in Mesa County increased 5.2% in 2015 to \$1.889 billion from \$1.795 billion in 2014. This change means the Library District will realize a slight increase in its tax revenue income. Assessed valuations in 2013 were \$1.815 billion. The voter-approved mill levy remains at 3.00 mills, and with abatement levy, the final mill levy certified to the county will be 3.081 mills for 2016.

Total budgeted expenditures decreased by \$1,256,642 to \$6,670,580 in the 2016 Budget, most of this decrease is realized in the Capital Project Fund, with decreased planned capital spending during 2016. Operating expenditures increased by \$255,371 or 4.15% from the 2015 Budget.

Revenues – All Funds

During 2016, the library's primary source of funding continues to be property and specific ownership taxes, which equate to 96.2% of total budgeted revenue. The remaining 3.8% in revenue collection comes from fines, interest income, public printing and copier use, gifts, grants, and other miscellaneous income.

The 2016 Budget includes a transfer of \$300,000 from the General Fund to the Capital Project Fund in anticipation of future capital considerations.

Expenditures – By Fund

General Fund

The 2016 budget for General Fund expenditures is \$6,401,580. The estimated total spending in 2015 is \$5,913,152. This fund is budgeted to transfer \$300,000 to the Capital Project Fund.

Compensation and benefits at \$3,995,798, or 62.4% of General Fund expenditures, represents the most significant expenditure of the 2016 General Fund budget.

Collection Development expenditures for 2015 are budgeted at \$800,000. This figure represents 12.5% of expenditures from the General Fund. This funding level is regarded by the Colorado State Library as acceptable to fulfill the library's aim to satisfy public demand and keep the collections up-to-date in several formats.

Capital Project Fund

The 2016 budget for capital expenditures from the Capital Project Fund is \$269,000 and represents a decrease of 84.9% in the fund. The estimated total expenditures in the fund for 2015 is \$1,572,730. Capital expenditures in 2016 are budgeted to include upkeep and improvements to the District’s buildings and furniture, fixtures, and equipment.

Budget Process:

The 2016 Budget is prepared in compliance with Colorado State Statute and Colorado Budget Laws.

On September 24, 2015, a first draft of the 2016 budget was presented to the Library Board of Trustees. On October 29, 2015, a second draft of the 2016 budget was presented to the Board of Trustees and a public hearing was held, allowing for public review and comment. A “Notice of Budget” was prepared and posted in the local newspaper on October 19, 2015, at which time copies were made available at the library’s administrative offices.

The 2016 budget was formally adopted by the Board of Trustees at the regularly scheduled meeting on December 3, 2015, at which time resolutions were passed to appropriate funds and certify the mill levy. The December meeting coincides with receipt of final assessed valuation figures from the County Assessor. A copy of the mill levy certification was provided to the appropriate county offices on or before December 15, 2014.

A certified copy of the adopted budget will be provided to the Colorado Division of Local Government on or before January 31, 2015.

Budgetary Basis of Accounting:

This budget is prepared using the modified accrual basis of accounting as used by all governmental fund types. Under this method of accounting, revenues are recognized when they become available and measurable, and expenditures are recognized when a liability is incurred.

Property taxes are considered measurable in the period levied, but not available until the following year.

With this budget, thanks and appreciation are extended to the Board of Trustees, directors, managers and all staff for their continued efforts and support, and in their thoughtful planning of the 2016 Budget year.

I certify that the attached is a true and accurate copy of the adopted 2016 budget for the Mesa County Libraries.

Joseph Sanchez, Library Director



Laurie Cole, Finance Director



Mesa County Public Library District
2016 Final Budget
General Fund

Revenue	Account Description	2014	2015	2015	2016
		Actual	Final Budget	Projection	Final Budget
Tax Revenue		\$ 6,078,290	\$ 6,113,100	\$ 6,133,100	\$ 6,485,767
Operating Revenue		\$ 198,644	\$ 185,000	\$ 178,000	\$ 182,500
Gifts & Grants		\$ 65,556	\$ 51,000	\$ 96,166	\$ 76,673
Total Revenue		\$ 6,342,490	\$ 6,349,100	\$ 6,407,266	\$ 6,744,940

Expenditures	Account Description	2014	2015	2015	2016
		Actual	Final Budget	Projection	Final Budget
Compensation & Benefits		\$ 3,637,468	\$ 3,883,486	\$ 3,742,281	\$ 3,995,798
Administration		\$ 213,416	\$ 244,953	\$ 222,095	\$ 263,379
Youth Services		\$ 39,043	\$ 36,850	\$ 36,652	\$ 37,000
Technology		\$ 424,249	\$ 450,500	\$ 415,981	\$ 446,000
Information Services		\$ 7,568	\$ 12,385	\$ 9,075	\$ 18,100
Public Services		\$ 9,251	\$ 13,500	\$ 3,815	\$ 18,690
Branch Services		\$ 49,923	\$ 68,400	\$ 65,280	\$ 67,400
Development & Foundation		\$ 12,948	\$ 22,550	\$ 13,425	\$ 12,550
Collection Management		\$ 921	\$ 1,725	\$ 1,540	\$ 1,625
Library Materials		\$ 815,168	\$ 790,000	\$ 802,000	\$ 800,000
Public Information		\$ 59,089	\$ 99,950	\$ 84,700	\$ 94,450
Literacy		\$ 7,885	\$ 22,050	\$ 17,726	\$ 19,300
Volunteer Services		\$ 2,149	\$ 2,500	\$ 2,500	\$ 2,500
Technology Services		\$ 5,932	\$ 9,250	\$ 9,250	\$ 67,360
Human Resources		\$ 22,070	\$ 30,350	\$ 49,550	\$ 59,740
Facilities		\$ 295,496	\$ 356,760	\$ 336,282	\$ 371,015
Grant Funded Expenditures		\$ 65,770	\$ 51,000	\$ 51,000	\$ 76,673
General Fund Contingency		\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Total Operating Expenditures		\$ 5,668,346	\$ 6,146,209	\$ 5,913,152	\$ 6,401,580
Revenue Over/Under Expenditures		\$ 674,144	\$ 202,891	\$ 494,114	\$ 343,360

Beginning Fund Balance	\$ 4,408,305	\$ 5,082,449	\$ 5,082,449	\$ 5,082,449	\$ 3,535,340
Transfer Out - Capital Project Fund	\$ -	\$ 1,750,000	\$ 1,750,000	\$ 1,750,000	\$ 300,000
Ending Fund Balance	\$ 5,082,449	\$ 3,535,340	\$ 3,826,563	\$ 3,826,563	\$ 3,578,700

**Mesa County Public Library District
2016 Budget - Final
Capital Project Fund**

	2014	2015		2016
	Actual	Final Budget	Projection	Final Budget
Revenue				
Transfer In - General Fund	\$ -	\$ 1,750,000	\$ 1,750,000	\$ 300,000
Foundation Support	\$ -	\$ 250,000	\$ 250,000	\$ 145,000
Gifts/Donations	\$ -	\$ 130,000	\$ 128,469	\$ -
Total Revenue	\$ -	\$ 2,130,000	\$ 2,128,469	\$ 445,000
Expenditures				
Capital Expenditures				
Landscape Improvements	\$ -	\$ 8,500	\$ 9,500	\$ 2,500
Building Improvements	\$ -	\$ 25,000	\$ 10,000	\$ 60,000
Capital Asset	\$ 5,460	\$ -	\$ -	\$ 85,000
RFID	\$ 201,897	\$ 295,555	\$ 108,200	\$ -
Branch Improvements	\$ 33,139	\$ 45,000	\$ 45,000	\$ 55,000
Architect & Engineering fees	\$ 8,931	\$ 82,000	\$ 85,000	\$ -
Water Mitigation	\$ 448	\$ -	\$ 1,072	\$ -
Construction Management & Consulting	\$ 4,740	\$ 20,650	\$ 2,650	\$ 5,000
Furniture, Fixtures & Equipment	\$ 48,283	\$ 123,000	\$ 130,000	\$ 56,500
Total Capital Expenditures	\$ 302,898	\$ 599,705	\$ 391,422	\$ 264,000
Capital Projects				
Hard Costs/New Construction	\$ -	\$ 1,024,444	\$ 1,024,444	\$ -
Soft Costs	\$ 347	\$ 36,870	\$ 36,870	\$ -
Contingency	\$ -	\$ 119,994	\$ 119,994	\$ 5,000
Total Capital Projects	\$ 347	\$ 1,181,308	\$ 1,181,308	\$ 5,000
Total Expenditures	\$ 303,245	\$ 1,781,013	\$ 1,572,730	\$ 269,000
Revenue Over(Under) Expenditures	\$ (303,245)	\$ 348,987	\$ 555,739	\$ 176,000
Beginning Fund Balance	\$ 528,032	\$ 224,787	\$ 224,787	\$ 573,774
Ending Fund Balance	\$ 224,787	\$ 573,774	\$ 780,526	\$ 749,774

Mesa County Public Library District

RESOLUTION (#15-05) TO ADOPT ANNUAL BUDGET

(Pursuant to 29-1-108, C.R.S.)

A resolution summarizing expenditures and revenues for each fund and adopting an annual budget for the Mesa County Public Library District for the calendar year beginning on the first day of January, 2016, and ending on the last day of December, 2016.

WHEREAS, the Board of Trustees of the Mesa County Public Library District has appointed the Director of the Mesa County Public Library District to prepare and submit a proposed budget to this governing body at the proper time, and;

WHEREAS, the Library Director submitted a proposed budget to the Board of Trustees on September 24, 2015, for its consideration, and;

WHEREAS, upon due and proper notice, published in accordance with the law, said proposed budget was open for inspection by the public at a designated place, as well as being posted on the Mesa County Public Libraries website, a public hearing was held on October 29, 2015, and interested taxpayers were given the opportunity to file or register any objections to the proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES FOR THE MESA COUNTY PUBLIC LIBRARY DISTRICT:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Mesa County Public Library District for the year stated above.

Details for each fund are as follows:


Fund	Fund Balance January 1	Revenues (including Transfers In)	Appropriations (including Transfers Out)	Fund Balance December 31
General	\$3,213,174	\$6,744,940	\$6,701,580	\$3,256,534
Capital Projects	\$573,774	\$445,000	\$269,000	\$749,774
Total	\$3,786,948	\$7,189,940	\$6,970,580	\$4,006,308

Section 2. That the budget hereby approved and adopted shall be signed by the President and Secretary of the Board of Trustees and made a part of the public records of the Mesa County Public Library District.

ADOPTED, this 3rd day of December 2015.


Elaine Barnett, President

Attest:


Dean DiDario, Secretary

Mesa County Public Library District

RESOLUTION (#15-06) TO SET MILL LEVY

(Pursuant to 39-5-128, C.R.S. and 39-1-111, C.R.S.)

A resolution levying general property taxes for the year 2016, to help defray the costs of providing library services, to the Mesa County Public Library District for the 2016 budget year.

WHEREAS, the Board of Trustees of the Mesa County Public Library District has adopted the annual budget in accordance with the Local Government Budget Law on December 3, 2015, and;

WHEREAS, the amount of money necessary to balance the budget for general operating purposes is \$5,789,716 and;

WHEREAS, the 2015 net total assessed valuation for the County of Mesa, Colorado, as certified by the County Assessor is \$1,879,167,780 (less the Tax Increment Finance of \$9,804,900).

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MESA COUNTY PUBLIC LIBRARY DISTRICT:

Section 1. That for the purpose of meeting all general operating expenses of the Mesa County Public Library District during the 2016 budget year, there is hereby levied a tax of 3.081 mills (3.000 voter approved and 0.081 millage for abatements, refunds) upon each dollar of the total valuation for assessment of all taxable property within Mesa County for the year 2015.

Section 2. That the President of the Board is hereby authorized and directed to immediately certify to the County Commissioners of Mesa County, Colorado, the mill levy for the Mesa County Public Library District as determined above.

ADOPTED, this 3rd day of December, 2015.


Elaine Barnett, President

Attest:


Dean DiDario, Secretary

Mesa County Public Library District

RESOLUTION (#15-07) TO APPROPRIATE SUMS OF MONEY

(Pursuant to Section 29-1-108, C.R.S.)

A resolution appropriating sums of money to the various funds, in the amounts and for the purposes as set forth below, for the Mesa County Public Library District for the 2016 budget year.

WHEREAS, the Board of Trustees has adopted the annual budget in accordance with the Colorado Local Government Budget Law, on December 3, 2015, and;

WHEREAS, the Board of Trustees has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but it is also necessary to appropriate the revenues provided in the budget to and for the purposes described below, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE MESA COUNTY PUBLIC LIBRARY DISTRICT:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for the purposes stated:

General Fund	
Operating Expenditures	\$ 6,401,580
Transfer Out	\$ 300,000
Reserve/Fund Balance	\$ 43,360
TOTAL General Fund	<u>\$ 6,744,940</u>
Capital Projects Fund	
Capital Expenditures	\$ 269,000
Reserve/Fund Balance	\$ 176,000
TOTAL Capital Projects Fund	<u>\$ 445,000</u>
GRAND TOTAL All Funds	<u>\$ 7,189,940</u>

Section 2. The above appropriations may be expended only in accordance with Mesa County Public Library District policies on purchasing and budget latitude.

Section 3. Any and all year-end fund balances shall be considered a "reserve increase" and therefore part of "fiscal year spending" within the meaning of Article X, Section 2-(2) (e) of the Colorado Constitution.

ADOPTED, this 3rd day of December 2015.


Elaine Barnett, President

Attest:

Dean DiDario, Secretary