

**Poudre River Public Library District**  
**General Fund**  
**Budget vs. Actual**  
**2018 Forecast**

<u>Revenue</u>	2018			
	<u>Y-T-D</u>	<u>Budget</u>	<u>Budget Difference</u>	<u>% of Budget</u>
1 Property taxes	\$ 9,509,000	\$ 9,480,300	\$ 28,700	100%
2 Specific ownership taxes	860,000	725,000	135,000	119%
3 Property tax interest	5,000	-	5,000	
4 Investment earnings	-	50,000	(50,000)	0%
5 Copier charges	25,000	20,000	5,000	125%
6 Extended use fees	120,000	150,000	(30,000)	80%
7 Donations	141,000	141,000	-	100%
8 Miscellaneous	4,000	-	4,000	
9 <b>Total Operating Revenue</b>	<u>10,664,000</u>	<u>10,566,300</u>	<u>97,700</u>	101%
10 Intergovernmental - Grants	78,700	78,700	-	100%
11 <b>Total Revenue</b>	<u>10,742,700</u>	<u>10,645,000</u>	<u>97,700</u>	101%
<b>Expenditures</b>				
12 Library Administration	1,877,975	1,796,375	(81,600)	105%
13 Collection Services	813,795	876,295	62,500	93%
14 Systems Administration	697,240	707,240	10,000	99%
15 Facilities	416,670	426,670	10,000	98%
16 Combined Expenses	229,020	261,420	32,400	88%
17 Answer Center	203,365	204,565	1,200	99%
18 Outreach Services	356,170	374,470	18,300	95%
19 Interlibrary Loan	179,280	185,280	6,000	97%
20 Old Town Operations	241,785	258,785	17,000	93%
21 Old Town Public Service	753,295	792,295	39,000	95%
22 Old Town Circulation	501,005	533,605	32,600	94%
23 Collection Development	1,469,750	1,344,750	(125,000)	109%
24 Programming	152,700	152,700	-	100%
25 Harmony Operations	123,445	129,445	6,000	95%
26 Harmony Public Service	629,530	661,530	32,000	95%
27 Harmony Circulation	436,765	449,365	12,600	97%
28 Council Tree Operations	260,875	269,875	9,000	97%
29 Council Tree Public Service	377,400	394,400	17,000	96%
30 Council Tree Circulation	444,280	475,280	31,000	93%
31 <b>Total operating costs</b>	<u>10,164,345</u>	<u>10,294,345</u>	<u>130,000</u>	99%
32 Capital Outlay	50,000	50,000	-	100%
33 Transfer to Capital Projects Fund	250,000	250,000	-	0%
34 <b>Total Expenditures</b>	<u>10,464,345</u>	<u>10,594,345</u>	<u>130,000</u>	99%
35 <b>Net Revenue over Expenditures</b>	278,355	50,655	227,700	
36 <b>Beginning Fund Balance</b>	<u>4,256,773</u>	<u>3,969,355</u>	<u>287,418</u>	
37 <b>Current Fund Balance</b>	<u>\$ 4,535,128</u>	<u>4,020,010</u>	<u>\$ 515,118</u>	
<b>Breakdown of fund balance</b>				
	<u>12-31-18</u>			
38 Emergency Reserve	321,300	Based on budgeted revenue		
39 Designated for working capital/operations	2,145,000	Based on budgeted revenue		
40 Unreserved	2,068,828	Cumulative increase from revenue over exp.		
41 <b>Total</b>	<u>\$ 4,535,128</u>			

**Poudre River Public Library District**  
**General Fund Budget**  
**For the year ending December 31, 2019**

	<u>2017</u> <u>Actual</u>	<u>2018</u> <u>Budget</u>	<u>Net Change</u>	<u>2019</u> <u>Budget</u>
<b>Revenue:</b>				
1 Property Tax	\$ 8,695,120	\$ 9,480,300	\$ 60,000	\$ 9,540,300
2 Specific Ownership Tax	847,663	725,000	75,000	800,000
3 Copier Charges & Other	27,104	20,000	-	20,000
4 Extended Use Fees	148,656	150,000	(30,000)	120,000
5 Donations	116,292	141,000	-	141,000
6 Investment earnings	120,530	50,000	-	50,000
7 Miscellaneous	4,099	-	9,600	9,600
8 Intergovernmental	<u>89,115</u>	<u>78,700</u>	<u>-</u>	<u>78,700</u>
9 <b>Total revenue</b>	<u>10,048,579</u>	<u>10,645,000</u>	<u>114,600</u>	<u>10,759,600</u>
<b>Expenditures:</b>				
10 Administration	1,693,926	1,796,375	(12,000)	1,784,375
11 Systems Administration	652,425	707,240	23,950	731,190
12 Collection Services	723,612	876,295	22,325	898,620
13 Combined Operating Expenses	174,452	261,420	2,200	263,620
14 Answer Center	175,552	204,565	7,975	212,540
15 Outreach Services	323,501	374,470	14,025	388,495
16 Interlibrary Loan	170,363	185,280	5,000	190,280
17 Collection Development	1,423,496	1,344,750	7,200	1,351,950
18 Programming	150,172	152,700	2,200	154,900
19 Facilities	409,723	426,670	5,025	431,695
20 Old Town Operations	228,420	258,785	3,425	262,210
21 Old Town Public Service	819,073	792,295	32,000	824,295
22 Old Town Circulation	468,360	533,605	14,250	547,855
23 Harmony Operations	118,307	129,445	3,450	132,895
24 Harmony Public Service	549,537	661,530	22,275	683,805
25 Harmony Circulation	404,961	449,365	10,150	459,515
26 Council Tree Operations	239,540	269,875	3,550	273,425
27 Council Tree Public Service	338,659	394,400	15,025	409,425
28 Council Tree Circulation	409,046	475,280	25,600	500,880
29 Capital Outlay	<u>15,236</u>	<u>50,000</u>	<u>-</u>	<u>50,000</u>
30 <b>Total expenditures</b>	<u>9,488,361</u>	<u>10,344,345</u>	<u>207,625</u>	<u>10,551,970</u>
Excess of revenue over				
31 Expenditures	560,218	300,655	(93,025)	207,630
32 Transfer to Capital Projects Fund	<u>(2,250,000)</u>	<u>(250,000)</u>	<u>-</u>	<u>(250,000)</u>
Excess of revenue over (under)				
33 Expenditures and Transfers	(1,689,782)	50,655	(93,025)	(42,370)
34 Beginning Fund Balance	<u>5,946,555</u>	<u>3,969,355</u>		<u>4,535,128</u>
35 Ending Fund Balance	<u>\$ 4,256,773</u>	<u>\$ 4,020,010</u>		<u>\$ 4,492,758</u>
36 Allocation of Ending Fund Balance				
37 Emergency Reserve		\$ 322,300		\$ 322,800
38 Designated for working capital/operations		2,148,600		2,110,400
39 Unreserved		<u>1,549,110</u>		<u>2,059,558</u>
40 Total		<u>\$ 4,020,010</u>		<u>\$ 4,492,758</u>

**Poudre River Public Library District**  
**Summary of Proposed Budget Changes for 2019**

**Revenue Changes**

1	Increase in property taxes	\$ 60,000
2	Increase in Specific Ownership taxes	75,000
3	Decrease in extended use fees	(30,000)
4	Verizon cell tower rental income	<u>9,600</u>
5	<b>Change in revenue</b>	<b><u>\$ 114,600</u></b>

**Expenditure Changes**

6	Classified staff salaries (3%)	\$ 114,500
7	Hourly staff wages (3%)	32,175
8	Additional increase for minimum wage change	48,250
9	Health-Dental premium increase (5%)	44,600
10	Other payroll tax - benefit changes	24,200
11	Property-Casualty insurance	7,500
12	Collection Development to 12% of revenue	7,200
13	Replacement of client print software management	8,000
14	Increase in County Treasurer fees	1,200
15	Removal of Master Plan budget	(50,000)
16	Reduction of budget circulation hours	<u>(30,000)</u>
17	<b>Change in expenditures</b>	<b><u>\$ 207,625</u></b>

**Poudre River Public Library District**  
**Summary of Capital Projects Fund Activity**  
**Through December 31, 2019**

	Paul Gwyn Bequest	Restricted for Design/Land	Capital			Future Facilities	Unrestricted	Total
			Replacement Plan	Trust Donation				
1 <b>Balance December 31, 2017</b>	\$ 145,372	\$ 40,377	\$ 561,165	\$ 10,000	\$ 2,000,000	\$ 39,925	\$ 2,796,839	
2 Estimated 2018 Revenue - Expenditures	-	-	250,000	-	-	-	250,000	
3 2018 General Fund Transfer	-	-	4,000	-	16,000	-	20,000	
4 Investment Earnings	-	-	(65,000)	-	-	-	(65,000)	
6 Replacement of computer equipment Bike trailer	-	-	-	(9,000)	-	-	(9,000)	
9 Old Town Library chiller replacement	-	-	(190,000)	-	-	-	(190,000)	
10 <b>Balance December 31, 2018</b>	145,372	40,377	560,165	1,000	2,016,000	39,925	2,802,839	
11 2018 General Fund Transfer	-	-	250,000	-	-	-	250,000	
12 2018 Capital Replacement fund budget	-	-	(125,000)	-	-	-	(125,000)	
13 <b>Balance December 31, 2018</b>	\$ 145,372	\$ 40,377	\$ 685,165	\$ 1,000	\$ 2,016,000	\$ 39,925	\$ 2,927,839	