

Before the Board of Trustees of
Yakima Valley Libraries

In the matter of _____)
Approving the 2014 YVL Budget)

RESOLUTION
#13-017

BE IT RESOLVED by the Board of Trustees of Yakima Rural County Library District doing business as the Yakima Valley Libraries, Yakima County, Washington as follows:

WHEREAS, Yakima Rural County Library District, Yakima County, Washington is a rural county library district duly organized and existing under and by virtue of the Constitution and the laws of the State of Washington;

WHEREAS, RCW 27.12.050 provides for libraries to establish and maintain library service for the district by making a tax levy on the property in the district of not more than fifty cents per thousand dollars of assessed value per year sufficient for library service as shown to be required by submission of a budget;

WHEREAS the Board of Trustees has been provided with expenditure estimates for operation of the Library for 2014 that demonstrate a need for the maximum levy rate as allowed by law;

WHEREAS, the Board of Library Trustees expects to have revenues and resources in the amount of \$11,949,269 for the General Fund;

WHEREAS, estimated 2014 expenditures for the General Fund are expected to be \$11,949,269 in wages and benefits, operation, maintenance, capital projects, debt service, and remaining fund balance;

BE IT THEREFORE RESOLVED that the Board of Trustees adopts the 2014 budget for \$11,949,269 in revenues, expenditures, resources, capital, and debt service for the General Fund.

ADOPTED THIS 12th day of November 2013.

 _____ Trustee	 _____ Trustee
 _____ Trustee	 _____ Trustee
 _____ Trustee	

YAKIMA VALLEY LIBRARIES

2014 - Budget

	<i>2013 Budget November 2012</i>	<i>2013 Budget Amended June 2013</i>	<i>2014 Draft Budget November '13</i>	Notation
REVENUES				
Tax Revenues				
Property Tax Revenue	6,487,681	6,487,681	6,616,128	1
Other Taxes	24,800	24,800	33,200	2
Total Tax Revenues	<u>6,512,481</u>	<u>6,512,481</u>	<u>6,649,328</u>	3
Contract Cities				
Other Contract Cities	65,382	65,382	66,846	
Total Contract Cities	<u>65,382</u>	<u>65,382</u>	<u>66,846</u>	4
Other Revenue				
Grants and Donations	15,000	32,000	15,000	5
Copies	22,000	22,000	22,000	6
Fines, Fees, Overdues	65,000	65,000	65,000	7
All Other Revenues	36,000	36,000	36,500	8
Total Other Revenue	<u>138,000</u>	<u>155,000</u>	<u>138,500</u>	9
Total All New Revenues	<u>6,715,863</u>	<u>6,732,863</u>	<u>6,854,674</u>	10
Other Resources				
Transfers in	0	0	0	
Other Financing Resources	0	0	0	11
Carry Fwd Proj not completed	0	0	0	12
Total Other Resources	<u>0</u>	<u>0</u>	<u>0</u>	13
Total All New Revenues	<u>6,715,863</u>	<u>6,732,863</u>	<u>6,854,674</u>	14

Notations

1. 2014 property tax request is an estimated increase of \$55,947.94 plus \$60,743.03 in new construction
2. Estimated change in state taxes - wildlife in lieu, DNR, Utility
3. Estimated total tax revenues
4. Cities contracting for library services: Granger, Mabton, Naches, Tieton, and Union Gap
5. Grants and donations - includes McAuliff and Boaz (Decrease due to no NEA Grant anticipated for 2014)
6. Fees for copies (photocopy and Internet printing)
7. Fines: fees, overdue, lost books
8. Investment interest (Estimate only - Yakima Treasurer manages all investments.)
9. Total Other Revenues
10. Total All Revenues - estimated *new revenues*
11. Other financing resources
12. Estimated prior year carry forward cash
13. Total Other Resources
14. Total all new Revenues and Resources

YAKIMA VALLEY LIBRARIES

2014 - Budget

	<i>2013 Budget November 2012</i>	<i>2013 Budget Amended June 2013</i>	<i>2014 Draft Budget November '13</i>	<i>Notation</i>
EXPENDITURES				
Salary and Wages	3,201,224	3,201,224	3,509,365	15
Benefits	1,119,668	1,119,668	1,238,367	16
Supplies	409,693	409,693	241,460	17
Collection Materials - all	960,600	960,600	970,600	18
Professional Services	253,225	253,225	252,007	19
Communications	187,795	187,795	143,818	20
Travel & Training	49,000	49,000	54,007	21
Mileage and vehicle	15,455	15,455	13,100	22
Advertising	6,500	6,500	7,500	23
Rentals - Building Leases	42,712	42,712	28,101	24
Rentals - Equipment	6,880	6,880	6,880	25
Insurance	35,322	35,322	39,000	26
Utilities	147,053	147,053	115,000	27
Repairs & Maintenance - all	225,385	225,385	193,919	28
Miscellaneous - dues and other	34,850	34,850	21,050	29
Intergovernmental Services	20,500	20,500	20,500	30
Grant Expenditures	0	17,000	0	31
Total Operating Expenditures	6,715,863	6,732,862	6,854,674	32
Capital Projects	314,500	314,500	620,000	33
Debt Service	356,240	356,240	354,849	34
Total Operational Expenditures and Capital	7,386,603	7,403,603	7,829,523	35

NOTATIONS

15. Includes estimated performance merit and restructured positions and reserve for leave payouts and increase in FTE to 83.2
16. Proj increase in payroll benefits; and medical benefits for 80% FTE and up
17. Supplies - move computer replacement to capital funds for 2014
18. Collection materials and databases
19. Professional services - State Auditor in 2014 (2012/2013 FY) includes all janitorial and facility services.
20. Includes all communication: postage, phones, WAN - holds & overdue mailing moved to Unique Collection under Prof Svs.
21. Training and travel for staff: ALA (CA), PLA (PA), PUG, WLA and other training (Staff and Trustees)
22. Mileage only - fuel for library vehicles now classified under supplies
23. Advertising: local newspapers, theater advertising, promotional events
24. Selah, Southeast, and Moxee (\$1), and storage unit
25. Postage meter and bank card machine rentals
26. Districtwide building, vehicle, D&O, and liability insurance
27. Districtwide utilities for all branches, and Yakima Central Library and Service Center
28. Repairs & maintenance includes building and software licensing maintenance - increase Envisionware, Polaris, ArcServe
29. As per BARS category all expenses not covered above including dues and library memberships
30. Maintenance payments for designated library buildings
31. Grant projects - no grants anticipated for 2014
32. Total estimated general operating expenditures - slight increase of 1.81%
33. One time large purchases and capital projects: telephone system, technology projects, Sunnyside facility
34. Debt service principle and interest - to retire debt in December 2016
35. Total estimated general operating, capital expenditures, and debt service for 2014

YAKIMA VALLEY LIBRARIES

2014 - Budget

	<i>2013 Budget November 2012</i>	<i>2013 Budget Amended June 2013</i>	<i>2014 Draft Budget November '13</i>	Notation
Transfers Out - General Fund				
Future Designated Funds	0	0	0	36
Total Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	37
Total Expenses & Transfer Out	<u>7,386,603</u>	<u>7,403,603</u>	<u>7,829,523</u>	38
Cash Balance - General Fund (GF)				
Estimated Balance January	3,348,239	5,765,334	5,094,594	39
Estimated Operating Revenues Minus Expenditures	0	0	0	40
Debt Service and Capital Projects	(670,740)	(670,740)	(974,849)	41
Less transfers out	0	0	0	42
Estimated Ending FB for GF	<u>2,677,498</u>	<u>5,094,594</u>	<u>4,119,745</u>	43
Designated Cash for GF				
For Boaz Fund	76,031	88,913	50,000	44
Reserved as designated	0	3,039,818	1,333,462	45
Reserved Funds-Debt/Capital	635,604	0	710,159	46
Operating Cash-Revolving Funds	1,965,863	1,965,863	1,965,863	47
Total Designated Funds GF	<u>2,677,498</u>	<u>5,094,594</u>	<u>4,059,484</u>	48
Estimated Ending Undesignated Fund Balance for GF	<u>0</u>	<u>0</u>	<u>60,261</u>	49
Total Designated & Undesignated - General Fund	<u>2,677,498</u>	<u>5,094,594</u>	<u>4,119,745</u>	50
Budget Totals				
Revenues Plus Beginning Cash	<u>10,064,102</u>	<u>12,498,198</u>	<u>11,949,269</u>	51
Expenditures Plus Ending FB	<u>10,064,101</u>	<u>12,498,199</u>	<u>11,949,269</u>	52
Cash Reconciliation				
General Fund Estimated Cash	2,677,498	5,094,594	4,119,745	53
Designated Funds - All	<u>2,282,600</u>	<u>868,842</u>	<u>882,092</u>	54
Total All Funds	<u>4,960,098</u>	<u>5,963,436</u>	<u>5,001,837</u>	55

NOTATIONS

36. Future projects - designated funds
37. Total deferred funds to transfer to designated funds.
38. Total Transfer Out Funds and Expenditures.
39. Estimated Beginning Fund Balance - includes estimated unspent cash from 2013
40. Estimated current year Operating Revenues minus Expenditures
41. Capital Project and Debt Service funded by prior year cash - separate from general operating
42. Cash transfers out of General Fund
43. Estimated ending Fund Balance (cash) for 2013 (including General Fund, Capital, Facility, and Technology Funds)
44. Cash reserved for restricted Boaz Fund
45. Cash reserved for designated projects or funds (Capital \$402,630, Facility \$258,221, Technology \$672,610)
46. Funds reserved for debt service
47. Funds designated by Board of Trustees for operating cash between property tax collections
48. Total designated General Fund (cash) year end 2014
49. Estimated ending Fund Balance that is Undesignated at December 31 for General Fund
50. Estimated Designated and Undesignated Fund Balance (Cash) for General Fund at December 31
51. Total Resources (revenues, transfers in, and beginning cash balance) for General Fund
52. Total Expenditures (including capital projects, debt service, and ending cash balance) for General Fund
53. General Fund Estimated Ending Cash Balance (see line 44)
54. Total All Other Restricted Funds: West Valley and Plath Fund
55. Grand total all Funds for Yakima Valley Libraries

Yakima Valley Libraries
Board Designated Funds
Estimated Balances for Fiscal Year 2014

	West Valley Fund 002 ¹	Plath Fund 003 ²	Totals
Estimated Beginning Cash	784,640.25	79,801.95	864,442.20
Interest	5,000.00	650.00	5,650.00
Donation-Distribution	0.00	12,000.00	12,000.00
Transfer in From GF	0.00	0.00	0.00
Total Resources	<u>789,640.25</u>	<u>92,451.95</u>	<u>882,092.20</u>
Direct Expenditure	0.00	0.00	0.00
Capital Expenditures	0.00	0.00	0.00
Capital Transfers to General Fund	0.00	0.00	0.00
Total Expenditures and Transfers	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Estimated Ending Cash	<u><u>789,640.25</u></u>	<u><u>92,451.95</u></u>	<u><u>882,092.20</u></u>

¹ Restricted funds for the Richard E Ostrander West Valley Community Library Building

² Funds restricted per donor for advanced training (degree) for librarians

Funds 004, 005, 006 moved to General Fund Reporting for 2013.