

**BEFORE THE BOARD OF TRUSTEES
Of Yakima Valley Libraries**

In the Matter of Amending the 2011 General Fund Budget)

**RESOLUTION
#11-006**

WHEREAS, the 2011 Yakima Valley Libraries Fiscal Year has demonstrated changes in beginning cash and the establishment of a West Valley Fund for financing the West Valley Community Library Building after the fiscal close of 2010;

WHEREAS, the Board of Trustees approve budget modifications;

WHEREAS, the following reflects changes from the 2011 Amended Budget as summarized in Attachment A:

General Fund Budgeted Revenues and Other Resources

No change in budgeted revenue; however there is a decrease of \$2,000,000 from loan proceeds in the General Fund which has been transferred to the West Valley Capital Fund, and a decrease in transfers in of \$755,000 for an ending total of Revenues and Resources in the General Fund of \$6,606,097; and,

General Fund Budgeted Expenditures and Capital


No change in the budgeted operating expenditures; however, a decrease of \$1,830,000 in the General Fund capital projects for the West Valley Community Library Building which has been transferred to the West Valley Capital Fund for change in Total Operating Expenditures and Capital from \$8,996,929 to \$7,166,929; and,


General Fund Capital, Fund Transfers, and Cash Balances

Due to the fact that the Library operates on a cash basis, and not all projects were completed within the prior fiscal year, the projected ending cash balance for Fiscal Year 2010 was more than anticipated for the 2011 Beginning Cash Balance when the budget was prepared in November of 2010. The carry forward cash will be used to finance some capital and the debt service expense for 2011 and set aside \$461,940 for unanticipated capital repairs.

THEREFORE, BE IT THEREFORE RESOLVED that the Board of Trustees amend the 2011 Budget to the amount of \$9,670,765 in revenues, expenditures, and resources for the General Fund.

ADOPTED by the Board of Trustees this 23rd day of May, 2011.


Trustee


Trustee


Trustee


Trustee


Trustee

YAKIMA VALLEY LIBRARIES
2011 BUDGET - Draft Amendment May 2011

	2010 Adopted Budget	2010 Amended June	2011 Budget Adopted	2011 Amended Budget	Notation
REVENUES					
Tax Revenues					
Property Tax Revenue	6,100,201	6,100,201	6,247,124	6,247,124	1
Other Taxes	30,075	20,075	20,000	20,000	2
Total Tax Revenues	<u>6,130,276</u>	<u>6,120,276</u>	<u>6,267,124</u>	<u>6,267,124</u>	3
Contract Cities					
Other Contract Cities	161,274	161,274	162,051	162,051	
Total Contract Cities	<u>161,274</u>	<u>161,274</u>	<u>162,051</u>	<u>162,051</u>	4
Other Revenue					
Grants and Donations	92,000	36,931	5,000	5,000	5
Copies	20,000	20,000	20,000	20,000	6
Fines, Fees, Overdues	73,837	73,837	73,837	73,837	7
All Other Revenues	78,085	72,085	78,085	78,085	8
Total Other Revenue	<u>263,922</u>	<u>202,853</u>	<u>176,922</u>	<u>176,922</u>	9
Total All New Revenues	<u>6,555,472</u>	<u>6,484,403</u>	<u>6,606,097</u>	<u>6,606,097</u>	10
Other Resources					
Transfers in	553,847	719,108	-	0	
Funds from Loan	0	0	2,000,000	0	11
Carry Fwd-2010 Proj not completed	-	0	755,000	0	12
Total Other Resources	<u>553,847</u>	<u>719,108</u>	<u>2,755,000</u>	<u>0</u>	13
Total All Revenues and Resources	<u>7,109,319</u>	<u>7,203,511</u>	<u>9,361,097</u>	<u>6,606,097</u>	14

Notations

1. 2010 tax request is a .5303% increase or \$32,488.84 plus new construction
2. No 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, Union Gap
5. Grants and donations - 2010 had Opportunity Online Hardware Grant
6. Fees for copies
7. Fines: overdue, lost books
8. Investment revenue and transfer
9. Total Other Revenues
10. Total All Revenues-*new revenues*
11. Loan for Debt Service - Capital Projects - West Valley Library, Yakima Central Library
12. Estimated 2010 Cash from projects not completed over budgeted ending cash.
13. Total Other Resources
14. Total all Revenues and Resources - overall increase due to one time grant (see line 8)

YAKIMA VALLEY LIBRARIES
2011 BUDGET - Draft Amendment May 2011

	2010 Adopted Budget	2010 Amended June	2011 Budget Adopted	2011 Amended Budget	Notation
EXPENDITURES					
Salary and Wages	3,095,166	3,095,166	3,074,828	3,074,828	15
Benefits	936,195	936,195	1,134,642	1,134,642	16
Supplies	341,080	321,080	259,497	259,497	17
Collection Materials - all	1,020,000	1,020,000	971,000	971,000	18
Professional Services	209,500	209,500	198,160	198,160	19
Communications	160,265	160,265	181,777	181,777	20
Travel & Training	59,400	59,400	46,550	46,550	21
Vehicle Expenses	24,500	24,500	27,000	27,000	22
Advertising	17,500	17,500	15,500	15,500	23
Rentals - Building Leases	184,009	196,778	191,608	191,608	24
Rentals - Equipment	3,000	3,000	3,500	3,500	25
Insurance	36,000	30,000	30,000	30,000	26
Utilities	154,000	154,000	145,000	145,000	27
Repairs & Maintenance - all	115,588	115,588	152,968	152,968	28
Miscellaneous - dues and other	23,900	23,900	24,400	24,400	29
Intergovernmental Services	39,100	39,100	39,000	39,000	30
Grant Expenditures	96,200	77,500	2,000	2,000	31
Total Operating Expenditures	<u>6,515,402</u>	<u>6,483,472</u>	<u>6,497,429</u>	<u>6,497,429</u>	32
Capital Projects	774,569	1,365,261	2,149,500	319,500	33
Debt Service	<u>0</u>	<u></u>	<u>350,000</u>	<u>350,000</u>	34
Total Capital and Debt Service	<u>774,569</u>	<u>1,365,261</u>	<u>2,499,500</u>	<u>669,500</u>	
Total Operational Expenditures and Capital	<u><u>7,289,971</u></u>	<u><u>7,848,733</u></u>	<u><u>8,996,929</u></u>	<u><u>7,166,929</u></u>	35

NOTATIONS

15. Includes merit increases and restructured positions
16. Proj increase in PERS from 5.15 to 8.45% and increase in benefits
17. Supplies - includes scheduled computer replacements
18. Collection materials and databases - reduction of under-utilized databases
19. Professional services - no audit scheduled for 2011
20. Includes all communication: postage, phones, WAN - increase due to Internet connection from 10 mp to 50 mp
21. Training and travel for staff: WLA in Yakima 2011, ALA in New Orleans
22. Vehicles fuel and repairs - increase use by staff
23. Decrease - using more online resources
24. Summtview, Selah, Southeast, Liberty Building - lease amount and CAM charges
25. Postage meter
26. Districtwide building, vehicle, D&O, and liability insurance
27. Districtwide utilities for all branches - anticipated decrease due to improved HVAC in Yakima
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
30. Maintenance payments for designated library buildings
31. Grant projects - Wellness Grant only for 2011
32. Total estimated general operating expenditures - slight increase .22%
33. One time large purchases and capital projects - outside of ongoing operations - (see capital projects list)
34. Debt service principle and interest
34. Total estimated general operating, capital expenditures, and debt service for 2011

YAKIMA VALLEY LIBRARIES
2011 BUDGET - Draft Amendment May 2011

	2010 Adopted Budget	2010 Amended June	<i>2011 Budget Adopted</i>	<i>2011 Amended Budget</i>	Notation
Transfers Out - General Fund					
Capital Projects Carry Forward	0	0	0	0	36
Facility Maintenance Fund	0	0	0	0	37
Technology Fund	0	0	0	0	38
Total Transfers Out	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>39</u>
Total Expenses & Transfer Out	<u>7,289,971</u>	<u>7,848,733</u>	<u>8,996,929</u>	<u>7,166,929</u>	<u>40</u>
Cash Balance - General Fund (GF)					
Estimated Balance January	1,681,778	2,687,116	2,041,894	3,064,667	41
Estimated Operating Revenues Minus Expenditures	(180,652)	931	364,168	108,668	42
Capital and Debt Service	0	(646,153)	0	(669,500)	43
Less transfers out	0	0	0	0	44
Estimated Ending FB for GF	<u>1,501,126</u>	<u>2,041,894</u>	<u>2,406,062</u>	<u>2,503,835</u>	<u>45</u>
Designated Cash for GF					
For Boaz Fund	6,031	76,031	76,031	76,031	46
Reserved for Facility	110,070	0	0	0	47
Reserved Funds-Capital Projects	72,150	0	364,169	461,940	48
Operating Cash-Revolving Funds	1,312,875	1,965,863	1,965,863	1,965,863	49
Total Designated Funds GF	<u>1,501,126</u>	<u>2,041,894</u>	<u>2,406,063</u>	<u>2,503,834</u>	<u>50</u>
Estimated Ending Unrestricted Fund Balance for GF	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>51</u>
Budget Totals					
Revenues Plus Beginning Cash	<u>8,791,098</u>	<u>9,890,628</u>	<u>11,402,992</u>	<u>9,670,765</u>	<u>52</u>
Expenditures Plus Ending FB	<u>8,791,098</u>	<u>9,890,628</u>	<u>11,402,992</u>	<u>9,670,765</u>	<u>53</u>
Cash Reconciliation					
General Fund Estimated Cash	1,501,126	2,041,894	2,406,062	2,503,835	54
Designated Funds - All	1,585,631	1,397,158	1,748,560	1,937,378	55
Total All Funds	<u>3,086,757</u>	<u>3,439,052</u>	<u>4,154,622</u>	<u>4,441,213</u>	<u>56</u>

NOTATIONS

36. Future projects - designated funds
37. Funds for deferred and current district wide facility needs (owned buildings-Yakima and Sunnyside)
38. Funds for deferred and future technology
39. Total deferred funds to transfer to designated funds
40. Total Transfer Out Funds and Expenditures
41. Estimated Beginning Fund Balance (beginning cash)
42. Estimated Operating Revenues minus Expenditures - excludes Capital and Debt Service
43. Capital and Debt Service paid from carry forward cash - no new revenues
44. Cash transfers out of General Fund
45. Estimated ending Fund Balance (cash)
46. Cash reserved for restricted Boaz Fund
47. Cash reserved for capital facility projects
48. Funds reserved for unanticipated building repair
49. Funds designated by Board of Trustees for operating cash between property tax collections
50. Total designated General Fund (cash)
51. Estimated ending Fund Balance that is Undesignated at December 31 for General Fund
52. Total Resources (revenues, transfers in, and beginning cash balance) for General Fund
53. Total Expenditures (including capital projects and ending cash balance) for General Fund
54. General Fund Estimated Ending Cash Balance (see line 44)
55. Total All Other Designated Funds: Cumulative Reserve, Plath, Carry Forward, Facility, & Technology
56. Grand total all Funds for Yakima Valley Libraries

Yakima Valley Libraries

Board Designated Funds

Estimated Balances for Fiscal Year 2011

	West Valley Fund 002	Plath Fund 003	Carry Forward Fund 004	Facility Fund 005	Technology Fund 006	Totals
Estimated Beginning						
Cash	2,320,081.00	57,748.00	413,126.13	252,412.94	657,462.95	3,700,831.02
Interest	21,716.84	625.52	4,432.40	2,710.24	7,061.96	36,546.96
Donation-Distribution	0.00	0.00	0.00	0.00	0.00	0.00
Transfer in From GF	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources	2,341,797.84	58,373.52	417,558.53	255,123.18	664,524.91	3,737,377.98
Direct Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Capital Expenditures	1,800,000.00	0.00	0.00	0.00	0.00	1,800,000.00
Capital Transfers to						
General Fund	0.00	0.00	0.00	0.00	0.00	0.00
Total Expenditures	1,800,000.00	0.00	0.00	0.00	0.00	1,800,000.00
Estimated Ending Cash	541,797.84	58,373.52	417,558.53	255,123.18	664,524.91	1,937,377.98

Attachment 1