

# 2016 BUDGET

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Presented to  
YAKIMA VALLEY LIBRARIES  
Board of Trustees

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Budget Prepared by:  
Kim Hixson MLIS  
*Director*

With Assistance From:

Francisco Garcia-Ortiz PhD - *Zone 1 Managing Librarian*  
Rondi Downs MLS - *Zone 2 Managing Librarian*  
Cathy Rathbone MLS - *Zone 3 Managing Librarian*  
Krystal Corbray, MLIS - *Zone 5 Managing Librarian*  
Deb Stilson MLS - *Zone 6 Managing Librarian*  
LeNee Gatton MLS - *Collection Development Librarian*  
Sherrie Prentice MLS – *Assistant Zone Manager*  
Terri Reeder, *Administrative Coordinator*  
Darline Charbonneau SPHR - *Human Resources Director*  
John Slaughter - *Accounting Manager*  
Kathy Pilgrim - *Community Libraries Assistant Manager*  
Charlotte Layman - *Community Libraries Resources Manager*  
Susan Miller - *Facility Manager*  
Melissa Vickers – *Information Technology Manager*

## *Staff Enrichment Day – 2015*



*Local Author speaks at Staff Enrichment Day*



*Staff Enrichment Day at the Yakima Central Library*

# YAKIMA VALLEY LIBRARIES

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## 2016 Budget

This document contains the 2016 Budget for Yakima Valley Libraries including the revenues and expenditures for the General Fund as well as the Designated Funds. To obtain copies of this document, please contact:

Kim Hixson, MLIS

Director

***Yakima Valley Libraries***

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Yakima, WA 98901

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This document will also be available online at the Library's website: <http://www.yvl.org>

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## DIRECTOR'S MESSAGE

With the onset and availability of e-materials and e-resources in our world today, people often express concern that the physical book will become obsolete and the prospect for libraries as bleak. I see the future for libraries as bright and promising. Libraries are living organizations that change and reshape to meet the needs of its users. The American Libraries Association has a new message for the public about libraries. Their statement is: *Libraries Transform*.....Because transformation is essential to the communities we serve.

For Yakima Valley Libraries, 2016 will be the year of “the plan” to ensure that we are meeting the needs of our community. Staff has been working on a strategic plan which has identified five Yakima Valley Libraries’ service priorities. Yakima Valley Libraries will

- promote *Lifelong Learning*
- encourage *Reading for Pleasure*
- assist our patrons to *Connect to the Online World*
- provide our patrons *Comfortable Spaces*
- support our youth, parents, teachers, and families in *Creating Young Readers promoting Early Literacy*

The Library District will also focus on long range planning to ensure our services and facilities are sustainable and relevant for our community.

The 2016 year will also continue with library efforts to enhance and improve our collection of resources. The library persistently looks for new ways to be more efficient with delivery of services. A modification of the work flows and targeted outsourcing of some tasks this past year now allows us to order the most current materials and have them in the hands of our patrons in a very timely manner. In 2015 Yakima Valley Libraries, provided two highly successful Valley Reads programs – *The Boys in the Boat* and *The Martian* drew in new and old library lovers to participate in a community reads. I was struck with the power of libraries when after the programs I had many people shake my hand, express gratitude for the amazing presentations, and take time to share *their* stories with me. Yakima Valley Libraries - *connecting people and ideas*. That is what libraries do!

We look forward to the year of the plan so that we can continue to provide excellent library services to the communities we serve. It is my hope that this budget will aid in an understanding of your Yakima Valley Libraries.

Your comments and questions are welcome at any time.

Respectfully submitted,

*Kim Hixson*, MLIS

Director

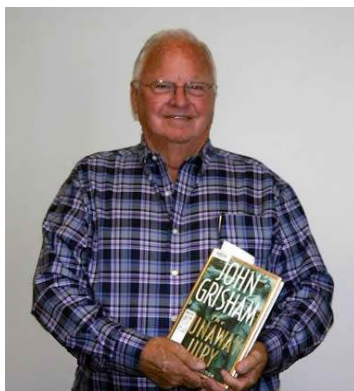
Yakima Valley Libraries

# YAKIMA VALLEY LIBRARIES

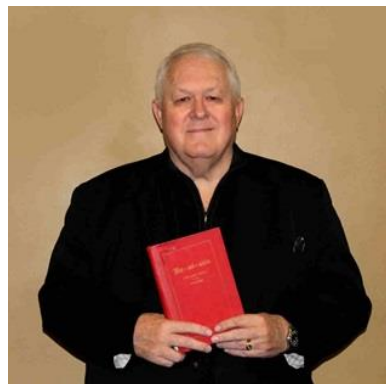
## Board of Trustees



Pam Perryman, President



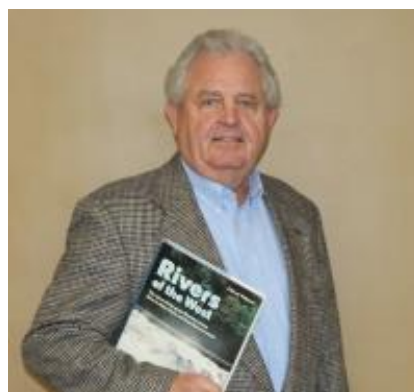
H. E. Jerry Maggard, Vice President



Glenn Rice, Secretary



Del Rankin, Trustee



Jim Davenport, Trustee

### TRUSTEE

Pamela J. Perryman  
H. E. (Jerry) Maggard  
Glenn Rice  
Del Rankin  
Jim Davenport

### POSITION

President  
Vice President  
Secretary  
Trustee  
Trustee

### TERM EXPIRES

December 2017  
December 2016  
December 2018  
December 2017  
December 2019

# YAKIMA VALLEY LIBRARIES

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## Board of Trustees – Governance

Yakima Valley Libraries is a rural county library district as defined under the Revised Code of Washington (RCW) 27.12. It is governed by a five member Board of Trustees appointed by the Yakima County Commissioners. The RCWs maintain that the management and control of the Library be vested with its Trustees. This legislation specifically outlines the powers and duties including fiduciary responsibility and the power to make library policy. RCW 27.12.212 delegates the following duties to the Trustees:

The trustees, immediately after their appointment or election, shall meet and organize by the election of such officers as they deem necessary. They shall:

- (1) Adopt such bylaws, rules, and regulations for their own guidance and for the government of the library as they deem expedient;
- (2) Have the supervision, care, and custody of all property of the library, including the rooms or buildings constructed, leased, or set apart therefor;
- (3) Employ a librarian, and upon his recommendation employ such other assistants as may be necessary, all in accordance with the provisions of RCW 27.08.010, prescribe their duties, fix their compensation, and remove them for cause;
- (4) Submit annually to the legislative body a budget containing estimates in detail of the amount of money necessary for the library for the ensuing year; except that in a library district the board of library trustees shall prepare its budget, certify the same and deliver it to the board of county commissioners in ample time for it to make the tax levies for the purpose of the district;
- (5) Have exclusive control of the finances of the library;
- (6) Accept such gifts of money or property for library purposes as they deem expedient;
- (7) Lease or purchase land for library buildings;
- (8) Lease, purchase, or erect an appropriate building or buildings for library purposes, and acquire such other property as may be needed therefor;
- (9) Purchase books, periodicals, maps, and supplies for the library; and
- (10) Do all other acts necessary for the orderly and efficient management and control of the library.

# YAKIMA VALLEY LIBRARIES

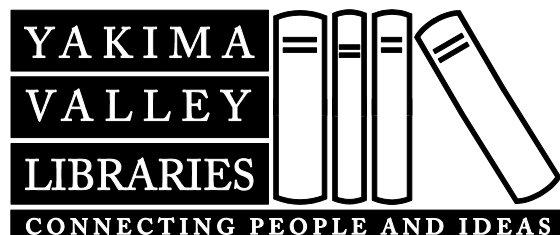
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## About the Library District

Yakima Valley Libraries is located in Yakima County in South Central Washington State. Yakima County is 4,296 square miles or approximately 2.75 million acres and is the second largest county in Washington State. Yakima Valley Libraries is a junior taxing district that provides library services to the general public and is supported primarily through property taxes. The rural county library district was formed in 1945. Yakima Valley Libraries is comprised of a central library and 16 community libraries located throughout Yakima County. All towns and cities, with the exception of the City of Grandview, are either annexed or contract with Yakima Valley Libraries for library services. The five contract cities include: Union Gap, Mabton, Granger, Tieton, and Naches. Yakima Valley Libraries currently serves over 236,547 people in Yakima County. Annexed cities include Harrah, Moxee, Selah, Sunnyside, Toppenish, Wapato, Yakima, and Zillah. Buena, Terrace Heights, and White Swan are representative of the rural county libraries.

In 2014 the library district was open a total of 39,118 hours and served 730,265 visitors. There were 829,459 items circulated and over 159,617 computer appointments were scheduled using the 165 Internet computers available to the public. Yakima Valley Libraries held 1,677 programs which were attended by 20,097 children, 829 teens, and 8,704 adults. The staff at Yakima Valley Libraries is comprised of 92 employees including 17 master's level professional librarians.

**Yakima Valley Libraries – Connecting People and Ideas!**





*MISSION STATEMENT*

*Yakima Valley Libraries supports lifelong learning and an informed citizenry by providing free, open, and full access to a vast array of ideas and information.*

*Adopted August 24, 1999*

# YAKIMA VALLEY LIBRARIES

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## *VALUES and VISION*

Dynamic organizations have values, principles, and philosophies that employees exemplify to both internal and external customers. In the pursuit of providing quality service to our citizens, Yakima Valley Libraries is committed to the following core values. Our approach is to consider each task, each customer, and each day as an opportunity to service our community and our customers in a positive, helpful way:



Yakima Valley Libraries believes we have a responsibility to positively affect the future for our citizens by what we do today. We value planning for our tomorrows to make a better community for those who follow us.



*Mural at Sunnyside Community Library – Artist Ed Weber*

# YAKIMA VALLEY LIBRARIES

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## Community Library Hours and Locations

### [Buena Library](#)

801 Buena Road  
865-2298  
Supervisor: Janie Navarro  
Tues, Wed, Thurs 2-7  
Saturday 9-2

### [Granger Library](#)

508 Sunnyside Ave  
854-1446  
Supervisor: Sonia Espinoza  
Mon & Wed 12-6  
Tues & Thurs 10-6  
Saturday 12:30-5

### [Harrah Library](#)

21 E. Pioneer  
848-3458  
Supervisor: Avelina Garcia  
Tues & Thurs 1-6  
Sat 9-2

### [Mabton Library](#)

415 B Street  
894-4128  
Supervisor: Linda Lee Bales  
Mon – Fri 2-6

### [Moxee Library](#)

255 W. Seattle  
575-8854  
Supervisor: Jared Fair  
Mon & Wed 10-6  
Tues & Thurs 12-7  
Fri & Sat 1-5

### [Naches Library](#)

303 Naches Ave  
653-2005  
Supervisor: Katherine Ulmer  
Tues & Thurs 2-7  
Wed, Fri & Saturday 10-3

### [Selah Library](#)

106 S 2<sup>nd</sup> Street  
698-7345  
Supervisor: Michael Martin  
Mon-Thurs 9-7  
Friday 9-6 Sat 10-5

### [Southeast Library](#)

1211 S 7<sup>th</sup> Street  
576-0723  
Librarian:  
Francisco Garcia-Ortiz, Ph.D.  
Mon – Fri 1-5

### [Sunnyside Library](#)

621 Grant  
837-3234  
Supervisor: Marcelina Ortega  
Mon-Thurs 9-7  
Fri 9-6  
Sat & Sun 10-5

### [Terrace Heights Library](#)

4011 Commonwealth  
457-5319  
Supervisor: Katie Ruffcorn  
Mon & Wed 12-7  
Tues & Thurs 10-6  
Fri & Sat 10-2

### [Tieton Library](#)

418 Maple  
673-2621  
Supervisor: Patricia Fehrer  
Mon - Thurs 12-5

### [Toppenish Library](#)

1 S. Elm  
865-3600  
Supervisor: Tino Godina  
Mon - Thurs 10-7  
Fri & Sat 10-5

### [Wapato Library](#)

119 E. 3<sup>rd</sup> St.  
877-2882  
Librarian: Diane Tufts  
Mon, Wed 12-8  
Tues, Thurs 10-6  
Fri 12-6  
Saturday 10-4

### [West Valley Library](#)

223 South 72<sup>nd</sup> Ave  
966-7070  
Librarian: Cathy Rathbone  
Mon, Fri, Sat 9-6  
Tues-Thurs 9-8  
Sunday 10-5

### [White Swan Library](#)

391 1<sup>st</sup> St.  
874-2060  
Supervisor: Michele Flett  
Mon-Fri 12-5

### [Yakima Library](#)

102 N. 3<sup>rd</sup> St.  
452-8541  
Librarian:  
Francisco Garcia-Ortiz, Ph.D.  
Mon - Fri 9-6  
Sat 10-6

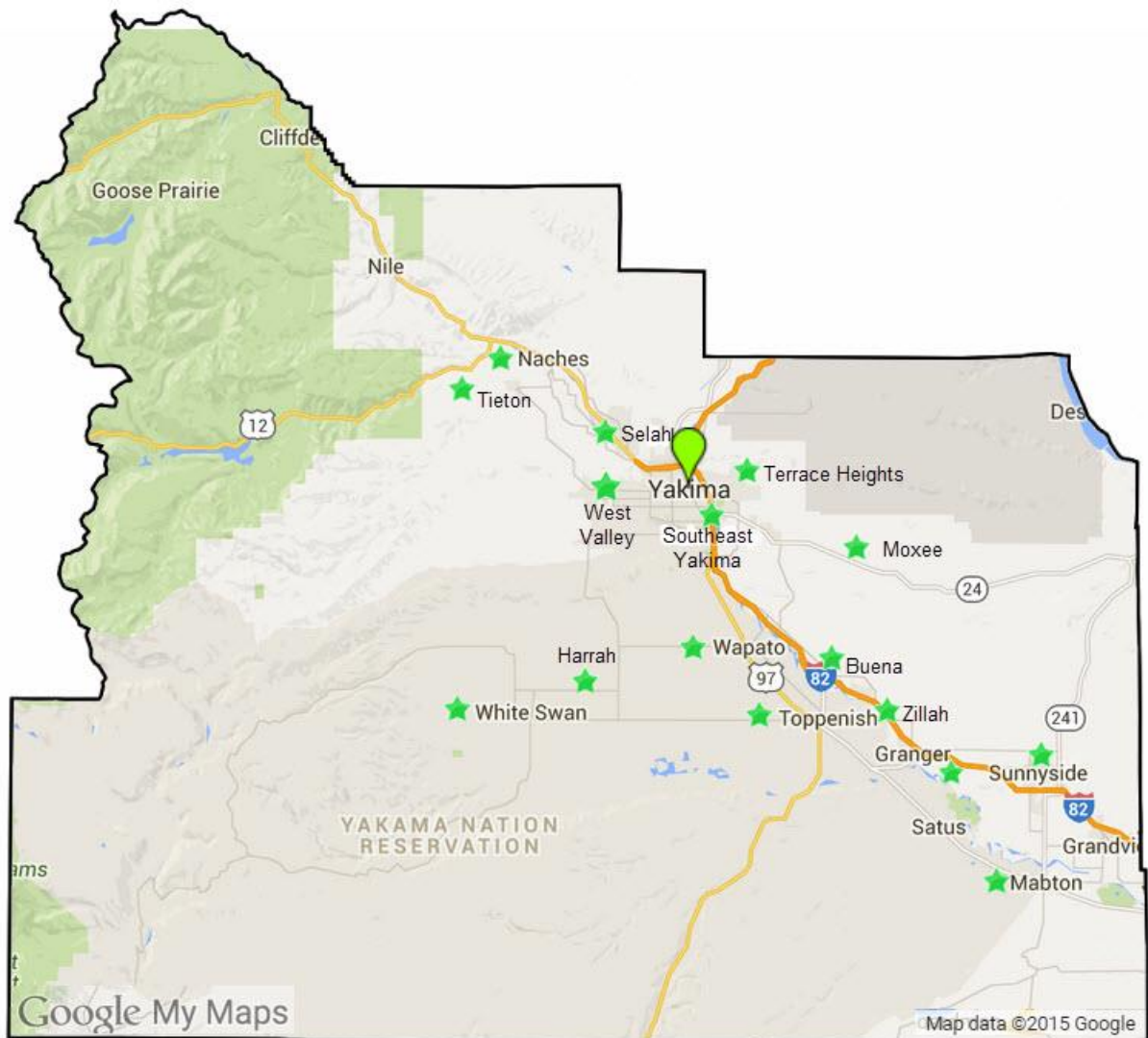
### [Zillah Library](#)

109 7<sup>th</sup>  
829-6707  
Supervisor: Gay Lindemuth-Will  
Mon-Thurs 2-7  
Saturday 2-5

# YAKIMA VALLEY LIBRARIES

Where to find your community library

**Yakima Valley Libraries offers 17 locations in Yakima County to serve you!**





## YAKIMA VALLEY LIBRARIES

### What we do and who we serve – Engaging the Community

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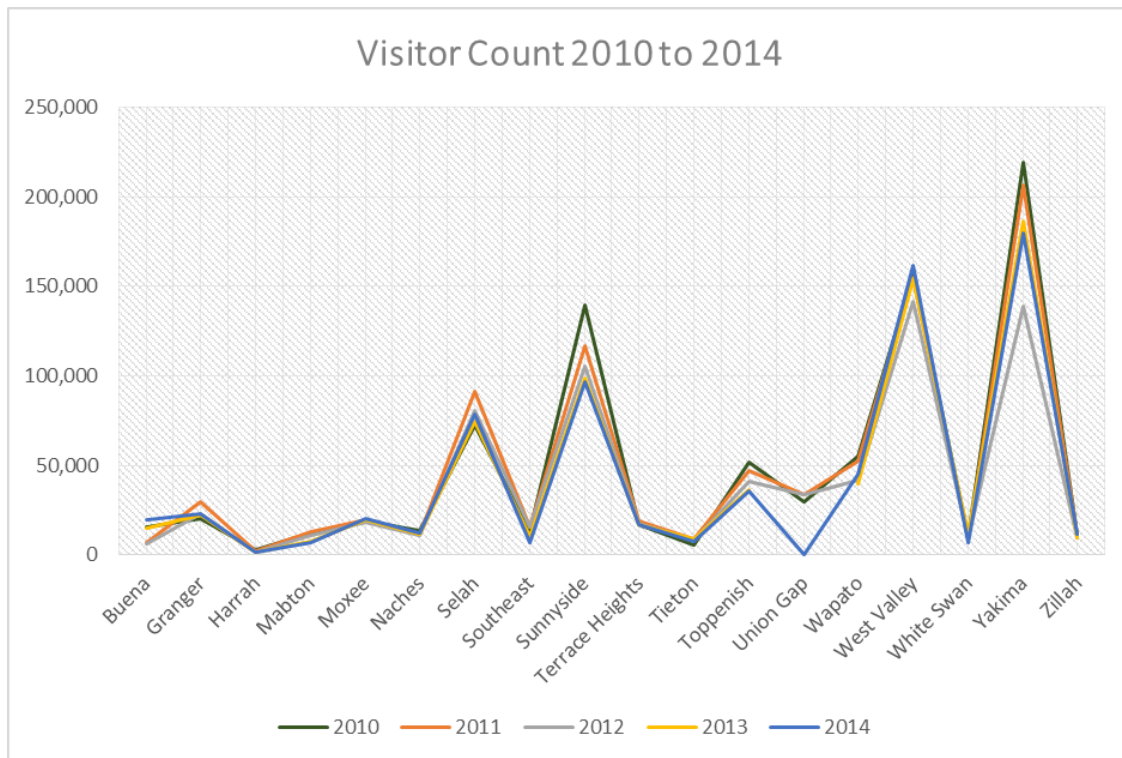
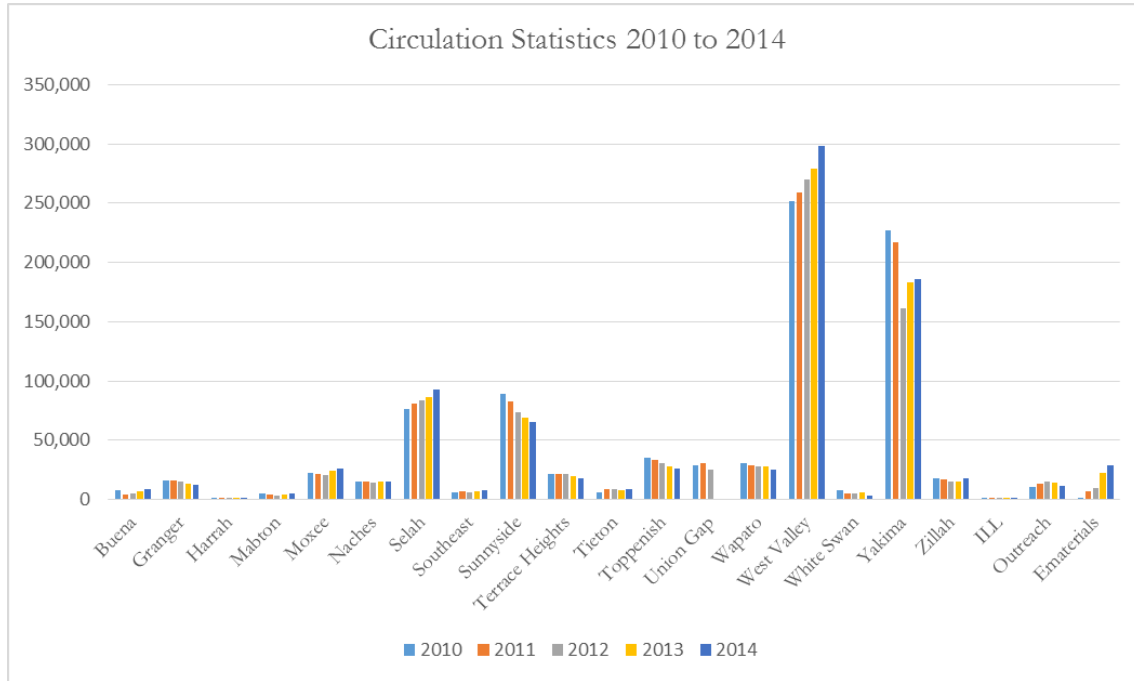
2015 Playdate Expo



Story Time with the Yakima Pippins

# YAKIMA VALLEY LIBRARIES

## What we do and who we serve – Books and Visitors!

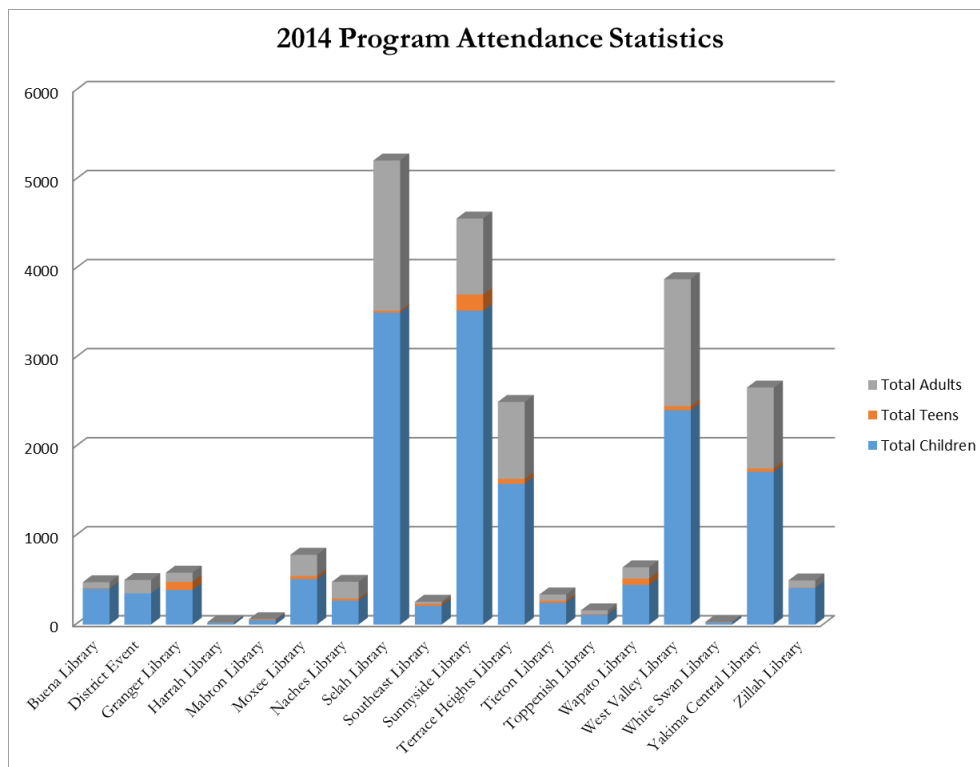


# YAKIMA VALLEY LIBRARIES

## What we do and who we serve – Programs!



*Mo Willems' Elephant and Piggie visited Yakima Valley Libraries this year!*

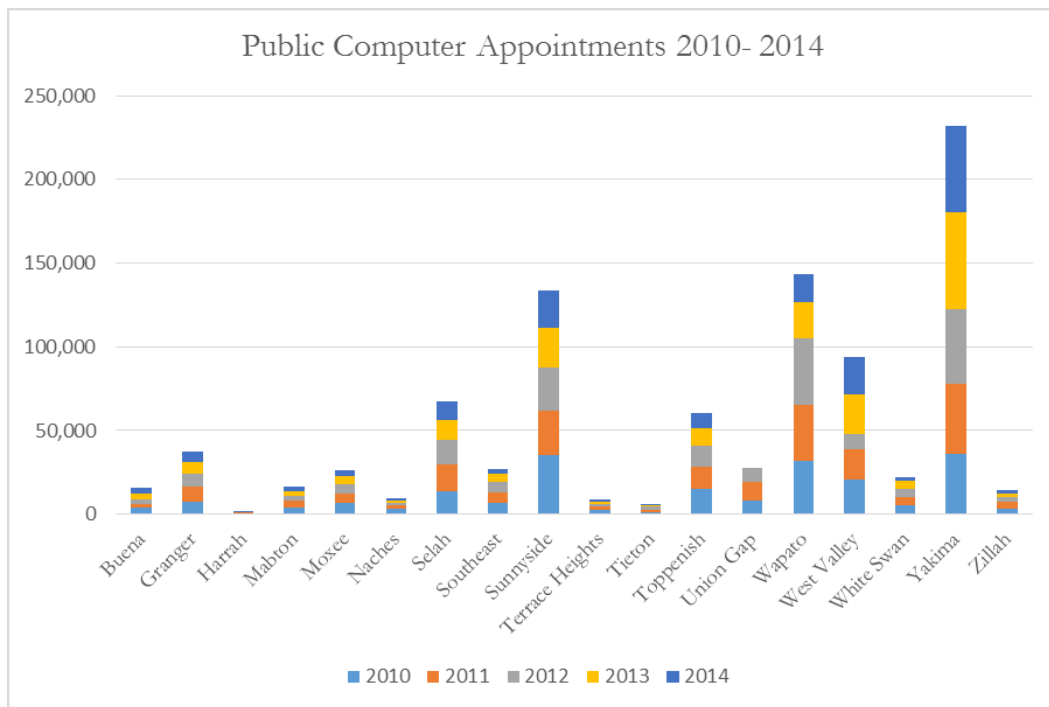




## YAKIMA VALLEY LIBRARIES

### What we do and who we serve – Computers and Internet!

“Access to high-speed broadband is no longer a luxury; it is a necessity for American families, businesses, and consumers. Affordable, reliable access to high-speed broadband is critical to U.S. economic growth and competitiveness. High-speed broadband enables Americans to use the Internet in new ways, expands access to health services and education, increases the productivity of businesses, and drives innovation throughout the digital ecosystem.” – President Barak Obama



*Computers at the Yakima Central Library*  
**YAKIMA VALLEY LIBRARIES**

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**Public Services and District-wide Departments**

***ADMINISTRATION***

*Kim Hixson, Director*

The Administration Department provides direction and oversight of the business and administrative operations as well as the public services provided by Yakima Valley Libraries. It is responsible for the Library's human resources, financial, accounting, printing, purchasing and general administrative services. It also supports the Board of Trustees in the fulfillment and implementation of budgeting priorities, policies, strategic planning, and long range plans.

***HUMAN RESOURCES***

*Darline Charbonneau, Human Resources Director*

The Human Resources Department ensures effective and efficient use and development of human talent to offer outstanding library services to the public. Staff is a high level investment and asset to the library. Yakima Valley Libraries strives to support and develop a workforce that is flexible, welcoming, knowledgeable, and innovative. The Human Resource Department supports the Yakima Valley Libraries by fostering a positive work environment for all employees.

***ACCOUNTING***

*John Slaughter, Accounting Manager*

The accounting department is a department of Administration and is responsible for all fiscal responsibilities, financial reporting, audit, payroll, accounts payable, accounts receivable, cash receipts, inventory, and purchasing for the entire library district. The Accounting Department supports Yakima Valley Libraries by providing information and resources to better serve library staff and its patrons.

***INFORMATION TECHNOLOGIES DEPARTMENT***

*Melissa Vickers, Information Technology Manager*

Information Technology (IT) is responsible to maintain and manage the computer systems and networks, administer inventory and replacement schedules, implement the Technology Plan and to oversee help desk service to internal and external customers. The IT Department supports Yakima Valley Libraries by offering updated technology information and resources to help the district best utilize resources available to serve library staff and the public.

## ***TECHNICAL SERVICES DEPARTMENT***

*Francisco Garcia-Ortiz, Managing Librarian – Sherrie Prentice Assistant Managing Librarian*

Technical Services is comprised of cataloging and processing of books, ematerials, periodicals, books on cassettes, DVDs and any other material loaned by the library. The goal of Technical Services is to order and receive materials efficiently and precisely; to enter data into the database efficiently, and make sure that the materials are available to the public as quickly as possible. The Technical Services Department continues to streamline the material technical process, making more good use of offline and online tools while maintaining the quality of the library catalog.

## ***FACILITIES***

*Susan Miller, Facility Manager*

Facility staff maintains the community library buildings, the fleet, transports books and materials district wide via the staff courier, and responds to and manages all district facility needs. The facility staff also works closely with library staff on all construction and other library projects. The Facility Department supports Yakima Valley Libraries by making sure workflows are efficient and effective for all library facilities throughout the District.

## ***COMMUNITY LIBRARIES***

The **Community Libraries** support lifelong learning and an informed citizenry in the Yakima Valley by providing high quality customer service directly to patrons. The Community Libraries not only reflect the communities they serve, they function in concert to provide a comprehensive library district that serves the people of Yakima County. Books and materials, databases, research, programs for everyone, and computer access are just some of the library services that you will find at your Community Library.

**Collection Development and Programming** select library materials and provide programs that will support lifelong learning, offer access to information, and affords recreational activities to the people of the community. **Collection Development Manager**, *LeNee Gatton, MLS*

**Interlibrary Loans** provides library patrons the opportunity to borrow materials not owned by Yakima Valley Libraries. **Community Library Assistant Manager**, *Kathy Pilgrim*

**Outreach Services** delivers library materials to people who are homebound, in assisted living facilities or nursing homes. **Assistant Zone Manager**, *Sherrie Prentice, MLS*

**Community Outreach** connects Yakima Valley Libraries with partners throughout the District building connections and enhancing access to resources.

## ***COMMUNITY LIBRARIES – MANAGING LIBRARIANS***

In January of 2012, the District created six zones to better oversee and manage the day to day operations of the Community Libraries throughout the district. Six Managing Librarians were hired to oversee these zones. The zones are defined as follows:

- Zone 1:**      **Yakima Central Library and Southeast Community Library**  
Managing Librarian, *Francisco Garcia-Ortiz, Ph.D.*
- Zone 2:**      **Naches, Selah, and Tieton Community Libraries**  
Managing Librarian, *Rondi Downs, MLS*
- Zone 3:**      **Richard E Ostrander West Valley Community Library**  
Managing Librarian, *Cathy Rathbone, MLS*
- Zone 4:**      **Moxee and Terrace Heights Community Libraries**  
Managing Librarian, *Cathy Rathbone, MLS*
- Zone 5:**      **Buena, Toppenish, Wapato, and Zillah Community Libraries**  
Managing Librarian, *Krystal Corbray, MLIS*
- Zone 6:**      **Granger, Harrah, Mabton, Sunnyside, and White Swan Community Libraries**  
Managing Librarian, *Deb Stilson, MLS*



LeNee Gatton, Deb Stilson, Krystal Corbray, Cathy Rathbone, Francisco Garcia-Ortiz, and Rondi Downs

## YAKIMA VALLEY LIBRARIES

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### 2016 Budget Preparation Calendar

*June 2015*

June 22	2016 Budget Calendar Adopted by Trustees
June 24	Distribute Budget Format to Middle Managers
June/July	Director to tour all community libraries
August	Meetings with Middle Managers Determine functional needs, short, and long term projects
August 31	Budget Drafts Due to Kim from Middle Managers
September	Administration: Review all requests Review trends Payroll and Benefit Discussions Draft and format document for 2016
September 30	Draft Document to Middle Management Team
October 2	All comments due to Director
October 9	Budget Document ready for Board Packet and Managers
October 13	Mail proposed 2016 Budget Document to Trustees
October 19	Library Board: Regular meeting – 3:00 p.m. Study Session <i>Draft</i> Budget Document presented and reviewed 4:00 p.m. Regular Meeting
October 30	Final changes due for 2016 Draft Budget Document
November 2	Mail final 2016 Budget Document Draft to Trustees
November 9 (2 <sup>nd</sup> Monday)	Public Hearing 3:00 p.m. – Yakima Central Library Boardroom Regular Board Meeting – 4:00 p.m. <ul style="list-style-type: none"><li>▪ Adopt 2016 Budget and Levy resolutions due to County Commissioners</li><li>▪ Resolutions due to County Commissioner's on or before Friday, November 20, 2015</li></ul>

# Yakima Valley Libraries

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## Basis of Accounting and Financial Procedures

The District reports financial activity using the revenue and expenditure classifications, statements and schedule contained in the Cash Basis Budgeting, Accounting and Reporting System (BARS) manual for libraries. This basis of accounting and reporting is an other comprehensive basis of accounting (OCBOA) that is prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW.

- Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Revenues are recognized only when cash is received and expenditures are recognized when paid.
- Purchases of capital assets are expensed during the year of acquisition. There is no capitalization of fixed assets, nor allocation of depreciation expense. Inventory, including collection materials, is expensed when purchased.
- It is Yakima Valley Libraries' policy to invest all temporary cash surpluses. The amount is included on the statement of resources and uses arising from cash transactions as net cash and investments.
- As required by Washington State statute, Yakima Valley Libraries is audited by the Washington State Auditor every two years.
- Yakima Valley Libraries' budget is prepared on a cash basis to guide the current year expenditures. Every effort is made to meet the goals and criteria established in the budget.
- All proposed transfers to/from General Operating to/from Designated Funds are authorized by Board Resolution.
- Yakima Valley Libraries policy regarding approval of claims and payroll designates the Director and Trustees as Auditing Officers, and establishes the responsibilities of this position for review and certification of all claims and payroll. The Board shall review all claims and payroll at any time or at the next regularly scheduled Board meeting where they are officially approved.



# YAKIMA VALLEY LIBRARIES

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## Yakima Valley Reads



Judy Wilman – *Boys in the Boat* Speaker for the Spring Yakima Valley Reads Program



Kevin Manning – *Astronomy for Everyone* – the Fall Yakima Valley Reads *The Martian*



Free books for the Yakima Valley Reads program were generously donated by the *Yakima Valley Libraries' Foundation*.

**ANTICIPATED REVENUES FOR 2016**



# REVENUES FOR 2016

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Classification of revenues by Basic and Subaccount Codes as Defined by the State of Washington *Budgeting, Accounting, and Reporting System (BARS) Manual for Library Districts*.

## **311 – Taxes**

General property taxes – real and personal property.

## **317 – Other Taxes**

Forest excise, leasehold excise, and other taxes collected for the district.

## **331 – Federal Funds**

National Endowment for the Arts

## **332 – Payment In-Lieu**

US Department of Energy

## **334 – State Funding**

State direct/indirect grant from Washington State Library

## **335-337 Various State Distributed Taxes**

PUD Privilege Tax, DNR Timber Trust, DNR PILT

## **341 – Sale of Merchandise**

Photocopies and Internet copies.

## **347 – Library Services**

Nonresident fees.

## **359 – Library Fines and Fees**

Fines, fees, and overdues.

## **361 – Other Revenues**

Investment interest.

## **367 – Contributions and Donations – Non-governmental Sources**

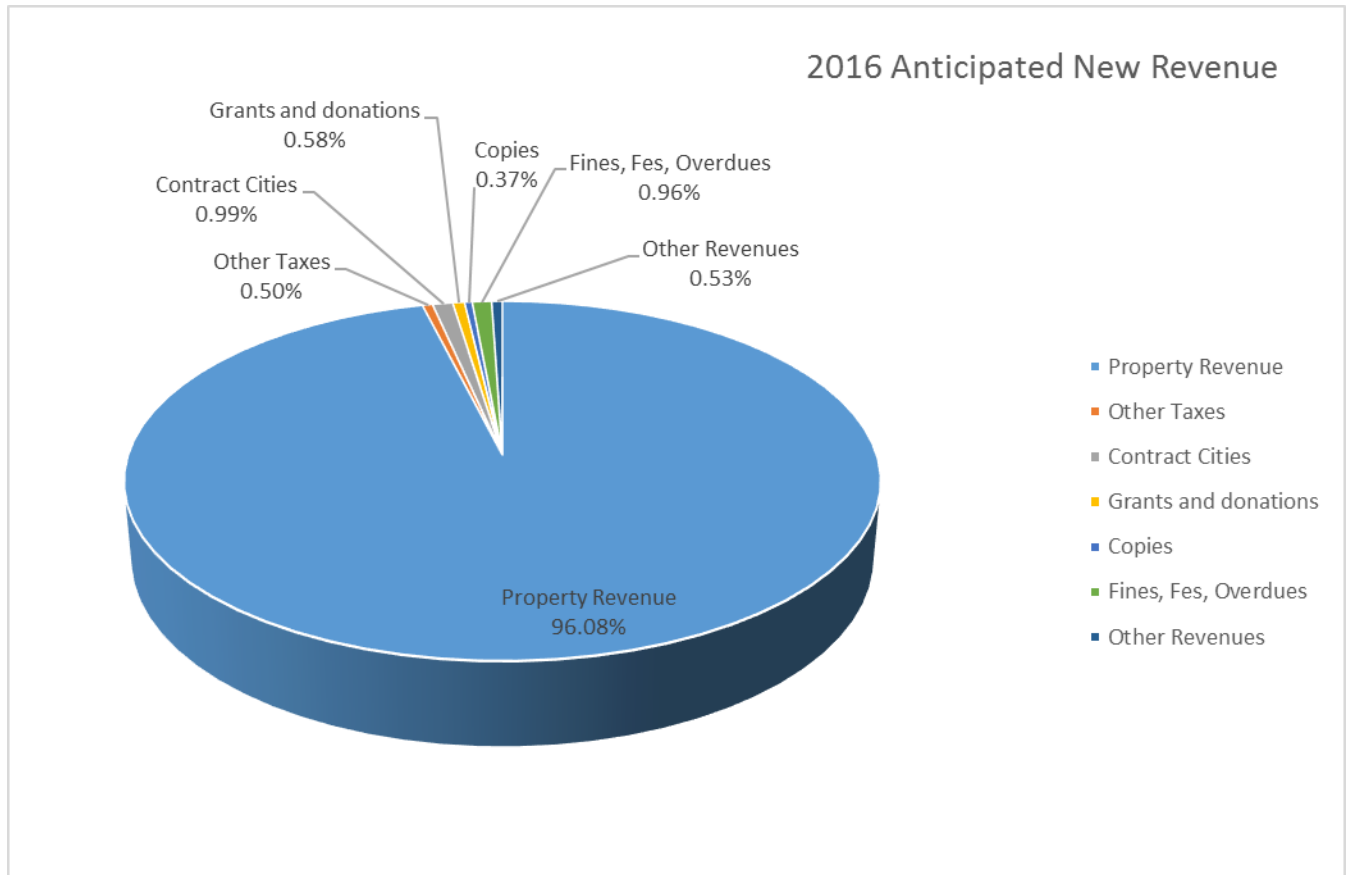
Includes, gifts, grants, and bequests from non-governmental source.

## **369 – Miscellaneous**

All other revenue not recorded in other categories.

# YAKIMA VALLEY LIBRARIES

## 2016 Budget - Revenues



## YAKIMA VALLEY LIBRARIES

## 2016 Budget

	<i>2015 Adopted Budget 11-14</i>	<i>2015 Amended Budget 04-15</i>	<i>2016 Budget Draft 11-2015</i>	<i>Notation</i>
<b>REVENUES</b>				
<b>Tax Revenues</b>				
Property Tax Revenue	6,779,097	6,779,097	6,939,085	<i>1</i>
Other Taxes	43,600	43,600	36,100	<i>2</i>
<b>Total Tax Revenues</b>	<u>6,822,697</u>	<u>6,822,697</u>	<u>6,975,185</u>	<i>3</i>
<b>Contract Cities</b>				
Other Contract Cities	69,229	68,979	71,676	
<b>Total Contract Cities</b>	<u>69,229</u>	<u>68,979</u>	<u>71,676</u>	<i>4</i>
<b>Other Revenue</b>				
Grants and Donations	26,610	31,610	41,610	<i>5</i>
Copies	22,000	22,000	27,000	<i>6</i>
Fines, Fees, Overdues	65,000	65,000	69,000	<i>7</i>
All Other Revenues	34,400	43,000	38,000	<i>8</i>
<b>Total Other Revenue</b>	<u>148,010</u>	<u>161,610</u>	<u>175,610</u>	<i>9</i>
<b>Total All New Revenues</b>	<u>7,039,936</u>	<u>7,053,286</u>	<u>7,222,471</u>	<i>10</i>
<b>Other Resources</b>				
Transfers in	0	0	0	
Other Financing Resources	0	0	0	<i>11</i>
Other Funding	0	0	0	<i>12</i>
<b>Total Other Resources</b>	<u>0</u>	<u>0</u>	<u>0</u>	<i>13</i>
<b>Total All New Revenues</b>	<u>7,039,936</u>	<u>7,053,286</u>	<u>7,222,471</u>	<i>14</i>

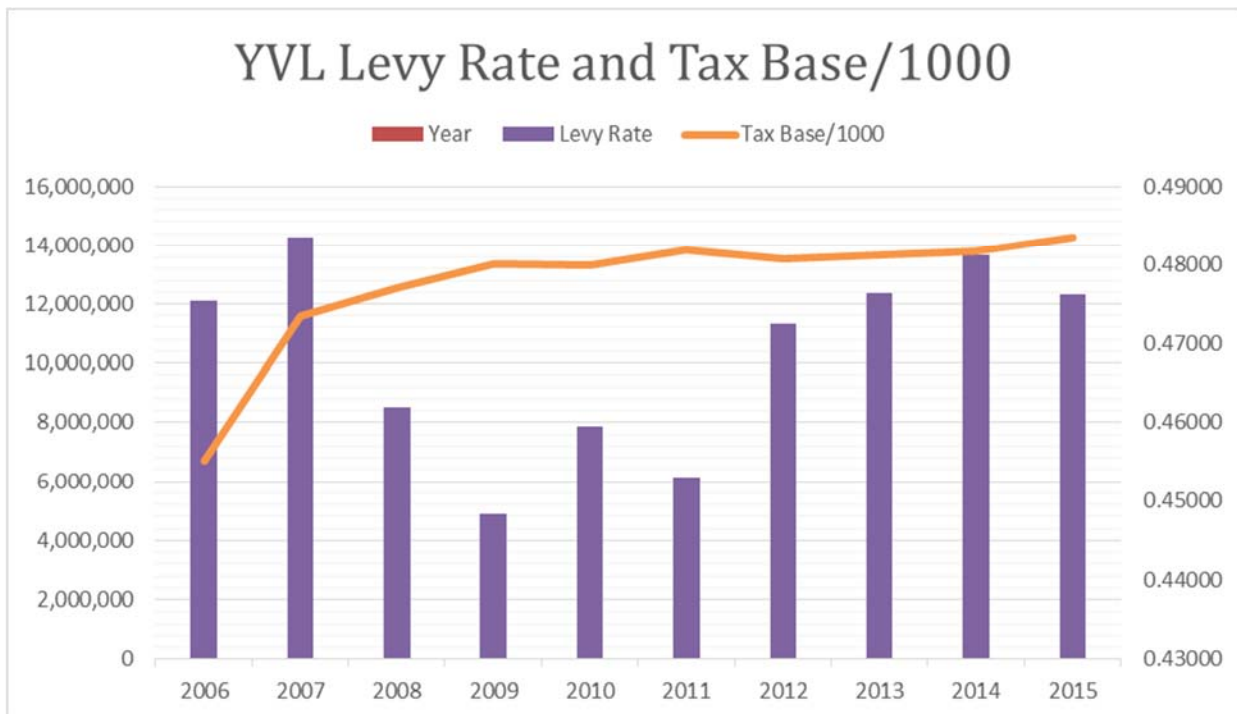
## Notations

1. 2016 property tax request is an estimated increase of \$59,731.74 over previous (.8790% increase) plus \$76,097 in new construction
2. Estimated change in state taxes - wildlife in lieu, DNR, Utility, County Refund
3. Estimated total tax revenues
4. Cities contracting for library services: Granger, Mabton, Naches, Tieton, and Union Gap (All at 6% per contracts except Mabton & UG.)
5. Grants and donations - includes McAuliff and Boaz Endowments - Miscellaneous Grants
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. Other Funding
13. Total Other Resources
14. Total all new Revenues and Resources

# YAKIMA VALLEY LIBRARIES

## Levy Rate and Property Tax Base

The Levy Rate Chart provides a history of the Yakima Valley Libraries' levy rate and tax base/1000 from 2006 through 2015. The City of Yakima annexed to the library district in 2006 and property taxes were collected beginning in 2007. Currently, all cities within Yakima County with the exceptions of Grandview, Granger, Mabton, Naches, Tieton, and Union Gap are annexed to the library district and reflected in the tax base.



Yakima Valley Libraries

Levy Rate and Property Tax Comparisons - 2006 to 2016

Property Tax Calculations		2015 Final	2014 Final	2013 Final	2012 Final	2011 Final	2010 Final	2009 Final	2008 Final	2007 Final	2006 Final
Current Tax Base		14,270,535,022	13,804,560,484	13,644,952,888	13,518,780,598	13,834,762,172	13,332,848,058	13,344,941,027	12,550,009,683	11,576,671,667	6,709,014,861
Additional Levy Fund Calculations											
New Construction		202,548,400	127,524,192	124,853,807	109,398,641	173,423,737	183,575,009	276,403,078	242,141,737	188,352,826	160,442,751
Last Year's Rate		0.48121906	0.476325533	0.47241404	0.452939723	0.459505034	0.448310171	0.461922452	0.483540462	0.4754625	0.49436282
Amount		97,470.15	60,743.03	58,982.69	49,550.99	79,689.08	82,298.54	127,676.79	117,085.33	89,554.71	79,316.93
Added Value					0	26,643,820	0	7,500	0	0	28,971,300
Last Years Rate		0.48121906	0.476325533	0.47241404	0.452939723	0.459505034	0.448310171	0.461922452	0.483540462	0.4754625	0.49436282
Amount		-	-	-	-	12,242.97	0.00	3.46	0.00	0.00	14,322.33
Increase in State Utility Assessment		15,903,624	0	6,111,913	0	0	0	9,595,233	26,718,493	81,548,008	16,494,559
Last Years Rate		0.48121906	0.476325533	0.47241404	0.452939723	0.459505034	0.448310171	0.461922452	0.483540462	0.4754625	0.49436282
Amount		7,653.13	-	2,887.35	-	-	-	4,432.25	12,919.47	38,773.02	8,154.30
Annexation					0	0	0	0	0	4,586,923,853	403,492,241
Current Rate		0.476325533	0.476325533	0.47241404	0.459505034	0.448310171	0.448310171	0.45950000	0.45950000	0.482053272	0.4783
Amount		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,211,141.65	192,995.82
Total Additions		105,123.28	60,743.03	61,870.04	49,550.99	91,932.05	82,298.54	132,112.50	130,004.80	2,339,469.38	294,789.38

% Method (1)											
Last Years Levy		6,643,017.67	6,499,436.67	6,378,853.70	6,266,313.34	6,126,510.80	5,982,672.80	5,797,131.24	5,597,789.17	3,189,885.01	2,859,868.07
Percent Requested		1.0000	1.0000	1.0000	0.7521	0.5303	0.5524	0.4643	0.6894	1.6096	1.0000
% times last years Levy		66,430.18	64,994.37	63,788.54	47,128.94	32,488.89	33,048.28	26,916.08	38,591.16	51,344.39	28,598.68
Plus Additions		105,123.28	60,743.03	61,870.04	49,550.99	91,932.05	82,298.54	132,112.50	130,004.80	2,339,469.38	294,789.38
Total by Percent		6,814,571.08	6,625,174.07	6,504,512.28	6,362,993.27	6,250,931.74	6,098,019.63	5,956,159.82	5,766,385.13	5,580,698.77	3,183,256.13
Dollar Increase Method (2)											
Last Years Levy		6,643,017.65	6,499,436.67	6,378,853.70	6,266,313.34	6,126,510.80	5,982,672.80	5,797,131.24	5,597,789.17	3,189,885.01	2,859,868.07
Dollar Increase over previous year*		38,759.94	55,947.94	49,755.06	47,127.67	32,488.85	33,048.11	26,915.58	38,589.02	51,218.07	20,814.41
Plus Additions		105,123.28	60,743.03	61,870.04	49,550.99	91,932.05	82,298.54	132,112.50	130,004.80	2,339,469.38	294,789.38
Total by Dollar Increase		6,786,900.87	6,616,127.64	6,490,478.80	6,362,992.00	6,250,931.70	6,098,019.45	5,956,159.31	5,766,382.99	5,580,572.45	3,175,471.86
Levy Amount Lesser of 1 or 2		6,779,097.11	6,616,127.64	6,487,680.97	6,362,992.00	6,266,313.34	6,098,019.45	5,958,381.55	5,794,834.03	5,578,262.88	3,171,623.74

Current Max Lawful Calculation (3)											
Prior Year Max Lawful		6,615,621.35	6,616,127.61	6,364,960.17	6,250,931.69	6,098,019.45	5,956,159.31	5,766,382.99	5,580,572.46	3,209,012.95	2,885,369.87
Times 1%		1.01	1.01	1.01	1.01	1.01	1.01	1.01	1.01	1.01	1.01
Base - lawful max		6,681,777.56	6,682,288.89	6,428,609.77	6,313,441.01	6,158,999.65	6,015,720.91	5,824,046.82	5,636,378.19	3,241,103.08	2,914,223.57
Plus Additions		105,123.28	60,743.03	61,870.04	49,550.99	91,932.05	82,298.54	132,112.50	130,004.80	2,339,469.38	294,789.38
Final Max Lawful		6,786,900.84	6,743,031.91	6,490,479.81	6,362,992.00	6,250,931.70	6,098,019.45	5,956,159.31	5,766,382.99	5,580,572.46	3,209,012.95
If Max Lawful < Resolution you get Lawful Max		6,779,097.11	6,616,127.64	6,487,680.97	6,362,992.00	6,250,931.69	6,098,019.45	5,956,159.31	5,766,382.99	5,578,262.88	3,171,623.74
Maximum Statutory Limit		7,135,267.51	6,902,280.24	6,822,476.44	6,759,390.30	6,917,381.09	6,666,424.03	6,672,470.51	6,275,004.84	5,788,335.83	3,354,507.43
Difference from Levy		356,170.40	286,152.60	334,795.47	396,398.30	666,449.40	568,404.58	714,088.96	480,170.81	210,072.95	182,883.69
Refund Amount**		15,941.00	26,890.01	11,755.70	0.00	19,189.17	28,491.35	26,513.48	30,748.25	19,526.29	18,261.27
Max Levy Request		6,795,038.11	6,643,017.65	6,502,235.51	6,362,992.00	6,266,313.34	6,126,510.80	5,982,672.79	5,825,582.28	5,597,789.17	3,189,885.01
Levy Rate - Actual		0.47616	0.48122	0.47653	0.47241	0.45294	0.45951	0.44831	0.46419	0.48354	0.47546

# YAKIMA VALLEY LIBRARIES

Library Services for our Community



*The Pacific Science Center – 2015 Summer Reading Program*

**ANTICIPATED EXPENDITURES FOR 2016**

# YAKIMA VALLEY LIBRARIES

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## EXPENDITURES FOR 2016

Classification of expenditures by Object/Subobject Codes as Defined by the State of Washington *Budgeting, Accounting, and Reporting System (BARS) Manual for Library Districts*.

### **10 – Salaries and Wages**

Amounts paid for personal services rendered by employees in accordance with the rates, hours, terms and conditions authorized by law or stated in employment contracts.

### **20 – Personnel Benefits**

Those benefits paid by the employer as part of the conditions of employment.

### **30 - Supplies**

Office, operating, fuel, collection materials, and small tools and minor equipment.

### **41 - Professional Services**

Accounting, auditing, computer programming, custodial and cleaning, engineering and architectural, management consulting, special legal services, investments, advertising, etc.

### **42 - Communication**

Facsimili, postage, on-line charges, telephone, shipping, etc.

### **43 - Travel**

Lodging, mileage, meals, per diem, etc.

### **45 - Operating Rentals and Leases**

All rentals and leases including building and equipment.

### **46 - Insurance**

All insurance including risk, casualty, fire, theft, liability.

### **47 - Utility Services**

All utilities including electricity, gas, sewer, waste, water, etc.



# YAKIMA VALLEY LIBRARIES

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## EXPENDITURES FOR 2016

### **48 - Repairs and Maintenance**

Contracted labor, buildings, equipment, and software maintenance.

### **49 - Miscellaneous**

Judgements, damages, dues, subscriptions, memberships, etc.

### **50 - Intergovernmental**

Amounts paid to other governments for services rendered.

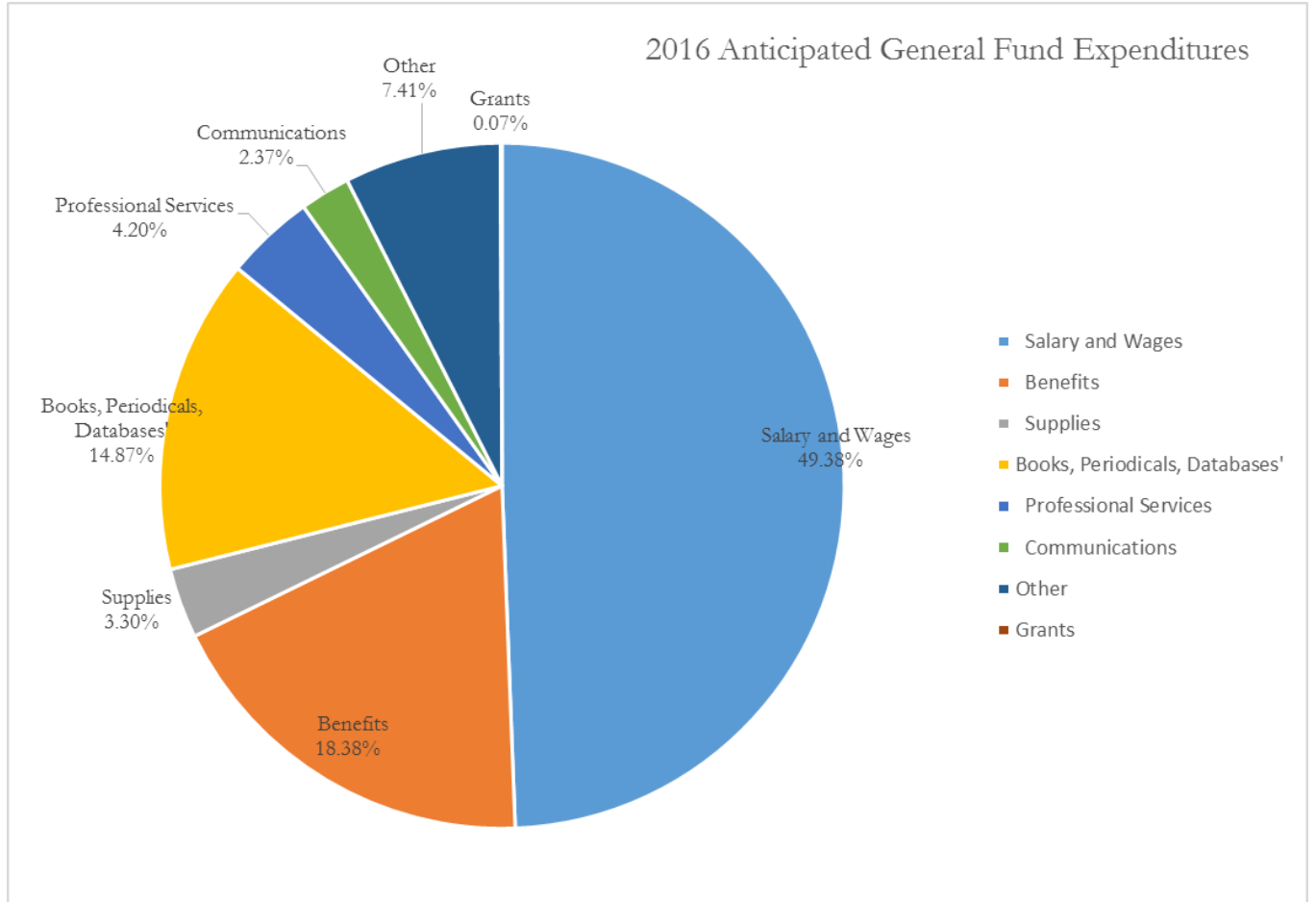
### **60- Capital**

Amounts paid for capital assets including land, building and structures, and other improvements.



# YAKIMA VALLEY LIBRARIES

## 2016 Budget – Expenditures



# YAKIMA VALLEY LIBRARIES

## 2016 Budget

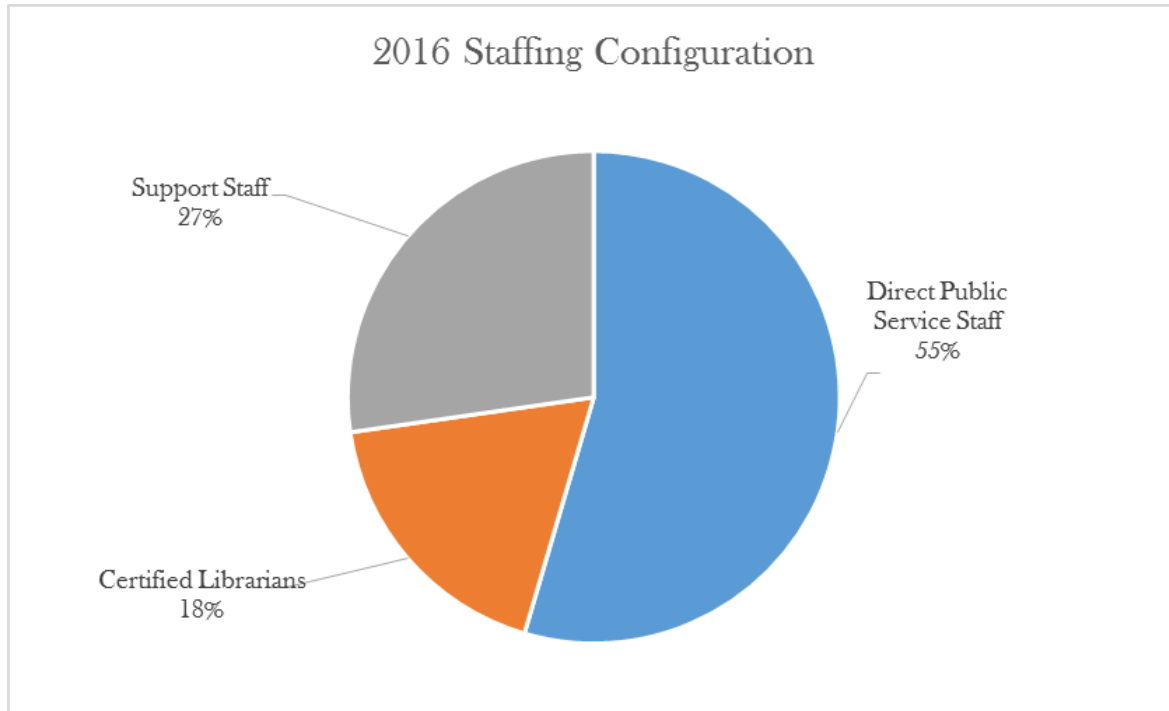
	<i>2015 Adopted Budget 11-14</i>	<i>2015 Amended Budget 04-15</i>	<i>2016 Budget Draft 11-2015</i>	<i>Notation</i>
<b>EXPENDITURES</b>				
Salary and Wages	3,516,038	3,516,038	3,564,592	<b>15</b>
Benefits	1,294,364	1,294,364	1,326,985	<b>16</b>
Supplies	279,625	279,625	238,520	<b>17</b>
Collection Materials - all	1,005,600	1,155,600	1,073,599	<b>18</b>
Professional Services	255,474	255,474	303,416	<b>19</b>
Communications	170,364	170,364	171,276	<b>20</b>
Travel & Training	69,660	69,660	70,972	<b>21</b>
Mileage and vehicle	17,569	17,569	16,960	<b>22</b>
Advertising	9,500	9,500	9,800	<b>23</b>
Rentals - Building Leases	14,651	14,651	8,401	<b>24</b>
Rentals - Equipment	8,250	8,250	6,120	<b>25</b>
Insurance	41,000	41,000	43,000	<b>26</b>
Utilities	131,844	131,844	132,340	<b>27</b>
Repairs & Maintenance - all	185,846	185,846	211,584	<b>28</b>
Miscellaneous - dues and other	27,153	27,153	23,971	<b>29</b>
Intergovernmental Services	11,000	11,000	11,500	<b>30</b>
Grant Expenditures	2,000	7,000	5,000	<b>31</b>
<b><i>Total Operating Expenditures</i></b>	<b>7,039,936</b>	<b>7,194,936</b>	<b>7,218,037</b>	<b>32</b>
Capital Projects	962,565	1,465,898	463,900	<b>33</b>
Debt Service	353,362	353,362	356,796	<b>34</b>
<b>Total Operational Expenditures and Capital</b>	<b>8,355,863</b>	<b>9,014,196</b>	<b>8,038,733</b>	<b>35</b>

### NOTATIONS

15. Includes estimated performance merit and restructured positions and reserve for leave payouts.
16. Proj increase in payroll benefits; and medical benefits at 2.75% increase - minor change in WCIF from Plus to Prime.
17. Supplies - general district wide needs - reduction in Tech Services supplies (outsourcing) and computer needs for 2016.
18. Collection materials and databases. Reclassed collection tools to professional services - will revisit budget after close of 2015.
19. Professional services - includes increase in outsourcing of processing and collection development tools - Collection HQ.
20. Includes all communication: postage, phones, WAN, and County fiber connctions and services.
21. Training and travel for staff to conferences and other training (Staff and Trustees).
22. Mileage only - fuel for library vehicles now classified under supplies (per BARS).
23. Advertising: local newspapers, theater advertising, promotional events.
24. Southeast and Zillah (\$1) building rents, 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.
29. As per BARS category all expenses not covered above including dues and library memberships
30. Maintenance payments for designated library buildings-governmental only.
31. Grant projects - ALA Latino Grant, Wellness.
32. Total estimated general operating expenditures.
33. One time expenditures & capital projects - replacement of self-checks due to outdated operating system.
34. Debt service principle and interest - to retire debt in December 2016
35. Total estimated general operating, capital expenditures, and debt service for 2016.

# YAKIMA VALLEY LIBRARIES

## 2016 Budget – Expenditures – Staffing Configuration



# Yakima Valley Libraries - Staffing

Position #	Job Title	Hours
ADAD	Director	2080
ADAD	Administrative Coordinator	2080
ADAT	Accounting Manager	2080
ADAT	Accounting Assistant	2080
ADAT	Accounting Assistant	2080
ADAT	Accounting Assistant	2080
ADDD	Deputy Director	2080
ADHR	Human Resources Director	2080
CDAD	Managing Librarian IV-Collection Development	2080
CDAD	Collection Development Coordinator	2080
CDDD	Collection Development Assistant Librarian	2080
CDDD	Joint Use Page - New position	520
CLAD	Community Libraries Resource Manager	2080
CLDD	Comm Libraries Resources Specialist	2080
FAAD	Facilities Manager	2080
FADD	Facilities Maintenance Supervisor II	2080
FADD	Facility Maintenance Worker	2080
FADD	Facilities Maintenance Worker Assistant	2080
FADD	Facilities Maintenance Worker Assistant	2080
FADD	Courier	2080
ILAD	Community Library Assistant Manager	2080
ILDD	Interlibrary Loans Assistant/Specialist	2080
ITAD	IT Manager	2080
ITDD	IT Systems Coordinator	2080
ITDD	IT Tech	2080
ITDD	IT Tech/Web Design	2080
ORDD	Outreach Public Services Specialist	2080
ORLB	Outreach Librarian	2080
TSDD	Technical Services Coordinator	2080
TSDD	Technical Servicees Librarian 1	2080
TSDD	Technical Services Materials Processor - 1	520
TSDD	Technical Services Materials Processor - 2	1508
TSDD	Technical Services Materials Processor	1508
TSDD	Technical Services Page	624
Z1AD	Managing Librarian V	2080
Z1AD	Assistant Zone Manager	2080
Z1AD	Assistant Branch Manager	2080
Z1LB	Librarian, Archivist	2080
Z1LB	Librarian 1, Public Service	2080
Z1YK	Librarian 1, Public Service	2080
Z1YK	Public Services Specialist	2080
Z1YK	Public Service Supervisor III	2080
Z1YK	Public Services Assistant	2080
Z1YK	Public Services Assistant	2080
Z1YK	Public Services Assistant	2080
Z1YK	Public Services Assistant	1040
Z1YK	Public Services Assistant	2080
Z1YK	Public Services Assistant	1040
Z1YK	Page Yakima	780
Z1YK	Page Yakima	780
Z1YK	Page Yakima	780

Position #	Job Title	Hours
Z2AD	Managing Librarian III	2080
Z2NA	Community Library Supervisor II	1300
Z2NA	Public Services Assistant	1040
Z2SL	Community Library Supervisor III	2080
Z2SL	Public Services Assistant	2080
Z2SL	Public Services Specialist	2080
Z2SL	Public Services Assistant	2080
Z2SL	Page Selah	780
Z2TI	Community Library Supervisor I	1040
Z3AD	Managing Librarian IV	2080
Z3AD	Assistant Branch Manager	2080
Z3LB	Librarian I	2080
Z3WV	Public Services Supervisor III	2080
Z3WV	Public Services Specialist/PSSIII	2080
Z3WV	Public Services Assistant	936
Z3WV	Public Services Assistant	2080
Z3WV	Public Services Assistant	1040
Z3WV	Public Services Assistant	780
Z3WV	Public Services Assistant-Floating	1248
Z3WV	Public Services Assistant	832
Z3WV	Page West Valley	624
Z3WV	Page West Valley	780
Z3WV	Page West Valley - New position	520
Z4MX	Community Library Supervisor III	2080
Z4MX	Public Services Assistant	1040
Z4TH	Community Library Supervisor II	1664
Z4TH	Public Services Assistant	1040
Z5AD	Managing Librarian IV	2080
Z5BU	Community Library Supervisor I	1040
Z5FL	Floating Public Service Support	2080
Z5TO	Community Library Supervisor II	2080
Z5TO	Public Services Assistant	1664
Z5WA	Librarian II	2080
Z5WA	Public Services Assistant	1664
Z5WA	Public Services Assistant	1404
Z5ZI	Community Library Supervisor II	1196
Z5ZI	Public Services Assistant	624
Z6AD	Managing Librarian I	2080
Z6FL	Floating Public Service Assistant	1248
Z6GR	Community Library Supervisor II	1248
Z6GR	Public Services Assistant	1040
Z6GR	Public Services Assistant	520
Z6HH	Community Library Supervisor I	780
Z6MA	Community Library Supervisor I	1118
Z6SS	Community Library Supervisor III	2080
Z6SS	Public Services Specialist	2080
Z6SS	Public Services Assistant	2080
Z6SS	Public Services Assistant	2080
Z6SS	Page Sunnyside	520
Z6WH	Community Library Supervisor I	1326
	<b>Total Full Time Equivalents</b>	<b>80.825</b>
	<b>Total Positions</b>	<b>101</b>

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

2015 2016

Description		Adopted	Requested	Notes
<b>ADMINISTRATIVE SERVICES</b>				
01-10-572				
11	31 01 Admin Office Supplies	0	300	Administrative Office Supplies
35	01 Admin Small Equipment	0	1,000	
12	<b>Accounting</b>			
31	00 Accounting Office Supplies	0	0	
35	01 Accounting Small Equipment	0	0	Non computer small equip
	<b>Human Resources</b>			
13	31 00 HR Supplies	5,400	2,500	HR includes name badges, training materials, legal updates
31	02 HR Training Materials	-	400	Training materials
31	01 Staff Enrichment Day	2,800	2,200	Includes meals and longevity awards.
35	01 Human Resources Small Equipment	-	500	Misc small equipment as needed
35	02 HR Small Equipment L&I	500	500	Equipment for accommodations
<b>PUBLIC SERVICES</b>				
01-20-572				
20	<b>Community Libraries</b>			
31	01 General Supplies	75,000	56,602	Includes all community libraries
31	02 Programming Supplies	10,000	10,801	Includes all community libraries
31	03 Summer Reading Supplies	10,000	6,801	Includes all community libraries
31	04 Archive Supplies	3,000	4,200	Archive Supplies only
31	20 Designated Supplies - Donated Funds	0	0	
35	01 Small Equipment	35,000	13,000	Book trucks, charging stations, stools, phones, small chairs
23	<b>Collection Development</b>			
31	01 General Supplies	0	0	
31	02 Programming Supplies	0	0	
31	03 Summer Reading Supplies	0	0	
35	01 Small Equipment	0	850	Varidesk, chair
24	<b>Outreach</b>			
31	01 General Supplies	0	0	
31	02 Programming Supplies	0	0	
31	03 Summer Reading Supplies	0	0	
35	01 Small Equipment	0	3,725	Banner, bag project, sign holders, pop up library
	<b>InterLibrary Loans</b>			
31	01 General Supplies	0	1,500	Unine bubble mailers, media mailing boxes
35	01 Small Equipment	0	0	
<b>01-22-572</b>				
22	31 01 Tech Svs Supplies	25,000	10,000	Supplies reduced due to outsourcing project
35	01 Tech Svs Small Equipment	1,750	5,000	
				Supplies

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

2015 2016

Adopted Requested Notes

Description

01-26-575		INFORMATION TECHNOLOGY			
26	31 01	IT General Office Supplies	2,000	3,200	Department Supplies
	33 00	IT - Computer Equipment - District	30,000	30,000	Non capital computer hardware
	33 01	IT - Computer Software - District	40,000	18,841	OS & CALS, EnvisionWare wireless, upgrades
	35 01	IT - Small Equipment	10,650	31,700	
01-50-572		DISTRICTWIDE FACILITY SERVICES			
50	31 01	Facility General Supplies	12,700	17,000	All cleaning and facility supplies
	35 01	Facility Small Equipment	525	3,500	Small equipment for facility use
51	32 01	L-7 Chevy Van Fuel	5,000	4,000	
52	32 01	L-5 GMC Van Fuel	1,300	1,500	
53	32 01	L-4 Ford Focus Fuel	500	1,000	
54	32 01	L-6 Ford Taurus Fuel	1,100	1,500	
55	32 01	L-12 Courier Van Fuel	6,000	5,500	
56	32 01	L-10 Outreach Van Fuel	1,400	900	
Totals for Supplies			279,625	238,520	
Breakout by Category					
31		Supplies General	142,900	111,304	General supplies - less than one year life
32		Supplies Fuel	15,300	14,400	Fuel for District fleet vehicles
33		Supplies Computer	70,000	48,841	District computer and software
35		Supplies Small equipment	48,425	59,775	Supplies and small equipment - longer than one year life
Total Supplies			276,625	234,320	

Supplies

# YAKIMA VALLEY LIBRARIES

## 2016 BUDGET DRAFT

Description		2015		2016		Notes
		Adopted	Requested			
ADMINISTRATIVE SERVICES						
01-10-572						
11	Administration					
11	41	01		10,000	Attorney, consultant, other professional services	
12	Accounting					
12	41	01		4,000	Accounting professional services	
12	41	09	200	2,500	Finish bi-annual audit	
13	Human Resources					
13	41	01	17,000	1,000	Background checks	
13	41	08	2,000	1,300		
13	41	10	500	2,000	Speakers, authors, trainers, space	
PUBLIC SERVICES						
01-20-572						
20	Community Libraries Districtwide					
10	41	01	8,095	8,100	To be used for CL Programming as requested	
10	41	03	1,500	5,000		
10	41	04	2,000	5,000		
10	41	11	42,200	42,200	Unique Collection Service-includes overdues	
11	41	01	0	1,000		
23	Collection Development					
23	41	01	3,000	25,795	Collection HQ, Title Source, Ipage - collection tools	
24	Outreach Services					
	41	01	0	0		
25	InterLibrary Loan					
	41	01	0	0		
INFORMATION TECHNOLOGY						
26	41	01	4,164	4,000	Consultants and other professional service	
TECHNICAL SERVICES						
22	41	05	45,000	45,000	OCLC Database, Bibliographic database	
Page 4	41	06	55,000	88,000	Baker & Taylor, Ingram outsourcing	
01-50-572	41	07	6,000	25,000	Reduction in supplies & staff time for outsourcing	
DISTRICTWIDE FACILITY SERVICES						
21	41	02	1,888	3,378	Carpet cleaning, snow removal, tree treatment	
11	41	14	2,000	1,163	Alarm & fire monitoring	
11	41	15	1,000	1,203	Fire services, inspections	

Prof Services



# YAKIMA VALLEY LIBRARIES

## 2016 BUDGET DRAFT

		2015		2016		Notes
Description		Adopted	Requested			
12	41 02		150	150	150	Carpet cleaning
12	41 15		20	20	15	Fire services, inspections
22	41 15		20	20	15	Fire services, inspections
23	41 02		3,525	3,500	3,500	Janitorial services
23	41 15		20	20	15	Fire services, inspections
24	41 15		20	20	15	Fire services, inspections
31	41 01		-	507	500	Weed removal and control
31	41 02		507	400	2,900	Carpet cleaning, snow removal, tree treatment
31	41 14		400	20	600	Alarm & fire monitoring
31	41 15		20	20	20	Fire services, inspections
41	41 15		20	20	20	Fire services, inspections
42	41 01		0	0	0	
42	41 02		150	20	150	Carpet
42	41 15		20	20	20	Fire services
51	41 02		208	312	510	Carpet cleaning, weed control
51	41 14		20	174	425	Alarm monitoring
51	41 15		20	20	97	Inspections
52	41 02		200	20	174	Carpet
52	41 14		20	20	200	Alarm monitoring
52	41 15		208	20	20	Fire
53	41 02		208	20	300	Carpet cleaning
53	41 14		20	20	20	Fire services
54	41 02		168	20	168	Carpet cleaning
54	41 14		20	20	20	Fire services
61	41 02		173	20	173	Carpet cleaning
61	41 15		20	150	20	Fire services
62	41 02		150	20	150	Carpet cleaning
62	41 15		20	20	20	Fire
63	41 02		150	20	150	Carpet cleaning
63	41 15		20	12,070	20	Fire services
64	41 02		12,070	20	12,070	Janitorial - Integrity, snow removal
64	41 15		20	0	150	Fire services
65	41 01		0	150	0	
65	41 02		150	20	150	Carpet cleaning
65	41 15		20	30,410	20	Fire services
50	41 01		30,410	5,000	5,000	

Prof Services

YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

		2016		Notes
Description		2015 Adopted	2016 Requested	
50	41 02	9,500	0	
Facilities - Temporary Help				
Total for Professional Services		255,473	303,416	

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Description		2015 Adopted	2016 Requested	Notes
ADMINISTRATIVE SERVICES				
01-10-572		4,800	5,400	
11 43 01	Admin - Mileage /Car Allowance			
12 43 01	Accounting	250	250	
	Accounting Mileage			
13 43 01	Human Resources	-	250	
43 03	HR - Mileage			
	Candidate Mileage & Travel	1,500	1,500	
PUBLIC SERVICES				
01-20-572		1,000	200	
10 43 01	Public Services Admin Mileage			
11 43 01	Community Lib Res Mileage	0	0	
01-21-572				
11 43 01	Zone 1 - Yakima Central	250	250	
	Mileage			
23 43 01	Zone 2 - Naches, Selah, Tieton	-	-	
	Mileage	1,600	1,600	
31 43 01	Zone 3 - West Valley	1,000	500	
	Mileage			
41 43 01	Zone 4 - Moxee and Terrace Heights	2,000	1,500	
	Mileage			
51 43 01	Zone 5 - Buena, Toppenish, Wapato, Zillah	500	500	
	Mileage	-	-	
64 43 01	Zone 6 - Granger, Harrah, Mabton, Sunnys	3,719	3,710	
	Mileage			
COLLECTION DEVELOPMENT				
01-23-572		0	200	
23 41 01	Mileage			
OUTREACH SERVICES				
01-24-572		0	200	
24 41 01	Mileage			
INTERLIBRARY LOAN				
01-25-572		0	0	
25 41 01	Mileage			
INFORMATION TECHNOLOGY				
1-26-572		200	200	
26 43 01	IT - Mileage			
TECHNICAL SERVICES				
01-22-572		500	200	
22 43 01	Mileage			
DISTRICTWIDE FACILITY SERVICES				
01-50-572		250	500	
50 43 01	Mileage			
Total Mileage		17,569	16,960	

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Description	2015	2016	Notes
	Adopted	Requested	
TRAINING AND TRAVEL			
01-40-572-10-43-02	13,348	15,500	Director & Trustee travel WLA/PLA
01-40-572-12-43-02	2,505	2,000	
01-40-572-13-43-01	500	500	
01-40-572-13-43-02	800	3,000	
01-40-572-20-43-01	0	1,000	
01-40-572-20-43-02	0	1,000	
01-40-572-21-43-02	46,723	31,500	
01-40-572-22-43-02	0	3,672	RDA Training & 2 to WALE 2016
01-40-572-23-43-02	0	4,500	
01-40-572-24-43-02	0	1,600	ABOS Cnf in KY Oct 19-21
01-40-572-25-43-02	0	0	
01-40-572-26-43-02	4,784	5,200	PUG & other training
01-40-572-50-43-02	1,000	1,500	WLA - other training
Totals	69,660	70,972	

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Description		2015 Adopted	2016 Requested	Notes
<b>01-10-572</b>		<b>ADMINISTRATIVE SERVICES</b>		
11 41	01 Admin Advertising	7,500	1,000	Legal advertising (2016) Move to Public Svs
13 41	01 HR Advertising - Jobs	1,000	800	Recruitment
<b>01-20-572</b>		<b>PUBLIC SERVICES</b>		
20 41	02 Public Services Advertising	1,000	6,000	Playdate, BusyBee, Theater, Other District
20 41	03 Public Service Summer Reading Advt.	0	1,000	
20 41	30 Public Service Valley Reads Advt.	0	1,000	
<b>Totals for Advertising</b>		<b>9,500</b>	<b>9,800</b>	

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Sub		2015		2016		Notes	
Dept	Obj	Obj	Description	Adopted	Requested		
INFORMATION TECHNOLOGY							
01-26-572	26	42	05	SDC Connections	25,863	9,900	District Use-SDC Only - fiber moved below
		42	06	Internet Connection District	25,416	26,400	District wide Internet access
PUBLIC SERVICES							
Community Libraries Districtwide							
01-20-572-20	20	42	01	Communication - Mail Districtwide	10,000	12,000	Does not include Unique mailing cost/includes ILL
		42	02	Communication - Telephone	5,880	8,649	Cell phones, Scan Cards-Staff who travel district
DISTRICT WIDE TOTALS							
Telephone				37,074	37,687	Districtwide telephones	
Connection - DSL & Charter				24,855	22,560	DSL & Charter Internet connections	
Connection - County Fiber				41,276	54,080	County fiber Internet connections	
Total Communications				170,364	171,276		

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Description		2015 Adopted	2016 Requested	Notes
01-10-572		ADMINISTRATIVE SERVICES		
12	45	250	0	Machines returned - payments via web
01-20-572		PUBLIC SERVICES		
20	45	3,300	3,300	Direct Service postage machine
20	45	0	500	
20	45	0	500	
01-50-572		DISTRICTWIDE FACILITY SERVICES		
12	45	8,400	8,400	\$700 per month
23	45	6,250	0	Lease retired 2015
23	45	1	1	Annual building lease to City of Zillah
50	45	3,500	500	Not used in 2015
50	45	1,200	1,320	Kader self storage - miscellaneous items
Totals For Building Lease		19,351	10,221	
Equipment Rentals		8,250	6,120	
Building Rentals		14,651	8,401	
		22,901	14,521	

Rentals and Leases

# YAKIMA VALLEY LIBRARIES

## 2016 BUDGET DRAFT

Description		2015 Adopted	2016 Requested	Notes
ADMINISTRATIVE SERVICES				
01-10-572	11 46 01 Insurance Property, Casualty, D&O	41,000	43,000	Includes Director and Officers Insurance, added West Valley
Totals for Insurance		41,000	43,000	

Insurance



# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

## Summary

Description		2015 Adopted	2016 Requested	Notes	
PUBLIC SERVICES					
01-20-572					
Community Libraries Districtwide					
Zone 1 - Yakima Central					
21	47	01	60,107	60,200	Gas, sewer, water, electrical, alarm monitoring
50		05	2,400	2,400	
Zone 2 - Naches, Selah, Tieton					
22	47	02	4,573	4,500	Includes reimbursement to cities for utilities
23	47	02	8,795	8,900	
Zone 3 - West Valley					
31	47	01	13,288	15,840	Water, gas, power, dumpster
Zone 4 - Moxee and Terrace Heights					
4		02	0	0	Reimbursed to THIA and City of Moxee
Zone 5 - Buena, Toppenish, Wapato, Zillah					
51	47	02	3,796	3,000	
52	47	02	8,908	9,200	
53	47	02	9,200	6,000	
54	47	02	1,912	2,000	
Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan					
62	47	01	2,360	2,300	Water, gas, power
64	47	01	16,002	17,000	
DISTRICTWIDE FACILITY SERVICES					
01-50-572					
50	47	01	-	500	
50	47	03	503	500	Document shredding
Total Utilities			131,844	132,340	
Total Owned Facilities			98,695	102,940	Yakima, Sunnyside, West Valley
Total Non-Owned Facilities			33,149	29,400	Other community libraries
Total Utilities			131,844	132,340	

Utilities

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Sub		Dept	Obj	Description	2015		2016		Notes
Obj	Dept				Adopted	Requested			
INFORMATION TECHNOLOGY									
01-26-572		26	48	05	IT - Equipment Repair	0	2,000		
		26	48	06	IT - Equipment Maintenance	-	1,000	SDC Services in communication line item	
		26	48	07	IT - Software Maintenance	96,147	117,442	Springbrook, Polaris, Envisionware-(All)	
PUBLIC SERVICES									
01-20-572		Community Libraries Districtwide							
		20	48	10	Sharp Copier Maintenance	19,584	9,666	Copier and other equipment maintenance	
		Zone 1 - Yakima Central							
		11	48	10	Copier maintenance - YCL	160	460	Microfiche, copier	
		22	48	10	Zone 2 - Naches, Selah, Tieton				
		23	48	10	Copier maintenance - Selah	160	160	Copiers	
		23	48	10	Zone 3 - West Valley				
		31	48	10	Equipment maintenance - copiers, machines	160	543	Copier, scanner	
		Zone 4 - Moxee and Terrace Heights							
		41	48	10	Copier maintenance - Moxee	160	160		
		Zone 5 - Buena, Toppenish, Wapato, Zillah							
		52	48	10	Copier maintenance - Toppenish	160	160	Copier	
		53	48	10	Copier maintenance - Wapato	160	160	Copier	
		Zone 6 - Granger, Harrah, Mabton, Sunnyside, White §							
		64	48	10	Copier maintenance - Sunnyside	615	4,833		
01-22-572- TECHNICAL SERVICES									
		22	48	05	TS Equipment Repair	801	-		
DISTRICTWIDE FACILITY SERVICES									
01-50-572		11	48	01	Zone 1 - Building Repair - Yakima Service Center	10,000	7,800	Ongoing building repair and maintenance non capital	
		11	48	04	Zone 1 - Building Equipment Repair - YCL	-	2,500	Equipment repair non capital	
		11	48	09	Zone 1 - HVAC Maintenance - Yakima Building	10,000	11,000	HVAC Maintenance Contract - Yakima	
		11	48	11	Zone 1 - Elevator Maintenance - Yakima Building	6,347	18,000	Elevator Maintenance Contract - Yakima	
		23	48	01	Zone 2 - Building & Equipment Repair - Selah	1,500	2,000	Miscellaneous repairs	
		31	48	01	Zone 3 - Building & Equipment Repair - West Valley	5,000	3,000	Miscellaneous repairs	
		31	48	09	Zone 3 - HVAC Maintenance - West Valley	1,000	2,500	HVAC Maintenance Contract - Divco	
		42	48	04	Zone 4 - Building Maintenance - Terrace Heights	6,000	6,000		
		64	48	01	Zone 6 - Building & Equipment Repair - Sunnyside	1,000	2,000		
		64	48	09	Zone 6 - HVAC Maintenance - Sunnyside	1,000	2,100		
		65	48	04	Zone 6 - Building & Equipment Repair - White Swan	3,500	3,600		
		50	48	05	Facility Equipment Repair	10,415	5,000	As needed	
		50	48	06	Facility Equipment Maintenance	-	500		
		50	48	10	L-7 Chevy Van Expense	3,557	800	Facility Van - annual maintenance	
		50	48	11	L-5 GMC Van Expense	643	700	Facility & IT Van - annual maintenance	
		50	48	12	L-4 Ford Focus Expense	1,001	1,200	Staff use vehicle - annual maintenance	
		50	48	13	L-6 Ford Taurus Expense	2,140	1,600	Staff use vehicle - annual maintenance	
		50	48	14	L-12 Courier Van Expense	3,759	4,000	Courier Van - annual maint & repairs	
		50	48	15	L-10 Outreach Van Expense	877	700	Outreach Van - annual maint & repairs	
Total Repairs and Maintenance						185,846	211,584		

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

## Summary

Dept		Obj	Sub	Description	2015		2016		Notes
Obj					Adopted	Requested			
ADMINISTRATIVE SERVICES									
01-10-572		11	49	01	Miscellaneous: dues, subscriptions, memberships	19,630	15,000	Chamber, WLA, Other - organizational dues	
		12			Finance & Operations				
		12	49	01	Miscellaneous: dues, subscriptions, memberships	3,653	1,500	GFOA, WFOA, Other dues	
		12	49	02	Miscellaneous: direct deposit fees	1,000	2,000		
		12	49	03	Miscellaneous: bankcard fees	1,500	2,000		
		13			Human Resources				
		49	01	Miscellaneous: dues, subscriptions, memberships	500	400	SHRM membership, other		
PUBLIC SERVICES									
01-20-572		20			Community Libraries Districtwide				
		49	01	Miscellaneous: dues, subscriptions, memberships	0	0			
		21			Zone 1 - Yakima Central				
		11	49	01	Miscellaneous: dues, subscriptions, memberships	270	270		
		22			Zone 2 - Naches, Selah, Tieton				
		49	01	Miscellaneous: dues, subscriptions, memberships	0	0			
		23			Zone 3 - West Valley				
		31	49	01	Miscellaneous: dues, subscriptions, memberships	100	200		
		24			Zone 4 - Moxee and Terrace Heights				
		49	01	Miscellaneous: dues, subscriptions, memberships	0	0			
		25			Zone 5 - Buena, Toppenish, Wapato, Zillah				
		49	01	Miscellaneous: dues, subscriptions, memberships	0	0			
		26			Zone 6 - Granger, Harrah, Mabton, Sunnyside, White Swan				
		49	01	Miscellaneous: dues, subscriptions, memberships	0	0			
TECHNICAL SERVICES									
01-22-572		22	49	01	Miscellaneous: dues, subscriptions, memberships	0	2,001		
INFORMATION TECHNOLOGY									
01-26-572		26	49	01	Miscellaneous: dues, subscriptions, memberships	500	500		
DISTRICTWIDE FACILITY SERVICES									
01-50-572		50	49	01	Miscellaneous: dues, subscriptions, memberships	0	100		
Total Miscellaneous					27,153	23,971			

Miscellaneous

YAKIMA VALLEY LIBRARIES  
2016 BUDGET DRAFT

Summary

		Description	2015 Adopted	2016 Requested	Notes
01-50-572			PUBLIC SERVICES		
41	51	01 Facility Usage - Moxee	7,500	8,000	Facility usage fee
62	51	01 Facility Usage - Harrah	3,500	3,500	Utility reimbursement
Totals for Maintenance contracts			11,000	11,500	

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

01-23-582		Description	2015 Adopted	2016 Requested	Notes
PUBLIC SERVICES - Collection Development					
<i>*Note: 2015 included amended carryforward funds from 2014</i>					
23	34	01 Special Collections	50,000	50,000	Lucky Day Collections-(10 locations)-carry forward
23	34	02 E-materials	70,920	63,152	Overdrive materials - downloadable materials
23	34	03 Books	660,433	578,823	Books - all formats
23	34	04 Periodicals	21,038	20,112	Newspapers and magazines
23	34	05 Electronic media (database resources)	126,628	128,415	Database resources/Moved collection tools to professional services.
23	34	06 Audio Books	60,953	60,336	Books on compact disc
23	34	07 DVD	126,569	130,627	Movies
23	34	08 Music recordings	26,418	24,134	Music
23	34	09 Gifts & Memorials	0	0	
23	34	22 Donated Funds-Friends & Foundation	4,893	10,000	Pass through - donated funds
23	34	10 Boaz trust materials	7,748	8,000	Donated funds
<b>Totals for Collection Materials</b>			<b>1,155,600</b>	<b>1,073,599</b>	

Collection Materials

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Dept	Obj	Sub Obj	Description	2015 Adopted	2016 Requested	Notes
<b>01-70-591-72 - DEBT SERVICE</b>						
591	70	00	Debt Service Principle	340,000	350,000	Finance West Valley Library
592	81	00	Debt Service Interest	13,362	6,796	and Yakima Central Projects
Total Debt Service				<u>353,362</u>	<u>356,796</u>	

Debt Service Schedule					
Date	Principle	Interest	Total	Balance	
June-11		17,827	17,827	2,136,116	
December-11	320,000	19,418	339,418	2,118,289	
June-12		16,311	16,311	1,778,871	
December-12	325,000	16,311	341,311	1,762,560	
June-13		13,084	13,084	1,421,248	
December-13	330,000	13,156	343,156	1,408,164	
June-14		9,898	9,898	1,065,008	
December-14	335,000	9,952	344,952	1,055,111	
June-15		6,663	6,663	710,159	
December-15	340,000	6,699	346,699	703,496	
June-16		3,398	3,398	356,797	
December-16	350,000	3,398	353,398	353,399	
	2,000,000	136,116	2,136,116	0	

# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Dept	Sub	Obj	Description	2015 Adopted	2016 Requested	Notes
<b>01-60-572-572- GRANTS</b>						
60	49	01	Wellness Grant	2,000	2,000	
			ALA Latino Grant/Others	5,000	3,000	Carry Forward to 2016 - ALA Latino Grant
			Total Grants	7,000	5,000	
<b>01-60-594- CAPITAL PROJECTS</b>						
64	63	01	Capital - Carry Forward	0	0	
64	65	01	Capital - Facility - non owned Bldg	21,000	19,700	
65	65	02	Capital - Facility - Yakima Bldg	6,200	41,500	
65	65	03	Capital - Facility - Sunnyside Bldg	715,093	0	
65	65	04	Capital - Facility West Valley Bldg	2,500	3,000	
65	65	05	Capital -Facility - Selah Bldg	368,420	11,000	
66	66	01	Capital - Technology	352,685	388,700	
			Total Capital	1,465,898	463,900	
<b>2015 Capital Projects</b>						
<b>Capital Project - Non owned buildings</b>						
			Paint	5,000	0	
			Furnishings	3,000	0	
			Book drops	6,000	0	
			Circ Desks	7,000	10,000	Circ desk TH (carryforward), Circ desk MX
			Moxee - DVD Shelving		1,200	Improve space for materials and display
			Southeast - Mobile Shelving		3,000	Maximize programming space
			Harrah - Book return		2,000	Replace current hole in wall
			Tieton - book return		3,500	Outdoor book return
			<b>Total non-owned buildings</b>	<b>21,000</b>	<b>19,700</b>	
<b>Capital Project - Yakima Central Library</b>						
			Furniture Needs	6,200	15000	End panels (10,000), mobile shelving (5000)
			Building Needs	0	0	
			Equipment	0	26,500	Microfilm reader (5000 to 12000), Eco Master @ 14,500
			Total Yakima Building	<b>6,200</b>	<b>41,500</b>	
<b>Capital Project - Sunnyside Building</b>						
			Other-consult, furniture, inspect	155,093	0	
			Contractors	550,000		
			Temp Library	10,000	0	
			Total Sunnyside	715,093	0	
				Grants & Capital		



# YAKIMA VALLEY LIBRARIES

2016 BUDGET DRAFT

Dept	Sub Obj	Description	2015 Adopted	2016 Requested	Notes
<b>Capital Project - West Valley</b>					
		Exterior Projects	2,500	0	
		Interior Projects	0	3,000	DVD Holds Shelving
			<u>2,500</u>	<u>3,000</u>	
<b>Capital Purchase - Selah Building</b>					
		Ceiling Fan in meeting room		2500	HVAC modifications
		Water Fountain		1500	
		Parking Lot		4000	Bumpers in front of building, lighting
		End Panels on Shelving		2000	Increase storage and display space
		Paint		1000	Paint children's area
		Building Purchase	368,420	0	
			<u>368,420</u>	<u>11,000</u>	
<b>Capital Project Technology</b>					
		Furniture Modifications	10,000	0	
		Accounting Software	0	70,000	Springbrook and timekeeping software - carry forward
		Technology	23,052	16,500	Projects: WH, Service Center, Naches Power, other
		Server & Public Computer Replace	234,911	215,000	Replace self-checks
		Software /computers	84,722	12,000	Tablets for librarians 8 @ 1500
		<b>Total Technology</b>	<u><b>352,685</b></u>	<u><b>313,500</b></u>	
		<b>Total estimated Capital Projects</b>	<u><b>1,465,898</b></u>	<u><b>388,700</b></u>	

Grants & Capital

## **OTHER DESIGNATED FUNDS**

## YAKIMA VALLEY LIBRARIES

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### DESIGNATED AND TRUST FUNDS

*Yakima Valley Libraries has one Trustee Designated Funds and one Trust Fund.*

#### **West Valley Community Library – Board Designated**

This fund was established in 1941 by the Yakima City Council to create a fund for the Yakima City Library Building Fund. It was to be used for capital expenditures for buildings and/or land. The City Library merged with the Rural County Library in 1951 forming the Yakima Valley Regional Library. The ownership of this fund was the subject of discussion from 1951 through 1959 when the Attorney General was requested to give an opinion regarding the legality of transfer of funds from City Treasurer to County Treasurer. On May 4, 1959, the Attorney General ruled that the transfer was legal. On May 13, 1959 a City ordinance was passed thus transferring the funds from the City Treasurer to the County Treasurer.

As the funds were no longer needed for a building, it was determined that the purchase of a bookmobile as well as much needed books could be paid for from this fund. During the 1959 and 1960 audit, the State Auditor recommended that the Cumulative Reserve Fund be kept separate from the General Fund. In 1961 a study session was convened to discuss the use of the Cumulative Reserve. It was determined to use part of the funds to increase the book budget, and to invest the remainder to generate interest income. In 1968 it was voted to purchase a bookmobile chassis with some of the funds. In 1970 the library air conditioning broke down and funds from the Cumulative Reserve were used for the repair. In 2001, Resolution #01-002 transferred \$400,000 from the General Fund to the Cumulative Reserve.

In 2010, the Trustees, through Resolution 10-001, redesignated a portion of the Cumulative Reserve Fund to purchase property to relocate the Summitview Library in West Valley. In 2010 a bond was issued to pay for the new library building. It was this fund that the procedures from the bond were deposited for the building of the Richard E. Ostrander West Valley Community Library. All expenditures for the new library building will be expensed through this fund.

August 13, 2012 highlighted the grand opening of the Richard E Ostrander West Valley Community Library. The new library building was completed ahead of schedule and under budget.

These funds are designated for the maintenance of the Yakima Central Library and the Richard E. Ostrander West Valley Community Library.

#### **Plath – Endowment Trust Fund**

The Library is a recipient of the Lori Plath Endowment. The library receives an income distribution once a year equal to the minimum of 37.5 percent of the total trust earnings for that year. The principal of the trust is held by an outside trustee. In the event that the trust must be discontinued, any amounts remaining are to be divided proportionately among the beneficiaries. The Plath funds are to be used for the benefit of employees toward career advancement and learning in the field of library sciences and services. The fund equity represents the excess of annual distributions and earnings over expenditures. In 2014 the Library received a \$17,334.25 distribution from the Trust. It is estimated that the 2016 beginning balance for this fund will be approximately \$84,445. The Plath Fund currently supports two Yakima Valley Staff as they work on their Masters in Library and Information Science degree at San Jose State University's online degree program. The Plath Fund is maintained as a separate fund account with the Yakima County Treasurer's Office. No public tax resources are in this restricted endowment trust fund.

## **RESOLUTIONS AND CERTIFICATIONS**

Before the Board of Trustees of  
**Yakima Valley Libraries**

In the matter of \_\_\_\_\_ )  
Approving the 2016 YVL Budget)

**RESOLUTION**  
**#15-005**

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 2016 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 \$11,989,600 including an estimated beginning cash balance of \$4,767,128 for the General Fund as outlined in Attachment A;

WHEREAS, estimated 2016 expenditures for the General Fund are expected to be \$11,989,600 in wages and benefits, operation, maintenance, capital projects, debt service, and remaining estimated ending cash balance of \$3,950,866 for the General Fund as outlined in Attachment A;

BE IT THEREFORE RESOLVED that the Board of Trustees adopts the 2016 budget for \$11,989,600 in revenues, expenditures, resources, capital, debt service and beginning and ending cash balance for the General Fund.

ADOPTED THIS 9th day of November 2015.

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Trustee

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Trustee

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Trustee

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Trustee

YAKIMA VALLEY LIBRARIES  
2016 Budget DRAFT

*Attachment A*

	<i>2015 Adopted Budget 11-14</i>	<i>2015 Amended Budget 04-15</i>	<i>2016 Budget Draft 11-2015</i>	<i>Notation</i>	<i>%Change</i>
<b>REVENUES</b>					
<b>Tax Revenues</b>					
Property Tax Revenue	6,779,097	6,779,097	6,939,085	<b>1</b>	2.36
Other Taxes	43,600	43,600	36,100	<b>2</b>	(17.20)
<b>Total Tax Revenues</b>	<u>6,822,697</u>	<u>6,822,697</u>	<u>6,975,185</u>	<b>3</b>	<u>2.24</u>
<b>Contract Cities</b>					
Other Contract Cities	69,229	68,979	71,676		3.91
<b>Total Contract Cities</b>	<u>69,229</u>	<u>68,979</u>	<u>71,676</u>	<b>4</b>	<u>3.91</u>
<b>Other Revenue</b>					
Grants and Donations	26,610	31,610	41,610	<b>5</b>	31.64
Copies	22,000	22,000	27,000	<b>6</b>	22.73
Fines, Fees, Overdues	65,000	65,000	69,000	<b>7</b>	6.15
All Other Revenues	34,400	43,000	38,000	<b>8</b>	(11.63)
<b>Total Other Revenue</b>	<u>148,010</u>	<u>161,610</u>	<u>175,610</u>	<b>9</b>	<u>8.66</u>
<b>Total All New Revenues</b>	<u>7,039,936</u>	<u>7,053,286</u>	<u>7,222,471</u>	<b>10</b>	<u>2.40</u>
<b>Other Resources</b>					
Transfers in	0	0	0		0.00
Other Financing Resources	0	0	0	<b>11</b>	
Other Funding	0	0	0	<b>12</b>	0.00
<b>Total Other Resources</b>	<u>0</u>	<u>0</u>	<u>0</u>	<b>13</b>	<u>0.00</u>
<b>Total All New Revenues</b>	<u>7,039,936</u>	<u>7,053,286</u>	<u>7,222,471</u>	<b>14</b>	<u>2.40</u>

**Notations**

1. 2016 property tax request is an estimated increase of \$59,731.74 over previous (.8790% increase) plus \$76,097 in new construction
2. Estimated change in state taxes - wildlife in lieu, DNR, Utility, County Refund
3. Estimated total tax revenues
4. Cities contracting for library services: Granger, Mabton, Naches, Tieton, and Union Gap (All at 6% per contracts except Mabton & UG.)
5. Grants and donations - includes McAuliff and Boaz Endowments - Miscellaneous Grants
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. Other Funding
13. Total Other Resources
14. Total all new Revenues and Resources

YAKIMA VALLEY LIBRARIES  
2016 Budget DRAFT

*Attachment A*

	<i>2015 Adopted Budget 11-14</i>	<i>2015 Amended Budget 04-15</i>	<i>2016 Budget Draft 11-2015</i>	<i>Notation</i>	<i>%Change</i>
<b>EXPENDITURES</b>					
Salary and Wages	3,516,038	3,516,038	3,564,592	<b>15</b>	1.38
Benefits	1,294,364	1,294,364	1,326,985	<b>16</b>	2.52
Supplies	279,625	279,625	238,520	<b>17</b>	(14.70)
Collection Materials - all	1,005,600	1,155,600	1,073,599	<b>18</b>	(7.10)
Professional Services	255,474	255,474	303,416	<b>19</b>	18.77
Communications	170,364	170,364	171,276	<b>20</b>	0.54
Travel & Training	69,660	69,660	70,972	<b>21</b>	1.88
Mileage and vehicle	17,569	17,569	16,960	<b>22</b>	(3.46)
Advertising	9,500	9,500	9,800	<b>23</b>	3.16
Rentals - Building Leases	14,651	14,651	8,401	<b>24</b>	(42.66)
Rentals - Equipment	8,250	8,250	6,120	<b>25</b>	(25.82)
Insurance	41,000	41,000	43,000	<b>26</b>	4.88
Utilities	131,844	131,844	132,340	<b>27</b>	0.38
Repairs & Maintenance - all	185,846	185,846	211,584	<b>28</b>	13.85
Miscellaneous - dues and other	27,153	27,153	23,971	<b>29</b>	(11.72)
Intergovernmental Services	11,000	11,000	11,500	<b>30</b>	4.55
Grant Expenditures	2,000	7,000	5,000	<b>31</b>	0.00
<b>Total Operating Expenditures</b>	<u>7,039,936</u>	<u>7,194,936</u>	<u>7,218,037</u>	<b>32</b>	<u>0.32</u>
Capital Projects	962,565	1,465,898	463,900	<b>33</b>	(68.35)
Debt Service	<u>353,362</u>	<u>353,362</u>	<u>356,796</u>	<b>34</b>	<u>0.97</u>
<b>Total Operational Expenditures and Capital</b>	<u><u>8,355,863</u></u>	<u><u>9,014,196</u></u>	<u><u>8,038,733</u></u>	<b>35</b>	<u><u>(10.82)</u></u>

**NOTATIONS**

15. Includes estimated performance merit and restructured positions and reserve for leave payouts.
16. Proj increase in payroll benefits; and medical benefits at 2.75% increase - minor change in WCIF from Plus to Prime.
17. Supplies - general district wide needs - reduction in Tech Services supplies (outsourcing) and computer needs for 2016.
18. Collection materials and databases. Reclassed collection tools to professional services - will revisit budget after close of 2015.
19. Professional services - includes increase in outsourcing of processing and collection development tools - Collection HQ.
20. Includes all communication: postage, phones, WAN, and County fiber connctions and services.
21. Training and travel for staff to conferences and other training (Staff and Trustees).
22. Mileage only - fuel for library vehicles now classified under supplies (per BARS).
23. Advertising: local newspapers, theater advertising, promotional events.
24. Southeast and Zillah (\$1) building rents, 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.
29. As per BARS category all expenses not covered above including dues and library memberships
30. Maintenance payments for designated library buildings-governmental only.
31. Grant projects - ALA Latino Grant, Wellness.
32. Total estimated general operating expenditures.
33. One time expenditures & capital projects - replacement of self-checks due to outdated operating system.
34. Debt service principle and interest - to retire debt in December 2016
35. Total estimated general operating, capital expenditures, and debt service for 2016.



YAKIMA VALLEY LIBRARIES  
2016 Budget DRAFT

*Attachment A*

	<i>2015 Adopted Budget 11-14</i>	<i>2015 Amended Budget 04-15</i>	<i>2016 Budget Draft 11-2015</i>	<i>Notation</i>	<i>%Change</i>
<b>Transfers Out - General Fund</b>					
Future Designated Funds	0	0	0	36	
<b>Total Transfers Out</b>	<u>0</u>	<u>0</u>	<u>0</u>	37	
<b>Total Expenses &amp; Transfer Out</b>	<u>8,355,863</u>	<u>9,014,196</u>	<u>8,038,733</u>	38	
<b>Cash Reconciliation - General Fund (GF)</b>					
Estimated Balance January	5,962,661	6,728,038	4,767,128	39	
Estimated Operating Revenues Minus Expenditures	(0)	(141,650)	4,434	40	
Debt Service and Capital Projects	(1,315,927)	(1,819,260)	(820,696)	41	
<b>Estimated Ending Cash for GF</b>	<u>4,646,734</u>	<u>4,767,128</u>	<u>3,950,866</u>	42	
<b>Reserved Cash - General Fund</b>					
Boaz Endowment for Books	50,000	31,509	42,979	43	
Carry Forward Fund (04)	402,631	429,241	429,757	44	
Facility Fund (05)	258,222	262,229	262,565	45	
Technology Fund (06)	672,610	681,763	683,968	46	
West Valley Debt Service	356,797	356,797	0	47	
<b>Total Reserved Cash - GF</b>	<u>1,740,259</u>	<u>1,761,538</u>	<u>1,419,269</u>	48	
<b>Unreserved Cash - GF</b>					
Wage, Benefits, Comp Absence Liability	349,692	349,692	247,513	49	
Capital and/or Facility Contingency (deferred maint)	469,556	469,556	107,508	50	
Operating Cash - Working capital	2,087,226	2,186,342	2,176,576	51	
<b>Unreserved Cash - GF</b>	<u>2,906,474</u>	<u>3,005,590</u>	<u>2,531,597</u>	52	
<b>Total Reserved and Unreserved Cash - General Fund</b>	<u>4,646,733</u>	<u>4,767,128</u>	<u>3,950,866</u>	53	
<b>Budget Totals</b>					
Revenues Plus Beginning Cash	13,002,598	13,781,325	11,989,600	54	
Expenditures Plus Ending FB	13,002,598	13,781,325	11,989,600	55	
<b>Cash Reconciliation</b>					
General Fund Estimated Cash	4,646,734	4,767,128	3,950,866	56	
Designated Funds - All	898,355	889,528	880,454	57	
<b>Total All Funds</b>	<u>5,545,089</u>	<u>5,656,655</u>	<u>4,831,320</u>	58	

**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 Cash Balance for January 2016.
40. Estimated current year General Fund Operating Revenues minus Expenditures - for use to revise after year end close of 2015.
41. Capital Project and Debt Service one time expenditures funded by unreserved-cash carry forward.
42. Estimated 2016 ending cash balance for General Fund.
43. General Fund Ending Cash reserved for Boaz Endowment.
44. General Fund 2016 ending cash balance reserved for Fund 04 Carry Forward.
45. General Fund 2016 ending cash balance reserved for Fund 05 Facility Fund.
46. General Fund 2016 ending cash balance reserved for Fund 06 Technology Fund.
47. General Fund 2016 ending cash balance reserved for final West Valley debt service payment in 2016.
48. General Fund 2016 reserved ending cash balance totals.
49. Unreserved funds - payroll contingency moved to payroll budget.
50. Unreserved funds - funds moved to line 51 for future distribution.
51. Unreserved funds - working capital for day to day operations and unfunded property tax months.
52. Unreserved funds (cash) projected total.
53. General Fund 2016 reserved and unreserved ending cash balance totals.
54. Total Resouces (revenues, transfers in, and beginning cash balance) for General Fund
55. Total Expenditures (including capital projects, debt service, and ending cash balance) for General Fund
56. General Fund 2016 Estimated Ending Cash Balance (see lines 48, 52, and 53).
57. Total All Other Restricted Funds: West Valley and Plath Fund
58. Grand total all Funds for Yakima Valley Libraries - reduced by Selah Building purchase and Sunnyside Building remodel in 2015.

**Yakima Valley Libraries**  
**Board Designated Funds**  
*Estimated Balances for Fiscal Year 2016*

Attachment A

	<b>West Valley Fund 002<sup>1</sup></b>	<b>Plath Fund 003<sup>2</sup></b>	<b>Totals</b>
Estimated Beginning Cash	797,758.00	84,445.00	882,203.00
Interest	5,974.29	677.00	6,651.29
Donation-Distribution	0.00	12,000.00	12,000.00
Transfer in From GF	0.00	0.00	0.00
Total Resources	<u>803,732.29</u>	<u>97,122.00</u>	<u>900,854.29</u>
Direct Expenditure	0.00	20,400.00	20,400.00
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>20,400.00</u>	<u>20,400.00</u>
Estimated Ending Cash	<u><u>803,732.29</u></u>	<u><u>76,722.00</u></u>	<u><u>880,454.29</u></u>

<sup>1</sup> Restricted funds for the Richard E Ostrander West Valley Community Library Building and Yakima Central Libraries

<sup>2</sup> Funds restricted per donor for advanced training (degree) for librarians

Before the Board of Trustees of  
**YAKIMA VALLEY LIBRARIES**

*A Resolution In the Matter of Levying  
the 2016 Ad Valor Property Taxes*

**RESOLUTION  
# 15-006**

WHEREAS, the Yakima Rural County Library District Board of Trustees (doing business as Yakima Valley Libraries) has met and considered its budget for the calendar year 2016; and

WHEREAS, the Board of Trustees in the course of considering the budget for 2016 has reviewed all sources of revenue and examined all anticipated expenses and obligations; and

WHEREAS, the Board of Trustees has determined, in accordance with the provisions in RCW 27.12.050, that the revenue required for the maintenance of library service in the district is as shown in the 2016 budget, adopted November 9, 2015 by Resolution #15-005;

WHEREAS, the Board of Trustees has determined that it is in the best interest of and necessary to meet the expenses and obligations of Yakima Valley Libraries and that a substantial need exists for the property tax revenue to be increased in 2016 to support ongoing and capital library services operations;

NOW, THEREFORE, BE IT RESOLVED, that the regular levy is \$6,939,085.50, which is a \$59,731.74 dollar increase from the 2015 levy amount and a .8790% increase of that same 2015 levy amount, plus amounts allowed for new construction, annexations, and increase in state assessed values and eligible amount from the refund levy.

RESOLVED this 9<sup>th</sup> day of November 2015.

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Trustee

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Trustee

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Trustee

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Trustee

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Trustee

Before the Board of Trustees of  
**YAKIMA VALLEY LIBRARIES**

*A Resolution In the Matter the 2016 Property Tax Levy  
For the Yakima Rural County Library District  
Above the "limit factor," up to 101 percent*

**RESOLUTION  
# 15-007**

WHEREAS, the Board of Trustees for the Yakima Rural County Library District, doing business as Yakima Valley Libraries has met, considered and approved its budget for the calendar year 2016, according to the provisions of RCW 27.12.050 and Resolution #15-005; and

WHEREAS, the Board of Trustees, in the course of considering the budget for 2016 has reviewed all sources of revenue and examined all anticipated expenses and obligations; and

WHEREAS, the Board of Trustees has determined that, due to increased expenditures, (day to day operations and capital projects), to carry on the services, operations and maintenance of the Library District, the Board of Trustees find there is a substantial need to increase the regular property tax levy rate above the rate of inflation;

NOW, THEREFORE, BE IT RESOLVED, the limit factor for the regular levy for the calendar year of 2016 shall be 101 percent of the highest amount of regular property taxes that could have been lawfully levied in this taxing district in any year.

RESOLVED this 9<sup>th</sup> day of November 2015.

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Trustee

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Trustee

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Trustee

YAKIMA RURAL COUNTY LIBRARY DISTRICT  
*YAKIMA VALLEY LIBRARIES*

Tax Levy Request Certification

State of Washington     )  
County of Yakima        )

Yakima Rural County Library District  
2016 Tax Levy Request Certification

I, Glenn K. Rice, Secretary of the Yakima Rural County Library District, do hereby certify that the Yakima Rural County Library District Board of Trustees of said Library District and appearing in the minutes of a meeting held on the 9<sup>th</sup> day of November, 2015, requesting the Board of Commissioners of Yakima County to levy taxes as follows:

Regular levy request in the amount of \$6,939,085.50, which is a \$59,731.74 dollar increase from the 2015 levy amount and a .8790% increase of that same 2015 levy amount, plus any amount allowed for new construction and increase in state assessed values.

At this time, I also certify that the population of said Library District is approximately 247,687 as published on the US Census Bureau website as of November 9, 2015:

<http://quickfacts.census.gov/qfd/states/53/53077.html>

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Glenn K. Rice  
Secretary  
Yakima Rural County Library District

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Date

## **Appendices – Wage and Grade Scale**

# Yakima Valley Libraries

## Salary and Grade Structure

Revised 11-15

Grade	Job Title
1	Page
2	Technical Services Materials Processor
3	Public Services Assistant, Community Libraries Assistant, Public Programs and Resources Assistant, Interlibrary Loans Public Services Assistant, Courier, , Roving On Call, Technical Services Assistant, Facility Maintenance Worker
4	Community Library Supervisor I
5	Public Services Specialist, Public Programs and Resources Specialist, Interlibrary Loans Public Services Specialist, Technical Services Specialist, Accounting Assistant
6	Acquisitions Specialist, Office Specialist
7	Community Library Supervisor II, Facility Maintenance Supervisor II
8	Public Services Supervisor III, <i>Facility Maintenance Supervisor III</i>
9	Administrative Coordinator, Collection Development Coordinator, Technical Services Coordinator
10	IT Specialists, Community Library Supervisor III, Archivist Librarian, Librarian, Collection Development Assistant Librarian, <i>Librarian-CL, Outreach Librarian Librarian I</i>
11	Community Libraries Assistant Manager, <del>Facility Manager</del> , Managing Librarian I/Assistant Branch Manager
12	Managing Librarian II
13	Managing Librarian III
14	Managing Librarian IV/Information Technology Manager, Community Libraries Resource Manager, <i>Accounting Manager, Assistant Zone Manager, Facility Manager</i>
15	Managing Librarian V, Human Resources Director, Finance & Operation Director
16	Deputy Director, Special Projects
17	
18	Director - Set by Board of Trustees



# Yakima Valley Libraries - Wage Scale

Budget 2016

GRADE	2 Years										
	1	2	3	4	5	6	7	8	9	10	11
1	9.23	n/a									
2	9.51	9.79	10.10	10.40	10.72	11.04	11.37	11.72	12.08	12.44	12.83
3	10.93	11.26	11.61	11.96	12.32	12.70	13.08	13.48	13.89	14.31	14.75
	1,894.56	1,952.16	2,011.50	2,072.65	2,135.66	2,200.58	2,267.48	2,336.41	2,407.44	2,480.63	2,556.04
	22,735.16	23,426.32	24,138.47	24,872.28	25,628.40	26,407.50	27,210.29	28,037.48	28,889.82	29,768.08	30,673.02

GRADE												
	1	2	3	4	5	6	7	8	9	10	11	12
4	11.77	12.14	12.52	12.90	13.30	13.72	14.14	14.58	15.03	#VALUE!	15.98	16.48
	2,040.64	2,103.98	2,169.29	2,236.62	2,306.05	2,377.63	2,451.43	2,527.52	2,605.98	#VALUE!	2,770.26	2,856.25
	24,487.67	25,247.76	26,031.46	26,839.47	27,672.57	28,531.53	29,417.14	30,330.25	31,271.71		33,243.18	34,275.05
5	13.80	14.23	14.67	15.13	15.60	16.08	16.58	17.10	17.63	18.18	18.74	19.32
	2,392.80	2,467.07	2,543.65	2,622.60	2,704.01	2,787.94	2,874.48	2,963.70	3,055.70	3,150.55	3,248.34	3,349.17
	28,713.58	29,604.86	30,523.80	31,471.25	32,448.11	33,455.31	34,493.76	35,564.44	36,668.37	37,806.54	38,980.07	40,190.01
6	14.38	14.82	15.28	15.76	16.25	16.75	17.27	17.81	18.36	18.93	19.52	20.12
	2,491.86	2,569.21	2,648.96	2,731.18	2,815.95	2,903.36	2,993.48	3,086.40	3,182.20	3,280.98	3,382.82	3,487.82
	29,902.32	30,830.50	31,787.47	32,774.16	33,791.46	34,840.35	35,921.80	37,036.80	38,186.42	39,371.73	40,593.84	41,853.87
7	15.96	16.45	16.96	17.49	18.03	18.59	19.17	19.76	20.38	21.01	21.66	22.34
	2,765.96	2,851.82	2,940.34	3,031.61	3,125.71	3,222.73	3,322.77	3,425.91	3,532.24	3,641.89	3,754.93	3,871.48
	33,191.58	34,221.85	35,284.10	36,379.31	37,508.52	38,672.79	39,873.20	41,110.87	42,386.94	43,702.62	45,059.16	46,457.80

# Yakima Valley Libraries - Wage Scale

Budget 2016

GRADE	2 Years												
	1	2	3	4	5	6	7	8	9	10	11	12	13
8	17.62	18.23	18.86	19.51	20.18	20.87	21.59	22.33	23.10	23.89	24.72	25.57	26.45
	3,054.73	3,159.82	3,268.51	3,380.95	3,497.26	3,617.56	3,742.01	3,870.73	4,003.88	4,141.62	4,284.09	4,431.46	4,583.90
	36,656.80	37,917.79	39,222.16	40,571.40	41,967.06	43,410.72	44,904.06	46,448.75	48,046.59	49,699.40	51,409.05	53,177.52	55,006.83
	18.50	19.14	19.80	20.48	21.19	21.91	22.67	23.45	24.25	25.09	25.95	26.84	27.77
9	3,207.47	3,317.81	3,431.94	3,550.00	3,672.12	3,798.44	3,929.10	4,064.27	4,204.08	4,348.70	4,498.29	4,653.03	4,813.10
	38,489.63	39,813.68	41,183.27	42,599.97	44,065.41	45,581.26	47,149.26	48,771.19	50,448.91	52,184.35	53,979.50	55,836.40	57,757.17
	19.43	20.10	20.79	21.50	22.24	23.01	23.80	24.62	25.47	26.34	27.25	28.19	29.16
	3,367.84	3,483.70	3,603.54	3,727.50	3,855.72	3,988.36	4,125.56	4,267.48	4,414.28	4,566.13	4,723.21	4,885.69	5,053.75
10	40,414.11	41,804.35	43,242.42	44,729.97	46,268.69	47,860.33	49,506.72	51,209.75	52,971.36	54,793.58	56,678.47	58,628.22	60,645.03
	20.01	20.70	21.41	22.15	22.91	23.70	24.52	25.36	26.23	27.13	28.07	29.03	30.03
	3,468.88	3,588.21	3,711.63	3,839.32	3,971.39	4,108.01	4,249.33	4,395.50	4,546.71	4,703.12	4,864.90	5,032.26	5,205.36
	41,626.55	43,058.48	44,539.71	46,071.87	47,656.74	49,296.13	50,991.92	52,746.04	54,560.51	56,437.39	58,378.83	60,387.06	62,464.37
12	22.01	22.77	23.55	24.36	25.20	26.07	26.97	27.89	28.85	29.85	30.87	31.94	33.03
	3,815.77	3,947.03	4,082.81	4,223.25	4,368.53	4,518.81	4,674.26	4,835.05	5,001.38	5,173.43	5,351.39	5,535.48	5,725.90
	45,789.19	47,364.33	48,993.67	50,679.06	52,422.41	54,225.75	56,091.12	58,020.64	60,016.56	62,081.13	64,216.72	66,425.78	68,710.81
	24.71	25.56	26.44	27.35	28.29	29.26	30.27	31.31	32.39	33.50	34.66	35.85	37.08
13	4,283.27	4,430.61	4,583.02	4,740.68	4,903.76	5,072.45	5,246.94	5,427.44	5,614.14	5,807.27	6,007.04	6,213.68	6,427.43
	51,399.20	53,167.33	54,996.29	56,888.16	58,845.12	60,869.38	62,963.29	65,129.22	67,369.67	69,687.20	72,084.43	74,564.14	77,129.14
	27.18	28.12	29.08	30.09	31.12	32.19	33.30	34.44	35.63	36.85	38.12	39.43	40.79
	4,711.59	4,873.67	5,041.33	5,214.75	5,394.13	5,579.69	5,771.64	5,970.18	6,175.55	6,387.99	6,607.74	6,835.04	7,070.17
14	56,539.12	58,484.07	60,495.91	62,576.98	64,729.62	66,956.32	69,259.62	71,642.15	74,106.64	76,655.91	79,292.87	82,020.55	84,842.05
	29.36	30.37	31.41	32.49	33.61	34.77	35.96	37.20	38.48	39.80	41.17	42.59	44.05
	5,088.52	5,263.57	5,444.63	5,631.93	5,825.67	6,026.07	6,233.37	6,447.80	6,669.60	6,899.03	7,136.36	7,381.85	7,635.79
	61,062.25	63,162.79	65,335.58	67,583.13	69,908.00	72,312.83	74,800.39	77,373.57	80,035.17	82,788.38	85,636.30	88,582.20	91,629.43
16	30.53	31.58	32.67	33.79	34.95	36.16	37.40	38.69	40.02	41.39	42.82	44.29	45.81
	5,292.06	5,474.11	5,662.42	5,857.20	6,058.69	6,267.11	6,482.70	6,705.71	6,936.38	7,174.99	7,421.81	7,677.12	7,941.22
	63,504.74	65,689.31	67,949.01	70,286.46	72,704.30	75,205.34	77,792.40	80,468.46	83,236.58	86,099.91	89,061.75	92,125.47	95,294.60
	35.11	36.32	37.57	38.86	40.20	41.58	43.01	44.49	46.02	47.60	49.24	50.93	52.69
17	6,085.87	6,295.23	6,511.78	6,735.79	6,967.50	7,207.18	7,455.11	7,711.56	7,976.84	8,251.24	8,535.08	8,828.69	9,132.40
	73,030.45	75,542.70	78,141.37	80,829.42	83,609.95	86,486.15	89,461.26	92,538.73	95,722.07	99,014.90	102,421.01	105,944.29	109,588.79