

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

In the Matter of Amending the 2010 General Fund Budget)

**RESOLUTION
#10-007**

WHEREAS, the 2010 Yakima Valley Libraries Fiscal Year has demonstrated changes in actual revenues and expenditures most specifically with capital projects;

WHEREAS, the Board of Trustees approve budget modifications;

WHEREAS, the following reflects changes from the 2010 Adopted Budget as summarized in Attachment A:

General Fund Budgeted Revenues and Transfers In

An estimated decrease in revenues estimated in Other Taxes of \$10,000, grants and other donations by \$55,069, and All Other Revenues by \$6,000 for a total decrease of \$71,069 bringing the estimated 2010 Revenue to \$6,484,403; and,

In order to balance the projected Capital Expenditures, a Transfer In from Designated Restricted Funds in the amount of \$719,108 (Attachment B) will be required.

General Fund Budgeted Expenditures and Capital

A decrease of \$20,000 from small equipment (moved to capital projects), an increase of \$12,769 in building leases with the addition of the Selah building, a decrease in insurance cost of \$6,000, and a decrease in grant expenses by \$18,700 for an overall decrease of \$31,930 for an estimated 2010 Expenditure of \$6,483,472.


Due to emergency repair of the Yakima Building HVAC estimated at \$578,211 and the purchase of property for the West Valley Library \$410,000 and a revised capital project list as reflected in Attachment C, there is an increase in budgeted Capital Funds of \$590,692 for a total of \$1,365,261 in Capital Projects.

General Fund Capital, Fund Transfers, and Cash Balances

Due to a restructure of staffing, the elimination of the costly frame relay, the timing of items ordered but not received, Yakima Valley Libraries has an increase over the 2009 original budget bringing the 2010 Beginning Cash Balance to \$2,687,116. This cash will be used to offset purchases not completed in 2009 with an estimated ending cash balance in the General Fund of \$2,041,894 of which \$76,031 is restricted for the Boaz Fund and \$1,965,863 for Operating Cash for district transactions.

THEREFORE, BE IT THEREFORE RESOLVED that the Board of Trustees amend the 2010 Budget in the amount of \$9,890,628 in revenues, expenditures, and resources and capital projects for the General Fund.

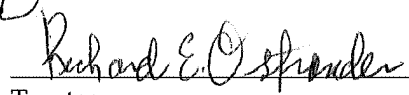
ADOPTED by the Board of Trustees this 29th day of June, 2010



Trustee



Trustee



Trustee

Trustee



Trustee

YAKIMA VALLEY LIBRARIES
2010 Amended Budget - *Draft* - June 2010

	2010 Adopted Budget	2010 Draft Amendment-June 2010	Notation
REVENUES			
Tax Revenues			
Property Tax Revenue	6,100,201	6,100,201	1
Other Taxes	30,075	20,075	2
<i>Total Tax Revenues</i>	<u>6,130,276</u>	<u>6,120,276</u>	3
Contract Cities			
Other Contract Cities	161,274	161,274	
<i>Total Contract Cities</i>	<u>161,274</u>	<u>161,274</u>	4
Other Revenue			
Grants and Donations	92,000	36,931	5
Copies	20,000	20,000	6
Fines, Fees, Overdues	73,837	73,837	7
All Other Revenues	78,085	72,085	8
<i>Total Other Revenue</i>	<u>263,922</u>	<u>202,853</u>	9
Total All Revenues	<u>6,555,472</u>	<u>6,484,403</u>	10
Other Resources			
Transfers in	553,847	719,108	11
Insurance Recoveries	0	0	12
<i>Total Other Resources</i>	<u>553,847</u>	<u>719,108</u>	13
Total All Revenues and Resources	<u>7,109,319</u>	<u>7,203,511</u>	14

Notations

1. 2010 tax is .5524% increase or \$33,048 plus new construction
2. Estimates lower than anticipated
3. Estimated total tax revenues
4. Cities contracting for library services: Granger, Mabton, Naches, Tieton, Union Gap
5. Grants and donations: Opportunity Online Hardware Grant 2010
6. Fees for copies
7. Fines: overdue, lost books
8. Investment revenue less than anticipated at mid-year
9. Total Other Revenues
10. Total All Revenues-new funds
11. Transfers in by Board Resolution from designated funds for (non-regular operating) projects
12. Insurance recoveries
13. Total Other Resources
14. Total all Revenues and Resources - overall increase due to one time grant (see line 8)

YAKIMA VALLEY LIBRARIES

2010 Amended Budget - *Draft* - June 2010

	2010 Adopted Budget	2010 Draft Amendment-June 2010	Notation
EXPENDITURES			
Salary and Wages	3,095,166	3,095,166	15
Benefits	936,195	936,195	16
Supplies	341,080	321,080	17
Collection Materials - all	1,020,000	1,020,000	18
Professional Services	209,500	209,500	19
Communications	160,265	160,265	20
Travel & Training	59,400	59,400	21
Vehicle Expenses	24,500	24,500	22
Advertising	17,500	17,500	23
Rentals - Building Leases	184,009	196,778	24
Rentals - Equipment	3,000	3,000	25
Insurance	36,000	30,000	26
Utilities	154,000	154,000	27
Repairs & Maintenance - all	115,588	115,588	28
Miscellaneous - dues and other	23,900	23,900	29
Intergovernmental Services	39,100	39,100	30
Grant Expenditures	96,200	77,500	31
Total Operating Expenditures	6,515,402	6,483,472	32
Capital Projects	774,569	1,365,261	33
Total Operational Expenditures and Capital	7,289,971	7,848,733	34

NOTATIONS

15. Includes merit increases - no FTE changes
16. Temp decrease in employer PERS rate of 3%-reduce based on non-use pt benefits
17. Supplies - includes scheduled computer replacements - moved some small equipment to capital
18. Collection materials and databases - will include \$70,000 of Boaz Funding in 2010 (see line 45)
19. Professional services will include state audit
20. Includes all communication: postage, phones, WAN - decrease due to County partnership for broadband use
21. Training and travel for staff: Public Lib Assoc Conference in Portland in 2010, American Lib Assoc in WA DC
22. Vehicles fuel and repairs
23. Decrease - using more online resources
24. Summtview, Southeast, Liberty Building - lease amount and CAM charges, Selah lease
25. Postage meter
26. Districtwide building, vehicle, D&O, and liability insurance
27. Districtwide utilities for all branches
28. Repairs & maintenance includes building & unanticipated repairs (HVAC, chiller, roof, ADA, etc) - also see capital
29. As per BARS category all expenses not covered above - including dues
30. Maintenance payments for designated library buildings
31. Grant projects including Opportunity Online Hardware Grant Year 2 includes YVL match
32. Total estimated general operating expenditures funded by 2010 new revenue
33. One time large purchases and capital projects - outside of ongoing operations - (see capital projects list)
34. Total estimated general operating and capital expenditures for 2010

YAKIMA VALLEY LIBRARIES

2010 Amended Budget - *Draft* - June 2010

	2010 Adopted Budget	2010 Draft Amendment-June 2010	Notation
Transfers Out - General Fund			
Capital Projects Carry Forward	0	0	35
Facility Maintenance Fund	0	0	36
Technology Fund	0	0	37
Total Transfers Out	<u>0</u>	<u>0</u>	<u>38</u>
Total Expenses & Transfer Out	<u>7,289,971</u>	<u>7,848,733</u>	<u>39</u>
Cash Balance - General Fund (GF)			
Estimated Balance January	1,681,778	2,687,116	40
Estimated Operating Revenues Minus Expenditures	(180,652)	931	41
Capital Projects	0	(646,153)	42
Less transfers out	0	0	43
Estimated Ending FB for GF	<u>1,501,126</u>	<u>2,041,894</u>	<u>44</u>
Designated Cash for GF			
For Boaz Fund	6,031	76,031	45
Reserved for Facility	110,070	0	46
Reserved Funds-Other	72,150	0	47
Operating Cash-Revolving Funds	1,312,875	1,965,863	48
Total Designated Funds GF	<u>1,501,126</u>	<u>2,041,894</u>	<u>49</u>
Est Ending Unrestricted Fund Balance for General Fund	<u>(0)</u>	<u>0</u>	<u>50</u>
Budget Totals			
Revenues Plus Beginning Cash	8,791,098	9,890,628	51
Expenditures Plus Ending FB	8,791,098	9,890,628	52
Cash Reconciliation			
General Fund Estimated Cash	1,501,126	2,041,894	53
Designated Funds - All	1,585,631	1,397,158	54
Total All Funds	<u>3,086,757</u>	<u>3,439,052</u>	<u>55</u>

NOTATIONS

- 35. Future projects - designated funds
- 36. Funds for deferred and current districe wide facility needs (owned buildings-Yakima and Sunnyside)
- 37. Funds for deferred and future technology
- 38. Total deferred funds to transfer to designated funds
- 39. Total Transfer Out Funds and Expenditures
- 40. Estimated Beginning Fund Balance (beginning cash)
- 41. Estimated Operating Revenues minus Expenditures - use of restricted cash Boaz (line 45) and Facility (line 46)
- 42. Use of cash to offset capital projects-prior years-not new revenue
- 43. Cash transfers out of General Fund
- 44. Estimated ending Fund Balance (cash)
- 45. Cash reserved for restricted Boaz Fund - no longer needed to offset collection materials
- 46. Cash reserved for facilities - NA in 2010
- 47. Funds reserved for OOH Grant - to spend in 2010
- 48. Funds designated by Board of Trustees for operating cash between property tax collections
- 49. Total designated General Fund (cash)

YAKIMA VALLEY LIBRARIES
2010 Amended Budget - *Draft* - June 2010

	2010 Draft	
2010 Adopted	Amendment-June	
Budget	2010	Notation

- 50. Estimated ending Fund Balance that is Undesignated at December 31 for General Fund
- 51. Total Resources (revenues, transfers in, and beginning cash balance) for General Fund-increase in cash and transfer in
- 52. Total Expenditures (including capital projects and ending cash balance) for General Fund - increase in capital projects
- 53. General Fund Estimated Ending Cash Balance (see line 44)
- 54. Total All Other Designated Funds: Cumulative Reserve, Plath, Carry Forward, Facility, & Technology
- 55. Grand total all Funds for Yakima Valley Libraries

Yakima Valley Libraries

Board Designated Funds

Estimated Balances for Fiscal Year 2010

	Cumulative Reserve 002	Plath Fund 003	Carry Forward Fund 004	Facility Fund 005	Technology Fund 006	Totals
Estimated Beginning Cash	740,697.12	62,947.78	408,323.31	249,481.03	649,816.56	2,111,265.80
Interest	4,200.00	800.00	1,000.00	2,000.00	5,000.00	13,000.00
Donation-Distribution	0.00	7,000.00	0.00	0.00	0.00	7,000.00
Transfer in From GF	0.00	0.00	0.00	0.00	0.00	0.00
Total Resources	744,897.12	70,747.78	409,323.31	251,481.03	654,816.56	2,131,265.80
Training/Equipment	0.00	15,000.00	0.00	0.00	0.00	15,000.00
Property Purchase	410,000.00	0.00	0.00	0.00	0.00	410,000.00
HVAC Repair	285,058.00	0.00	0.00	0.00	0.00	285,058.00
BTOP Match-Sunnyside	0.00	0.00	0.00	0.00	0.00	0.00
Selah Facility	0.00	0.00	0.00	0.00	0.00	0.00
Yakima Facility	0.00	0.00	0.00	0.00	0.00	0.00
Match for Gates Grant						
Transfer	0.00	0.00	0.00	0.00	24,050.00	24,050.00
Total Expenditures	695,058.00	15,000.00	0.00	0.00	24,050.00	734,108.00
Estimated Ending Cash	49,839.12	55,747.78	409,323.31	251,481.03	630,766.56	1,397,157.80
				Transfer less Plath to General Fund		719,108.00

Attachment B

YAKIMA VALLEY LIBRARIES

Revised List of Capital Projects for Budget Year 2010

As of June 2010

CAPITAL ITEMS	ESTIMATED AMOUNT
Equipment - Microfilm, CD refinisher	\$ 20,000
Gates Grant Match Funds	\$ 24,050
IT Wireless Project	\$ 50,000
Selah Community Library - new building upgrades	\$ 50,000
Sunnyside - BTOP grant match	\$ 35,000
Telephone - district notice for holds overdue	\$ 8,000
West Valley Property Closing and Consultant Fees	\$ 40,000
West Valley Property Purchase	\$ 410,000
Yakima Building - HVAC Replacement Project	\$ 578,211
Yakima Building remodel - staff/Liberty Building	\$ 150,000
Total Capital Projects	<u>\$ 1,365,261</u>