

MULTNOMAH COUNTY LIBRARY DISTRICT PROPOSED BUDGET FISCAL YEAR 2016-2017



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**Multnomah County Library District
Budget Message
April 21, 2016**

It is my privilege to propose the Fiscal Year 2017 budget for the Multnomah County Library District. This is the fourth annual library district budget since the adoption of Measure 26-143 in November 2012, which created a library district to fund library services with a permanent rate, limited to \$1.24.

The FY 2017 library district budget continues the FY 2016 tax rate of \$1.18 rather than the full rate of \$1.24. Based on projections from the County Budget Office, the \$1.18 rate will generate adequate revenue to maintain current service levels and allow for some targeted additions.

The district tax is expected to bring in \$75.6 million; combined with other revenues (fines, fees, grants, and interest), the district's total revenues are projected at \$78.0 million. Of that amount, \$75.6 million is budgeted for transfer to the County Library Fund, leaving \$2.4 million in contingency.

The library district budget is based on an intergovernmental agreement between Multnomah County and the library district. As stated in the agreement, the district contracts with Multnomah County to provide library services. The county will be regularly reimbursed from the Library District Fund as library expenses are incurred.

After 150-plus years of service, Multnomah County Library is in a stable position, meeting a changing set of needs and demands, thanks to the generous support of its community. The library remains a unique community asset, dedicated to serving all people and providing access to resources and information to help people achieve self-fulfillment and succeed.

Respectfully,

A handwritten signature in black ink, appearing to read 'Vailey Oehlke', with a long horizontal flourish extending to the right.

Vailey Oehlke
Multnomah County Library District Director

Multnomah County Library District Budget FY 2016-17

Evolving to meet community needs and goals

A cherished institution for more than 150 years, Multnomah County Library is a key community asset, meeting a complex set of evolving individual and community needs and demands. With stable funding in place, Multnomah County Library District's Fiscal Year 2016-17 budget makes strategic investments to ensure the organization's relevance far into the future.

Over time, the public library has responded to changes in patron demand, mostly around formats. Now, a more fundamental shift is underway. Instead of serving as repositories, libraries are now engines of learning and creation. They are incubators for entrepreneurial efforts and places where skilled guides connect people with tools and strategies to help them fulfill their goals. Multnomah County Library is working to demonstrate its contributions to the community's needs and goals in this time of transition.

In the next fiscal year, the library proposes to focus effort and investment in the following key areas: a comprehensive capital planning effort to reimagine library spaces in ways that best meet evolving community needs; IT contracting resources to improve the patron's digital experience; enhanced safety and security resources with a Person-in-Charge coordinator; partial funding to streamline and improve customer service by creating a contact center; increased diversity, equity and inclusion focus through an Equity and Inclusion program manager; and a dedicated library assistant position at the Rockwood makerspace to support important digital inclusion efforts.

Multnomah County Library is proud to serve this community. Thanks to community support and engagement, the library is able to offer services that will contribute to its sustained health and vitality, now and for generations to come.

About the budget

By charter, members of Multnomah County Board of Commissioners serve as the governing body of the District. The Budget Committee consists of the members of the Board, convening as the Multnomah County Library District Board.

The FY 2017 budget is proposed at a tax rate of \$1.18, rather than the full \$1.24 that voters approved in 2012. This rate will generate enough revenue to maintain current hours and services.

This budget continues a practice of maintaining the library department budget in the current Library Fund and utilizing the Library District Fund to receive the library district tax as well as any non-tax revenues for FY 2017. This will ensure that the district's taxes and revenues are received and accounted for separately.

An Intergovernmental Agreement (IGA) between Multnomah County and Multnomah County Library District provides contractual structure for the District and the County to provide library services.

Multnomah County Library District's Financial Policies

On June 18, 2015 the Multnomah County Library District Board adopted Resolution 2015-070, adopting Multnomah County financial and budget policies as the policies of the Multnomah County Library District.

**FORM
LB-20**

RESOURCES
General Fund
(Fund)

Multnomah County Library District

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2016-2017			
	Actual		Adopted Budget This Year 2015 - 2016		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2013 - 2014	First Preceding Year 2014 - 2015						
1				1. Available cash on hand* (cash basis) or				1
2	\$0	\$2,824,325	\$6,344,954	2. Beginning working capital (accrual basis)	\$10,750,489			2
3	\$0	\$599,364	\$1,364,071	3. Previously levied taxes estimated to be received	\$1,415,862			3
4	\$25,828	\$88,463	\$275,823	4. Interest	\$292,022			4
5				5. Transferred IN, from other funds				5
6				6 OTHER RESOURCES				6
7	\$1,413,197	\$1,270,352	\$1,306,000	7 Fines & Fees	\$1,130,000			7
8	\$31,767	\$72,269	\$50,000	8 Interest	\$50,000			8
9	\$1,311,660	\$2,175,120	\$2,246,309	9 Grants & Gifts	\$998,957			9
10	\$199,938	\$211,082	\$200,000	10 Sales To The Public	\$200,000			10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	\$2,982,389	\$7,240,976	\$11,787,157	29. Total resources, except taxes to be levied	\$14,837,330			29
30			\$69,766,373	30. Taxes estimated to be received	\$73,882,317			30
31	\$62,722,491	\$67,169,092		31. Taxes collected in year levied				31
32	\$65,704,880	\$74,410,068	\$81,553,530	32. TOTAL RESOURCES	\$88,719,647	\$0	\$0	32

*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM
LB-30**

**REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM**

Multnomah County Library District General Fund
(name of fund)

Historical Data				REQUIREMENTS DESCRIPTION	Budget For Next Year 2016 - 2017			
Actual		Adopted Budget This Year 2015 - 2016	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2013 - 2014	First Preceding Year 2014 - 2015							
				PERSONNEL SERVICES NOT ALLOCATED				
1				1				1
2				2				2
3	0	0	0	3 TOTAL PERSONNEL SERVICES	0	0	0	3
4				Total Full-Time Equivalent (FTE)				4
				MATERIALS AND SERVICES NOT ALLOCATED				
5	62,880,556	67,974,698	74,133,930	Contract with Multnomah County	75,610,346			5
6		891		6				6
7	62,880,556	67,975,589	74,133,930	7 TOTAL MATERIALS AND SERVICES	75,610,346	0	0	7
				CAPITAL OUTLAY NOT ALLOCATED				
8				8				8
9				9				9
10	0	0	0	10 TOTAL CAPITAL OUTLAY	0	0	0	10
				DEBT SERVICE				
11				11				11
12				12				12
13	0	0	0	13 TOTAL DEBT SERVICE	0	0	0	13
				SPECIAL PAYMENTS				
14				14				14
15				15				15
16	0	0	0	16 TOTAL SPECIAL PAYMENTS	0	0	0	16
				INTERFUND TRANSFERS				
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22	0	0	0	22 TOTAL INTERFUND TRANSFERS	0	0	0	22
				OPERATING CONTINGENCY				
23			7,419,600	23 TOTAL OPERATING CONTINGENCY	13,109,301	0	0	23
24	62,880,556	67,975,589	81,553,530	24 Total Requirements Not Allocated	88,719,647	0	0	24
25				25 Total Org./Prog. Requirements				25
26				26 Reserved for future expenditure				26
27	2,824,324	6,434,479		27 Ending balance (prior years)				27
28				28 UNAPPROPRIATED ENDING FUND BALANCE				28
29	65,704,880	74,410,068	81,553,530	29 TOTAL REQUIREMENTS	88,719,647	0	0	29