



Kelly Langley
Nevada Department of Taxation
1550 College Parkway, Suite 115
Carson City, NV 89706-7937

Henderson District Public Libraries herewith submits the tentative budget for the fiscal year ending June 30, 2018

This budget contains two (2) funds requiring property tax revenue total \$5,186,513.

The property tax rates computed herein are based on preliminary data. If the final state computed revenue limitations permits, the tax rate will be increased by an amount not to exceed .01 (1%). If the final computation requires, the tax rate will be lowered.

This budget contains three (3) governmental fund types with estimated expenditures of \$8,639,408 and zero (0) proprietary funds with estimated expenses of \$0.

Copies of this budget have been filed for public record and inspection in the offices enumerated in NRS 354.596 (Local Government Budget and Finance Act).

CERTIFICATION

APPROVED BY THE GOVERNING BOARD

I Debbie Englund
(Print Name)
Chief Financial Officer
(Title)

certify that all applicable funds and financial operations of this Local Government are listed herein

Signed 

Dated: May 18, 2017

SCHEDULED PUBLIC HEARING:

Date and Time: May 18, 2017 at 7:45 am

Publication Date: May 9, 2017

Place: Paseo Verde Library, 280 S Green Valley Pkwy, Henderson, NV 89012

Henderson District Public Libraries
Fiscal Year July 1, 2017 - June 30, 2018

INDEX

<u>Schedule Number</u>	<u>Description</u>	<u>Page Number</u>
	<u>Introduction</u>	
	Transmittal Letter	1
	Index	2
	<u>Summary Schedules</u>	
S-2	Statistical Data	3
S-3	Property Tax Rate and Revenue Reconciliation	4
A	Estimated Revenues & Other Resources - Governmental Fund Types	5
A-1	Estimated Expenditures and Other Financing Uses - Governmental Fund Types	6
	<u>Governmental Fund Types</u>	
B	General Fund Resources	7
B	General Fund - Expenditures, Other Uses and Fund Balance	8
B	Contributions & Grants Special Revenue Fund	9
B	Capital Construction Capital Projects Fund	10
	<u>Supplemental Information</u>	
C-1	General Obligation Bonds, Medium-term Financing & Capital Leases	11
T	Transfer Reconciliation	12
	Schedule of Existing Contracts	13
	Proof of Publication	14

FULL TIME EQUIVALENT EMPLOYEES BY FUNCTION

	ACTUAL PRIOR YEAR ENDING 06/30/16	ESTIMATED CURRENT YEAR ENDING 06/30/17	BUDGET YEAR ENDING 06/30/18
General Government			
Judicial			
Public Safety			
Public Works			
Sanitation			
Health			
Welfare			
Culture and Recreation	74.5	78.0	79.0
Community Support			
TOTAL GENERAL GOVERNMENT	74.5	78.0	79.0
Utilities			
Hospitals			
Transit Systems			
Airports			
Other			
TOTAL	74.5	78.0	79.0

POPULATION (AS OF JULY 1)	280,928	287,828	294,359
Source of Population Estimate*	State of Nevada	State of Nevada	State of Nevada
Assessed Valuation (Secured and Unsecured Only)	10,630,915,219	11,630,054,583	12,249,146,315
Net Proceeds of Mines			
TOTAL ASSESSED VALUE	10,630,915,219	11,630,054,583	12,249,146,315
TAX RATE			
General Fund	0.0594	0.0602	0.0604
Special Revenue Funds			
Capital Projects Funds			
Debt Service Funds			
Enterprise Funds			
Other			
TOTAL TAX RATE	0.0594	0.0602	0.0604

Henderson District Public Libraries
(Local Government)
SCHEDULE S-2 - STATISTICAL DATA

PROPERTY TAX RATE AND REVENUE RECONCILIATION

Fiscal Year 2017-2018

	(1)	(2)	(3)	(4)	(5)	(6)	(7)		(7)
	ALLOWED TAX RATE	ASSESSED VALUATION	ALLOWED AD VALOREM REVENUE [(1) x (2)/100]	TAX RATE LEVIED	TOTAL AD VALOREM REVENUE WITH NO CAP [(2, line A) X (4)/100]	AD VALOREM TAX ABATEMENT [(5)-(7)]	AD VALOREM REVENUE WITH CAP	NET PROCEEDS OF MINERAL REVENUE [(2,Line B) X (4)/100]	BUDGETED AD VALOREM REVENUE WITH CAP PLUS REVENUE FROM NPM [(7) + (8)]
OPERATING RATE:									
A. PROPERTY TAX Subject to Revenue Limitations	0.0238	12,249,146,315	2,915,297	0.0238	2,915,297	863,768	2,051,529	xxxxxxxxxxxxxxxx	2,051,529
B. PROPERTY TAX Outside Revenue Limitations: Net Proceeds of Mines	Same as above				xxxxxxxxxxxxxxxx				
VOTER APPROVED:									
C. Voter Approved Overrides	0.0332	12,249,146,315	4,066,717	0.0332	4,066,717	1,218,136	2,848,581		2,848,581
LEGISLATIVE OVERRIDES									
D. Accident Indigent (NRS 428.185)									
E. Medical Indigent (NRS 428.285)									
F. Capital Acquisition (NRS 454.59816)									
G. Youth Services Levy (NRS 62B.150, 62B.160)									
H. Legislative Overrides									
I. SCCRT Loss (NRS 354.59813)	0.0034	12,249,146,315	419,290	0.0034	419,290	132,887	286,403		286,403
J. Other:									
K. Other:									
L. SUBTOTAL LEGISLATIVE OVERRIDES	0.0034	12,249,146,315	419,290	0.0034	419,290	132,887	286,403		286,403
M. SUBTOTAL A, C, L	0.0604		7,401,304	0.0604	7,401,304	2,214,791	5,186,513	-	5,186,513
N. Debt									
O. TOTAL M AND N	0.0604		7,401,304	0.0604	7,401,304	2,214,791	5,186,513	-	5,186,513

Henderson District Public Libraries
SCHEDULE S-3 - PROPERTY TAX RATE
AND REVENUE RECONCILIATION

SCHEDULE A-1 ESTIMATED EXPENDITURES AND OTHER FINANCING USES

Budget for Fiscal Year Ending June 30, 2018

Budget Summary for Henderson District Public Libraries
(Local Government)

GOVERNMENTAL FUNDS AND EXPENDABLE TRUST FUNDS		SALARIES AND WAGES (1)	EMPLOYEE BENEFITS (2)	SERVICES, SUPPLIES AND OTHER CHARGES ** (3)	CAPITAL OUTLAY *** (4)	CONTINGENCIES AND USES OTHER THAN OPERATING TRANSFERS OUT (5)	OPERATING TRANSFERS OUT (6)	ENDING FUND BALANCE (7)	TOTAL (8)
FUND NAME	*								
General		3,965,000	1,576,500	1,545,000	727,000	-	500,000	2,875,500	11,189,000
Special Revenue - Contributions & Grants	R	-	-	62,583	213,325	-	-	114,692	390,600
Capital - Construction	C	-	-	250,000	300,000	-	-	47,700	597,700
TOTAL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS		3,965,000	1,576,500	1,857,583	1,240,325	-	500,000	3,037,892	12,177,300

*FUND TYPES: R - Special Revenue
C - Capital Projects
D - Debt Service
T - Expendable Trust

** Includes Debt Service Requirements in this column
*** Capital Outlay must agree with CIP.

REVENUES	(1)	(2)	(3)	(4)
	ACTUAL PRIOR YEAR ENDING 06/30/2016	ESTIMATED CURRENT YEAR ENDING 06/30/2017	BUDGET YEAR ENDING 06/30/18	
			TENTATIVE APPROVED	FINAL APPROVED
Intergovernmental revenues:				
Federal grants	37,300	4,900	-	-
State grants	8,897	17,557	-	-
Miscellaneous:				
Private grants	-	-	-	-
Contributions	241,370	261,296	162,200	162,200
Investment Income	1,077	1,800	1,700	1,700
Other	4,613	2,157	2,500	2,500
SUBTOTAL	293,257	287,710	166,400	166,400
OTHER FINANCING SOURCES				
Proceeds from sale of capital assets	251			
SUBTOTAL	251	-	-	-
BEGINNING FUND BALANCE	443,255	287,151	224,200	224,200
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	443,255	287,151	224,200	224,200
TOTAL RESOURCES	736,763	574,861	390,600	390,600
EXPENDITURES				
Culture and Recreation:				
Services and supplies	67,503	78,718	61,328	62,583
Capital outlay	382,109	271,943	213,325	213,325
SUBTOTAL	449,612	350,661	274,653	275,908
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)	xxxxxxxxxxxx	xxxxxxxxxxxx		
SUBTOTAL	-	-	-	-
ENDING FUND BALANCE	287,151	224,200	115,947	114,692
TOTAL COMMITMENTS AND FUND BALANCE	736,763	574,861	390,600	390,600

Henderson District Public Libraries
(Local Government)
SCHEDULE B - Resources & Commitments
FUND - Contributions and Grants

REVENUES	(1)	(2)	(3) BUDGET YEAR ENDING 06/30/18	
	ACTUAL PRIOR YEAR ENDING 06/30/2016	ESTIMATED CURRENT YEAR ENDING 06/30/2017	TENTATIVE APPROVED	FINAL APPROVED
Miscellaneous:				
Investment income	412	175	500	500
SUBTOTAL	412	175	500	500
OTHER FINANCING SOURCES				
Operating Transfers In (Schedule T):				
Transfer from General Fund	100,000	200,000	500,000	500,000
SUBTOTAL	100,000	200,000	500,000	500,000
EXTRAORDINARY ITEM				
SUBTOTAL	-	-	-	-
BEGINNING FUND BALANCE	115,377	29,995	97,200	97,200
Prior Period Adjustment(s)				
Residual Equity Transfers				
TOTAL BEGINNING FUND BALANCE	115,377	29,995	97,200	97,200
TOTAL RESOURCES	215,789	230,170	597,700	597,700
EXPENDITURES				
Culture and recreation:				
Services and supplies	1,094	62,817	250,000	250,000
Capital outlay	184,700	70,153	300,000	300,000
SUBTOTAL	185,794	132,970	550,000	550,000
OTHER USES				
CONTINGENCY (not to exceed 3% of total expenditures)	XXXXXXXXXXXX	XXXXXXXXXXXX		
SUBTOTAL	-	-	-	-
ENDING FUND BALANCE	29,995	97,200	47,700	47,700
TOTAL COMMITMENTS AND FUND BALANCE	215,789	230,170	597,700	597,700

Henderson District Public Libraries
(Local Government)
SCHEDULE B - Resources & Commitments
FUND - Capital Construction

Transfer Schedule for Fiscal Year 2017-2018

TRANSFERS IN				TRANSFERS OUT			
FUND TYPE	FROM FUND	PAGE	AMOUNT		TO FUND	PAGE	AMOUNT
GENERAL FUND					Capital Construction	8	500,000
SUBTOTAL			-			500,000	
SPECIAL REVENUE FUNDS							
SUBTOTAL			-			-	
CAPITAL PROJECTS FUND							
	General Fund	10	500,000				
SUBTOTAL			500,000			-	
DEBT SERVICE							
SUBTOTAL			-			-	
TOTAL TRANSFERS			500,000			500,000	

Henderson District Public Libraries
(Local Government)

SCHEDULE T - TRANSFER RECONCILIATION

Schedule of Existing Contracts
Budget Year 2017-2018

Local Government: Henderson District Public Libraries
Contact: Debbie Englund
E-mail Address: dmenglund@hendersonlibraries.com
Daytime Telephone: 702-492-6583

Total Number of Existing Contracts: 12

Line	Vendor	Effective Date of Contract	Termination Date of Contract	Proposed Expenditure FY 2016-17	Proposed Expenditure FY 2017-18	Reason or need for contract:
1	Best Janitorial	7/1/2014	6/20/2020	\$ 134,000	\$ 135,000	Janitorial services
2	Commercial Consulting Services	7/1/2012	ongoing	4,000	4,000	Gibson Library HVAC mechanical preventative maint
3	Desert West Landscaping	11/1/2007	ongoing	8,100	8,100	Landscaping services
4	Dickinson Wright	2/1/2015	ongoing	9,000	10,200	Legal services
5	Enviser	12/1/2015	ongoing	1,920	2,400	Gibson Library HVAC automation system maint
6	G4S Secure Solutions	7/1/2010	ongoing	118,500	115,000	Security services
7	Hinton Burdick CPAs	3/20/2014	11/30/2018	19,000	19,500	Audit services
8	Schneider Electric	1/31/2014	1/31/2018	42,500	45,000	Paseo Verde Library HVAC maintenance
9	Schneider Electric	5/1/2015	4/30/2017	40,000	40,500	Green Valley Library HVAC maintenance
10	Terminex Pest Control	1/1/2016	ongoing	3,500	3,500	Pest control services
11	Unique Management Services	4/1/2006	ongoing	16,000	15,000	Collection services
12	Unique Management Services	2/23/2011	ongoing	12,000	12,000	Print notice/bill outsourcing services
13						
14						
15						
16						
17						
18						
19						
20	Total Proposed Expenditures			\$ 408,520	\$ 410,200	

Additional Explanations (Reference Line Number and Vendor):

AFFIDAVIT OF PUBLICATION

MAY 11 2017

STATE OF NEVADA)
COUNTY OF CLARK) SS:

HENDERSON DIST PUBLIC LIBRARIES
280 S GREEN VALLEY PKWY
HENDERSON NV 89012-2301

Account # 22432
Ad Number 0000910830

Leslie McCormick, being 1st duly sworn, deposes and says: That she is the Legal Clerk for the Las Vegas Review-Journal and the Las Vegas Sun, daily newspapers regularly issued, published and circulated in the City of Las Vegas, County of Clark, State of Nevada, and that the advertisement, a true copy attached for, was continuously published in said Las Vegas Review-Journal and / or Las Vegas Sun in 1 edition(s) of said newspaper issued from 05/09/2017 to 05/09/2017, on the following days:

05 / 09 / 17

HENDERSON LIBRARIES
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Notice to Public

A public hearing will be held in the Conference Room at the Paseo Verde Library, 280 S Green Valley Pkwy, on Thursday, May 18, 2017 at 7:45 a.m. to consider the budget for the Henderson District Public Libraries for the fiscal year 2017/18. The tentative budget for the Henderson District Public Libraries has been prepared in such detail and on appropriate forms as prescribed by the Nevada State Department of Taxation. Copies of the detailed budget are on file with and are available for public inspection in the office of the Executive Director, 280 S Green Valley Pkwy, Henderson, NV, the County Clerk of Clark County, 500 S Grand Central Parkway, 6th Floor, Las Vegas, NV, and the Nevada State Department of Taxation, Carson City, NV.
Gayle Hornaday, Interim Director
May 9, 2017

PUB: May 9, 2017
LV Review-Journal

Leslie McCormick
/s/ _____
LEGAL ADVERTISEMENT REPRESENTATIVE

Subscribed and sworn to before me on this 9th day of May, 2017

Notary *Roslind R. Robertson*



Henderson District Public Libraries
Tentative Budget FY 2017-2018
Summary of Expenditures
General Fund

General Fund #	Category	Final 2016-17	Final 2017-18	Percent Change
41XX	SUBTOTAL SALARIES	3,779,000	3,965,000	4.92%
43XX	SUBTOTAL BENEFITS	1,505,500	1,576,500	4.72%
5100	Dues & Memberships	3,000	3,000	0.00%
5105	Bank Fees	11,000	11,000	0.00%
5110	Advertising	10,000	10,000	0.00%
5115	Shortages/Overages	100	100	0.00%
5150	Training/Tuition	10,500	13,500	28.57%
5160	Travel	22,000	28,000	27.27%
5170	Mileage Reimbursements	1,500	1,500	0.00%
5310	Programming Supplies	10,000	19,000	90.00%
5320	Janitorial Supplies	600	600	0.00%
5330	Library Supplies	30,000	29,000	-3.33%
5340	Office Supplies	16,500	17,000	3.03%
5345	Computer Supplies	9,800	10,000	2.04%
5350	Postage	9,000	11,500	27.78%
5360	Printing	3,800	3,800	0.00%
5370	Minor Furniture & Equipment	90,500	104,000	14.92%
5380	Software & Licensing	196,000	238,000	21.43%
5520	Equipment Rental	25,000	23,500	-6.00%
5550	B & G Repair & Maintenance	200,200	213,500	6.64%
5560	Equipment Maintenance	50,500	53,500	5.94%
5730	Electricity	185,000	175,000	-5.41%
5740	Gas	21,000	20,000	-4.76%
5750	Water & Sewer	37,500	42,500	13.33%
5760	Trash	10,000	10,200	2.00%
5785	Cellular Telephone	9,000	9,000	0.00%
5790	Data Communication	40,000	20,000	-50.00%
6100	Insurance	44,000	44,000	0.00%
6310	Professional Services - Auditor	18,500	19,000	2.70%
6320	Professional Services - Consulting	92,000	92,000	0.00%
6325	Professional Services - Honorariums	2,500	2,800	12.00%
6340	Professional Services - Security	118,500	115,000	-2.95%
6500	Vehicle Maintenance	6,000	6,000	0.00%
6710	Contract Services - Employee Background Ck	1,000	1,000	0.00%
6715	Contract Services - Collection Services	16,000	15,000	-6.25%
6720	Contract Services - Janitorial	134,000	135,000	0.75%
6730	Contract Services - Legal	16,500	17,500	6.06%
6750	Contract Services - ABS	25,500	26,000	1.96%
6760	Contract Services - Pest Control	3,500	3,500	0.00%
6780	Contract Services - Bindery & Repair	1,000	1,000	0.00%
5000/6000	SUBTOTAL - SERVICES AND SUPPLIES	1,481,500	1,545,000	4.29%
7110	Library Books & Materials	500,000	687,000	37.40%
8100	Vehicle		-	100.00%
8320	Technology Equipment	49,000	30,000	-38.78%
8340	Furniture & Equipment	10,000	10,000	0.00%
7000/8000	SUBTOTAL - EQUIPMENT	559,000	727,000	30.05%
9100	Transfer to Capital Construction	200,000	500,000	150.00%
9100	Transfer to Contributions & Grants	-	-	100.00%
9100	SUBTOTAL - TRANSFERS	200,000	500,000	150.00%
	GRAND TOTAL	7,525,000	8,313,500	10.48%

Final Budget, FY 2017-2018
 Narrative by General Fund Line Item

4000 SALARIES - Payroll for all employees of HDPL. At the beginning of FY18, this includes 78.0 full-time equivalent positions, consisting of 58 full-time employees and 40 part-time employees. In January, we are budgeting one additional full-time employee, resulting in total FTEs of 79.0 for FY18. The budgeted amount for this line item was \$3,779,000 in FY17. The District is increasing this line item by \$186,000 in FY18. This net increase includes a 2% cost of living increase on 7/1/17 (\$74,000), a new full-time Circulation Specialist in January to assist with passport processing (\$18,000) and merit increases (\$94,000). 3,965,000

SUBTOTAL - SALARIES 3,965,000

4320 HEALTH INSURANCE - The District participates with Clark County to provide group insurance plans for all permanent, full-time employees. The costs of this program changes periodically based on County negotiations. The District is anticipating a 4% increase in the premium rates as of 01/01/18 (estimates shown below). In addition to the rate increase, this line item is also being increased for the partial year's health insurance benefits provided to the new full time Circulation Specialist. The total increase to the FY17 budget of \$512,000 is \$14,000. 526,000

PPO			
	Monthly Total	Employee Pays	District Pays
Employee	\$ 540	\$ -	\$ 540
Employee + Spouse	1,010	180	830
Employee + Child	980	170	810
Employee + Family	1,410	250	1,160
HPN			
	Monthly Total	Employee Pays	District Pays
Employee	\$ 500	\$ -	\$ 500
Employee + Spouse	940	170	770
Employee + Child	910	160	750
Employee + Family	1,320	240	1,080

4325 POST RETIREMENT BENEFITS - Used to account for health insurance subsidies paid on behalf of employees that retired prior to September 1, 2008. Premiums are determined by the State of Nevada Public Employees Benefit System. The budgeted amount for FY17 was \$10,000. The District is decreasing this line item by \$2,000 to coincide with actual expenditures. 8,000

4330 PERS - The retirement contribution rate equals 28% of the gross salaries for full-time employees that elect the employer paid retirement plan and 14.5% for those that elect the employer/employee paid retirement plan. The budgeted amount for FY17 was \$858,000. The District anticipates a \$49,000 increase in this line item. This is due to the contributions on the COLA and merit raises and the new full-time position. 907,000

4340 MEDICARE - Costs for FY18 will be 1.45% of gross salaries for any employee hired after April 1, 1986 (all employees). The budgeted amount for FY17 was \$55,000. The District anticipates this line item to have an increase of \$3,000 due to the COLA and merit raises and the additional position. 58,000

4350 FICA - All part-time employees not carried on PERS are covered through Social Security. The rate is 6.2% for the employer match. The budgeted amount for FY17 was \$34,000. The District anticipates this line item to have an increase of \$1,000 due to COLA and merit raises. 35,000

4360 WORKERS COMPENSATION INSURANCE - The District's workers comp insurance rate is currently .004 of gross salaries up to a \$36,000 annual cap. The budgeted amount for FY17 was \$11,000. The District anticipates this line item to increase by \$3,000 due to the changes in personnel and an anticipated rate change in July 2017. 14,000

4370 DISABILITY INSURANCE - In addition to health insurance, the District provides short and long term disability insurance. In FY18, rates will be \$.41 per \$100 of each full-time employees' salaries. The budgeted amount for FY17 was \$16,000. The District is increasing this line item by \$1,000 due to the COLA and merit raises and the additional position. 17,000

Final Budget, FY 2017-2018
 Narrative by General Fund Line Item

4380 LONG TERM CARE INSURANCE - The District also provides long term care insurance for all full-time employees. The premium is based on the employee's age at the time of enrollment. The average cost is \$10.94/mo per eligible employee. The budgeted amount for FY17 was \$7,000. The District is increasing this line item by \$2,000 due to an anticipated rate increase and the additional position.	9,000
4390 OTHER BENEFITS - Used to account for other benefits offered to employees, such as the administrative fee for the Section 125 plan. The budgeted amount for FY17 was \$2,500. The District anticipates this line item to remain static.	2,500
SUBTOTAL - BENEFITS	1,576,500
5100 DUES & MEMBERSHIP - This includes funding for professional organizations and other memberships for the institution, staff, and Board, as the Board directs. The budgeted amount for FY17 was \$3,000. The District expects this line item to remain static.	3,000
5105 BANK FEES - This includes the cost of maintaining the District bank accounts and the costs of accepting credit cards. The budgeted amount for FY17 was \$11,000. The District expects this line item to remain static.	11,000
5110 ADVERTISING - These costs include ad placement in local and specialty newspapers. The budgeted amount for FY17 was \$10,000. The District expects this line item to remain static.	10,000
5115 SHORTAGES/OVERAGES - Used to track point of sale register shortages and overages. The budgeted amount for FY17 was \$100. The District expects this line item to remain static.	100
5150 TRAINING/TUITION - This item includes training sponsored by HDPL, reimbursements to staff for workshop registrations and tuition of courses to enhance their scope of knowledge, and training as continuing education to keep abreast of best practices and authoritative pronouncements. The budgeted amount for FY17 was \$10,500. In FY18, the District is increasing this line item by \$3,000 to allow additional staff to attend the bi-annual PLA Conference.	13,500
5160 TRAVEL - Used to travel to and from meetings and conferences. The budgeted amount for FY17 was \$22,000. The District is increasing this line by \$6,000, in conjunction with the increase to TRAINING/TUITION for the bi-annual PLA Conference.	28,000
5170 MILEAGE REIMBURSEMENT - Used to track local mileage reimbursement costs incurred by employees using their own personal vehicle for business purposes. The budgeted amount for FY17 was \$1,500. The District expects this line item to remain	1,500
5310 PROGRAMMING SUPPLIES - Used to account for supplies needed for youth services and adult programs. The budgeted amount for FY17 was \$10,000. The District is increasing this line item by \$9,000 to provide additional programming for Adult Services, Teens, and Summer Reading.	19,000
5320 JANITORIAL SUPPLIES - Janitorial supplies are those expendable items which are used for sanitizing supplies and housekeeping supplies not covered under the janitorial contract. The budgeted amount for FY17 was \$600. The District expects this line item to remain static.	600
5330 LIBRARY SUPPLIES - Library supplies are specialty expendables such as bookbinding glue, labels, etc. The budgeted amount for FY17 was \$30,000. The District is decreasing this line item by \$1,000 to coincide with actual expenditures.	29,000
5340 OFFICE SUPPLIES - These are expendable items which may be purchased locally, such as staples, tape, paper, pens, etc. The budgeted amount for FY17 was \$16,500. The District is increasing this line item by \$500 to coincide with actual expenditures.	17,000
5345 COMPUTER SUPPLIES - These are computer expendables such as printer cartridges. The budgeted amount for FY17 was \$9,800. The District is increasing this line item by \$200 to coincide with actual expenditures.	10,000
5350 POSTAGE - Used to track postage for all libraries. This line item was budgeted as \$9,000 in FY17. The District is increasing this line item by \$2,500 due to additional costs associated with passport processing.	11,500

Final Budget, FY 2017-2018
 Narrative by General Fund Line Item

5360 PRINTING - Printing includes stationery, business cards, promotional brochures, annual plans, nonstandard business forms, and other special items. The budgeted amount for FY17 was \$3,800. The District expects this line item to remain static. 3,800

5370 MINOR FURNITURE & EQUIPMENT - Used to track miscellaneous equipment costing under \$2,500, but not classified as office supplies. This was budgeted at \$90,500 in FY17. The District is increasing this line item by \$13,500 to allow for computer and other technological replacements. 104,000

5380 SOFTWARE AND LICENSING - This line item is used to track costs associated with software purchases and licensing, as well as general licensing such as the movie license. This was originally budgeted at \$220,000 in FY17. However, \$24,000 was reallocated to major equipment during the fiscal year, resulting in a final budget of \$196,000 for FY17. The District is restoring this line item to the original FY17 budgeted amount and increasing it by \$18,000 for a total increase of \$42,000. The additional \$18,000 is for the replacement of obsolete HR software. 238,000

5520 EQUIPMENT RENTAL - Payments for equipment leases and rental. In FY17, this was budgeted at \$25,000. The District is decreasing this by \$1,500 to reflect new contract rates. Detailed costs are listed below. 23,500

Item	Type of Contract	Rate	Amount
Gibson water cooler	Quarterly	\$ 107	\$ 428
Gibson staff copier	Monthly	175	2,100
Gibson public copier	Monthly	125	1,500
Gibson public copier	Monthly	125	1,500
PVL public copier	Monthly	150	1,800
PVL public copier	Monthly	150	1,800
PVL staff copier	Monthly	175	2,100
PVL staff copier	Monthly	225	2,700
PVL water cooler	Quarterly	107	428
GVL public copier	Monthly	125	1,500
GVL public copier	Monthly	125	1,500
GVL staff copier	Monthly	175	2,100
GVL water cooler	Quarterly	107	428
Specialize equipment		3,616	3,616

5550 B & G REPAIR AND MAINTENANCE - Used for building repairs to plumbing, electrical and heating systems, landscaping, and exterior cleaning. This line item was budgeted at \$200,200 in FY17. The District is increasing this line item by \$13,300 to cover added services for roof maintenance and other costs associated with aging facilities. 213,500

5560 EQUIPMENT MAINTENANCE - For maintenance of copiers, computers, etc. This line item was budgeted for \$50,500 in FY17. The District is increasing this line item by \$3,000 due to increasing computer maintenance costs. Detailed costs are listed below. 53,500

Service Provided	Type of Contract	Rate	Amount
Gibson copiers	Monthly	\$ 500	\$ 6,000
PVL admin copier	Monthly	400	4,800
PVL copiers	Monthly	500	6,000
GVL copiers	Monthly	500	6,000
water cooler filters	Yearly	255	255
computer equipment repair	As Needed	30,000	30,000
general equipment repair	As Needed	445	445

5730 ELECTRICITY - This line item is for electricity at all District facilities. This line item was budgeted at \$185,000 in FY17. The District is decreasing this line item by \$10,000 to coincide with actual expenditures. 175,000

5740 GAS - This item includes usage charges for natural gas. This line item was budgeted at \$21,000 in FY17. The District is decreasing this line item by \$1,000 to coincide with actual expenditures. 20,000

Final Budget, FY 2017-2018
Narrative by General Fund Line Item

5750 WATER & SEWER - Water & sewer expenses for all District facilities. This line item was budgeted at \$37,500 in FY17. The District is increasing this line item by \$5,000 to coincide with actual expenditures.	42,500
5760 TRASH - Used for regular trash removal at all libraries. This line item was budgeted at \$10,000 in FY17. The District is increasing this line item by \$200 due to rising disposal costs.	10,200
5785 CELLULAR TELEPHONES - Used to track expenditures associated with cellular phone service. The budgeted amount for FY17 was \$9,000. The District anticipates this line item to remain static.	9,000
5790 DATA COMMUNICATION - This includes computer communication data lines, T-1 lines, etc. The budgeted amount for FY17 was \$40,000. The District is decreasing this line item by \$20,000 to reflect new contract rates and increased E-rate funding.	20,000
6100 INSURANCE - Insurance includes general liability insurance, board personal liability insurance, and automotive insurance. The budgeted amount for FY17 was \$44,000. The District anticipates this line item to remain static.	44,000
6310 PROFESSIONAL SERVICES - AUDITOR - Used to account for the expenses associated with the annual financial audit of HDPL. The budgeted amount for FY17 was \$18,500. The District is increasing this line item by \$500 due to contract increases.	19,000
6320 PROFESSIONAL SERVICES - CONSULTING - This includes professional services provided by various consultants. The budgeted amount for FY17 was \$92,000. The District anticipates this line item to remain static.	92,000
6325 PROFESSIONAL SERVICES - HONORARIUMS - This is used to account for professional services including storytelling and honorariums. The budgeted amount for FY17 was \$2,500. The District is increasing this line item by \$300 for additional adult services programs.	2,800
6340 PROFESSIONAL SERVICES - SECURITY - For security services at the libraries. This line item was budgeted for \$118,500 in FY17. The District is decreasing this line item by \$3,500 to coincide with actual expenditures.	115,000
6500 VEHICLES & MAINTENANCE - This line is used to account for gas and vehicle maintenance. This line item was budgeted at \$6,000 in FY17. The District anticipates this line item to remain static.	6,000
6710 CONTRACT SERVICES - EMPLOYEE BACKGROUND CHECKS - Used to account for fingerprinting fees and background checks associated with newly hired employees. The budgeted amount for FY17 was \$1,000. The District anticipates this line item to remain static.	1,000
6715 CONTRACT SERVICES - COLLECTION SERVICES - Used to account for costs associated with patrons sent to our asset recovery agency. The cost for this service is generally offset by the fines collected by this service, which are recorded in the line item 3400 FINES. The District budgeted \$16,000 in FY17. The District is decreasing this line item by \$1,000 to coincide with actual expenditures.	15,000
6720 CONTRACT SERVICES - JANITORIAL - To provide custodial and cleaning services for all buildings. The budgeted amount for FY17 was \$134,000. The District is increasing this line item by \$1,000 due contract increases.	135,000
6730 CONTRACT SERVICES - LEGAL - Used to account for legal advice provided the District. The budgeted amount for FY17 was \$16,500. The District is increasing this line item by \$1,000 due to contract increases.	17,500
6750 CONTRACT SERVICES - ACQUISITIONS AND BIBLIOGRAPHIC SERVICES - Costs associated with computer readable cataloging records. The budgeted amount for FY17 was \$25,500. The District is increasing this line item by \$500 due to contract increases.	26,000
6760 CONTRACT SERVICES - PEST CONTROL - Fees associated with pest control at all District facilities. This was budgeted at \$3,500 in FY17. The District anticipates this line item to remain static.	3,500
6780 CONTRACT SERVICES - BINDERY AND REPAIR - Bindery and repair on library books and materials. The budgeted amount for FY17 was \$1,000. The District anticipates this to remain static.	1,000

Final Budget, FY 2017-2018
Narrative by General Fund Line Item

	SUBTOTAL - SERVICES AND SUPPLIES	<u>1,545,000</u>
7110 LIBRARY BOOKS - Books, serials, non-print materials and electronic resources purchased for addition to collections. This was budgeted at \$500,000 in FY17. The District is increasing this line item by \$187,000 to allow for additional electronic resources to be purchased.		687,000
8100 VEHICLE - Purchase of motor vehicles for use in District operations. The District does not anticipate purchasing a vehicle during FY18.		-
8320 EQUIPMENT - TECHNOLOGY - Purchase of computer equipment costing \$2,500 or more. This was originally budgeted at \$25,000 in FY17. However, \$24,000 was reallocated from software and licensing during the fiscal year, to allow for server replacements, resulting in a total budget of \$49,000 in FY17. The District is reducing this line item down to \$30,000 to allow for the replacement of various computer technology during the upcoming year.		30,000
8340 FURNITURE & EQUIPMENT - Purchase of furniture and equipment costing \$2,500 or more. The District budgeted \$10,000 for this line item in FY17. The District anticipates this to remain static.		10,000
	SUBTOTAL - EQUIPMENT	<u>727,000</u>
9100 TRANSFERS OUT - Transfers to other funds. In FY17, the District transferred \$200,000 to the Capital Construction Fund to cover the replacement of the Green Valley Library HVAC system. In FY18, the District is budgeting a transfer of \$500,000 to the Capital Construction Fund to cover additional facility repairs.		500,000
	SUBTOTAL - TRANSFERS	<u>500,000</u>
	GRAND TOTAL BUDGET	<u><u>8,313,500</u></u>