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STATE OF OKLAHOMA
TULSA COUNTY
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PAT KEY
TULSA COUNTY CLERK

October 3rd, 2016

Mr. Tom Gerard
Excise Board
Tulsa County Court House
500 S. Denver
Tulsa, OK 74103

FILED
OCT 28 2016
State Auditor & Inspector

Dear Mr. Gerard:

The Tulsa City-County Library Commission adopted the attached budget for 2016-17 at its meeting on September 16th, 2016.

We would request your approval of this total, and appropriations as follows:

Personnel Services	\$ 19,633,384 ✓
Maintenance & Operation	\$ 7,035,548 ✓
Capital Outlay	\$ 4,329,058 ✓
Capital Reserve (<i>adjusted</i>)	\$ 13,717,250
Materials	\$ 4,347,505 ✓
Revaluation/Misc.	\$ <u>116,420</u> ✓
TOTAL	\$ <u>49,179,165</u>

Thank you for your assistance. If you have questions, please call me at (918) 549-7373.

Sincerely,

Gail Morris
Chief Financial Officer

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OCT 28 2016

State Auditor
and Inspector



STATEMENT OF REVENUES AND EXPENDITURES
Budget Request 2016-2017

REVENUE		2015-2016	2015-2016	2016-2017	Increase(Decrease)	Increase(Decrease)
		Revised Budget	Estimated Final	Requested Budget	from Est. Final 15-16	from 15-16 Budget
Levy	5.2 Mill Levy	27,701,908	28,390,761	29,248,135	857,374	1,546,227
	Interest	38,990	34,942	43,259	8,317	4,269
	State Aid	210,000	231,955	200,000	(31,955)	(10,000)
Depository	Property Rental	18,000	32,801	91,150	58,349	73,150
	Reimbursement-CD's/HP/Diskettes	14,500	7,454	12,500	5,046	(2,000)
	Printing/Copy/Fiche Revenue	226,564	189,389	188,320	(1,069)	(38,244)
	Fines & Fees	225,932	247,124	255,430	8,306	29,498
	Parking	0	0	57,500	57,500	57,500
	Sales - Booksale	36,735	34,715	34,364	(351)	(2,371)
	Research Wizard	17,968	15,371	14,485	(886)	(3,483)
	EDIC	27,250	28,175	28,070	(105)	820
	E-Rate Subsidies	225,000	104,751	660,999	556,248	435,999
	Gifts	1,200	1,200	750	(450)	(450)
	Miscellaneous	160,000	535,557	175,000	(360,557)	15,000
	Trust Reimbursements	150,000	1,307,562	221,404	(1,086,158)	71,404
TOTAL REVENUE		29,054,047	31,161,757	31,231,366	69,609	2,177,319
EXPENDITURES		2015-2016	2015-2016	2016-2017	Increase(Decrease)	Increase(Decrease)
		Revised Budget	Estimated Final	Requested Budget	rom Est. Actual 15-16	from 15-16 Budget
PERSONNEL	Payroll	13,931,055	13,318,343	15,158,844	1,840,501	1,227,789
	FICA	1,061,763	986,433	1,133,304	146,871	71,541
	Retirement Plan	1,729,869	1,753,550	1,414,992	(338,558)	(314,877)
	Disability Insurance	20,832	20,943	23,205	2,262	2,373
	Group Hospital/Life	1,233,245	1,188,516	1,731,222	542,706	497,977
	Unemployment Compensation	90,377	4,110	80,674	76,564	(9,703)
	Workers Compensation	125,000	75,912	91,143	15,231	(33,857)
	Total	18,192,141	17,347,806	19,633,384	2,285,578	1,441,243
MAINTENANCE & OPERATIONS	Communications-Postage & Telephone	192,118	113,287	205,273	91,986	13,155
	Advertising & Printing	231,485	174,506	243,150	68,644	11,665
	Network & Access Fees	425,924	305,994	448,379	142,385	22,455
	Office Supplies	215,777	108,070	177,881	69,811	(37,896)
	Software & Licensing	1,081,966	778,720	1,245,081	466,361	163,115
	Office Equipment <1000	127,225	175,277	119,072	(56,205)	(8,153)
	IT/Automation Supplies and Equipment	651,569	205,789	727,559	521,770	75,990
	Photocopy	131,133	130,988	126,533	(4,455)	(4,600)
	Miscellaneous	83,843	58,166	166,062	107,896	82,219
	Service Contracts	97,261	190,376	208,043	17,667	110,782
	Professional Services	630,645	489,554	589,831	100,277	(40,814)
	Training/Travel	240,503	140,639	209,661	69,022	(30,842)
	Mileage	39,250	24,770	106,320	81,550	67,070
	Vehicle Maintenance	112,142	72,563	127,900	55,337	15,758
	Insurance	225,782	244,248	292,436	48,188	66,654
	Utilities	752,400	596,099	766,629	170,530	14,229
	Janitor & Lawn Services	826,623	821,425	866,855	45,430	40,232
	Building Supplies/Repairs	279,868	329,884	263,865	(66,019)	(16,003)
	Building Rent & Assessments	411,625	388,898	145,018	(243,879)	(266,607)
	Total	6,757,139	5,349,254	7,035,548	1,686,294	278,409
MISCELLANEOUS	Revaluation	113,894	110,462	112,670	2,208	(1,224)
	Sales Tax	4,200	2,923	3,750	827	(450)
	Total	118,094	113,385	116,420	3,035	(1,674)
MATERIALS	Materials & Audio Visual	2,351,834	3,092,361	2,285,064	(807,297)	(66,770)
	Materials Processing Supplies	462,039	392,220	494,037	101,817	31,998
	Subscriptions - Print & Online	1,160,847	1,164,858	1,537,000	372,142	376,153
	Trust	-	73,404	31,404	(42,000)	31,404
	Total	3,974,720	4,722,843	4,347,505	(375,338)	372,785
Subtotal Operating		29,042,094	27,533,288	31,132,857	3,599,569	2,090,763
Net Revenue over Expenditures		11,953	3,628,469	98,509		86,556
CAPITAL OUTLAY						
	Land and Land Improvements	-	1,940,000	1,500,000	(440,000)	1,500,000
	Building & Improvements	4,904,603	1,166,987	176,300	(990,687)	(4,728,303)
	Capital Contingency	1,064,000	-	1,000,000	1,000,000	(64,000)
	Furniture/Equipment	1,072,187	245,728	170,736	(74,992)	(901,451)
	Automotive	586,761	183,944	65,000	(118,944)	(521,761)
	Computer Services Equipment	2,261,446	603,229	1,417,022	813,793	(844,424)
	Total	9,888,997	4,139,888	4,329,058	189,170	(5,559,939)
Net Revenue over Expenditures after Capital Additions		(9,877,044)	(511,419)	(4,230,549)	(189,170)	5,646,495
Beginning Fund Balance		23,218,549	23,815,549	23,815,549		
ENDING FUND BALANCE		13,341,505	23,304,130	19,585,000		