



400 Civic Center • Tulsa, Oklahoma 74103-3830  
918.549.7323 (ph) • 918.549.7379 (f) • TulsaLibrary.org

ACCEPTED & FILED  
June 22, 2021

June 17, 2021

Chairman, Tulsa County Excise Board  
Tulsa County Administration Building  
500 S Denver Avenue  
Tulsa, OK 74103

Dear Chairman:

The Tulsa City-County Library Commission adopted the attached budget for fiscal year 2021-2022 at its meeting on June 17, 2021.

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

Personnel Services	\$	22,076,636
Maintenance & Operations	\$	6,001,330
Capital Outlay	\$	953,646
Capital Reserve (adjusted)	\$	28,772,917
Materials	\$	4,727,510
Revaluation/Misc	\$	<u>118,100</u>
TOTAL	\$	<u>62,650,139</u>

Thank you for your assistance. If you have questions, please call me at (918) 549-7381.

Sincerely,

Dawn L. Officer  
Interim Chief Financial Officer

RECEIVED

JUN 25 2021

State Auditor  
and Inspector

Tulsa



**STATEMENT OF REVENUES AND EXPENDITURES**  
**Budget Request 2021-2022**  
**(3% Ad Valorem decrease, 5% uncollected)**

REVENUE		Estimated Actual		2021-2022	Increase(Decrease)
		Updated 2020-2021	2020-2021	Requested Budget	from 20-21 Budget
<b>Levy</b>	5.2 Mill Levy	33,846,597	34,948,665	33,900,200	53,603
	Interest	181,718	73,882	138,990	(42,728)
	Library Gifts and Grants	-	19,640	-	0
	State Aid	118,989	82,988	165,900	46,911
<b>Revolving Fund</b>	Property Rental	21,455	163,816	144,000	122,545
	Reimbursement-Flash Drives/Earbuds/Book	6,329	150	4,500	(1,829)
	Printing/Copy/Fiche Revenue	125,725	17,145	55,000	(70,725)
	Fines & Fees	71,739	59,128	65,000	(6,739)
	Parking	7,574	-	3,500	(4,074)
	Events	-	-	-	0
	Sales - Booksale	18,744	8,450	5,000	(13,744)
	Research Wizard	4,987	9,912	5,000	13
	EDIC	-	-	-	0
	E-Rate Subsidies	255,403	210,409	200,000	(55,403)
	Gifts	9,587	22,729	10,000	413
	Miscellaneous	21,481	241,445	25,000	3,519
	Trust Reimbursements	167,500	453,567	-	(167,500)
<b>TOTAL REVENUE</b>		<b>34,857,828</b>	<b>36,311,926</b>	<b>34,722,090</b>	<b>(135,738)</b>
EXPENDITURES		Estimated Actual		2021-2022	Increase(Decrease)
		2020-2021 Budget	2020-2021	Requested Budget	from 2020-2021 Budget
<b>PERSONNEL</b>	Payroll	16,705,191	15,473,002	16,719,743	14,552
	FICA	1,277,502	1,135,732	1,278,677	1,175
	Retirement Plan	2,237,966	2,069,224	2,254,064	16,098
	Life and Disability Insurance	44,038	42,620	49,000	4,962
	Health and Dental Insurance	1,631,768	1,563,581	1,602,152	(29,616)
	Unemployment Compensation	30,000	-	28,000	(2,000)
	Workers Compensation	155,000	158,694	145,000	(10,000)
	<b>Total</b>	<b>22,081,465</b>	<b>20,442,853</b>	<b>22,076,636</b>	<b>(4,829)</b>
<b>MAINTENANCE &amp; OPERATIONS</b>	Communications-Postage & Telephone	366,945	357,530	269,746	(97,199)
	Advertising & Printing	211,460	112,314	193,360	(18,100)
	Network & Access Fees	445,141	408,082	403,360	(41,781)
	Office Supplies	117,469	68,907	116,103	(1,366)
	Software & Licensing	1,364,690	1,276,241	1,106,599	(258,091)
	Office Equipment <1000	29,300	16,129	51,716	22,416
	IT/Automation Supplies and Equipment	371,530	129,229	412,430	40,900
	Photocopy	120,124	98,757	119,624	(500)
	Programming & Miscellaneous Expense	132,369	84,107	88,754	(43,615)
	Service Contracts	155,695	144,649	180,730	25,035
	Professional Services	209,962	234,882	274,350	64,388
	Training & Travel	68,040	67,897	154,565	86,525
	Mileage & Parking	75,976	31,141	91,862	15,886
	Vehicle Maintenance	59,759	67,954	65,500	5,741
	Insurance	301,390	331,545	337,510	36,120
	Utilities	811,342	648,362	823,623	12,281
	Janitor & Lawn Services	1,001,968	742,538	880,938	(121,030)
	Building Supplies & Repairs	338,950	287,224	410,725	71,775
	Building Rent & Assessments	19,572	19,401	19,835	263
	Revaluation & Sales Tax	116,433	116,416	118,100	1,667
	<b>Total</b>	<b>6,318,115</b>	<b>5,243,305</b>	<b>6,119,430</b>	<b>(198,685)</b>
<b>MATERIALS</b>	Materials & Audio Visual	2,899,246	2,599,102	2,849,192	(50,054)
	E Resources	1,157,946	1,125,732	1,194,485	36,539
	Subscriptions - Print	126,449	125,285	133,389	6,940
	Trust Materials	49,595	-	-	(49,595)
	Processing	543,867	577,158	550,444	6,577
	<b>Total</b>	<b>4,777,104</b>	<b>4,427,277</b>	<b>4,727,510</b>	<b>(49,594)</b>
<b>Subtotal Operating</b>		<b>33,176,684</b>	<b>30,113,435</b>	<b>32,923,576</b>	<b>(253,108)</b>
<b>Net Revenue over Expenditures</b>		<b>1,681,144</b>	<b>6,198,491</b>	<b>1,798,514</b>	<b>117,370</b>
<b>CAPITAL OUTLAY</b>					
	Land and Land Improvements	-	5,000	-	0
	Building & Improvements	1,052,000	557,444	233,500	(818,500)
	Capital Contingency	-	-	-	0
	Furniture/Equipment	15,000	10,000	26,850	11,850
	Automotive	32,000	32,000	79,000	47,000
	Computer Services Equipment	868,598	564,191	614,296	(254,302)
	<b>Total</b>	<b>1,967,598</b>	<b>1,163,636</b>	<b>953,646</b>	<b>(1,013,952)</b>
<b>Net Revenue over Expenditures after Capital Additions</b>		<b>(286,454)</b>	<b>5,034,855</b>	<b>844,868</b>	<b>1,131,322</b>