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ACCEPTED & FILED

JUL 20 2017

June 30, 2017

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

Dear Mr. Gerard:

The Tulsa City-County Library Commission adopted the attached budget for 2016-18 at its meeting on June 15, 2017.

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

Personnel Services	\$ 20,164,010
Maintenance & Operation	\$ 6,566,749
Capital Outlay	\$ 3,344,942
Capital Reserve (<i>adjusted</i>)	\$ 17,206,181 ✓
Materials	\$ 4,581,290
Revaluation/Misc.	\$ <u>114,002</u>
TOTAL	\$ <u>51,977,174</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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JUL 24 2017
State Auditor
and Inspector



STATEMENT OF REVENUES AND EXPENDITURES
Budget Draft 2017-2018

REVENUE		2016-2017 Budget	2016-2017 Estimated Final	2017-2018 Requested Budget	Increase(Decrease) from Est. Final 16-17	Increase(Decrease) from 16-17 Budget
Levy	5.2 Mill Levy	29,248,135	29,560,075	30,353,798	793,723	1,105,663
	Interest	43,259	44,128	44,340	212	1,081
	State Aid	200,000	203,674	205,000	1,326	5,000
Depository	Property Rental	91,150	94,934	93,429	(1,505)	2,279
	Reimbursement-CD's/HP/Diskettes	12,500	7,975	12,813	4,838	313
	Printing/Copy/Fiche Revenue	188,320	165,160	193,028	27,868	4,708
	Fines & Fees	255,430	155,821	90,144	(65,677)	(163,286)
	Parking	57,500	7,270	15,982	8,712	(41,518)
	Sales - Booksale	34,364	29,139	35,223	6,084	859
	Research Wizard	14,485	17,813	14,847	(2,966)	362
	EDIC	28,070	30,000	30,900	900	2,830
	E-Rate Subsidies	660,999	660,999	677,524	16,525	16,525
	Gifts	750	74,521	769	(73,752)	19
	Miscellaneous	175,000	60,190	179,375	119,185	4,375
	Trust Reimbursements	221,404	221,404	160,767	(60,637)	(60,637)
	TOTAL REVENUE	31,231,366	31,333,102	32,107,939	774,837	876,573
EXPENDITURES		2016-2017 Budget	2016-2017 Estimated Final	2017-2018 Requested Budget	Increase(Decrease) from Est. Final 16-17	Increase(Decrease) from 16-17 Budget
PERSONNEL	Payroll	15,158,844	14,292,543	15,916,369	1,623,826	757,525
	FICA	1,133,304	1,093,380	1,214,629	121,249	81,325
	Retirement Plan	1,414,992	1,323,570	1,466,438	142,868	51,446
	Life and Disability Insurance	23,205	21,870	38,483	16,613	15,278
	Health and Dental Insurance	1,731,222	1,271,346	1,408,955	137,609	(322,267)
	Unemployment Compensation	80,674	6,790	24,136	17,346	(56,538)
	Workers Compensation	91,143	87,788	95,000	7,212	3,857
	Total	19,633,384	18,097,288	20,164,010	2,066,722	530,626
MAINTENANCE & OPERATIONS	Communications-Postage & Telephone	205,273	147,747	104,895	(42,852)	(100,378)
	Advertising & Printing	243,150	176,953	256,567	79,614	13,417
	Network & Access Fees	448,379	310,519	337,376	26,857	(111,003)
	Office Supplies	177,881	149,168	161,823	(60,410)	(16,058)
	Software & Licensing	1,245,081	1,075,968	1,291,346	215,378	46,265
	Office Equipment <1000	119,072	222,233	151,899	(70,334)	32,827
	IT/Automation Supplies and Equipment	727,559	1,545,135	727,030	(818,105)	(529)
	Photocopy	126,533	166,397	103,673	(62,724)	(22,860)
	Programming & Miscellaneous Expense	166,062	82,882	111,223	28,341	(54,839)
	Service Contracts	208,043	348,890	263,606	(85,284)	55,563
	Professional Services	589,831	400,273	451,511	51,238	(138,320)
	Training & Travel	209,661	128,827	198,003	69,176	(11,658)
	Mileage & Parking	106,320	90,937	99,269	8,332	(7,051)
	Vehicle Maintenance	127,900	91,921	129,350	37,429	1,450
	Insurance	292,436	199,790	248,175	48,385	(44,261)
	Utilities	766,629	786,803	839,897	53,094	73,268
	Janitor & Lawn Services	866,855	957,662	861,560	(96,102)	(5,295)
	Building Supplies & Repairs	263,865	302,277	214,235	(88,042)	(49,630)
	Building Rent & Assessments	145,018	114,565	15,311	(99,254)	(129,707)
	Total	7,035,548	7,298,948	6,566,749	(805,264)	(468,799)
MISCELLANEOUS	Revaluation	112,670	110,462	114,002	3,540	1,332
	Sales Tax	3,750	2,923	-	(2,923)	(3,750)
	Total	116,420	113,385	114,002	617	(2,418)
MATERIALS	Materials & Audio Visual	2,285,064	2,285,064	2,323,827	38,763	38,763
	Materials Processing Supplies	494,037	494,037	499,018	4,981	4,981
	Subscriptions - Print & Online	1,537,000	1,537,000	1,728,445	191,445	191,445
	Trust	31,404	31,404	30,000	(1,404)	(1,404)
	Total	4,347,505	4,347,505	4,581,290	233,785	233,785
	Subtotal Operating	31,132,857	29,857,125	31,426,051	1,568,926	293,194
	Net Revenue over Expenditures	98,509	1,475,977	681,888		583,379
	CAPITAL OUTLAY					
	Land and Land Improvements	1,500,000	10,710	-	(10,710)	(1,500,000)
	Building & Improvements	176,300	801,540	1,021,840	220,300	845,540
	Capital Contingency	1,000,000	-	1,000,000	1,000,000	0
	Furniture/Equipment	170,736	163,771	152,651	(11,120)	(18,085)
	Automotive	65,000	68,739	30,000	(38,739)	(35,000)
	Computer Services Equipment	1,417,022	1,157,772	1,140,451	(17,321)	(276,571)
	Total	4,329,058	2,202,532	3,344,942	1,142,410	(984,116)
	Net Revenue over Expenditures after Capital Additions	(4,230,549)	(726,555)	(2,663,054)	(1,142,410)	1,567,495
	Beginning Fund Balance	20,595,790	20,595,790	19,869,235		
	ENDING FUND BALANCE	16,365,241	19,869,235	17,206,181		