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STATE OF OKLAHOMA
TULSA COUNTY
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07/06/2020

MICHAEL WILLIS
TULSA COUNTY CLERK

June 29, 2020

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 2020-21 at its meeting on June 18, 2020.

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

Personnel Services	\$	22,081,465
Maintenance & Operations	\$	5,987,056
Capital Outlay	\$	1,026,598
Capital Reserve (adjusted)	\$	25,644,951
Materials	\$	4,777,104
Revaluation/Misc.	\$	116,433
TOTAL	\$	<u>59,633,607</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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State Auditor
and Inspector

Tulsa



STATEMENT OF REVENUES AND EXPENDITURES

Budget Request 2020-2021

(3.25% value increase, 5% uncollected, 33% decrease in revenues)

REVENUE		Updated 2019-2020	Estimated Actual 2019-2020	2020-2021 Requested Budget	Increase(Decrease) from 19-20 Budget
Levy	5.2 Mill Levy	33,031,078	32,614,563	32,802,602	(228,476)
	Interest	223,065	230,418	181,718	(41,347)
	State Aid	177,596	175,566	118,989	(58,607)
Revolving Fund	Property Rental	79,756	73,666	21,455	(58,301)
	Reimbursement-Flash Drives/Earbuds/Book	12,808	9,070	6,329	(6,479)
	Printing/Copy/Fiche Revenue	236,705	185,766	125,725	(110,980)
	Fines & Fees	149,497	103,727	71,739	(77,758)
	Parking	8,500	10,048	7,574	(926)
	Events	18,651	10,255	-	(18,651)
	Sales - Booksale	36,292	28,740	18,711	(17,581)
	Research Wizard	12,977	7,142	4,987	(7,990)
	EDIC	32,595	19,000	-	(32,595)
	E-Rate Subsidies	443,338	191,322	255,403	(187,934)
	Gifts	9,500	12,718	9,587	87
	Miscellaneous	50,000	33,205	21,481	(28,519)
	Trust Reimbursements	577,670	577,670	167,500	(410,170)
TOTAL REVENUE		35,100,028	34,282,877	33,813,801	(1,286,227)
EXPENDITURES		2019-2020 Budget	Estimated Actual 2019-2020	2020-2021 Requested Budget	Increase(Decrease) from 2020-2021 Budget
PERSONNEL	Payroll	17,141,143	17,000,959	16,705,191	(435,952)
	FICA	1,345,894	1,255,725	1,277,502	(68,392)
	Retirement Plan	2,181,542	2,125,957	2,237,966	56,424
	Life and Disability Insurance	29,300	43,858	44,038	14,738
	Health and Dental Insurance	1,396,600	1,578,310	1,631,768	235,168
	Unemployment Compensation	7,000	879	30,000	23,000
	Workers Compensation	130,070	154,319	155,000	24,930
	Total	22,231,549	22,160,007	22,081,465	(150,084)
MAINTENANCE & OPERATIONS	Communications-Postage & Telephone	108,465	64,951	366,945	258,480
	Advertising & Printing	280,660	146,001	168,460	(112,200)
	Network & Access Fees	533,011	371,065	423,011	(110,000)
	Office Supplies	145,540	112,009	117,469	(28,071)
	Software & Licensing	1,767,753	1,378,214	1,361,444	(406,309)
	Office Equipment <1000	70,710	77,834	29,300	(41,410)
	IT/Automation Supplies and Equipment	335,540	253,659	371,530	35,990
	Photocopy	120,124	137,759	120,124	0
	Programming & Miscellaneous Expense	125,623	105,720	132,369	6,746
	Service Contracts	134,005	182,220	155,695	21,690
	Professional Services	327,462	361,968	200,962	(126,500)
	Training & Travel (Cert only)	190,547	114,901	68,040	(122,507)
	Mileage & Parking	116,076	82,478	75,976	(40,100)
	Vehicle Maintenance	75,000	83,283	59,759	(15,241)
	Insurance	204,152	203,209	301,390	97,238
	Utilities	816,583	728,717	811,342	(5,241)
	Janitor & Lawn Services	812,489	933,517	924,968	112,479
	Building Supplies & Repairs	273,283	381,083	278,700	5,417
	Building Rent & Assessments	15,289	19,572	19,572	4,283
	Revaluation & Sales Tax	114,000	117,869	116,433	2,433
	Total	6,566,312	5,856,028	6,103,489	(462,823)
MATERIALS	Materials - Print and Media	2,358,288	2,358,288	2,899,246	540,958
	E Resources	1,724,209	1,724,209	1,157,946	(566,263)
	Trust Materials	49,595	49,595	49,595	0
	Subscriptions - Print & Online	131,149	131,149	126,449	(4,700)
	Processing	519,785	519,785	543,867	24,082
	Total	4,783,026	4,783,026	4,777,104	(5,923)
Subtotal Operating		33,580,887	32,799,061	32,962,058	(618,829)
Net Revenue over Expenditures		1,519,141	1,483,817	851,743	(667,397)
CAPITAL OUTLAY					
	Land and Land Improvements				0
	Building & Improvements	773,273	636,288	532,000	(241,273)
	Capital Contingency	1,000,000	-	-	(1,000,000)
	Furniture/Equipment	68,410	61,090	15,000	(53,410)
	Automotive	-	4,544	-	0
	Computer Services Equipment	475,400	68,614	479,598	4,198
	Total	2,317,083	770,536	1,026,598	(1,290,485)
Net Revenue over Expenditures after Capital Additions		(797,942)	713,281	(174,855)	623,087