

Dolores Public Library District
1002 Railroad Ave/PO Box 847, Dolores, Colorado 81323-0847
(970) 882-4127 (970) 882-2224 (Fax)
www.doloreslibrary.org

December 14, 2022

Division of Local Government
1313 Sherman Street, Room 521
Denver, Colorado 80203

Attached is a scanned copy of the 2022 Budget for the Dolores Public Library District in Montezuma County, submitted pursuant to Section 29-1-113, C.R.S. This budget was adopted on December 7, 2021. If there are any questions on the budget, please contact Sean Gantt at (970) 882-4127 or P.O. Box 847, Dolores, Colorado, 81323.

The mill levy certified to the County Commissioners is 4.172 mills for all general operating purposes, subject to statutory and/or TABOR limitations.

I, Sean Gantt, Executive Director, certify that the attached is a true and accurate copy of the adopted 2022 budget of the Dolores Public Library District.

Sincerely,

Sean E. Gantt, PhD
Executive Director
Dolores Public Library District

Dolores Public Library District

1002 Railroad Avenue/PO Box 847

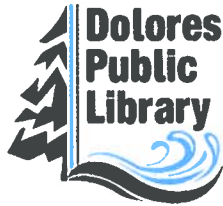
Dolores, CO 81323-0847

970-882-4127

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2022 Budget





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"If you have a garden and a library, you have everything you need."
-Marcus Tullius Cicero

2022 Budget Message

The following budget was prepared according to the Dolores Public Library District Board of Trustees Budget Policy last revised January 12, 2021 and the guidelines set out by the Department of Local Affairs. Any questions about this budget may be directed to Sean Gantt, the Executive Director of the Dolores Public Library District at (970) 882-4127 or sean@doloreslibrary.org. The budgetary basis of accounting timing measurement method used by the Dolores Public Library District for its governmental activities is the modified accrual basis.

The past year was again a period of unique challenges for the Library with the global pandemic and serious economic and social justice issues in our community. The Library Director, Staff, and Board of Trustees have followed the ever evolving COVID-19 situation and have implemented closure and reopening plans that maximized our services to our patrons while respecting and protecting the safety of both our patrons and staff. We have done so in a safe and cautious manner, and have followed all generally accepted procedures and state mandated policies. Here are a few of the key accomplishments at the Dolores Public Library in 2021:

- We increased our grant and supplemental revenue to support ongoing operations and programs.
- We increased our Summer Reading Program participation while accommodating remote programming.
- We worked on several key facilities issues including repairing our outdoor riverside patio and trail.
- We partnered with the Town of Dolores on several key initiatives and projects.
- We started several new and innovative adult programs, such as the Parent Support Group "Baby Group," Library Yoga, Sound Bath Meditations, a speaker series on Mental Health issues, classes on frosting desserts, printmaking, etc., a Spanish conversation hour, and so much more.
- We instituted a new technology plan and computer replacement strategy.
- We began many new partnerships with local non-profit organizations.
- We completed a compensation analysis and updated our pay rates to stay competitive in the industry.
- We revised the Employee Handbook and joined the Employers Council for legal and HR support.
- We sent staff to several key professional development opportunities.

In 2022 we will continue to provide a variety of youth and adult services and programs while focusing on a few key areas including technology, records management, and partnership development. Regarding technology, we will begin replacing our older desktop computers and updating our phone system. We will work to spread those expenses over the next several years. Next year we will develop a records retention policy and begin working to digitize the Library's records and process the years of accumulated paperwork taking up valuable storage space. Finally, we would like to work with the other public libraries in the county as well as other local organizations to develop partnerships and programs. We believe that by working with our local partners we can maximize the impact that we have in our community.

Your community source for knowledge, personal growth, and opportunities for lifelong learning!

**Dolores Public Library District Budget
Fiscal Year 2022**

| <u>Revenue</u> | Final Estimate | | | 2023 |
|--------------------------------------|-----------------------|-------------------|----------------------|-------------|
| | Final 2020 | 2021 | Proposed 2022 | |
| Beginning Fund Balance: January 1 | \$ 578,925 | \$ 602,813 | \$ 618,390 | \$ 556,351 |
| Revenue | \$ 295,871 | \$ 311,633 | \$ 312,813 | |
| Total Available | \$ 874,796 | \$ 914,447 | \$ 931,204 | |
| <u>Expenditures</u> | | | | |
| Operating Expenditures | \$ 246,718 | \$ 259,976 | \$ 340,853 | |
| Treasurer's Fees | \$ 4,915 | \$ 7,633 | \$ 8,000 | |
| Capital Outlay | \$ 20,349 | \$ 28,448 | \$ 26,000 | |
| Total Expenditures | \$ 271,982 | \$ 296,056 | \$ 374,853 | |
| Profit and/or Loss | \$ 23,888 | \$ 15,577 | \$ (62,040) | |
| <u>Funds for Future Expenditures</u> | | | | |
| TABOR: Amendment 1 Reserved | \$ 11,966 | \$ 12,000 | \$ 12,000 | |
| Contingency Fund | \$ 104,416 | \$ 175,000 | \$ 175,000 | |
| Unreserved Fund Balance | \$ 486,431 | \$ 431,390 | \$ 369,351 | |

REVENUE:

| | | Final Estimate | | |
|----------------------|------------------|-----------------------|-------------------|----------------------|
| | | Final 2020 | 2021 | Proposed 2022 |
| 4000 | Property Tax | \$ 244,848 | \$ 264,174 | \$ 272,813 |
| 4010 | S.O. Taxes | \$ 27,438 | \$ 29,191 | \$ 25,000 |
| 4011 | Delinquent Taxes | \$ 916 | \$ - | \$ - |
| 4130 | Donations | \$ 6,755 | \$ 9,751 | \$ 8,500 |
| 4190 | Miscellaneous | \$ 4,565 | \$ 1,560 | \$ 1,500 |
| 4200 | Grants | \$ 9,815 | \$ 6,180 | \$ 4,000 |
| 4300 | Interest | \$ 1,534 | \$ 778 | \$ 1,000 |
| Total Revenue | | \$ 295,871 | \$ 311,633 | \$ 312,813 |

EXPENDITURES:

| | | Final Estimate | | |
|-------------------------------|---|-----------------------|-------------------|----------------------|
| | | Final 2020 | 2021 | Proposed 2022 |
| <u>Personnel Expenditures</u> | | | | |
| 5800 | Salaries and Wages | \$ 144,864 | \$ 158,996 | \$ 211,706 |
| 5810 | Payroll Taxes | \$ 11,162 | \$ 12,491 | \$ 16,196 |
| 5820 | Benefits | \$ 1,139 | \$ 3,884 | \$ 6,351 |
| | Subtotal Personnel Expenditures | \$ 157,165 | \$ 175,371 | \$ 234,253 |
| <u>Operating Expenditures</u> | | | | |
| 5020 | Periodicals | \$ 730 | \$ 728 | \$ 1,000 |
| 5030 | Programs | \$ 2,192 | \$ 2,801 | \$ 6,000 |
| 5100 | ILL Catalog | \$ 2,130 | \$ 2,130 | \$ 3,000 |
| 5110 | Databases | \$ 3,098 | \$ 2,077 | \$ 3,000 |
| 5120 | Technical Support and Maintenance | \$ 10,173 | \$ 13,472 | \$ 15,000 |
| 5121 | Website | \$ 1,238 | \$ 1,569 | \$ 1,500 |
| 5125 | Computers | \$ 894 | \$ - | \$ 4,000 |
| 5200 | Continuing Education | \$ 90 | \$ 70 | \$ 1,000 |
| 5210 | Dues and Fees | \$ 2,184 | \$ 3,145 | \$ 2,500 |
| 5230 | Insurance: Liability | \$ 7,828 | \$ 8,766 | \$ 10,000 |
| 5260 | Travel/Meals/Mileage/Meetings | \$ - | \$ 2,594 | \$ 4,000 |
| 5270 | Courier | \$ 1,201 | \$ 1,676 | \$ 1,800 |
| 5275 | Postage | \$ 476 | \$ 303 | \$ 600 |
| 5280 | Professional Fees | \$ 7,100 | \$ 3,100 | \$ 3,500 |
| 5290 | Repairs and Maintenance | \$ 6,186 | \$ 2,554 | \$ 8,000 |
| 5295 | Janitorial | \$ 7,275 | \$ 7,200 | \$ 7,200 |
| 5296 | Snow Removal | \$ 318 | \$ 2,942 | \$ 3,000 |
| 5300 | Supplies | \$ 4,254 | \$ 3,102 | \$ 6,500 |
| 5310 | Marketing | \$ 1,221 | \$ 100 | \$ 400 |
| 5500 | Utilities | \$ 9,299 | \$ 9,434 | \$ 12,000 |
| 5520 | Copier Lease/Usage | \$ 3,032 | \$ 3,249 | \$ 3,600 |
| 5530 | Telephone | \$ 1,312 | \$ 1,321 | \$ 1,500 |
| 5610 | Grant Expenses | \$ 13,662 | \$ 9,366 | \$ 4,000 |
| 5620 | Internet | \$ 3,609 | \$ 2,907 | \$ 3,000 |
| 5900 | Miscellaneous | \$ 49 | \$ - | \$ 500 |
| | Subtotal Operating Expenditures | \$ 89,553 | \$ 84,605 | \$ 106,600 |
| | Total Personnel/Operating Expenditures | \$ 246,718 | \$ 259,976 | \$ 340,853 |
| <u>Capital Outlays</u> | | | | |
| 5000 | Books and Materials | \$ 4,949 | \$ 5,822 | \$ 6,000 |
| 5010, 5015, 5017 | Electronic Materials | \$ 4,336 | \$ 3,215 | \$ 5,000 |
| 5700 | Equipment | \$ 8,944 | \$ 1,700 | \$ 5,000 |
| 5950 | Other Projects | \$ 2,120 | \$ - | \$ 5,000 |
| 5945 | Fixed Assets/Equipment > \$5,000 | \$ - | \$ 17,711 | \$ 5,000 |
| | Total Capital Outlay | \$ 20,349 | \$ 28,448 | \$ 26,000 |

Proof of Publication
CORTIZ DOLORES MANGOS
THE JOURNAL
#8 West Main, Cortez CO 81321

BALLANTINE
COMMUNICATIONS

STATE OF COLORADO)
) ss.
County of La Plata)

I, Tamara Desrosiers, do solemnly swear that I am a Advertising Representative of The Journal, and that I have personal knowledge of the essential facts stated herein; that the same is a weekly newspaper printed, in whole or in part, and published in the County of Montezuma, State of Colorado, and has a general circulation therein; that said newspaper has been published continuously and uninterruptedly in said County of Montezuma for a period of more than fifty-two consecutive weeks prior to the first publication of the annexed legal notice or advertisement; that said newspaper has been admitted to the United States mails as second class matter under the provisions of the Act of March 3, 1879, or any amendments thereof, and that said newspaper is a weekly newspaper duly qualified for publishing legal notices and advertisements within the meaning of the laws of the State of Colorado.

That the annexed legal notice or advertisement was published in the regular and entire issue of every number of said weekly newspaper for the period of 2 (two) insertion(s); and that the first publication of said notice was in the issue of said newspaper date November 3, A. D., 2021 and that the last publication of said notice was in the issue of said newspaper dated November 10, A. D., 2021

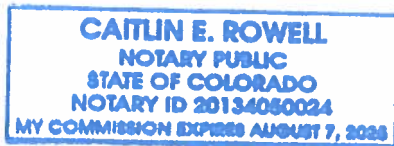
In Witness Whereof I have hereunto set my hand this 6th day of Dec, AD., 2021

Tamara Desrosiers

Subscribed and sworn to before me, a Notary Public in and for the County of La Plata, State of Colorado, this 6th day of Dec, A. D., 2021

Caillin E. Rowell

(SEAL)



My Commission Expires Aug 7 2025

2577
Notice of Proposed Budget

Notice is hereby given that a proposed budget for the Dolores Public Library District for the ensuing year of 2022 has been filed in the office of the Dolores Public Library and is available for public inspection. Such proposed budget will be considered at a public hearing at 6:00 pm, Tues., Dec. 7, 2021. For more information on attending this public hearing please contact the Dolores Public Library at (970) 882-4127 or circ@doloreslibrary.org. Any taxpayer within the District may at any time prior to the final edition of the budget, file or register their objections thereto.

Dated: November 2, 2021
Sean E. Gantt, Director
Dolores Public Library District

Published in The Journal
November 3 and 10, 2021.

New Tax Entity? YES NO

Date 11/30/2021

NAME OF TAX ENTITY: DOLORES LIBRARY DISTRICT

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY

IN ACCORDANCE WITH 39-5-121(2)(a) and 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2021:

Table with 11 rows listing valuation items and their amounts, such as 'PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION: \$63,352,600'.

- † This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec. 20(8)(b), Colo. Constitution
* New Construction is defined as: Taxable real property structures and the personal property connected with the structure.
~ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Forms DLG 52 & 52A.
Φ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY

IN ACCORDANCE WITH ART. X, SEC. 20, COLO. CONSTITUTION AND 39-5-121(2)(b), C.R.S., THE Montezuma County ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2021:

Table with 7 rows listing actual valuation items and their amounts, such as 'CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: \$521,704,693'.

DELETIONS FROM TAXABLE REAL PROPERTY

Table with 3 rows listing deletions from taxable real property, such as 'DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: \$0'.

- † This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.
* Construction is defined as newly constructed taxable real property structures.
§ Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS: TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY \$577,291,047

IN ACCORDANCE WITH 39-5-128(1.5), C.R.S., THE ASSESSOR PROVIDES: HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): ** \$75,310

*** The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119.5(3), C.R.S.

NOTE: ALL LEVIES MUST BE CERTIFIED to the COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.

CERTIFICATION OF TAX LEVIES

TO: County Commissioners of Montezuma County, Colorado.

The Board of Dolores Public Library District hereby certifies the following mill levies to be extended upon the GROSS assessed valuation of \$65,390,800. Submitted this date: December 7, 2021.

| PURPOSE | LEVY | REVENUE |
|---|---------------------------|--------------------------|
| 1. General operating expenses | 4.156 Mills | \$ 271,764 |
| 2. (MINUS) Temporary property tax credit/+ Temporary mill levy rate reduction Section 39-1-111.5, C.R.S. | _____ | _____ |
| SUBTOTAL | <u>4.156 Mills</u> | \$ <u>271,764</u> |
| 3. General obligation bonds and interest* | _____ mills | \$ _____ |
| 4. Contractual obligations approved at election | _____ mills | \$ _____ |
| 5. Capital expenditures (levied through public hearing) Pursuant to Section 29-1-301(1.2), C.R.S.) For (counties and municipalities only) Section 29-1-302(1.5), C.R.S., for (special districts only) or approved at election | _____ mills | \$ _____ |
| 6. Refunds/Abatements | <u>.0160</u> mills | \$ <u>1,049</u> |
| 7. Other (specify) | _____ mills | \$ _____ |
| | _____ mills | \$ _____ |
| TOTAL | <u>4.172</u> mills | \$ <u>272,813</u> |

Contact persons: Sean E. Gantt

Daytime Phone: 970 882 4127

Signed: 

Title: Executive Director

*SPECIAL DISTRICTS must certify separate mill levies and revenues to the Board of County Commissioners, one each for funding requirements of each debt (Section 32-1-1603, C.R.S.) Space is provided on this form. Totals should be recorded above on line 3.

NOTE: Certification must be carried to three decimal places only. If county boundaries extend into more than one county, please list all counties here: _____

And all mill levies must be the same for each county.

Send a complete copy of this form to the Division of Local Government, Room 521, 1313 Sherman Street, Denver, Colorado, 80203, 303/866 2156. Form DLG 70

Appendix – Revised 9/98 C-15

RESOLUTION 2021 - 03
RESOLUTION TO ADOPT BUDGET
(Pursuant to 29-1)

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE DOLORES PUBLIC LIBRARY DISTRICT, DOLORES, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY 2022, AND ENDING ON THE LAST DAY OF DECEMBER 2022.

WHEREAS, The Governing Board of the Dolores Public Library District has appointed Sean E. Gantt, Executive Director, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Sean E. Gantt, Executive Director, has submitted a proposed budget to this governing body on December 7, 2021 for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 7, 2021, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

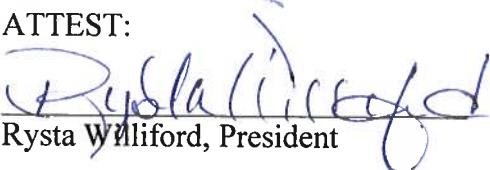
NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE DOLORES PUBLIC LIBRARY DISTRICT, DOLORES, COLORADO;

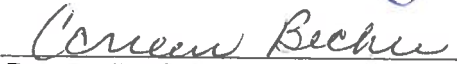
Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Dolores Public Library District for the year stated above.

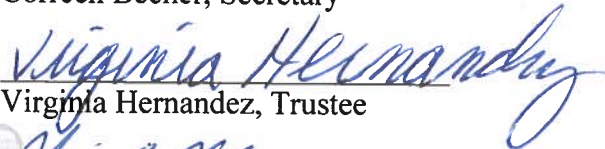
Section 2. That the budget hereby approved and adopted shall be signed by the Governing Board and made a part of the public records of the County of Montezuma, Colorado.

ADOPTED, this 7th day of December, 2021.

ATTEST:


Rysta Williford, President


Correen Becher, Secretary


Virginia Hernandez, Trustee


Nicole Margeson, Trustee


Sandy Jumper, Vice President


Jeanne Becker, Trustee


Belinda Platts, Trustee

RESOLUTION 2021 - 04
RESOLUTION TO SET MILL LEVIES
(Pursuant to 39-5-128, C.R.S. and 39-1-111,C.R.S.)

A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR 2021, TO HELP DEFRAID THE COSTS OF GOVERNMENT FOR THE DOLORES PUBLIC LIBRARY DISTRICT, DOLORES, COLORADO, FOR THE 2022 BUDGET YEAR.

WHEREAS, the Governing Board of the Dolores Public Library District, has adopted the annual budget in accordance with the Local Government Budget Law, on December 7, 2021, and;

WHEREAS, the amount of money used to balance the budget for general operating purposes from property tax revenue is \$272,813 and;

WHEREAS, the 2021 valuation for assessment for the Dolores Public Library District as certified by the Montezuma County Assessor is \$65,390,800.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE DOLORES PUBLIC LIBRARY DISTRICT, DOLORES, COLORADO:

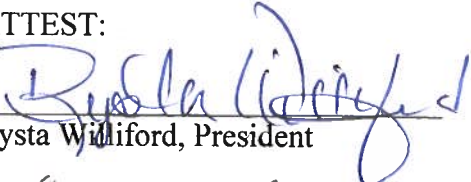
Section 1. That for the purpose of meeting all general operating expenses of the Dolores Public Library District during the 2022 budget year, there is hereby levied a tax of 4.172 mills upon each dollar of the total valuation for assessment of all taxable property within the Dolores Public Library District for the year 2021.


Section 2,3,4, not applicable.

Section 5. That the Executive Director is hereby authorized and directed to immediately certify to the County Commissioners of Montezuma County, Colorado, the mill levies for the Dolores Public Library District as hereinabove determined and set, or be authorized and directed to certify to the County Commissioners of Montezuma County, Colorado the mill levies for the Dolores Public Library District as hereinabove determined and set, but as recalculated as needed upon receipt of the final (December) certification of valuation from the county assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED this 7th of December 2021.

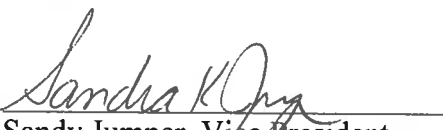
ATTEST:


Rysta Williford, President

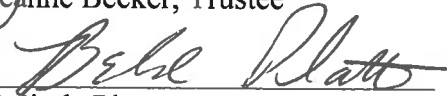

Correen Becher, Secretary


Virginia Hernandez, Trustee


Nicole Margeson, Trustee


Sandy Jumper, Vice President


Jeanne Becker, Trustee


Belinda Platts, Trustee

RESOLUTION 2021 - 05
RESOLUTION TO APPROPRIATE SUMS OF MONEY

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE DOLORES PUBLIC LIBRARY DISTRICT, DOLORES, COLORADO FOR THE 2022 BUDGET YEAR.

WHEREAS, the Governing Board has adopted the annual budget in accordance with the Local Government Budget Law, on December 7, 2021, and;

WHEREAS, the Governing Board has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves of fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Dolores Public Library District.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE DOLORES PUBLIC LIBRARY DISTRICT, DOLORES, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund for purposes stated:

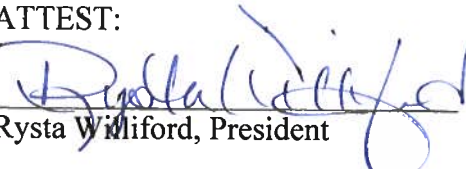
GENERAL FUND:

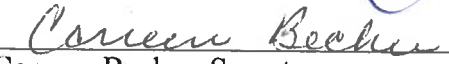
| | |
|----------------------------|------------|
| Current Operating Expenses | \$ 340,853 |
| Treasurer's Fees | \$ 8,000 |
| Capital Outlay | \$ 26,000 |

TOTAL GENERAL FUND **\$ 374,853**

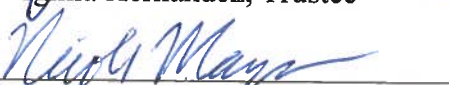
ADOPTED THIS 7th Day of December, 2021


ATTEST:


Rysta Williford, President


Correen Becher, Secretary


Virginia Hernandez, Trustee


Nicole Margeson, Trustee


Sandy Jumper, Vice President


Jeanne Becker, Trustee


Belinda Platts, Trustee