

**FORM OR-LB-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the Umatilla County Special Library District will be held on May 26, 2022 at 5:30 pm at 425 South Main Street, Pendleton, Oregon and at <https://us02web.zoom.us/j/87443415993?pwd=UUIlaW1hZUlxdkEvQk1yRUhUbmQwdz09>. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2022 as approved by the Umatilla County Special Library District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at 425 South Main Street, Pendleton, Oregon, between the hours of 8 am and 4 pm or online at <https://www.ucslid.org/>. This budget is for an annual budget period. This budget was prepared on a basis of accounting that is the same as the preceding year.

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<b>FINANCIAL SUMMARY - RESOURCES</b>			
<b>TOTAL OF ALL FUNDS</b>	Actual Amount 2020-21	Adopted Budget This Year 2021-22	Approved Budget Next Year 2022-23
Beginning Fund Balance/Net Working Capital	337,012	332,230	280,405
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	0	0	0
Federal, State & all Other Grants, Gifts, Allocations & Donations	10,938	12,042	12,457
Revenue from Bonds and Other Debt	0	0	0
Interfund Transfers / Internal Service Reimbursements	90,000	126,700	134,815
All Other Resources Except Current Year Property Taxes	169,227	158,679	171,850
Current Year Property Taxes Estimated to be Received	1,921,284	2,047,370	2,204,478
<b>Total Resources</b>	<b>2,528,461</b>	<b>2,677,021</b>	<b>2,804,005</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
Personnel Services	225,125	262,110	271,400
Materials and Services	203,056	227,717	267,262
Capital Outlay	1,178	3,000	3,000
Debt Service	0	0	0
Interfund Transfers	90,000	126,700	134,815
Contingencies	0	122,515	147,030
Special Payments	1,643,981	1,739,679	1,851,583
Unappropriated Ending Balance and Reserved for Future Expenditure	365,121	195,300	128,915
<b>Total Requirements</b>	<b>2,528,461</b>	<b>2,677,021</b>	<b>2,804,005</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *</b>			
Name of Organizational Unit or Program FTE for that unit or program			
General Fund - Administration	273,142	327,035	343,000
FTE	3	3	3
Resource Sharing	141,950	169,450	174,165
FTE	0	0	
Outreach	34,202	32,872	29,487
FTE	0	0	
Capital Reserve	47,299	25,300	34,040
FTE	0	0	
Not Allocated to Organizational Unit or Program	2,031,868	2,122,364	2,223,313
FTE		0	0
<b>Total Requirements</b>	<b>2,528,461</b>	<b>2,677,021</b>	<b>2,804,005</b>
<b>Total FTE</b>	<b>3</b>	<b>3</b>	<b>3</b>

<b>STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *</b>
There are no changes in activities or

<b>PROPERTY TAX LEVIES</b>			
	Rate or Amount Imposed 2020-21	Rate or Amount Imposed This Year 2021-22	Rate or Amount Approved Next Year 2022-23
Permanent Rate Levy (rate limit _____ per \$1,000)	.3682	.3682	.3682
Local Option Levy			
Levy For General Obligation Bonds			

<b>STATEMENT OF INDEBTEDNESS</b>		
LONG TERM DEBT	Estimated Debt Outstanding on July 1.	Estimated Debt Authorized, But Not Incurred on July 1
General Obligation Bonds		
Other Bonds		
Other Borrowings		
<b>Total</b>	<b>\$0</b>	<b>\$0</b>

**RESOURCES**

**General**

(Fund)

**Umatilla County Special Library District**

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2022 - 2023			
	Actual		Adopted Budget This Year Year 2021 - 22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2019 - 20	First Preceding Year 2020 - 21						
1	173,590	247,033	270,500	1 Available cash on hand* (cash basis) or	219,135	219,135		1
2	0	0	0	2 Net working capital (accrual basis)				2
3	58,874	61,462	55,000	3 Previously levied taxes estimated to be received	55,000	55,000		3
4	6,841	2,844	4,000	4 Interest	2,500	2,500		4
5	0	0	0	5 Transferred IN, from other funds	0	0		5
6				6 <b>OTHER RESOURCES</b>				6
7	71,187	72,229	72,229	7 Community Service Fees	85,000	85,000		7
8	0	0	0	8 Blue Mountain Hub Grant	0	0		8
9	439	158	300	9 Other Income	200	200		9
10				10				10
11				11				11
12				12				12
13				13				13
14				14				14
15				15				15
16				16				16
17				17				17
18				18				18
19				19				19
20				20				20
21				21				21
22				22				22
23				23				23
24				24				24
25				25				25
26				26				26
27				27				27
28				28				28
29	310,931	383,726	402,029	29 Total resources, except taxes to be levied	361,835	361,835	0	29
30			2,047,370	30 Taxes estimated to be received	2,204,478	2,204,478		30
31	1,815,729	1,921,284		31 Taxes collected in year levied				31
32	<b>2,126,660</b>	<b>2,305,010</b>	<b>2,449,399</b>	32 <b>TOTAL RESOURCES</b>	<b>2,566,313</b>	<b>2,566,313</b>	<b>0</b>	32

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM  
LB-30**

**REQUIREMENTS SUMMARY**  
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

**General Fund**  
(name of fund)

**Umatilla County Special Library District**  
(name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: <u>(Name of Org. Unit or Program &amp; Activity)</u>	Budget For Next Year 2022 - 2023					
Actual		Adopted Budget This Year 2021 - 22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2019 - 20	First Preceding Year 2020 - 21								
1			1	PERSONNEL SERVICES			1		
2	152,829	157,066	163,000	2	Salaries & Wages	180,000	180,000		2
3	46,032	47,557	52,920	3	Health & Accident Insurance	50,400	50,400		3
4	5,005	5,202	25,000	4	Retirement	25,000	25,000		4
5	14,815	15,300	21,190	5	Employer Paid Taxes	16,000	16,000		5
6	0	0	0	6	Blue Mountain Hub Grant Salary	0	0		6
7				7					7
8	<b>218,681</b>	<b>225,125</b>	<b>262,110</b>	8	<b>TOTAL PERSONNEL SERVICES</b>	<b>271,400</b>	<b>271,400</b>	<b>0</b>	<b>8</b>
9	<b>3</b>	<b>3</b>	<b>3</b>	9	<b>Total Full-Time Equivalent (FTE)</b>	<b>3</b>			<b>9</b>
10				10	MATERIALS AND SERVICES				10
11	1,947	1,171	3,000	11	Board Expenses	3,000	3,000		11
12	0	6,649	3,000	12	Elections	7,500	7,500		12
13	797	1,053	1,500	13	Ads & Notices	1,500	1,500		13
14	4,450	4,476	5,000	14	Audit	5,500	5,500		14
15	2,585	3,032	3,500	15	Insurance	5,300	5,300		15
16	0	2,259	3,000	16	Legal Expense	5,000	5,000		16
17	9,180	9,540	11,025	17	Fiscal Management	12,000	12,000		17
18	8,144	8,880	9,300	18	Rent	9,500	9,500		18
19	1,919	2,078	2,100	19	Telephone	2,100	2,100		19
20	1,920	1,650	2,000	20	Email/Website	2,200	2,200		20
21	4,865	3,844	6,000	21	Office Supplies, Maintenance, Postage	6,000	6,000		21
22	210	1,826	3,500	22	Staff Training & Conferences	3,000	3,000		22
23	3,382	381	9,000	23	Transportation	6,000	6,000		23
24				24					24
25				25					25
26				26					26
27	<b>39,399</b>	<b>46,839</b>	<b>61,925</b>	27	<b>TOTAL MATERIALS AND SERVICES</b>	<b>68,600</b>	<b>68,600</b>	<b>0</b>	<b>27</b>
28				28	CAPITAL OUTLAY				28
29	400	1,178	3,000	29		3,000	3,000		29
30				30					30
31				31					31
32				32					32
33				33					33
34				34					34
35	<b>400</b>	<b>1,178</b>	<b>3,000</b>	35	<b>TOTAL CAPITAL OUTLAY</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>35</b>
36	<b>258,480</b>	<b>273,142</b>	<b>327,035</b>	36	<b>ORGANIZATIONAL UNIT / ACTIVITY TOTAL</b>	<b>343,000</b>	<b>343,000</b>	<b>0</b>	<b>36</b>

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM

**General Fund**

(name of fund)

**Umatilla County Special Library District**

(name of Municipal Corporation)

Historical Data			REQUIREMENTS DESCRIPTION	Budget For Next Year 2022 - 2023		
Actual		Adopted Budget This Year 2021 - 22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2019 - 20	First Preceding Year 2020 - 21					
1			1 PERSONNEL SERVICES NOT ALLOCATED			1
2			2			2
3			3			3
4	0	0	4 TOTAL PERSONNEL SERVICES	0	0	0
5			5 Total Full-Time Equivalent (FTE)			5
6			6 MATERIALS AND SERVICES NOT ALLOCATED			6
7			7			7
8			8			8
9	0	0	9 TOTAL MATERIALS AND SERVICES	0	0	0
10			10 CAPITAL OUTLAY NOT ALLOCATED			10
11			11			11
12			12			12
13	0	0	13 TOTAL CAPITAL OUTLAY	0	0	0
14			14 DEBT SERVICE			14
15			15			15
16			16			16
17	0	0	17 TOTAL DEBT SERVICE	0	0	0
18			18 SPECIAL PAYMENTS			18
19	1,500,198	1,586,198	19 Tax Distribution to Cities	1,783,583	1,783,583	19
20	56,949	57,783	20 Community Service Fees Distribution to Cities	68,000	68,000	20
21	1,557,147	1,643,981	21 TOTAL SPECIAL PAYMENTS	1,851,583	1,851,583	0
22			22 INTERFUND TRANSFERS			22
23	64,000	90,000	23 Resource Sharing Fund	129,815	129,815	23
24	0	0	24 Outreach Fund	0	0	24
25	0	0	25 Capital Reserve Fund	5,000	5,000	25
26			26			26
27			27			27
28	64,000	90,000	28 TOTAL INTERFUND TRANSFERS	134,815	134,815	0
29		85,985	29 OPERATING CONTINGENCY	108,000	108,000	29
30			30 RESERVED FOR FUTURE EXPENDITURE			30
31		170,000	31 UNAPPROPRIATED ENDING BALANCE	128,915	128,915	31
32	1,621,147	1,733,981	32 Total Requirements NOT ALLOCATED	2,223,313	2,223,313	0
33	258,480	273,142	33 Total Requirements for ALL Org.Units/Programs within fund	343,000	343,000	33
34	247,033	297,887	34 Ending balance (prior years)			34
35	2,126,660	2,305,010	35 TOTAL REQUIREMENTS	2,566,313	2,566,313	0

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS**

Resource Sharing  
(Fund)

Umatilla County Special Library District  
(Name of Municipal Corporation)

Historical Data			DESCRIPTION <b>RESOURCES AND REQUIREMENTS</b>	Budget for Next Year 2022 -2023					
Actual		Adopted Budget Year 2021 - 22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body			
Second Preceding Year 2019 - 20	First Preceding Year 2020 - 21								
1			1	RESOURCES		1			
2	31,826	17,820	2	Cash on hand * (cash basis), or	12,200	12,200	2		
3			3	Working Capital (accrual basis)			3		
4			4	Previously levied taxes estimated to be received			4		
5			5	Interest			5		
6	64,000	90,000	6	Transferred IN, from other funds	129,815	129,815	6		
7	23,678	28,534	7	Reimbursements from Hermiston & Courier	29,000	29,000	7		
8	51	4,000	8	Other Income	150	150	8		
9	7,549	1,596	9	Grants	3,000	3,000	9		
10	127,104	141,950	10	Total Resources, except taxes to be levied	174,165	174,165	10		
11			11	Taxes estimated to be received			11		
12			12	Taxes collected in year levied			12		
13	<b>127,104</b>	<b>141,950</b>	<b>13</b>	<b>TOTAL RESOURCES</b>	<b>174,165</b>	<b>174,165</b>	<b>0</b>	<b>13</b>	
14			14	REQUIREMENTS **				14	
15			15	Org Unit or Prog & Activity	Object Classification	Detail		15	
			16	Resource Sharing	Materials & Services				
16	59,157	60,642	17			Sage Library System	74,015	74,015	16
17	23,641	30,475	18			Courier County/State	35,000	35,000	17
18	469	290	19			Cataloging Utilities	750	750	18
20	11,090	11,090	20			Library2Go	13,400	13,400	20
21	4,590	7,443	21			Prog&Trning for Libs Staff/Brds	8,000	8,000	21
22	7,788	5,900	22			Cooperative Programs & Activities	5,000	5,000	22
23	2,549	1,626	23			Grant Expenses	3,000	3,000	23
24	0	0	24			Marketing	5,000	5,000	24
25	0	0	25			Contingency	30,000	30,000	25
26			26						26
27			27						27
28			28						28
29	17,820	24,484	29	Ending balance (prior years)					29
30			30	UNAPPROPRIATED ENDING FUND BALANCE			0		30
31	<b>127,104</b>	<b>141,950</b>	<b>31</b>	<b>TOTAL REQUIREMENTS</b>		<b>174,165</b>	<b>174,165</b>	<b>0</b>	<b>31</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM  
LB-10**

**SPECIAL FUND  
RESOURCES AND REQUIREMENTS**

**Outreach**  
(Fund)

**Umatilla County Special Library District**  
(Name of Municipal Corporation)

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022 - 23			
Actual		Adopted Budget Year 2021 - 22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2019 - 20	First Preceding Year 2020 - 21						
1			1	RESOURCES			1
2	26,011	24,860	2	Cash on hand * (cash basis), or	20,030	20,030	2
3			3	Working Capital (accrual basis)			3
4			4	Previously levied taxes estimated to be received			4
5			5	Interest			5
6	0	0	6	Transferred IN, from other funds	0	0	6
7	9,366	9,342	7	State Read to Read Grant	9,457	9,457	7
8			8				8
9			9				9
10	35,377	34,202	10	Total Resources, except taxes to be levied	29,487	29,487	10
11			11	Taxes estimated to be received			11
12			12	Taxes collected in year levied			12
13	<b>35,377</b>	<b>34,202</b>	13	<b>TOTAL RESOURCES</b>	<b>29,487</b>	<b>29,487</b>	<b>0</b>
14			14	REQUIREMENTS **			14
15			15	Org Unit or Prog & Activity	Object Classification	Detail	15
16			16	Outreach	Materials & Services		16
17	601	657	17			Take Off Materials & Supplies	17
18	9,179	9,413	18			State Ready to Read Material	18
19	662	422	19			Take Off Transportation	19
20	0	0	20			Grant & Donation Materials	20
21	75	0	21			Outreach Materials & Supplies	21
22	0	0	22			Contingency	22
23			23				23
24			24				24
25			25				25
26			26				26
27			27				27
28			28				28
29	24,860	23,710	29	Ending balance (prior years)			29
30		0	30	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>			30
31	<b>35,377</b>	<b>34,202</b>	31	<b>TOTAL REQUIREMENTS</b>			<b>0</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

\*\*List requirements by organizational unit or program, activity, object classification, then expenditure detail. If the requirement is "not allocated", then list by object classification and expenditure detail.

**FORM  
LB-11**

This fund is authorized and established by resolution / ordinance number 2019-2020-03 on (date) 04/23/2022 for the following specified purpose:

Provide capital for major capital expenditures

**RESERVE FUND  
RESOURCES AND REQUIREMENTS**

Year this reserve fund will be reviewed to be continued or abolished.

Date can not be more than 10 years after establishment.

Review Year: 2025

**Capital Reserve Fund  
(Fund)**

**Umatilla County Special Library District  
(Name of Municipal Corporation)**

Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS	Budget for Next Year 2022-2023			
Actual		Adopted Budget Year 2021-22		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
Second Preceding Year 2019-20	First Preceding Year 2020-21						
1			1	RESOURCES			1
2	47,299	47,299	2	Cash on hand * (cash basis), or	36,140	29,040	2
3			3	Working Capital (accrual basis)			3
4			4	Previously levied taxes estimated to be received			4
5			5	Interest			5
6	0	0	6	Transferred IN, from other funds	5,000	5,000	6
7			7				7
8			8				8
9			9				9
10	47,299	47,299	10	Total Resources, except taxes to be levied	41,140	34,040	10
11			11	Taxes estimated to be received			11
12			12	Taxes collected in year levied			12
13	<b>47,299</b>	<b>47,299</b>	13	<b>TOTAL RESOURCES</b>	<b>41,140</b>	<b>34,040</b>	13
14			14	REQUIREMENTS **			14
15			15	Org. Unit or Prog. & Activity	Object Classification	Detail	15
16	0		16	Administrative			16
17		28,259	17		Capital Outlay	Replacement Vehicle for Take-Off Program	17
18		0	18		RFE	Reserve for Future Expenditures	18
19		0	19		Reserved	Capital Expenditures	19
20			20				20
21			21				21
22			22				22
23			23				23
24			24				24
25			25				25
26			26				26
27			27				27
28			28				28
29	47,299	19,040	29	Ending balance (prior years)			29
30		0	30	<b>UNAPPROPRIATED ENDING FUND BALANCE</b>			30
31	<b>47,299</b>	<b>47,299</b>	31	<b>TOTAL REQUIREMENTS</b>			31

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year