

RESOURCES
General Fund

(Fund)

Umatilla Co Special Library District

(Name of Municipal Corporation)

	Historical Data			RESOURCE DESCRIPTION	Budget for Next Year FY 2025-2026			
	Actual		Adopted Budget This Year Year 2024-2025		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024						
1	421,764	453,611	426,046	1 Available cash on hand* (cash basis) or	446,311			1
2				2 Net working capital (accrual basis)				2
3	42,879	26,278	35,000	3 Previously levied taxes estimated to be received	35,000			3
4	14,240	25,527	20,000	4 Interest	20,000			4
5				5 Transferred IN, from other funds				5
6				6 OTHER RESOURCES				6
7	112,741	132,120	175,000	7 Community Service Fees	155,000			7
8	224	0	200	8 Other Income	200			8
9				9				9
10				10				10
28				28				28
29	591,848	637,536	656,246	29 Total resources, except taxes to be levied	656,511	0	0	29
30			2,277,117	30 Taxes estimated to be received	2,480,616			30
31	2,132,091	2,209,764		31 Taxes collected in year levied				31
32	2,723,939	2,847,300	2,933,363	32 TOTAL RESOURCES	3,137,127	0	0	32

FORM
LB-30

REQUIREMENTS SUMMARY
ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY
General Fund
(name of fund)

Umatilla Co Specifi
(name of Muni)

	Historical Data			REQUIREMENTS FOR: <u>(Name of Org. Unit or Program & Activity)</u>		Budget For Next Year 2025-20	
	Actual		Adopted Budget This Year 2024-2025			Proposed By Budget Officer	Approved By Budget Committee
	Second Preceding Year 2022--2023	First Preceding Year 2023-2024					
1				1	PERSONNEL SERVICES		
2	177,735	179,590	212,000	2	Salaries and Wages	220,000	
3	47,235	60,973	82,500	3	Heath and Accident Insurance	93,100	
4	28,250	38,082	45,300	4	Retirement	47,000	
5	17,480	17,219	20,500	5	Employer Paid Taxes	20,500	
6				6			
7				7			
8	270,700	295,864	360,300	8	TOTAL PERSONNEL SERVICES	380,600	0
9	3.00	3.00	3.00	9	Total Full-Time Equivalent (FTE)	3.00	
10				10	MATERIALS AND SERVICES		
11	1,478	3,566	4,500	11	Board Expenses	4,000	
12	8,262	0	9,500	12	Elections	1,000	
13	651	903	1,000	13	Ads & Notices	1,500	
14	6,050	6,227	6,500	14	Audit	13,000	
15	3,450	3,622	6,600	15	Insurance (UCSLD insurance - car, liability, workers comp)	6,600	
16	990	399	4,000	16	Legal Expenses	2,500	
17	13,800	15,000	15,600	17	Fiscal Management	16,200	
18	9,421	9,703	10,100	18	Rent	10,400	
19	2,101	1,904	2,200	19	Telephone	2,100	
20	2,160	2,242	2,400	20	Email/Website	5,500	
21	5,460	3,225	6,000	21	Office Supplies/Maintaince/Postage	5,000	
22	1,369	4,342	4,500	22	Staff training/conferences	4,500	
23	2,674	4,895	7,000	23	Transportation	6,500	
24				24			
25				25			
26				26			
27	57,866	56,028	79,900	27	TOTAL MATERIALS AND SERVICES	78,800	0
28				28	CAPITAL OUTLAY		
29	3,340	1,668	3,500	29	Office Computers & technology	3,000	
30				30			
31				31			
32				32			
33				33			
34				34			
35	3,340	1,668	3,500	35	TOTAL CAPITAL OUTLAY	3,000	0
36	331,906	353,560	443,700	36	ORGANIZATIONAL UNIT / ACTIVITY TOTAL	462,400	0

**FORM
LB-30**

REQUIREMENTS SUMMARY
NOT ALLOCATED TO AN ORGANIZATIONAL UNIT OR PROGRAM
General Fund
(name of fund)

Umatilla Co Special Library District
(name of Municipal Corporation)

	Historical Data			REQUIREMENTS DESCRIPTION		Budget For Next Year 2025-2026			
	Actual		Adopted Budget This Year 2024-2025			Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022-2023	First Preceding Year 2023-2024							
1				1	PERSONNEL SERVICES NOT ALLOCATED				1
2				2					2
3				3					3
4	0	0	0	4	TOTAL PERSONNEL SERVICES	0	0	0	4
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	0	9	TOTAL MATERIALS AND SERVICES	0	0	0	9
10				10	CAPITAL OUTLAY NOT ALLOCATED				10
11				11					11
12				12					12
13	0	0	0	13	TOTAL CAPITAL OUTLAY	0	0	0	13
14				14	DEBT SERVICE				14
15				15					15
16				16					16
17	0	0	0	17	TOTAL DEBT SERVICE	0	0	0	17
18				18	SPECIAL PAYMENTS				18
19	1,760,302	1,796,860	1,849,694	19	Tax Distribution to Cities	1,984,493			19
20	90,193	132,120	140,000	20	Community Service Fees	124,000			20
21	1,850,495	1,928,980	1,989,694	21	TOTAL SPECIAL PAYMENTS	2,108,493	0	0	21
22				22	INTERFUND TRANSFERS				22
23	93,000	95,000	115,000	23	Resource Sharing	125,000			23
24	0	0	0	24	Outreach	2,000			24
25	5000	10,000	10,000	25	Capital Reserve	5,000			25
26				26					26
27				27					27
28	98,000	105,000	125,000	28	TOTAL INTERFUND TRANSFERS	132,000	0	0	28
29			100,000	29	OPERATING CONTINGENCY	100,000			29
30			139,969	30	RESERVED FOR FUTURE EXPENDITURE	91,343			30
31			135,000	31	UNAPPROPRIATED ENDING BALANCE	242,891			31
32	1,948,495	2,033,980	2,489,663	32	Total Requirements NOT ALLOCATED	2,674,727	0	0	32
33	331,906	353,560	443,700	33	Total Requirements for ALL Org.Units/Programs within fund	462,400			33
34	443,538	459,760		34	Ending balance (prior years)				34
35	2,723,939	2,847,300	2,933,363	35	TOTAL REQUIREMENTS	3,137,127	0	0	35

**FORM
LB-10**

**SPECIAL FUND
RESOURCES AND REQUIREMENTS**

Resource Sharing Fund
(Fund)

Umatilla County Special Library District
(Name of Municipal Corporation)

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS			Budget for Next Year 2025 - 2026			
	Actual		Adopted Budget Year 2024 - 2025				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2022 - 2023	First Preceding Year 2023 - 2024								
1				1	RESOURCES					1
2	15,882	15,882	16,031	2	Cash on hand * (cash basis), or			20,800		2
3				3	Working Capital (accrual basis)					3
4				4	Previously levied taxes estimated to be received					4
5				5	Interest					5
6	93000	95000	115000	6	Transferred IN, from other funds			125,000		6
7	19,956	19,950	22,000	7	Reimbursement from Hermiston & Courier			20,000		7
8	0	1,174	1,000	8	Other income			1,000		8
9	1934	1,450	3,000	9	Grants			10,000		9
10	130,772	133,456	157,031	10	Total Resources, except taxes to be levied			176,800	0	0
11				11	Taxes estimated to be received					11
12				12	Taxes collected in year levied					12
13	130,772	133,456	157,031	13	TOTAL RESOURCES			176,800	0	0
14				14	REQUIREMENTS **					14
15				15	Org Unit or Prog & Activity	Object Classification	Detail			15
16				16	District Activites					16
17	58133	62,693	67,200	17		Materials & Services	Sage Library System	75,000		17
18	31,269	31,056	35,000	18			Courier County/State	37,000		18
19	520	248	500	19			Cataloging Utilities	1,000		19
20	13,077	13,709	21,000	20			Library 2 Go	23,500		20
21	4,747	3,766	10,000	21			Programs/training library staff	10,000		21
22	2,881	4,384	6,000	22			Cooperative Programs & Activites	6,000		22
23	1,934	1,454	3,000	23			Grant Expenses	10,000		23
24	1,500	0	4,000	24			Marketing	3,000		24
25	0	0	10,331	25			Contingency	11,300		25
26				26						26
27				27						27
28				28						28
29				29	Ending balance (prior years)					29
30				30	UNAPPROPRIATED ENDING FUND BALANCE					30
31	114061	117310	157031	31	TOTAL REQUIREMENTS			176800	0	0

*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
(Fund)

Umatilla County Special Library District
(Name of Municipal Corporation)

	Historical Data			DESCRIPTION RESOURCES AND REQUIREMENTS			Budget for Next Year 2025 - 2026				
	Actual		Adopted Budget Year 2024 - 2025				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2022 - 2023	First Preceding Year 2023 - 2024									
1				1	RESOURCES					1	
2	19,421	16,872	17,002	2	Cash on hand * (cash basis), or			16,298		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	0	6	Transferred IN, from other funds			2000		6	
7	9,320	9,555	9,555	7	State Ready to Read Grant			9,835		7	
8				8						8	
9				9						9	
10	28,741	26,427	26,557	10	Total Resources, except taxes to be levied			28,133	0	0	10
11				11	Taxes estimated to be received					11	
12				12	Taxes collected in year levied					12	
13	28,741	26,427	26,557	13	TOTAL RESOURCES			28,133	0	0	13
14				14	REQUIREMENTS **						14
15				15	Org Unit or Prog & Activity	Object Classification	Detail				15
16				16	Take off Program						16
17	544	1,445	3,000	17		Materials & Services	Takeoff Materials & Supplies	2,500			17
18	9,911	9,037	9,555	18			State Ready to Read	9,835			18
19	2,070	1,248	5,000	19			Takeoff Transportation	4,000			19
20	0	0	0	20			Grants & Donations	0			20
21	96	373	2,000	21			Outreach Materials & Supplies	2,000			21
22	0	0	7,002	22			Contingency	9,798			22
23				23							23
24				24							24
25				25							25
26				26							26
27				27							27
28				28							28
29				29	Ending balance (prior years)						29
30				30	UNAPPROPRIATED ENDING FUND BALANCE						30
31	12621	12103	26557	31	TOTAL REQUIREMENTS			28133	0	0	31

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

FORM
LB-11

This fund is authorized and established by resolution / ordinance number
2019-2020-03 on 4/25/2023 for the following specified purpose:

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 2025 - 2026				
	Actual		Adopted Budget Year 2024 - 2025				Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
	Second Preceding Year 2022- 2023	First Preceding Year 2023 - 2024									
1				1	RESOURCES						1
2	29,040	34,040	44,040	2	Cash on hand * (cash basis), or			12,465			2
3				3	Working Capital (accrual basis)						3
4				4	Previously levied taxes estimated to be received						4
5				5	Interest						5
6	5,000	10,000	10,000	6	Transferred IN, from other funds			5,000			6
7				7							7
8				8							8
9				9							9
10	34,040	44,040	54,040	10	Total Resources, except taxes to be levied			17,465	0	0	10
11				11	Taxes estimated to be received						11
12				12	Taxes collected in year levied						12
13	34,040	44,040	54,040	13	TOTAL RESOURCES			17,465	0	0	13
14				14	REQUIREMENTS **						14
15				15	Org. Unit or Prog. & Activity	Object Classification	Detail				15
16				16	Major Purchases						16
17	0	0	54,040	17		Capital Outlay	Replacement Vehicle	0			17
18				18		RFE	Reserved for future capital expenses	17,465			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				29	Ending balance (prior years)						29
30				30	UNAPPROPRIATED ENDING FUND BALANCE						30
31	0	0	54040	31	TOTAL REQUIREMENTS			17465	0	0	31

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