WASCO COUNTY LIBRARY SERVICE DISTRICT AGENDA

WEDNESDAY, JUNE 7, 2017

LOCATION: Wasco County Courthouse, Room #302 511 Washington Street, The Dalles, Oregon

<u>NOTE:</u> This Agenda is subject to last minute changes. <u>Meetings are ADA accessible</u>. For special accommodations please contact the Commission Office in advance, (541) 506-2520. TDD 1-800-735-2900. Wasco County does not discriminate against individuals with disabilities.

9:35 a.m. CALL TO ORDER

9:35 a.m. Budget Adoption Hearing – 2017/2018 Fiscal Year Budget

3.15.2017 Minutes Approval

NEW / OLD BUSINESS ADJOURN



WASCO COUNTY LIBRARY SERVICE DISTRICT BUDGET ADOPTION HEARING JUNE 7, 2017

PRESENT: Rod Runyon, Board Chair

Steve Kramer, Board Vice-Chair

Scott Hege, County Commissioner

STAFF: Tyler Stone, Administrative Officer

Kathy White, Executive Assistant

At 9:35 a.m. Chair Runyon opened the Wasco County Library Service District Budget Hearing. He opened the floor to public comment. There being none, he asked the Library District to present.

2017-2018 Fiscal Year Budget

Dylan McManus, Library Assistant Director, introduced himself saying that he was brought on to modernize and oversee some of the technology, provide instructional support, acquire funding and manage staff. He said he has been in the area since 2015.

{{{Vice-Chair Kramer moved to approve Resolution 17-006 adopting the 2018 Fiscal Year Budget and setting the tax rate for the Wasco County Library Service District at 68¢ per \$1,000 of assessed value. Commissioner Hege seconded the motion which passed unanimously.}}

Minutes - 3.15.2017

{{{Commissioner Hege moved to the 3.15.2017 Wasco County Library Service District Minutes. Vice-Chair Kramer seconded the motion which passed unanimously.}}}

WASCO COUNTY BUDGET COMMITTEE ANNUAL MEETING JUNE 7, 2017 PAGE 2

Chair Runyon closed the hearing and adjourned the meeting at 9:39 a.m.

WASCO COUNTY BOARD OF COMMISSIONERS Governing Body of the Wasco County Library Service District

Rod L. Runyon, Commission Chair

Steven D. Kramer, Commission Vice-Chair

Scott C. Hege, County Commissioner

IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON IN AND FOR THE WASCO COUNTY LIBRARY SERVICE DISTRICT

IN THE MATTER OF THE FISCAL YEAR)	
2018 BUDGET, TAX LEVY AND)	RESOLUTION
APPROPRIATIONS)	#17-006

NOW ON THIS DAY, the above-entitled matter having come on regularly for consideration, said day being one duly set in term for the transaction of public business and a majority of the Board of Commissioners being present; and

BE IT HEREBY RESOLVED that the Wasco County Board of Commissioners, Governing Body of the Wasco County Library Service District, hereby adopts the Budget approved for Fiscal Year 2018 in the total of \$2,038,875 now on file in the Office of the Board of Commissioners.

BE IT FURTHER RESOLVED: That the amounts for the Fiscal Year beginning July 1, 2017 and for the purposes shown below are hereby appropriated: GENERAL FUND:

Personnel & Materials & Services	\$1,234,040
Contingency	\$ 50,000
Total Appropriations	\$1,284,040
Total Unappropriated & Reserve Amounts	\$ 804,835
TOTAL ADOPTED BUDGET	\$2,038,875

RESOLUTION 17-006 PAGE | 1

BE IT FURTHER RESOLVED: that the Board of Commissioners, Governing Body of the Wasco County Library Service District, imposes the taxes provided for in the adopted budget at the rate of \$0.68 per \$1,000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2018 upon the assessed value of all taxable property within the District as follows:

Subject to the Excluded
General Government From
Limitation
\$0.68/\$1,000

General Fund

BE IT FURTHER RESOLVED: That the Office of the Board of Commissioners certifies to the Assessor of Wasco County, Oregon, the tax levy made by this Resolution.

ADOPTED by the Wasco County Board of County Commissioners on June 7, 2017.

	OF COMMISSIONERS
	Governing Body of the
ATTEST:	Wasco County Library Service District
Kathy White	Rod L. Runyon, Chair
Executive Assistant	
	Steven D. Kramer, Vice-Chair
APPROVED AS TO FORM:	Steven By Triumer, vice Gran
	Scott C. Hege, County Commissioner
Kristen Campbell	Scott C. 11ege, County Commissioner
Wasco County Counsel	

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NOTICE OF BUDGET HEARING

A public meeting of the Wasco County Library Service District will be held on June 7, 2017 at 9:30 a.m. at 511 Washington St, Suite 302
The Dalles, Oregon. The purpose of this meeting is to discuss the budget for the fiscal year beginning July 1, 2017 as approved by the Wasco County Library Service District Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at The Dalles-Wasco County Library, between the hours of 10:00 a.m. and 5:00 p.m. 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.

Contact: Jeff Wavrunek Telephone: 541-506-2042 Email: jwavrunek@ci.the-dalles.or.us

FINANCIAL SUMMARY - RESOURCES				
TOTAL OF ALL FUNDS	Actual Amount	Adopted Budget	Approved Budget	
	2015-16	This Year 2016-17	Next Year 2017-18	
Beginning Fund Balance/Net Working Capital	742,370	742,370	804,835	
Fees, Licenses, Permits, Fines, Assessments & Other Service Charges	0	0	0	
Federal, State and all Other Grants, Gifts, Allocations and Donations	0	0	0	
Revenue from Bonds and Other Debt	0	0	0	
Interfund Transfers / Internal Service Reimbursements	0	0	0	
All Other Resources Except Current Year Property Taxes	86,702	51,560	57,456	
Current Year Property Taxes Estimated to be Received	1,209,803	1,208,352	1,312,653	
Total Resources	2,038,875	2,002,282	2,174,944	

FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION			
Personnel Services	0	0	0
Materials and Services	1,234,040	1,275,029	1,313,043
Capital Outlay	0	0	0
Debt Service	0	0	0
Interfund Transfers	0	0	0
Contingencies	0	10,000	50,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	804,835	717,253	811,901
Total Requirements	2,038,875	2,002,282	2,174,944

FINANCIAL SUMMARY - REQUIREMENTS AND FULL-TIME EQUIVALENT EMPLOYEES (FTE) BY ORGANIZATIONAL UNIT OR PROGRAM *			
Name of Organizational Unit or Program			
FTE for that unit or program			
Library Services	1,234,040	1,275,029	1,313,043
FTE	0	0	0
Not Allocated to Organizational Unit or Program	804,835	727,253	861,901
FTE	0	0	0
Total Requirements	2,038,875	2,002,282	2,174,944
Total FTE	0	0	0

STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *			

PROPERTY TAX LEVIES			
	Rate or Amount Imposed	Rate or Amount Imposed	Rate or Amount Approved
	2014-15	This Year 2015-16	Next Year 2016-17
Permanent Rate Levy (rate limit .68 per \$1,000)	.68 per \$1,000	.68 per \$1,000	.68 per \$1,000
Local Option Levy			
Levy For General Obligation Bonds			

STATEMENT OF INDEBTEDNESS			
LONG TERM DEBT	Estimated Debt Outstanding	Estimated Debt Authorized, But	
	on July 1.	Not Incurred on July 1	
General Obligation Bonds			
Other Bonds			
Other Borrowings			



WASCO COUNTY LIBRARY SERVICE DISTRICT MEETING MARCH 15, 2017

PRESENT: Rod Runyon, Commission Chair

Scott Hege, County Commissioner

Steve Kramer, County Commissioner

STAFF: Kathy White, Executive Assistant

ABSENT: Tyler Stone, Wasco County Administrative Officer

At 2:47 p.m. Chair Runyon opened the meeting.

Audit Fiscal Year 2015-2016

Independent Auditor Carol Friend explained that the audit covers the collection of taxes and pay outs to branch libraries. She noted that the only time the Library District would have liabilities would be if they are late making payment to a branch library. She said that there is a letter at the start of the Audit Report that comments on budgeting practices and have to do with compliance with State of Oregon budgeting laws.

Ms. Friend reviewed the Audit Report included in the Board Packet noting that it presents an unqualified opinion. She pointed out a comment that recognizes findings in the Wasco County Audit; this is included because Wasco County is the governing body of the Library Service District.

{{{Commissioner Hege moved to accept the 2015-2016 Fiscal Year Audit for the Library Service District. Commissioner Kramer seconded the motion which passed unanimously.}}}

WASCO COUNTY 4-H & EXTENSION SERVICE DISTRICT MARCH 21, 2016 PAGE 2

Minutes

{{{Commissioner Hege moved to approve the 12.21.2017 minutes. Commissioner Kramer seconded the motion which passed unanimously.}}}

Chair Runyon adjourned the meeting at 2:55 p.m.

WASCO COUNTY BOARD OF COMMISSIONERS

Governing Body of the Wasco County Library Service District

Rod Runyon, Commission Chair

Scott Hege, County Commissioner

Steve Kramer, County Commissioner