

**WASCO COUNTY LIBRARY SERVICE DISTRICT  
AGENDA  
WEDNESDAY, JULY 11, 2018  
LOCATION: Wasco County Courthouse, Room #302  
511 Washington Street, The Dalles, Oregon**

**NOTE:** This Agenda is subject to last minute changes. **Meetings are ADA accessible.** 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.

10:20 a.m.

**CALL TO ORDER**

10:20 a.m.

[Corrected Budget Resolution](#)

[6.20.2018 Minutes Approval](#)

**NEW / OLD BUSINESS  
ADJOURN**



WASCO COUNTY LIBRARY SERVICE DISTRICT  
MEETING  
JULY 11, 2018

PRESENT: Steve Kramer, Commission Chair  
Scott Hege, Vice-Chair  
STAFF: Kathy White, Executive Assistant  
ABSENT: Tyler Stone, Wasco County Administrative Officer  
Rod Runyon, County Commissioner

At 10:21 a.m. Chair Kramer opened the meeting

**Budget Resolution Correction**

Ms. White explained that when creating the budget resolution she had based the numbers on a document that had was not intended for that purpose. She went on to say that the figures in the LB1, which were published in the newspaper and adopted by the Library Service District Budget Committee are the correct figures and are now reflected in the Budget Resolution. This is considered a scrivener's error and the Board is now being asked to acknowledge the corrected Resolution.

**{{{Vice-Chair Hege moved to approve corrected Resolution 18-011 adopting the Fiscal Year 2018-2019 Budget, Tax Levy and Appropriations for the Wasco County Library Service District. Chair Kramer seconded the motion which passed unanimously.}}}**

**Minutes**

**{{{Vice-Chair Hege moved to approve the 6.20.2018 minutes. Chair Kramer seconded the motion which passed unanimously.}}}**

Chair Kramer adjourned the meeting at 10:23 a.m.

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



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Steven D. Kramer, Commission Chair



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Scott C. Hege, Vice-Chair



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Kathleen B. Schwartz, County Commissioner



## AGENDA ITEM

### Corrected Budget Resolution

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[STAFF MEMO](#)

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[CORRECTED RESOLUTION 18-011](#)

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[LIBRARY SERVICE DISTRICT LB1](#)

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[MOTION LANGUAGE](#)

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## MEMORANDUM

**SUBJECT: Corrected Library Service District Budget Resolution**

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TO: BOARD OF COUNTY COMMISSIONERS

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FROM: KATHY WHITE

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DATE: 07/05/2018

### **BACKGROUND INFORMATION:**

The Library Service District's 2018/2019 Budget Resolution contained a scrivener's error in the section outlining the budget numbers. The numbers were erroneously based on the incorrect budget document; the corrected resolution contains the budget figures in the District's LB1 document which was published in the newspaper of record and presented to and adopted by the Wasco County Library Service District Budget Committee.



IN THE BOARD OF COMMISSIONERS OF THE STATE OF OREGON

IN AND FOR WASCO COUNTY LIBRARY SERVICE DISTRICT

IN THE MATTER OF ADOPTING THE FISCAL YEAR 2018-2019 BUDGET, TAX LEVY AND APPROPRIATIONS FOR THE WASCO COUNTY LIBRARY SERVICE DISTRICT

**RESOLUTION #18-011**

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 2018/2019 in the total of \$2,604,778 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, 2018 and for the purposes shown below are hereby appropriated:

GENERAL FUND:

Personnel, Materials & Services	\$1,358,996
Contingency	<u>\$ 100,000</u>
Total Appropriations	\$1,790,047
Total Unappropriated & Reserve Amounts	<u>\$ 867,264</u>
TOTAL ADOPTED BUDGET	\$2,326,260

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 2019 upon the assessed value of all taxable property within the District as follows:

	Subject to the General Government Limitation	Excluded From Limitation
General Fund	<u>\$0.68/\$1,000</u>	

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 20, 2018.

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

ATTEST:

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Kathy White  
Executive Assistant

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Steven D. Kramer, Chair

APPROVED AS TO FORM:

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Scott C. Hege, Vice-Chair

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Kristen Campbell  
Wasco County Counsel

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Rod L. Runyon, County Commissioner

**FORM LB-1**

**NOTICE OF BUDGET HEARING**

A public meeting of the Wasco County Library Service District will be held on June 20, 2018 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, 2018 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

<b>FINANCIAL SUMMARY - RESOURCES</b>			
<b>TOTAL OF ALL FUNDS</b>	Actual Amount 2016-17	Adopted Budget This Year 2017-18	Approved Budget Next Year 2018-19
Beginning Fund Balance/Net Working Capital	804,835	804,835	882,064
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	72,462	57,456	64,148
Current Year Property Taxes Estimated to be Received	1,276,467	1,312,653	1,380,048
<b>Total Resources</b>	<b>2,153,764</b>	<b>2,174,944</b>	<b>2,326,260</b>

<b>FINANCIAL SUMMARY - REQUIREMENTS BY OBJECT CLASSIFICATION</b>			
Personnel Services	0	0	0
Materials and Services	1,271,700	1,313,043	1,358,996
Capital Outlay	0	0	0
Debt Service	0	0	0
Interfund Transfers	0	0	0
Contingencies	0	50,000	100,000
Special Payments	0	0	0
Unappropriated Ending Balance and Reserved for Future Expenditure	882,064	811,901	867,264
<b>Total Requirements</b>	<b>2,153,764</b>	<b>2,174,944</b>	<b>2,326,260</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			
Library Services	1,271,700	1,313,043	1,358,996
FTE	0	0	0
Not Allocated to Organizational Unit or Program	882,064	861,901	967,264
FTE	0	0	0
<b>Total Requirements</b>	<b>2,153,764</b>	<b>2,174,944</b>	<b>2,326,260</b>
<b>Total FTE</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>STATEMENT OF CHANGES IN ACTIVITIES and SOURCES OF FINANCING *</b>	

<b>PROPERTY TAX LEVIES</b>			
	Rate or Amount Imposed 2014-15	Rate or Amount Imposed This Year 2015-16	Rate or Amount Approved 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			

<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>		

\* If more space is needed to complete any section of this form, insert lines (rows) on this sheet. You may delete blank lines.



## MEMORANDUM

**SUBJECT:** Corrected Budget Resolution Motion – Library Service District

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**TO:** BOARD OF COUNTY COMMISSIONERS

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**FROM:** KATHY WHITE

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**DATE:** 7.5.2018

**LIBRARY BUDGET MOTION:** I move to approve the corrected Resolution 18-011 adopting the fiscal year 2018-2019 Budget, Tax Levy and appropriations for the Wasco County Library Service District.



## AGENDA ITEM

### 6.20.2018 Budget Hearing Minutes

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[6.20.2018 BUDGET HEARING MINUTES](#)

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[MOTION LANGUAGE](#)

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WASCO COUNTY LIBRARY SERVICE DISTRICT  
MEETING  
JUNE 20, 2018

PRESENT: Steve Kramer, Commission Chair  
Scott Hege, Vice-Chair  
Rod Runyon, County Commissioner

STAFF: Kathy White, Executive Assistant  
Tyler Stone, Wasco County Administrative Officer

At 9:30 a.m. Chair Kramer opened the meeting and public hearing for the adoption of the 2018/2019 Library Service District Budget

**Budget Hearing**

Library Service District Budget Officer Jeff Wavrunek reported on current activities in the District.

Commissioner Runyon asked if there are any major changes in the budget over last year. Mr. Wavrunek replied that the 3% increase to each library's budget is standard. He observed that compression has eased and the reserve fund is healthy.

Chair Kramer closed the hearing at 9:39 a.m.

**{{{Commissioner Runyon moved to approve Resolution 18-011 adopting the Fiscal Year 2018-2019 Budget, Tax Levy and Appropriations for the Wasco County Library Service District. Vice-Chair Hege seconded the motion which passed unanimously.}}}**

**Minutes**

**{{{Vice-Chair Hege moved to approve the 6.7.2017 minutes. Chair Kramer seconded the motion which passed unanimously.}}}**

Chair Kramer adjourned the meeting at 9:40 a.m.

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

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Steven D. Kramer, Commission Chair

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Scott C. Hege, Vice-Chair

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Rod L. Runyon, County Commissioner



## MEMORANDUM

**SUBJECT:** Library Service District Minutes

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**TO:** BOARD OF COUNTY COMMISSIONERS

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**FROM:** KATHY WHITE

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**DATE:** 7.5.2018

**LIBRARY MINUTES MOTION:** I move to approve the June 20, 2018 Library Service District Budget Hearing Minutes.