

ANYTHINK LIBRARIES

2019 ANNUAL BUDGET AND 2018-2022 STRATEGIC PLAN

*Prepared by Nan Fisher
Finance Manager
January 31, 2019*



Anythink Libraries
Finance Office
5877 East 120th Ave.
Thornton, CO 80602

2019 ANNUAL BUDGET AND 2018-2022 STRATEGIC PLAN

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Suzanne Brundage, Secretary
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ANYTHINK LIBRARIES
2019 Annual Budget and Strategic Plan
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LETTER TO THE CITIZENS OF ADAMS COUNTY, BOARD OF TRUSTEES AND LIBRARY DIRECTOR

November 21, 2018

**To the Citizens of Adams County, Board of Trustees and Library Director of
Anythink Libraries:**

As Finance Manager, I am honored to present the 2019 Annual Budget on behalf of the citizens of Adams County. The 2019 Annual Budget has been prepared in compliance with the Colorado Budget Laws and in accordance with the policies, procedures and direction of the Board of Trustees, Library Director and Anythink administrative staff. The district's mission statement, strategic plan, operating plan and financial projections have been incorporated into a sustainable financial plan, allocating our resources efficiently and effectively.

The General Fund is the only active fund in 2019. Often referred to as the "operating budget," the General Fund receives revenues and appropriates expenditures for the day-to-day operations of the district.

The following sections of this document provide an overview of the budgeting process, how the strategic plan guides budget decisions, as well as describing the challenges and opportunities that lie ahead in designing future budgets.

Questions and comments are welcome.

Respectfully submitted,

Nan Fisher
Finance Manager
Anythink Libraries

BUDGET OVERVIEW

The estimated total revenue for 2019 is \$19,599,968 and \$19,986,811 is appropriated for library expenditures in the General Fund.

<u>Fund</u>	<u>Beginning Fund Balance</u> <u>12/31/2018</u>	<u>Estimated Revenue and</u> <u>Transfers In</u>	<u>Appropriations</u> <u>(Expenditures) and</u> <u>Transfers Out</u>	<u>Ending Fund Balance</u>
General	\$ 17,031,261	\$ 19,599,968	\$ 19,986,811	\$ 16,644,418
Capital Projects	\$ -	\$ -		\$ -
Total All Funds	\$ 17,031,261	\$ 19,599,968	\$ 19,986,811	\$ 16,644,418
Excluded Transfers	\$ -	\$ -	\$ -	\$ -
Net Total All Funds	\$ 17,031,261	\$ 19,599,968	\$ 19,986,811	\$ 16,644,418

Statistics demonstrate that although Anythink remains near the bottom of local revenue per capita, as well as expenditures per capita for library service areas (LSA) in Colorado, we continue to grow in terms of expanded services and program attendance district-wide.

REVENUE PER CAPITA

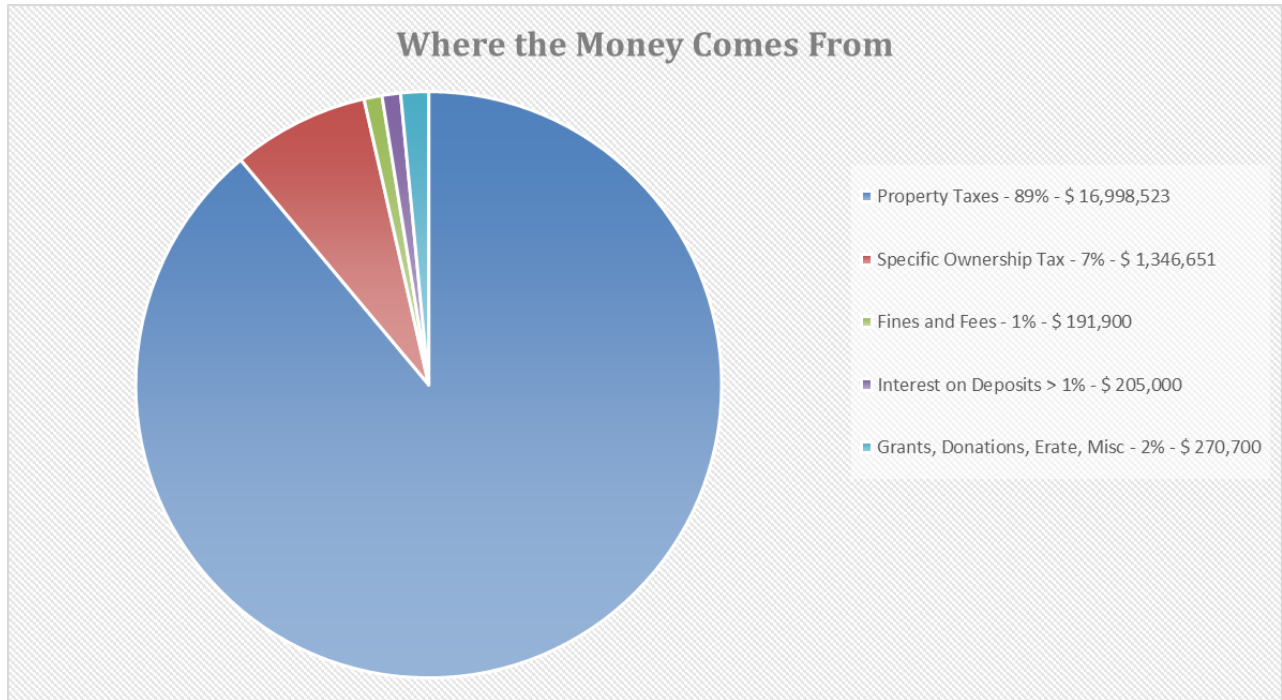
	2017	
Library	LSA Population	Local Revenue per Capita
HIGH PLAINS LIBRARY DISTRICT	274,035	\$ 101.14
ARAPAHOE LIBRARY DISTRICT	262,524	\$ 123.81
DOUGLAS COUNTY LIBRARIES	328,330	\$ 69.47
DENVER PUBLIC LIBRARY	693,292	\$ 65.65
PUEBLO CITY - COUNTY LIBRARY DISTRICT	165,109	\$ 58.37
JEFFERSON COUNTY PUBLIC LIBRARY	571,711	\$ 60.60
POUDRE RIVER PUBLIC LIBRARY DISTRICT	199,353	\$ 43.57
RANGEVIEW LIBRARY DISTRICT	381,525	\$ 41.08
PIKES PEAK LIBRARY DISTRICT	639,625	\$ 40.29
WESTMINSTER PUBLIC LIBRARY	113,181	\$ 26.33
AURORA PUBLIC LIBRARY	361,967	\$ 16.08

EXPENDITURES PER CAPITA

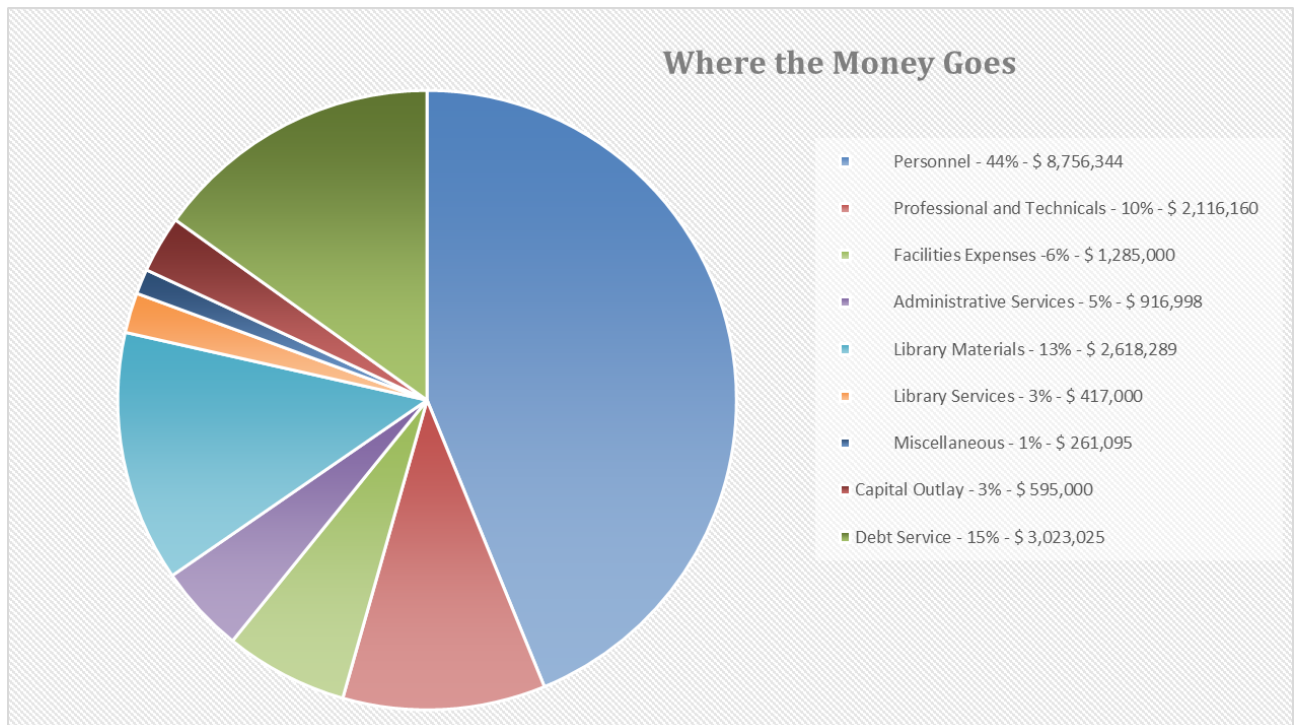
	2017	
Library	LSA Population	Local Expenditures per Capita
ARAPAHOE LIBRARY DISTRICT	262,524	108.59
DOUGLAS COUNTY LIBRARIES	328,330	77.80
DENVER PUBLIC LIBRARY	693,292	69.20
HIGH PLAINS LIBRARY DISTRICT	274,035	60.75
PUEBLO CITY - COUNTY LIBRARY DISTRICT	165,109	59.85
JEFFERSON COUNTY PUBLIC LIBRARY	571,711	52.95
POUDRE RIVER PUBLIC LIBRARY DISTRICT	199,353	47.59
PIKES PEAK LIBRARY DISTRICT	639,625	43.56
RANGEVIEW LIBRARY DISTRICT	381,525	41.20
WESTMINSTER PUBLIC LIBRARY	113,181	31.80
AURORA PUBLIC LIBRARY	361,967	16.66

The sources and uses of the above funds are illustrated in the graphs below. Revenues are generated from property taxes, specific ownership taxes, fees, interest and miscellaneous/grants/gifts. The expenditure categories are Personnel Related Expenses, Professional & Technology Services, Facilities, Vehicle and Equipment Expenses, Operations, Library Materials and Library Services and for Lease Purchase Interest and Principal and other Miscellaneous expenses.

REVENUES – \$19,599,96



EXPENDITURES – \$19,986,811



TAXABLE ASSESSED VALUE

Property tax revenue projections are calculated using the “Certification of Valuation by Adams County Assessor” received in mid-August.

Current year’s gross total taxable assessed valuation:	\$5,031,257,540
Less TIF (tax incremental financing):	\$274,121,188

Current year’s net total taxable assessed value:	\$4,757,136,352
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Property tax receipts are calculated by taking the total assessed valuation multiplied by the mill rate (3.659) and dividing by 1,000:

\$4,757,136,352 x 3.659 divided by 1,000 =	\$17,406,362
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The following table indicates an upward trend in property tax assessed valuations:

Assessed Valuation			
Levy/Collection Year	Assessed Valuation	Increase	% Increase
2001/2002	\$2,184,330,380		
2002/2003	\$2,301,344,350	\$117,013,969	5.36%
2003/2004	\$2,510,791,260	\$209,446,909	9.10%
2004/2005	\$2,612,001,890	\$101,210,629	4.03%
2005/2006	\$2,845,712,610	\$233,710,719	8.95%
2006/2007	\$2,947,771,890	\$102,059,279	3.59%
2007/2008	\$3,236,598,640	\$288,826,749	9.80%
2008/2009	\$3,317,379,040	\$80,780,399	2.50%
2009/2010	\$3,296,881,800	-\$20,497,241	-0.62%
2010/2011	\$3,259,281,600	-\$37,600,201	-1.14%
2011/2012	\$3,232,958,140	-\$26,323,461	-0.81%
2012/2013	\$3,281,189,640	\$48,231,499	1.49%
2013/2014	\$3,392,435,490	\$111,245,849	3.39%
2014/2015	\$3,484,113,730	\$91,678,239	2.70%
2015/2016	\$3,485,450,370	\$1,336,640	0.04%
2016/2017	\$3,829,901,720	\$344,451,350	9.88%
2017/2018	\$3,911,472,700	\$81,570,980	2.13%
2018/2019	\$4,643,035,309	\$731,562,609	18.70%
2019/2020	\$4,757,136,352	\$114,101,043	2.46%

Revenues for 2019 total \$19,599,968, an increase of \$587,194 over budgeted revenues for 2018. Appropriations for operations (including lease purchase interest and principal) for 2019 are \$19,986,811, an increase of \$ 1,194,884 over 2018.

EXPENDITURES

PERSONNEL – Part wizard, part genius and part explorer, every staff member contributes to the success of Anythink. Personnel expenditures include expenses related to salaries and wages, contract employment, payroll taxes, unemployment, worker’s compensation and employee benefits.

- Personnel expenses for 2019 are \$8,756,344 compared to \$8,263,290 in 2018. As a percentage of total expenditures, personnel increased by 6 percent over expenses in 2018. A 5 percent increase in salaries is budgeted for merit increases and minimum wage increase by \$0.90 per hour.
- The actual merit salary increase that an employee could receive would range from 0-6 percent of their base salary. The amount of merit increase is based on the employee’s performance evaluation.
- Health insurance premiums did not increase for 2019. Employees’ shared costs of benefits remain the same as in 2018.

PROFESSIONAL/TECHNOLOGY SERVICES – In order to provide the best tools for customers and operate as a 21st century library, Anythink continues to support technology development. Professional/technology expenditures include expenses related to legal and audit, professional services, cataloging and inter-library loan fees, technology equipment, technology maintenance fees, telecommunications and website development.

- Legal and audit expenses decreased by \$17,500 due to no funds allocated for mill levy increase expenses. Professional services expenses increased due to increase with Unique Management contract of 2 percent and adding software for employee performance evaluations.
- Cataloging and ILL resources increased by \$30k due to more demand from Prospector.
- The technology equipment (computers and software) budget was increased for 2019 by \$216,800 for the implementation of a new integrated library system called Wise. Wise is a community engagement tool that will manage the catalog, customer relations, marketing, and back-office efficiency to enhance acquisitions and our online presence. The system is projected to be live late fall 2019.

FACILITIES, VEHICLE AND EQUIPMENT – Anythink serves the residents of Adams County with its seven physical locations and Anythink in Motion, the district’s bookmobile. Our facilities are spaces of inspiration that invite customers to explore and create,

and we take great pride in their maintenance. Facilities, vehicle and equipment expenditures include expenses related to building repair and maintenance, rent/leases, utilities, snow removal, grounds maintenance, janitorial services, equipment rental/leases, equipment maintenance and repair, fuel, gas and oil, and vehicle repair and maintenance.

- Building repair and maintenance costs increased by 50 percent as building maintenance costs trend upward due to many of the buildings ageing to 10 years old.
- Rent and lease expenditures remained the same as 2019.
- Utilities costs have remained constant.
- Grounds maintenance budget increased slightly to allocate for increase in service cost.
- Janitorial services budget increased by 8 percent due to the minimum wage increase with our cleaning contract, Kleen-Tech.
- Equipment rental (leases for copier/printer/fax/scanning equipment) decreased due to new contract negotiated with reduced conglomerate pricing for color and black-and-white copies included in the equipment pricing.
- Equipment maintenance and repair line item remains the same as 2019.
- Fuel, gas and oil budget increased \$1,000 in 2019 based on assumption that gas will increase in price.
- Vehicle and equipment repair and maintenance remained the same for 2019.

OPERATIONS – The funding of Anythink’s operations allows us to inform the community about Anythink’s offerings, and provide top-notch training and experiences for our staff to share with the public. Operations expenditures include expenses related to advertising and marketing, property and liability insurance, meetings, travel, training, memberships, licenses, fees, postage and delivery, products for sale, supplies and non-consumables.

- Advertising and marketing budget remained the same for 2019.
- Property and liability insurance expenses increased by 10 percent due to the level of hail storm claims over the past 5 years.
- Meetings, travel and training costs decreased to analyzing this expense and budgeting to actuals.
- Memberships, licenses and fees increased to account for the bank fees associated with investment costs and agent fee which increased due to increased property taxes.
- Postage and delivery costs increased by \$1,000 for 2019.
- Supplies and non-consumables decreased by \$16,500 to budget towards actual cost.

LIBRARY MATERIALS – Anythink is committed to providing the community with high-demand, cutting-edge materials, media and services. Library materials expenditures include expenses related to: books, materials processing supplies, non-print materials (audio/visual), downloadable materials, electronic resources and content, subscriptions and publications.

- Library materials expenditures, including electronic and downloadable media, increased by 3 percent to help enhance Anythink's collections to meet the needs of the community.

LIBRARY SERVICES – From mySummer to partner series in The Studio, Anythink's programs provide all ages with opportunities to learn and explore. Library services expenditures include expenses related to library programming, programming supplies and mySummer, Anythink's annual summer program.

- Library programming budgets have decreased over 2018 based on redefining the programs and budgeting towards actual 2018 costs. The addition of district-wide programming in 2018 has been tailored to three initiatives for 2019: Dig It | Pop It | Own It. These three initiatives provide an opportunity for community members to discover their passions across the district in 2019. In March, customers can cultivate a green thumb with experiences tailored to gardening and backyard farming with Dig It. In May, Pop it will celebrate all things pop culture in conjunction with Denver Pop Culture Con (formerly Denver Comic Con). In September, customers are invited to further develop career and life skills to help them get ahead with Own It.

MISCELLANEOUS – Miscellaneous expenditures include expenses related to lease-purchase principal and interest and treasurer's fees.

- In 2015, the 2008 Certificates of Participation were refinanced, saving \$791,081 in interest for 2015. This refinance will save a total of \$927,784 over the next 15 years in interest payments.
- Treasurer's fees increased in 2019 based on property taxes collected.

CAPITAL EXPENSES – Capital expenditures include expenses related to office furnishings, building improvements, technology, vehicles and heavy equipment.

- A budget of \$145,000 is for the rehab of furnishings. As each library confirms how its customers are best utilizing spaces, we plan to adapt furnishings to meet those changing needs.
- \$400,000 is budgeted for new sorters at our Brighton, Huron Street and Wright Farms locations due to the implementation of the Wise system. Fifty-thousand dollars has been budgeted for general building replacement costs.

CHALLENGES AND OPPORTUNITIES FOR 2019 AND BEYOND

The Denver Regional Council of Governments projects Adams County to be the fastest-growing county in Colorado over the next 20 years in both population and employment. To keep up with the demands of a rapidly growing population, the Anythink Board of Trustees approved a 2018 ballot measure for additional funding. By a very thin margin, this ballot measure did not pass.

Without such funding, the library continues to experience challenges like overcapacity and long waitlists for materials. Popular story times have had to turn away caregivers and children, and even the largest Anythink locations no longer have the appropriate amount of space to host popular speakers and special events. The number of customers using online services like hoopla digital has increased to a point where the library must limit the number of checkouts per customer in order to keep such resources open to all. Determining which programs and resources to provide within budgetary limitations presents an ongoing challenge.

Personnel costs continue to rise as wages, health care and other benefit costs trend upward. As the cost of living in Denver-metro continues to rise, Anythink is challenged with meeting the demands of a competitive market.

The district continues to keep up with changing technology, and 2019 will be the year of a new library system that will integrate the catalog, customer management and marketing, and will streamline library operations. Anythink is one of two libraries selected to customize the Wise system as an early adopter.

BUDGET MESSAGE

Financial Reporting Entity

Rangeview Library District was established by resolution of the Adams County Board of County Commissioners on Dec. 15, 2003, and on Jan. 1, 2004, the Adams County Library System was merged into the new district. In 2009, the library adopted a new model and rebranded as Anythink. The general objectives are to provide citizens of the library district with library services for their education and recreation. Operations of this district are generally governed by the Colorado State Statutes: Library Law, Title 24, Article 90 CRS.

Budget Process

The budget calendar is based on Colorado State Statute (29-1-108 (4), C.R.S.), as well as internal planning for completion of each phase. The process should begin in June, concurrent with analysis and updates to the Strategic Plan to set objectives, goals, strategies and budgetary impact for all libraries and departments. This information becomes an intrinsic part of the overall budget process.

Detailed analysis of current and historical costs for operational expenses, and the 10-Year Financial Projection spreadsheet are all evaluated for essential inclusion in the annual budget. A preliminary budget is distributed to members of the Fiscal Affairs Committee for review, input and feedback.

On or before Oct. 15, a preliminary budget for the following year with a short narrative is officially submitted to the Anythink Board of Trustees. This budget is based upon estimates of valuation for assessment prepared by the county assessor. Notice of a public hearing to be held at a subsequent meeting of the Board of Trustees is published with the Notice of Budget.

Prior to the public hearing, the budget for the coming year is available to the public for review. The Board of Trustees considers changes or adoption of the proposed budget at their meeting that is held after the public hearing. The budget may be approved at that time or may be tabled until a later meeting.

Final valuation for assessment numbers is not due from the county assessor until Dec. 10. Certification of the mill levy is due to the county commissioners by Dec. 15. The Anythink Trustees may adopt a budget, appropriate funds for expenditures and certify the mill levy at any time after the public hearing. It is not necessary to have a meeting between Dec. 10 and Dec. 15 unless there is a dramatic change in the final valuation for assessment.

No later than 30 days following the start of the fiscal year (Jan. 30, 2019), a certified copy of the adopted budget must be filed with the Colorado Division of Local Government.

A budget presents a complete financial plan by fund and by spending agency within each fund and sets the following:

- Proposed expenditures must be shown for administration, operations, maintenance, debt service and capital projects to be undertaken or executed during the year.
- Anticipated revenue must be set forth.
- Estimated beginning and ending fund balances must be shown.
- Three years' worth of comparable data must be shown in the budget; the prior fiscal year's actual figures; the estimated figures through the end of the current fiscal year; and the coming budget year's data.

The written budget message must:

- Describe the important features of the budget.
- Include a statement of the budgetary basis of accounting used in the budget (cash, modified accrual, or encumbrance).
- Include a description of the services to be delivered during the budget year.
- Describe expenditures and revenues with "...explanatory schedules or statements classifying the expenditures by object and the revenues by source."
- Not include any deficit spending: No budget shall provide for expenditures in excess of available revenues and beginning fund balances.
- Include a lease-purchase agreement supplemental schedule: The adopted budget must separately set forth the total amount to be expended during the budget year for payment obligations under all lease purchase agreements for real property and for all other property. It must also show the total maximum payment liability under the agreement, and all optional renewal terms.

A certified copy of the budget must be filed with the Division of Local Government by January 31. A certified copy means that it has on it a signed statement indicating:

I, Nan Fisher, certify that the attached is a true and accurate copy of the adopted 2019 (year) Budget of the Anythink.

BUDGET TIMELINE

May 2018

- Review current Strategic Plan and Operations Plan
- Begin evaluation of actions to be moved into 2019 Budget year

June 2018

- Begin evaluation of preliminary plans for the 2019 Budget in relation to the Strategic Plan
- Requests gathered from branch managers and supervisors
- Administrative team collects and adds input to requests; submits to Director and Finance Manager

July 2018

- Deadline for input on district-wide equipment and capital expenditures from administrative team; results to be incorporated into the budget.

August 2018

- Preliminary 2019 Budget prepared for administrative team's review
- During review, budget expenditures tied to Strategic Plan

September 2018

- Revised preliminary 2019 Budget presented to administrative team for review
- Final presentation of 2019 Budget to administrative team, including narrative tied to Strategic Plan

October 2018

- Presentation of 2019 Budget to Finance Committee
- Delivery of draft 2019 Budget to Board of Trustees

November 2018

- Official presentation of 2019 Budget to Board of Trustees at Board of Trustees meeting
- Public hearing of the 2019 Budget

December 2018

- Adoption and appropriation of the 2019 Budget; certification of the mill levies at the Board of Trustees meeting
- State law requires that the Board of Trustees must approve the mill by December 15

Process to Amend the Budget

Changes to the budget can be made through a formal resolution process by the library Board of Trustees. If during the fiscal year, the district receives unanticipated revenue or revenues not assured at the time of the adoption of the budget from any source other than the district's property tax mill levy, the library Board of Trustees may authorize the expenditure of these unanticipated funds by enacting a supplementary budget and appropriation.

Basis of Accounting

Basis of accounting refers to the specific time at which revenues and expenditures are recognized in the accounts and reported in the financial statements. The General Fund and the Capital Project Fund both utilize the modified accrual basis of accounting.

Under the modified accrual basis of accounting, expenditures are recorded when a liability is incurred, regardless of the timing of related cash flows and revenues are recorded when earned. Property taxes are reported as a receivable and deferred revenue when levied and as revenue upon collection in the following year. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, and then unrestricted resources as they are needed.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collected within the current period or soon enough thereafter to pay liabilities of the current period, not to exceed 60 days.

Property taxes and interest associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period.

Expenditures are generally recorded when a liability is incurred as under accrual accounting. An exception to the general rule is compensated absences which are recorded when the payment is due.

Budgetary Basis of Accounting

There is no appreciable difference in the basis of accounting used for financial statements and the accounting method used for budgeting. The budgetary basis of accounting for budgeting purposes is also modified accrual. The only two funds for which budgets are formulated for

Anythink are the General Fund and the Capital Fund – both funds reflect modified accrual basis of accounting for budgetary purposes.

Anythink Financial Management Guide

The district maintains a Financial Management Guide that describes the policies and procedures for the annual audit, financial planning, reserves, investing, capital expenditures, debt, financial reporting, cash management, purchasing, banking and records retention. These policies will be updated on a regular basis. All current financial policies are available for review from the Finance Department.

Governing Board

The Adams County Board of County Commissioners appoints the five-member Board of Trustees that oversees the operation of the district.

The current members of the Anythink Board of Trustees, their positions on the Board and the years their terms expire are as follows:

<u>Board Member</u>	<u>Board Position</u>	<u>Term Expires</u>
Lynn Fox	President	2020
Yadira Caraveo	Secretary	2022
Andy Southard	Trustee	2021
Suzie Brundage	Trustee	2021
<i>Open position</i>	<i>Trustee</i>	<i>TBD</i>

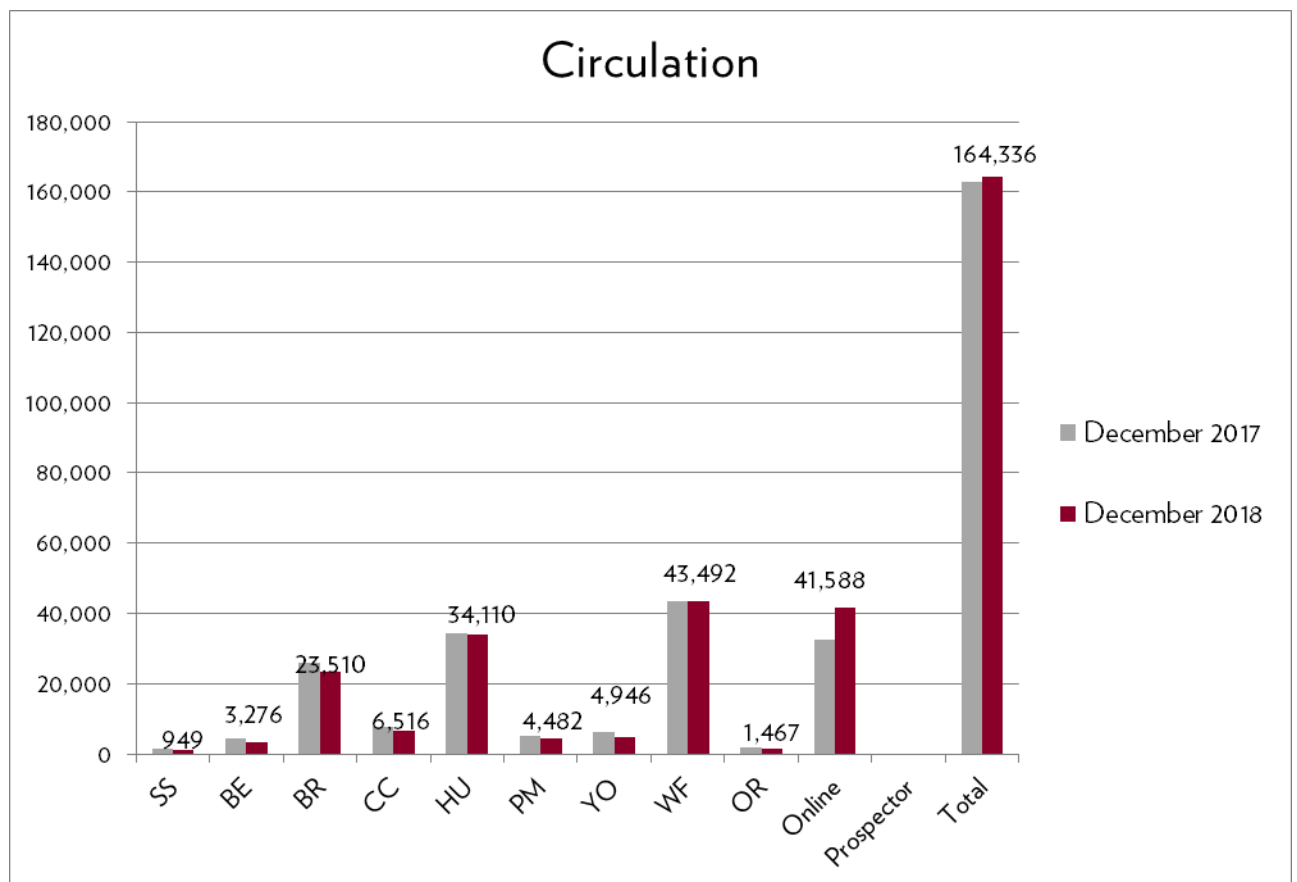
LIBRARY SERVICES

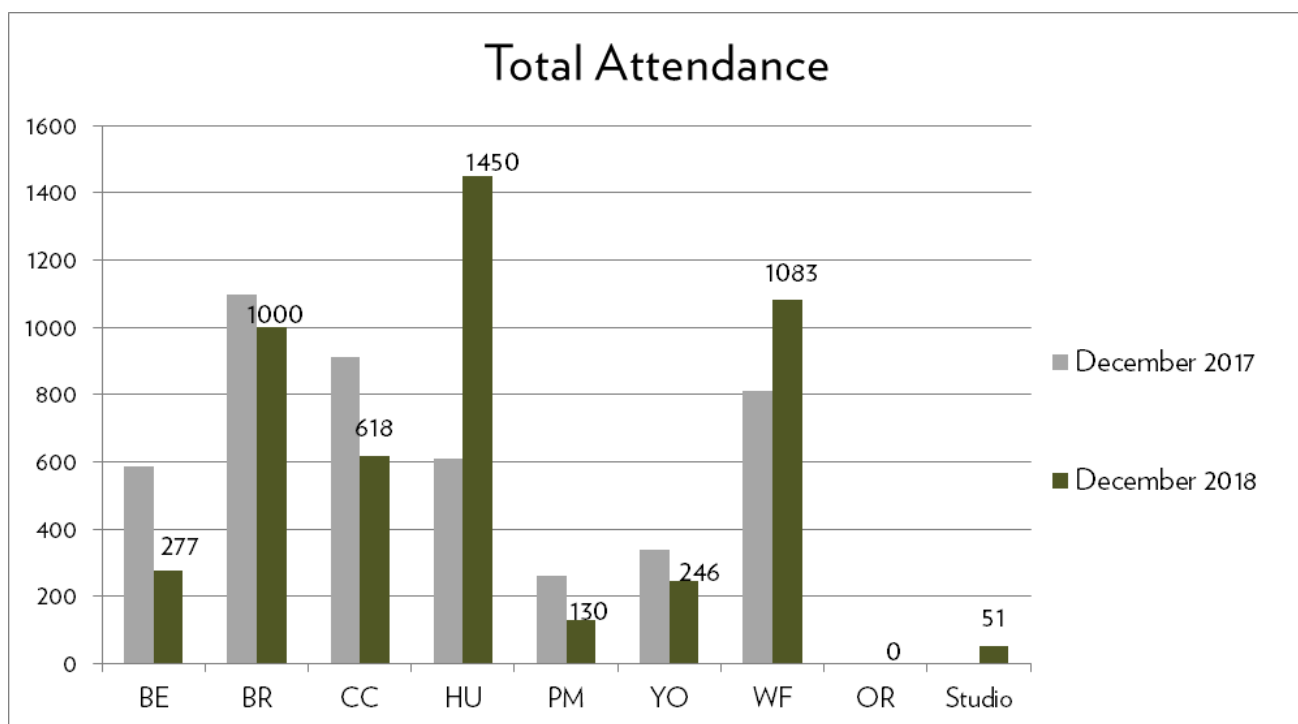
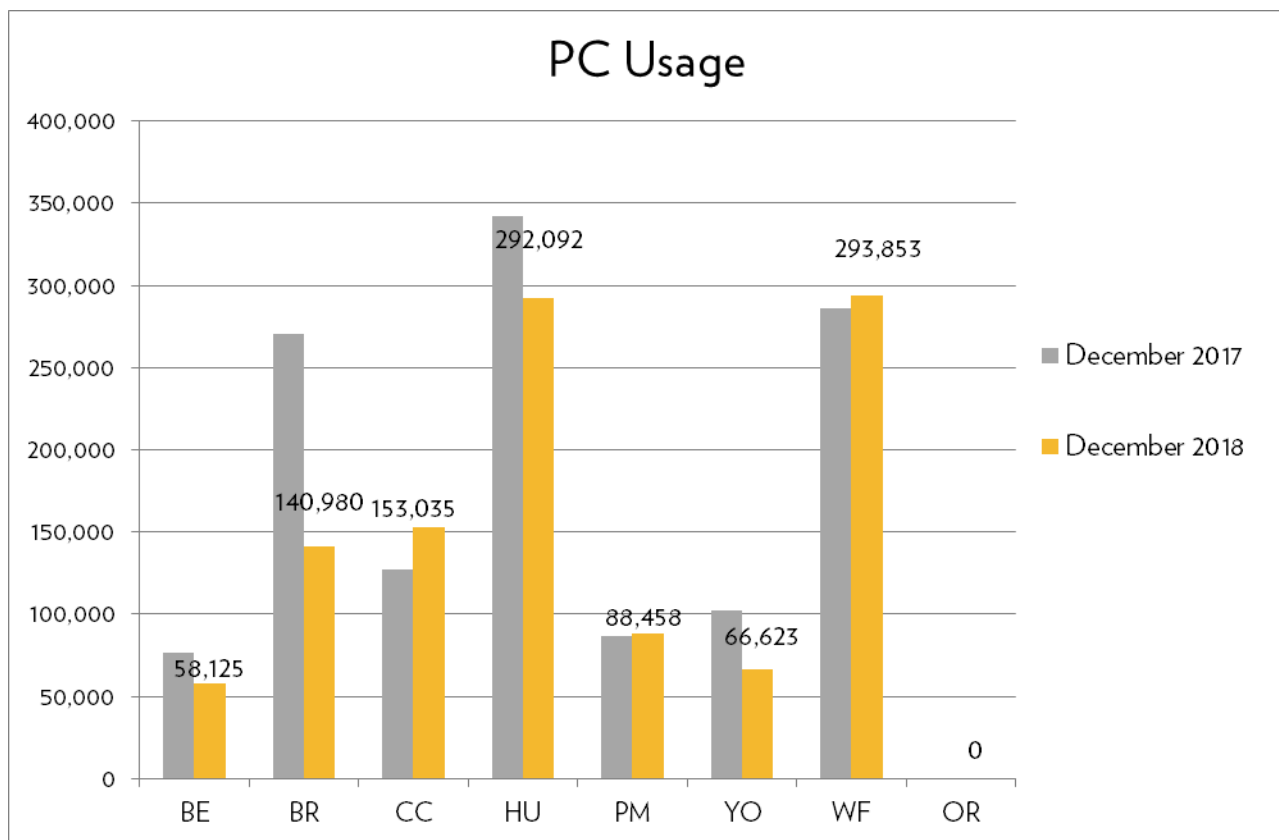
Anythink's collection includes books, audiobooks, DVDs, magazines and CDs. More than 90 percent of the collection is less than 5 years old.

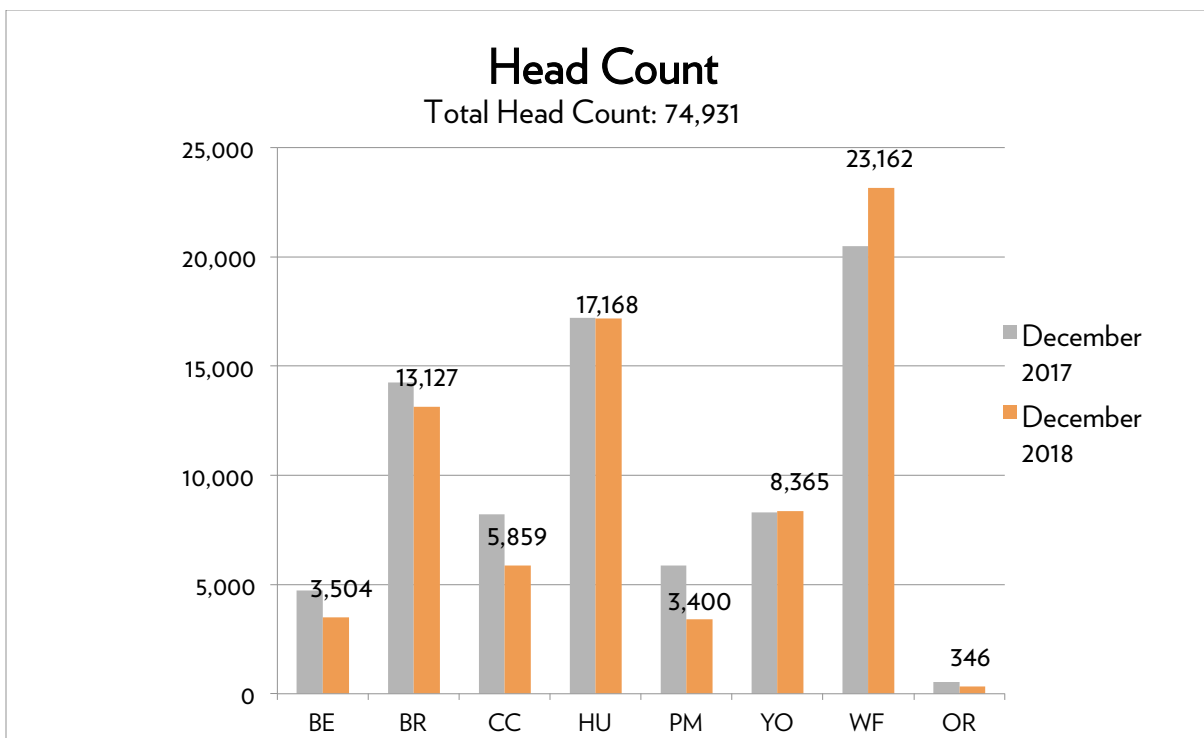
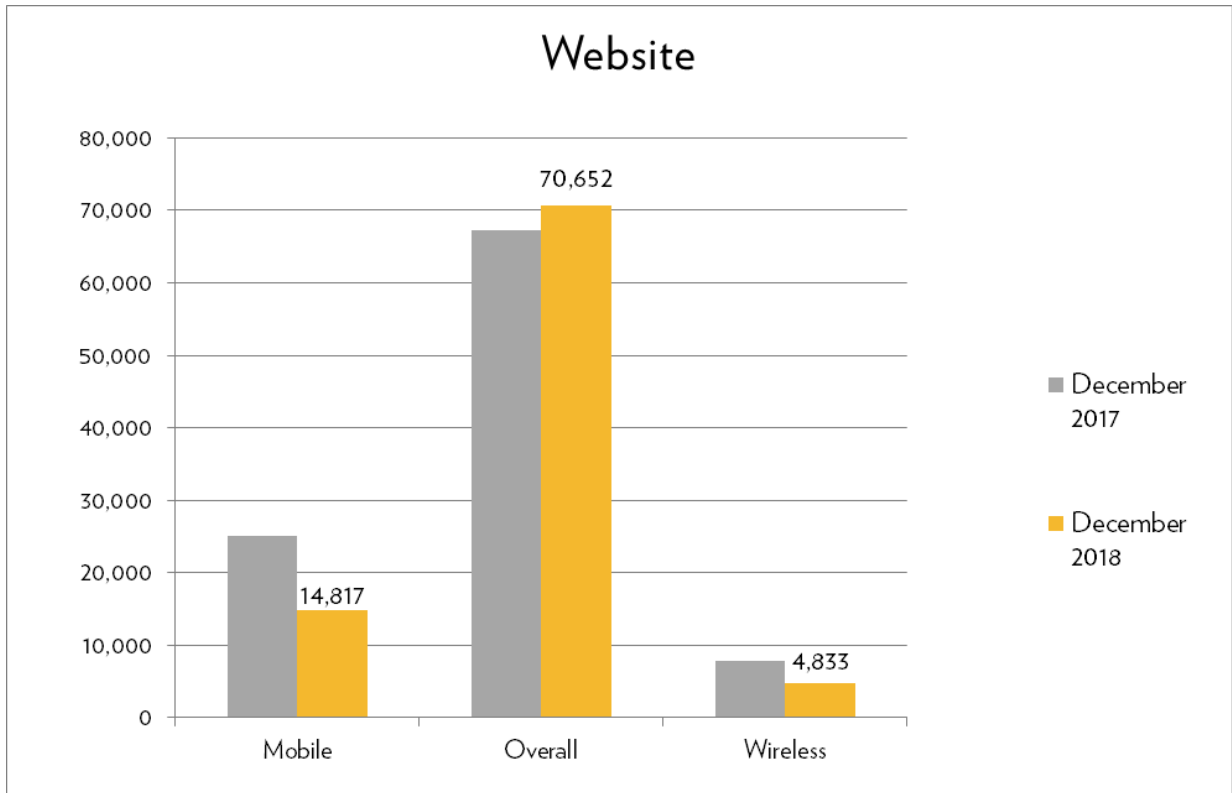
Public access computers at all library locations, including the bookmobile, provide access to the internet and a wealth of premium electronic databases and downloadable ebooks and audiobooks. Customers can also utilize many resources through the library's website at anythinklibraries.org, including instant streaming services.

Anythink libraries offer programs for adults, teens and children to build community, support their learning, and help them to be successful in their lives . Story hours and an annual summer program for children, teens and adults are designed to inspire a love of reading and learning.

The Outreach/Anythink In Motion Department provides library services to customers who are not able to visit a library facility.







ANYTHINK LOCATIONS

Anythink Bennett

495 7th Street
Bennett, CO 80102
303-405-3231
Whitney Oakley, Anythink manager
Tue, Thurs, 10 am-7 pm
Wed, Fri and Sat, 10 am-5:30 pm
Sunday and Monday, Closed

Anythink Brighton

327 E. Bridge Street
Brighton, CO 80601
303-405-3230
Kelly Allen, Anythink manager
Mon-Thurs, 9:30 am-8:30 pm
Fri and Sat, 9:30 am-5:30 pm
Sunday, Closed

Anythink Commerce City

7185 Monaco Street
Commerce City, CO 80022
303-287-0063
Ricardo Cárdenas, Anythink manager
Tues and Thurs, 11 am-7 pm
Wed, Fri and Sat, 9:30 am-5:30 pm
Sunday and Monday, Closed

Anythink Huron Street

9417 Huron Street
Thornton, CO 80260
303-452-7534
Genné Boggs, Anythink manager
Mon-Thurs, 9:30 am-8:30 pm
Fri and Sat, 9:30 am-5:30 pm
Sunday, Closed

Anythink In Motion/Outreach

303-288-2018

Anythink Perl Mack

7611 Hilltop Circle
Denver, CO 80221
303-428-3576
Annette Martinez, Anythink manager
Tues and Thurs, 11 am-7 pm
Wed, Fri and Sat, 9:30 am-5:30 pm
Sunday and Monday, Closed

Anythink Wright Farms

5877 E. 120th Avenue
Thornton, CO 80602
303-405-3200
Rebecca Bowman, Anythink manager
Mon-Thurs, 9:30 am-8:30 pm
Fri and Sat, 9:30 am-5:30 pm
Sunday, 1-5 pm

Anythink York Street

8990 York Street, Ste. A
Thornton, CO 80229
303-405-3234
Juli Wald, Anythink manager
Tues and Thurs, 11 am-7 pm
Wed, Fri and Sat, 9:30 am-5:30 pm
Sunday and Monday, Closed

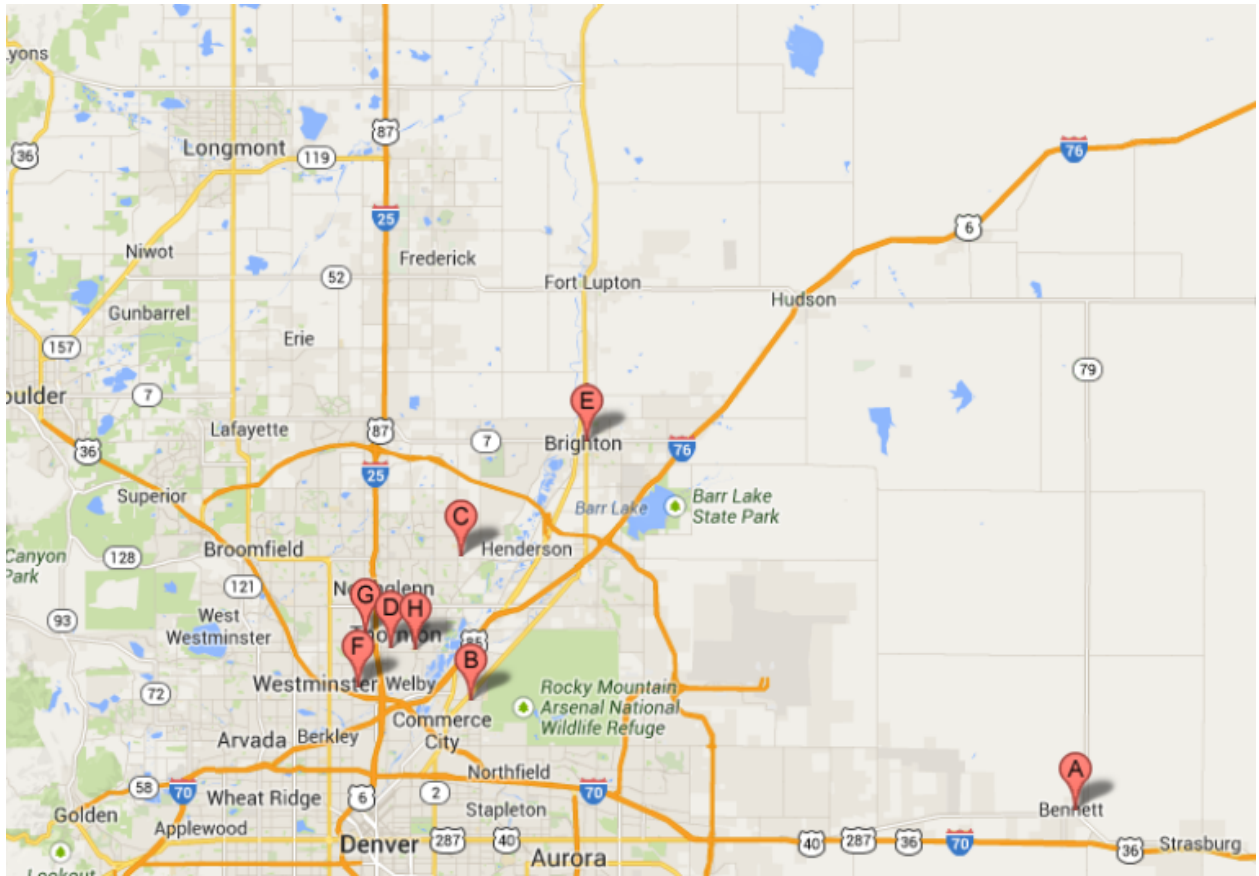
Anythink Administration

5877 E. 120th Ave.
Thornton, CO 80602
303-288-2001
Mon-Fri, 8 am-5 pm

Anythink Support Services at Northglenn

10530 Huron St.
Northglenn, CO 80234
303-288-2001
Mon-Fri, 8 am-5 pm

ANYTHINK LOCATIONS



- | | | |
|---|------------------------|--|
| A | Anythink Bennett | 495 Seventh Street, Bennett, CO 80102 |
| B | Anythink Commerce City | 7185 Monaco Street, Commerce City, CO 80022 |
| C | Anythink Wright Farms | 5877 E. 120 th Avenue, Thornton, CO 80602 |
| D | Anythink Brighton | 327 E. Bridge Street, Brighton, CO 80601 |
| E | Anythink Perl Mack | 7611 Hilltop Circle, Denver, CO 80221 |
| F | Anythink Huron Street | 9417 Huron Street, Thornton, CO 80260 |
| G | Anythink York Street | 8990 York Street, Suite A, Thornton, CO 80229 |

ANYTHINK LIBRARIES

2018-2022 STRATEGIC PLAN



In 2017, Anythink worked directly with Adams County residents through telephone polling, online and in-person surveys, and a series of 23 roundtable discussions. Participants were invited to share their ideas about community, family and aspirations, resulting in more than 20,000 data points collected. The results and ideas from this outreach has informed the library's plans for 2018-2022, the focus of which positions the library as the catalyst for innovation in the Adams County community. This Strategic Plan is currently being implemented as a guide for the organization to grow with its community.

"This strategic plan provides an extraordinary road map for the future of our library and community. It is simultaneously pragmatic and aspirational."

– Pam Sandlian Smith, Anythink Director

MISSION

We open doors for curious minds.

OUR VALUES

We are guided by these shared values in everything we do:

- Compassion for our customers and for each other
- Passion for our product
- Eagerness to learn
- Everyone is creative
- Optimistic attitude – we believe that anything is possible

STRATEGIC INITIATIVES

Anythink builds community by connecting people, organizations and agencies with ideas and each other.

Anythink is a cultural and learning destination for Colorado.

Anythink supports the entrepreneurial spirit of the community.

ANYTHINK 2018-2022 STRATEGIC PLAN

OUR VISION: Anythink is the catalyst for innovation in our community.

COMMUNITY

OUTCOME: *People are happy, healthy and safe.*

STRATEGIC INITIATIVE: Anythink builds community by connecting people, organizations and agencies with ideas and each other.

Anythink as Town Square – Anythink is a place where people come together for civic engagement, social interaction and information. The Anythink Town Square convenes on a district-wide and hyperlocal level, in spaces both physical and online.

CULTURE

OUTCOME: *People are enriched by learning and culture.*

STRATEGIC INITIATIVE: Anythink is a cultural and learning destination for Colorado.

Reimagine Anythink's spaces – As Adams County grows exponentially, Anythink will examine, refine and expand its spaces to support the learning and cultural enrichment of its customers.

Anythink 2.0 – Elevate and expand Anythink experiences, programs, products and services to support 21st century skills – creativity, collaboration, communication and critical thinking – through staff support and strategic partnerships.

CAREER

OUTCOME: *People are prosperous and creative.*

STRATEGIC INITIATIVE: Anythink supports the entrepreneurial spirit of the community.

Support People Development – Anythink is a place where people can experiment, innovate, invent and grow, gaining critical skills to help them live successful, creative lives.

Support Economic Development – Anythink is a place where small businesses and start-ups can access tools, spaces, mentorship and more to help them succeed.

ANYTHINK GENERAL FUND

ANYTHINK/RANGEVIEW LIBRARY DISTRICT GENERAL FUND - REVENUE/EXPENDITURE SUMMARY ADOPTED BUDGET For the Period Ending December 31, 2019

	2017 <u>Audited</u>	2018 <u>Adopted Budget</u>	2019 <u>Adopted Budget</u>
GENERAL FUND BEGINNING BALANCE	14,389,726	14,699,581	14,155,923
REVENUES			
Property Tax	14,401,128	16,970,523	17,406,362
Delinquent Property Tax	33,848	28,000	20,000
Specific Ownership Tax	1,415,634	1,346,651	1,477,896
Fees & Services	194,009	191,900	195,000
Interest on Deposits	198,445	205,000	200,000
Café Revenues	188,198	50,000	120,710
Grants, E-Rate, Misc	73,151	220,700	180,000
Total Revenue	16,504,413	19,012,774	19,599,968
Total funds available	30,894,139	33,712,355	33,755,891
EXPENDITURES			
Personnel			
Salaries and Wages	5,577,758	6,343,869	6,629,758
Contract Employment	-	-	-
Payroll Taxes	425,894	507,510	662,976
Unemployment & Compensation	13,698	15,000	22,695
Employee Benefits	1,237,234	1,396,911	1,440,915
TOTAL PERSONNEL	7,254,584	8,263,290	8,756,344
Professional & Technology Services			
Legal/CPA/Audit	59,300	102,500	85,000
Professional Services	411,096	410,000	525,000
BCR/Cataloging/ILL	5,115	10,500	40,000
Technology Equipment	86,530	408,200	625,000
Technology Maintenance Fees	173,855	160,150	182,160
Technology Hosting Fees	138,062	129,303	262,500
Telecommunications	294,918	320,000	336,500
Website Development	46,821	60,000	60,000
TOTAL PROFESSIONAL & TECHNOLOGY	1,215,697	1,600,653	2,116,160
Facilities, Vehicle & Equipment Expenses			
Building Repairs & Maintenance	131,572	195,000	210,000
Rent & Leases	2,083	5,000	5,000
Utilities	311,434	346,080	350,000
Snow Removal & Ground Maintenance	170,302	242,150	245,000
Janitorial	270,384	284,500	295,000
Equipment Rental (Leases)	124,358	134,636	135,000
Equipment Maintenance and Repair	412	6,000	6,000
Fuel, Gas & Oil	16,342	17,000	18,000
Vehicle & Equip. Repair & Maint.	25,013	21,000	21,000
TOTAL FACILITIES, VEHICLE & EQUIP.	1,051,900	1,251,366	1,285,000

	<u>2017</u> <u>Audited</u>	<u>2018</u> <u>Adopted Budget</u>	<u>2019</u> <u>Adopted Budget</u>
Operations Expense			
Advertising & Marketing	220,910	250,000	250,000
Liability & Property Insurance	102,232	105,000	116,413
Business Meeting and Mileage	37,543	52,000	55,000
Training and Travel	126,608	210,000	195,000
Memberships, Licenses & Fees	27,271	64,000	40,000
Postage & Delivery	19,606	37,250	35,000
Supplies & Non-Consumables	195,434	241,085	225,585
TOTAL OPERATIONS	729,604	959,335	916,998
Library Materials			
Books	801,519	870,680	896,800
Materials Processing Supplies	335,257	385,000	385,000
Non-Print Materials (Audio/Visual)	442,675	546,640	563,039
Downloadable Materials	416,211	525,680	571,450
Electronic Resources and Content	98,128	165,000	165,000
Subscriptions/Publications	34,679	37,000	37,000
TOTAL LIBRARY MATERIALS	2,128,469	2,530,000	2,618,289
Library Services			
Library Programming	32,334	100,000	100,000
Programming Supplies	58,033	60,500	70,000
Studio Programming and Materials	16,305	50,000	40,000
Ditric-wide Programming	0	100,000	50,000
Neighborhood Innovations Projects	0	50,000	50,000
mySummer (Summer Reading)	60,669	105,000	107,000
TOTAL LIBRARY SERVICES	167,341	465,500	417,000
Miscellaneous			
Lease Purchase Interest & Principal	3,026,825	3,023,025	3,011,625
Paying Agent Fees	8,235	9,200	9,300
Treasurer's Fees	216,311	254,558	261,095
TOTAL MISCELLANEOUS	3,251,371	3,286,783	3,282,020
Total Expenditures	15,798,966	18,356,927	19,391,811
Capital Expenses			
Office Furniture & Fixtures	124,112	145,000	145,000
Building Improvements	271,480	40,000	450,000
Strategic Improvements	0	200,000	-
Vehicles & Heavy Equipment	0	50,000	-
Total Capital Expenses	395,592	435,000	595,000
Total Expenditures & Capital Expenses	16,194,558	18,791,927	19,986,811
ENDING BALANCE	17,351,101	14,920,428	13,769,080

JOB POSITIONS

2019

FTR = Full-time regular

PTR = Part-time regular

PT-25 hour = Part-time 25 hours

Administration

Director (FTR)
Administrative Assistant (FTR)
Clerical Support (FTR)

Innovations & Brand Strategy

Director of Innovations & Brand Strategy (FTR)
Creative Lead, Design (FTR)
Creative Lead, Writer (FTR)
Creative Lead, Projects (FTR)
Creative Lead, Curator (FTR)

Human Resources

Human Resources Director (FTR)
HR Generalist (2) (FTR)

Finance

Finance Manager (FTR)
Payables Pro (FTR)
Payable Pro (PTR)

Customer Experience

Director of Customer Experience (FTR)

Products & Technology

Director of Products & Technology (FTR)
IT Manager (FTR)
Systems Admin (FTR)
Help Desk Specialist (FTR)
Help Desk Technician (PTR)
Materials Dispatcher (3) (PTR)
ILL Tech (FTR)
Cataloging Assistant (FTR)

Development

Development Director (FTR)

Facilities

Facilities Manager (FTR)
Building Doctor (3) (FTR)
Library Courier (FTR)
Road Warrior (PTR)

Café

Café Manager (FTR)
Barista (PTR)

Bennett

Anythink Manager (FTR)
Guide (FTR)
Concierge (2) (FTR)
Concierge (3) (PT-25 hours)
Wrangler (1) (PTR)

Brighton

Anythink Manager (FTR)
Guide (5) (FTR)
Concierge (4) (FTR)
Concierge (5) (PT-25 hours)
Wrangler (11) (PTR)

Commerce City

Anythink Manager (FTR)
Guide (3) (FTR)
Concierge (2) (FTR)
Concierge (3) (PT-25 hours)
Wrangler (4) (PTR)
Interns (2) (PTR)

Huron Street

Anythink Manager (FTR)
Guide (4) (FTR)
Concierge (5) (FTR)
Concierge (4) (PT-25 hours)
Wrangler (12) (PTR)

Outreach

Anythinker in Motion (2) (FTR)
Anythinker in Motion (1) (PT-25 hours)

Perl Mack

Anythink Manager (FTR)
Guide (2) (FTR)
Concierge (2) (FTR)
Concierge (2) (PT-25 hours)

Wrangler (2) (PTR)

Wright Farms

Anythink Manager (FTR)
Branch Supervisor (FTR)
Guide (6) (FTR)
Concierge (6) (FTR)
Concierge (11) (PT-25 hours)
Wrangler (16) (PTR)

York Street

Anythink Manager (FTR)
Guide (2) (FTR)
Concierge (5) (PT-25 hours)
Wrangler (3) (PTR)

GENERAL FUND	Audited 2017	Amend Budget 2018	Adopted 2019
BALANCE, Beginning of Year***	14,389,726	14,699,581	14,155,923
Revenue	16,504,413	19,012,774	19,599,968
TRANSFERS FROM CAPITAL			
Total Revenue	16,504,413	19,012,774	19,599,968
Total Expenditures	16,194,558	18,791,927	19,986,811
TRANSFERS TO CAPITAL	0	0	0
BALANCE, End of Year	14,699,581	14,920,428	13,769,080
BALANCE, Restricted*	5,650,182	5,576,554	5,692,587
BALANCE, Available	9,049,399	9,343,874	8,076,493
RESERVES			
Emergency reserve (3% of Revenue less Bond Proceeds)	495,132	570,383	587,999
Operating Reserves	3,655,050	3,506,171	3,604,588
COP's Reserve	-	-	-
Replacement Funds Reserved	500,000	500,000	500,000
Capital Reserve (future projects)	1,000,000	1,000,000	1,000,000
TOTAL RESTRICTED	5,650,182	5,576,554	5,692,587
COMBINED FUND BALANCE, End of Year	14,699,581	14,920,428	13,769,080

CERTIFICATION OF VALUATION BY ADAMS COUNTY ASSESSOR

Patsy Melonakis
ASSESSOR



Assessor's Office
4430 South Adams County Parkway
2nd Floor, Suite C2100
Brighton, CO 80601-8201
PHONE 720.523.6038
FAX 720.523.6037
www.adcogov.org

December 1, 2018

RANGEVIEW LIBRARY DISTRICT
Attn: NAN FISHER
5877 E 120TH AVE
THORNTON CO 80602

To NAN FISHER:

Enclosed is the final 2018 certified value.

This value is subject to change by the State Board of Assessment Appeals and the State Board of Equalization as provided by law.

In accordance with the law, you are directed to certify a mill levy for the year 2018 by December 15, 2018.

Please note: If the mill levy is 0, a DLG form still needs to be returned.

Certification forms should be mailed to: Adams County Finance Department
4430 S. Adams County Pkwy. Ste. C4000A
Brighton, CO 80601

If you are going to fax your form in please fax to : Nancy Duncan: 720-523-6058
Phone: 720-523-6276. Email: MillLevy@adcogov.org

Sincerely,

Patsy Melonakis
Adams County Assessor
PM/cjw

CERTIFICATION OF VALUATION BY ADAMS COUNTY ASSESSOR

Name of Jurisdiction: **002 - RANGEVIEW LIBRARY DISTRICT**

IN ADAMS COUNTY ON 11/28/2018

New Entity: No

USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATIONS (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 2018 IN ADAMS COUNTY, COLORADO

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$4,625,381,080
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: *	\$5,005,812,970
3. LESS TIF DISTRICT INCREMENT, IF ANY:	\$273,995,220
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$4,731,817,750
5. NEW CONSTRUCTION: **	\$225,278,450
6. INCREASED PRODUCTION OF PRODUCING MINES: #	\$0
7. ANNEXATIONS/INCLUSIONS:	\$0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: #	\$0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b) C.R.S.): ##	\$0
10. TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(a) C.R.S.):	\$5,871.67
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a) C.R.S.) AND (39-10-114(1)(a)(I)(B) C.R.S.):	\$36,295.23

* This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec.20(8)(b), Colo.

** New construction is defined as: Taxable real property structures and the personal property connected with the structure.

Jurisdiction must submit respective certifications (Forms DLG 52 AND 52A) to the Division of Local Government in order for the values to be treated as growth in the limit calculation.

Jurisdiction must apply (Forms DLG 52B) to the Division of Local Government before the value can be treated as growth in the limit calculation.

USE FOR 'TABOR' LOCAL GROWTH CALCULATIONS ONLY

IN ACCORDANCE WITH THE PROVISION OF ARTICLE X, SECTION 20, COLO CONST, AND 39-5-121(2)(b), C.R.S. THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2018 IN ADAMS COUNTY, COLORADO ON AUGUST 25, 2018

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: @	\$43,287,877.415
ADDITIONS TO TAXABLE REAL PROPERTY:	
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: !	\$1,298,652,830
3. ANNEXATIONS/INCLUSIONS:	\$0
4. INCREASED MINING PRODUCTION: %	\$0
5. PREVIOUSLY EXEMPT PROPERTY:	\$1,616,792
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	\$14,067,290
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT: (If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.)	\$0
DELETIONS FROM TAXABLE REAL PROPERTY:	
8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	\$1,652,094
9. DISCONNECTIONS/EXCLUSION:	\$0
10. PREVIOUSLY TAXABLE PROPERTY:	\$46,849,803

@ This includes the actual value of all taxable real property plus the actual value of religious, private schools, 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: 1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY:----->

\$0

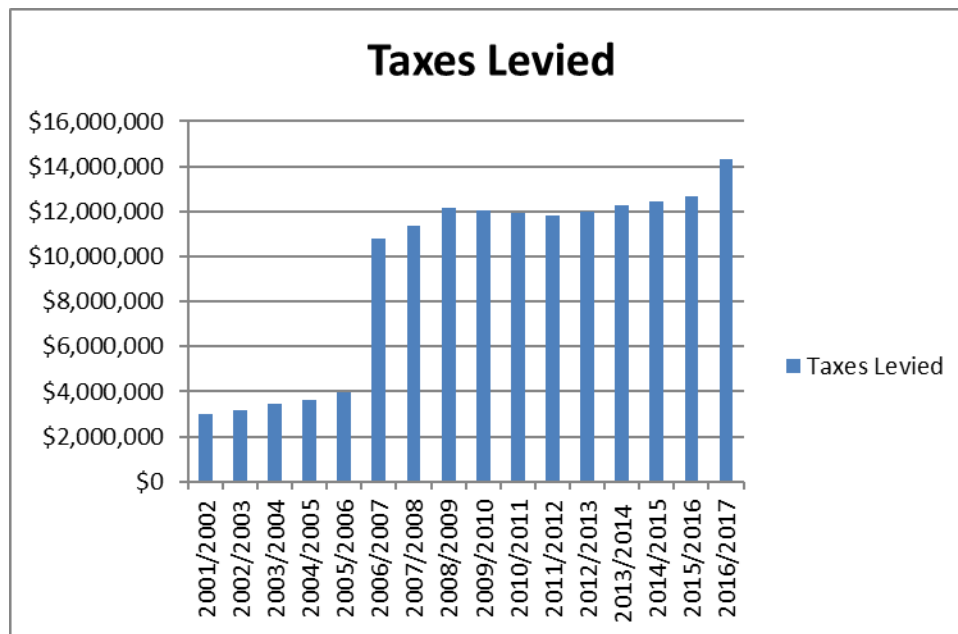
NOTE: All levies must be Certified to the Board of County Commissioners NO LATER THAN DECEMBER 15, 2018

Data Date: 11/28/2018

Property Tax Collections			
Levy/Collection Year	Taxes Levied	Taxes Collected	% of Collections
2001/2002	\$3,031,851	\$2,990,036	98.62%
2002/2003	\$3,201,170	\$3,180,542	99.36%
2003/2004	\$3,482,468	\$3,461,430	99.40%
2004/2005	\$3,641,131	\$3,630,542	99.71%
2005/2006	\$3,948,849	\$3,935,800	99.67%
2006/2007	\$10,785,897	\$10,758,092	99.74%
2007/2008	\$11,341,042	\$11,351,643	100.09%
2008/2009	\$12,138,290	\$12,110,931	99.77%
2009/2010	\$12,063,290	\$12,044,670	99.85%
2010/2011	\$11,951,068	\$11,891,819	99.50%
2011/2012	\$11,829,394	\$11,941,238	100.95%
2012/2013	\$12,005,872	\$11,849,741	98.70%
2013/2014	\$12,288,792	\$12,367,139	100.64%
2014/2015	\$12,443,407	\$12,410,353	99.73%
2015/2016	\$12,666,868	\$12,367,367	97.64%
2016/2017	\$14,312,079	\$14,401,128	100.62%
2017/2018	\$16,970,523	\$16,961,165	99.94%

Mill Levy History	
Levy/Collection Year	% Increase
2001/2002	1.386
2002/2003	1.391
2003/2004	1.387
2004/2005	1.394
2005/2006	1.388
2006/2007	3.659
2007/2008	3.504
2008/2009	3.659
2009/2010	3.659
2010/2011	3.659
2011/2012	3.659
2012/2013	3.659
2013/2014	3.659
2014/2015	3.659
2015/2016	3.659
2016/2017	3.659
2017/2018	3.659

Assessed Valuation			
Levy/Collection Year	Assessed Valuation	Increase	% Increase
2001/2002	\$2,184,330,380		
2002/2003	\$2,301,344,350	\$117,013,969	5.36%
2003/2004	\$2,510,791,260	\$209,446,909	9.10%
2004/2005	\$2,612,001,890	\$101,210,629	4.03%
2005/2006	\$2,845,712,610	\$233,710,719	8.95%
2006/2007	\$2,947,771,890	\$102,059,279	3.59%
2007/2008	\$3,236,598,640	\$288,826,749	9.80%
2008/2009	\$3,317,379,040	\$80,780,399	2.50%
2009/2010	\$3,296,881,800	-\$20,497,241	-0.62%
2010/2011	\$3,259,281,600	-\$37,600,201	-1.14%
2011/2012	\$3,232,958,140	-\$26,323,461	-0.81%
2012/2013	\$3,281,189,640	\$48,231,499	1.49%
2013/2014	\$3,392,435,490	\$111,245,849	3.39%
2014/2015	\$3,484,113,730	\$91,678,239	2.70%
2015/2016	\$3,485,450,370	\$1,336,640	0.04%
2016/2017	\$3,829,901,720	\$344,451,350	9.88%
2017/2018	\$3,911,472,700	\$81,570,980	2.13%
2018/2019	\$4,643,035,309	\$731,562,609	18.70%



CERTIFICATION OF TAX LEVIES FOR NON-SCHOOL GOVERNMENTS

County Tax Entity Code

DOLA LGID/SID 01054

CERTIFICATION OF TAX LEVIES for NON-SCHOOL Governments

TO: County Commissioners¹ of Adams County, Colorado.

On behalf of the Rangeview Library District,
(taxing entity)^A

the Board of Directors,
(governing body)^B

of the Rangeview Library District,
(local government)^C

Hereby officially certifies the following mills to be levied against the taxing entity's GROSS \$ 5,005,812,970 assessed valuation of: (GROSS^D assessed valuation, Line 2 of the Certification of Valuation Form DLG 57^E)

Note: If the assessor certified a NET assessed valuation (AV) different than the GROSS AV due to a Tax Increment Financing (TIF) Area^F the tax levies must be calculated using the NET AV. The taxing entity's total property tax revenue will be derived from the mill levy multiplied against the NET assessed valuation of: \$ 4,731,836,070 (NET^G assessed valuation, Line 4 of the Certification of Valuation Form DLG 57) USE VALUE FROM FINAL CERTIFICATION OF VALUATION PROVIDED BY ASSESSOR NO LATER THAN DECEMBER 10

Submitted: 12/12/2018 for budget/fiscal year 2019
(no later than Dec. 15) (mm/dd/yyyy) (yyyy)

PURPOSE (see end notes for definitions and examples)	LEVY ²	REVENUE ²
1. General Operating Expenses ^H	<u>3.659</u> mills	\$ <u>17,313,788</u>
2. <Minus> Temporary General Property Tax Credit/ Temporary Mill Levy Rate Reduction ^I	< <u> </u> > mills	\$ < <u> </u> >
SUBTOTAL FOR GENERAL OPERATING:	<u>3.659</u> mills	\$ <u>17,313,788</u>
3. General Obligation Bonds and Interest ^J	<u> </u> mills	\$ <u> </u>
4. Contractual Obligations ^K	<u> </u> mills	\$ <u> </u>
5. Capital Expenditures ^L	<u> </u> mills	\$ <u> </u>
6. Refunds/Abatements ^M	<u>0.007</u> mills	\$ <u>33,123</u>
7. Other ^N (specify): <u> </u>	<u> </u> mills	\$ <u> </u>
	<u> </u> mills	\$ <u> </u>
TOTAL: [Sum of General Operating Subtotal and Lines 3 to 7]	<u>3.666</u> mills	\$ <u>17,346,911</u>

Contact person: (print) Elizabeth Dauer Daytime phone: (303) 770-2700
Signed: [Signature] Title: Attorney Reg.# 43606

Include one copy of this tax entity's completed form when filing the local government's budget by January 31st, per 29-1-113 C.R.S., with the Division of Local Government (DLG), Room 521, 1313 Sherman Street, Denver, CO 80203. Questions? Call DLG at (303) 864-7720.

¹ If the taxing entity's boundaries include more than one county, you must certify the levies to each county. Use a separate form for each county and certify the same levies uniformly to each county per Article X, Section 3 of the Colorado Constitution.

² Levies must be rounded to three decimal places and revenue must be calculated from the total NET assessed valuation (Line 4 of Form DLG57 on the County Assessor's FINAL certification of valuation).

CERTIFIED COPY OF RESOLUTION TO ADOPT BUDGET AND APPROPRIATE FUNDS FOR YEAR 2018

RANGEVIEW LIBRARY DISTRICT BOARD OF TRUSTEES

CERTIFIED COPY OF RESOLUTION TO ADOPT BUDGET AND APPROPRIATE FUNDS FOR YEAR 2019

STATE OF COLORADO)
) ss.
COUNTY OF ADAMS)

The Board of Trustees of the Rangeview Library District, Adams County, Colorado held a regular meeting at the Anythink Wright Farms Library, 5877 East 120th Ave, Thornton, CO 80602 on Wednesday, November 21, 2018, at the hour of 5:00 p.m.

The following members of the Board of Trustees were present:

Trustee:	Andrew Southard
Trustee:	Yadira Caraveo
President:	Lynne Fox
Vice President:	Linda Wisniewski
Secretary:	Suzanne Brundage

Counsel reported that, prior to the meeting, each of the Trustees were notified of the date, time and place of this meeting and the purpose for which it was called. Counsel further reported that this meeting is a regular meeting of the Board of Trustees of the District and that a Notice of Regular Meeting was posted at least three places within the boundaries of the District and at the Adams County Administration Building in Brighton, Colorado, and to the best of Counsel's knowledge, remains posted to the date of this meeting. A copy of the published Notice as to Amended 2018 Budget and Proposed 2019 Budget, as shown below, and is incorporated into these proceedings.

{00375735 2}

**NOTICE OF PUBLIC HEARING AS TO AMENDED 2018 BUDGET
AND PROPOSED 2019 BUDGET**

NOTICE IS HEREBY GIVEN that a proposed 2019 budget has been submitted to the **RANGEVIEW LIBRARY DISTRICT** for the fiscal year 2019. A copy of such proposed budget has been filed in the office of the District Finance Director, located at 5877 East 120th Avenue, in Thornton, Colorado, where same is open for public inspection. Such proposed budget will be considered at a regular meeting of the Rangeview Library District to be held at 5:00 p.m. on Wednesday, November 21, 2018. If necessary, an amended 2018 budget will be filed in the office of the District Finance Director and open for public inspection for consideration at the regular meeting. The meeting will be held at the Anythink Wright Farms Library, located at 5877 East 120th Avenue, Thornton, Colorado. Any interested elector within the Rangeview Library District may inspect the amended and proposed budgets and file or register any objections at any time prior to the final adoption of the amended 2018 budget and proposed 2019 budget.

BY ORDER OF THE BOARD OF TRUSTEES:
RANGEVIEW LIBRARY DISTRICT

By: /s/ SETER & VANDER WALL, P.C.
Attorneys for the District

Publish in: *Northglenn/Thornton Sentinel*
Publish on: Thursday, November 15, 2018

{00375735 2}

Thereupon, Trustee Southard introduced and moved the adoption of the following Resolution:

RESOLUTION

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET, LEVYING PROPERTY TAXES FOR COLLECTION IN THE YEAR 2019 TO HELP DEFRAID THE COSTS OF GOVERNMENT, AND APPROPRIATING SUMS OF MONEY TO EACH FUND IN THE AMOUNTS AND FOR THE PURPOSES SET FORTH HEREIN FOR THE RANGEVIEW LIBRARY DISTRICT, ADAMS COUNTY, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2019, AND ENDING ON THE LAST DAY OF DECEMBER, 2019.

WHEREAS, the Board of Trustees of the Rangeview Library District has authorized its budget officer to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, the proposed budget has been submitted to the Board of Trustees of the District for its consideration; and

WHEREAS, upon due and proper notice, published in accordance with law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 21, 2018, and interested electors were given the opportunity to file or register any objections to the proposed budget; and

WHEREAS, the budget being adopted by the Board has been prepared based on the best information available to the Board regarding the effects of Article X, Section 20 of the Colorado Constitution; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

{00375735 2}

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE RANGEVIEW LIBRARY DISTRICT OF ADAMS COUNTY, COLORADO:

Section 1. Summary of 2019 Revenues and 2019 Expenditures. That the estimated revenues and expenditures for each fund for fiscal year 2019, as more specifically set forth in the budget attached hereto, are accepted and approved.

Section 2. Adoption of Budget. That the budget as submitted, amended and attached hereto and incorporated herein is approved and adopted as the budget of the Rangeview Library District for fiscal year 2019.

Section 3. Levy of General Property Taxes. That the foregoing budget indicated that the amount of money necessary to balance the budget for the General Fund for operating expenses from property tax revenue is \$17,406,362 and that the 2018 valuation for assessment, as certified by the Adams County Assessor, is \$4,757,136,352. That for the purposes of meeting all general operating expenses of the District during the 2019 budget year, there is hereby levied a tax of 3.659 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2018.

Section 4. Levy of Debt Retirement Expenses. That the foregoing budget indicated that the amount of money necessary to balance the budget for the Debt Service Fund for debt retirement expense from property tax revenue is \$0 and that the 2018 valuation for assessment, as certified by the Adams County Assessor, is \$4,757,136,352. That for the purposes of meeting all debt retirement expenses of the District during the 2019 budget year, there is hereby levied a tax of 0.000 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2018.

Section 5. Certification to County Commissioners. That the Secretary of the District, or its designee, is hereby authorized and directed to immediately cause to have certified to the County Commissioners of Adams County, the mill levy for the District hereinabove determined and set forth on the Certification of Tax Levies for Non-School Governments attached hereto.

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Section 6. Budget Certification. That the budget shall be certified by the Secretary or Acting Secretary of the District, and made a part of the public records of the Rangeview Library District.

The foregoing Resolution was seconded by Trustee Caraveo.

RESOLUTION APPROVED AND ADOPTED THIS 21ST DAY OF NOVEMBER,
2018.

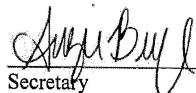
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STATE OF COLORADO
COUNTY OF ADAMS
RANGEVIEW LIBRARY DISTRICT

I, Suzanne Burdick, hereby certify that I am a Trustee and the duly elected and qualified Secretary or Acting Secretary of the Rangeview Library District, and that the foregoing constitute a true and correct copy of the record of proceedings of the Board of Trustees of said District, adopted at a meeting of the Board of Trustees of the Rangeview Library District held on Wednesday, November 21, 2018, at the Anythink Wright Farms Library, located at 5877 East 120th Ave, in Adams County, Thornton, Colorado, as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the budget hearing for fiscal year 2018; that said proceedings were duly had and taken; that the meeting was duly held; and that the persons were present at the meeting as therein shown.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 21st day of November, 2018.

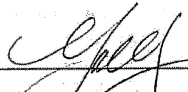

Secretary

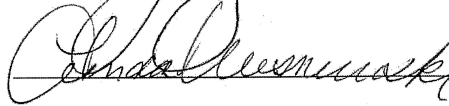
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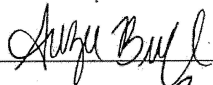
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ACKNOWLEDGEMENT OF NOTICE AND
APPROVAL OF RECORD OF PROCEEDINGS

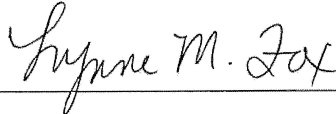
We, the undersigned members of the Board of Trustees of the Rangeview Library District, of Adams County, Colorado, do hereby acknowledge receipt of proper notice of the meeting of the Board held Wednesday, November 21, 2018, at 5:00 p.m., at the Anythink Wright Farms Library located at 5877 East 120th Ave, in Thornton, Colorado, informing of the date, time and place of the meeting and the purpose for which it was called, and we do hereby approve said record of proceedings and the actions taken by the Board as stated therein.











DEBT AND LEASE OBLIGATIONS

Debt Obligations

During 2007, Anythink began planning and construction of multiple new library buildings. In 2008, to finance the construction, \$43,847,800 in Certificates of Participation were executed and delivered by a Special Purpose Trust.

In 2015, the District refinanced the outstanding Certificates of Participation and applied the escrow reserve payment of \$3,244,998 to the outstanding debt. The refinance saved \$246,232 in interest. The new debt service will continue thru December 2030.

This lease will be an annually renewable obligation of the district payable solely from Base Rentals and Additional Rentals and will not be a general obligation or other indebtedness of the district or a multiple fiscal year direct or indirect debt or other financial obligation.

Lease Obligations

When appropriate and fiscally prudent, the district's leadership believes in leasing technology equipment. We have found that leasing provides the most up-to-date technologies available for both the library staff and customers. Currently, we have multiple leases for multi-function copiers and a postage machines.

LEASED PROPERTY

Rangeview Library District						
All Components of Leased Property						
Payment Schedule for Series 2015						
<u>Base Rentals Payment Date</u>	<u>Base Rentals Principal Portion</u>	<u>Base Rentals Interest Portion</u>	<u>Total Base Rentals</u>	<u>Series 2008 Remaining - Principal</u>	<u>Series 2008 Interest</u>	<u>Total Payment</u>
June 1, 2019		\$583,312.50	\$583,312.50			\$583,312.50
December 1, 2019	\$1,845,000.00	\$583,312.50	\$2,428,312.50			\$2,428,312.50
June 1, 2020		\$546,412.50	\$546,412.50			\$546,412.50
December 1, 2020	\$1,920,000.00	\$546,412.50	\$2,466,412.50			\$2,466,412.50
June 1, 2021		\$522,415.50	\$522,415.50			\$522,415.50
December 1, 2021	\$1,970,000.00	\$522,415.50	\$2,492,415.50			\$2,492,415.50
June 1, 2022		\$483,012.50	\$483,012.50			\$483,012.50
December 1, 2022	\$2,050,000.00	\$483,012.50	\$2,533,012.50			\$2,533,012.50
June 1, 2023		\$442,012.50	\$442,012.50			\$442,012.50
December 1, 2023	\$2,130,000.00	\$442,012.50	\$2,572,012.50			\$2,572,012.50
June 1, 2024		\$388,762.50	\$388,762.50			\$388,762.50
December 1, 2024	\$2,235,000.00	\$388,762.50	\$2,623,762.50			\$2,623,762.50
June 1, 2025		\$344,062.50	\$344,062.50			\$344,062.50
December 1, 2025	\$2,325,000.00	\$344,062.50	\$2,669,062.50			\$2,669,062.50
June 1, 2026		\$285,937.50	\$285,937.50			\$285,937.50
December 1, 2026	\$2,445,000.00	\$285,937.50	\$2,730,937.50			\$2,730,937.50
June 1, 2027		\$249,262.50	\$249,262.50			\$249,262.50
December 1, 2027	\$2,515,000.00	\$249,262.50	\$2,764,262.50			\$2,764,262.50
June 1, 2028		\$186,387.50	\$186,387.50			\$186,387.50
December 1, 2028	\$2,640,000.00	\$186,387.50	\$2,826,387.50			\$2,826,387.50
June 1, 2029		\$120,387.50	\$120,387.50			\$120,387.50
December 1, 2029	\$2,775,000.00	\$120,387.50	\$2,895,387.50			\$2,895,387.50
June 1, 2030		\$51,012.50	\$51,012.50			\$51,012.50
December 1, 2030	\$2,915,000.00	\$51,012.50	\$2,966,012.50			\$2,966,012.50
	\$27,765,000.00	\$8,405,956.00	\$36,170,956.00	\$ -	\$0.00	\$36,170,956.00