

ANYTHINK LIBRARIES

# 2022 ANNUAL BUDGET AND 2018-2022 STRATEGIC PLAN

*Prepared by Nan Fisher  
Finance Manager  
January 31, 2022*



Anythink Libraries  
Finance Office  
5877 East 120<sup>th</sup> Avenue  
Thornton, Colorado 80602

## 2022 ANNUAL BUDGET AND 2018-2022 STRATEGIC PLAN

### **Board of Trustees**

Lynne Fox, President  
Suzanne Brundage, Secretary  
Yadira Caraveo, Trustee  
Andrew Southard, Trustee  
Gretchen Lapham, Trustee

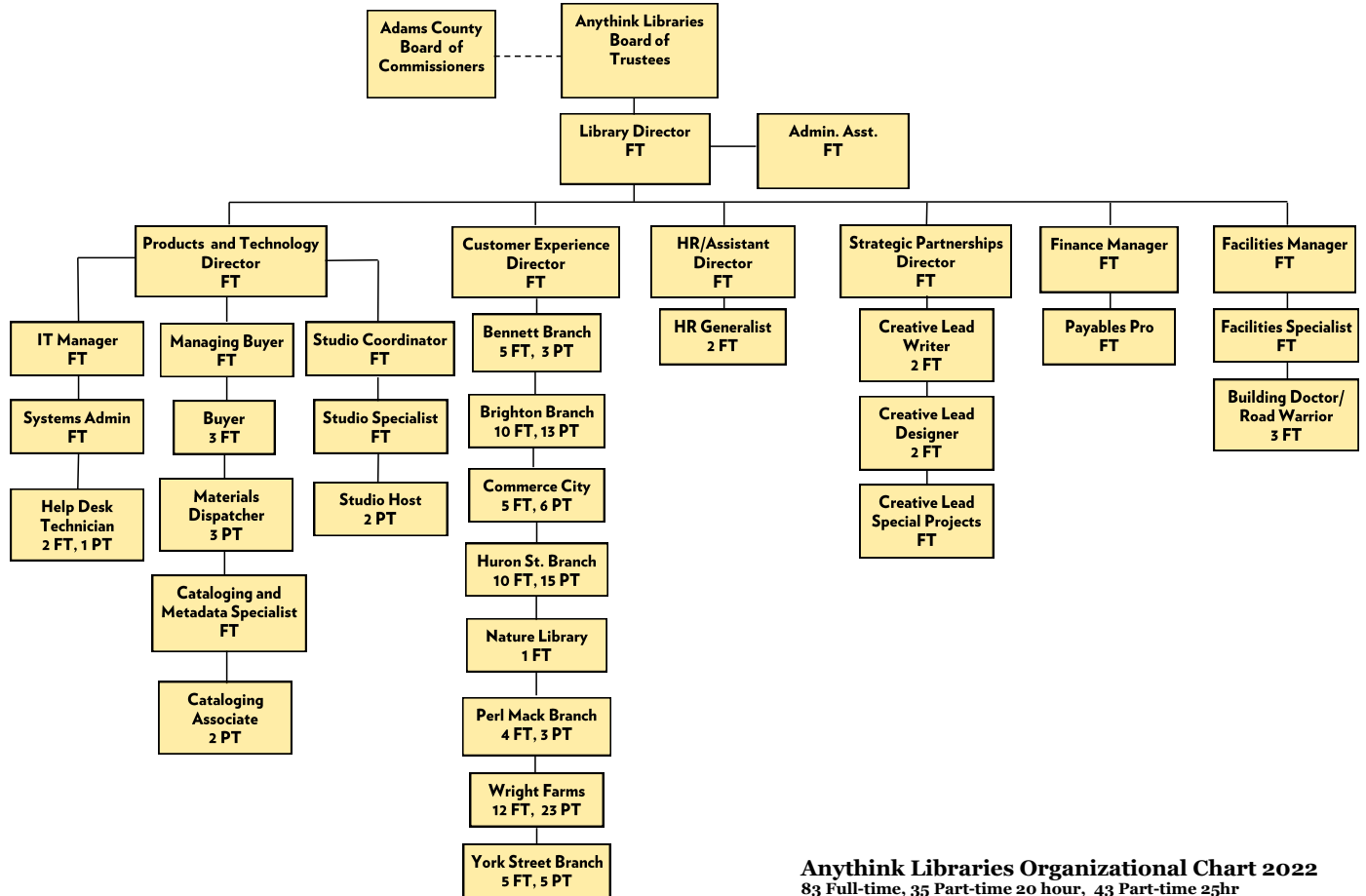
### **Administrative Staff**

Pam Sandlian-Smith, Library Director  
Susan Dobbs, Assistant Director  
Suzanne McGowan, Director of Customer Experience  
Stacie Ledden, Director of Strategic Partnerships  
Logan Macdonald, Director of Products and Technology  
Doug Squires, Facilities Manager  
Nan Fisher, Finance Manager

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# ANYTHINK ORGANIZATIONAL CHART





# LETTER TO THE CITIZENS OF ADAMS COUNTY, BOARD OF TRUSTEES AND LIBRARY DIRECTOR

Jan. 18, 2022

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

As Finance Manager, I am honored to present the 2022 Annual Budget and 2018-2022 Strategic Plan on behalf of the residents of Adams County. The 2022 Annual Budget has been prepared in compliance with the Colorado Budget Laws and in accordance with the policies, procedures and direction of the Anythink Libraries Board of Trustees, Library Director and administrative staff. The district's mission statement, strategic plan, operating plan and financial projections were incorporated into a sustainable financial plan, allocating our resources efficiently and effectively.

The General Fund is the only active fund in 2022. 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, explain how the strategic plan guides budget decisions, and describes the challenges and opportunities that lie ahead in designing future budgets.

Questions and comments are welcome.

Respectfully submitted,

Nan Fisher  
Finance Manager  
Anythink Libraries

## CHALLENGES AND OPPORTUNITIES FOR 2022 AND BEYOND

As we look ahead to 2022, Anythink is faced with many of the same challenges that other organizations worldwide are facing. The organization also has some exciting opportunities to meet the needs of our changing community. There is instability caused by the pandemic, and Anythinkers must continue to utilize their adaptability skills. Hours are still limited compared to pre-pandemic offerings. Like many organizations, Anythink has experienced much turnover of staff as people move closer to families, re-evaluate their careers and make significant life changes.

Resilience is the library's focus for 2022. How can we support our staff and community to be resilient in this time of transition, when the future is so unsure? How can we also be a more inclusive and equitable organization? Anythink leadership will be working with staff, experts and others to help answer these questions as we define a new path ahead.

The Anythink Board of Trustees has approved the refinancing of the library's current debt to help fund two new libraries. Both libraries are in partnership with the City of Thornton. Anythink will be building a library in conjunction with the new Thornton Community Center in south Thornton. This collaboration creates a community gathering space that leverages the strengths of both Anythink and the Thornton Parks and Recreation Department in one of the oldest and most underserved parts of the city. The current Anythink York Street location will move to this location to help make library services more accessible to south Thornton residents.

Anythink is also working with the City of Thornton to build a new library on the Aylor Open Lands property at 136<sup>th</sup> and Quebec in north Thornton. This 139-acre parcel has natural prairie terrain and 360-degree views of the mountains, Denver skyline, DIA and the Eastern Plains. The 2019 site selection committee, which consisted of library trustees and advisors, made this location a priority for the district based on the partnership, location and rich possibilities within the open lands. Inspired by this unique site, the library will be focused on nature learning, environmental stewardship and community well-being. It will be seamlessly incorporated with the natural learning environments designed in collaboration with the City of Thornton across the whole site.

## 2021 STRATEGIC PLANNING WORK/ACCOMPLISHMENTS

“I am flexible” is one of Anythink’s 13 core competencies, and 2021 put those flexibility skills to the test.

### **COMMUNITY**

**Crisis Response** – Continued offering important resources and partnerships to meet community needs in response to the pandemic.

**Internal and External Coronavirus Communications** – Communicated regularly with staff and customers about how the coronavirus impacts library services and offerings, including changes in hours, programming, etc.

**Library Reopening** – Reopened the library again after the winter shutdown and brought back/expanded services as possible.

**Anythink’s Equity Journey** – Held a February all-staff training focused on EDI and began conversations and planning with staff and leadership on Anythink’s journey to be a more inclusive and equitable organization.

**Farmer’s Markets** – Markets were once again held at Anythink Huron Street and Anythink Wright Farms in partnership with the American Heart Association, City of Thornton and Tri-County Health Department

**Resource Distribution** – In partnership with Adams County Government, Anythink Wright Farms and Anythink Bennett became drive-thru locations for important resources like non-perishable foods, diapers and period products.

**Civic Saturday** – Two virtual Civic Saturdays were hosted in 2021, creating a space for people to gather online and discuss community issues important to them.

**Yellow Geckos Initiatives** – Anythink’s staff engagement committee continued to find fun ways for staff to connect both virtually and in person.

**Anythink Commerce City Bike Lending Project** – Anythink Commerce City launched a bike checkout program to help combat transportation issues and offer a fun, environmentally friendly way for community members to get around town. Thirty bikes are now available for checkout at that location.

**Renew Community Wellness Experience** – This district-wide program focused on community wellbeing through programs on wellness, mindfulness, exercise and nutrition. An app helped participants connect with each other and log their wellness journey. A capstone event was hosted at Anythink Wright Farms with a presentation and cooking demonstration from writer and former Top Chef contestant Kwame Onwuachi.

**Research Subcommittee** – A research subcommittee was formed with members of the Board of Trustees, library advisors and Anythink administrative team to discuss the viability of refinancing the district’s debt to build new libraries.

## CULTURE

**mySummer with Jayson Fann** – Partnered with world-renowned artist Jayson Fann to bring his spirit nests to Anythink. mySummer was inspired by nature, outdoor healing, and wonder, and Fann’s artworks, community engagement and workshops helped provide these opportunities for our community.

**BMoCA at Anythink Fall Artist Showcase** – Anythink partnered with the Boulder Museum of Contemporary Art to bring three artists to the libraries this past fall. Funded by SCFD and the Anythink Foundation, each artist worked closely with the branch’s community to create installations that were reflective of the people who live nearby.

**Anythink Backyard Concert Series** – The Anythink Foundation hosted its 9<sup>th</sup> year of backyard concerts at Anythink Wright Farms with in-person performances by The Reminders, SuperMagick and Bison Bone.

**Anythink Box** – Inspired by the need to continue literacy learning while kids are home during the pandemic, the library launched the Anythink Box project. Books are curated by Anythink staff and mailed directly to the homes of children ages 5-12 to help spread the joy of reading.

**Return of In-Person Programming** – In 2021, after months of virtual programming, the library returned to hosting in person.

## CAREER

**Expanded online resources** – Additional resources added to the library’s offerings that help job seekers and entrepreneurs get ahead. Resources like O’Reilly for Public Libraries offer over 30,000 hours of videos, case studies and expert playlists for those interested in exploring the topics of technology and business.

**Studio Renovation and Reopening** – The Studio at Anythink underwent renovations to help with air circulation in the space and allow for additional tools in the space. During their down time, they focused on quality virtual programming and kits with tools that circulated to branches throughout the district.

**Career Taskforce** – A small group of Anythinkers from across the district are working together with the library director to discuss how the library can better meet the needs of our business community.

## BUDGET OVERVIEW

The estimated total revenue for 2022 is \$27,000,376, and \$24,880,097 is appropriated for library expenditures in the General Fund.

Statistics demonstrate that although Anythink remains on the low end of local revenue per capita, as well as expenditures per capita for library service areas (LSA) in Colorado, the organization continues to meet the ever-changing needs of the Adams County community.

## REVENUE PER CAPITA

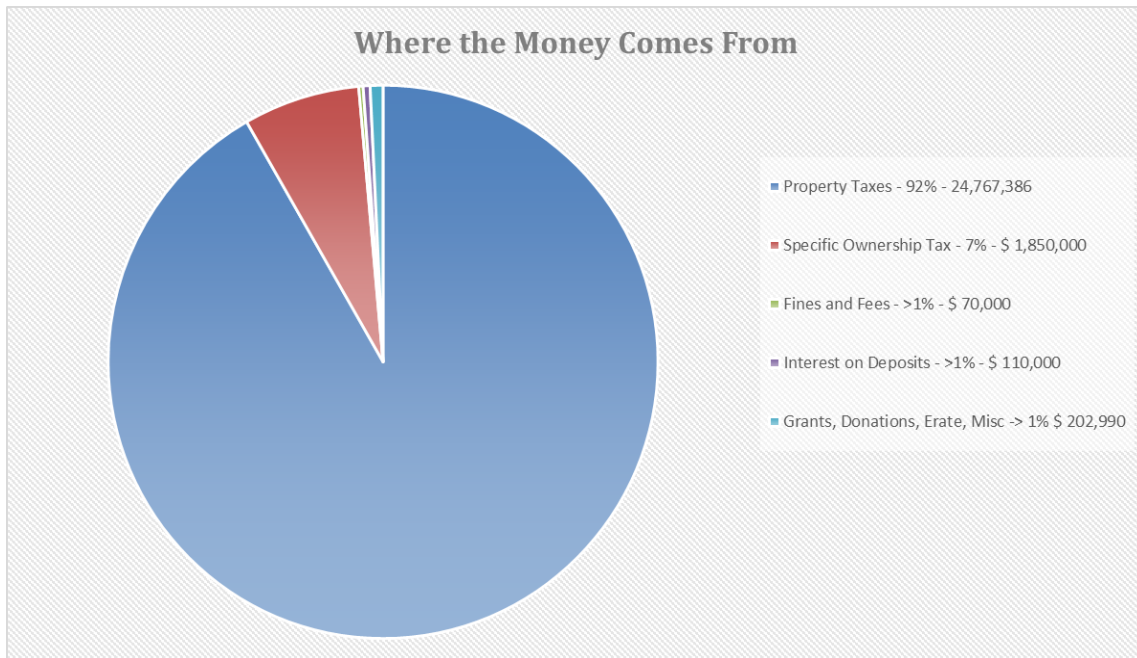
	2020		Total Revenue
Library	LSA Population	Local Revenue per Capita	
ARAPAHOE LIBRARY DISTRICT	270,550	\$ 152.79	41,337,750
HIGH PLAINS LIBRARY DISTRICT	302,022	\$ 150.77	45,535,938
DOUGLAS COUNTY LIBRARIES	351,528	\$ 82.42	28,971,244
JEFFERSON COUNTY PUBLIC LIBRARY	583,081	\$ 76.40	44,550,056
PUEBLO CITY - COUNTY LIBRARY DISTRICT	168,110	\$ 69.90	11,751,272
DENVER PUBLIC LIBRARY	729,239	\$ 66.47	48,470,392
RANGEVIEW LIBRARY DISTRICT	399,594	\$ 53.75	21,477,914
POUDRE RIVER PUBLIC LIBRARY DISTRICT	207,967	\$ 52.07	10,828,707
PIKES PEAK LIBRARY DISTRICT	669,874	\$ 44.93	30,095,829
WESTMINSTER PUBLIC LIBRARY	113,191	\$ 29.45	3,333,749
AURORA PUBLIC LIBRARY	379,859	\$ 15.38	5,843,709

## EXPENDITURES PER CAPITA

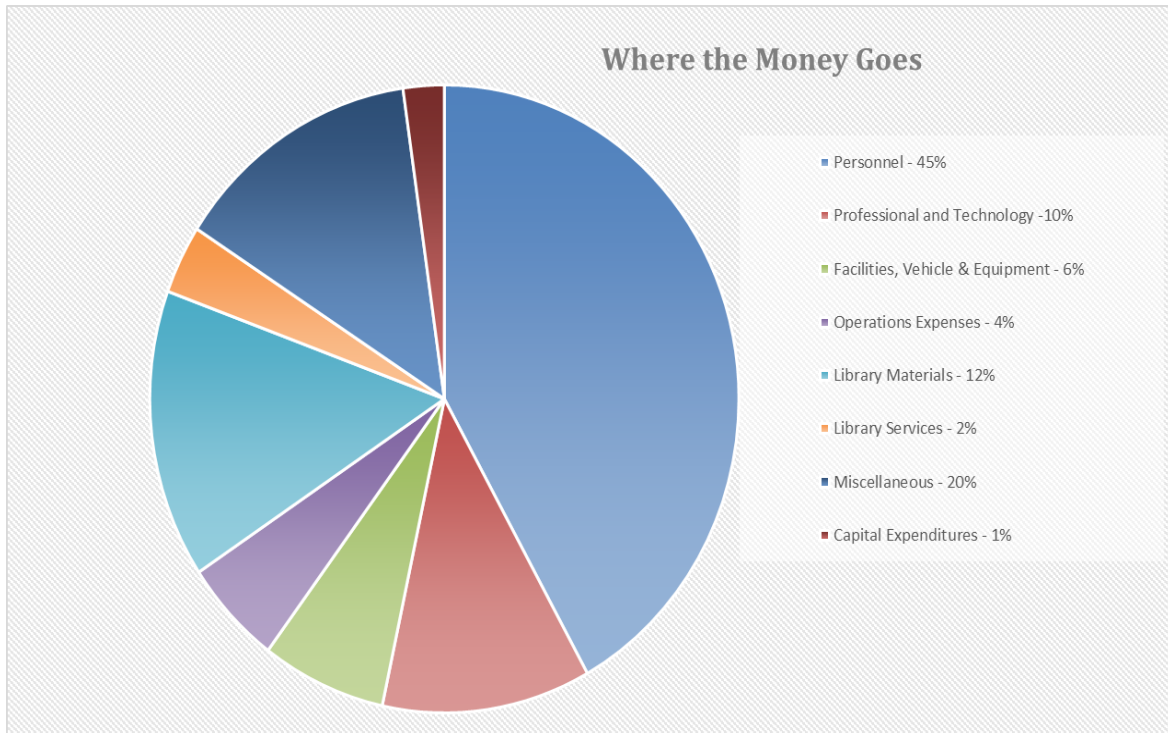
Library	LSA Population	Local Expenditures per Capita	Total Expenses
ARAPAHOE LIBRARY DISTRICT	270,550	114.31	30,927,384
DENVER PUBLIC LIBRARY	729,239	69.39	50,600,176
DOUGLAS COUNTY LIBRARIES	351,528	67.22	23,628,697
HIGH PLAINS LIBRARY DISTRICT	302,022	63.37	19,137,843
PUEBLO CITY - COUNTY LIBRARY DISTRICT	168,110	58.70	9,867,963
JEFFERSON COUNTY PUBLIC LIBRARY	583,081	56.60	33,000,812
PIKES PEAK LIBRARY DISTRICT	669,874	46.90	31,416,761
POUDRE RIVER PUBLIC LIBRARY DISTRICT	207,967	46.58	9,687,167
RANGEVIEW LIBRARY DISTRICT	399,594	39.38	15,737,921
WESTMINSTER PUBLIC LIBRARY	113,191	33.92	3,839,769
AURORA PUBLIC LIBRARY	379,859	14.88	5,652,126

The graphs below illustrate sources and uses of the above funds. Revenues are generated from property taxes, specific ownership taxes, fees, interest, and grants, gifts and miscellaneous funds. 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 – \$27,000,376



## EXPENDITURES – \$24,880,097



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	\$7,064,409,000
Less TIF (tax incremental financing)	\$354,626,930
Current year’s net total taxable assessed value	\$6,709,782,070

Property tax receipts are calculated by taking the total assessed valuation multiplied by the mill rate (3.659) and dividing by 1,000:

\$ 6,709,782,070 x 3.659 divided by 1,000 =	\$24,551,093
Added Abatement from 2021	\$201,293

The table below 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	\$5,869,886,310	\$1,226,851,001	26.42%
2020/2021	\$6,185,469,180	\$315,582,870	5.38%
2021/2022	\$6,709,782,070	\$524,312,890	8.48%

Revenues for 2022 total \$27,000,376. This is an increase of \$2,137,592 over budgeted revenues for 2021. Appropriations for operations (including lease purchase interest and principal) for 2022 are \$24,880,097. This is an increase of \$686,830 over 2021.



## EXPENDITURES

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

Personnel expenses for 2022 are \$ 10,431,299, compared to \$ 10,599,226 in 2021. The personnel budget decreased by 1.6% due to coronavirus and the library's current reduction in hours. A 4% increase in salaries is budgeted for merit increases and state minimum wage increase by \$ 0.24 per hour. Employees could receive an actual merit salary increase of 0-5% of their base salary. The percent of merit increase is based on the employee's performance evaluation.

Health insurance premiums did not increase for 2022.

Employees' shared costs of benefits did not increase for 2022.

**PROFESSIONAL & TECHNOLOGY SERVICES** – In order to provide the best tools for customers and operate as an innovative 21<sup>st</sup> century library, Anythink continues to expand technology development. Professional and technology expenditures include legal and audit, professional services, cataloging and interlibrary loan (ILL) fees, technology equipment, technology maintenance fees, telecommunications and website development.

Legal and audit expenses increased by \$25,000 for 2022 due to legal review of IGA with City of Thornton.

Professional services expenses increased by \$410,500. This amount is budgeted for reviews, surveys and construction consultation associated with the two new library building projects in Thornton.

Expenditures for cataloging and ILL resources did not increase for 2022 due to more demand from Prospector.

Technology equipment (computers and software) expenses decreased by \$515,550 because computers were replaced in 2021.

Telecommunications expenses increased by \$50,000 due to more demand for mobile hot spots.

**FACILITIES, VEHICLE & EQUIPMENT** – Anythink serves the residents of Adams County with its seven branch locations and Anythink in Motion, the district's bookmobile. Our facilities are inspiring spaces that invite customers to explore and create. The facilities require regular maintenance and exceptional care to remain beautiful, welcoming and vibrant places for the community, staff, trustees, partners and other stakeholders. Facilities, vehicle and equipment expenditures include building repair and maintenance, rent and leases, utilities, snow removal, grounds maintenance, janitorial services, equipment rental and leases, equipment maintenance and repair, fuel, gas and oil, and vehicle repair and maintenance.

Building repair and maintenance costs increased by \$30,000 for 2022 as building maintenance costs trend upward when the buildings approach 10 years or older.

Utilities increased slightly due to higher natural gas prices.

The snow removal contract increased by 5%. Grounds maintenance budget increased by \$160,000. This amount is allocated to the installation of a pollinator garden at Anythink Wright Farms.

Janitorial services budget increased by 20% due to the minimum wage increase with the cleaning contract, Kleen-Tech, and additional deep cleans performed quarterly.

Equipment rental (leases for copier, printer, fax and scanning equipment) did not increase for 2022.

Equipment maintenance and repair increased slightly.

Fuel, gas and oil budget increased by \$4,000 in 2022 due to higher gas prices.

Vehicle and equipment repair and maintenance increased by \$20,000 for repairs to the Anythink Bookmobile.

**OPERATIONS** – Through operations efforts, Anythink informs the community about offerings, and provides top-notch training and experiences for staff. 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 increased by \$50,000 for an external marketing opportunity with the new N Line in 2022.

Liability and property insurance increased by \$41,000 for higher coverage on the existing buildings due to cost of new construction. The travel and training budget increased by \$25,000 for staff to attend more conferences and training events, including the Public Library Association Conference. Membership costs increased due to a new partnership with Rocky Mountain Partnership. The postage and delivery budget increased by \$90,000 due to increased postage prices. Also, more materials are being sent through the mail to our customers due to coronavirus.

**LIBRARY MATERIALS** – Anythink is committed to providing access to high-demand, cutting-edge materials, technology, media, resources and services. Library materials expenditures include 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, did not increase in 2022 and remains \$3.7 million. Supply chain issues caused delays in book publication due to shortages of paper and cardboard.

**LIBRARY SERVICES** – From mySummer to district-wide programming like last year's Renew Community Wellness Experience, these initiatives provide opportunities for individuals of all ages to learn, explore and grow.

Library services expenditures include library programming, programming supplies and mySummer.

The library programming budget increased by 2% in 2022 to add additional programs, enhance programs at The Studio and fund district-wide initiatives.

**MISCELLANEOUS** – Miscellaneous expenditures include expenses related to lease-purchase principal and interest, and treasurer’s fees. The debt service payment did not increase in 2022. The treasurer’s fees correlate with the property taxes and increased by 8%.

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

The total budget of \$300,000 will be allocated to items that need to be replaced. These items are listed in the 2019 audit prepared by Humphries Poli.

The budget for office furniture did not increase in 2022. The budget for building improvements increased by \$100, 000.

## 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. 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 RLD 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 RLD 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, 2021), 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:

1. Proposed expenditures must be shown for administration, operations, maintenance, debt service, and capital projects to be undertaken or executed during the year.
2. Anticipated revenue must be set forth.
3. Estimated beginning and ending fund balances must be shown.

4. 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.

Written budget message must:

1. Describe the important features of the budget
2. Include a statement of the budgetary basis of accounting used in the budget (cash, modified accrual, or encumbrance)
3. Include a description of the services to be delivered during the budget year

Expenditures and revenues must be described with "...explanatory schedules or statements classifying the expenditures by object and the revenues by source."

No deficit spending: No budget shall provide for expenditures in excess of available revenues and beginning fund balances.

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.

Filing the budget: 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 2022 (year) Budget of the Rangeview Library District (Anythink Libraries).*

## **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 table below lists current members of the RLD Board of Trustees, their positions on the Board and the years when their terms expire.

<u>Board Member</u>	<u>Board Position</u>	<u>Term Expires</u>
Lynne Fox	President	Jan. 31, 2025
Suzanne Brundage	Secretary	Jan. 21, 2026
Yadira Caraveo	Trustee	Jan. 20, 2022
Andrew Southard	Trustee	Feb. 1, 2023
Gretchen Lapham	Trustee	Feb. 1, 2024

## BUDGET TIMELINE

<u>DATE</u>	<u>ACTIVITY</u>	<u>PERSONNEL</u>
May 2021	Review current Strategic Plan and Operating Plan; begin evaluation of which 2022 actions will be moving into the 2022 budget year.	Administration and Leadership Team
June 2021	Begin evaluation of preliminary plans for the 2022 budget in relation to the Strategic Plan.	Branch Managers, Supervisors, Administrative Team
July 2021	Deadline for input on district-wide equipment and capital expenditures from Administrative Team. Results will be incorporated into the budget.	Administrative Team
August 2021	Preliminary 2022 budget prepared for Administrative Team review. During review, tie budget expenditures to Strategic Plan.	Administrative Team
September 2021	Revised preliminary 2022 budget presented to Administrative Team for review.	Administrative Team
September 2021	Final presentation to Administrative Team of 2022 budget, including narrative tying to Strategic Plan.	Finance Manager
October 2021	Presentation of 2022 Budget to Finance Committee.	Finance Manager
October 2021	Delivery of draft 2022 budget to Board of Trustees	Finance Manager
November 2021	Official presentation of 2022 budget to the Anythink Board of Trustees at board meeting as part of public hearing of the 2022 budget	Finance Manager
December 2021	Board of Trustees meeting: Adoption and appropriation of the 2022 budget; certification of mill levies. (State law requires that the Board must approve the mill by December 15.)	Finance Manager



## LIBRARY SERVICES

Anythink's collection includes books, audio books, 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](http://anythinklibraries.org), including instant streaming services.

Anythink libraries offer programs for adults, teens and children to showcase their collections and resources. Story hours and an annual summer program for children, teens and adults are designed to engage people in the art of reading.

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  
Tues-Thurs 10 am-6 pm  
Fri and Sat 10 am-5 pm  
Sunday and Monday, Closed

### Anythink Brighton

327 E. Bridge Street  
Brighton, CO 80601  
303-405-3230  
Rebecca Bowman, Anythink manager  
Mon-Thurs, 9 am-7 pm  
Fri and Sat, 9 am-5 pm  
Sunday, Closed

### Anythink Commerce City

7185 Monaco Street  
Commerce City, CO 80022  
303-287-0063  
Ricardo Cárdenas, Anythink manager  
Tues-Thurs 10 am-6 pm  
Fri and Sat 10 am-5 pm  
Sunday and Monday, Closed

### Anythink Huron Street

9417 Huron Street  
Thornton, CO 80260  
303-452-7534  
Daniel Alvarez, Anythink manager  
Mon-Thurs, 9 am-7 pm  
Fri and Sat, 9 am-5 pm  
Sunday, Closed

### Anythink Perl Mack

7611 Hilltop Circle  
Denver, CO 80221  
303-428-3576  
Annette Martinez, Anythink manager  
Tues-Thurs 10 am-6 pm  
Fri and Sat 10 am-5 pm  
Sunday and Monday, Closed

### Anythink Wright Farms

5877 E. 120th Avenue  
Thornton, CO 80602  
303-405-3200  
Michael Hibben, Anythink manager  
Mon-Thurs, 9 am-7 pm  
Fri and Sat, 9 am-5 pm  
Sunday, Closed

### Anythink York Street

8990 York Street, Ste. A  
Thornton, CO 80229  
303-405-3234  
Jakob Seelig, Anythink manager  
Tues-Thurs 10 am-6 pm  
Fri and Sat 10 am-5 pm  
Sunday and Monday, Closed

### Outreach/Anythink in Motion

303-288-2018

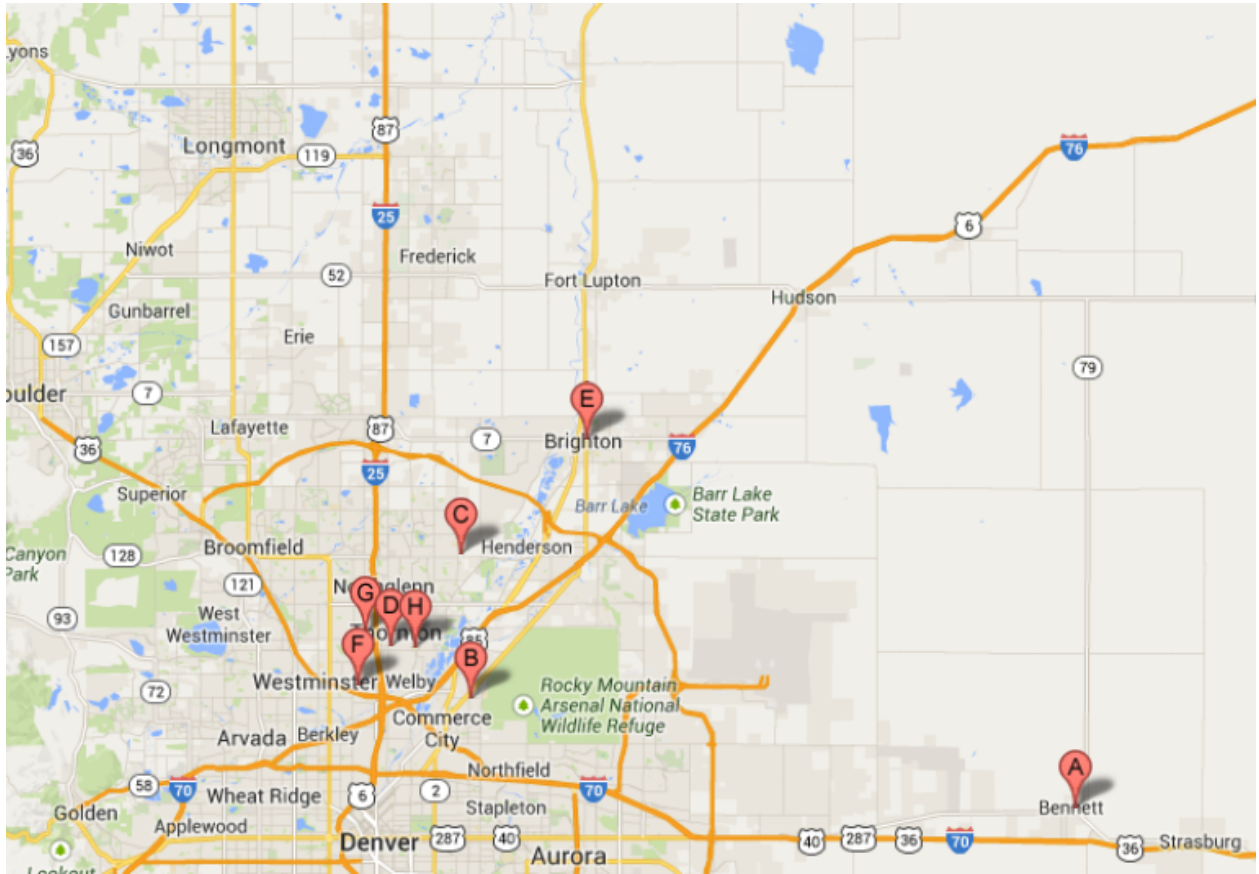
### Anythink Support Services

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

### Anythink Support Services at Northglenn

10530 Huron St.  
Northglenn, CO 80234

## 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 <sup>th</sup> 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



Anythinkers are the heart of our organization. Supporting our staff is a top priority, from growing a culture of optimism to encouraging creativity at every touch point. As Anythink evolves over the next years, we face the next chapter of our adventure. Anythink is growing into a place of learning, experimentation and discovery. The idea of a library is morphing from a place of books to a place where the community connects with information and creates content. This means we are building the Anythink version of a 21<sup>st</sup> century organization:

“Success in today’s society requires information literacy, a spirit of self-reliance, and a strong ability to collaborate, communicate effectively, and solve problems. Combining strengths in traditional learning with robust investment in modern communication infrastructures, libraries and museums are well-equipped to build the skills Americans need in the 21<sup>st</sup> century.” (IMLS 2008)

– 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  
Optimistic attitude – we believe that anything is possible  
Everyone is creative

## STRATEGIC INITIATIVES

Anythink is a Learning Organization  
Anythink is an Experience Library  
We Understand and Collaborate with Our Community  
Creativity and Innovation are Supported By Technology  
Shift Perceptions of Anythink & Libraries

## ANYTHINK STRATEGIC PLAN 2018-2022

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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.

# 2022 REVENUES AND EXPENDITURES SUMMARY

## Rangview Library District General Fund 2022 Final Budget

	2020 Audited	2021 Budget	2021 Projected	2022 Budget	\$ Change 2021 to 2022 Budget	% Change 2021 to Projected 2022 Budget
GENERAL FUND BEGINNING BALANCE	17,573,913	21,767,105	21,767,105	25,809,063		

### REVENUE

Property Tax	21,274,316	22,700,672	22,700,672	24,752,386	2,051,714	9.04%
Int/Penalties Del Taxes	21,746	10,000	30,000	15,000	5,000	50.00%
Specific Ownership Tax	1,689,297	1,565,684	1,534,984	1,850,000	284,316	18.16%
Fines and Fees	59,956	155,000	80,000	70,000	(85,000)	-54.84%
Interest on Deposits	537,078	250,000	150,000	110,000	(140,000)	-56.00%
Grants and Misc	112,439	106,428	88,000	142,990	36,562	34.35%
Erate	-	25,000	25,000	25,000	-	0.00%
Cafe Revenue	19,469	50,000	30,000	35,000	(15,000)	-30.00%
TOTAL REVENUES	23,714,301	24,862,784	24,638,656	27,000,376	2,137,592	8.60%

### EXPENDITURES

#### PERSONNEL

Salaries and Wages	6,897,638	8,012,000	6,985,310	7,886,246	(125,754)	
Payroll Taxes	512,670	801,200	698,531	788,625	(12,575)	
Unemployment and Compensation	34,047	27,964	29,000	30,760	2,796	
Employee Benefits	1,440,372	1,758,062	1,422,366	1,725,668	(32,394)	
TOTAL PERSONNEL	8,884,727	10,599,226	9,135,207	10,431,299	(167,927)	-1.58%

#### PROFESSIONAL & TECHNOLOGY SERVICES

Legal/CPA/Audit	76,521	85,000	84,000	110,000	25,000	
Professional Services	336,408	550,000	250,000	960,500	410,500	
Development Services	-	50,000	50,000	50,000	-	
Cataloging/ILL	78,925	55,000	60,000	60,000	5,000	
Technology Equipment	639,800	920,000	805,000	404,450	(515,550)	
Technology Maintenance Fees	176,612	134,200	182,000	175,000	40,800	
Technology Hosting Fees	122,333	287,170	250,000	350,000	62,830	
Telecommunications	392,983	465,000	465,000	515,000	50,000	
Website Development	38,896	85,000	30,000	225,000	140,000	
TOTAL PROFESSIONAL & TECHNOLOGY SERVICES	1,862,478	2,651,370	2,176,000	2,849,950	218,580	8.31%

% Change 2021  
to Projected

% of Total Budget

43%

11%

FACILITIES, VEHICLE & EQUIPMENT	2020 Audited	2021 Budget	2021 Projected	2022 Budget	\$ Change 2021 to 2022 Budget	% Change 2021 to Projected	% of Total Budget
Building Repairs & Maintenance	136,966	230,000	165,000	260,000	30,000		
Rent & Lease	3,468	5,000	3,760	4,000	(1,000)		
Utilities	319,573	385,000	355,666	390,000	5,000		
Snow Removal & Ground Maint	154,532	195,000	194,000	355,000	160,000		
Janitorial	341,329	451,400	402,000	480,000	28,600		
Equipment Rental (Leases)	120,803	135,000	120,000	140,000	5,000		
Equipment Maintenance and Repair	1,672	7,000	5,000	8,000	1,000		
Fuel, Gas & Oil	10,309	18,000	15,000	22,000	4,000		
Vehicle & Equip. Repair & Maint	25,750	20,000	30,000	40,000	20,000		
	1,114,402	1,446,400	1,290,426	1,699,000	252,600	17.46%	7%
OPERATIONS EXPENSE							
Advertising and Marketing	303,394	350,000	300,000	400,000	50,000		
Liability and Property Insurance	120,539	126,430	126,500	168,037	41,607		
Business Meeting and Mileage	17,200	50,000	20,000	50,000	-		
Training and Travel	103,646	200,000	50,000	225,000	25,000		
Memberships, License & Fees	65,206	60,000	70,000	80,000	20,000		
Postage and Delivery	80,847	60,000	60,000	150,000	90,000		
Products for Sale	(1,055)	5,000	2,000	5,000	-		
Supplies & Non-Consumables	150,139	285,000	128,000	285,000	-		
TOTAL OPERATIONS EXPENSE	839,915	1,136,430	756,500	1,363,037	226,607	19.94%	5%
LIBRARY MATERIALS							
Books	904,197	1,146,473	1,100,000	1,250,000	103,527		
Materials Processing Supplies	153,329	380,000	380,000	360,000	(20,000)		
Non-Print Materials (Audio/Visual)	331,489	694,577	339,930	600,000	(94,577)		
Downloadable Materials	1,051,915	1,063,950	701,000	1,100,000	36,050		
Electronic Resources and Content	183,320	200,000	150,000	200,000	-		
Non-Traditional materials	-	175,000	65,000	150,000	(25,000)		
Subscriptions/Publications	42,871	40,000	40,000	40,000	-		
TOTAL LIBRARY MATERIALS	2,667,121	3,700,000	2,775,930	3,700,000	-	0%	15%
LIBRARY SERVICES							
Library Programming	50,109	175,000	150,000	200,000	25,000		
Programming Supplies	38,826	70,000	50,000	80,000	10,000		
Anythink Video Content	-	60,000	60,000	50,000	(10,000)		
Studio Programming and Materials	40,781	75,000	30,000	125,000	50,000		
District Wide Programming	72,975	270,000	150,000	150,000	(120,000)		
Special Events	-	-	50,000	50,000	50,000		
Staff Lead Initiatives	5,504	65,000	25,000	25,000	(40,000)		
Summer Reading Programs	49,526	150,000	85,000	200,000	50,000		
TOTAL LIBRARY SERVICES	257,721	865,000	600,000	880,000	15,000	2%	4%

	2020 Audited	2021 Budget	2021 Projected	2022 Budget	\$ Change 2021 to 2022 Budget	% Change 2021 to Projected	% of Total Budget
<b>MISCELLANEOUS</b>							
Lease Purchase Interest & Principal	3,011,377	3,014,831	3,012,825	3,016,025	1,194	-	
Paying Agent Fees	4,000	9,500	9,300	9,500	-	-	
Treasurer's Fees	317,739	340,510	340,510	371,286	30,776	30,776	
TOTAL MISCELLANEOUS	3,333,116	3,364,841	3,362,635	3,396,811	31,970	31,970	1%
TOTAL EXPENDITURES	18,959,480	23,743,267	20,096,698	24,320,097	576,830		14%
<b>CAPITAL EXPENSES</b>							
Office Furniture & Fixtures	55,925	200,000	200,000	200,000	-	-	
Sorters - HU, BR, WF and NG	359,267	-	-	-	-	-	
Building Improvements	117,638	200,000	250,000	300,000	100,000	100,000	
Vehicles	28,799	50,000	50,000	60,000	10,000	10,000	
	561,629	450,000	500,000	560,000	110,000	110,000	24%
Total Expenditures	19,521,109	24,193,267	20,596,698	24,880,097			2%
ENDING BALANCE	21,767,105	22,436,622	25,809,063	27,929,342			
<b>Net Fund Change RESERVES</b>							
Emergency Reserves	4,193,192	669,517	4,041,958	2,120,279			
Operating Reserves	599,365	708,987	708,997	738,735			
Capital Reserve (Future Projects)	3,801,225	4,659,473	4,659,473	4,659,473			
Replacement Funds Reserved	1,000,000	1,000,000	1,000,000	1,074,091			
	500,000	500,000	500,000	502,040			
Total Reserved funds	5,900,590	6,868,460	6,868,470	6,974,339			
ENDING FUND BALANCE AVAILABLE	21,767,105	22,436,622	25,809,063	27,929,342			



## FUND BALANCE SUMMARY

<u>Fund</u>	<u>Beginning Fund Balance</u>	<u>Estimated Revenue and</u>	<u>Appropriations</u>	<u>Ending Fund Balance</u>
	<u>12/31/2021</u>	<u>Transfers In</u>	<u>(Expenditures) and Transfers</u> <u>Out</u>	
General	\$ 25,809,063	\$ 27,000,376	\$ 24,880,097	\$ 27,929,342
Capital Projects	\$ -	\$ -		\$ -
Total All Funds	\$ 25,809,063	\$ 27,000,376	\$ 24,880,097	\$ 27,929,342
Excluded Transfers	\$ -	\$ -	\$ -	\$ -
Net Total All Funds	\$ 25,809,063	\$ 27,000,376	\$ 24,880,097	\$ 27,929,342

## 10-YEAR FINANCIAL PROJECTIONS

**RANGEVIEW LIBRARY DISTRICT  
GENERAL FUND - REVENUE/EXPENDITURE BUDGET FORECAST  
FOR YEARS 2022 TO 2032**

REVENUES		Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget	Estimated Budget	
Personnel	Property Tax	24,752,386	25,484,958	27,534,554	28,360,591	30,623,498	31,548,321	34,072,187	35,094,533	37,901,901	39,098,958	42,162,074	
	Delinquent Property Tax	15,000	15,150	15,302	15,608	15,950	16,238	16,563	16,894	17,229	17,577	17,728	
	Specific Ownership Tax	1,850,000	1,965,505	1,862,665	2,021,545	2,082,191	2,144,657	2,208,997	2,275,867	2,343,525	2,413,890	2,466,345	
	Interest on Deposits	70,000	72,100	72,811	74,777	76,571	78,512	77,286	78,639	79,680	79,628	80,424	
	Fees on Deposits	110,000	113,300	115,566	119,039	121,414	123,849	126,319	128,845	131,422	134,050	136,731	
	Grant Revenues	35,000	35,360	35,704	36,061	36,421	36,785	37,153	37,529	37,905	38,279	38,652	
	Café Revenues	167,900	173,030	178,221	183,671	189,072	194,764	200,899	206,607	212,805	219,189	225,955	
	Grants, E-Rate, Misc	27,000,376	27,803,387	29,349,832	30,810,681	33,150,221	34,141,111	36,739,093	37,697,548	40,723,623	41,941,511	45,147,629	
	Total Revenue												
	EXPENDITURES												
Personnel	Salaries and Wages	7,886,346	7,860,558	10,350,698	12,598,272	13,714,675	14,537,555	15,409,008	16,334,397	17,314,461	18,355,328	19,454,328	
	Payroll Taxes	788,655	745,250	981,563	1,164,954	1,234,321	1,306,380	1,386,883	1,470,096	1,558,301	1,651,890	1,750,088	
	Unemployment & Compensation	30,760	31,683	39,604	41,188	42,835	44,825	46,900	48,972	51,040	53,175	54,778	
	Employee Benefits	1,255,669	1,811,951	2,364,959	2,717,927	2,953,823	2,966,515	3,146,340	3,318,657	3,468,882	3,642,282	3,824,956	
TOTAL PERSONNEL	10,461,399	10,863,443	13,586,833	16,861,341	17,649,554	18,872,450	19,973,932	21,139,977	22,373,834	23,681,176	25,064,510		
Professional & Technology Services	Legal/CPA/audit	110,000	115,000	118,000	120,000	122,000	125,000	128,000	130,000	133,000	135,000	140,000	
	Professional Services	960,500	525,000	551,250	578,813	607,753	638,141	670,046	703,550	738,278	775,664	814,447	
	Development Services	50,000	55,000	60,000	65,000	70,000	75,000	80,000	85,000	90,000	95,000	100,000	
	BI/CR/Analytics/IT	60,000	60,000	65,000	65,000	65,000	70,000	70,000	70,000	70,000	75,000	75,000	
	Technology/Equipment	404,450	435,000	435,000	435,000	435,000	450,000	450,000	450,000	450,000	500,000	500,000	
	Technology/Insurance Fees	175,000	180,250	191,250	200,550	206,676	213,082	219,474	226,058	232,840	239,825	247,021	
	Technology/Networking Fees	360,000	360,500	371,215	382,454	393,829	405,476	417,362	429,468	441,772	454,277	466,871	
	Telecommunications	515,000	530,450	550,000	551,000	572,230	583,664	595,388	607,244	619,389	631,777	644,413	
	Web Services/Content	225,000	300,000	300,000	315,000	315,000	350,000	350,000	350,000	350,000	350,000	350,000	
	TOTAL PROFESSIONAL & TECHNOLOGY	2,849,850	2,341,200	2,453,363	2,531,117	2,607,777	2,708,633	2,797,778	2,940,599	2,921,327	3,048,997	3,141,251	
Facilities, Vehicle & Equipment Expenses	Building Repairs & Maintenance	260,000	267,800	294,390	303,417	312,520	321,896	331,532	341,669	351,744	362,296	373,655	
	Rent & Leases	4,000	15,000	16,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
	Utilities	390,000	401,700	450,000	475,000	483,250	539,528	518,945	536,467	556,655	567,175	584,150	
	Snow Removal & Ground Maintenance	355,000	365,000	365,000	385,000	385,000	400,000	400,000	400,000	410,000	410,000	420,000	
	Janitorial	480,000	500,000	515,000	520,000	520,000	550,000	550,000	550,000	550,000	550,000	550,000	
	Equipment Rental (Leases)	140,000	135,000	145,000	150,000	150,000	150,000	160,000	160,000	160,000	160,000	160,000	
	Equipment Maintenance and Repair	8,000	10,000	12,000	12,000	15,000	15,000	18,000	20,000	20,000	20,000	20,000	
	Fuel, Gas & Oil	22,000	28,000	28,000	28,000	29,000	29,000	29,000	30,000	30,000	30,000	30,000	
	Vehicle & Equip. Repair & Maint.	40,000	25,000	25,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	
	TOTAL FACILITIES VEHICLE & EQUIP.	1,693,900	1,747,500	1,850,580	1,924,417	1,950,770	1,994,823	2,022,598	2,066,116	2,102,399	2,148,471	2,187,355	
Operations Expenses													
Advertising & Marketing	400,000	300,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000	350,000		
Liability & Property Insurance	168,837	155,000	165,000	165,000	170,000	170,000	180,000	180,000	180,000	180,000	185,000		
Business Meetings	50,000	50,000	55,000	55,000	55,000	60,000	60,000	60,000	60,000	65,000	65,000		
Travel and Training	225,000	225,000	225,000	250,000	250,000	250,000	260,000	260,000	260,000	260,000	270,000		
Memberships, Licenses & Fees	80,000	80,000	85,000	85,000	90,000	90,000	90,000	90,000	90,000	90,000	90,000		
Postage & Delivery	150,000	155,000	160,000	160,000	160,000	160,000	165,000	165,000	165,000	165,000	165,000		

Products for Sale											
Supplies & Non-Consumables											
TOTAL OPERATIONS											
5,000	5,000	5,000	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500	5,500
285,000	280,700	286,514	307,444	308,093	314,663	320,956	327,375	333,023	340,001	347,413	354,825
1,383,037	1,380,700	1,394,514	1,372,944	1,388,993	1,400,163	1,411,466	1,427,875	1,444,923	1,463,601	1,482,913	1,502,884
Library Materials											
Books											
1,250,000	1,302,500	1,351,875	1,392,451	1,434,004	1,477,230	1,521,547	1,567,194	1,614,709	1,662,566	1,712,515	1,763,518
380,000	378,000	385,900	395,745	407,932	422,464	439,347	458,526	479,994	503,767	529,842	558,402
600,000	630,000	661,300	694,575	729,304	765,789	804,067	844,280	886,413	930,517	977,387	1,027,000
1,100,000	1,100,000	1,111,000	1,119,750	1,170,750	1,223,288	1,280,752	1,355,289	1,438,004	1,528,517	1,626,917	1,733,517
200,000	210,000	220,300	231,525	244,014	257,526	282,460	281,460	295,414	310,266	327,719	346,834
150,000	157,200	163,375	173,644	182,236	191,442	201,014	211,065	221,618	232,699	244,334	256,564
40,000	43,000	46,000	48,000	48,000	45,000	43,000	43,000	43,000	43,000	43,000	43,000
3,700,000	3,891,000	3,993,150	4,068,920	4,242,267	4,423,447	4,612,624	4,810,785	5,017,750	5,234,062	5,460,284	5,696,884
Library Services											
Library Programming											
200,000	250,000	250,000	400,000	500,000	500,000	550,000	550,000	550,000	550,000	550,000	550,000
80,000	89,000	92,000	93,000	95,000	95,000	95,000	96,000	96,000	96,000	96,000	96,000
50,000	50,000	60,000	60,000	63,000	70,000	70,000	73,000	73,000	73,000	73,000	73,000
125,000	125,000	150,000	150,000	150,000	150,000	150,000	150,000	160,000	160,000	160,000	160,000
150,000	150,000	150,000	150,000	160,000	160,000	165,000	165,000	165,000	170,000	170,000	170,000
50,000	50,000	60,000	60,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
25,000	25,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
200,000	200,000	210,000	210,000	210,000	215,000	220,000	220,000	220,000	225,000	225,000	225,000
880,000	944,000	1,007,000	1,158,000	1,275,000	1,280,000	1,390,000	1,566,000	1,596,000	1,783,000	1,888,000	1,988,000
Miscellaneous											
Lease Purchase Interest & Principal											
3,012,825	3,014,631	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000	3,500,000
371,286	389,550	405,444	417,607	450,146	443,040	458,391	470,021	484,121	498,645	513,604	529,094
3,384,110	3,404,181	3,905,444	3,917,607	3,950,146	3,943,040	3,958,391	3,970,021	3,984,121	3,998,645	4,013,604	4,029,094
TOTAL MISCELLANEOUS											
Total Expenditures											
24,307,396	24,398,524	28,056,637	31,821,947	33,240,597	34,624,555	36,097,919	37,628,083	39,210,885	40,951,913	42,773,518	44,683,518
2,692,980	3,410,863	1,658,775	(1,011,265)	(90,376)	(493,444)	641,174	209,466	1,512,759	989,598	2,414,312	3,500,000
200,000	200,000	250,000	300,000	200,000	200,000	200,000	250,000	350,000	350,000	350,000	350,000
300,000	300,000	300,000	300,000	300,000	300,000	400,000	400,000	400,000	400,000	400,000	400,000
60,000	50,000	125,000	-	50,000	100,000	50,000	-	50,000	100,000	50,000	50,000
560,000	550,000	675,000	600,000	550,000	600,000	650,000	650,000	800,000	850,000	900,000	900,000
Total Capital Expenditures											
24,667,396	24,948,524	28,781,057	32,421,947	33,790,597	35,224,555	36,747,919	38,278,083	40,010,885	41,801,913	43,553,518	45,343,518
2,132,980	2,890,863	1,183,775	(1,611,265)	(640,376)	(1,083,444)	(6,826)	(440,594)	712,759	153,598	1,614,312	2,414,312

# CERTIFICATION OF VALUATION BY ADAMS COUNTY ASSESSOR

Ken Musso  
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](http://www.adcogov.org)

December 1, 2021

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

To NAN FISHER:

Enclosed is the final 2021 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 2021 by December 15, 2021.

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

Please email completed DLG form to: [MillLevy@adcogov.org](mailto:MillLevy@adcogov.org)  
Questions: 720-523-6189

Sincerely,

Ken Musso  
Adams County Assessor  
KM/rmb

# **CERTIFICATION OF VALUATION BY ADAMS COUNTY ASSESSOR**

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

IN ADAMS COUNTY ON 11/30/2021

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 2021 IN ADAMS COUNTY, COLORADO

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$6,185,469,180
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: *	\$7,064,409,000
3. LESS TIF DISTRICT INCREMENT, IF ANY:	\$354,626,930
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	\$6,709,782,070
5. NEW CONSTRUCTION: **	\$137,604,950
6. INCREASED PRODUCTION OF PRODUCING MINES: #	\$0
7. ANNEXATIONS/INCLUSIONS:	\$13,833,880
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.): ##	\$79,058,628
10. TAXES COLLECTED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(a) C.R.S.):	\$5,160,21
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.):	\$205,620,11

\* 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 2021 IN ADAMS COUNTY, COLORADO ON AUGUST 25, 2021

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: @	\$55,913,763,938
ADDITIONS TO TAXABLE REAL PROPERTY:	
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS: !	\$1,176,824,782
3. ANNEXATIONS/INCLUSIONS:	\$191,631,333
4. INCREASED MINING PRODUCTION: %	\$0
5. PREVIOUSLY EXEMPT PROPERTY:	\$799,302
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	\$90,352,718
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT:	\$0
(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.)	
DELETIONS FROM TAXABLE REAL PROPERTY:	
8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	\$1,282,076
9. DISCONNECTIONS/EXCLUSION:	\$0
10. PREVIOUSLY TAXABLE PROPERTY:	\$6,287,461

@ 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, 2021	
IN ACCORDANCE WITH 39-5-128(1.5) C.R.S. THE ASSESSOR PROVIDES: HB21-1312 ASSESSED VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): **	\$8,608,640
** The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119 f(3). C.R.S.	

Data Date: 11/30/2021

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**RANGEVIEW LIBRARY DISTRICT  
BOARD OF TRUSTEES**

**CERTIFIED COPY OF RESOLUTION TO ADOPT BUDGET AND APPROPRIATE  
FUNDS FOR YEAR 2022**

STATE OF COLORADO                    )  
  ) ss.  
COUNTY OF ADAMS                    )

The Board of Trustees of the Rangeview Library District, Adams County, Colorado held a regular meeting via Zoom videoconferencing platform on Wednesday, November 17, 2021, at the hour of 5:00 p.m.

The following members of the Board of Trustees were present:

Vice President:	Andrew Southard
President:	Lynne Fox
Trustee:	Gretchen Lapham
Secretary:	Suzanne Brundage
Trustee:	Yadira Caraveo

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 and remains posted to the date of this meeting. A copy of the published Notice as to Amended 2021 Budget and Proposed 2022 Budget, as shown below, is incorporated into these proceedings.

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**NOTICE OF PUBLIC HEARING AS TO AMENDED 2021 BUDGET  
AND PROPOSED 2022 BUDGET**

NOTICE IS HEREBY GIVEN that a proposed 2022 budget has been submitted to the **RANGEVIEW LIBRARY DISTRICT** for the fiscal year 2022. A copy of such proposed budget has been filed in the office of the District Finance Director, located at 5877 East 120<sup>th</sup> 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 17, 2021. If necessary, an amended 2021 budget will be filed in the office of the District Finance Director and open for public inspection for consideration at the regular meeting. 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 2021 budget and proposed 2022 budget.

To reduce the spread of COVID-19, the Board of Trustee encourages the Public and others to join the meeting via GoToMeeting. To access meeting, visit:

<https://global.gotomeeting.com/join/859930317>

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 4, 2021



Thereupon, Trustee Lapham 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 2021 TO HELP DEFRAY 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, 2022, AND ENDING ON THE LAST DAY OF DECEMBER, 2022.

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 17, 2021, 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.

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

Section 1. Summary of 2022 Revenues and 2022 Expenditures. That the estimated revenues and expenditures for each fund for fiscal year 2022, 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 2022.

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 \$24,752,386 and that the 2021 valuation for assessment, as certified by the Adams County Assessor, is \$7,064,409,000. That for the purposes of meeting all general operating expenses of the District during the 2022 budget year, there is hereby levied a tax of 3.689 mills upon each dollar of the total valuation of assessment of all taxable property within the District for the year 2021, including a levied tax of 0.030 mills for refunds/abatements.

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 2021 valuation for assessment, as certified by the Adams County Assessor, is \$7,064,409,000. That for the purposes of meeting all debt retirement expenses of the District during the 2022 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 2021.

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 CARRARO.


RESOLUTION APPROVED AND ADOPTED THIS 17TH DAY OF NOVEMBER,  
2021.

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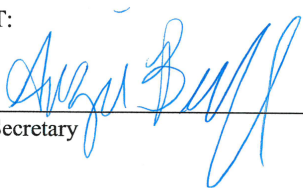
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*Rangeview Library District*  
*2022 Budget Resolution Signature Page*

RANGEVIEW LIBRARY DISTRICT

By:   
President

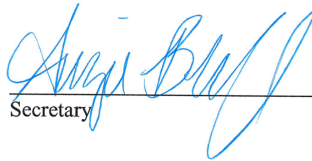
ATTEST:

By:   
Secretary

STATE OF COLORADO  
COUNTY OF ADAMS  
RANGEVIEW LIBRARY DISTRICT

I, Suzanne Brundage, 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 17, 2021, via Zoom videoconferencing platform, as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the budget hearing for fiscal year 2022; 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 17th day of November, 2021.

  
Secretary

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