

PENROSE LIBRARY – COLUMBINE ROOM A

VIRTUAL MEETING (ZOOM)

Call in: 1-253-215-8782 or 1-312-626-6799 or 1-669-900-6833 or 1-346-248-7799

Meeting ID: 883 8779 8379

Passcode: 730852

REGULAR MEETING OF THE BOARD OF TRUSTEES

I. CALL TO ORDER

II. ITEMS TOO LATE FOR THE AGENDA

III. EXECUTIVE SESSION

Executive Session to conference with the Pikes Peak Library District attorney for purposes of receiving legal advice regarding election issues as authorized by C.R.S. § 24-6-402(4)(b)

IV. RETURN TO OPEN MEETING

V. BUSINESS ITEMS:

A. New Business

1. Discussion: Anthony Carlson and Sarah Brittain Jacks, Campaign Managers
2. Decision 22-7-1: Intent to participate in the 2022 election

VI. CORRESPONDENCE AND PRESENTATIONS

A. Correspondence

B. Presentations

1. Urban Renewal Authority (URA) process presentation – Jariah Walker

VII. PUBLIC COMMENT (3 Minute Time Limit per Person)

VIII. BUSINESS ITEMS (cont.)

A. Consent Items

Consent items shall be acted upon as a whole unless a specific item is called for discussion. Any item called for discussion shall be acted upon separately as "New Business".

1. Minutes of the June 15, 2022 meeting (p. 2)

B. Unfinished Business

1. Decision 22-7-2: Interim Chief Librarian and CEO Goals (D. Gonzales) (p.7)

C. New Business (cont.)

1. Decision 22-7-3: 2021 Financial Audit (R. Green) (p. 8)
2. Decision 22-7-4: Include Pledge of Allegiance on the Board meeting agenda (Dr. N. Stoll)
3. Decision 22-7-5: Penrose Library Parking Meters Management/Enforcement MOU (T. Shainidze-Krebs) (p. 190)
4. Review :Closures and Delays Policy (T. Shainidze-Krebs) (p. 196)

IX. REPORTS

- A. Friends of the Pikes Peak Library District Report (R. Jordan) (p. 198)
- B. Pikes Peak Library District Foundation Report (L. James) (p. 199)
- C. Financial Report: January 2022 (R. Green) (p. 200)
- D. Public Services Report (T. Sayles) (p. 220)
- E. Support Services Reports: Communications Report, Facilities Report, Human Resources Report,

Information Technology Report (p. 235)

F. Interim Chief Librarian's Report (T. Shainidze Krebs)

G. Board Reports

1. Governance Committee Report
2. Internal Affairs Committee Report
3. Public Affairs Committee Report
4. Trustee Update
5. Board President's Report

X. ADJOURNMENT

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at <https://ppld.org/board-trustees>



PIKES PEAK LIBRARY DISTRICT BOARD OF TRUSTEES
June 15, 2022 5 pm

Cultivate spaces for belonging,
personal growth, and strong communities

PENROSE LIBRARY – COLUMBINE ROOM A

[VIRTUAL MEETING \(ZOOM\)](#)

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President Dr. Ned Stoll, Vice President Scott Taylor, Secretary/Treasurer Dora Gonzales, Trustee Erin Bents, Trustee Debbie English, Trustee Mina Liebert

Interim Chief Librarian and CEO Teona Shainidze Krebs, Director of Public Relations and Marketing Denise Abbott, Director of Family and Children's Services Melody Alvarez, Chief Safety, Social Services and Security Officer Michael Brantner, Senior Library Associate Yvette Dow-Rose, Executive Assistant Laura Foster, Director of Adult Education Janina Goodwin, Chief Financial Officer Randy Green, Chief Development Officer and Foundation Executive Officer Lance James, Friends of the Pikes Peak Library District Board of Directors President Rita Jordan, Chief Human Resources and Organizational Development Officer Heather Laslie, Interim Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles, Southeast Regional Director Abby Simpson, Internal Communications Specialist Jeremiah Walter, Mobile Library Services Manager Lisa Ward, Ruth Holley Library Manager Tessia Warren

REGULAR MEETING OF THE BOARD OF TRUSTEES

CALL TO ORDER

President Dr. Ned Stoll called the June 15, 2022 regular meeting of the Pikes Peak Library District Board of Trustees to order at 5:00 p.m.

ITEMS TOO LATE FOR THE AGENDA

There were no items too late for the agenda

CORRESPONDENCE AND PRESENTATIONS

Correspondence

A letter from School District 11 Interim Superintendent, Dr. Nicholas Gledich, was included in the packet. Dr. Gledich recognizes the contribution that PPLD makes to our community through staff outreaches to District 11 schools. During the 2021-2022, PPLD staff gave eighty-three presentations to two thousand seven hundred seventy-four students.

Presentations

A presentation on Equity, Diversity, and Inclusion (EDI) was provided by Chief HR and OD Officer Heather Laslie and EDI Director Shirley Martinez. Ms. Laslie spoke of efforts PPLD has made in response to the audit presented by Olive & Crane at the March 2021 Board of Trustees meeting. Raising awareness of compensating staff who are bilingual, And providing training opportunities for staff on cultural and religious holidays, disability etiquette, multi-generational communication, and service animals are some of the efforts occurring internally. Ms. Martinez aligned her presentation with the Mission, Vision and Values statement recently developed by PPLD. These efforts in community and patron engagement include creating a Memorial Day video in partnership with the Pikes Peak National Cemetery to recognize those who have served our country, providing support services to the military community, raising awareness of holidays celebrated in our community that are less common than others, partnering with the workforce center, and creating a Women of Influence group for high school students. Ms. Martinez also mentioned that some PPLD libraries have equipment available to assist patrons with disabilities to access information.

PUBLIC COMMENT (3 Minute Time Limit per Person)

There was no public comment.

The Board meeting was suspended temporarily at 5:35 p.m. to take a group photo of the Board of Trustees. The Board reconvened at 5:56 p.m.

Trustee Mina Liebert left the meeting at 5:55 p.m.

BUSINESS ITEMS

Decision 22-6-1: Minutes of the May 18, 2022 Meeting

Motion Scott Taylor made a motion to approve the minutes of the May 18, 2022 regular meeting of the Pikes Peak Library District Board of Trustees as presented.

Second: Aaron Salt seconded the motion.

Vote: The motion was approved unanimously.

Consent Items

No consent items were presented.

Unfinished Business

There was no unfinished business.

New Business

Decision 22-6-2: Interim Chief Librarian and CEO Goals

The Governance Committee worked with Interim Chief Librarian and CEO Teona Shainidze Krebs to develop goals for 2022. Aaron Salt suggested writing SMART goals, (Specific, Measurable, Achievable, Relevant, Time-Bound). The Governance Committee will update the goals and present to the Board of Trustees at the July 20, 2022 meeting.

REPORTS

Friends of the Pikes Peak Library District Report

The Friends of the Pikes Peak Library District Board report was included in the Board packet. Friends of the Pikes Peak Library District Board of Directors President Rita Jordan shared that The Friends of PPLD are creating an EDI statement. The Literary Awards will be hosted this weekend.

Pikes Peak Library District Foundation Report

The Pikes Peak Library District Foundation report was included in the Board packet. Chief Development Officer and Foundation Executive Officer Lance James recently attended the Eastern Plains Chamber of Commerce meeting. He shared that it is affirming to visit with members of the community and to hear that all the hard work our staff does makes a difference.

Financial Report: May 2022

The Financial Report for May 2022 was provided prior to today's meeting. Chief Financial Officer Randy Green shared that revenue is tracking slightly higher than 2021 and noted that the retirement contribution for 2022 is 2% higher than in the past. Mr. Green announced that PPLD's new Controller's first day will be Monday, June 20, 2022.

Public Services Report

The Public Services Report was included in the Board packet. Interim Chief Public Services Officer and Deputy Chief Librarian Tammy Sayles announced that Strategic Services Librarian Deb Hamilton was recognized with the Library Bell Award by the El Paso County Bar Association, largely due to her work with tenants and landlords. This award is presented to an individual who promotes understanding of the law and awareness of the Bill of Rights, encourages greater respect and appreciation for the law and contributes to the effectiveness of government institutions. Interlibrary Loan is working to provide materials for those who cannot read regular print. Young Adult Services is collaborating with the Pikes Peak Workforce Center to partner in providing workforce training for young adults. Family and Children's Services registered 3555 children on the first day of Summer Adventure. Thanks to Communications for developing an excellent marketing campaign for the program.

Support Services Reports: Communications Report, Facilities Report, Human Resources Report, Information Technology Report

The Support Services reports were included in the Board Packet. Dora Gonzales commented that the video created for Memorial Day is quite impressive. In response to a question from Scott Taylor about the Penrose parking meters, Chief Safety, Social Services, and Security Officer Michael Brantner explained that specific details are still being refined and a final site visit will determine the cost. Delivery of new equipment will take approximately six months so this project will not deploy until 2023. Scott Taylor also asked to be informed of any ribbon cutting/grand opening ceremony being planned for the outdoor space at High Prairie.

Interim Chief Librarian's Report

Interim Chief Librarian and CEO Teona Shainidze-Krebs shared that the community input sessions for the PPLD Strategic Plan begin in July, with interpretation of the data planned for early August. A draft of the Strategic Plan is expected to be provided in September. Ms. Shainidze-Krebs recently met with City Councilmember Wayne Williams and City Council President Tom Strand. More meetings are scheduled over the coming weeks. Library 21c was visited by librarians from international libraries who were quite impressed with all that PPLD has to offer the community. PPLD was one of the first organizations in the area to participate in a letter writing program to children in Ukraine. This program was endorsed earlier today by Colorado Governor Jared Polis. Ms. Shainidze-Krebs ended her report with thanks to Chief Financial Officer Randy Green for doing a great job as Chief Financial Officer and for putting in long hours to complete the audit.

Board Reports

Governance Committee Report

Governance Committee Chair Dora Gonzales shared that the committee met on June 7, 2022. Planning for the Board Retreat that will be held on October 7, 2022 at Penrose House has begun. Ms. Gonzales also shared that several members of the community attended this committee meeting due to the Urban Renewal Authority (URA) process being an agenda item. The committee discussed the upcoming process overview presentation by Executive Director of the Colorado Springs Urban Renewal Authority Jariah Walker at the July 20, 2022 meeting. Contact information for the patrons who attended was gathered to inform them of when the next presentation on a URA project will be provided. The committee is also updating the bylaws to include the Board President and Secretary responsibility as signing authorities with the Library District's banking partners.

Internal Affairs Committee Report

Internal Affairs Committee Chair Debbie English shared that the committee met on June 7, 2022. All Trustees were invited to attend as the committee went into Executive Session to discuss personnel matters related to employee performance/unresolved issues as authorized by CRS 24-6-402(4)(f); to discuss legal advice with respect to employee performance/unresolved issues as authorized by CRS 24-6-402(4)(b); and to discuss documents protected by mandatory nondisclosure provisions of the Colorado Open Records Act related to personnel files as authorized by CRS 24-6-402(4)(g) and CRS 24-6-204(3)(a)(II)(A)). PPLD legal counsel Debbie Menkins, PPLD Chief HR and OD Officer Heather Laslie. Interim Chief Librarian and CEO Teona

Shainidze-Krebs, and Executive Assistant Laura Foster were also invited to attend the Executive Session by the Board President Dr. Ned Stoll.

Public Affairs Committee Report

Public Affairs Committee Chair Mina Liebert shared that the committee met on June 7, 2022 to complete media training.

Trustee Update

Secretary/Treasurer Dora Gonzales shared that she recently attended a Rockrimmon staff meeting, and spoke at the Food Industry Training program graduation held on May 20, 2022.

Vice President Scott Taylor stated that he met with Library Manager Jean Carrier at Palmer Lake Library, and with Library Manager Taryn Malila at Manitou Springs Library. Mr. Taylor also attended a Young Adult Services staff meeting to hear about the projects they are working on.

Dr. Stoll visited Regional History and Genealogy (RH&G), learning of the partnership between PPLD and The Gazette in publishing local historical photos. Dr. Stoll shared that his interest in genealogy led him to learn about his paternal history. He commended the RH&G staff for supporting patrons with their research.

Aaron Salt recommended that the Board of Trustees consider adding the Pledge of Allegiance to the monthly agenda, and that the approval of Board minutes be moved to the Consent Item portion of the agenda.

Board President's Report

President Dr. Ned Stoll shared his appreciation for everything Interim Chief Librarian and CEO Teona Shainidze-Krebs has accomplished and to PPLD staff for meeting the needs of the community. Dr. Stoll thanked the Trustees for bringing community feedback to the Board of Trustees.

ADJOURNMENT

There being no further business to conduct, President Stoll adjourned the June 15, 2022 meeting of the Board of Trustees at 6:51 P.M.

The full packet of materials for this meeting of the Pikes Peak Library District Board of Trustees is available at <https://ppld.org/board-trustees>

2022: Interim Chief Librarian and CEO proposed goals

Goal 1: Create a 3-year strategic plan based on the new Mission, Vision, and Values statement, which will include a planning committee composed of staff, community members, elected officials and Board of Trustee members led by a consultant in early August. The 3-Year Strategic Plan draft will be presented to the Board of Trustees at their yearly retreat on October 7, 2022. The 3-Year Strategic Plan will be presented to the Board of Trustees at the October 17, 2022, monthly meeting for vote approval.

Goal 2: Continue implementing identified recommendations from the Equity, Diversity, and Inclusion (EDI) audit by prioritizing recommendations. The EDI Director & Chief Human Resources and Organizational Development Officer will update the BoT quarterly on implemented recommendations with an initial presentation at the June 2022 BoT monthly meeting.

Goal 3: Continue to engage with community leaders and/or elected officials quarterly; reporting out to Board of Trustees during BoT 2022 monthly meetings.

Goal 4: Collaborate with Chief Financial Officer (CFO) to improve budget process implementing finance best practices to be used by the Finance Department in preparing the 2023 PPLD budget presented to the BoT in December 2022 and the 2022 financial audit. The CFO will update the BoT on progress at the BoT 2022 monthly meetings.

Board of Trustees, Internal Affairs
Committee and Management
Pikes Peak Library District
Colorado Springs, Colorado

As part of our audit of the financial statements of Pikes Peak Library District (the District) as of and for the year ended December 31, 2021, we wish to communicate the following to you.

AUDIT SCOPE AND RESULTS

Auditor's Responsibility Under Auditing Standards Generally Accepted in the United States of America and the Standards Applicable to Financial Audits Contained in *Government Auditing Standards* Issued by the Comptroller General of the United States

An audit performed in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States is designed to obtain reasonable, rather than absolute, assurance about the financial statements. In performing auditing procedures, we establish scopes of audit tests in relation to the financial statements taken as a whole. Our engagement does not include a detailed audit of every transaction. Our contract more specifically describes our responsibilities.

These standards require communication of significant matters related to the financial statement audit that are relevant to the responsibilities of those charged with governance in overseeing the financial reporting process. Such matters are communicated in the remainder of this letter or have previously been communicated during other phases of the audit. The standards do not require the auditor to design procedures for the purpose of identifying other matters to be communicated with those charged with governance.

An audit of the financial statements does not relieve management or those charged with governance of their responsibilities. Our contract more specifically describes your responsibilities.

Other Information Accompanying the Audited Financial Statements

The audited financial statements are presented along with management's annual comprehensive financial report (ACFR). Management, or those charged with governance, is responsible for preparing the ACFR. We were not engaged to audit certain sections of the ACFR identified in the Independent Accountant's Report and as a result our opinion does not provide assurance as to the completeness and accuracy of such information. Instead, our objectives with regard to such information were to:

- Consider whether a material inconsistency exists between the other information and the financial statements
- Remain alert for indications that:
 - A material inconsistency exists between the other information and the auditor's knowledge obtained in the audit, or
 - A material misstatement of fact exists or the other information is otherwise misleading

- Respond appropriately when we identify that such material inconsistencies appear to exist or when we otherwise become aware that other information appears to be materially misstated. Potential responsive actions would include requesting management to correct the identified inconsistency
- Include the appropriate communication in our auditor's report, disclosing the procedures performed on the Other Information, as well as the results obtained

If we identify any such matters, we bring them to management's attention and review subsequent revisions.

Qualitative Aspects of Significant Accounting Policies and Practices

Significant Accounting Policies

The District's significant accounting policies are described in Note I. of the audited financial statements.

Alternative Accounting Treatments

- No matters are reportable

Management Judgments and Accounting Estimates

Accounting estimates are an integral part of financial statement preparation by management, based on its judgments. The following areas involve significant estimates for which we are prepared to discuss management's estimation process and our procedures for testing the reasonableness of those estimates:

- Fair value of investments
- Allowance for uncollectible receivables
- Useful lives of capital assets
- Compensated absences and health claims accruals
- Pension expense

Significant Unusual Transactions

- No matters are reportable

Financial Statement Disclosures

The following areas involve particularly sensitive financial statement disclosures for which we are prepared to discuss the issues involved and related judgments made in formulating those disclosures:

- Inter-fund activities
- Risk management
- TABOR amendment
- Claims and litigation
- Current economic uncertainties
- General fund budgetary information

Audit Adjustments

During the course of any audit, an auditor may propose adjustments to financial statement amounts. Management evaluates our proposals and records those adjustments which, in its judgment, are required to prevent the financial statements from being materially misstated. A misstatement is a difference between the amount, classification, presentation, or disclosure of a reported financial statement item and that which is required for the item to be presented fairly in accordance with the applicable financial reporting framework. Some adjustments proposed were not recorded because their aggregate effect is not currently material; however, they involve areas in which adjustments in the future could be material, individually or in the aggregate.

Proposed Audit Adjustments Recorded

- No matters are reportable

Proposed Audit Adjustments Not Recorded

- Attached is a summary of uncorrected misstatements we aggregated during the current engagement and pertaining to the latest period presented that were determined by management to be immaterial, both individually and in the aggregate, but more than trivial to the financial statements as a whole
- We would like to call your attention to the fact that although these uncorrected misstatements, individually and in the aggregate, were deemed to be immaterial to the current year financial statements, it is possible that the impact these uncorrected misstatements, or matters underlying these uncorrected misstatements, could potentially cause future-period financial statements to be materially misstated

Auditor's Judgments About the Quality of the District's Accounting Principles

- No matters are reportable

Significant Related-party Findings

We would like to communicate the following significant findings or issues that arose during our audit, related to the District's related-party activity:

- See Notes I-E-4 and III-C for disclosures of interfund activities.

Other Material Communications

Listed below are other material communications between management and us related to the audit:

- Management representation letter (attached)
- We orally communicated to management other deficiencies in internal control identified during our audit that are not considered material weaknesses or significant deficiencies

Future Accounting Pronouncements

GASB Statement No. 87, Leases

In June 2017, GASB published Statement No. 87, *Leases*. This Statement was the result of a multi-year project to reexamine the accounting and financial reporting for leases. The new Statement establishes a single model for lease accounting based on the principle that leases represent the financing of the right to use an underlying asset. Specifically, GASB 87 includes the following accounting guidance for lessees and lessors:

Lessee Accounting: A lessee will recognize a liability measured at the present value of payments expected to be made for the lease term, and an intangible asset measured at the amount of the initial lease liability, plus any payments made to the lessor at or before the beginning of the lease and certain indirect costs. A lessee will reduce the liability as payments are made and recognize a deferred outflow of resources for interest on the liability. The asset will be amortized by the lessee over the shorter of the lease term or the useful life of the asset.

Lessor Accounting: A lessor will recognize a receivable measured at the present value of the lease payments expected for the lease term and a deferred inflow of resources measured at the value of the lease receivable plus any payments received at or prior to the beginning of the lease that relate to future periods. The lessor will reduce the receivable as payments are received and recognize a deferred inflow of resources from the deferred inflows of resources in a systematic and rational manner over the term of the lease. A lessor will not derecognize the asset underlying the lease. There is an exception for regulated leases for which certain criteria are met, such as airport-aeronautical agreements.

The lease term used to measure the asset or liability is based on the period in which the lessee has the noncancelable right to use the underlying asset. The lease term also contemplates any lease extension or termination option that is reasonably certain of being exercised.

GASB 87 does not apply to leases for intangible assets, biological assets (*i.e.*, timber and living plants and animals), service concession agreements or leases in which the underlying asset is financed with conduit debt that is reported by the lessor. Additionally, leases with a maximum possible term of 12 months or less are excluded.

GASB 87 is effective for the District's fiscal year ending December 31, 2022. Leases will be recognized using the facts and circumstances in effect at the beginning of the period of implementation.

* * * * *

This communication is intended solely for the information and use of Management, the Internal Affairs Committee, the Board of Trustees and others within the District, and is not intended to be and should not be used by anyone other than these specified parties.

FORVIS,LLP

June 30, 2022

Pikes Peak Library District

ATTACHMENT

This analysis and the attached "Schedule of Uncorrected Misstatements (Adjustments Passed)" reflect the effects on the financial statements if the uncorrected misstatements identified were corrected.

Governmental Activities (Government-Wide Statements)

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Current Assets	53,681,100	43,847	53,724,947	0.08%
Non-Current Assets & Deferred Outflows	46,922,164	(610,162)	46,312,002	-1.30%
Current Liabilities	(3,034,787)	(43,847)	(3,078,634)	1.44%
Non-Current Liabilities & Deferred Inflows	(75,821,064)		(75,821,064)	
Current Ratio			17.45	
Total Assets & Deferred Outflows	100,603,264	(566,315)	100,036,949	-0.56%
Total Liabilities & Deferred Inflows	(78,855,851)	(43,847)	(78,899,698)	0.06%
Total Net Position	(21,747,413)	610,162	(21,137,251)	-2.81%
General Revenues & Transfers	(35,215,152)		(35,215,152)	
Net Program Revenues/ Expenses	35,456,127	610,162	36,066,289	1.72%
Change in Net Position	240,975	610,162	851,137	253.21%

Description	Financial Statement Line Item	Factual (F), Judgmental (J) or Projected (P)	Assets & Deferred Outflows				Liabilities & Deferred Inflows				General Revenues & Transfers			Net Program Revenues/Expenses			Net Position		Net Effect on Following Year							
			Current		Noncurrent		Current		Noncurrent		DR		CR		DR		CR		DR		CR		Change in Net Position		Net Position	
			DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR	DR	CR		
To adjust library materials due to system error in recording one particular addition		F	0	(610,162)	0	0	0	0	0	0	610,162	0	0	0	(610,162)	610,162	(610,162)	610,162								
	Expense										610,162				(610,162)											
	Library Materials			(592,345)												610,162										
	Leasehold Improvements			(17,817)																						
To reclassify debit balances in accounts payable to accounts receivable		F	43,847	0	(43,847)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
	Accounts receivable		43,847																							
	Accounts payable				(43,847)																					
Total passed adjustments			43,847	(610,162)	(43,847)	0	0	0	0	0	610,162	0	0	0	(610,162)	610,162	(610,162)	610,162								
															Impact on Change in Net Position		610,162									
															Impact on Net Position		610,162									

Pikes Peak Library District

ATTACHMENT

This analysis and the attached "Schedule of Uncorrected Misstatements (Adjustments Passed)" reflect the effects on the financial statements if the uncorrected misstatements identified were corrected.

General Fund

QUANTITATIVE ANALYSIS

	Before Misstatements	Misstatements	Subsequent to Misstatements	% Change
Total Assets & Deferred Outflows	53,058,709	43,847	53,102,556	0.08%
Total Liabilities & Deferred Inflows	(39,730,229)	(43,847)	(39,774,076)	0.11%
Total Fund Balance	(13,328,480)		(13,328,480)	
Revenues	(36,348,814)		(36,348,814)	
Expenditures	32,030,399		32,030,399	
Change in Fund Balance	(2,008,389)		(2,008,389)	

General Fund

SCHEDULE OF UNCORRECTED MISSTATEMENTS (ADJUSTMENTS PASSED)

Description	Financial Statement Line Item	Factual (F), Judgmental (J) or Projected (P)	Assets & Deferred		Liabilities &		Net Effect on Following Year									
			Outflows		Deferred Inflows		Revenues		Expenditures		Fund Balance		Change in Fund Balance		Fund Balance	
			DR	(CR)	DR	(CR)	DR	(CR)	DR	(CR)	DR	(CR)	DR	(CR)	DR	(CR)
To reclass debit balances in accounts payable to accounts receivable.		F	43,847	(43,847)			0	0	0			0	0			
	Accounts receivable		43,847													
	Accounts payable			(43,847)												
Total passed adjustments			<u>43,847</u>	<u>(43,847)</u>			<u>0</u>	<u>0</u>	<u>0</u>			<u>0</u>	<u>0</u>			
									Impact on Change in Fund Balanc		0					
									Impact on Fund Balance		0					

Representation of:
Pikes Peak Library District
1175 Chapel Hills Drive
Colorado Springs, Colorado 80920

Provided to:
FORVIS, LLP
Certified Public Accountants
111 S. Tejon Street, Suite 800
Colorado Springs, Colorado 80903

The undersigned (“We”) are providing this letter in connection with FORVIS’ audit of our financial statements as of and for the year ended December 31, 2021.

Our representations are current and effective as of the date of FORVIS’ report: June 30, 2022.

Our engagement with FORVIS is based on our contract for services dated: March 28, 2022.

Our Responsibility and Consideration of Material Matters

We confirm that we are responsible for the fair presentation of the financial statements subject to FORVIS’ report in conformity with accounting principles generally accepted in the United States of America.

We are also responsible for adopting sound accounting policies; establishing and maintaining effective internal control over financial reporting, operations, and compliance; and preventing and detecting fraud.

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would be changed or influenced by the omission or misstatement. An omission or misstatement that is monetarily small in amount could be considered material as a result of qualitative factors.

Confirmation of Matters Specific to the Subject Matter of FORVIS’ Report

We confirm, to the best of our knowledge and belief, the following:

1. We have fulfilled our responsibilities, as set out in the terms of our contract, for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America.
2. We acknowledge our responsibility for the design, implementation, and maintenance of:
 - a. Internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
 - b. Internal control to prevent and detect fraud.
3. We have reviewed and approved a draft of the financial statements and related notes referred to above, which you prepared in connection with your audit of our financial statements. We acknowledge that we are responsible for the fair presentation of the financial statements and related notes.

4. We have everything we need to keep our books and records.
5. We have provided you with:
 - a. Access to all information of which we are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - b. Additional information that you have requested from us for the purpose of the audit.
 - c. Unrestricted access to persons within the District from whom you determined it necessary to obtain audit evidence.
 - d. All minutes of meetings of the governing body held through the date of this letter or summaries of actions of recent meetings for which minutes have not yet been prepared. All unsigned copies of minutes provided to you are copies of our original minutes approved by the governing body, if applicable, and maintained as part of our records.
 - e. All significant contracts and grants.
6. All transactions have been recorded in the accounting records and are reflected in the financial statements.
7. We believe the effects of the uncorrected financial statement misstatements summarized in the attached schedule are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
8. We have informed you of all current risks of a material amount that are not adequately prevented or detected by our procedures with respect to:
 - a. Misappropriation of assets.
 - b. Misrepresented or misstated assets, liabilities, or net position.
9. We have no knowledge of any known or suspected fraudulent financial reporting or misappropriation of assets involving:
 - a. Management or employees who have significant roles in internal control, or
 - b. Others, where activities of others could have a material effect on the financial statements.
10. We have no knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, customers, regulators, suppliers, or others.
11. We have assessed the risk that the financial statements may be materially misstated as a result of fraud and disclosed to you any such risk identified.
12. We have disclosed to you the identity of all of the District's related parties and all the related-party relationships of which we are aware. In addition, we have disclosed to you all related-party transactions of which we are aware. Related-party relationships and transactions have been appropriately accounted for and disclosed in accordance with accounting principles generally accepted in the United States of America.

We understand that the term related party refers to an affiliate, management and members of their immediate families, component units, and any other party with which the District may deal if the District can significantly influence, or be influenced by, the management or operating policies of the

other. The term affiliate refers to a party that directly or indirectly controls, or is controlled by, or is under common control with, the District.

13. We are not aware of any side agreements or other arrangements (either written or oral) that are in place.
14. Except as reflected in the financial statements, there are no:
 - a. Plans or intentions that may materially affect carrying values or classifications of assets and liabilities.
 - b. Material transactions omitted or improperly recorded in the financial records.
 - c. Material gain/loss contingencies requiring accrual or disclosure, including those arising from environmental remediation obligations.
 - d. Events occurring subsequent to the statement of net position date through the date of this letter requiring adjustment or disclosure in the financial statements.
 - e. Agreements to purchase assets previously sold.
 - f. Restrictions on cash balances or compensating balance agreements.
 - g. Guarantees, whether written or oral, under which the District is contingently liable.
15. We have disclosed to you all known instances of noncompliance or suspected noncompliance with laws and regulations whose effects should be considered when preparing financial statements.
16. We have no reason to believe the District owes any penalties or payments under the Employer Shared Responsibility Provisions of the *Patient Protection and Affordable Care Act* nor have we received any correspondence from the IRS or other agencies indicating such payments may be due. Adequate provisions have been accrued for potential penalties or payments due under the Employer Shared Responsibility Provisions of the *Patient Protection and Affordable Care Act*.
17. We have disclosed to you all known actual or possible litigation and claims whose effects should be considered when preparing the financial statements. The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with accounting principles generally accepted in the United States of America.
18. Adequate provisions and allowances have been accrued for any material losses from:
 - a. Uncollectible receivables.
 - b. Reducing obsolete or excess inventories to estimated net realizable value.
 - c. Sales commitments, including those unable to be fulfilled.
 - d. Purchase commitments in excess of normal requirements or above prevailing market prices.
19. Except as disclosed in the financial statements, the District has:
 - a. Satisfactory title to all recorded assets, and they are not subject to any liens, pledges, or other encumbrances.


- b. Complied with all aspects of contractual and grant agreements, for which noncompliance would materially affect the financial statements.
20. The financial statements disclose all significant estimates and material concentrations known to us. Significant estimates are estimates at the statement of net position date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets for which events could occur that would significantly disrupt normal finances within the next year. Significant assumptions used by us in making accounting estimates, including those measured at fair value, are reasonable.
21. The fair values of financial and nonfinancial assets and liabilities, if any, recognized in the financial statements or disclosed in the notes thereto are reasonable estimates based on the methods and assumptions used. The methods and significant assumptions used result in measurements of fair value appropriate for financial statement recognition and disclosure purposes and have been applied consistently from period to period, taking into account any changes in circumstances. The significant assumptions appropriately reflect market participant assumptions.
22. We have not been designated as a potentially responsible party (PRP or equivalent status) by the Environmental Protection Agency (EPA) or other cognizant regulatory agency with authority to enforce environmental laws and regulations.
23. With respect to any nonattest services you have provided us during the year, including drafting of the annual comprehensive financial report:
 - a. We have designated a qualified management-level individual to be responsible and accountable for overseeing the nonattest services.
 - b. We have established and monitored the performance of the nonattest services to ensure they meet our objectives.
 - c. We have made any and all decisions involving management functions with respect to the nonattest services and accept full responsibility for such decisions.
 - d. We have evaluated the adequacy of the services performed and any findings that resulted.
 - e. We have received the deliverables from you and have stored these deliverables in information systems controlled by us. We have taken responsibility for maintaining internal control over these deliverables.
24. With regard to deposit and investment activities:
 - a. All deposit, repurchase and reverse repurchase agreements, and investment transactions have been made in accordance with legal and contractual requirements.
 - b. Disclosures of deposit and investment balances and risks in the financial statements are consistent with our understanding of the applicable laws regarding enforceability of any pledges of collateral.
 - c. We understand that your audit does not represent an opinion regarding the enforceability of any collateral pledges.
25. As an entity subject to *Government Auditing Standards*:
 - a. We acknowledge that we are responsible for compliance with applicable laws, regulations, and provisions of contracts and grant agreements.

- b. We have identified and disclosed to you all laws, regulations, and provisions of contracts and grant agreements that have a direct and material effect on the determination of amounts in our financial statements or other financial data significant to the audit objectives.
 - c. We have identified and disclosed to you any violations or possible violations of laws, regulations, and provisions of contracts and grant agreements whose effects should be considered for recognition and/or disclosure in the financial statements or for your reporting on noncompliance.
 - d. We have taken or will take timely and appropriate steps to remedy any fraud, abuse, illegal acts, or violations of provisions of contracts or grant agreements that you or other auditors report.
 - e. We have a process to track the status of audit findings and recommendations.
 - f. We have identified to you any previous financial audits, attestation engagements, performance audits, or other studies related to the objectives of your audit and the corrective actions taken to address any significant findings and recommendations made in such audits, attestation engagements, or other studies.
 - g. We have provided our views on any findings, conclusions, and recommendations, as well as our planned corrective actions with respect thereto, to you for inclusion in the findings and recommendations referred to in your report on internal control over financial reporting and on compliance and other matters based on your audit of the financial statements performed in accordance with *Government Auditing Standards*.
26. The supplementary information required by the Governmental Accounting Standards Board, consisting of management's discussion and analysis, pension, and budgetary information for the general fund have been prepared and are measured and presented in conformity with the applicable GASB pronouncements, and we acknowledge our responsibility for the information. The information contained therein is based on all facts, decisions, and conditions currently known to us and is measured using the same methods and assumptions as were used in the preparation of the financial statements. We believe the significant assumptions underlying the measurement and/or presentation of the information are reasonable and appropriate. There has been no change from the preceding period in the methods of measurement and presentation.
27. With regard to supplementary information:
- a. We acknowledge our responsibility for the presentation of the supplementary information in accordance with the applicable criteria.
 - b. We believe the supplementary information is fairly presented, both in form and content, in accordance with the applicable criteria.
 - c. The methods of measurement and presentation of the supplementary information are unchanged from those used in the prior period.
 - d. We believe the significant assumptions or interpretations underlying the measurement and/or presentation of the supplementary information are reasonable and appropriate.
 - e. If the supplementary information is not presented with the audited financial statements, we acknowledge we will make the audited financial statements readily available to intended users of the supplementary information no later than the date such information and the related auditor's report are issued.

28. We do not issue an annual report, nor do we have plans to issue an annual report at this time.
29. We acknowledge the current economic volatility presents difficult circumstances and challenges for our industry. Entities are potentially facing declines in the fair values of investments and other assets, declines in the volume of business, constraints on liquidity, difficulty obtaining financing. We understand the values of the assets and liabilities recorded in the financial statements could change rapidly, resulting in material future adjustments to asset values, allowances for accounts and notes receivable, net realizable value of inventory, etc., that could negatively impact the District's ability to meet debt covenants or maintain sufficient liquidity.

We acknowledge that you have no responsibility for future changes caused by the current economic environment and the resulting impact on the District's financial statements. Further, management and governance are solely responsible for all aspects of managing the District, including questioning the quality and valuation of investments, inventory, and other assets; reviewing allowances for uncollectible amounts; evaluating capital needs and liquidity plans; etc.

30. We believe the assumptions used by the El Paso County Retirement Plan (including the discount rate and rate of return) are reasonable and reflective of the plan demographics.


Teona Shainidze - KSOBS
Interim Chief Librarian & CEO
tshainidze@ppld.org


Randall Green
Chief Financial Officer
rgreen@ppld.org

Pikes Peak Library District

Annual Comprehensive Financial Report

For the year ended December 31, 2021

Board of Trustees

(As of December 31, 2021)

Wayne A. Vanderschuere.....President
Scott Taylor Vice President
Dora Gonzales Secretary/Treasurer
Debbie EnglishTrustee
Mina Liebert.....Trustee
Cathy GrossmanTrustee
Dr. Ned StollTrustee

Interim Chief Librarian and Chief Executive Officer

Teona Shainidze-Krebs

Administrative Offices
20 N. Cascade Avenue
Colorado Springs, Colorado 80903

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(719) 531-6333

ppld.org

P.O. Box 1579
Colorado Springs, CO 80901

June 30, 2022

Members of the Board of Trustees
Pikes Peak Library District
20 N. Cascade Avenue
Colorado Springs, Colorado 80903

Dear Trustees:

I am pleased to submit to you the Annual Comprehensive Financial Report (ACFR) of the Pikes Peak Library District (the District) for the year ended December 31, 2021.

This is the 31st consecutive year that an annual financial report has been submitted to you in ACFR format, in accordance with guidelines of the Government Finance Officers Association of the United States and Canada (GFOA).

Please refer to pages 33 to 47 for the section of the ACFR called "Management's Discussion and Analysis." This section provides a discussion of the significant issues and analysis of the District's 2021 financial statements.

Last year's ACFR received the Certificate of Achievement for Excellence in Financial Reporting from the GFOA for the 30th consecutive year. This award represents affirmation that the District has achieved excellence in financial reporting. The District will submit the 2021 ACFR for recognition again this year.

I want to take this opportunity to thank PPLD's Chief Financial Officer and the Finance Office staff for their operational support that ensures financial excellence, and the Board of Trustees for their stewardship of the District's fiscal activities and their supportive and future-oriented planning.

Respectfully submitted,

Teona Shainidze-Krebs
Interim Chief Librarian and Chief Executive Officer

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(719) 531-6333

ppld.org

P.O. Box 1579

Colorado Springs, CO 80901

June 30, 2022

To the Board of Trustees and the Citizens of the Pikes Peak Library District:

State law requires that every general-purpose local government publish within seven months of the close of each fiscal year a complete set of audited financial statements. This report is published to fulfill that requirement for the fiscal year ended December 31, 2021.

Management assumes full responsibility for the completeness and reliability of the information contained in this report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of any material misstatements.

FORVIS, our independent certified public accountants, has issued unmodified (“clean”) opinions on the Pikes Peak Library District’s (the District, the Library, or PPLD) financial statements as of and for the year ended December 31, 2020. The independent auditor’s report is located at the front of the financial section of this report.

Management’s Discussion and Analysis (MD&A) immediately follows the Independent Auditor’s Report, and provides a narrative introduction, overview, and analysis of the basic financial statements. MD&A complements this letter of transmittal and should be read in conjunction with it.

PROFILE OF THE GOVERNMENT

Government Structure

The District is considered a “Library District,” which is a separate legal entity, and was created through Colorado State Statute (C.R.S. 24-90-110). The District is not considered a component unit of any other government entity, including El Paso County, Colorado, and is financially, managerially, and operationally independent, and meets the guidelines outlined by the Governmental Accounting Standards Board.

Pikes Peak Library District has one component unit affiliation: Pikes Peak Library District Foundation, Inc. (a discretely presented component unit), which organized in 2003 to raise funds for the sole benefit of PPLD.

PPLD provides library services to all of El Paso County, excluding Security/Widefield School District #3. Security/Widefield and the town of Manitou Springs did not join the Library District when it was formed in 1962. The town of Manitou Springs subsequently voted to join PPLD effective January 1, 2013.

There are 16 library facilities and three mobile libraries covering a service area of approximately 2,070 square miles. PPLD owns eight facilities: East Library, Calhan Library, Fountain Library, High Prairie Library, Library 21c, Old Colorado City Library, Penrose Library Campus, and Sand Creek Library. The District leases the other seven facilities: Cheyenne Mountain Library, Manitou Springs Library, Monument Library, Palmer Lake Library, Rockrimmon Library, Ruth Holley Library, and Ute Pass Library. Additionally, a mobile fleet delivers library services to remote sites and to special non-mobile populations.

PPLD's 15 library facilities and mobile fleet are structured by region—north, southeast, and west—and their daily operations include circulation, shelving, and security. Library Services encompasses Adult Education, Adult Services, Family & Children's Services, Collection Management, Creative Services, Regional History and Genealogy (including Special Collections), and Young Adult Services. The administrative offices and departments

comprised of the Chief Librarian and CEO, Communications (branding, marketing, video production, and community relations), Development, Facilities, Finance, Human Resources, Security, and Information Technology.

PPLD's Board of Trustees consists of seven members from the community. The citizen volunteers are appointed jointly by the Colorado Springs City Council and El Paso County Commissioners for a maximum of two five-year terms. The Trustees convene at regular meetings, as well as at special meetings, when necessary, to conduct the business of PPLD. Trustees are prohibited by law from receiving compensation, and their duties and responsibilities are defined in law (C.R.S. 24-90-109).

The Board of Trustees is required to adopt a final budget no later than December 15 of each fiscal year. The annual budget serves as a foundation of PPLD's financial planning and control. The budget is prepared by fund and by department.

About Pikes Peak Library District

PPLD seeks to engage and transform people's lives via its 15 library facilities, online resources, and mobile library services. With a mission to provide resources and opportunities that impact individual lives and build community, PPLD welcomes all community members to enrich their minds, make connections, and reach their full potential.

As a national leader and the second largest library system in Colorado, the District serves a population of more than 669,000 residents across 2,070 square miles of El Paso County. Thanks to an employee base of nearly 460 full- and part-time staff and about 1,400 volunteers, PPLD continues to be recognized for its commitment to diversity and community collaboration, its innovative and community-focused programs, and excellent customer service.

The history of public libraries in the Pikes Peak Region began in October 1885 when the Colorado Springs Social Union established a library on the corner of Tejon and Cucharras Streets in downtown Colorado Springs. In 1905, a new library opened at 21 West Kiowa Street, with funds donated by Andrew Carnegie and land granted by General William Jackson Palmer. In 1962, a majority of El Paso County citizens voted to establish PPLD. The District serves residents of El Paso County, except for Security/Widefield School District #3, including all unincorporated areas and municipalities of Calhan, Colorado Springs, Ellicott, Falcon, Fountain, Manitou Springs, Monument, and Palmer Lake.

2021 Highlights

PPLD donated over 4,100 items to 20 organizations, including several schools, nine assisted living facilities, the Salvation Army shelter, Girl Scouts, Greccio Housing, and the Community Justice Center.

COVID-19 continued to impact the community and Library. Following a winter surge, the public was again allowed inside facilities in limited numbers for more than the use of computers and copiers, including browsing our collection, in January. Public access to meeting rooms and creative spaces began in February. Multiple libraries hosted COVID-19 vaccine clinics beginning in May.

Harrison School District 2 and Academy School District 20 became Power Pass partners with PPLD, which provides just-for-students library card access.

About 3,000 people participated in PPLD's annual Winter Adult Reading Program, logging nearly 100,000 days of reading or activities.

Manitou Springs Library opened inside of the Manitou Art Center on March 5, a co-location partnership that transformed the historic building at 515 Manitou Ave.

Nearly 10,000 kids and teens participated in PPLD's annual Summer Adventure program, completing over 200,000 days of reading and 140,000 activities.

The first Food Industry Training cohort taught in the kitchen at Library 21c celebrated its graduation on Sept. 24.

The Pikes Peak Poet Laureate Project was re-launched with the inauguration of Ashley Cornelius on Oct. 23 at Knights of Columbus Hall.

For the third year in a row, PPLD surpassed two-million digital book checkouts on OverDrive. This time it was almost two weeks earlier than in 2020, which continues to illustrate the continued growth and importance of library digital lending of eBooks and eAudiobooks. PPLD ended the year with more than 2.5 million digital book checkouts, in addition to more than 200,000 streamed songs and over 90,000 streamed videos.

LOCAL ECONOMY

The information included in the following paragraphs under this caption has been extracted and summarized from the Colorado Springs Chamber of Commerce, Colorado Department of Revenue, Colorado Springs Economic Development Corporation, Colorado Department of Education, the Bureau of Labor Statistics, U.S. Census Bureau, and the Colorado Springs Convention and Visitors Bureau.

Population

As of December 31, 2021, the population of El Paso County is 737,865 (the District's legal service is 670,046 and is included in this total). Colorado Springs, the largest municipality within El Paso County (the County), is the 39th largest city in the nation. The County's population has increased by approximately 218,062 since 2000, with approximately half of the increase due to migration from other states and the balance due to natural growth.

Age

The projected median age for El Paso County is 34.6 at the end of 2021. The following are estimates of the population for El Paso County by certain age categories:

	<u>2021</u>	<u>% Total</u>	<u>2020</u>	<u>% Total</u>
Under 15	142,050	19.3%	154,204	20.7%
15-24	117,174	15.9%	116,905	15.9%
25-44	212,009	28.7%	207,792	28.0%
45-64	163,817	22.2%	166,423	22.4%
65+	<u>102,815</u>	<u>13.9%</u>	<u>96,565</u>	<u>13.0%</u>
Total	<u><u>737,865</u></u>	<u><u>100.0%</u></u>	<u><u>741,889</u></u>	<u><u>100.0%</u></u>

Industries

The following chart shows the percentage of employment by industry type:

	2021	2020
Agriculture, Forestry, Fishing and Hunting	0.2%	0.2%
Mining, Quarrying, and Oil and Gas Extraction	0.0%	0.0%
Utilities	1.1%	1.1%
Construction	6.5%	6.5%
Manufacturing	4.6%	4.6%
Wholesale Trade	2.1%	2.2%
Retail Trade	11.3%	11.2%
Transportation and Warehousing	2.0%	1.8%
Information	2.8%	2.8%
Finance and Insurance	5.0%	5.3%
Real Estate and Rental and Leasing	1.8%	1.8%
Professional, Scientific, and Technical Services	11.4%	10.6%
Management of Companies and Enterprises	0.7%	0.7%
Administrative and Support and Waste Management and Remediation Services	7.2%	7.0%
Educational Services	7.1%	8.8%
Health Care and Social Assistance	16.3%	15.5%
Arts, Entertainment, and Recreation	1.7%	1.8%
Accommodation and Food Services	10.7%	10.7%
Other Services (except Public Administration)	4.2%	4.4%
Public Administration	3.2%	2.9%

Wage/Salary

Wages are competitive with similarly sized cities, but the average education of the El Paso County employee is greater, providing employers with a high value workforce.

In regularly conducted surveys, local employers rank the quality, dependability, and stability of the El Paso County workforce as some of the community's top strengths. Local employers also consistently rank the caliber of their employees as higher than that of employees in sister facilities elsewhere.

The following chart depicts the estimated annual mean of wage levels for certain occupations.

Occupation	2021 Annual Wages	2020 Annual Wages
Architecture and Engineering	99,911	95,459
Arts, Design, Entertainment, Sports, and Media	59,514	57,569
Building and Grounds Cleaning and Maintenance	35,920	32,427
Business and Financial Operations	79,056	77,443
Community and Social Services	52,247	52,030
Computer and Mathematical	99,238	99,137
Construction and Extraction	50,918	49,333
Educational Instruction and Library	52,934	51,505
Farming, Fishing, and Forestry	36,208	33,951
Food Preparation and Serving Related	32,983	30,084
Healthcare Practitioners and Technical	92,034	86,064
Healthcare Support	35,636	35,537
Installation, Maintenance, and Repair	53,507	53,233
Legal	87,494	97,579
Life, Physical, and Social Science	81,823	77,788
Management	123,939	125,989
Office and Administrative Support	42,369	41,096
Personal Care and Service	35,901	34,619
Production	42,345	41,569
Protective Service	51,678	50,954
Sales and Related	45,650	48,085
Transportation and Material Moving	38,822	36,585
All Occupations	<u>57,765</u>	<u>56,399</u>

Tourism

Tourism remains one of the main draws to the Colorado Springs area. More than 20 million visitors per year put over two billion dollars into the local economy (non-COVID years). Top attractions include the world-renowned Garden of the Gods followed by the United States Air Force Academy. Most visitors to the Colorado Springs area come from Colorado followed by Texas and California.

Roads

Colorado Springs is conveniently located near the geographical center of the United States, providing easy access to Interstate 70 heading east and west and Interstate 25 heading north and south. To the city's east, Powers Boulevard is a major north-south thoroughfare providing rapid access for the city's growing eastern edge. Highway 24 bypass provides an east-west route.

Airport

Air travel is easy from Colorado Springs with two airports from which to choose in close proximity. The Colorado Springs airport features 12 gates and a 13,500-foot runway, which allows modern aircraft to reach any city in North America. The airport can handle all jet aircraft including wide body planes. Denver International Airport is just 75 miles to the north (about 1 hour and 30 minutes by car on Interstate 25 and E-470).

Legislation

The State of Colorado operates under the Taxpayer Bill of Rights (TABOR), which imposes restrictions on collected property tax revenues in relation to fiscal year spending. Both amounts cannot exceed the prior year's amount (adjusted for inflation and a growth factor) without voter approval. TABOR also imposes restrictions and stipulations on elections, including bond issuances and mill levy increases.

Education

El Paso County has 17 school districts, as well as private elementary/high schools, charter schools, and the state-sponsored Colorado School for the Deaf and the Blind. The 84% high school graduation rates in El Paso County are higher than those for Colorado but are still below the Colorado Department of Education's target of 90%.

Colorado Springs has 18 institutions of higher education. The three largest are:

	Total Enrollment	
	2021	2020
Pikes Peak Community College	12,506	13,204
University of Colorado at Colorado Springs	12,380	12,180
United States Air Force Academy	4,307	4,304

OTHER ITEMS

Internal Controls

The District has several policies and procedures, which govern the operations of the District to ensure effective cash management, compliance with government accounting regulations, and good business practice. The objectives of these policies and procedures are commensurate with our District-wide goals to effectively manage the current assets and resources of the District.

The oversight responsibilities of the financial operations of the District rest with the Board of Trustees. Each month the Board is provided detailed financial information, prepared by the Finance Office, including financial statements and budget analysis for each fund. The Board is responsible for all budgetary resolutions and approvals, and for setting the mill levy annually. The Board is also responsible for the approval of any real estate transactions, bonded debt, borrowing of funds, and major contracts.

The Chief Librarian and Chief Librarian and CEO can authorize operational contracts, and to approve expenditures up to \$100,000. The Chief Financial Officer can authorize purchase orders under \$100,000. Purchases more than \$100,000 are submitted to the Board of Trustees for approval. These, and other stipulations, are included in an extensive Financial Guidelines Policy, which was approved by the Board of Trustees.

Segregation of duties is a guiding principle in the Finance Office. For example, the staff members who count the cash and prepare deposit slips are not authorized to record deposits in the accounting system. Only a few staff members are given the combination to the safe, and only the Chief Financial Officer and the Chief Librarian and CEO are authorized to affect wire transfers or banking transactions.

The Chief Financial Officer approves all purchase orders, payments of services, and journal entries. The accounting system is carefully set up to allow rights for certain functions to the appropriate staff members only. A staff member who does not have cash receipt or cash disbursement responsibility processes bank reconciliations, but such reconciliations must be reviewed and approved by the Chief Financial Officer.

Internally performed cash audits of all petty cash and cash registers banks are scheduled periodically at the Library locations.

We believe that the cash management procedures in place are thorough and comprehensive, providing an effective environment of safety and good stewardship of the taxpayers' trust.

FINANCIAL POLICIES

The 2021 ACFR has been prepared in compliance with the District's Financial Guidelines, applying Generally Accepted Accounting Principles for governmental and Non-Profit entities, without exception.

AWARDS and ACKNOWLEDGMENTS

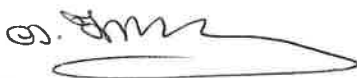
The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Pikes Peak Library District for its Comprehensive Annual Financial Report for the year ended December 31, 2020. This was the 30th consecutive year that the District has received this prestigious award.

To be awarded a Certificate of Achievement for Excellence in Financial Reporting, the government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must justify both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe that our current Comprehensive Annual Financial Report continues to meet the Certificate of Achievement for Excellence in Financial Reporting program's requirements, and we are submitting it to the GFOA to determine its eligibility for another certificate.

We wish to thank the members of the Board of Trustees for their leadership and support.

Finally, we would like to offer special thanks to the following individuals who are (or have been) employed by the District's Finance Office, and whose efforts and contributions made the preparation of the 2021 ACFR a success.

Respectfully submitted,

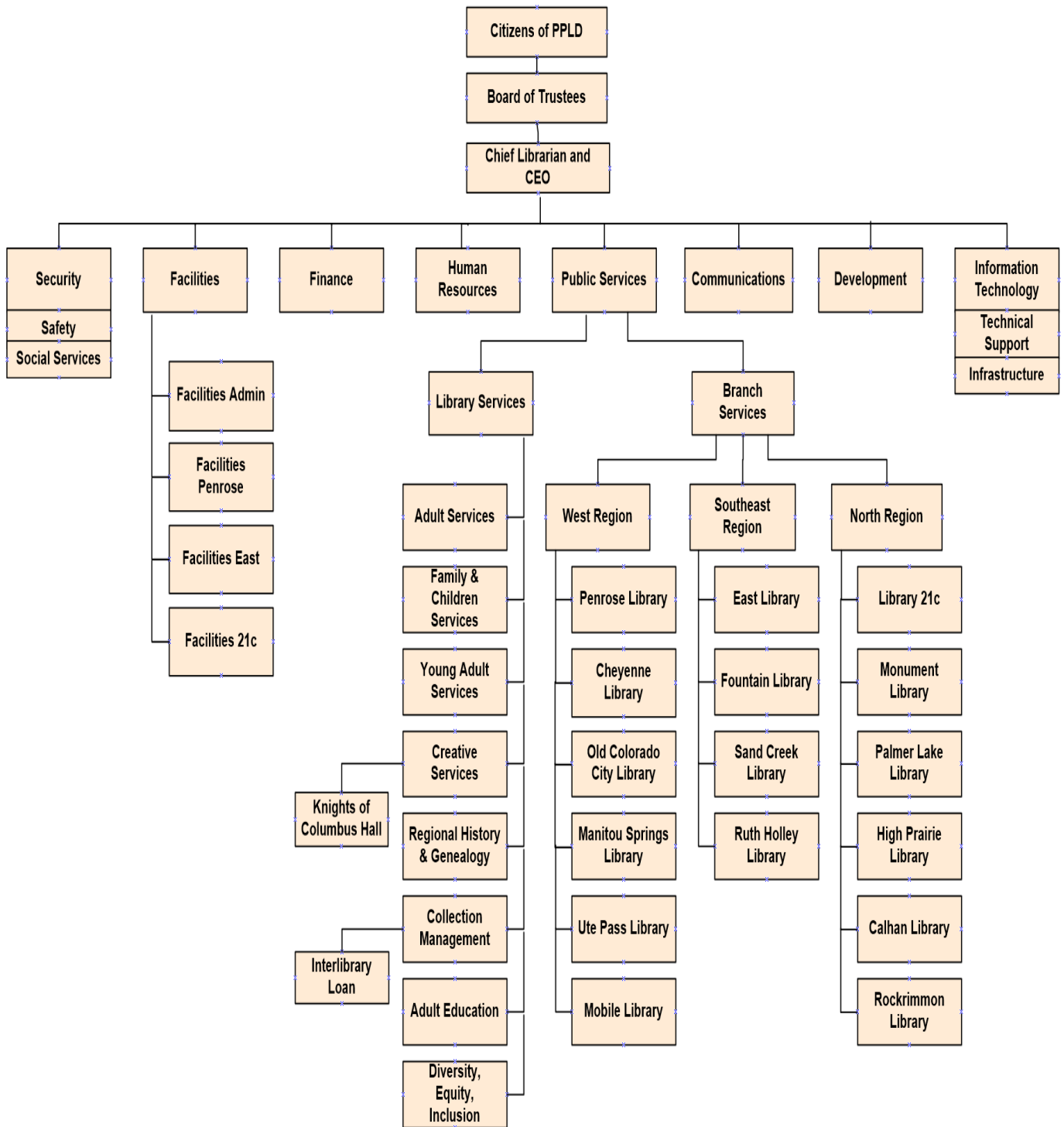
A handwritten signature in black ink, appearing to read 'T. Shainidze-Krebs', with a large, sweeping underline.

Teona Shainidze-Krebs
Interim Chief Librarian and Chief Executive Officer

A handwritten signature in black ink, appearing to read 'Randall A. Green', written in a cursive style.

Randall A. Green
Chief Financial Officer

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Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Pikes Peak Library District
Colorado**

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

December 31, 2020

Christopher P. Morill

Executive Director/CEO

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Independent Auditor's Report

Board of Trustees
Pikes Peak Library District
Colorado Springs, Colorado

Report on the Audit of the Financial Statements

Opinions

We have audited the financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the Pikes Peak Library District (the District), as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities, the discretely presented component unit, each major fund, the aggregate remaining fund information of the Pikes Peak Library District, as of December 31, 2021, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the "Auditor's Responsibilities for the Audit of the Financial Statements" section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions. The financial statements of the discretely presented component unit were not audited in accordance with *Government Auditing Standards*.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for 12 months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, budgetary comparison, and pension information as listed in the table of contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The combining and individual fund financial statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and schedules is fairly stated, in all material respects, in relation to the basic financial statements as a whole. We also have previously audited, in accordance with auditing standards generally accepted in the United States of America, the District's basic financial statements as of and for the year ended December 31, 2020, which are not presented with the accompanying financial statements. In our report dated June 28, 2021, we expressed unmodified opinions on the respective financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information. In our opinion, the 2020 comparative combining and individual fund financial statements and schedules supplementary information is fairly stated in all material respects in relation to the basic financial statements as of and for the year ended December 31, 2020, taken as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Board of Trustees
Pikes Peak Library District

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated June 30, 2022, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

FORVIS, LLP

Colorado Springs, Colorado
June 30, 2022

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited)
December 31, 2021

As management of the Pikes Peak Library District, we offer readers of the Pikes Peak Library District financial statements this narrative overview and analysis of the financial activities of the Pikes Peak Library District (the District or PPLD) for the year ended December 31, 2021. We encourage readers to consider the information presented here in conjunction with additional information that we have furnished in our letter of transmittal, which can be found on pages 11 through 27 of this report.

Financial Highlights

- The District's total assets and deferred outflows of resources was \$100,603,264 as of December 31, 2021. Included in this total is current assets of \$53,681,100 (primarily cash and investments of \$19,558,225 and property taxes receivable of \$33,216,253), noncurrent assets (capital assets) of \$32,334,688, and deferred outflow of resources (pension-related amounts) of \$14,587,476.
- The District's total liabilities and deferred inflows of resources was \$78,855,851 as of December 31, 2021. Included in this total is current liabilities of \$3,034,787 (accounts payable of \$1,423,397 and accrued compensation payable of \$1,611,390), noncurrent liabilities of \$15,872,767 (accrued compensation absences of \$1,499,214 and net pension liability of \$14,373,553), and deferred inflows of resources of \$59,948,297 (property taxes of \$33,216,253 and pension-related amounts of \$26,732,044).
- The District's assets and deferred outflows exceeded its liabilities and deferred inflows by \$21,747,413 (net position) as of December 31, 2021.
- Total net position is comprised of the following:
 - (1) Net investment in capital assets of \$32,293,214 includes property and equipment, net of accumulated depreciation.
 - (2) Net position of \$1,393,285 is restricted by constraints imposed from outside the District, such as gifts, grantors, laws, or regulations.
 - (3) Unrestricted deficit net position of (\$11,939,086) represents the portion available to maintain the District's continuing obligations to citizens and creditors. As discussed below, the District implemented GASB Statement No. 68 effective January 1, 2015. As of December 31, 2021, the District's proportionate share of the Net Pension Liability was \$14,373,553. This balance is included in the unrestricted net position.
- The District's total assets in its Governmental Funds was \$57,427,210 as of December 31, 2021 (primarily cash and investments of \$18,981,898 and property taxes receivable of \$33,216,253).
- The District's total liabilities of its Governmental Funds was \$6,451,564 as of December 31, 2021 (accounts payable of \$1,122,888, accrued compensation payable of \$968,869, and amounts due to other funds of \$4,359,807).
- The District's total deferred inflows of resources was \$33,320,138 (property taxes of \$33,216,253 and unavailable fund resources of \$103,885).

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

- The District's General Fund reported total ending fund balance of \$13,328,480 as of December 31, 2021. This compares to the prior year ending fund balance of \$11,320,091, showing an increase of \$2,008,386 during the current year.
- As of December 31, 2021, unassigned fund balance for the General Fund was \$11,228,870, or approximately 35%, of total General Fund expenditures, including transfers for the year ended December 31, 2021.
- Overall, the District continues to maintain a moderately strong financial position.

The above financial highlights are explained in more detail in the "Financial Analysis of the District as a Whole" section of this document.

Overview of the Financial Statements

This Management's Discussion and Analysis document introduces the District's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. This report also contains required and other supplementary information in addition to the basic financial statements themselves. Comparative data is presented when available.

Government-wide Financial Statements

The District's annual report includes two District government-wide financial statements. These statements provide both long-term and short-term information about the District's overall financial status. Financial reporting at this level uses a perspective like that found in the private sector with its basis in accrual accounting and elimination of internal activities between funds.

The first of these government-wide statements is the *Statement of Net Position*. This is the government-wide statement of financial position presenting information that includes all the District's assets and deferred outflows of resources, and liabilities and deferred inflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating. Evaluation of the overall health of the District would extend to other nonfinancial factors such as diversification of the taxpayer base or the condition of District infrastructure, in addition to the financial information provided in this report.

The second government-wide statement is the *Statement of Activities*, which reports how the District's net position changed during the current calendar year. All current year revenues and expenses are included regardless of when cash is received or paid. An important purpose of the design of the Statement of Activities is to show the financial reliance of the District's distinct activities or functions on revenues provided by the District's taxpayers.

Both government-wide financial statements distinguish governmental activities of the District that are principally supported by property taxes and from business-type activities that are intended to recover all or a significant portion of their costs through user fees and charges. Governmental activities include general library operations. The District has no business-type activities.

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The government-wide financial statements also include the financial statements of Pikes Peak Library District Foundation, Inc., a legally separate entity. Financial information for this component unit is reported separately from the financial information presented for the District (primary government) in accordance with GASB standards.

The government-wide financial statements are presented on pages 49 through 52 of this report.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The District uses funds to ensure and demonstrate compliance with finance-related laws and regulations. Within the basic financial statements, fund financial statements focus on the District's significant funds. Each major fund is separately reported.

The District has the following fund types:

Governmental funds are reported in the fund financial statements and encompass the same functions reported as governmental activities in the government-wide financial statements. However, the focus is very different with fund statements providing a distinctive view of the District's governmental funds. These statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financial requirements of governmental programs and the commitment of spendable resources for the near-term.

Since the government-wide focus includes the long-term view, comparisons between these two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures and changes in fund balances provide a reconciliation to assist in understanding the differences between these two perspectives.

The basic governmental fund financial statements are presented on pages 53 through 56 of this report.

The Internal Service Fund (Employee Health Plan) is reported in the fund financial statements, and generally reports employee and employer contributions along with benefit claims paid and administrative costs related to the District's partially self-insured health plan offered to employees with a regularly scheduled workweek of 30 or more hours.

The basic internal service fund financial statements are presented on pages 57 through 59 of this report.

Custodial funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because those resources are not available to support the District's own programs. The accounting used for custodial funds is much like that used for the government-wide statements.

The basic custodial fund financial statements can be found on pages 60 through 61 of this report.

The accompanying notes to the basic financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes to the basic financial statements begin on page 63 of this report.

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

Other Information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the District's detailed budget presentations for its General Fund, the District's proportionate share of the net pension liability, and District contributions. These statements and schedules demonstrate compliance with the District's adopted and final revised budget. The required supplementary information can be found on pages 95 through 101.

As discussed, the District reports one major fund and several non-major funds in the basic financial statements. The individual governmental fund comparative statements are presented in a subsequent section of this report beginning on page 102.

Financial Analysis of the District as a Whole

The District's net position at calendar year-end is \$21,747,413. The following table provides a summary of the District's net position as of December 31, 2021 and 2020:

	Summary of Net Position			
	2021		2020	
	Governmental Activities	Percentage of Total	Governmental Activities	Percentage of Total
Assets				
Current and other assets	\$ 53,681,100	62%	\$ 48,267,641	59%
Capital assets	32,334,688	38%	33,586,376	41%
Total assets	86,015,788	100%	81,854,017	100%
Deferred Outflows of Resources	14,587,476	100%	19,171,871	100%
Liabilities				
Current liabilities	3,034,787	16%	2,444,350	5%
Noncurrent liabilities	15,872,767	84%	42,776,532	95%
Total liabilities	18,907,554	100%	45,220,882	100%
Deferred Inflows of Resources	59,948,297	100%	33,816,618	100%
Net Position				
Net investment in capital assets	32,293,214	148%	33,556,137	153%
Restricted	1,393,285	6%	1,298,802	6%
Unrestricted	(11,939,086)	-55%	(12,866,551)	-59%
Total net position	\$ 21,747,413	100%	\$ 21,988,388	100%

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The District continues to maintain a moderately high current ratio. The current ratio compares current assets to current liabilities and is an indication of the ability to pay current obligations. However, to make this ratio meaningful, we have eliminated the property taxes receivable for governmental activities. After this elimination, governmental activities' current assets are \$20,464,847. As a result, the current ratio for the District overall is 6.7 to 1 which compares slightly unfavorable to the December 31, 2020 ratio of 7.0 to 1. This ratio overall is strong.

The District reported an overall positive balance in net position. Net position decreased by (\$240,975) for governmental activities.

Approximately 150% of the District's net position is comprised of capital assets as of December 31, 2021. The District uses these capital assets to provide services to its citizens.

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The following table provides a summary of the District's changes in governmental activities' net position for the years ended December 31, 2021 and 2020:

	Summary of Changes in Net Position			
	2021		2020	
	Governmental Activities	Percentage of Total	Governmental Activities	Percentage of Total
Revenues				
Program				
Charges for services, sales and fines	\$ 86,322	0%	\$ 63,530	0%
Operating grants/donations	800,863	2%	866,429	2%
Capital grants/donations	-	0%	189,185	1%
General				
Taxes	35,123,014	97%	33,440,105	96%
Other	92,138	0%	256,884	1%
Total revenues	36,102,337	100%	34,816,133	100%
Program Expenses				
Public Services	21,439,663	59%	25,521,426	61%
Human Resources Office	740,806	2%	706,307	2%
Chief Librarian and CEO's Office	295,077	1%	337,521	1%
Development Office	268,937	1%	303,389	1%
Finance Office	724,847	2%	791,730	2%
Facilities Office	3,938,656	11%	4,376,400	11%
Information Technology Office	2,881,161	8%	3,214,137	8%
Communications Office	1,051,216	3%	1,147,285	3%
Security Services	1,001,954	3%	1,058,946	3%
Other administration	4,000,995	11%	4,178,464	10%
Total expenses	36,343,312	100%	41,635,605	100%
Special item - TABOR refund	-		(180,108)	
Change in net position	(240,975)		(6,999,580)	
Beginning Net Position	21,988,388		28,987,968	
Ending Net Position	<u>\$ 21,747,413</u>		<u>\$ 21,988,388</u>	

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

Governmental Revenues

The District is heavily reliant on taxes to support governmental activities. Taxes provided over 95% of the District's total revenues. Also, note that program revenues generated less than 5% of governmental activities' revenues for the year ended December 31, 2021. This means that the District's taxpayers and the District's other general revenues provided almost 100% of the governmental activities. As a result, the general economy and the changes in both residential and commercial property values have a major impact on the District's revenue streams.

Governmental Function Expenses

Approximately 70% of the District's expenses provide supporting services to the public service and information technology functions. In addition, approximately \$1.3 million of depreciation expense from the District's buildings is included in total expenses, and total depreciation expense was approximately \$3.4 million.

Financial Analysis of the District's Funds

Governmental Funds

As discussed, governmental funds are reported in the fund statements with a short-term, inflows and outflows of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements. Governmental funds reported ending fund balances of \$17,655,508 as of December 31, 2021.

Fund balances as of December 31, 2021 and 2020 include:

	2021	2020
Nonspendable	\$ 400,575	\$ 382,929
Restricted	1,393,285	1,298,802
Committed	4,326,216	3,101,003
Assigned	306,562	243,769
Unassigned	11,228,870	9,395,403
	\$ 17,655,508	\$ 14,421,906

Major Governmental Funds

General Fund

The General Fund is the District's primary operating fund and the largest source of day-to-day service delivery. The General Fund's fund balance increased by \$2,008,389 during 2021. The total fund balance of the General Fund as of December 31, 2021 was \$13,328,480. The total fund balance as of December 31, 2020 was \$11,320,091.

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The fund balance of the General Fund is broken down as follows as of December 31, 2021 and 2020:

	<u>2021</u>	<u>2020</u>
Nonspendable	\$ 400,575	\$ 382,929
Restricted	1,392,473	1,297,990
Assigned	306,562	243,769
Unassigned	<u>11,228,870</u>	<u>9,395,403</u>
	<u>\$ 13,328,480</u>	<u>\$ 11,320,091</u>

Unassigned fund balance – The balance increased by \$1,833,467 from 2020 to 2021. The primary reason for the change is because total fund balance increased during 2021 by \$2,008,389. Total revenues and other financing sources for 2021 is \$36,348,814, and total expenditures, other financing uses, and special items is \$34,340,425.

Nonmajor Governmental Funds

Nonmajor governmental funds include one Special Revenue Fund and four Capital Projects Funds.

Special Revenue Fund (Designated Purpose Fund) – Total fund balance as of December 31, 2021 was \$100,688. This amount is \$5,033 less than the fund balance of \$105,721 as of December 31, 2020.

Capital Projects Funds – As of December 31, 2021, fund balance for specific individual funds equals the following and represents ongoing projects; funds not listed have zero balances and were closed as the projects were completed:

	<u>2021</u>	<u>2020</u>
North Facility Project Fund	\$ 315,403	\$ 189,864
East Library Renovation Fund	90,178	74,342
Penrose Library Renovation Fund	342,977	417,945
Capital Reserve Fund	<u>3,477,782</u>	<u>2,313,943</u>
	<u>\$ 4,226,340</u>	<u>\$ 2,996,094</u>

North Facility Project Fund - The fund balance increased by \$125,539 from 2020 due to the timing of active capital projects and deferral of various other projects into 2022.

Capital Reserve Fund – Total fund balance increased by \$1,163,839 due to the timing of active capital projects and deferral of various other projects into 2022.

Pikes Peak Library District
Management’s Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

Capital outlay for these funds for years ended December 31, 2021 and 2020 is presented below:

	2021	2020
North Facility Project Fund	\$ 39,461	\$ 357,685
East Library Renovation Fund	68,364	129,505
Penrose Library Renovation Fund	75,492	73,673
Capital Reserve Fund	981,666	1,046,106
	\$ 1,164,983	\$ 1,606,969

Capital Reserve Fund – During 2021, the District purchased a variety of equipment in addition to engaging various renovation and repair costs. These purchases and projects are non-reoccurring by nature.

Budgetary Highlights

General Fund

The original budget (expenditures and transfers out) was amended and decreased by \$103,889. Normally, the General Fund budget is amended principally to utilize prior year fund balances that were primarily either reserved for encumbrances or designated for specific capital projects, which were not included in the original budget. However, given uncertainty about future finances, the District elected to approach the 2021 budget conservatively, and it identified various projects that could be deferred to a future year.

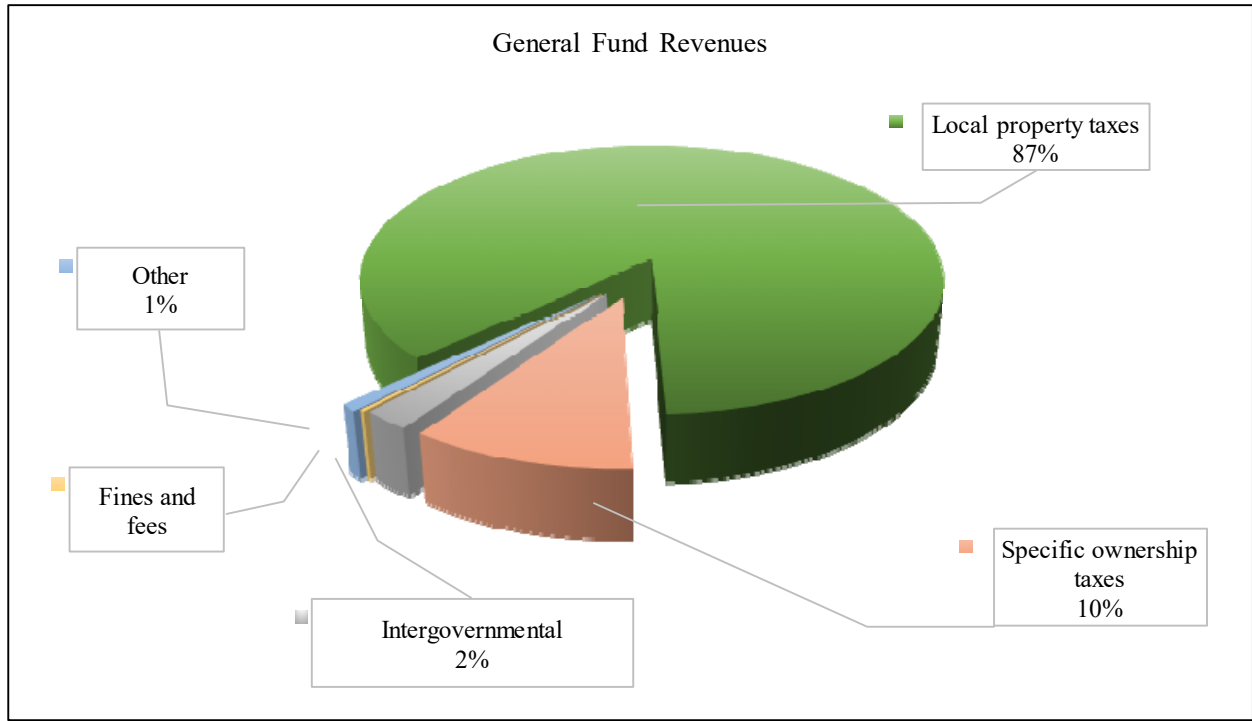
The District also made the decision to not fill various vacant staff positions during 2021.

General Fund Revenues

Total General Fund actual revenues for fiscal year 2021 were \$36,348,814. This amount was less than the 2021 budget, as amended, by \$172,261, which is less than 1% of the total revenue budget.

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The following chart depicts General Fund revenue for 2021 by category:

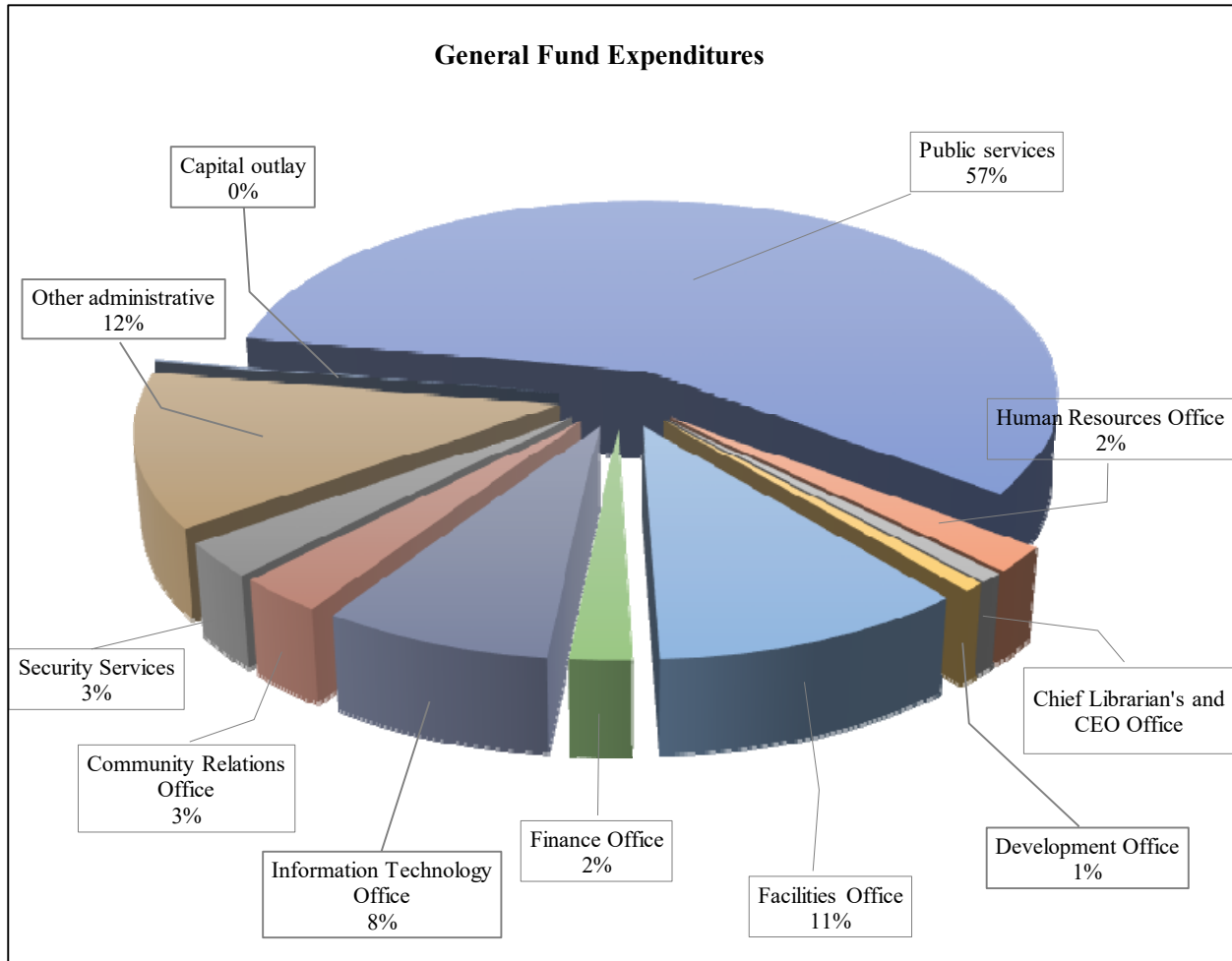


General Fund Expenditures

Total General Fund actual expenditures for fiscal year 2021 was \$32,030,399. This amount was less than the 2021 budget, as amended, by \$2,425,461, which is approximately 7% of the total budget.

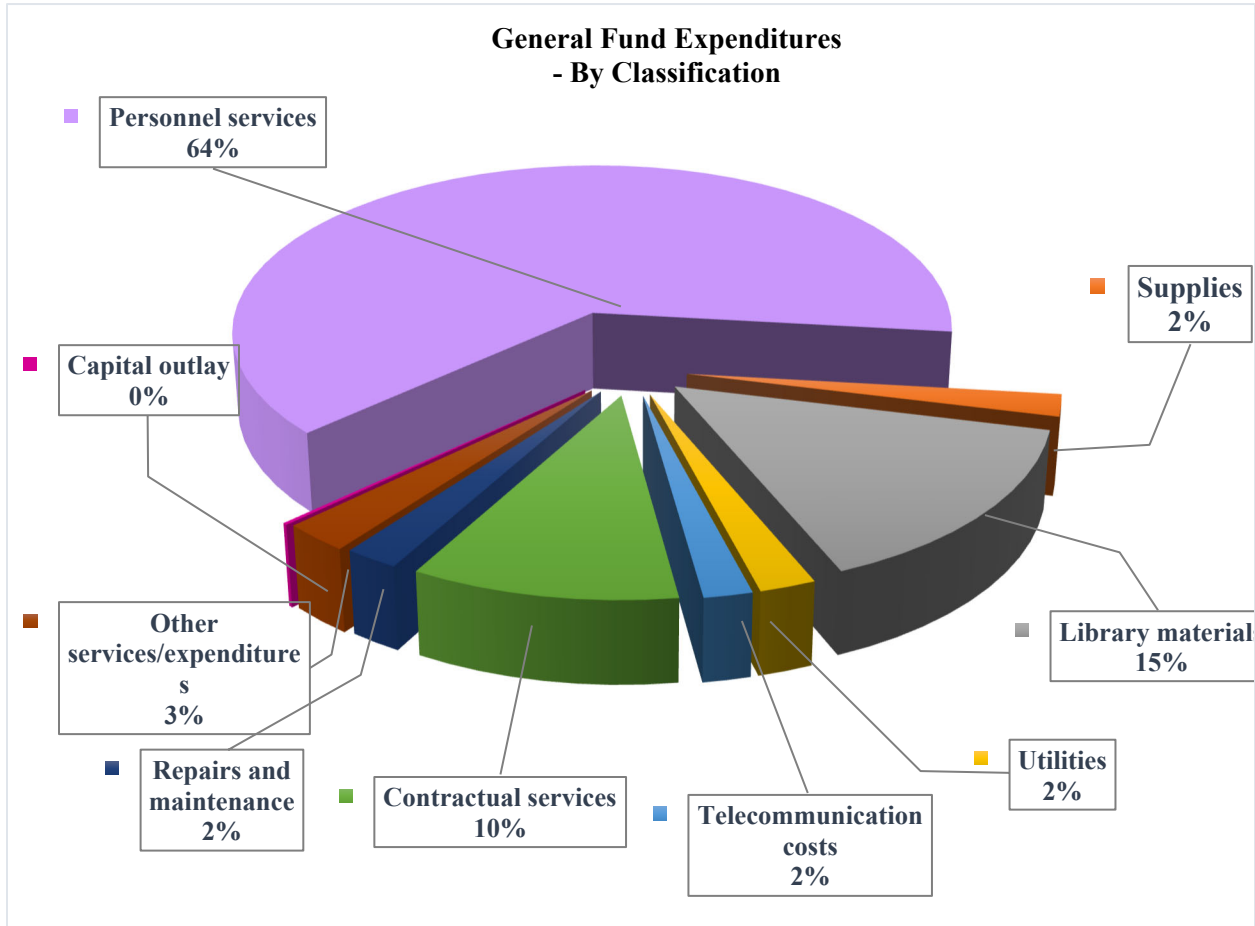
Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The following chart depicts 2021 General Fund expenditures by function:



Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The following chart depicts 2021 General Fund expenditures by classification:



Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The following is a summary of 2021 General Fund expenditures by departments/accounts:

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Expenditures				
Current				
Personnel services	\$ 21,846,244	\$ 20,942,137	\$ 20,420,285	\$ (521,852)
Supplies	854,615	970,783	639,994	(330,789)
Library materials	4,829,976	4,930,479	4,766,105	(164,374)
Utilities	706,965	706,965	701,654	(5,311)
Telecommunication costs	641,000	651,177	606,985	(44,192)
Contractual services	3,767,722	3,856,924	3,313,673	(543,251)
Repairs and maintenance	863,400	869,675	681,970	(187,705)
Other services/expenditures	1,034,827	1,461,084	840,987	(620,097)
Capital outlay	15,000	66,636	58,746	(7,890)
Total expenditures	<u>\$ 34,559,749</u>	<u>\$ 34,455,860</u>	<u>\$ 32,030,399</u>	<u>\$ (2,425,461)</u>

General – As a result of the current economic environment, numerous issues arose which caused uncertainty regarding the District's financial resources, the District operated under the concept of financial frugality. The philosophy was to defer/cut expenditures from the 2021 approved budget as much as possible.

Capital Assets

The District's capital assets, net of accumulated depreciation, for governmental activities as of December 31, 2021 was \$32,334,688. See note III-D on page 82 for additional information about changes in capital assets during the calendar year and balances at the end of the year.

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

The following table provides a summary of capital assets as of December 31, 2021 and 2020:

	Capital Assets			
	2021		2020	
	Governmental Activities	Percentage of Total	Governmental Activities	Percentage of Total
Nondepreciable assets				
Land	\$ 5,317,363	6%	\$ 5,317,363	6%
Collections of historical treasures	9,597,286	12%	9,597,286	12%
Construction in progress	11,520	0%	51,423	0%
Total nondepreciable assets	14,926,169		14,966,072	
Depreciable assets				
Land improvements	942,891	1%	942,891	1%
Leasehold improvements	1,304,703	2%	1,069,528	1%
Buildings	45,192,133	55%	44,978,432	54%
Equipment, furniture and fixtures	5,769,173	7%	6,033,402	7%
Vehicles	818,123	1%	845,073	1%
Books and materials	12,958,166	16%	13,859,505	17%
Total depreciable assets	66,985,189	100%	67,728,831	100%
Less accumulated depreciation	<u>(49,576,670)</u>		<u>(49,108,527)</u>	
Book value - depreciable assets	17,408,519		18,620,304	
Percentage depreciated	74%		73%	
Book value - all capital assets	\$ 32,334,688		\$ 33,586,376	

On December 31, 2021, the depreciable capital assets for governmental activities were 74% depreciated; the percentage as of December 31, 2020 was 73%.

Economic Factors and Next Year's Budget and Mill Levy

The following factors were considered when the 2022 budget was prepared:

1. The unemployment rate for El Paso County, Colorado.
2. Inflationary trends in the region and cost of living indices in the region compare favorably to national indices.

As of December 31, 2021, unassigned fund balance in the General Fund totaled \$11,237,267. The District has appropriated \$1,024,669 of this balance for spending in the 2022 fiscal year budget.

Pikes Peak Library District
Management's Discussion and Analysis (Unaudited) (Continued)
December 31, 2021

For the fiscal year 2022 budget, the total mill levy is 3.731 mills (3.845 mills for general operating expenses, 0.033 mills for refunds and abatements, and a temporary mill levy credit of (0.023) mills for a TABOR refund). The mill levy for fiscal year 2021 was also 3.731 mills. The gross assessed valuation for all taxable property within the District's legal service area is \$8,218,213,120 in 2021.

As a result of the spread of the SARS-CoV-2 virus and the incidence of COVID-19, economic uncertainties have arisen which may negatively affect the financial position, results of operations and cash flows of the District. The duration of these uncertainties and the ultimate financial effects cannot be reasonably/fully estimated at this time.

Requests for Information

This Financial Report is designed to provide a general overview of the District's finances, compliance with finance-related laws and regulations, and demonstrate the District's commitment to public accountability. If you have any questions about this report, or would like to request additional information, contact the District's Finance Office at 1175 Chapel Hills Drive, Colorado Springs, Colorado 80920.

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Pikes Peak Library District
Statement of Net Position
December 31, 2021

	<u>Primary Government Governmental Activities</u>
Assets and Deferred Outflows of Resources	
Current Assets	
Cash and investments	\$ 19,558,225
Property taxes receivable	33,216,253
Accounts receivables	163,822
Due from discretely presented component unit	10,331
Due from other governments	295,227
Prepaid items	437,242
Total current assets	<u>53,681,100</u>
Noncurrent Assets	
Capital assets	
Nondepreciable property	14,926,169
Depreciable building, property and equipment, net	17,408,519
Total noncurrent assets	<u>32,334,688</u>
Total assets	<u>86,015,788</u>
Deferred Outflows of Resources	
Pension-related amounts	14,587,476
Total assets and deferred outflows of resources	<u>100,603,264</u>
Liabilities and Deferred Inflows of Resources	
Current Liabilities	
Accounts payable	1,423,397
Accrued compensation payable	1,611,390
Total current liabilities	<u>3,034,787</u>
Noncurrent Liabilities	
Noncurrent portion of long-term obligations	
Net pension liability	14,373,553
Accrued compensated absences	1,499,214
Total noncurrent liabilities	<u>15,872,767</u>
Total liabilities	<u>18,907,554</u>
Deferred Inflows of Resources	
Property taxes	33,216,253
Pension-related amounts	26,732,044
Total deferred inflows of resources	<u>59,948,297</u>
Total liabilities and deferred inflows of resources	<u>78,855,851</u>
Net Position	
Net investment in capital assets	32,293,214
Restricted for	
Declared emergencies	1,058,065
Gifts and grants	335,220
Total restricted	<u>1,393,285</u>
Unrestricted	(11,939,086)
Total net position	<u>\$ 21,747,413</u>

Pikes Peak Library District Foundation, Inc.
Statement of Financial Position
December 31, 2021

Assets	
Cash	\$ 667,183
Contributions receivable, net	38,925
Accounts receivable	63,113
Prepaid items	4,503
Investments	<u>2,469,287</u>
Total assets	<u><u>\$ 3,243,011</u></u>
Liabilities and Net Assets	
Liabilities	
Accounts payable	\$ 13,263
Due to PPLD	<u>10,331</u>
Total liabilities	<u>23,594</u>
Net Assets	
Without donor restrictions	
Undesignated	805,814
Board-designated	<u>1,194,059</u>
	1,999,873
With donor restrictions	<u>1,219,544</u>
Total net assets	<u>3,219,417</u>
Total liabilities and net assets	<u><u>\$ 3,243,011</u></u>

Pikes Peak Library District
Statement of Activities
Year Ended December 31, 2021

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Position
		Charges for Services, Sales and Fines	Operating Grants and Contributions	Capital Grants and Contributions	Primary Governmental Activities
Primary Government					
Governmental activities					
Public Services	\$ 21,439,663	\$ 86,322	\$ 611,823	\$ -	\$ (20,741,518)
Human Resources Office	740,806	-	-	-	(740,806)
Chief Librarian and CEO's Office	295,077	-	-	-	(295,077)
Development Office	268,937	-	-	-	(268,937)
Finance Office	724,847	-	-	-	(724,847)
Facilities Office	3,938,656	-	107,942	-	(3,830,714)
Information Technology Office	2,881,161	-	81,098	-	(2,800,063)
Communications Office	1,051,216	-	-	-	(1,051,216)
Security Services	1,001,954	-	-	-	(1,001,954)
Other administration	4,000,995	-	-	-	(4,000,995)
Total governmental activities	<u>\$ 36,343,312</u>	<u>\$ 86,322</u>	<u>\$ 800,863</u>	<u>\$ -</u>	<u>(35,456,127)</u>
General revenues					
Property taxes levied for library purposes					31,402,556
Specific ownership taxes					3,720,458
Investment earnings					9,250
Miscellaneous					82,888
Total general revenues					<u>35,215,152</u>
Change in net position					<u>(240,975)</u>
Net position, January 1					<u>21,988,388</u>
Net position, December 31					<u>\$ 21,747,413</u>

Pikes Peak Library District Foundation, Inc.

Statement of Activities Year Ended December 31, 2021

	Without Donor Restrictions	With Donor Restrictions	Total
Revenues, Gains and Other Support			
Contributions	\$ 563,877	\$ 437,948	\$ 1,001,825
Contributed services	243,645	-	243,645
Gifts in kind	11,550	-	11,550
Investment return, net	170,109	87,594	257,703
Net assets released from restrictions	409,421	(409,421)	-
	1,398,602	116,121	1,514,723
Total revenues, gains and other support			
Expenses			
Program services			
Distributions to PPLD	491,645	-	491,645
Other	11,550	-	11,550
	503,195	-	503,195
Total program services			
Support services			
General and administrative Contributed services	24,365	-	24,365
	272,965	-	272,965
Total support services			
Fundraising			
Contributed services	219,280	-	219,280
Other	29,320	-	29,320
	248,600	-	248,600
Total fundraising			
Total support services	776,160	-	776,160
Total expenses			
Change in Net Assets	622,442	116,121	738,563
Net Assets, Beginning of Year	1,377,431	1,103,423	2,480,854
Net Assets, End of Year	\$ 1,999,873	\$ 1,219,544	\$ 3,219,417

Pikes Peak Library District
Balance Sheet – Governmental Funds
December 31, 2021

	<u>General</u>	<u>Other Funds</u>	<u>Total Governmental Funds</u>
Assets			
Cash and investments	\$ 18,981,898	\$ -	\$ 18,981,898
Property taxes receivable	33,216,253	-	33,216,253
Accounts receivables	155,128	8,694	163,822
Due from discretely presented component unit	10,331	-	10,331
Due from other governments	294,524	-	294,524
Due from other funds	-	4,359,807	4,359,807
Prepaid items	400,575	-	400,575
Total assets	<u>\$ 53,058,709</u>	<u>\$ 4,368,501</u>	<u>\$ 57,427,210</u>
Liabilities			
Accounts payable	\$ 1,081,415	\$ 41,473	\$ 1,122,888
Accrued compensation payable	968,869	-	968,869
Due to other funds	4,359,807	-	4,359,807
Total liabilities	<u>6,410,091</u>	<u>41,473</u>	<u>6,451,564</u>
Deferred Inflows of Resources			
Unavailable revenue - property taxes	33,216,253	-	33,216,253
Unavailable fund resources	103,885	-	103,885
Total deferred inflows of resources	<u>33,320,138</u>	<u>-</u>	<u>33,320,138</u>
Fund Balances			
Nonspendable:			
Prepaid expenditures	400,575	-	400,575
Restricted for:			
Declared emergencies	1,058,065	-	1,058,065
Gifts and grants	334,408	812	335,220
Total restricted	<u>1,392,473</u>	<u>812</u>	<u>1,393,285</u>
Committed to:			
Capital projects	-	4,326,216	4,326,216
Assigned to:			
Purchased contracts	171,806	-	171,806
Library materials	134,756	-	134,756
Total assigned	<u>306,562</u>	<u>-</u>	<u>306,562</u>
Unassigned	11,228,870	-	11,228,870
Total fund balances	<u>13,328,480</u>	<u>4,327,028</u>	<u>17,655,508</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 53,058,709</u>	<u>\$ 4,368,501</u>	<u>\$ 57,427,210</u>

Pikes Peak Library District
Reconciliation of the Balance Sheet of Governmental
Funds to the Statement of Net Position
December 31, 2021

Amounts reported for governmental activities in the statement of net position (page 47) are different because:

Fund balances - total governmental funds (page 51)		\$ 17,655,508
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds		
Cost of capital assets	\$ 81,911,358	
Less: accumulated depreciation	<u>(49,576,670)</u>	
Net capital assets		32,334,688
Certain long-term pension related costs and adjustments are not payable currently and are therefore not reported in the funds.		
Net pension-related amounts		(26,518,121)
Liabilities that are not due and payable in the current period and, therefore, are not reported in the funds		
Accrued compensated absences		(2,141,735)
Certain revenue earned but not available, classified as deferred inflows in governmental funds is susceptible to full accrual on the entity-wide statements		103,885
Internal service funds are used by management to charge the costs of certain activities, such as health insurance, to the individual funds. The assets and liabilities of the internal service funds are included in governmental activities in the statement of net position		<u>313,188</u>
Net position - governmental activities (page 47)		<u><u>\$ 21,747,413</u></u>

Pikes Peak Library District
Statement of Revenues, Expenditures and Changes
in Fund Balances of Governmental Funds
Year Ended December 31, 2021

	General	Other Funds	Total Governmental Funds
Revenues			
Taxes	\$ 35,123,014	\$ -	\$ 35,123,014
Intergovernmental	823,325	-	823,325
Fines and fees	86,322	-	86,322
Interest earnings	9,250	-	9,250
Donations	234,218	75,000	309,218
Miscellaneous	72,685	10,203	82,888
Total revenues	36,348,814	85,203	36,434,017
Expenditures			
Current			
Public Services	18,401,912	-	18,401,912
Human Resources Office	663,463	-	663,463
Chief Librarian and CEO Office	265,484	-	265,484
Development Office	243,646	-	243,646
Finance Office	653,170	-	653,170
Facilities Office	3,412,114	-	3,412,114
Information Technology Office	2,485,557	-	2,485,557
Communications Office	943,064	-	943,064
Security Services	902,251	-	902,251
Other administrative	4,000,992	-	4,000,992
Capital outlay	58,746	1,170,016	1,228,762
Total expenditures	32,030,399	1,170,016	33,200,415
Excess (deficiency) of revenues over (under) expenditures	4,318,415	(1,084,813)	3,233,602
Other financing sources (uses)			
Transfers in	-	2,310,026	2,310,026
Transfers out	(2,310,026)	-	(2,310,026)
Total other financing sources (uses)	(2,310,026)	2,310,026	-
Net change in fund balances	2,008,389	1,225,213	3,233,602
Fund balances, beginning of year	11,320,091	3,101,815	14,421,906
Fund balances, end of year	\$ 13,328,480	\$ 4,327,028	\$ 17,655,508

Pikes Peak Library District
Reconciliation of Statement of Revenues, Expenditures and Changes
in Fund Balances of Governmental Funds to the Statement of Activities
Year Ended December 31, 2021

Amounts reported for governmental activities in the statement of activities (page 49) are different because:

Net change in fund balances - total governmental funds (page 53) \$ 3,233,602

Revenues in the statement of activities that do not provide current financial resources are not reported in the fund statements until they become available. The amount is the difference in the treatment of revenue recognition. (331,680)

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. The details of this difference are as follows:

Depreciation expense	(3,410,018)
Capital outlay for building, furniture, land and vehicles	567,422
Amounts paid for books, audio visual materials and historical collections	1,630,811

In the statement of activities, only the loss on the sale of capital assets is reported. However, in the governmental funds, the proceeds from the sale increase financial resources. Thus, the change in net position differs from the change in fund balance by the book value of the capital assets sold. (51,422)

Pension expense at the fund level represents cash contributions to the defined benefit plan. For the activity level presentation, the amounts represent the actuarial cost of the benefits for the fiscal year.

Pension related amounts	(1,668,932)
-------------------------	-------------

Compensated absences expenses reported on the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. 88,394

Internal service funds are used by management to charge the costs of certain activities, such as health insurance, to the individual funds. The net revenue of the internal service fund is reported with governmental activities. (299,152)

Change in net position - governmental activities (page 49) \$ (240,975)

Pikes Peak Library District

Statement of Net Position

Proprietary Fund

December 31, 2021

	Governmental Activities - Internal Service Fund
Assets	
Current Assets	
Cash and cash equivalents	\$ 576,328
Due from other governments	703
Deposit	<u>36,667</u>
Total current assets	<u>613,698</u>
Liabilities	
Current Liabilities	
Claims payable	<u>300,510</u>
Total current liabilities	<u>300,510</u>
Net Position	
Total Net Position - Unrestricted	<u><u>\$ 313,188</u></u>

Pikes Peak Library District

Statement of Cash Flows

Proprietary Fund

Year Ended December 31, 2021

	Governmental Activities - Internal Service Fund
Operating revenues	
Employer contributions	\$ 2,070,811
Employee contributions	<u>426,250</u>
Total operating revenues	<u>2,497,061</u>
Operating expenses	
Claims incurred	1,826,349
Administrative	<u>969,905</u>
Total operating expenses	<u>2,796,254</u>
Operating loss	<u>(299,193)</u>
Nonoperating revenues	
Investment earnings	<u>41</u>
Change in net position	(299,152)
Total net position, beginning of year	<u>612,340</u>
Total net position, end of year	<u><u>\$ 313,188</u></u>

Pikes Peak Library District
Statement of Cash Flows
Proprietary Fund
Year Ended December 31, 2021

	Governmental Activities - Internal Service Fund
Cash flows from operating activities	
Employee and employer contributions	\$ 2,497,061
Payment of claims and administrative expenses	<u>(2,647,999)</u>
Net cash used in operating activities	<u>(150,938)</u>
Cash flows from investing activities	
Interest received	<u>41</u>
Net decrease in cash and cash equivalents	(150,897)
Cash and cash equivalents - January 1	<u>727,225</u>
Cash and cash equivalents - December 31	<u><u>\$ 576,328</u></u>
Reconciliation of operating gain to net cash provided by operating activities	
Operating loss	<u>\$ (299,193)</u>
Adjustments to reconcile operating loss to net cash used in operating activities	
Change in due from other funds	(703)
Change in claims payable	<u>148,958</u>
Total adjustments	<u>148,255</u>
Net cash used in operating activities	<u><u>\$ (150,938)</u></u>

Pikes Peak Library District
Statement of Fiduciary Net Position
Fiduciary Fund
December 31, 2021

	Custodial Fund
Assets	
Cash and cash equivalents	\$ 56,733
Other assets	11,000
Total assets	\$ 67,733
Liabilities	
Accounts payable	\$ 10,388
Net Position	
Restricted for individuals	\$ 57,345

Pikes Peak Library District
Statement of Changes of Fiduciary Net Position
Fiduciary Fund
December 31, 2021

	Custodial Fund
Additions	
Contributions - employees	\$ 96,280
Deductions	
Benefit payments	92,764
Net increase in fiduciary net position	3,516
Net position - beginning of year	53,829
Net position - end of year	\$ 57,345

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Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

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Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

Note I: Summary of Significant Accounting Policies

The financial statements of the Pikes Peak Library District (the District) have been prepared in conformity with accounting principles generally accepted in the United States of America (US GAAP) as applied to government units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the District's accounting policies are described below.

I-A. Reporting Entity

The District was created through state statute (C.R.S. 24-90-110). A joint committee equally represented by the City of Colorado Springs, Colorado and El Paso County, Colorado appoints members of the District's seven-member Board of Trustees.

As required by US GAAP, these financial statements present the District and its discretely presented component unit, the Pikes Peak Library District Foundation, which is reported in a separate statement in the financial statements to emphasize it is legally separate from the District.

Depending upon the significance of the District's financial and operational relationships with various separate entities, the organizations are classified as blended or discrete component units, related organizations, joint ventures, or jointly governed organizations, and the financial disclosure is treated accordingly.

Related Organizations – The District had no financial relationships of this type during the fiscal year ended December 31, 2021.

Joint Ventures – The District did not participate in any joint venture during the fiscal year ended December 31, 2021.

Jointly Governed Organizations – The District had no financial relationships of this type during the fiscal year ended December 31, 2021.

Discretely Presented Component Unit

The Pikes Peak Library District Foundation, Inc. (the Foundation).

The Foundation, which was formed in 2003, was established exclusively for the benefit of, to perform the function of, or to carry out the charitable and educational purposes of the Pikes Peak Library District. The Foundation is a tax-exempt corporation under the provisions of 501(c)(3) of the Internal Revenue Code. The Foundation issues separate financial statements and a copy can be obtained from the District's Financial Office at 1175 Chapel Hills Drive, Colorado Springs, Colorado 80920.

The District maintains control of the Foundation in the following areas:

- The Board of Trustees of the District originally elected members of the Foundation's Board of Directors. The Members of the Foundation Board make subsequent Board appointments.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

- The Foundation may not disburse funds for costs that have not been recommended by the District's Board of Trustees.
- Two members of the District's Board of Trustees serve on the Foundation's Board of Directors at all times.

I-B. Basis of Presentation

The District's basic financial statements consist of government-wide statements, including a statement of net position, a statement of financial position and statements of activities, and fund financial statements, which provide a more detailed level of financial information.

Government-wide Financial Statements – The government-wide financial statements include the District's statement of net position, the Foundation's statement of financial position and a statement of activities for the District and the Foundation. These statements report financial information on all the non-fiduciary activities of the District and its component unit. The effect of interfund activity has been removed from these statements. The primary government and the discretely presented component unit are presented separately within these financial statements with the focus on the primary government. Individual funds are not displayed, and the statements report governmental activities, generally supported by taxes and District general revenues. The District does not have any business-type activities, which rely to a significant extent on fees and charges for support.

The District's statement of net position presents the financial position of the governmental activities of the District at year-end. The Foundation's statement of financial position presents the financial position of the Foundation at year-end using not-for-profit accounting and financial reporting principles promulgated by the Financial Accounting Standards Board.

The District's statement of activities presents a comparison between direct expenses and program revenues for the year for each function of the District's governmental activities. The Foundation's statement of activities presents the activities of the Foundation using not-for-profit accounting and financial reporting principles promulgated by the Financial Accounting Standards Board. Direct expenses are those that are specifically associated with a function and, therefore, clearly identifiable to that function. The District does not allocate indirect expenses to functions in its statement of activities.

The Foundation reports under not-for-profit accounting and financial reporting principles promulgated by the Financial Accounting Standards Board, including FASB Codification ASC 958-205. As such, certain revenue recognition criteria and presentation features are different from GASB revenue recognition criteria and presentation features. No modifications have been made to the Foundation's financial information in the District's financial reporting entity for these differences. Because the Foundation uses generally accepted accounting principles (GAAP) reporting model that is different from the District's reporting model, the District has elected to present the Foundation's financial statements separately from those of the District as provided for under GASB standards.

The District's statement of activities reports the expenses of a given function offset by program revenues directly connected with the functional program. A function is an assembly of similar

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

activities and may include portions of a fund or summarize more than one fund to capture the expenses and program revenues associated with a distinct functional activity. Program revenues include: (1) charges for services that report fees and other charges to users of the District's services; (2) operating grants and contributions that finance annual operating activities including restricted investment income; and (3) capital grants and contributions that fund the acquisition, construction, or rehabilitation of capital assets. These revenues are subject to externally imposed restrictions to these program uses. For identifying to which function program revenue pertains, the determining factor for *charges for services* is which function *generates* the revenue. For *grants and contributions*, the determining factor is to which functions the revenues are *restricted*.

Taxes and other revenue sources not properly included with program revenues are reported as general revenues of the District. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the District.

Fund Financial Statements – During the year, the District segregates transactions related to certain District functions or activities in separate funds to aid financial management and to demonstrate legal compliance. Fund financial statements are designed to present financial information of the District at this more detailed level. Fund financial statements are provided for governmental, proprietary, and fiduciary funds.

The major individual governmental fund (the General Fund) is reported in a separate column with a composite column for non-major funds.

Fund Accounting – The District uses funds to maintain its financial records during the year. A fund is a fiscal and accounting entity with a self-balancing set of accounts. The District uses three categories of funds: governmental, proprietary, and fiduciary.

Governmental Funds – Governmental funds are those through which most governmental functions typically are financed. Governmental fund reporting focuses on the sources, uses and balances of current financial resources. Expendable assets are assigned to the various governmental funds according to the purposes for which they may or must be used. Fund liabilities are assigned to the fund from which they will be liquidated. The District reports the difference between governmental fund assets, liabilities, and deferred inflows of resources as fund balance.

The following is the District's major governmental fund:

General Fund – The General Fund accounts for all financial resources except those required to be accounted for in another fund. The General Fund balance is available to the District for any purpose provided it is expended or transferred according to the general laws of Colorado.

Additionally, the District reports the following non-major governmental fund type:

Special Revenue Fund – This fund accounts for resources that are restricted or committed for specific purposes, specifically gifts and grants.

Pikes Peak Library District
Notes to Financial Statements
December 31, 2021

Capital Projects Funds – These funds account for the financial activity related to significant capital projects.

The District also reports the following proprietary fund type:

Internal Service Fund – This fund accounts for the health insurance plan that is provided to eligible District employees (employees with a regularly scheduled workweek of 30 hours or more).

Additionally, the District reports the following fiduciary fund type:

Custodial Fund – This fund is used to report resources held by the District in a purely custodial capacity. This fund is used to account for contributions made by employees who elect to participate in the District’s Flexible Spending Program as authorized under Section 125 of the Internal Revenue Code.

As a rule, interfund services provided and used are not eliminated in the process of consolidation of the government-wide statement of activities.

Proprietary funds distinguish operating revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund’s principal ongoing operations. The principal operating revenues of the District’s Internal Service Fund are charges to customers for sales and services. Operating expenses for the District’s Internal Service Fund include the cost of sales and services and administrative expenses. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

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.

I-C. Measurement Focus

Government-wide Financial Statements – The District’s government-wide financial statements are prepared using the economic resources measurement focus. All assets, all liabilities, and all deferred inflows of resources associated with the operation of the District are included on the statement of net position. The statement of activities reports revenues and expenses.

Fund Financial Statements – All governmental funds are accounted for using a flow of current financial resources measurement focus. With this measurement focus, only current assets, current liabilities, and deferred inflows of resources generally are included on the balance sheet. The statement of revenues, expenditures and changes in fund balances reports the sources (i.e., revenue and other financing sources) and uses (i.e., expenditures and other financing uses) of current financial resources. This approach differs from the manner in which the governmental activities of the government-wide financial statements are prepared. Governmental fund financial statements therefore include reconciliation with brief explanations to better identify the relationship between the government-wide statements and the governmental fund statements.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

I-D. Basis of Accounting

District

Basis of accounting determines when transactions are recorded in the financial records and reported on the financial statements. Government-wide financial statements are prepared using the accrual basis of accounting. At the fund reporting level, governmental funds use the modified accrual basis of accounting, and the fiduciary fund uses the accrual basis of accounting. Differences in the accrual and the modified accrual basis of accounting arise in the recognition of revenue, the recording of unearned revenue, and in the presentation of expenses versus expenditures.

Revenues – Exchange Transactions – Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value is recorded on the accrual basis when the exchange takes place. On the modified accrual basis, revenue is recorded when the exchange takes place and in the fiscal year in which the resources are measurable and become available. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year.

The District considers revenues, other than grants, to be measurable and available if collected within three months after year-end. Grants are considered measurable and available if 1) they are collected within one year after year-end, and 2) all eligibility requirements, including incurring allowable costs, have been met.

Revenues – Non-exchange Transactions – Non-exchange transactions in which the District receives value without directly giving equal value in return, include property taxes, specific ownership taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied (See Note III-B-1.). Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include timing requirements, which specify the year when the resources are required to be used or the year when use is first permitted, matching requirements, in which the District must provide local resources to be used for a specified purpose, and expenditure requirements, in which the resources are provided to the District on a reimbursement basis. On a modified accrual basis, revenue from non-exchange transactions also must be available (i.e., collected within 60 days) before it can be recognized.

Under the modified accrual basis, the following revenue sources are considered susceptible to accrual: property taxes, specific ownership taxes, interest, and federal and state grants.

Unearned Revenue – Unearned revenue arises when assets are recognized before revenue recognition criteria have been satisfied.

Grants and entitlements received before the eligibility requirements are met (e.g., cash advances) also are recorded as unearned revenue.

Deferred Outflows and Inflows of Resources – Deferred outflows related to pensions arise from differences between expected and actual experience about economic and demographic factors, changes in assumptions or other inputs, projected and actual pension plan earnings, and changes in

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

proportional share. These deferrals are amortized over a closed period. The amounts not recognized as a pension expense in the current year are reported as deferred outflows related to pensions.

Deferred inflows of resources are an acquisition of net position by the District that is applicable to a future reporting period, and deferred outflows of resources is a consumption of net position by the District that is applicable to a future reporting period. Both deferred inflows and outflows are reported in the statement of net position but are not recognized in the financial statements as revenues and expenses until the period(s) to which they relate.

Under the modified accrual basis of accounting, revenues and other fund financial resources are recognized in the period in which they become both measurable and available. Assets recorded in the fund financial statements for which the revenues are not available are reported as deferred inflows of resources. In addition, property tax receivables are reported as deferred inflows of resources when levied in the fund statements.

Since property taxes are levied in December (i.e., there is a legal claim) for the next calendar year's operations, the total levy is reported as taxes receivable and deferred inflows.

On governmental fund financial statements (i.e., on the modified accrual basis), receivables that will not be collected within the available period have been reported as deferred inflows (i.e., they are measurable but not available) rather than as revenue.

In addition, deferred outflows and deferred inflows related to pension liabilities are presented separately under this category, and they are more fully described under note IV-A.

Expenses/Expenditures – On the accrual basis of accounting, expenses are recognized at the time they are incurred. On the modified accrual basis, expenditures generally are recognized in the accounting period in which the related fund liability is incurred and due, if measurable.

Foundation

The Foundation uses the accrual basis of accounting.

Net assets with donor restrictions are those whose use by the Foundation has been limited by donors to a specific time period or purpose, and include amounts restricted by donors to be maintained by the Foundation in perpetuity.

Gifts of cash and other assets received without donor stipulations are reported as revenue and net assets without donor restrictions. Gifts received with a donor stipulation that limits their use are reported as net assets with donor restrictions. When a donor stipulated time restriction ends or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported in the statement of activities as net assets released from restrictions. Gifts and investment income that are originally restricted by the donor, and for which the restriction is met in the same time period, are recorded as net assets with donor restrictions and then released from restriction.

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Gifts of land, buildings, equipment, and other long-lived assets are reported as revenue and net assets without donor restrictions unless explicit donor stipulations specify how such assets must be used, in which case the gifts are reported as revenue and net assets with donor restrictions.

Unconditional gifts expected to be collected within one year are reported at their net realizable value. Unconditional gifts expected to be collected in future years are reported at the present value of estimated future cash flows. The resulting discount is amortized using the level-yield method and is reported as contribution revenue.

Conditional gifts depend on the occurrence of a specified future and uncertain event to bind the potential donor and are recognized as assets and revenue when the conditions are substantially met, and the gift becomes unconditional.

In addition to receiving cash contributions, the Foundation receives in-kind contributions from various donors. It is the policy of the Foundation to record the estimated fair value of certain in-kind donations as an expense in its financial statements, and similarly increase contribution revenue by a like amount.

The Foundation is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code and a similar provision of state law. However, the Foundation is subject to federal income tax on any unrelated business taxable income. The Foundation had no unrelated business taxable income for the year ended December 31, 2021. The Foundation is not considered a private foundation.

I-E. Assets, Deferred Outflows, Liabilities, Deferred Inflows and Net Position or Fund Balances

I-E-1. Cash, Cash Equivalents, and Investments

Cash and cash equivalents include amounts in demand deposits as well as short-term investments with a maturity date within three months of the date acquired by the District.

Investments are stated at fair value based on quoted market prices.

Under Colorado statutes, the District, its fund and fund types may lawfully invest eligible funds in the following securities:

- a. Obligations of the United States and certain U.S. government agencies' securities.
- b. Certain international agency securities.
- c. General obligation and revenue bonds of U.S. local government entities.
- d. Bankers' acceptances of certain banks.
- e. Commercial paper.
- f. Local government investment pools.
- g. Written repurchase agreements collateralized by certain authorized securities.
- h. Certain money market funds.
- i. Guaranteed investment contracts.
- j. Certain corporate bonds

Pikes Peak Library District
Notes to Financial Statements
December 31, 2021

The District may also deposit funds in Colorado financial institutions that are members of the Federal Deposit Insurance Corporation.

I-E-2. Receivables

All trade and property tax receivables are reported net of an allowance for uncollectible amounts, when applicable. Property tax allowance as of December 31, 2021 was \$175,000.

I-E-3. Restricted Assets

Restricted assets are reported when restrictions on asset use change the nature or normal understanding of the availability of the asset. Restrictions on assets can be externally imposed by creditors, grantors, contributors, laws, or regulations of other governments, or can be imposed by law through constitutional provisions or enabling legislation.

I-E-4. Interfund Activity

Exchange transactions between funds are reported as revenues in the seller funds and as expenditures/expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds and after the non-operating revenues/expenses section in the Internal Service Fund. Repayments from funds responsible for expenditures/expenses to the funds that initially paid for them are not presented on the financial statements. Transfers between funds reported in the governmental activities' column are eliminated.

I-E-5. Prepaid Items

Payments made to vendors for services (e.g., insurance, rents, and library services from other libraries) that will benefit periods beyond December 31, 2021, are recorded as prepaid items using the consumption method by recording an asset for the prepaid amount and reflecting the expenditure/expense in the year in which services are consumed. At the fund reporting level, an equal amount of fund balance is classified as Nonspendable, as this amount is not available for general appropriation.

I-E-6. Capital Assets

Capital assets include land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, books and audiovisual materials and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. These assets generally result from expenditures in governmental funds. The District reports these assets in the governmental activities' column of the government-wide statement of net position but does not report these assets in the governmental fund financial statements.

Pikes Peak Library District

Notes to Financial Statements

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All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated capital assets are recorded at their acquisition values as of the date received. The District maintains a capitalization threshold of \$5,000. Improvements to capital assets are capitalized. The cost of normal maintenance and repairs that do not add to the value of the assets or materially extend an asset's life are expensed.

All reported capital assets are depreciated except for land, collections of historical treasures and construction-in-progress. Improvements are depreciated over the remaining useful lives of the related capital assets. Leasehold improvements are depreciated over the shorter of the term of the lease or the estimated useful life of the asset. Depreciation is computed using the straight-line method over the following useful lives:

Description	Estimated Lives
Land improvements	20 years
Buildings	20 years
Vehicles	5 to 10 years
Computer equipment	3 to 5 years
Other equipment	3 to 5 years
Furniture and fixtures	10 to 30 years
Books and audio visual materials	6 years

The District capitalizes its library books and audiovisual materials. Purchased items are recorded at cost, and donated items are capitalized at fair value on the date donated. Damage and lost materials are deleted from the inventory, using the specific identification method.

I-E-7. Compensated Absences

Employees earn 15 to 20 days of vacation leave annually based on length of service. District policy allows employees to carryover up to 320 hours of unused vacation leave into the next year for full-time employees, prorated for part-time employees. All outstanding vacation leave is payable upon resignation, termination, retirement, or death.

Employees also earn sick leave and can accumulate up to 180 days of sick leave. Accumulated sick leave is payable only upon retirement or termination after twenty years of service at 50% of the accrued balance as specified in the District's policies. Upon resignation, termination, or death prior to 20 years of service, any outstanding sick leave is forfeited.

The District estimates its accrued sick leave liability based on the sick leave accumulated at the statement of net position date by those employees who currently are eligible to receive termination payments as well as other employees who are expected to become eligible in the future to receive such payments.

Vacation benefits are accrued as a liability as the benefits are earned if the employees' rights to receive compensation are attributable to services already rendered and it is probable that the employer will compensate the employees for the benefits through paid time off or some other means.

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Sick leave benefits are accrued as a liability using the termination payment method. An accrual for earned sick leave is made to the extent that it is probable that the benefits will result in termination payments. The liability is based on the District's past experience of making termination payments.

All compensated absence liabilities include salary-related payments, where applicable.

The total compensated absence liability is reported on the government-wide financial statements. Governmental funds report the compensated absence liability at the fund reporting level only "*when matured*".

I-E-8. Accrued Liabilities and Long-term Obligations

All payables accrued liabilities and long-term obligations are reported in the government-wide financial statements.

In general, governmental fund payables and accrued liabilities that, once incurred, are paid in a timely manner and in full from current financial resources and are reported as obligations of these funds. However, compensated absences that will be paid from governmental funds are reported as a liability in the fund financial statements only to the extent that they are "due for payment" during the current year.

I-E-9. Net Position or Fund Balances

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Net Position – Net position is assets minus liabilities plus deferred inflows of resources. Net investment in capital assets consist of capital assets, net of accumulated depreciation, and reduced by the outstanding balances of any borrowing used for the acquisition, construction, or improvement of those assets. Net position is reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors or laws or regulations of other governments. All other net position is reported as unrestricted.

Fund Balance – Generally, fund balances reflect assets minus liabilities and deferred inflows of resources. Financial reporting standards establish criteria for classifying fund balance amounts into specifically defined categories to make the nature and extent of constraints on these amounts more useful and understandable. The categories comprise a hierarchy based on the extent to which constraints must be honored for a specified purpose and for which amounts can be spent. Fund balances of governmental funds may be categorized as Nonspendable, restricted, committed, assigned, and unassigned.

Nonspendable Fund Balance – cannot be spent because it is either in Nonspendable form or is legally or contractually required to be maintained intact. Examples include items not expected to be converted to cash such as inventories and prepaid assets.

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Restricted Fund Balance – is restricted for specific purposes based on constraints externally imposed by creditors, grantors, contributors, laws, or regulations of other governments, or imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance – is constrained for a specific purpose by formal action (resolution or ordinance) adopted by the Board of Trustees, and can be rescinded only through the same type of formal action used to establish the original commitment. Trustee actions require either an ordinance or resolution. Both are equally binding for their respective purposes and are mutually exclusive, not interchangeable with one another.

Assigned Fund Balance – is constrained for specific purposes as determined by management and the Board of Trustees through the budget process. The Chief Librarian and CEO is the only employee authorized to assign fund balance.

Unassigned Fund Balance – is unconstrained and comprised of residual uncategorized fund balance amounts. The General Fund is the only fund that reports a positive unassigned fund balance. In other governmental funds, if expenditures incurred for specific purposes exceed the amounts that are restricted, committed, or assigned to those purposes, it may be necessary to report a negative fund balance in those funds.

As previously discussed, the District applies restricted resources first when an expense is incurred for purposes for which both restricted and unrestricted resources are available. When expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used, committed amounts are reduced first, followed by assigned amounts and then unassigned amounts.

I-E-10. Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

Note II: Stewardship, Compliance and Accountability

II-A. Budgetary Information

The District adheres to the following procedures in establishing the budgetary data reflected in the financial statements:

1. The District adopts an annual operating budget for its General Fund, Special Revenue Fund, Debt Service Fund (none for 2021) and Capital Projects Funds. During October, the Chief Librarian/CEO submits to the Board of Trustees a proposed budget for the fiscal year commencing the following January 1. The budget includes proposed expenditures and means of financing them.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

- Public hearings are conducted by the Board of Trustees to obtain taxpayer comments.
- Prior to December 15, the budget is adopted by formal resolution.
- Expenditures may not legally exceed appropriations at the fund level. Authorization to transfer budgeted amounts between departments within any fund and the reallocation of budget line items within any department in the General Fund rests with the Executive Director and/or Chief Finance Officer. The Board of Trustees must approve revisions that alter the total expenditures of any fund.
- Budgets for all fund types are adopted on a basis consistent with generally accepted accounting principles.

Budgeted amounts reported in the accompanying financial statements are as originally adopted per a separate budget report, and as amended by the Executive Director and/or the Board of Trustees throughout the year.

The original appropriation (including transfers out) for all governmental funds has been amended as follows:

Changes to Original Budget			
	Original Budget	Revised Budget	Budget Change
General Fund	\$ 34,559,749	\$ 34,455,860	\$ (103,889)
Designated Purpose Fund	-	105,721	105,721
North Facility Project Fund	165,000	354,864	189,864
East Library Renovation Fund	84,200	158,542	74,342
Penrose Library Renovation Fund	162,500	418,470	255,970
Capital Reserve Fund	1,837,102	4,459,447	2,622,345

- All original and supplemental appropriations for all funds lapse at the end of the year.

II-B. Encumbrances

Appropriations in governmental funds are encumbered upon issuance of purchase orders, contracts, or other forms of legal commitments. While appropriations lapse as of the end of the fiscal year, the succeeding year's budget is amended for the re-appropriation of year-end encumbrances.

Note III: Detailed Notes on All Funds

III-A. Deposits and Investments

III-A-1. Deposits

Deposits include bank accounts and short-term investments.

Pikes Peak Library District

Notes to Financial Statements

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The Colorado Public Deposit Protection Act (PDPA) requires that all units of local government deposit cash in eligible public depositories. Eligibility is determined by State regulators. Amounts on deposit more than federal deposit insurance levels must be collateralized. The eligible collateral is determined by PDPA. PDPA allows the institution to create a single collateral pool for all public funds. The pool for all the uninsured public deposits as a group is to be maintained by another financial institution or held in trust. The fair value of the collateral must be equal to 102% of the aggregate uninsured deposits.

The District has transaction accounts that are covered under FDIC insurance. The FDIC insurance limit for cash accounts is \$250,000. The carrying amount of the District's deposits, excluding the cash held in the Custodial Fund of \$56,733, as of December 31, 2021 was \$832,865. The bank balances, excluding the cash held in the Custodial Fund of \$56,733, were \$1,476,955, of which \$976,955 is not covered by federal deposit insurance. While this amount is uninsured, it is collateralized in accordance with provisions of the PDPA. Additionally, the District had \$15,689 in cash on hand as of December 31, 2021.

III-A-2. Investments

Investment decisions are governed by the District's investment policy.

The primary objectives of the investment policy are:

Safety of Principal – The primary objective is to protect against the loss of any principal.

Liquidity – Investments will be managed to ensure that funds are available to meet obligations, as necessary.

Yield – Investments will be managed to optimize returns within the appropriate safety and liquidity constraints.

The standard of prudence to be used shall be the “prudent investor” standard which states “Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for preservation, considering the probable safety of their capital as well as probable income to be derived.”

Interest Rate Risk – The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

The following is a list of eligible instruments for investments:

U.S. Treasury Obligations – Treasury Bills, Notes and Bonds with a maturity of five years or less.

Federal Agency Securities – Instruments such as those issued by the Government National Mortgage Association (GNMA) that are backed by the full faith and credit of the U.S. Treasury. Such securities must have a maturity of five years or less.

Pikes Peak Library District

Notes to Financial Statements

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Federal Instrumentality Securities – Instruments such as those issued by the Federal National Mortgage Association (FNMA), Federal Farm Credit Bank (FFCB), Federal Home Loan Bank (FHLB), and the Federal Home Loan Mortgage Corporation (FHLMC). These obligations carry only an implied government guarantee. Such securities must have a maturity of five years or less.

Repurchase Agreements – Such instruments must be collateralized at 102% by U.S. Treasury securities, Federal Agency securities, or Federal Instrumentality securities.

Prime Commercial Paper – Such instruments must have a maturity of 270 days or less, and be rated in the highest category by one or more nationally recognized rating services.

Bonds – Instruments/debt issued by a U.S. corporation or bank with a net worth more than \$250 million. Securities must mature within three years and must be rated at least AA or Aa3 by two or more nationally recognized rating services.

Bankers Acceptances – Instruments issued by a state or national bank with a combined capital surplus of at least \$250 million.

General Obligation Debt or Revenue Obligation Debt – Debt with a maturity of five years or less, issued by any state or any political subdivision of any state.

Local Government Investment Pools – Investment pools, such as COLOTRUST, which are authorized by C.R.S. 24-75-701 and 702 at seq.

Money Market Mutual Funds – Funds that are registered under the Investment Company Act of 1940 that are no load and maintain a constant share price. Funds must be rated in the highest category by one or more nationally recognized rating services and must have a weighted average maturity in accordance with Federal Securities Regulation 2a-7.

Interest-bearing Accounts, Certificates of Deposit – Such accounts either must be fully insured by the FDIC or are approved to accept public deposits, and which have pledged eligible collateral to secure uninsured public funds on deposit with such institution in accordance with the requirements of the PDPA.

The District has invested in the Colorado Government Liquid Asset Trust (COLOTRUST). This investment vehicle has been established for local government entities in Colorado to pool surplus funds for investment purposes by state statute. This fund operates similarly to a money market fund and each share is equal in value to \$1.00. This investment pool operates under the authority and in conformity with Part 6 of Article 75 of Title 24 of the Colorado State Revised Statutes.

Credit Risk

The composition of the portfolio will vary according to market opportunities; however, the investment should be diversified by security type and institution.

Pikes Peak Library District

Notes to Financial Statements

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Instrument	Allowed	Per Issuer
U.S. Treasury Obligations	100%	100%
Federal Agency Securities	75%	50%
Federal Instrumentality Securities	75%	50%
Repurchase Agreements	100%	50%
Prime Commercial Paper	100%	100%
Bonds	50%	50%
Banker's Acceptances	50%	50%
General Obligation Debt or Revenue Obligation Debt	50%	50%
Local Government Investment Pools	100%	100%
Money Market Mutual Funds	100%	100%
Interest-bearing Accounts, Certificates and Deposits	100%	100%

The maturity of the securities shall be structured to avoid undue concentration in any sector of the yield curve. No investment maturity shall exceed three years. Exceptions to this structure may be allowed where maturities can be structured to accommodate readily identifiable cash flows as approved by the Board.

The District's policy permits investment in local government investment pools. Current investments of \$18,709,671 are held in COLOTRUST, which was rated AAAM by Standard & Poor's on December 31, 2021. The District policy also encourages diversification of investments, limited to the Colorado Revised Statute CRS 24-75-701.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

Cash and Investment Reconciliation

	Cash and Cash Equivalents	Investments	Total
Governmental activities - statement of net position	\$ 848,554	\$ 18,709,671	\$ 19,558,225
Custodial Fund	56,733	-	56,733
Less cash on hand and petty cash	(15,689)	-	(15,689)
Total deposits and investments	<u>\$ 889,598</u>	<u>\$ 18,709,671</u>	<u>\$ 19,599,269</u>
Per note disclosure above			
Deposits			\$ 889,598
Investments			18,709,671
Primary government total			<u>\$ 19,599,269</u>

The Foundation's cash and investments are comprised of the following as of December 31, 2021:

	2021 Amount	Institutions	Insurance or Collateral	Credit Ratings of Underlying Securities *
Money market savings account	\$ 667,183	ENT Federal Credit Union	\$667,183	N/A
Investments (stocks, bonds, mutual funds)	2,391,307	Members Trust Company	-	A/AAA
Investment level money market account	77,980	Members Trust Company	-	A1/P1
Total	<u>\$ 3,136,470</u>			

* As applicable

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of investment or collateral securities that are in the possession of an outside

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party. The Foundation's cash and investments are exposed to \$2,469,287 of custodial credit risk as of December 31, 2021.

Investment in a State Investment Pool

During the year, the District invested in COLOTRUST, a public fund investment pool established for local government entities in Colorado pursuant to Part 7 of Article 75 of Title 24 of the Colorado Revised Statutes, to pool surplus funds for investment purposes. COLOTRUST operates similarly to a money market fund and each share is equal in value to \$1.00. The value of the position in the pool is the same as the value of the pool shares. The designated custodial bank provides safekeeping and depository services in connection with the direct investment and withdrawal functions. Substantially all securities owned by the pool are held by the Federal Reserve Bank in the account maintained for the custodial bank. The custodian's internal records identify the investments owned by the pool.

The City's investment in COLOTRUST is rated AAAM by S&P. COLOTRUST is routinely monitored by the Colorado Division of Securities with regard to operations and investments. Separately issued financial statements may be obtained at the following address:

COLOTRUST
717 17th Street, Suite 1850
Denver, CO 80202
www.colotrust.com

III-B. Taxes

III-B-1. Property Taxes

Property taxes for the current year are certified in arrears to El Paso County on December 15 and attach as a lien on property the previous January 1. For example, property taxes owed in 2021 are certified to the County in December 2020 and are available for collection on the due date, January 1, 2021. Property taxes are payable in full by April 30 or in two equal installments due February 28 and June 15. El Paso County bills and collects property taxes for all taxing districts in the County. The property tax receipts collected by El Paso County are remitted to the District in the subsequent month.

Property taxes are reported as a receivable and as deferred inflows of resources when the District has an enforceable legal claim to the taxes and as revenue when available for collection in the following year.

III-B-2. Specific Ownership Taxes

Specific ownership taxes are collected by El Paso County for motor vehicles and other personal property registered in the District's assessment area. Specific ownership taxes are recorded as revenue when collected by El Paso County.

III-C. Interfund Receivables, Payables, and Transfers

Pikes Peak Library District

Notes to Financial Statements

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The following schedule reflects the District’s interfund receivables and payables as of December 31, 2021:

Receivable Fund	Payable Fund General Fund
Designated Purpose Fund	\$ 100,688
Penrose Library Renovation Fund	342,977
East Library Renovation Fund	113,493
North Facility Project Fund	315,403
Capital Reserve Fund	3,487,246
Total	\$ 4,359,807

Interfund balances resulted from the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

Interfund transfers:

	Transfers Out
Transfers In	General Fund
Penrose Library Renovation Fund	\$ 524
East Library Renovation Fund	84,200
North Facility Project Fund	165,000
Capital Reserve Fund	2,060,302
	\$ 2,310,026

Transfers are used to:

(1) move revenues from the fund that statute or budget requires collecting them to the fund that statute or budget requires to expend them,

(2) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

III-D. Capital Assets

Capital asset activity for the year ended December 31, 2021 was as follows:

	Balance January 1, 2021	Additions	Deletions	Balance December 31, 2021
Governmental activities				
Capital assets not being depreciated				
Land	\$ 5,317,363	\$ -	\$ -	\$ 5,317,363
Collections of historical treasures	9,597,286	-	-	9,597,286
Construction in progress	51,423	11,519	(51,422)	11,520
Total capital assets not being depreciated	<u>14,966,072</u>	<u>11,519</u>	<u>(51,422)</u>	<u>14,926,169</u>
Capital assets, being depreciated				
Land improvements	942,891	-	-	942,891
Leasehold improvements	1,069,528	235,175	-	1,304,703
Buildings	44,978,432	213,701	-	45,192,133
Equipment, furniture and fixtures	6,033,402	118,546	(382,775)	5,769,173
Vehicles	845,073	-	(26,950)	818,123
Books and audio visual materials	13,859,505	1,630,811	(2,532,150)	12,958,166
Total capital assets being depreciated	<u>67,728,831</u>	<u>2,198,233</u>	<u>(2,941,875)</u>	<u>66,985,189</u>
Less accumulated depreciation for				
Land improvements	(181,187)	(47,119)	-	(228,306)
Leasehold improvements	(1,010,747)	(45,383)	-	(1,056,130)
Buildings	(31,505,696)	(1,257,734)	-	(32,763,430)
Equipment, furniture and fixtures	(4,594,534)	(345,152)	382,775	(4,556,911)
Vehicles	(759,375)	(30,554)	26,950	(762,979)
Books and audio visual materials	(11,056,988)	(1,684,076)	2,532,150	(10,208,914)
Total accumulated depreciation	<u>(49,108,527)</u>	<u>(3,410,018)</u>	<u>2,941,875</u>	<u>(49,576,670)</u>
Total capital assets, being depreciated, net	<u>18,620,304</u>	<u>(1,211,785)</u>	<u>-</u>	<u>17,408,519</u>
Governmental activities capital assets, net	<u>\$ 33,586,376</u>	<u>\$ (1,200,266)</u>	<u>\$ (51,422)</u>	<u>\$ 32,334,688</u>
Governmental activities depreciation expense				
Public services				\$ 3,002,616
Administrative services				232,625
Information Technology				<u>174,777</u>
Total governmental activities depreciation expense				<u>\$ 3,410,018</u>

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

III-E. Long-term Liabilities

III-E-1. Changes in Long-term Liabilities

Long-term liability activity of the District for the year ended December 31, 2021 was as follows:

	Balance January 1, 2021	Additions	Reductions	Balance December 31, 2021	Due Within One Year
Governmental activities					
EPCRP net pension liability	\$ 41,337,280	\$ -	\$ 26,963,727	\$ 14,373,553	\$ -
Compensated absences *	<u>2,056,075</u>	<u>2,551,708</u>	<u>2,466,048</u>	<u>2,141,735</u>	<u>642,521</u>
Total governmental activities					
long-term liabilities	<u><u>\$ 43,393,355</u></u>	<u><u>\$ 2,551,708</u></u>	<u><u>\$ 29,429,775</u></u>	<u><u>\$ 16,515,288</u></u>	<u><u>\$ 642,521</u></u>

Compensated absences are generally liquidated by the General Fund.

* Reported in accrued compensation payable in the Statement of Net Position, which also includes accrued wages.

III-E-2. Computation of Legal Debt Margin

Assessed valuation	<u><u>\$ 8,218,213,120</u></u>
Debt limitation - 1.5% of total assessed value	<u>\$ 123,273,197</u>
Total debt (excluding compensated absences)	<u>-</u>
Total debt applicable to limitation	<u>-</u>
Legal debt margin	<u><u>\$ 123,273,197</u></u>

Capital leases are not included as debt for purposes of calculating legal debt margin (Colorado Revised Statute 22-42-104).

III-F. Operating Agreements

The District has entered into several agreements for building leases, equipment, and services. All agreements are renewable on a year-to-year basis. Should the Board of Trustees fail to appropriate funds for the subsequent budget year, the agreements can be terminated. The total cost for such agreements was \$994,123 for the year ended December 31, 2021.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

The future minimum payments for the agreements, subject to the renewal process described above, are as follows:

<u>Year Ending December 31,</u>	
2022	1,093,965
2023	1,086,392
2024	952,046
2025	411,672
2026	365,472
Future years	<u>869,246</u>
Total	<u><u>\$ 4,778,793</u></u>

Note IV: Other Information

IV-A. Retirement Plan

The District participates in the El Paso County Retirement Plan (the Plan), a cost-sharing multiple-employer defined benefit pension plan. The net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, pension expense, information about the fiduciary net position and additions to/deductions from the fiduciary net position of the Plan have been determined on the same basis as they are reported by the Plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

General — The Plan is a cost-sharing multiple employer defined benefit plan covering all permanent, full-time, and job-share employees of the participating employers upon their date of employment. Employers, as defined in the Plan document, include El Paso County, El Paso County Public Health, Pikes Peak Library District, 4th Judicial District Attorney and El Paso County Retirement Plan. All employees hired after September 1, 1967 are required to participate. Employees hired from 1974 through 1981 who were age 60 or older at their date of employment could elect to become a member as of January 1, 1982.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

The participants of the Plan consisted of the following as of December 31, 2020 (the most recent actuarial valuation date):

Inactive plan members or beneficiaries currently receiving benefits	1,871
Inactive plan members entitled to but not yet receiving benefits	626
Active plan members	<u>2,884</u>
Total	<u><u>5,381</u></u>

The El Paso County Board of Retirement (the Board) manages and administers the Plan. The Board consists of five members, one of whom is the El Paso County Treasurer, two of whom are appointed by the El Paso County Board of Commissioners (the Board of Commissioners) and two of whom are employees of the participating employers elected by participants. The Board shall have all powers necessary to affect the management and administration of the Plan in accordance with its terms. The Board has the powers set forth in Part 1, Title 24, Article 54, of the Colorado Revised Statutes.

Plan Amendments — The Board has the right to alter, amend, or terminate the Plan or any part thereof in such manner as it may determine; provided that no such alteration or amendment shall provide that a retirement benefit payable to any retired member shall be less than that provided by his or her accumulated contributions or affect the right of any member to receive a refund of his accumulated contributions and provided further that no alteration, amendment or termination of the Plan or any part thereof shall permit any part of the Plan to revert to or be recoverable by any employer or be used for or diverted to purposes other than the exclusive benefit of members, retired members, terminated vested members or beneficiaries under the Plan, except such funds, if any, as may remain at termination of the Plan after satisfaction of all liabilities with respect to members, retired members, terminated vested members and beneficiaries under the Plan and are due solely to erroneous actuarial calculations.

The Plan is intended to comply with the requirements of the applicable provisions of Internal Revenue Service Code Section 401(a) as now in effect or hereafter amended, and any modification or amendment of the Plan may be made retroactive, as necessary or appropriate, to establish and maintain such compliance.

Contributions — Contribution requirements are established and may be amended by the Board. Through December 31, 2009, participants contributed 6% of their monthly compensation to the Plan. The Plan was amended during 2009 to increase the participant monthly contribution rate to 6.5% effective January 1, 2010, 7.0% effective January 1, 2011 and 7.5% effective January 1, 2012. The Plan was further amended in 2013 to increase the participant monthly contribution rate to 8.0% effective January 1, 2014. The participating employers make monthly contributions at least equal to the contributions made by the participants. Interest is credited on employee

Pikes Peak Library District
Notes to Financial Statements
December 31, 2021

contributions at the rate of 3% per annum, compounded monthly. Employee and employer basic contributions amounted to 16% of covered payroll for both 2021 and 2020.

Contributions are tax-deferred to the participants for federal income tax purposes. If participants have at least five or eight years of credited service (see Retirement Benefits below), they are eligible to receive a future monthly retirement benefit. Any refund of contributions paid waives all future rights to any benefits. However, eligible participants who return to employment with a participating employer within 48 months and were previously refunded their contributions may reinstate withdrawn service if they repay the Plan the amount received when employment was terminated, plus interest, within twelve months of rehire.

Active participants who have completed five years of service if hired before January 1, 2013 and eight years of service if hired on or after January 1, 2013 may purchase up to five years of service credit for any period of full-time, nonvested previous employment with any public or private employer. One month of service credit may be purchased for each full month of full-time, nonvested, noncovered employment. The cost to purchase one month of service credit for noncovered employment is the “actuarial equivalent cost”, as determined by the actuary for the Plan.

Participants may elect to pay for purchases of service credit in a lump sum or on an installment basis. Effective July 2016, service credit purchases may also be made by rollover contributions from an eligible retirement plan. Payments may be made on a monthly, quarterly, or annual basis with interest due at the actuarial equivalent interest rate for periodic benefits. The period over which installment payments may be made cannot exceed a period equal to the total amount of credited service to be purchased. Purchased service is recognized when paid.

Contributions to the plan by the District were \$1,016,389 for 2021.

Administrative Expenses — The Plan's administrative expenses are paid from the assets of the Plan accumulated from contributions and investment earnings.

Termination Benefits — Participants vest in accumulated contributions as follows:

- (a) If hired before January 1, 2013 and credited with less than five years of service or hired on or after January 1, 2013 and credited with less than eight years of service: Refund of the participant's accumulated contributions.
- (b) If hired before January 1, 2013 and credited with five or more years of service or hired on or after January 1, 2013 and credited with eight or more years of service:
 2. The participant may elect to receive a deferred retirement benefit which shall be equal to the participant's accrued benefit as of the date of termination and payable on the participant's normal retirement date. The participant may elect to receive a reduced retirement benefit beginning on the first day of any month after the participant's attainment of age 55. The reduction shall be 3% for each year by which payments commence prior to the first of the month following the participant's normal retirement date.
 3. In lieu of (i), a participant may elect a current refund of accumulated contributions made by the participant.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

Retirement Benefits — Participants hired before January 1, 2010 are eligible for normal retirement on the first of the month coincident with attainment of age 62. Participants hired after December 31, 2009 are eligible for normal retirement after attainment of age 62, but not before the completion of 60 months of continuous service. Participants hired after December 31, 2012 are eligible for normal retirement after attainment of age 62, but not before the completion of 96 months of continuous service.

If hired before January 1, 2010, the monthly benefit payable at normal retirement is equal to 2.22% times the final average monthly compensation, times years of credited service earned through December 31, 2012 and 2.00% times the final average monthly compensation, times years of credited service earned after December 31, 2012. If hired on or after January 1, 2010, the monthly benefit payable at normal retirement is equal to 2.00% times final average monthly compensation times years of credited service.

The normal retirement benefit will not be greater than 75% of the participant's final average monthly compensation if hired before January 1, 2013 and not greater than 60% of final average monthly compensation if hired on or after January 1, 2013. Final average compensation is the highest monthly average of considered compensation during the 36 consecutive calendar months of credited service out of the last 120 calendar months of credited service.

A participant is eligible for an early retirement benefit at age 55, provided the member has completed five or eight years of credited service. If the participant is hired before January 1, 2013, five years is required. If hired on or after January 1, 2013, eight years is required. The monthly pension is based on the vested portion of the normal retirement benefit, reduced by 3% for each year the early retirement date precedes the normal retirement date.

A participant is eligible for special early retirement benefits if the sum of the participant's age and credited service equals 75 or more. Employees hired on or after January 1, 2016 must be a minimum age of 50 to be eligible under this provision. The monthly benefit is equal to the normal retirement benefit and is not reduced for early commencement.

The annuity for delayed retirement is computed by the normal retirement formula considering credited service and compensation to actual retirement.

Disability Benefits — A participant is eligible for disability benefits if the participant's employment is terminated due to total and permanent disability as determined by eligibility for and receipt of disability benefits continuously until the normal retirement date under (1) the employer's long-term disability plan, or (2) Title II of the Federal Social Security Act. The annuity, payable at age 62, shall be calculated as for normal retirement considering the credited service that would have accrued had the participant been employed until the normal retirement date and the final average compensation during the calendar year preceding the year of the member's disability retirement.

Payment of Benefits — The monthly benefit, computed as set forth above, shall be paid in equal monthly payments commencing one month after the actual retirement date continuing at monthly intervals for the retired participant's lifetime thereafter. If the retired participant's death occurs prior to the payment of 120 monthly payments, the remainder of the 120 payments shall be paid to the participant's beneficiary.

Pikes Peak Library District
Notes to Financial Statements
December 31, 2021

Death Benefits Prior to Retirement — Death benefits prior to retirement are as follows:

If an active participant or vested participant dies prior to their normal retirement date, the participant's surviving beneficiary will be entitled to either two times the participant's accumulated contributions payable immediately or a monthly benefit equal to 60% of the monthly retirement benefit earned by the member prior to the date of death. Payment of the monthly benefit to the beneficiary will begin on the first of the month following the death or the date the member would have attained age 55, if later. If the participant met the rule of 75 while working and had not applied for retirement nor ceased employment as of date of death, their beneficiary will be entitled to a monthly benefit. Under these circumstances, the participant will be deemed to have retired on the first day of the month of their death. If no optional benefit had been elected prior to death, the participant shall be deemed to have elected the full joint and survivor benefit and such benefit shall be payable for the life of the participant's designated beneficiary, if living, following the participant's death.

Between normal and delayed retirement — In the event that a participant dies after their normal retirement date but prior to their actual retirement, their beneficiary will be entitled to a monthly benefit. Under these circumstances, the participant will be deemed to have retired on the first day of the month of their death. If no optional benefit had been elected prior to death, the participant shall be deemed to have elected the full joint and survivor benefit and such benefit shall be payable for the life of the participant's designated beneficiary, if living, following the participant's death.

Death Benefits After Retirement — Death benefits after retirement consist of a lump-sum benefit of \$3,000 payable upon the death of a retired participant.

Plan Termination — Although not presently contemplated, the Board has the right to terminate the Plan at any time, subject to limitations. In the event of termination, after payment of expenses, accumulated contributions would be returned to the participants, and the remaining assets distributed on a pro rata method to the participants based on accrued benefits. Participating employers would not receive any Plan assets.

Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

On December 31, 2021, the District reported a liability of \$14,373,553 for its proportionate share of the net pension liability. The net pension liability was measured as of December 31, 2021, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2020. Standard update procedures were used to roll forward the total pension liability to December 31, 2021. The District's proportion of the net pension liability was based on the District's contribution to the El Paso County Retirement Plan for the calendar year 2021 relative to the total contributions of participating employers to the EPCRP. The net pension liability is the difference between the total pension liability and fiduciary net position as of December 31, 2021.

As of December 31, 2021, the District's proportion was 7.22%, which was an increase of 0.43% from its proportion measured as of December 31, 2020.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

For the year ended December 31, 2021, the District recognized pension expense of \$2,685,321. As of December 31, 2021, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows	Deferred Inflows
Difference between expected and actual experience	\$ 610,777	\$ 514,176
Changes in actuarial assumptions	12,279,095	22,666,268
Net difference between projected and actual earnings on pension plan investments	-	3,056,328
Changes in proportion	1,697,604	495,272
Total	\$ 14,587,476	\$ 26,732,044

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31,	Amount
2022	\$ (519,047)
2023	(3,641,036)
2024	(4,780,030)
2025	(3,204,455)
2026	-
Total	\$ (12,144,568)

The Plan determined that the average expected remaining service lives for active and inactive members on January 1, 2021 was 4.43 years.

Actuarial Assumptions — The total pension liability was determined by an actuarial valuation as of December 31, 2020 and rolled forward to the measurement date of December 31, 2021. The liability reflects various actuarial assumption changes adopted by the Board. The following is a summary of the actuarial assumptions:

Inflation	2.5%
Salary increases	Graded by service, from 8.00% to 3.00%
Investment rate of return	7.0%, net of investment expenses. This is based on an average inflation rate of 2.5% and a real rate of return of 4.5%.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

Discount rates From 3.39% for 2020 to 7.0% for 2021

Mortality rates were based on the RP-2000 Sex-Distinct Mortality Table projected generationally using Projection Scale MP-2017. Mortality rates used for disabled members is based on the RP-2000 Disabled Mortality Table projected generationally using Projection Scale MP-2017.

The actuarial assumptions were based on the results of an actuarial experience study for the period from January 1, 2013 to December 31, 2017, resulting in changes in actuarial assumptions adopted by the Board to better reflect expected future experience.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and adding expected inflation. Best estimates of arithmetic rates of return for each major asset class included in the pension plan's target asset allocation are summarized in the following table (note that the rates shown below exclude the inflation component):

Asset Class	Long-term Expected Real Rate of Return
Equities	6.59%
Fixed income	3.36%
Real assets	5.66%
Diversifying alternative investments	5.04%

Discount Rate — The discount rate used to measure the total pension liability was 7.0%. The projection of cash flows used to determine the discount rate assumed that employer contributions will continue to follow the current funding policy adopted by the Board. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on Plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

Sensitivity of the District's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate — The following presents the District's proportionate share of the net pension liability, calculated using the discount rate of 7.0%, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.0%) or 1-percentage-point higher (8.0%) than the current rate:

	Current		
	1% Decrease	Discount Rate	1% Increase
	(6.00%)	(7.00%)	(8.00%)
District's proportionate share of the net pension liability	<u>\$ 20,390,301</u>	<u>\$ 14,373,553</u>	<u>\$ 9,354,159</u>

Detailed information about the pension plan's fiduciary net position is available in the separately issued financial reports found at www.epcretirement.org.

Additional Information - Additional information supporting the Schedule of Employer Allocations and the Schedule of Pension Amounts by Employer is in the Plan's financial statements. This information is available by contacting the Executive Director of the Plan at: El Paso County Retirement Plan, 2880 International Circle, Suite N030, Colorado Springs, CO 80910.

IV-B. Deferred Compensation Plan

The District offers its employees the Pikes Peak Library District Deferred Compensation Plan, an Internal Revenue Code Section 457 deferred compensation plan. Participation is voluntary. The District does not contribute to the Plan, and the maximum amount that may be deferred under the Plan for 2021 excluding catch-up provisions, was the lesser of \$19,500 or 33-1/3 percent of the participant's includable compensation. The District does not have fiduciary accountability for the Plan and does not hold the Plan's assets in a trustee capacity. Accordingly, the Plan's assets and related liabilities to Plan participants are not recorded on the financial statements of the District.

IV-C. Contingencies

IV-C-1. Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees and natural disasters. The District carries commercial insurance for the risks of loss, including worker's compensation and employee accident insurance. There were no significant reductions in insurance coverage from the prior year, and there have been no settlements that exceed the District's insurance coverage during the past three years.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

The following is a summary of claims activity for the District’s employee health plan for the years ended December 31, 2021 and 2020:

	Claims Payable Beginning of Year	Claims Incurred	Claims Paid	Claims Payable End of Year
Fiscal Year 2021	\$ 151,552	\$ 1,826,349	\$ (1,677,391)	\$ 300,510
Fiscal Year 2020	\$ 90,641	\$ 1,488,386	\$ (1,427,475)	\$ 151,552

The plan is partially self-insured and is offered to employees with a regularly scheduled workweek of 30 or more hours.

IV-C-2. Grants

The District periodically receives federal and state grants for specific purposes that are subject to review and audit by the grantor agencies. Such audits could lead to a request for reimbursements to grantor agencies for expenditures disallowed under the terms of the grant. District management believes disallowances, if any, will be immaterial.

IV-C-3. TABOR Amendment

In November 1992, the people of the State of Colorado passed an amendment to the State’s constitution (Article X, Section 20) known as the Taxpayer’s Bill of Rights (TABOR), which was effective December 31, 1992. TABOR’s intended purpose was to reasonably restrain the growth of government by imposing spending and revenue limits on the state and any local government, excluding enterprises. Provisions of TABOR require, among other things, that:

- Each district shall reserve for use in declared emergencies 3% or more of its fiscal year spending (as defined by TABOR) excluding bonded debt service, and this amount is set aside as part of reserved fund balance, called “declared emergencies”.
- If revenue from sources not excluded from fiscal year spending exceeds the limits prescribed by TABOR in dollars for that fiscal year, the excess shall be refunded in the next fiscal year unless voters approve a revenue change as an offset.
- Revenue collected, kept, or spent illegally since four full fiscal years before an individual or class action enforcement suit is filed shall be refunded with 10% annual simple interest from the initial conduct.
- With minor exceptions, advance voter approval is required for any new tax, tax rate increase, or mill levy above that for the prior year or creation of any multiple-fiscal year direct or indirect district debt or other financial obligation without certain cash reserve amounts or a non-appropriation clause contained within the legal documents.

Pikes Peak Library District

Notes to Financial Statements

December 31, 2021

- Management believes it complies with all aspects of TABOR.

IV-C-4. Claims and Litigation

There are various claim(s) pending against the District as of December 31, 2021 and through the report date. Although the outcome of such claim(s) cannot be predicted with certainty, the District believes that adequate insurance coverage exists and that the final settlements of such matters will not materially affect the financial statements of the District.

IV-D. Current Economic Uncertainties

As a result of the spread of the SARS-CoV-2 virus and the incidence of COVID-19, economic uncertainties have arisen which may negatively affect the financial position, results of operations and cash flows of the District. The duration of these uncertainties and the ultimate financial effects cannot be reasonably estimated at this time.

IV-E. Commitments

Total encumbrances outstanding as of December 31, 2021 by fund are as follows:

Fund	Balance
General Fund	\$ 171,806
Penrose Library Fund	2,400
East Library Capital Projects Fund	708
Capital Reserve Fund	761,184
North Facility Project Fund	88,571

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Required Supplementary Information

Pikes Peak Library District
Schedule of the District's Proportionate Share
Of the Net Pension Liability
(Required Supplementary Information)
El Paso County Retirement Plan

	<u>12/31/2021</u>	<u>12/31/2020</u>	<u>12/31/2019</u>	<u>12/31/2018</u>	<u>12/31/2017</u>	<u>12/31/2016</u>	<u>12/31/2015</u>
Proportionate share of total pension liability	\$ 49,855,920	\$ 70,562,293	\$ 55,348,696	\$ 49,488,139	\$ 34,179,173	\$ 30,304,461	\$ 30,891,857
Proportionate share of fiduciary net position	<u>(35,482,367)</u>	<u>(29,225,013)</u>	<u>(28,630,807)</u>	<u>(23,587,708)</u>	<u>(24,631,386)</u>	<u>(20,673,246)</u>	<u>(20,867,698)</u>
Proportionate share of net pension liability	<u>\$ 14,373,553</u>	<u>\$ 41,337,280</u>	<u>\$ 26,717,889</u>	<u>\$ 25,900,431</u>	<u>\$ 9,547,787</u>	<u>\$ 9,631,215</u>	<u>\$ 10,024,159</u>
District's proportion of the net pension liability	<u>7.22%</u>	<u>6.79%</u>	<u>7.12%</u>	<u>6.54%</u>	<u>6.42%</u>	<u>5.98%</u>	<u>6.45%</u>
District's covered payroll	<u>\$ 12,704,072</u>	<u>\$ 12,074,763</u>	<u>\$ 11,499,138</u>	<u>\$ 10,084,281</u>	<u>\$ 9,584,675</u>	<u>\$ 8,456,687</u>	<u>\$ 8,572,275</u>
District's proportionate share of the net pension liability as a percentage of its covered payroll	<u>113.14%</u>	<u>342.34%</u>	<u>232.35%</u>	<u>256.84%</u>	<u>99.62%</u>	<u>113.89%</u>	<u>116.94%</u>
Plan fiduciary net position as a percentage of the total net pension liability	<u>71.17%</u>	<u>41.42%</u>	<u>51.73%</u>	<u>46.34%</u>	<u>72.07%</u>	<u>68.22%</u>	<u>67.55%</u>

Note - Information determined under the provisions of GASB 68 is not available prior to 2015. In future years, additional years will be added until 10 years of historical data are presented. Information provided in this schedule has been determined as of the District's measurement date (December 31) of the net pension liability in accordance with GASB Statement No. 68.

Pikes Peak Library District
Schedule of District's Contributions
(Required Supplementary Information)
El Paso County Retirement Plan

	<u>12/31/2021</u>	<u>12/31/2020</u>	<u>12/31/2019</u>	<u>12/31/2018</u>	<u>12/31/2017</u>	<u>12/31/2016</u>	<u>12/31/2015</u>
Contractually required contributions	\$ 1,016,389	\$ 965,981	\$ 919,931	\$ 806,737	\$ 766,774	\$ 676,535	\$ 685,782
Actual contributions	<u>(1,016,389)</u>	<u>(965,981)</u>	<u>(919,931)</u>	<u>(806,737)</u>	<u>(766,774)</u>	<u>(676,535)</u>	<u>(685,782)</u>
Contributions deficiency (excess)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
District's covered payroll	<u>\$ 12,704,072</u>	<u>\$ 12,074,763</u>	<u>\$ 11,499,138</u>	<u>\$ 10,084,281</u>	<u>\$ 9,584,675</u>	<u>\$ 8,456,687</u>	<u>\$ 8,572,275</u>
Contributions as a percentage of covered payroll	<u>8.0%</u>	<u>8.0%</u>	<u>8.0%</u>	<u>8.0%</u>	<u>8.0%</u>	<u>8.0%</u>	<u>8.0%</u>

Note - Information determined under the provisions of GASB 68 is not available for years prior to 2015. In future reports, additional years will be added until 10 years of historical data is presented. Information presented in this schedule has been determined as of the District's most recent fiscal year-end (December 31) in accordance with GASB Statement No. 68.

Note - The following are the changes in actuarial assumptions made during 2021:

- * Inflation from 3.5% in 2017 to 2.5% in 2018, 2019 and 2021.
- * Graded by service, from 7.76% to 3.75% in 2017 to 8.0% to 3.0% in 2018 - 2021.
- * Investment rate of return from 8.0% in 2017 to 7.5% in 2018 and 2019, and 7.0% in 2020 and 2021.
- * Discount rate from 8.00% in 2017 to 5.23% in 2018 to 5.37% in 2019 to 3.39% in 2020 to 7.0% in 2021.

Pikes Peak Library District
Schedule of Revenues, Expenditures and Changes in
Fund Balance – Budget and Actual
General Fund
Year Ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Taxes				
Local property taxes				
Current	\$ 31,190,548	\$ 31,190,548	\$ 31,319,885	\$ 129,337
Delinquent	18,360	18,360	25,309	6,949
Omitted	7,140	7,140	1,681	(5,459)
Specific ownership taxes	3,382,500	3,382,500	3,720,458	337,958
Interest on taxes	36,720	36,720	45,574	8,854
Payment in lieu of taxes	10,200	10,200	10,107	(93)
Total taxes	<u>34,645,468</u>	<u>34,645,468</u>	<u>35,123,014</u>	<u>477,545</u>
Intergovernmental	941,019	1,164,361	823,325	(341,036)
Fines and fees	79,200	79,200	86,322	7,122
Interest earnings	183,750	183,750	9,250	(174,500)
Donations/grants	242,100	346,287	234,218	(112,069)
Miscellaneous				
Copy sales	80,400	80,400	47,340	(33,060)
Sale of assets	5,025	5,025	8,697	3,672
Parking lot collections	12,060	12,060	9,167	(2,893)
Other	4,523	4,523	7,481	2,958
Total miscellaneous	<u>102,008</u>	<u>102,008</u>	<u>72,685</u>	<u>(29,323)</u>
Total revenues	<u>36,193,545</u>	<u>36,521,074</u>	<u>36,348,814</u>	<u>(172,261)</u>
Expenditures				
Current				
Public Service				
Personnel services	13,957,536	14,168,342	12,712,360	1,455,982
Supplies	361,713	397,270	171,450	225,820
Library materials	4,686,531	4,777,459	4,613,311	164,148
Contractual services	944,190	964,658	731,904	232,754
Repairs and maintenance	21,000	21,000	5,289	15,711
Other services	309,726	316,584	167,598	148,986
Total Public Service	<u>20,280,696</u>	<u>20,645,313</u>	<u>18,401,912</u>	<u>2,243,401</u>

Pikes Peak Library District
Schedule of Revenues, Expenditures and Changes in
Fund Balance – Budget and Actual
General Fund
Year Ended December 31, 2021

	Budgeted Amounts		Actual Amounts	Variance with Final Budget Positive (Negative)
	Original	Final		
Human Resources Office				
Personnel services	460,860	511,412	511,855	(443)
Supplies	4,550	4,736	4,395	341
Contractual services	88,650	101,207	68,327	32,880
Other services	137,218	143,218	78,886	64,332
Total Human Resources Office	691,278	760,573	663,463	97,110
Chief Librarian and CEO Office				
Personnel services	255,106	260,205	257,917	2,288
Supplies	500	500	37	463
Other services	30,300	30,300	7,530	22,770
Total Chief Librarian and CEO Office	285,906	291,005	265,484	25,521
Development Office				
Personnel services	222,439	170,249	154,627	15,622
Supplies	500	500	1,027	(527)
Contractual services	16,000	16,000	23,290	(7,290)
Other services	61,965	61,965	64,702	(2,737)
Total Development Office	300,904	248,714	243,646	5,068
Finance Office				
Personnel services	533,930	555,819	528,742	27,077
Supplies	8,500	7,910	7,750	160
Contractual services	112,368	113,020	108,795	4,225
Other services	28,100	28,100	7,883	20,217
Total Finance Office	682,898	704,849	653,170	51,679
Facilities Office				
Personnel services	765,725	760,361	755,595	4,766
Supplies	83,300	82,300	30,141	52,159
Utilities	706,965	706,965	701,654	5,311
Contractual services	1,519,764	1,526,884	1,416,854	110,030
Repairs and maintenance	470,600	476,875	403,516	73,359
Other services	88,994	88,994	104,354	(15,360)
Total Facilities Office	3,635,348	3,642,379	3,412,114	230,265
Information Technology Office				
Personnel services	1,196,075	1,224,860	1,163,116	61,744
Supplies	340,100	343,578	310,766	32,812
Telecommunications	641,000	651,177	606,985	44,192
Contractual services	112,000	112,000	107,626	4,374
Repairs and maintenance	368,000	368,000	271,007	96,993
Other services	37,000	37,000	26,057	10,943
Total Information Technology Office	2,694,175	2,736,615	2,485,557	251,058
Communications Office				
Personnel services	709,324	698,096	657,077	41,019
Supplies	9,100	7,600	5,027	2,573
Contractual services	151,000	160,325	134,567	25,758
Repairs and maintenance	2,000	2,000	-	2,000
Other services	192,520	195,520	146,393	49,127
Total Communications Office	1,063,944	1,063,541	943,064	120,477
Security Services				
Personnel services	900,687	907,209	845,957	61,252
Supplies	30,100	34,163	26,948	7,215
Repairs and maintenance	1,800	1,800	2,158	(358)
Other services	37,290	37,290	27,188	10,102
Total Security Services	969,877	980,462	902,251	78,211

Pikes Peak Library District
Schedule of Revenues, Expenditures and Changes in
Fund Balance – Budget and Actual
General Fund
Year Ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Other Administrative				
Personnel services	2,844,562	1,685,584	2,833,039	(1,147,455)
Supplies	16,252	92,226	82,453	9,773
Library materials	143,445	153,020	152,794	226
Telecommunications	-	-	-	-
Contractual services	823,750	862,830	722,310	140,520
Repairs and maintenance	-	-	-	-
Other services	111,714	522,113	210,396	311,717
Total Other Administrative	<u>3,939,723</u>	<u>3,315,773</u>	<u>4,000,992</u>	<u>(685,219)</u>
Capital outlay	<u>15,000</u>	<u>66,636</u>	<u>58,746</u>	<u>7,890</u>
Total expenditures	<u>34,559,749</u>	<u>34,455,860</u>	<u>32,030,399</u>	<u>2,425,461</u>
Excess of revenues over expenditures	<u>1,633,796</u>	<u>2,065,214</u>	<u>4,318,415</u>	<u>2,253,201</u>
Other financing sources (uses)				
Transfers out	<u>(2,086,826)</u>	<u>(2,086,826)</u>	<u>(2,310,026)</u>	<u>(223,200)</u>
Total other financing sources (uses)	<u>(2,086,826)</u>	<u>(2,086,826)</u>	<u>(2,310,026)</u>	<u>(223,200)</u>
Net change in fund balance	<u>(453,030)</u>	<u>(21,612)</u>	<u>2,008,389</u>	<u>2,030,001</u>
Fund balance, beginning of year	<u>11,320,091</u>	<u>11,320,091</u>	<u>11,320,091</u>	<u>-</u>
Fund balance, end of year	<u>\$ 10,867,061</u>	<u>\$ 11,298,479</u>	<u>\$ 13,328,480</u>	<u>\$ 2,030,001</u>

Pikes Peak Library District
Notes to Required Supplementary Information
Year Ended December 31, 2021

Note I: General Fund Budgetary Information

The District adopts an annual operating budget for its General Fund each year. Expenditures may not legally exceed appropriations at the fund level. Authorization to transfer budgeted amounts between departments within any fund and the reallocation of budget line items within any department in the General Fund rests with the Executive Director and/or Chief Financial Officer. The Board of Trustees must approve revisions that alter the total expenditures of any fund. Budgets for all fund types are adopted on a basis consistent with generally accepted accounting principles.

Note II: Pension Plan Schedules

Proportion, proportionate share, and covered-employee payroll amounts are as of the immediate plan year for consistency with the plan's proportionate calculations. Years will be added to these schedules as they become available.

Supplementary Information

MAJOR FUND

General Fund

The General Fund is used to account for all transactions of the District that are not required legally or by sound financial management to be accounted for in another fund. This fund accounts for the District's ordinary operating expenditures, which are financed primarily from property taxes. It is the most significant fund in relation to the District's overall operations.

Pikes Peak Library District
Comparative Balance Sheets
General Fund
December 31, 2021 and 2020

	2021	2020
Assets		
Cash and investments	\$ 18,981,898	\$ 15,262,997
Receivables, net of allowance for uncollectible accounts		
Property taxes	33,216,253	31,132,840
Accounts	155,128	453,727
Due from discretely presented component unit	10,331	17,877
Due from other governments	294,524	244,685
Prepaid items	400,575	382,929
Total assets	\$ 53,058,709	\$ 47,495,055
Liabilities		
Accounts payable	\$ 1,081,415	\$ 811,972
Accrued compensation payable	968,869	833,764
Due to other funds	4,359,807	3,123,360
Total liabilities	6,410,091	4,769,096
Deferred Inflows of Resources		
Unavailable revenue - property taxes	33,216,253	31,132,840
Unavailable fund resources	103,885	273,028
Total deferred inflows of resources	33,320,138	31,405,868
Fund Balances		
Nonspendable:		
Prepaid expenditures	400,575	382,929
Restricted for:		
Declared	1,058,065	1,014,722
Gifts and grants	334,408	283,268
Assigned to:		
Purchased contracts	171,806	113,454
Library materials	134,756	130,315
Unassigned	11,228,870	9,395,403
Total fund balances	13,328,480	11,320,091
Total liabilities, deferred inflows of resources, and fund balances	\$ 53,058,709	\$ 47,495,055

Pikes Peak Library District
Comparative Statements of Revenues, Expenditures
and Changes in Fund Balance
General Fund
Years Ended December 31, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Revenues		
Taxes		
Local property taxes		
Current	\$ 31,319,885	\$ 30,042,362
Delinquent	25,309	11,963
Omitted	1,681	7,195
Specific ownership taxes	3,720,458	3,344,277
Interest on taxes	45,574	24,708
Payment in lieu of taxes	<u>10,107</u>	<u>9,601</u>
Total taxes	<u>35,123,014</u>	<u>33,440,106</u>
Intergovernmental	823,325	715,285
Fines and fees	86,322	63,530
Interest earnings	9,250	116,945
Donations/fundraising	234,218	129,852
Miscellaneous		
Copy sales	47,340	48,316
Sale of assets	8,697	-
Parking lot collections	9,167	9,096
Other	<u>7,481</u>	<u>3,201</u>
Total miscellaneous	<u>72,685</u>	<u>60,613</u>
Total revenues	<u>36,348,814</u>	<u>34,526,331</u>
Expenditures		
Current		
Public services	18,401,912	18,327,121
Human Resources Office	663,463	542,224
Chief Librarian and CEO Office	265,484	264,316
Development Office	243,646	241,401
Finance Office	653,170	634,118
Facilities Office	3,412,114	3,193,264
Information Technology Office	2,485,557	2,311,083
Communications Office	943,064	854,342
Security Services	902,251	830,435
Other administrative	4,000,992	4,178,461
Capital outlay	<u>58,746</u>	<u>167,830</u>
Total expenditures	<u>32,030,399</u>	<u>31,544,595</u>
Excess of revenues over expenditures	<u>4,318,415</u>	<u>2,981,736</u>
Other financing sources (uses)		
Proceeds from sale of capital assets	-	5,129
Transfers out	<u>(2,310,026)</u>	<u>(1,547,368)</u>
Total other financing sources (uses)	<u>(2,310,026)</u>	<u>(1,542,239)</u>
Special item		
TABOR refund of property tax revenue in excess of limit	<u>-</u>	<u>(180,108)</u>
Net change in fund balance	2,008,389	1,259,389
Fund balance, beginning of year	<u>11,320,091</u>	<u>10,060,702</u>
Fund balance, end of year	<u>\$ 13,328,480</u>	<u>\$ 11,320,091</u>

Pikes Peak Library District
Schedule of Expenditures by Natural Classification-
Budget and Actual
General Fund
Year Ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Expenditures				
Current				
Personnel services	\$ 21,846,244	\$ 20,942,137	\$ 20,420,285	\$ 521,852
Supplies	854,615	970,783	639,994	330,789
Library materials	4,829,976	4,930,479	4,766,105	164,374
Utilities	706,965	706,965	701,654	5,311
Telecommunication costs	641,000	651,177	606,985	44,192
Contractual services	3,767,722	3,856,924	3,313,673	543,251
Repairs and maintenance	863,400	869,675	681,970	187,705
Other services/expenditures	1,034,827	1,461,084	840,987	620,097
Capital outlay	15,000	66,636	58,746	7,890
Total expenditures	<u>\$ 34,559,749</u>	<u>\$ 34,455,860</u>	<u>\$ 32,030,399</u>	<u>\$ 2,425,461</u>

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NONMAJOR GOVERNMENTAL FUNDS

SPECIAL REVENUE FUND

A Special Revenue Fund is used to account for financial activity related to funds received that are restricted or committed for specific purposes. The District has one Special Revenue Fund, the Designated Purpose Fund, which is used for this purpose.

CAPITAL PROJECTS FUNDS

A Capital Projects Fund is used to account for all financial activity related to the acquisition, construction, and renovation of major capital facilities. The District has four Capital Projects Funds as follows:

North Facility Project Fund

The North Facility Project Fund, a capital projects fund, is used to account for all financial activity related to the purchase of and renovation of a facility located in northern Colorado Springs. Funds are being accumulated over a period of several years. Primary and anticipated sources of funding for this project include the General Fund and other fundraising activities including grants and donations.

East Library Renovation Fund

This fund is used to account for all financial activity related to the renovation of the East Library facility. Funds are being accumulated over a period of several years. The primary source of funding for this project is the General Fund.

Penrose Library Renovation Fund

This fund is used to account for all financial activity related to the renovation of the Penrose Library complex. Funds are being accumulated over a period of several years. The primary source of funding for this project is the General Fund.

Capital Reserve Fund

This fund is used to account for all financial activity related to capital projects and expenditures of capital items not specifically accounted for under a separate fund. Funds are being accumulated over a period of several years. The primary source of funding for these projects is annual transfers from the General Fund.

Pikes Peak Library District
Combining Balance Sheet
Nonmajor Governmental Funds
December 31, 2021

	Special Revenue Fund	Capital Project Funds			Total Nonmajor Governmental Funds
	Designated Purpose Fund	North Facility Project Fund	East Library Renovation Fund	Penrose Library Renovation Fund	
Assets					
Accounts receivable	\$ -	\$ -	\$ -	\$ -	\$ 8,694
Due from other funds	100,688	315,403	113,493	342,977	3,487,246
Total assets	<u>\$ 100,688</u>	<u>\$ 315,403</u>	<u>\$ 113,493</u>	<u>\$ 342,977</u>	<u>\$ 3,495,940</u>
Liabilities					
Accounts payable	\$ -	\$ -	\$ 23,315	\$ -	\$ 18,158
Fund Balance					
Restricted for:					
Gifts and grants	812	-	-	-	-
Committed to:					
Capital projects	99,876	315,403	90,178	342,977	3,477,782
Total fund balance	<u>100,688</u>	<u>315,403</u>	<u>90,178</u>	<u>342,977</u>	<u>3,477,782</u>
Total liabilities and fund balance	<u>\$ 100,688</u>	<u>\$ 315,403</u>	<u>\$ 113,493</u>	<u>\$ 342,977</u>	<u>\$ 3,495,940</u>

Pikes Peak Library District
Combining Statement of Revenues, Expenditures
and Changes in Fund Balances
Nonmajor Governmental Funds
Year Ended December 31, 2021

	Special Revenue Fund	Capital Project Funds			Capital Reserve Fund	Total Nonmajor Governmental Funds
	Designated Purpose Fund	North Facility Project Fund	East Library Renovation Fund	Penrose Library Renovation Fund		
Revenues						
Donations	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000
Other	-	-	-	-	10,203	10,203
Total revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>85,203</u>	<u>85,203</u>
Expenditures						
Capital outlay	5,033	39,461	68,364	75,492	981,666	1,170,016
Excess (deficiency) of revenues over expenditures	<u>(5,033)</u>	<u>(39,461)</u>	<u>(68,364)</u>	<u>(75,492)</u>	<u>(896,463)</u>	<u>(1,084,813)</u>
Other financing sources						
Transfers in	-	165,000	84,200	524	2,060,302	2,310,026
Total financing sources (uses)	<u>-</u>	<u>165,000</u>	<u>84,200</u>	<u>524</u>	<u>2,060,302</u>	<u>2,310,026</u>
Net change in fund balances	(5,033)	125,539	15,836	(74,968)	1,163,839	1,225,213
Fund balances, beginning of year	105,721	189,864	74,342	417,945	2,313,943	3,101,815
Fund balances, end of year	<u>\$ 100,688</u>	<u>\$ 315,403</u>	<u>\$ 90,178</u>	<u>\$ 342,977</u>	<u>\$ 3,477,782</u>	<u>\$ 4,327,028</u>

Pikes Peak Library District
Comparative Balance Sheets
Designated Purpose Fund
December 31, 2021 and 2020

	2021	2020
Assets		
Due from other funds	\$ 100,688	\$ 105,721
Fund Balance		
Restricted for:		
Gifts and grants	\$ 812	\$ 812
Committed to:		
Capital projects	99,876	104,909
Total fund balance	100,688	105,721
Total liabilities and fund balance	\$ 100,688	\$ 105,721

Pikes Peak Library District
Comparative Statements of Revenues, Expenditures
and Changes in Fund Balance
Designated Purpose Fund
Years Ended December 31, 2021 and 2020

	2021	2020
Expenditures		
Capital outlay	\$ 5,033	\$ 3,300
Deficiency of revenues over expenditures	(5,033)	(3,300)
Net change in fund balance	(5,033)	(3,300)
Fund balance, beginning of year	105,721	109,021
Fund balance, end of year	\$ 100,688	\$ 105,721

Pikes Peak Library District
Schedule of Revenues, Expenditures
and Changes in Fund Balance – Budget and Actual
Designated Purpose Fund
Year Ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Expenditures				
Capital outlay	\$ -	\$ 105,721	\$ 5,033	\$ 100,688
Net change in fund balance	-	(105,721)	(5,033)	100,688
Fund balance, beginning of year	105,721	105,721	105,721	-
Fund balance, end of year	<u>\$ 105,721</u>	<u>\$ -</u>	<u>\$ 100,688</u>	<u>\$ 100,688</u>

Pikes Peak Library District
Comparative Balance Sheets
North Facility Project Fund
December 31, 2021 and 2020

	2021	2020
Assets		
Due from other funds	\$ 315,403	\$ 189,864
Fund Balance		
Committed to:		
Capital projects	315,403	189,864
Total liabilities and fund balance	\$ 315,403	\$ 189,864

Pikes Peak Library District
Comparative Statements of Revenue, Expenditures
and Changes in Fund Balance
North Facility Project Fund
Years Ended December 31, 2021 and 2020

	2021	2020
Expenditures		
Capital outlay	\$ 39,461	\$ 357,685
Excess (deficiency) of revenues over expenditures	(39,461)	(357,685)
Other financing sources		
Transfers in	165,000	63,367
Net change in fund balance	125,539	(294,318)
Fund balance, beginning of year	189,864	484,182
Fund balance, end of year	\$ 315,403	\$ 189,864

Pikes Peak Library District
Schedule of Revenue, Expenditures
and Changes in Fund Balance – Budget and Actual
North Facility Project Fund
Year Ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Expenditures				
Capital outlay	\$ 165,000	\$ 354,864	\$ 39,461	\$ 315,403
Total expenditures	<u>165,000</u>	<u>354,864</u>	<u>39,461</u>	<u>315,403</u>
Deficiency of revenues under expenditures	<u>(165,000)</u>	<u>(354,864)</u>	<u>(39,461)</u>	<u>315,403</u>
Other financing sources				
Transfers in	<u>165,000</u>	<u>165,000</u>	<u>165,000</u>	<u>-</u>
Net change in fund balance	-	(189,864)	125,539	315,403
Fund balance, beginning of year	<u>189,864</u>	<u>189,864</u>	<u>189,864</u>	<u>-</u>
Fund balance, end of year	<u>\$ 189,864</u>	<u>\$ -</u>	<u>\$ 315,403</u>	<u>\$ 315,403</u>

Pikes Peak Library District
Comparative Balance Sheets
East Library Renovation Fund
December 31, 2021 and 2020

	2021	2020
Assets		
Due from other funds	\$ 113,493	\$ 82,832
Liabilities		
Accounts payable	\$ 23,315	\$ 8,490
Fund Balance		
Committed to:		
Capital projects	90,178	74,342
Total fund balance	\$ 90,178	\$ 74,342
Total liabilities and fund balance	\$ 113,493	\$ 82,832

Pikes Peak Library District
Comparative Statements of Revenues, Expenditures
and Changes in Fund Balance
East Library Renovation Fund
Years Ended December 31, 2021 and 2020

	2021	2020
Expenditures		
Capital outlay	\$ 68,364	\$ 129,505
Deficiency of revenues over expenditures	(68,364)	(129,505)
Other financing sources		
Transfers in	84,200	8,545
Net change in fund balance	15,836	(120,960)
Fund balance, beginning of year	74,342	195,302
Fund balance, end of year	\$ 90,178	\$ 74,342

Pikes Peak Library District
Schedule of Revenues, Expenditures
and Changes in Fund Balance – Budget and Actual
East Library Renovation Fund
Year Ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Expenditures				
Capital outlay	\$ 84,200	\$ 158,542	\$ 68,364	\$ 90,178
Deficiency of revenues under expenditures	<u>(84,200)</u>	<u>(158,542)</u>	<u>(68,364)</u>	<u>90,178</u>
Other financing sources				
Transfers in	<u>84,200</u>	<u>84,200</u>	<u>84,200</u>	<u>-</u>
Net change in fund balance	-	(74,342)	15,836	90,178
Fund balance, beginning of year	<u>74,342</u>	<u>74,342</u>	<u>74,342</u>	<u>-</u>
Fund balance, end of year	<u><u>\$ 74,342</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 90,178</u></u>	<u><u>\$ 90,178</u></u>

Pikes Peak Library District
Comparative Balance Sheets
Penrose Library Renovation Fund
December 31, 2021 and 2020

	2021	2020
Assets		
Due from other funds	\$ 342,977	\$ 417,945
Fund Balance		
Committed to:		
Capital projects	\$ 342,977	\$ 417,945
Total liabilities and fund balance	\$ 342,977	\$ 417,945

Pikes Peak Library District
Comparative Statements of Revenues, Expenditures
and Changes in Fund Balance
Penrose Library Renovation Fund
Years Ended December 31, 2021 and 2020

	2021	2020
Expenditures		
Capital outlay	\$ 75,492	\$ 73,673
Deficiency of revenues under expenditures	(75,492)	(73,673)
Other financing sources		
Transfers in	524	-
Net change in fund balance	(74,968)	(73,673)
Fund balance, beginning of year	417,945	491,618
Fund balance, end of year	\$ 342,977	\$ 417,945

Pikes Peak Library District
Schedule of Revenues, Expenditures
and Changes in Fund Balance – Budget and Actual
Penrose Library Renovation Fund
Year Ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Expenditures				
Capital outlay	\$ 162,500	\$ 418,470	\$ 75,492	\$ 342,978
Deficiency of revenues under expenditures	<u>(162,500)</u>	<u>(418,470)</u>	<u>(75,492)</u>	<u>342,978</u>
Other financing sources				
Transfers in	<u>525</u>	<u>525</u>	<u>524</u>	<u>(1)</u>
Net change in fund balance	(161,975)	(417,945)	(74,968)	342,977
Fund balance, beginning of year	<u>417,945</u>	<u>417,945</u>	<u>417,945</u>	<u>-</u>
Fund balance, end of year	<u><u>\$ 255,970</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 342,977</u></u>	<u><u>\$ 342,977</u></u>

Pikes Peak Library District
Comparative Balance Sheets
Capital Reserve Fund
December 31, 2021 and 2020

	2021	2020
Assets		
Accounts receivable	\$ 8,694	\$ 8,694
Due from other funds	3,487,246	2,326,998
Total assets	\$ 3,495,940	\$ 2,335,692
Liabilities		
Accounts payable	\$ 18,158	\$ 21,749
Fund Balance		
Committed to:		
Capital projects	3,477,782	2,313,943
Total liabilities and fund balance	\$ 3,495,940	\$ 2,335,692

Pikes Peak Library District
Comparative Statements of Revenues, Expenditures
and Changes in Fund Balance
Capital Reserve Fund
Years Ended December 31, 2021 and 2020

	<u>2021</u>	<u>2020</u>
Revenues		
Donations	\$ 75,000	\$ -
Other	<u>10,203</u>	<u>61,695</u>
Total revenues	<u>85,203</u>	<u>61,695</u>
Expenditures		
Capital outlay	<u>981,666</u>	<u>1,046,106</u>
Deficiency of revenues under expenditures	<u>(896,463)</u>	<u>(984,411)</u>
Other financing sources		
Transfers in	2,060,302	1,475,456
Proceeds from sale of assets	<u>-</u>	<u>12,500</u>
Total other financing sources	<u>2,060,302</u>	<u>1,487,956</u>
Net change in fund balance	1,163,839	503,545
Fund balance, beginning of year	<u>2,313,943</u>	<u>1,810,398</u>
Fund balance, end of year	<u><u>\$ 3,477,782</u></u>	<u><u>\$ 2,313,943</u></u>

Pikes Peak Library District
Schedule of Revenues, Expenditures
and Changes in Fund Balance – Budget and Actual
Capital Reserve Fund
Year Ended December 31, 2021

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance with Final Budget Positive (Negative)</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Donations	\$ -	\$ 75,000	\$ 75,000	\$ -
Other	-	10,202	10,203	1
Total revenues	<u>-</u>	<u>85,202</u>	<u>85,203</u>	<u>1</u>
Expenditures				
Capital outlay	1,837,102	4,459,447	981,666	3,477,781
Deficiency of revenues under expenditures	<u>(1,837,102)</u>	<u>(4,374,245)</u>	<u>(896,463)</u>	<u>3,477,782</u>
Other financing sources				
Transfers in	1,837,102	2,060,302	2,060,302	-
Total financing sources	<u>1,837,102</u>	<u>2,060,302</u>	<u>2,060,302</u>	<u>-</u>
Net change in fund balance	-	(2,313,943)	1,163,839	3,477,782
Fund balance, beginning of year	<u>2,313,943</u>	<u>2,313,943</u>	<u>2,313,943</u>	<u>-</u>
Fund balance, end of year	<u>\$ 2,313,943</u>	<u>\$ -</u>	<u>\$ 3,477,782</u>	<u>\$ 3,477,782</u>

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INTERNAL SERVICE FUND

Internal Service Funds are used to account for revenues received from District departments to be used for services to benefit all departments.

The District has one Internal Service Fund.

Employee Health Plan Fund

This fund is used to account for the accumulation of and utilization of financial resources related to the District's partially self-insured medical health plan, offered to employees with a regularly scheduled workweek of 30 or more hours.

Pikes Peak Library District
Internal Service Fund
Comparative Statements of Net Position
Employee Health Plan Fund
December 31, 2021 and 2020

	2021	2020
Assets		
Current Assets		
Cash and cash equivalents	\$ 576,328	\$ 727,225
Due from other funds	703	-
Deposit	36,667	36,667
Total current assets	613,698	763,892
Liabilities		
Current Liabilities		
Claims payable	300,510	151,552
Total current liabilities	300,510	151,552
Net Position		
Total Net Position - Unrestricted	\$ 313,188	\$ 612,340

Pikes Peak Library District
Internal Service Fund
Comparative Statements of Revenue, Expenses
and Changes in Net Position
Employee Health Plan Fund
Years Ended December 31, 2021 and 2020

	2021	2020
Operating revenues		
Employer contributions	\$ 2,070,811	\$ 2,198,022
Employee contributions	426,250	456,486
Total operating revenues	2,497,061	2,654,508
Operating expenses		
Claims incurred	1,826,349	1,488,386
Administrative	969,905	944,493
Total operating expenses	2,796,254	2,432,879
Operating income (loss)	(299,193)	221,629
Nonoperating revenues		
Investment earnings	41	48
Change in net position	(299,152)	221,677
Total net position, beginning	612,340	390,663
Total net position, ending	\$ 313,188	\$ 612,340

Pikes Peak Library District
Internal Service Fund
Comparative Statements of Cash Flows
Employee Health Plan Fund
Years Ended December 31, 2021 and 2020

	2021	2020
Cash flows from operating activities		
Employee and employer contributions	\$ 2,497,061	\$ 2,654,508
Payment of claims and administrative expenses	(2,647,999)	(2,371,968)
Net cash provided by (used in) operating activities	(150,938)	282,540
Cash flows from investing activities		
Interest received	41	48
Net increase (decrease) in cash and cash equivalents	(150,897)	282,588
Cash and cash equivalents, January 1	727,225	444,637
Cash and cash equivalents, December 31	\$ 576,328	\$ 727,225
Reconciliation of operating loss to net cash provided by operating activities		
Operating income (loss)	\$ (299,193)	\$ 221,629
Adjustments to reconcile operating income (loss) to net cash provided by (used in) operating activities		
Change in due from other funds	(703)	-
Change in claims payable	148,958	60,911
Total adjustments	148,255	60,911
Net cash provided by (used in) operating activities	\$ (150,938)	\$ 282,540

STATISTICAL SECTION

This part of the Pikes Peak Library District's comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the District's overall financial health.

	Page
Financial Trends	133
These schedules contain trend information to help the reader understand how the District's financial performance and well-being have changed over time.	
Revenue Capacity	142
These schedules contain information to help the reader assess the District's most significant revenue source, the property tax.	
Debt Capacity	150
These schedules present information to help the reader assess the affordability of the District's current levels of outstanding debt and the District's ability to issue additional debt in the future.	
Demographic and Economic Information	155
These schedules offer demographic and economic indicators to help the reader understand the environment within which the District's financial activities take place.	
Operating Information	158
These schedules contain service and infrastructure data to help the reader understand how the information in the District's financial report relates to the services the District provides and the activities it performs.	

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Exhibit I-1

**Pikes Peak Library District
Government-wide Net Position by Component
Last Ten Fiscal Years
(Unaudited)**

Governmental Activities					
Net Investment					
Fiscal Year	In Capital Assets	Restricted	Unrestricted	Total	
2012	\$ 34,818,102	\$ 837,421	\$ 10,230,456	\$	45,885,979
2013	33,839,914	1,005,719	12,831,121		47,676,754
2014	37,633,108	994,338	9,249,165		47,876,611
2015	38,922,766	998,444	282,577		40,203,787
2016	37,308,714	956,559	1,371,475		39,636,748
2017	36,767,440	1,004,708	971,294		38,743,442
2018	34,938,136	1,131,310	(990,490)		35,078,956
2019	34,741,176	1,179,070	(6,932,278)		28,987,968
2020	33,556,137	1,298,802	(12,866,551)		21,988,388
2021	32,293,214	1,393,285	(11,939,086)		21,747,413

Exhibit I-2

**Pikes Peak Library District
Government-wide Expenses, Program Revenues and Net Expenses
Last Ten Fiscal Years
(Unaudited)**

Expenses Governmental Activities							
Fiscal Year	Chief						
	Public Services	Human Resources	Administrative Services	Librarian & CEO's Office	Development Office	Finance Office	Facilities Office
2012	\$ 7,883,922	\$ -	\$ 12,021,277	\$ 373,535	\$ -	\$ 403,231	\$ -
2013	8,422,792	-	11,964,223	386,564	-	435,422	-
2014	11,479,186	-	4,117,367	400,652	-	436,539	-
2015	13,250,047	-	3,785,191	398,398	-	476,755	-
2016	13,251,004	-	3,823,660	466,816	-	522,810	-
2017	20,382,695	-	3,914,245	474,077	-	551,716	-
2018	23,333,788	495,338	-	311,333	182,018	629,124	3,885,930
2019	24,175,768	615,099	-	346,106	205,177	718,925	4,196,460
2020	25,521,426	706,307	-	337,521	303,389	791,730	4,376,400
2021	21,439,663	740,806	-	295,077	268,937	724,847	3,938,656

Program Revenues Governmental Activities							
Charges for Services				Operating Grants and Contributions			
Fiscal Year	Public Services	Total	Public Services	Administrative Services	Information Technology	Facilities	Total
2012	\$ 529,077	\$ 529,077	\$ 99,400	\$ 34,536	\$ -	\$ -	\$ 133,936
2013	523,316	523,316	141,009	213,927	-	-	354,936
2014	530,364	530,364	136,227	-	142,433	-	278,660
2015	538,214	538,214	258,925	-	15,769	-	274,694
2016	494,493	494,493	233,889	-	143,982	-	377,871
2017	274,186	274,186	596,824	-	-	-	596,824
2018	114,964	114,964	426,310	-	-	-	426,310
2019	124,503	124,503	370,939	-	-	-	370,939
2020	63,530	63,530	784,756	-	35,354	46,319	866,429
2021	86,322	86,322	611,823	-	81,098	107,942	800,863

Total Net Expenses	
Total	
Fiscal Year	Primary Government
2012	\$ (24,604,138)
2013	(24,838,586)
2014	(26,369,066)
2015	(27,268,439)
2016	(28,435,137)
2017	(30,030,670)
2018	(34,455,259)
2019	(38,393,839)
2020	(40,516,461)
2021	(35,456,127)

Information Technology Office	Communi-cations Office	Security Services	Other Administration	Interest Expense	Total Primary Government
\$ 1,531,283	\$ 721,944	\$ -	\$ 2,571,087	\$ 1,672	\$ 25,507,951
1,716,479	709,136	-	2,489,209	-	26,123,824
7,814,245	766,469	-	2,652,230	-	27,666,688
7,855,225	853,076	-	3,107,846	-	29,726,538
7,631,440	764,629	-	3,116,763	-	29,577,122
1,868,122	830,962	-	3,222,456	-	31,244,273
2,794,960	979,183	-	3,299,412	-	35,911,086
3,121,662	1,259,541	758,615	3,690,897	-	39,088,250
3,214,137	1,147,285	1,058,946	4,178,464	-	41,635,605
2,881,161	1,051,216	1,001,954	4,000,995	-	36,343,312

Capital Grants and Contributions

Public Services	Facilities Office	Administrative Services	Information Technology	Total	Total Primary Government
\$ 98,131	\$ -	\$ 142,669	\$ -	\$ 240,800	\$ 903,813
166,769	-	240,217	-	406,986	1,285,238
229,665	-	88,553	170,380	488,598	1,297,622
836,583	-	258,308	550,299	1,645,191	2,458,099
142,378	-	41,939	85,304	269,621	1,141,985
253,467	-	53,096	36,030	342,593	1,213,603
709,178	118,863	-	86,512	914,553	1,455,827
153,237	26,468	-	19,264	198,969	694,411
145,873	24,563	-	18,749	189,185	1,119,144
-	-	-	-	-	887,185

Exhibit I-3

**Pikes Peak Library District
Government-wide General Revenues and Other Changes in Net Position
Last Ten Fiscal Years
(Unaudited)**

Governmental Activities							TABOR Refund	Total
Fiscal Year	General Revenues					Total	Fiscal Year	Total
	Property Taxes	Specific Ownership Tax	Investment Earnings	Miscellaneous	Excess of Limit		Primary Government	
2012	\$ 23,588,482	\$ 2,267,050	\$ 34,635	\$ 182,215	\$ 26,072,382	\$ -	\$ 26,072,382	
2013	23,930,258	2,413,142	21,912	264,051	26,629,363	-	26,629,363	
2014	23,823,607	2,546,327	18,692	180,297	26,568,923	-	26,568,923	
2015	24,137,929	2,765,049	26,550	201,916	27,131,444	-	27,131,444	
2016	24,780,995	2,892,197	96,038	155,941	27,925,171	(57,073)	27,868,098	
2017	25,762,260	3,547,865	187,896	182,529	29,680,550	(543,196)	29,137,354	
2018	26,834,122	3,410,423	386,768	165,290	30,796,603	(5,830)	30,790,773	
2019	28,235,667	3,486,228	426,392	154,564	32,302,851	-	32,302,851	
2020	30,095,828	3,344,277	116,945	139,939	33,696,989	(180,108)	33,516,881	
2021	31,402,556	3,720,458	9,250	82,888	35,215,152	-	35,215,152	
Total Changes in Net Position								
Fiscal Year	Total Primary Government							
2012	\$ 1,790,777							
2013	199,857							
2014	(136,995)							
2015	(567,039)							
2016	(893,316)							
2017	(3,664,486)							
2018	(6,090,987)							
2019	(6,999,579)							
2020	(6,999,580)							
2021	(240,975)							

Exhibit I-4

**Pikes Peak Library District
Fund Balances, Governmental Funds
Last Ten Fiscal Years
(Unaudited)**

General Fund

Fiscal Year	Non-spendable	Restricted	Committed	Assigned	Unassigned	Total
2012	\$ 515,665	\$ 849,133	\$ -	\$ 1,413,211	\$ 4,626,698	\$ 7,404,707
2013	432,357	927,498	-	809,250	4,056,243	6,225,348
2014	475,065	918,560	-	679,883	3,632,798	5,706,306
2015	510,377	944,548	900,000	583,947	4,896,422	7,835,294
2016	386,130	945,380	865,000	668,852	6,425,409	9,290,771
2017	339,785	1,001,784	865,000	377,529	7,848,739	10,432,837
2018	311,114	1,128,386	-	385,511	8,900,930	10,725,941
2019	260,645	1,178,258	-	285,461	8,336,338	10,060,702
2020	382,929	1,297,990	-	243,769	9,395,403	11,320,091
2021	400,575	1,392,473	-	306,562	11,228,870	13,328,480

Other Governmental Funds

Fiscal Year	Non-spendable	Restricted	Committed	Assigned	Total
2012	\$ -	\$ 103,501	\$ 4,647,272	\$ 7,624	\$ 4,758,397
2013	2,902	78,221	7,399,563	7,624	7,488,310
2014	-	75,778	5,394,260	7,624	5,477,662
2015	4,990	53,896	1,976,494	7,624	2,043,004
2016	14,092	11,179	2,378,444	7,000	2,410,715
2017	5,877	2,924	1,845,995	212	1,855,008
2018	-	2,924	3,199,791	212	3,202,927
2019	-	812	3,089,709	-	3,090,521
2020	-	812	3,101,003	-	3,101,815
2021	-	812	4,326,216	-	4,327,028

Note - For fiscal years 2011 - 2014, the North Facility Project Fund was presented as a Major Fund. For 2015, this Fund was no longer considered a Major Fund. Fund balances for 2011 - 2014 have been reclassified and are now presented as part of Other Governmental Funds.

Exhibit I-5

**Pikes Peak Library District
 Summary of Changes in Total Governmental Fund Balances
 Last Ten Fiscal Years
 (Unaudited)**

Fiscal Year	Revenues	Expenditures	Other Financing Sources (Uses)			TABOR Refund Fiscal Year Spending and Property Tax Revenue In Excess of Limit	Net Change in Fund Balance	Ratio of Debt Service Expenditures to Noncapital Expenditures
			Proceeds from Sale of Capital Assets	Proceeds from Insurance Reimbursement				
2012	\$ 27,824,442	\$ 26,370,151	\$ 40,924	\$ -	\$ -	\$ 1,495,215	0.30%	
2013	27,803,063	30,383,156	83,277	12,985	-	(2,483,831)	0.27%	
2014	29,432,914	30,383,156	50,403	-	-	(899,839)	0.00%	
2015	29,432,914	30,785,347	28,060	18,703	-	(1,305,670)	0.00%	
2016	29,109,072	27,246,156	17,345	-	(57,073)	1,823,188	0.00%	
2017	30,942,008	29,824,093	11,640	-	(543,196)	586,359	0.00%	
2018	32,258,020	30,630,672	19,505	-	(5,830)	1,641,023	0.00%	
2019	32,994,312	33,774,905	2,948	-	-	(777,645)	0.00%	
2020	34,588,026	33,154,864	17,629	-	(180,108)	1,270,683	0.00%	
2021	36,434,017	33,200,415	-	-	-	3,233,602	0.00%	

Exhibit I-6

**Pikes Peak Library District
Governmental Funds Revenues
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	Taxes	Intergovernmental	Fines and Fees	Interest Earnings	Miscellaneous	Total
2012	\$ 25,855,532	\$ 85,247	\$ 529,077	\$ 34,635	\$ 387,801	\$ 26,892,292
2013	26,343,399	160,887	523,316	21,912	774,928	27,824,442
2014	26,369,934	291,251	530,364	18,692	592,822	27,803,063
2015	26,902,978	305,794	538,214	26,550	1,659,378	29,432,913
2016	27,673,192	398,039	494,493	96,038	447,310	29,109,072
2017	29,310,125	458,187	274,186	187,896	711,614	30,942,008
2018	30,244,545	384,404	114,964	386,768	1,127,339	32,258,020
2019	31,721,895	392,810	124,503	426,392	328,712	32,994,313
2020	33,440,106	715,285	63,530	116,945	252,160	34,588,026
2021	35,123,014	823,325	86,322	9,250	82,888	36,124,799

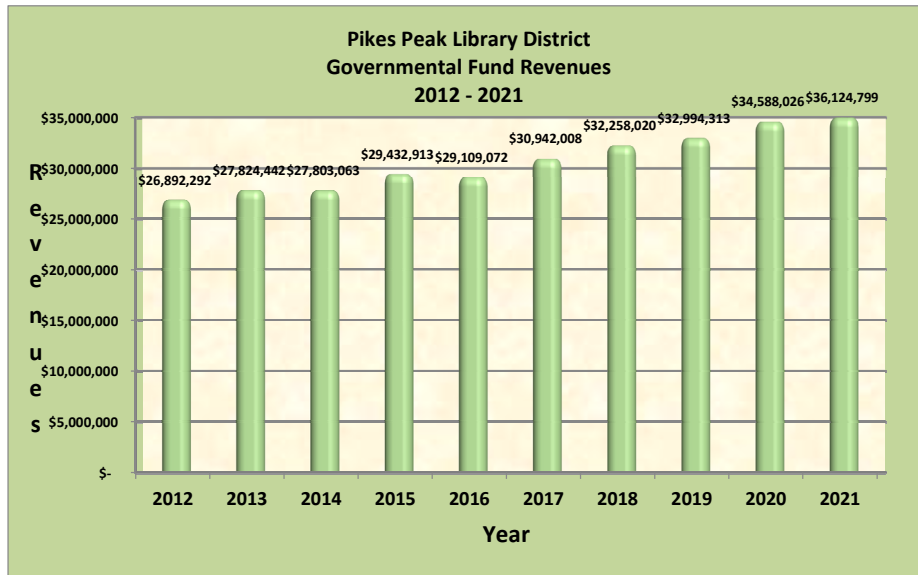
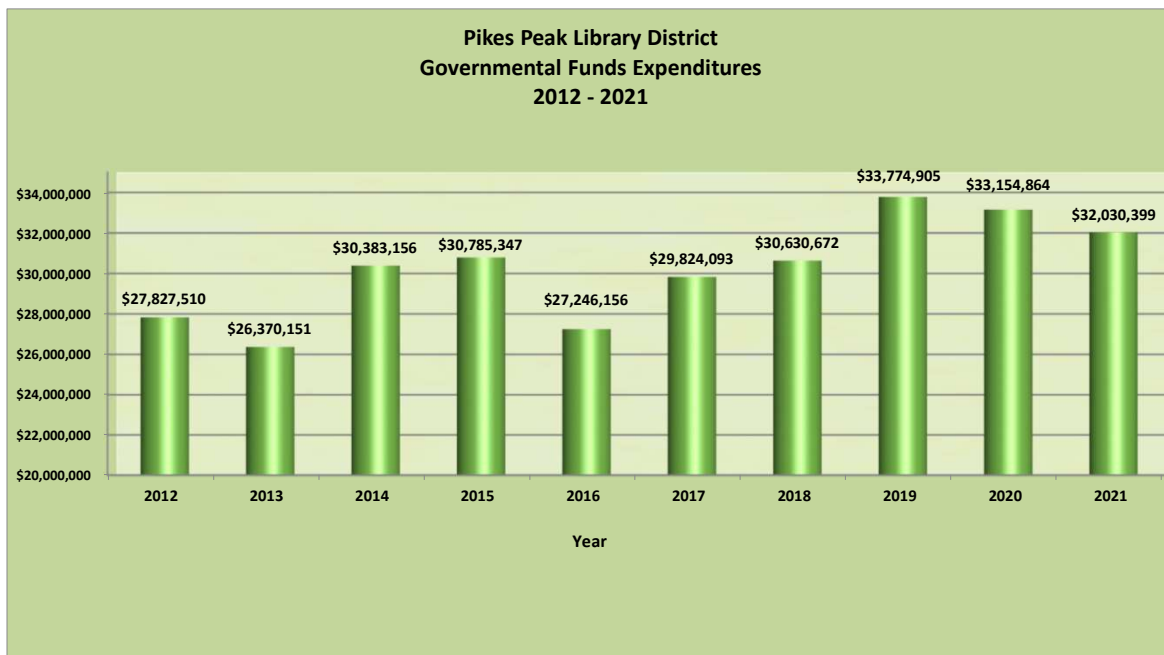


Exhibit I-7

**Pikes Peak Library District
Governmental Funds Expenditures
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	Current									Total
	Personnel Services	Supplies	Library Materials	Utilities	Telecommunication Costs	Contractual Services	Repairs and Maintenance	Other Services		
2012	\$ 13,972,868	\$ 448,827	\$ 3,974,955	\$ 497,624	\$ 305,675	\$ 2,431,627	\$ 385,416	\$ 715,462	\$ 22,732,454	
2013	14,426,213	547,072	3,984,804	486,862	337,311	2,556,487	454,927	760,146	23,553,822	
2014	15,032,543	605,206	4,324,974	587,082	362,758	2,720,845	612,068	734,423	24,979,899	
2015	15,904,077	732,640	4,279,833	571,033	409,626	2,587,094	578,877	753,353	25,816,533	
2016	16,007,317	690,060	4,482,638	539,735	339,276	2,769,599	672,300	742,652	26,243,577	
2017	17,599,286	664,432	4,368,968	583,442	465,959	2,753,994	649,023	834,117	27,919,221	
2018	18,362,919	666,926	4,528,390	615,141	479,359	2,936,686	503,869	678,177	28,771,467	
2019	19,907,957	727,608	4,716,819	639,248	479,868	3,150,559	613,411	935,456	31,170,925	
2020	20,388,490	758,385	4,818,308	586,580	579,783	3,055,942	553,522	635,754	31,376,765	
2021	20,420,285	639,994	4,766,105	701,654	606,985	3,313,673	681,970	840,987	31,971,653	

Fiscal Year	Capital Outlay	Debt Service		Total Expenditures
		Principal	Interest	
2012	\$ 5,027,983	\$ 65,401	\$ 1,672	\$ 27,827,510
2013	2,816,329	-	-	26,370,151
2014	5,403,257	-	-	30,383,156
2015	4,968,814	-	-	30,785,347
2016	1,002,579	-	-	27,246,156
2017	1,904,872	-	-	29,824,093
2018	1,859,205	-	-	30,630,672
2019	2,603,980	-	-	33,774,905
2020	1,778,099	-	-	33,154,864
2021	58,746	-	-	32,030,399



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Exhibit I-8

**Pikes Peak Library District
Assessed and Estimated Actual Value of Taxable Property
Last Ten Fiscal Years
(Unaudited)**

Assessment Year	Collection Year	Residential		All Other Property	
		Assessed Value	Estimated Actual value	Assessed Value	Estimated Actual Value
2011	2012	\$ 3,281,225,918	\$ 41,221,431,129	\$ 2,686,809,582	\$ 9,264,860,628
2012	2013	3,345,705,933	42,031,481,566	2,696,746,537	9,299,125,991
2013	2014	3,323,732,184	41,755,429,448	2,705,167,116	9,328,162,469
2014	2015	3,383,673,117	42,508,456,238	2,733,459,583	9,425,722,702
2015	2016	3,772,618,178	47,394,700,732	2,845,238,612	9,811,167,627
2016	2017	3,785,355,234	47,554,713,989	2,832,501,556	9,767,246,746
2017	2018	3,932,149,665	54,613,189,788	3,148,445,775	10,856,709,570
2018	2019	4,041,515,731	56,132,162,928	3,157,308,979	10,887,272,342
2019	2020	4,792,932,200	67,031,120,058	3,453,536,110	11,908,693,842
2020	2021	4,895,319,720	68,463,062,349	3,322,893,400	11,458,213,951

Notes:

The following are the assessment rates for collection years 2011 through 2021:

Collection Year	Residential	All Other Categories
2011-2017	7.96%	29.00%
2018-2019	7.20%	29.00%
2020-2021	7.15%	29.00%

Data Source: El Paso County Assessor's Office Abstracts of Assessment

Total Assessed Value	Total Mill Levy	Estimated Actual Value	Ratio of Total Assessed Value to Total Estimated Actual Value
\$ 5,968,035,500	3.999	\$ 50,486,291,757	11.8%
6,042,452,470	4.000	51,330,607,557	11.8%
6,028,899,300	4.000	51,083,591,917	11.8%
6,117,132,700	4.000	51,934,178,939	11.8%
6,516,617,460	3.857	57,205,868,359	11.4%
6,617,856,790	3.957	57,321,960,736	11.5%
7,080,595,440	3.812	65,469,899,358	10.8%
7,198,824,710	4.000	67,019,435,270	10.7%
8,246,468,310	3.731	78,939,813,900	10.4%
8,218,213,120	3.855	79,921,276,300	10.3%

Exhibit I-9

**Pikes Peak Library District
Property Tax Rates - Direct and Overlapping
Last Ten Fiscal Years
(Unaudited)
(Per \$1,000 of assessed value)**

Taxing Authority	Collection Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Direct										
Pikes Peak Library District	3.999	4.000	4.000	4.000	3.857	3.957	3.812	4.000	3.731	3.855
Overlapping Governments										
El Paso County	7.597	7.663	7.714	7.791	7.869	7.919	7.965	8.068	7.035	8.085
Cities and Towns										
Calhan	17.563	17.563	17.563	17.563	17.563	17.563	17.563	17.563	17.563	17.563
Colorado Springs	4.279	4.279	4.279	4.279	4.279	4.279	4.279	4.279	4.279	4.279
Fountain	10.239	10.239	10.239	10.239	10.239	10.239	10.239	10.239	10.239	10.239
Green Mountain Falls	14.588	17.588	17.588	17.588	17.588	17.588	17.588	17.588	17.588	17.588
Manitou Springs	-	12.060	12.060	12.050	12.246	13.001	13.072	13.083	13.019	13.004
Monument	6.289	6.289	6.289	6.289	6.255	6.289	6.225	6.289	6.152	6.152
Palmer Lake	16.459	16.459	16.459	16.459	11.238	21.238	21.135	21.238	21.238	21.238
Ramah	19.827	19.827	19.827	19.827	19.827	19.827	19.827	19.827	19.827	19.827
Fire Districts										
Big Sandy	8.000	8.000	8.000	8.000	8.000	8.000	8.000	8.000	8.000	8.000
Black Forest	10.406	10.379	10.382	10.356	10.237	10.178	10.114	10.052	12.549	15.139
Black Forest (OPS)	1.191	1.164	1.167	1.141	1.022	0.963	0.899	0.837	0.653	0.639
Broadmoor	4.500	4.500	4.500	4.500	4.500	4.500	4.500	4.500	4.500	4.500
Calhan	6.500	6.536	6.523	6.552	6.061	5.971	6.049	6.402	6.325	12.536
Cascade	7.968	8.443	9.168	9.410	9.774	10.245	10.848	10.848	10.153	10.848
Cimarron Hills	12.150	14.390	14.390	15.290	15.286	15.286	16.200	16.200	16.200	16.200
Donald Wescott	7.000	7.000	7.000	7.000	7.000	7.000	7.000	7.000	7.000	7.000
Wescott N. Sub.	-	-	-	-	-	-	14.900	14.900	14.900	14.900
Edison	9.000	9.000	9.000	9.000	9.000	9.000	9.000	9.000	9.000	9.000
Elbert	4.575	4.575	4.575	4.575	8.500	8.500	8.500	8.500	7.528	7.715
Ellicott	9.999	10.168	10.290	10.220	9.760	9.850	9.515	9.451	8.589	8.496
Falcon	8.612	8.612	8.612	8.612	8.612	8.612	8.612	14.886	14.886	14.886
Green Mountain Falls/Chipita Park	8.048	8.542	8.788	9.293	9.812	9.763	16.950	17.460	16.615	17.090
Hanover	4.720	4.720	4.720	4.720	7.000	7.366	7.428	7.217	10.000	10.000
Northeast Teller City	-	-	-	-	-	-	-	-	-	13.547
Peyton	6.253	6.458	6.130	6.130	6.130	6.130	6.130	6.130	6.130	6.140
Security	6.681	10.001	10.001	10.002	10.002	10.002	10.002	10.002	10.002	10.002
Stratmoor Hills	12.423	12.423	12.002	12.686	12.768	12.811	12.582	13.200	13.251	13.810
SW Hwy 115	7.200	13.200	13.200	13.200	13.200	13.200	13.200	13.483	13.200	13.210
Tri-County	3.000	3.000	3.000	3.000	3.000	3.000	3.000	3.000	3.000	3.000
Tri-Lakes/Monument	8.500	11.500	11.500	11.500	11.500	11.500	18.100	18.400	18.400	18.400
Woodman Valley	9.050	9.050	9.050	9.050	9.050	9.050	9.050	9.050	9.050	9.050

Exhibit I-9

**Pikes Peak Library District
Property Tax Rates - Direct and Overlapping (Continued)
Last Ten Fiscal Years
(Unaudited)
(Per \$1,000 of assessed value)**

Taxing Authority	Collection Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Water Districts										
Cheyenne Creek	0.500	0.500	0.500	0.500	0.500	1.000	1.000	1.000	1.000	1.000
Forest View	5.000	5.000	5.000	5.000	5.000	5.000	5.000	5.000	5.000	5.000
Park Forest	14.437	14.437	14.437	14.437	14.437	14.437	14.437	14.437	14.437	14.437
Red Rock Valley Estates	16.803	17.709	17.872	18.575	16.444	17.725	17.725	17.725	17.725	17.725
Stratmoor Hills	2.000	2.088	2.055	1.974	2.086	2.105	2.071	-	-	-
S.E. Colo. Water Conserv.	0.947	0.944	0.944	0.094	0.941	0.940	0.094	0.944	0.902	0.942
Security	5.952	5.947	5.980	5.955	5.654	5.695	5.703	5.679	5.007	5.000
Turkey Canyon Ranch	11.005	9.500	9.500	9.500	9.500	9.500	9.500	9.500	9.500	9.500
Upper Arkansas Water Conserv.	0.495	0.478	0.478	0.478	0.471	0.478	0.481	0.479	0.435	0.445
Upper Big Sandy	0.532	0.532	0.532	0.532	0.532	0.532	0.532	0.532	0.532	0.532
Upper Black Squirrel	1.082	1.082	1.082	1.082	1.057	1.063	1.065	1.065	1.029	1.056
Sanitation Districts										
Fountain	5.334	5.534	5.755	6.101	6.040	6.248	6.328	6.637	6.030	6.340
Monument	-	-	-	-	-	-	7.734	-	-	-
Security	0.899	0.898	0.903	0.899	0.856	0.862	0.863	0.854	0.757	0.757
Stratmoor Hills	0.549	0.573	0.578	0.578	0.587	0.591	0.583	-	-	-
Sanitation and Water Districts										
Academy	24.950	24.755	2.937	2.937	2.937	2.937	2.937	2.937	2.937	2.937
Donala (Area A)	16.296	21.296	21.296	21.296	21.296	21.296	21.296	21.296	21.296	21.296
Donala (Area B)	8.148	10.648	10.648	10.648	10.648	10.648	10.648	10.648	10.648	10.648
Garden Valley	8.617	8.167	9.920	9.055	9.695	10.296	11.083	12.766	19.710	16.061
Garden Valley #2	5.500	5.805	5.613	5.736	5.816	5.196	4.308	-	-	-
Westmoor	35.508	37.471	34.956	41.288	34.943	36.836	36.953	38.277	34.998	37.165

Exhibit I-9

Pikes Peak Library District
 Property Tax Rates - Direct and Overlapping (Continued)
 Last Ten Fiscal Years
 (Unaudited)
 (Per \$1,000 of assessed value)

Taxing Authority	Collection Year									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
School Districts										
Air Force Academy #20	60.216	60.216	60.216	60.216	60.216	60.216	60.216	60.216	60.216	60.216
Big Sandy #100J	42.067	42.128	40.787	40.379	38.860	38.782	38.189	37.666	35.473	32.294
Calhan #RJ-1	30.049	29.117	27.096	27.193	27.091	27.003	27.068	27.013	27.083	27.172
Cheyenne Mountain #12	49.764	50.000	50.000	53.000	53.000	53.000	55.000	55.000	55.000	55.000
Colorado Springs #11	44.004	43.445	44.264	43.165	40.803	40.878	52.499	56.084	51.558	51.104
Edison #54	36.104	37.044	37.861	37.340	40.834	36.502	36.504	36.503	36.501	36.501
Ellicott #22	41.148	41.147	37.124	37.126	37.001	37.046	37.011	31.863	31.921	31.673
Falcon #49	45.842	45.585	45.617	45.796	44.635	44.417	43.648	43.044	43.189	43.021
Fremont/Florence #39	33.907	28.774	28.776	29.251	28.908	29.300	29.762	28.816	29.378	28.665
Fountain/Ft. Carson #8	24.723	24.703	24.726	24.775	25.195	24.748	24.731	24.776	24.845	24.741
Hanover #28	27.551	27.463	31.103	27.759	35.112	34.679	35.736	33.708	32.439	26.664
Harrison #2	41.147	41.344	41.344	36.997	36.414	36.278	33.138	48.333	47.227	48.394
Lewis-Palmer #38	52.343	51.756	50.091	49.677	45.501	46.404	44.651	44.068	41.430	41.000
Manitou Springs #14	-	47.354	47.649	47.555	52.000	52.000	52.000	61.900	58.817	53.144
Miami/Yoder #60	42.853	43.194	42.710	41.926	28.504	28.303	28.079	30.006	29.263	27.687
Peyton #23	34.041	34.097	30.985	30.919	30.419	30.469	30.469	30.469	30.469	30.469
Widefield #3	-	-	-	-	-	45.657	61.320	60.294	56.396	56.164
Miscellaneous Districts	2,554.140	2,703.102	2,975.466	3,083.266	3,391.527	3,075.868	3,576.017	4,727.847	4,560.336	5,887.178

Data Source: El Paso County Assessor's Office Abstracts of Assessment

Exhibit I-10

Pikes Peak Library District
Principal Property Taxpayers - Top 10
Current Year and Nine Years Ago
(Unaudited)

Principal Taxpayer	Type of Business	Fiscal Year 2021		Fiscal Year 2012	
		Assessed Valuation	Percent of Total Assessed Valuation	Assessed Valuation	Percent of Total Assessed Valuation
CELLCO Partnership	Investments	\$ 105,175,270	1.28%	\$ -	-
Qwest Corporation	Telecommunications	37,662,800	0.46%	73,185,230	1.23%
Broadmoor Hotel, Inc.	Hotel/Resort	36,215,460	0.44%	29,949,610	0.50%
Comcast of CO/PA/WV LLC	Investments	34,659,070	0.42%	-	-
Mountain View Electric	Utilities	29,066,940	0.35%	21,317,200	0.36%
Wal-Mart Real Estate	Merchandise/Retail	27,985,610	0.34%	29,762,100	0.50%
Palmer Center LTD	Retail Mall	15,370,860	0.19%	-	-
Progressive Direct Insurance Co.	Insurance	14,516,260	0.18%	-	-
Wal-Mart Datacenter	Technology	14,362,000	0.17%	-	-
First & Main LLC	Merchandise/Retail	13,271,890	0.16%	-	-
Black Hills Fountain Valley Power LLC	Utilities	-	-	37,095,900	0.62%
dpiX, LLC	Technology	-	-	26,407,220	0.44%
Verizon Wireless	Technology	-	-	20,182,980	0.34%
Atmel Corp.	Investments	-	-	16,142,290	0.27%
MCI Telecommunications Corp.	Telecommunications	-	-	15,578,900	0.26%
Coyote Garrison Chapel Hills Mall LLP	Retail Mall	-	-	13,840,450	0.23%
Total Top 10 Principal Taxpayers		<u>\$ 328,286,160</u>	<u>3.99%</u>	<u>\$ 283,461,880</u>	<u>4.75%</u>
Total Assessed Valuation		<u>\$ 8,218,213,120</u>	<u>100.00%</u>	<u>\$ 5,968,035,500</u>	<u>100.00%</u>

Exhibit I-11

**Pikes Peak Library District
Property Tax Levies and Collections
Last Ten Fiscal Years
(Unaudited)**

Assessment Year	Collection Year	Current Tax Levy	Current Tax Collections	Percent of Current Tax Collected
2011	2012	\$ 23,776,533	\$ 23,521,488	98.9%
2012	2013	24,058,794	23,852,302	99.1%
2013	2014	23,978,299	23,691,576	98.8%
2014	2015	24,290,297	24,092,442	99.2%
2015	2016	24,926,355	24,730,868	99.2%
2016	2017	25,942,634	25,709,842	99.1%
2017	2018	27,187,071	26,767,115	98.5%
2018	2019	28,454,290	28,160,917	99.0%
2019	2020	30,374,738	30,042,362	98.9%
2020	2021	31,307,840	31,139,776	99.5%

Data Sources: District's financial records and El Paso County Treasurer's Office

Delinquent Tax Collections	Penalties and Interest Delinquent Tax Collections	Omitted Property Tax Collections	Total Tax Collection	Ratio of Total Tax Collections to Total Tax Levy	Outstanding Delinquent Taxes	Ratio of Delinquent Taxes to Total Tax Levy
\$ 19,120	\$ 44,669	\$ 3,205	\$ 23,588,482	99.2%	\$ 128,616	0.5%
30,559	41,758	5,639	23,930,258	99.5%	139,504	0.6%
72,755	56,389	2,887	23,823,607	99.4%	55,656	0.2%
12,160	29,628	3,699	24,137,929	99.4%	54,997	0.2%
10,720	29,902	9,505	24,780,995	99.4%	62,246	0.2%
14,007	33,187	5,224	25,762,260	99.3%	71,429	0.3%
17,132	35,319	5,451	26,825,017	98.7%	92,436	0.3%
20,995	38,420	6,145	28,226,476	99.2%	94,397	0.3%
11,964	24,708	7,195	30,086,229	99.1%	101,564	0.3%
25,309	45,574	1,681	31,212,340	99.7%	39,935	0.1%

Exhibit I-12

Pikes Peak Library District
Ratios of Outstanding Debt
Last Ten Fiscal Years
(Unaudited)

Year Ended December 31,	LSA Population	Capital Leases			Net Debt Per Capita	Personal Income	Debt as a Percentage of Personal Income	Assessed Value Used for Current Year Collections	Ratio of Net Bonded Debt to Assessed Value
		Gross Debt	Funds Available in Debt Service Fund	Net Debt					
2012	585,158	\$ -	\$ -	\$ -	\$ 26,050,723,000	-	\$ 5,968,035,500	-	
2013	598,549	-	-	-	26,626,735,000	-	6,042,452,470	-	
2014	607,457	-	-	-	28,079,165,000	-	6,028,899,300	-	
2015	616,089	-	-	-	29,262,206,000	-	6,117,132,700	-	
2016	623,805	-	-	-	30,315,645,000	-	6,516,617,460	-	
2017	639,625	-	-	-	31,149,325,000	-	6,617,856,790	-	
2018	650,185	-	-	-	35,603,678,000	-	7,080,595,440	-	
2019	662,241	-	-	-	36,605,524,000	-	7,198,824,710	-	
2020	669,874	-	-	-	36,825,059,000	-	8,246,468,310	-	
2021	670,046	-	-	-	n/a	-	8,218,213,120	-	

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Exhibit I-13

**Pikes Peak Library District
Debt Limitation Information
Last Ten Fiscal Years
(Unaudited)**

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>
Assessed valuation	<u>\$ 5,968,035,500</u>	<u>\$ 6,042,452,470</u>	<u>\$ 6,028,899,300</u>	<u>\$ 6,117,132,700</u>
Debt limitation - 1.5% of total assessed value	<u>\$ 89,520,533</u>	<u>\$ 90,636,787</u>	<u>\$ 90,433,490</u>	<u>\$ 91,756,991</u>
Total debt (excluding compensated absences)	-	-	-	-
Less: Certificates of Participation (1)	-	-	-	-
Capital leases (1)	-	-	-	-
Total debt applicable to limitation	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Legal debt margin	<u>\$ 89,520,533</u>	<u>\$ 90,636,787</u>	<u>\$ 90,433,490</u>	<u>\$ 91,756,991</u>

Notes:

(1) Certificates of Participation and capital leases are not included as debt for purposes of calculating legal debt margin (Colorado Revised Statue 22-42-104).

2016	2017	2018	2019	2020	2021
<u>\$ 6,516,617,460</u>	<u>\$ 6,617,856,790</u>	<u>\$ 7,080,595,440</u>	<u>\$ 7,198,824,710</u>	<u>\$ 8,246,468,310</u>	<u>\$ 8,218,213,120</u>
<u>\$ 97,749,262</u>	<u>\$ 99,267,852</u>	<u>\$ 106,208,932</u>	<u>\$ 107,982,371</u>	<u>\$ 123,697,025</u>	<u>\$ 123,273,197</u>
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-
<u>\$ 97,749,262</u>	<u>\$ 99,267,852</u>	<u>\$ 106,208,932</u>	<u>\$ 107,982,371</u>	<u>\$ 123,697,025</u>	<u>\$ 123,273,197</u>

Exhibit I-14

**Pikes Peak Library District
Debt Service Information
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	Debt Service Expenditures			Total	Noncapital Governmental Fund Expenditures	Ratio of Debt Service to Noncapital Governmental Fund Expenditures
	Capital Leases		Interest Payments			
	Principal Payments	Interest Payments				
2012	\$ 65,401	\$ 1,672	\$ 67,073	\$ 22,732,454	0.30%	
2013	-	-	-	23,553,822	-	
2014	-	-	-	24,979,899	-	
2015	-	-	-	25,816,533	-	
2016	-	-	-	26,243,577	-	
2017	-	-	-	27,919,221	-	
2018	-	-	-	28,771,467	-	
2019	-	-	-	31,170,925	-	
2020	-	-	-	31,376,765	-	
2021	-	-	-	31,971,653	-	

Exhibit I-15

**Pikes Peak Library District
Demographic and Economic Information
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	LSA Population	Total Personal Income*	Per Capita Personal Income*	Unemploy. Rate*	Households		Median Age	Public School Enrollment*
					Total	Average Size		
2012	585,158	26,050,723	40,346	8.7%	247,320	2.42	34.1	126,274
2013	598,549	26,626,735	40,642	8.0%	251,153	2.42	34.2	116,061
2014	607,457	28,079,165	42,360	5.1%	255,364	2.41	34.3	113,837
2015	616,089	29,262,206	43,385	4.6%	259,082	2.41	34.0	117,928
2016	623,805	30,315,645	44,409	3.2%	263,383	2.43	34.4	118,754
2017	639,625	31,149,325	46,511	3.4%	267,300	2.43	34.4	119,442
2018	650,185	35,603,678	48,467	4.5%	271,234	2.44	34.4	121,192
2019	662,241	36,605,524	51,117	2.8%	270,074	2.48	33.7	122,783
2020	669,874	36,825,059	54,151	7.2%	273,613	2.60	33.7	118,023
2021	670,046	39,438,712	57,765	4.1%	295,342	2.63	34.6	119,609

Notes:

*Data revised in 2021 with most recent information from the El Paso County Annual Comprehensive Financial Report

Data sources:

2021 El Paso County ACFR, Library Research Service Database, El Paso County Clerk and Recorder, Colorado Department of Education, Colorado Division of Local Government, Colorado Division of Labor and Employment, US Department of Commerce, Bureau of Economic Analysis, Occupational Employment and Wage Statistics Program

Exhibit I-16

**Pikes Peak Library District
Principal Employers
Current Year and Nine Years Ago
(Unaudited)**

Employer	Fiscal Year 2021		Fiscal Year 2012	
	Employees	Percent of Total Employment	Employees	Percent of Total Employment
Fort Carson	36,000	14.36%	31,800	9.95%
Peterson Air Force Base	10,650	4.25%	11,693	3.66%
Schriever Air Force Base	8,000	3.19%	8,215	2.57%
United States Air Force Academy	7,650	3.05%	9,793	3.06%
UCHealth Memorial Health System	6,000	2.39%	4,100	1.28%
Amazon	4,800	1.91%	-	0.00%
Penrose St. Francis Health Services / Centura	3,560	1.42%	4,000	1.25%
Colorado Springs School District #11	3,300	1.32%	-	0.00%
Academy School District #20	3,150	1.26%	2,857	0.89%
City of Colorado Springs	2,950	1.18%	2,269	0.71%
El Paso County School District #11	-	-	2,600	0.81%
Broadmoor Hotel	-	-	1,600	0.50%
Total	86,060	34.32%	78,927	24.69%
Total Employment - El Paso County, Colorado	250,777		319,701	

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Exhibit I-17

**Pikes Peak Library District
District Employees By Function
Last Ten Fiscal Years
(Unaudited)**

	Full-time Equivalent Employees									
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Public Services										
Administration	3.00	3.00	3.00	1.00	1.00	2.00	2.00	2.00	1.00	1.00
Regional History and Genealogy	9.25	9.25	9.25	9.25	9.50	9.50	9.50	11.00	11.00	10.50
Creative Services	-	-	-	-	-	-	-	5.00	5.00	5.00
Adult Services	-	-	-	-	-	-	-	11.00	11.00	9.00
East Library	16.30	15.80	15.80	16.80	16.80	17.32	16.32	-	-	-
Penrose Library	20.74	20.24	20.24	20.24	21.22	21.22	21.22	-	-	-
Library 21c	-	-	8.25	8.25	8.25	8.25	8.25	-	-	-
Library 21c - Computer Commons	-	-	9.00	9.50	9.50	9.50	9.50	-	-	-
Family and Children Services	-	-	-	-	-	-	-	9.00	9.00	9.00
East Library	9.02	8.02	6.82	6.82	8.27	8.27	8.27	-	-	-
Penrose Library	5.32	5.32	6.12	6.12	6.12	6.12	6.12	-	-	-
Library 21c	-	-	6.88	7.88	7.88	8.88	7.88	-	-	-
Young Adult Services	-	-	-	-	-	-	-	6.00	6.00	6.00
Community Libraries										
Administration - West Region	-	-	-	-	-	-	5.00	3.00	3.50	3.50
Administration - Southeast Region	-	-	-	-	-	-	3.00	4.00	4.00	4.00
Administration - North Region	-	-	-	-	-	-	3.00	3.00	3.00	3.00
Briargate Library	13.63	14.50	-	-	-	-	-	-	-	-
Calhan Library	-	-	-	-	-	-	-	1.70	1.70	1.70
Cheyenne Mountain Library	10.93	11.43	10.93	10.93	10.93	10.55	10.55	10.58	10.58	10.08
Fountain Library	10.25	9.25	7.75	7.88	7.88	6.63	6.63	7.63	7.63	7.13
East Library	-	-	-	-	-	-	-	16.93	18.93	42.15
High Prairie Library	8.00	8.00	8.25	8.25	8.25	8.25	8.25	8.25	7.75	7.75
Ruth Holley Library	12.25	12.50	12.50	12.13	12.13	10.50	10.50	9.63	9.63	9.63

Full-time Equivalent Employees

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Library 21c	-	-	-	-	-	-	-	18.69	21.19	31.57
Manitou Springs Library	-	-	4.00	4.25	4.25	4.25	4.25	4.35	4.20	4.20
Monument Library	10.42	10.55	10.55	10.55	10.49	10.49	10.49	9.96	9.96	9.96
Old Colorado City Library	9.28	8.88	8.88	8.63	8.90	8.90	8.90	8.90	8.90	8.90
Palmer Lake Library	2.01	1.99	1.79	1.79	2.03	2.03	2.03	2.03	2.03	1.53
Penrose Library	-	-	-	-	-	-	-	17.64	17.64	30.54
Rockrimmon Library	11.23	10.85	10.65	10.65	10.65	10.08	10.08	9.45	9.85	9.85
Sand Creek Library	13.09	13.29	14.23	15.73	15.95	16.20	16.20	12.55	12.55	12.55
Ute Pass Library	2.30	1.80	1.80	1.28	1.28	1.28	1.28	1.35	1.35	1.35
Adult Education	2.60	3.10	3.45	4.20	3.85	6.50	6.50	7.00	8.00	7.00
Circulation										
East Library	19.01	19.56	20.22	20.62	20.62	18.84	18.84	16.35	15.35	-
Penrose Library	11.59	11.59	11.62	11.74	11.74	11.84	11.84	11.02	11.07	-
Library 21c	-	-	6.50	6.50	6.50	6.50	6.50	6.50	6.50	-
Shelving										
East Library	15.16	13.68	13.70	13.70	13.64	12.07	12.07	10.57	9.57	-
Penrose Library	8.84	8.32	7.99	7.99	7.99	6.12	6.12	4.88	4.88	-
Library 21c	-	-	5.18	5.55	5.18	5.25	5.25	5.25	5.75	-
Collection Management	19.80	19.80	19.30	19.65	19.00	18.40	19.25	23.52	23.52	23.52
Knights of Columbus Hall	-	-	-	-	-	-	-	1.00	1.00	1.00
Mobile Library Services	9.70	8.70	8.70	8.70	8.95	9.15	9.15	9.65	9.15	9.15
Diversity, Equity & Inclusion (DEI)	-	-	-	-	-	-	-	-	-	3.00
Total Public Services	253.72	249.42	273.35	276.58	278.75	274.89	284.74	289.38	292.18	283.56
Administrative Services										
Administration	1.00	1.00	1.00	-	-	-	-	-	-	-
Facilities										
East Library	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Penrose Library	7.00	7.00	6.75	6.75	6.00	6.00	5.00	5.00	5.00	5.00
Library 21c	-	-	2.00	2.00	3.00	3.00	3.00	5.00	6.00	6.00
Human Resources	4.15	5.15	5.15	5.15	5.15	5.15	5.15	6.25	6.25	6.25
Total Administrative Services	15.15	16.15	17.90	16.90	17.15	17.15	16.15	19.25	20.25	20.25
Information Technology										
Information Technology	13.00	13.00	14.00	14.10	14.10	14.10	13.10	16.10	16.60	16.60
Other Administrative Operations										
Chief Librarian and Chief Executive Officer Office	2.50	3.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Communications Office	10.65	10.90	11.75	12.25	12.25	12.25	12.25	14.25	11.75	11.75
Development Office	2.50	2.50	2.50	2.50	2.50	2.50	2.50	3.00	3.00	3.00
Finance Office	6.75	5.75	5.75	6.75	6.75	6.75	7.75	7.75	7.75	7.75
Security	7.25	7.25	11.00	13.00	14.50	15.00	15.00	20.52	20.52	20.52
Total Other Administration Operations	29.65	29.40	33.00	36.50	38.00	38.50	39.50	47.52	45.02	45.02
Total Full Time Equivalents	311.52	307.97	338.25	344.08	348.00	344.64	353.49	372.25	374.05	365.43

Data Source: District's Human Resources Office

Exhibit I-18

**Pikes Peak Library District
Library Materials Purchased and Circulated
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	Number of Volumes	Number of Audio Visual and eMaterials	Total Items	Acquisition Cost of Collections	Cost of New Acquisitions	Net Book Value of Collections	Number of Items in Circulation	Turnover Rate
2012	885,857	263,277	1,149,134	33,668,609	\$ 2,763,306	\$ 14,813,804	1,106,019	7.99
2013	907,823	285,181	1,193,004	33,438,002	2,520,735	14,392,359	1,148,583	7.67
2014	918,701	316,647	1,235,348	34,256,218	2,663,493	14,599,576	1,189,875	7.09
2015	718,638	279,776	998,414	28,479,378	2,731,728	14,211,399	951,064	8.43
2016	689,980	353,667	1,043,647	27,162,050	2,313,177	13,806,198	995,151	7.73
2017	700,758	346,176	1,046,934	26,923,183	2,140,189	13,803,275	996,826	7.43
2018	684,908	362,788	1,047,696	25,614,835	1,812,545	13,245,127	996,698	7.35
2019	658,014	453,315	1,111,329	24,234,938	1,670,175	12,739,934	1,059,914	7.81
2020	630,270	461,230	1,091,500	23,209,685	1,135,208	12,152,697	1,041,060	5.89
2021	596,976	492,694	1,089,670	22,555,452	1,630,811	12,346,538	1,037,212	5.50

Data Source: District's Collection Management Department

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Exhibit I-19

**Pikes Peak Library District
Circulation By Location
Last Ten Fiscal Years
(Unaudited)**

Fiscal Year	East Library	Penrose Library	Library 21c	Briargate	Calhan	Cheyenne Mountain	Fountain	High Prairie
2012	2,310,938	1,101,885	-	816,865	-	548,264	289,672	367,406
2013	2,128,483	1,154,390	-	794,457	-	542,311	274,626	366,472
2014	1,983,752	1,049,901	464,794	283,986	-	503,092	249,356	341,333
2015	1,621,753	900,407	894,810	-	-	474,082	211,731	326,736
2016	1,533,028	776,925	888,192	-	-	437,569	199,196	307,167
2017	1,303,118	714,133	986,551	-	-	386,538	191,400	289,874
2018	1,325,067	626,308	904,180	-	-	374,674	187,269	284,624
2019	1,577,714	577,467	1,053,083	-	3,211	421,297	197,568	326,298
2020	842,299	280,922	565,421	-	13,993	234,309	111,849	182,899
2021	996,323	301,424	681,518	-	18,911	279,981	128,429	236,860

Community Libraries

Manitou Springs	Monument	Old Colorado City	Palmer Lake	Rockrimmor	Ruth Holley	Sand Creek	Ute Pass
-	595,068	312,196	66,511	552,227	596,776	577,261	51,282
41,578	563,585	303,649	63,566	536,706	576,746	554,733	45,673
48,404	502,640	294,604	58,095	474,322	518,641	514,578	39,549
47,067	451,594	284,910	50,653	431,335	457,623	463,715	33,806
46,452	415,012	246,141	43,152	385,294	395,346	417,248	31,724
47,318	390,805	214,947	44,718	368,714	367,831	370,525	31,623
40,953	383,845	193,591	40,011	360,463	338,586	332,100	27,973
52,330	425,456	220,319	47,399	394,445	355,739	361,589	26,234
19,148	248,858	120,102	14,068	243,994	177,597	161,651	18,434
20,883	306,924	89,301	7	288,091	177,529	155,569	24,510

Mobile Library Services	Library Express Dispenser	Cyber-Shelf	Nook eReaders	Other Categories	Inter-Library Loan	Total
202,975	45,921	349,362	1,833	25,851	27,670	8,839,963
195,332	42,272	533,026	740	63,485	27,184	8,809,014
188,500	48,784	792,432	492	57,224	25,622	8,440,101
179,297	28,993	1,068,783	70	60,608	25,835	8,013,808
166,186	20,958	1,295,052	325	55,209	28,098	7,688,274
157,979	2,363	1,459,032	467	54,764	26,154	7,408,854
148,384	-	1,681,835	220	52,932	27,253	7,330,268
148,737	-	1,976,428	67	84,496	24,796	8,274,673
92,155	-	2,430,575	58	90,448	17,279	5,866,059
102,001	-	2,504,503	18	55,259	12,694	6,380,735

Exhibit I-20

**Pikes Peak Library District
Service Location Information
Last Ten Fiscal Years
(Unaudited)**

Library	Address	Owned (O) Leased (L)	No. of Hours Open/Week FY 2021	Square Footage as of Fiscal Year-end										
				2012	2013	2014	2015	2016	2016	2018	2019	2020	2021	
Briargate Library	9475 Briar Village Pt. Colorado Springs, CO 80920	L	-	8,627	8,627	8,627	-	-	-	-	-	-	-	-
Calhan Library	600 Bank Street Calhan, CO 80803	O	34	-	-	-	-	-	-	-	-	2,400	2,400	2,400
Cheyenne Mountain Library	1785 S. 8th Street, Suite 100 Colorado Springs, CO 80906	L	64	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900	8,900
East Library	5550 N. Union Colorado Springs, CO 80918	O	68	70,153	70,153	70,153	70,153	70,153	70,153	70,153	70,153	70,153	70,153	70,153
Fountain Library	230 S. Main Street Fountain, CO 80817	O	64	9,582	9,582	9,582	9,582	9,582	9,582	9,582	9,582	9,582	9,582	9,582
High Prairie Library	7035 Old Meridian Rd. Falcon, CO 80831	O	56	6,008	6,008	6,008	6,008	6,008	6,008	6,008	6,008	6,008	6,008	6,008
Library 21C	1175 Chapel Hills Drive Colorado Springs, CO 80920	O	68	115,058	115,058	115,058	115,058	115,058	115,058	115,058	115,058	115,058	115,058	115,058
Manitou Springs Library	701 Manitou Avenue Manitou Springs, CO 80829	L	52	-	2,391	2,391	2,391	2,391	2,391	2,391	2,391	2,391	2,391	2,391
Monument Hill Library	1706 Lake Woodmoor Drive Monument, CO 80132	L	68	7,536	7,536	7,536	7,536	7,536	7,536	7,536	7,536	7,536	7,536	7,536
Old Colorado City Library	2418 W. Pikes Peak Colorado Springs, CO 80904	O	64	4,909	4,909	4,909	4,909	4,909	4,909	4,909	4,909	4,909	4,909	4,909
Palmer Lake Library	66 Lower Glenway Palmer Lake, CO 80133	L	36	1,574	1,574	1,574	1,574	1,574	1,574	1,574	1,574	1,574	1,574	1,574
Penrose Library	20 N. Cascade Colorado Springs, CO 80903	O	68	78,831	78,831	78,831	78,831	78,831	78,831	78,831	78,831	78,831	78,831	78,831
Rockrimmon Library	832 Village Center Drive Colorado Springs, CO 80919	L	64	8,668	8,668	8,668	8,668	8,668	8,668	8,668	8,668	8,668	8,668	8,668
Ruth Holley Library	685 N. Murray Colorado Springs, CO 80915	L	64	10,469	10,469	10,469	10,469	10,469	10,469	10,469	10,469	10,469	10,469	10,469
Sand Creek Library	1821 S. Academy Colorado Springs, CO 80916	O	68	14,060	14,060	14,060	14,060	14,060	14,060	14,060	14,060	14,060	14,060	14,060
Ute Pass Library	8010 Severy Cascade, CO 80809	L	30	2,123	2,123	2,123	2,123	2,123	2,123	2,123	2,123	2,123	2,123	2,123
Mobile Library Services - three vehicles		O	74	455	455	455	455	455	455	455	455	455	455	455
Knights of Columbus Hall	25 W. Kiowa Colorado Springs, CO 80903	O	N/A	11,988	11,988	11,988	11,988	11,988	11,988	11,988	11,988	11,988	11,988	11,988
				942	358,941	361,332	361,332	352,705	352,705	352,705	352,705	355,105	355,105	355,105

Data Source: District's Facilities Office

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Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

Independent Auditor's Report

Board of Trustees
Pikes Peak Library District
Colorado Springs, Colorado

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Pikes Peak Library District (the District), as of and for the year ended December 31, 2021, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated June 30, 2022. The financial statements of the Pikes Peak Library District Foundation Inc. (the Foundation), a discretely presented component unit of the District, were not audited in accordance with *Government Auditing Standards*, and accordingly, this report does not include reporting on internal control over financial reporting or instances of reportable noncompliance associated with the Foundation.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Board of Trustees
Pikes Peak Library District

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

FORVIS,LLP

Colorado Springs, Colorado
June 30, 2022

Penrose Library Parking Meters Management/Enforcement Memorandum of Understanding

Background

The current parking meter system at the Penrose Library is antiquated and in need of replacement. Historically, PPLD has managed and maintained the system and relied on the Colorado Springs Police Department for the enforcement of parking violations. An intergovernmental agreement (IGA) between the city of Colorado Springs and Pikes Peak Library District was entered upon in September, 1997. This agreement detailed ownership as well as the responsibilities and fund allocation due to each entity.

PPLD has elected to replace the existing parking meter system with the same system the city of Colorado Springs has incorporated for consistency. As PPLD works towards replacing the system, it was necessary to review and update the IGA accordingly. In doing so, the city's Parking Enterprise submitted a Memorandum of Understanding (MOU) that would effectively retain the existing IGA but would provide interpretation to the minor changes to that document.

The revised interpretations to the 1997 IGA are minimal as noted:

- Concerning enforcement of parking violations on the PPLD Penrose Library property, the city's Parking Enforcement shall have that responsibility alone. No longer will PPLD security have any such authority.
- The City shall make reasonable efforts to notify PPLD in advance in the event plans are set forth to replace the city's on parking system. This is to allow PPLD to evaluate replacement of the district's parking meter system for the purpose of maintaining consistency.

Recommendation

It is recommended that the interpretations outlined in the Memorandum of Understanding and attached to the September 1997 Intergovernmental Agreement be acknowledged and approved by the Pikes Peak Library District Board of Trustees.

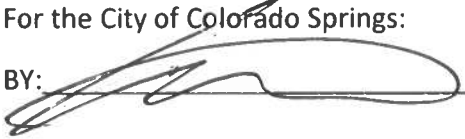
MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”), effective as of the last date signed below, is made by and between the City of Colorado Springs, a Colorado municipal corporation and home rule city by and through its Parking Enterprise (“City”) and the Pikes Peak Library District (“District”) for the purpose of agreeing on the interpretation of that certain Intergovernmental Agreement for Parking Meter Operations entered into by the City and District, dated September 1, 1997 (“IGA”) and attached hereto as **Exhibit A**. The City and District may be referred to as a “Party” or together as the “Parties.”

1. **PURPOSE:** The purpose of this MOU is to clarify the servicing, parking enforcement, and funds ownership of parking meters located on the property of the Penrose Library located in the City.
2. **Interpretations of IGA provisions agreed upon by the Parties:**
 - a) Section 5.a: includes parking kiosks in the District’s ownership, operation, and maintenance rights.
 - b) Section 5.c: The City’s parking enforcement shall now provide parking enforcement including for manner of parking, meter violations, overtime parking, and handicapped parking violations and will take place during normal enforcement hours and days as set by the City. The District shall no longer provide any parking enforcement.
 - c) Section 6. **FUNDS:** The District shall collect and retain all funds from the meters and kiosks and determine their use. The District meters shall remain the property of the District and be keyed with an access key which is different from that used by the City. The District shall be responsible for purchasing, maintaining, and securing the District’s meters, keys and other equipment. All funds, and the collection thereof, resulting from citations issued for meter violations, overtime parking, and handicapped parking violations shall belong to the City, and prosecution of those citations shall be the responsibility, subject to prosecutorial discretion, of the City.
3. **Miscellaneous Provisions.**
 - a) The City will make reasonable efforts to notify the District in advance of any planned future replacement of the City’s parking meter system to allow the District to evaluate and consider for replacement of the District’s parking meter system in order to maintain consistent parking meter systems.
 - b) All other provisions of the IGA remain in full effect. To the extent that any term of this MOU is inconsistent with the IGA, the term of this MOU shall control.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement effective as of the day and year first above written.

For the City of Colorado Springs:

BY:  this day 22nd of March 2022

FOR THE PIKES PEAK LIBRARY DISTRICT:

BY: _____ this day _____ of _____ 2022

EXHIBIT A

INTERGOVERNMENTAL AGREEMENT FOR PARKING METER OPERATIONS

This Intergovernmental Agreement, dated for reference this 1st day of September, 1997, is made by and between the City of Colorado Springs, a Colorado municipal corporation and home rule city, hereinafter "City", and The Pikes Peak Library District, hereinafter "District".

1. AUTHORITY: This Intergovernmental Agreement is made by and between the parties hereto under authority of C.R.S. 29-1-203 et seq.
2. PURPOSE: The purpose of this Intergovernmental Agreement is to provide for the transfer of certain City parking meters to the District, and to clarify the servicing, parking enforcement, and funds ownership of parking meters located on the property of the Penrose Library located in the City.
3. EFFECTIVE DATE: This agreement is deemed to be effective as of the first day of September, 1997, and shall continue in effect from year to year, subject to appropriation of funds by the City and the District for that purpose, unless sooner terminated in accord with the terms of this Agreement.
4. TERMINATION: The City and the District may terminate this Agreement by mutual consent of their respective City Council and Board. The City or the District may terminate this Agreement by vote of its respective City Council or Board upon ninety (90) days written notice to the non-terminating party. However, termination shall not affect the ownership of parking meters located on the Penrose Library property, and parking upon that property shall thereafter be as required by City ordinances, rules and regulations.
5. TERMS:
 - a) The District shall own, operate, and maintain the parking meters which may be located on the Penrose Library property. The District shall purchase from the City those City meters now located on the Penrose Library upper level. The District shall pay the City the sum of fifty dollars (\$50.00) per meter. The District shall buy and install all meters needed in the lower ("Antlers Garage") parking area.
 - b) At the District's written request, the appropriate City Officer shall appoint District security personnel designated by the District as special parking enforcement officers of the City, and the City shall provide those designated officers with training for ticket-writing and parking enforcement procedures.
 - c) District security personnel designated as special parking enforcement officers shall only ticket for meter violations, overtime parking, and handicapped parking violations.

d) The appropriate representatives from the City and the district shall meet from time to time to create procedures to implement this Agreement.

6. FUNDS: The District shall collect and remove all funds from the meters. The District meters shall be keyed with an access key which is different from that used by the City. The district shall be responsible for securing the District's meter keys. All funds, and the collection thereof, resulting from tickets issued for meter violations, overtime parking, and handicapped parking violations shall belong to the City, and prosecution of those tickets shall be the responsibility, subject to prosecutorial discretion, of the City.

*LIBRARY GETS
METER MONEY
CITY GETS
FINES*

7. ASSIGNMENT: Neither party shall assign or otherwise transfer this Agreement or any right or obligation hereunder without the prior written consent of the other party.

8. LAW: This Agreement is subject to and shall be interpreted under the law of the State of Colorado, and the Charter, City Code, Ordinances, Rules and Regulations of the City of Colorado Springs, Colorado, a Colorado Home Rule City. Court Jurisdiction shall exclusively be in the District Court for El Paso County, Colorado.

9. APPROPRIATION OF FUNDS: In accord with the Colorado Constitution, Article XX, Section 10, and the City Charter, performance of the City's obligations and the District's obligations under this Agreement are expressly subject to appropriation of funds by the respective City Council and Board, and the availability of those funds.

10. INTEGRATION. This is a completely integrated Agreement and contains the entire agreement between the parties. Any prior written or oral agreements or representations regarding this Agreement shall be of no effect and shall not be binding on the District or the City. Further, the District and the City acknowledge and agree that this is a negotiated text agreement, and that as such no term shall be construed against either party as the author thereof.

11. NO THIRD PARTY BENEFICIARY: It is expressly understood and agreed that enforcement of the terms and conditions of this Agreement, and all rights of action relating to such enforcement, shall be strictly reserved to the Parties hereto, and nothing contained in this Agreement shall give or allow any such claim or right of action by any other or third person or entity on such Agreement. It is the express intention of the Parties hereto that any person or entity, other than the Parties to this Agreement, receiving services or benefits under this Agreement shall be deemed to be incidental beneficiaries only.

12. ENTIRE AGREEMENT. This Agreement, together with all exhibits attached hereto, constitutes the entire agreement between the parties hereto, and all other representations or

statements heretofore made, verbal or written, are merged herein, and this Agreement may be amended only in writing, and executed by duly authorized representatives of the parties hereto.

To which the authorized representatives of the parties have signed below on the dates indicated:

For The City of Colorado Springs:

BY: Robert F. Haisald this 25th day of September, 1997

FOR THE PIKES PEAK LIBRARY DISTRICT:

BY: Melvin this 6th day of October, 1997



Closures and Delays Policy

BOARD POLICY

Pikes Peak Library District (PPLD) is committed to the safety of our patrons and staff across El Paso County. Since access to the public is paramount, our Library facilities, mobile services, and off-site activities (Libraries) will remain open for normal hours, outside of scheduled closings and delays, as long as it remains safe. On occasion, however, weather conditions or other situations may require a delayed opening or closure of some or all of our Libraries. PPLD staff establish and follow procedures for all closures and delayed openings, as well as communicate such information across the service area.

PROCEDURES

I. Notifying Patrons

When PPLD decides to close or delay opening for one or more Libraries, staff make this information available to the public as soon as possible in a number of ways:

- A. An alert is posted on the home page of ppld.org.
- B. The main phone line at (719) 531-6333 is updated with a recorded message.
- C. Posts are made to PPLD's primary social media accounts on [Facebook](#) and [Twitter](#).
- D. Local media outlets receive a notice to publicize through their broadcast services and websites, which PPLD staff monitor to ensure accuracy.

II. Types of Closures and Delays

There are two primary types of closures and delays that can occur at one, some, or all Libraries:

- E. Expected closures and delays are scheduled and shared in advance due to facility renovations, staff meetings and trainings, and major holidays, including: New Year's Day, Martin Luther King Jr. Day, Easter, Memorial Day, Independence Day, Labor Day, [Cabrini Day \(staff training\)](#), Thanksgiving, Christmas Eve, and Christmas. [All planned closures and delays can be found online at ppld.org/closures.](http://ppld.org/closures)
- F. Unexpected delays and closures can occur before or during normal operation hours due to inclement weather (i.e., snowstorms, flooding, and wildfires), power outages

and other facility issues, community emergencies, or other situations.

III. Decision-making for Closures and Delays

With Libraries in various geographic locations across El Paso County, PPLD staff consider a number of factors before deciding if a delayed opening or closure is necessary:

- A. Other closures and delays: We monitor delays and closures of municipal services and school districts across El Paso County, particularly in situations of inclement weather. As a general rule, we will close or delay openings when municipalities close or delay their openings in all or part of Pikes Peak region. For example, if the City of Fountain closes due to inclement weather or another situation that impacts our facility, we will close Fountain Library. If El Paso County offices close due to inclement weather, we typically close all Libraries as well.
- B. Timing: PPLD staff seek to make an informed decision about a delayed opening or closure of one or more Libraries as early as possible. If inclement weather arises overnight, PPLD strives to make a decision by early morning. If weather conditions worsen during the day or evening, PPLD staff may decide to close early in order to accommodate safe travel of patrons and staff.
- C. Accessibility: Each Library facility and service can be affected differently by weather and other factors. PPLD may delay opening or close Libraries, even if conditions are not consistent throughout the county. When specific Libraries are closed, patrons can still make use of other facilities and services as they are able.
- D. Off-site activities: PPLD, in conjunction with community partners, host events, classes, and other activities at various locations throughout the year. For delays and closings that may impact such scheduled activities, PPLD will either: 1) cancel in advance and notify the location; 2) the location closes and, as a result, PPLD must cancel the activity; or 3) PPLD notifies the instructor or event host, and they make the decision to cancel or not.

Please direct inquiries about this policy to PPLD's [Communications Office](#).

Friends of the Pikes Peak Library District JUNE 2022 Report

The focus of the Board was on the Literary Awards luncheon held June 18th. We are now focused on our next major event, Latina Voices on Sept 24 at Library 21c.

Additionally, we “published” Branch guidelines and financial procedures, a reference tool for Branch Friends answering many “how to” questions.

Sales for June	(Gross)	
	Amazon	\$1,691
	eBay	\$2,781
	Regional History Symp	\$57
	Web storefront	\$45
	East Bookstore	\$4,074
	Library 21C	\$1,626
	Penrose	\$440
TOTAL SALES		\$10,714

The Friends web pages at ppld.org have been updated with the new membership tiers and information. New membership brochures were been distributed to all branches.

We are looking at necessary revisions to the Friends By-laws. We hope to have the revised document approved at the July BOD meeting.

In the next two weeks, we hope to interview three applicants for vacant BOD positions.

Rita Jordan, President
Friends of the Pikes Peak Library District



REPORT

Received \$170,624 2021-22 Colorado Department of Education State Grants to Libraries for library collections

Submitted 2022-23 application to the Buell Foundation requesting a renewal of funds to LENA Start program and met with Buell Foundation program officer to review application and answer questions

Submitted T Rowe Price Foundation grant application in support of PPLD's community resources and peer navigators

Submitted Caring for Colorado Vaccine Equity Fund grant report

Created and sent PPLD Foundation Investment Services RFP to investment advisory services firms

Accepted to Give! campaign Class of 2022 and attended Give! orientation

Mailed 298 first time donor thank you/stewardship postcards

Sent 500+ Shivers Concert invitations for 31 July concert

Presented to the Eastern Plains Chamber of Commerce about PPLD's spaces, programs, and resources

Presented to the Broadmoor Rotary Club about PPLD's spaces, programs, and resources

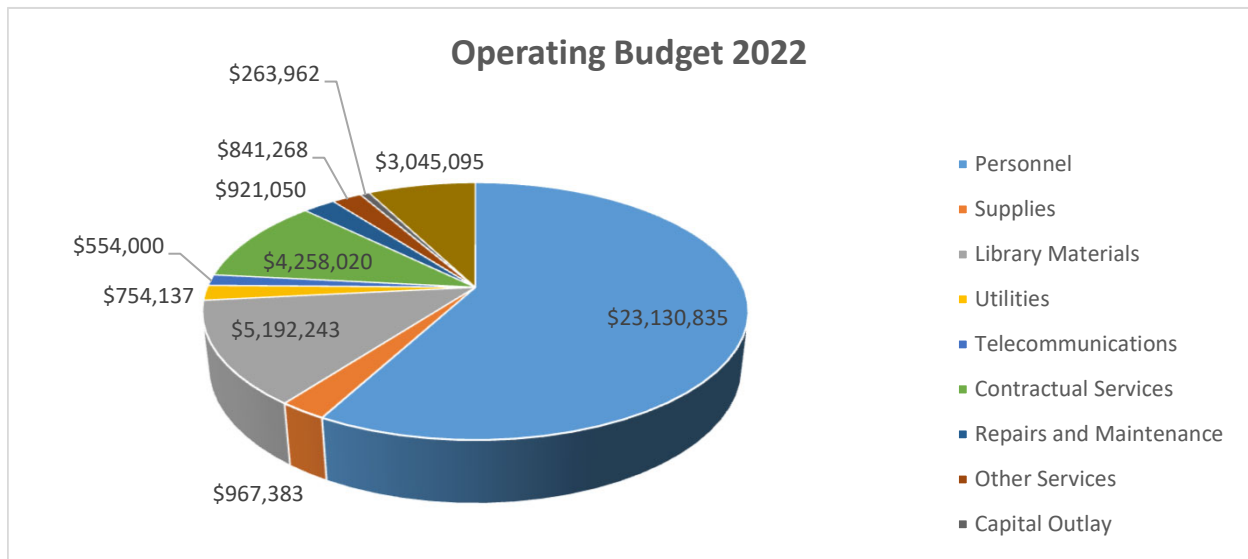
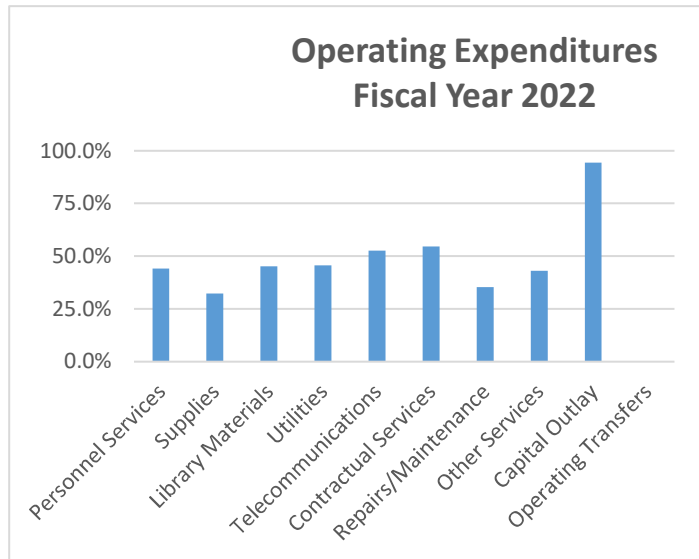
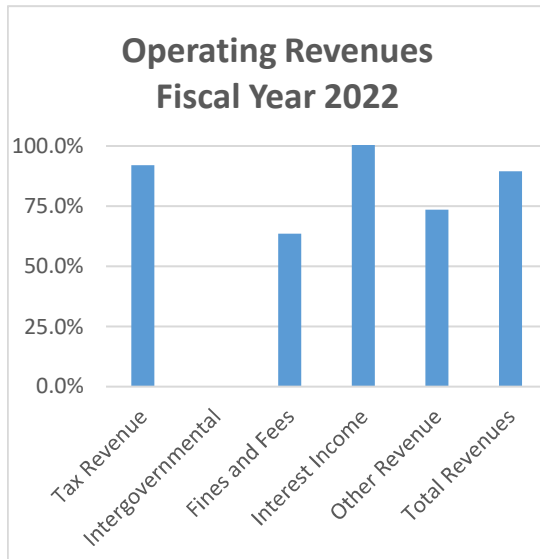
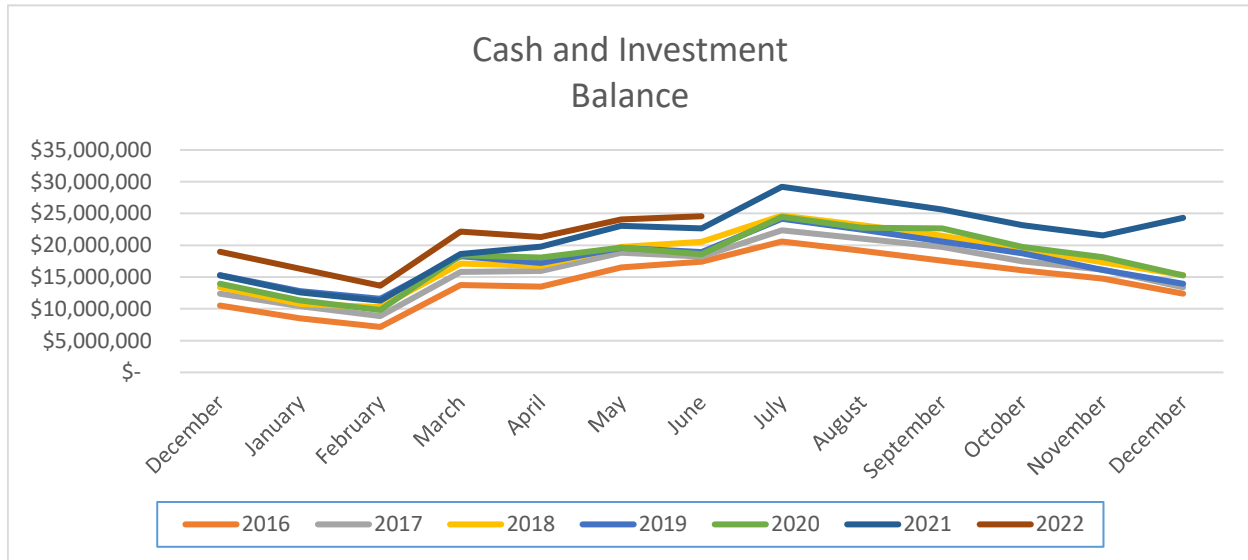
Held PPLD Foundation Development Committee meeting

Attended monthly Friends of PPLD board meeting

Attended Silver Key fundraising event and Tattered Cover bookstore soft opening

Pikes Peak Library District Financial Dashboard

June 2022



Pikes Peak Library District

June 2022 Financial Report

Presented to Board of Trustees on July 20, 2022

**Pikes Peak Library District
 General Fund Summary
 For the Six-Month Period Ended June 30, 2022**

General Fund	Year-To-Date				Notes
	2022	2021	Change	% Chg.	
Revenues					
Property taxes	\$ 32,315,312	\$ 30,281,328	\$ 2,033,984	6.7%	
Specific ownership taxes	1,698,661	1,824,225	(125,564)	-6.9%	
Fines/fees	42,917	43,320	(403)	-0.9%	
Investment earnings	56,392	5,791	50,601	873.8%	
Other	212,783	611,590	(398,807)	-65.2%	
Total Revenues	\$ 34,326,064	\$ 32,766,254	\$ 1,559,810	4.8%	

**Pikes Peak Library District
Statement of Revenues
General Fund
For the Six-Month Period Ended June 30, 2022**

Percent of Year 50.0%

Account Description	2022 Budget	YTD Actual	Variance	% Used
Tax Revenue				
Property taxes				
Current	\$ 33,245,736	\$ 32,334,203	\$ (911,533)	97.3%
Abatements/refunds	(125,000)	(36,166)	88,834	28.9%
Omitted properties	7,200	2,416	(4,784)	33.6%
Delinquent	18,500	5,726	(12,774)	31.0%
Penalties/interest	37,500	9,133	(28,367)	24.4%
Specific ownership taxes	3,800,000	1,698,661	(2,101,339)	44.7%
Local government in lieu of prop. taxes	10,000	-	(10,000)	0.0%
Total Tax Revenue	36,993,936	34,013,972	(2,979,964)	91.9%
Intergovernmental				
Federal funds - other categories	179,006	-	(179,006)	0.0%
Federal - eRate Funding	655,000	-	(655,000)	0.0%
State Grant - library materials	170,624	-	(170,624)	0.0%
Total Intergovernmental	1,004,630	-	(1,004,630)	0.0%
Fines and Fees	67,500	42,917	(24,583)	63.6%
Interest Income	15,750	56,392	40,642	358.0%
Other Revenue				
Donations/grants/gifts				
PPLD Foundation	225,000	161,040	(63,960)	71.6%
Other	-	35,240	35,240	100.0%
Copier charges/PMS charges	45,000	16,437	(28,563)	36.5%
Parking lot collections	10,000	2,061	(7,939)	20.6%
Merchandise sales	-	305	305	100.0%
Miscellaneous	4,500	(2,509)	(7,009)	-55.8%
Asset sales proceeds	5,000	210	(4,790)	4.2%
Total Other Revenue	289,500	212,783	(76,717)	73.5%
Total General Fund Revenues	\$ 38,371,316	\$ 34,326,064	\$ (4,045,252)	89.5%

**Pikes Peak Library District
General Fund Summary
For the Six-Month Period Ended June 30, 2022**

General Fund	Year-To-Date				Notes
	2022	2021	Change	% Chg.	
Expenditures					
Personnel	\$ 10,205,626	\$ 9,405,722	\$ 799,904	8.5%	1)
Supplies	312,409	320,237	(7,829)	-2.4%	
Library materials	2,345,812	2,078,073	267,739	12.9%	3)
Utilities	344,104	267,247	76,857	28.8%	
Telecommunication costs	291,338	346,160	(54,821)	-15.8%	
Contractual services	2,320,174	2,029,279	290,896	14.3%	2)
Repairs and maintenance	325,392	323,058	2,333	0.7%	
Other services	361,581	231,941	129,639	55.9%	
Capital outlay	249,046	108,443	140,604	129.7%	
Operating transfers - other funds	-	2,086,826	(2,086,826)	-100.0%	
Total Expenditures	\$ 16,755,482	\$ 17,196,986	\$ (441,505)	-2.6%	

- 1) Overall, the YoY variance in Personnel spending is due to a cost of living increase 2% higher in 2022 than 2021, 2022 Market Study adjustments, and a 2.2% increase in PPLD's 2022 contributions to the El Paso County Retirement fund.
- 2) While the 2022 YoY spending has increased by 14.3% or \$291k, there is an estimated YTD 2022 budget increase of \$172k or 9% of the 2021 YTD Budget. This \$119k difference of unbudgeted spend can be attributed to library facilities rental of \$68k, common area maintenance of \$30k, Legal Fees of \$10k, Liability / Property Insurance of \$13k, Treasury Fees of \$14k, and under-budget spending in several other Contractual areas of \$16k.
- 3) Likewise, Library Material shows a 2022 YoY spending increased by 12.9% or \$268k, there is an estimated YTD2022 budget increase of \$178k or 7% of the 2021 YTD Budget. This net \$89k difference can be attributed to unbudgeted spending in audio-visual and e-material of \$312k and under-budget spending on books, library materials-other, periodicals, and Databases-Online Services of \$222k.

**Pikes Peak Library District
Statement of Expenditures
General Fund
For the Six-Month Period Ended June 30, 2022**

Percent of Year 50.0%

Account Description	2022 Budget	YTD Actual	Available Budget	% Used
Personnel Services				
Regular employees	\$ 17,683,787	\$ 7,715,515	\$ 9,968,272	43.6%
Temporary employees	13,900	389	13,511	2.8%
Substitute employees	21,500	-	21,500	0.0%
Work-Study And internship	14,500	-	14,500	0.0%
Internships	4,500	-	4,500	0.0%
Social security contributions	1,306,852	569,323	737,528	43.6%
Retirement contributions	1,408,296	630,796	777,500	44.8%
Health Plan contributions	2,400,000	1,158,445	1,241,555	48.3%
Unemployment insurance	47,500	7,714	39,786	16.2%
Workers compensation	50,000	46,045	3,955	92.1%
Vision Plan insurance	70,000	27,669	42,331	39.5%
Life A&D insurance	70,000	32,310	37,690	46.2%
Tuition assistance	40,000	17,419	22,581	43.5%
Total Personnel Services	23,130,835	10,205,626	12,925,208	44.1%
Supplies				
General	298,161	70,501	227,660	23.6%
Microform	2,450	-	2,450	0.0%
Software purchases/licenses	377,870	218,793	159,077	57.9%
Computer supplies	45,620	4,683	40,937	10.3%
Processing	85,000	2,659	82,341	3.1%
Office	61,828	8,305	53,523	13.4%
Food - culinary lab	4,500	-	4,500	0.0%
Other	91,954	7,468	84,487	8.1%
Total Supplies	967,383	312,409	654,974	32.3%
Library Materials				
Audio-visual materials	468,300	153,990	314,310	32.9%
Books	1,580,159	451,476	1,128,684	28.6%
e-materials	2,011,500	1,148,353	863,147	57.1%
Library materials - other	258,000	98,487	159,513	38.2%
Microforms	5,000	-	5,000	0.0%
Periodicals	110,250	83,089	27,161	75.4%
Serials	25,000	8,667	16,333	34.7%
Databases - online services	734,034	400,512	333,522	54.6%
Memorials	-	1,239	(1,239)	100.0%
Total Library Materials	5,192,243	2,345,812	2,846,431	45.2%

**Pikes Peak Library District
Statement of Expenditures
General Fund
For the Six-Month Period Ended June 30, 2022**

Percent of Year 50.0%

Account Description	2022 Budget	YTD Actual	Available Budget	% Used
Utilities				
Gas	108,700	86,767	21,933	79.8%
Electric	509,150	222,365	286,785	43.7%
Water/sewer	125,847	34,109	91,738	27.1%
Storm water fees	10,440	863	9,577	8.3%
Total Utilities	754,137	344,104	410,033	45.6%
Telecommunications				
Data	377,000	219,591	157,409	58.2%
Voice	73,000	38,732	34,268	53.1%
Cellular	104,000	33,015	70,985	31.7%
Total Telecommunications	554,000	291,338	262,662	52.6% 2)
Contractual Services				
Janitorial services	339,000	169,229	169,771	49.9%
Carpet cleaning services	136,000	69,888	66,112	51.4%
Laundry services	-	-	-	0.0%
Library facility rental	702,833	405,886	296,947	57.7%
Common area maintenance	167,117	91,655	75,462	54.8%
Storage rental	3,000	-	3,000	0.0%
Audit	68,800	38,445	30,355	55.9%
Legal	50,000	27,640	22,360	55.3%
Consultant	415,985	99,084	316,901	23.8%
Cataloging	40,000	15,010	24,990	37.5%
Trash removal	24,628	8,283	16,345	33.6%
Copier services	62,000	-	62,000	0.0%
Courier services	230,000	87,585	142,415	38.1%
Liability/property insurance	170,000	171,326	(1,326)	100.8%
Printing	82,000	34,215	47,785	41.7%
Programming	494,480	137,928	356,552	27.9%
Strategic plan	65,000	15,000	50,000	23.1%
Treasurer fees	494,000	485,272	8,728	98.2%
Microfilming services	22,600	40	22,560	0.2%
Computer support agreements	114,800	87,940	26,860	76.6%
Computer equipment maintenance	402,259	316,861	85,399	78.8%
Software licenses	53,031	18,655	34,376	35.2%
Software subscriptions	40,632	8,409	32,223	20.7%
Employee Assistance Program	21,855	4,187	17,668	19.2%
Parking	58,000	27,635	30,365	47.6%
Total Contractual Services	4,258,020	2,320,174	1,937,846	54.5% 2)

Pikes Peak Library District
Statement of Expenditures
General Fund
For the Six-Month Period Ended June 30, 2022

Percent of Year 50.0%

Account Description	2022 Budget	YTD Actual	Available Budget	% Used
Repairs and Maintenance				
Grounds maintenance	95,600	34,926	60,674	36.5%
Vehicle operating costs	80,000	51,559	28,441	64.4%
Equipment maintenance	514,050	186,831	327,219	36.3%
Equipment repairs	50,650	2,943	47,707	5.8%
Furniture repairs	33,500	15,558	17,942	46.4%
Building repairs	147,250	33,575	113,675	22.8%
Total Repairs and Maintenance	921,050	325,392	595,658	35.3%

Other Services

Translation services	300	-	300	0.0%
Advertising	1,000	-	1,000	0.0%
Bank And trustee Fees	8,000	5,102	2,898	63.8%
School engagement	1,200	322	878	26.8%
Mileage/Travel reimbursement	78,850	18,078	60,772	22.9%
Employee recruitment	57,500	5,366	52,134	9.3%
Dues and memberships	71,596	24,398	47,198	34.1%
Merchandising	9,612	3,784	5,828	39.4%
Employee recognition	22,025	5,546	16,479	25.2%
Board of Trustees	7,000	2,217	4,783	31.7%
Community outreach	250,326	52,757	197,569	21.1%
Training	331,294	81,770	249,524	24.7%
Signage	30,000	1,386	28,614	4.6%
Bindery	5,000	1,984	3,016	39.7%
Book mending	1,500	-	1,500	0.0%
Safety	6,000	4,847	1,154	80.8%
Summer Adventure Club	93,570	38,886	54,684	41.6%
Patron reimbursement	500	-	500	0.0%
Postage	61,000	19,081	41,919	31.3%
Volunteer program	6,500	995	5,505	15.3%
Safety and wellness	8,000	269	7,731	3.4%
Other	(209,505)	94,793	(304,298)	-45.2%
Total Other Services	841,268	361,581	479,687	43.0%

Capital Outlay

Other	263,962	249,046	14,916	94.3% 3)
Total Capital Outlay	263,962	249,046	14,916	94.3%

**Pikes Peak Library District
Statement of Expenditures
General Fund
For the Six-Month Period Ended June 30, 2022**

Percent of Year 50.0%

<u>Account Description</u>	<u>2022 Budget</u>	<u>YTD Actual</u>	<u>Available Budget</u>	<u>% Used</u>
Operating Transfers to Other Funds				
Fund transfers out	3,045,095	-	3,045,095	0.0%
Total Expenditures	\$ 39,927,992	\$ 16,755,482	\$ 23,172,510	42.0% 1)

- 1) As an overall favorable indicator, the district has utilized 42% of budgeted expenditures, while being 50% into the fiscal year.
- 2) All major expenditure categories shown above posted YTD Budget Usage of less than 42%, with the exception being Contractual Services at 54%, Telecommunications at 53%, and Capital Outlay at 94%. Contractual Services and Telecommunications include annual contracts and agreements that normally cover charges for 12 months. Contractual Services are quite often service paid up-front, while Telecommunications will be billed monthly with some upfront setup charges.

Contracts and services having the most impact on June's YTD Actual were library facility rental, common area maintenance, legal fees, consulting for marketing/PR, Strategic Planning/Benchmarking Study, liability/property insurance, programming, and Treasurer fees.
- 3) Capital Outlay YTD Actual consists of Self-Check/RFID equipment for \$208.4K, Teaching Kitchen equipment for \$8.8K, Laptops for \$15.6K, and other for \$9.5K. The Self-Check/RFID equipment was entirely funded by the APRA grant-public library allocation. The Kitchen equipment was funded by Lives Empowered Grant.

**Pikes Peak Library District
Special Revenue Funds
For the Six-Month Period Ended June 30, 2022**

Fund Balance - January 1, 2022	\$ 103,205
Expenditures	140
Fund Balance - June 30, 2022	<u><u>\$ 103,065</u></u>

Fund Balance - By Fund - June 30, 2022

Cheyenne Mountain Library Fund	\$ 812
High Prairie Library Fund	89,970
Sand Creek Library Fund	12,283
	<u><u>\$ 103,065</u></u>

Pikes Peak Library District
 East Library Capital Projects Fund
 For the Six-Month Period Ended June 30, 2022

Account Description	Activity				Available Budget
	Multi-Year Budget	Prior Years	2022	Encumbrances	
Revenues and Other Sources of Funds					
Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Transfers In	349,372	232,372	-	-	117,000
Insurance Proceeds-EA Roof	-	-	437,073	-	(437,073)
Total Revenues and Other Sources of Funds	349,372	232,372	437,073	-	(320,073)
Expenditures					
2022 Projects					
Parking Lot Consultant	30,000	-	-	-	30,000
Land Improvement	5,000	-	-	-	5,000
Dock Concrete Repair/Replace	22,000	-	-	16,257	5,743
Security Operations Center	35,000	-	-	-	35,000
Roof Replacement	900,000	-	840,129	43,657	16,214
Contingency	25,000	-	-	-	25,000
Pre-2021 Projects					
Add a closet with cooling for IT	25,000	20,344	-	-	4,656
Computer lab tables	20,000	-	-	-	20,000
COVID upgrades	14,200	-	-	-	14,200
Chiller roof structure over pit	8,715	8,715	-	-	-
2018 Enclose Chiller Pit	3,665	3,665	-	-	-
Roofing evaluation & design	13,241	2,078	-	-	11,163
External filtration system	1,907	1,907	-	-	-
Renovate security office	5,978	5,978	-	-	-
Replace aging fire panel	17,140	16,432	-	708	(0)
Replace emergency lighting generator	97,224	97,224	-	-	0
Furniture	30,000	5,038	-	-	24,962
Reading room furniture	20,000	16,865	-	-	3,135
Shared workstation - 4-person	2,765	2,765	-	-	-
Additional study room chairs	3,547	3,547	-	-	-
Contingency	45,143	12,292	-	-	32,850
Contingency IT	2,071	-	903	-	1,168
Total Expenditures	1,327,596	196,850	841,032	60,623	229,091
Excess Revenues over Expenditures			(403,959)		
Fund Balance - January 1, 2022			113,493		
Fund Balance - June 30, 2022			<u>\$ (290,466)</u>		

**Pikes Peak Library District
Penrose Library Capital Projects Fund
For the Six-Month Period Ended June 30, 2022**

Account Description	Activity				Available Budget
	Multi-Year Budget	Prior Years	2022	Encumbrances	
Revenues and Other Sources of Funds					
Fund transfers in	1,288,424	97,224	-	-	1,191,200
Total Revenues and Other Sources of Funds	1,288,424	97,224	-	-	1,191,200
Expenditures					
2022 Projects					
Replace Door Openers	10,000	-	-	-	10,000
Roof Replacement	950,000	-	471,293	274,153	204,554
Replace Rooftop Unit	23,500	-	-	-	23,500
Personal Belongs Lockers	18,000	-	-	-	18,000
Add A/C to Network Closet	15,000	-	-	-	15,000
Add Teen Center - Consultant	10,000	-	-	-	10,000
Mezzanine Redesign	10,000	-	1,020	1,775	7,205
Enclose Lower Classroom	15,000	-	-	4,800	10,200
Painting Allowance	75,000	-	-	9,150	65,850
Adult area tables	5,000	-	-	-	5,000
Furniture for children's area	7,800	-	-	-	7,800
Tables & chairs - Adults	15,000	-	-	-	15,000
Service point chairs	3,200	-	-	-	3,200
Adjustable height chairs	8,700	-	-	5,749	2,951
Contingency	25,000	-	-	-	25,000
Pre-2022 Projects					
Open chairs for Adult Education Services	2,500	-	2,400	-	100
Roofing consultant to evaluate existing roof	35,000	11,520	4,050	4,050	15,380
Install glass wall structure - Executive Assistant area	15,000	10,650	-	-	4,350
Add Office for Manager	20,000	309	-	-	19,691
Add IT Closet	25,000	24,662	-	-	338
Add messinine door structure	15,000	7,842	-	-	7,158
Painting allowance	25,000	-	-	-	25,000
Asphalt crack fill	15,764	15,764	-	-	-
Roofing evaluation	30,000	2,078	-	-	27,922
KCH-movable walls/partitions	3,000	-	-	-	3,000
KCH-interior paint	22,390	22,390	-	-	-
KCH-replace awning - front entrance	1,500	-	-	-	1,500
Install carpet In vault for meeting room	1,064	1,064	-	-	-
Purchase mural on garage wall	5,250	5,250	-	-	-
Add storefront wall to create office for Adult Education	11,757	11,757	-	-	-
Replace existing parking meters	50,000	-	-	-	50,000
Penrose campus renovation project	560,381	560,381	0	-	-
Replace lobby rooftop unit	20,544	20,544	-	-	-
Replace existing fire panel	16,921	16,921	-	-	-
Chiller replacement	55,000	-	-	-	55,000
Adjustable height desks	852	852	-	-	-
KCH - chairs For mezzanine	2,550	-	-	-	2,550
KCH - work tables (4), mezzanine	6,200	-	-	-	6,200
Replace all wooden chairs in public area	12,458	12,458	-	-	-
Contingency	147,461	33,174	25,000	-	89,287
Total Expenditures	2,291,792	757,615	503,763	299,676	730,737
Excess Revenues over Expenditures			(503,763)		
Fund Balance - January 1, 2022			342,977		
Fund Balance - June 30, 2022			<u>\$ (160,786)</u>		

**Pikes Peak Library District
Library 21c Capital Projects Fund
For the Six-Month Period Ended June 30, 2022**

Account Description	Multi-Year Budget	Activity			Available Budget
		Prior Years	2022	Encumbrances	
Revenues and Other Sources of Funds					
Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -
Fund Transfers In	1,578,967	1,384,467	-	-	194,500
Total Revenues and Other Sources of Funds	1,578,967	1,384,467	-	-	194,500
Expenditures					
2022 Projects					
Seal Coat and Restripe	20,000	-	-	-	20,000
Initial irrigation repairs/UPG	25,000	-	-	-	25,000
Covert turf to native grass	75,000	-	-	-	75,000
Elevator starter	5,000	-	3,635	-	1,365
Elevator Lighting	12,000	-	10,635	-	1,365
Community meeting room	12,500	-	-	-	12,500
Fire magnetic lock ADA Studio	6,000	-	-	-	6,000
Auto openers ADA for Maker	14,000	-	-	-	14,000
Contingency	25,000	-	-	-	25,000
Pre-2022 Projects					
Awning for curbside service	25,000	-	-	-	25,000
Back up generator	105,000	-	89,870	-	15,130
Contingency	25,000	5,307	-	18,911	782
Closet UPS	10,000	-	926	8,820	254
Courtyard improvements	19,916	19,916	-	-	-
Roof replacement	712,758	712,758	-	-	-
Replace skylight/repairs	104,560	104,560	-	-	-
Signage	4,851	4,851	-	-	-
Add gas supply to kitchen	25,000	24,750	-	-	250
Install new service point first floor	20,000	-	-	-	20,000
Install one way window	6,727	6,727	-	-	-
Revamp Creative Service area	3,000	-	-	-	3,000
Culinary Lab equipment	86,020	22,836	-	1,554	61,630
Office chairs-meeting room	7,200	7,200	-	-	-
Adjustable height tables - Collection Management	1,200	-	-	-	1,200
Replace chairs - business center	17,000	17,000	-	-	-
Replace desk-Children's Services	6,000	-	-	-	6,000
Three sit/stand converters	874	874	-	-	-
Replace tables and chairs - training room	9,500	9,500	-	-	-
Boiler replacement	291,744	291,744	-	-	-
Contingency	85,293	83,031	-	-	2,262
Audio/visual equipment	4,686	3,974	-	-	713
Studio noise mitigation	21,979	1,417	-	-	20,562
Increase stage size	4,908	1,788	-	-	3,120
Venue LED lighting	3,572	3,095	-	-	477
Total Expenditures	1,796,288	1,321,327	105,066	29,284	340,611
Excess Revenues over Expenditures			(105,066)		
Fund Balance - January 1, 2022			305,235		
RECLASS:					
REV: Culinary Lab Eq to Dsg Fund 10952465 44100 (Lives Empowered Grant-OVENS) 2021 P13			(11,277)		
EXPEND: Culinary Lab Eq to Dsg Fund 10952465 65560 (Lives Empowered Grant-Kitchen Eq) 2021 P13			21,445		
Fund Balance - June 30, 2022			\$ 210,337		

**Pikes Peak Library District
Capital Reserve Fund
For the Six-Month Period Ended June 30, 2022**

Account Description	Multi-Year Budget	Activity			Available Budget
		Prior Years	2022	Encumbrances	
Revenues and Other Sources of Funds					
Fundraising	\$ 75,000	\$ 75,000	\$ 100,000	\$ -	\$ (100,000)
Tenant improvement reimbursement	71,897	71,897	0	-	-
Fund transfers in	6,129,137	4,586,742	-	-	1,542,395
Sale of assets	12,500	12,500	-	-	-
Total Revenues and Other Sources of Funds	6,288,534	4,746,139	100,000	-	1,442,395
Expenditures					
Facilities Capital					
2022 Projects					
DW CONCRETE REPLACEMENT	15,000	-	-	-	15,000
DW ASPHALT REPAIRS & MAINTENAN	20,000	-	-	6,332	13,668
CH PAINTING ALLOWANCE	18,000	-	-	10,610	7,390
FO 5 RTU'S REPLACEMENT	35,000	-	-	-	35,000
FO REMODEL STAFF ROOM	15,000	-	-	1,560	13,440
FO WATER FOUNTAIN REPLACEMENT	5,000	-	-	-	5,000
MO NETWORK CLOSET REWORK	20,000	-	-	-	20,000
OL PAINTING ALLOWANCE	10,000	-	-	10,000	-
OL LIGHTING UPGRADE	1,500	-	-	-	1,500
OL WINDOW CORNICES	3,000	-	-	1,627	1,373
PA CARPET REPLACEMENT	8,500	-	-	-	8,500
PA PAINTING ALLOWANCE	3,000	-	-	-	3,000
PA INSTALL CENTRAL AIR CONDIT	15,000	-	-	-	15,000
PA ENGINNERING FOR A/C & RENO	10,000	-	-	-	10,000
PA LIGHTING UPGRADE	1,000	-	-	-	1,000
RO PUBLIC RESTROOM IMPROVEM	1,500	-	-	-	1,500
SA RESTROOM REFRESH	1,500	-	-	950	550
CA AFTER HOURS LOCKERS	11,000	-	-	-	11,000
ROOF INSPECTION	20,000	-	-	-	20,000
RECYCLING RETAINERS	10,000	-	-	-	10,000
HVAC CONTROLLER	30,000	-	-	10,277	19,723
CH READING & STUDY ROOM CHAIR	7,500	-	-	-	7,500
FO DESK REPLACE - ADJ HEIGHT	7,500	-	-	-	7,500
FO COLLABORARIVE WORK SPACE	11,000	-	-	-	11,000
HO MEMORIAL FOR RUTH HOLLEY	5,000	-	-	-	5,000
HO FURNITURE REPL CHILDR&TEEN	2,000	-	-	-	2,000
OL CUSTOM TABLE TOP SCREEN	6,000	-	-	-	6,000
PA CARPET REPLACEMENT	-	-	-	-	-
PA PAINTING ALLOWANCE	-	-	-	-	-
PA REPLACE SERVICE DESK	10,000	-	-	-	10,000
SA STAFF CHAIRS	7,500	-	4,686	982	1,832
FURNITURE CONTINGENCY 2022	25,000	-	-	-	25,000
BOOKMOBILE	324,000	-	-	-	324,000
VEHICLES REPLACEMENT	45,000	-	-	-	45,000
CONTINGENCY 2022	50,000	-	-	14,960	35,040
CAPITAL PROJECTS FAC 2022	-	-	-	-	-
Pre-2022 Projects					
City bookmobile headlight upgrade	2,500	-	-	-	2,500
City bookmobile leaf spring upgrade	5,000	6,074	-	-	(1,074)
County bookmobile - back-up camera upgrade	1,500	-	-	-	1,500
Lobby stop van - replace lift gate	4,000	-	-	-	4,000
Cheyenne Mountain - Meeting room tables	5,000	2,701	-	-	2,299
Ruth Holley - Curbside drive-up window	10,000	-	-	-	10,000
Ruth Holley - Learning lab - tables	5,000	5,000	-	-	-
Monument - Four (4) Rtu's replacement allowance	12,500	-	-	-	12,500

**Pikes Peak Library District
Capital Reserve Fund
For the Six-Month Period Ended June 30, 2022**

Account Description	Multi-Year Budget	Activity			Available Budget
		Prior Years	2022	Encumbrances	
Old Colorado City - HVAC replacement/upgrades	5,000	-	-	-	5,000
Sand Creek - Replace rooftop unit	50,000	-	-	-	50,000
Sand Creek - Replace crash bar and lock on front door	5,568	5,704	-	-	(136)
Sand Creek - Adjustable height tables	2,052	1,953	-	-	99
Sand Creek - Locking drive-up book returns	6,000	3,743	-	-	2,257
Concrete replacement - districtwide allowance	10,000	-	-	-	10,000
Upgrade fire system dialers to cellular	12,000	3,570	3,885	1,500	3,045
Asphalt repairs and maintenance - districtwide allowance	15,000	14,713	-	-	287
Furniture replacement contingency	25,000	4,097	10,452	-	10,451
Roof inspections, preventative maintenance repairs	15,000	4,250	-	-	10,750
Story walks at East, Penrose 21c and Fountain Libraries	16,000	15,263	-	-	737
Elevator electronic access at East and Penrose	3,966	-	-	-	3,966
Purchase uniform recycling retainers at all facilities	10,000	-	-	-	10,000
District-wide - asphalt maintenance	7,628	7,628	-	-	-
Landscape allowance	39,859	37,354	-	2,506	0
Ruth Holley - replace meeting room carpet	13,000	13,000	-	-	-
Ruth Holley - repaint interior	10,000	10,000	-	-	-
Update service points	4,421	4,421	-	-	-
Ruth Holley - add electricity In storage	2,078	2,078	-	-	-
Monument - replace bulbs	864	864	-	-	-
Old Colorado City - replace floor main level	75,000	70,390	-	-	4,610
Roof inspection	25,000	20,892	-	-	4,108
Cheyenne Mountain - replace entry tile with carpet	1,980	1,980	-	-	-
Old Colorado City - canopy over book drop	5,000	-	-	-	5,000
Old Colorado City - replace carpet	3,500	-	-	-	3,500
Rockrimmon - replace carpet in meeting room	5,000	5,000	-	-	-
Calhan project	284,202	275,426	-	3,606	5,171
Manitou Arts Council (MAC) project	198,946	176,542	1,901.30	2,841	17,663
MAC - intrusion alarms	12,559	12,558	-	-	1
MAC - furniture	38,694	37,523	0	-	1,171
Improvements other than buildings	15,111	14,263	-	848	(0)
District-wide - concrete replacement	23,560	17,830	-	-	5,730
District-wide - asphalt repairs	47,072	21,154	-	25,918	-
Staff lounge improvements - Penrose	9,972	234	-	-	9,738
Staff lounge improvements - East Library	9,972	1,018	-	-	8,954
Staff lounge improvements - L21c	9,972	2,195	-	-	7,777
Water management system	685	685	-	-	-
District-wide - tree trimming	6,880	6,880	-	-	-
Intrusion alarm system	2,850	2,850	-	-	-
Bookmobile - awning replacement	4,000	-	-	4,000	-
Bookmobile - (2) half wraps	15,000	10,787	4,213	-	-
Furniture	25,736	21,390	0	-	4,346
Furniture - prior year	37,389	37,389	-	-	-
Cheyenne Mountain - workroom cabinets storage	2,000	-	-	-	2,000
Ruth Holley meeting room furniture	15,198	15,198	-	-	-
Ruth Holley study room furniture	2,962	2,962	-	-	-
Rockrimmon - redesign Children's area	1,883	1,883	-	-	-
Cheyenne Mountain circulation desk replacement	15,035	15,035	-	-	-
Fountain - furniture teen gaming area	5,000	-	-	-	5,000
Fountain - chair replacement meeting room	6,500	-	-	-	6,500
Ruth Holley - furniture meeting room	7,032	7,032	-	-	-
Monument - replace chairs adult area	2,400	-	-	-	2,400
Monument - blind replacement community room	4,700	-	-	-	4,700
Monument - tables and chairs replacement	8,000	-	-	-	8,000
Monument - PC tables and chair replacement	2,000	-	-	-	2,000
Old Colorado City - table and chairs replacement	5,650	4,080	-	-	1,570
Old Colorado City - charging tables and computer tables	12,000	-	-	-	12,000
Rockrimmon - meeting room tables	2,881	2,881	-	-	-
Shelving	14,428	14,428	-	-	-

**Pikes Peak Library District
Capital Reserve Fund
For the Six-Month Period Ended June 30, 2022**

Account Description	Multi-Year Budget	Activity			Available Budget
		Prior Years	2022	Encumbrances	
Replace tractor	9,975	9,975	-	-	-
Replace generator bookmobile	12,500	-	-	-	12,500
Contingency	439,064	224,978	78,371	52,985	82,730
Signage allowance	7,618	7,618	(0)	-	-
Total Facilities Capital	2,488,342	1,185,466	103,510	151,500	1,047,867

Communications Capital

2022 Projects

EA PHOTO EXHIBIT	5,000	-	-	-	5,000
PE CUMMUNITY MURAL	5,000	-	-	-	5,000
BRANDED CANOPIES	1,500	-	-	-	1,500
RHG & EAST SIGNAGE	2,000	-	-	-	2,000
CH SIGNAGE	4,395	-	-	-	4,395
SA SIGNAGE	7,500	-	-	-	7,500

Pre-2022 Projects

Signage projects	7,550	2,500	1,005	-	4,045
20 MAC-Event Needs	1,000	-	-	-	1,000
20 MAC-Art Contest	100	100	-	-	-
20 MAC-Printing	3,000	-	-	-	3,000
20 MAC-Branded Merchandising	600	531	-	-	69
20 MAC-Marketing / Promotion	1,500	450	-	-	1,050
20 MAC-Contingency	1,750	68	-	-	1,682
20 MAC-Signage	17,500	10,698	-	-	6,802
Monument - signage	3,000	-	-	-	3,000
Palmer Lake - signage	2,000	984	984	-	32
Rockrimmon - signage	2,500	-	-	-	2,500
Ute Pass- signage	2,000	-	-	-	2,000

Total Communications Capital

67,895	15,331	1,989	-	50,575
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Information Technology Capital

2022 Projects

REPORT SERVERS	10,000	-	-	-	10,000
COPIERS	5,000	-	2,347	-	2,653
ZEBRA PRINTER	9,000	-	-	3,488	5,512
HI MFD	1,500	-	-	-	1,500
RECEIPT PRINTERS	12,500	-	-	1,800	10,700
AWE LITERACY STATIONS	55,000	-	-	-	55,000
SECURITY COMPUTERS	3,000	-	-	-	3,000
MLS LAPTOP FOR ASTROVAN	1,400	-	-	-	1,400
SE LAPTOPS	3,600	-	-	-	3,600
CRS - LAPTOPS	2,500	-	-	-	2,500
KCH LAPTOP	2,500	-	-	-	2,500
SECURITY ONCALL TABLET	1,400	-	-	-	1,400
CM IT SCANPRO	11,000	-	-	-	11,000
BARCODE SCANNERS	12,500	-	-	-	12,500
TELECOMMUNICATIONS SWITCHES	270,000	-	-	270,000	-
REMOTE ACCESS TERMINALS	60,000	-	-	-	60,000
UPS ROTATION	14,000	-	-	-	14,000
WIRELESS SYSTEM	200,000	-	-	-	200,000
CABLING INFRASTRUCTURE	25,000	-	1,042	-	23,958
CABLING PE ADM & STAFF	50,000	-	24,323	-	25,677
ADDITIONAL DROPS	7,000	-	-	-	7,000
SECURITY 21C CAMERA ST MONITOR	600	-	-	-	600
SECURITY MONITORS 16 LOCATIONS	10,000	-	-	-	10,000

**Pikes Peak Library District
Capital Reserve Fund
For the Six-Month Period Ended June 30, 2022**

Account Description	Multi-Year Budget	Activity			Available Budget
		Prior Years	2022	Encumbrances	
HR DIGITAL SIGNAGE	5,000	-	-	-	5,000
KCH BUSINESS CENTER	6,000	-	-	-	6,000
HYTERRA POC RADIO SYSTEM	45,000	-	-	-	45,000
SECURITY EXTERIOR DEVICE CHARG	30,000	-	-	-	30,000
SECURITY INTERION DIV CHARG	11,300	-	-	-	11,300
BODY CAMERA	6,000	-	6,000	-	-
AUDIO/VISUAL EQUIP STANDARD	100,000	-	7,188	7,188	85,625
SA AUDIO/VISUAL EQUIP	12,000	-	-	-	12,000
KCH BUSINESS CENTR AV	6,000	-	-	-	6,000
RU AV REPLACEMENT	7,400	-	-	-	7,400
SA MAKERSPACE VIDEO DISPLAY	1,600	-	-	-	1,600
SA AV CONFERENCE RM	1,600	-	-	-	1,600
CONTINGENCY IT	25,000	-	-	25,000	-
FCS LENA EARLY EDUCATION	17,800	-	-	-	17,800
STAFF INCREASE IT SUPPORT	2,400	-	-	-	2,400
HR PERFORMANCE MANAG TOOL	11,750	-	-	-	11,750
	-	-	-	-	-
Pre-2022 Projects					
Telecommunications switches and UPS	115,200	-	19,340	46,256	49,604
Cabling infrastructure repair	25,000	-	-	25,000	-
East Admin and staff cabling	85,000	85,000	-	-	-
Penrose Admin and staff cabling	35,000	13,630	-	21,370	-
Contingency cabling (non eRate)	15,000	-	-	10,640	4,360
Technology refresh (staff)	110,000	11,151	13,556	13,605	71,689
Technology refresh (patrons)	230,000	745	96,441	62,023	70,791
AWE literacy stations	55,000	35,700	-	-	19,300
Adult Education Chromebook and hotspots	5,000	-	-	-	5,000
Creative Service specialized sap top (3D Capable)	3,200	1,414	-	-	1,786
Young Adult Services programming Chromebook	5,300	-	-	-	5,300
Security system elevator access control	3,966	-	-	-	3,966
Staff and public printers	5,000	1,200	3,800	-	-
Contingency	20,000	7,323	8,406	3,220	1,051
Access control	850,000	-	313,789	-	536,211
Surveillance cameras	100,000	-	-	-	100,000
District-wide audio-visual equipment standardization	56,000	4,111	34,941	16,847	101
Receipt printers	12,500	-	4,980	7,520	-
Barcode scanners	12,500	97	12,403	-	-
Upgrade to Drupal	40,000	7,500	2,723	7,178	22,600
Servers-East Library data updates	2,000	2,000	-	-	-
Data center redesign	90,000	90,000	-	-	-
PC purchases	382,639	60,411	59,062	85,955	177,211
Technology refresh (staff)	44,000	34,378	0	-	9,622
Technology refresh (patrons)	131,000	131,000	-	-	-
Replace computers	38,454	38,454	0	-	-
Technology refresh (patrons)	43,795	43,795	-	-	-
Laptops- Young Adult Services	6,000	6,000	-	-	-
Laptops-Children's iPad	6,000	6,000	-	-	-
Self check - Penrose additional data ports	2,500	2,500	-	-	-
Scanners-Collect Management	2,080	2,080	-	-	-
Barcode scanners	15,102	15,102	-	-	-
RFID wands	15,000	13,416	1,584	-	-
Copier replacement	291,245	291,245	(0)	-	-
Network switches/UPS	336,000	181,762	99,203	61,293	(6,258)
MAC - networking	80,125	80,253	-	-	(128)
MAC - phone system	7,672	5,115	0	-	2,557
MAC - other	800	-	-	-	800
MAC - endpoints	31,944	30,608	0	-	1,336

**Pikes Peak Library District
Capital Reserve Fund
For the Six-Month Period Ended June 30, 2022**

Account Description	Multi-Year Budget	Activity			Available Budget
		Prior Years	2022	Encumbrances	
MAC - security	97,456	94,893	0	-	2,563
Surveillance System redesign	18,473	18,473	(0)	-	-
Telephone switches	94,834	61,503	-	-	33,331
Firewall replacement	60,537	60,537	(0)	-	-
Switches/UPS replacement	40,000	40,000	-	-	-
ILS peripherals	265,000	32,122	13,723	58,530	160,626
IT equipment	49,145	49,145	(0)	-	-
Archival management system	13,400	-	-	-	13,400
AMH bins (2)	20,000	-	7,969	12,031	-
Genealogy equipment	29,000	19,600	(0)	-	9,400
East Library teen computers	4,000	4,000	-	-	-
Datacenter project	111,399	64,145	185	-	47,069
Security system	203,078	-	1,509	187,795	13,774
Surveillance System	-	-	-	125,000	(125,000)
AV Equipment - districtwide	126,676	1,676	-	-	125,000
IT management reserve	24,277	-	12,551	223	11,503
Contingency	2,320	2,320	-	-	-
Total Information Technology Capital	5,525,966	1,650,403	747,062	1,051,959	2,076,542

Video Studio Capital

2022 Projects

- - - - -

Pre-2022 Projects

Video projector replacements and additions	5,000	-	-	-	5,000
Wireless mic kit	1,327	1,327	0	-	-
Audio recorder	272	272	-	-	-
Audio recorder kit	1,064	1,064	-	-	-
Microphones	8,192	8,192	-	-	-
Video equipment and accessories	1,620	-	-	-	1,620
Video projectors replacement and additions	5,000	-	-	-	5,000
Cameras - Studio21c	33,960	33,960	-	-	-
DSLR cameras - checkout	5,700	-	-	-	5,700
Teleprompter	868	868	-	-	-
Video cam kit - checkout	2,235	2,235	(0)	-	-
GoPro kits	1,541	1,541	(0)	-	-
Photo roller system	1,274	1,274	-	-	-
Checkout equipment - L21c	3,242	3,242	(0)	-	-
Contingency	8,215	-	-	-	8,215
Isolation booth 21C studio	20,000	20,000	-	-	-
Total Video Studio Capital	99,510	73,976	(0)	-	25,535

Creative Services Capital

2022 Projects

EQUIPMENT REPLACEMENT	1,500	-	-	-	1,500
	-	-	-	-	-

Pre-2022 Projects

3D scanner	3,000	2,920	-	-	80
Equipment initiatives	27,900	23,272	(0)	-	4,628
Cricut machines	412	412	-	-	-
Sand Creek-larger kiln	2,994	2,994	-	-	-
East-larger laser cutter	17,440	17,440	-	-	-
New maker kits	1,000	-	-	-	1,000

**Pikes Peak Library District
 Capital Reserve Fund
 For the Six-Month Period Ended June 30, 2022**

Account Description	Multi-Year Budget	Activity			Available Budget
		Prior Years	2022	Encumbrances	
Equipment replacement	3,500	792	-	-	2,708
Contingency	52,740	5,333	0	-	47,407
Total Creative Services Capital	<u>110,486</u>	<u>53,162</u>	<u>(0)</u>	<u>-</u>	<u>57,324</u>
Total Expenditures	<u>8,292,199</u>	<u>2,978,338</u>	<u>852,560</u>	<u>1,203,460</u>	<u>3,257,842</u>
Excess Revenues over Expenditures			(752,560)		
Fund Balance - January 1, 2022			3,476,115		
Fund Balance - June 30, 2022			<u>\$ 2,723,555</u>		

**Pikes Peak Library District
Receipts and Disbursements by Cash Account
For the Six-Month Period Ended June 2022**

	COLOTRUST Investments	US Bank Checking	Total Cash
Cash and Investments Balance - June 1 ,2022	\$ 24,327,631	\$ (15,927)	\$ 24,311,704
Receipts			
Property Taxes	3,196,144		3,196,144
Cash Receipts		441,136	441,136
Credit card and other activity		5,454	5,454
eRate funding			-
Interest	24,535	3	24,538
Disbursements			
Payment of Bills week of 06/03/2022		(14,276)	(14,276)
Payment of Bills week of 06/10/2022		(352,099)	(352,099)
Payment of Bills week of 06/17/2022		(194,856)	(194,856)
Payment of Bills week of 06/24/2022		357,295	357,295
Payment at end of month 06/30/2022		(1,026,818)	(1,026,818)
Payroll 06/10/2022		(719,341)	(719,341)
Payroll 06/24/2022		(1,381,672)	(1,381,672)
Payroll and end of month 06/30/2022		(54,050)	(54,050)
Transfer between funds	(2,300,000)	2,300,000	-
Cash and Investments Balance - June 30 ,2022	<u>\$ 25,248,309</u>	<u>\$ (655,151)</u>	<u>\$ 24,593,158</u>

**Public Services Report
June 2022**

Community Engagement

Summer Adventure started off with a bang, registering 3555 kids & teens on the first day alone. By June 16, we had surpassed our total registration numbers for 2021. We had set the goal of matching our 2019 registration numbers and by the end of June **10847** were registered for ages 0-12.

Date	2019 Total	2020 Total	2021 Total	2022 Total	Percent of 2019	Percent of 2020	Percent of 2021
June 30th	11390	2708	7107	10847	95%	401%	153%



Children and teens are excited about getting their book prizes. FCS had to order an additional 6090 books after the first week of summer. Programs are also showing high attendance across the district. Becca Philipsen (Senior Librarian) and Christa Funke (Senior Librarian) were interviewed by Fox21 on their [morning show](#) to promote.

< *Petting zoo at the East Library.*

Becca Cruz (Director - Creative Services) assisted Tammy Sayles with two tours for the community. The first with Tammy and Melody Alvarez (Director of Family and Children’s Services) was through the World Affairs Council and the International Visitor Leadership Program with attendees from all over the world.

The second tour with Tammy, Abby Simpson (Director of the Southeast Region), and Catie Tierney (Manager of Library 21c) was for a donor and his colleagues, including one person visiting from India.

Adult Services arranged Free-For-All Shakespeare performances from UCCS Theaterworks at Bancroft Park (OL), Penrose Carnegie Garden (PE), George Fellows Park (EA), Meadows Park (CH), and Remington Park (MLS) and saw hundreds of people in attendance. This is always a popular offering and we are grateful to UCCS for continuing to work with us to offer it to the public.



The Ruth Holley Library had its 1st mobile vaccine bus sponsored by El Paso County Public Health on June 17, 2022, bringing in 52 patients. This clinic offered all brands of the COVID-19 vaccination along

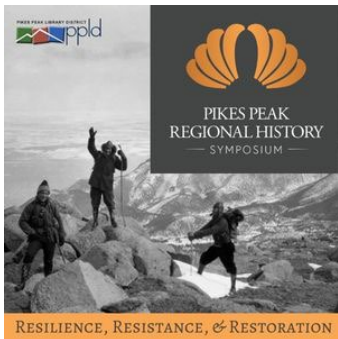


with this season’s flu shot. As a welcome, patients were provided water, snacks, and some pretty neat Pikes Peak Library District swag.

Mobile Library Services participated in many engagements in June: Alzheimer’s Awareness Parade held at Morning Star Assisted Living, the First and Main Concerts (pictured below), the Green Box Art Festival, the Juneteenth event at America the Beautiful Park, and hosted “Who Gives” A Scrap” scrap exchange at Banning Lewis Ranch, which had over 50 participants, and Theatreworks’ The Tempest.



Compliments



The RH&G team presented the first of two parts of the 19th annual Pikes Peak Regional History Symposium. This year’s theme, Resilience, Resistance, & Restoration, explored the challenges and triumphs of the people and communities of the Pikes Peak Region. Preparations for the symposium stretch back to last summer when presenters submitted proposals. While Cara Ramsey (Program Coordinator) led the project, this program was reliant on the whole team. For the first time since 2019, community members and staff returned to a history-filled, in-person program. When asked their favorite aspect of the program, attendees remarked:

“Everything, but if I had to pick one thing, it would be the wonderful way the event was organized. This is THE PREMIER historical and cultural event of the year, and the care and the thought you put into making this a reality are deeply appreciated. It’s not an easy thing to pull off, and you did it superbly.”

“I really liked the format, keeping the presentations short and informative. Very well-prepared speakers. The presentation on the Chinese in Colorado was particularly well done. Everything was very organized and made for a great experience.”

Our tour group of global visitors from the International Visitor Leadership Program (IVLP) at Library 21c were shocked that all the amazing things we offer are at no charge to our patrons. The group has traveled to several places in the U.S. One attendee told us, “Your library is the highlight of the trip.” They further remarked:

“Huge thanks for meeting with our visitors yesterday. I must share a comment I overheard on the bus ride after visiting Library 21c. Our visitor from Kosovo said she would not have a social life if a library of that caliber was within her reach; she’d be there every free minute she had. What a testament to all you do and the amazing offerings of PPLD! Kudos! We are so thankful to be able to share our amazing library district with the world. Thank you for giving us your time and sharing with these emerging leaders.”



Cheyenne Mountain Library Senior Associate, Hannah Zwahlen's service to the young adult population is seeing phenomenal results with its largest summer program attendance in almost three years—hosting 4 programs with 35 attendees. She writes,

"I got to see the teens truly connect with each other and form friendships because of their volunteer time at the library. Three of my volunteers especially have created an awesome bond together. One of their mom's came up to me and told me how thankful she was for the time her daughter is spending volunteering. She said that before volunteering, her daughter was very introverted and only had one friend. She said that she is so happy her daughter has more friends because of the other volunteers and that the volunteering has truly helped her daughter come out of her shell more."

North Region

Community

High Prairie's Children's Senior Library Associate Allison Presley attended the Kite and Wind Festival at Falcon Regional Park. Many families stopped at the table to make wind socks and chat about the library. Ryan Dorough, event organizer sent his thanks to the library, saying, "Thank you for coming! I have so much positive feedback from the Kite Fest and so many people want to do it again next year. Now that I have a year to plan and think about it, next year's event will be bigger and better! All of you at the library are so awesome!"

Monument/Palmer Lake Senior Library Associate Troy Roth and Monument Library Assistant Nikohl Robinson provided outreach at the annual Palmer Lake Fishing Derby. They spoke to over 104 people, including a representative from Fountain Watershed District and Tri-Lakes Cares. Several people complimented the library, saying, "I go to the library at least 3 times a week. It's like my own personal bookstore that's free," "We love our library," "I had no idea the library did this much!" and "We know the library! Thank you for all that you do!"



Senior Associate Troy Roth speaks to attendees of the Palmer Lake Fishing Derby.



Resources

On June 4, Calhan Library hosted their first Community Movie Night featuring the movie *Sing 2* on the library's projector screen. The town of Calhan does not have a movie theater, so the library was filling a community need. Popcorn, drinks, and snacks were provided for the 13 patrons in attendance who shared their gratitude and excitement for this opportunity.

Innovation/Creativity

In keeping with the nautical theme for this year's Summer Adventure, Rockrimmon Library has a hungry shark ready to eat patrons' returned materials! Adult Library Associate Shannon Miller purchased a motion sensor device that allows sounds to be uploaded to it via USB. Then she used sound effects from PPLD's Freegal Music Database to have the shark perform a random *CHOMP!* whenever a patron returns an item. Patrons of all ages have had a lot of fun with it!

Service

Library 21c has enjoyed a successful start to Summer Adventure 2022. Between June 1 and June 30, the branch had nearly 3,000 registrants for the reading program, over 2,000 total attendees to Adult, Young Adult, Children, and Family programs, and 39,420 checkouts in June alone!

Internal/Staff

Biannual feedback sessions were completed prior to the June 30 deadline. 37 Library 21c staff members spoke with Melissa and Catie about their roles and duties in the library and set goals for the upcoming months. Staff shared that their favorite parts of their jobs involve helping patrons and working alongside their colleagues, and staff also expressed concerns about adequate staffing and keeping up with the workload.

Accountability

After 25 years of service, Senior Library Assistant and longtime PPLD Circulation Trainer Ann Alderman retired on June 23. Library 21c Supervisor Melissa Schloesser plans to rehire Ann's position alongside the additional vacant Senior Assistant position left when Nancy Hockersmith retired. This "batch hiring" process will allow Melissa to simultaneously interview, hire, and onboard two staff members in the same role.

Southeast Region

Resources



East Library is beautiful at night, especially when there are thunderstorms to the east.

Atlas Middle School brought their summer school students to Sand Creek for tours of the library. During their visits, staff talked about Summer Adventure, how to use their cards on our website, toured Studio916, visited the makerspace, and accepted library card applications for students. Young Adult Services staff processed the library card applications so that the teacher can hand them out when classes begin again at the end of July. A total of 111 library card applications were processed.

Innovation/Creativity

A patron in the Sand Creek makerspace was struggling with making a logo that he could engrave using our laser. Senior Library Associate Keagan Kellogg showed him a brief overview of how to use Word Art in Microsoft Publisher and described how it's available on all PPLD public computers. Two weeks later the patron was in the makerspace engraving his logo on 10+ beautiful cutting boards that the patron made himself!

Service

An interesting patron interaction shared by Sand Creek Library Associate, Cameryn Broin: "I met a gentleman at Cheyenne Library named Tommie that was friends with the legendary Blues man, B. B. King. He came in asking about a book he put on hold called *The Birth of Loud* about Fender and Gibson guitars. I asked him if he was a guitar player, and he ended up telling me about his friendship with B. B. King. He and King would spend time together when King came through town for shows. Tommie also showed me a picture of he and King holding a cake he baked for King's birthday in the shape of Lucille, King's guitar. He also told me of another time he missed one of King's shows because

he had been in a motorcycle accident, and King gave a special dedication to his friend at the show here in town wishing for a quick recovery. This was one of the most special conversations I have had with a patron through the years.”

Internal/Staff

Fountain Manager, Jake Rundle, was able to attend the Shared Risk and Protective Factors conference in Keystone Colorado. The three-day conference focused on how Colorado communities can work together with state agencies and local organizations to minimize a number of public health outcomes. Rundle went as part of a delegation from the Fountain Valley Communities That Care. The Fountain Library works with the FV-CTC to help them accomplish their goals, which include a drug-free community and accessible childcare in the Fountain Valley area.

Ruth Holley Library has been functioning with a team of 7 staff members for nearly 2 months. In June, Ruth Holley successfully posted, interviewed, and hired for 6 positions. Tess Warren, Ruth Holley Library Supervisor, was promoted to Ruth Holley Library Manager.

Accountability

In June, staff at Sand Creek, Fountain, and in the Southeast have been incredibly flexible with their schedules and availability. Sand Creek had to deal with multiple closings due to plumbing problems and Fountain staff had to close due to staffing concerns across the region. During this time staff ventured out to other locations within PPLD to assist with coverage elsewhere. Additionally, Sand Creek struggled with the sudden death of a Diana Stewart. Diana had been with PPLD for 26 years and was the heart of Sand Creek. With the help of district staff and leadership, Sand Creek was able to support the emotional well-being of those affected and still do their best to provide library services to our patrons. PPLD staff exhibited admirable ability to support each other in a time of turmoil.

West Region

Community

Penrose Library staff are thrilled to be able to offer NorthStar Computer Basics at Springs Rescue Mission classes, now in their fourth week, for patrons that may have a challenging time getting to the library. Alison Kelly (Senior Library Associate) and Felisha Port (Senior Library Associate) have done an amazing job implementing these classes and supporting SRM Clients. Alison feels that every Springs Rescue Mission class is an opportunity for me to reflect on how I can better teach basic computer skills to our patrons. She learns from the patrons, and they learn from our instruction, mostly because we create a safe space for them to learn.

June marked the start of the annual Manitou Springs Summer Lawn Concerts. More than ever, the community was eager to have a chance to gather together and enjoy themselves. This program series has attracted people from all over the district, and has been a sure and tangible way of strengthening the bonds between the Manitou Library and the surrounding user community. For the month of June alone, there have been **1,126 participants** for the concerts. This series is gearing up to be one of the most popular yet!



Resources

As the Mobile Library Services department drives into the summer season, regular school stops drop off allowing summer service to stops that have been on the waiting list and to camps, concerts and other summer events. We offered one-time stops to three D49 elementary schools (Odyssey,

Remington and Meridian Ranch) and made four stops to Orton Academy. During the school stops we signed the students up for Summer Adventure as well as provided a story time and craft. In June, they served 265 school-aged patrons and provided 20 story time and craft programs and strengthened PPLD's bond with local schools.

At Ute Pass Library, Makayla Polunci (Senior Associate) aided a family visiting from Texas in finding waterfall hikes under 8,000 ft. The wife was pregnant, so was instructed not to hike above 8,000 ft, but the family wanted a hike that included a waterfall. She was able to find several options for them in the Colorado Springs area (not Seven Falls, it was closed). She also gave them some information on how to deal with and avoid altitude sickness, seeing as they were concerned about their kids not feeling well. The kids gave her whales they decorated in the children's area as appreciation!

Accountability

Sara Gallagher (Library Supervisor – Manitou Springs/Ute Pass Libraries) created Google Maps for evacuation routes for staff, when Ute Pass and Manitou Springs Libraries are under a flood warning, or other weather-related events, which can be common in the summer months.

Adult Education

Community

On June 17, PPLD celebrated the first graduation ceremony since the pandemic began. The ceremony honored 50 graduates from 2019-2022. Eleven graduates attended in-person. Others were present in a slideshow sharing their photo and a statement of the impact adult education at PPLD has had on their life (<https://bit.ly/3lvCq9r>). Graduates are patrons who earned a high school equivalency (GED, HiSET), a high school degree (COHS), and those who exited the ESL program through PPLD.



Innovation/Creativity

Career Navigator, Deya Rohe, met with two PPLD volunteers applying for full time positions with PPLD to practice for their interviews.

Resources

Instructors Sarh Hetzel and Drew Goter completed all student testing for the academic year. They tested every single student who was eligible (a scheduling feat!) Sarah and Drew helped 15 exit-level learners transition from ESL and GED/HiSET classes to the next step in their adult education journey (Career Navigation, English Practice groups, Citizenship group, etc.)

Service

- 2 patrons passed a GED or HiSET test this month.
- 1 patron earned a complete GED degree this month.
- 1 patron earned a complete COHS degree this month.
- 9 patrons earned exit level scores in reading and listening for ESL class this month.

62 patrons attended 20 Northstar Digital Literacy classes and labs this month.
16 patrons attended Northstar Digital Literacy classes at Springs Rescue Mission this month.
41 patrons attended Speak English/Write English/Citizenship groups this month.
13 patrons met with the Career Navigator this month.
3 career navigation patrons got a job this month.

Internal/Staff

Library Instructional Designer Ben Kegley is out on paternity leave. We welcome his new son, Owen.

Accountability

On June 30, the Adult Education team achieved the Colorado Department of Education goal for standardized testing called “Measurable Skills Gain” or MSG. This is a key requirement of the federal grants that fund Adult Education. The state goal for MSG this year was 38%. We had 115 learners enrolled and 44 learners made a gain resulting in MSG of 38.26%. We did it!

Adult Services

Resources

PPLD was a sponsor for Small Business Week, put on by the SBDC. Sandy Hancock (Strategic Services Librarian) was able to promote our services to a large number of people in the community, many who were not aware that the library had these resources. She participated in the Small Business Bash on June 4 with Sarah Holland (Senior Library Associate – Creative Services) who brought makerspace examples relevant to small business owners. Through promotion from Small Business Week, Sandy met with 2 people from the Colorado Springs Economic Development office and PPLD will now be promoted as a start up resource on the Small Business page. This also sparked more collaboration for future programs and services in conjunction with this office.

Innovation/Creativity

Adult Services hosted our first in person big event since early 2020 with the 16th annual Mountain of Authors program. This program serves as a catalyst to bring together readers, writers, and all those



interested in a large community forum. This year we had over 30 local showcase authors, and a keynote from Craig Johnson, author of Longmire. He also brought his sweet dog, Annie. The event attracted over 250 attendees and was a huge success for all who participated. Patrons were thrilled to meet Mr. Johnson, and local authors enjoyed getting to “talk shop” with him. Here is a link to the keynote: [Mountain of Authors featuring keynote speaker Craig Johnson - YouTube](#). Then two weeks later, on June 30, a radio station in Wyoming featured an article promoting the recording: https://k2radio.com/watch-longmire-authors-a-huge-hit-at-colorado-special-event/?trackback=fbshare_mobile.

Service

Katie Edson (Strategic Services Librarian) has been working to make the Nonprofit Resources area of our website more like our Law Collection and Business area – which means she converted a webpage (that required her to work with Virginia every time she needed to modify it) to a LibGuide. This gives Katie much more control of the content patrons access when they explore those resources and gives the patrons a more consistent experience. <https://research.ppld.org/RHNRC>

Internal/Staff

Meagan Huber (Senior Library Associate) is working with Mikaela Fortune (Senior Librarian – Young Adult Services) and Barbara Andros (Senior Librarian – Family and Children’s Services) to set up the library’s contribution to ComicCon in Colorado Springs. Mariana Morage (Marketing Project Coordinator - Communications) is assisting with the marketing items, paper items, and ensuring the team is successfully prepared for outreach, library card creation, and any other items that may come up.

Accountability

Deb Hamilton (Strategic Services Librarian) provided a training for Joe Paisley, Bryan Matthews, and Meagan Huber (Senior Library Associates) covering how to provide reference support for the majority of the reference questions she receives. Many of these are referrals and locating information. She provided this training in anticipation of being away from the library for a period of time due to attending ALA and a vacation. By doing this, she has prepared these Senior Library Associates to be more equipped to provide reference services that patrons might need more urgently than her schedule allows. Adult Services is looking at other ways to develop “back-ups” for different services or projects that we have to ensure that we have support available as much as possible.

Collection Management

Community

Senior Librarians in Acquisitions, Lisa Thomas and Megan Robbins, and Collection Acquisition Manager Tania Hajjar, visited the Monument and Palmer Lake libraries to tour the facilities, look over the collection, and meet with staff.

Drew Hart, Library Associate in Interlibrary Loan and Collection Management liaison to the Green Team, helped with the first waste audit at Penrose with the Green Team.

Resources

In June:

6,630 items and 1,123 magazines were added to the collection.
1,187 Interlibrary Loan (ILL) items were checked out.

Top circulating eBooks and eAudios in OverDrive/Libby included:

- A Court of Thorns and Roses by Sarah J. Maas (audiobook)
- The Last Thing He Told Me by Laura Dave
- Where the Crawdads Sing by Delia Owens (audiobook)
- The Judge’s List by John Grisham
- Apples Never Fall by Liane Moriarty

Top eMagazines were:

- The Economist
- Us Weekly
- The New Yorker
- Good Housekeeping
- Prevention

The top circulating title on Hoopla was the Acorn television mystery series *Sparring with Death*. The top Kanopy title was the Oscar-nominated film *Spencer*.

Supply chain problems can affect the Library too. One freight shipment of library materials was left at the front door of Library 21C instead of on the dock. Facilities, Security, and Collection Management staff quickly moved the materials. This is just one of the June shipments. In total 327 boxes were received (all the rest were delivered appropriately). Placed in a single stack, all the boxes would be **five times as tall** as the infamous HOLLYWOOD sign in California.



Innovation/Creativity

Integrated Library System (ILS) Administrator Colleen Medling coordinated modifications to an ILS report for the Finance Department staff. The result was a notable reduction in the time needed for the related Finance task. CFO Randy Green was impressed and very happy with the help Colleen provided.

Service

The Cataloging workgroup is experimenting with a different process to streamline their workflow. In addition to possible long-term use and benefits, they hope the change will help maintain the flow of materials while a vacant cataloger position is filled.

Internal/Staff

Angie Apostolas, Library Associate, retired from PPLD on June 16, 2022. She started her journey at PPLD 30+ years ago at Penrose Library and in 2018 went to Library 21c to work in the Interlibrary Loan department. The department celebrated her many years of service and wished her the best.

Angie and the Interlibrary Loan staff >



Cindi Salazar, Senior Library Associate in Cataloging, also left PPLD in June. Cindi had two separate stints with PPLD, and a combined service time of 20 years. Most of Cindi's tenure was in Interlibrary Loan and Cataloging.

Lisa Thomas, Selection Librarian for children’s and teen materials, and Colleen Medling, ILS Administrator, attended the 2022 ALA conference in Washington, D.C. One of Lisa’s highlights was attending the Newbery/Caldecott Banquet along with the other 2021 Newbery Committee members and the authors of the 2021 Newbery Award & Honors.

Accountability

Numerous Collection Management staff learned how to use the RFID wand to scan the collection for items that need to be updated in the catalog. The RFID wand reads the RFID tags on the items as it is passed in front of the shelves and connects to the library system software to alert staff if items are out of place or need to be checked in. Janis Moore and Carl Patrick, Collection Management Assistants, spent a morning scanning Palmer Lake’s collection. They reported awe and amazement at the time-saving convenience of using the RFID wand.



Creative Services

Resources

Lauren Fellers (Senior Librarian - Creative Services) ran the June Repair Café at Library 21c. Eleven patrons brought items to be repaired. One gentleman had a broken antique clock, and one volunteer touched up the wood and redid the paint on the outside while another disassembled, cleaned, and reassembled the entire inside of the clock with the patron assisting and learning every step of the way.



Sarah Holland and Ben Dahlby (Senior Associates - Creative Services) worked to diagnose and repair an issue with the x-axis bearing blocks on the CNC in Make II at Library 21c. Sarah also worked on continued issues with one of the 3D printers at Library 21c and replaced a cracked lens and mirror on the laser cutter at Sand Creek.

Innovation/Creativity

Lauren Fellers (Senior Librarian - Creative Services) onboarded a new Drop-in Clay volunteer for Sand Creek Library. Despite some necessary scheduling changes, eight patrons attended with a mix of kids and adults, so it’s looking to be a good intergenerational program. The volunteer did a great job engaging the patrons and sharing her skills and knowledge.

Service

Dustin Booth (Manager – Knights of Columbus Hall) has worked with Communications to develop strategies that will help bring more people into the Community Exchange program being held weekly at Knights of Columbus Hall. PPLD will soon have a dedicated web page for the program that will provide a schedule for the organizations that are participating, and flyers are being distributed to our participating organizations to help get the word out.

Internal/Staff

Jennifer Eltringham and Lauren Fellers (Senior Librarians - Creative Services), Becca Cruz (Director - Creative Services), Sarah Holland and Nawal Shahril (Senior Associates - Creative Services) all attended conference sessions through the Nation of Makers and learned about innovative programs in workforce, education, health sciences, and more that makerspaces are doing around the country.

Accountability

Working with Adult Education, Scott Crum (Culinary Program Supervisor - Creative Services) completed necessary purchases for federal grant funding for the Kitchen and the Food Industry Training.

Diversity, Equity, and Inclusion Service

Community

EDI department attended the 1SBCT Reintervention event for Fort Carson Returning service members. Shirley Martinez (Director EDI) and Yvette Dow-Rose (Sr. Librarian Associate), spoke with 1248 individuals at the event in reference to PPLD Resources.



1SBCT reintegrates with resource expo

FORT CARSON, Colo. — Soldiers soak up information about more than 30 separate resource agencies during the Reintegration Expo hosted by Army Community Service and the 1st Stryker Brigade Combat Team at the William “Bill” Reed Special Events Center June 21, 2022. (Photo by Scott Prater)

Resources

Yvette Dow-Rose (Sr. Librarian Associate) provided lunch and a movie to a 55+ Senior group on June 28, several patrons from day centers also attended the event.

EDI department provided the program Women of Influence in partnership with Colorado Springs Business Journal, Immigrant Panel, June 29.

The Panel

Krithika Prashant



Krithika Prashant, originally from India, became an independent PR and marketing consultant after serving as the Senior Communications Specialist for Mayor Suthers' and Mayor Bach's administrations. She is also the director of her own Krithika's Performing Arts Center. She currently serves on the boards of the Cultural Office of the Pikes Peak Region and CASA, and on the Mayor's Young Leader Awards and Olympic City USA Taskforces. In the past, Krithika has served on the Colorado Springs Chamber, Colorado Springs Dance Theater, and Colorado Springs Rising Professionals boards and as the Communications Chair of the Pikes Peak Complete Count Census Committee. She is the recipient of Women of Influence, Rising Star, Women's Chamber's Young Professional, and Pikes Peak Arts Councils Performing Artist awards.

Imelda Ruiz



Imelda Ruiz was born in Fresno, California, but her parents moved the family to Mexico when she was five years old. Although most of her childhood was spent in Mexico, from May to September each year they traveled the United States' west coast to work in the vegetable and fruit fields each season. The family eventually moved to the U.S. permanently when Imelda was 13, settling in Colorado Springs. Imelda entered Carmel Middle School as an eighth grader, but with a second grade understanding of English she was almost turned away. With ESL classes and very hard work, Imelda improved her English and advanced to Sierra High School from which she eventually graduated and entered UCCS. Imelda got married and had three of her five children before she graduated from UCCS with a Bachelor of Science degree in Electrical Engineering. She is now enjoying her "dream job" as the Supervisor of Substation and Transmission Engineering at Colorado Springs Utilities.

Safietou "Dallo" Goudiaby



Dallo has been dancing since she was a very young girl. In her rural village in the Casamance region of Senegal, every major event in a person's life is celebrated with dance. Dallo enjoys sharing the vibrant beauty of her culture through traditional percussion, rhythm, dance, movement, and song. She teaches African Dance at Colorado College, and offers workshops and performances throughout the Pikes Peak Region.

Teona Shainidze-Krebs



Teona Shainidze-Krebs has been serving as the Interim Chief Librarian and CEO for Pikes Peak Library District (PPLD) since April 2022. In this executive role, she leads library services and operations for 16 facilities and a hub of digital resources. Teona ensures PPLD staff provide integrity and excellence in customer service and community engagement to nearly 700,000 residents across 2070 square miles of El Paso County, Colo. Teona is currently pursuing her Masters in Library Science from Emporia State University and already holds a B.A. in foreign language (English) and two master's degrees in Teaching English to Speakers of Other Languages (TESOL) and Communication. She previously served as PPLD's Director of Adult Education for several years. Teona was born and raised in the country of Georgia, met her husband in Russia, and married in Georgia. She speaks Georgian, Russian, and English languages, and her two children are fluent in both English and Georgian. She loves spending her free time with her family and friends hiking, playing board games, and cooking.

Panel cont...

Shirley Martinez (Moderator)



Born in Waycross, Georgia, Shirley Martinez spent her youth traveling the world with her siblings and father who served in the United States Air Force. Influenced by her father, Shirley made a career of the military for 20 years, serving in the Navy and the Army. Upon retirement from the military, Shirley worked for Colorado Springs Utilities (CSU) as the Senior EEO/Compliance Specialist and Diversity Advisor. In 2020 she retired from CSU. The recipient of a multitude of personal and team awards, including being named the 2010 Woman of Influence and receiving Governor Polis' 2020 Colorado Department of Labor & Employment Shining Stars for Disability Employment Award. Shirley is currently the Director of Diversity, Equity & Inclusion for Pikes Peak Library District. She also serves as Board Advisor of the Pikes Peak Diversity Council Board of Directors, is a board member for School District 8, and is the Secretary of Rocky Mountain Healthcare Services (RMHCS).

Rebecca Capistrano
IT Administrative Specialist



IMMIGRATION PANEL WOMEN OF INFLUENCE



Innovation/Creativity

EDI Department Jared Peck (EDI Volunteer) researched multiple books and games for the updated Library Explorers program. These items will provide large print and braille options for individuals with sight disabilities.

Service

Dustin Booth (Manager of Knights of Columbus) partnered with EDI department to videotape Juneteenth testimonials for PPLD. These testimonials will provide additional information about the work that PPLD has completed within communities around El Paso County.

Internal/Staff

Yvette Dow-Rose (Sr. Librarian Associate) attended the training, Trauma in the Library – National Library of Medicine - Presentation of a study regarding the effects of the current tense state in the US and how it affects the librarians. Included EDI issues, Covid restrictions and post-restrictions, homelessness in the libraries, 1st Amendment auditors and more issues and their psychological, physiological, and work culture effects on librarians.



Accountability

Shirley Martinez (Director EDI) is working with Lance James (Chief Development Officer & Foundation Executive Director) in reference to the Independent Center Grant for equipment to help individuals with disabilities seek additional resources within PPLD. IT Department Juanita Lanaux (Director IT Technical Support) and Rebecca Capistrano (IT Administrative Specialist) are providing support by purchasing items requested through the grant.

Family and Children's Services

Resources

Evan Childress (Senior Librarian), Melody Alvarez (Director of FCS), and Denise Abbott (Director of Public Relations & Marketing) attended a marketing meeting with Harris County Public Library and Rice University representatives to discuss marketing strategies for the promotion of LENA Start. HCPL was very grateful for our support and ideas, and we look forward to working with them again as they continue to facilitate the LENA Start program. Melody and Evan also met with Santa Fe to discuss LENA Start and how to start the program in New Mexico.

Innovation/Creativity



With the support of several FCS Services staff and Inti Dewey (Librarian-East Library), Betty McDonald (Strategic Services Librarian) coordinated and implemented 57 lessons in STEM, art, and literacy at fifteen D11 summer enrichment camps for the month of June (pictured above).

Service

With the help of the Homeschool Committee, Joy Fleishhacker (Senior Librarian) planned and hosted the annual PPLD Homeschool Curriculum Swap on June 9, 2022, at East Library. 22 families brought in boxes packed with all sorts of curriculum, books, educational materials, games, and more, all ready to be given away. The event was attended by 160 people, most of whom walked out with arms—or boxes—full of



materials. In addition to finding a variety of items to take home, participants also connected with one another to share experiences and ideas. Many homeschool parents expressed their gratitude to the library for hosting the event. One patron provided feedback that she found curriculum she had placed in her cart at Amazon, and some titles she was looking to purchase at a local store—all for free! Curriculum is expensive, and this event is a great way for many families to find support.

Evan Childress (Senior Librarian), Melody Alvarez (Director of FCS), Lance James (Chief Development Officer & Foundation Executive Director), and Joanna Lindstrom (L Professional Writing) met with Lesa Nesbit (Program Officer- Buell Foundation) for a site visit and to discuss details of PPLD's most recent grant application. The award of the grant would fund serving 75 families through LENA Start in the upcoming year. Two parents who previously participated in LENA Start came to the meeting and discussed their experience with the program. Their firsthand accounts were a valuable tool for helping show the benefits of the program. In addition, Evan and Melody completed two spring cohorts this month, graduating 19 families through the ten-week program. We jumped right in and started our two summer cohorts on June 21.

Internal/Staff

FCS Services staff assisted with 27 summer programs throughout the district at branch locations, community centers, Wildflower Park, and the Mining Museum.

Accountability

Evan Childress (Senior Librarian) and Melody Alvarez (Director of FCS) attended the Universal Preschool discussion at CPCD. The state is still in the early stages of universal preschool implementation and Alliance for Kids/Joint Initiatives is applying to be the program manager in El Paso and Teller Counties. PPLD submitted a letter in support of JI/Alliance for Kids to the selection committee. PPLD representatives expressed to the attendees that we are interested in knowing their process so when families and educators need additional information resources, we are ready to provide them.

Regional History & Genealogy

Community

Jamie Wagner (Sr. Associate) led the refresh of the McCaffrey Exhibit Gallery at Special Collections. The new exhibit provides context to wildfires in Colorado and highlights the Waldo Canyon Fire (2012) and the Black Forest Fire (2013.) The exhibit will remain up for the next two years. Many RH&G staff members assisted with this project, yet Jamie did the heavy lifting. Jamie conducted the research using primarily PPLD resources, wrote the text, and selected the images. Rachel Quinn (Graphic Designer, Communications) laid out the panels and made the information accessible. (See image to the right)



Internal-Staff

Erinn Barnes (Photo Archivist) and Jamie Wagner attended Media Training 101. Jamie also attended the virtual conference, "Assessing the Role of Race and Power in Oral History Theory and Practice Symposium."

Accountability

Tim Morris (Special Collections Manager) coordinated with vendors from the Newspaper Archive database to jointly microfilm the entirety of the 2021 Gazette newspapers. Newspaper Archive was unable to receive print copies of the Gazette to film and digitize for use on their online database. In exchange for print copies of the Gazette, Newspaper Archive agreed to provide PPLD with copies of the microfilm, free of charge, which equates to approximately \$8,000 for this service. This exchange allows the RH&G team to microfilm and provided access to additional newspapers without negatively impacting the budget.

Young Adult Services

Community

Staff across the District onboarded more than 150 teen volunteers for Summer Adventure in May and June. Using the District's new volunteer platform, teens are learning about workforce communication and professionalism, have trained on how to effectively work with children, and have collectively donated more than 500 hours of service helping lead programs and manage more advanced library tasks than ever with our new shelving and pull list shifts offered at many Libraries around the city.

Resources

Danielle Seltenright (Senior Library Associate) and other PPLD staff met with Theresa Klinitski and Bob Gemignani from the Pikes Peak Business and Education Alliance (PPBEA). This is a web-based tool they use to post and promote various work, volunteer, and experience opportunities for students interested in the workforce. We will share Library opportunities including booktalks, resource classes, other class visits, volunteer opportunities, and future paid internships.

Innovation/Creativity

Mikaela Fortune (Senior Librarian) provided outreach at the Youth Documentary Academy's red carpet premier event. Along with a variety of other community partners, PPLD provided information on Summer Adventure, Creative Services, and young adult-focused resources to the event's attendees. Mikaela was assisted by Danielle Seltenright (Senior Library Associate) and Amanda Franke (Senior Library Associate, Rockrimmon) and together they engaged with about 85 individuals.

Service

Mikaela Fortune (Senior Librarian) organized and provided outreach to LGBTQIA2+ youth in the community by attending *Pride: Inside and Out* and *Queer Prom*. Young Adult staff, provided a vendor table to promote Summer Adventure and other library resources, and were present at Queer Prom with the green screen. We engaged with over 400 individuals.

Internal/Staff

With Christine Kreger and Beth Crist of the Colorado State Library, Mikaela Fortune (Senior Librarian) presented a training on Teen Mental Health. They gave this virtual training to a group of librarians and other community members in South Dakota. Mikaela shared information about the resources PPLD has available for teens interested in learning more about mental health, such as the [Tough Topics page](#) at ppld.org/teens and [National Safe Place](#). Mikaela also shared her work with the El Paso County Youth Suicide Prevention workgroup and PPLD's past partnership with National Alliance on Mental Illness (NAMI) and the Below the Surface campaign.

Accountability

Danielle Seltenright (Senior Library Associate), Joanna Nelson Rendon (Director of Young Adult Services), Kayla Rockhold (Safety, Social Services, and Security), and Michael Brantner (Safety, Social Services, and Security) met to discuss the hygiene supplies pilot program. The group identified some challenges and ideas to try and make the program more sustainable in the long run. The group decided to continue the pilot program as is for the remainder of the year. Some locations will be considering alternative locations for the supplies.

Communications Department: Report for July 2022

NEWS COVERAGE

- Total features and mentions:
 - **June:** 64
 - **Year-to-date:** 691
 - **Average per month:** 115
- Highlighted coverage (June):
 - **Summer Adventure** kicked off June 1, and the program garnered a lot of media attention in the first few weeks, including but not limited to [FOX21](#), KOAA, [The Gazette](#), [Our Community News](#), and [Fountain Valley News](#).
 - PPLD's recent library closures and staffing shortages were covered by [The Gazette](#), KOAA, [Yahoo!](#), and MSN.
 - [Colorado Springs Business Journal](#) named PPLD as their 2022 "**Best in Business**" startup resource. Kudos to the Library team for helping entrepreneurs get started!
 - D11's partnership with PPLD to provide **summer lunches outside of East Library** was picked up by [FOX21](#), KRDO, and MSN.
 - This month's **Library Limelight** column, featured online and in the print edition of [The Tribune](#), shared how families can have a **summer adventure at Monument and Palmer Lake libraries**.



**NOTE: The total figure above includes all tracked and/or known TV, print, online, and/or radio coverage by news outlet, including on-air mentions, print event listings, and stories that ran on multiple newscasts. It excludes online event listings not tracked by our monitoring service, in addition to unconfirmed radio features due to tracking limitations.*

DIGITAL MARKETING & MORE

- PPLD.org website statistics:
 - **Most popular web page**, besides the home page: ppld.org/summer-adventure
 - **Monthly totals:** 390234 pageviews; 149184 visitors, with 136274 being new; and 241583 sessions
 - **Year-to-date totals:** 2,448,357 pageviews; 836,884 visitors; and 1,421,576 sessions
- District-wide social media statistics:
 - **Facebook:**
 - **Main account:** 14,629 total followers; 9,243 engagement; 237,348 reach
 - **All location/service accounts:** 30,156 total followers
 - **All accounts combined:** 44,785 total followers
 - **YouTube:** 6,540 subscribers; 5,264,302 lifetime views
 - **Instagram (both accounts):** 3,512 total followers; 1,853 engagement; 31,800 reach
 - **Twitter:** 5,322 total followers; 16,710 reach
 - **LinkedIn:** 1,353 total followers

OTHER UPDATES & HAPPENINGS

Major initiatives:

- **[Public input for Library's strategic planning process \(Through July 30\)](#)**
Following the release of its [new vision, mission, and values](#), PPLD is now embarking on a strategic planning process for 2023 - 2025. As part of this, the Library team is looking to hear from community members – what you think PPLD does, might, and should do well – during the month of July. Use the link above to find out more about the process and how El Paso County residents can participate through July 30. The community's input will help inform PPLD's direction for the next three years!



- **[Summer Adventure \(through August 15\)](#)**
The annual Summer Adventure program, presented by Children's Hospital Colorado, continues through Mon., Aug. 15. It helps kids and teens stay engaged and active over the summer months. Those ages 0 - 18 can participate and win prizes through reading, moving, and imagining. Use the link above to find opportunities available for young children to young adults.

The following parties are planned on some Fridays from mid-July to early August to celebrate the end of Summer Adventure:

- **Westside Party:** July 15, 10 a.m. - noon, Memorial Park (502 Manitou Ave., Manitou Springs)
- **Eastside Party:** July 22, 10 a.m. - noon, George Fellows Park behind East Library (5550 N. Union Blvd., Colorado Springs)
- **Fountain Party:** July 29, 10 a.m. - noon, Aga Park (415 W. Alabama Ave., Fountain)
- **Palmer Lake Party:** August 5, 10 a.m. - noon, Palmer Lake Green (66 Lower Glenway St., Palmer Lake)



Current & upcoming promotions:

- **[Manitou Springs Library's Lawn Concert Series \(Every Wednesday through July 27\)](#)**

Manitou Springs Library's lawn concert series happens every Wednesday from 6 - 7:30 p.m. through July. Each concert is held outdoors on the lawn of the former Manitou Springs Carnegie Library. Bring your lawn chairs or blankets and enjoy the music of local artists!

- **[Partnership: Connecting kids & teens to summer meals \(Through July 29\)](#)**

School District 11 continues to bring their mobile service to East Library every weekday in July, and anyone up to 18 years old can eat a free lunch. The meal service provided a nutritious meal to **more than 2,850 kids and teens** during the month of June.



- [Partnership: Care & Share Mobile Market at libraries](#)
(Various dates through September)

PPLD partners with Care & Share Food Bank to bring their “grocer on wheels” to Library patrons weathering life’s storms. Their Mobile Market ensures people have access to fresh fruits and vegetables, as well as pantry staples, right in their neighborhoods. All food is free of charge and open to the public. There are more scheduled visits in July, August, and September at Ruth Holley and Sand Creek libraries.



Internal communications:

- **The Bookmark**, PPLD’s weekly email newsletter for all staff
- **Intranet** updates and spotlights
- **Talking points** for staff
- **Staff input and feedback** via online surveys (including data analysis, recommendations, and presentations to PPLD leadership and management)
- **Supporting staff trainings and in-service days**, such as media training sessions for staff and the next all-staff training day in October



Staffing news:

- **New hires:** We recently welcomed Alyssa Scaduto as our second Graphic Designer! She officially joined the team on June 20, and we’re excited to have her on board.
- **Departures:** Elyse Jones, our Community Partnership Coordinator since December 2018, departed PPLD and Colorado in early July. She and her family moved back to their home state of New York. We appreciate all that Elyse has done for PPLD and wish her all the best in the future!
- **Hiring:** Director of PR & Marketing Denise Abbott is in the process of filling a new PR & Marketing Manager position. Chief Communications Officer Michelle Ray has posted the job opening for our Community Engagement Coordinator role. Michelle is very grateful for all team members who continue to take on interim duties during recent staffing shortages!



NOTE: Meeting and study room statistics are now reported by Public Services.

Facilities Department Report July 20, 2022

Projects

Penrose/Carnegie Roof: The Penrose/Carnegie Library roof replacement is substantially complete. Contractor is working on raising one HVAC rooftop unit to meet current code. They are also finalizing the installation of flashing and other metal noted during inspections.

East Roof: The East Library roof replacement is complete. Final walk was conducted on June 22nd. Contractor is completing the punchlist items noted from the walk. We'll be working with the insurance adjuster in closing out the claim.

Penrose Parking Meters: We are close to finalizing the new parking meter system for Penrose Library and moving toward installation. The system will include an RFID reader that will allow staff to scan their ID/Access cards and receive free parking for a pre-determined amount of time. The system will also include a barcode reader allowing patrons to scan their library cards and receive an hour of free parking. The system, along with coin and credit/debit pay choices will also have pay app capabilities with text to extend and text receipt options. Library will have the ability to issue codes for discounted or free parking.

We're currently reviewing contract documents for the services provided by Flowbird.

High Prairie Outdoor Space: The High Prairie Outdoor Play and Learning space final components have been installed and this project is complete with the exception of a final walkthrough.

East Library Story Walk: Facilities coordinated with the city's Parks and Rec department for the installation of a Story Walk in the George Fellows Park adjacent to East Library. This walk included the installation of (16) story displays spread throughout the park and will allow patrons and children to walk the park while reading stories along the way. East Children's will rotate the stories from time to time.



Additional Projects: Facilities continues to work on other projects throughout the district including: the Knights of Columbus exterior paint which is underway. District asphalt repair and maintenance is under way as well. Calhan fence replacement is complete, Cheyenne Mountain Library and Old Colorado City interior paint projects have been awarded and facilities will be working with managers at these locations for scheduling purposes and paint selections. These projects are targeted for late summer after summer reading adventure is complete. Facilities is continuing to work with stakeholders in the planning of the Penrose Teen Center, bookmobile replacement and aesthetic upgrades to Palmer Lake Library.

Staffing

The Facilities department is almost fully staffed. An offer has been accepted for the Facilities Specialist for East Library. This will complete the hiring needs for now. Anticipated start will be August 15.

In addition, Randy Osborne, Facilities Supervisor for the West Region based out of Penrose Library has given his retirement resignation. His last day will be September 1. We will be posting the position soon and hope to have Randy's replacement on board and allow for at least a two-week overlap for training purposes.

Monthly Statistics

In the month of June, 2022, the Facilities department completed a total of (145) routine visits to district library facilities. Routine visits are done weekly and allow Facilities Specialists and Supervisors to complete any pending work orders, inspect location for safety issues, address minor projects, restock building supplies, and meet with managers regarding any concerns or requests.

Also, in the month of June, 2022, Facilities staff completed a total of (175) demand work orders (work orders submitted by PPLD staff) accounting for (203.1 hours) of staff time and (148) preventive maintenance work orders (work orders scheduled for equipment, etc.) to account for (144.82 hours) of staff time. A total of (324) work orders. Facilities on-call personnel responded to (1) emergency after-hours calls in June, 2022. Emergency calls address issues that cannot wait until the next business day.

**Human Resources Report
July 2022
Heather Laslie, Chief HR & OD Officer**

Human Resources:

Major projects included the following:

- Organizational Development (Cody Logsdon)
 - Reviewed new Integrated Library System Analyst position. Determined title, grade, etc.
 - Reviewed Chief Information Technology Officer job posting – changes made were inserted into job description for long-term. Helped with initial screen of applicants.
 - Reviewed the proposed changes to the Website Manager position and provided feedback.
 - Met with Organizational Excellence Team. Sweet Save boxes will be distributed first week of July so supervisors can give snacks to staff that are performing well. Pins have ordered for this year's service awards. Also working on transitioning the facilitator role to Amber Cox moving forward.
 - Reviewed the staff directory and org chart on the Intranet for updates.
 - Attended SHRM conference in New Orleans – lots of great workshops on strategic planning, great resignation and EDI.
 - Employee relations
- HRIS/Benefits/Compliance (Cristina Jaramillo)
 - Worked closely with Carol Morrow, Systems Support Specialist, to complete set up of 1095s for the Affordable Care Act compliance (due in February every year) in our database, ERP, essentially removing all need to capture information manually
 - Attended SHRM22 Conference in New Orleans for work; attended various HR workshops dealing with topics such as benefits, compliance, recruiting, and Americans with Disabilities Act (ADA)
 - Began learning and testing functionality of new 2021 version of ERP (formerly Munis) that we are migrating to; making sure it works properly
 - Presented at two Quickstart presentations for new hires, transfers and promotions; handled subsequent benefits paperwork and questions from employees
 - Handling death of employee, including processing beneficiary paperwork and communicating with family members
 - Still continuing to try and improve FMLA accrual table functionality in ERP for those employees logging FMLA time
 - Began addressing three ADA situations at PPLD
 - Led Benefits Team meeting for June and discussed topics like gender dysphoria and infertility treatment coverage including current legislation involving these topics
- Administrative Support Specialist (Laurie Jackson)
 - Obtained Professional in Human Resources certification from the Human Resources Certification Institute. The PHR demonstrates mastery of the technical and operational aspects of HR management, including U.S. laws and regulations.
 - Attended Cigna's Mountain States Client Wellness Council meeting to learn results of the recent Economist study by Cigna that points to the synergies between employee wellness and productivity. We will be meeting with our Health Engagement Consultant next month to plan and evaluate our program, with the hope that PPLD can earn the new Healthy Workforce Designation this year.
 - Worked with the Organizational Excellence Team to distribute the new Sweet Saves program of small, immediate employee recognition. Sweet Save boxes were distributed to all departments.
- Volunteer program (Karen Goates)

June 2022	Total # of Volunteers	Total # of Hours
Adult Volunteers	123	725

Teens: Review Crew and Workforce Readiness	11	30
Friends of the Library	55	597

Summer Adventure Teen Volunteers (Some still reporting for June)

Activity Category	Hours	Volunteers
Cheyenne Library Summer Adventure	41	6
EA Summer Adventure	257	27
HI Summer Adventure	22	3
LI Summer Adventure	6	3
PE Summer Adventure	51	9
RO Summer Adventure	39	9
RU Summer Adventure	10	5
SA Summer Adventure	6	2
VOLUNTEER ORIENTATION	40	28
Total Hours	472	

- Recruitment (Soumya Gollapalli)

Recruitment / Selection Activity	June 2022
Jobs Posted	12
Newly Hired Employees	14
Promoted Employees	4
Transferred Employees	1
Separated Employees	8

- Completed SHRM – CP certification
- Testing the recruitment module on new Enterprise ERP version
- Job postings
- New hire paperwork and background verifications for new hires
- New hire orientations.

- Training (Sarah Marshall)

- Completed Technology of Participation Facilitation Methods Online training.
- Supported two staff trainings: “Coping with Change & Loss” from Profile EAP and “Neurodevelopmental Awareness” from Rocky Mountain ADA Center.
- Worked with Dawn Ouradnik on payroll entry mistakes document.

- Other Projects (Heather Laslie)

- Continued with ongoing employee relations, COVID-19 staff issues, and disciplinary issues
- Continued supporting the amazing team that I’m honored to guide!

HR Stats	June 2022
Total Permanent Employees	404
Total Active Positions	450



INFORMATION TECHNOLOGY (IT) DEPARTMENT REPORT

July 2022

Information Technology team strives to provide quality service that is stable, secure, and simplified.

The IT Advisory Team met and discussed ideas for the future along giving feedback for a survey the IT Team is crafting. This team includes individuals from throughout the District and is co-chaired by Annelise Parker, Director of IT Infrastructure and Abby Simpson, Director of South East Region.

The PPLD cybersecurity team is now meeting quarterly to discuss various issues and challenges. Public Services and the Infrastructure Team are reviewing the Patron Usage Policy and will be sending it to the Management Team and PPLD cybersecurity team for review. The PPLD cybersecurity team has recommended changes for the password policy which the Infrastructure Team is working on a plan for implementation.

The entire IT team is participating in the Disney Institute's on demand class for the Approach to Quality Service. The team is completing modules individually and then meeting to discuss what they learned.

WEB



- Summer Reading Support. Working on online presence to support summer reading program. Reconfigured PPLD Kids home page to better house the summer reading button. Maintaining and updating web page as needed.
- Website Housekeeping. PPLD.org and related stylesheets are being cleaned up, including discarding old/deprecated code and removing orphaned content.
- Solar Winds tickets. Web Team closed 34 tickets in the month of June.

END USER SERVICES



- Self-Check and Security Gate Replacement Project. Installation of the security gates is scheduled to begin August 1. The self-checks are scheduled to ship from Europe in September after which we will schedule the installation at the different locations.
- All-in-one Computer Replacement. The All-in-One computers have all been replaced and the patrons now have faster computers to use.

Statistics.

- Worked on 303 tickets and closed 245.
- Computer Usage was 18,736 sessions.
- Hotspot Circulation to Library Patrons was 104.
- Printed Pages 119,294.
- Fax Pages 2,738.
- Laptop circulation was 179.
- AWE Early Literacy Station usage was 2,212.

INFRASTRUCTURE



LIFT. PPLD and Comcast are partnering to setup LIFT Zones at the Penrose Library, East Library, Library 21c, and Ruth Holley Library. This will add an additional Wi-Fi system for the patrons to use. The Foundation and the Infrastructure Team are partnering to make sure these are setup. The first installation has begun at East Library while Comcast completes construction at the other sites.

- Penrose Campus cabling and camera installation Project. This project is scheduled to begin in August. The cabling portion will be completed by the end of September. The team is still awaiting additional equipment for the camera project.
- Data Center Relocation Project. The Infrastructure Team is still waiting the network connection to be installed by the vendor. Issues were found with signal strength that should be resolved in July.
- Access Control. This project is underway. Facilities, IT, and Security are in the process of developing a request for proposal for vendors.

- Training. Dan Stone, Justin Goodwin, and Cameron Landreth had the opportunity to attend the Hewlett Packard Enterprise Conference. They learned that PPLD servers are the same ones as used on the Internal Space Station. They also learned about new and emerging technologies and attended classes with hands on training. They were able to have direct access to HPE Engineers.



Andy Biadasz and David Burling attended the Cisco Live Conference virtually. This conference allowed them to see new and upcoming products for voice and network along with attend workshops for learning.

- Cybersecurity. Staff training for cybersecurity is at 85% for the first round in 2022. The second round will be in the late fall. Testing is ongoing and PPLD is clicking less and less. Coming Soon! New features will be rolled out with the second round such as gaming competitions and the managers will be able to log in and see how their staff is doing.