

RESOLUTION FOR SUPPLEMENTARY BUDGET

A Resolution appropriating additional sums of money to defray expenditures in excess of the amounts budgeted for Pikes Peak Library District, Colorado Springs, Colorado.

WHEREAS, this resolution is adopted for the following causes:

Revenues and Other Financing Sources

1. To decrease revenues by (\$460,800) for the deferral of a capital project that was to be funded by the Federal eRate program, which was included in the 2021 Budget.
2. To increase the 2021 Budget by \$788,329 for grants/donations, which were not known when the 2021 Budget was approved.

Expenditures and Other Financing Uses

1. To increase the 2021 General Fund budget for the utilization of Fund Balance - Reserved for Encumbrances, as follows:

a.	Library materials	\$91,040
b.	Other encumbrances	<u>218,990</u>
	Total encumbrances	<u>\$310,030</u>
2. To increase the 2021 Budget – Operating Fund Transfer to the Capital Reserve Fund by \$790,000 to cover expenditures related to a change in project scope and approach for the security system access control project.
3. To reduce the 2021 Budget – Operating Fund Transfer to the Capital Reserve Fund by (\$566,800) to defer several capital projects to a subsequent year.
4. To decrease the 2021 Budget by (\$190,000) for costs related to the health plan due to providing plan participants with one month of no premium charges.
5. To increase the 2021 Budget by \$6,000 for rental expense related to the Palmer Lake Library facility that were not anticipated when the 2021 Budget was approved.
6. To increase the 2021 Budget by \$533,905 for various grants and usage of designated funds, which were not known when the 2021 Budget was approved.
7. To reduce the 2021 Budget by (\$800,000) for savings from vacant positions not being filled immediately during 2020.
8. To increase the 2021 Budget by \$40,000 for the long-term strategic plan project.

NOW THEREFORE, it is resolved by the Board of Trustees of Pikes Peak Library District, Colorado Springs, Colorado:

1. That the 2021 appropriation of the General Fund is hereby increased from \$36,690,372 to \$36,813,507; and
2. That the 2021 General Fund budget for Revenues and Sources of Funds is hereby increased from \$36,193,544 to \$36,521,073.

ADOPTED, this 22 day of September, 2021

Attest: Wayne A. Vanderschuere

Wayne A. Vanderschuere, President

**Pikes Peak Library District
General Fund - Supplemental Budget
Fiscal Year 2021**

Category	Amount
Approved 2021 Budget - Revenues	<u>\$ 36,193,544</u>
Adjustments:	
eRate funding (MIBS project)	(460,800)
Grants/Designated Funds	
ARPA grant through Colorado Department of Education	208,375
Buell grant	30,000
Next 50 Grant	16,415
Vaccine clinic grant	34,800
IECLE grant	95,005
CARES Act grant	<u>403,734</u>
Total Grants/Designated Funds	<u>788,329</u>
Total Adjustments	<u>327,529</u>
2021 General Fund Revenue Budget, As Amended	<u><u>\$ 36,521,073</u></u>
Approved 2021 Budget - Expenditures	<u>\$ 36,690,372</u>
Utilization of Prior Year Reserved and Designated Fund Balance	
Encumbrances	
Library materials	91,040
Other encumbrances	<u>218,990</u>
Total Encumbrances	<u>310,030</u>
Other Items	
Operating transfer - Capital Reserve Fund (access control project)	790,000
Operating transfer - Capital Reserve Fund	(566,800)
Health Plan one month no premium collections from PPLD and staff	(190,000)
Lease expense - Palmer Lake facility lease	6,000

Pikes Peak Library District
General Fund - Supplemental Budget
Fiscal Year 2021

Category	Amount
Grants/designated funds	
ARPA grant through Colorado Department of Education	208,375
Buell grant	30,000
Next 50 Grant	16,415
Vaccine clinic grant	34,800
IECLE grant	95,005
CARES Act grant	26,279
Designated funds/future grant commitments	<u>123,031</u>
Total Grants/Designated Funds	<u>533,905</u>
Vacant position savings	(800,000)
Long-term strategic plan	<u>40,000</u>
Total Other Items	<u>(186,895)</u>
Total Adjustments	<u>123,135</u>
2021 General Fund Expenditure Budget, As Amended	<u><u>\$ 36,813,507</u></u>
Excess Revenues Over (Less Than) Expenditures	(292,434)
Fund Balance - Beginning of Year	<u>11,320,091</u>
Fund Balance - End of Year	<u><u>\$ 11,027,657</u></u>

RESOLUTION FOR SUPPLEMENTARY BUDGET

A Resolution appropriating additional sums of money to defray expenditures in excess of the amounts budgeted for Pikes Peak Library District, Colorado Springs, Colorado.

WHEREAS, the Board of Trustees previously established a Capital Projects Fund called the East Library Capital Project Fund - the primary purpose of which is to account for all financial activity related to capital improvements for East Library, the funding of which comes primarily from fundraising and the District's General Fund,

AND WHEREAS, a total of \$74,342 of funds previously approved in the prior year budget but not yet spent shall be carried over into the 2021 budget,

NOW THEREFORE, it is resolved by the Board of Trustees of Pikes Peak Library District, Colorado Springs, Colorado, that the 2021 appropriation of the East Library Renovation Project Fund is hereby increased from \$84,200 to \$158,542, as per the attached schedule.

ADOPTED, this 22 day of September, 2021

Attest: Wayne A. Vanderschuere
Wayne A. Vanderschuere, President

**Pikes Peak Library District
 East Library Capital Projects Fund
 Year Ended December 31, 2021**

	2021		
	Original Budget	Mid-Year Amendment	Amended Budget
Sources of Funds			
Funding - Pikes Peak Library District			
Operating transfer - General Fund	\$ 84,200	\$ -	\$ 84,200
Uses of Funds			
2021 Projects			
Add a closet with cooling for IT	25,000	-	25,000
Contingency	25,000	-	25,000
Computer lab tables	20,000	-	20,000
COVID upgrades	14,200	-	14,200
Pre-2021 projects			
Roofing evaluation & design	-	11,163	11,163
Replace aging fire panel	-	6,858	6,858
Convert sound booth room to storage	-	3,000	3,000
Furniture	-	30,000	30,000
Reading room furniture	-	4,360	4,360
Contingency	-	17,143	17,143
IT equipment contingency	-	1,818	1,818
Total Uses of Funds	84,200	74,342	158,542
(Excess) Expenditures over Revenues	-	(74,342)	(74,342)
Fund Balance - Beginning of Year	74,342	-	74,342
Fund Balance - End of Year	\$ 74,342	\$ (74,342)	\$ -

RESOLUTION FOR SUPPLEMENTARY BUDGET

A Resolution appropriating additional sums of money to defray expenditures in excess of the amounts budgeted for Pikes Peak Library District, Colorado Springs, Colorado.

WHEREAS, the Board of Trustees previously established a Capital Projects Fund called the Penrose Library Capital Project Fund - the purpose of which is to account for all financial activity related to capital improvements for Penrose Library, the funding of which comes primarily from fundraising and the District's General Fund,

AND WHEREAS, a total of \$255,970 of funds previously approved in the prior year budget but not yet spent shall be carried over into the 2021 budget.

NOW THEREFORE, it is resolved by the Board of Trustees of Pikes Peak Library District, Colorado Springs, Colorado, that the 2021 appropriation of the Penrose Library Renovation Project Fund is hereby increased from \$162,500 to \$418,470, as per the attached schedule.

ADOPTED, this 22 day of September, 2021

Attest: Wayne A. Vanderschuere
Wayne A. Vanderschuere, President

**Pikes Peak Library District
 Penrose Library Capital Projects Fund
 Year Ended December 31, 2021**

	2021		
	Original Budget	Mid-Year Amendment	Amended Budget
Sources of Funds			
Funding - Pikes Peak Library District			
Operating transfer - General Fund	\$ 525	\$ -	\$ 525
2021 Projects			
Open chairs for Adult Education Services	2,500	-	2,500
Roofing consultant to evaluate existing roof	35,000	-	35,000
Install glass wall structure - Executive Assistant area	15,000	-	15,000
Building maintenance/minor renovation projects			
Add office for Manager	20,000	-	20,000
Add IT closet	25,000	-	25,000
KCH Add mezzanine door structure	15,000	-	15,000
KCH Painting allowance	25,000	-	25,000
Contingency	25,000	-	25,000
Pre-2021 Projects			
Roofing evaluation	-	27,922	27,922
KCH-movable walls/partitions	-	3,000	3,000
KCH-replace awning - front entrance	-	1,500	1,500
Replace existing parking meters	-	50,000	50,000
Chiller replacement	-	55,000	55,000
KCH - chairs For mezzanine	-	2,550	2,550
KCH - work tables (4), mezzanine	-	6,200	6,200
Contingency	-	109,798	109,798
Total Uses of Funds	162,500	255,970	418,470
(Excess) Expenditures over Revenues	(161,975)	(255,970)	(417,945)
Fund Balance - Beginning of Year	417,945	-	417,945
Fund Balance - End of Year	\$ 255,970	\$ (255,970)	\$ -

RESOLUTION FOR SUPPLEMENTARY BUDGET

A Resolution appropriating additional sums of money to defray expenditures in excess of the amounts budgeted for Pikes Peak Library District, Colorado Springs, Colorado.

WHEREAS, the Board of Trustees previously established a Capital Projects Fund called the Library 21c Capital Project Fund - the purpose of which is to account for all financial activity related to the capital improvements for Library 21c; the funding of which comes primarily from the District's General Fund,

AND WHEREAS, a total of \$189,864 of funds previously approved in the prior year budget but not yet spent shall be carried over into the 2021 budget,

NOW THEREFORE, it is resolved by the Board of Trustees of Pikes Peak Library District, Colorado Springs, Colorado, that the 2021 appropriation of the Library 21c Capital Project Fund is hereby increased from \$165,000 to \$354,864, as per the attached schedule.

ADOPTED, this 22 day of September, 2021

Attest: *Wayne A. Vanderschuere*
Wayne A. Vanderschuere, President

**Pikes Peak Library District
Library 21c Capital Projects Fund
Year Ended December 31, 2021**

	2021		
	Original Budget	Mid-Year Amendment	Amended Budget
Sources of Funds			
Funding - Pikes Peak Library District			
Operating transfer - General Fund	\$ 165,000	\$ -	\$ 165,000
Uses of Funds			
2021 Projects			
Awning for curbside service	25,000	-	25,000
Back up generator	105,000	-	105,000
Contingency	25,000	-	25,000
Closet UPS	10,000	-	10,000
Pre 2021 Projects			
Add gas supply to kitchen	-	2,509	2,509
Install new service point first floor	-	20,000	20,000
Revamp Creative Service area	-	3,000	3,000
Culinary Lab equipment	-	85,195	85,195
Adjustable height tables - Collection Management	-	1,200	1,200
Replace desk-Children's Services	-	6,000	6,000
Replace tables and chairs - training room	-	9,500	9,500
Contingency	-	37,588	37,588
Equipment replacement/contingency	-	24,872	24,872
Total Uses of Funds	165,000	189,864	354,864
(Excess) Expenditures over Revenues	-	(189,864)	(189,864)
Fund Balance - Beginning of Year	189,864	-	189,864
Fund Balance - End of Year	\$ 189,864	\$ (189,864)	\$ -

RESOLUTION FOR SUPPLEMENTARY BUDGET

A Resolution appropriating additional sums of money to defray expenditures in excess of the amounts budgeted for Pikes Peak Library District, Colorado Springs, Colorado.

WHEREAS, the Board of Trustees previously established a Capital Projects Fund called the Capital Reserve Fund - the purpose of which is to account for all financial activity related to various capital projects not specifically accounted for under a separate Capital Projects Fund; the funding of which comes primarily from the District's General Fund,

AND WHEREAS, a total of \$2,313,943 of funds previously approved in the prior year budget but not yet spent shall be carried over into the 2021 Budget,

AND WHEREAS, a total of \$790,000 of funds are needed to complete the security system access control project; such expenditures were not anticipated upon approval of the 2020 Budget,

AND WHEREAS, a total of \$460,800 of funds originally set aside for telecommunication switches project, to be funded through the Federal eRate program and approved in the 2021 Budget, is deferred to a subsequent year,

AND WHEREAS, a total of \$106,000 of funds originally set aside for UPS rotation and router replacement projects approved in the 2021 Budget, is deferred to a subsequent year,

AND WHEREAS, a total of \$75,000 of funds needed from fundraising purposes which were previously included in the 2020 budget, but will not be received until 2021,

AND WHEREAS, a total of \$10,202 of funds were provided for leasehold improvements of the Ruth Holley Library,

NOW THEREFORE, it is resolved by the Board of Trustees of Pikes Peak Library District, Colorado Springs, Colorado, that the 2021 appropriation of the Capital Reserve Fund is hereby increased from \$1,837,102 to \$4,459,447, and that the 2021 budget for revenues and other sources of funds is hereby increased from \$1,837,102 to \$2,145,504, as per the attached schedule.

ADOPTED, this 22 day of September, 2021

Attest: Wayne A. Vanderschuere

Wayne A. Vanderschuere, President

**Pikes Peak Library District
Capital Reserve Fund
Year Ended December 31, 2021**

	2021		
	Original	Mid-Year	Amended
	Budget	Amendment	Budget

Sources of Funds

Funding - Pikes Peak Library District

Operating transfer - General Fund	\$ 1,837,102	\$ 223,200	\$ 2,060,302
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Funding - Fundraising

Donations - Pikes Peak Library District Foundation	-	75,000	75,000
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Funding - Other

Landlord reimbursement	-	10,202	10,202
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Total Sources of Funds

	1,837,102	308,402	2,145,504
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Uses of Funds

2021 Projects

City bookmobile headlight upgrade	2,500	-	2,500
City bookmobile leaf spring upgrade	5,000	-	5,000
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	-	5,000
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
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	-	5,568
Sand Creek - Adjustable height tables	2,052	-	2,052
Sand Creek - Locking drive-up book returns	6,000	-	6,000
Concrete replacement - districtwide allowance	10,000	-	10,000
Upgrade fire system dialers to cellular	12,000	-	12,000
Asphalt repairs and maintenance - districtwide allowance	15,000	-	15,000
Capital contingency	50,000	-	50,000
Furniture replacement contingency	25,000	-	25,000
Roof inspections, preventative maintenance repairs	15,000	-	15,000
Story walks at East, Penrose 21c and Fountain Libraries	16,000	-	16,000
Elevator electronic access at East and Penrose	3,966	-	3,966
Purchase uniform recycling retainers at all facilities	10,000	-	10,000

Pre-2021 Projects

Landscape allowance	-	2,505	2,505
Old Colorado City - replace floor main level	-	75,000	75,000
Roof inspection	-	16,008	16,008
Old Colorado City - canopy over book drop	-	5,000	5,000
Old Colorado City - replace carpet	-	3,500	3,500
Calhan project	-	15,759	15,759
Ruth Holley leasehold improvements	-	61,874	61,874
Manitou Arts Council (MAC) project	-	179,491	179,491
MAC - intrusion alarms	-	6,280	6,280
MAC - furniture	-	15,126	15,126
Improvements other than buildings	-	848	848
District-wide - concrete replacement	-	17,930	17,930
District-wide - asphalt repairs	-	26,249	26,249

**Pikes Peak Library District
Capital Reserve Fund
Year Ended December 31, 2021**

	2021		
	Original Budget	Mid-Year Amendment	Amended Budget
Staff lounge improvements - Penrose	-	9,738	9,738
Staff lounge improvements - East Library	-	8,954	8,954
Staff lounge improvements - L21c	-	7,777	7,777
Bookmobile - awning replacement	-	4,000	4,000
Bookmobile - (2) half wraps	-	12,213	12,213
Furniture	-	16,498	16,498
Cheyenne Mountain - workroom cabinets storage	-	2,000	2,000
Rockrimmon - redesign Children's area	-	2,500	2,500
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
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	5,650
Old Colorado City - charging tables and computer tables	-	12,000	12,000
Rockrimmon - meeting room tables	-	3,000	3,000
Replace generator bookmobile	-	12,500	12,500
Contingency	-	180,613	180,613
Total Facilities Capital	271,086	746,648	1,017,734

Communications Capital

2021 Projects

Signage projects	7,550	-	7,550
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Pre 2021 Projects

MAC projects	-	25,282	25,282
Monument - signage	-	3,000	3,000
Palmer Lake - signage	-	2,000	2,000
Rockrimmon - signage	-	2,500	2,500
Ute Pass- signage	-	2,000	2,000
Total Communications Capital	7,550	34,782	42,332

Pikes Peak Library District
 Capital Reserve Fund
 Year Ended December 31, 2021

	2021		
Original	Mid-Year	Amended	
Budget	Amendment	Budget	

Information Technology Capital

2021 Projects

Telecommunications switches and UPS	576,000	(460,800)	115,200
UPS rotation	96,000	(96,000)	-
Router replacement	10,000	(10,000)	-
Cabling infrastructure repair	25,000	-	25,000
East Admin and staff cabling	85,000	-	85,000
Penrose Admin and staff cabling	35,000	-	35,000
Contingency cabling (non eRate)	10,000	-	10,000
Technology refresh (staff)	110,000	-	110,000
Technology refresh (patrons)	230,000	-	230,000
AWE literacy stations	55,000	-	55,000
Adult Education Chromebook and hotspots	5,000	-	5,000
Creative Service specialized sap top (3D Capable)	3,200	-	3,200
Young Adult Services programming Chromebook	5,300	-	5,300
Security system elevator access control	3,966	-	3,966
Staff and public printers	5,000	-	5,000
Contingency	15,000	-	15,000
Access control	60,000	790,000	850,000
Surveillance cameras	100,000	-	100,000
District-wide audio-visual equipment standardization	56,000	-	56,000
Receipt printers	12,500	-	12,500
Barcode scanners	12,500	-	12,500
Upgrade to Drupal	40,000	-	40,000

Pre 2021 Projects

PC purchases	-	351,458	351,458
Technology refresh (staff)	-	24,484	24,484
PCs-video editing	-	11,114	11,114
Replace computers	-	1,275	1,275
Technology refresh (patrons)	-	22,571	22,571
RFID wands	-	1,584	1,584
Copier replacement	-	13,765	13,765
Network switches/UPS	-	260,929	260,929
MAC - networking	-	95	95
MAC - phone system	-	3,174	3,174
MAC - other	-	800	800
MAC - endpoints	-	18,838	18,838
MAC - security	-	62,017	62,017

**Pikes Peak Library District
Capital Reserve Fund
Year Ended December 31, 2021**

	2021		
	Original Budget	Mid-Year Amendment	Amended Budget
Telephone switches	-	33,331	33,331
Firewall replacement	-	21,547	21,547
Switches/UPS replacement	-	16,835	16,835
ILS peripherals	-	237,566	237,566
Archival management system	-	13,400	13,400
AMH bins (2)	-	20,000	20,000
Genealogy equipment	-	13,620	13,620
Datacenter project	-	56,836	56,836
Security system	-	203,077	203,077
AV Equipment - districtwide	-	125,000	125,000
IT management reserve	-	13,492	13,492
Contingency	-	-	-
Total Information Technology Capital	1,550,466	1,750,008	3,300,474
Video Studio Capital			
2021 Projects			
Video projector replacements and additions	5,000	-	5,000
Pre 2021 Projects			
Microphones	-	8,192	8,192
Video equipment and accessories	-	1,620	1,620
Video projectors replacement and additions	-	5,000	5,000
DSLR cameras - checkout	-	5,700	5,700
Contingency	-	8,215	8,215
Total Video Studio Capital	5,000	28,727	33,727
Creative Services Capital			
2021 Projects			
3D scanner	3,000	-	3,000
Pre 2021 Projects			
Equipment initiatives	-	7,913	7,913
Sand Creek-larger kiln	-	2,994	2,994
New maker kits	-	1,000	1,000
Equipment replacement	-	2,708	2,708
Contingency	-	47,565	47,565
Total Creative Services Capital	3,000	62,180	65,180
Total Uses of Funds	1,837,102	2,622,345	4,459,447
(Excess) Expenditures over Revenues	-	(2,313,943)	(2,313,943)
Fund Balance - Beginning of Year	2,313,943	-	2,313,943
Fund Balance - End of Year	\$ 2,313,943	\$ (2,313,943)	\$ -

RESOLUTION FOR SUPPLEMENTARY BUDGET

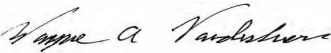
A Resolution appropriating additional sums of money to be used from various funding sources that are not part of District's General Fund, for the Pikes Peak Library District, Colorado Springs, Colorado.

WHEREAS, the Board of Trustees previously authorized the establishment of Special Revenue Funds (Designated Purpose Funds), the purpose of which is to account for all financial activity related to the accumulation of and the use of funds designated or restricted for specific purposes.

AND WHEREAS, certain designated funds that were budgeted for during 2020 were not spent by the end of 2020, yet the projects are to be carried over into 2021, as per the attached schedules.

NOW, THEREFORE, it is resolved by the Board of Trustees of Pikes Peak Library District, Colorado Springs, Colorado that District's Special Revenue Funds (Designated Purpose Funds) be adjusted for expenditures for fiscal year 2021 by fund as identified on the attached schedules.

ADOPTED, this 22 day of September, 2021

Attest: 
Wayne A. Vanderschuere, President

Pikes Peak Library District
Special Revenue Fund
Cheyenne Mountain Library Support Fund
Year Ended December 31, 2021

Purpose of Fund	2021		
	Original Budget	Mid-Year Amendment	Amended Budget
To accumulate funds for the support of the District's Cheyenne Mountain Library's services, programs and assets.			
Fiscal Year Expenditures			
Capital Outlay	\$ -	\$ 812	\$ 812
Excess (Deficit) Revenues Over Expenditures	-	(812)	(812)
Fund Balance - Beginning of Year	812	-	812
Fund Balance - End of Year	\$ 812	\$ (812)	\$ -

Pikes Peak Library District
Special Revenue Fund
High Prairie Library Support Fund
Year Ended December 31, 2021

Purpose of Fund	2021		
	Original Budget	Mid-Year Amendment	Amended Budget
To accumulate funds for the support of the District's High Prairie Library's services, programs and assets.			
Fiscal Year Expenditures			
Capital outlay	\$ -	\$ 92,626	\$ 92,626
Excess (Deficit) Revenues Over Expenditures	-	(92,626)	(92,626)
Fund Balance - Beginning of Year	92,626	-	92,626
Fund Balance - End of Year	\$ 92,626	\$ (92,626)	\$ -

Pikes Peak Library District
Special Revenue Fund
Sand Creek Library Support Fund
Year Ended December 31, 2021

Purpose of Fund	2021		
	Original Budget	Mid-Year Amendment	Amended Budget
To accumulate funds for the support of the District's Sand Creek Library's services, programs and assets.			
Fiscal Year Expenditures			
Capital outlay	\$ -	\$ 12,283	\$ 12,283
Excess (Deficit) Revenues Over Expenditures	-	(12,283)	(12,283)
Fund Balance - Beginning of Year	12,283	-	12,283
Fund Balance - End of Year	\$ 12,283	\$ (12,283)	\$ -