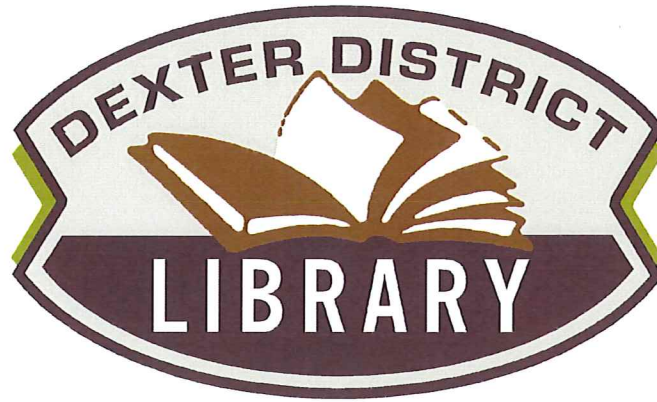
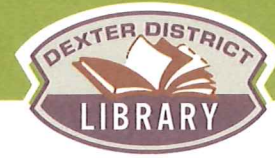




Fiscal Year
2018 – 2019
Preliminary Budget



August 7, 2018

Greetings Members of the Public,

Please find attached to this letter, information regarding the Dexter District Library's proposed budget for the fiscal year running from October 1, 2018 through September 30, 2019. The Library's Finance Committee has recommended this budget to the Library Board and the Library Board gave preliminary approval to this budget at its August 6, 2018 regular meeting.

The budget for the Library's general operations and debt service follow. The general operation's budget provides for the daily operation of the Library. The income portion shows the sources of funds for Library support. The expense portion outlines the amounts budgeted to cover staff wages and benefits, expenses for books and other library materials as well as the variety of infrastructure costs to operate and maintain the building and support the back office functions. The general operations budget shows a positive balance of \$1,593.00 and maintains the Library's current slate of open hours and collections spending as well as keeping Library infrastructure maintenance expenses in balance with historical expenses.

The Debt Retirement budget is being passed as a deficit budget in order to reduce fund balance. The budget covers the current year's debt obligation and reduces the fund balance to a recommended 8% of the next fiscal year payments as reserve. This year, the millage rate for debt service has been reduced from 0.42 mills to 0.41 mills.

Drafts of the Library's L-4029 millage rate request forms follow the budget. These forms outline the millage levy that will generate the income outlined in the preliminary budget. Total operational millage rates have been reduced by 0.0030 mills due to Headlee Rollback calculations.

This packet contains several items. The public notice for the budget will be run in the legal notice section of the Sun Times newspaper on Thursday, August 16, 2018 and again on Thursday, August 23, 2018.

The Budget is presented to the public for consideration. The Library Board will take comments from the public at a public hearing on the budget on Monday, September 10, 2018 at 6:30 pm in the Library's Lower Level Meeting Room. After the public hearing, the Board will adopt, amend and adopt, or reject the budget during its regularly scheduled meeting, beginning at 7:00 pm.

Questions regarding the budget may be directed to the Library Director, Paul McCann, at the Library or via e-mail at pmccann@dexter.lib.mi.us. Due to planned vacation during the latter part of August, e-mail communications will receive a quicker response.

Sincerely,

A handwritten signature in blue ink that reads "Paul McCann".

Paul McCann

Library Director, Dexter District Library

Dexter District Library

Official Budget 2018-19

Operating Income

Millage income Revenue	\$1,435,051
Other Income	\$55,110
Other Misc Revenue	\$27,800
Penal Fines Revenue	\$28,000
Total	\$1,545,961

Operating Expense

Library Materials	\$284,200
Capital Outlay	\$15,000
General Operations	\$300,811
Wages and Benefits	\$944,357
Total	\$1,544,368

Debt Income

Debt Income	\$546,491
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Debt Expense	\$581,785
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Total*	-\$35,294
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*Excess expenditures over revenue are being adopted to reduce the fund balance in the debt service account

DEXTER DISTRICT LIBRARY - Itemized Budget Lines
FISCAL YEAR 2018-19

General Operating Revenue - Account Group 101

Acc#	Agency	Budget 2018-19
000-400	City of Dexter	236007
000-401	Dexter Township	263361
000-402	Freedom Township	773
000-403	Hamburg Township	72105
000-404	Lima Township	108181
000-405	Lodi Township	9110
000-406	Northfield Township	2447
000-407	Scio Township	308185
000-408	Webster Township	434681
000-445	Delinquent Tax Collection	200
Total Millage		\$1,435,051

Other Local Income		
000-507	Grant Income	1000
000-575	State Aid	14000
000-576	Pers Prop Tax Reimb	0
000-581	Livingston County Penal Fines	3000
000-582	Washtenaw County Penal Fines	25000
000-591	Friends of the Library Gifts	15000
000-592	Gifts/Memorials	5000
000-607	Fax Service	800
000-608	Purchases	300
000-609	Fines	25000
000-610	Non Resident Fees	660
000-627	Copier	5250
000-665	Interest Income	12000
000-666	Endowment Income	1300
000-667	Meeting Room Deposits	100
000-672	Rebates/Refunds	2000
	Other Income	500
	Total Other local income	\$110,910
	Total Revenue	\$1,545,961

GENERAL OPERATING EXPENSES - Account Group 101**Budget****2018-19**

790-702	Gross Wage	791861
790-703	Longevity	7750
790-713	Health Reimbursement	3600
790-714	FICA Employer share	60577
790-715	Medical Reimbursement	2400
790-716	Medical	48992
790-717	Life Insurance	2191
790-718	457 Annuity Contributions	23784
790-719	Short Term Disability	3201
790-723	Professional Development	4000
790-727	Library Supplies	10000
790-728	Postage	1000
790-729	Building Supplies	7500
790-740	Adult Books	52000
790-741	Children's Books	66500
790-742	Programming	44000
790-743	Electronic Resources	18000
790-744	Periodicals & Subscriptions	8000
790-745	Books on CD Adult	10000
790-746	Books on CD Child	8000
790-747	DVD Adult	10000
790-748	DVD Child	8000
790-749	Audio Materials -- Music Adult	2500
790-750	Audio Materials -- Music Children	1000
790-751	E-books/audio	32200
790-752	Community Read	3000
790-753	Grant Programming	1000
790-754	New/Non-traditional collections	20000
790-800	Cooperative Fees**	48000
790-801	Professional Services	17400
790-802	Attorneys Fees	4000
790-803	Bookkeeping Services	10000
790-818	Institution Dues & Fees	1500
790-851	Telephone	6500
790-860	Transportation	1000
790-880	Advertising	2000
790-882	Newsletter	27500
790-910	Insurance	21311
790-920	Utilities	62000
790-930	Building Maintenance	45000
790-932	Building Repair	9000
790-934	Equipment Repair	3000
790-936	Groundskeeping	10000
790-940	Equipment Lease	6500
790-942	Meeting Room Refunds	100
790-956	Miscellaneous	500
790-958	SEV Adjustments	3000
901-970	Capital Outlay	15000
	Total Expenses	\$1,544,368
	Total Income	\$1,545,961
	Ending Balance	\$1,593

Debt Retirement - Account Group 301

Debt Retirement Income

Acc#	Agency	Budget 2018-19
000-400	City of Dexter	96177
000-401	Dexter Township	97418
000-402	Freedom Township	286
000-403	Hamburg Township	26672
000-404	Lima Township	40016
000-405	Lodi Township	3370
000-406	Northfield Township	905
000-407	Scio Township	120657
000-408	Webster Township	160790
000-045	Delinquent	200
000-576	Pers Prop Tax Reimb	
Total		\$546,491

Debt Retirement Expenses	Budget 2018-19
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Acc#	Agency	
906-801	Professional Services (Paying Agent Fees)	\$250
906-956	Miscellaneous	\$60
906-990	Debt Retirement	\$581,475
Total		\$581,785
	Total Income	\$546,491
	Ending Balance	(\$35,294)

*Excess Expenditures over revenue are being adopted to reduce the fund balance in the debt service account

2018 Tax Rate Request (This form must be completed and submitted on or before September 30, 2018)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes Washtenaw	2018 Taxable Value of ALL Properties in the Unit as of 5-29-18 1,267,363,741
Local Government Unit Requesting Millage Levy Dexter District Library	

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2018 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2018 Current Year "Headlee" Millage Reduction Fraction	(7) 2018 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating	6/94	0.5000	0.4294	0.9974	0.4282	N/A	0.4282		0.4282	N/A
Voted	Operating	11/16	0.7000	0.6819	0.9974	0.6801	N/A	0.6801		0.6801	1/2023
Voted	Debt	11/05	Unlimited	N/A	N/A	N/A	N/A	Unlimited		.4100	1/2025

Prepared by Paul McCann	Telephone Number 734-426-4477	Title of Preparer Library Director	Date
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CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

☐ Clerk	Signature	Print Name Barbara Davenport	Date
☒ Secretary			
☐ Chairperson	Signature	Print Name James H. LaVoie	Date
☒ President			

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2018 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

L-4029

2018 Tax Rate Request (This form must be completed and submitted on or before September 30, 2018)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes Livingston	2018 Taxable Value of ALL Properties in the Unit as of 5-29-18 65,053,558
Local Government Unit Requesting Millage Levy Dexter District Library	For LOCAL School Districts: 2018 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2018 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2017 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2018 Current Year "Headlee" Millage Reduction Fraction	(7) 2018 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Voted	Operating	6/94	0.5000	0.4294	0.9974	0.4282	N/A	0.4282		0.4282	N/A
Voted	Operating	11/16	0.7000	0.6819	0.9974	0.6801	N/A	0.6801		0.6801	1/2023
Voted	Debt	11/05	Unlimited	N/A	N/A	N/A	N/A	Unlimited		.4100	1/2025

Prepared by Paul McCann	Telephone Number 734-426-4477	Title of Preparer Library Director	Date
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☐ Clerk ☒ Secretary	Signature	Print Name Barbara Davenport	Date
☐ Chairperson ☒ President	Signature	Print Name James H. LaVoie	Date

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

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Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2018 for instructions on completing this section.	
Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

The Dexter District Library

will hold its

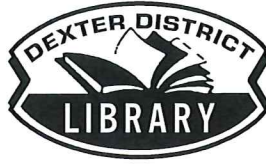
Annual Budget Hearing Monday, September 10, 2018 at 6:30 p.m.

The meeting will be held in the Lower Level Meeting Room
at the Dexter District Library 3255 Alpine St. Dexter, MI 48130

The budget for the 2018-19 fiscal year will be presented for public comment.

The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing. The debt service millage rate proposed to be levied will also be a subject of this hearing.

Copies of the budget are available for inspection at the Library at all public service desks.



August 7, 2018

The Sun Times
PO Box 366
Chelsea, MI 48118

Greetings,

Please run the following advertisement in the Public Notice section of the Sun Times. We will need this to appear in the August 16th and 23th, 2018 issues of the Sun Times. If there are any problems getting this ad run in those issues, please let me know. Please note, the typeface needs to be 11 pt. or greater and the text in bold needs to be in bold in the notice. Please call with any questions. Thanks in advance! ~ Paul

**NOTICE OF BUDGET HEARING
DEXTER DISTRICT LIBRARY**

The Dexter District Library Board will hold a public hearing on the proposed library budget for the fiscal year October 1, 2018 to September 30, 2019 at a special meeting of the Library Board to be held on Monday, September 10, 2018 at 6:30 p.m. in the lower level meeting room at the Dexter District Library, 3255 Alpine St., Dexter, MI 48130. **The property tax millage rate proposed to be levied to support the proposed budget will be a subject of this hearing. The debt service millage rate proposed to be levied will also be a subject of this hearing.** A copy of the budget is available for public inspection at the Dexter District Library, 3255 Alpine St., Dexter, MI 48130, during business hours and through the Library's web site at www.dexter.lib.mi.us.

The Library Board will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon 5 days notice to the Library Board. Individuals with disabilities requiring auxiliary aids or services should contact the Library in writing or by calling the following: Paul McCann, Library Director, Dexter District Library, 3255 Alpine St., Dexter, MI 48130; (734) 426-4477.

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