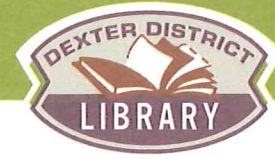


Fiscal Year  
2019 – 2020  
Preliminary Budget



August 14, 2019

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, 2019 through September 30, 2020. 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 5, 2019 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 \$32,115.00 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 trends. The budget is based on a millage levy of 1.1037 mills.

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 the consultant recommended 5.77% of the next fiscal year payments as reserve. This year, the millage rate for debt service remains constant at 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 0.0049 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 22, 2019 and again on Thursday, August 29, 2019. 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 9, 2019 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](mailto:pmccann@dexter.lib.mi.us). E-mail communications will receive a quicker response.

Sincerely,

A handwritten signature in blue ink, which appears to read "Paul McCann", is written over a horizontal line.

Paul McCann

Library Director, Dexter District Library

## **Dexter District Library**

### **Official Budget 2019-20**

#### General Operating

Millage income Revenue	\$1,507,325
Other Income	\$49,600
Other Misc Revenue	\$60,400
Penal Fines Revenue	\$27,000
Total	\$1,644,325

#### Operating Expense

Library Materials	\$300,000
Capital Outlay	\$21,000
General Operations	\$313,350
Wages and Benefits	\$977,860
Total	\$1,612,210

#### Debt Service

Debt Income	\$575,770
Debt Expense	\$586,886
Total*	-\$11,116

\*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 2019-20**

**General Operating Revenue - Account Group 101** Original

Acc#	Agency	Budget 2019-20
000-400	City of Dexter	245406
000-401	Dexter Township	285108
000-402	Freedom Township	793
000-403	Hamburg Township	75347
000-404	Lima Township	111243
000-405	Lodi Township	9280
000-406	Northfield Township	2480
000-407	Scio Township	322490
000-408	Webster Township	454979
000-445	Delinquent Tax Collection	200

Total Millage	<b>\$1,507,325</b>
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**Other Local Income**

000-507	Grant Income	0
000-573	Pers Prop Tax Reimb	10000
000-575	State Aid	14000
000-581	Livingston County Penal Fines	2000
000-582	Washtenaw County Penal Fines	25000
000-591	Friends of the Library Gifts	12500
000-592	Gifts/Memorials	5000
000-607	Fax Service	600
000-608	Purchases	300
000-609	Fines	22500
000-610	Non Resident Fees	600
000-627	Copier	5500
000-665	Interest Income	35000
000-666	Endowment Income	1400
000-667	Meeting Room Deposits	100
000-672	Rebates/Refunds	2000
	Other Income	500
	<b>Total Other local income</b>	<b>\$137,000</b>

<b>Total Revenue</b>	<b>\$1,644,325</b>
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<b>GENERAL OPERATING EXPENSES - Account Group 101</b>		<b>Budget 2019-20</b>
790-702	Gross Wage	816300
790-703	Longevity	8000
790-713	FSA	5000
790-714	FICA Employer share	62447
790-715	Medical Reimbursement	4800
790-716	Medical	51959
790-717	Life Insurance	2257
790-718	457 Annuity Contributions	23800
790-719	Short Term Disability	3297
790-723	Professional Development	4000
790-727	Library Supplies	11000
790-728	Postage	1000
790-729	Building Supplies	7500
790-740	Adult Books	55000
790-741	Children's Books	70000
790-742	Programming	51000
790-743	Electronic Resources	11000
790-744	Periodicals & Subscriptions	7000
790-745	Books on CD Adult	10000
790-746	Books on CD Child	4000
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	47000
790-752	Community Read	3000
790-753	Grant Programming	500
790-754	New/Non-traditional collections	20000
790-800	Cooperative Fees**	52000
790-801	Professional Services	18000
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	2500
790-882	Newsletter	27500
790-910	Insurance	22250
790-920	Utilities	63000
790-930	Building Maintenance	47500
790-932	Building Repair	10000
790-934	Equipment Repair	3000
790-936	Groundskeeping	10000
790-940	Equipment Lease	7500
790-942	Meeting Room Refunds	100
790-956	Miscellaneous	500
790-958	SEV Adjustments	3000
901-970	Capital Outlay	21000
	<b>Total Expenses</b>	<b>\$1,612,210</b>
	Total Income	\$1,644,325
	Ending Balance	\$32,115

**Debt Retirement - Account Group 301**

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**Debt Retirement Income**

<b>Acc#</b>	<b>Agency</b>	<b>Budget 2019-20</b>
000-400	City of Dexter	100097
000-401	Dexter Township	105931
000-402	Freedom Township	295
000-403	Hamburg Township	27995
000-404	Lima Township	41332
000-405	Lodi Township	3448
000-406	Northfield Township	921
000-407	Scio Township	126507
000-408	Webster Township	169045
000-045	Delinquent	200
000-573	Pers Prop Tax Reimb	
<b>Total</b>		<b>\$575,770</b>

<b>Debt Retirement Expenses</b>	<b>Budget 2019-20</b>
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<b>Acc#</b>	<b>Agency</b>	
906-801	Professional Services (Paying Agent F	\$250
906-956	Miscellaneous	\$60
906-990	Debt Retirement	\$586,576
<b>Total</b>		<b>\$586,886</b>
	Total Income	\$575,770
	Ending Balance*	(\$11,116)

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

**Carefully read the instructions on page 2**

## rs

2019 Taxable Value of ALL Properties in the Unit as of 5-28-19

**1,335,548,995**

**For LOCAL School Districts: 2019 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Exemption**

## Physical and Commercial 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 2019 tax roll.

[illegible]

Date \_\_\_\_\_

**Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2019 for instructions on completing this section.**

380.1211(3).

Date

\_\_\_\_\_

Date \_\_\_\_\_

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\* 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 2013 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	

**Carefully read the instructions on page 2.**

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

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

2019 Taxable Value of ALL Properties in the Unit as of 5-28-19

**68,279,578**

For LOCAL School Districts: 2019 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 2019 tax roll.

[illegible]

Date \_\_\_\_\_

**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).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2019 for instructions on completing this section.

Date \_\_\_\_\_

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Date \_\_\_\_\_

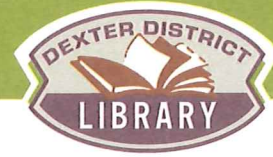
Date \_\_\_\_\_

\* 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.

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

3255 Alpine Street • Dexter, MI 48130

(734) 426-4477 • fax (734) 426-1217 • [www.dexter.lib.mi.us](http://www.dexter.lib.mi.us)



August 13, 2019

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 22<sup>nd</sup> and 29<sup>th</sup>, 2019 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 McCann

**NOTICE OF BUDGET HEARING  
DEXTER DISTRICT LIBRARY**

The Board of Trustees of the Dexter District Library will hold a public hearing on the proposed Library budget for the fiscal year October 1, 2019 to September 30, 2020 at a special meeting of the Library Board to be held on Monday, September 9, 2019 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](http://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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