

PRPLD Financial Report Highlights - June 2024

General Fund Revenue

Property taxes	YTD Property Taxes are at budget.
Specific ownership taxes	Receipts are on track YTD.
Investment earnings	YTD net gain of \$1,226 including interest income of \$72,436 offset by net unrealized losses of \$71,210 . See Notes to the Financial Statements for more detail.

General Fund Expenditures

Total Expenditures	YTD total expenditures are 94% of budget with steady levels of service and programming.
Net Revenue over Exp.	YTD is \$5.099M with an ending fund balance of \$10,856,596.

Capital Projects Fund

Expenditures	Payments have been made for new signage and planning costs for the bathroom remodel and AMH projects at Harmony and shelving and furniture at OTL.
Ending Fund Balance	The ending fund balance in Capital Projects Fund is \$9,716,532.

Statement of Net Position and Governmental Funds Balance Sheet

This statement shows our overall net position as of 6/30/24. Fund balance details for 2023 are now final as the 2023 ACFR is complete and has been filed.

PRPLD General Fund Budget vs. Actual

	2023		2024					
	June	YTD Actual	June	YTD Actual	YTD Budget	YTD % of Budget	YTD Budget Variance \$	Adopted Annual Budget
Revenue								
Property taxes	1,283,968	8,302,689	750,505	10,737,562	10,050,000	107%	687,562	13,617,085
Library fines	2,697	12,953	3,058	14,971	-	0%	14,971	-
State grants	-	54,795	24,298	83,359	54,795	152%	28,564	53,795
Specific ownership taxes	71,666	355,300	75,785	386,409	358,332	108%	28,077	800,000
Copy charges	-	-	-	412	-	0%	412	-
Investment earnings	(43,926)	(22,485)	-	1,226	4,000	31%	(2,774)	10,000
Donations	2,173	28,850	28,629	80,890	43,750	185%	37,140	100,000
Miscellaneous	900	14,541	900	14,875	5,400	275%	9,475	11,000
Total Revenue	1,317,478	8,746,643	883,175	11,319,704	10,516,277	108%	803,427	14,591,880
Expenditures								
Administration	210,141	1,159,520	142,379	1,281,926	1,386,642	92%	104,716	2,838,016
Combined	98,843	649,344	75,068	650,479	711,448	91%	60,969	1,237,968
Community Outreach	78,204	298,380	57,294	258,903	361,790	72%	102,887	744,533
Communication	58,082	289,654	48,204	325,197	350,800	93%	25,603	665,881
Old Town Library	171,856	761,635	157,683	881,472	891,261	99%	9,789	1,743,984
Collection Services	209,472	1,355,428	279,888	1,556,835	1,622,473	96%	65,638	3,302,303
Harmony Library	140,733	585,336	109,089	619,771	624,935	99%	5,164	1,304,858
Council Tree Library	137,380	597,964	102,044	645,828	671,889	96%	26,061	1,304,336
Total Operating Costs	1,104,711	5,697,261	971,649	6,220,411	6,621,238	94%	400,827	13,141,880
Transfer to Capital Fund	1,000,000	1,000,000	-	-	-	0%	-	1,450,000
Total Expenditures	2,104,711	6,697,261	971,649	6,220,411	6,621,238	94%	400,827	14,591,880
Net Revenue over Exp.	(787,233)	2,049,382	(88,474)	5,099,293	3,895,039		1,204,254	-
Beginning Fund Balance				5,757,303				
Current Fund Balance				10,856,596				

PRPLD Capital Projects Fund Budget vs. Actual

	June 2024	2024 YTD Actual	Project to Date	Adopted Budget	Budget Variance \$
Revenue					
Investment earnings	-	111,762	-	-	111,762
Miscellaneous^	-	-	-	-	-
Library Trust donations	-	-	-	-	-
Transfer from General Fund	-	-	-	1,450,000	(1,450,000)
Total Revenue	-	111,762	-	1,450,000	(1,338,238)

^Grant funds through Colorado Special Districts safety program

Expenditures

Library Trust expenditures	-	-	-	-	-
Capital Replacement Plan - 2019	-	-	208,046	1,125,000	916,954
Capital Replacement Plan - 2020	-	-	101,235	1,905,000	1,803,765
Capital Replacement Plan - 2021	-	-	900,031	1,138,000	237,969
Capital Replacement Plan - 2022	-	-	957,286	2,001,500	1,044,214
Capital Replacement Plan - 2023	-	-	201,166	799,067	597,901
Capital Replacement Plan - 2024***	-	137,212	137,212	664,015	526,803
Total Expenditures	-	137,212	2,504,976	7,632,582	5,127,606

Net Revenue over Exp.	-	(25,450)
Beginning Fund Balance		9,741,982
Current Fund Balance		9,716,532

**Major budgeted capital projects for 2024 include Webster House stormwater mitigation; planning for SE expansion, and Harmony AMH addition/installation.

Interest income	109,221
Unrealized gain/loss	2,541
Investment earnings***	111,762

PRPLD Preliminary Statement of Net Position & Governmental Funds Balance Sheet

	As of 6/30/24				6/30/23	12/31/23
	General Fund	Capital Projects Fund	Total	Adjust	Net Position	Net Position
Assets						
Cash and cash equivalents	5,993,843	1,360,457	7,354,300	-	7,354,300	4,933,749
Interest receivable	32,447	54,392	86,839	-	86,839	49,346
Property taxes receivable	14,151,272	-	14,151,272	-	14,151,272	11,414,646
Accounts receivable	-	-	-	-	-	-
Grants receivable	-	-	-	-	-	-
Prepaid item (rent)	11,000	-	11,000	-	11,000	11,000
Lease receivables (GASB 87)	166,983	-	166,983	-	166,983	172,801
Investments	4,879,399	8,301,683	13,181,082	-	13,181,082	12,418,986
Land	-	-	-	2,508,223	2,508,223	2,256,000
Construction in Progress	-	-	-	-	-	177,624
Right to use leased assets	-	-	-	420,888	420,888	186,922
Right to use software	-	-	-	305,650	305,650	-
Other capital assets, net of depreciation	-	-	-	15,043,537	15,043,537	15,126,139
Total Assets	25,234,944	9,716,532	34,940,476	18,278,298	53,229,774	46,736,213

Liabilities, Deferred Inflows & Fund Balances						
Accounts payable	44,336	-	44,336	-	44,336	21,581
Wages payable	-	-	-	-	-	-
Accrued compensated absence	-	-	-	366,446	366,446	326,082
Lease liability (GASB 87)	-	-	-	419,477	419,477	190,102
SBITA Payable	-	-	-	215,465	215,465	-
Unearned revenue	19,411	-	19,411	-	19,411	45,927
Total Liabilities	63,747	-	63,747	1,001,388	1,065,135	583,692
Lease liabilities	163,329	-	163,329	-	163,329	171,086
Property taxes	14,151,272	-	14,151,272	-	14,151,272	11,414,646
Total Deferred Inflows	14,314,601	-	14,314,601	-	14,314,601	11,585,732
Nonspendable fund balance	11,000	-	11,000	-	11,000	-
Restricted fund balance	358,000	-	358,000	-	358,000	363,000
Committed fund balance	-	9,741,982	9,741,982	-	9,741,982	12,126,172
Assigned fund balance	3,529,025	-	3,529,025	-	3,529,025	-
Unassigned fund balance	1,859,278	-	1,859,278	17,276,910	19,136,188	19,213,969
Total Fund Balance	5,757,303	9,741,982	15,488,285	17,276,910	32,776,195	31,703,141
Net Change in fund balance	5,099,293	(25,450)	5,073,843	-	5,073,843	2,863,648
Total Liabilities, Deferred Inflows & Fund Balances	25,234,944	9,716,532	34,940,476	18,278,298	53,229,774	46,736,213

Net Position as of	6/30/24	6/30/23	12/31/23
Invested in Capital Assets	18,278,298	17,746,685	18,278,298
Restricted Emergencies	334,000	363,000	358,000
Unrestricted	19,202,740	16,457,104	14,139,897
Total Net Position	37,815,038	34,566,789	32,776,195

PRPLD General Fund Budget vs. Actual Detail

YTD 6/30/24

	Actual	Annual Budget	% of Annual Budget	Annual Budget Variance \$	Notes
Revenue					
Property taxes	10,737,562	13,617,085	79%	(2,879,523)	
Library fines	14,971	-	100%	14,971	
State grants	83,359	53,795	155%	29,564	
Specific ownership taxes	386,409	800,000	48%	(413,591)	January payment was accrued back to December
Investment earnings	1,226	10,000	12%	(8,774)	See Notes to FS for more detail
Donations	80,890	100,000	81%	(19,110)	Timing of donations - most are sponsorships/FOL/Trust
Miscellaneous	14,875	11,000	135%	3,875	Received Timnath programming funds
Total Revenue	11,319,291	14,591,880	78%	(3,272,589)	

Expenditures - Personnel

Salaries-Regular	2,370,402	4,938,248	48%	2,567,846	
Salaries-Hourly	448,196	1,042,786	43%	594,590	
Salaries-Overtime	4,356	-	100%	(4,356)	OT in Community O/R & Communications
Termination Pay	895	-	0%	(895)	Unbudgeted item
Salaries & Insurance Set-Aside	-	300,000	0%	300,000	
Health Insurance	477,997	921,851	52%	443,854	Will review number of EEs eligible during 2025 budget preparation and adjust as needed.
Dental Insurance	24,637	50,024	49%	25,387	
Retirement Contributions	154,271	323,975	48%	169,704	
SS & Medicare	203,127	461,335	44%	258,208	
Workers Compensation	-	-	0%	-	
Life Insurance	1,938	7,050	27%	5,112	
Long-Term Disability	7,899	21,800	36%	13,901	
Unemployment	2,462	15,000	16%	12,538	
Other Personnel Costs	75	-	100%	(75)	Unbudgeted items (employee gift cards)
Total Personnel Expenditures	3,696,255	8,082,069	46%	4,385,814	

Expenditures - Contractual

Banking Services	321	1,500	21%	1,179	
Audit Services	18,750	18,250	103%	(500)	Timing of billing and audit completion
Collections Services	6,265	15,000	42%	8,735	
Consulting Services	33,768	80,000	42%	46,232	
Legal Services	25,842	65,000	40%	39,158	
Security Services	6,277	31,500	20%	25,223	
Education & Training	15,676	22,000	71%	6,324	Enneagram training for LLT team (\$9,265)
Contract Pmt to Gvt/Other	391,554	693,500	56%	301,946	Timing of property tax payments from County
Other Prof & Tech Services	67,376	202,300	33%	134,924	
Water	1,670	4,000	42%	2,330	
Wastewater Services	1,104	3,000	37%	1,896	

YTD 6/30/24

	Actual	Annual Budget	% of Annual Budget	Annual Budget Variance \$	Notes
Storm Drainage Services	2,073	4,500	46%	2,427	
Natural Gas	12,988	36,500	36%	23,512	
Electricity	31,461	84,000	37%	52,539	
Solid Waste Services	1,470	4,500	33%	3,030	
Recycling Services	8,821	10,000	88%	1,179	One-time battery recycling expense
Janitorial Services	103,585	170,800	61%	67,215	May need to adjust in 2025 budget based on usage and contract costs with City vendors
Vehicle Repair Services	1,413	3,500	40%	2,087	
Hardware Maint & Support	6,678	14,030	48%	7,352	
Software Maint & Support	218,886	320,260	68%	101,374	Timing of vendor billing
Maintenance Contracts	7,666	50,000	15%	42,334	
Other Repair & Maint Serv	31,476	65,000	48%	33,524	
Office Rental	44,791	81,552	55%	36,761	Timing of payments for Collections space
Fleet Services Equip	2,730	2,500	109%	(230)	Shelving for EVIE
Copier Rental Services	26,538	50,950	52%	24,412	Customer usage is consistent and frequent
Other Rental Services	14,747	30,000	49%	15,253	
Other Property Services	34,461	60,000	57%	25,539	Timing of payments for Collections space
Workers Comp Premiums	6,615	15,000	44%	8,385	
Liability Ins Premium	43,082	43,154	100%	72	Premium paid in January for full year
Property Ins Premium	50,982	47,169	108%	(3,813)	Premium paid in January for full year; overall renewal was slightly higher than planned
Telephone Services	20,949	45,000	47%	24,051	
Cell Phone Services	4,985	11,000	45%	6,015	
Mileage	5,648	13,000	43%	7,352	
Conference and Travel	17,763	46,000	39%	28,237	
Copy & Reproduction Serv	7,390	12,860	57%	5,470	Timing of Communications purchases for Summer
Postage & Freight Service	43,265	157,500	27%	114,235	
Dues & Subscription Service	15,367	26,497	58%	11,130	Payment for PinPoint - new HR application platform
On-Line Database Subscriptions	98,760	242,000	41%	143,240	
Advertising Services	9,091	27,750	33%	18,659	
Other Purchased Services	786	15,000	5%	14,214	
Total Contractual Expenditures	1,443,070	2,826,072	51%	348,552	
Expenditures - Commodity					
Office Supplies	24,517	28,000	88%	3,483	Timing of purchases at sites
Computer Hardware	2,557	12,000	21%	9,443	
Computer Software	1,464	13,000	11%	11,536	
Food & Related Supplies	4,697	26,000	18%	21,303	
Food & Related for Programs	124,271	184,100	68%	59,829	Timing of purchases for SRP and additional funds from FOL, Trust and other donors
Books & Periodicals	259,642	572,114	45%	312,472	
Non-Print Media	25,212	92,300	27%	67,088	
Electronic Media	592,583	1,139,500	52%	546,917	Varies based on customer usage.
Other Supplies	46,143	116,725	40%	70,582	
Other Capital Outlay	-	50,000	0%	50,000	
Total Commodity Expenditures	1,081,086	2,233,739	48%	1,149,170	

YTD 6/30/24

	Actual	Annual Budget	% of Annual Budget	Annual Budget Variance \$	Notes
Total Operating Costs	6,220,411	13,141,880	47%	6,921,469	
Transfer to Capital Fund	-	1,450,000	0%	1,450,000	
Total Expenditures	6,220,411	14,591,880	43%	8,371,469	

Total Operating Costs

Transfer to Capital Fund

Total Expenditures

PRPLD General Fund Expenditures Summarized by Business Unit

YTD 6/30/24

	Actual	YTD Budget	% of YTD Budget	YTD Budget Variance \$	Notes
Expenditures					
Administration - Personnel	643,189	714,526	90%	71,337	
Administration - Contractual	629,395	655,617	96%	26,222	
Administration - Commodity	9,342	16,500	57%	7,158	
Total Administration	1,281,926	1,386,642	92%	104,717	
Combined - Personnel	301,718	309,295	98%	7,577	
Combined - Contractual	312,498	344,943	91%	32,445	
Combined - Commodity	36,262	57,210	63%	20,948	
Total Combined	650,479	711,448	91%	60,970	
Community Outreach - Personnel	231,736	312,910	74%	81,175	
Community Outreach - Contractual	5,288	11,630	45%	6,342	
Community Outreach - Commodity	21,879	37,250	59%	15,371	
Total Community Services	258,903	361,790	72%	102,888	
Communication - Personnel	246,509	249,227	99%	2,718	
Communication - Contractual	29,965	60,752	49%	30,787	
Communication - Commodity	48,724	40,822	119%	(7,901)	Timing of SRC program supplies and additional funds from FOL, Trust and other donors
Total Communication	325,197	350,800	93%	25,603	
Old Town Library - Personnel	740,883	745,114	99%	4,231	
Old Town Library - Contractual	119,362	124,472	96%	5,111	
Old Town Library - Commodity	21,227	21,675	98%	448	
Total Old Town Library	881,472	891,261	99%	9,789	
Collection Services - Personnel	389,568	414,551	94%	24,983	
Collection Services - Contractual	249,765	293,638	85%	43,874	
Collection Services - Commodity	917,502	914,283	100%	(3,219)	
Total Collection Services	1,556,835	1,622,473	96%	65,638	
Harmony Library - Personnel	596,849	597,502	100%	653	
Harmony Library - Contractual	7,415	13,875	53%	6,460	
Harmony Library - Commodity	15,507	13,558	114%	(1,949)	Timing of programming supplies and other supplies (one-time purchases)
Total Harmony Library	619,771	624,935	99%	5,164	
Council Tree Library - Personnel	545,806	543,410	100%	(2,396)	
Council Tree Library - Contractual	88,818	113,630	78%	24,812	
Council Tree Library - Commodity	11,203	14,849	75%	3,646	
Total Council Tree Library	645,828	671,889	96%	26,061	

YTD 6/30/24

	Actual	YTD Budget	% of YTD Budget	YTD Budget Variance \$	Notes
Total Personnel	3,696,257	3,886,534	95%	190,277	
Total Contractual	1,442,505	1,618,557	89%	176,052	
Total Commodity	1,081,647	1,116,147	97%	34,500	
Total Expenditures	6,220,411	6,621,238	94%	400,826	

**Notes to the Financial Statements
As of June 30, 2024**

Assets – Cash and Investments

The District’s cash and investments are held in the name of and managed by the City of Fort Collins per our Intergovernmental Agreement (IGA). Whenever possible, cash is pooled from the District’s funds to enhance investment capabilities and maximize investment income. Investments are made taking into consideration cash flow needs, market conditions and contingency plans. On behalf of the District, the City’s investment policies prescribe eligible investments, investment diversification, and maturity and liquidity guidance, which are utilized in managing the investment portfolio.

Reconciliations are performed by the City monthly to adjust for changes to interest income and unrealized gains/losses. This process takes place after the regular three-day general ledger close process. This is often after the District’s financial reports are prepared for board review at the District’s monthly meetings, sometimes resulting in a one-month lag.

Detailed allocations between cash and investments are performed annually by the City and in conjunction with the annual financial statement audit (final 12/31/2023 is presented below). In the meantime, the City will provide an overview and breakout between cash and investments quarterly going forward. The allocations shown below are estimates based on actual changes to unrealized gains/losses recorded through June 30, 2024.

	General Fund	Capital Projects	Total
Cash and cash equivalents	930,504	1,479,284	2,409,788
Investments	5,080,705	8,517,231	13,614,880
Unrealized gains (losses)	(130,095)	(218,089)	(348,184)
12/31/2023	4,950,610	8,299,142	13,249,752

	General Fund	Capital Projects	Total
Cash and cash equivalents	5,993,843	1,360,457	7,354,300
Investments	5,080,705	8,517,231	13,597,936
Unrealized gains (losses)	(201,306)	(215,548)	(416,854)
6/30/2024	4,879,399	8,301,683	13,181,082

Assets – Capital Assets

The District reports capital assets at actual or estimated historical cost in the government-wide financial statements. A capital asset is an acquired or constructed asset with an initial individual cost of more than \$5,000 and an estimated useful life of greater than one year. The District capitalizes in aggregate the annual total addition of materials to the library collection and deletes it upon full depreciation in six years. Donated capital assets are recorded at estimated acquisition value at the date of donation.

Normal maintenance and repair costs that do not add value or materially extend the lives of the assets are recorded as expenditures in the General Fund. All capital assets other than land, construction in progress and impaired assets are depreciated. Depreciation is computed using the straight-line method with the following estimated useful lives:

- Buildings.....30-50 years
- Furnishings and equipment.....5-15 years
- Library materials collection.....6 years

Assets – Right to Use Leased Assets

The Library has recorded right to use lease assets as a result of implementing GASB 87, *Leases*. The right to use assets are initially measured at an amount equal to the initial measurements of the related lease liability plus any lease payments made prior to the lease term, less lease incentives, and plus ancillary charges necessary to place the lease into service. The right to use assets are amortized on a straight-line basis over the life of the related lease. The District leases six Xerox copiers in addition to office space for our Collections operations. Lease terms range from one to five years.

Assets – Subscription Based Information Technology

Subscription-based Information Technology (IT) Arrangements are defined as the right to use an underlying subscription-based IT software or service. As the subscriber to this arrangement, the District recognizes an intangible right-to-use subscription asset in the government-wide financial statements at the beginning of a subscription term in use unless the subscription is considered a short-term arrangement. Right-to-use subscription assets are measured at an amount equal to the initial measurement of the related subscription liability plus any subscription payments made prior to the subscription term in use less subscription incentives and plus ancillary charges necessary to utilize the subscribed IT software or service. The right-to-use subscription assets are amortized on a straight-line basis over the subscription term.

Assets – Property Taxes Receivable

Property taxes are levied for the following year no later than December 15 and are recorded as a receivable with a corresponding offset to deferred inflows of resources. Larimer County, Colorado bills and collects all property taxes for the District. Taxes are payable in the subsequent year as two installments in March and June or as one installment in April.

Assets – Right to Use Leased Receivable

As lessor, the District recognizes a lease receivable. The lease receivable is measured using the net present value of future minimum lease payments to be received for the lease term and deferred inflow of resources at the beginning of the lease term. Deferred inflows of resources are recognized as inflows on a straight-line basis over the term of the lease. The District recognized \$163,329 deferred inflows related to the leases during 2023.

Liabilities

A significant portion of the District's liabilities are compensated absences, which include earned but unused paid time off and earned, but unused compensatory leave granted as a deferral of overtime pay. Compensated absences are reported as liabilities in the governmental funds only if they have matured. Unused sick pay is not reported as a liability in the governmental funds because it does not meet the criteria for accrual. The District considers compensated absences due within one year because the entire balance is available for unrestricted use or withdrawal by current employees at any time.

There are two methods to delete or use compensated absences:

1. A current employee may use their accrued compensated absences for paid time off.
2. When an employee separates from the District, the District pays out the full value of their remaining unused accrued compensated absences upon termination.

Liabilities – Leases

Leases are defined as the right to use an underlying asset, as described above. As a lessee, the Library recognizes a lease liability and an intangible right-to-use asset in the government-wide financial statements at the beginning of the lease unless the lease is considered a short-term lease or transfers ownership of the underlying asset. The lease liability is calculated as the present value of the remaining lease payments expected to be paid/received during the term.

Liabilities – Subscription Based Information Technology

Subscription-based Information Technology (IT) Arrangements are defined as the right to use an underlying subscription-based IT software or service. As the subscriber to this arrangement, the District recognizes a subscription liability in the government-wide financial statements at the beginning of a subscription term in use unless the subscription is considered a short-term arrangement. The subscription liability is calculated as the present value of the remaining lease payments expected to be paid/received during the lease term.

Deferred Inflows of Resources

In addition to liabilities, the financial statements will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net assets that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The District reports deferred outflows/inflows of resources as follows:

Levied for the Following Year – The governmental funds and government-wide statements report a deferred inflow of resources for the property taxes receivable that will become an inflow in the year in which the taxes are levied.

Lease-Related Amounts - When the Library is a lessor on a lease agreement, a deferred inflow of resources is recorded for the lease. The deferred inflow of resources is recorded at the initiation of the lease in an amount equal to the initial recording of the lease receivable. The deferred inflow of resources is amortized on a straight-line basis over the term of the lease.

Fund Balance – Policies and Flow Assumptions

In the fund financial statements, fund balances of the District's governmental funds are classified as non-spendable, restricted, committed, assigned or unassigned. Management has been granted the authority to make fund balance assignments by the Board of Trustees.

The non-spendable fund balance classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. The restricted fund balance classification includes amounts that can be spent only for specific purposes stipulated by constitution, external resource providers or enabling legislation. The committed fund balance classification includes amounts that can be used only for specific purposes determined by a formal action (resolution) of the government's highest level of decision-making authority, which is the District's Board of Trustees. The assigned fund balance classification includes amounts that are intended to be used by the government for specific purposes but do not meet the criteria to be classified as restricted or committed. Finally, the unassigned fund balance classification includes any residual fund balance amounts.

Sometimes the District will fund outlays for a particular purpose from both restricted and unrestricted (committed, assigned and unassigned) resources. In order to calculate how the amounts within each category will be reported, a flow assumption must be made about the order in which resources are considered to be applied. It is the District's policy for all governmental funds to consider restricted fund balances to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance and finally unassigned fund balance.

GASB Statement No. 54, "Fund Balance Reporting and Governmental Fund Type Definitions", establishes criteria for classifying fund balances into specifically defined classifications and clarifies definitions for governmental fund types.