



**Clackamas County Library Advisory Board Meeting Agenda**  
**April 21, 2022**  
**5:30 pm**  
**Virtually Via Zoom**

<https://clackamascounty.zoom.us/j/89078898118?pwd=WXRleHVrMTJDVTNwSWw2aVhVRkVZQT09>  
 Passcode: 323700  
 Webinar ID: 890 7889 8118

<b>Topic</b>	<b>Time</b>	<b>Information Discussion Decision</b>	<b>Lead</b>
Library Board Meeting Call to Order	5:30 pm		Debrah
Approval of March Meeting Minutes	5:30 pm	Decision	Debrah
Reports/Discussion items:			
a) Jeffrey Munns – advisory board ethics	5:35 pm	Information	Jeffrey
b) Draft FY 22/23 budget discussion/approval	6:00 pm	Discussion/Decision	Mitzi
c) Director’s Report	6:25 pm	Information	Mitzi
d) Concord Task Force update	6:35 pm	Information	Doug
e) NCPRD DAC update	6:40 pm	Information	Debrah
f) Gladstone Task Force update	6:45 pm	Information	Natalie
g) Library Board recruitment	6:50 pm	Information	Mitzi
h) Public Comment (3 minute limit)	6:55 pm	Information	Debrah
Adjourn	7:00 pm		Debrah
Next meeting: May 19, 2022			



**Clackamas County Library Advisory Board Meeting**  
**Virtually Via Zoom**  
**Minutes - Unapproved**  
**DATE, 2021**  
**5:30 pm**

**Attendance**

Voting members

Members	Attendance	Notes
Debrah Bokowski	present	Chair
Doug Jones	present	Vice Chair
Natalie Smith	present	
Grover J. Bornefeld	present	
Leslie Shirk	present	
Vacant		Non-voting alternate-Oak Lodge
Vacant		Non-voting alternate-Gladstone

Others present

Name	Notes
Mitzi Olson	BCS Library Manager
Mindy Garlington	Gladstone City Councilor
Paul Savas	Board of County Commissioner
Eileen Stein	Interim BCS Deputy Director

**Call to Order:** The meeting was called to order at 5:34 p.m.

Approval of December 16, 2021, and February 17, 2022, Meeting Minutes: Grover made a motion to approve both sets of minutes. Seconded by Leslie. Both are **APPROVED**.

**Reports**

**Director's Report: Mitzi**

- County Department update: As of July 1, 2022, Economic Development will be under County Administration. BCS will merge with Department of Transportation & Development (DTD). Retired Director Laura Zentner's former position will not be filled, Dan Johnson of DTD will fill that role and Sarah Eckman will remain as Deputy Director, continuing to focus on the community services part of the Department. There are some things to work out, but Mitzi views this as a positive development with minimal impact on the library projects. Mitzi will plan to invite Dan Johnson to a Library Board meeting as the merge comes closer.

- Instant messaging system implementation in progress in the library.
- Increase in exclusions at the library, related to patron behaviors.
- Planning for in-person adult programs. In-person storytime may return in May, depending on the situation at that time.
- Recruitments for open Library Board positions will open soon. The positions include one regular Oak Lodge member, one alternate from the Oak Lodge service area, and one alternate from the Gladstone service area. Application materials will be available at both libraries and online (preferred).

#### **Concord Property and Library Planning Task Force: Doug**

- Doug stated that the Task Force met Tuesday and had a lively discussion with no firm results.
- Grover offered an alternate explanation: There was a vote at the end of the meeting with 6 out of 10 members voting in favor of more information before they could move forward with specific design decisions. It was agreed that the building should be separate. There will be another meeting when more data is available.
- Community member Anatta Blackmarr added that there were two motions, the first one being whether or not the building should be attached or detached from the Concord building. The vote was unanimous for detached.
- Community member Chips Janger characterized the meeting as important, due to the vote on separating the library from the Concord building. He later added that the project is in a whole new phase and the community should be meeting with the architects. He also expressed the opinion that NCPRD has no money for their part of the project.
  - Commissioner Savas corrected comments about NCPRD having financial problems, stating that they do not.
- Grover further added that design aspects have changed since January 2022, especially less glass, more heavy brick on the exterior, and more like the Concord building.
- Debrah suggested that a separate meeting may be needed, with the architects, to address Concord issues.
- Leslie added that more clarification is needed about the park's role in relation to the library building.
- **MOTION:** Debrah made a motion that the Board needs consultation with the architects to better understand what the possibilities are. Seconded by Leslie. Councilor Garlington suggested it should be a joint meeting with the Concord Task Force. Debrah invited Doug to discuss, with Doug expressing support of the idea. Leslie suggested preparing questions beforehand. A subcommittee will be formed to do this. [No action was taken on this motion.]
- Mitzi asked everyone to continue to listen to library staff about the design accommodating our staffing needs—it's very important.
- Debrah asked Commissioner Savas when more information would be known for going forward with the projects.

#### **Gladstone Library Task Force: Debrah**

- This group has not been meeting regularly. The most recent meeting was canceled until they can get a better handle on the escalating costs.

- Costs have increased due to unprecedented inflation and Natalie asked that the Board keep Gladstone in mind, as well, and support both libraries.
- Mitzi clarified that the project is still moving ahead, no additional pauses. Natalie added that the permits are taking longer than expected.
- Natalie will find out if demolition of the old City Hall building is still scheduled for May.

**Draft FT 22/23 Budget, discussion and approval: Debrah**

- Grover suggested that a smaller group meet with Mitzi and a County employee to do a deep dive. Councilor Garlington objected, stating it should be a public meeting. Mitzi mentioned that it is more complex this year and offered to convene a smaller group to review the budget. Needs to be approved by the end of April.

**Public Comment (3 minute limit)**

- No additional public comments were offered.

ADJOURNMENT: 7:04 pm

**Next Meeting: Thursday, April 21, 2022**

Respectfully submitted,

Robin Dawson

# Gladstone

## Statistics March 2022

Overview	March 2022	March 2021	Current YTD	Previous YTD	Percent Change
Circulation	12,163	8,787	103,282	71,009	45%
Downloadable	1,403	1,357	12,472	13,423	-7%
Total	13,566	10,144	115,754	84,432	37%

Reference: Queries	242	34	1,568	304	416%
Reference: Other	360	25	2,220	306	625%
Door Count	2,413	0	23,269	0	2326900%
Internet: Hours Used	107	0	1,444	0	144400%
Internet: Users	205	0	2,120	0	212000%

Programs	March # of Programs	March # of Programs YTD	March # of Programs Previous YTD	Percent Change	March Attendance	Attendance YTD	Attendance Previous YTD	Percent Change
Story Hours	5	35	11	218%	30	173	112	54%
Juvenile Programs	0	0	0	0%	0	0	0	0%
Teen Programs	0	0	0	0%	0	0	0	0%
On-site visits to Library	0	0	0	0%	0	0	0	0%
Off-site visits from Library	0	0	0	0%	0	0	0	0%
Adult Programs	1	9	9	0%	10	91	91	0%
Other	0	0	0	0%	0	0	0	0%

Inter Library	March	YTD
Borrowed in County	5,542	47,712
Borrowed Out of County	16	176
Loaned In County	4,369	40,924
Loaned Out of County	10	69

Technical Services	March	YTD
Books	436	2,475
Audio	6	53
DVD	9	92
Other	0	12
Total	451	2,632

Volunteer Hours	0	0
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New Borrowers	107	470
Borrowers to Date	4,412	

# Oak Lodge Library

Statistics March 2022

Overview	March 2022	March 2021	Current YTD	Previous YTD	Percent Change
Circulation	16,619	12,432	141,442	91,732	54%
Downloadable	2,069	2,373	18,968	20,551	-8%
Total	18,688	14,805	160,410	112,283	43%

Reference: Queries	363	35	2,030	253	702%
Reference: Other	452	30	2,325	265	777%
Door Count	5,246	0	39,558	0	3955800%
Internet: Hours Used	281	0	1,861	0	186100%
Internet: Users	451	0	3,007	0	300700%

Programs	March # of Programs	March # of Programs YTD	March # of Programs Previous YTD	Percent Change	March Attendance	Attendance YTD	Attendance Previous YTD	Percent Change
Story Hours	5	35	11	218%	30	173	112	54%
Juvenile Programs	0	0	0	0%	0	0	0	0%
Teen Programs	0	0	0	0%	0	0	0	0%
On-site visits to Library	0	0	0	0%	0	0	0	0%
Off-site visits from Library	0	0	0	0%	0	0	0	0%
Adult Programs	0	2	1	100%	0	10	19	-47%
Other	0	0	0	0%	0	0	0	0%

Inter Library	March	YTD
Borrowed in County	7,737	64,540
Borrowed Out of County	62	337
Loaned In County	5,448	49,896
Loaned Out of County	27	157

Technical Services	March	YTD
Books	492	2,689
Audio	20	85
DVD	13	168
Other	0	9
Total	525	2,951

Volunteer Hours	0	0
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New Borrowers	67	481
Borrowers to Date	7,040	

Study Rooms	March	YTD
Usage	44	271

Line of Business	Program	Measures	Measure Type	FY 21-22 Target	3rd Quarter Actual	Q3 Analysis
Library	Gladstone Library	% youth signed up for summer reading programs who complete the program	Result	4%	0%	Summer reading data is collected during Q4 and Q1 in the following FY. No Summer Reading activity in Q2.
Library	Gladstone Library	% year-over-year change in signups for kids, teen and adult reading programs	Result	7%	0%	Summer reading data is collected during Q4 and Q1 in the following FY. No Summer Reading activity in Q2.
Library	Gladstone Library	% materials circulated at least once per year	Result	80%	11%	3,817 unique items circulated in FY 21/22 Q3 out of 34,603.
Library	Gladstone Library	# unique material circulations completed (Gladstone Library).	Output		3817	
Library	Gladstone Library	# youth who sign up for summer reading (Gladstone Library).	Demand		0	Summer reading data is collected during Q4 and Q1 in the following FY. No Summer Reading activity in Q2.
Library	Gladstone Library	# library visitors (Gladstone Library).	Demand		6944	
Library	Oak Lodge Library	% youth signed up for summer reading programs who complete the program	Result	4%	0%	Summer reading data is collected during Q4 and Q1 in the following FY. No Summer Reading activity in Q2.
Library	Oak Lodge Library	% year-over-year change in signups for kids, teen and adult reading programs	Result	7%	0%	Summer reading data is collected during Q4 and Q1 in the following FY. No Summer Reading activity in Q2.
Library	Oak Lodge Library	% materials circulated at least once per year	Result	80%	11%	6,056 unique items circulated in FY 21/22 Q3 out of 53,844.
Library	Oak Lodge Library	# unique material circulations completed (Oak Lodge Library).	Output		6056	
Library	Oak Lodge Library	# youth who sign up for summer reading (Oak Lodge Library).	Demand		0	Summer reading data is collected during Q4 and Q1 in the following FY. No Summer Reading activity in Q2.
Library	Oak Lodge Library	# library visitors (Oak Lodge Library).	Demand		14117	

March 3, 2022

To: Clackamas County Board of County Commissioners

From: John "Jack" Frick

Re: Comments relating to the impact of construction debt on the Oak Lodge and Gladstone Libraries - do not break the promises the County made in Ballot Measure 3-310

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My name is Jack Frick. I live in unincorporated Clackamas County, near Sandy. I was the treasurer of the "Keep our Libraries Open" PAC, which advocated for Library District Measure 3-310 in 2008. I regularly attend the County's Library District Advisory Board meetings, as a private citizen, to make sure the promises of 3-310 and the requirements of the Master Order and related IGA's are respected.

In 2008 our libraries were desperate. The Measure, designed to stop their slide into oblivion, was neither vague nor hard to understand. 3-310 assured voters that the tax collected for the *Service* District would be used to "restore all libraries' ability...to purchase... more books and materials" and "to prevent reductions in services and closure". The Measure's explanation promised that "[t]his dedicated funding would allow the libraries in Clackamas County to stay open and continue their programs."

Despite the harsh economic times of 2008, the citizens approved this new tax. That vote established a contract/covenant/pledge/partnership between the voters and Clackamas County to guaranty funding for SERVICES only. The IGAs between the County and the Library Cities similarly limit the use of District Revenues to services only, with the singular exception in paragraph 1.6 for Oak Lodge during its transition.

For the 50,000 plus residents in the Oak Lodge and Gladstone service area, this contract means the County, as a Library City, cannot use any portion of either libraries' District Revenue for anything other than operating expenses related to services once those libraries open.

In 2008, we knew 3-310's tax rate would eventually fall short. In time, due to the limit of 3% tax increases, library budgets would become



challenged by the rising costs of materials, wages and benefits. That reality explains the assurance in 3-310 that funds could not be siphoned off for any purpose other than hours of operation, programs and improved collections.

As we feared, the day of constrained budgets has come. Anyone managing the LINCC libraries knows the current funding level will not be sufficient. But, until a new library district with a new tax rate can be passed, we are stuck with what we have now: barely (or even not enough) money for services alone.

The new Oak Lodge library should be built - but the County must not use any District Revenue to cover debt issued for construction costs. Do not hijack district money for purposes the citizens did not approve. Do not make a sham of the ballot measure process.

Make sure the new Oak Lodge and Gladstone libraries use *all* their yearly District Revenue for the *services* their library users deserve.

Thank you for your time and attention,

John "Jack" Frick  
PO Box 1960  
Sandy, Oregon 97055-1960  
503-804-6945  
jhfrick11@gmail.com



**Clackamas County  
Business & Community Services Department  
Oak Lodge Fiscal Year 2022-2023 Budget**

Fiscal Year 2022/2023 Projected Year End		Program Number 212-50-5005-500505							
OpenGov Data Column Header Names (Input)		2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Proposed Budget				
Account	Description	Actual Fiscal Year 2018/2019	Actual Fiscal Year 2019/2020	Actual Fiscal Year 2020/2021	Budget Fiscal Year 2021/2022	Actual 10/31/2020 2021/2022	Projected Year End 2021/2022	Proposed Fiscal Year 2022/2023	Notes
41120	(41120) Temporary Workers Wages & Salaries	136,409	160,552	108,223	118,579	42,653	118,532	126,287	
41130	(41130) Overtime	-	119	95	-	47	47	-	
41140	(41140) Vacation Payouts & Sell-Back	2,877	2,180	-	1,375	-	1,375	1,464	
41210	(41210) Fringe Benefits	198,098	229,572	231,796	146,940	79,142	146,940	113,885	
41220	(41220) PERS	-	-	-	123,805	-	123,805	122,429	
41230	(41230) Taxes	-	-	-	34,644	229	34,644	36,919	Reason to be included in fringe
41310	(41310) Unemployment Ins	-	1,633	3,553	5,000	-	5,000	4,000	
41320	(41320) Worker Compensation Ins	941	997	687	687	-	687	700	
	<b>Total - Personnel Services</b>	<b>599,000</b>	<b>672,947</b>	<b>659,784</b>	<b>851,286</b>	<b>237,821</b>	<b>851,286</b>	<b>842,916</b>	
	<b>Materials &amp; Services</b>								
42040	(42040) Book Purchases	112,826	75,050	81,058	151,500	15,349	151,500	151,500	Includes \$1,500 book processing supplies 12/8 MO
42150	(42150) Insurance - Liability	4,359	4,829	4,632	4,632	1,544	4,632	4,750	
42210	(42210) Miscellaneous Expenses	242	-	585	-	-	-	200	
42220	(42220) Office Supplies	6,104	11,325	9,694	7,000	575	7,000	8,500	Sticky hold paper \$1,500 added Includes toner and paper for public printer 12/8 MO
42240	(42240) Postage/Shipping	8,763	13,272	15,810	15,200	6,280	15,200	17,000	Must have capability of tracking Homebound program expense Homebound is now combined with regular postage 12/8 MO
42250	(42250) Printing & Copies	3,023	3,013	3,642	4,000	1,351	4,500	5,000	Includes only Canon lease and print charges related to lease New lease with canon 12/8 MO
42310	(42310) Telephone & Internet	8,134	9,153	10,712	9,200	-	9,200	9,200	
42320	(42320) Training & Development	2,474	1,719	306	2,600	80	2,600	2,600	
42330	(42330) Transportation - Mileage	1,320	924	-	1,800	-	500	1,800	Less mileage seen from staff due to pandemic and virtual meetings 12/14 MO
42360	(42360) Travel - Per Diem	-	-	-	-	-	-	-	
43100	(43100) Professional Services	80	170	60	-	(95)	-	-	FY 20/21 included background check charges. These were now moved to (43290) pre-employment 12/8 MO
43120	(43120) Architectural & Engineering Services	-	-	261,510	-	2,832	2,832	-	
43140	(43140) Consulting Services	45,666	44,634	374	67,798	50	67,798	72,269	FY 22/23 LINCC mobile print (\$725), switch (\$10,000), UPS (\$500), BCS Allocation \$61,044 FY 22/23 12/8 MO
43280	(43280) Other Contracted Services	34,325	16,118	38,329	33,000	996	39,550	44,802	FY 21/22 did include some PCT exam costs (\$650). This has been moved to 43290 for FY 22/23 Also Includes Ready to Read grant expenses (\$4,802) and security services (\$40,000) 12/8 MO
43290	(43290) Preemployment Services	-	-	-	-	139	800	800	Background check charges and Providence PCT charges split with GL 12/8 MO
44120	(44120) Computer < \$5K	-	-	4,010	9,510	-	9,510	9,200	7 public and staff computers (\$7,000), 7 monitors (\$1,700), staff printer (\$500), 12/8 MO
44140	(44140) Equipment & Furnishings < \$5K	23	850	98	-	-	-	-	

126286.635  
0  
1464.375  
151348.2  
131852.325  
36895.86  
4000  
731.655

now broken out

**Clackamas County  
Business & Community Services Department  
Oak Lodge Fiscal Year 2022-2023 Budget**

Fiscal Year 2022/2023 Projected Year End		Program Number 212-50-5005-500505							
OpenGov Data Column Header Names (Input)		2018-19 Actual	2019-20 Actual	2020-21 Actual	2021-22 Proposed Budget	Actual FY 2022	Projected Year End 2021/2022	Proposed Fiscal Year 2022/2023	Notes
Account	Description	Actual Fiscal Year 2018/2019	Actual Fiscal Year 2019/2020	Actual Fiscal Year 2020/2021	Budget Fiscal Year 2021/2022	Actual FY 2022 2021/2022	Projected Year End 2021/2022	Proposed Fiscal Year 2022/2023	Notes
44160	(44160) Food (Jail, Housing, Senior Centers)	-	720	-	-	-	-	-	
44170	(44170) Hospitality/Event Supplies	-	43	-	400	-	600	800	
44240	(44240) Program Materials & Supplies	6,147	7,688	4,144	9,000	252	700	10,000	
44290	(44290) Software (Owned) < \$5K	4,117	9,419	1,849	2,800	99	2,800	3,429	FS 2021 5/1/2021 Schedule 20 - \$540K purchase FS 4/1/2021 Microsoft Office 32,000 + 50% of total costs with half paid by GL with the exception of Microsoft Office 12.8 MO
46150	(46150) Leases - Office	81,588	83,323	84,888	94,000	21,859	94,000	91,000	FY 22 26 27 501 81 monthly 12.8 MO
	<b>Total - Materials &amp; Services</b>	<b>319,191</b>	<b>282,250</b>	<b>521,701</b>	<b>412,440</b>	<b>51,311</b>	<b>413,722</b>	<b>432,850</b>	
	<b>Allocated Costs</b>								
47100	(47100) Allocated Costs - General Fund	126,558	102,528	39,726	39,726	8,390	25,171	25,170	
47120	(47120) Allocated Costs - Facilities	-	-	40,000	48,781	16,260	48,781	87,980	
47130	(47130) Allocated Costs - Utilities	-	-	19,379	20,875	6,958	20,875	20,400	
47140	(47140) Allocated Costs - Tech Services	-	-	7,279	5,634	1,878	5,634	6,030	
47150	(47150) Allocated Cost - PGA	-	-	-	-	1,061	3,183	3,180	
47170	(47170) Allocated Cost - Human Resources	-	-	-	-	2,943	8,830	9,550	
47180	(47180) Allocated Cost - County Admin	-	-	-	-	847	2,542	2,540	
	<b>Total - Allocated Costs</b>	<b>126,558</b>	<b>102,528</b>	<b>106,384</b>	<b>115,016</b>	<b>38,337</b>	<b>115,016</b>	<b>154,850</b>	
	<b>Capital Expenditures</b>								
48150	(48150) Construction	6,581	201,848	138,606	2,369,055	71,135	2,400,000	13,175,000	12.8 MO Added 695,000 Operating Reserve
	<b>Total - Capital Expenditures</b>	<b>6,581</b>	<b>201,848</b>	<b>138,606</b>	<b>2,369,055</b>	<b>71,135</b>	<b>2,400,000</b>	<b>13,175,000</b>	
	<b>Total Operating Expenditures (Personnel, Materials, Allocated, and Capital)</b>	<b>1,051,330</b>	<b>1,259,573</b>	<b>1,426,475</b>	<b>3,747,797</b>	<b>398,604</b>	<b>3,780,024</b>	<b>14,605,616</b>	
	<b>Debt Service</b>								
49210	(49210) Principal	-	-	-	-	-	-	72,371	
49220	(49220) Interest	-	-	-	-	-	-	78,750	
	<b>Total - Debt Service</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>151,121</b>	
49997	(49997) Contingency	-	-	-	141,914	-	-	130,451	10% - 15%
	<b>Total Expenses (Not Including Contingency)</b>	<b>1,051,330</b>	<b>1,259,573</b>	<b>1,426,475</b>	<b>3,747,797</b>	<b>398,604</b>	<b>3,780,024</b>	<b>14,756,737</b>	
	<b>Ending Fund Balance</b>	<b>752,000</b>	<b>1,065,474</b>	<b>1,184,629</b>	<b>1</b>	<b>817,641</b>	<b>3,005,390</b>	<b>1</b>	
	<b>Total Expenses (Including Contingency)</b>	<b>\$ 1,051,330</b>	<b>\$ 1,259,573</b>	<b>\$ 1,426,475</b>	<b>\$ 3,889,711</b>	<b>\$ 398,604</b>	<b>\$ 3,780,024</b>	<b>\$ 14,887,188</b>	

Figures in Proposed column changed to reflect OpenGov  
Prior amounts below:  
42,506.82  
52,195.67  
22,336.25  
6,028.38

Clackamas County  
Business & Community Services Department  
Gladstone Fiscal Year 2022-2023 Budget

Fiscal Year 2022/2023 Projected Year End		Program Number 212-50-5005-500502							
OpenGov Data Column Header Names (Input)		2018-19 Actual	2019-20 Actual	2021-22 Proposed Budget					
Account	Description	Actual Fiscal Year 2018/2019	Actual Fiscal Year 2019/2020	Actual Fiscal Year 2020/2021	Budget Fiscal Year 2021/2022	Actual 10/31/2021 2021/2022	Projected Year End 2021/2022	Proposed Fiscal Year 2022/2023	Notes
<b>REVENUE</b>									
30110	(30110) Restricted Beginning Fund Balance	\$ -	\$ (25,384)	\$ 80,315	\$ 460,365	\$ 414,203	\$ 385,805	\$ 427,830	
		-	(25,384)	80,315	460,365	414,203	385,805	427,830	
<b>Grant Revenue</b>									
33140	(33140) Federal Operating Grants	-	60,693	8,587	-	-	200,000	-	County ARPA for Capital
33150	(33150) State Operating Grants	-	3,049	3,019	3,015	-	503,015	3,251	Ready to read grant \$3,251, State ARPA \$500,000 for Capital
33160	(33160) Local Operating Grants	-	462,451	828,354	1,939,310	-	856,266	871,565	FY 21 22 had CO reserves \$1 115 474 12 8 MO
	<b>Total - Grant Revenue</b>	-	<b>526,193</b>	<b>839,960</b>	<b>1,942,325</b>	-	<b>1,559,281</b>	<b>874,816</b>	
<b>Charges for Services</b>									
34180	(34180) Charges for Services-Internal County	-	-	250,000	500,000	-	-	-	FY 21 22 has \$500k which was 50% of Library Capital
34250	(34250) Copies of Records	-	645	110	800	127	500	500	
35110	(35110) Fines	-	1,775	256	4,000	493	1,900	2,000	Underestimating fine revenue. Fines dipped substantially during pandemic and has not returned to normal figures yet. In prior years used to be more around \$15k at least. In addition credit card proceeds still go directly to the City of Gladstone. This will change when we are able to accept online payments. 12 14 MO
	<b>Total - Charges for Services</b>	-	<b>2,420</b>	<b>250,367</b>	<b>504,800</b>	<b>620</b>	<b>2,400</b>	<b>2,500</b>	
<b>Other Revenue</b>									
38110	(38110) Contributions & Donations	-	27	26	3,200	5,016	5,016	5,100	FY 21 22 includes \$5k for energy trust grant. Projected for FY 22 '23 \$5k from Gladstone Foundation for programs and general donations. 12 14 MO
38180	(38180) Reimbursements	63,832	171,485	200,000	200,000	-	356,338	212,528	Revenue from City of Gladstone. 12 14 MO
	<b>Total - Other Revenue</b>	<b>63,832</b>	<b>171,512</b>	<b>200,026</b>	<b>203,200</b>	<b>5,016</b>	<b>361,354</b>	<b>217,628</b>	
<b>Interfund Transfers</b>									
39115	(39115) Transfers In From General Fund	-	-	-	-	-	1,000,000	1,000,000	GF from library notional will be paid back by library Bond
	<b>Total - Interfund Transfers</b>	-	-	-	-	-	<b>1,000,000</b>	<b>1,000,000</b>	
<b>Other Financing Sources</b>									
39150	(39150) Bond Sale Proceeds	-	-	-	-	-	-	6,000,000	Bond Revenue Library \$2,100,000/ General Fund \$3,900,000
	<b>Total - Other Financing Sources</b>	-	-	-	-	-	-	<b>6,000,000</b>	
	<b>TOTAL REVENUE</b>	<b>63,832</b>	<b>674,741</b>	<b>1,370,667</b>	<b>3,110,690</b>	<b>419,839</b>	<b>3,308,840</b>	<b>8,522,774</b>	
<b>EXPENDITURES</b>									

Figures in Proposed column changed to reflect OpenGov

**Clackamas County  
Business & Community Services Department  
Gladstone Fiscal Year 2022-2023 Budget**

Fiscal Year 2022/2023 Projected Year End		Program Number 212-50-5005-500502							
OpenGov Data Column Header Names (Input)		2018-19 Actual	2019-20 Actual	2021-22 Proposed Budget					
Account	Description	Actual Fiscal Year 2018/2019	Actual Fiscal Year 2019/2020	Actual Fiscal Year 2020/2021	Budget Fiscal Year 2021/2022	Actual 10/31/2021 2021/2022	Projected Year End 2021/2022	Proposed Fiscal Year 2022/2023	Notes
<b>Personnel Services</b>									
41100	(41100) Full Time Wages & Salaries	56,176	168,581	306,803	346,973	99,158	346,973	356,940	FY 21/22 and FY 22/23 Includes 25% of PM 12/14 MO
41120	(41120) Temporary Workers Wages & Salaries	-	288	58,120	118,579	-	82,000	126,287	Tracy working on JE to fix actual charges to temporary worker. Moving forward JE will happen quarterly 12/8 MO
41130	(41130) Overtime	-	175	89	-	70	70	-	
41140	(41140) Vacation Payouts & Sell-Back	-	936	-	1,375	-	1,375	1,464	
41210	(41210) Fringe Benefits	21,745	108,192	191,090	136,078	58,768	136,078	91,645	
41220	(41220) PERS	-	-	-	99,254	-	99,254	99,946	
41230	(41230) Taxes	-	-	-	28,976	-	28,976	30,139	
41310	(41310) Unemployment Ins	-	-	2,458	4,000	-	4,000	4,500	
41320	(41320) Worker Compensation Ins	-	-	-	-	-	-	40	
<b>Total - Personnel Services</b>		<b>77,921</b>	<b>278,172</b>	<b>558,559</b>	<b>735,235</b>	<b>157,996</b>	<b>698,726</b>	<b>710,961</b>	
<b>Materials &amp; Services</b>									
42040	(42040) Book Purchases	-	31,718	69,737	115,000	13,385	115,000	116,500	Includes \$1,500 book processing supplies 12/8 MO
42150	(42150) Insurance - Liability	-	-	598	598	199	598	610	
42220	(42220) Office Supplies	471	5,825	6,169	7,000	1,259	7,000	8,300	Sticky hold paper \$1300, added Includes toner and paper for public printer 12/3 MO
42240	(42240) Postage/Shipping	-	2,005	689	200	52	300	300	
42250	(42250) Printing & Copies	-	5,128	10,155	4,000	1,399	5,600	5,600	New canon lease 12/8 MO
42310	(42310) Telephone & Internet	3	-	5,580	9,000	-	9,000	9,000	
42320	(42320) Training & Development	2,121	1,176	106	2,600	80	1,300	1,300	
42330	(42330) Transportation - Mileage	71	264	-	1,000	-	500	1,000	Less mileage seen from staff due to pandemic and virtual meetings 12/14 MO
42360	(42360) Travel - Per Diem	-	-	-	-	-	-	-	
42390	(42390) Utilities	-	1,029	-	-	-	-	-	Can this be removed? This is now allocated below 12/14 MO
43120	(43120) Architectural & Engineering Services	-	-	257,000	-	3,297	3,297	-	In FY 20/21 this is where 1/4 of PM was charged. Moving forward 25% PM is included in personnel wages 12/14 MO
43140	(43140) Consulting Services	-	23,383	339	92,900	140	92,900	56,745	Prior estimates included 1/4 PM. This moved to personnel costs moving forward. FY 22/23 LINCC mobile print (\$725), UPS (\$500), Prepay (\$100), and City fiber (\$102), BCS Allocation estimate \$55,316. 12/14 MO

Prior amounts below:

369,526.25

140,160.34

105,705.51

30,859.44

700

*Being changed to project account and is being capitalized*

Clackamas County  
Business & Community Services Department  
Gladstone Fiscal Year 2022-2023 Budget

Fiscal Year 2022/2023 Projected Year End		Program Number 212-50-5005-500502							
OpenGov Data Column Header Names (Input)		2018-19 Actual	2019-20 Actual	2021-22 Proposed Budget					
Account	Description	Actual Fiscal Year 2018/2019	Actual Fiscal Year 2019/2020	Actual Fiscal Year 2020/2021	Budget Fiscal Year 2021/2022	Actual 10/31/2021 2021/2022	Projected Year End 2021/2022	Proposed Fiscal Year 2022/2023	Notes
	<b>Total Expenses</b> <i>(Not Including Contingency)</i>	89,216	594,426	956,465	3,003,723	213,117	2,881,010	8,427,317	
	<b>Ending Fund Balance</b>	(25,384)	80,315	414,203	-	206,722	427,830	(0)	
	<b>Total Expenses</b> <i>(Including Contingency)</i>	\$ 89,216	\$ 594,426	\$ 956,465	\$ 3,110,690	\$ 213,117	\$ 2,881,010	\$ 8,522,774	