



PUEBLO CITY-COUNTY

Library District

2026 Budget

**Preliminary
October 14, 2025**

PUEBLO CITY-COUNTY LIBRARY DISTRICT

Finance Office

100 E Abriendo Avenue

Pueblo, Colorado 81004

2026 Preliminary Budget

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2026 BUDGET NARRATIVE

The 2026 preliminary budget for the Pueblo City-County Library District (the District) was prepared by the Finance Office with input and requests from Library Managers, Supervisors, Directors, and Sherri Baca, Executive Director. The formulation of this document adheres to overarching principles, namely the mission statement and annual plan, in conjunction with District policies. It draws insights from the planning process, incorporates the Library Replacement Plan's ten-year forecast and integrates the Financial Projection spreadsheet, which delineates revenue and expense projections for the ensuing decade.

The Motto, Vision, and Mission of the District serve as guiding principles in daily operations and in formulating the annual plan and budget.

Motto: Ideas, Imagination & Information

Vision: Books and Beyond

Mission statement: We serve as a foundation for our community by offering welcoming, well equipped and maintained facilities, outstanding collections, and well-trained employees who provide expert service encouraging the joy of reading, supporting lifelong learning and presenting access to information from around the world.

The two funds for which the District compiles budget data are the General Fund and the Capital Project Fund. All regular operating revenue and expense is budgeted in the General Fund, including property tax revenues, fines, fees, contracts, interest on General Fund investments, and miscellaneous income. Expensed through this fund are all personnel costs, materials such as books, AV material, subscriptions, facility operating costs, supplies, and administrative costs. The Capital Project Fund encompasses Master Facility Plan expenses, Library Replacement Plan expenses and other capital items.

In 2026, the District will begin planning for the renovation at the Pueblo West Library. This project is part of the Master Facility Plan. Capital items and projects include replacement of information technology systems and other building and facility improvements. An annual transfer from the General Fund into the Capital Project Fund is budgeted at \$1,400,000 in 2026. Transfers are planned annually thereafter, in order to continue funding for the Master Facility, Library Replacement and Building Improvement Plans. The revenue budgeted in the Capital Project Fund reflects income from interest earnings and contributions from foundations and grantors.

The District receives the majority of its funding from property tax generated in Pueblo County. The boundaries of the County and the Library District are contiguous, so no other property taxes are received. Approximately 89% of the combined funds revenues for the District are derived from property tax. The remainder is received through specific ownership tax, interest on investments, donations, contracts, grants, photocopy fees, miscellaneous revenue, and contributions from the Friends of the Library and the Pueblo Library Foundation.

The voter approved mill levy for the Pueblo City-County Library District is 5.85 mills. In addition to the mill levy of 5.85, the District is authorized by statute to collect an additional mill levy equivalent to the amount of taxes that were abated and refunded in the previous year. In 2026, the amount of additional mill levy that is expected to be certified is 0.008 mills, generating \$19,645 in revenue. The amount of refunds and abatements in 2026 decreased by \$29,726 compared to 2025. As part of the voter approved ballot measure 6B from November 2019, the District is allowed to adjust its mill levy rate on an annual basis to offset property tax revenue losses resulting from changes in the percentage of actual valuation used to determine assessed valuation. However, in 2024 House Bill 24B-1001 was passed to reduce property taxes for homeowners and businesses while establishing new revenue caps for local governments. The 2026 mill levy reflects a 10.50% revenue cap on property tax. For 2026, the District is estimating this mill adjustment to be 0.5360 mills. The total mill levy anticipated to be certified to the county for the collection of taxes in 2026 is 6.3940

The budget calendar is driven by Colorado State Statute (29-1-108 (4), C.R.S.), as well as internal planning for completion of every phase. Copies of resolutions encompassing the adoption of the budget and the annual plan, appropriation of funds and the establishment of the mill levy will be forthcoming. The certification of the mill levy, provided to the County, will also be included in the final approved documentation.

**MILL LEVY CALCULATION
BUDGET 2026**

<u>2026 Budget</u>			<u>Formula</u>	<u>2025 Budget</u>		
A	2,523,288,204	Total Gross Assessed Valuation		2,437,631,698	Total Gross Assessed Valuation	
B	160,015,996	TIF reductions		145,794,015	TIF reductions	
C	2,363,272,208	Total Net Assessed valuation per spreadsheet	A - B	2,291,837,683	Total Net Assessed valuation	
D	5.850	Voter approved mill levy limit		5.850	Voter approved mill levy limit	
E	13,825,142	Total Revenue	C X D X .001	13,407,250	Total Revenue	
F	19,645	Abatements, refunds		49,371	Abatements, refunds	
G	0.008	Millage for abatements, refunds	F / C X 1000	0.022	Millage for abatements, refunds	
H	5.858	Adjusted mill levy	D + G	5.872	Adjusted mill levy	
I	0.5360	Adjustment for decreased Assessment Rate		0.3252	Adjustment for decreased Assessment Rate	
J	6.3940	Assessment Rate Adjustment Mill adjusted	H + I	6.1972	Assessment Rate Adjustment Mill adjusted	
K	15,110,762	Adjusted total revenue	H X C X .001	14,202,976	Adjusted total revenue	
L	15,050,319	Budgeted revenue @ 99.6%	I X 99.6%	14,146,165	Budgeted revenue @ 99.6%	
M		ST Charles TIF (estimate) - Removed due to TIF cooperation agreement			St Charles TIF (estimate)	
N	15,050,319	Total Budgeted Property Tax Revenues	L + M	14,146,165		
	\$ 937,374	Revenue reduction impact of TIF	B X D X .001	\$ 856,102	Revenue reduction impact of TIF	

This chart shows how the mill levy is calculated based on assessed valuations for both current and prior years.

The voter approved mill levy is 5.85, but an increase to capture abatements and refunds from the prior year is allowable.

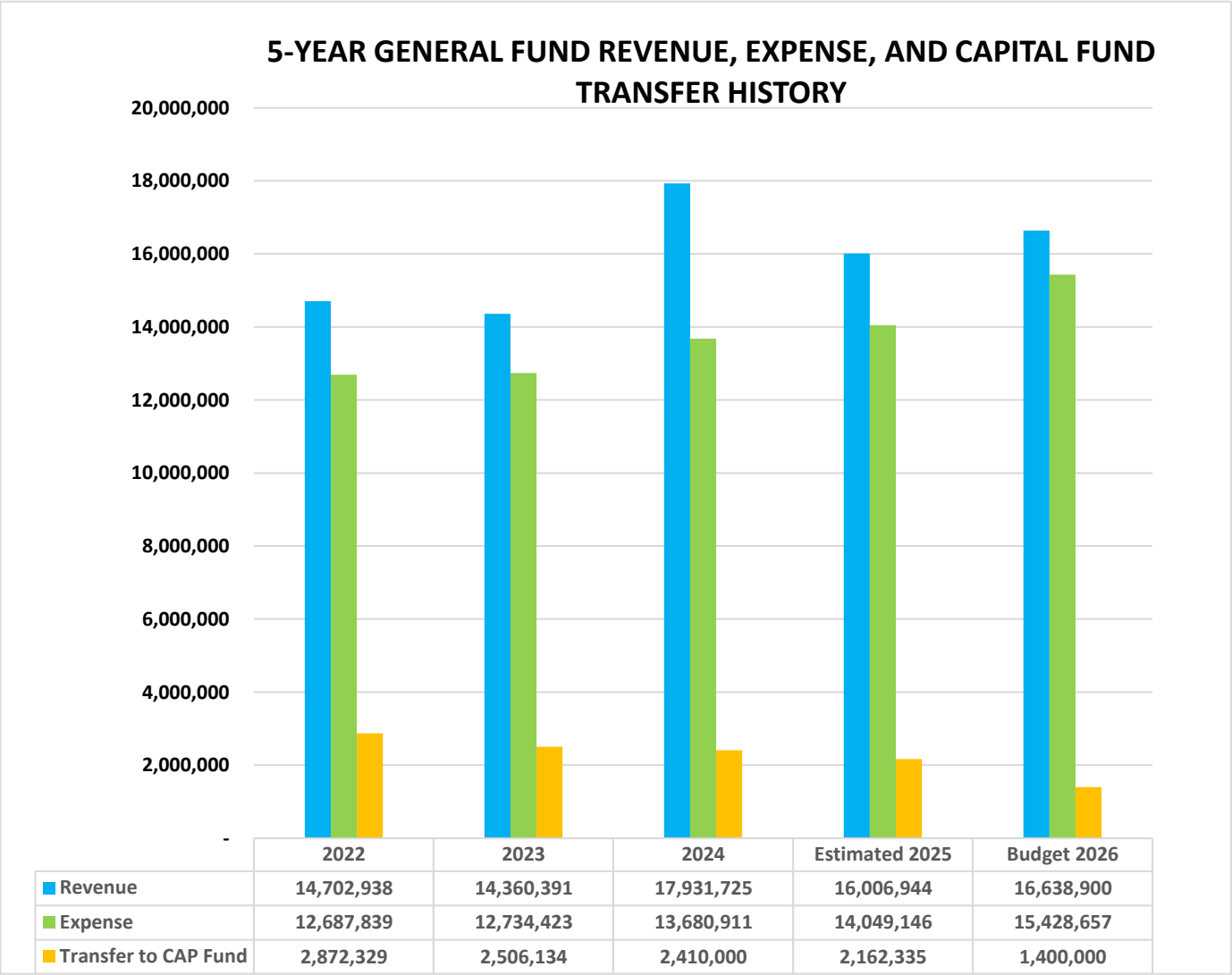
Additionally, the mill levy is adjusted for the decreased assessment rate resulting from SB293, and 10.5% revenue cap on property tax from HB 24B-1001.

Those adjustments are reflected here for a total mill levy in 2026 of 6.3940

In previous years, the actual collections have averaged around 99.6%, due to abatements and refunds as well as delinquencies.

The calculation in 2026 is based on estimated net assessed valuation from the County Assessor.

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
2026 BUDGET**



**PUEBLO CITY-COUNTY LIBRARY DISTRICT
FUND BALANCE SUMMARY**

GENERAL FUND	2024 AUDITED	2025 ESTIMATED	2025 BUDGET	2026 BUDGET
BALANCE, Beginning of Year	2,715,786	4,556,600	4,556,600	4,352,064
REVENUES	17,931,725	16,006,944	20,171,231	16,638,900
TOTAL BALANCE	20,647,511	20,563,544	24,727,831	20,990,964
EXPENDITURES	13,680,913	14,049,146	19,412,699	15,428,656
TRANSFER IN/OUT-CAPITAL PROJECT	(2,410,000)	(2,162,335)	(2,162,335)	(1,400,000)
BALANCE, End of Year	<u>4,556,600</u>	<u>4,352,064</u>	<u>3,152,797</u>	<u>4,162,306</u>
CAPITAL PROJECT FUND	2024 AUDITED	2025 ESTIMATED	2025 BUDGET	2026 BUDGET
BALANCE, Beginning of Year	5,027,720	3,689,782	3,689,782	2,658,467
REVENUES	538,530	573,867	1,110,400	355,444
TOTAL BALANCE	5,566,250	4,263,649	4,800,182	3,013,911
EXPENDITURES	4,286,468	3,767,182	191,492	1,406,184
SALE OF FIXED ASSETS	-	-	-	-
OTHER FINANCING SOURCES	-	-	-	-
TRANSFER IN/OUT GENERAL FUND	2,410,000	2,162,000	2,162,000	1,400,000
BALANCE, End of Year	<u>3,689,782</u>	<u>2,658,467</u>	<u>6,770,690</u>	<u>3,007,727</u>
COMBINED FUND BALANCE, End of Year	<u>8,246,381</u>	<u>7,010,531</u>	<u>9,923,487</u>	<u>7,170,034</u>
BALANCE, Restricted *	535,843	484,908	608,137	503,867
BALANCE, Available	7,710,538	6,525,623	9,315,350	6,666,167
NET CHANGE TO GEN FUND BALANCE	1,840,814	(204,536)	(1,403,803)	(189,758)
* RESTRICTED FUNDS				
Emergency reserve	530,609	480,208	605,137	499,167
Nesbitt & Chamberlain	5,234	4,700	3,000	4,700
TOTAL RESTRICTED:	535,843	484,908	608,137	503,867

GENERAL FUND

*Please note that all of the comparative percentage statistics referenced in this narrative compare the 2026 Budget to the 2025 **Estimated Actual**, except in those instances where a Budget-to-Budget comparison is clearly noted.*

REVENUES

PROPERTY TAX: The primary contributor to the General Fund revenue budget in the District is property tax, constituting 90% of the total budgeted revenue for the year 2026. Property tax is calculated by multiplying the assessed values of properties, as determined by the County Assessor by the approved mill levy tax rate of the District. Preliminary assessed valuation indicates a growth of 3.51% compared to the final 2025 assessed values payable in 2026. However, the District saw preliminary certification numbers decrease in the abatements and refunds category of approximately \$29,726 or 60.21%.

Preliminary calculated property tax revenue for 2026 reflects an increase of 6.39% with a monetary increase of \$904,154 compared to the 2025 estimated collection amount. Property tax revenue is budgeted at slightly less than 100% collections, 99.6%, since current year delinquencies, abatements and refunds will generally reduce the amount received.

Mill Levy Tax Rate: The current mill levy projected for 2026 is 6.3940, which includes the 2019 voter-approved mill levy rate from ballot measure 6B of 5.850 mills. Additionally, the law permits an adjustment to the voter-approved mill levy rate aiming to collect amounts withheld in previous years for abatements and refunds of taxes equating to 0.008 mills in 2026. Furthermore, Pueblo County voters approved a measure allowing the Library to adapt the mill for the decreased assessment rate payable in 2026 estimated at .5360 mills. These adjustments are all included in the total mill levy for 2026.

SPECIFIC OWNERSHIP TAX: Specific ownership taxes are taxes paid based on a vehicle's value, payable annually upon vehicle registration in Colorado. This tax is imposed on cars, trucks, trailers, mobile homes and special mobile machinery. Projections indicate a slight decrease in taxes compared to 2025 estimated actuals. Specific ownership tax accounts for 7% of the total 2026 General Fund budgeted revenues.

CONTRACTS, GRANTS: Contracts and grants are expected to decrease from the previous year's budgeted amount by approximately \$4,442,527. This was due to PCCLD not receiving the \$4,062,500 NTIA Grant that was budgeted for 2025. In 2026, PCCLD has conservatively budgeted grants to only include the E-Rate reimbursement of \$187,481. The Pueblo Library Foundation, a component unit of the District, was created in 2012 and receives the majority of grants and contributions.

INTEREST: Interest revenue for 2026 is budgeted consistent with the 2025 level, acknowledging recent volatility in market rates. While investment yields have remained favorable, the District is budgeting conservatively to reflect potential fluctuations. Interest income also includes earnings on property tax funds held by Pueblo County prior to monthly distribution to the District.

FINES, FEES: Primarily due to automatic renewals and late fee eliminations, budgeted fines and fees have consistently decreased compared to previous years. In 2026, projected collection of fines and fees are slightly more than the estimated amounts for 2025.

PHOTOCOPIER & INTERNET COPY FEES: Revenue from copier and printing services fluctuates annually. The 2026 budget is set slightly below 2025 estimated actuals but remains above the 2025 adopted budget, aligning with recent utilization trends.

CAFÉ SALES: 2026 is the second year revenue from the Café has been part of PCCLD's budget. The estimated sales for the Café in 2025 are just over \$16,000. With this being a

newer line of revenue for the District, the Library decided to be more conservative with the 2026 budget for Café sales. As such, the budget is set at \$12,000. After having the Café fully operating for two years, the expectation is that this line item will continue to have more data and show trends allowing for a more precise budgeted amount in future years.

MISCELLANEOUS: Miscellaneous income is projected to decrease in 2026 compared to 2025 estimated actuals. This line includes various minor revenue sources such as refunds, reimbursements, and other nonrecurring receipts.

Total general fund revenue for 2026 reflects a 3.95% increase over the 2025 estimated actual revenues or \$631,956, mostly due to an increase in property tax due to this being an assessment year for Pueblo County.

EXPENDITURES

PEOPLE TO PROVIDE SERVICES: The personnel section of the 2026 expenditures budget is projected to increase by 11% over the 2025 estimated figures. This section encompasses all personnel costs, covering salaries, PERA, payroll taxes employee benefits, employee training and employee relations.

Salaries and Wages: Salaries and wages make up 42.4% of total 2026 budgeted General Fund expenditures. Salaries are budgeted to rise by 8% over the 2025 estimated actuals, reflecting adjustments for salary increases, filling of vacant positions and the addition or upgrade of positions. The budget allows for a 3.0% adjustment to salaries as determined by the salary compensation pay plan.

PERA: The District participates in Colorado Public Employee's Retirement Association (PERA). The amount budgeted is calculated directly from the salary line. PERA contributions are increasing 15.80% and are anticipated to remain constant in 2026. PERA legislation passed in 2018 determined the employer PERA contribution would be calculated on pretax deductions for employees hired after July 1, 2021.

Workers Compensation Insurance: Though rates for 2026 are not out yet, initial indications estimate about a 48% increase in rates as industry losses seem to be increasing compared to 2025. For the District, this creates an increase of worker's compensation insurance by 84% in comparison with prior year budget.

Employee Insurance: The District is affiliated with the Public Sector Healthcare Group to facilitate employee insurance. The budget for 2026 allocates an increase of approximately 17% for premiums paid by the District on behalf of employees for health, dental and life insurance compared to the 2025 estimated amount. This increase is due to an industry wide rise in healthcare premiums.

State Unemployment Compensation: State unemployment tax is calculated directly from the salary line at 0.3%.

Medicare Trust: The District is obligated to pay and remit Medicare tax for all active employees. The expense increases at a parallel rate to salaries. This rate has remained consistent over the past several years at 1.45% of covered salary.

Employee Relations: Employee related costs that do not fall within the benefits or training categories are categorized as employee relations costs. This encompasses recruiting expense, volunteer appreciation, tuition reimbursement funding to incentivize staff pursuing a degree and the employee assistance program. This budget increased 1% in 2026 compared to the 2025 estimate. This slight increase is mostly attributed to expanded employee recognitions and appreciations.

Employee Training: Training costs increased in 2026 46% over 2025 estimated expenses. When comparing the 2026 budget amounts in training to the 2025 budget, the amounts are fairly consistent. The District remains committed to utilizing training tailored to libraries and special districts as well as to finding efficiencies and reducing costs. This budget provides opportunities for staff and board members to attend educational events and workshops. The amount of this training budget is 1.4% of the total salaries budget.

MATERIALS AND SERVICES: This section of the 2026 budget has increased in total 4% from the 2025 estimated expenditures.

Books, Periodicals, AV and Digital Material: Literary, audio-visual and digital materials are budgeted 7% higher than estimates for 2025. The District has experienced an increased demand in digital materials since early 2020.

The library continues to see more digital materials downloads with less spending on physical books and audio-visual materials. In 2026, materials as a percentage of budgeted operational costs are at 13%.

Library Programs: Departments across all Library branches offer programs for Library patrons. Each department's programs and event budgets were evaluated to align with trends in program participation. The commitment to efficiency in allocating funds for programs presented throughout the District remains a high priority.

In 2025 and 2026, The Friends of the Pueblo Library District earmarked \$20,000 to fund competitive grant application process to supplement District activities and programs. In addition to grants, The Friends were able to continue specific program awards, supporting District wide events including Summer Reading and All Pueblo Reads. In total, the Friends are providing The District with program support totaling approximately \$40,000. The Friends have received steady sales and donations, allowing program support to remain steady from 2025 to 2026 funding levels

Bindery/Processing Supplies and Services: When materials are purchased, bindery and processing costs are delineated separately from the actual material expenses. These costs are anticipated to remain flat over 2025 budgeted amounts. As the demand for digital materials increases the Library is purchasing fewer physical materials, therefore this cost will be reviewed annually and may be reduced in future years.

FACILITIES TO PROVIDE SERVICES: The budgeted amount in 2026 for facilities costs is budgeted to increase 4% compared to estimated 2025 expenses. This is due mainly to an expected increase in utilities.

Utilities: All Library facilities utility costs are budgeted to increase 15% compared to 2025 estimates considering current expenses and projections.

Vehicle Expense: In 2026 vehicle expenses will remain fairly unchanged from the budget and expected amounts in 2025.

Building Repair and Maintenance: Comprising seven distinct branches, the District incurs costs to properly maintain the buildings, janitorial services, trash removal, carpet cleaning

and maintenance supplies. Minor maintenance projects also contribute to this budget amount. The 2026 budget is 2% higher than 2025 estimated costs.

Rent: The District leases a single building. Primarily occupied by the Friends of the Library. The majority of the rent expense is offset by revenue received from the Friends. A part of the building is still utilized by the District for storage, meaning the amount due from the Friends does not total the entire obligation to the building landlord. The rent will increase by 3% each year under a new 5-year contractual agreement that renewed in January 2022.

Lease/Purchase of Buildings: Annual payments for debt service on the reissuance of 2012 Certificates of Participation (COPs) and the new 2020 Certificates of Participation (COPs) principal and interest amounts are recorded in this category. The 2012 COPs were refunded in 2020, and additional funds were secured to complete the renovation of the Rawlings Library. A detailed debt service page, which determines the exact budget amount every year for the annual COP payment, can be found later in this document.

Insurance: Insurance is budgeted to increase 10% for property, liability, auto, D&O, umbrella and miscellaneous insurance. This estimate is in line with an industry-wide average increase.

Friends of the Library Expenditures: Expenses associated with Friends of the Library grants awarded remain flat in comparison to 2025 estimated expenses in 2026. The expectation is programs and events supported historically by the Friends will continue in 2026 and will receive Friends grants. Friends' contributions are also recorded in other line items.

OPERATING: This section encompasses expenses related to the general operations of the District. The overall expectation is a 15% increase from 2025 estimates, accounting for both increases and slight decreases in specific expense categories. The District maintains a focus on finding efficiencies whenever possible while still meeting current needs of all the branches, which can result in numerous operational changes in 2026.

Contractual Services: Services provided to the District by miscellaneous external sources are budgeted to increased 15% from 2025 estimates. The increase is consultant fees for 2026.

County Treasurer's Fees: The County Treasurer charges administrative fees to collect both property and specific ownership taxes for the District. Those fees are decreasing in comparison with the prior year as a result in the decrease in property tax collections. These fees correlate with property tax revenue, representing 1.5% of the tax amount.

Community Relations: Expenses related to the Community Relations Department increased 81% over 2025 estimates, this is due to an increase in budgeted expenditures community engagement and promotional materials.

Professional Memberships: All departments and branches are encouraged to participate with professional groups that offer benefit for the District. The budget for 2026 reflects an increase of 13%, representing the anticipated memberships maintained by the District in 2026.

Office Supplies and Equipment: Supplies and equipment needs in 2026 are budgeted to increase of 7% over 2025 estimates.

Photocopiers: Outside services costs related to photocopiers for the 2026 budget year increased 20% compared to the 2025 estimate amount.

Courier Service: Courier services provided for the utilization of the interlibrary loan program allow the District to be a part of the state library system. Costs remains flat in 2026 compared to the 2025 budget.

Postage and Freight: Postage and freight incurred by the District is driven by actual costs. The 2026 budget is anticipated to increase 4% in comparison with the 2025 budget amount. The annual budgeted amount is representative of customary postage and freight costs and accounts for increased postage rates.

Café Services: In late 2023, the District contracted with a local vendor to operate the Rawling's café on behalf of the library. The District has agreed to cover certain costs associated with the café and, in return will receive a revenue share percentage of revenue. The budgeted costs for 2026 are 3.0% lower than the estimated expenses for 2025.

INFORMATION TECHNOLOGY: Overall Information Technology costs are budgeted to increase 33% in 2026 compared to 2025 estimated. The District is working to improve technology across all aspects and the costs are significant to complete this initiative.

Telecommunications: District costs associated with telecommunication show an 18% decrease over 2025 estimates. A part of this decrease is attributed to the cost of hotspots being moved to the Technical Services budget. It is important to note that the E-Rate reimbursement revenue anticipated in 2026 is \$73,656, providing a significant offset to this expense.

Hardware Repair & Maintenance: IT repair and maintenance are budgeted to decrease by \$4,468 over 2025 estimates. This is based on the costs of repairs for patron copiers and printers, as well as repairs to existing security cameras.

Technology Supplies: Technology supplies needs have decreased approximately \$259 based on anticipated spending in 2025.

Technology Maintenance, Licenses & Support: Support encompasses all contractual services expense related to IT, including network maintenance, consulting and support agreements, licenses and other related items. Costs are expected to rise by 89% in 2026 over the 2025 estimated expenses. This increase is due to the implementation of E-Rate funded cyber security and an enterprise AI software. It is important to note that the E-Rate reimbursement revenue anticipated in 2026 is \$69,732 providing a significant offset to this expense.

The total increase in expenditures in the 2026 budget in comparison with 2025 estimated actual expenditures is 10% or \$1,379,510.

FUND BALANCE

The ending fund balance forecast in the 2025 general fund budget is \$4,352,064 a decrease of \$204,536 from the audited ending 2024 General Fund balance. This includes a transfer of \$2,162,335 from the General Fund to the Capital Project fund planned in the 2025 Budget. This is an amount necessary to help maintain the Library Replacement Plan, fund the Master Facility Plan and offset capital asset spending.

The Pueblo City-County Library District established the annual budget with a goal of maintaining a healthy end-of-year fund balance. It is not District policy or practice to exhaust the entire budget to prevent the loss of funds, which can be a common occurrence in governmental entities. Being a special district, any funds remaining at the end of the budget year, calculated by deducting the expenditures from the revenues, are retained in the District's fund balance. Restrictions against the General Fund Balance include an emergency reserve of 3% for the TABOR amendment reserve which equals \$480,208 and \$4,700 restricted for Nesbitt employee activities and the Chamberlain account.

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
GENERAL FUND**

	Actual 2024	Estimated 2025	Budget 2025	Budget 2026	Increase (Decrease)	%
REVENUES						
Property tax	15,884,412	14,172,669	14,146,123	15,050,319	877,650	6.2%
Specific ownership tax	1,266,800	1,153,324	1,110,000	1,110,000	(43,324)	-4%
Contracts, Grants, Gifts	350,104	282,996	4,733,108	290,581	7,585	3%
Interest	328,412	267,966	90,000	90,000	(177,966)	-66%
Fines, Fees	7,471	10,118	18,000	13,000	2,882	28%
Photocopier & Internet Copy Fees	65,890	55,087	34,000	45,000	(10,087)	-18%
Nesbitt	4,251	3,247	-	-	(3,247)	0%
Café Sales	5,753	16,590	12,000	12,000	(4,590)	-28%
Chamberlain	12,482	10,200	10,000	10,000	(200)	0%
Miscellaneous	6,151	34,747	18,000	18,000	(16,747)	-48%
TOTAL REVENUES	17,931,726	16,006,944	20,171,231	16,638,900	631,956	3.95%
EXPENDITURES						
PERSONNEL						
Salaries	5,839,860	6,031,589	6,396,094	6,537,439	505,850	8%
PERA	839,398	874,008	947,262	1,032,915	158,907	18%
Workers compensation	23,974	39,131	31,283	57,808	18,677	48%
Employee insurance	662,986	763,866	814,012	893,366	129,500	17%
Unemployment compensation	10,969	11,281	19,188	19,612	8,331	74%
Medicare trust	80,985	89,333	92,743	94,793	5,460	6%
Employee relations	57,120	59,444	62,400	60,000	556	1%
Employee training	86,194	82,121	115,475	119,675	37,554	46%
TOTAL PERSONNEL	7,601,485	7,950,773	8,478,457	8,815,608	864,835	11%
MATERIALS & SERVICES						
Books, periodicals, AV, databases	1,600,212	1,633,546	1,716,513	1,743,600	110,054	7%
Bindery/processing supplies/services	108,876	94,115	110,500	110,500	16,385	17%
Library programs	238,185	259,036	4,503,585	215,639	(43,397)	-17%
TOTAL MATERIALS	1,947,273	1,986,697	6,330,598	2,069,739	83,042	4%
FACILITIES						
Utilities	490,408	501,388	529,644	578,133	76,745	15%
Vehicle maintenance	22,332	15,433	20,000	20,000	4,567	30%
Building repair & maintenance	622,442	584,138	485,951	595,856	11,718	2%
Rent	32,240	34,178	34,232	35,259	1,081	3%
Lease/purchase of buildings	1,246,913	1,250,413	1,250,413	1,248,725	(1,688)	0%
Insurance	121,924	203,774	204,496	223,219	19,445	10%
Friends expenditures	12,988	17,148	20,000	20,000	2,852	17%
TOTAL FACILITIES	2,549,245	2,606,472	2,544,736	2,721,192	114,720	4%

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
GENERAL FUND**

OPERATING

Contract Services	599,887	506,916	533,371	585,171	78,255	15%
County Treasurer's fees	236,080	207,669	212,192	225,755	18,086	9%
Community relations	27,313	36,200	36,200	65,700	29,500	81%
Professional memberships	14,375	14,987	17,335	16,958	1,971	13%
Office supplies, equipment	80,647	59,716	56,064	63,819	4,103	7%
Photocopiers	21,493	26,907	32,392	32,392	5,485	20%
Café service	88,683	92,411	92,411	90,000	(2,411)	-3%
Courier service	417	616	1,300	1,300	684	111%
Postage & freight	30,901	36,609	46,000	48,000	11,391	31%
Nesbitt	5,150	3,717	3,545	3,545	(172)	0%
Chamberlain	12,000	10,200	10,000	10,000	(200)	0%
TOTAL OPERATING	1,116,945	995,948	1,040,810	1,142,640	146,692	15%

INFORMATION TECHNOLOGY

Telecommunications	210,036	226,839	565,711	186,511	(40,328)	-18%
Hardware repair & maintenance	14,477	12,532	12,000	17,000	4,468	36%
Technology Supplies	43,430	38,259	37,000	38,000	(259)	-1%
Technology mtce, licenses, support	198,020	231,626	403,387	437,966	206,340	89%
TOTAL INFORMATION TECHNOLOGY	465,963	509,256	1,018,098	679,477	170,221	33%
TOTAL EXPENDITURES	13,680,912	14,049,146	19,412,699	15,428,656	1,379,510	10%

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
GENERAL FUND**

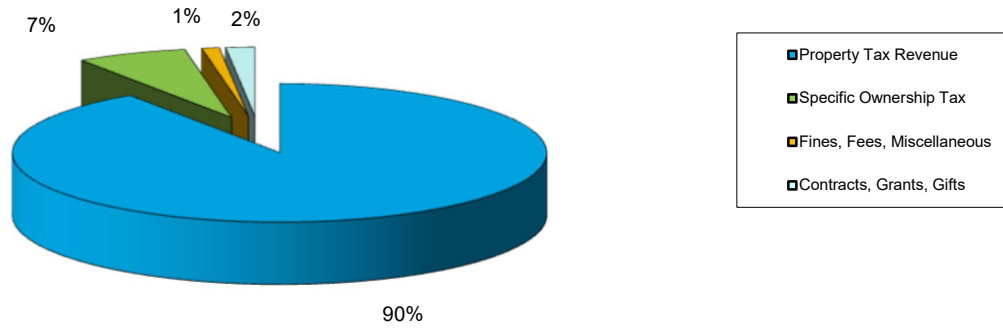
	Actual Prev. year 2024	Estimated Curr. year 2025	Budget 2025	Budget 2026	Increase (Decrease)	%
SUMMARY						
REVENUES						
Property tax revenue	15,884,412	14,172,669	14,146,123	15,050,319	877,650	6%
All other sources	2,047,313	1,834,275	6,025,108	1,588,581	(245,694)	-13%
TOTAL REVENUES	17,931,725	16,006,944	20,171,231	16,638,900	631,956	4%
EXPENDITURES						
PERSONNEL	7,601,485	7,950,773	8,478,457	8,815,608	864,835	11%
MATERIALS & SERVICES	1,947,273	1,986,697	6,330,598	2,069,739	83,042	4%
FACILITIES	2,549,245	2,606,472	2,544,736	2,721,192	114,720	4%
OPERATIONS	1,116,945	995,948	1,040,810	1,142,640	146,692	15%
INFORMATION TECHNOLOGY	465,963	509,256	1,018,098	679,477	170,221	33%
TOTAL EXPENDITURES	13,680,913	14,049,146	19,412,699	15,428,656	1,379,510	10%
Beginning fund balance	2,715,786	4,556,600	4,556,600	4,352,064	(204,536)	-4%
Transfer in/out Capital Project Fund	(2,410,000)	(2,162,335)	(2,162,335)	(1,400,000)	762,335	
Transfer in/out Special Revenue Fund	-	-	-	-	-	
EXCESS Revenues - Expenditures (Reserve increase)	4,250,812	1,957,798	758,532	1,210,244	(747,554)	-38%
NET (ending fund balance)	4,556,600	4,352,064	3,152,797	4,162,307	(189,757)	-4%

NET ASSESSED VALUATION - \$ 2,523,288,204

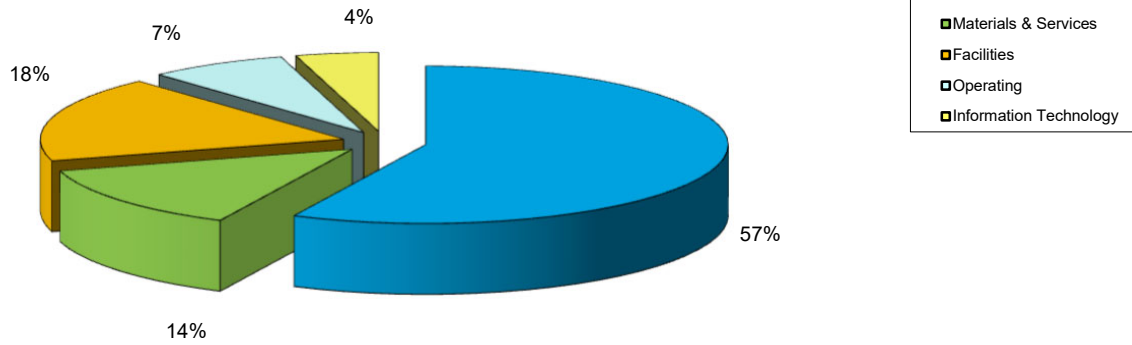
THE BUDGETARY BASIS OF ACCOUNTING USED IN THIS BUDGET IS MODIFIED ACCRUAL.

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
2026 BUDGET**

GENERAL FUND BUDGET - REVENUES



GENERAL FUND BUDGET - EXPENDITURES



CAPITAL PROJECT FUND

The Capital Project fund encompasses four primary functions:

- **Library Replacement Plan:** Established to provide funding for the planned replacement of library infrastructure and capital assets,
- **Acquisition of Capital Assets:** Capital assets purchased or improved during a fiscal year which are not accounted for in the Library Replacement Plan,
- **Master Facility Plan:** Plan to record revenues (including donations and outside financing sources) and expenditures for renovation and refurbishment for all Libraries within the District
- **InfoZone Account:** Records contributions (primarily from the Rawlings Foundation) and expenses to maintain the InfoZone Museum.

REVENUES

CONTRIBUTIONS, GIFTS, GRANTS: Contributions, gifts and grants totaling \$100,000 this funding is conservative estimate of gifts and grants that may be received in 2026, in addition to E-Rate funding of \$41,841.

MISCELLANEOUS REVENUE: A reimbursement from PURA for the Rawlings Elevator Modernization project of \$113,603 is expected in 2026.

INTEREST EARNINGS: Interest earned on cash holdings is budgeted at \$100,000 for 2026.

EXPENDITURES

Master Facility Plan Projects: There are no renovation plans to any libraries in 2026.

Capital Asset Repair & Maintenance: Non-depreciable asset expenditures and contingency funds totaling \$945,000 are budgeted for 2026. This includes a significant

elevator repair for the Rawlings library branch and a potential HVAC repair for the Pueblo West library branch.

Capital Asset Acquisitions. Several Library Replacement Plan items are budgeted for here including upgraded lighting, security gates at several library locations , painting and stucco at the Greenhorn library branch, and miscellaneous IT purchases. Capital asset acquisitions are budgeted for \$461,183 in 2026.

Total capital fund spending in 2026 is projected at \$1,406,183.

OTHER FINANCING SOURCES/USES

TRANSFER IN FROM THE GENERAL FUND: In 2026, there is a budgeted transfer of \$1,400,000 to the Capital Fund, for ongoing funding of capital asset acquisitions, the Master Facility Plan, and the Library Replacement Plan. Additionally, the District is projecting revenues (contributions, donations, grants, interest) of \$355,444

FUND BALANCE

The fund balance forecast in the 2026 Capital Project fund budget is \$3,007,727. This ending fund balance is the combination of the budgeted income and additional funds transferred from the General Fund to the Capital Fund for the Library Replacement Plan, the Master Facility Plan as well as the planned Capital Fund expenditures.

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
CAPITAL PROJECT FUND**

	Actual Prev.year 2024	Estimated Curr.year 2025	Budget 2025	Budget 2026	Increase (Decrease)
REVENUES					
Contributions, gifts, grants	291,940	450,909	1,010,400	141,841	(309,068)
Miscellaneous revenue	-	-	-	113,603	113,603
Interest earnings	246,590	122,958	100,000	100,000	(22,958)
TOTAL REVENUES	538,530	573,867	1,110,400	355,444	(218,423)
EXPENDITURES					
Capital Asset Repair & Maintenance	17,220	93,000	-	140,000	47,000
Capital Asset Acquisitions					
Information Technology	583,204	274,088	191,491	150,883	(123,205)
Furniture, Fixtures, Equipment	24,633	63,235	-	138,300	75,065
Building Constuction and Improvements	3,661,411	3,336,860	-	977,000	(2,359,860)
TOTAL CAPITAL ASSET EXPENSE	4,286,468	3,767,182	191,492	1,406,184	(2,360,999)
					-
TOTAL EXPENDITURES	4,286,468	3,767,182	191,492	1,406,184	(2,360,999)

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
CAPITAL PROJECT FUND**

	Actual Prev. year 2024	Estimated Curr. year 2025	Budget 2025	Budget 2026	Increase (Decrease)
SUMMARY					
REVENUES					
Contributions, grants, gifts	291,940	450,909	1,010,400	141,841	(309,068)
Miscellaneous revenue	-	-	-	113,603	113,603
Interest earnings	246,590	122,958	100,000	100,000	(22,958)
TOTAL REVENUES	538,530	573,867	1,110,400	355,444	(218,423)
EXPENDITURES					
Capital Asset Expenditures	<u>4,286,468</u>	<u>3,767,182</u>	<u>191,492</u>	<u>1,406,184</u>	<u>(2,360,999)</u>
TOTAL EXPENDITURES	4,286,468	3,767,182	191,492	1,406,184	(2,360,999)
Beginning fund balance	5,027,720	3,689,782	3,689,782	2,658,467	(1,031,315)
Other Financing Sources (Uses)	-	-	-	-	-
Transfer in from General Fund	2,410,000	2,162,000	2,162,000	1,400,000	(762,000)
Transfer out to General Fund	-	-	-	-	-
EXCESS Revenues - Expenditures (Reserve increase)	(3,747,938)	(3,193,315)	918,908	(1,050,740)	2,142,575
NET (ending fund balance)	<u>3,689,782</u>	<u>2,658,467</u>	<u>6,770,690</u>	<u>3,007,727</u>	<u>349,260</u>

THE BUDGETARY BASIS OF ACCOUNTING USED IN THIS BUDGET IS MODIFIED ACCRUAL.

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
PERCENTAGE COMPARISON ANALYSIS
GENERAL FUND/CAPITAL PROJECT
2026 BUDGET**

	General Fund	General Fund Budget Percentages	Capital Project Fund	Total Combined Funds	% of Total PCCLD budget
REVENUES					
Property tax	15,050,319	90%	-	15,050,319	88.56%
All other	1,588,581	10%	355,444	1,944,025	11.44%
TOTAL REVENUES	16,638,900	100%	355,444	16,994,344	100.00%

EXPENDITURES					
Personnel	8,815,608	57%	-	8,815,608	52.37%
Materials & Services	2,069,739	13%	-	2,069,739	12.29%
Facilities	2,721,192	18%	1,255,300	3,976,492	23.62%
Operations	1,142,640	7%	-	1,142,640	6.79%
Information Technology	679,477	4%	150,883	830,360	4.93%
TOTAL EXPENDITURES	15,428,656	100%	1,406,183	16,834,839	100.00%

Beginning Fund Balance	4,352,064		2,658,467	7,010,531	
Excess: Revenues over Expenditures	1,210,244		(1,050,739)	159,505	
Transfers In/Out	(1,400,000)		1,400,000	-	
Ending Fund Balance	4,162,309		3,007,728	7,170,034	
Combined Fund balance as a % of operating expense				46%	

BREAKDOWN OF ENDING FUND BALANCE ***

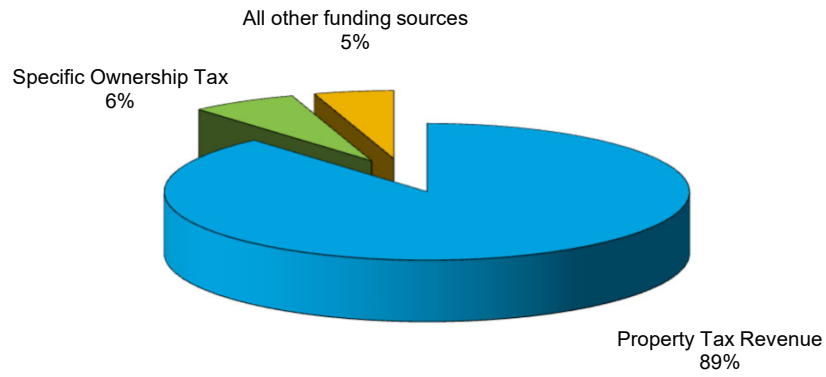
*** Reserves and unrestricted funds	
3% emergency reserve	499,167
Nesbitt & Chamberlain	4,700
Unrestricted fund balance	6,666,167

This sheet shows the two funds - General Fund & Capital Project

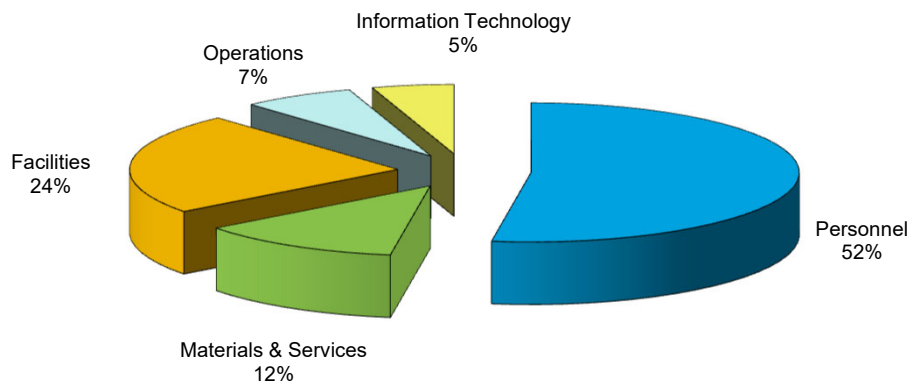
Fund - combined for revenues, expenditures and fund balance.

**PUEBLO CITY-COUNTY LIBRARY DISTRICT
2026 BUDGET**

COMBINED FUND BUDGET - REVENUES



COMBINED FUND BUDGET - EXPENDITURES



**BOND DEBT SERVICE
[LEASE PURCHASE PAYMENTS]**

**Pueblo City-County Library District
Certificates of Participation, Series 2020A & Taxable Series 2020B**

Date	Principal	Rate	Interest	Debt Service
12/1/2021	840,000	2.000%	409,030.14	1,249,030.14
12/1/2022	885,000	2.000%	362,712.50	1,247,712.50
12/1/2023	905,000	1.000%	345,012.50	1,250,012.50
12/1/2024	920,000	0.625%	326,912.50	1,246,912.50
12/1/2025	935,000	0.625%	315,412.50	1,250,412.50
12/1/2026	945,000	0.875%	303,725.00	1,248,725.00
12/1/2027	960,000	0.875%	287,187.50	1,247,187.50
12/1/2028	980,000	1.125%	270,387.50	1,250,387.50
12/1/2029	1,000,000	1.125%	248,337.50	1,248,337.50
12/1/2030	1,020,000	3.125%	225,837.50	1,245,837.50
12/1/2031	1,050,000	2.000%	194,400.00	1,244,400.00
12/1/2032	1,095,000	2.000%	152,400.00	1,247,400.00
12/1/2033	1,140,000	1.125%	108,600.00	1,248,600.00
12/1/2034	1,165,000	1.500%	82,950.00	1,247,950.00
12/1/2035	1,200,000	2.000%	48,000.00	1,248,000.00
Total	15,040,000.00		3,680,905.14	18,720,905.14

Average Coupon 1.467%