

COMPREHENSIVE ANNUAL FINANCIAL REPORT



2019



**POUDRE RIVER
PUBLIC LIBRARY**
DISTRICT

**CONNECT
TO CURIOSITY**

Photo by Christian Knoll

FOR THE YEAR ENDED DECEMBER 31, 2019
Fort Collins, Colorado

Finance Office
301 East Olive Street, Fort Collins, Colorado

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POUDRE RIVER PUBLIC LIBRARY DISTRICT
COMPREHENSIVE ANNUAL FINANCIAL REPORT
FOR THE YEAR ENDED
December 31, 2019



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Board of Trustees

(As of December 31, 2019)

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Executive Director

David Slivken

Prepared by:

Rachel Tand, CPA

Director of Finance and Business Operations

Webster House Administration Center

301 East Olive Street

Fort Collins, Colorado 80524

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Poudre River Public Library District

Comprehensive Annual Financial Report For the Year Ended December 31, 2019

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Introductory Section



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OLD TOWN LIBRARY 201 Peterson Street • Fort Collins, CO 80524

HARMONY LIBRARY 4616 S. Shields Street • Fort Collins, CO 80526

COUNCIL TREE LIBRARY 2733 Council Tree Ave. • Fort Collins, CO 80525

WEBSTER HOUSE ADMINISTRATION CENTER 301 E. Olive Street • Fort Collins, CO 80524



**POUDRE RIVER
PUBLIC LIBRARY**
DISTRICT

June 24, 2020

Members of the Board of Trustees
Poudre River Public Library District
301 East Olive Street
Fort Collins, Colorado 80524

Dear Trustees:

I am pleased to submit to you the Comprehensive Annual Financial Report (CAFR) of Poudre River Public Library District (the District) for the year ended December 31, 2019.

A CAFR is an expanded annual financial report prepared in accordance with guidelines of the Government Finance Officers Association of the United States and Canada (GFOA). The required components of a CAFR include all of the financial statement data as historically reported, a Management Discussion and Analysis Section, expanded information in the letter of transmittal, and a Statistical Section that includes fifteen tables of information on financial trends, revenue capacity, debt capacity, demographic information, economic information and operating information.

The GFOA administers an award program for governments that prepare CAFRs in compliance with its guidelines. When successful, the submitting government is awarded a Certificate of Achievement for Excellence in Financial Reporting. The District received this award for the 2018 CAFR and intends to submit the 2019 CAFR for recognition by the GFOA.

Thank you for your review of this report and your stewardship of the District's fiscal activities.

Respectfully submitted,

David Slivken
Executive Director

970.221.6740
www.PoudreLibraries.org

OLD TOWN LIBRARY 201 Peterson Street • Fort Collins, CO 80524

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WEBSTER HOUSE ADMINISTRATION CENTER 301 E. Olive Street • Fort Collins, CO 80524



**POUDRE RIVER
PUBLIC LIBRARY**
DISTRICT

June 24, 2020

To the Board of Trustees and the Citizens of Poudre River Public Library District:

State law requires that local governments publish audited financial statements within seven months of the close of each fiscal year. This report is published to fulfill that requirement for the fiscal year ended December 31, 2019. Management assumes full responsibility for the completeness and reliability of the information contained in the report, based upon a comprehensive framework of internal control that it has established for this purpose. Because the cost of internal control should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute, assurance that the financial statements are free of material misstatements.

The certified public accounting firm BKD, LLP has issued an unmodified (“clean”) opinion on Poudre River Public Library District’s financial statements for the year ended December 31, 2019. The independent auditor’s report is located at the front of the financial section of this report.

Management’s discussion and analysis (MD&A) immediately follow the independent auditor’s report and provide a narrative introduction as well as an overview and analysis of the basic financial statements. MD&A complement this letter of transmittal and should be read in conjunction with it.

Profile of the Government

Established in 2006 by voter approval in compliance with state statute CRS 24-90-110, Poudre River Public Library District (the District) is an independent political subdivision of the State of Colorado. The District is governed by a seven-member board of trustees that are jointly appointed by Fort Collins City Council and Larimer County Board of County Commissioners. Trustees serve four-year terms and are limited to two consecutive terms. The District is primarily supported by a 3-mill property tax levy.

The District serves more than 207,900 people across 1,800 square miles in northern Larimer County, Colorado. Anchored by three library branches in Fort Collins, the District is dedicated to matching diverse District patrons’ needs and interests with exceptional opportunities for learning, intellectual stimulation and personal enjoyment. Library patrons are provided a wide range of library services including books, CDs, DVDs and other materials for business and pleasure, programming services for all ages, literacy services and meeting room availability.

The District’s operating departments, called Business Units, include Administration (the Executive Director’s office, Human Resources, Finance, Communications and the Answer Center), the operations of three library branches, Collection Services, Community Services and Combined Expenditures (Systems Administration and Facilities).

The Board of Trustees is required to adopt a final budget no later than December 15th of each fiscal year. The annual budget serves as a foundation for the District’s financial planning and control and is prepared

by fund and Business Unit. The Executive Director is specifically authorized to make budget transfers between operating accounts within a fund. Any transfer of budgeted funds related to a specifically approved capital project and any change in a fund's total budget require Board of Trustees approval.

Local Economy

The District encompasses northern Larimer County, with the same boundaries as Poudre School District. Ninety-one percent of the District's population resides in Fort Collins. The remaining population resides in Timnath and the unincorporated rural and mountain communities of Bellvue, LaPorte, Livermore, Lower Rist Canyon, Poudre Park, Stove Prairie, Upper Poudre Canyon, Virginia Dale and Waverly.

Fort Collins has been ranked as the fourth best place in the nation to raise a family (MarketWatch, April 2019), the fourteenth best place in the nation to live (Livability.com, March 2018), one of the best American cities for creatives (Thrillist, March 2019) and one of the best places to travel to in the United States (Forbes, 2018). The City also ranked second for Bloomberg's Brain Concentration Index in 2018.

According to the 2020 Colorado Business Economic Outlook, the leading industries in northern Colorado are manufacturing, health care, construction, accommodation, food services and retail. The local workforce is diverse and highly educated, with 47% of residents holding bachelor degrees or higher. Colorado's unemployment rate is one of the lowest in the country at 2.0% as of December 2019. The highest wages are in manufacturing (breweries, milk and malting) and professional, scientific, and technical services (research and development, computer programming, consulting and management). Wage growth in 2020 throughout Colorado is expected to be 3.9%, while the national projection is 3.2%. Larimer County's per capita personal income was \$37,711 in 2019.

Innovation, education and opportunity define Larimer County. The region is home to a varied set of industries and companies from burgeoning startups supported by the area's tech incubator, Innosphere, to global leaders in food and agriculture, energy and advanced manufacturing. Target industries include bioscience, software, hardware, clean energy and water innovation. Key technology and innovation manufacturers include Woodward, Inc., top brewer Anheuser-Busch and top craft breweries New Belgium Brewing Company and Odell Brewing Company. Other global manufacturers include Hewlett-Packard Enterprise, Inc., Otter Products and Tolmar, a leading pharmaceutical company.

More than 23% of the jobs in northern Larimer County are in local, state or federal government, which includes a broad range of public institutions such as local schools, public universities and hospitals. Colorado State University, the District's largest employer, is one of the country's leading research universities with strong emphasis on energy management and renewables, agricultural technology, cancer in animals, infectious diseases and atmospheric science.

According to the Colorado Association of Realtors, the Larimer County single-family home median sales price in 2019 was \$420,000, a three percent increase over the previous year. According to the Colorado Multi-Family Housing Vacancy and Rental Survey conducted by the University of Denver for the state's Division of Housing, average rent in Fort Collins was \$1,401 in the third quarter of 2019, up from \$1,259 in the third quarter of 2015. Affordable local housing continues to be a concern as the population grows and housing availability declines.

Long-term Financial Planning

In 2013, management developed a long-term Capital Replacement Plan. The purpose of this plan was to identify major capital replacement and repair needs for the District. The plan was reviewed and updated

in 2019. Annual transfers from the District's General Fund to the Capital Projects Fund will provide primary funding for this plan.

The District also enacted a new Master Plan effective in 2019, which includes a comprehensive facility plan and elements of our new Strategic Plan.

Relevant Financial Policies

The Board of Trustees has adopted policies on working capital and Capital Projects Fund transfers. A Working Capital Operating Reserve has been established equal to 20% of budgeted revenue. This reserve will be maintained in the General Fund to provide for the cash flow needs of the District. The Capital Reserve policy requires that \$250,000 be transferred annually from the General Fund to the Capital Projects Fund to fund the Capital Replacement Plan and to accumulate funds for major repair or replacement of District facilities and equipment.

The Colorado Constitution places limits on the amount of revenue growth that state and local governments can retain. The approved ballot issue that authorized the formation of the District exempted the District from this constraint. However, the District is subject to other state constitution requirements, including the requirement to maintain an emergency reserve equal to 3% of annual spending and the requirement for an election to approve any tax increase.

Major Initiatives

In 2019, we completed the installation of a new chiller at Old Town Library and began the planning and design phase of a remodeling project for Old Town's lobby and second floor that we plan to complete in 2020. We also began a major repair on the roof top HVAC units at Council Tree Library that were damaged in a 2019 hailstorm. Also at Council Tree, we redesigned the children's area and implemented book bins to replace standard shelving.

We upgraded and standardized the audiovisual systems at each branch library and transitioned our District-wide payment processing system to one that fully integrates with our integrated library system (ILS). Both projects significantly increased our efficiency and customer service capabilities.

In January 2019, the Board of Trustees adopted a new Strategic Plan for years 2019-2022. The plan identifies three focus areas called Learn & Discover, Meet & Collaborate and Reimagine the Future. The Library Leadership Team has developed desired actions and community impacts for each focus area that will inform and guide our decisions and projects for the duration of the Plan. A critical part of the Plan is to identify facility needs for our growing population and find creative solutions to maximize our community reach.

For the seventh year, the District was recognized as a ClimateWise Platinum Partner. ClimateWise is a City of Fort Collins program that assists local businesses in reducing their greenhouse gas impacts. Platinum is the highest partner level and requires the achievement of set goals to reduce the business' greenhouse gas impacts as well as educational meeting attendance and employee challenges.

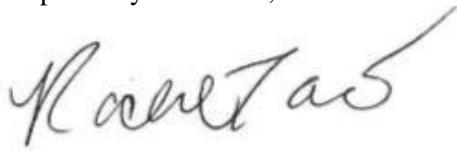
Awards and Acknowledgements

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to Poudre River Public Library District for its comprehensive annual financial report (CAFR) for the fiscal year ended December 31, 2018. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and

efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe that our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements, and we will submit it to GFOA to determine its eligibility for another certificate.

I would like to thank Laura Carter, Tova Aragon and Anne Macdonald of the District for their assistance in the preparation of this report and Ivana Ross for her ongoing contributions to the Finance Office. I also thank the members of the Board of Trustees for their leadership and support. The District contracts with the City of Fort Collins for support services including accounting and treasury management, and I express my appreciation to the members of the City's Finance Office for their service. Finally, I would like to thank the professionals at our external auditing firm, BKD, LLP.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Rachel Tand".

Rachel Tand, CPA
Director of Finance and Business Operations



Government Finance Officers Association

Certificate of
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in Financial
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Presented to

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Colorado

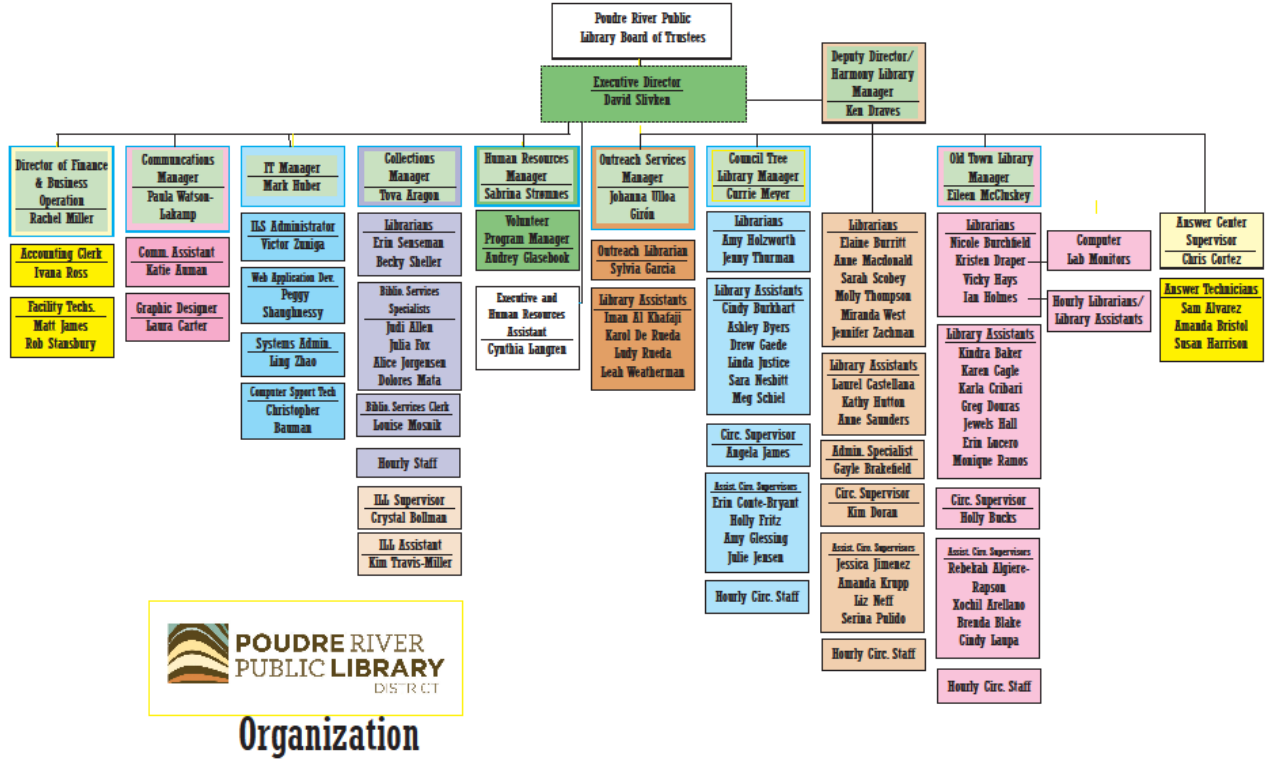
For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2018

Christopher P. Morill

Executive Director/CEO

Poudre River Public Library District Organization Chart (As of April 2019)



April 2019

Poudre River Public Library District Library Leadership Team (As of December 31, 2019)

- | | |
|--|---|
| <ul style="list-style-type: none"> David Slivken Ken Draves Tova Aragon Mark Huber Cynthia Langren Eileen McCluskey Currie Meyer Sabrina Stromnes Rachel Tand Johanna Ulloa Paula Watson-Lakamp | <ul style="list-style-type: none"> Executive Director Deputy Director Collections Manager Information Technology Manger Administrative Assistant Old Town Library Manager Council Tree Library Manager Human Resources Manager Director of Finance and Business Operations Community Services Manager Communications Manager |
|--|---|

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Financial Section



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Independent Auditor's Report

Board of Trustees
Poudre River Public Library District
Fort Collins, Colorado

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of the Poudre River Public Library District (the District), as of and for the year ended December 31, 2019 and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Poudre River Public Library District as of December 31, 2019, and the respective changes in financial position and the



Board of Trustees
Poudre River Public Library District

budgetary comparisons for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The schedule of revenues, expenditures, and changes in fund balance, capital projects fund budget and actual, and the introductory and statistical sections as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The capital projects fund schedule of revenues, expenditures, and changes in fund balance, budget and actual is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, this information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections as listed in the table of contents have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

BKD, LLP

Denver, Colorado
June 24, 2020

Management's Discussion and Analysis (Unaudited)

Poudre River Public Library District (the District) offers the readers of the District's financial statements this narrative overview and analysis of the financial activities for the fiscal year ended December 31, 2019. In addition to this overview and analysis based on currently known facts, decisions and conditions, the District encourages readers to consider the information presented in the District's financial statements, which begin on page 28 of this report.

Overall Financial Highlights

The assets of the District exceeded its liabilities and deferred inflows of resources at the end of the fiscal year ended December 31, 2019 by \$26,661,838 (net position). Of the net position balance, \$8,275,493 is unrestricted and available to meet the District's ongoing obligations in accordance with the District's fund designations and fiscal policies.

The District's overall net position increased by \$559,905 in 2019.

The General Fund, the District's primary operating fund, reported a fund balance decrease of \$128,819 on a current financial resource basis. The General Fund had an ending fund balance of \$3,722,049.

The Capital Projects Fund reported a fund balance increase of \$1,045,041 in 2019. The Capital Projects Fund had an ending fund balance of \$5,104,155.

The primary reason for the General Fund decrease and Capital Projects Fund increase was an inter-fund transfer of \$1,000,000 in December 2019 to the Capital Projects Fund for future facilities expansion.

Overview of the Financial Statements

This analysis is intended to serve as an introduction to the District's basic financial statements. The District's basic financial statements consist of the following three components:

- 1) Government-wide Financial Statements
- 2) Fund Financial Statements
- 3) Notes to the Financial Statements

Government-wide Financial Statements and Analysis

The government-wide statements are designed to provide readers with a broad overview of the District's finances using the accrual basis of accounting, which is the basis of accounting used by most private-sector businesses.

The statement of net position presents information on all of the District's assets, liabilities and deferred inflows of resources. The difference between assets, liabilities and deferred inflows of resources is reported as net position. Over time, increases and decreases in net position may provide an indication of whether the District's financial position is improving or deteriorating.

The statement of activities presents information reflecting how the District's net position has changed during the year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of the related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g., earned

but unused vacation leave). The government-wide financial statements can be found on pages 28 and 29 of this report, and an analysis and summary of the statements is provided here.

As noted earlier, net position may serve over time as a useful indicator of a government’s financial position. As of December 31, 2019, assets exceeded liabilities and deferred inflows of resources by \$26,661,838. The following table reflects a condensed Statement of Net Position as of December 31 of 2019 and 2018. For more detailed information, see the Statement of Net Position on page 28 of this report.

**Condensed Statement of Net Position
as of December 31, 2019 compared with 2018**

	2019	2018
Current and other assets	\$ 20,211,958	\$ 18,012,742
Capital assets	18,084,345	18,441,288
Total assets	38,296,304	36,454,030
Total liabilities	731,309	699,048
Deferred inflows of resources	10,903,156	9,653,048
Net Position:		
Invested in capital assets	18,084,345	18,441,288
Restricted	302,000	309,720
Unrestricted	8,275,493	7,350,926
Total net position	\$ 26,661,838	\$ 26,101,934

The investment in capital assets (e.g., land, library buildings, equipment and the collection of library materials) is the largest portion of the District’s net position, representing 68% of the total. The District uses these capital assets to provide library services to citizens; consequently, these assets are not available for future spending.

The restricted portion of the District’s net position, representing 1% of the total net position, includes resources that are subject to external restrictions on how they may be used. For 2019, \$302,000 is specifically restricted by Colorado state statute under the Taxpayer Bill of Rights (TABOR) to be set aside for emergencies. This amount may fluctuate each year based on fiscal year spending.

The District’s unrestricted net position of \$8,275,493 represents the remaining 31% of total net position. The District has internally committed \$7,525,746 of this balance, and the remaining amount is unassigned. The District’s total net position increased by \$559,905 during the current fiscal year. This increase was due to an increase in financial assets resulting from an overall decrease in General Fund expenditures versus revenue. General Fund expenditures were \$649,360 less than budgeted expenditures due to significant savings in multiple Business Units. General Fund revenue was \$264,191 more than budgeted revenue due to increases in tax revenue and investment earnings. For more detailed information, see the General Fund Statement of Revenues, Expenditures and Changes in Fund Balance Budget and Actual on page 30 of this report.

The table on the following page reflects a condensed summary of activities and changes in net position for the fiscal years ending December 31, 2019 and 2018. For more detailed information, see the Statement of Activities on page 29 of this report.

**Condensed Statement of Activities & Changes in Net Position
For the Years Ended December 31, 2019 and 2018**

	2019	2018
Program revenues:		
Charges for services	\$ 128,888	\$ 139,434
Operating grants and contributions	181,990	203,781
Capital grants and contributions	10,100	5,600
General revenues:		
Property and specific ownership taxes	10,511,059	10,455,268
Investment earnings	307,603	156,548
Miscellaneous	72,670	-
Total Revenues	<u>11,212,310</u>	<u>10,960,631</u>
Expenses:		
Library Services	7,494,176	7,702,573
Administration	1,907,688	1,839,528
Depreciation	1,250,542	1,576,103
Total expenses	<u>10,652,406</u>	<u>11,118,204</u>
Change in net position	559,905	(157,573)
Net position - beginning	<u>26,101,934</u>	<u>26,259,507</u>
Net position - ending	<u>\$ 26,661,838</u>	<u>\$ 26,101,934</u>

Fund Financial Statements and Analysis

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District accounts for all of its activities in two governmental funds, the General Fund and a Capital Projects Fund.

The District, like other state and local governments, uses fund accounting to ensure compliance with finance-related legal requirements. Governmental funds are used to report the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide statements, the fund financial statements are prepared on the modified accrual basis. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available, and expenditures are recognized when the related fund liability is incurred, with the exception of long-term debt and similar long-term items which are recorded when due. Therefore, the focus of the governmental fund financial statements is on near-term inflows and outflows of spendable resources as well as on the balance of spendable resources available at the end of the fiscal year.

Since the focus of the governmental funds is on near-term resources, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. To facilitate this comparison, reconciliations are provided for both the governmental fund balance sheet and the governmental statement of revenues, expenditures and changes in fund balances in the notes to the financial statements beginning on page 31 of this report.

The District adopts an annual appropriated budget for its governmental funds. Budgetary comparison statements have been provided for the District’s two funds, the General Fund and the Capital Projects Fund, to demonstrate compliance with this budget. The basic governmental fund financial statements can be found on pages 28-30 of this report and an analysis of the statements is provided here.

As noted previously, the District uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The focus of the District’s governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing the District’s financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government’s net resources available for spending at the end of the fiscal year.

At the end of the current fiscal year, the District’s governmental funds reported an ending total fund balance of \$8,826,205. \$302,000 (3%) of the ending total fund balance is restricted to indicate that it is not available for new spending because it may only be spent for externally imposed specific purposes. \$8,524,205 (97%) of the ending total fund balance constitutes an unrestricted fund balance, which is available for spending at the government’s discretion.

Within the unrestricted fund balance, the Board of Trustees has internally committed \$5,104,155 in the Capital Projects Fund for capital improvements and facilities expansion. In the General Fund, the Board has internally committed \$2,407,000 for the maintenance of adequate working capital/operating reserves and \$14,590 for encumbrances related to purchase orders for products and services that have been ordered but not yet received or completed at year-end. The remaining unrestricted fund balance is unassigned.

General Fund 2019 actual expenditures of \$9,902,610 were below total budgeted expenditures by \$649,360. The District’s operating segments, or Business Units, were all under their final budget except for Programming, which had higher than anticipated programming supply expenses, resulting in a \$13,278 deficit for that Business Unit. Actual revenue exceeded budgeted revenue by \$264,191, with the biggest positive variances in investment revenue, property taxes and specific ownership taxes.

Notes to the Financial Statements

The notes to the financial statements are considered an integral part of the basic financial statements since they provide additional information needed to gain a full understanding of the data provided in both the government-wide and fund financial statements. The notes to the financial statements can be found beginning on page 31 of this report.

Capital Assets

The District’s investment in capital assets as of December 31, 2019 was \$18,084,345. Capital assets, net of depreciation, decreased \$356,943 from 2018 to 2019. The table on the following page summarizes capital assets by category for 2018 and 2019.

	2019	2018
Land	\$ 2,256,000	\$ 2,256,000
Construction in Progress	74,513	4,150
Buildings and Improvements	13,069,053	13,564,506
Machinery and Equipment	906,411	767,004
Library Materials Collection	1,778,368	1,849,628
Total Capital Asset Book Value	<u>\$ 18,084,345</u>	<u>\$ 18,441,288</u>

Significant Capital Asset activity in 2019 included additions to the District’s library materials collection, installation of new audiovisual equipment at the three public branches, replacement of the Old Town Library chiller, installation of new point-of-sale software in the Council Tree and Old Town Libraries, repair of the Council Tree Library rooftop HVAC units, the purchase of book bins at Council Tree

Library and design work for a remodeling project at Old Town Library. We disposed of the 2013 materials collection. Additional information on the District's capital assets can be found on page 40 of this report.

Economic Factors

The District is dependent on property tax as its primary source of revenue. Property values are reassessed every two years, with 2019 being the most recent reassessment year. In addition, Larimer County has seen an increase in building activity over the past several years, though some of the larger construction projects are subject to tax increment financing agreements. When tax increment financing agreements are in place, the District receives none or a portion of new tax revenue until the agreement is complete. The 2019 reassessment resulted in an overall 19% increase in gross taxable assessed property values within the District, which will be reflected in 2020 property tax revenue. The total estimated tax increment financing that will be deducted from the District's revenue in 2020 is \$207,048,520.

Another significant source of revenue for the District is specific ownership tax, which is a portion of the fees paid on vehicle licensing. This revenue fluctuates based on the level of new vehicle sales and other factors. The District collected 0.5% (\$4,378) more specific ownership tax in 2019 than in 2018.

As a result of the spread of the SARS-CoV-2 virus and the incidence of COVID-19, economic uncertainties have arisen which may negatively affect the financial position and results of operations of the District. The duration of these uncertainties and the ultimate financial effects cannot be reasonably estimated at this time.

Financial Contact

The District's financial statements are designed to provide users (citizens, taxpayers, customers and creditors) with a general overview of the District's finances and to demonstrate the District's accountability. Questions concerning any of the information presented in this report or requests for additional information should be addressed to the District Finance Officer, 301 E. Olive Street, Fort Collins, CO 80524.

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Basic Financial Statements



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**Poudre River Public Library District
Statement of Net Position and Governmental Funds Balance Sheet
December 31, 2019**

	General Fund	Capital Projects Fund	Total	Adjustments (Note II)	Statement of Net Position
ASSETS					
Cash and cash equivalents	\$ 469,540	\$ 572,706	\$ 1,042,246	-	\$ 1,042,246
Investments	3,634,482	4,517,333	8,151,815	-	8,151,815
Receivables					
Property taxes	10,903,156	-	10,903,156	-	10,903,156
Accounts	75,242	-	75,242	-	75,242
Accrued interest	17,609	21,891	39,500	-	39,500
Land	-	-	-	2,256,000	2,256,000
Construction in Progress	-	-	-	74,513	74,513
Other capital assets, net of accum. depreciation	-	-	-	15,753,832	15,753,832
Total assets	\$ 15,100,029	\$ 5,111,929	\$ 20,211,958	\$ 18,084,345	\$ 38,296,304
LIABILITIES					
Accounts payable	\$ 148,109	\$ 7,774	\$ 155,883	-	\$ 155,883
Accrued wages payable	249,990	-	249,990	-	249,990
Accrued compensated absences	-	-	-	248,712	248,712
Sales tax payable	869	-	869	-	869
Unearned revenue	75,856	-	75,856	-	75,856
Total liabilities	474,823	7,774	482,598	248,712	731,309
DEFERRED INFLOWS OF RESOURCES					
Property taxes	10,903,156	-	10,903,156	-	10,903,156
FUND BALANCES					
Restricted fund balance	302,000	-	302,000	(302,000)	-
Committed fund balance	2,421,590	5,104,155	7,525,746	(7,525,746)	-
Unassigned fund balance	998,459	-	998,459	(998,459)	-
Total fund balances	3,722,049	5,104,155	8,826,205	(8,826,205)	-
Total liabilities, deferred inflows of resources and fund balances	\$ 15,100,029	\$ 5,111,929	\$ 20,211,958		
NET POSITION					
Net Investment in Capital Assets				18,084,345	18,084,345
Restricted for Emergencies				302,000	302,000
Unrestricted				8,275,493	8,275,493
Total Net Position				\$ 26,661,838	\$ 26,661,838

The notes to the financial statements are an integral part of this statement.

Poudre River Public Library District
Statement of Activities and Governmental Funds Revenue, Expenditures and Changes in Fund
Balance
December 31, 2019

	General Fund	Capital Projects Fund	Total	Adjustments (Note II)	Statement of Activities
Expenditures					
Personnel services	\$ 6,226,625	\$ -	\$ 6,226,625	\$ (624)	\$ 6,226,001
Contractual services					-
City support services	377,876	-	377,876	-	377,876
Treasurer fees	192,681	-	192,681	-	192,681
Other contractual	1,653,309	-	1,653,309	-	1,653,309
Commodities			-		-
Collection development	550,221	-	550,221	(550,221)	-
Other commodities	864,531	-	864,531	-	864,531
Depreciation	-	-	-	1,250,542	1,250,542
Capital outlay	37,365	393,478	430,843	(343,379)	87,464
Total Expenditures/Expenses	9,902,610	393,478	10,296,087	356,318	10,652,406
Program Revenues					
Charges for services	128,888	-	128,888	-	128,888
Operating grants and contributions	181,990	-	181,990	-	181,990
Capital grants and contributions	-	10,100	10,100	-	10,100
Total Program Revenues	310,879	10,100	320,979	-	320,979
Net Program Expense					<u>10,331,427</u>
General Revenues					
Property taxes	9,630,069	-	9,630,069	-	9,630,069
Specific ownership taxes	880,989	-	880,989	-	880,989
Earnings on investments	183,371	124,232	307,603	-	307,603
Miscellaneous	18,483	54,187	72,670	-	72,670
Transfers	(1,250,000)	1,250,000	-	-	-
Total General Revenues and Transfers	9,462,913	1,428,419	10,891,332	-	10,891,332
Excess (Deficiency) of Revenues and Transfers					-
In Over Expenditures and Transfers Out	(128,819)	1,045,041	916,223	(916,223)	-
Change in Net Position				559,905	559,905
Fund Balance / Net Position					
Beginning of year	3,850,868	4,059,114	7,909,982		26,101,934
End of year	\$ 3,722,049	\$ 5,104,155	\$ 8,826,205		\$ 26,661,838

The notes to the financial statements are an integral part of this statement.

**Poudre River Public Library District
General Fund Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Year Ended December 31, 2019**

	Actual	Budget (Original)	Budget (Final)	Variance
Revenues				
Property taxes	\$ 9,630,069	\$ 9,540,300	\$ 9,540,300	\$ 89,769
Extended use fees	96,153	120,000	120,000	(23,847)
Intergovernmental grants	79,707	78,700	78,700	1,007
Specific ownership taxes	880,989	800,000	800,000	80,989
Charges for service	32,735	20,000	20,000	12,735
Earnings on investments	183,371	50,000	50,000	133,371
Donations	102,283	141,000	141,000	(38,717)
Miscellaneous	18,483	9,600	9,600	8,883
Total Operating Revenues	11,023,791	10,759,600	10,759,600	264,191
Expenditures				
Library Administration	1,907,688	2,010,915	2,010,915	103,227
Combined Operations	1,269,220	1,407,635	1,407,635	138,415
Community Services	352,853	395,365	395,365	42,512
Old Town Library	1,534,242	1,645,835	1,645,835	111,593
Collection Services	2,351,772	2,445,500	2,445,500	93,728
Programming	168,178	154,900	154,900	(13,278)
Harmony Library	1,142,468	1,229,040	1,229,040	86,572
Council Tree Library	1,138,824	1,212,780	1,212,780	73,956
Capital Outlay	37,365	50,000	50,000	12,635
Total Expenditures	9,902,610	10,551,970	10,551,970	649,360
Excess of Revenues Over Expenditures	1,121,181	207,630	207,630	913,551
Other Financing Sources (Uses)				
Transfers Out	(1,250,000)	(250,000)	(1,250,000)	-
Net Change in Fund Balance	(128,819)	(42,370)	(1,042,370)	913,551
Fund Balance - January 1	3,850,868	3,850,868	3,850,868	-
Fund Balance - December 31	\$ 3,722,049	\$ 3,808,498	\$ 2,808,498	\$ 913,551

The notes to the financial statements are an integral part of this statement.

Notes to the Financial Statements



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NOTE I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

Poudre River Public Library District (the District) was created in 2007 as the Fort Collins Regional Library District under the provisions of Article 90, Title 24 of the Colorado Revised Statutes after a successful 2006 election to authorize formation. The District name was changed to Poudre River Public Library District in January 2009.

The District is administered by a governing Board of Trustees whose seven members are appointed by the City of Fort Collins and Larimer County. The accompanying financial statements present all of the financial activity for which the District is financially accountable.

The District is considered a stand-alone government for financial reporting purposes. As such, it follows the same principles as if it were a primary government as defined by Governmental Accounting Standards Board Statements (GASB) No. 14 and 39.

The reporting entity of the District consists of its own legal entity and those organizations for which it is financially accountable. Entities for which the nature and significance of their relationship with the District are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete are included in the reporting entity. As of December 31, 2019, no legal entities meet this criterion.

B. Government-wide Financial Statements

The District reports as a special purpose government engaged in a single governmental program. The government-wide financial statements (i.e. the statement of net position and the statement of activities) report information on all of the activities of the government. Governmental activities are supported by taxes and intergovernmental revenue.

The statement of activities demonstrates the degree to which the direct expenses of a given function or program are offset by program revenues. Direct expenses are those that are clearly associated with a specific function or program. Program revenues include: 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or program and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or program. Investment earnings and other items not properly included among program revenues are reported instead as general revenues.

C. Measurement Focus and Basis of Accounting

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Charges for services, amounts due from other governments and earnings on investments

associated with the current fiscal period are all considered susceptible to accrual. Other revenue items such as fines are considered to be measurable and available only when the District receives the cash; as a result, they are not subject to accrual. Under accrual accounting, expenditures are generally recorded when a liability is incurred. However, compensated absences and incurred claims and judgments are recorded only when payment is due.

D. Financial Statement Presentation

The accounts of the District are organized and operated based on funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities and deferred inflows of resources, fund balances, revenues and expenditures.

The District reports all of its financial activity in two Governmental Funds, the General Fund and a Capital Projects Fund. The Capital Projects Fund holds resources that are internally committed for capital expansion, facility design, funding the Capital Replacement Plan and accumulating a capital reserve as established by the Board of Trustees. All other financial activity and resources are accounted for in the General Fund.

E. Assets, Liabilities, Deferred Inflows of Resources and Fund Balance

Cash and Investments

The District has stated certain investments at fair value in accordance with GASB Statement No. 72. Fair value is determined utilizing the third party custodian’s statements, the Wall Street Journal, Bloomberg and other recognized pricing services.

The District’s cash and investments are held in the name of and managed by the City of Fort Collins. 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.

Capital Assets

Capital assets, which are acquired or constructed, are reported at historical cost or estimated historical cost in the government-wide financial statements. Capital assets are defined by the District as assets with an initial individual cost of more than \$5,000 and an estimated useful life of greater than one year. In addition, materials added annually to the library materials collection are capitalized in the aggregate. Once fully depreciated, an annual addition to the collection is deleted. Donated capital assets are recorded at estimated acquisition value at the date of donation.

The costs of normal maintenance and repairs that do not add value to the assets or materially extend asset lives are not capitalized. Capital assets other than land, construction-in-progress and impaired assets are depreciated. Depreciation is computed using the straight-line method with estimated useful lives as shown below.

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

Compensated Absences

The District allows employees to accumulate unused vacation pay and defer overtime pay by accumulating compensatory leave up to maximum limits. The liability associated with these benefits is reported in the government-wide financial statements as a current liability because the entire balance is immediately available to be withdrawn and used by the employee, without limit. Unused sick pay is not recognized as a liability in the governmental funds because it does not meet the criteria for accrual.

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 position that applies to a future period and so will not be recognized as an inflow of resources (revenue) until that time. The governmental funds and the government-wide statements report a deferred inflow of resources for the property taxes receivable that will become an inflow in the year for which the taxes are levied.

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. An overview of the District's current fund balance classifications is shown on the following page.

	General Fund	Capital Projects Fund	Total
Fund Balances			
Restricted			
Restricted for emergencies	\$ 302,000	\$ -	\$ 302,000
Restricted donation	-	-	-
Total Restricted	302,000	-	302,000
Committed			
Working capital	2,407,000	-	2,407,000
Encumbrances	14,590	-	14,590
Capital replacement and expansion	-	5,104,155	5,104,155
Total Committed	2,421,590	5,104,155	7,525,746
Unassigned			
Unassigned	998,459	-	998,459
Total Fund Balance	\$ 3,722,049	\$ 5,104,155	\$ 8,826,205

Fund Balance – General Fund

In the General Fund, the restricted fund balance includes an emergency reserve that is required to be set aside by the Colorado Taxpayer Bill of Rights (TABOR). This emergency reserve equals 3% of fiscal year spending; the actual restricted amount may fluctuate each year. There are no other restricted funds in the General Fund as of December 31, 2019.

The Board of Trustees has established, by resolution, a reserve for working capital equal to 20% of annual budgeted revenue that must be maintained in the General Fund as a committed fund balance to provide for the cash flow needs of the District. This practice will continue until Board action is taken to change these amounts. For 2019, that amount is \$2,407,000. In addition, \$14,590 is committed to fund 2019 purchase orders that were in process but not completed at year-end.

All spendable amounts that are not contained within other classifications are categorized as unassigned. The General Fund is the only fund to report an unassigned fund balance.

Fund Balance – Capital Projects Fund

In the Capital Projects Fund, the entire unrestricted fund balance is committed by the Board for capital replacement and capital expansion projects, so no other classifications are currently in use. The Board of Trustees has established, by resolution, an annual transfer of \$250,000 from the General Fund to the Capital Projects Fund as a capital reserve primarily to fund the District’s Capital Replacement Plan. This annual transfer occurs within the current fiscal year and is included in the committed fund balance.

Property Taxes Receivable

Property taxes are billed and collected by Larimer County, Colorado. Taxes are payable in the subsequent year in two installments on March 2 and June 15, or in total on April 30. Taxes for the following year are levied no later than December 15 and are recorded as a receivable with a corresponding offset to deferred inflows of resources.

Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Rounding

Due to rounding, some numbers may not appear to sum.

NOTE II. EXPLANATION OF DIFFERENCES BETWEEN GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

Fund balances per Balance Sheet	\$ 8,826,205
Inclusion of capital assets which are not financial resources and therefore not reported in the funds	18,084,345
Inclusion of liability for compensated absences budgeted in the fund in future years	(248,712)
Net Position per Statement of Net Position	<u>\$ 26,661,838</u>
Net change in Fund Balances per Statement of Revenue, Expenditures and Change in Fund Balance	\$ 916,223
Capitalization of current year addition to the library materials collection	550,221
Net capitalization of commodities and other capital outlays	343,379
Current depreciation of capital assets	(1,250,542)
Inclusion of liability for Compensated Absences	624
Change in Net Position per Statement of Activities	<u>\$ 559,905</u>

NOTE III. STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

A. Budgetary Information

Budgetary Accounting and Control

The budget for the General Fund is adopted on a basis that is consistent with generally accepted accounting principles (GAAP).

Legal Level of Control

The legal level of budgetary control is at the individual fund level.

Lapsing Appropriations

All unexpended annual appropriations for operating and capital replacement funds lapse at year-end. Appropriations for capital projects continue until completion of the specific project.

Budgetary Procedures

The District’s budget is approved by the governing board prior to the commencement of the fiscal year. The District’s management may transfer any unused budgeted amount or portion thereof from one budget category to any other budget category at the legal level of budgetary control without Board approval. Other budget amendments must be approved by a resolution of the Board.

In 2019, the Board approved one supplemental budget resolution to transfer an additional \$1,000,000 from the General Fund to the Capital Projects Fund to add to the reserve for future facilities.

Encumbrances

Encumbrance accounting is utilized by the District to record purchase orders, contracts and other commitments for the expenditure of monies to assure effective budgetary control and accountability. The

District had three open purchase orders at the end of 2019 totaling \$14,590 that were reclassified as committed fund balance to accurately reflect our fund balances at year end. These purchase order balances will be exhausted in 2020.

NOTE IV. DETAILED FUND NOTES

A. Cash deposits with financial institutions

The District's cash deposits are held in the name of and managed by the City of Fort Collins, with the exception of one District cash account that collects incoming cash, check and credit card deposits. This account is reconciled on a monthly basis, and balances exceeding \$20,000 are transferred to the City to be invested according to the City's standard investment process. All other cash deposits are included within the City's pooled cash accounts.

Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a failure of a financial institution or counterparty, the District would not be able to recover its deposits. Due to federal deposit insurance and the collateral used for the City's pooled cash accounts, no deposits for the District are exposed to custodial credit risk. At December 31, 2019, the bank balances and carrying amounts of the District's deposits were \$1,129,738 and \$1,042,246, respectively.

B. Investments

The District's investments are held in the name of and managed by the City of Fort Collins. As such, they are not evidenced by accounts or securities in the District's name that exist in physical or book entry form. The District has adopted the same investment policy as the City. These investment disclosures are for the District's share of the City's pooled investments. Investment policies are governed by Colorado statute and the District's own investment policies and procedures. District investments may include the following types of investments:

- Legal investments for municipalities under state statutes
- Interest-bearing accounts or certificates of deposit at banks or savings and loan institutions in Colorado which are eligible public depositories (including CDARS)
- Obligations of the United States Government, its agencies or instrumentalities
- Debt of U.S. corporations
- Obligations issued by or on behalf of the District
- State or local government obligations having an investment grade rating
- Prime rated banker's acceptances
- Prime rated commercial paper
- Guaranteed investment contracts
- Repurchase and reverse repurchase agreements of any marketable security described above which afford the District a perfected security interest in such security
- Local government investment pools authorized under the laws of the State of Colorado
- Shares in any money market fund or account, unit investment trust or open or close-end investment company, all of the net assets of which are invested in securities described above
- Mutual funds that include eligible investments found above

Custodial Credit Risk

Custodial credit risk is the risk that, in the event of a failure of a financial institution or counterparty, the District would not be able to recover its investments. The District's investments are exposed to custodial

credit risk, and the carrying amount of investments managed by the City of Fort Collins was \$8,151,815 as of December 31, 2019.

Credit Risk

The District's investment policy limits investment in corporate bonds to the top three ratings issued by nationally recognized statistical rating organizations (NRSROs) at the time of purchase. The District places maximum limits on the amount the District may invest in any one issuer. Limits vary by investment type. More than 87% of the District's investments are in the Federal Farm Credit Bank (FFCB), the Federal Home Loan Bank (FHLB), the Federal Home Loan Mortgage Corp (FHLMC) and the Federal National Mortgage Association (FNMA). These investments were 34%, 15%, 22% and 16%, respectively, of the District's total investment as of December 31, 2019. All of these investments were rated AA+ by Standard and Poor's and AAA by Moody's.

Interest Rate Risk

The District's investment policy limits its exposure to fair value losses arising from rising interest rates with the following practices:

- Whenever possible, holding investments to their stated maturity dates
- Investing a portion of the operating funds in shorter-term securities, money market mutual funds, or local government investment pools

Based on the current rate environment, the District assumes all callable securities may not be called on the first call date. The District invests in various mortgage-backed securities and bonds in order to maximize yields. Mortgage-backed securities are based on cash flows from interest payments on underlying mortgages. Therefore, they are sensitive to prepayments by mortgagees, which may result from a decline in interest rates. If interest rates decline and homeowners refinance mortgages, thereby prepaying the mortgages underlying these securities, the cash flows from interest payments are reduced and the value of these securities declines. Likewise, if homeowners pay on mortgages longer than anticipated, the cash flows are greater and the return on the initial investment would be higher than anticipated.

Fair Value Measurements

The District categorizes its assets and liabilities measured at fair value within the hierarchy established by GAAP. The hierarchy is based on the valuation inputs used to measure the fair value of the asset.

- Level 1 inputs are quoted prices (unadjusted) for identical assets or liabilities in active markets that a government can access at the measurement date.
- Level 2 inputs are inputs other than quoted prices included within Level 1 that are observable for an asset or liability, either directly or indirectly.
- Level 3 inputs are unobservable inputs for an asset or liability.

The fair value hierarchy gives the highest priority to Level 1 inputs and the lowest priority to Level 3 inputs. If the fair value of an asset or a liability is measured using inputs from more than one level of the fair value hierarchy, the measurement is considered to be based on the lowest priority level input that is significant to the entire measurement.

Investment prices for the District's securities are reported by US Bank, the District's custodial bank. US Bank acquires its pricing data from Interactive Data, a third party provider, which provides global security evaluations and fair value pricing for fixed income securities. Their evaluations represent a good faith opinion as to what a buyer in the marketplace would pay for a security in a current sale. Interactive Data's evaluations are based on market data and evaluated pricing models that vary by asset class. These pricing models incorporate trade, bid and other market information as well as evaluated pricing

applications that utilize benchmark curves, benchmarking of like securities, sector groupings and matrix pricing to prepare evaluations. In addition, model processes such as the Option Adjusted Spread model are used to assess interest rate impacts and develop prepayment scenarios. For each asset class, teams of evaluators gather information from market sources and integrate relevant credit information, perceived market movements, and sector news into the evaluated pricing applications and models. The District invests primarily in fixed income securities. The investments are valued at fair value at least monthly. The following fair value techniques were utilized in measuring the fair value of the District’s investments:

- **U.S. Government Agency securities:** U.S. Government Agency securities are reported at fair value based on a multi-dimensional relational model and Option Adjusted Spread model. The model inputs include benchmark yields, reported trades, broker/dealer quotes, issuer spreads, two-sided markets, benchmark securities, bids, offers and other reference data including TRACE reported trades. TRACE is a program developed by the National Association of Securities Dealers (NASD) that allows for the reporting of over-the counter transactions for eligible fixed-income securities.
- **Corporate securities:** Corporate securities are reported at fair value based on a multi-dimensional relational model and Option Adjusted Spread model. The model inputs include benchmark yields, reported trades, broker/dealer quotes, issuer spreads, two-sided markets, benchmark securities, bids, offers and other reference data including TRACE reported trades.
- **Mortgage-backed securities:** Mortgage-backed securities are reported at fair value based on Electronic Communication Networks and Broker feeds. Inputs include benchmark yields, reported trades, broker/dealer quotes, issuer spreads, two-sided markets, benchmark securities, bids, offers and other reference data including vendor trading platform data.

The District has no other investments meeting the fair value disclosure requirements of GASB Statement No. 72. As of December 31, 2019, the District had the following investments:

Investment Type	Credit Risk Rating S&P/Moody's	Fair Value Measurement Level	Fair Value	Investment Maturities		
				Up to 120 days	121 days to 5 years	More than 5 years
<i>Investments measured by fair value levels</i>						
<i>Instrumentality</i>						
Federal Farm Credit Bank (FFCB)	AA+/AAA	2	\$ 2,773,300	\$ 355,771	\$ 2,417,529	\$ -
Federal Home Loan Bank (FHLB)	AA+/AAA	2	1,251,714	101,116	1,150,598	-
Federal Home Loan Mortgage Corporation (FHLMC)	AA+/AAA	2	1,820,874	-	1,820,874	-
Federal National Mortgage Association (FNMA)	AA+/AAA	2	1,300,977	210,536	1,090,441	-
Corporate bonds	AA+/AA1	2	343,326	-	343,326	-
Corporate bonds	AAA/AAA	2	343,553	-	343,553	-
Corporate bonds	AA+/AA3	2	50,965	-	50,965	-
Corporate bonds	AA-/AA3	2	31,059	-	31,059	-
Corporate bonds	AA+/AA2	2	62,838	-	62,838	-
Corporate bonds	AA+/AAA	2	77,308	-	77,308	-
Corporate bonds	AA/AA2	2	76,555	-	76,555	-
Marketable Certificates of Deposit			19,346	-	19,346	-
Total Library Share of City Investment Pool			\$ 8,151,815	\$ 667,423	\$ 7,484,392	\$ -
Percent of Total				8%	92%	

The carrying amounts of deposits and investments are reflected in the accompanying government-wide statement of net position as follows:

Cash and cash equivalents	\$ 1,042,246
Investments	\$ 8,151,815
Total deposits and investments	\$ 9,194,060

Note: Due to rounding, some numbers may not appear to sum.

In addition to investments held by the District, the Community Foundation of Northern Colorado owns a fund that holds donations made directly to the Foundation, for the benefit of the District. These funds are not held by the District and are available only by specific request, with withdrawals limited to five percent of the balance annually. Withdrawals not taken in a year add to the available distribution balance. Since the inception of the fund, there has never been a fund withdrawal. As of December 31, 2019, the balance in the Library Fund was \$298,552 and \$55,317 was available for distribution.

C. Capital Assets

A summary of changes in capital assets for the year ended December 31, 2019 is shown below.

Changes in Capital Assets					
	Beginning of Year	Additions	Transfers	Deletions	End of Year
Capital assets, not being depreciated					
Land	\$ 2,256,000	\$ -	\$ -	\$ -	\$ 2,256,000
Construction in process	4,150	254,372	(184,008)	-	\$ 74,513
Total capital assets, not being depreciated	2,260,150	254,372	(184,008)	-	2,330,513
Capital assets, being depreciated					
Buildings & Improvements	17,682,713	8,765	-	-	17,691,478
Machinery & Equipment	2,407,004	80,003	184,008	-	2,671,015
Library Materials Collection	3,736,508	550,221	-	(562,604)	3,724,125
Total capital assets, being depreciated	23,826,225	638,989	184,008	(562,604)	24,086,618
Less accumulated depreciation					
Buildings & Improvements	(4,118,207)	(504,218)	-	-	(4,622,425)
Machinery & Equipment	(1,640,000)	(124,605)	-	-	(1,764,605)
Library Materials Collection	(1,886,880)	(621,481)	-	562,604	(1,945,757)
Total accumulated depreciation	(7,645,087)	(1,250,304)	-	562,604	(8,332,786)
Total capital assets being depreciated, net	16,181,138	(611,314)	184,008	-	15,753,832
Capital assets, net	\$ 18,441,288	\$ (356,943)	\$ -	\$ -	\$ 18,084,345

D. Inter-fund Transfers

In 2019, \$250,000 was transferred from the General Fund to the Capital Projects Fund for the annual transfer based on the Board approved Capital Reserve Policy. In addition, the Board of Trustees approved an additional transfer of \$1,000,000 to be used for future facilities expansion.

E. Liabilities

The District did not have any long-term liabilities in 2019. A significant portion of the District’s current liabilities consists of compensated absences, for which a summary is shown below.

	Beginning of Year	Additions Earned	Deletions Used	End of Year	Due Within One Year
Compensated absences	\$ 249,336	\$ 272,625	\$ (273,249)	\$ 248,712	\$ 248,712

Because the entire balance of compensated absences is available for withdrawal by the employees without restriction, all compensated balances are considered due within one year. Compensated absences are generally liquidated by the General Fund.

NOTE V. OTHER INFORMATION

A. Risk Management

Property, Liability, and Workers Compensation

The District is exposed to various risks of loss related to theft, damage and destruction of assets, torts, errors and omissions, injuries to employees and natural disasters. The District purchases commercial insurance for risks of loss in excess of deductible amounts. Settlements did not exceed insurance coverage in 2017, 2018 or 2019.

The District participates in the City of Fort Collins's self-insured health program. The District is charged a premium, but all claims are paid by the City and any unpaid claims or claims incurred but not paid as of December 31, 2019 are recognized by the City and not passed through to the District.

B. Retirement Commitment

Money Purchase Plan 401(a)

The District's benefited employees participate in the Poudre River Public Library District 401(a) Money Purchase Plan. As a defined contribution plan, benefits depend solely on amounts contributed to the plan plus investment earnings. Employees are eligible to participate six months from the date of employment and are fully vested upon initial participation. The plan requires both employer contributions of 6.5% and employee contributions of 3% of base salary each pay period. Employee contributions are made with pretax or after tax dollars. Contributions made by the District as well as earnings on District and employee contributions are not taxable to the employee until they are withdrawn. Plan provisions and contribution requirements are established and may be amended by the District's Board of Trustees. ICMA Retirement Corporation administers the plan. 2019 District and employee contributions to the plan were \$255,083 and \$106,670, respectively.

C. Related Party Transactions

Pursuant to an intergovernmental agreement with the City of Fort Collins, the District contracts for support services including accounting, budgeting, treasury management, accounts payable, payroll, human resources, purchasing, and information technology. In 2019, the District paid the City \$377,876 for these services. The City also provides employee benefits to the District's employees through the City's Human Resources Department. The District and its employees pay the same benefit premiums as the City and its employees. Finally, the District contracts with the City to provide operations services for janitorial and facilities maintenance that are billed on a usage basis.

D. Legal Matters

Tax, Spending, and Debt Limitations

Article X, Section 20, of the State Constitution has several limitations, including those for revenues, expenditures, property taxes and issuance of debt. The Amendment is complex and subject to judicial interpretation. As part of the ballot language that formed the District, permission was given to retain all revenue generated by the current mill levy and other operating revenues. The District is required to comply with all other aspects of this amendment including needing voter approval to increase tax rates or issue debt.

E. Relevant Accounting Standards

In 2019, the District adopted GASB Statement No. 83 *Certain Asset Retirement Obligations*, GASB Statement No. 84 *Fiduciary Activities* and GASB Statement No. 88 *Certain Debt Disclosures Related to Debt, Including Direct Borrowing and Direct Placements*. The adoption of these standards had no impact to the net position of the District.

F. Subsequent Events

As a result of the spread of the SARS-CoV-2 virus and the incidence of COVID-19, economic uncertainties have arisen which may negatively affect the financial position and results of operations of the District. The duration of these uncertainties and the ultimate financial effects cannot be reasonably estimated at this time.

Supplementary Information



CONNECT
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**Poudre River Public Library District
Capital Projects Fund Schedule of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Year Ended December 31, 2019**

	2019 Actual	Project to Date	Budget (Original)	Budget (Final)	Budget Variance \$
Revenues					
Investment earnings	\$ 124,232	\$ -	\$ -	\$ -	\$ 124,232
Library Trust donations	10,100	-	-	-	10,100
Other donations	-	-	-	-	-
Miscellaneous	54,187	-	-	-	54,187
Total Revenue	188,519	-	-	-	188,519
Expenditures / Expenses					
Library Trust expenditures	-	10,236	10,100	10,100	(136)
Capital Replacement Plan - 2018	197,811	204,171	275,000	275,000	70,829
Capital Replacement Plan - 2019	195,667	195,667	125,000	125,000	(70,667)
Total Expenditures	393,478	410,074	410,100	410,100	16,622
Excess Revenue over Expenditures	(204,959)	-	(410,100)	(410,100)	205,141
Other Financing Sources (Uses)					
Transfers In	1,250,000	-	250,000	1,250,000	-
Net Change in Fund Balance	1,045,041	-	(160,100)	839,900	205,141
Fund Balance - January 1	4,059,114	-	4,059,114	4,059,114	-
Fund Balance - December 31	\$ 5,104,155	-	3,899,014	4,899,014	205,141

Statistical Section



CONNECT
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Statistical Section Information (Unaudited)

This part of the District’s comprehensive annual financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the government’s overall financial health.

Contents	Page(s)
Financial Trends, Tables I – IV These schedules contain trend information to help the reader understand how the government’s financial performance and well-being have changed over time.	47-50
Revenue Capacity, Tables V – VIII These schedules contain information to help the reader assess the government’s most significant revenue source, local property tax.	51-54
Debt Capacity, Table IX These schedules present information to help the reader assess the affordability of the government’s current levels of outstanding debt and the government’s ability to issue debt in the future.	55
Demographic and Economic Information, Tables X – XI These schedules offer demographic and economic indicators to help the reader understand the environment within which the government’s financial activities take place.	56-57
Operating Information, Tables XII – XV These schedules contain service and infrastructure data to help the reader understand how the information in the government’s financial report relates to the services the government provides and the activities it performs.	58-61

Sources: unless otherwise noted, the information in these schedules is derived from the audited financial reports for the relevant year.

Table I

**Poudre River Public Library District
Government-wide Net Position by Component
Last Ten Years**

Year	Invested in Capital Assets	Restricted	Unrestricted	Total
2010	17,567,817	2,900,757	5,304,879	25,773,453
2011	19,560,485	1,116,351	5,629,043	26,305,879
2012	21,670,957	1,173,865	3,527,422	26,372,244
2013	21,473,763	1,169,916	3,836,031	26,479,710
2014	20,717,096	1,214,284	4,628,316	26,559,696
2015	20,668,506	1,325,805	4,962,232	26,956,543
2016	20,003,033	637,533	5,753,004	26,393,570
2017	19,434,854	350,097	6,474,556	26,259,507
2018	18,441,288	309,720	7,350,926	26,101,934
2019	18,084,345	302,000	8,275,493	26,661,838

Table II

**Poudre River Public Library District
Government-wide Changes in Net Position
Last Ten Years**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Expenses - Governmental Activities										
Library Administration	\$ 1,277,949	\$ 1,276,025	\$ 1,485,636	\$ 1,418,876	\$ 1,469,167	\$ 1,573,383	\$ 1,783,039	\$ 1,873,137	\$ 2,060,211	\$ 1,907,063
Combined Operations	2,315,778	2,239,840	2,392,320	2,600,986	2,704,706	2,643,214	2,671,937	2,585,779	2,920,233	2,607,226
Community Services	-	-	206,805	184,361	281,610	292,020	323,357	323,501	363,206	352,853
Branch Operations & Services	3,810,923	3,590,605	3,542,410	3,437,871	3,195,668	3,283,506	3,619,046	3,575,903	3,690,015	3,815,534
Collection Services	487,202	929,001	1,037,774	1,102,184	1,203,493	1,421,889	1,521,889	1,700,585	1,915,540	1,801,551
Programming	115,278	134,757	126,713	121,506	102,846	85,261	127,442	150,172	169,000	168,178
Total Expenses	8,007,130	8,170,228	8,791,658	8,865,784	8,957,490	9,299,273	10,046,710	10,209,077	11,118,204	10,652,406
Program Revenues - Governmental Activities										
Charges for Services	257,517	263,225	217,689	216,511	199,289	213,039	188,905	179,859	139,434	128,888
Operating Grants and Contributions	898,492	816,946	861,196	855,039	921,593	929,501	176,598	205,407	203,781	181,990
Capital Grants and Contributions	202,857	121,217	319,935	477,844	80,953	407,798	13,549	37,779	5,600	10,100
Total Program Revenues	1,358,866	1,201,388	1,398,820	1,549,394	1,201,835	1,550,338	379,052	423,045	348,815	320,979
Net Program Expense	(6,648,264)	(6,968,840)	(7,392,838)	(7,316,390)	(7,755,655)	(7,748,935)	(9,667,658)	(9,786,032)	(10,769,389)	(10,331,427)
General Revenues										
Property Taxes	6,984,721	6,894,331	6,903,435	6,889,765	7,150,978	7,389,426	8,365,443	8,695,120	9,578,657	9,630,069
Specific Ownership Taxes	479,329	450,904	489,732	526,141	610,183	672,359	706,176	847,663	876,611	880,989
Earnings on Investments	143,215	156,031	66,036	7,950	74,480	83,997	33,066	109,186	156,548	307,603
Miscellaneous	-	-	-	-	-	-	-	-	-	72,670
Total General Revenue	7,607,265	7,501,266	7,459,203	7,423,856	7,835,641	8,145,782	9,104,685	9,651,969	10,611,816	10,891,332
Net Change in Financial Position	\$ 959,001	\$ 532,426	\$ 66,365	\$ 107,466	\$ 79,986	\$ 396,847	\$ (562,973)	\$ (134,063)	\$ (157,573)	\$ 559,905

Note: Expense categories were adjusted in 2019 to reflect the District's current Business Unit structure, and all prior years were restated using the new categories. There was no net change from previously published CAFRs.

Table III

**Poudre River Public Library District
Governmental Funds Fund Balances
Last Ten Years**

General Fund					
Fiscal Year	Non-spendable	Restricted	Committed	Unassigned	Total
2010	0	843,841	1,684,300	1,490,813	4,018,954
2011	0	974,701	1,672,900	1,679,052	4,326,653
2012	0	1,078,640	1,679,500	1,844,840	4,602,980
2013	0	1,126,931	1,748,600	1,950,516	4,826,047
2014	0	1,173,907	1,783,100	2,572,554	5,529,561
2015	0	1,285,428	1,817,600	2,924,557	6,027,585
2016	0	597,156	1,916,300	3,433,099	5,946,555
2017	0	309,720	2,119,000	1,828,053	4,256,773
2018	0	309,720	2,188,712	1,352,436	3,850,868
2019	0	302,000	2,421,590	998,459	3,722,049

Capital Projects Fund					
Fiscal Year	Non-spendable	Restricted	Committed	Unassigned	Total
2010	0	2,056,916	2,323,067	0	4,379,983
2011	0	141,650	2,472,969	0	2,614,619
2012	0	95,225	214,246	0	309,471
2013	0	42,985	355,567	0	398,552
2014	0	40,377	499,267	0	539,644
2015	0	40,377	441,732	0	482,109
2016	0	40,377	628,905	0	669,282
2017	0	40,377	2,756,462	0	2,796,839
2018	0	0	4,059,114	0	4,059,114
2019	0	0	5,104,155	0	5,104,155

Note: The restricted amount shown in the Capital Projects Fund beginning in 2010 was found to be not restricted but committed in 2018 based on an analysis of the source of funding and has therefore been restated as committed for 2018 and going forward. See Note I, Section E for more information.

Table IV

**Poudre River Public Library District
Change in Total Governmental Fund Balances
Last Ten Years**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Revenues										
Taxes	\$ 7,464,050	\$ 7,345,235	\$ 7,393,167	\$ 7,415,906	\$ 7,761,161	\$ 8,061,785	\$ 9,071,619	\$ 9,542,783	\$ 10,455,268	\$ 10,511,059
Intergovernmental	957,005	773,657	829,248	1,061,307	821,037	855,778	73,185	89,115	51,373	79,707
Charges for services	248,592	223,857	207,656	204,353	191,453	209,159	187,951	175,760	139,434	128,888
Investment earnings	143,215	156,031	66,036	7,950	74,480	83,997	33,066	109,186	156,548	307,603
Donations	112,070	164,506	351,883	271,576	181,509	481,521	116,962	154,071	153,177	112,383
Miscellaneous	8,925	39,368	10,033	12,158	7,836	3,880	954	4,099	4,831	72,670
Total Revenues	8,933,857	8,702,654	8,858,023	8,973,250	9,037,476	9,696,120	9,483,737	10,075,014	10,960,631	11,212,310
Expenditures										
Administration (1)	1,306,100	1,273,448	1,470,350	1,411,388	1,461,214	1,578,332	1,779,396	1,869,478	2,039,834	1,907,688
Combined Operations	946,426	876,476	907,462	1,058,973	1,104,372	1,143,669	1,228,851	1,236,600	1,301,470	1,269,220
Community Services	-	-	206,805	184,361	281,610	292,020	323,357	323,501	363,206	352,853
Branch Operations & Services	3,810,923	3,590,605	3,542,410	3,437,871	3,195,668	3,283,506	3,619,046	3,575,903	3,690,015	3,815,534
Collection Services	1,266,666	1,580,149	1,718,437	1,664,788	1,839,154	2,124,604	2,207,337	2,317,471	2,448,734	2,351,772
Programming	115,278	134,757	126,713	121,506	102,846	85,261	127,442	150,172	169,000	168,178
Capital Outlay	196,016	2,704,884	2,914,667	782,215	208,006	748,239	92,165	164,114	92,003	430,843
Total Expenditures	7,641,409	10,160,319	10,886,844	8,661,102	8,192,870	9,255,631	9,377,594	9,637,239	10,104,261	10,296,087
Excess (Deficiency) of Revenue over Expenditures	1,292,448	(1,457,665)	(2,028,821)	312,148	844,606	440,489	106,143	437,775	856,370	916,223
Other Financing Sources										
Sale of Capital Assets	-	-	-	-	-	-	-	-	-	-
Net Change in Fund Balances	\$ 1,292,448	\$ (1,457,665)	\$ (2,028,821)	\$ 312,148	\$ 844,606	\$ 440,489	\$ 106,143	\$ 437,775	\$ 856,370	\$ 916,223

Note: Expenditure categories were adjusted in 2019 to reflect the District's current Business Unit structure, and all prior years were restated using the new categories. There was no net change from previously published CAFRs.

(1): The large increase in Administration expenditures in 2016 is due to election costs of \$166,882.

Table V

**Poudre River Public Library District
Assessed Value and Estimated Actual Value of Taxable Property
Last Ten Years**

Assess. Collection		Residential Values		Commercial Values		Industrial Values	
Year	Year	Assessed	Est. Actual	Assessed	Est. Actual	Assessed	Est. Actual
2009	2010	1,248,961,450	15,690,397,200	750,241,240	2,587,024,970	237,587,030	819,265,060
2010	2011	1,259,202,080	15,819,034,900	732,166,260	2,524,697,200	228,702,680	788,629,200
2011	2012	1,248,223,550	15,681,472,500	720,259,430	2,483,639,490	224,725,190	774,913,690
2012	2013	1,259,178,730	15,819,107,400	730,268,070	2,518,152,190	217,196,580	748,953,130
2013	2014	1,314,078,500	16,508,716,500	739,226,900	2,549,046,660	246,953,580	851,563,680
2014	2015	1,347,244,860	16,925,375,200	736,629,610	2,550,434,310	272,079,420	938,204,680
2015	2016	1,579,496,347	19,842,902,800	856,105,958	2,952,089,110	290,354,151	1,001,221,170
2016	2017	1,615,484,343	20,295,013,700	863,693,386	2,978,252,560	347,890,460	1,199,622,210
2017	2018	1,835,515,094	25,493,267,100	979,154,351	3,376,393,840	347,143,976	1,197,048,140
2018	2019	1,879,970,106	26,110,697,600	995,779,568	3,433,722,190	329,150,483	1,135,001,600

Assess. Collection		Other Values		Total Values		Ratio of Assessed	Total Mill
Year	Year	Assessed	Est. Actual	Assessed	Est. Actual	to Est. Actual	Levy
2009	2010	197,405,878	670,517,553	2,434,195,598	19,767,204,783	12%	3.000
2010	2011	186,789,980	640,087,805	2,406,861,000	19,772,449,105	12%	3.000
2011	2012	168,087,682	571,762,307	2,361,295,852	19,511,787,987	12%	3.000
2012	2013	161,282,018	546,845,650	2,367,925,398	19,633,058,370	12%	3.000
2013	2014	165,823,825	561,194,367	2,466,082,805	20,470,521,207	12%	3.013
2014	2015	170,823,340	566,894,245	2,526,777,230	20,980,908,435	12%	3.024
2015	2016	190,203,402	646,809,432	2,916,159,858	24,443,022,512	12%	3.016
2016	2017	178,711,811	614,648,749	3,005,780,000	25,087,537,219	12%	3.034
2017	2018	203,037,119	699,037,539	3,364,850,540	30,765,746,619	11%	3.000
2018	2019	189,696,155	651,818,292	3,394,596,312	31,331,239,682	11%	3.000

The actual value of property is reappraised every two years in odd-numbered years. The assessment rate is also set every two years by Colorado legislature. Currently, non-residential property is fixed at 29% of actual value and residential property is assessed at 7.2% of actual value.
Source: Larimer County Assessor's Office "2018 Report of Authorities by Value Type"

Table VI

**Poudre River Public Library District
Direct and Overlapping Property Tax Rates per \$1,000 of Assessed Value
Last Ten Years**

Taxing Authority	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Direct										
Poudre River Public Library District	3.000	3.000	3.000	3.000	3.013	3.024	3.016	3.024	3.000	3.000
Overlapping Governments										
Larimer County	22.577	22.666	22.614	22.662	22.424	22.459	21.882	22.521	22.092	22.403
Cities and Towns										
Fort Collins	9.797	9.797	9.797	9.797	9.797	9.797	9.797	9.797	9.797	9.797
Loveland	9.564	9.564	9.564	9.564	9.564	9.564	9.564	9.564	9.564	9.564
Timnath	6.932	6.932	6.932	6.932	6.749	6.749	6.749	6.688	6.688	6.688
Windsor	12.030	12.030	12.030	12.030	12.030	12.030	12.030	12.030	12.030	12.030
School District										
Poudre R-1	47.989	47.989	51.000	54.868	52.763	52.630	52.630	52.630	52.630	52.630
Thompson R2-J	41.295	41.643	42.310	40.884	40.416	40.268	38.393	38.349	36.315	47.428
Fire Districts										
	5.000 - 21.142	5.000 - 21.142	5.000 - 21.142	5.000 - 21.151	5.000 - 21.199	5.000 - 21.142	6.522 - 21.142	6.522 - 21.142	6.522 - 21.142	6.522 - 21.142
Other Special Districts										
	0.387 - 35.000	0.398 - 35.000	0.463 - 35.000	0.472 - 45.000	0.142 - 45.000	0.142 - 60.000	0.142 - 60.611	0.142 - 60.222	0.142 - 60.110	0.142 - 60.351

Source: Larimer County Assessor's Office "2018 Mill Levies by Tax Area and Authority"

Table VII

**Poudre River Public Library District
Top 10 Principal Property Taxpayers
Current and Ten Years Ago, Based on Collection Year**

Principal Taxpayer	2010			2019		
	Assessed Valuation	Rank	Percent of Total Assessed Valuation	Assessed Valuation	Rank	Percent of Total Assessed Valuation
Avago Technologies	\$ 18,580,642	4	0.8%	\$ 115,308,246	1	3.4%
Anheuser-Busch, Inc.	88,460,874	1	3.6%	49,984,108	2	1.5%
Ramco-Gershenson Properties	N/A			32,138,919	3	0.9%
Public Service Company of Colorado	13,965,400	6	0.6%	27,575,975	4	0.8%
Walton Foothills Holdings	N/A			25,773,138	5	0.8%
Anheuser-Busch Commercial	N/A			21,913,966	6	0.6%
Woodward Governor	6,905,086	9	0.3%	15,885,899	7	0.5%
Amcap Harmony LLC	N/A			15,809,002	8	0.5%
New Belgium Brewing Co	N/A			14,638,401	9	0.4%
Woodward Inc	N/A			14,132,448	10	0.4%
Qwest Corporation	23,769,400	2	1.0%	N/A		
Front Range Retail Company	19,189,569	3	0.8%	N/A		
Hewlett Packard Co	16,765,541	5	0.7%	N/A		
FC Timberline	9,279,913	7	0.4%	N/A		
Intel Corporation	8,114,884	8	0.3%	N/A		
BNSF Railway Company	6,538,200	10	0.3%	N/A		

Source: Larimer County Assessor's Office

Table VIII

**Poudre River Public Library District
Property Tax Levies and Collections
Last Ten Years**

Assess. Year	Collect. Year	Total Tax Levy	Tax Collected within Fiscal Year Levied	Percent of Levy	Tax Collected in Subsequent Years	Total Tax Collected to Date	Percent of Levy
2009	2010	7,030,254	6,979,507	99.3%	7,193	6,986,700	99.4%
2010	2011	6,940,049	6,918,670	99.7%	(1,739)	6,916,931	99.7%
2011	2012	6,931,819	6,892,356	99.4%	(2,231)	6,890,125	99.4%
2012	2013	6,910,059	6,883,346	99.6%	(20,952)	6,862,394	99.3%
2013	2014	7,217,549	7,169,472	99.3%	(4,871)	7,164,601	99.3%
2014	2015	7,640,772	7,627,598	99.8%	(13,686)	7,613,912	99.6%
2015	2016	8,454,597	8,378,925	99.1%	(9,682)	8,369,243	99.0%
2016	2017	8,726,722	8,692,531	99.6%	(7,476)	8,685,055	99.5%
2017	2018	10,094,552	10,069,415	99.8%	(13,912)	10,055,502	99.8%
2018	2019	10,183,789	10,162,816	99.8%	-	10,162,816	99.8%

Source: Larimer County Assessor's Office "2018 Abstract of Assessments" and Treasurer's Office "2019 Statement of Collections"
 Note: Tax Collected in Subsequent Years is net of corrections to prior tax roles.

Table IX

**Poudre River Public Library District
Legal Debt Margin Information
Last Ten Fiscal Years**

	2010	2011	2012	2013	2014
Assessed valuation	\$ 2,434,195,598	\$ 2,406,861,000	\$ 2,361,295,852	\$ 2,367,925,398	\$ 2,466,082,805
Debt limitation - 1.5% of assessed value	36,512,934	36,102,915	35,419,438	35,518,881	36,991,242
Total debt, excluding compensated absences	-	-	-	-	-
Legal debt margin	\$ 36,512,934	\$ 36,102,915	\$ 35,419,438	\$ 35,518,881	\$ 36,991,242

	2015	2016	2017	2018	2019
Assessed valuation	\$ 2,526,777,230	\$ 2,916,159,858	\$ 3,005,780,000	\$ 3,364,850,540	\$ 3,394,596,312
Debt limitation - 1.5% of assessed value	37,901,658	43,742,398	45,086,700	50,472,758	50,918,945
Total debt, excluding compensated absences	-	-	-	-	-
Legal debt margin	\$ 37,901,658	\$ 43,742,398	\$ 45,086,700	\$ 50,472,758	\$ 50,918,945

Source: Assessed valuation - Larimer County Assessor's Office, Debt limitation - Colorado Revised Statutes 22-42-104

Table X

**Poudre River Public Library District
Demographic and Economic Information
Last Ten Years**

Year	Larimer County Data				Household Data			
	Population	Per Capita Personal Income	Total Personal Income	Unemployment Rate	Total	Average Size	Median Age	School Enrollment
2010	179,859	29,020	5,219,508,000	5.1%	71,860	2.4	31.8	61,944
2011	182,600	29,170	5,326,442,000	5.6%	72,491	2.4	31.7	63,475
2012	185,494	29,818	5,531,060,000	5.5%	73,338	2.4	32.1	63,873
2013	188,934	30,279	5,720,733,000	5.6%	73,751	2.5	32.4	64,911
2014	191,740	30,422	5,833,114,000	5.2%	73,731	2.5	31.9	65,857
2015	195,460	30,768	6,013,913,000	5.2%	75,071	2.5	31.6	67,132
2016	199,364	32,047	6,389,018,000	4.4%	76,528	2.5	31.8	66,638
2017	207,898	32,658	6,789,533,000	3.3%	83,092	2.4	31.8	65,920
2018	210,923	36,050	7,603,774,000	2.9%	84,216	2.4	31.9	75,000
2019	216,219	37,711	8,153,835,000	2.7%	86,631	2.4	32.1	N/A

Source: Population, Per Capita Personal Income, Unemployment Rate and Household Data - Demographics Now (Experian Information Solutions) 3/5/20

Table XI

**Poudre River Public Library District
Principal Employers
Current Fiscal Year and Ten Years Ago**

Employer	2010			2019		
	Employees	Rank	% of Total Employment	Employees	Rank	% of Total Employment
Colorado State University	6,249	1	6.0%	6,701	1	5.4%
University of Colorado Health	N/A			5,500	2	4.5%
Poudre School District	3,546	3	3.4%	3,752	3	3.0%
UC Health: Poudre Valley Hospital	4,206	2	4.0%	2,569	4	2.1%
City of Fort Collins	1,150	6	1.1%	2,400	5	1.9%
Larimer County	1,593	4	1.5%	1,639	6	1.3%
Woodward, Inc.	925	7	0.9%	1,307	7	1.1%
Columbine Health Systems	1,250	5	1.2%	1,059	8	0.9%
Otter Products	N/A			1,000	9	0.8%
Front Range Community College	586	8	0.6%	944	10	0.8%

Source: BizWest Book of Lists 2020 and NCBR Book of Lists 2010

Table XII

**Poudre River Public Library District
Full-time Equivalent District Employees by Function
Last Ten Years**

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Old Town Library	30.00	28.85	24.50	27.00	26.70	28.25	27.30	26.95	30.60	25.52
Harmony Library	23.00	23.00	24.50	24.00	22.50	22.88	23.00	23.70	21.30	19.52
Council Tree Library	18.50	18.50	17.50	19.75	18.50	18.62	18.40	17.90	18.90	17.69
Administration	5.25	5.25	7.75	7.75	9.20	9.20	10.25	11.15	11.30	9.46
Facilities & Systems Administration	7.00	6.00	6.00	6.50	7.00	7.00	7.00	7.00	7.00	7.61
Communications	-	-	-	-	-	-	-	-	-	3.00
Community Services	-	-	3.00	3.00	4.50	5.25	5.50	5.00	5.65	5.95
Collection Services	4.00	7.00	8.00	8.00	8.50	8.80	8.80	8.80	10.30	11.41
Total FTE Employees	87.75	88.60	91.25	96.00	96.90	100.00	100.25	100.50	105.05	100.16

Source: Poudre River Public Library District

Note: Prior to 2012, Community Services was included in Old Town Library staffing. Prior to 2019, Communications was included in Administration staffing.

Table XIII

**Poudre River Public Library District
Library Materials Purchased and Circulated
Last Ten Years**

Fiscal Year	Number of Volumes Owned	Number of AV Items Owned	Total Items Owned	Total Circulation	Turnover Rate (1)	Acquisition Cost	Net Book Value of Collections
2010	386,268	54,741	441,009	3,303,958	7.49	779,464	3,305,923
2011	351,661	52,977	404,638	3,275,627	8.10	651,148	3,141,143
2012	349,047	53,306	402,353	3,208,389	7.97	680,663	2,989,090
2013	349,535	52,251	401,786	3,133,110	7.80	562,604	2,714,929
2014	315,187	85,663	400,850	3,132,584	7.81	635,661	2,514,404
2015	362,411	109,555	471,966	3,226,900	6.84	834,577	2,382,542
2016	340,445	48,803	389,248	3,164,856	8.13	685,448	2,316,625
2017	316,480	49,333	365,813	3,041,983	8.32	659,487	2,261,102
2018	299,241	40,708	339,949	2,986,721	8.79	533,194	1,849,629
2019	293,058	39,448	332,506	2,916,869	8.77	550,221	1,778,368

Source: Poudre River Public Library District

(1): Turnover rate is calculated as Total Circulation divided by Total Items Owned.

Table XIV

**Poudre River Public Library District
Circulation by Location
Last Ten Years**

Fiscal year	Collection Department (1)	Old Town Library	Harmony Library	Council Tree Library	Remote Renewals	eMedia	Total Circulation
2010	0	947,373	789,376	866,319	682,531	18,359	3,303,958
2011	0	844,906	816,749	855,844	707,672	50,456	3,275,627
2012	0	775,408	794,935	814,133	729,527	94,386	3,208,389
2013	0	877,587	648,186	744,830	720,788	141,719	3,133,110
2014	23,790	751,524	642,710	672,284	716,255	326,021	3,132,584
2015	24,062	715,319	619,467	645,091	763,623	459,338	3,226,900
2016	22,675	676,610	577,602	605,961	773,501	508,507	3,164,856
2017	21,147	632,869	536,906	577,094	749,261	524,706	3,041,983
2018	21,539	613,733	495,767	557,614	697,206	600,862	2,986,721
2019	57,615	574,959	440,548	537,601	658,715	647,431	2,916,869

Source - Poudre River Public Library District

(1): Prior to 2014, circulation processed by the Collection Department was included in Old Town Library's circulation.

Table XV

**Poudre River Public Library District
Service Location Information
As of December 31, 2019**

Location Name	Address	Sq. Ft.	Number of Full-time Equivalent Employees
Libraries			
Old Town Library	201 Peterson St. Fort Collins, CO 80524	39,400	25.52
Harmony Library	4616 South Shields Dr. Fort Collins, CO 80526	31,100	19.52
Council Tree Library	2733 Council Tree Ave. Fort Collins, CO 80525	16,600	17.69
Administration			
Webster House Administration Center	301 East Olive St. Fort Collins, CO 80524	10,550	26.03
Midtown	2401 Research Blvd Ste 101 Fort Collins, CO 80526	4,720	11.41
Total		102,370	100.16