



# Mid-Year Budget

*Fiscal Year 2022/2023 & Projected 2023/2024*

# A Message from the Finance Manager

which was formed in April 1928 under provision of  
the entire approximate 28 square miles of the

members. These members  
for all other funds on or  
fiscal year of the  
reading is  
takes place at

be planned.

The preparation of the budget is a team effort and I wish to acknowledge the department managers and key staff for their timely department budgets. As always, I welcome your comments and suggestions on this budget process and the information contained herein.

Respectfully,



Will Liu  
Finance Manager

# Mission & Vision

## MISSION

We **Connect**.  
We **Inspire**.  
We **Transform**.  
**Together**.

## VISION

The Palos Verdes Peninsula is a **community** where everyone is **seen**, **heard**, and **celebrated**.

## BOARD OF LIBRARY TRUSTEES

**ROSA KWON EASTON** – *President*  
**BOB PARKE** – *Vice President*      **ZOE UNNO** – *Secretary*  
**KINGSTON WONG** – *Trustee*      **JONATHAN BEUTLER** – *Trustee*

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# All Funds | *FY 2022/23 Mid-Year Summary*

|  | GENERAL<br>FUND   | ASSET<br>REPLACEMENT<br>FUND | PENSION<br>TRUST<br>FUND | TOTAL             |
|--|-------------------|------------------------------|--------------------------|-------------------|
| <b><u>Revenues</u></b>                               |                   |                              |                          |                   |
| Property Taxes                                       | 10,351,300        |                              |                          | 10,351,300        |
| Internal Income                                      | 346,200           |                              |                          | 346,200           |
| Gifts & Grants                                       | 324,197           |                              |                          | 324,197           |
| Interest Income                                      | 180,000           |                              |                          | 180,000           |
| Investment Income/(Loss)                             | -                 |                              | 28,604                   | 28,604            |
| Other Income   | -                 |                              |                          | -                 |
| <b>Total Revenues</b>                                | <b>11,201,697</b> | <b>-</b>                     | <b>28,604</b>            | <b>11,230,301</b> |
| <b><u>Expenditures</u></b>                           |                   |                              |                          |                   |
| Salaries and Related                                 | 7,533,600         |                              |                          | 7,533,600         |
| Building & Maintenance                               | 866,400           |                              |                          | 866,400           |
| Information Technology/Digital Services              | 312,100           |                              |                          | 312,100           |
| Library Expenses                                     | 142,500           |                              |                          | 142,500           |
| Administration/Marketing                             | 226,650           |                              |                          | 226,650           |
| Library Materials                                    | 585,200           |                              |                          | 585,200           |
| Investment Related Fees                              | -                 |                              | 1,800                    | 1,800             |
| Fixed Assets & Software                              | 1,535,217         | 338,466                      |                          | 1,873,683         |
| <b>Total Expenditures</b>                            | <b>11,201,667</b> | <b>338,466</b>               | <b>1,800</b>             | <b>11,541,933</b> |
| Net Excess/(Shortage)                                | 30                | (338,466)                    | 26,804                   | (311,632)         |
| Audited Fund Balances, Beginning                     | 9,300,312         | 338,466                      | 614,603                  | 10,253,381        |
| Estimated Fund Balances, Ending                      | 9,300,342         | -                            | 641,407                  | 9,941,749         |
| <b><u>Fund Balances</u></b>                          |                   |                              |                          |                   |
| Restricted   | -                 | -                            | 641,407                  | 641,407           |
| Six months of operating expenses (govt. code #53646) | 5,600,834         | -                            | -                        | 5,600,834         |
| Emergency reserve - 5% operating revenue             | 560,085           | -                            | -                        | 560,085           |
| Designations:  |                   |                              |                          |                   |
| Subsequent year capital plan                         | 884,500           | -                            | -                        | 884,500           |
| Additional emergency reserve                         | 560,085           | -                            | -                        | 560,085           |
| Future capital projects beyond subsequent year       | 1,629,500         | -                            | -                        | 1,629,500         |
| Pension-related future funding                       | 65,339            | -                            | -                        | 65,339            |
| Unreserved/undesignated                              | -                 | -                            | -                        | -                 |
| <b>Total Fund Balances</b>                           | <b>9,300,342</b>  | <b>-</b>                     | <b>641,407</b>           | <b>9,941,749</b>  |

# General Fund | *Mid-Year Budget Summary*

|   | APPROVED<br>OPER REV | MID-YEAR<br>OPER REV | APPROVED<br>BUDGET<br>2022/2023 | MID-YEAR<br>BUDGET<br>2022/2023 | POS/(NEG)<br>AMOUNT | PERCENT | MID-YEAR<br>PROJECTED<br>2023/2024<br>BUDGET |
|---|----------------------|----------------------|---------------------------------|---------------------------------|---------------------|---------|--|
| <b>REVENUES:</b>                        |                      |                      |                                 |                                 |                     |         |  |
| PROPERTY TAXES                          | 93.2%                | 92.4%                | 10,236,600                      | 10,351,300                      | 114,700             | 1.1     | 10,748,900                                   |
| INTERNAL INCOME                         | 3.1%                 | 3.1%                 | 339,400                         | 346,200                         | 6,800               | 2.0     | 351,800                                      |
| GIFTS & GRANTS                          | 2.1%                 | 2.9%                 | 231,750                         | 324,197                         | 92,447              | 39.9    | 244,050                                      |
| INTEREST INCOME                         | 1.6%                 | 1.6%                 | 180,000                         | 180,000                         | -                   | 0.0     | 238,000                                      |
| OTHER INCOME                            | 0.0%                 | 0.0%                 | -                               | -                               | -                   | N/M     | -  |
| <b>TOTAL REVENUES</b>                   |                      |                      | 10,987,750                      | 11,201,697                      | 213,947             | 1.9     | 11,582,750                                   |
| <b>EXPENDITURES:</b>                    | APPROVED<br>OPER EXP | MID-YEAR<br>OPER EXP |                                 |                                 |                     |         |  |
| SALARY & RELATED                        | 67.7%                | 67.3%                | 7,627,000                       | 7,533,600                       | 93,400              | 1.2     | 7,911,100                                    |
| BUILDING & MAINTENANCE                  | 6.9%                 | 7.7%                 | 773,700                         | 866,400                         | (92,700)            | (12.0)  | 974,000                                      |
| INFO TECH/DIGITAL SRV                   | 2.8%                 | 2.8%                 | 313,100                         | 312,100                         | 1,000               | 0.3     | 316,900                                      |
| LIBRARY EXPENSES                        | 1.0%                 | 1.3%                 | 113,500                         | 142,500                         | (29,000)            | (25.6)  | 126,500                                      |
| ADMINISTRATION/MARKETING                | 3.5%                 | 2.0%                 | 399,600                         | 226,650                         | 172,950             | 43.3    | 229,400                                      |
| LIBRARY MATERIALS                       | 5.1%                 | 5.2%                 | 569,300                         | 585,200                         | (15,900)            | (2.8)   | 575,200                                      |
| FIXED ASSETS & SOFTWARE                 | 13.1%                | 13.7%                | 1,476,967                       | 1,535,217                       | (58,250)            | (3.9)   | 884,500                                      |
| <b>TOTAL EXPENDITURES</b>               |                      |                      | 11,273,167                      | 11,201,667                      | 71,500              | 0.6     | 11,017,600                                   |
| <b>NET EXCESS/(SHORTAGE)</b>            |                      |                      | (285,417)                       | 30                              | 285,447             |         | 565,150                                      |
| TRANSFERS IN                            |                      |                      | -                               | -                               |                     |         | -  |
| TRANSFERS OUT                           |                      |                      | -                               | -                               |                     |         | -  |
| <b>AUDITED FUND BALANCE - BEGINNING</b> |                      |                      | 8,447,876                       | 9,300,312                       |                     |         | 9,300,342                                    |
| <b>ESTIMATED FUND BALANCE - ENDING</b>  |                      |                      | 8,162,459                       | 9,300,342                       |                     |         | 9,865,492                                    |

# General Fund | *Mid-Year Budget Summary*

## FUND BALANCES:

Six months of operating expenses (govt. code #53646)  
Emergency reserve - 5% operating revenue  
Designations:  
    Subsequent year capital plan  
    Additional emergency reserve - 5% operating revenue  
    Future capital projects beyond subsequent year  
    Pension-related future funding  
Unreserved/undesignated

### APPROVED BUDGET 2022/2023

5,636,584  
549,388  
  
663,000  
549,388  
764,101  
-

### MID-YEAR BUDGET 2022/2023

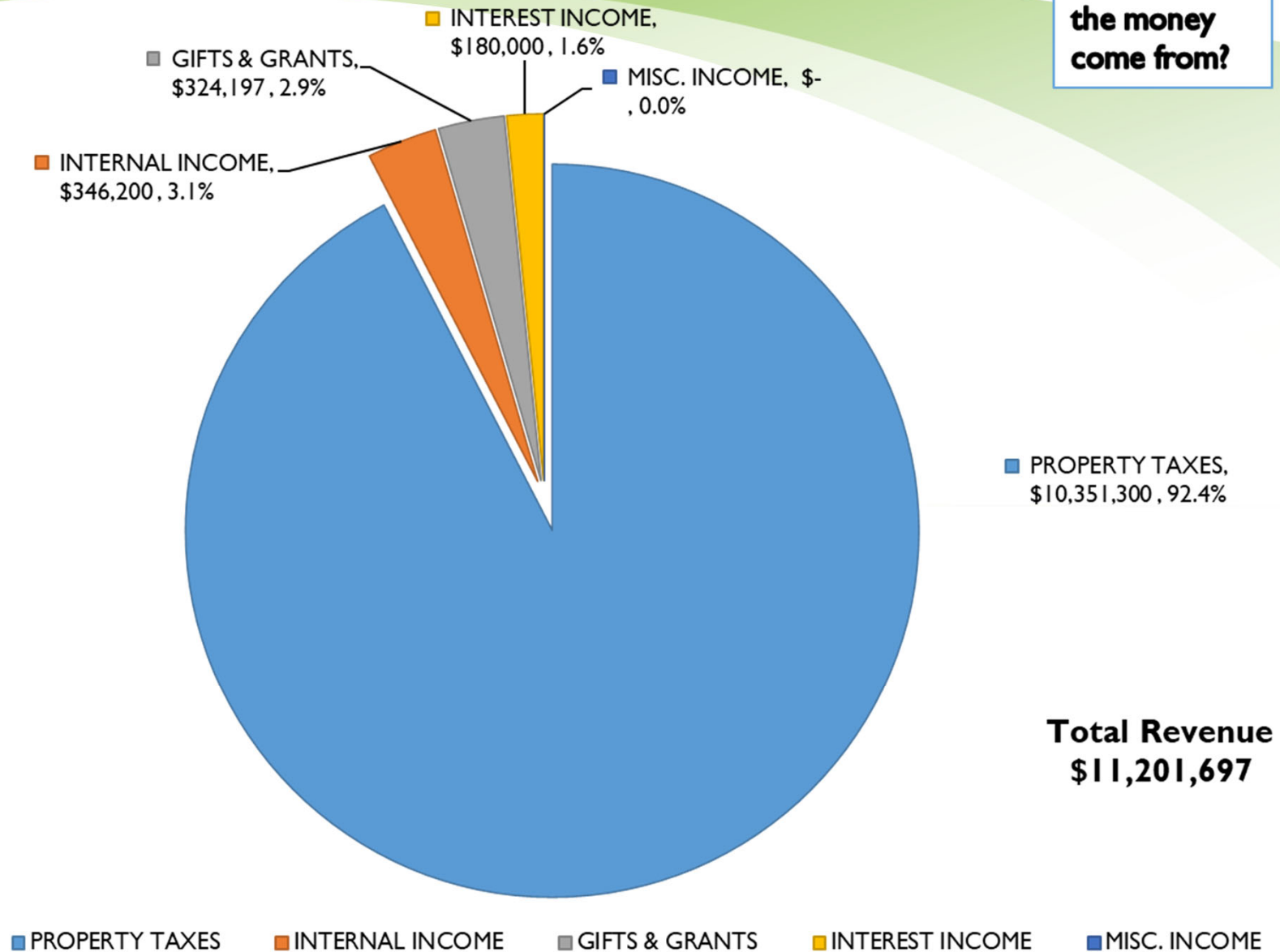
**5,600,834**  
**560,085**  
  
**884,500**  
**560,085**  
**1,629,500**  
**65,339**  
-

### MID-YEAR PROJECTED 2023/2024 BUDGET

5,508,800  
579,138  
  
1,069,500  
579,138  
560,000  
1,358,593  
210,324

# Budget Revenues

**Where does  
the money  
come from?**





# Detail Budget | *Revenues*

| ACCT#                  | Revenue                     | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|------------------------|-----------------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                        |                             |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| Property Tax Revenue   |                             |                       |                       |                     |                        |                        |                     |
| 4001                   | Secured                     | 9,745,600             | 9,825,000             | 79,400              | 10,232,900             | 10,232,900             | -                   |
| 4002                   | Unsecured                   | 350,000               | 360,000               | 10,000              | 350,000                | 350,000                | -                   |
| 4185                   | Homeowners Exemption        | 41,000                | 41,300                | 300                 | 41,000                 | 41,000                 | -                   |
| 4005/4050/60/70        | Other Property Tax Revenues | 100,000               | 125,000               | 25,000              | 100,000                | 125,000                | 25,000              |
| Total Property Revenue |                             | 10,236,600            | 10,351,300            | 114,700             | 10,723,900             | 10,748,900             | 25,000              |
| Internal Income        |                             |                       |                       |                     |                        |                        |                     |
| Rentals & Commission   |                             |                       |                       |                     |                        |                        |                     |
| 4234                   | Printers in-house           | 6,000                 | 4,500                 | (1,500)             | 6,000                  | 4,500                  | (1,500)             |
| 4235                   | Copiers in-house            | 3,500                 | 4,000                 | 500                 | 3,500                  | 4,000                  | 500                 |
| 4282                   | Vending Machine             | 300                   | 800                   | 500                 | 300                    | 700                    | 400                 |
| 4284                   | EV Charging Station         | 8,400                 | 7,700                 | (700)               | 8,400                  | 8,400                  | -                   |
| 4360                   | Art Commissions             | 3,000                 | 3,000                 | -                   | 3,000                  | 3,000                  | -                   |
| 4400                   | Miscellaneous               | 700                   | 700                   | -                   | 700                    | 700                    | -                   |
| Subtotal               |                             | 21,900                | 20,700                | (1,200)             | 21,900                 | 21,300                 | (600)               |

**Notes:** Secured property tax revenue is higher as the revenue accrual from the December 2022 reports from LA County came in higher than the May 2022 assessment roll forecast (6.9% vs 6.0% increase).



# Detail Budget | *Revenues*

| ACCT#                 | Revenue             | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|-----------------------|---------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                       |                     |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| Services & Fees       |                     |                       |                       |                     |                        |                        |                     |
| 4206                  | Meeting Rooms       | 50,000                | 70,000                | 20,000              | 50,000                 | 70,000                 | 20,000              |
| 4240                  | Fines & Fees        | 20,000                | 8,000                 | (12,000)            | 20,000                 | 8,000                  | (12,000)            |
| 4246                  | Inter Library Loans | 500                   | 500                   | -                   | 500                    | 500                    | -                   |
| 4247                  | DVD Movie Rentals   | 5,000                 | -                     | (5,000)             | 5,000                  | -                      | (5,000)             |
| 4249/4280             | Passports           | 240,000               | 245,000               | 5,000               | 240,000                | 250,000                | 10,000              |
| 4281                  | Notary              | 2,000                 | 2,000                 | -                   | 2,000                  | 2,000                  | -                   |
| Subtotal              |                     | 317,500               | 325,500               | 8,000               | 317,500                | 330,500                | 13,000              |
| Total Internal Income |                     | 339,400               | 346,200               | 6,800               | 339,400                | 351,800                | 12,400              |

**Notes:** Internal income updated based on YTD trending as well as elimination of DVD movie rental and other fines/fees.

# Detail Budget | *Revenues*

| ACCT#                  | Revenue                        | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|------------------------|--------------------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                        |                                |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| Gifts & Grants         |                                |                       |                       |                     |                        |                        |                     |
| Friends of the Library |                                |                       |                       |                     |                        |                        |                     |
| 4252                   | YR Summer Reading              | 8,400                 | 8,400                 | -                   | 8,400                  | 8,400                  | -                   |
| 4252                   | Adult Programming              | 18,000                | 18,000                | -                   | 18,000                 | 18,000                 | -                   |
| 4252                   | YR Programming                 | 5,100                 | 5,100                 | -                   | 5,100                  | 5,100                  | -                   |
| 4252                   | Young Adult Programming        | 4,800                 | 4,800                 | -                   | 4,800                  | 4,800                  | -                   |
| 4252                   | Sunday Service Hours           | 127,800               | 131,800               | 4,000               | 133,500                | 137,800                | 4,300               |
| 4252                   | Teen Volunteer Appreciation    | 750                   | 750                   | -                   | 750                    | 750                    | -                   |
| 4252                   | Program Support                | 4,000                 | 29,000                | 25,000              | 4,000                  | 4,000                  | -                   |
| 4252                   | Library Materials              | 5,000                 | 5,000                 | -                   | 5,000                  | 5,000                  | -                   |
| 4252                   | Online Databases               | 10,000                | 10,000                | -                   | 10,000                 | 10,000                 | -                   |
| 4252                   | Digital Support (Video Gaming) | 4,000                 | 4,000                 | -                   | 4,000                  | 4,000                  | -                   |
| 4252                   | Local History Room Staff       | 42,100                | 42,100                | -                   | 44,400                 | 44,400                 | -                   |
| 4252                   | Postage Meter                  | 1,300                 | 1,300                 | -                   | 1,300                  | 1,300                  | -                   |
| 4252                   | Capital Projects               | -                     | 63,447                | 63,447              | -                      | -                      | -                   |
| Subtotal               |                                | 231,250               | 323,697               | 92,447              | 239,250                | 243,550                | 4,300               |

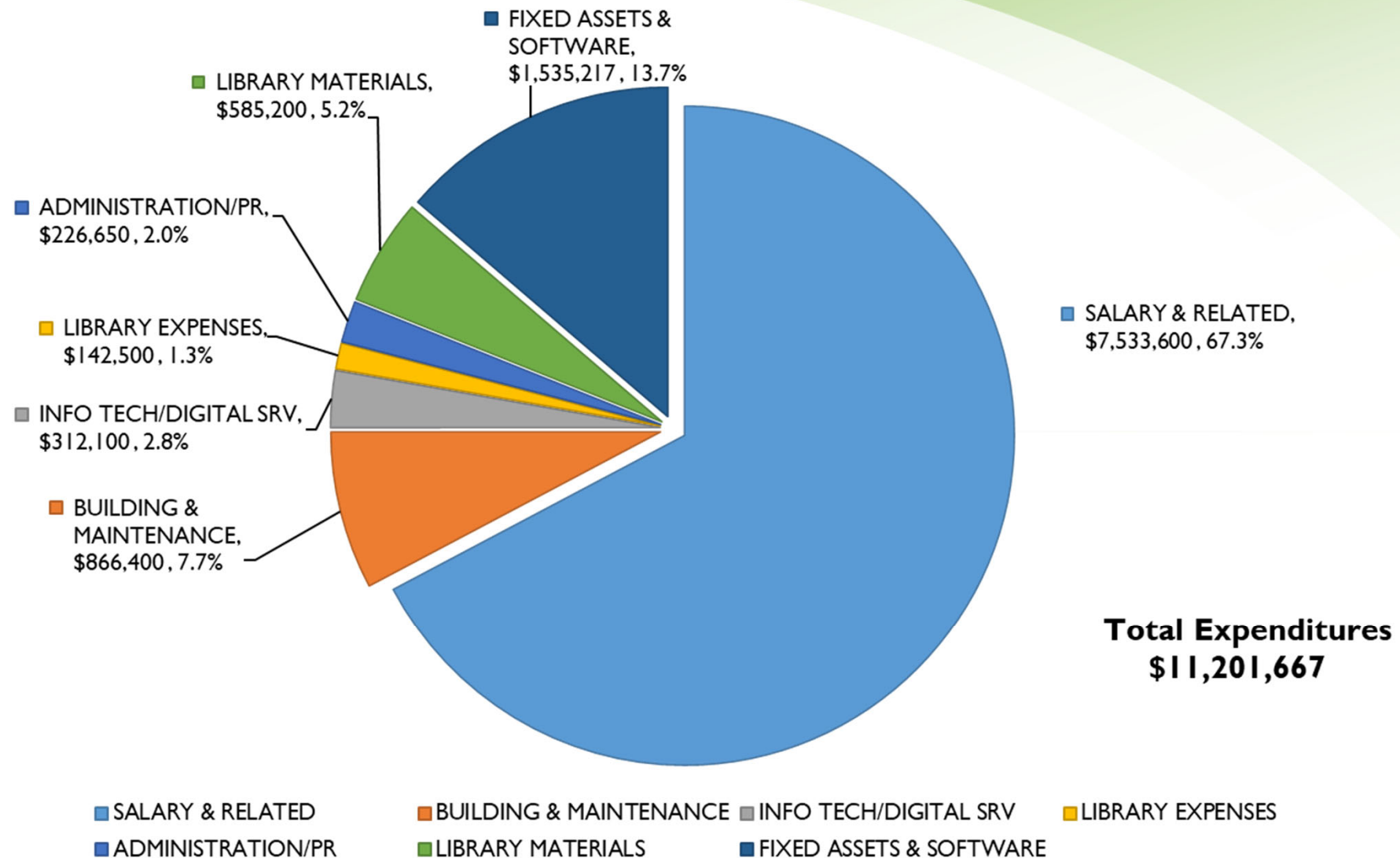
**Notes:** Increase in program support is for the Doors Open Peninsula 2023 (DOP) project.  
Increase in capital projects funding is from the additional funds raised for the Annex construction.

# Detail Budget | *Revenues*

| ACCT#                | Revenue           | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|----------------------|-------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                      |                   |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| Other Gifts          |                   |                       |                       |                     |                        |                        |                     |
| 4260                 | Gifts from donors | 500                   | 500                   | -                   | 500                    | 500                    | -                   |
| Grants               |                   |                       |                       |                     |                        |                        |                     |
| 4270                 | All Grants        | -                     | -                     | -                   | -                      | -                      | -                   |
| Total Gifts & Grants |                   | 231,750               | 324,197               | 92,447              | 239,750                | 244,050                | 4,300               |
| Other Income         |                   |                       |                       |                     |                        |                        |                     |
| 4401                 | Other Income      | -                     | -                     | -                   | -                      | -                      | -                   |
| 4402                 | Impact Fee Income | -                     | -                     | -                   | -                      | -                      | -                   |
| 4420-23              | Interest Income   | 180,000               | 180,000               | -                   | 238,000                | 238,000                | -                   |
| Total Other Income   |                   | 180,000               | 180,000               | -                   | 238,000                | 238,000                | -                   |
| REVENUE TOTALS       |                   | \$ 10,987,750         | \$ 11,201,697         | \$ 213,947          | \$ 11,541,050          | \$ 11,582,750          | \$ 41,700           |

# Budget Expenses

**Where does  
the money go?**



# Detail Budget | *Expenses*

| ACCT#                             | Expenses                     | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|-----------------------------------|------------------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                                   |                              |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| 5100                              | Salaries                     | 5,511,300             | 5,441,600             | 69,700              | 5,733,000              | 5,709,000              | 24,000              |
| 5100                              | Salaries - Vacation Cash Out | 70,000                | 48,000                | 22,000              | 75,000                 | 75,000                 | -                   |
| 5100                              | Salaries - PFL Sunday Hours  | 118,700               | 122,400               | (3,700)             | 124,000                | 128,000                | (4,000)             |
| 5105                              | FICA/Medicare                | 412,600               | 405,800               | 6,800               | 429,400                | 427,600                | 1,800               |
| 5105                              | FICA/Medicare - Sunday Hours | 9,100                 | 9,400                 | (300)               | 9,500                  | 9,800                  | (300)               |
| 5105-04                           | Unemployment                 | 2,000                 | 3,000                 | (1,000)             | 2,000                  | 2,000                  | -                   |
| 5109                              | PERS Employer (Classic)      | 273,900               | 251,200               | 22,700              | 284,900                | 280,000                | 4,900               |
| 5109                              | PERS Employer (PEPRA)        | 149,100               | 165,000               | (15,900)            | 155,100                | 175,000                | (19,900)            |
| 5112                              | PERS - Unfunded Liability    | 15,600                | 15,000                | 600                 | -                      | -                      | -                   |
| 5113                              | PERS - ADP                   | -                     | -                     | -                   | -                      | -                      | -                   |
| 5114                              | POB - Interest Expense       | 198,300               | 198,300               | -                   | 192,000                | 192,000                | -                   |
| 5115                              | POB - Loan Amortization      | 177,000               | 177,000               | -                   | 184,000                | 184,000                | -                   |
| 5110                              | Group Insurance              | 493,500               | 484,000               | 9,500               | 536,300                | 526,000                | 10,300              |
| 5111                              | Workers' Compensation        | 75,000                | 67,700                | 7,300               | 80,000                 | 85,000                 | (5,000)             |
| 5142                              | Labor Counsel                | 25,000                | 25,000                | -                   | 25,000                 | 25,000                 | -                   |
| 5145                              | Legal Services               | 20,000                | 20,000                | -                   | 20,000                 | 20,000                 | -                   |
| 5146                              | Audit Services               | 14,000                | 14,000                | -                   | 14,000                 | 14,000                 | -                   |
| 5151                              | HR Background Checks         | 1,500                 | 2,500                 | (1,000)             | 1,500                  | 1,500                  | -                   |
| 5157                              | Technical Services           | 55,000                | 55,000                | -                   | 55,000                 | 55,000                 | -                   |
| 5158                              | Other Consulting Services    | 2,500                 | 26,500                | (24,000)            | -                      | -                      | -                   |
| 5160                              | Actuarial Reporting Fees     | 1,400                 | 700                   | 700                 | 1,400                  | 700                    | 700                 |
| 5161                              | Collection Agency            | 1,500                 | 1,500                 | -                   | 1,500                  | 1,500                  | -                   |
| <b>Subtotal</b>                   |                              | <b>120,900</b>        | <b>145,200</b>        | <b>(24,300)</b>     | <b>118,400</b>         | <b>117,700</b>         | <b>700</b>          |
| <b>Total Salary &amp; Related</b> |                              | <b>7,627,000</b>      | <b>7,533,600</b>      | <b>93,400</b>       | <b>7,923,600</b>       | <b>7,911,100</b>       | <b>12,500</b>       |

# Detail Budget | *Expenses*

| ACCT#                           | Expenses                     | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|---------------------------------|------------------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                                 |                              |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| Building & Maintenance          |                              |                       |                       |                     |                        |                        |                     |
| Contracts, Housekeeping & Maint |                              |                       |                       |                     |                        |                        |                     |
| 5219                            | Cleaning/Maint Supplies      | 18,000                | 18,000                | -                   | 18,000                 | 22,000                 | (4,000)             |
| 5221                            | Window Cleaning              | 1,000                 | 500                   | 500                 | 1,000                  | 500                    | 500                 |
| 5222                            | Carpet/Upholstery Cleaning   | 500                   | 500                   | -                   | 500                    | 500                    | -                   |
| 5223                            | Pest Control                 | 2,500                 | 2,500                 | -                   | 2,500                  | 3,000                  | (500)               |
| 5224                            | Lights                       | 4,000                 | 4,000                 | -                   | 4,000                  | 4,000                  | -                   |
| 5232                            | Fire/Burglar Alarm           | 13,000                | 18,000                | (5,000)             | 13,000                 | 18,000                 | (5,000)             |
| 5233                            | Fire Extinguisher            | 1,500                 | 1,500                 | -                   | 1,500                  | 2,000                  | (500)               |
| 5234                            | Boiler Maint                 | 3,500                 | 3,500                 | -                   | 3,500                  | 4,000                  | (500)               |
| 5235                            | Building/Maint & Grounds     | 60,000                | 60,000                | -                   | 60,000                 | 60,000                 | -                   |
| 5236                            | Landscaping                  | 35,000                | 35,000                | -                   | 35,000                 | 40,000                 | (5,000)             |
| 5237                            | Elevator Maint & Repair      | 15,000                | 10,000                | 5,000               | 15,000                 | 15,000                 | -                   |
| 5238                            | Library Signage              | 1,000                 | 1,000                 | -                   | 1,000                  | 1,000                  | -                   |
| 5239                            | HVAC                         | 30,000                | 20,000                | 10,000              | 30,000                 | 40,000                 | (10,000)            |
| 5240                            | Maint Uniforms               | 2,700                 | 2,700                 | -                   | 2,700                  | 3,000                  | (300)               |
| 5250                            | Transportation/Vehicle Maint | 10,000                | 10,000                | -                   | 10,000                 | 12,000                 | (2,000)             |
| 5270                            | Trash Pick-Up                | 12,000                | 17,000                | (5,000)             | 12,000                 | 23,000                 | (11,000)            |
| Subtotal                        |                              | 209,700               | 204,200               | 5,500               | 209,700                | 248,000                | (38,300)            |

**Notes:** 5239 lower this FY as no recurring service costs due to the HVAC modernization. New service plan to begin in 2023.  
5270 higher due to new laws regarding compostable waste and recycling.

# Detail Budget | *Expenses*

| ACCT#                                   | Expenses                     | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved<br>Projected<br>2023/2024 | Mid-Year<br>Projected<br>2023/2024 | Change<br>Pos/(Neg) |
|---|------------------------------|-----------------------|-----------------------|---------------------|------------------------------------|------------------------------------|---------------------|
| <i>Administration/Contracts</i>         |                              |                       |                       |                     |                                    |                                    |                     |
| 5225                                    | Insurance - G/L              | 231,000               | 249,200               | (18,200)            | 265,000                            | 300,000                            | (35,000)            |
| 5226                                    | Insurance Deductible         | 1,000                 | 1,000                 | -                   | 1,000                              | 1,000                              | -                   |
| 5227                                    | Emergency Disaster Supplies  | 1,000                 | 2,000                 | (1,000)             | 1,000                              | 1,000                              | -                   |
| 5229                                    | Equipment Maint Other        | 3,000                 | 3,000                 | -                   | 3,000                              | 3,000                              | -                   |
| 5231                                    | Copier Lease/Maint           | 32,000                | 32,000                | -                   | 32,000                             | 32,000                             | -                   |
| <b>Subtotal</b>                         |                              | <b>268,000</b>        | <b>287,200</b>        | <b>(19,200)</b>     | <b>302,000</b>                     | <b>337,000</b>                     | <b>(35,000)</b>     |
| <i>Utilities</i>                        |                              |                       |                       |                     |                                    |                                    |                     |
| 5261                                    | Water                        | 23,000                | 20,000                | 3,000               | 23,000                             | 23,000                             | -                   |
| 5262                                    | Electric                     | 220,000               | 220,000               | -                   | 220,000                            | 250,000                            | (30,000)            |
| 5263                                    | Gas                          | 14,000                | 36,000                | (22,000)            | 14,000                             | 36,000                             | (22,000)            |
| <b>Subtotal</b>                         |                              | <b>257,000</b>        | <b>276,000</b>        | <b>(19,000)</b>     | <b>257,000</b>                     | <b>309,000</b>                     | <b>(52,000)</b>     |
| <i>Special Projects</i>                 |                              |                       |                       |                     |                                    |                                    |                     |
| 5280                                    | Major Maint/Special Projects | 39,000                | 99,000                | (60,000)            | 80,000                             | 80,000                             | -                   |
| <b>Total Building &amp; Maintenance</b> |                              | <b>773,700</b>        | <b>866,400</b>        | <b>(92,700)</b>     | <b>848,700</b>                     | <b>974,000</b>                     | <b>(125,300)</b>    |

**Notes:** 5225 higher as costs came in higher than original SDRMA guidance.  
5280 higher due to reclassification of non-capitalizable board-approved Annex costs from account 6460.



# Detail Budget | *Expenses*

| ACCT#                                     | Expenses                          | Approved  | Mid-Year  | Change    | Approved  | Mid-Year  | Change  |
|---|-----------------------------------|-----------|-----------|-----------|-----------|-----------|---------|
|   |                                   | 2022/2023 | 2022/2023 | Pos/(Neg) | Projected | Projected |         |
| 2023/20242023/2024Pos/(Neg)               |                                   |           |           |           |           |           |         |
| Information Technology / Digital Services |                                   |           |           |           |           |           |         |
| Information Technology                    |                                   |           |           |           |           |           |         |
| 5300                                      | Data /Voice/Internet              | 65,000    | 50,000    | 15,000    | 65,000    | 50,000    | 15,000  |
| 5303                                      | Supplies/Repairs                  | 27,500    | 27,500    | -         | 27,500    | 27,500    | -       |
| 5305                                      | Maint - Hardware                  | 32,100    | 32,100    | -         | 32,100    | 32,100    | -       |
| 5306                                      | Maint - Software                  | 15,000    | 15,000    | -         | 21,000    | 21,000    | -       |
| 5311                                      | Small Equipment/Software          | 28,500    | 28,500    | -         | 28,500    | 28,500    | -       |
| 5311-CP                                   | Equipment/Software - Capital Plan | 30,000    | 44,000    | (14,000)  | 36,300    | 37,800    | (1,500) |
| Subtotal                                  |                                   | 198,100   | 197,100   | 1,000     | 210,400   | 196,900   | 13,500  |
| Digital Services                          |                                   |           |           |           |           |           |         |
| 5315                                      | Digital Library Services          | 115,000   | 115,000   | -         | 120,000   | 120,000   | -       |
| Total Info Technology/Digital Srv         |                                   | 313,100   | 312,100   | 1,000     | 330,400   | 316,900   | 13,500  |

**Notes:** 5311-CP higher this FY due to higher cost for WiFi-WLAN APs and reclassification of checkout machines from account 6460.

# Detail Budget | *Expenses*

| ACCT#                  | Expenses                         | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|------------------------|----------------------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                        |                                  |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| Library Expenses       |                                  |                       |                       |                     |                        |                        |                     |
| Library Expenses       |                                  |                       |                       |                     |                        |                        |                     |
| 5450                   | Small Office Equip (>\$200<\$5K) | 2,000                 | 2,000                 | -                   | 2,000                  | 2,000                  | -                   |
| 5463                   | Postage                          | 9,000                 | 9,000                 | -                   | 9,000                  | 9,000                  | -                   |
| 5463                   | Postage-Passports                | 9,000                 | 9,000                 | -                   | 9,000                  | 9,000                  | -                   |
| 5464                   | T/S Processing Supplies          | 10,000                | 12,000                | (2,000)             | 10,000                 | 10,000                 | -                   |
| 5468                   | Circulation Expenses             | 6,000                 | 7,000                 | (1,000)             | 6,000                  | 7,000                  | (1,000)             |
| 5471                   | Adult Programming                | 20,000                | 20,000                | -                   | 20,000                 | 20,000                 | -                   |
| 5472                   | YR Programming                   | 5,100                 | 5,100                 | -                   | 5,100                  | 5,100                  | -                   |
| 5472-03                | Summer Reading Program           | 8,400                 | 8,400                 | -                   | 8,400                  | 8,400                  | -                   |
| 5472-04                | Programming Young Adult          | 4,800                 | 4,800                 | -                   | 4,800                  | 4,800                  | -                   |
| 5473                   | PV Local History Collection      | 6,900                 | 31,900                | (25,000)            | 6,900                  | 17,900                 | (11,000)            |
| 5489                   | Cataloging Activity/OCLC         | 13,300                | 13,700                | (400)               | 13,300                 | 13,700                 | (400)               |
| 5490                   | ILL Activity/OCLC                | 13,500                | 13,800                | (300)               | 13,500                 | 13,800                 | (300)               |
| 5492                   | OCLC First Search                | 2,500                 | 2,800                 | (300)               | 2,500                  | 2,800                  | (300)               |
| 5550                   | Miscellaneous Expenses           | 3,000                 | 3,000                 | -                   | 3,000                  | 3,000                  | -                   |
| Total Library Expenses |                                  | 113,500               | 142,500               | (29,000)            | 113,500                | 126,500                | (13,000)            |

**Notes:** 5473 higher this FY due to DOP project funded by PFL and higher next FY due to migration of hosting provider.

# Detail Budget | *Expenses*

| ACCT#                      | Expenses                             | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|----------------------------|--------------------------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                            |                                      |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| Administration / Marketing |                                      |                       |                       |                     |                        |                        |                     |
| Administration Expenses    |                                      |                       |                       |                     |                        |                        |                     |
| 5440                       | Staff & BLT Memberships              | 5,000                 | 5,000                 | -                   | 5,000                  | 5,000                  | -                   |
| 5441                       | District Memberships (SCLC/CSDA/CLA) | 15,500                | 15,500                | -                   | 15,500                 | 15,500                 | -                   |
| 5442                       | Conference Travel BLT                | 7,000                 | 7,000                 | -                   | 7,000                  | 7,000                  | -                   |
| 5442-01                    | Community Events/Training BLT        | -                     | 3,000                 | (3,000)             | -                      | 3,000                  | (3,000)             |
| 5443                       | Travel/Workshops/Training EE         | 12,500                | 12,500                | -                   | 12,500                 | 12,500                 | -                   |
| 5444                       | Classified Advertising               | 1,000                 | 1,000                 | -                   | 1,000                  | 1,000                  | -                   |
| 5446                       | Continuing Education                 | 1,200                 | 1,200                 | -                   | 1,200                  | 1,200                  | -                   |
| 5449                       | Board Meeting Expenses               | 1,200                 | 1,200                 | -                   | 1,200                  | 1,200                  | -                   |
| 5461                       | Administration Supplies              | 5,500                 | 6,500                 | (1,000)             | 5,500                  | 5,500                  | -                   |
| 5470                       | Tax Collect Fee                      | 130,000               | 124,000               | 6,000               | 130,000                | 130,000                | -                   |
| 5478                       | HR Materials                         | 2,500                 | 5,000                 | (2,500)             | 2,500                  | 2,500                  | -                   |
| 5479                       | Paylocity (Payroll Fees)             | 18,000                | 17,500                | 500                 | 19,000                 | 18,000                 | 1,000               |
| 5479                       | Bank Merchant Fees                   | 9,800                 | 11,000                | (1,200)             | 9,800                  | 11,000                 | (1,200)             |
| 5480                       | LAFCO Fee                            | 3,400                 | 3,550                 | (150)               | 3,400                  | 3,900                  | (500)               |
| 5485                       | Election Expenses/Fees               | 175,000               | 100                   | 174,900             | 100                    | 100                    | -                   |
| 5551                       | Program Support - Funded by PFL      | 4,000                 | 4,600                 | (600)               | 4,000                  | 4,000                  | -                   |
| Subtotal                   |                                      | 391,600               | 218,650               | 172,950             | 217,700                | 221,400                | (3,700)             |
| Marketing                  |                                      |                       |                       |                     |                        |                        |                     |
| 5466                       | Marketing                            | 4,000                 | 4,000                 | -                   | 4,000                  | 4,000                  | -                   |
| 5466                       | Printing                             | 3,000                 | 3,000                 | -                   | 3,000                  | 3,000                  | -                   |
| 5466                       | Social Media                         | 1,000                 | 1,000                 | -                   | 1,000                  | 1,000                  | -                   |
| Subtotal                   |                                      | 8,000                 | 8,000                 | -                   | 8,000                  | 8,000                  | -                   |
| Total Admin/Marketing      |                                      | 399,600               | 226,650               | 172,950             | 225,700                | 229,400                | (3,700)             |

**Notes:** 5485 lower due to no election this FY.

# Detail Budget | *Expenses*

| ACCT#                          | Expenses                 | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change          |
|--------------------------------|--------------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|-----------------|
|                                |                          |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                 |
| <b>Library Materials</b>       |                          |                       |                       |                     |                        |                        |                 |
| <i>Adult Materials</i>         |                          |                       |                       |                     |                        |                        |                 |
| 5340                           | Adult Books              | 129,500               | 129,500               | -                   | 129,500                | 129,500                | -               |
| 5341                           | Adult Standing Orders    | 24,000                | 24,000                | -                   | 24,000                 | 24,000                 | -               |
| 5343                           | Adult Serials            | 30,000                | 40,500                | (10,500)            | 30,000                 | 30,000                 | -               |
| 5345                           | Microform Serials        | 4,500                 | -                     | 4,500               | 4,500                  | -                      | 4,500           |
| 5346                           | Online Resources         | 195,000               | 195,000               | -                   | 195,000                | 195,000                | -               |
| 5347                           | Rush Orders              | 10,000                | 10,000                | -                   | 10,000                 | 10,000                 | -               |
| 5349                           | Video Gaming             | 4,000                 | 4,000                 | -                   | 4,000                  | 4,000                  | -               |
| 5350                           | Videos/DVDs              | 10,400                | 10,400                | -                   | 10,400                 | 10,400                 | -               |
| 5351                           | Audiobooks (books on CD) | 4,800                 | 4,800                 | -                   | 4,800                  | 4,800                  | -               |
| 5352                           | eBooks                   | 65,000                | 65,000                | -                   | 65,000                 | 65,000                 | -               |
| 5353                           | Compact Discs            | 2,000                 | 2,000                 | -                   | 2,000                  | 2,000                  | -               |
| 5366                           | Adult World Languages    | 11,300                | 11,300                | -                   | 11,300                 | 11,300                 | -               |
| <b>Subtotal</b>                |                          | <b>490,500</b>        | <b>496,500</b>        | <b>(6,000)</b>      | <b>490,500</b>         | <b>486,000</b>         | <b>4,500</b>    |
| <i>Young Reader Materials</i>  |                          |                       |                       |                     |                        |                        |                 |
| 5355                           | Books                    | 49,000                | 50,000                | (1,000)             | 49,000                 | 52,000                 | (3,000)         |
| 5356                           | Paperbacks               | 3,500                 | 3,500                 | -                   | 3,500                  | 3,500                  | -               |
| 5358                           | Young Adult Books        | 6,200                 | 6,200                 | -                   | 6,200                  | 6,200                  | -               |
| 5358-04                        | Materials - Youth Annex  | 1,000                 | 2,500                 | (1,500)             | 1,000                  | 1,000                  | -               |
| 5359                           | Serials                  | 800                   | 1,200                 | (400)               | 800                    | 1,200                  | (400)           |
| 5361                           | Audiobooks (books on CD) | 5,500                 | 8,500                 | (3,000)             | 5,500                  | 8,500                  | (3,000)         |
| 5365                           | Videos/DVDs              | 500                   | 500                   | -                   | 500                    | 500                    | -               |
| 5367                           | World Languages          | 2,300                 | 2,300                 | -                   | 2,300                  | 2,300                  | -               |
| 5370                           | Young Adult Paperbacks   | 1,200                 | 1,200                 | -                   | 1,200                  | 1,200                  | -               |
| 5372                           | eBooks                   | 8,800                 | 12,800                | (4,000)             | 8,800                  | 12,800                 | (4,000)         |
| <b>Subtotal</b>                |                          | <b>78,800</b>         | <b>88,700</b>         | <b>(9,900)</b>      | <b>78,800</b>          | <b>89,200</b>          | <b>(10,400)</b> |
| <b>Total Library Materials</b> |                          | <b>569,300</b>        | <b>585,200</b>        | <b>(15,900)</b>     | <b>569,300</b>         | <b>575,200</b>         | <b>(5,900)</b>  |

# Detail Budget | *Expenses*

| ACCT#                       | Expenses                 | Approved<br>2022/2023 | Mid-Year<br>2022/2023 | Change<br>Pos/(Neg) | Approved               | Mid-Year               | Change<br>Pos/(Neg) |
|-----------------------------|--------------------------|-----------------------|-----------------------|---------------------|------------------------|------------------------|---------------------|
|                             |                          |                       |                       |                     | Projected<br>2023/2024 | Projected<br>2023/2024 |                     |
| FIXED ASSETS / CAPITAL PLAN |                          |                       |                       |                     |                        |                        |                     |
| 6450                        | IT Equipment/Software    | 179,000               | 173,000               | 6,000               | 103,000                | 114,500                | (11,500)            |
| 6460                        | Construction in Progress | 1,297,967             | 1,362,217             | (64,250)            | 560,000                | 770,000                | (210,000)           |
| Subtotal                    |                          | 1,476,967             | 1,535,217             | (58,250)            | 663,000                | 884,500                | (221,500)           |
|                             |                          |                       |                       |                     |                        |                        |                     |
| EXPENSE TOTALS              |                          | \$ 11,273,167         | \$ 11,201,667         | \$ 71,500           | \$ 10,674,200          | \$ 11,017,600          | \$ (343,400)        |

**Notes:**

6460 higher this FY due to additional \$125k in board-approved Annex project costs with half of that reclassified to account 5280 as they are below the capitalization threshold.

6460 higher next FY due to additional projects added to the capital plan, including rain gutter and septic tank replacement at Malaga Cove and Miraleste, respectively.

# Information Technology Plan

| Asset Description  | Funding | Life Expectancy | Last Replaced | Proj. For 2022/2023 | Proj. For 2023/2024 | Proj. For 2024/2025 |
|--|---------|-----------------|---------------|---------------------|---------------------|---------------------|
| <b>Major Hardware- Desktops &amp; Miscellaneous Assets</b> |         |                 |               |                     |                     |                     |
| Replacement/upgrade of PCs                                 | 5311-CP | 4-5 years       | on-going      | \$4,000             | \$4,000             | \$74,000            |
| Replacement of monitors                                    | 5311-CP | 3-4 years       | on-going      | \$0                 | \$0                 | \$0                 |
| Staff laptops  | 5311-CP | 3-5 years       | on-going      | \$0                 | \$0                 | \$0                 |
| Staff Printers   | 5311-CP | 3-5 years       | on-going      | \$0                 | \$0                 | \$0                 |
| Patron Printers  | 5311-CP | 3-5 years       | on-going      | \$0                 | \$1,800             | \$0                 |
| Overhead Book Scanner                                      | 6450-52 | 5 years         | 2016          | \$15,000            | \$0                 | \$0                 |
| UPS Systems - battery/chassis                              | 6450    | 4-18 years      | 2018          | \$39,000            | \$0                 | \$0                 |
| Subtotals:   |         |                 |               | \$58,000            | \$5,800             | \$74,000            |
| <b>Major Hardware - Servers</b>                            |         |                 |               |                     |                     |                     |
| Domain controllers   | 6450    | 5-7 years       | 2014          | \$0                 | \$6,500             | \$6,500             |
| Telephony server   | 5311-CP | 4-5 years       | 2014          | \$0                 | \$0                 | \$6,500             |
| VMWare #1  | 6450    | 4-5 years       | 2018          | \$79,000            | \$0                 | \$0                 |
| VMWare #2 (backup)   | 6450    | 4-5 years       | 2018          | \$0                 | \$25,000            | \$6,500             |
| Camera System Server                                       | 6450    | 4-5 years       | 2018          | \$40,000            | \$0                 | \$0                 |
| VMWare Infrastructure                                      |         | 4-5 years       | N/A           | \$0                 | \$0                 | \$0                 |
| Subtotals:   |         |                 |               | \$119,000           | \$31,500            | \$19,500            |

# Information Technology Plan

| Asset Description                                      | Funding | Life Expectancy | Last Replaced   | Proj. For 2022/2023 | Proj. For 2023/2024 | Proj. For 2024/2025 |
|--|---------|-----------------|-----------------|---------------------|---------------------|---------------------|
| <b>Major Hardware - Network Backbone</b>               |         |                 |                 |                     |                     |                     |
| MDF – Main switch                                      | 6450    | 8-10 years      | 2018            | \$0                 | \$12,000            | \$0                 |
| MDF – Main router                                      | 6450    | 8-10 years      | 2018            | \$0                 | \$10,000            | \$0                 |
| MDF – Firewall   | 6450    | 5-6 years       | 2014            | \$0                 | \$0                 | \$0                 |
| IDF – Switches   |         | 7-8 years       | 2018            | \$0                 | \$0                 | \$18,000            |
| Routers/Switches-gen.                                  |         | 7-8 years       | 2018            | \$0                 | \$0                 | \$13,000            |
| WiFi-WLAN APs  | 5311-CP | 5-6 years       | 2015            | \$34,000            | \$11,000            | \$11,000            |
| WiFi-WLAN Controller                                   | 5311-CP | 6-7 years       | 2006            | \$0                 | \$0                 | \$9,000             |
| Network BU equipment                                   | 5311-CP | 15-20 years     | 2002            | \$0                 | \$0                 | \$19,000            |
| Subtotals:   |         |                 |                 | \$34,000            | \$33,000            | \$70,000            |
| <b>Major Hardware - Telecommunications &amp; Other</b> |         |                 |                 |                     |                     |                     |
| Telephone switches                                     | 5311-CP | 9-10 years      | 2006, 2014 (PC) | \$0                 | \$3,500             | \$37,000            |
| Telephone end units                                    | 5311-CP | 9-10 years      | 2006, on-going  | \$0                 | \$0                 | \$40,500            |
| Computer Server Room HVAC upgrade                      | 6450-53 | 10-12 years     | 2006            | \$0                 | \$0                 | \$0                 |
| Computer Furniture - Peninsula Center                  |         | 14-15 years     | N/A             | \$0                 | \$0                 | \$0                 |
| Electronic Sec. Gates                                  |         | 8-10 years      | 2008            | \$0                 | \$0                 | \$0                 |
| Self-Checkout Machine                                  | 5311-CP | 6-8 years       | 2018            | \$6,000             | \$6,000             | \$0                 |
| Subtotals:   |         |                 |                 | \$6,000             | \$9,500             | \$77,500            |



# Information Technology Plan

| Asset Description                              | Funding       | Life Expectancy | Last Replaced | Proj. For 2022/2023 | Proj. For 2023/2024 | Proj. For 2024/2025 |
|--|---------------|-----------------|---------------|---------------------|---------------------|---------------------|
| <i>Major Software &amp; Equipment Projects</i> |               |                 |               |                     |                     |                     |
| ILS  | 6450-58       | 8-10 years      | 2008          | \$0                 | \$0                 | \$0                 |
| OS Server Software                             | 5311-CP       | 5-8 years       | on-going      | \$0                 | \$11,500            | \$0                 |
| MS Office Suite Software                       | 5311-CP       | 5-8 years       | N/A           | \$0                 | \$0                 | \$0                 |
| Audio Control System for Community Room        | 6450          | 8-10 years      | 2017          | \$0                 | \$14,500            | \$0                 |
| Adult Reference MicroFiche Reader              | 6450          | 8-10 years      | 2009          | \$0                 | \$13,000            | \$0                 |
| Credit Card Patron Printing Capability         |               | 7-8 years       | 2017          | \$0                 | \$0                 | \$0                 |
| Lighting Controls software application         | 6450          | 7-8 years       | N/A           | \$0                 | \$27,000            | \$0                 |
| HVAC Controls system upgrade & software app.   |               | 8-10 years      | N/A           | \$0                 | \$0                 | \$0                 |
| Enhanced Security (Camera) Control System      |               | 5-6 years       | 2018          | \$0                 | \$0                 | \$0                 |
| Fire Alarm software application                |               | 10-15 years     | N/A           | \$0                 | \$0                 | \$0                 |
| P.C. Community Room Screen                     | 6450          | 8-10 years      | 2017          | \$0                 | \$6,500             | \$0                 |
| Door Counters System                           | 6450          | 7-8 years       | 2016          | \$0                 | \$0                 | \$16,500            |
| A-V upgrade of Malaga Cove Gallery             | 6450-51 (PFL) | 7-8 years       | prior to 2000 | \$0                 | \$0                 | \$0                 |
| Upgrade of Chromebook computers                | 5311-CP       | N/A             | on-going      | \$0                 | \$0                 | \$4,500             |
| Cabling @ PVLDD Facilities                     | 5311-CP       | N/A             | on-going      | \$0                 | \$0                 | \$0                 |
| Subtotals:                                     |               |                 |               | \$0                 | \$72,500            | \$21,000            |
| <b>Grand Totals:</b>                           |               |                 |               | <b>\$217,000</b>    | <b>\$152,300</b>    | <b>\$262,000</b>    |

# Facilities Capital Plan

| Description                               | Location | Funding           | Year Installed | Life Expectancy | 2022/2023 | 2023/2024 | 2024/2025 |           |
|---|----------|-------------------|----------------|-----------------|-----------|-----------|-----------|-----------|
| Roof repairs                              | MC       | General Fund 6460 | 2003           | 15-20 years     | \$0       | \$0       | \$0       | \$250,000 |
| Facia Repairs                             | MC       | General Fund 6460 | 1997           | 30 years        | \$0       | \$0       | \$200,000 | \$0       |
| Gallery Restoration                       | MC       | General Fund 6460 | 1960           | 30 years        | \$0       | \$0       | \$0       | \$150,000 |
| Rain Gutter Replacement                   | MC       | General Fund 6460 | NA             | 30 years        | \$0       | \$150,000 | \$0       | \$0       |
| Landscape Restoration                     | MC       | General Fund 6460 | NA             | 30 Years        | \$0       | \$90,000  | \$150,000 | \$60,000  |
| Replace Carpet                            | MIR      | General Fund 6460 | 2005           | 15-20 years     | \$0       | \$40,000  | \$0       | \$0       |
| Circ Desk Redo                            | MIR      | General Fund 6460 | NA             | 50 Years        | \$0       | \$30,000  | \$100,000 | \$0       |
| Septic Tank Replacement                   | MIR      | General Fund 6460 | NA             | 50 years        | \$0       | \$70,000  | \$0       | \$0       |
| Chiller Upgrade, Pen Center               | PC       | General Fund 6460 | 2008           | 15-20 years     | \$396,600 | \$0       | \$0       | \$0       |
| Friends Office Rebuild                    | PC       | General Fund 6460 | 2015           | 20 years        | \$20,000  | \$0       | \$0       | \$0       |
| Elevator #1 and #2 Modernization          | PC       | General Fund 6460 | 1996           | 20 Years        | \$0       | \$300,000 | \$0       | \$0       |
| Elevator #3 Modernization                 | PC       | General Fund 6460 | 1996           | 20 Years        | \$0       | \$0       | \$200,000 | \$0       |
| Circ Desk Redo                            | PC       | General Fund 6460 | 1997           | 30 years        | \$0       | \$0       | \$30,000  | \$100,000 |
| Staff Area Redo                           | PC       | General Fund 6460 | 1994           | 15-20 years     | \$0       | \$80,000  | \$200,000 | \$0       |
| Roof repairs                              | PC       | General Fund 6460 | 1996           | 12-15 years     | \$600,000 | \$0       | \$100,000 | \$0       |
| Wall and Lobby Repairs 1st and 2nd Floors | PC       | General Fund 6460 | 2005           | 15-20 years     | \$0       | \$0       | \$60,000  | \$0       |
| Reroof Mezzanine Level PC                 | PC       | General Fund 6460 | Pre-1975       | 30 years        | \$0       | \$10,000  | \$0       | \$0       |
| Repairs, Deep Valley, Stone Entry         | PC       | General Fund 6460 | 1996           | 15-20           | \$200,000 | \$0       | \$0       | \$0       |

**Asset Replacement and Maintenance TOTAL**

**\$1,216,600    \$770,000    \$1,040,000    \$560,000**

# Facilities Capital Plan

## New Construction

| Description | Location | Funding   | Last replaced | Life Expectancy | 2022/2023 | 2023/2024 | 2024/2025 | 2025/2026 |
|-------------|----------|---|---------------|-----------------|-----------|-----------|-----------|-----------|
| Teen Annex  | PC       | Asset Replacement Fund (6460-62) and General Fund (6460-62 and 5280-05) | New           | 60 Years        | \$544,108 | \$0       | \$0       | \$0       |

|                               |  |  |  |  |                  |            |            |            |
|-------------------------------|--|--|--|--|------------------|------------|------------|------------|
| <b>New Construction TOTAL</b> |  |  |  |  | <b>\$544,108</b> | <b>\$0</b> | <b>\$0</b> | <b>\$0</b> |
|-------------------------------|--|--|--|--|------------------|------------|------------|------------|

|                     |  |  |  |  |                    |                  |                    |                  |
|---------------------|--|--|--|--|--------------------|------------------|--------------------|------------------|
| <b>Annual Total</b> |  |  |  |  | <b>\$1,760,708</b> | <b>\$770,000</b> | <b>\$1,040,000</b> | <b>\$560,000</b> |
|---------------------|--|--|--|--|--------------------|------------------|--------------------|------------------|

# Staff Directory

| Name               | Title                             | Ext: |
|--------------------|-----------------------------------|------|
| Jennifer Addington | <i>Library Director</i>           | 200  |
| Ryan Roy           | <i>Deputy Director</i>            | 202  |
| Will Liu           | <i>Finance Manager</i>            | 205  |
| Daniel Gutierrez   | <i>Facilities Manager</i>         | 257  |
| Laszlo Latkoczy    | <i>IT Manager</i>                 | 258  |
| Mary Kocman        | <i>Technical Services Manager</i> | 242  |
| Eve Wittenmyer     | <i>Branch Manager</i>             | 450  |
| Leticia Polizzi    | <i>Adult Services Manager</i>     | 210  |
| Laura Henry        | <i>Young Readers Manager</i>      | 206  |
| David Campbell     | <i>Digital Services Manager</i>   | 284  |
| Sarah Udin         | <i>Human Resources Manager</i>    | 248  |
| Ketzie Diaz        | <i>Circulation Manager</i>        | 263  |