



Approved Budget

Fiscal Years 2025/2026 & Projected 2026/2027

A Message from the Finance Manager

The Palos Verdes Library District is an independent special district which was formed in April 1928 under provision of Sections 19600-19734 of the California Education Code and encompasses the entire approximate 28 square miles of the Palos Verdes Peninsula.

The District is governed by a Board of Library Trustees which consists of five publicly elected members. These members are responsible for the adoption of the annual operating budget (general fund) and annual budgets for all other funds on or before September 1 each year in compliance with Section 19655 of the California Education Code. The fiscal year of the Palos Verdes Library District is July 1 to June 30. There are a total of two readings of the budget. The first reading is presented to the board in May and the second reading in June. In addition, there is a mid-year review which takes place at the February board meeting.

The District's budget is developed to prioritize and arrange our financial resources in alignment with the District's plan for services to the community. The budget describes how the District's funding will be allocated and what capital projects will 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

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

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All Funds | ***FY 2025/26 Budget Summary***

	GENERAL FUND	PENSION FUND	TOTAL
<u>Revenues</u>			
Property Taxes	11,728,600		11,728,600
Internal Income	416,400		416,400
Gifts & Grants	1,179,500		1,179,500
Interest Income	190,000	143,000	333,000
Total Revenues	13,514,500	143,000	13,657,500
<u>Expenditures</u>			
Salaries and Related	9,263,700		9,263,700
Building & Maintenance	933,700		933,700
Information Technology/Digital Services	430,800		430,800
Library Expenses	150,100		150,100
Administration/Marketing	312,400		312,400
Library Materials	642,300		642,300
Fixed Assets & Software	1,874,500		1,874,500
Total Expenditures	13,607,500	-	13,607,500
Net Excess/(Shortage)	(93,000)	143,000	50,000
Other Financing Sources (Uses):			
Operating transfers in		-	-
Operating transfers out	-		-
Total Other Financing Sources (Uses)	-	-	-
Excess of Revenues and Other Sources Over Expenditures and Other Uses	(93,000)	143,000	50,000
Estimated Fund Balances, Beginning	7,206,125	3,659,695	10,865,820
Estimated Fund Balances, Ending	7,113,125	3,802,695	10,915,820
<u>Fund Balances</u>			
Committed	-	3,802,695	3,802,695
Six months of operating expenses (govt. code #53646)	6,803,750	-	6,803,750
Emergency reserve - 5% operating revenue	309,375	-	309,375
Designations:			
Subsequent year capital plan	-	-	-
Additional emergency reserve	-	-	-
Future capital projects beyond subsequent year	-	-	-
Unreserved/undesignated	-	-	-
Total Fund Balances	7,113,125	3,802,695	10,915,820

General Fund | *Budget Summary*

	2024/2025	2025/2026	MID-YEAR BUDGET 2024/2025	APPROVED BUDGET 2025/2026	POS/(NEG) AMOUNT	PERCENT	PROJECTED BUDGET 2026/2027
REVENUES:	OPER REV	OPER REV					
PROPERTY TAXES	92.4%	86.8%	11,324,000	11,728,600	404,600	3.6	12,178,000
INTERNAL INCOME	3.3%	3.1%	399,400	416,400	17,000	4.3	416,400
GIFTS & GRANTS	2.2%	8.7%	269,500	1,179,500	910,000	337.7	1,208,400
INTEREST INCOME	2.0%	1.4%	250,000	190,000	(60,000)	(24.0)	175,000
OTHER INCOME	0.1%	0.0%	7,300	-	(7,300)	N/M	-
TOTAL REVENUES			12,250,200	13,514,500	1,264,300	10.3	13,977,800
EXPENDITURES:	OPER EXP	OPER EXP					
SALARY & RELATED	69.3%	68.1%	8,455,500	9,263,700	(808,200)	(9.6)	9,935,100
BUILDING & MAINTENANCE	7.6%	6.9%	933,450	933,700	(250)	(0.0)	964,000
INFO TECH/DIGITAL SRV	3.2%	3.2%	395,600	430,800	(35,200)	(8.9)	614,100
LIBRARY EXPENSES	1.2%	1.1%	145,600	150,100	(4,500)	(3.1)	147,600
ADMINISTRATION/MARKETING	4.1%	2.3%	495,300	312,400	182,900	36.9	511,900
LIBRARY MATERIALS	5.1%	4.7%	626,350	642,300	(15,950)	(2.5)	642,300
FIXED ASSETS & SOFTWARE	9.5%	13.8%	1,154,400	1,874,500	(720,100)	(62.4)	1,239,500
TOTAL EXPENDITURES			12,206,200	13,607,500	(1,401,300)	(11.5)	14,054,500
NET EXCESS/(SHORTAGE)			44,000	(93,000)	(137,000)		(76,700)
TRANSFERS IN			-	-			-
TRANSFERS OUT			(2,000,000)	-			-
AUDITED FUND BALANCE - BEGINNING			9,162,125	7,206,125			7,113,125
ESTIMATED FUND BALANCE - ENDING			7,206,125	7,113,125			7,036,425

General Fund | *Fund Balance*

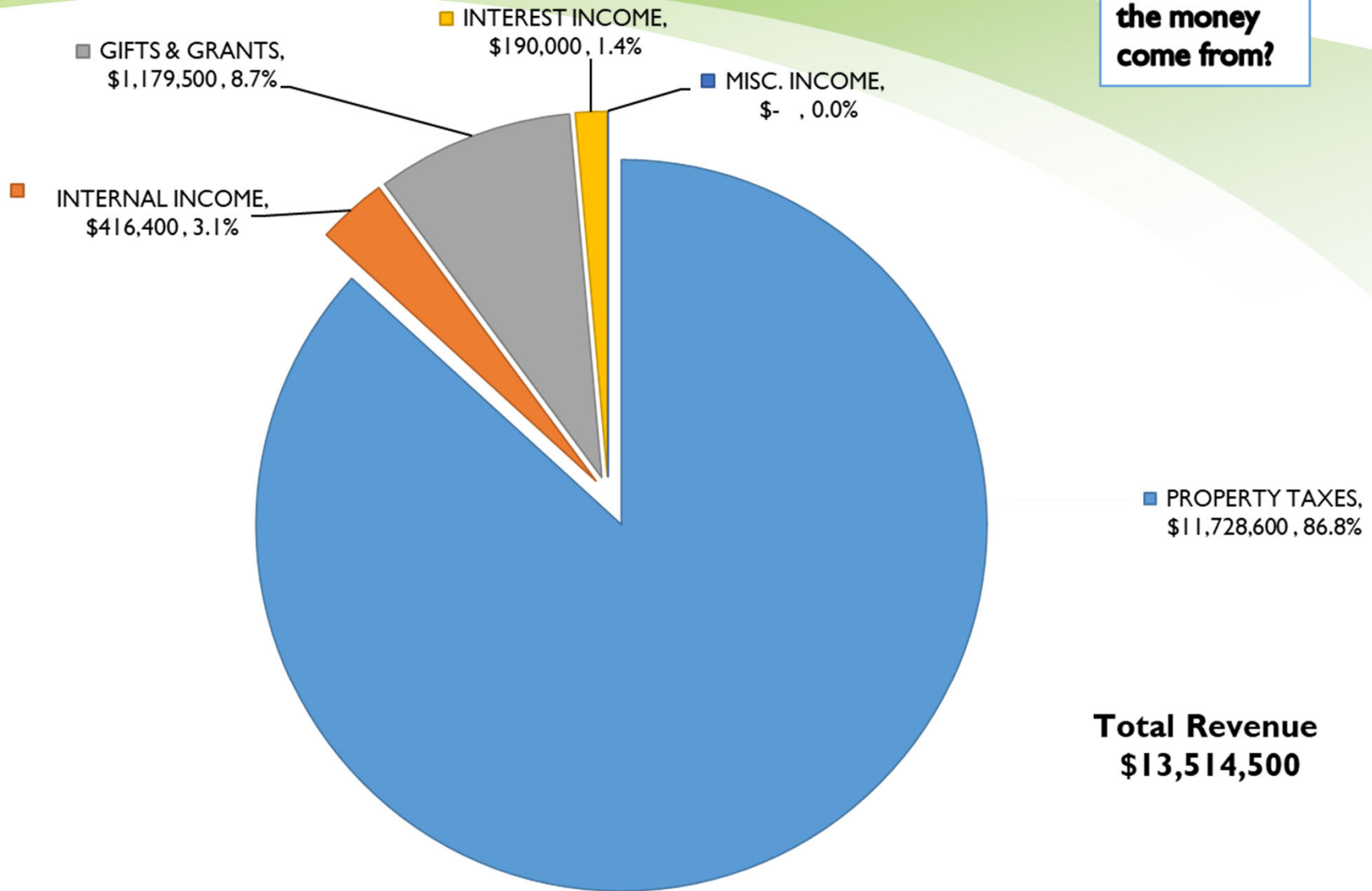
FUND BALANCES:

- 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
- Unreserved/undesignated

MID-YEAR BUDGET 2024/2025	APPROVED BUDGET 2025/2026	PROJECTED BUDGET 2026/2027
6,103,100	6,803,750	7,027,250
612,510	309,375	9,175
490,515	-	-
-	-	-
-	-	-
-	-	-

Budget Revenues

**Where does
the money
come from?**



■ PROPERTY TAXES ■ INTERNAL INCOME ■ GIFTS & GRANTS ■ INTEREST INCOME ■ MISC. INCOME

Detail Budget | *Revenues*

ACCT#	Revenue	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
<i>Property Tax Revenue</i>						
4001	<i>Secured</i>	9,794,036	10,357,296	10,808,000	11,240,000	11,690,000
4002	<i>Unsecured</i>	350,689	421,304	350,000	350,000	350,000
4185	<i>Homeowners Exemption</i>	41,275	39,748	41,000	38,600	38,000
4005/4050/60/70	<i>Other Property Tax Revenues</i>	160,863	83,161	125,000	100,000	100,000
Total Property Tax Revenue		10,346,864	10,901,509	11,324,000	11,728,600	12,178,000

Notes: Secured property tax revenue assumes a 4.0% increase for both FY 25/26 and FY 26/27.

Detail Budget | *Revenues*

ACCT#	Revenue	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
Internal Income						
Rentals & Commission						
4234	Printers in-house	5,494	6,698	7,000	7,000	7,000
4235	Copiers in-house	4,004	3,361	3,000	3,000	3,000
4282	Vending Machine	928	1,451	1,500	1,500	1,500
4284	EV Charging Station	8,400	8,400	8,400	8,400	8,400
4360	Art Commissions	3,129	8,135	4,000	4,000	4,000
4400	Miscellaneous	1,376	1,028	1,000	1,000	1,000
Subtotal		23,331	29,073	24,900	24,900	24,900
Services & Fees						
4206	Meeting Rooms	71,480	57,085	58,000	55,000	55,000
4240	Fines & Fees	11,537	10,953	10,000	10,000	10,000
4246	Inter Library Loans	440	630	500	500	500
4249/4280	Passports	266,500	333,760	300,000	320,000	320,000
4281	Notary	2,115	3,045	3,000	3,000	3,000
4283	Proctoring	350	1,350	3,000	3,000	3,000
Subtotal		352,422	406,823	374,500	391,500	391,500
Total Internal Income		375,753	435,896	399,400	416,400	416,400

Detail Budget | *Revenues*

ACCT#	Revenue	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
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Gifts & Grants

Friends of the Library

4252	Sunday Service Hours	131,800	130,800	135,900	143,300	150,000
4252	Volunteer Appreciation	750	3,500	3,500	3,500	3,500
4252	Library Materials	5,000	5,000	5,000	34,000	34,000
4252	Online Databases/Audio & Ebooks	10,000	10,000	10,000	50,000	50,000
4252	Local History Room Staff	37,889	23,100	48,255	40,900	43,100
4252	Operational Support	-	-	-	6,000	6,000
4252	LINK+	-	-	-	45,000	20,000
4252	Postage Meter	1,300	1,300	1,300	1,300	1,300
4252	Capital Projects	63,448	43,747	-	850,000	900,000
4252	Assisted Listening Devices	-	-	-	5,000	-
4252	YR Summer Reading	8,400	8,400	8,400	-	-
4252	Adult Programming	18,000	25,000	28,000	-	-
4252	YR Programming	5,100	5,100	5,600	-	-
4252	Young Adult Programing	4,800	4,800	4,800	-	-
4252	Digital Support (Video Gaming)	4,000	4,000	4,000	-	-
4252	Program Support	29,000	28,000	6,000	-	-
Subtotal		319,487	292,747	260,755	1,179,000	1,207,900

Other Gifts

4260	Gifts from Donors	317	192	2,525	500	500
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Grants

4270	All Grants	-	-	6,220	-	-
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Total Gifts & Grants

319,804	292,939	269,500	1,179,500	1,208,400
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Notes:

Capital projects funding is for the Deep Valley entryway in FY 25/26 and Malaga Cove roof repairs in FY 26/27.

Detail Budget | *Revenues*

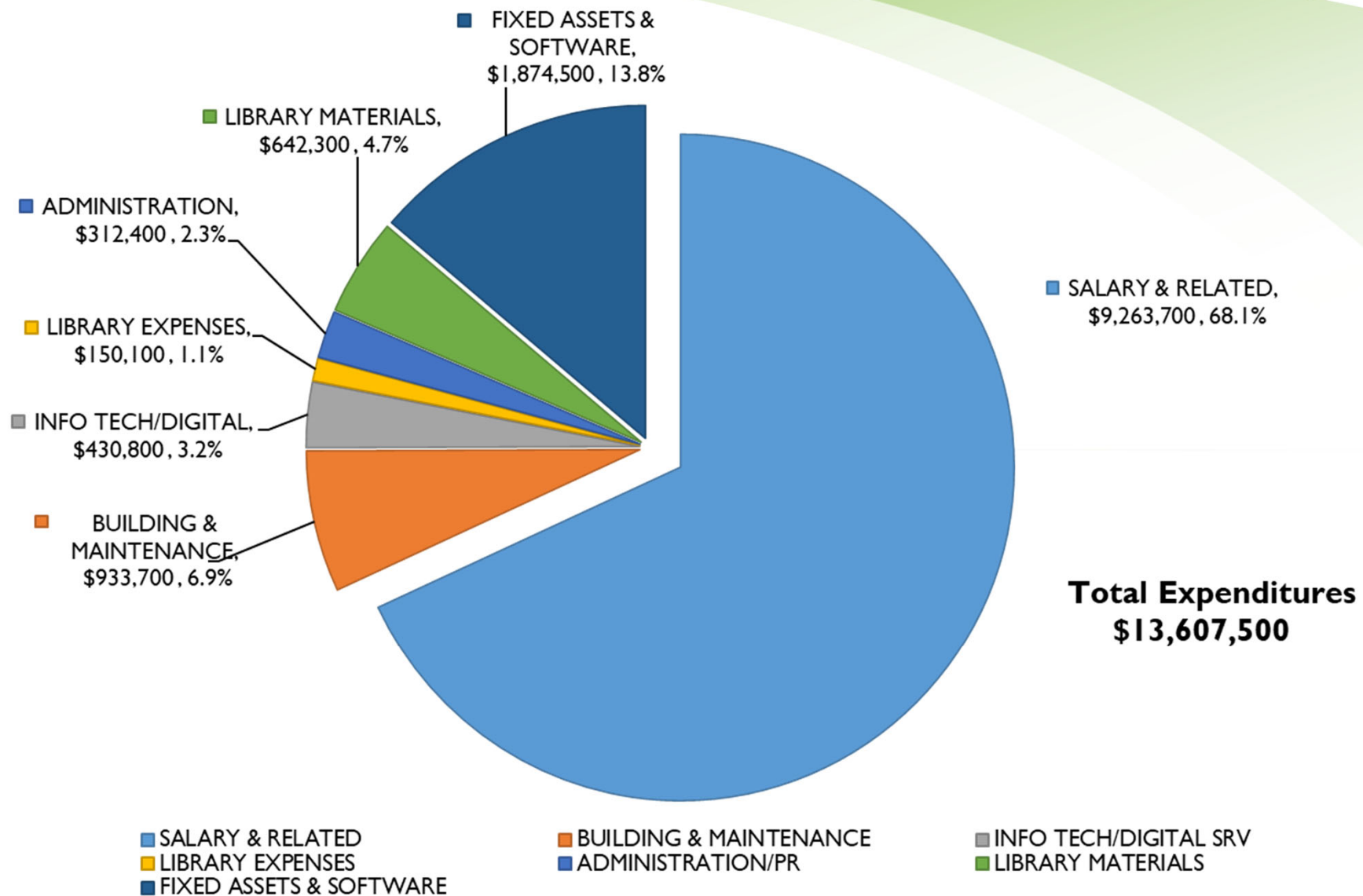
ACCT#	Revenue	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
<i>Other Income</i>						
4350	<i>Sale of Fixed Assets</i>	-	6,750	5,000	-	-
4401/02	<i>Other Income</i>	-	21,528	2,300	-	-
4420-24	<i>Interest Income</i>	194,931	289,607	250,000	190,000	175,000
Total Other Income		194,931	317,885	257,300	190,000	175,000
REVENUE TOTALS		\$ 11,237,352	\$ 11,948,230	\$ 12,250,200	\$ 13,514,500	\$ 13,977,800

Notes:

Lower interest income in FY 25/26 and FY 26/27 is due to lower reserve balances as a result of continued pension funding and, to a lesser extent, lower interest rates.

Budget Expenses

**Where does
the money go?**



Detail Budget | *Expenses*

ACCT#	Expenses	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
Salary & Related						
<i>Salary & Benefits</i>						
5100	Salaries	5,614,497	5,931,528	6,046,300	6,441,500	6,747,500
5100	Salaries - Vacation Cash Out	-	-	57,500	70,000	75,000
5100	Salaries - PFL Sunday Hours	-	-	126,200	133,100	138,800
5105	FICA/Medicare	410,485	434,667	452,900	483,200	506,300
5105	FICA/Medicare - Sunday Hours	-	-	9,700	10,200	10,600
5106	Unemployment	2,550	213	2,000	12,000	2,000
5109	PERS Employer (Classic)	250,354	290,182	309,000	321,000	336,000
5109	PERS Employer (Pepira)	155,716	193,198	203,000	218,400	229,000
5112	PERS - Unfunded Liability	15,067	-	71,000	154,400	167,000
5113	PERS - Long Term Unfunded Liability	-	500,000	-	250,000	500,000
5114	POB - Interest Expense	198,266	191,958	185,400	178,600	171,600
5115	POB - Loan Amortization	177,000	184,000	190,000	197,000	204,000
5110	Group Insurance	473,828	512,246	553,300	597,600	645,400
5111	Workers' Compensation	67,651	84,095	108,000	80,200	85,000
Subtotal		7,365,414	8,322,086	8,314,300	9,147,200	9,818,200
<i>Professional/Outsourced Services</i>						
5142	Labor Counsel	13,814	8,856	30,000	25,000	25,000
5145	General Law Counsel	11,267	30,141	20,000	20,000	20,000
5146	Audit Services	7,393	15,873	12,500	12,800	13,200
5151	HR Background Checks	2,056	1,873	1,500	1,500	1,500
5157	Technical Services	41,590	45,426	55,000	55,000	55,000
5158	Other Consulting Services	720	21,090	20,000	-	-
5159	Temporaries	4,419	4,910	-	-	-
5160	Actuarial Reporting Fees	700	700	700	700	700
5161	Collection Agency	1,409	1,458	1,500	1,500	1,500
Subtotal		83,367	130,327	141,200	116,500	116,900
Total Salary & Related		7,448,781	8,452,413	8,455,500	9,263,700	9,935,100

Detail Budget | *Expenses*

ACCT#	Expenses	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
<i>Building & Maintenance</i>						
<i>Contracts, Housekeeping & Maint</i>						
5219	Cleaning/Maint Supplies	19,729	26,284	35,000	40,000	40,000
5221	Window Cleaning	-	-	500	500	500
5222	Carpet/Upholstery Cleaning	-	-	500	500	500
5223	Pest Control	2,400	2,526	6,000	3,000	3,000
5224	Lights	1,495	1,504	4,000	4,000	4,000
5232	Fire/Burglar Alarm	20,472	20,655	22,000	18,000	18,000
5233	Fire Extinguisher	1,376	1,440	2,000	2,000	2,500
5234	Boiler Maint	6,770	14,938	10,000	10,000	10,000
5235	Building/Maint & Grounds	62,209	62,197	70,000	60,000	60,000
5236	Landscaping	41,044	44,386	50,000	50,000	50,000
5237	Elevator Maint & Repair	9,054	21,772	20,000	20,000	20,000
5238	Library Signage	-	1,040	1,000	1,000	1,000
5239	HVAC	33,919	49,871	40,000	40,000	40,000
5240	Maint Uniforms	2,657	3,089	3,500	3,500	3,500
5250	Transportation/Vehicle Maint	7,752	4,880	2,000	4,000	4,000
5270	Trash Pick-up	14,838	21,480	27,000	27,000	27,000
Subtotal		223,716	276,063	293,500	283,500	284,000

Detail Budget | *Expenses*

ACCT#	Expenses	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
<i>Administration/Contracts</i>						
5225	Insurance - G/L	249,191	314,258	267,450	295,200	325,000
5226	Insurance Deductible	-	-	1,000	1,000	1,000
5227	Emergency Disaster Supplies	1,729	984	1,000	1,000	1,000
5229	Equipment Maint Other	2,083	1,581	3,000	3,000	3,000
5231	Copier Lease/Maint	27,979	28,073	32,000	32,000	32,000
Subtotal		280,982	344,897	304,450	332,200	362,000
<i>Utilities</i>						
5261	Water	20,445	26,753	28,000	28,000	28,000
5262	Electric	218,741	216,505	250,000	250,000	250,000
5263	Gas	44,538	27,484	37,000	40,000	40,000
Subtotal		283,724	270,743	315,000	318,000	318,000
<i>Special Projects</i>						
5280	Major Maint/Special Projects	36,055	32,611	20,500	-	-
Total Building & Maintenance		824,477	924,313	933,450	933,700	964,000

Detail Budget | *Expenses*

ACCT#	Expenses	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
Information Technology/ Digital Srv						
<i>Information Technology</i>						
5300	Data/Voice/Internet	43,298	39,077	42,000	49,000	49,000
5303	Supplies/Repairs	22,137	23,745	26,000	26,000	26,000
5305	Maint - Hardware	36,462	30,605	109,000	109,000	109,000
5306	Maint - Software	13,906	21,638	26,600	40,000	40,000
5311	Small Equipment/Software	31,547	29,175	53,000	40,000	32,000
5311-CP	Equipment/Software - Capital Plan	48,230	19,343	9,000	33,300	224,600
Subtotal		195,580	163,584	265,600	297,300	480,600
 <i>Digital Services</i>						
5315	Digital Library Services	114,687	127,572	130,000	133,500	133,500
Total Info Technology/Digital Srv		310,268	291,156	395,600	430,800	614,100

Notes: 5311-CP higher in FY 26/27 due to replacement of telecom switches and end units as well as network backbone hardware.

Detail Budget | *Expenses*

ACCT#	Expenses	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
Library Expenses						
<i>Library Expenses</i>						
5450	Small Office Equip (>\$200<\$5K)	1,886	627	2,000	2,000	2,000
5463	Postage	12,659	12,081	14,000	14,000	14,000
5463	Postage-Passports	10,936	12,653	11,000	11,000	11,000
5464	T/S Processing Supplies	10,583	11,188	12,000	12,000	12,000
5468	Circulation Expenses	8,176	7,423	9,500	10,000	7,500
5471	Adult Programming	15,912	27,235	29,500	31,000	31,000
5472	YR Programming	4,073	4,929	5,600	5,600	5,600
5472-03	Summer Reading Program	6,299	9,939	8,400	9,000	9,000
5472-04	Programming Young Adult	670	5,302	4,800	4,800	4,800
5473	PV Local History Collection	24,576	34,007	14,200	14,200	14,200
5489	Cataloging Activity/OCLC	13,644	14,223	14,300	15,500	15,500
5490	ILL Activity/OCLC	13,842	14,443	14,400	15,000	15,000
5492	OCLC First Search	2,727	2,843	2,900	3,000	3,000
5550	Miscellaneous Expenses	644	283	3,000	3,000	3,000
Total Library Expenses		126,628	157,176	145,600	150,100	147,600

Detail Budget | *Expenses*

ACCT#	Expenses	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
Administration/Marketing						
<i>Administration Expenses</i>						
5440	Staff & BLT Memberships	5,085	5,349	5,500	5,900	6,200
5441	District Memberships (SCLC/CSDA/CLA)	15,760	16,710	17,000	18,000	19,000
5442	BLT Travel, Training and Events	7,239	8,919	12,500	10,000	10,000
5442-01	Community Events/Training BLT	2,755	1,002	-	-	-
5443	Travel/Workshops/Training (Staff)	8,521	15,656	12,500	12,500	12,500
5443-01	EDI Support	-	-	2,000	2,000	2,000
5444	Classified Advertising		388	1,000	1,000	1,000
5446	Continuing Education	707	-	1,000	1,000	1,000
5449	Board Meeting Expenses	1,445	818	1,200	1,200	1,200
5461	Administration Supplies	10,461	11,476	14,000	14,000	14,000
5470	Tax Collect Fee	125,850	134,122	135,000	156,000	164,000
5478	HR Materials	4,278	3,098	5,500	5,500	5,500
5479	Payroll & HRIS Fees	17,740	18,574	52,000	45,000	40,000
5479-01	Bank & Merchant Fees	11,347	13,135	12,500	13,000	13,000
5480	LAFCO Fee	3,550	3,337	3,600	3,800	4,000
5485	Election Expenses/Fees	70		195,000	-	195,000
5551	Program Support/Volunteers	4,674	4,723	9,500	9,500	9,500
Subtotal		219,481	237,306	479,800	298,400	497,900
Marketing						
5466	Marketing	8,302	6,843	12,000	10,500	10,500
5466	Printing	-	-	3,000	3,000	3,000
5466	Social Media	-	-	500	500	500
Subtotal		8,302	6,843	15,500	14,000	14,000
Total Admin/Marketing		227,783	244,149	495,300	312,400	511,900

Detail Budget | *Expenses*

ACCT#	Expenses	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
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Library Materials

Adult Materials

5340	Adult Books	96,614	109,981	129,840	129,500	129,500
5341	Adult Standing Orders	27,784	24,154	24,000	24,000	24,000
5343	Adult Serials	32,507	30,041	30,000	30,000	30,000
5346	Online Resources	194,827	211,044	228,000	250,000	250,000
5347	Rush Orders	9,350	10,822	10,000	10,000	10,000
5349	Video Gaming	4,049	3,992	4,000	4,000	4,000
5350	Videos/DVDs	4,105	4,030	10,400	10,400	10,400
5351	Audiobooks (books on CD)	3,252	3,255	4,800	4,800	4,800
5352	eBooks	66,712	70,449	74,860	70,000	70,000
5353	Compact Discs	927	391	2,000	2,000	2,000
5366	Adult World Languages	11,614	14,628	15,000	15,000	15,000
Subtotal		451,741	482,786	532,900	549,700	549,700

Young Reader Materials

5355	Books	57,364	53,488	52,000	52,000	52,000
5356	Paperbacks	3,569	3,459	3,500	3,500	3,500
5358	Young Adult Books	5,717	7,320	6,200	6,200	6,200
5358-04	Materials - Youth Annex	3,394	816	1,500	1,500	1,500
5359	Serials	18	1,202	1,200	1,200	1,200
5361	Audiobooks (books on CD)	8,411	6,846	8,500	8,500	8,500
5365	Videos/DVDs	-	15	200	200	200
5367	World Languages	2,149	2,087	2,300	2,300	2,300
5370	Young Adult Paperbacks	402	231	1,200	1,200	1,200
5372	eBooks	12,370	12,936	16,850	16,000	16,000
Subtotal		93,394	88,401	93,450	92,600	92,600

Total Library Materials

545,135	571,187	626,350	642,300	642,300
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Notes: 5346 higher due to increase in Hoopla usage.

Detail Budget | *Expenses*

ACCT#	Expenses	Actual 2022/2023	Actual 2023/2024	Mid-Year 2024/2025	Approved 2025/2026	Projected 2026/2027
Fixed Assets						
6450	IT Equipment/Software	94,900	481,396	181,400	29,500	139,500
6460	Construction in Progress	1,180,852	627,002	898,000	1,845,000	1,100,000
6470	Vehicles	-	66,154	75,000	-	-
Subtotal		1,275,752	1,174,552	1,154,400	1,874,500	1,239,500
Expense Totals		\$ 10,758,822	\$ 11,814,946	\$ 12,206,200	\$ 13,607,500	\$ 14,054,500

Notes: 6460 is higher in FY 25/26 as approximately \$725k of costs related to the Deep Valley stone entry, staff area redo and Friends office rebuild projects at Peninsula Center which were approved for FY 24/25 will slip into FY 25/26. Refer to Facilities Capital Plan slide for details.

Information Technology Plan

Asset Description	Funding	Life Expectancy	Last Replaced	Proj. For 2025/2026	Proj. For 2026/2027	Proj. For 2027/2028
Major Hardware- Desktops & Miscellaneous Assets						
Replacement/upgrade of PCs	5311-CP	4-5 years	on-going	\$26,000	\$26,000	\$0
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	\$0	\$0
Scanner	6450	3-4 years	2022	\$0	\$18,000	\$0
UPS Systems - battery/chassis	6450	10 years	2023	\$0	\$0	\$0
Subtotals:				\$26,000	\$44,000	\$0
Major Hardware - Servers						
Domain controllers	6450-52	4-5 years	2023	\$0	\$0	\$6,500
Telephony server	5311-CP	4-5 years	2023	\$0	\$0	\$6,500
VMWare #1	6450-52	4-5 years	2023	\$0	\$0	\$65,000
VMWare #2 (backup)	6450-52	4-5 years	2023	\$0	\$0	\$19,500
Camera System Server	6450	4-5 years	2023	\$0	\$0	\$45,000
VMWare Infrastructure		4-5 years	2023	\$0	\$0	\$0
Subtotals:				\$0	\$0	\$142,500

Information Technology Plan

Asset Description	Funding	Life Expectancy	Last Replaced	Proj. For 2025/2026	Proj. For 2026/2027	Proj. For 2027/2028
Major Hardware - Network Backbone						
MDF – Main switch	6450-52	8-10 years	2018	\$0	\$0	\$0
MDF – Main router	6450-52	8-10 years	2018	\$0	\$0	\$0
MDF – Firewall	6450	5-6 years	2025	\$0	\$0	\$0
Switches/Routers	6450-52	7-8 years	2025	\$0	\$60,000	\$0
WiFi-WLAN APs	5311-CP	5-6 years	on-going	\$5,000	\$25,000	\$0
WiFi-WLAN Controller	5311-CP	6-7 years	2022	\$0	\$0	\$0
Network BU equipment	5311-CP	5-8 years	2023	\$0	\$41,000	\$0
Subtotals:				\$5,000	\$126,000	\$0
Major Hardware - Telecommunications & Other						
Telephone switches	5311-CP	9-10 years	2022	\$0	\$100,000	\$0
Telephone end units	5311-CP	9-10 years	2006, on-going	\$0	\$30,000	\$0
Computer Server Room HVAC upgrade	6450-53	10-12 years	2016	\$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	\$0	\$0	\$0
Subtotals:				\$0	\$130,000	\$0

Information Technology Plan

Asset Description	Funding	Life Expectancy	Last Replaced	Proj. For 2025/2026	Proj. For 2026/2027	Proj. For 2027/2028
Major Software & Equipment Projects						
A/V (audio/visual) Systems throughout the District	6450	8-10 years	2017	\$0	\$0	\$0
Adult Reference MicroFiche Reader or LH scanner	6450	8-10 years	2022	\$0	\$0	\$0
Credit Card Patron Printing Capability		7-8 years	2017	\$0	\$0	\$0
Lighting Controls software application & PA system	6450	7-8 years	N/A	\$0	\$0	\$0
HVAC Controls system upgrade & software app.		8-10 years	N/A	\$0	\$0	\$0
Enhanced Security Camera System	6450-57	5-6 years	2023	\$7,000	\$45,000	\$0
Fire Alarm software application		10-15 years	N/A	\$0	\$0	\$0
ITC Paystations	6450	5-6 years	2023	\$0	\$0	\$0
Door Counters System	6450	7-8 years	2016	\$22,500	\$16,500	\$0
Upgrade of Chromebook computers	5311-CP	N/A	on-going	\$2,300	\$2,600	\$0
Security software - Malwarebytes	6450	3 years	N/A	\$0	\$0	\$28,000
Cabling @ PVLD Facilities	6450	N/A	on-going	\$0	\$0	\$200,000
Subtotals:				\$31,800	\$64,100	\$228,000
Grand Totals:				\$62,800	\$364,100	\$370,500

Facilities Capital Plan

Description	Location	Funding	Last Replaced	Life Expectancy	2025/2026	2026/2027	2027/2028
Roof Repairs	MC	General Fund 6460	2003	15-20 years	\$0	\$700,000	\$0
Facia Repairs	MC	General Fund 6460	1997	30 years	\$0	\$200,000	\$0
Shelving Refurbishment	MC	General Fund 6460	NA	15 years	\$0	\$50,000	\$50,000
Deck Repair	MIR	General Fund 6460	NA	15-20 years	\$20,000	\$0	\$0
Replace Carpet	MIR	General Fund 6460	2005	15-20 years	\$40,000	\$0	\$0
Circ Desk Redo	MIR	General Fund 6460	NA	50 years	\$150,000	\$0	\$0
Friends Office Rebuild	PC	General Fund 6460	2015	20 years	\$20,000	\$0	\$0
Circ Desk Redo	PC	General Fund 6460	1997	30 years	\$0	\$150,000	\$0
Staff Area Redo	PC	General Fund 6460	1994	15-20 years	\$280,000	\$0	\$0
Roof Repairs	PC	General Fund 6460	1996	10 year warranty	\$0	\$0	\$100,000
Wall and Lobby Repairs 1st and 2nd Floors	PC	General Fund 6460	2005	15-20 years	\$60,000	\$0	\$0
Deep Valley Entry	PC	General Fund 6460	1996	15-20 years	\$1,275,000	\$0	\$0
Asset Replacement and Maintenance TOTAL					\$1,845,000	\$1,100,000	\$150,000

Staff Directory

Name	Title	Ext:
Jennifer Addington	<i>District 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 James	<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