

**FISCAL YEAR 2014-2015
FINAL BUDGET**



**Presented to the Library District
Joint Powers Authority Board**

June 2014

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FY 2013-2014 Annual Report to the Santa Clara County Library District Joint Powers Authority Board

Description of Major Services

The Santa Clara County Library District (SCCLD) serves 412,732 residents in the cities of Campbell, Cupertino, Gilroy, Los Altos, Los Altos Hills, Milpitas, Monte Sereno, Morgan Hill and Saratoga, and the unincorporated regions of the county. SCCLD is governed by a Joint Powers Authority (JPA) comprised of representatives of each of these nine cities and two representatives from the Santa Clara County Board of Supervisors. The County of Santa Clara serves as fiscal agent and all staff members are County of Santa Clara employees.

The Santa Clara County Library District (SCCLD) has been consistently rated as one of the top 100 libraries in the United States. For the past twelve years, SCCLD has been ranked as one of the best public libraries in the nation for its size by *Hennen's American Public Library Ratings*, based on fifteen different categories including library collections, circulation, visits and customer service. In addition, SCCLD was awarded a five star rating and ranked fourth among large libraries in the United States in the *Library Journal Index of Public Library Service* in 2013. Libraries were grouped by annual expenditures and rated according to the number of library visits, circulation, program attendance and public Internet computer use. Among public libraries in this category, SCCLD was one of only five institutions in the nation to earn a five star rating.

As of January 2014, there were 213,503 registered borrowers, of whom 182,080 were District residents. Over the last year, cardholders borrowed over 9.7 million items from the Library's comprehensive collection of print, audio, visual and electronic materials. Over the last year, there were more than 3.2 million visits to the District's seven community libraries and one branch library, an increase of 100,000 from the previous year, making SCCLD one of the most-used public resources in the region. In addition, there were almost 3.3 million unique visits to the Library District's web site, <http://www.sccl.org>, a 60% increase from the previous year. Moreover, the District's community libraries offered almost 5,000 programs for children, teens, adults and families that were attended by 190,000 people.

An independent study conducted in 2013 revealed that SCCLD provided local residents with an annual return on investment of approximately 400%. Researchers calculated that for every dollar spent by the Library District, the community received between \$2.50 and \$5.17 in direct benefits; accordingly, District services were valued between \$83 and \$171 million in direct annual benefits to the community.

Library services are provided to the public through seven community libraries located in Campbell, Cupertino, Gilroy, Los Altos, Milpitas, Morgan Hill and Saratoga, a branch library in Los Altos, and two bookmobiles. In each community, the library building is owned by the municipality with collections and operations provided by Santa Clara County Library District. Since 2003, the Cities of Saratoga, Cupertino, Morgan Hill, Milpitas and Gilroy have constructed new libraries, and the Woodland Branch in Los Altos has been renovated. The Services and Support Center for the Santa Clara County Library District is located in Campbell and provides a number of services including a virtual library, technical services, information technology, collection development, programming and outreach support, administration and a central warehouse.

Three District-wide services include the Bookmobile, the Reading Program, and the PlaneTree Health Information Center. The Santa Clara County Library District extends the reach of library services to the homebound and underserved populations with its bookmobile service, talking books, DVDs, CDs and other materials to locations isolated by geography or other circumstances such as the rural South County, the mountains, Moffett Field, nursing homes and migrant camps. The Reading Program, housed in the Gilroy Library and serving the entire district, teaches low-literacy adults basic reading, writing, math and computer skills for free. Tutors and learners meet together at every library in the Santa Clara County Library District. The Reading Program classes are also offered at several locations in the community. The PlaneTree Health Information Center, housed in the Cupertino Library, provides relevant and reliable consumer health and medical information to help people make healthy choices about their lives and informed decisions about their health.

Current and Emerging Issues

Shift to Local Funding

The County Library District's revenues are expected to grow modestly allowing for maintenance of current service levels. Since the elimination of the State of California's reimbursement for public library resource sharing in 2011, the Library District has struggled to meet current demands through local revenue sources, primarily property tax. Additionally, County Library District residents voted in 2013 to extend the special tax for the next 20 years, thus assuring the continuation of 5-6 million dollars per year (18% of total revenue) for hours and materials. There continues to be a growing disparity between the level and quality of services among library jurisdictions across the State.

Digital Shift in Information Technology

The dramatic shift from print to digital formats has changed collection development, purchasing, ownership, and lending practices for public libraries. Virtual library visits now equal in-person library visits. Not only do library staff need to stay current with technology skills but the public needs new skills to stay competitive in the job market and to navigate a surplus of information that is now on the Internet. The County Library District has added a variety of free technology training options for the public and a suite of subscription services that are available online 24/7. The County Library District continues to be a trusted source of information.

Income Disparity

The Library District helps to close Silicon Valley's growing digital and income gaps by providing free programming, early literacy learning for children, tutors, homework help, and public access computers. Free services help kids learn to read, succeed at school, and promote life-long learning for all ages regardless of income. The number of visits to libraries is projected to increase.

Santa Clara County Library District - Fiscal Year 2014-2015 REQUESTED BUDGET SUMMARY

Estimated Revenue:

Property Taxes	26,305,000
State Sources	46,000
Special Tax	5,709,620
City/ County Contribution	992,553
Fines & Fees	940,000
Other	315,600
TOTAL Current Revenue	<u>34,308,773</u>

Transfer from Reserve 4,243,095

TOTAL \$38,551,868

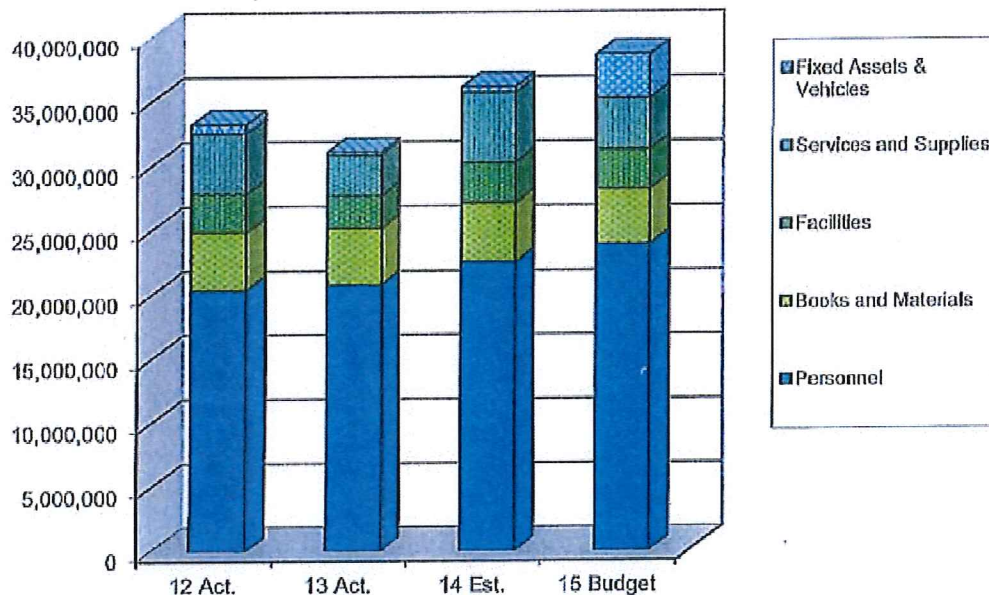
Requested Expenditures:

Personnel	23,858,543
Books and Materials	4,281,000
Facilities	3,074,022
Services and Supplies	<u>3,968,678</u>
TOTAL Operating Budget	<u>35,182,243</u>

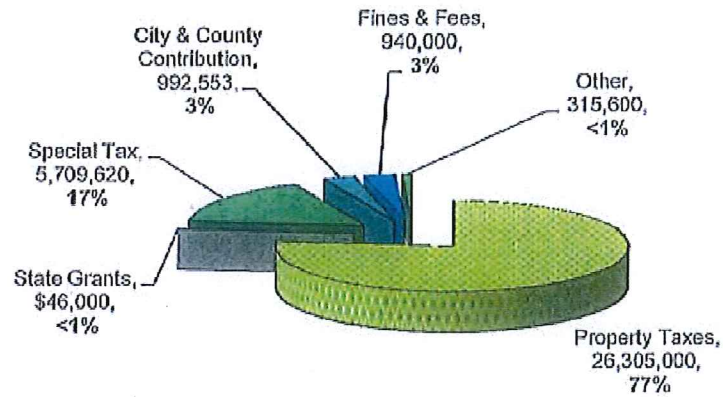
Fixed Assets & Vehicles 3,369,625

TOTAL \$38,551,868

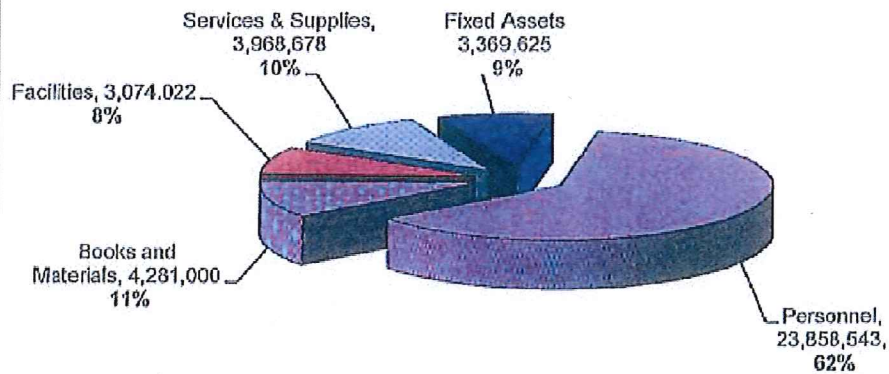
Four-Year Expenditure Trend



Fiscal Year 2014-15 Library Revenue



Fiscal Year 2014-15 Library Expenditures



Santa Clara County Library Budget

Fiscal Year 2014 - 2015

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Approved	FY 13-14 Estimated	FY 14-15 Budget
REVENUE					
Property Taxes	23,511,212	25,723,645	24,551,000	26,207,091	26,305,000
State Grants	310,708	99,568	46,000	76,652	46,000
Special Tax	5,570,175	5,690,000	5,692,051	5,692,051	5,709,620
City & County Contribution	1,221,607	1,075,496	906,410	1,107,258	992,553
Fines & Fees	1,109,955	974,639	940,000	961,000	940,000
Other	969,562	2,485,250	359,000	753,000	315,600
TOTAL	32,693,219	36,048,598	32,494,461	34,797,052	34,308,773
Transfer from reserves	<u>555,771</u>	<u>0</u>	<u>2,361,820</u>	<u>1,287,502</u>	<u>4,243,095</u>
TOTAL FINANCING AVAILABLE	33,248,990	36,048,598	34,856,281	36,084,554	38,551,868

EXPENSES

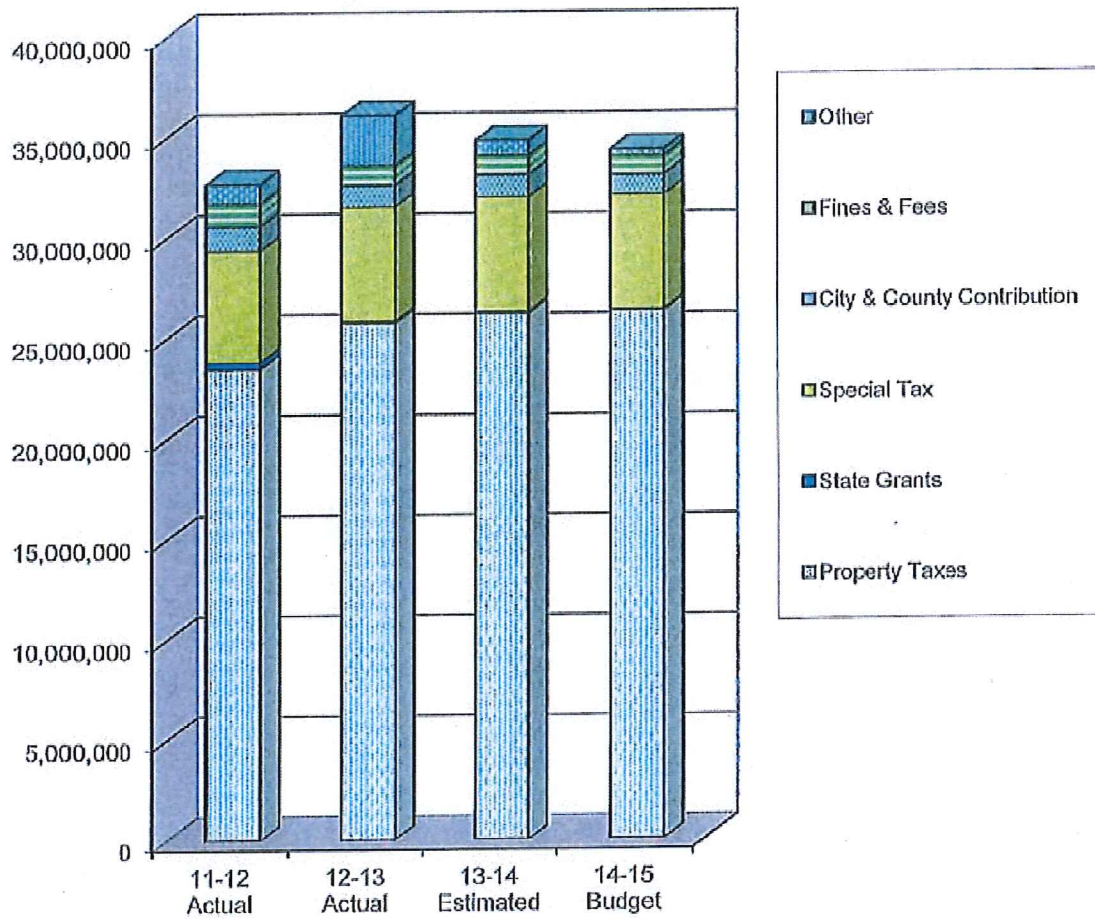
Personnel	20,386,715	20,787,685	22,894,596	22,509,041	23,858,543
Books and Materials	4,464,215	4,349,911	4,210,000	4,578,501	4,281,000
Facilities	3,002,014	2,533,782	2,939,246	3,126,768	3,074,022
Services and Supplies	4,683,592	3,142,257	4,400,693	5,458,497	3,968,678
Fixed Assets & Vehicles	712,454	233,777	411,746	411,746	3,369,625
TOTAL	33,248,990	31,047,413	34,856,281	36,084,554	38,551,868

Fiscal Year 2014-15
REVENUE PROJECTION

REVENUE SOURCE	FY 12-13 Actual	FY 13-14 Budget	FY 13-14 Projected	FY 14-15 Budget	Variance from Approved
Supplemental Roll	\$ 317,376	\$ 300,000	\$ 313,000	\$ 300,000	\$ -
Property Tax - Current Secured	18,903,034	19,461,000	19,923,000	20,048,000	587,000
Property Tax - RDA Distribution	1,463,894		609,000	600,000	600,000
Property Tax - Current Unsecured	1,787,068	1,605,000	1,852,000	1,740,000	135,000
Property Tax - Unitary Roll	653,984	630,000	675,000	630,000	0
Property Tax- VLF in lieu	2,237,175	2,200,000	2,424,091	2,500,000	300,000
RDA- Property Tax Pass-thru	361,114	355,000	411,000	487,000	132,000
Subtotal All Property Tax	\$25,723,645	\$24,551,000	\$26,207,091	\$26,305,000	\$1,754,000
Library Fines and Fees	\$ 974,639	\$ 940,000	\$ 961,000	\$ 940,000	\$ -
Interest Earnings	119,104	140,000	98,000	100,000	(40,000)
Homeowner Prop. Tax Relief	153,689	155,000	152,000	151,600	(3,400)
State LSCA	49,383	46,000	76,652	46,000	0
Other State Grants	50,185	0	0	0	0
Contributions from Cities	843,428	855,410	855,410	941,553	86,143
Special Tax - CFD	5,690,000	5,692,051	5,692,051	5,709,620	17,569
Other Library Services	14,186	14,000	14,000	14,000	0
Contributions & Donations	377,989	10,000	383,000	10,000	0
Misc. Income	47,587	10,000	79,000	10,000	0
Transfer from County	232,068	51,000	251,848	51,000	0
Federal Medicare Credit	44,535	30,000	27,000	30,000	0
Subtotal All Other Sources	\$8,596,793	\$7,943,461	\$8,589,961	\$8,003,773	\$60,312
TOTAL	34,320,438	\$32,494,461	\$34,797,052	\$34,308,773	\$1,814,312
Repayment of Loan to State + Int.	\$1,728,160				
Transfer from Reserves		\$1,695,191	\$1,287,502	\$4,243,095	\$2,547,904
GRAND TOTAL	\$36,048,598	\$34,189,652	\$36,084,554	\$38,551,868	\$4,362,216

Property taxes are forecasted to improve modestly based on estimates from the County Controller's Office. All other revenue sources remain relatively flat. The transfer from reserves is necessary to fund technology and capital maintenance projects to be undertaken in FY 2015, including replacement of the Automated Materials Handling equipment.

Four-Year Revenue Trend



FISCAL YEAR 2014-2015 PERSONNEL REQUEST

The Fiscal Year 2013-14 budget is expected to end \$400,000 under the approved budget due to a number of vacancies throughout the fiscal year.

The proposed personnel budget of \$23,858,543 reflects a \$1,430,576 increase from the original JPA-approved Fiscal Year 2013-14 personnel budget. Over \$770,000 of this change is attributed to negotiated salary increases, while over \$400,000 is attributed to an increase in retiree healthcare charges.

The balance of the increase is attributable to increased salary, benefit, and employee retirement contributions associated with the following proposed personnel actions:

- The deletion of one full-time Human Resources Assistant and the addition of one half-time Buyer and one half-time Janitor to meet the Library's increasing procurement and custodial demands;
- The deletion of one full-time Librarian II and the addition of one full-time Supervising Librarian to better align the workload of the Bookmobile unit;
- The deletion of one full-time Librarian II and the addition of one full-time Supervising Librarian to better align the workload of the Technical Services unit;
- The addition of 1,300 extra help Page and Librarian hours throughout the system;
- The addition of 260 extra Librarian hours throughout the system.

Although one filled position is eliminated in the proposed budget, a retirement is anticipated before the end of the fiscal year.

**Personnel Budget
FY 2014-2015**

Expenditure & Revenue Recap

2014-15	Traditional	CFD	Local/Gifts	Transfer	TOTAL
REVENUES					
	\$27,676,604	\$5,709,620	\$922,649	\$4,243,095	\$38,551,868
EXPENDITURES					
Operating	\$6,099,230			\$943,470	\$7,042,700
Capital	\$70,000			\$3,209,625	\$3,289,625
Books, Etc.	\$3,114,076	\$1,141,924	\$25,000		\$4,281,000
Personnel	\$18,393,198	\$4,567,696	\$997,649		\$23,958,543
TOTAL	\$27,676,604	\$5,709,620	\$922,649	\$4,243,095	\$38,551,868

Community Facilities District Recap

CFD REVENUES		Personnel	Books
Campbell	\$595,401	\$452,321	\$113,080
Cupertino	\$751,841	\$601,473	\$150,368
Gilroy	\$892,152	\$529,721	\$132,430
Los Altos/Wc	\$494,409	\$395,528	\$98,882
Milpitas	\$1,006,053	\$804,642	\$201,211
Morgan Hill	\$558,030	\$444,005	\$111,001
Saratoga/MS	\$434,459	\$347,597	\$86,862
Subtotal	\$4,469,322	\$3,575,457	\$893,864
Bookmobile*		\$319,133	\$70,000
Unincorporated*	\$1,240,238	\$673,105	\$178,050
Total	\$5,709,620	\$4,567,696	\$1,141,924

Salary and Benefit Recap

PERSONNEL	Formula Share	Traditional by Platform	Remainder by Formula	100% CFD Return	Unincorp CFD by formula	Specific Place \$ (City/KOLA)	FY15 TOTAL	FY14 Budgeted	Change from FY14
Campbell	10.56%	\$1,105,789	\$255,607	\$452,321	\$71,070		\$1,844,827	\$1,807,454	\$137,373
Cupertino	22.24%	\$1,867,212	\$538,442	\$801,473	\$149,674	\$384,507	\$3,541,308	\$3,321,447	\$219,861
Gilroy	10.70%	\$983,877	\$259,162	\$529,721	\$72,041		\$1,849,802	\$1,714,167	\$135,635
Los Altos/Woodland	16.46%	\$1,595,425	\$398,643	\$395,528	\$110,814	\$513,142	\$3,013,892	\$2,837,409	\$176,482
Milpitas	16.74%	\$1,528,921	\$405,302	\$804,642	\$112,664		\$2,840,730	\$2,675,689	\$174,041
Morgan Hill	9.85%	\$1,006,796	\$240,879	\$444,005	\$66,950		\$1,758,628	\$1,642,511	\$116,117
Saratoga	13.35%	\$1,302,733	\$323,349	\$347,597	\$69,684		\$2,033,593	\$1,945,672	\$117,011
Sub-Total Libraries	100%	\$9,453,773	\$2,421,445	\$3,575,457	\$673,105	\$897,649	\$17,021,420	\$15,945,260	\$1,076,160
Headquarters		\$6,212,937					\$6,212,937	\$5,917,763	\$295,174
The Reading Program		\$305,043					\$305,043	\$277,215	\$27,828
Bookmobile					\$319,133		\$319,133	\$287,728	\$31,405
GRAND TOTAL		\$15,971,753	\$2,421,445	\$3,575,457	\$992,239	\$897,649	\$23,866,543	\$21,656,099	\$2,202,544

*Bookmobile expenses are deducted from the Unincorporated Revenues before applying formula to Unincorporated CFD

Santa Clara County Library District
FTE from FY 2003-04 to FY 2013-14

The following totals included benefited positions, extra help positions and allocations of extra hours for part-time employees:

Headquarters	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
Administration	4.0	4.0	4.0	5.0	6.0	6.0	6.0	6.0	6.0	6.5	6.5
Business Office	14.25	14.75	14.50	14.50	14.50	14.80	14.8	13.9	14.0	13.5	13.5
Public Services	5.9	4.9	5.2	5.2	5.2	5.2	5.3	5.6	6.2	6.2	6.2
Computer Support	5.0	5.0	6.0	6.0	6.3	6.3	6.9	7.3	7.1	7.1	7.0
Technical Services	22.9	20.5	19.3	19.5	17.8	18.3	18.4	16.8	16.7	16.7	16.7
Subtotal	52.00	49.15	49.00	50.20	49.70	50.60	51.3	49.5	50.0	50.0	49.9
Percent of total	20.3%	20.3%	20.2%	20.4%	19.3%	18.6%	19.2%	19.5%	19.6%	20.0%	19.8%
Direct Service	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15
Alum Rock	10.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Centr. Pub. Svc.		3.5	4.5	4.5	5.0	5.8	5.5	5.5	5.5	6.9	6.9
Bookmobile	4.5	3.8	3.5	3.5	3.5	3.5	3.4	3.3	3.2	3.2	3.2
Campbell	23.5	21.7	22.2	22.2	22.2	23.3	22.3	20.6	21.3	20.7	21.0
Cupertino	35.0	31.6	32.3	33.8	38.1	39.2	39.3	37.8	40.8	38.8	39.4
Gilroy	18.8	17.8	17.4	18.1	19.5	22.2	20.9	20.4	21.1	20.5	20.6
Literacy	1.0	1.0	1.0	1.0	1.0	1.0	2.5	2.5	2.9	2.9	2.9
Los Altos	30.0	32.1	32.1	31.9	32.0	32.7	31.7	30.0	29.7	28.8	28.8
Woodland	4.7	4.2	4.1	4.1	4.1	4.6	4.1	4.1	4.1	4.1	4.1
Milpitas	35.7	36.5	36.5	34.9	37.8	39.3	40.0	37.7	32.6	30.9	31.1
Morgan Hill	17.7	17.3	16.9	17.4	20.0	21.9	20.8	19.5	20.3	20.0	20.0
Saratoga	22.5	23.2	22.7	24.2	24.9	27.3	25.2	22.9	23.9	23.4	23.6
Subtotal	203.9	192.7	193.2	195.6	208.1	220.8	215.4	204.1	205.3	200.1	201.5
Percent of total	79.7%	79.7%	79.8%	79.6%	80.7%	81.4%	80.8%	80.5%	80.4%	80.0%	80.2%
Total FTE	255.9	241.9	242.2	245.8	257.8	271.4	266.8	253.6	255.2	250.1	251.3

	2013/14	2014/15
Benefited FTE:	204.8	204.8
Extra Help FTE:	29.0	30.2
Extra Hours FTE:	16.4	16.4
TOTAL:	250.2	251.3

Fiscal Year 2014-2015 Facilities, Services and Supplies Request

EXPENDITURE CATEGORY	FY 12-13 ACTUAL	FY 13-14 Budget (Adj)	FY 13-14 Projected	FY 14-15 Proposed Budget	Change
Safety Shoes	502	1,910	\$ 1,910	1,600	\$ (310)
Communications & Phone	319,940	398,287	398,287	393,324	(4,963)
Communications & Phone- Co.	8,159	8,897	20,000	24,964	16,067
Insurance Premiums	9,032	9,100	10,084	11,259	2,159
Insurance	117,403	107,728	107,728	127,134	19,406
Maintenance- Equipment	506,303	611,288	611,288	619,342	8,054
Maintenance- Struct.& Improve.	334,321	838,933	638,933	979,700	140,767
Membership Dues & Fees	18,052	30,000	30,000	30,000	0
Office Expense	364,158	433,194	448,194	365,000	(68,194)
Incentives and Promotions	30,000	45,000	30,000	30,000	(15,000)
Postage Expense-External	61,145	132,957	132,957	60,000	(72,957)
Postage Expense- Internal	18,388	32,000	32,000	18,420	(13,580)
Printing- External	165,040	95,341	95,341	75,000	(20,341)
Printing- Internal	2,320	25,000	25,000	20,000	(5,000)
PC Software	343,463	1,139,552	1,139,552	340,286	(799,266)
Education Exp.- Other	8,962	15,800	15,800	14,800	(1,000)
Workshops, Conf. & Seminars	10,098	25,000	25,000	30,000	5,000
Professional Services	383,898	1,596,403	1,296,403	671,288	(925,115)
Data Proc. Servc.- External	54,683	73,200	37,200	37,200	(36,000)
Data Proc. Servc.- Internal		155,333	155,333	189,951	34,618
Professional Servc.- Internal	1,125	1,247	1,247	1,249	2
Legal Services	51,204	25,800	25,800	45,600	19,800
Lease- Equipment- Other	147,977	176,739	176,739	160,000	(16,739)
Rent & Lease Building & Improve.	823,444	764,489	764,489	510,641	(253,848)
Small Tools & Instru.	87,385	114,521	114,521	109,000	(5,521)
PC Hardware	75,016	398,724	398,724	205,070	(193,654)
Library Books	4,349,911	4,578,501	4,578,501	4,281,000	(297,501)
County Overhead	605,431	426,499	426,499	751,969	325,470
Furniture	35,420	211,247	211,247	0	(211,247)
Garage Fleet Services	113,285	128,635	128,635	109,010	(19,625)
Fuel	24,776	23,855	23,855	27,893	4,038
Mileage	23,427	25,900	24,000	24,000	(1,900)
Business Travel	32,217	35,000	35,000	30,000	(5,000)
Local Meals and Meetings	1,989	0	1,500	2,000	2,000
Utilities	886,063	976,000	976,000	1,027,000	51,000
Misc. Expenses -- Other	11,416	0	26,000	0	0
TOTAL	\$10,025,950	\$13,662,080	\$13,163,767	\$11,323,700	(\$2,338,380)

Facilities, Services and Supplies Summary:

Although there are a number of fluctuations identified above, most of these are related to the expenditure of one-time funds in a given fiscal year that do not repeat in another. For example, the \$799,266 decrease in software expenditures relates to the 2013-14 Tech Plan funding to replace the Integrated Library System software, while the \$925,115 decrease in Professional Services relates to the 2013-14 expenditure to the Registrar of Voters and other associated costs for the Library District's successful August 2013 election. Due to the opening of the new Services and Support Center, the lease of the old headquarters building will cease on 09/30/2014, resulting in continued annual savings in the "Rent & Lease" line item. Also, as donations are received throughout the year, the "Library Books" line item will increase commensurately, on par with estimated 2013-14 expenditures.

**Books and Materials Budget
FY 2014-2015**

Expenditure & Revenue Recap

2014-15	Traditional	CFD	Local/Gifts	Transfer	TOTAL
REVENUES					
	\$27,576,504	\$5,709,620	\$922,649	\$4,243,095	\$38,551,868
EXPENDITURES					
Operating	\$6,099,230	\$0	\$0	\$943,470	\$7,042,700
Capital	\$70,000	\$0	\$0	\$3,299,625	\$3,369,625
Books, Etc.	\$3,114,076	\$1,141,924	\$25,000	\$0	\$4,281,000
Personnel	\$18,393,198	\$4,567,696	\$897,649	\$0	\$23,858,543
TOTAL	\$27,576,504	\$5,709,620	\$922,649	\$4,243,095	\$38,551,868

Community Facilities District Recap

CFD REVENUES	Personnel	Books
Campbell	\$462,321	\$113,080
Cupertino	\$601,473	\$150,368
Gilroy	\$629,721	\$132,430
Los Altos/Wo	\$396,528	\$98,882
Milpitas	\$804,842	\$201,211
Morgan Hill	\$444,005	\$111,001
Saratoga/MS	\$347,567	\$86,892
Subtotal	\$3,575,457	\$893,864
Bookmobile	\$319,133	\$70,000
Unincorporated*	\$673,106	\$178,060
Total	\$4,567,696	\$1,141,924

Books and Materials Recap

MATERIALS	Formula Share	Traditional by Formula	CFD Return	Unincorp CFD by formula	Specific Place \$ (City/NCLA)	FY15 TOTAL	FY14 Budgeted	Change from FY14
Campbell	10.56%	\$312,116	\$113,080	\$18,800		\$443,997	\$431,692	\$12,305
Cupertino	22.24%	\$657,325	\$150,368	\$39,594		\$847,287	\$828,886	\$18,401
Gilroy	10.70%	\$316,383	\$132,430	\$19,057		\$467,871	\$451,127	\$16,744
Los Altos/Woodland	16.46%	\$486,661	\$98,882	\$29,314	\$25,000	\$639,857	\$627,957	\$11,900
Milpitas	16.74%	\$494,788	\$201,211	\$29,804		\$725,802	\$725,681	\$121
Morgan Hill	9.95%	\$294,062	\$111,001	\$17,713		\$422,776	\$418,933	\$3,843
Saratoga	13.35%	\$394,741	\$66,892	\$23,777		\$505,410	\$497,726	\$7,686
Sub-Total Libraries	100%	\$2,956,076	\$893,864	\$178,060	\$25,000	\$4,053,000	\$3,982,001	\$70,999
Gifts						\$0	\$0	\$0
Bookmobile				\$70,000		\$70,000	\$70,000	\$0
Headquarters		\$158,000				\$158,000	\$158,000	\$0
GRAND TOTAL		\$3,114,076	\$893,864	\$248,060	\$25,000	\$4,281,000	\$4,210,001	\$70,999

*Bookmobile expenses are deducted from the Unincorporated Revenues before applying formula to Unincorporated CFD

FIXED ASSET and VEHICLE REQUEST

Fiscal Year 2014-2015

Fixed Assets

The following fixed asset requests will be funded with a transfer from the Technology Reserve.

AMHS Equipment Replacement **\$2,994,444**

Automated materials handling system equipment will be replaced.

Self-Vending 24 Hour Library Unit Pilot **\$150,000**

Self-vending 24-hour library units that can loan materials and/or dispense holds will be piloted.

Library Payment Stations (Replaces E-Reader Pilot) **\$120,081**

This line item will fund the replacement of library payment stations due to the unexpected discontinuation of support for the Windows XP operating system.

Digital Media Lab Pilot **\$18,500**

This line item will fund a digital media lab for patrons to access software and hardware to create digital media, such as videos, music, podcasts, images, eBooks, websites, animation, and more.

Group Work Stations **\$16,600**

This line item will fund group workstations for patrons to collaborate, and will include large monitors and devices for multiple laptops to plug in and display.

Total Fixed Asset Request: \$3,299,625

Vehicles

Vehicle Replacement **\$70,000**

A library delivery truck will be replaced due to its age and ongoing maintenance needs.

Total Fixed Asset & Vehicle Request: \$3,369,625

BUDGETED RESERVES

Fiscal Year 2014-2015

Capital Development (Building) Reserve

Amount Added: \$ 0

The designated Building Reserve serves to identify funding for future significant building repair and maintenance obligations. The amount requested to be transferred from this reserve in Fiscal Year 2014-15 is \$485,000 for the following projects:

Replace lighting ballasts: \$170,000

Interior & exterior painting: \$160,000

Replace the HVAC unit at Los Altos Library: \$130,000

Replace exterior automatic doors at Campbell Library: \$25,000

The current balance in this reserve: \$ 4,990,000.

Reserve for Future Operation (Technology)

Amount Added: \$0

The Board established this designated reserve to accrue financing for large, costly computer system upgrades and equipment replacement. In January 2013, the JPA Board considered the three-year comprehensive plan for technology replacement and upgrade and designated funds for technology improvements through 2016. The amount requested to be transferred from this reserve in Fiscal Year 2014-15 is \$3,758,095. It is needed to pay for the items detailed in the Fixed Asset request and certain Services and Supplies items.

The current balance in this reserve: \$4,314,946

Reserves Recap: The *estimated* status of reserves/fund balance, following adoption of the FY 2014-15 Budget, is as follows.

FUND 0025

\$4,505,000	Building Reserve
556,851	Technology Reserve
2,385,854	Fund Balance- Economic Uncertainty Designation
\$9,087,224	Undesignated Fund Balance

FUND 0322

\$1,479,605	Whipple Estate – Los Altos
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Santa Clara County Library Formula 2014-2015

Library	Population 1-1-13	Percent	Assessed Valuation	Percent	Circulation	Percent	Formula Share	FY 13- 14
Campbell	40,404		7,235,388,385					
Unincorporated	8,410		1,642,827,013					
Redevelopment			-714,851,991					
RDA Pass-thru			707,370,565					
RDA Dissolution			0					
	48,814	13.357%	8,870,733,972	10.980%	679,932	7.339%	10.56%	10.48
Cupertino	59,620		16,206,163,709					
Unincorporated	3,981		483,383,257					
Redevelopment			0					
RDA Pass-thru			0					
RDA Dissolution			0					
	63,601	17.403%	16,689,546,966	20.658%	2,654,320	28.649%	22.24%	22.12
Gilroy	51,544		6,238,973,584					
Unincorporated	7,614		1,141,866,183					
	59,158	16.187%	7,380,839,767	9.136%	628,672	6.785%	10.70%	10.43
Los Altos	29,792		11,159,691,006					
Los Altos Hills	8,264		5,840,155,830					
Unincorporated	4,261		1,039,781,048					
	42,317	11.579%	18,039,627,884	22.329%	1,434,363	15.481%	16.46%	16.44
Milpitas	67,894		12,813,358,274					
Unincorporated	310		67,606,050					
Redevelopment			-5,346,403,775					
RDA Pass-thru			350,125,599					
RDA Dissolution			1,482,386,608					
	68,204	18.663%	9,367,072,755	11.594%	1,849,055	19.957%	16.74%	17.06
Morgan Hill	40,079		6,600,029,869					
Unincorporated	7,583		1,794,940,625					
Redevelopment			-2,102,513,693					
RDA Pass-thru			120,741,504					
RDA Dissolution			293,229,366					
	47,662	13.042%	6,706,427,671	8.301%	787,568	8.500%	9.95%	10.10
Saratoga	30,706		11,512,016,116					
Monte Sereno	3,420		1,634,781,185					
Unincorporated	1,575		590,200,816					
	35,701	9.769%	13,736,998,117	17.003%	1,231,206	13.289%	13.35%	13.38
Percentages are based on assigned								
	Population		Assessed Valuation		Circulation			
Total	418,823		92,641,162,500		9,550,099			
Assigned	365,457		80,791,247,131		9,265,116			
Cities	331,723		79,240,557,958					
Unincorporated	33,734		6,760,604,991					
Unassigned	53,366		6,639,999,551		284,983	(Bookmobile, HQ)		
Redevelopment			-5,209,915,818					

Total Unincorp 87,100 13,400,604,542