

**APPROVED**    **ACCEPTED**    **PENDING**  
**DENIED**    **PRESENTED**    **MODIFIED**

JPA Board  
January 25, 2024



**BY THE SANTA CLARA COUNTY LIBRARY  
DISTRICT JOINT POWERS AUTHORITY**

Item 5.b.

**BY:** Virginia L. Johnson  
**SECRETARY**  
**DATE:** 1/25/24

**JOINT POWERS AUTHORITY  
BOARD TRANSMITTAL**

**DATE:** January 25, 2024  
**TO:** JOINT POWERS AUTHORITY BOARD  
**FROM:** Jennifer Weeks, County Librarian  
**SUBJECT:** **Approve the Ten-Year Capital Maintenance Plan**

**RECOMMENDED ACTIONS**

It is recommended that the Board approve the Ten-Year Capital Maintenance Plan with an associated \$3,912,000 transfer from Fund Balance to fully fund the designated Capital Maintenance Reserve.

**BACKGROUND/REASONS FOR RECOMMENDATION**

On October 24, 2013, the Board approved the establishment of a Ten-Year Capital Maintenance Plan ("CMP") and an associated financial reserve. The CMP includes all capital maintenance related projects in excess of \$25,000 that are anticipated over the next ten years. This reserve differs from regular, annual maintenance projects that are included in the annual operating budget (including, but not limited to HVAC maintenance, plumbing, electrical, elevator maintenance, carpet and upholstery cleaning, pest management, window and door repair, fire sprinkler testing and maintenance, roofing inspections and repairs, alarm system monitoring and repairs, etc.). The CMP does not constitute an approval to expend funds; instead, this plan provides the basis for the establishment of a Capital Maintenance Reserve based on estimated needs anticipated throughout the Santa Clara County Library District. Actual approval for expenditure of these reserved funds occurs during the review and acceptance of the annual operating budget in April and June.

Significant additions in the current CMP include revised estimates for children's spaces improvements.

**Budget and Reserves**

Upon adoption of the Fiscal Year 2023-24 operating budget, the amount in the Building Reserve designated for the CMP was \$10,727,000. A transfer from Fund Balance in the amount of \$3,912,000 will increase this reserve to \$14,639,000 to fully fund the projects listed herein, while reducing the undesignated fund balance to \$53,718,807.

	CAMPBELL	CUPERTINO	GILROY	LOS ALTOS	MILPITAS	MORGAN HILL	SARATOGA	WOODLAND	SSC	YEAR TOTAL
<b>2024-2025</b>										
Carpet Replacement					403,000	249,000				
Roof Replacement			145,000	587,000			799,000			
Public Furniture		1,000,000								
Lighting Controls/Fixture Upgrade		114,000		85,000						
Paint interior			27,000							
HVAC Replacement		292,000	349,000	150,000	324,000	200,000	312,000		317,000	
Children's Play Spaces									50,000	
Fleet Replacement									367,000	
Misc. Emergency Work	0	1,406,000	521,000	822,000	727,000	449,000	1,111,000	0		5,403,000
<b>Total</b>										
<b>2025-2026</b>										
Fire Panel Upgrade		100,000								
Rebuild Air Handlers				50,000						
Replace Server Room HVAC			146,000	17,000		86,000				
Paint interior			142,000	101,000						
Paint Exterior										
Carpet Replacement		650,000								
Furniture, Fixtures & Equipment	1,059,000								343,000	
Misc. Emergency Work									50,000	
<b>Total</b>	1,059,000	750,000	288,000	168,000	0	86,000	0	0	393,000	2,744,000
<b>2026-2027</b>										
Server Room HVAC Replacement							15,000			
Boiler and Burner Overhaul					20,000	45,000				
Relocate boiler					19,000					
BMS Software Upgrade				32,000						
Paint interior							114,000			
Paint Exterior									49,000	
Carpet Replacement			441,000							
Misc. Emergency Work									50,000	
<b>Total</b>	0	0	441,000	32,000	39,000	45,000	129,000	0	99,000	785,000

	CAMPBELL	CUPERTINO	GILROY	LOS ALTOS	MILPITAS	MORGAN HILL	SARATOGA	WOODLAND	SSC	YEAR TOTAL
<b>2027-2028</b>										
Paint Interior									99,000	
HVAC Unit Replacement			138,000							
HVAC Equipment Replacement			27,000							
Server Room HVAC Replacement				28,000						
New Exhaust Fans				20,000						
Fire Alarm System Replacement							70,000			
Fleet Replacement									283,000	
Misc. Emergency Work									50,000	
Total	0	0	165,000	48,000	0	0	70,000	0	432,000	715,000
<b>2028-2029</b>										
Carpet Replacement				250,000				45,000		
Interior Paint								22,000		
Reconstruct 2nd Floor Intake					75,000					
HVAC Unit Replacement					78,000					
Solar upgrades			55,000				50,000		50,000	
Misc. Emergency Work									50,000	
Total	0	0	55,000	250,000	153,000	0	50,000	67,000	100,000	675,000
<b>2029-2030</b>										
Carpet Replacement									115,000	
Server Room HVAC Replacement									78,000	
BMS software upgrade			32,000		32,000		32,000		80,000	
Misc. Emergency Work									50,000	
Total	0	0	32,000	0	32,000		32,000	0	323,000	451,000
<b>2030-2031</b>										
Paint Interior					111,000					
Fire Alarm System Replacement						55,000				
HVAC Replacement									54,000	
Server Room HVAC Replacement			28,000							
AC Pair Replacement			27,000							
Exhaust Fan Replacement							26,000			
Fleet Replacement									477,000	
Misc. Emergency Work									50,000	
Total	0	0	55,000	0	111,000	55,000	26,000	0	581,000	828,000

