



**JOINT POWERS AUTHORITY
BOARD TRANSMITTAL**

DATE: October 28, 2021

TO: Joint Powers Authority Board

FROM: Jennifer Weeks, County Librarian *JWT*

SUBJECT: Approve the Ten-Year Capital Maintenance Plan

RECOMMENDED ACTIONS

The Finance Committee recommends that the Board approve the Ten-Year Capital Maintenance Plan with an associated \$3,341,000 transfer from Fund Balance to fully fund the designated Capital Maintenance Reserve.

BACKGROUND/REASONS FOR RECOMMENDATION

On October 24, 2013, the Board approved the Ten-Year Capital Maintenance Plan ("CMP") from fiscal year 2014-2015 through fiscal year 2023-2024. 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 (included, 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 County Library system. Actual approval for expenditure of these reserved funds occurs during the acceptance of the annual budget in June.

Budget and Reserves

Upon adoption of the Fiscal Year 2021-22 operating budget, the amount in the Building Reserve designated for the CMP was \$6,112,000. A transfer from Fund Balance in the amount of \$3,341,000 will increase this reserve to \$9,453,000 to fully fund the projects listed herein, while reducing the undesignated fund balance to \$31,476,982.

	CAMPBELL	CUPERTINO	GILROY	LOS ALTOS	MILPITAS	MORGAN HILL	SARATOGA	WOODLAND	SSC	YEAR TOTAL
2022-2023										
BMS Software Upgrade				27,000						
Paint Interior				79,000						
Paint Exterior		131,000								
Lighting LED Retrofit		200,000								
Furniture, Fixtures & Equipment	998,000								275,000	
Fleet Replacement									118,000	
Misc. Emergency Work									50,000	
Total	998,000	331,000	0	106,000	0	0	0	0	443,000	1,878,000
2023-2024										
Boiler & Burner Overhaul						28,000				
Paint Interior			137,000							
Paint Exterior			133,000							
Public Furniture			133,000							
Interior Space			200,000							
HVAC Replacement			25,000							
Misc. Emergency Work									50,000	
Total	0	0	628,000	0	0	28,000	0	0	50,000	706,000
2024-2025										
Replace Carpet		357,000								
Paint Interior		107,000								
Rebuild Air Handlers				50,000						
Replace Server Room HVAC						13,000			182,000	
Fleet Replacement							200,000			
Interior Space									50,000	
Misc. Emergency Work									232,000	
Total	0	464,000	0	50,000	0	13,000	200,000	0	232,000	959,000
2025-2026										
Boiler and Burner Overhaul					18,000					
Relocate boiler					17,000					
Replace Server Room HVAC							13,000			
Paint Interior							107,000			
Paint Exterior				95,000						
Replace Carpet					380,000					
Interior Space					200,000					
Misc. Emergency Work									50,000	
Total	0	0	0	95,000	615,000	0	120,000	0	50,000	880,000

	CAMPBELL	CUPERTINO	GILROY	LOS ALTOS	MILPITAS	MORGAN HILL	SARATOGA	WOODLAND	SSC	YEAR TOTAL
2026-2027										
Replace Server Room HVAC				26,000						
HVAC Unit Replacement			25,000							
HVAC Equipment Replacement			130,000							
Replace Carpet			415,000							
Paint interior									93,000	
Replace Fire Alarm System							66,000			
Interior Space								50,000		
Misc. Emergency Work									50,000	
Total	0	0	570,000	26,000	0	0	66,000	50,000	143,000	855,000
2027-2028										
Replace Carpet				235,000				41,000		
Paint Interior								20,000		
Paint Exterior			134,000							
Reconstruct 2nd Floor HVAC Intake					70,000					
Solar upgrades			50,000				50,000		50,000	
Fleet Replacement									266,000	
Interior Space				200,000						
Misc. Emergency Work									50,000	
Total	0	0	184,000	435,000	70,000	0	50,000	61,000	366,000	1,166,000
2028-2029										
Replace Carpet									107,000	
BMS software upgrade			30,000		30,000	30,000			75,000	
Replace Server Room HVAC					39,000					
Interior Space						200,000				
Misc. Emergency Work									50,000	
Total	0	0	30,000	0	69,000	230,000	0	0	232,000	561,000
2029-2030										
Replace Carpet						234,000				
Paint Interior					104,000					
Replace HVAC Unit			25,000						50,000	
Replace Server Room HVAC			26,000							
Replace Fire Alarm System						51,000				
Interior Space		200,000								
Misc. Emergency Work									50,000	
Total	0	200,000	51,000	0	104,000	285,000	0	0	100,000	740,000

	CAMPBELL	CUPERTINO	GILROY	LOS ALTOS	MILPITAS	MORGAN HILL	SARATOGA	WOODLAND	SSC	YEAR TOTAL
2030-2031										
Replace Carpet							357,000			
Paint Interior	74,000					80,000				
Fleet Replacement									449,000	
Interior Space	200,000									
Misc. Emergency Work									50,000	
Total	274,000	0	0	0	0	80,000	357,000	0	499,000	1,210,000
2031-2032										
Paint Interior		107,000		80,000						
Replace Boilers (Two Units)							100,000			
Replace Server Room HVAC									36,000	
Replace HVAC Unit			25,000							
Interior Space									100,000	
Misc. Emergency Work									50,000	
Total	0	107,000	25,000	80,000	0	0	100,000	0	186,000	498,000
GRAND TOTAL										
TEN YEAR SPEND	\$ 1,272,000	\$ 1,102,000	\$ 1,488,000	\$ 792,000	\$ 858,000	\$ 636,000	\$ 893,000	\$ 111,000	\$ 2,301,000	\$ 9,453,000