



**JOINT POWERS AUTHORITY
BOARD TRANSMITTAL**

DATE: January 26, 2023

TO: Joint Powers Authority Board

FROM: Jennifer Weeks, County Librarian

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 \$7,108,000 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 County Library System. 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 potential strategic plan initiatives, including children's play spaces and Open+ configurations throughout the County Library System.

Budget and Reserves

Upon adoption of the Fiscal Year 2022-23 operating budget, the amount in the Building Reserve designated for the CMP was \$7,903,000. A transfer from Fund Balance in the amount of \$7,108,000 will increase this reserve to \$15,011,000 to fully fund the projects listed herein, while reducing the undesignated fund balance to \$31,702,760.

	CAMPBELL	CUPERTINO	GILROY	LOS ALTOS	MILPITAS	MORGAN HILL	SARATOGA	WOODLAND	SSC	YEAR TOTAL
2023-2024										
Boiler & Burner Overhaul										
HVAC VFD Control Replacement		1,200,000				43,000				
Paint Interior			141,000							
Paint Exterior			137,000						47,000	
Public Furniture			141,000							
HVAC Replacement			26,000							
Children's Play Spaces				300,000	300,000	75,000	75,000			
Open+										
Interior Space			200,000							
Furniture, Fixtures & Equipment	1,028,000								333,000	
Fleet Replacement									188,000	
Misc. Emergency Work									50,000	
Total	1,028,000	1,200,000	645,000	300,000	300,000	118,000	75,000	0	618,000	4,284,000
2024-2025										
Replace Carpet					391,000					
Lighting Controls/Fixture Upgrade		1,000,000								
Paint Interior		110,000		98,000						
Rebuild Air Handlers				50,000						
Replace Server Room HVAC				15,000						
Children's Play Spaces	300,000					300,000	300,000			
Open+	75,000			75,000	75,000		200,000			
Interior Space										
Misc. Emergency Work									50,000	
Total	375,000	1,110,000	0	238,000	466,000	300,000	500,000	0	50,000	3,039,000
2025-2026										
Boiler and Burner Overhaul					19,000					
Relocate boiler					18,000					
Fire Panel Upgrade		100,000								
Replace Server Room HVAC							14,000			
Paint Interior							110,000			
Replace Carpet		650,000	428,000			241,000				
Children's Play Spaces		300,000	300,000							
Open+		75,000	75,000							
Interior Space					200,000					
Misc. Emergency Work									50,000	
Total	0	1,125,000	803,000	0	237,000	241,000	124,000	0	50,000	2,580,000

	CAMPBELL	CUPERTINO	GILROY	LOS ALTOS	MILPITAS	MORGAN HILL	SARATOGA	WOODLAND	SSC	YEAR TOTAL
2026-2027										
Replace Server Room HVAC				27,000						
HVAC Unit Replacement			26,000							
HVAC Equipment Replacement			134,000							
Paint Interior									96,000	
Replace Fire Alarm System							68,000			
Interior Space								50,000		
Misc. Emergency Work									50,000	
Total	0	0	160,000	27,000	0	0	68,000	50,000	146,000	451,000
2027-2028										
Replace Carpet				242,000						
Paint Interior								43,000		
Paint Exterior			134,000					21,000		
Reconstruct 2nd Floor HVAC Intake					72,000					
Solar upgrades			50,000				50,000		50,000	
Fleet Replacement									274,000	
Open+										
Interior Space				200,000						
Misc. Emergency Work									50,000	
Total	0	0	184,000	442,000	72,000	0	50,000	64,000	374,000	1,186,000
2028-2029										
Replace Carpet									111,000	
BMS software upgrade			31,000		31,000				77,000	
Replace Server Room HVAC					40,000					
Interior Space						200,000				
Misc. Emergency Work									50,000	
Total	0	0	31,000	0	71,000	231,000	0	0	238,000	571,000
2029-2030										
Paint Interior					107,000					
Replace HVAC Unit			27,000						52,000	
Replace Server Room HVAC			26,000							
Replace Fire Alarm System						53,000				
Interior Space		200,000								
Misc. Emergency Work									50,000	
Total	0	200,000	53,000	0	107,000	53,000	0	0	102,000	515,000

	CAMPBELL	CUPERTINO	GILROY	LOS ALTOS	MILPITAS	MORGAN HILL	SARATOGA	WOODLAND	SSC	YEAR TOTAL
2030-2031										
Replace Carpet							368,000			
Paint Interior	77,000					83,000				
Fleet Replacement									463,000	
Interior Space	200,000									
Misc. Emergency Work									50,000	
Total	277,000	0	0	0	0	83,000	368,000	0	513,000	1,241,000
2031-2032										
Paint Interior		111,000		83,000						
Replace Boilers (Two Units)							103,000			
Replace Server Room HVAC									37,000	
Replace HVAC Unit			26,000							
Interior Space									100,000	
Misc. Emergency Work									50,000	
Total	0	111,000	26,000	83,000	0	0	103,000	0	187,000	510,000
2032-2033										
Paint Interior			141,000	82,000						
Paint Exterior		135,000								
Replace HVAC Unit			26,000							
Interior Space			200,000							
Misc. Emergency Work									50,000	
Total	0	135,000	367,000	82,000	0	0	0	0	50,000	634,000
GRAND TOTAL										
TEN YEAR SPEND	\$ 1,680,000	\$ 3,881,000	\$ 2,269,000	\$ 1,172,000	\$ 1,253,000	\$ 1,026,000	\$ 1,288,000	\$ 114,000	\$ 2,328,000	\$ 15,011,000