

# Program #78213 - Library Construction Fund

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County Assets **Department: Program Offer Type:** Internal Service Program Offer Stage: As Requested

**Related Programs:** 78204 Program Characteristics: In Target

# **Executive Summary**

The Library Construction (Capital) Fund is a Capital Program designed to create a self-sustaining fund which provides for the continuing reinvestment and capital work required to keep the Library District's buildings safe, accessible, reliable, maintainable, functional, and efficient. Decisions are based on these priorities; life, safety, fire, and equity. The majority of the funding for this offer comes from the fees from Library District Construction (LIB) fees.

# **Program Summary**

The Library Construction (Capital) Fund program creates accessible, functional and energy efficient facilities that provide Library services to the community. The program focuses on the owned buildings occupied by the Library District and provides the funding to complete capital projects within these buildings. Capital funding is intended to support replacement or repairs to essential building elements such as roofs, plumbing, electrical, heating ventilation air-conditioning (HVAC), Americans with Disabilities Act (ADA) modifications, seismic upgrades, and interior finishes that keep buildings functioning and optimizing their potential. It creates more functional and maintainable buildings through planned upgrades in equipment and systems intended to meet changing program needs.

The Library District Capital Plan is managed via the annual 5-year Capital Plan that focuses on short-term requirements that are integrated with the long-term Library District facility needs. The Capital Plan is based on a comprehensive database which identifies all projected replacement needs in Libraries over three decades and then prioritizes and schedules needed work in the future. This allows the Library Capital fund to be invested based on priority, and optimizes return on investment. The program allows Capital fees, bond/levy, grants, and other funding components to be distributed based on priorities established with the aid of a detailed needs assessment and a decision-scoring matrix that prioritizes fire, life, safety, maintainable, and equity. The program looks for project efficiencies that benefit the building users and extend the useful life of the building plus a strong allocation of project funds to diverse local vendors.

Performance Measures								
Measure Type	Primary Measure	FY21 Actual	FY22 Budgeted	FY22 Estimate	FY23 Offer			
Output	Number of new projects added to the Library Construction Fund portfolio	N/A	N/A	9	12			
Outcome	Percent of projects planned for completion in a fiscal vear that are completed that fiscal vear.	47%	70%	70%	75%			

#### **Performance Measures Descriptions**

PM #1: Number of new capital projects added to the Library Construction Fund portfolio to be implemented and managed by FPM project managers in the fiscal year. Note a decline in projects reflects a concerted effort to combine multiple requested projects that can be managed as one project within a building.

PM #2: Percent of projects planned for completion during a fiscal year that are completed in that fiscal year.

# **Legal / Contractual Obligation**

There are a number of projects carrying over into FY 2023 that have contractual obligations to vendors and/or service providers.

### **Revenue/Expense Detail**

	Adopted General Fund	Adopted Other Funds	Requested General Fund	Requested Other Funds
Program Expenses	2022	2022	2023	2023
Contractual Services	\$0	\$7,507,807	\$0	\$9,729,646
Total GF/non-GF	\$0	\$7,507,807	\$0	\$9,729,646
Program Total:	\$7,507,807		\$9,729,646	
Program FTE	0.00	0.00	0.00	0.00

Program Revenues								
Other / Miscellaneous	\$0	\$3,070,758	\$0	\$3,217,864				
Interest	\$0	\$50,000	\$0	\$50,000				
Beginning Working Capital	\$0	\$4,387,049	\$0	\$6,461,782				
Total Revenue	\$0	\$7,507,807	\$0	\$9,729,646				

### **Explanation of Revenues**

BWC Estimated carry forward of ongoing projects \$6.5 Million Capital Fee on Owned Library Buildings \$3.2 Million Interest Income \$0.05 Million

# Significant Program Changes

Last Year this program was: FY 2022: 78213 Library Construction Fund

This offer increases BWC due to more projects having beginning working capital carryover.

Due to Covid19 the staff in this program were moved to primarily teleworking instead of reporting to the office. Operational changes include virtual meetings and check ins, communication is primarily through email or google chat, and reporting is emailed and followed up virtually. Few projects have been cancelled or completely stopped due to Covid19. However many projects are slowed due to difficulty in material availability, shipping delays, other agency review delays.