



DATE: May 9, 2016

AGENDA ITEM # 3

TO: North County Library Authority (NCLA) Commission

FROM: Kim Juran-Karageorgiou, Staff Liaison

SUBJECT: Adoption of the NCLA Budget for Fiscal Year 2016/17

RECOMMENDATION:

A. Presentation of the County NCLA Budget Detail and Service Levels

B. Presentation and Adoption of the FY 2016/17 Proposed Budget

C. Adopt Resolution No. 2016-02 setting FY 2016/17 GANN Spending Limit Calculation

BACKGROUND

On an annual basis, in line with the NCLA norms, the budget is to be adopted by June 30 preceding any one fiscal year.

DISCUSSION

The attached resolutions serve to adopt the NCLA budget for fiscal year 2016/17 and the related annual required GANN spending limit.

The bulk of the NCLA budget is made up of staffing support costs from the Santa Clara County Library system. For fiscal year 2016/17, the proposed budget represents funding an additional 12 hours per week at the Los Altos Library and an additional 19 hours per week at Woodland Branch. This amounts to a total of \$567,366 for personnel costs, a 4% increase over the prior fiscal year, along with an additional \$25,000 for books and other materials. In addition to SCCLD's costs, the City charges \$15,000 per year for administrative charges for managing NCLA activities and annual audit costs of \$2,700. The proposed 2016/17 budget is included as Attachment B to this report.

Should the proposed budget be adopted, Los Altos City staff will proceed to file with the County as part of the 2016/17 property tax roll.

Resolution No. 2016-02 is an annually required update of the State appropriation limit to be adopted along with the budget adoption. This year's calculation continues the use County-wide population change factors, a technique used in building the historical values and reverted back to in fiscal year 2013/14 for consistency.

ATTACHMENTS:

- A. Santa Clara County NCLA budget request
- B. FY 2016/17 proposed budget
- C. Resolution No. 2016-02



Services & Support Center, 1370 Dell Avenue, Campbell, CA 95008-6604 | www.sccl.org | 408-293-2326

Date:

April 29, 2016

To:

Kim Juran-Karageorgiou, Administrative Services Director, City of Los Altos

From:

Nancy Howe, County Librarian, Santa Clara County Library District

Subject:

NCLA Request for Fiscal Year 2016-2017

Personnel Budget

Absent any further adjustments by NCLA, the total Santa Clara County Library District budget for personnel for the Los Altos Library and the Woodland Branch for FY 2016-17 is \$3,499,702, an increase of 6.76% from FY 2015-16.

For the district as a whole, salary and benefit costs are projected to increase approximately 5.38% above 2015-16 levels in the attached calculations, primarily resulting from negotiated salary increases and increased funding for retiree healthcare costs. In addition, 0.5 full time equivalent (FTE) Library Assistant was added to Los Altos Library to provide additional para-professional support; however this additional staffing will not affect the cost of additional hours that NCLA is paying for.

NCLA's anticipated portion of the personnel budget is \$567,366, an increase of 4.5% from the approved FY 2015-16 NCLA budget.

The proposed budget represents staffing for a total of 66 hours per week at Los Altos Library (12 hours funded by NCLA) plus 45 hours per week at Woodland Branch (19 hours funded by NCLA). Should NCLA with to pay for additional hours, we look forward to having these discussions with you.

Materials Budget

This request does not contemplate NCLA funding to augment the district's budget for library materials.

Total Request

\$571,055

CC:

Marcia Somers, City Manager, Los Altos Carl Cahill, City Manager, Los Altos Hills Judith Gregg, Los Altos Community Librarian

ANALYSIS OF 2016-17 STAFFING (WITH CURRENT NCLA-FUNDED HOURS)

M-W 10 am - 1 pm	NCLA Extra Hours	Times	Cost/Hr	Hrs/Week	Staff	Cost/Week	Weeks	Cost
M-W 10 am - 1 pm \$ 55.03 9 1 \$ 495.25 52 9 M-W 10 am - 1 pm \$ 44.31 9 3 \$ 1,196.44 52 9 M-W 10 am - 1 pm \$ 33.46 9 3 \$ 1,196.44 52 9 M-W 10 am - 1 pm \$ 31.76 9 3 \$ 40.33 52 \$ 903.33 52 \$ 903.33 52 \$ 165.08 \$ 52 \$ 903.33 52 \$ 400.65 52 \$ 903.33 52 \$ 400.65 52 \$ 903.33 52 \$ 400.65 52 \$ 903.33 52 \$ 400.65 52 \$ 903.33 52 \$ 400.65 52 \$ 903.33 52 \$ 903.33 52 \$ 903.33 52 \$ 900.74 </th <th>Librarian II</th> <th>0 am - 1</th> <th>ı</th> <th>o</th> <th>4.5</th> <th>\$ 2,704.39</th> <th>52</th> <th>\$140,628</th>	Librarian II	0 am - 1	ı	o	4.5	\$ 2,704.39	52	\$140,628
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\$ 66.78								
\$ 66.78	Los Altos Subtotal							\$342,156
\$ 55.03	Librarian II			9	-	\$ 1.268.73	52	\$65,974
\$ 44.31	Senior Clerk			19	_	\$ 1,045.53	52	\$54,368
\$ 33.46	Library Clerk II			10	_		52	\$43,781
\$ 11.65 19 1 \$ 221.26 52	Library Page			19	1.5		52	\$49,583
	Janitor (Prorated)		7	19	1		52	\$11,505
	Woodland Subtotal							\$225,210
	GRAND TOTAL							\$567,366

NCLA Proposed Operating Budget Fiscal Year 2016/17

	2012/13	2013/14	2014/15	2015/16	2016/17
	Actual	Actual	Actual	Budget	Proposed
Rate per Parcel	\$ 76	\$ 76	\$ 76	76	76
OPERATING EXPENDITURES					
Service Costs					
County Staffing	443,640	480,011	513,142	545,158	567,366
Administrative Costs	15,000	9,820	7,039	15,914	17,700
Election Expenses					
Contingency Funding	0		0		
Book Costs	56,825	25,000	25,000	25,000	25,000
Total Operating Expenditures	515,465	514,831	545,181	586,072	610,066
REVENUES					
Tax Revenue	1,070,186	1,039,441	1,057,375	1,070,186	1,057,312
Interest Income	2,430	4,083	7,025	10,588	12,569
Total Revenues	1,072,616	1,043,524	1,064,400	1,080,774	1,069,881
OPERATING SURPLUS/(DEFICIT)	557,151	528,693	519,219	494,702	459,815
Debt Payments	0	0	0	0	0
Activity Balance	557,151	528,693	519,219	494,702	459,815
FUND BALANCE as of June 30	\$ 1,599,718	\$ 2,128,411	\$ 2,647,630	\$ 3,142,332	\$ 3,602,147

ATTACHMENT C

RESOLUTION NO. 2016-02

A RESOLUTION OF THE NORTH COUNTY LIBRARY AUTHORITY SETTING THE FY 2016/17 APPROPRIATIONS LIMIT

WHEREAS, California Constitutional Article 13B limits the total annual appropriations of cities; and

WHEREAS, it is the desire of the North County Library Authority to establish its appropriations limit pursuant to Article 13B;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of the North County Library Authority that said body hereby determines that said City's appropriations limit (as presented in calculation format in **Exhibit A**), pursuant to Article 13B of the California Constitution using the annual percent change in population for Santa Clara County and the percent change in California for per capita personal income, is as follows:

FY 2016/17 \$2,935,475

I HEREBY CERTIFY that the foregoing resolution was adopted by the Board of the North County Library Authority at a meeting of said Body held on the 9th day of May 2016, by the

following vote:	
AYES:	
NOES:	
ABSENT:	
ABSTAIN:	
	Jan Pepper, PRESIDENT
Attest:	
Jon Maginot, AUTHORITY CLERK	

North County Library Authority Appropriation Limit Analysis 2016-17

		Original					propriation Limit Growth Factors			
		Maximum		Proposed		Annual		Change in		
Fiscal		Tax	Αp	opropriation		Combined	County	Pers. Inc.		Combined
Year 1992-93	\$	Collection 642,000	\$	Limit 642,000		Escalator	Change	Or CPI		Change
1992-93	Ψ \$	642,000	\$	670,739		1.044765	1.0171	1.0272		
1994-95	\$	642,000	\$	686,309		1.023214	1.0160	1.0071		
1995-96	\$	642,000	\$	730,921		1.065002	1.0170	1.0472		
1996-97	\$	642,000	\$	773,700		1.058528	1.0113	1.0467		
1997-98	\$	642,000	\$	827,325		1.069309	1.0216	1.0467		
1998-99	\$	642,000	\$	879,926		1.063580	1.0212	1.0415		
1999-00	\$	642,000	\$	935,699		1.063384	1.0173	1.0453		
2000-01	\$	642,000	\$	997,642		1.066200	1.0163	1.0491		
2001-02	\$	642,000	\$	1,137,089		1.139776	1.0571	1.0782		
2002-03	\$	642,000	\$	1,306,665		1.149132	1.0954	1.0491		
2003-04	\$	642,000	\$	1,413,589		1.081830	1.0035	1.0781		
2004-05	\$	642,000	\$	1,444,219		1.021668	1.0348	0.9873		
2005-06	\$	642,000	\$	1,541,988		1.067697	1.0436	1.0231		
2006-07	\$	642,000	\$	1,696,751		1.100366	1.0654	1.0328		
2007-08	\$	642,000	\$	1,856,179		1.093961	1.0523	1.0396		
2008-09	\$	642,000	\$	2,057,616		1.108523	1.0616	1.0442		
2009-10	\$	642,000	\$	2,182,797		1.060838	1.0172	1.0429		
2010-11	\$	1,026,000	\$	2,230,593		1.021897	1.0156	1.0062		
2011-12	\$	1,026,000	\$	2,306,932		1.034223	1.0251	1.0089		
2012-13	\$	1,026,000	\$	2,410,182		1.044756	1.0377	1.0068		
2013-14	\$	1,026,000	\$	2,587,674		1.067704	1.0157	1.0512		
2014-15	\$	1,026,000	\$	2,620,448		1.007780 1.004270	1.0150 1.0113	0.9977 1.0382		
2015-16	\$	1,026,000	\$	2,751,209		1.004270	1.0113	1.0537		1.06698
2016-17	\$	1,026,000	\$	2,935,475		1.010070		1.0007		1.00030
				Altos		30,513	31,353			
			Los	Altos Hills		8,595 39,108	8,658 40,011	903	2.309%	
			Pop	oulation Chan	ge	both communities			1.00427	