



## Board Agenda Item 24

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DATE: October 18, 2016

TO: Board of Supervisors

SUBMITTED BY: Laurel C. Prysiazny, County Librarian

SUBJECT: Resolution for Prior Year Commitments

RECOMMENDED ACTION(S):

**Adopt Budget Resolution increasing FY 2016-17 appropriations in the amount of \$92,531 and estimated revenues in the amount of \$50,000 for Library Measure B Org 7511 (4/5 vote).**

There is no Net County Cost associated with the recommended action, which will increase FY 2016-17 appropriations and estimated revenues for prior year commitments that were not fully expended in the prior year budget.

ALTERNATIVE ACTION(S):

Your Board could choose not to approve the recommended action. However, only repairs and maintenance would be completed utilizing funds from the Library's FY 2016-17 Adopted Budget, and the Library would not implement new projects or upgrades.

FISCAL IMPACT:

There is no Net County Cost associated with this action as the projects utilize funds in the amount of \$42,531 from the Library's available fund balance received from Measure B and property tax revenues (in the Fresno County Library-Measure B Fund 0107, General Subclass 10000). Once the project is completed, the remaining \$50,000 will be funded through an Operating Transfer In from the Public Works & Planning Special Revenue Fund 0085, County Parks Donations Subclass 17411, County Parks Donations Org 1191. These funds originated as a donation from the Ernest Lawrence Estate and were previously held in the Public Works Fund 2400, County Parks Donations Subclass 34137 prior to the Special Revenue Fund reclassification project. Appropriations for the Operating Transfer Out of the Special Revenue Fund are included in the FY 2016-17 Adopted Budget. The recommended action will increase FY 2016-17 appropriations in the amount of \$92,531 and estimated revenues in the amount of \$50,000 in the Library-Measure B Org 7511. This increase is for prior year still-committed appropriations that were not fully expended for projects in the prior year budget. In addition, the associated revenues were not received due to the project not being completed.

DISCUSSION:

Management Directive 770-Encumbrances states that if a planned expenditure (contract or acquisition) is not started by year-end or not anticipated to be completed and paid within 120 days after year-end, then it must be re-budgeted in the following fiscal year. The Library has three projects listed below that were not able to be expended due to unforeseen emergency projects taking priority.

An emergency with the water tank at the Bear Mountain Branch Library necessitated an immediate response from the Library in terms of fiscal and labor resources in May 2016, which delayed multiple Library projects. In

2015, the Library received assurances from independent experts that the 18,000 gallon water tank at the Bear Mountain Branch Library had at least five years before it would need to be replaced. However, the water tank that has sustained the library branch and the onsite Nature Trail was found to be worn and beyond repair. Despite the Library's proactive attempts at identifying deficiencies in the tank during the 2015 Rough Fire, the tank became inoperable in less than a year, which necessitated closure of the Bear Mountain Library in June 2016. The Fire Marshall cleared the Bear Mountain Library to re-open on September 29, 2016.

The recommended action increases the FY 2016-17 appropriations in the amount of \$92,531 and estimated revenues in the amount of \$50,000 for the Library Measure B Org 7511 for prior year commitments that were not completed within the 120 days following June 30, 2016 for the following purposes:

- Appropriations in the amount of \$50,000 will be used to resume the project to complete the purchase and installation of a metal shade structure at the Bear Mountain Branch Library, which was approved by your Board on February 10, 2015 and funded by a donation of \$50,000 from the Ernest Lawrence Estate. The structure is to be located within the open space area located directly behind the Library, but maintained within its 10.34 acre parcel. Due to the replacement of the water tank, it was not feasible to have two such projects running simultaneously at the same location. Furthermore, there were issues in terms of the Conditional Use Permit and other regulatory items that needed to be addressed with the community before such a structure could be completed. Public Works has approved the Conditional Use Permit. The Library will submit the appropriate paperwork for plan check and proceed with the building of the structure for Library use and support of programming and educational opportunities during Library hours. The project is estimated for completion in March 2017.
- Appropriations in the amount of \$5,000 will be used for the completion of an electrical upgrade to accommodate additional public workspaces at the Politi Branch Library funded with the Library's available fund balance. There was a delay in receiving approval from the property owners for the electrical upgrade, which altered the project's timeline. The project is estimated for completion in November 2016.
- Appropriations in the amount of \$37,531 will be used for upgrades and repairs of cameras and security systems at the Fowler, Caruthers, Central and Woodward Park Library branch locations and funded with the Library's available fund balance. Integrated Electronics, the contracted vendor for these services, had a delay in acquiring parts and materials; however, the Library estimates the project will be completed by December 2016.

REFERENCE MATERIAL:

BAI # 44, February 10, 2015

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Resolution (Org. 7511)

CAO ANALYST:

Samantha Buck