



Jefferson County
PUBLIC LIBRARY



2024 BUDGET



VISION

Jefferson County Public Library will be the essential destination where all generations connect, discover and create.

MISSION

Jefferson County Public Library helps to build an educated and vibrant community by providing equal access to information and opportunities.

VALUES

We serve with care; everyone is welcome here. We meet you where you are, give you our full attention and strive to exceed your expectations.

Our Core Values are Innovation, Accountability and Excellence.

INNOVATION

We collaborate, evaluate and continually improve. We are creative and flexible. We take risks, embrace change and look for opportunities to say yes.

ACCOUNTABILITY

We are committed and honest. We participate and communicate. We take personal responsibility, provide follow through and build trust.

EXCELLENCE

We are positive and productive. We perform with purpose to transform lives. We focus on quality, consistently aim high and deliver outstanding results.

A MESSAGE FROM THE CHAIR LIBRARY BOARD OF TRUSTEES

Honorable County Commissioners,

Working collaboratively with the County staff and the Library staff, the Library Board of Trustees has submitted a proposed budget for the year 2024. The budget development process is governed by the Board of County Commissioners annual guidelines, and the Library Board of Trustees fiduciary responsibilities.

State of Colorado Library Law, 24-90-109 Powers and duties of board of trustees instruct the Board of Trustees to: III (d) Submit annually a budget as required by law and certify to the legislative body of the governmental unit or units that the library serves the amount of the mill necessary to maintain and operate the library during the ensuing year.

The Board of Trustees, in submitting this budget, support and acknowledge our responsibility to present the budget necessary to provide citizens of Jefferson County with a high-quality library, which continues to fulfill our promises and supports the needs of our community. Funding supports JCPL's efforts in:

- Continuing to invest in books, materials and digital offerings;
- Providing access to updated technology;
- Repairing and refurbishing existing facilities;
- Improving service in underserved areas by funding new construction and alternative services; and
- Stabilizing long-term finances

The amount that the Board of Trustees has determined necessary to deliver on our promises, operate the library and provide the residents of Jefferson County with a responsible level of library services in 2024 is a mill levy of 4.500. This mill levy will provide an estimated net property tax revenue of \$56.9 million dollars.

As Library Trustees, we take our fiduciary responsibility seriously and we believe the 2024 budget represents a responsible level of spending to support Library services.

Sincerely,



Kim Johnson
Chair Library Board of Trustees

A MESSAGE FROM THE EXECUTIVE DIRECTOR

Dear Jefferson County Public Library Community,

The library staff and board have worked hard to ensure that JCPL has the necessary resources to meet the changing needs of our Jefferson County community. Today, JCPL features robust offsite services, programs for all ages, a rich collection of digital and physical materials, actively used meeting spaces, dynamic outreach programs and much more.

The JCPL budgeting process is guided by strategic priorities that ensure we achieve our mission: To build an educated and vibrant community by providing equal access to information and opportunities. These strategic priorities – to create libraries for the future, reach more people, focus on building literacies, be the third place and grow sustainably – are holding strong and continue to guide our work.

Thanks to prudent planning and the fiscal stewardship of the Board of Trustees, we have saved enough reserve funds to fund our capital projects over the next five years. This solid foundation makes it possible for us to focus on building for the future.

In 2024, we will identify a location for a new destination library in South Jefferson County, initiate a new library in Northwest Jefferson County, and redesign the Arvada Library. We will also evaluate and implement library services for the Conifer area. Maintaining and improving community assets continues to be a priority even as the library undertakes the work of expansion.

Other critical projects include a new Collection Development Policy securing the freedom to read for our residents and developing a policy for the use of artificial intelligence in our practices and services. Diversity, equity and inclusion will continue to be integral into our efforts to expand cohesive technology, digital literacy programs and offsite services.

The 2024 budget moves JCPL in a positive direction to fulfill our strategic priorities and gives the JCPL team resources they need to carry out the strategic plan. It represents an investment in our vision to be the essential destination where all generations connect, discover and create. We look forward to continuing to serve the Jefferson County community with the highest quality of services and programs in the year ahead.

Sincerely



Donna Walker
Executive Director

BUDGET SUMMARY

SOURCES AND USES OF FUNDS	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET
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SOURCES OF FUNDS

Revenues				
Property Tax (Operating)	\$44,835,152	\$49,378,983	\$48,361,528	\$54,244,820
Property Tax (Capital)	\$2,193,145	\$2,420,303	\$2,370,067	\$2,691,899
Total Taxes	\$47,028,297	\$51,799,286	\$50,731,594	\$56,936,719
Federal & State Grants	\$226,169	\$377,554	\$156,962	\$144,996
Fines & Fees	\$37,266	\$121,799	\$147,881	\$85,000
Other Revenue	\$389,946	\$(922,274)	\$4,202,378	\$2,679,747
Total Other Revenues	\$653,381	\$(422,921)	\$4,507,221	\$2,909,743
Total Revenues	\$47,681,678	\$51,376,365	\$55,238,815	\$59,846,462

USES OF FUNDS

Operating Expenditures				
Salaries & Employee Benefits				
Salaries	\$15,213,963	\$15,540,825	\$17,069,758	\$18,559,083
Benefits	\$4,804,257	\$4,993,686	\$5,764,138	\$6,455,478
Total Salaries & Benefits	\$20,018,220	\$20,534,511	\$22,833,896	\$25,014,561
Library Books & Materials	\$7,271,651	\$7,763,037	\$7,945,664	\$9,209,817
Supplies	\$1,179,692	\$1,412,124	\$1,418,096	\$1,680,455
Services & Charges	\$3,940,079	\$4,396,140	\$5,218,610	\$6,340,729
Internal Transactions & Cost Allocations	\$2,533,124	\$2,761,455	\$2,978,763	\$3,080,273
Total Operating Expenditures	\$34,942,766	\$36,867,267	\$40,395,029	\$45,325,835
Financing & Debt Service	\$621,819	\$621,945	\$621,745	\$623,700
Capital Projects	\$2,148,743	\$1,996,095	\$3,769,466	\$19,995,273
Total Uses of Funds	\$37,713,327	\$39,485,307	\$44,786,239	\$65,944,808

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT	2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET
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ANNUAL REPLACEMENT PLAN (ARM)

ARM-01 Capital Maintenance	\$183,701	\$196,169	\$269,674	\$250,000
ARM-02 Furniture & Equipment	\$468	\$31,704	-	\$42,000
ARM-03 Computer Replacement Plan	\$412,322	\$333,399	\$203,833	\$479,200
ARM-04 Book Sorter Replacement	\$492,352	\$525,598	\$306,474	\$40,000
ARM-05 IT Infrastructure Replacement	\$480,442	\$259,904	\$516,587	\$295,000

5-YEAR CAPITAL IMPROVEMENT PLAN (CIP)

Bookmobile Replacement	\$111,623	\$111,644	-	-
Document Management System	\$2,738	\$17,500	\$13,963	-
Belmar Outdoor Space	-	\$256,541	-	-
Offsite Services	-	\$129,102	-	-
Location Holds Lockers	-	-	\$190,173	\$52,600
Alternative Services	\$257,868	-	-	-
Standley Lake Clerestory Roof	\$143,309	-	-	-
Conifer Library Opportunity	-	-	-	-
Halo Vape Sensors	-	-	\$8,059	-
Data Warehouse	-	-	-	-
South County Library	\$63,919	\$10,077	-	\$5,772,052
Evergreen Library Redesign	-	\$115,329	\$2,174,317	\$983,626
Northwest County Library	-	\$9,127	\$90,749	\$11,280,795
Arvada Redesign	-	-	-	\$800,000
Library Location Holds Lockers	\$205,000	-	-	-
Data Warehouse	\$125,000	-	-	-
New ILS	-	-	-	\$200,000
Total CIP & ARMs	\$2,148,743	\$1,996,095	\$3,773,828	\$19,995,273



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