



Jefferson County
PUBLIC LIBRARY



2025 BUDGET



**MISSION
VISION**

ENDS STATEMENTS

- Equity of Access
- Maximize Value
- Create Place
- Provide Leading-Edge Services

STRATEGIC PRIORITIES

- Create Libraries for the Future
 - Reach More People
 - Focus on Building Literacies
- Be the Third Place
- Grow Sustainably

INITIATIVES

- Service Point Development & Expansion
 - Excellence in Customer Service
 - Lifelong Learning & Literacy
 - Building Inclusive Community
 - Embracing Innovation & Change
 - Continuous Process Improvement

MISSION

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

VISION

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

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 2025. 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 fulfil our promises and supports the community's needs.

- Continue to invest in books, materials and digital offerings;
- Provide access to updated technology;
- Repair and refurbish existing facilities;
- Improve service in underserved areas by funding new construction and alternative services;
- Stabilize 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 2025 is a mill levy of 4.500. This mill levy will provide an estimated net property tax revenue of \$57.6 million dollars.

As Library Trustees, we take our fiduciary responsibility seriously and we believe the 2025 proposed 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, Board and Foundation continue to tirelessly work to make sure that Jefferson County Public Library (JCPL) has the necessary resources to meet the changing needs of our Jefferson County community. Today, JCPL provides our community with robust onsite and 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 help us achieve our mission: To build an educated and vibrant community by providing equal access to information and opportunities. Our strategic priorities – to create libraries for the future, reach more people, focus on building literacies, be the third place and grow sustainably – continue to be relevant and provide direction to our work.

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

In 2025, the final year of our current strategic plan, JCPL will finish strong! This year's efforts include design development for new destination libraries in northwest and southern Jefferson County, as well as an interim library solution to serve the southern part of the County. Our team will also begin the Arvada Library redesign construction and open the new Conifer Library location.

In addition, we'll work to personalize the user experience for patrons, increase fundraising efforts, look at staff compensation and work toward a collective bargaining agreement. Technology will also be an area of focus with digital accessibility and artificial intelligence (AI) strategy development, as well as the design of a Creative Tech Mobile. Efforts to complete and launch our 2026+ JCPL Strategic Plan will also conclude with a brand-new roadmap to lead us in the coming years.

The 2025 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 library services and programs in the year ahead.

Sincerely,



Donna Walker
Executive Director

BUDGET SUMMARY

SOURCES AND USES OF FUNDS	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 BUDGET
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SOURCES OF FUNDS

Revenues				
Property Tax (Operating)	\$49,378,983	\$48,361,528	\$58,493,802	\$56,927,374
Property Tax (Capital)	\$2,420,303	\$2,370,067	\$2,753,701	\$2,817,599
Total Taxes	\$51,799,286	\$50,731,594	\$61,247,504	\$59,744,973
Federal & State Grants	\$377,554	\$156,962	\$6,986	\$144,996
Fines & Fees	\$121,799	\$147,881	\$147,236	\$35,000
Other Revenue	\$(922,274)	\$4,202,378	\$3,004,706	\$2,424,431
Total Other Revenues	\$(422,921)	\$4,507,221	\$3,158,928	\$2,604,427
Total Revenues	\$51,376,365	\$55,238,815	\$64,406,432	\$62,349,400

USES OF FUNDS

Operating Expenditures				
Salaries & Employee Benefits				
Salaries	\$15,540,825	\$17,069,758	\$18,480,346	\$19,972,903
Benefits	\$4,993,686	\$5,764,138	\$6,034,480	\$7,048,122
Total Salaries & Benefits	\$20,534,511	\$22,833,896	\$24,514,826	\$27,021,025
Library Books & Materials	\$7,763,037	\$7,945,664	\$7,784,032	\$7,902,199
Supplies	\$1,412,124	\$1,418,096	\$1,456,470	\$1,910,452
Services & Charges	\$4,396,140	\$5,218,610	\$5,481,420	\$7,959,121
Internal Transactions & Cost Allocations	\$2,761,455	\$2,978,763	\$3,106,591	\$3,233,677
Total Operating Expenditures	\$36,867,267	\$40,395,029	\$42,343,340	\$48,026,474
Financing & Debt Service	\$621,945	\$621,745	\$623,700	-
Capital Projects	\$1,996,095	\$3,769,466	\$8,179,441	\$37,832,206
Total Uses of Funds	\$39,485,307	\$44,786,239	\$51,146,481	\$85,858,680

FIVE-YEAR CAPITAL IMPROVEMENT PLAN

PROJECT	2022 ACTUAL	2023 ACTUAL	2024 ACTUAL	2025 BUDGET
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ANNUAL REPLACEMENT PLAN (ARM)

ARM-01 Capital Maintenance	\$196,169	\$269,674	\$296,647	\$300,000
ARM-02 Furniture & Equipment	\$31,704	-	\$21,169	\$42,000
ARM-03 Computer Replacement Plan	\$333,399	\$203,833	\$373,057	\$616,000
ARM-04 Book Sorter Replacement	\$525,598	\$306,474	\$13,356	\$40,000
ARM-05 IT Infrastructure Replacement	\$259,904	\$516,587	\$216,916	\$450,000

5-YEAR CAPITAL IMPROVEMENT PLAN (CIP)

Bookmobile Replacement	\$111,644	-	-	-
Document Management System	\$17,500	\$13,963	\$84,776	-
Belmar Outdoor Space	\$256,541	-	-	-
Offsite Services	\$129,102	-	-	-
Location Holds Lockers	-	\$190,173	\$62,329	-
Conifer Library Opportunity	-	-	\$130,885	-
Halo Vape Sensors	-	\$8,059	-	-
South County Library	\$10,077	-	\$227,825	\$6,198,826
Evergreen Library Redesign	\$115,329	\$2,174,317	\$2,341,281	-
Northwest County Library	\$9,127	\$90,749	\$3,626,850	\$14,589,599
Arvada Redesign	-	-	\$84,181	\$14,095,781
Lakewood Restrooms	-	-	-	\$500,000
Admin Reconfiguration	-	-	-	\$250,000
Library Interiors Refresh - Pilot	-	-	-	\$750,000
Columbine Library Roof Repair	-	-	\$670,708	-
Evergreen Library Roof Repair	-	-	\$29,460	-
Total CIP & ARMs	\$1,996,095	\$3,773,828	\$8,179,441	\$37,832,206



Jefferson County
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