



# **A Strong Local Economy**

Alliance Worknet  
CEO-Economic Development Bank  
Library

## A Strong Local Economy

An important role that County government plays in creating a strong local economy is to promote, protect, and sustain agricultural economies while providing for broader, more diversified economic opportunities. Diversification will strengthen the local economy and provide for a better, more stable, quality of life for residents. Helping to facilitate the creation of jobs for the people of Stanislaus County is imperative for the community to prosper and grow. Pursuing the planning and development process for the Crows Landing Business Park Development Project on the 1,531-acre former Crows Landing Air Facility in Stanislaus County, and developing competitive and diverse workforce, are core economic development and job creation objectives for our community.



- ◆ The Alliance Worknet provides a wide range of employment and training services to the community through a variety of programs funded under the Workforce Investment Act (WIA). To assist area employers, the Alliance Worknet staff visits area businesses in an effort to help them with their employment needs as well as retention, expansion, business counseling, and other services; and
- ◆ The Stanislaus County Library provides educational and recreational opportunities to the community, including access to reference and reader's advisory help, weekly story times at all branches and children's programs throughout the year. Online databases and reference services are available at any time from any internet link.

### **FISCAL YEAR 2015-2016 ISSUES**

The 2015-2016 Final Budget recommends \$32,772,780 in appropriations for this priority area. These expenditures are funded by a combination of \$29,573,820 in department revenue, \$1,991,810 in revenue from the General Fund and \$1,207,150 in fund balance.

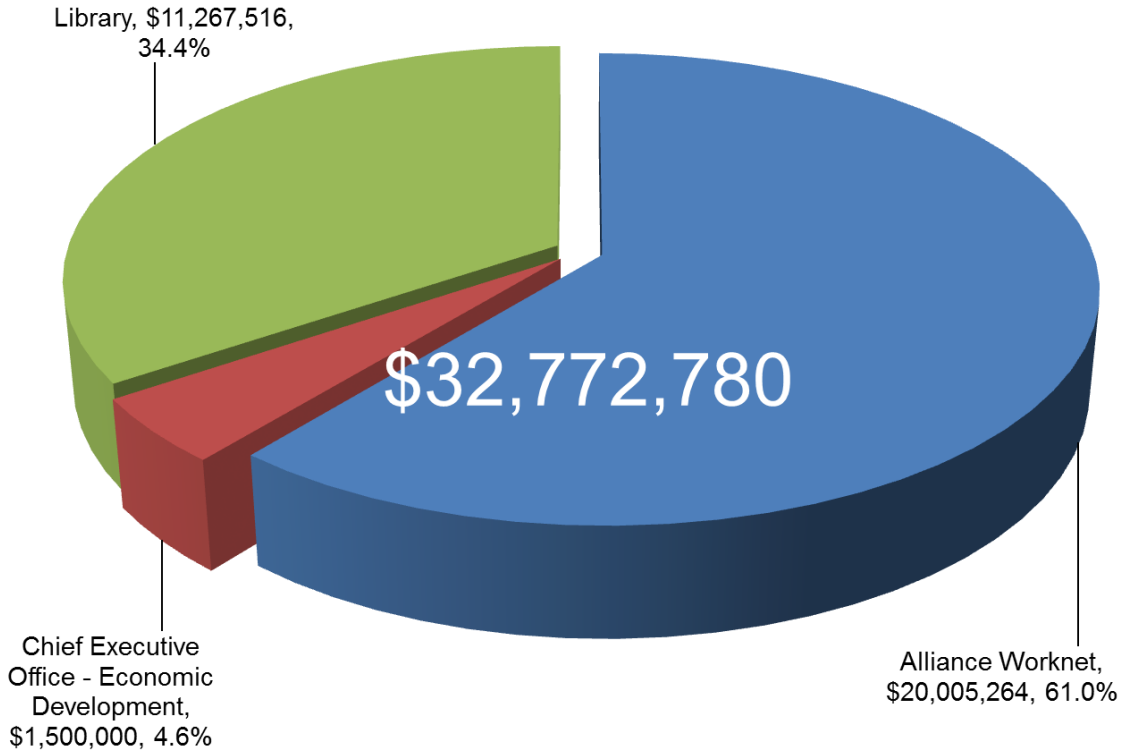
For Fiscal Year 2015-2016, Alliance will be relying on \$446,894 in fund balance in its Final Budget. This reliance on fund balance is due to a reduction in the availability of competitive grant opportunities and a continued high demand of services.

Within the Chief Executive Office – Economic Development Bank, \$1.5 million in appropriations will be added to the Community Development Fund as a one-time recharge. Additionally, \$200,000 of available Economic Development Bank will be allocated to the Domestic Well Recovery Loan Program which began in August 2014.

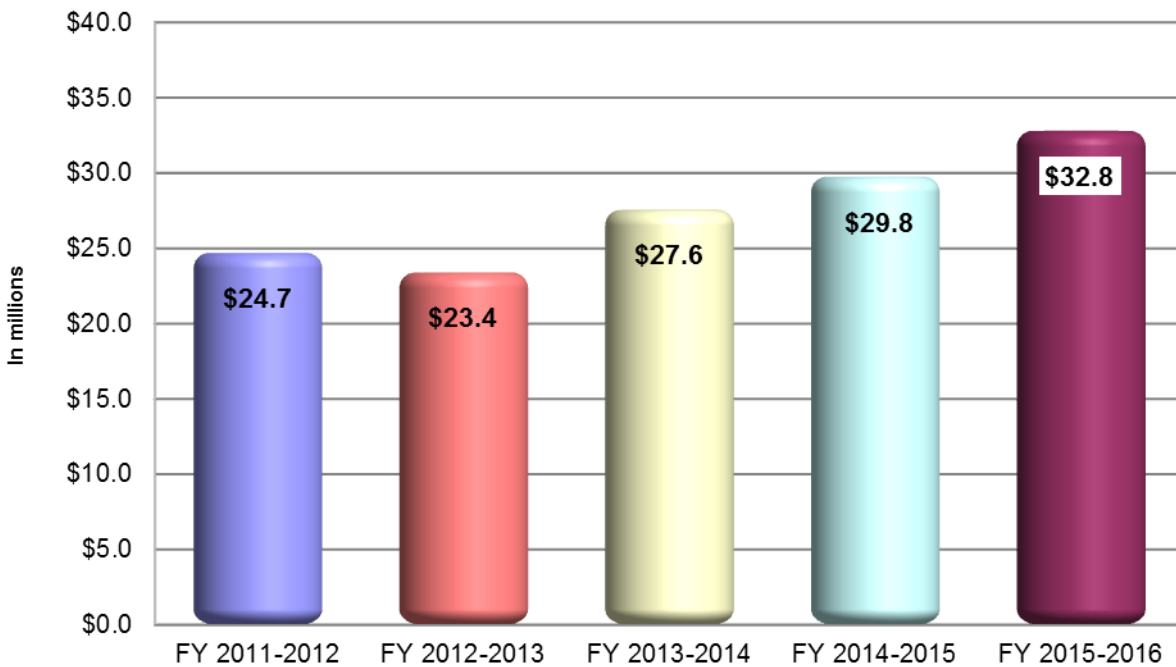
The Library is primarily funded by a voter approved 1/8-cent sales tax, which represents approximately 94% of the Library's total revenue to support the Library operations in Fiscal Year 2015-2016. The voter approved 1/8-cent sales tax did sunset on June 30, 2013, but was extended through a successful local measure for an additional five years. State literacy funds are estimated to return to the \$112,000 base level while Federal funding is anticipated in the amount of \$44,000. The Library continues to seek ways to use new technology to deliver better customer services and more self-service options for customers.



## A Strong Local Economy Recommended Appropriations Fiscal Year 2015-2016



### Five Year Comparison of Appropriations



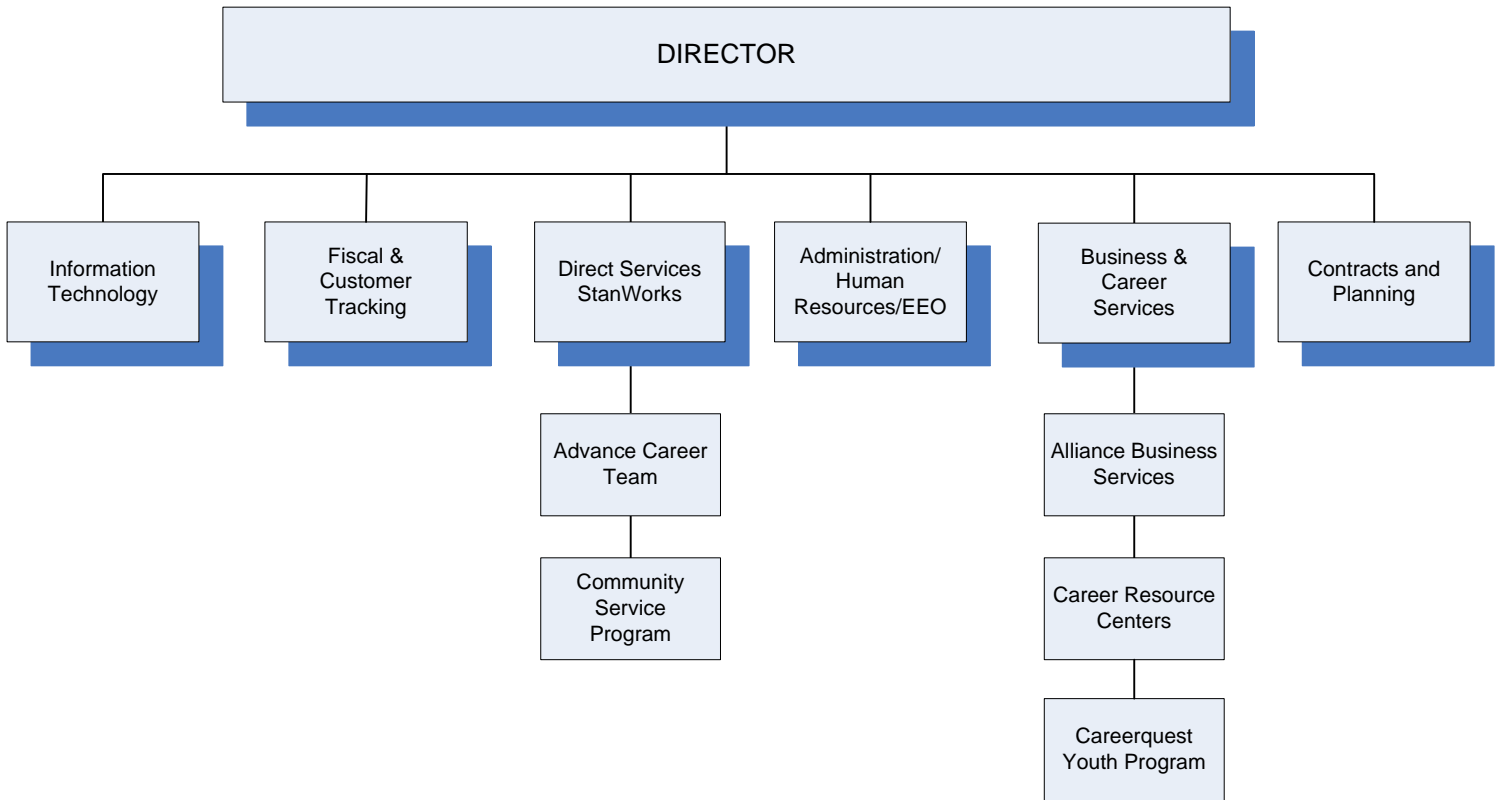


# A Strong Local Economy

<b>PAGE</b>				<b>Recommended 2015-2016</b>
<b>ALLIANCE WORKNET</b>				<b>\$20,005,264</b>
	<b>Fund</b>	<b>Org</b>		
355	1320	0033100	Alliance Worknet	\$9,283,522
358	1317	0033900	StanWORKs	\$10,721,742
<b>CHIEF EXECUTIVE OFFICE--ECONOMIC DEVELOPMENT</b>				<b>\$1,500,000</b>
	<b>Fund</b>	<b>Org</b>		
360	0105	0015291	Economic Development Bank	\$1,500,000
<b>LIBRARY</b>				<b>\$11,267,516</b>
	<b>Fund</b>	<b>Org</b>		
364	1651	0037000	Library	\$11,267,516
<b>TOTAL</b>				<b>\$32,772,780</b>

# STANISLAUS COUNTY ALLIANCE WORKNET

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**STANISLAUS COUNTY, CALIFORNIA**  
**Fiscal Year 2015-2016**



**HUMAN SERVICES**  
**Other Assistance**

**ALLIANCE WORKNET**  
**Kristie Santos, Director**

**BUDGET AT A GLANCE**

Gross Costs	\$20,005,264
Total Revenue	\$19,558,370
Fund Balance/Retained Earnings	\$446,894
<b>Net County Cost</b>	<b>\$0</b>
Total Recommended Staffing	90
% Funded by Local Discretionary Funds	0.0%

**MISSION STATEMENT**

Dedicated to developing a skilled workforce that strengthens businesses and contributes to the economic success of our community.

**ACCOMPLISHMENTS AND OBJECTIVES**

The Accomplishments of 2014-2015 and Objectives for the 2015-2016 Fiscal Year for the Alliance Worknet include:

FISCAL YEAR 2014-2015 ACCOMPLISHMENTS	FISCAL YEAR 2015-2016 OBJECTIVES
<ul style="list-style-type: none"> <li>◆ 100 customers successfully completed a Vocational Training program.</li> <li>◆ 30 customers successfully completed the Multi-Craft Pre-Apprenticeship Training.</li> <li>◆ Assisted 265 Individual employers with filling their employment needs.</li> <li>◆ 180 customers received On-The-Job Training with local employers.</li> <li>◆ 12,300 customers used the Career Resource Centers for assistance in their job search.</li> <li>◆ The Career Resource Centers had over 36,800 visits from customers during the year.</li> <li>◆ 1,900 customers attended Job Prep Workshops.</li> <li>◆ The Alliance “Start and Grow Your Own” On-The-Job Training campaign, a multi-faceted effort to accelerate the growth of the local economy was kicked off.</li> <li>◆ 525 WIA enrolled customers obtained employment</li> <li>◆ 2,497 customers attended Job Prep Workshops.</li> <li>◆ The number of individuals receiving Welfare to Work (WTW) employment services increased under the redesigned program developed in partnership with the Community Services Agency (CSA).</li> </ul>	<ul style="list-style-type: none"> <li>◆ Increase training and internship opportunities for job seekers, targeting careers to meet the employment needs of local businesses.</li> <li>◆ Continue to build partnerships with businesses to work in conjunction with Alliance Worknet for their employment needs.</li> <li>◆ Work in partnership with CSA to increase services provided by the WTW program, increase the capacity to serve additional participants and improve Work Participation Rates (WPR).</li> <li>◆ Increase assistance to TANF (Temporary Aid to Needy Families) customers by providing job search and job retention skills, to increase their ability to obtain and retain employment.</li> <li>◆ Increase outreach activities to educate the community regarding our services.</li> <li>◆ Open a new Career Resource Center in Turlock to provide services to area customers.</li> <li>◆ Provide over 4,500 Stanislaus County residents with WTW- related services.</li> <li>◆ Increase Pre-Apprenticeship and Apprenticeship training opportunities in order to link businesses with their new prospective employees.</li> </ul>

FISCAL YEAR 2014-2015 ACCOMPLISHMENTS	FISCAL YEAR 2015-2016 OBJECTIVES
	◆ Strive to meet WIA Performance Measures.

**BUDGETS WITHIN THE ALLIANCE WORKNET INCLUDE:**

- ◆ Alliance Worknet
- ◆ StanWORKs



**STANISLAUS COUNTY, CALIFORNIA**

**Fiscal Year 2015-2016**

**HUMAN SERVICES**

**Other Assistance**



**ALLIANCE WORKNET**

Budget Unit 1320 0033100

Special Revenue Fund

**SERVICES PROVIDED**

The Alliance Worknet (AW) provides a wide range of employment and training services to the community through various programs funded under the Workforce Investment Act (WIA). Three Resource Centers, located in accessible areas throughout the community, provide job search assistance to the public. In addition, workshops are offered to assist with resume development, interviewing skills, and job retention. For those needing more assistance in finding employment, the Department provides intensive career counseling, work experience, and on-the-job training assistance as well as referral to vocational training programs. To assist area employers, the Alliance Worknet has Business Development Representatives who visit area businesses in an effort to help them with their employment needs, as well as retention, expansion, business counseling, and other services through a partnership with the Stanislaus Economic Development and Workforce Alliance.

**FUND/CASH BALANCE**

As of July 1, 2015, this fund had a positive fund balance of \$1,176,397 compared to the July 1, 2014 positive balance of \$1,486,034. This decrease is due to fund balance being utilized to cover the shortage in grant funds in fiscal year 2014-2015.

As of July 1, 2015, this fund had a positive cash balance of \$791,259 compared to the July 1, 2014 positive balance of \$1,226,479. The decrease is due to timing differences of state reimbursements and actual incurred costs. The difference between the cash and fund balance is due to non-cash items listed on the balance sheet such as receivables and payables.

<b>Alliance Worknet</b>					
<b>Classification</b>	<b>2013-2014 Actual</b>	<b>2014-2015 Actual</b>	<b>2015-2016 Adopted Proposed</b>	<b>2015-2016 Recommended Adjustments</b>	<b>2015-2016 Recommended Final Budget</b>
Taxes	\$0	\$0	\$0	\$0	\$0
Licenses, Permits, Franchises	\$0	\$0	\$0	\$0	\$0
Fines, Forfeitures, Penalties	\$0	\$0	\$0	\$0	\$0
Revenue from use of Assets	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$8,837,591	\$7,090,223	\$7,257,721	\$762,496	\$8,020,217
Charges for Service	\$651,430	\$734,783	\$724,411	(\$150,000)	\$574,411
Miscellaneous Revenue	\$17,555	\$4,314	\$350,000	(\$108,000)	\$242,000
Other Financing Sources	\$22,594	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$9,529,170</b>	<b>\$7,829,320</b>	<b>\$8,332,132</b>	<b>\$504,496</b>	<b>\$8,836,628</b>
Salaries and Benefits	\$4,308,540	\$4,709,048	\$5,163,501	\$0	\$5,163,501
Services and Supplies	\$4,866,515	\$3,178,219	\$3,810,699	\$0	\$3,810,699
Other Charges	\$250,394	\$251,691	\$309,322	\$0	\$309,322
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Other Financing Uses	\$197,851	\$0	\$0	\$0	\$0
Equity	\$0	\$0	\$0	\$0	\$0
Intrafund	\$0	\$0	\$0	\$0	\$0
Contingencies	\$0	\$0	\$0	\$0	\$0
<b>Gross Costs</b>	<b>\$9,623,300</b>	<b>\$8,138,958</b>	<b>\$9,283,522</b>	<b>\$0</b>	<b>\$9,283,522</b>
<b>Fund Balance</b>	<b>\$94,130</b>	<b>\$309,638</b>	<b>\$951,390</b>	<b>(\$504,496)</b>	<b>\$446,894</b>
<b>Net County Cost</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\*Net county cost carryover savings included in the 2015-2016 Recommended Final Budget is \$0.

## PROGRAM DISCUSSION

At the requested level of funding, the Department will maintain a consistent level of core employment services to the general public through the Career Resource Centers and group workshops. Total proposed budget appropriations of \$9,283,522 are offset by estimated revenue of \$8,332,132 and a onetime fund balance utilization of \$951,390.

Proposed Budget revenue consists of Workforce Investment Act (WIA) formula allocations for Adult, Dislocated Worker, and Youth programs which are projected to be in the amount of \$6,707,721. Included in the projected \$6,707,721 is \$200,000 in un-spent Fiscal Year 2014-2015 WIA Youth funds that will be carried over into Fiscal Year 2015-2016. In the Intergovernmental revenue classification, there is \$550,000 from our partner Community Services Agency (CSA) which is a reimbursement for WIA services provided to CSA customers in the Fiscal Year. AW and CSA are in discussion regarding reimbursing for these services on an ongoing monthly basis rather than all at year end.

Additional revenue includes \$724,411 in Charges for Services from the Department of Child Support Services Pathways to Self-Sufficiency (PASS) grant and \$350,000 in Miscellaneous Revenue from the Job Driven National Emergency grant. The one-time use of \$951,390 from fund balance supplies the additional needed revenue to meet projected expenses for the year. The \$951,390 in fund balance will be used to cover a portion of employee salaries and wages, contracts for services and general day-to-day operations. Currently, there is approximately \$2,400,000 budgeted for contracts for services and \$650,000 budgeted for a contract with the Workforce Alliance.

Circumstances such as a reduction in the availability of competitive grant opportunities, a continued high demand for services and one-time investments in telecommunications and equipment upgrades have necessitated the use of fund balance. While these costs are not anticipated to be on-going, the department is taking steps to mitigate large expenditures of fund balance in the future. For example, the department will work with CSA to develop a monthly invoice/reimbursement process for One-Stop services provided to CSA customers in lieu of the current process of receiving an annual large reimbursement at year end. In addition, as the County's unemployment rate continues to decrease, the demand for AW services declines correspondingly. Department operations and staffing levels will be right-sized accordingly.

Finally, the new Workforce Innovation and Opportunity Act will be implemented in Fiscal Year 2015-2016. This new legislation requires that each of the partners in the One-Stop employment system contribute financially to the operations of the system, thus reducing costs that are currently borne entirely by AW. However, during Fiscal Year 2015-2016 Proposed Budget, the Department is taking a conservative approach and including all costs for the One-Stop solely as its own and is hopeful that there will be enough information to make necessary adjustments in the 2015-2016 Final Budget. It is anticipated that these adjustments will result in utilizing less fund balance than currently requested.

## **STAFFING IMPACTS**

### **Adopted Proposed Budget**

There were no requested changes to the current level of staffing.

Total current authorized positions— 90

### **Final Budget**

There are no requested changes to the current level of staffing.

Total current authorized positions— 90

## **BUDGET RECOMMENDATIONS**

### **Adopted Proposed Budget**

It is recommended that a budget of \$9,283,522 be approved for Alliance Worknet. This budget is funded from \$8,332,132 in estimated department revenue and \$951,390 in departmental fund balance.

There are no recommended changes to the current level of staffing.

Total recommended authorized positions— 90

### **Final Budget**

Alliance Worknet is requesting a \$504,496 net increase in estimated revenue, therefore decreasing its reliance on fund balance. State allocations came in at \$284,496 higher than originally budgeted while net carryover amounts are expected to be \$478,000 higher than originally budgeted. Additionally, estimated revenue was increased by \$35,000 due to a new Central Valley Infrastructure and Proposition 39 grant. These revenue increases are offset by a \$150,000 decrease in the estimated carryover from the Department of Child Support Services grant and a \$143,000 decrease in estimated carryover from the job-driven National Emergency Grant (NEG) grant.

The department requests for Final Budget are recommended in full. It is recommended that a budget of \$9,283,522 be approved for Alliance Worknet. This budget is funded from \$8,836,628 in estimated department revenue and \$446,894 in departmental fund balance.

There are no recommended changes to the current level of staffing.

Total recommended authorized positions—90

**STANISLAUS COUNTY, CALIFORNIA**  
**Fiscal Year 2015-2016**



**HUMAN SERVICES**  
**Other Assistance**

**ALLIANCE WORKNET—STANWORKS**

Budget Unit 1317 0033900  
 Special Revenue Fund

**SERVICES PROVIDED**

The Alliance Worknet (AW) provides a wide range of employment and training services for local Temporary Aid to Needy Families (TANF) recipients through a contract with the Community Services Agency (CSA). AW assists TANF customers with job searching, resume writing, and interviewing skills. Clients needing additional assistance in securing employment and leaving TANF are provided with intensive case management, paid and unpaid work experience, on-the-job training and individual referral to vocational training programs leveraging other dollars available.

**FUND/CASH BALANCE**

As of July 1, 2015, this fund had a negative fund balance of \$1,558 compared to the July 1, 2014 zero balance. This decrease is due to timing differences of cash reimbursements from the Community Services Agency.

As of July 1, 2015, this fund had a positive cash balance of \$14,194 compared to the July 1, 2014 positive balance of \$47,911. The decrease is due to more timely submission of invoices from contractors, thus allowing the department to pay timelier, reducing accounts payable balance and cash balance at July 1, 2015 versus July 1, 2014. The difference between the cash and fund balance is due to non-cash items listed on the balance sheet such as receivables and payables.

<b>Alliance Worknet - StanWORKs</b>					
<b>Classification</b>	<b>2013-2014 Actual</b>	<b>2014-2015 Actual</b>	<b>2015-2016 Adopted Proposed</b>	<b>2015-2016 Recommended Adjustments</b>	<b>2015-2016 Recommended Final Budget</b>
Taxes	\$0	\$0	\$0	\$0	\$0
Licenses, Permits, Franchises	\$0	\$0	\$0	\$0	\$0
Fines, Forfeitures, Penalties	\$0	\$0	\$0	\$0	\$0
Revenue from use of Assets	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	\$0	\$0	\$0	\$0	\$0
Charges for Service	\$6,671,979	\$8,447,745	\$10,721,742	\$0	\$10,721,742
Miscellaneous Revenue	(\$32,418)	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$6,639,561</b>	<b>\$8,447,745</b>	<b>\$10,721,742</b>	<b>\$0</b>	<b>\$10,721,742</b>
Salaries and Benefits	\$4,518,137	\$5,474,870	\$8,315,163	\$0	\$8,315,163
Services and Supplies	\$1,872,810	\$2,108,148	\$2,171,455	\$0	\$2,171,455
Other Charges	\$248,614	\$288,811	\$235,124	\$0	\$235,124
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Other Financing Uses	\$22,594	\$0	\$0	\$0	\$0
Equity	\$0	\$0	\$0	\$0	\$0
Intrafund	\$0	\$0	\$0	\$0	\$0
Contingencies	\$0	\$0	\$0	\$0	\$0
<b>Gross Costs</b>	<b>\$6,662,155</b>	<b>\$7,871,829</b>	<b>\$10,721,742</b>	<b>\$0</b>	<b>\$10,721,742</b>
<b>Fund Balance</b>	<b>\$22,594</b>	<b>(\$575,916)</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Net County Cost</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

\* Net county cost carryover savings included in the 2015-2016 Recommended Final Budget is \$0.

## **PROGRAM DISCUSSION**

At the requested level of funding, Alliance Worknet expects to provide Welfare to Work (WTW or StanWORKs) related services to more than 4,500 Stanislaus County residents. Alliance Worknet will offer various workforce development services to assist StanWORKs Job Readiness Program participants in gaining employment and moving toward self-sufficiency. Approximately 3,000 customers will participate in the Job Readiness classes which focus on job search assistance. Alliance Worknet will also place participants in paid and unpaid work experience assignments as part of the Community Service, Subsidized Employment (Sub-E) and Expanded Subsidized Employment (ESE) programs. The goal is to raise the number of paid work experience placements by about 40% to achieve a total average monthly enrollment of 350 participants between the two paid program components during program year 2015-2016. Total participation in all three program components should exceed 1,000 participants.

A key program objective for both the paid and unpaid components of the work experience program is to give WTW customers the opportunity to gain useful, marketable skills in public and private sector work experience assignments. In a third program initiative, Alliance Worknet will undertake to work with CSA to expand customer reengagement efforts with both internal and subcontract resources. Depending on the success of pilot projects to reengage WTW customers, additional funds may be available to Alliance Worknet to significantly increase reengagement efforts during the program year. Lastly, contracted Adult Basic Education (ABE) and General Educational Development (GED) services will allow approximately 500 StanWORKs participants to receive remedial education and high school equivalency test preparation services.

## **STAFFING IMPACTS**

### **Adopted Proposed Budget**

Total current authorized positions— 0

### **Final Budget**

Total current authorized positions— 0

## **BUDGET RECOMMENDATIONS**

### **Adopted Proposed Budget**

It is recommended that a budget of \$10,721,742 be approved for Alliance Worknet - StanWORKs. This budget is funded from \$10,721,742 in estimated department revenue.

Total recommended authorized positions— 0

### **Final Budget**

There are no recommended changes in funding to this budget.

Total recommended authorized positions— 0

**STANISLAUS COUNTY, CALIFORNIA**  
**Fiscal Year 2015-2016**



**FISCAL GENERAL SERVICES**  
**Promotion**

**CHIEF EXECUTIVE OFFICE—ECONOMIC DEVELOPMENT BANK**

Budget Unit 0105 0015291  
 General Fund

**SERVICES PROVIDED**

The Board of Supervisors established the Economic Development Bank in 2001 for the purpose of providing resources for economic development projects throughout Stanislaus County. It has been the Board of Supervisors' intent that these funds be used by the nine cities and unincorporated communities to leverage other funding sources when available.

<b>Chief Executive Office - Economic Development Bank</b>					
<b>Classification</b>	<b>2013-2014 Actual</b>	<b>2014-2015 Actual</b>	<b>2015-2016 Adopted Proposed</b>	<b>2015-2016 Recommended Adjustments</b>	<b>2015-2016 Recommended Final Budget</b>
Taxes	\$0	\$0	\$0	\$0	\$0
Licenses, Permits, Franchises	\$0	\$0	\$0	\$0	\$0
Fines, Forfeitures, Penalties	\$0	\$0	\$0	\$0	\$0
Revenue from use of Assets	\$37,252	\$25,987	\$0	\$0	\$0
Intergovernmental Revenue	\$0	\$0	\$0	\$0	\$0
Charges for Service	\$0	\$0	\$0	\$0	\$0
Miscellaneous Revenue	\$0	\$0	\$0	\$0	\$0
Other Financing Sources	\$0	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$37,252</b>	<b>\$25,987</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
Salaries and Benefits	\$0	\$0	\$0	\$0	\$0
Services and Supplies	\$106,142	\$12,189	\$0	\$1,500,000	\$1,500,000
Other Charges	\$0	\$0	\$0	\$0	\$0
Fixed Assets	\$0	\$0	\$0	\$0	\$0
Other Financing Uses	\$6,087	\$0	\$0	\$0	\$0
Equity	\$0	\$0	\$0	\$0	\$0
Intrafund	\$0	\$0	\$0	\$0	\$0
Contingencies	\$0	\$0	\$0	\$0	\$0
<b>Gross Costs</b>	<b>\$112,229</b>	<b>\$12,189</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>
Fund Balance	\$0	\$0	\$0	\$0	\$0
<b>Net County Cost</b>	<b>\$74,977</b>	<b>(\$13,798)</b>	<b>\$0</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>

\*Net county cost carryover savings included in the 2015-2016 Recommended Final Budget is \$0.

**PROGRAM DISCUSSION**

The Economic Development Bank program earmarked \$1.5 million dollars annually for five years (Fiscal Year 2001-2002 – Fiscal Year 2005-2006) for economic development projects with strong job creation and retention emphasis. Over that five year period, appropriations were decreased three of those years (total appropriations \$6,211,950). An additional \$1.5 million was approved for Fiscal Year 2006-2007 as part of the annual budget approval process. For Fiscal Year 2007-2008 \$1.5 million was approved for the Economic Development Bank but redirected to establish the Community Development Fund under the existing program. Since that time, no additional funding has been approved for the Economic Development Bank as a result of the County's fiscal position. Additionally, as part of the budget balancing strategy for Fiscal Year 2009-2010, the Board released \$3 million dollars of Economic Development Bank fund balance to the General Fund during the Final Budget process.

To date, the Economic Development Bank has committed \$8,581,725 for 23 projects (6 previously funded economic development projects have withdrawn their proposals and others have used only those funds necessary for implementation) and associated administrative costs. Projects have varied from road infrastructure and water system improvements to business park development, renovation efforts, the Emergency Domestic Water Well Program and workforce development. An additional \$1,236,693 in grant funding was allocated for a variety of economic development projects. These grants occurred during the early life of the program and this component was ultimately removed in Fiscal Year 2005-2006.

On October 16, 2012, the Board of Supervisors authorized the Chief Executive Officer to formally suspend the Economic Development Bank until further notice due to current economic conditions. At that time, the Board of Supervisors authorized the Chief Executive Officer to establish a procedure for granting loan repayment modification terms for previously funded projects based on performance, and authorized the Chief Executive Officer or his designee to sign amendments to the executed funding agreements consistent with the newly established procedures. This strategy will allow the available balance to increase to a level where it can be more effectively used in the future, either for economic development projects or other purposes, as deemed by the Board.

As of July 1, 2015, it is estimated the uncommitted balance available in the Stanislaus County Economic Development Bank will be approximately \$2,125,000 and include loan repayments and accrued interest.

## **STAFFING IMPACTS**

### **Adopted Proposed Budget**

Total current authorized positions— 0

### **Final Budget**

Total current authorized positions— 0

## **BUDGET RECOMMENDATIONS**

### **Adopted Proposed Budget**

There is no Recommended Proposed Budget for the Chief Executive Office – Economic Development Bank for Fiscal Year 2015-2016.

Total recommended authorized positions— 0

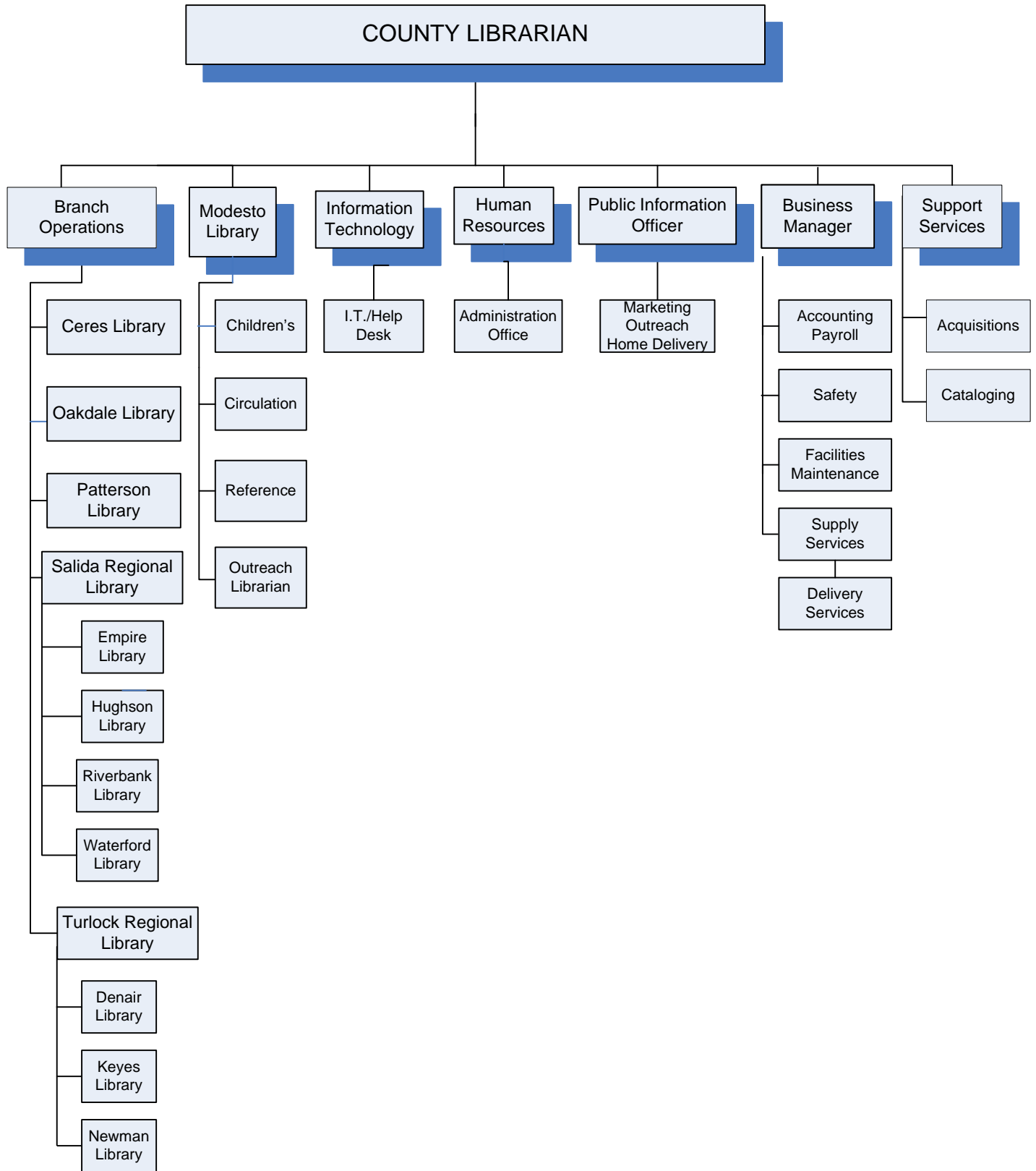
### **Final Budget**

In August of 2014, the Board of Supervisors approved the commitment of \$200,000 of available Economic Development Bank funds for the use of the Domestic Well Recovery Loan Program. The loan program was developed in an attempt to bridge the current drought crisis and offer some near-term solutions to those most impacted and in financial need. As of August 2015, six individuals have completed the application process and \$98,797 has been loaned to address domestic dry wells. As part of Final Budget, it is recommended to commit an additional \$200,000 of Economic Development Bank funds towards this program. As of July 1, 2015, the uncommitted balance available in the Stanislaus County Economic Development Bank is \$2,296,912 and includes loan repayments and accrued interest. As part of Final Budget it is further recommended to increase appropriations in this budget by \$1,500,000 as a one-time recharge of the Community Development Fund.

The department requests for Final Budget are recommended in full. It is recommended that a budget of \$1,500,000 be approved for Chief Executive Office – Economic Development Bank. This budget is funded from a \$1,500,000 contribution from the General Fund.

Total recommended authorized positions— 0

# STANISLAUS COUNTY LIBRARY





**STANISLAUS COUNTY, CALIFORNIA  
Fiscal Year 2015-2016**



**FISCAL GENERAL SERVICES  
Library Services**

**LIBRARY  
Diane McDonnell, County Librarian**

<b>BUDGET AT A GLANCE</b>	
Gross Costs	\$11,267,516
Total Revenue	\$10,015,450
Fund Balance/Retained Earnings	\$760,256
<b>Net County Cost</b>	<b>\$491,810</b>
Total Recommended Staffing	73
% Funded by Local Discretionary Funds	4.4%

**MISSION STATEMENT**

The Library fosters the love of reading and opens the door to knowledge.

**ACCOMPLISHMENTS AND OBJECTIVES**

The Accomplishments of 2014-2015 and Objectives for the 2015-2016 Fiscal Year for the Library include:

<b>FISCAL YEAR 2014-2015 ACCOMPLISHMENTS</b>	<b>FISCAL YEAR 2015-2016 OBJECTIVES</b>
<ul style="list-style-type: none"> <li>◆ Transformed the Ceres Library into a new innovative service model. Customers can check out the latest current materials, attend a children’s program in the newly designed space, and use new technology in a welcoming and comfortable environment.</li> <li>◆ Trained and certified Salida Library staff and modified the work space so that passport application services can be provided at the Salida Library.</li> <li>◆ Enhanced the Library website to make it more user-friendly, dynamic and up-to-date. Department of Motor Vehicles (DMV) practice tests, Fun Science Facts and War Ink, an exhibit using veterans’ tattoos to share their stories, were added for educational and recreational value.</li> <li>◆ Expanded the library’s online electronic resources to include downloadable and streaming movies, music and television. Mango a language learning database, including English as a second language (ESL), has been added.</li> <li>◆ Completed the modernization of the Modesto Library’s three elevators.</li> <li>◆ Used one-time literacy grant funds to add new furnishings to the Modesto literacy and learning area.</li> </ul>	<ul style="list-style-type: none"> <li>◆ Add an enhanced security and inventory system for the library collection with a wireless Radio Frequency (RFID) data management system. RFID will also reduce materials handling time, improve ergonomic injuries caused by repetitive tasks, and improve customer service.</li> <li>◆ Deploy an outreach librarian to provide bilingual outreach and literacy services to youth throughout Stanislaus County.</li> <li>◆ Implement self-pay and self-checkouts, which will allow customers to pay fees and check out materials without having to wait for staff assistance.</li> <li>◆ Increase the number of library card holders. Customers will have the ability to apply for a library e-card online that can provide instant access to electronic resources through the Library’s website and mobile app. New technology will enable new library cards to be issued at outreach events.</li> <li>◆ Continue to enhance library technology services including 24/7 Wi-Fi access, online payment options, self-service printing, and library catalog enhancements to simplify finding materials.</li> <li>◆ Create a new seating area in the Modesto Library, where customers can read or work on their laptops in a quiet space.</li> </ul>

# STANISLAUS COUNTY, CALIFORNIA

Fiscal Year 2015-2016

## FISCAL GENERAL SERVICES

### Library Services



## LIBRARY

Budget Unit 1651 0037000

Special Revenue Fund

### SERVICES PROVIDED

The Stanislaus County Free Library operates 13 branches for educational and recreational purposes. Customers have access to resources in the Library such as reference and reader's advisory assistance, literacy tutoring, a vast collection of print resources, knowledgeable staff ready to assist, passport services at Modesto and Salida Libraries, public computers, weekly story times at all branches, and adult, teen, and children's programming throughout the year.

Customers have 24/7 access using any web-enabled device to online resources including database and reference services, wireless internet (WiFi), a mobile app, language learning courses, and electronic resources including downloadable and streaming eBooks, audiobooks, magazines, newspapers, movies, music and television.

Literacy is an important focus of the Stanislaus County Library. Early literacy programs and resources at the library include story time, special performances, helpful children's staff, 1,000 Books Before Kindergarten and ABC Mouse. The Library plays an essential role in supporting early literacy development by targeting readers *before* they're readers, and helping children prepare for success in school. The Library also offers basic literacy services to adults, workforce readiness programs and home delivery services throughout Stanislaus County.

### FUND/CASH BALANCE

As of July 1, 2015, this fund had a positive fund balance of \$10,188,898 compared to the July 1, 2014 positive balance of \$9,003,021. This increase is primarily due to savings in operating and fixed asset accounts for technology and deferred maintenance projects that were planned but not completed in Fiscal Year 2014-2015 because of limited staff resources, and an increase in sales tax revenues.

As of July 1, 2015, this fund had a positive cash balance of \$9,384,761 compared to the July 1, 2014 positive balance of \$7,926,524. The increase is due to operating savings and increased sales tax revenues. The difference between the cash and fund balance is an account receivable for sales tax revenues offset by outstanding payables.

<b>Library</b>					
<b>Classification</b>	<b>2013-2014 Actual</b>	<b>2014-2015 Actual</b>	<b>2015-2016 Adopted Proposed</b>	<b>2015-2016 Recommended Adjustments</b>	<b>2015-2016 Recommended Final Budget</b>
Taxes	\$9,140,466	\$9,073,939	\$9,420,500	\$0	\$9,420,500
Licenses, Permits, Franchises	\$0	\$0	\$0	\$0	\$0
Fines, Forfeitures, Penalties	\$0	\$0	\$0	\$0	\$0
Revenue from use of Assets	\$3,588	\$3,098	\$3,330	\$0	\$3,330
Intergovernmental Revenue	\$112,269	\$183,324	\$156,000	(\$6,450)	\$149,550
Charges for Service	\$388,981	\$410,461	\$344,420	\$0	\$344,420
Miscellaneous Revenue	\$108,413	\$96,188	\$94,650	\$3,000	\$97,650
Other Financing Sources	\$0	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$9,753,717</b>	<b>\$9,767,010</b>	<b>\$10,018,900</b>	<b>(\$3,450)</b>	<b>\$10,015,450</b>
Salaries and Benefits	\$5,845,949	\$5,921,583	\$6,383,717	\$54,650	\$6,438,367
Services and Supplies	\$1,912,610	\$2,249,232	\$3,060,611	\$298,540	\$3,359,151
Other Charges	\$622,676	\$687,957	\$781,248	\$0	\$781,248
Fixed Assets					
Buildings & Improvements	\$252,946	\$81,981	\$360,000	(\$116,250)	\$243,750
Equipment	\$22,595	\$132,189	\$451,000	(\$6,000)	\$445,000
Other Financing Uses	\$147,340	\$0	\$0	\$0	\$0
Equity	\$0	\$0	\$0	\$0	\$0
Intrafund	\$0	\$0	\$0	\$0	\$0
Contingencies	\$0	\$0	\$0	\$0	\$0
<b>Gross Costs</b>	<b>\$8,804,116</b>	<b>\$9,072,942</b>	<b>\$11,036,576</b>	<b>\$230,940</b>	<b>\$11,267,516</b>
<b>Fund Balance</b>	<b>(\$1,441,411)</b>	<b>(\$1,185,878)</b>	<b>\$525,866</b>	<b>\$234,390</b>	<b>\$760,256</b>
<b>Net County Cost</b>	<b>\$491,810</b>	<b>\$491,810</b>	<b>\$491,810</b>	<b>\$0</b>	<b>\$491,810</b>

\*Net county cost carryover savings included in the 2015-2016 Recommended Final Budget is \$0.

## PROGRAM DISCUSSION

At the proposed level of funding, the Department can continue to provide the current level of services to the public. All 13 library branches will maintain a combined 474 hours open to the public each week.

The Department is requesting a Fiscal Year 2015-2016 Proposed Budget of \$11,036,576. The 9% increase over the Fiscal Year 2014-2015 Adopted Final Budget is primarily due to increases in salaries for negotiated salary restorations and a request to restore a Librarian II position; additional materials and electronic resources for the book budget to better meet customer needs and preferences; deferred maintenance projects; and a new Library capital improvement project. The Restored Librarian II position will be for the Modesto Library Reference department. The Librarian II position will offer more flexibility in the duties performed and enhance efficiencies within the Modesto Library.

The Department continues to seek ways to use new technology to deliver better customer services with more self-service options for customers, and operational efficiencies for staff. Library services extend beyond the walls of library buildings with expanded online resources. Customers have 24/7 access using any web-enabled device to digital resources including eBooks, eMagazines, eNewspapers, databases, language instruction with Mango Languages, and downloadable and streaming audiobooks, movies and music.

A new outreach component has been added to provide bilingual services to youth and families. The Outreach Librarian will visit schools and communities throughout Stanislaus County to provide education and information on ways the library can help youth learn, read and succeed. This position will provide outreach services in support of the new Women, Infants and Children (WIC) pop-up library, which is funded by the Library Services and Technology Act (LSTA) grant.

Fixed Assets includes funds for several large deferred maintenance projects, computer storage equipment and a new Library capital improvement project, Radio Frequency (RFID) Data Management System. The Department has requested a dedicated General Services Agency Maintenance Worker II to help facilitate the completion of the budgeted deferred maintenance projects, including several unfinished prior year projects being rolled forward and included in the Fiscal Year 2015-2016 Proposed Budget.

Total estimated revenue for the Fiscal Year 2015-2016 Proposed Budget is \$10,018,900. The 10% increase over Fiscal Year 2014-2015 Adopted Final Budget is mainly due to the projected increase in sales tax revenues. Stanislaus County values its libraries. Voters overwhelmingly approved the 2012 ballot measure to renew the 1/8 cent sales tax for a five year period through June 30, 2018. Sales tax revenues have been projected to continue growing through Fiscal Year 2015-2016.

State literacy funds are estimated to return to the \$112,000 base level with no additional one-time funding included in the Governor's 2015-2016 Proposed Budget. Federal funding in the amount of \$44,000 has been added to fund a recently awarded LSTA grant and several mini-grants. This funding is exclusively for libraries and is administered by the California State Library. A request for appropriations in the same amount has also been included.

Certain local revenues are estimated to decrease. This includes the projected amount of book sales, and service fines and fees to be collected. The number of customers using electronic resources continues to grow significantly. Electronic resources offer convenient access with built in expiration dates, or no expiration date, and customers checking out these materials no longer have to be concerned about paying late fees or lost material fees. Donations are estimated to increase slightly due to the Friends of the Library and the Library Foundation's continued generous support of the Summer Reading Program and augmentations to other programming at each of the 13 library branches.

The County contribution remains at \$491,810.

The requested departmental fund balance will fund the new Library capital improvement project, Radio Frequency (RFID) Data Management System and several deferred maintenance projects rolled forward from the prior year.

## **STAFFING IMPACTS**

### **Adopted Proposed Budget**

The Department is requesting to restore one unfunded Librarian II position for the Modesto Library Reference department. This position will provide more flexibility in the range of duties performed, supporting enhanced efficiencies in Modesto Library operations. This position will be funded with savings from not filling behind the retiring Library Assistant II position, and increased sales tax revenues.

Total current authorized positions— 72

### **Final Budget**

The Department is requesting to reclassify upward 18 Administrative Clerk I positions to block-budgeted Library Assistant II positions. The Administrative Clerks are the first point of contact and are relied upon to assist customers with library resources. The current classification restricts their ability to provide a broader range of services such as programming and outreach activities. Reclassifying the positions will improve customer service by eliminating the need to refer the customer to other staff and improve efficiency. A study has been completed and determined the Library Assistant II position is needed to provide a consistent level of customer service to the public.

As part of the 2014-2015 Mid-Year Budget, it was recommended to study a reclassification request of an Application Specialist II position at the Library. The study has been completed in collaboration with the County's IT Department, Strategic Business Technology. This position has assumed the task of providing the backup support to critical systems including the network infrastructure to ensure that operations continue to run smoothly. This position will also focus on the design and implementation of several Information Technology (IT) projects and resources for the Library. This will allow the higher level IT position in the unit to focus on other critical tasks. The duties and responsibilities of this position are more in line with an Application Specialist III.

Total current authorized positions— 73

## **BUDGET RECOMMENDATIONS**

### **Adopted Proposed Budget**

It is recommended that a budget of \$11,036,576 be approved for the Library. This budget is funded by \$10,018,900 in estimated department revenue, \$525,866 in departmental fund balance, and a contribution of \$491,810 from the General Fund.

It is also recommended to restore one unfunded Librarian II position.

Total recommended authorized positions— 73

### **Final Budget**

The Department is requesting a \$230,940 increase in appropriations and a \$3,450 decrease in estimated revenue resulting in the use of \$234,390 in departmental fund balance. Included in this request is the transfer of \$122,250 in Fixed Assets to Services & Supplies. The net increase in appropriations is to fund 330 virtual desk tops along with the training and services needed to implement the virtual desktop model; ergonomic equipment to mitigate and prevent staff repetitive motion injuries; and seating to transform the Turlock Library patio areas into useable public space to enhance customer service. Additionally, there is a \$54,650 increase in Salaries & Benefits to fund the new mandated part time staff sick leave policy and other slight increases in retirement, salaries and benefits. The Proposed Budget included appropriations in Fixed Assets for various deferred maintenance projects. However, several of the Library's deferred maintenance projects were included in the General Services Agency's Deferred Maintenance Plan for Fiscal Year 2015-2016 and Budget Year 2016-2017. Due to this, the Library must only fund 20% of the project cost instead of 100%, resulting in the appropriations transfer out of Fixed Assets.

The department requests for Final Budget are recommended in full. It is recommended that a budget of \$11,267,516 be approved for the Library. This budget is funded by \$10,015,450 in estimated department revenue, \$760,256 in departmental fund balance, and a contribution of \$491,810 from the General Fund.

It is recommended to reclassify upward one Application Specialist II position to an Application Specialist III and 18 Administrative Clerk I positions to block-budgeted Library Assistant II positions.

Total recommended authorized positions—73