



JOHNSON COUNTY LIBRARY

**—ANNUAL JOINT MEETING—**

**Board of County Commissioners  
&  
Library Board of Directors**

**Board Report  
April 13, 2023**



**— ANNUAL JOINT MEETING —**

Board of County Commissioners

&

Library Board of Directors

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Thursday, April 13<sup>th</sup>, 2023

6:00 P.M. – 7:30 P.M.

Location: Central Resource Library

Carmack Community Room

9875 W 87th St

Overland Park, KS 66212

**AGENDA**

- |      |  |             |
|------|--|-------------|
| I.   | Welcome/Introductions:   | 6:00 – 6:20 |
|      | a. Mike Kelly, Chairman, Board of County Commissioners   |             |
|      | b. David Sims, Chair, Library Board of Directors   |             |
|      | c. Introductions for Commissioners and Board Members   |             |
| II.  | Current Projects: Merriam Plaza Library, DeSoto, and Spring Hill –<br>Scott Sime, Project Coordinator                                    | 6:20 – 6:30 |
| III. | Future Projects: Corinth Library Replacement Projects, Mobile<br>Library, and Blue Valley Library – Tricia Suellentrop, County Librarian | 6:30 – 6:40 |
| IV.  | Fines Updates: Jennifer Mahnken, Associate Director for Systemwide<br>Services   | 6:40 – 6:50 |
| V.   | Budget Update: Dave Vratny, Finance Director   | 6:50 – 7:10 |
| VI.  | Questions and Discussion   | 7:10 – 7:30 |
| VII. | Adjournment  | 7:30        |

**Appendix:**

- A. Johnson County Partnerships

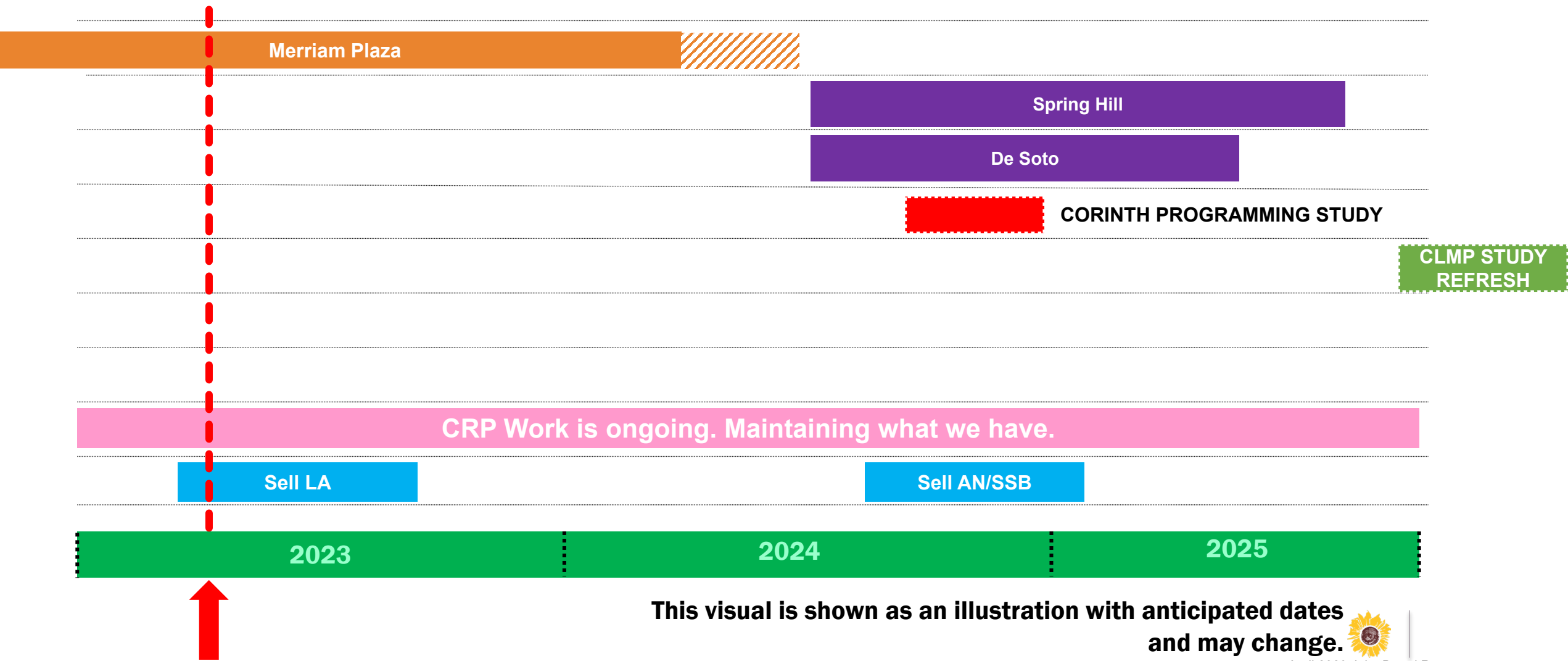
# Capital Projects

Johnson County Board of County Commissioners & Library Board  
April 2023 Annual Joint Meeting

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# Capital Improvement Projects – 2023-2025: Anticipated Timeline



This visual is shown as an illustration with anticipated dates and may change.



# Merriam Plaza Library

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JOHNSON COUNTY LIBRARY



# Library features:

- Convenient **drive-thru lane** for materials return and holds pickup
- Dedicated **Kids space** with seating nooks and an early literacy space
- Sculpture-like **light monitors** to bring natural light into the interior and showcase an ever-changing Kansas sky.
- Public computers, wifi, and **technology-equipped** meeting and study rooms.
- Innovative and eco-friendly **green roof** with native low-maintenance plantings
- Anticipated to be **LEED-certified**
- A **covered front porch** just steps from the Merriam Community Center





# De Soto / Spring Hill Refreshes





**De Soto** and **Spring Hill** were built in the early 1980s and are well-maintained but have not received renovations since originally constructed.

We have connected with both cities to tap into their long-term planning. These refreshes will prolong the life of the existing buildings until expected growth in these communities can be realized.

We expect funding for these projects would come from Library Reserves.



# De Soto

Public Engagement (Spring 2022)

Conceptual Design (Summer 2022)

- Refresh the physical space to the standard set by our new buildings.
- Provide the public with enhanced amenities that better suit their current needs.
- An improved layout, furnishings and shelving, conference room space, upgraded building systems, and an outdoor patio space.



# Spring Hill

Public Engagement (Spring 2022)

Conceptual Design (Summer 2022)

- Expand the building by approximately 1000 SF.
- Refresh the physical space to the standard set by our new buildings, providing the public with enhanced amenities that better suit their current needs.
- An improved layout, furnishings and shelving, conference room spaces, and upgraded building systems.



# Anticipated Timelines:

## De Soto Library Refresh

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Program Verification / Design and Documentation	Q3-Q4	2024
Bidding / Approvals	Q1	2024
Construction	Q1-Q3	2025
Furniture Installation / Move-in	Q3	2025
Opening	Q3	2025

## Spring Hill Library Expansion and Refresh

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Program Verification / Design and Documentation	Q3-Q4	2024
Bidding / Approvals	Q1	2024
Construction	Q1-Q4	2025
Furniture Installation / Move-in	Q4	2025
Opening	Q4	2025

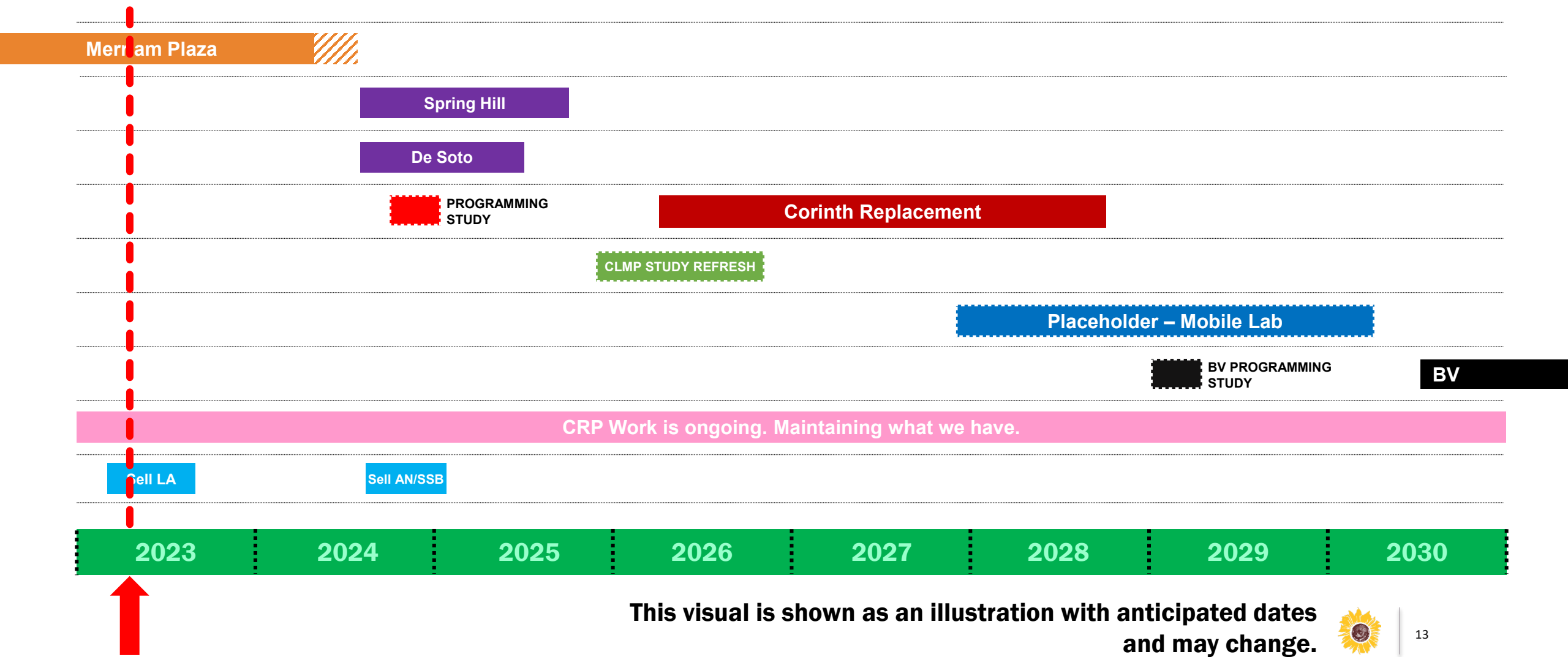


# Capital Projects: Timeline Summary

April 2023



# Capital Improvement Projects – 2023-2030: Anticipated Timeline



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# Fines and Fees

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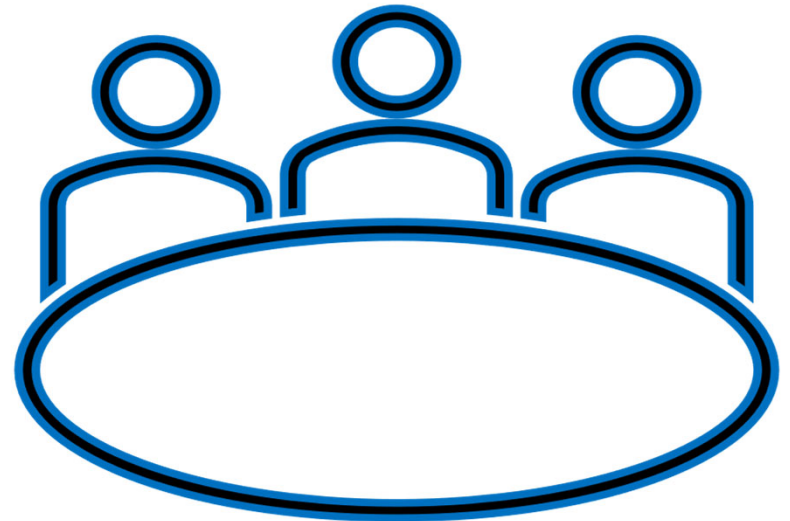


# Johnson County Library Board

## A policy making Board

Administrative Regulation Manual policies (ARMs)  
affected by going Fine Free:

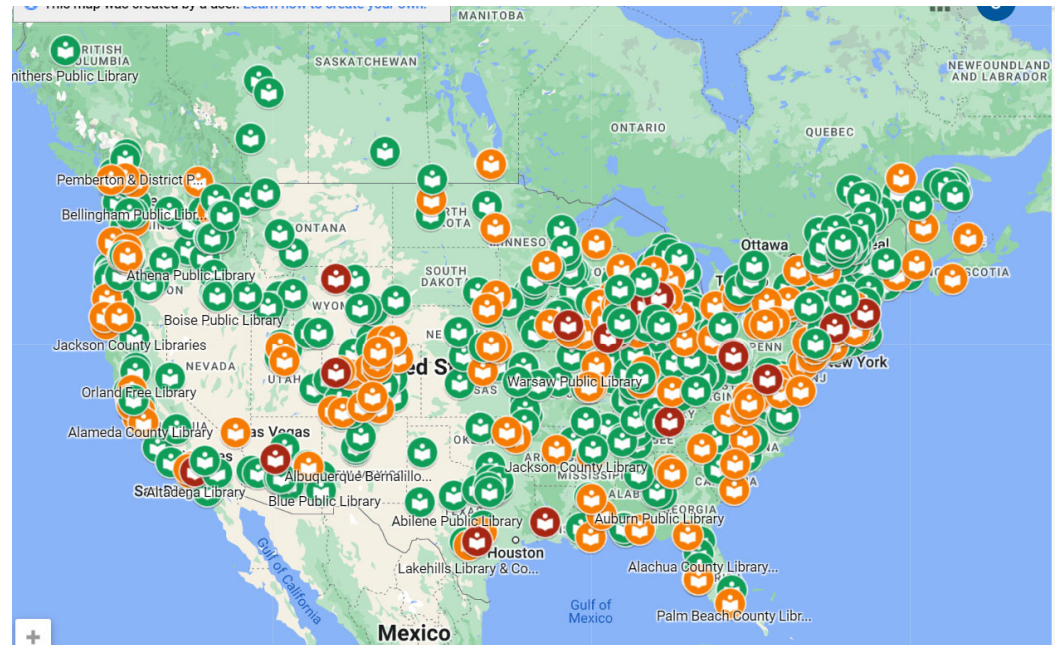
- 20-10-91: Overdue, Lost or Damaged Materials Fees
- 20-20-20: Confidentiality of Records
- 50-30-40: Patron Accounts Receivable
- 20-10-95: Waiving Aged Patron Accounts Receivable



# Fine Free National Trends in Libraries

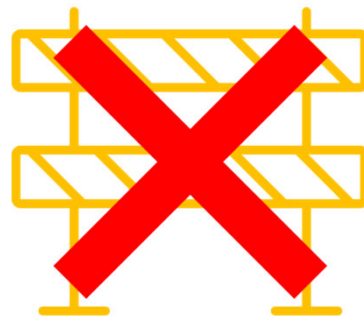
## Regional Fine Free Libraries:

- Kansas City Public Library
- Kansas City Kansas Public Library
- Lawrence Public
- North Kansas City Public Library
- St. Joseph Public Library
- Topeka Shawnee County Public Library
- Wichita Public Library



## Expected Outcomes

- Eliminate barriers
- Provide better access
- Increase circulation
- Increase number of users
- Reached lapsed users



# Communication

- **Tonight:** Website, social media, press release
- **Tomorrow:** Patron emails, in-branch signage
- **April 16-May 31:** Summer guide, editorials, print and digital ads, billboard, radio

[jocolibrary.org/finefree](https://jocolibrary.org/finefree)



# Resources

- [Fine-Free-Report011719.pdf \(sfpl.org\)](#)
- [Eliminating-Late-Fines-at-LPL.pdf \(lplks.org\)](#)
- [Fine Free Resources - Public Library Director Toolkit - LibGuides at North Dakota State Library](#)
- [Eliminating Library Fines: Improving Community Access, Equity and Usage \(webjunction.org\)](#)
- [End Library Fines – It's time to end library fines for everyone](#)



# FY 2024 Proposed Library Budget

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# Highlights for FY 2024 Proposed Budget

- Current proposal contains funding for implementation of the Salary and Benefits recommendation - full implementation is estimated at \$1.9m
- Current proposal contains a 5% Merit/Market Adjustment Funding for 2024 (Compensation proposal for 2024 Budget Still Being Discussed)
- New position for Information Technology (IT) Project Manager (1.0 FTE)
- Increased Operational funding for IT maintenance/replacement
- Increased the Tax Increment Financing (TIF) Dispersals Set-Aside
- Funding for Library Capital Replacement Program (CRP) and Comprehensive Library Master Plan (CLMP) Future Projects Funding
- Funding for De Soto and Spring Hill Library Renewal Projects
- Funding for Corinth Library Replacement Project Study





# Additional Library Funding Highlights FY 2024

Additional Funding	FY 2024 Proposed Budget Increase
Funding for the Salary and Benefits Study Implementation	1,900,000
Information Technology (IT) Project Manager (1.0 FTE)	138,255
Information Technology (IT) Maintenance and Replacement	250,000
Other Minor Adjustments to Contractual and Commodities to Address Inflation	296,037
Additional Set-Asides for Tax Increment Financing Dispersals Back to TIF Districts	581,232
De Soto & Spring Hill Library Renewal Projects	6,249,696
Corinth Library Replacement Project Study	250,000
<b>Total Additional</b>	<b>9,665,220</b>
Additional Payroll Costs	2,038,255
Additional Contractual and Commodities Funding	546,037
Additional Set-Asides for Tax Increment Financing Dispersals	581,232
Additional Capital Project Funding	6,499,696
<b>Total Additional</b>	<b>9,665,220</b>



# Proposed Library FY 2024 Budget

Revenues	Current Estimated FY 2023	Current Proposed FY 2024	Difference	% Change
Property Taxes	41,255,380	45,508,326	4,252,946	10.31%
Other Taxes (Motor Vehicle)	3,864,501	3,689,455	-175,046	-4.53%
Other Library Revenue	1,309,376	954,909	-354,467	-27.07%
Investment Interest	390,000	825,000	435,000	111.54%
Grants	265,638	265,638	0	0.00%
Use of Reserves	1,000,000	6,499,696	5,499,696	549.97%
Total Revenue	48,084,895	57,743,024	9,658,129	20.09%
Expenses	Current Estimated FY 2023	Current Proposed FY 2024	Difference	% Change
Personnel	23,741,078	27,183,570	3,442,492	14.50%
Contractual Services	6,300,803	7,428,072	1,127,269	17.89%
Commodities	5,095,281	5,295,453	200,172	3.93%
Capital Outlay	0	0	0	0.00%
Interfund Transfers	3,260,453	3,247,487	-12,966	-0.40%
Transfers to Capital Projects	5,497,634	10,399,696	4,902,062	89.17%
Lease Payments to PBC	3,619,470	3,619,420	-50	0.00%
Risk Management	304,538	303,688	-850	-0.28%
Grants	265,638	265,638	0	0.00%
Total Expense	48,084,895	57,743,024	9,658,129	20.09%



## CLMP: Funded and Unfunded

.75 Mil increase in 2016 funded a portion of the CLMP  
(current estimated projects)

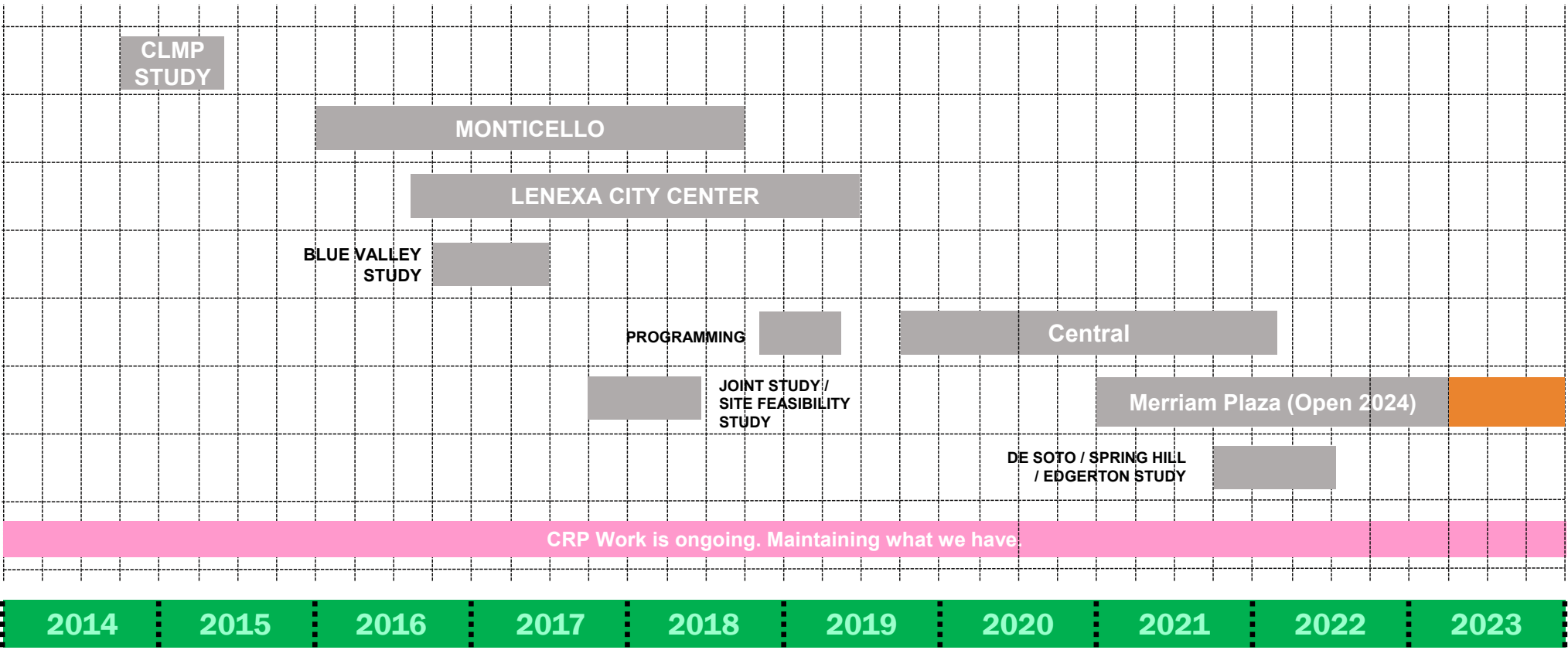
Funded Projects
New Construction - Monticello (completed)
Replacement - Lenexa City Center (completed)
Renovation - Central Resource Library (completed)
Replacement - Antioch/Merriam Plaza Library (replacement underway)
Replacement - Corinth (requested replacement)
Replacement - Blue Valley (modified from Blue Valley South)

Unfunded Projects
Replacement - Cedar Roe
Replacement - Spring Hill
Replacement - De Soto
Renovation - Shawnee
Renovation - Oak Park
Renovation - Gardner
Service Improvements - Leawood

Reserve Funded Projects
Renovation - De Soto, Spring Hill (requested)



# Comprehensive Library Master Plan: 2014-2023



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**Appendix A**

**2023 List of existing Memorandums of  
Understanding (MOUs) with County Departments  
and Agencies**

- Johnson County Corrections
- Johnson County Department of Health and Environment (DHE)
- Johnson County DTI / AIMS
- Johnson County Elections
- Johnson County Facilities
- Johnson County Human Resources
- Johnson County Parks and Rec
- Johnson County Payroll (FMA)
- Johnson County Sheriff's Office