



STAFF REPORT ACTION REQUIRED

Toronto Public Library – 2015 Capital Budget Adjustment for Northern Elms Branch

Date:	August 17, 2015
To:	Budget Committee
From:	City Librarian

SUMMARY

The purpose of this report is to seek Council approval for an in-year capital budget adjustment to increase Toronto Public Library's 2015-2024 Capital Budget and Plan by \$147,480 gross (\$0 debt), for the 2015 Multi-Branch State of Good Repair project for the renovation cost associated with the lease for an additional 858 sq. ft. of space at the Northern Elms Branch, bringing the branch to a total size of 3,936 sq. ft..

RECOMMENDATIONS

The Toronto Public Library Board recommends that City Council:

1. approves a \$147,480 gross (\$0 debt) increase to the 2015 project cost and cash flow for the Multi-Branch State of Good Repair project (CLB184), fully funded by a \$51,480 one-time Landlord Contribution and a \$96,000 draw from the Library's Development Charge Reserve Fund (XR2115), for the renovation associated with an additional 858 sq. ft. of leased space at the Northern Elms Branch.

FINANCIAL IMPACT

The 2015 Multi-Branch State of Good Repair project is being increased by \$147,480 gross (\$0 debt) for the renovation cost associated with the lease for an additional 858 sq. ft. of space at the Northern Elms Branch. The funding is provided by a one-time Landlord Contribution of \$51,480 and a draw from the Development Charge Reserve Fund of \$96,000. This adjustment increases the gross cost of the Multi-Branch State of Good Repair project (CLB184) from \$9.460 million to \$9.607 million with the 2015 gross cash flow increasing from \$4.120 million to \$4.267 million.

The proposed lease for the 858 sq. ft. expansion, which is in addition to the current 3,078 sq. ft. branch, is at the same terms and conditions as the current lease, which has base rent of \$17.00 per sq. ft. for January 1, 2016 to February 28, 2018 and \$18.00 per sq. ft. for March 1,

2018 to February 28, 2020. The estimated annual rent on the additional space is \$18,782 for 2016, including common area maintenance of \$4.89 per sq. ft., and this will be included in the Library's 2016 Operating Budget submission.

The Director, Finance and Treasurer has reviewed this financial impact statement and is in agreement with it.

ISSUE BACKGROUND

Northern Elms is a neighbourhood branch located 123B Rexdale Boulevard in a strip mall at Rexdale Blvd. and Kipling Avenue, in a Neighbourhood Improvement Area. The branch serves a catchment population of 16,500. It occupies one storefront with a total floor space currently at 3,078 sq. ft. The branch is undersized for a neighbourhood library and there is no program or meeting space.

The Northern Elms Branch is open 40 hours a week and is well used by a diverse customer base. The branch sees many newcomers, mostly of African and South Asian heritage, as well as older adults who have lived in the community for many years. There is a collection of over 25,000 items, and a small number of children's and adult programs are offered on the floor in the branch. Use compares favourably to other branches of this size and ease of parking in the strip mall is an advantage in attracting customers to Northern Elms.

Branch space at Northern Elms is at a premium, especially for study and for programming. Many people spend hours in the branch reading, studying and working, and there is rarely a free table and chair. There is little space for students to stay and study after school. There is no separate programming space available.

COMMENTS

The opportunity to expand the branch is possible because an adjacent space has been vacated. This expansion opportunity is time sensitive and may not be available again in the foreseeable future. From a service perspective, the additional 858 sq. ft. space would provide a flexible area that would be used for library programs, community meetings and quiet study.

At its meeting on June 22, 2015, the Library Board approved: 1) a lease agreement for an additional 858 sq. ft. of space at 123B Rexdale Boulevard with the same terms and conditions as the current lease; 2) a five-year lease extension on the 3,936 sq. ft. branch to commence on March 1, 2020 and terminate on February 28, 2025; and 3) a capital project for \$147,480 gross (\$0 debt), funded by a one-time Landlord Contribution of \$51,480 and development charges of \$96,000, for the renovation costs associated with the lease for an additional 858 sq. ft. of space at the Northern Elms Branch.

The local Councillor has been advised of the proposed lease expansion for the Northern Elms Branch.

CONTACT

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SIGNATURE

A handwritten signature in black ink that reads "Vickery Bowles." The signature is written in a cursive style with a large, looping 'V' and a trailing flourish.

Vickery Bowles
City Librarian