

PUBLIC LIBRARIES



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FY2004-2010

1. BACKGROUND ISSUES

The Wake County public library system is comprised of different sizes and types of facilities including five regional libraries, ten community branches, an electronic information center, a local history library, two bookmobiles, and a variety of automated and online services. Three basic services are offered at facilities throughout the library system at varying levels; 1) youth services (including storytimes, reading programs, bookmobiles, school visits, computers), 2) adult services (with collection and reference services, outreach to senior centers, genealogy, reading programs), and 3) public services support (consisting of ordering, cataloging, processing materials, automation and data communication).

Since the early 1980s, Wake County has established facility locations according to a decentralized library system plan. This means there is no central library, but instead the system has a series of regional libraries and community branches strategically located across the County. The decentralized system results in more convenient access for citizens to a library and ensures impartial access to library materials to all Wake County residents. The decentralized library plan locates the facilities with the largest collections and service offerings (regional libraries) in the County's principal population centers.

For master planning purposes, Wake County is divided into seven regions. As a general rule, each region includes a regional library and two or more community branches. Regional libraries contain in-depth collections with 100,000 to 200,000 volumes and offer a broad range of services. These libraries are designed to serve between 60,000 to 200,000 customers. Community branch libraries have a smaller collection with between 20,000 to 50,000 volumes.

The last of several library capital projects, approved in the 1993 bond referendum by the citizens of Wake County was completed in 1999. With the

completion of these projects, the County currently provides public library service in over 222,000 square feet of space through a combination of owned or leased facilities.

During FY2001 and FY2002, the County public library system, through the involvement of stakeholders, conducted a comprehensive review of its service plan. A key outcome of this process is the library master plan, "The Future of Wake County's Public Libraries." Outlined in this plan is a proposed ten year capital improvement plan for library facilities. The Board of Commissioners approved the master plan in November 2002.

2. PROGRAM & FACILITY GOALS

The mission of the County public library is to promote the love of reading and to foster the pursuit of knowledge for residents of Wake County. The following principles provide general guidance for capital investments in current and future library facilities:

- Public libraries should be easy to use.
- Libraries should provide impartial access to a wide variety of materials and information to all Wake County residents.
- The system should maintain a useful collection of materials for library customers.
- The facilities, materials, and services should encourage and promote life-long reading.

3. COMPREHENSIVE PLAN

The master plan for libraries includes a ten year capital improvement plan. According to the plan, priority needs include replacing libraries currently in leased facilities, when financially justified. It also proposes establishing new regional and community branches in areas of high growth and in municipalities currently without libraries.

The ten year capital plan approved by the Board of Commissioners includes two new regional libraries and six branch libraries, totaling

97,000 square feet. In addition, leases for four existing libraries are to be closely reviewed, including conducting a financial analysis of build versus lease to determine which method is most cost effective for the long term. Availability of developable property in the service area of the existing leased facilities will also be a critical factor in the decision to build or lease. Approximately 79,000 square feet of library space is to be provided in the library service areas currently served by the four leases. Over 740,000 books will be added to the system when the ten year capital plan is fully implemented.

4. SEVEN-YEAR CIP PROGRAM SUMMARY

The estimated cost to complete all capital improvements identified in the master plan is \$54.4 million. Certain key assumptions were made prior to arriving at this investment figure. First, a preliminary financial analysis of the build versus lease comparison was conducted of existing leased facilities. Preliminarily, it was concluded that most likely it would be in the County's best long-term interest to continue leasing space for Cameron Village Regional, West Popular Branch, and South Raleigh Branch as long as lease rates remain at their current levels. Cameron Village will require complete renovation and a substantial expansion to meet library space/programmatic needs. A second assumption is that the remaining nine libraries (three regionals and six branches) will total 127,000 square feet. While the strategic library plan uses space, collection, and staff standards to identify the improvement needs for the library system over the next ten years, the structure of the capital improvement program reflects the capacity of the County to incur new debt and support other competing capital needs.

An additional \$1.0 million is needed in 2011 to fully complete facilities outlined in the ten year library master plan. The seven-year capital improvement plan for library facilities totals \$53.4 million. This funding is dependent on the successful passage of a \$30 million bond referendum in Fall 2003 and another referendum in Fall 2006 for authorization to borrow an additional \$16 million for public libraries. In addition, the current seven-year plan also contains over \$7 million of pay-as-you-go County funding. Not included in the current funding stream, but critical to the

potential to increasing library facilities built over the next seven years, is the role of fundraising and attaining non-county capital support. Recognizing the essential role that private funding plays in the realization of capital expansions, the library master plan makes fundraising an ongoing part of the system's support and highlights the establishment of an endowment fund and foundation dedicated to capital purposes.

5. PROJECT ACCOMPLISHMENTS IN FY2003

Starting in FY2001, County staff worked to develop a ten year library master plan. The two years spent in developing this plan culminated in approval by the Board of Commissioners in Fall 2002. A detailed capital project implementation and funding plan was developed in FY2003 based on the Board approved master library plan. Projects included in the first seven years of the implementation plan have been incorporated into the CIP Program.

6. FY2004 PROJECT ACTIVITY SUMMARY

The libraries element of the seven-year capital plan includes the below listed projects for FY2004.

West Regional: Finalize site acquisition, design work and award construction contract(s) for a building containing 30,000 square feet.

Holly Springs Branch: Finalize site acquisition, schematic design and preliminary site planning for a building containing 8,000 square feet.

Northeast Regional: Begin site search and land acquisition (7-8 acre site) for a future building containing 22,000 square feet.

Leesville Branch: Begin site search and land acquisition activities for a 3-4 acre site for a future building containing 8,000 square feet.

Cameron Village Regional: Complete renegotiation of long-term (at least 20 years) lease for two stories containing a total of 36,000 square feet of library space in Cameron Village; Locate 20,000 square feet of space for temporarily relocating existing library during renovation and

expansion of regional library; Finalize construction documents and award contract(s) for temporary space and regional library renovations.

North Hills Branch: Finalize build versus lease comparison and proceed with site search (three acre parcel), if build option is determined to be best long-term alternative; Complete site planning and schematic design for new building containing 8,000 square feet; Otherwise pursue long-term facility lease (if lease option selected).

7. SUMMARY OF FUTURE PHASES (FY2005-2010)

During the period FY2005-2010, major improvements are planned for public libraries in the county.

FY2005:

West Regional: Substantially complete construction; order 200,000 books; purchase interior furnishings; begin deliveries of books and interior furnishings.

Holly Springs Branch: Finalize design, award construction contract(s), and begin construction.

Northeast Regional: Finalize site search and complete land acquisition; Complete site planning, schematic design and begin preparing construction documents for 22,000 square foot building.

Leesville Branch: Finalize land acquisition, preliminary site plan and schematic design.

Cameron Village Regional: Complete renovation and expansion of regional library; order 40,000 books; purchase and install furniture, shelving and equipment; begin transitioning from temporary lease space to newly renovated facility.

North Hills Branch (Build option): Finalize site acquisition, design and construction documents.

North Hills Branch (Lease option): Finalize design, award construction contract(s) and begin construction of interior uplift; order 50,000 books; purchase interior furnishings.

Complete transition to new or newly renovated libraries at the following locations:

FY2006:

West Regional (opens October 2005)

Holly Springs Branch (opens April 2006)

Cameron Village Regional (opens July 2005)

North Hills Branch (Build option opens Summer 2006)

North Hills Branch (Lease option opens Fall 2005)

Northeast Regional: Complete design, award construction contract(s) and begin construction.

North Regional: Finalize site search and land acquisition (7-8 acre site) for a future building containing 30,000 square feet; complete preliminary site plan and schematic design.

FY2007:

Northeast Regional: Complete construction; order 150,000 books; purchase and install interior furnishings; complete transition to new library and open in June 2007.

Leesville Branch: Finalize design and award construction contract(s).

North Regional: Finalize design and award construction contract(s); Begin construction.

Cedar Fork Branch: Complete preliminary site plan and schematic design for building containing 8,000 square feet.

FY2008:

Leesville Branch: Complete construction; order 50,000 books; purchase and install interior furnishings; complete transition to new library and open in April 2008.

Cedar Fork Branch: Complete design, award construction contract(s) and begin construction.

Middle Creek Branch: Complete preliminary site plan and schematic design for building containing 8,000 square feet.

West Popular Branch (lease option): Finalize refurbishment plans; negotiate lease extension.

North Regional: Complete construction; order 40,000 books; purchase and install interior furnishings; complete transition to new library and open in June 2008.

FY2009:

Cedar Fork Branch: Complete construction; order 50,000 books; purchase and install interior furnishings; complete transition to new library and open in April 2009.

Middle Creek Branch: Finalize design, award construction contract(s) and begin construction.

West Popular Branch: Complete refurbishment and upgrading interior furnishings; order 10,000 books and open newly refurbished library in summer 2009.

South Raleigh Branch: Finalize refurbishment plans; negotiate lease extension.

Rolesville Branch: Finalize site search and land acquisition (three acres); complete preliminary site plan and schematic design for future building containing 5,000 square feet.

FY2010:

Middle Creek Branch: Complete construction; order 50,000 books; purchase and install interior furnishings; complete transition to new library and open in April 2010.

South Raleigh Branch (Lease option): Complete refurbishment and upgrading interior furnishings; order 10,000 books and open newly refurbished library in summer 2010.

Rolesville Branch: Complete design, award construction contract(s) and begin construction.

8. OPERATING IMPACT

The impact of capital investments for operating and personnel costs is identified on the financial schedule for the libraries element of the CIP.

9. RELATIONSHIP TO OTHER PLANS

The capital plan for libraries is an integral part of the Board approved master plan. Implementation of the capital plan is an essential component of the business plan for delivering public library services.

10. ILLUSTRATIONS



Zebulon Community Branch Library



Cameron Village Library

PUBLIC LIBRARIES

11. FINANCIAL SUMMARY

PART I. EXPENDITURES	FY2004	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010	TOTAL
WEST REGIONAL	\$5,149,720	\$4,336,478	\$0	\$0	\$0	\$0	\$0	\$9,486,198
HOLLY SPRINGS	\$30,000	\$630,191	\$2,184,575	\$0	\$0	\$0	\$0	\$2,844,766
NORTHEAST REGIONAL	\$883,450	\$1,093,750	\$2,022,720	\$5,407,485	\$0	\$0	\$0	\$9,407,405
LEESVILLE BRANCH	\$410,000	\$403,479	\$16,068	\$680,620	\$2,340,171	\$0	\$0	\$3,850,339
NORTH HILLS BRANCH	\$0	\$1,847,475	\$2,751,124	\$0	\$0	\$0	\$0	\$4,598,599
CEDAR FORK BRANCH	\$0	\$0	\$0	\$22,174	\$710,179	\$2,422,077	\$0	\$3,154,431
MIDDLE CREEK BRANCH	\$0	\$0	\$0	\$0	\$22,950	\$735,035	\$2,506,850	\$3,264,836
ROLESVILLE BRANCH	\$0	\$0	\$0	\$0	\$77,994	\$130,645	\$512,354	\$720,993
NORTH REGIONAL	\$0	\$0	\$0	\$4,209,772	\$4,960,261	\$0	\$0	\$9,170,033
SOUTHEAST RALEIGH BRANCH	\$0	\$0	\$0	\$0	\$0	\$0	\$791,023	\$791,023
WEST POPULAR BRANCH	\$0	\$0	\$0	\$0	\$0	\$581,488	\$0	\$581,488
CAMERON VILLAGE	\$2,201,500	\$3,341,111	\$0	\$0	\$0	\$0	\$0	\$5,542,611
LIBRARIES TOTAL	\$8,674,670	\$11,652,484	\$6,974,488	\$10,320,052	\$8,111,555	\$3,869,246	\$3,810,227	\$53,412,721
TOTAL APPROPRIATIONS	\$8,674,670	\$11,652,484	\$6,974,488	\$10,320,052	\$8,111,555	\$3,869,246	\$3,810,227	\$53,412,721
PART II. FUNDING SOURCES	FY2004	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010	TOTAL
Debt Financed	\$5,470,000	\$8,300,000	\$6,970,000	\$10,320,000	\$8,110,000	\$3,280,000	\$3,020,000	\$45,470,000
Pay As You Go	\$3,204,670	\$3,352,484	\$4,488	\$52	\$1,555	\$589,246	\$790,227	\$7,942,721
TOTAL	\$8,674,670	\$11,652,484	\$6,974,488	\$10,320,052	\$8,111,555	\$3,869,246	\$3,810,227	\$53,412,721
PART III. OPERATING IMPACT	FY2004	FY2005	FY2006	FY2007	FY2008	FY2009	FY2010	TOTAL
Lease Savings			(\$521,400)	(\$745,774)	(\$766,075)	(\$787,087)	(\$821,582)	(\$3,641,918)
Operating Cost Estimate	\$0	\$137,230	\$1,793,925	\$1,482,133	\$1,158,667	\$761,332	\$573,047	\$5,906,334
Net Operating Impact	\$0	\$137,230	\$1,272,525	\$736,359	\$392,592	(\$25,755)	(\$248,535)	\$2,264,416

1st Bond Referendum totalling \$30.1 million in Fall 2003 (FY2004)

2nd Bond Referendum totalling \$16.3 million in Fall 2006 (FY2007)