

Capital Budget Monitoring Report – March 31, 2014

Date:	April 28, 2014
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to provide the Toronto Public Library Board with a summary of the Library’s capital expenditures for the three-month period ending March 31, 2014.

Capital spending during the first three months in 2014 totalled \$5.092 million or 16.0% of the approved gross cash flow of \$31.900 million. Capital expenditures are monitored on an on-going basis to ensure that spending is within the approved budget.

FINANCIAL IMPACT

Based on the \$5.092 million actual spending, the 2014 gross capital budget of \$31.900 million is 16.0% spent as of March 31, 2014.

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

ISSUE BACKGROUND

Toronto Public Library’s 2014 capital budget of \$31.900 million gross is comprised of \$26.925 million approved and \$4.975 million of unspent balances carried forward from 2013.

COMMENTS

As of March 31, 2014, TPL has spent \$5.092 million or 16.0% of the 2014 approved cash-flow of \$31.900 million. This spending rate is slightly above the level of expenditures at this time in 2013 which was at 12%.

Attachment 1 includes a detailed list of all active projects, providing 2014 year-to-date and life-to-date project expenditure status, as well as projected expenditures to the end of the year. The expenditure rate for 2014 is projected to be \$30.500 million or 95.6% by year-end.

Most of TPL's capital projects are progressing according to plan and the status of major projects is described below:

- The *Brentwood Library Reconstruction* project had no capital spending during the three months ended March 31, 2014. The branch reopened on November 2, 2012 but there are outstanding deficiencies.
- The *Toronto Reference Library renovation* project capital expenditure during the three months ended March 31, 2014 totalled \$0.926 million representing 23.3% of the 2014 approved cash flow of \$3.978 million. This is a complex project which has been on-going for over five years, and renovation on the upper floors will be completed this year. It is estimated that \$3.978 million or 100% of the 2014 approved cash flow will be spent by year-end, with completion of the capital project.
- The *Fort York Library Construction* project capital expenditure during the three months ended March 31, 2014 totalled \$0.715 million representing 26.7% of the 2014 approved cash flow of \$2.679 million. Construction is proceeding and the branch is expected to open in spring 2014. It is estimated that \$2.679 million or 100% of the 2014 approved cash flow will be spent by year-end, with completion of the capital project.
- The *Scarborough Civic Centre Library Construction* project capital expenditure totalled \$0.453 million representing 9.2% of the 2014 approved cash flow of \$4.936 million. Construction is proceeding and the library is expected to open in late 2014 / early 2015. It is estimated that \$4.936 million or 100% of the 2014 approved cash flow will be spent by year-end.
- The *Mount Dennis Library Renovation* project capital expenditure totalled \$0.009 million representing 2.4% of the 2014 approved cash flow of \$0.383million. The branch reopened on February 2013 but deficiencies remain to be addressed.
- The *Albion Library Renovation* project capital expenditures totalled \$0.002 million representing 0.1% of the 2014 approved cash flow of \$1.620 million. Issues with securing site plan approval are expected to delay the start of construction to 2015. As a result, it is estimated that only \$0.220 million or 13.6% of the 2014 approved cash flow will be spent by year-end.
- The *Wychwood Library Renovation* project had no capital spending during the three months ended March 31, 2014. A Request for Proposal to hire an architect has been issued. It is estimated that \$0.150 million or 100% of the 2014 approved cash flow will be spent by year-end. With up to \$1.5 million in potential Section 37 funding, there may be an opportunity to expand the library by up to 5,000 sq. ft., of which 1,700 sq. ft. would be allocated for a seniors' space. The scope and timing of this project will be reassessed in the 2015 budget submission.
- The *Bayview Library Relocation* project is a co-located joint use facility with Parks, Forestry and Recreation, Children Services and the library. The consultation and design process is underway and construction was scheduled to start in 2015. It is estimated that \$0.300 million or 100% of the 2014 approved cash flow will be spent by year-end. Based

on current information, the construction for the community centre and library is anticipated to start in spring 2016 with an estimated completion date of Spring/Summer 2018. The timing of this project will be reassessed in the 2015 budget submission.

- The *Self Service Circulation* project capital expenditures totalled \$0.650 million representing 45.4 % of the 2014 approved cash flow of \$1.431 million. The 2014 approved cash flow is fully comprised of carry forward funding from 2013. The installation of the main sorter at 1076 Ellesmere is dependent on the completion of the retrofit and expansion project at the Ellesmere site to accommodate the relocation of processing services from 281 Front Street. It is estimated that \$1.431 million or 100% of the 2014 approved cash flow will be spent by year-end, with completion of the capital project.
- The *Technology Asset Management Program* project capital expenditures totalled \$0.156 million or 3.6% of the 2014 approved cash flow. The 2014 approved cash flow of \$4.360 million is for the acquisition, maintenance and replacement of all Information Technology hardware and software owned by the Library. It is estimated that \$4.360 million or 100% of the 2014 approved cash flow will be spent by year-end.
- The *Multi Branch Minor Renovation* project capital expenditures totalled \$1.117 million or 26.4% of the 2014 approved cash flow of \$4.228 million. This funding is for state of good repair projects including mechanical / electrical work, interior renovations, roofing, and structural / building envelope work. It is estimated that \$4.228 million or 100% of the 2014 approved cash flow will be spent by year-end.
- The *Virtual Branch Services* project capital expenditures totalled \$0.221 million or 23.7% of the 2014 approved cash flow. The 2014 approved cash flow of \$0.930 million funds the development of public facing online Library services. It is estimated that \$0.930 million or 100% of the 2014 approved cash flow will be spent by year-end
- The *Relocation of Library Processing Centre* project capital expenditures totalled \$0.670 million representing 10.5 % of the 2014 approved cash flow of \$6.361 million. As a result of delays in obtaining site plan and building permit approvals, the construction was delayed, starting in August 2013. It is estimated that \$6.361 million or 100% of the 2014 approved cash flow will be spent by year-end, with completion of the capital project.

CONTACT

Larry Hughsam; Director, Finance & Treasurer; Tel: 416-397-5946;
E-mail: lhughsam@torontopubliclibrary.ca

SIGNATURE

Jane Pyper
City Librarian

ATTACHMENTS

Attachment 1: Capital Budget Monitoring Report for the Period Ended March 31, 2014