

LONG-RANGE PLAN

Metropolitan Library System

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Executive Summary

After receiving approval for the scope of projects presented to the Long Range Planning Committee in February 2018, Library Administration and staff have been working to develop and refine a Long Range Plan that will allow Metropolitan Library System to complete the many Capital Projects it has identified. This document presents updates and recommendations for Commission action on various ongoing, upcoming, and future Capital Projects. It also includes information on projects funded entirely by municipalities as well as documents the ongoing cost to maintain capital infrastructure that currently is and should continue to be covered by the annual Operating Budget.

Table of Contents

Ongoing Capital Projects.....	1
Bethany Library	
NO COMMISSION ACTION REQUIRED	
Capital Projects FY2019	2
Belle Isle Library - Renovation and Addition	
ADMINISTRATIVE RECOMMENDATION FOR COMMISSION ACTION	
Del City Library – New Construction	
ADMINISTRATIVE RECOMMENDATION FOR COMMISSION ACTION	
Village Library - Renovation	
NO COMMISSION ACTION REQUIRED	
Long-Range Capital Projects FY20-FY30	7
ADMINISTRATIVE RECOMMENDATION FOR COMMISSION ACTION	
Other Capital Projects Not Requiring Action.....	8
Capital Investments Captured in Operating Budget	
NO COMMISSION ACTION REQUIRED	
Projects Funded Entirely by Municipalities	
NO COMMISSION ACTION REQUIRED	
Systemwide Service and Facilities Needs Assessment	10
NO COMMISSION ACTION REQUIRED	

(...continued on next page)

Table of Contents (continued)

Appendices

Belle Isle Renovation and Addition Funding Summary	11
New Del City Library Funding Summary	12
Capital Projects Priority List.....	13
MLS Capital Projects Funding Summary	17
Project List– Funded Entirely by Municipalities.....	18
Project List– Accomplished within Operating Budget	22
MLS Funding Needs and Estimate of Capital Projects Reserves	24

ONGOING CAPITAL PROJECTS

Library Administration and staff will be working with the City of Bethany to finish up construction on the new Bethany Library during FY2019.

Bethany Library

Project Scope: A new 24,426 SF Library on the existing site. Project will include 104 parking spaces; a drive-through material return; sub-dividable meeting room with maximum capacity of 304 persons; multipurpose room for 19 persons; children’s program room; four study rooms; a quiet reading room; collection and seating areas for children, teens, and adults; 28 computers for adults, 6 computers for teens, and 6 computers for children; 4 self-checks; and a mural that is nearly 65 feet long.

Anticipated Timeline: Project Completion: Mid-January 2019
 Move-in: January/February 2019
 Grand Opening: March 2019

Anticipated Cost: Project Total: \$9,845,960
 MLS to City (A/E fees): \$ 669,277
MLS (FFE, Tech, AV, Security): \$1,138,990

 MLS Total: \$1,808,267

Current Funding: City of Bethany: \$8.1M Bond
 MLS Reserves: \$1,124,000 already moved to Operating (FY17 & FY18)
 MLS Reserves: \$165,000 in Preliminary FY19 Budget
 MLS Reserves: \$ 235,000 remaining in Reserves

The final negotiated Project Agreement, approved August 2016, requires that MLS contribute \$669,277 directly to the City of Bethany for the payment of A/E fees. Any remaining funds will be disbursed back to MLS. Additionally, per the contractual project scope, MLS is directly responsible for approximately \$1,000,000 in FFE, Technology, A/V, and Security fixtures and associated costs. MLS has already paid \$669,277 to the City of Bethany (November 2016). In FY18, we allocated \$700,000 from Capital Projects Reserves to cover the cost of FFE, Due to a schedule delay, those funds will not be encumbered in FY18 and will, instead, be rebudgeted in FY19. The remaining \$400,000 in reserves will be incorporated into the final budget presented for MLC approval in August/September to cover IT, AV and security equipment and installation costs.

NO COMMISSION ACTION REQUIRED

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CAPITAL PROJECTS FY2019

Library Administration and staff are prepared to move forward with three capital projects in FY2019. To do so, the Commission, upon recommendations from the Long Range Planning Committee (LRPC) and the Finance Committee, must allocate funding from the Library’s Capital Projects Reserves to the Operating Budget.

Belle Isle Library - Renovation and Addition

Project Scope: Renovation and 14,000 square foot addition to the historic Belle Isle Library located at 5501 N Villa Avenue, totaling approximately 33,000 square feet. Project will consolidate all public areas to one floor with one public entrance. Program spaces include: a sub-dividable meeting room for 200; multipurpose room for 25; media lab; children’s program room; quiet reading room; small group study rooms; collection and seating areas for children, teens, and adults; public computer areas for children, teens, and adults; modern staff service points and efficient staff work areas. The project will include extensive sitework to accommodate a minimum of 90 parking spaces and a drive-through material return. Project scope based on preliminary building program prepared by Dewberry Architects in 2016.

Anticipated Timeline: Project Agreement and Architect Selection: July-September 2018
 Design: Winter 2018-Summer 2019
 Construction: Summer/Fall 2019-Winter 2020
 Re-opening: Spring 2021

Estimated Project Cost:* Design, Construction, & FFE: \$10,315,000 (OKC/MLS)
 Temporary Site: \$215,000 (MLS)
 Increased Collection: \$525,000 (MLS)

Anticipated MLS Contribution:

MLS Construction contribution NTE:	\$ 0
MLS A/E Design contributions NTE:	\$ 225,000
<u>MLS FFE/AV contributions NTE:</u>	<u>\$ 1,580,000</u>
MLS Construction Total:	\$1,805,000
MLS Indirect Costs:	\$ 740,000
MLS Project Total:	\$2,545,000

Current Funding: City of OKC GO Bond (2007): \$3,730,000
 City of OKC GO Bond (2017): \$5,500,000
 MLS Capital Reserves (Current): \$2,000,000

Per LRPC minutes from the April 28, 2016 meeting, MLS had anticipated contributing up to \$4,667,000 for this project. With the additional money available from the 2017 GO Bond, Library Administration anticipates we can reduce our overall contribution to the project without reducing project scope. As of last year, MLS held \$2M in Capital Projects Reserves for the Belle Isle project. The Library anticipates MLS' direct and indirect contributions to be \$2,545,000.

**Additional Documents:*

1. *Belle Isle Renovation and Addition Funding Summary*

ADMINISTRATIVE RECOMMENDATION FOR COMMISSION ACTION

1. To the Metropolitan Library Commission:
 - a. That the Long Range Planning Committee recommends to the Metropolitan Library Commission that they authorize Library Administration to enter into a Project Agreement with the City of Oklahoma City for the Belle Isle Library Renovation and Addition Project with the understanding that the Library will commit up to \$2,545,000 in total for the project. This amount includes A/E Design contributions, FFE/AV, and funds for collection and technology.
2. To the MLC Finance Committee:
 - a. That the Long Range Planning Committee recommends to the MLC Finance Committee to transfer \$225,000 of designated funds within Capital Projects Reserve to the FY2019 Operating Budget to cover MLS contribution to the A/E Design.

Del City Library – New Construction

Project Scope: A new 14,000 SF library located on land already purchased by Del City. A preliminary 14,000 SF building program was developed in 2016 by Dewberry Architects. The program includes a large meeting room; quiet reading area; a small group study room; collection and seating areas for children, teens, and adults; public computer areas for children, teens, and adults; modern staff service points and efficient staff work areas. The final project scope and building program will dependent on the amount of funds contributed by Del City.

Anticipated Timeline: Project Agreement and Architect Selection: Summer/Fall 2018
 Design: Winter 2018-Summer 2019
 Construction: Fall 2019-Spring 2020
 Re-opening: Summer 2021

Estimated Project Cost:* Design, Construction, & FFE: \$5,407,600 (DC/MLS)
 Increased Collection: \$260,000 (MLS)

<i>Anticipated MLS Contribution:</i>	MLS Construction contributions NTE:\$	0
	MLS A/E Design contributions NTE: \$	36,675
	MLS FFE/AV contributions NTE: \$	588,000
	<u>MLS Project Contingency NTE:</u>	<u>\$ 249,000</u>
	MLS Construction Total:	\$ 873,675
	<u>MLS Indirect Costs:</u>	<u>\$ 259,000</u>
	MLS Project Total:	\$1,132,675

Current Funding: City of Del City (1/2% sales tax): unknown
 MLS Capital Reserves: none designated

A new library for Del City has been in the works for quite some time. The project scope has yet to be finalized and is entirely dependent on the funding that Del City is able to provide.

Previously approved documents from the LRPC indicated potential MLS contributions to be \$2,100,000 (April 2015), \$2,820,000 (April 2016), and \$1,387,000 (February 2018). At this time, no funds within Capital Projects Reserves have been designated for this project. There had been designated funds prior to 2016, however, those funds were reallocated within Capital Projects Reserves to “Future Projects” in FY2017 when the City indicated they were not prepared to move forward with the Project. There is currently \$2,353,663 available in Capital Projects Reserves for “Future Projects from the Long Range Plan”.

In March 2018, members of Library Administration and staff met with City Officials who indicated they would be prepared to move forward with a project for a new Library within the year. MLS has not yet negotiated a project agreement with Del City.

**Additional Documents:*

1. *New Del City Library Funding Summary*

ADMINISTRATIVE RECOMMENDATION FOR COMMISSION ACTION

1. To the Metropolitan Library Commission:
 - a. That the Long Range Planning Committee recommends to the Metropolitan Library Commission that they authorize Library Administration to enter into a Project Agreement with the City of Del City for the Del City Library Project with the understanding that the Library will commit up to \$1,132,675 to the project. This amount includes A/E Design contributions, FFE/AV, funds for collection and technology and a project contingency.
2. To MLC Finance Committee:
 - a. That the Long Range Planning Committee recommends to the MLC Finance Committee that \$36,675 be released from Capital Projects Reserves designated for “Future Projects from the Long Range Plan” to the FY2018-2019 Operating Budget to support the Del City Library Project.
 - b. That the Long Range Planning Committee recommends to the MLC Finance Committee that an additional \$1,096,000 be held in the Capital Projects Reserves and designated for this project.

Village Library - Renovation

Project Scope: Renovation to complete a number of outstanding items: replace carpet throughout, repaint the interior, add a single-user ADA compliant restroom, replace the public computer furniture, redesign the service desk, reconfigure the workroom to improve staff workflows, and reconfigure the cubicles located on the public floor into study rooms.

Anticipated Closure: 4-6 weeks (April or May 2019)

Anticipated Project Cost: \$300,000

Funding: Preliminary MLS Operating Budget FY2019

Library Administration and staff have seen fit to include a minor renovation project at the Village Library in FY2019. This scope of this project had been in development during FY2016-2017 but was eliminated from the FY2017-2018 budget until further clarification of the project scope and funding scenario could be finalized. The scope of the project has been limited to those items which are within the purview of the Library System to provide to support library operations, with the exception of the provision of an ADA-compliant restroom. The addition of this restroom is required to be able to complete any of the other upgrades; the last time that staff met with City Officials, the City indicated that they would not be able to contribute funds for work at the Village library for 3-7 years.

NO COMMISSION ACTION REQUIRED

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LONG-RANGE CAPITAL PROJECTS FY20-FY30

Capital Project Expenses

Over the past several months, the Metropolitan Library System has worked to update its Capital Project Priority List that was presented to the Long-Range Planning Committee in February 2018. The purpose of this document is to identify the planned capital projects that are expected to require funding within a rolling 10-year period.

Increases in Operating Expenses

Of note, the amounts indicated in the “Recommended Funding Schedule for Capital Projects Reserves” only include the one-time costs of the Capital Project—they do not capture the increases in ongoing Operating Costs. This is particularly relevant to the discussion of adding a second library in Edmond. Operating costs for a second location in Edmond are estimated to be between \$1M-\$1.5M per year. This would essentially eliminate the amount that the Library is currently allocating to reserves each year and could diminish the Library’s ability to complete Capital Projects after that location is established.

The Long Range Planning Committee may need to bring to the attention of the MLC Finance Committee the potential and timing of increasing Operating Expenses as a result of the Long Range Plan.

Additional Documents:

1. *Capital Projects Priority List*
2. *MLS Capital Funding Summary*
3. *MLS Funding Needs and Estimate of Capital Projects Reserves*

ADMINISTRATIVE RECOMMENDATION FOR COMMISSION ACTION

That the Long Range Planning Committee recommend to the Metropolitan Library Commission approval of the Capital Projects Priority List

OTHER CAPITAL PROJECTS NOT REQUIRING ACTION

Capital Investments Captured in Operating Budget

Library Administration and staff have been working diligently during the FY2019 annual budget preparation process to balance spending to reflect the importance of strategically and proactively investing in capital infrastructure upgrades and replacements at libraries across Oklahoma County. While these projects/investments do not directly impact the Long Range Plan, the inability of these costs to be captured in the Operating Budget in the future could affect Metropolitan Library System's ability to maintain library operations at a sufficient standard.

Fleet Vehicles

The preliminary FY19 Operating Budget includes \$50,000 for the replacement of a fleet vehicle. MLS maintains a replacement schedule that anticipates replacing vehicles at 100,000 miles, however, this will be evaluated on a case-by-case basis as the need arises.

On-going FFE Replacement

MLS has approximately 350,000 SF of furniture to maintain. Most furniture has a 10-year lifespan, however, much of our FFE is not to the standards required for modern library operations. At a minimum, Administration recommends replacing all upholstered furniture to meet performance specifications for durability, cleanability, and pest prevention. FFE for new construction is estimated at \$25/SF; for replacement, a more reasonable estimate is \$10/SF which equals \$3,500,000 over a 10 year period. MLS recommends investing a minimum of \$350,000 per annum to proactively replace furniture, fixtures, and equipment.

The preliminary FY19 Operating Budget includes approximately \$300,000 for the replacement of Furniture, Fixtures, and Equipment across the System. Now that an amount has been allocated out of the Operating Budget to facilitate the ongoing, systematic replacement of soft-furnishings, seating, shelving, signage, and other factors affecting the customer experience, it is the intention of Administration to continue to maintain this allocation each year. A detailed FFE replacement plan will be evaluated each year as part of the Annual Business Planning and Budgeting process.

On-going IT Replacements and Upgrades

The Information Technology Department schedules on-going replacement and upgrades on a 4-year cycle. This comes out to approximately \$300,000. It is the intention of Administration to continue to maintain this allocation each year. A detailed IT replacement plan will be evaluated each year as part of the Annual Business Planning and Budgeting process.

Carpet Replacement

As Metropolitan Library System moves to standardize its carpet selection for consistency of customer experience and ease of maintenance and replacement, we are able to accurately project carpet replacement costs. MLS standard carpet runs about \$5/SF installed. MLS has approximately 370,000 SF of carpet to maintain, or \$1,800,000 over a 10-year period.

MLS recommends investing a minimum of \$180,000 per year to replace carpet. Administration continues to work with the municipalities to offset those costs. However, MLS has built-in a comfortable margin within the Operating Budget to be able to accomplish replacements, if required.

NO COMMISSION ACTION REQUIRED

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Projects Funded Entirely by Municipalities

Library Administration and staff have been working diligently with municipalities to coordinate the funding and completion of facility maintenance upgrades and replacements at libraries across Oklahoma County. While these projects do not directly impact the Long Range Plan, the inability of municipalities to participate in these kinds of projects in the future could affect Metropolitan Library System's ability to maintain library operations at a sufficient standard.

These projects also have the potential to interrupt library operations due to necessary closures.

Library Administration and staff will continue to work with municipalities to schedule and fund facility projects.

Additional Documents:

1. *Project List – Funded Entirely by Municipalities*

NO COMMISSION ACTION REQUIRED

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SYSTEMWIDE SERVICE AND FACILITIES NEEDS ASSESSMENT

Library Administration and staff have begun the process to complete a Systemwide Service and Facilities Needs Assessment. A portion of that work, a presentation on Outcome-Based Planning and Evaluation (OBPE) and Key Findings of the Community Needs Assessment, was shared with the Metropolitan Library Commission at the June 2018 Commission meeting.

Benchmarking

1. Community Needs Assessment
 - a. Draft completed June 2018, Key Findings presented at June 2018 MLC Meeting
 - b. EPS and PLA will be bringing recommended outcomes to the MLC in Fall 2018
2. Peer Library Review
 - a. Ongoing – anticipate completion by December

Assessment of Metropolitan Library System

After Peer Review is complete, we will compare MLS to the benchmarks set by our peers, at which time we can present our recommendations and set targets for:

1. Programs and Services
2. Marketing and Awareness
3. Technology
4. Support Bodies and Partnerships
5. Facilities

Capital Improvement Plan

After setting service targets for our facilities (#5 above), we will be able to evaluate our existing facilities against those benchmarks in order to make more detailed recommendations to inform our Long Range Plan.

1. Facility Options
2. Developing a Strategy for Future Space and Facility Requirements

NO COMMISSION ACTION REQUIRED

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Belle Isle - Expansion Project Estimate		Funding Allocations				
*14,000 SF Addition based on Dewberry's Program Recommendations						
ITEM	TOTAL	% CITY	BY CITY	% MLS	BY MLS	
TOTAL PROJECT COST	\$ 11,768,322	\$ 1	\$ 9,225,126	\$ 0	\$ 2,543,196	
Direct Costs	\$ 10,315,721	\$ 1	\$ 8,513,525	\$ 0	\$ 1,802,196	
A. LAND	\$ 150,000	\$ 1	\$ 150,000		\$ -	
B. BUILDING DESIGN	\$ 888,324	\$ 1	\$ 666,243	\$ 0	\$ 222,081	
C. CONSTRUCTION	\$ 6,696,074	\$ 1	\$ 6,696,074		\$ -	
D. FF&E	\$ 1,580,115	\$ -	\$ -	\$ 1	\$ 1,580,115	
E. 1% PUBLIC ART	\$ 69,757	\$ 1	\$ 69,757			
Project Contingency	\$ 931,451	\$ 1	\$ 931,451		\$ -	
Indirect Costs	\$ 1,452,601		\$ 711,601		\$ 741,000	
City Indirect Costs	\$ 711,601	\$ 1	\$ 711,601	\$ -	\$ -	
Temporary Site	\$ 216,000	\$ -	\$ -	\$ 1	\$ 216,000	
Collection	\$ 525,000	\$ -	\$ -	\$ 1	\$ 525,000	
Available Funds						
OKC: 2007 GO Bond			\$ 3,730,000			
OKC: 2017 GO Bond			\$ 5,500,000			
MLS: Reserves					\$ 2,000,000	
OVER (UNDER)			\$ 4,874		\$ (543,196)	

Del City Library Project Estimate		Funding Allocations			
14,000 SF Library based on Dewberry's Program Recommendations					
ITEM	TOTAL	% CITY	BY CITY	% MLS	BY MLS
TOTAL PROJECT COST	\$ 5,774,756	\$ 1	\$ 4,645,177	\$ 0	\$ 1,129,579
Direct Costs	\$ 5,407,604	\$ 1	\$ 4,537,025	\$ 0	\$ 870,579
A. LAND	\$ -	\$ 1	\$ -		\$ -
B. BUILDING DESIGN	\$ 407,500	\$ 1	\$ 370,825	\$ 0	\$ 36,675
C. CONSTRUCTION	\$ 3,920,400	\$ 1	\$ 3,920,400		\$ -
D. FF&E	\$ 588,104	\$ -	\$ -	\$ 1	\$ 588,104
E. 1% PUBLIC ART	\$ -	\$ 1	\$ -		
Project Contingency	\$ 491,600	\$ 1	\$ 245,800	\$ 1	\$ 245,800
Indirect Costs	\$ 367,152		\$ 108,152		\$ 259,000
City Indirect Costs	\$ 108,152	\$ 1	\$ 108,152	\$ -	\$ -
Temporary Site	\$ -	\$ -	\$ -	\$ 1	\$ -
Collection	\$ 259,000	\$ -	\$ -	\$ 1	\$ 259,000
		Available Funds			
			unknown		
					\$ -
			\$ (4,645,177)		\$ (1,129,579)

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Capital	Fully Funded	FY 2017-2018	Bethany Library	The New Bethany Library is under construction on the existing site.	MLS is contributing Design Fees, FFE & A/V costs	\$ 9,845,960	\$ 8,100,000	\$ 1,808,267	\$ -	\$ 235,000	\$ -
Capital	Partially Funded	FY 2018-2019	Belle Isle Library	Renovation & Addition	Other than A/E Fees, A/V and FFE, this project should entirely funded by City of Oklahoma City from 2007 and 2017 GO Bonds. It is the first of the four projects listed in the City of OKC 2017 GO Bond to commence.	\$ 11,768,322	\$ 9,230,000	\$ 2,538,322	\$ -	\$ 2,000,000	\$ 538,322
Capital	Unfunded	FY 2018-2019	Del City Library	New 14,000 SF Library based preliminary building program developed by Dewberry Architects in 2016.	City Funding for this project comes from a 1/2% sales tax that has been extended until 2033. The timeline on the part of the City of Del City has shifted. The scope of the project is entirely dependent on the funding that MLS and the City of Del City will each provide for the project. Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE.	\$ 5,774,756	Unknown	\$ 1,129,579	\$ -	\$ -	\$ 1,129,579
Capital	Fully Funded	FY 2020-2021	Almonte Library	New 24,400 SF Library based preliminary building program developed by Dewberry Architects in 2016	One of four projects listed in the City of OKC 2017 GO Bond. Oklahoma City stated during the original planning that they would like to plan for a permanent space within five years of opening. Anticipate completing projects in this order: Belle Isle, Almonte, Ralph Ellison, Downtown. Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE.	\$ 10,861,000	\$ 8,805,000	\$ 2,056,000	\$ -	\$ 2,056,000	\$ -

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Capital	Unfunded	FY 2020-2021	Warr Acres Library	Some reconfiguration of space may be considered. No program has yet been created for this project. Includes interior repainting and carpet replacement	Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE.	\$ 500,000	\$ -	\$ 100,000	\$ -	\$ -	\$ 100,000
Capital	Unfunded	FY 2021-2022	Edmond Library #2	The City of Edmond has approached MLS about adding a second location. No project scope has been identified, but MLS anticipates this to be a library of comparable size to the new Bethany Library (25,000 SF)	City funding for this project City of Edmond Sales Tax Ordinance of 2011. Library Administration met with City Representatives March 1, 2018 and discussed project possibilities. City indicated they thought they could contribute approximately \$10M in 2-4 years. Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE	\$ 11,500,000	\$ 10,000,000	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000
Capital	Fully Funded	FY 2022-2023	Ralph Ellison Library	A preliminary program, developed by Dewberry Architects, recommends that Ralph Ellison Library to be expanded to 23,600 SF with parking for 94. This will require an approximately 7,000 SF addition.	One of four projects listed in the City of OKC 2017 GO Bond. Anticipate completing projects in this order: Belle Isle, Almonte, Ralph Ellison, Downtown. Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE.	\$ 4,025,000	\$ 3,025,000	\$ 1,000,000	\$ -	\$ 1,000,000	\$ -
Capital	Unfunded	FY 2022-2023	Midwest City Library	Some reconfiguration of space may be considered. No program has yet been created for this project.	Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE.	\$ 1,000,000	\$ -	\$ 200,000	\$ -	\$ -	\$ 200,000

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Capital	Unfunded	FY 2023-2024	Village Library	Other than the addition of approximately 8,000 SF to the current facility, no scope has been identified for this project.	City funding for this project comes from Village TIF district. According to Village Vision timeline, this project is 6-10 years out from 2017. Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE.	\$ 3,875,000	unknown	\$ 775,000	\$ -	\$ -	\$ 775,000
Capital	Fully Funded	FY 2024-2025	Ronald J. Norick Downtown Library	While some reconfiguration of the internal spaces may be considered, the majority of funding will be spent replacing the external metal panels and skylights, which have proven to leak during moderate and heavy precipitation. The project	One of four projects listed in the City of OKC 2017 GO Bond. Anticipate completing projects in this order: Belle Isle, Almonte, Ralph Ellison, Downtown. Project agreement and/or funding discussions have yet to take place.	\$ 4,180,000	\$ 4,180,000	\$ -	\$ -	\$ -	\$ -
Capital	Unfunded	FY 2025-2026	Choctaw Library	This project will close in the underutilized covered porch to create a reading lounge and/or group study spaces. No program has yet been created for this project.	The City has not indicated their ability to participate in this project. Project scope will be entirely dependent on City's ability to participate in the project. Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE.	\$ 1,700,000	\$ -	\$ 340,000	\$ -	\$ -	\$ 340,000

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Capital	Unfunded	FY 2026-2027	Harrah Library	The City of Harrah has indicated that they are interested in building a new library. No program has yet been created for this project. Anticipate something similar to the new Jones Library	Project agreement and/or funding discussions have yet to take place. Anticipate covering partial A/E fees and FFE.	\$ 1,000,000	\$ 750,000	\$ 200,000	\$ -	\$ -	\$ 200,000

MLS Capital Projects Funding Summary

MLS Capital Projects Funding Summary	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2024-2025	FY 2025-2026	FY 2026-2027
Capital	\$ 1,667,901		\$ 100,000	\$ 1,500,000	\$ 200,000	\$ 775,000	\$ -	\$ 340,000	\$ 200,000
Almonte Library			\$ -						
Belle Isle Library	\$ 538,322								
Choctaw Library								\$ 340,000	
Del City Library	\$ 1,129,579								
Edmond Library #2				\$ 1,500,000					
Harrah Library									\$ 200,000
Midwest City Library					\$ 200,000				
Ralph Ellison Library					\$ -				
Ronald J. Norick Downtown Library							\$ -		
Village Library						\$ 775,000			
Warr Acres Library			\$ 100,000						
Municipality	\$ -	\$ -	\$ -						
Capitol Hill Library	\$ -								
Edmond Library	\$ -								
Nicoma Park Library		\$ -							
Ralph Ellison Library	\$ -								
Ronald J. Norick Downtown Library	\$ -								
Southern Oaks Library	\$ -								
Village Library		\$ -							
Warr Acres Library		\$ -							
Wright Library	\$ -		\$ -						
Operating	\$ 20,275	\$ 270,000	\$ 216,500	\$ 60,000	\$ 85,000			\$ 15,000	
Choctaw Library				\$ 60,000					
Community Libraries		\$ 50,000							
Edmond Library		\$ 135,000							
Harrah Library			\$ 3,500						
Jones Library								\$ 15,000	
Luther Library			\$ 7,000						
Midwest City Library	\$ 20,275	\$ 85,000							
Nicoma Park Library			\$ 6,000						
Service Center			\$ 200,000						
Southern Oaks Library					\$ 85,000				
Village Library	\$ -								
Grand Total	\$ 1,688,176	\$ 270,000	\$ 316,500	\$ 1,560,000	\$ 285,000	\$ 775,000	\$ -	\$ 355,000	\$ 200,000

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Municipality	Fully Funded	FY 2017-2018	Patience Latting Northwest Library	West Shades Project	The City has set aside \$155,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Northwest in the next few years.	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2017-2018	Patience Latting Northwest Library	Adult Patio Replacement/Upgrade	The City has set aside \$155,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Northwest in the next few years.	\$ 42,832	\$ 42,832	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2017-2018	Patience Latting Northwest Library	North GEO Loop System Sediment Filtration System	The City has set aside \$155,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Northwest in the next few years.	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2017-2018	Ralph Ellison Library	Exterior Lighting	The City has set aside \$170,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Ralph Ellison in the next few years.	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2017-2018	Ralph Ellison Library	Roof Repair	The City has set aside \$170,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Ralph Ellison in the next few years.	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2017-2018	Ralph Ellison Library	ES2 Control System	The City has set aside \$170,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Ralph Ellison in the next few years.	???	\$ -	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2017-2018	Ronald J. Norick Downtown Library	Steam System Condensate Return Pump Temp & Pressure Relief Valve Exhaust Repair	The City has set aside \$125,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at the Downtown Library in the next few years.	\$ 3,952	\$ 3,952	\$ -	\$ -	\$ -	\$ -

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Municipality	Fully Funded	FY 2017-2018	Ronald J. Norick Downtown Library	BAS System HVAC System control device failure (additional operational device failure funding)	The City has set aside \$125,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at the Downtown Library in the next few years.	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2017-2018	Southern Oaks Library	Parking Lot Crack Fill & Seal (Schedule to complete during new parking lot expansion)	The City has set aside \$85,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Southern Oaks in the next few years.	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2017-2018	Ralph Ellison Library	Resurface Parking Lot	The City has set aside \$170,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Ralph Ellison in the next few years.	\$ 77,000	\$ 77,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Capitol Hill Library	Building/Lettering Signage Northwest Corner	MLS has requested that the City of OKC use surplus unlisted funds from the Library Propositions in the 2000 & 2007 Bonds	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Edmond Library	HVAC replacement and ES2 Control System	Entirely funded by City of Edmond	\$ 550,000	\$ 550,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Ralph Ellison Library	Clerestory Window System Repair	The City has set aside \$170,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Ralph Ellison in the next few years.	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Ralph Ellison Library	Carpet Replacement	The City has set aside \$170,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Ralph Ellison in the next few years.	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Ronald J. Norick Downtown Library	Intrusion Security Alarm System (Equipment)	The City has set aside \$125,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at the Downtown Library in the next few years.	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Municipality	Fully Funded	FY 2018-2019	Ronald J. Norick Downtown Library	Building/Lettering Signage (Streetcar Project station signage dimensional profile requested for exposure consideration)	The City has set aside \$125,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at the Downtown Library in the next few years.	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Southern Oaks Library	Clerestory Window System Repair	The City has set aside \$85,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Southern Oaks in the next few years.	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Southern Oaks Library	Interior Patio Access for Outside Children's Program Area	The City has set aside \$85,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Southern Oaks in the next few years.	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Wright Library	HVAC upgrade <95% Efficiency	The City has set aside \$165,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Wright in the next few years.	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Wright Library	Bathroom Remodel	The City has set aside \$165,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Wright in the next few years.	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Wright Library	Interior Remodel	The City has set aside \$165,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Wright in the next few years.	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Wright Library	Parking Lot Expansion/Upgrade	The City has set aside \$165,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Wright in the next few years.	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Municipality	Fully Funded	FY 2018-2019	Wright Library	Roof Repair/Replacement	The City has set aside \$165,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Wright in the next few years.	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2018-2019	Wright Library	Porch Entrance, Sidewalks, Landing & Big Blue Trash Container pad	The City has set aside \$165,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Wright in the next few years.	\$ 8,000	\$ 8,000	\$ -	\$ -	\$ -	\$ -
Municipality	Unfunded	FY 2019-2020	Nicoma Park Library	Relevel & Resurface North Parking Lot	City responsibility. MLS has approached the City about the project.	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -
Municipality	Unfunded	FY 2019-2020	Village Library	Resurface Parking Lot	City responsibility. MLS has approached the City about the project.	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
Municipality	Unfunded	FY 2019-2020	Warr Acres Library	Resurface Parking Lot	City responsibility. MLS has approached the City about the project.	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -
Municipality	Fully Funded	FY 2020-2021	Wright Library	Carpet Replacement	The City has set aside \$165,000 from unlisted funds from the 2000 and 2007 GO bonds to accomplish projects at Wright in the next few years.	\$ 3,750	\$ 3,750	\$ -	\$ -	\$ -	\$ -

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Operating	Fully Funded	FY 2018-2019	Midwest City Library	HVAC & ES2 Control System	MLS has requested (Dec 2017) that Midwest City participate in cost-sharing per the lease agreement	\$ 40,550	\$ 20,275	\$ 20,275	\$ -	\$ -	\$ 20,275
Operating	Fully Funded	FY 2018-2019	Village Library	Renovation	MLS Operating Budget	\$ 300,000	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ -
Operating	Unfunded	FY 2019-2020	Community Libraries	Restroom Modifications	MLS Operating Budget	\$ 50,000	\$ -	\$ 50,000	\$ -	\$ -	\$ 50,000
Operating	Unfunded	FY 2019-2020	Edmond Library	Carpet Replacement	MLS Operating Budget	\$ 135,000	\$ -	\$ 135,000	\$ -	\$ -	\$ 135,000
Operating	Unfunded	FY 2019-2020	Midwest City Library	Restroom Renovation	MLS Operating Budget	\$ 85,000	\$ -	\$ 85,000	\$ -	\$ -	\$ 85,000
Operating	Unfunded	FY 2020-2021	Harrah Library	Carpet Replacement	MLS Operating Budget	\$ 3,500	\$ -	\$ 3,500	\$ -	\$ -	\$ 3,500
Operating	Unfunded	FY 2020-2021	Luther Library	Carpet Replacement	MLS Operating Budget	\$ 7,000	\$ -	\$ 7,000	\$ -	\$ -	\$ 7,000
Operating	Unfunded	FY 2020-2021	Nicoma Park Library	Carpet Replacement	MLS Operating Budget	\$ 6,000	\$ -	\$ 6,000	\$ -	\$ -	\$ 6,000

Type	Funding Status	Anticipated Fiscal Year	Location	Project Description	Funding Scenario	Total Project Costs (*2018 dollars)	Committed City Funding	MLS Project Costs (*2018 dollars)	MLS Available Funding (Operating)	MLS Available Funding (Capital Reserves)	MLS Funding Need
Operating	Unfunded	FY 2020-2021	Service Center	Implementation of the Technical Processing Efficiency Study completed in 2017. Modifications to improve operational efficiencies between Receiving, Technical Processing, and Cataloging.	MLS Operating Budget	\$ 75,000	\$ -	\$ 75,000	\$ -	\$ -	\$ 75,000
Operating	Unfunded	FY 2020-2021	Service Center	Carpet Replacement	MLS Operating Budget	\$ 125,000	\$ -	\$ 125,000	\$ -	\$ -	\$ 125,000
Operating	Unfunded	FY 2021-2022	Choctaw Library	Carpet Replacement	MLS Operating Budget	\$ 60,000	\$ -	\$ 60,000	\$ -	\$ -	\$ 60,000
Operating	Unfunded	FY 2022-2023	Southern Oaks Library	Carpet Replacement	MLS Operating Budget	\$ 85,000	\$ -	\$ 85,000	\$ -	\$ -	\$ 85,000
Operating	Unfunded	FY 2025-2026	Jones Library	Carpet Replacement	MLS Operating Budget	\$ 15,000	\$ -	\$ 15,000	\$ -	\$ -	\$ 15,000

MLS Capital Projects - Estimate of Reserves

MLS Capital Funding Needs	Beginning Reserve Balance	FY 2018-2019	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY 2025-2026	FY 2026-2027	Grand Total
Project Costs in 2018 dollars										
Almonte Library				\$ 2,056,000						\$ 2,056,000
Belle Isle Library		\$ 2,538,322								2,538,322
Choctaw Library							\$ 340,000			340,000
Del City Library		\$ 1,129,579								1,129,579
Edmond Library #2					\$ 1,500,000					1,500,000
Harrah Library									\$ 200,000	200,000
Midwest City Library						\$ 200,000				200,000
Ralph Ellison Library					\$ 1,000,000					1,000,000
Ronald J. Norick Downtown Library										-
Village Library							\$ 775,000			775,000
Warr Acres Library				\$ 100,000						100,000
Total Capital Needs Funded From Reserves		\$ 3,667,901	\$ -	\$ 2,156,000	\$ 2,500,000	\$ 200,000	\$ 775,000	\$ 340,000	\$ 200,000	9,838,901
Capital Needs Funded From Operating Budget			\$ 270,000	\$ 216,500	\$ 60,000	\$ 85,000		\$ 15,000		646,500
Capital		\$ 3,667,901	\$ 270,000	\$ 2,372,500	\$ 2,560,000	\$ 285,000	\$ 775,000	\$ 355,000	\$ 200,000	\$ 10,485,401
Reserve Balance from Prior Year		\$ 7,808,663	\$ 5,241,001	\$ 6,071,001	\$ 4,798,501	\$ 3,338,501	\$ 4,153,501	\$ 4,478,501	\$ 5,223,501	\$ 7,808,663
Reserve Balance for Projects per the 18/19 Preliminary Budget	\$ 7,808,663									
Estimate of Capital Needs listed above		(3,667,901)	-	(2,156,000)	(2,500,000)	(200,000)	(775,000)	(340,000)	(200,000)	(9,838,901)
Estimate of Capital Needs - Operating Projects* as noted above		-	(270,000)	(216,500)	(60,000)	(85,000)	-	(15,000)	-	(646,500)
Estimate of Annual Contribution to Reserves		1,100,239	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	1,100,000	8,800,239
Ending Balance of Reserves Estimate	\$ 7,808,663	\$ 5,241,001	\$ 6,071,001	\$ 4,798,501	\$ 3,338,501	\$ 4,153,501	\$ 4,478,501	\$ 5,223,501	\$ 6,123,501	6,123,501
Potential Impact of Operating Edmond 2 and the ability to fund reserves**						(1,200,000)	(1,200,000)	(1,200,000)	(1,200,000)	(4,800,000)
Ending Balance of Reserves Estimate - net of potential Impact from Edmond 2	\$ 7,808,663	\$ 5,241,001	\$ 6,071,001	\$ 4,798,501	\$ 3,338,501	\$ 2,953,501	\$ 2,078,501	\$ 1,623,501	\$ 1,323,501	1,323,501

* Estimated of Needs from Operating Projects shown here as they will impact the ability to fund reserves from the operating budget

**This estimate reflects the total estimated operating budget for Edmond 2 without estimating the potential utilization of resources from the rest of the system.

In addition there is no additional estimate included for inflation or annually increasing costs.