

Library

Capital Improvement Plan

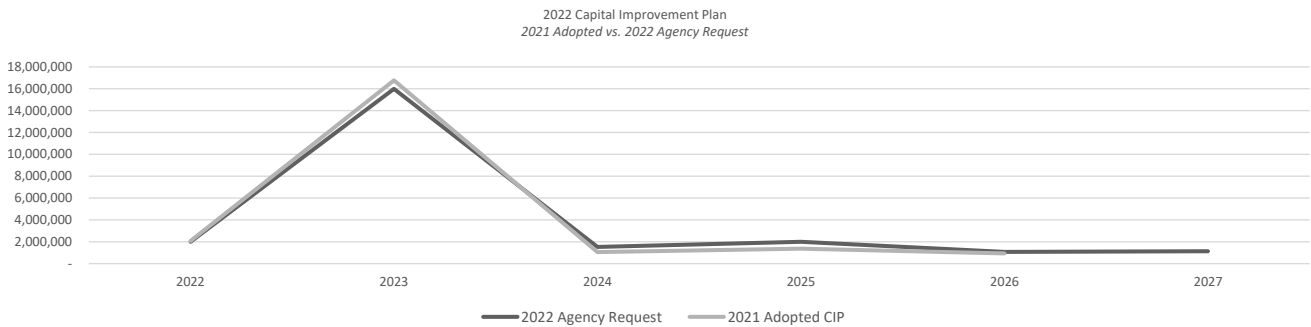
	2021 Adopted	2022 Request	Change
2022 Capital Budget	2,070,000	1,990,000	(80,000)
2022 Capital Improvement Plan*	22,197,000	22,577,000	380,000

*Years 2022 to 2026 used for comparison.

	2021 Adopted	2022 Request
Number of Projects	8	6

Project Summary: Agency Request

	2022	2023	2024	2025	2026	2027
10 Plus Year Flooring Replacement	-	-	110,000	160,000	-	-
Central Library Improvements	-	100,000	400,000	500,000	-	-
Libr Major Repairs/Replacements	150,000	150,000	160,000	166,000	174,000	182,000
Library Collection	740,000	740,000	860,000	880,000	900,000	945,000
Reindahl Imagination Center / Library	1,100,000	15,000,000	-	-	-	-
Technology Upgrades	-	-	-	287,000	-	-
Total	1,990,000	15,990,000	1,530,000	1,993,000	1,074,000	1,127,000



Major Changes/Decision Points

- 10 Plus Year Flooring Replacement
 - Project funding decreased \$80,000 due to a new lease for the Hawthorne branch in 2021 which included reimbursement to the Library for building maintenance, including flooring.
- Central Library Improvements
 - Project delayed by moving \$100,000 from 2022 to 2023 and \$900,000 from 2023 to 2024 (\$400,000) and 2025 (\$500,000) which is after the Reindahl Imagination Center construction is completed and will avoid the necessity facility staff completing two major projects in the same year.
- Library Collection
 - Program funding increased \$600,000 based on the recommendation of the Madison Public Library Board (\$20,000 per year) and to accommodate the new Reindahl branch (\$120,000 per year beginning in 2024).



MADISON
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TO: David Schmiedicke, Finance Director

FROM: Greg Mickells, Library Director

DATE: May 25, 2021

SUBJECT: Madison Public Library 2022 Capital Budget

201 W. Mifflin St.
Madison, WI 53703

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Goals of Madison Public Library's Capital Budget

The Madison Public Library (MPL) 2022 Capital Budget and 2023-2027 Capital Improvement Plan (CIP) addresses the support needed for the operational side of our organization and the maintenance of our facilities to maintain them as welcoming and energy efficient. In addition, this budget represents a unique opportunity to fill a significant need in our community by supporting a co-location of City facilities and services in an area of the City with limited resources.

As we come back better from the pandemic it highlights the importance of having a resource like the Imagination Center at Reindahl Park available to the community. In particular the library's role in the project as a community facilitator to provide in-person assistance in the community where they live. To be a resource for the students that depend on our services and collections, and as a safe place to gather and learn. Many students from this community, in particular middle and high school students, are required to travel from their communities to get to their schools. When they return to their homes after school, resources like libraries are not as available as they are in other parts of Madison. It has become a major issue of disparity and equity for this community. The Imagination Center will fill other voids in this community providing a community meeting space for neighborhood associations and other celebrations within the community.

In a growing area of the City, with a very diverse population, the Imagination Center can become part of a holistic approach by the City to address its priorities. Affordable housing is not just about the buildings but also supporting the residents with financial literacy, support in applying and finding jobs, and connecting residents with other services. The Imagination Center will demonstrate the importance of climate resiliency through the design of the facilities with its many green features, and it will be a place to educate the community on the importance of efficient and smart energy usage. The location will provide an anchor location for the planned BRT system and support usage as a destination stop for many using public transit. And since Reindahl Park connects to bike trails it offers additional options to motor vehicle travel. Libraries are already supporting financial sustainability acting as connectors to other services to assist residents with this need, but having a resource in the community for those that require in-person



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assistance, for residents requiring help with language or literacy issues, it allows the services to more effectively serve the community.

The entire process we go through in planning and decision-making for our capital budget includes an equity lens. We are very intentional on how we conduct our research and collect data to make sure we are inclusive, and our proposals are embedded with an equity and social justice approach. Keeping our facilities welcoming for all who use our spaces, making sure our collections are inclusive, and planning for new facilities that address equity issues within our City is reflected in the mission of MPL and our Capital Budget.

Prioritized List of Capital Requests

1. Collection/Materials
2. Major Repair/Replacements
3. Reindahl Imagination Center
4. Central Library
5. Technology Upgrades
6. 10-Plus Year Flooring Replacement

The placement of the first two elements within our CIP reflects our core service needs as our top priorities. Maintaining a current and inclusive collection, plus making sure our facilities remain welcoming addresses essential parts of our operations. The importance of the Imagination Center in addressing equity needs in the community it serves makes this our next priority. The Imagination Center's co-location with other City agencies in a high need and underserved community aligns with MPL's mission and the City's vision of Our Madison: Innovative, Inclusive, and Thriving. The following three elements on our priority list all address maintaining the integrity of our facilities and keeping technology updated in providing essential services like broadband access to address digital inclusion, a major equity issue for Madison.

Summary of Changes from 2021 Capital Improvement Plan

We have made changes to the Collection/Materials in the 2022 CIP to address changing needs within our operations. The Collection budgets were modified in 2022 and 2023 to address collection needs and increasing costs coming out of the pandemic. The major increase in 2024 reflects the additional collection for the Imagination Center and the slight increases in the following years reflect the need to maintain the same purchasing capacity with increasing costs to materials.

The reallocation of funds for the Central Library better reflects the capacity of our staff to contract and expend funds for the required repairs. We also anticipate that design requirements may lengthen the process to extend over 3 years instead of the initially proposed 2 years.



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Changes in the 10-Plus flooring show an \$80K reduction over the two year replacement process. The \$80K savings were achieved when the renewal of our lease agreement of the Hawthorne Library included carpet replacement by the landlord.

Potential for Scaling Capital Requests

The greatest potential for scaling any of the projects in the 2022 CIP lies within the Imagination Center at Reindahl Park. As the design of the project moves forward with the pre-design process we have started conversations with the designers to include potential scaling as part of their initial concept. We have yet to explore the full potential of co-location of City services and partnerships with community agencies that could be achieved through strategic design of more flexible spaces while maintaining a smaller footprint than what is reflected in the current figures.

Impact of COVID-19 on Capital Funding

COVID-19 has primarily impacted our operating budget, but it will also place pressure on our capital budget. The Repair/Replacement program will be most significantly affected due to necessary modifications to our buildings to ensure a safe environment for staff and the public. The additional of Plexiglas barriers at service points is one example of necessary modifications made to protect staff and the public. In addition, demand for access to online resources has increased. The demand necessitates substantial increases to digital resources and has added pressure on our capacity to maintain our physical materials while supporting online demands. Costs of materials continue to increase necessitating the need for small increases in capital spending for collections.

Racial Equity and Social Justice (RESJ)

I have addressed some of the specific RESJ factors in the goals section in relationship with the Imagination Center. The major investment in the Imagination Center carries a significant positive RESJ impact for the community. The design of the facilities and the programming of the spaces and adjacent areas in the park were derived from our many community conversations to address needs of the underserved populations in this service area. It will help reduce the disparities in digital inclusion for the area by providing additional access to robust broadband. It will become a gathering point for the community to meet, improve civic engagement, help resolve neighborhood issues, and allow for celebrations. Throughout our budget the Library utilizes CIP funding to address RESJ needs through the programming and services conducted in our spaces that the CIP allows us to maintain. The attention given to our collections to be inclusive and reflect the communities we serve is reflected in the CIP. Adequately supported library spaces and resources also enable us to expand RESJ impact by supporting other City agencies.



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Respectfully submitted,

Greg Mickells
Library Director
Madison Public Library

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2022 Capital Improvement Plan Project Budget Proposal

Identifying Information

Agency	Library <input type="text"/>	Proposal Name	10 Plus Year Flooring Replacement <input type="text"/>
Project Number	12406	Project Type	Project
Project Category	Facility	Priority:	6 <input type="text"/>

Description

This project funds the replacement of the flooring at the Alicia Ashman, Hawthorne, and Sequoia Libraries. Flooring in these branches is at end of its useful life. The goal of the project is to create a safer and healthier environment.

Budget Information

Total Project Budget **Prior Appropriation**
*Based on Fiscal Years 2015-2021

Budget by Funding Source

Funding Source	2022	2023	2024	2025	2026	2027
GF GO Borrowing <input type="text"/>	0	0	110,000	160,000	0	0
Total	\$0	\$0	\$110,000	\$160,000	\$0	\$0

Budget by Expenditure Type

Expense Type	2022	2023	2024	2025	2026	2027
Building <input type="text"/>	0	0	110,000	160,000	0	0
Total	\$0	\$0	\$110,000	\$160,000	\$0	\$0

Explain any changes from the 2021 CIP in the proposed funding for this project.

The change from the 2021 CIP is the removal of Hawthorne library flooring. Library entered into a new lease with the landlord beginning 1/1/2021 which included reimbursement to Library for building maintenance, including flooring. Therefore, \$80,000 was removed from this project.

Explain any changes from the 2021 CIP in the proposed funding for this program.

The change from the 2021 CIP is the removal of Hawthorne library flooring. Library entered into a new lease with the landlord beginning 1/1/2021 which included reimbursement to Library for building maintenance, including flooring. Therefore, \$80,000 was removed from this project.

Priority & Justification

Citywide Element

Strategy

Describe how this project advances the Citywide Element:

Safe flooring and walking surfaces are an essential element to any City facility. The culture and character of the City is affirmed by maintaining the flooring.

What is the justification for this project?

Despite best practice purchasing, even the most resilient flooring (other than poured concrete) requires replacement after 10 years of heavy use. The average age of flooring identified in the libraries subject to this project is 19 years.

Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Describe how Black, Indigenous, and People of Color, people living with lower incomes, and people who are otherwise marginalized (because of gender, age, home language, etc.) would be affected by the proposed budget or budget change(s)?

BIPOC, lower income and marginalized residents of Madison heavily use library services. Current flooring in Ashman and Sequoia has been worn to the point of becoming a hazard in the next couple of years. It is also of note that the flooring at the Lakeview, Hawthorne, and Goodman South Madison libraries were prioritized over the remaining two libraries in this project which still require eventual replacement.

What City agencies or community partners are affected by, care about, or already working on issues related to this project/program?

Have we asked for their perspectives directly and, if so, how have we incorporated their feedback?

How will we continue to communicate with them in this process?

Have we used any data related to the project/program that details race, non-binary and transgender people, people with disabilities, those experiencing homelessness, or undocumented status?
 Yes
 No
 Some, not all

Is the proposed budget or budget change related to a recommendation from any of the City's teams or initiatives that connect community need with opportunities to advance racial equity, inclusion, and social justice (e.g., NRTs, RESJI, LCET, MAC, WIC, Equitable Workforce Plans)?

Yes No

If so, please identify the respective group and recommendation.

Project Schedule & Location

Can this project be mapped? Yes No

What is the location of the project?

Is this project on the Project's Portal? Yes No

2022 Status

Status/Phase	Est Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

2023 Status

Status/Phase	Est Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

2024 Status

Status/Phase	Est Cost	Description
<input type="text"/>	110000	Flooring replacement at Alicia Ashman library.

Insert item

2025 Status

Status/Phase	Est Cost	Description
<input type="text"/>	160000	Flooring replacement at Sequoia library.

Insert item

2026 Status

Status/Phase	Est Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

2027 Status

Status/Phase	Est Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

Operating Costs

What are the estimated annual operating costs associated with the project?

Personnel

# of FTEs	Annual Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Non-Personnel

Major	Amount	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

<i>Major</i>	<i>Amount</i>	<i>Description</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

Save

Submit

Notes

Notes:

Save and Close

v1 03/15/2021

2022 Capital Improvement Plan Project Budget Proposal

Identifying Information

Agency	Library <input type="text"/>	Proposal Name	Central Library Improvements <input type="text"/>
Project Number	17036	Project Type	Project
Project Category	Facility	Priority:	4 <input type="text"/>

Description

This project funds facility improvements to the Central Library. The project's anticipated scope includes: new flooring on the third floor, an upgraded Community Room AV system, repainting the facility, major furniture replacement, and design fees. The goal of the project is to maintain the condition of the Central Library. Progress will be measured by analyzing mechanical system efficiency.

Budget Information

Total Project Budget **Prior Appropriation**

*Based on Fiscal Years 2015-2021

Budget by Funding Source

Funding Source	2022	2023	2024	2025	2026	2027
GF GO Borrowing <input type="text"/>		100,000	400,000	500,000		
Total	\$0	\$100,000	\$400,000	\$500,000	\$0	\$0

Budget by Expenditure Type

Expense Type	2022	2023	2024	2025	2026	2027
Building <input type="text"/>		100,000	400,000	500,000		
Total	\$0	\$100,000	\$400,000	\$500,000	\$0	\$0

Explain any changes from the 2021 CIP in the proposed funding for this project.

Moved the project from 2022-2023 to 2023-2025. Delayed the main part of the project until after the Reindahl Imagination Center construction is completed. This will address the issue of coordination capacity of facility staff trying to complete two major projects in the same year.

Explain any changes from the 2021 CIP in the proposed funding for this program.

Moved the project from 2022-2023 to 2023-2025. Delayed the main part of the project until after the Reindahl Imagination Center construction is completed. This will address the issue of coordination capacity of facility staff trying to complete two major projects in the same year.

Priority & Justification

Citywide Element

Strategy

Describe how this project advances the Citywide Element:

Since its post-renovation opening in 2013, Central Library has emerged as one of the most vibrant and inviting public spaces in the entire City. Reinvestment in this facility will enable it to continue in its role as a significant hub for diverse social connectivity, and avoid a decline in the integrity of the function and durability of the facility.

What is the justification for this project?

After 10 years of heavy use (projected visits 2023: 3,850,000), Central Library will require replacement flooring on the third floor that was never designed for the high level of use it is receiving, a building-wide LED lighting conversion, furniture replacement, painting, site work repairs, exterior building repairs, space reconfiguration and other potential refurbishments. City Engineering has agreed to work closely with Library Facilities to complete a full building audit/survey which specifically details each refurbishment project.

Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Describe how Black, Indigenous, and People of Color, people living with lower incomes, and people who are otherwise marginalized (because of gender, age, home language, etc.) would be affected by the proposed budget or budget change(s)?

BIPOC, housing challenged, lower income and otherwise marginalized residents are heavy users of Central Library and would benefit from updated and inviting spaces which will address specific service needs. In particular, properly maintaining our community spaces permits a continuation and growth of community partnerships that rely on access to these spaces.

What City agencies or community partners are affected by, care about, or already working on issues related to this project/program? City Engineering is prepared to assist in the preparation of a scope of work which will detail the required repairs and upgrades. Affected Library staff have already participated in two visioning sessions, and a draft scope with priorities has been created. Drawing on other potential stakeholders, like the Clerk's Office, to accommodate a better voting environment will be included in the planning.

Have we asked for their perspectives directly and, if so, how have we incorporated their feedback? Yes, through site visits and direct inquiries.

How will we continue to communicate with them in this process? Through site visits, emails, and meetings, whether in person or virtually.

Have we used any data related to the project/program that details race, non-binary and transgender people, people with disabilities, those experiencing homelessness, or undocumented status?

Yes
 No
 Some, not all

Is the proposed budget or budget change related to a recommendation from any of the City's teams or initiatives that connect community need with opportunities to advance racial equity, inclusion, and social justice (e.g., NRTs, RESJI, LCET, MAC, WIC, Equitable Workforce Plans)?

Yes No

If so, please identify the respective group and recommendation.

Project Schedule & Location

Can this project be mapped? Yes No

What is the location of the project? Central Library, 201 W Mifflin St

Is this project on the Project's Portal? Yes No

2022 Status

Status/Phase	Est Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

2023 Status

Status/Phase	Est Cost	Description
<input type="text"/>	100000	<input type="text"/>

Insert item

2024 Status

Status/Phase	Est Cost	Description
<input type="text"/>	400000	<input type="text"/>

Insert item

2025 Status

Status/Phase	Est Cost	Description
<input type="text"/>	500000	<input type="text"/>

Insert item

2026 Status

Status/Phase	Est Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

2027 Status

Status/Phase	Est Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

Operating Costs

What are the estimated annual operating costs associated with the project? \$0

Personnel

# of FTEs	Annual Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Non-Personnel

<i>Major</i>	<i>Amount</i>	<i>Description</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

Notes

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v1 03/15/2021

2022 Capital Improvement Plan Program Budget Proposal

Identifying Information

Agency	Library	Proposal Name	Libr Major Repairs/Replacements
Project Number	17074	Project Type	Program
Project Category	Facility	Priority:	2
2022 Project Number	17080		

Description

This program funds repair and maintenance needs at the nine library locations and the Maintenance Support Center. The goal of the program is to maintain efficient building systems. Progress will be measured by monitoring utility costs, energy usage, and by customer feedback. Funding in 2020 will support major plumbing repairs, electrical additions and HVAC replacement at the Sequoia branch and front desk reconfiguration at the Alicia Asheman branch.

Budget Information

Prior Appropriation* **Prior Year Actual**
*Based on Fiscal Years 2015-2020

Budget by Funding Source

Funding Source	2022	2023	2024	2025	2026	2027
GF GO Borrowing	150,000	150,000	160,000	166,000	174,000	182,000
Total	\$150,000	\$150,000	\$160,000	\$166,000	\$174,000	\$182,000

Insert Funding Source

Budget by Expenditure Type

Expense Type	2022	2023	2024	2025	2026	2027
Building	150,000	150,000	160,000	166,000	174,000	182,000
Total	\$150,000	\$150,000	\$160,000	\$166,000	\$174,000	\$182,000

Insert Expense Type

Explain any changes from the 2021 CIP in the proposed funding for this program.

No Change.

Priority & Justification

Citywide Element

Strategy

Describe how this project advances the Citywide Element:

Madison Public Library is composed of ten facilities (nine libraries and one service support center) which require annual maintenance projects. Maintenance and upkeep of these facilities is vital to the continuation of safe and affirming community spaces.

Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Describe how Black, Indigenous, and People of Color, people living with lower incomes, and people who are otherwise marginalized (because of gender, age, home language, etc.) would be affected by the proposed budget or budget change(s)?

This program addresses major facility repairs and replacement, and therefore benefits all library users across the City. Many of our regular users identify as people of color or people living with lower incomes and depend upon our spaces for internet access, heating or cooling shelters, and simply a welcoming and safe place to spend time. This program also presents an opportunity to utilize DBE vendors, which the Library researches before engaging with a vendor. This program funded a painting project, for example, that is a woman owned business at our Goodman South Madison Library.

What City agencies or community partners are affected by, care about, or already working on issues related to this project/program?

The Library partners with City Engineering on many repairs and replacements, especially initiatives which tie into City wide systems such as Keyscan and HVAC BAS controls.

Have we asked for their perspectives directly and, if so, how have we incorporated their feedback?

Yes. Their input directly shapes many of our projects.

How will we continue to communicate with them in this process?

Through in person site visits, SharePoint, email and phone consultations.

Have we used any data related to the project/program that details race, non-binary and transgender people, people with disabilities, those experiencing homelessness, or undocumented status?

- Yes
 No
 Some, not all

Is the proposed budget or budget change related to a recommendation from any of the City's teams or initiatives that connect community need with opportunities to advance racial equity, inclusion, and social justice (e.g., NRTs, RESJI, LCET, MAC, WIC, Equitable Workforce Plans)?

- Yes
 No

If so, please identify the respective group and recommendation.

Project Schedule & Location

2022 Projects

Project Name	Est Cost	Location
Replace John Deere snow removal tractor (2006) at Central Library	\$45,000	201 W. Mifflin St.
Paint Sequoya Library (2008)	\$30,000	4340 Tokay Blvd.
Paint Meadowridge Library (2014)	\$14,000	5726 Raymond Rd.
Replace main door and add access card reader to Alicia Ashman Library	\$15,000	733 N. High Point Rd.
LED Conversion/MUNIS capital budget #12410 contingency	\$25,000	2222 S. Park St.
Emergent repairs/replacements as necessary	\$31,000	All locations

Explain the justification for selecting projects planned for 2022:

The John Deere tractor (2006) will age out of reliable service by 2022. The long term conversion plan for keyed doors to be converted to Keyscan access doors begins with Alicia Ashman Library. This will greatly reduce the number of metal keys in circulation, thereby reducing the possibility of lost keys being used by unauthorized users. In case MUNIS project #12140, the Neighborhood Library LED conversion project, goes over estimate we will complete the project from this program.

2023 Projects

Project Name	Est Cost	Location
Fan motor replacement for DX cooling unit at Goodman South Madison Library (2010)	\$10,000	2222 S. Park St.
Paint and replace flooring at back half of facility at Lakeview Library	\$90,000	2845 N. Sherman Ave.
Access card reader at Meadowridge Library	\$10,000	5726 Raymond Rd.
Emergent repairs/replacements as necessary	\$40,000	All locations

Explain the justification for selecting projects planned for 2023:

The DX fan motor at Goodman South Madison will have aged out of reliable service life by 2023. In 2020 a major private donation allowed the renovation of the front portion of Lakeview Library. This funding will allow for the completion of the renovation. Keyscan access will be provided at all locations over a period of years, in 2023 we will convert the Meadowridge Library. This will greatly reduce the amount of metal keys in staff circulation and reduce the possibility of unauthorized entry.

2024 Projects

Project name	Est Cost	Location
Replace flooring Meadowridge Library (2014)	\$76,000	5726 Raymond Rd.
Keyscan card reader Lakeview Library	\$10,000	2845 N. Sherman Ave.
Keyscan card reader Goodman South Madison Library	\$6,000	2222 S. Park St.
Emergent repairs/replacements as necessary	\$68,000	All locations

Explain the justification for selecting projects planned for 2024:

The Meadowridge Library will receive new flooring 10 years after its 2014 relocation. We will continue with the Keyscan access expansion plan at Lakeview and Goodman South Madison Libraries.

2025 Projects

<i>Project name</i>	<i>Est Cost</i>	<i>Location</i>
Replace Maintenance Mechanic response vehicle, (2013 Ford Transit)	\$55,000	1301 W. Badger Rd.
Heating coil replacement at Goodman South Madison HVAC system	\$20,000	2222 S. Park St.
Keyscan card reader Monroe Street Library	\$10,000	1705 Monroe St.
Emergent repairs/replacements as necessary	\$81,000	All locations

Insert item

Explain the justification for selecting projects planned for 2025:

The 2013 Ford Transit will age out of serviceable life by 2025. The heating coil at Goodman South Madison will age out of serviceable life by 2025. The Keyscan access expansion plan continues at Monroe Street Library.

2026 Projects

<i>Project name</i>	<i>Est Cost</i>	<i>Location</i>
Box Truck (main delivery vehicle) replacement	\$80,000	1301 W. Badger Road
Emergent repairs/replacements as necessary	\$94,000	All locations

Insert item

Explain the justification for selecting projects planned for 2026:

The box truck, the Library's delivery workhorse of its vehicle fleet (2013), will age out of reliable service by 2026.

2027 Projects

<i>Project Name</i>	<i>Est Cost</i>	<i>Location</i>
Service and Support Center VRF replacement	70,000	1301 W. Badger Rd.
Heating coil replacement Sequoya Library	20,000	4340 Tokay Blvd.
Paint Goodman South Madison Library	25,000	2222 S. Park St.
Emergency repairs/replacements as necessary	67,000	All locations

Insert item

Explain the justification for selecting projects planned for 2027:

The HVAC system solenoids, valves, compressors and other heavy wear items in the Library Service and Support Center will age out of reliable service and require replacement after 10 years of operation.

Operating Costs

What are the estimated annual operating costs associated with the projects planned within this program?

Personnel

<i># of FTEs</i>	<i>Annual Cost</i>	<i>Description</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Non-Personnel

<i>Major</i>	<i>Amount</i>	<i>Description</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

Notes

Notes:

2022 Capital Improvement Plan Program Budget Proposal

Identifying Information

Agency	<input type="text" value="Library"/>	Proposal Name	<input type="text" value="Library Collection"/>
Project Number	<input type="text" value="12384"/>	Project Type	<input type="text" value="Program"/>
Project Category	<input type="text" value="Other"/>	Priority:	<input type="text" value="1"/>
2022 Project Number	<input type="text" value="13539"/>		

Description

This program funds Madison Public Library's materials collection in all formats. The goal of the project is to maintain an equitable collection of materials in a variety of formats that meets the cultural, educational, and recreational needs of the Library's patrons. Progress will be measured by use of materials by City residents; number of holds placed; and number of new borrowers added annually.

Budget Information

Prior Appropriation*

*Based on Fiscal Years 2015-2020

Prior Year Actual

Budget by Funding Source

Funding Source	2022	2023	2024	2025	2026	2027
Transfer In From General Fund	740,000	740,000	860,000	880,000	900,000	945,000
Total	\$740,000	\$740,000	\$860,000	\$880,000	\$900,000	\$945,000

Budget by Expenditure Type

Expense Type	2022	2023	2024	2025	2026	2027
Library Collection	740,000	740,000	860,000	880,000	900,000	945,000
Total	\$740,000	\$740,000	\$860,000	\$880,000	\$900,000	\$945,000

Explain any changes from the 2021 CIP in the proposed funding for this program.

Library has updated the 2022 and 2023 amounts, adding \$20,000 as instructed by Madison Public Library Board at the May 6, 2021, meeting. Beginning in 2024, when the new Reindahl branch opens, we increased the Library Collection by \$120,000 from the 2023 requested amount, this is needed to sustain an additional branch.

Priority & Justification

Citywide Element

Strategy

Describe how this project advances the Citywide Element:

A rich and comprehensive library collection, including materials in a variety of formats and languages, is essential to an informed citizenry. The Library's collection exposes patrons to different perspectives and supports intellectual freedom. The collection provides materials to meet the educational, entertainment and information needs of all segments of the community. MPL has lagged behind suburban Dane County libraries in this metric for several years, contributing to an increase in Madison residents using other libraries. 2019 DPI data shows Madison spent the lowest per capita of all Dane County libraries at \$3.78. This is for residents only. (The high was \$17.79 by Black Earth; the average was \$10.10.) MPL spends 4.68% of the total operating expenditures on materials, the Dane County average is 10.9%. This disparity in expenditures has a direct and adverse effect on Madison's share of the Dane County Walk-In contract payment.

Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Describe how Black, Indigenous, and People of Color, people living with lower incomes, and people who are otherwise marginalized (because of gender, age, home language, etc.) would be affected by the proposed budget or budget change(s)?

The proposed budget change benefits Black, Indigenous, and People of Color, people living with lower incomes, and people who are otherwise marginalized because of gender, age, home language, etc.) by increasing free access to more library materials in many languages and perspectives and making them available through a variety of library services, including home delivery, schools and daycares. Not making adjustments means less access to residents and neglects the need to increase areas of the collection that may be under-represented due to lack of budget, for example Spanish Language Picture Books.

We are in the process of conducting a library-wide "Diversity Audit" of the collection that will reveal gaps with regards to collection areas specific to race, non-binary and transgender people, and people with disabilities. Checking out library materials has always been free, but additionally, the library utilized racial equity and income data when planning for a fine-free library for overdue items. Library materials have always been accessible to those who may be experiencing homelessness or poverty as well as those with undocumented status. The Madison Public Library Board approved Collection Development Policy provides a framework for the growth and development of collections in support of the Library's mission to "provide free and equitable access to cultural and educational experiences and celebrate ideas, promote creativity, connect people, and enrich lives."

What City agencies or community partners are affected by, care about, or already working on issues related to this project/program?

BIPOC residents, teachers, childcare providers, assisted living and resident care facilities, families and lower income patrons make up various library Community Partners who are invested in a robust library collection and partnering with the library for programming and space needs in conjunction with the collection. The library has also provided programming resources to the Department of Civil Rights and agencies requiring public notice and may benefit other City Agencies at any time.

Have we asked for their perspectives directly and, if so, how have we incorporated their feedback?

The Madison Public Library planning team has conducted extensive neighborhood research and Community Engagement Librarians have feedback from Community Partners about increasing certain collection areas, specifically for children and in Spanish. There are also tools available for patrons to submit collection requests through an online form, in person and via email. In addition, social media provides an outlet for collecting even more information from the community.

How will we continue to communicate with them in this process?

We will continue to focus on a collection marketing plan and share and gather input from Community Partners during visits and planning sessions.

Have we used any data related to the project/program that details race, non-binary and transgender people, people with disabilities, those experiencing homelessness, or undocumented status?

- Yes
- No
- Some, not all

Is the proposed budget or budget change related to a recommendation from any of the City's teams or initiatives that connect community need with opportunities to advance racial equity, inclusion, and social justice (e.g., NRTs, RESJI, LCET, MAC, WIC, Equitable Workforce Plans)?

- Yes
- No

If so, please identify the respective group and recommendation.

The increase in budget was at the request of the Madison Public Library Board and will closely align with racial equity, inclusion, and social justice initiatives from the City and Library and also following recommendations of the collection "Diversity Audit" to increase areas identified as under-represented in the collection.

Project Schedule & Location

2022 Projects

Project Name	Est Cost	Location
2022 Library Collection Additions	\$740,000	City-wide Public Library Branches.

Insert item

Explain the justification for selecting projects planned for 2022:

The Library Collection Additions program represents the funds needed to purchase library materials for the physical collection in a variety of formats. In addition, MPL must comply with the Dane County Library Standards for *Minimum Annual Material Expenditures Per Capita*, *Minimum Total Items Held per capita*, and *Minimum Annual Item Acquisitions as a Percent of Standard Range for items Held per capita*. Failure to comply with these Standards will subject Madison residents to the Dane County Library Tax.

2022 request was increased by \$20,000 per instruction from Madison Public Library Board at the May 6, 2021 meeting. The motion to increase was unanimously approved.

2023 Projects

Project Name	Est Cost	Location
2023 Library Collection Additions	\$740,000	City-wide Public Library Branches.

Insert item

Explain the justification for selecting projects planned for 2023:

The Library Collection Additions program represents the funds needed to purchase library materials for the physical collection in a variety of formats. In addition, MPL must comply with the Dane County Library Standards for *Minimum Annual Material Expenditures Per Capita*, *Minimum Total Items Held per capita*, and *Minimum Annual Item Acquisitions as a Percent of Standard Range for items Held per capita*. Failure to comply with these Standards will subject Madison residents to the Dane County Library Tax.

2023 request was increased by \$20,000 per instruction from Madison Public Library Board at the May 6, 2021 meeting. The motion to increase was unanimously approved.

2024 Projects

Project name	Est Cost	Location
2024 Library Collection Additions	\$860,000	City-wide Public Library Branches.

Insert item

Explain the justification for selecting projects planned for 2024:

The Library Collection Additions program represents the funds needed to purchase library materials for the physical collection in a variety of formats. In addition, MPL must comply with the Dane County Library Standards for *Minimum Annual Material Expenditures Per Capita*, *Minimum Total Items Held per capita*, and *Minimum Annual Item Acquisitions as a Percent of Standard Range for items Held per capita*. Failure to comply with these Standards will subject Madison residents to the Dane County Library Tax.

The amount increased from the 2021 adopted capital budget request due to the opening of Reindahl Imagination Center, Madison Public Library's 10th branch.

2025 Projects

Project name	Est Cost	Location
2025 Library Collection Additions	\$880,000	City-wide Public Library Branches.

Insert item

Explain the justification for selecting projects planned for 2025:

2022 Capital Budget

Agency Requests

The Library Collection Additions program represents the funds needed to purchase library materials for the physical collection in a variety of formats. In addition, MPL must comply with the Dane County Library Standards for *Minimum Annual Material Expenditures Per Capita*, *Minimum Total Items Held per capita*, and *Minimum Annual Item Acquisitions as a Percent of Standard Range for items Held per capita*. Failure to comply with these Standards will subject Madison residents to the Dane County Library Tax.

The amount increased from the 2021 adopted capital budget request due to the opening of Reindahl, Madison Public Library's 10th branch.

2026 Projects

Project name	Est Cost	Location
2026 Library Collection Additions	\$900,000	City-wide Public Library Branches.

Insert item

Explain the justification for selecting projects planned for 2026:

The Library Collection Additions program represents the funds needed to purchase library materials for the physical collection in a variety of formats. In addition, MPL must comply with the Dane County Library Standards for *Minimum Annual Material Expenditures Per Capita*, *Minimum Total Items Held per capita*, and *Minimum Annual Item Acquisitions as a Percent of Standard Range for items Held per capita*. Failure to comply with these Standards will subject Madison residents to the Dane County Library Tax.

The amount increased from the 2021 adopted capital budget request due to the opening of Reindahl, Madison Public Library's 10th branch.

2027 Projects

Project Name	Est Cost	Location
2027 Library Collection Additions	945,000	City-wide Public Library Branches.

Insert item

Explain the justification for selecting projects planned for 2027:

The Library Collection Additions program represents the funds needed to purchase library materials for the physical collection in a variety of formats. In addition, MPL must comply with the Dane County Library Standards for *Minimum Annual Material Expenditures Per Capita*, *Minimum Total Items Held per capita*, and *Minimum Annual Item Acquisitions as a Percent of Standard Range for items Held per capita*. Failure to comply with these Standards will subject Madison residents to the Dane County Library Tax.

This increase is greater than 5% due to the opening of Reindahl, Madison Public Library's 10th branch.

Operating Costs

What are the estimated annual operating costs associated with the projects planned within this program?

Personnel

# of FTEs	Annual Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Non-Personnel

Major	Amount	Description
53	5000	Additional collections funds increases the associated work supplies.

Insert item

Notes

Notes:

v1 03/15/2021

2022 Capital Improvement Plan Project Budget Proposal

Identifying Information

Agency	Library ▼	Proposal Name	Reindahl Imagination Center / Library ▼
Project Number	17085	Project Type	Project
Project Category	Facility	Priority:	3 ▼

Description

This project funds a new library on Madison's northeast side. The goal of the project is to provide a safe public space with health and environmental literacy resources and educational opportunities through partnerships with Madison Parks, Community Development, and key eastside health facilities. Progress will be measured by program attendance, crime statistics, surveys and other engagement tools, economic growth indicators, and the number of inter-agency partnerships. Funding was provided in 2018 for community outreach and scoping of the project. Construction funding in 2020 – 2022 for Reindahl Library Improvements was removed in the Executive Budget. This funding was restored in 2021 – 2022 via Capital Budget Amendment #7 adopted by the Common Council (\$16.6m).

Budget Information

Total Project Budget **Prior Appropriation**
*Based on Fiscal Years 2015-2021

Budget by Funding Source

Funding Source	2022	2023	2024	2025	2026	2027
GF GO Borrowing ▼	1,100,000	10,500,000	0	0	0	0
Private Contribution/Donation ▼	0	4,500,000	0	0	0	0
Total	\$1,100,000	\$15,000,000	\$0	\$0	\$0	\$0

Insert Funding Source

Budget by Expenditure Type

Expense Type	2022	2023	2024	2025	2026	2027
Building ▼	1,100,000	15,000,000	0	0	0	0
Total	\$1,100,000	\$15,000,000	\$0	\$0	\$0	\$0

Insert Expense Type

Explain any changes from the 2021 CIP in the proposed funding for this project.

No Change.

Explain any changes from the 2021 CIP in the proposed funding for this program.

No Change.

Priority & Justification

Citywide Element

Strategy

Describe how this project advances the Citywide Element:

The Library will partner with Parks, City IT, and potentially other city/community agencies to build a facility in an area which currently does not provide library service. City/Community service providers will utilize the facility and coordinate partnerships to address an identified service gap in northeast Madison. Additionally, this project can model the full potential of a green facility for the City and private development, enabled by a building site to readily accommodate many energy features in the positioning and design of the facility. It can also advance the education of sustainable building and demonstrate the importance of the City leading by example in sustainable facilities.

What is the justification for this project?

The Library has been planning for an expansion in northeast Madison since 2014. The Imagination Center at Reindahl Park is identified as the primary recommendation in the Library's Eastside Strategic Plan, adopted by the Library Board and Common Council in 2016. The Reindahl Park area has the necessary population density for the Imagination Center project, and the park is in a key location for the library. It is a diverse area and key to expanding the Library's commitment to equity. Sandburg Elementary is currently the only eastside MMSD campus outside of a 5 minute drive from a public library and is close to Reindahl Park. The park site also features highly visible placement, an array of transit options (including proximity to a future BRT line), the ability to locate the services and programming of multiple agencies, shared green space, and a unique ability to complement future growth and development. The Library Board and the Board of Park Commissioners adopted the Imagination Center Scoping Study in March 2020.

Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Describe how Black, Indigenous, and People of Color, people living with lower incomes, and people who are otherwise marginalized (because of gender, age, home language, etc.) would be affected by the proposed budget or budget change(s)?

BIPOC, financially challenged, and other marginalized citizens will benefit from the Imagination Center. The meeting rooms will address concerns about the lack of public places to gather which are safe, free, and open to the public. The higher than average density of a diverse youth population in the area will benefit from having an option to safely gather outside of school, and with the park setting to engage in programming beneficial to both mind and body. Virtual connections to City Hall and other city agencies will enable those who are unable to make the distant trip downtown to engage in civic government, as well as offering greater opportunities for enfranchisement through more accessible voter registration and access to other City services. Health literacy and health services programming will assist those who have expressed a wish to live a healthier lifestyle. The location offers an ideal platform for environmental education and can focus the community on climate resiliency. Local artists will have access to artist-in-residence programs, and the site itself will offer opportunities for public art, media programming, and digital creation. Park playgrounds can incorporate a learning environment of play and be designed with literacy and early learning elements incorporated into the design. Digital access provided by barrier-free, robust Wi-Fi will assist with virtual learning and homework assignments, job searches, and assist local businesses. Child care options will always be a consideration on how the facility is programmed and space is designed to help address the childcare needs in the community.

What City agencies or community partners are affected by, care about, or already working on issues related to this project/program?

There are a host of stakeholders affected by this project. Madison Public Library, Madison Parks Department and City IT are leading the City effort. Sandburg Elementary School, Madison East High School, and Hawthorne Elementary School are educational entities which care greatly about this project. A sampling of other stakeholders includes 100 Black Men of Madison Inc, Access to Independence, Goodman Community Center, Food for Thought Initiative, Senegambia Association, Northside Planning Council, and African Center Community Development.

Have we asked for their perspectives directly and, if so, how have we incorporated their feedback?

Yes, through hundreds of community conversations. Their feedback was incorporated directly into the Reindahl Imagination Center Scoping Study, and was previously explored in strategic planning of library services for Madison's eastside.

How will we continue to communicate with them in this process?

We will continue to conduct community conversations. Our goal is to reach all people affected by this project. In addition will be regular communication to the stakeholders via email updates and/or community gatherings.

Have we used any data related to the project/program that details race, non-binary and transgender people, people with disabilities, those experiencing homelessness, or undocumented status?

- Yes
 No
 Some, not all

Is the proposed budget or budget change related to a recommendation from any of the City's teams or initiatives that connect community need with opportunities to advance racial equity, inclusion, and social justice (e.g., NRTs, RESJI, LCET, MAC, WIC, Equitable Workforce Plans)?

- Yes No

If so, please identify the respective group and recommendation.

NRTs, and we look to expand outreach to include more equity groups within the City.

Project Schedule & Location

Can this project be mapped?

- Yes No

What is the location of the project?

Reindahl Park, 1818 Portage Rd

Is this project on the Project's Portal?

- Yes No

2022 Status

Status/Phase	Est Cost	Description
	1100000	Architect completes the conceptual design.

Insert item

2023 Status

Status/Phase	Est Cost	Description
	15000000	Construction begins

Insert item

2024 Status

Status/Phase	Est Cost	Description

Insert item

2025 Status

Status/Phase	Est Cost	Description

Insert item

2026 Status

Status/Phase	Est Cost	Description

Insert item

2027 Status

Status/Phase	Est Cost	Description

Insert item

Operating Costs

What are the estimated annual operating costs associated with the project?

\$1,420,540

Personnel

# of FTEs	Annual Cost	Description
26	1,108,681	<p>In addition to Imagination Center staff, the Library system will need to add 5 FTE: 1 Maintenance Mechanic, 1 Maintenance Custodian, 1 Computer Specialist, 1 Program Assistant and 1 Clerk. The Computer Specialist could potentially be a shared cost with IT for maintaining city network software and hardware.</p> <p>An increase in 4 hourly security monitors and 2 hourly Technical Services staff have been included in this total. (These are included as a possible need and may be adjusted based on the final design.)</p> <p>There is also no inclusion at this time of how staff sharing from other agencies utilizing the facilities or its service may impact the total staffing model. It is anticipated that the overall number could be less when fully realizing the co-location model with other agencies.</p>

Non-Personnel

Major	Amount	Description
53	34762	Supplies expenses are based on Alicia Ashman branch expenses, with increases for inflation. The Imagination Center is currently being budgeted in alignment with the Alicia Ashman Library for costs. There is a potential for some of the expenses being shared with other agencies and that more efficiencies can be designed in the programming of the space to include a more self-service directed model reducing some operational costs.
54	126766	Services expenses are based on Alicia Ashman branch expenses, with increases for inflation. The Imagination Center is currently being based on an Alicia Ashman model. Potential cost savings are expected through shared space and services with other City/Community resources.
57	14610	TE increase for additional radios, Insurance and Workers Comp increases.
59	135720	Debt Service increase for 10 years is based upon borrowing of \$11,600,000. At the time of this budget submission the full cost of the new building is housed within Library's budget. Once final design is completed the borrowing and subsequent Debt Service payments will be shared with Parks and/or other agencies.

Insert item

Save

Submit

Notes

Notes:

Save and Close

v1 03/15/2021

2022 Capital Improvement Plan Project Budget Proposal

Identifying Information

Agency	Library	Proposal Name	Technology Upgrades
Project Number	12407	Project Type	Project
Project Category	Facility	Priority:	5

Description

This project funds technology upgrades at the Madison Public Library locations. The goal of the project is to allow for more effective communication and effective security. Specific projects include implementing system wide digital signage and VOIP telephones, replacing aging AV equipment, installing cameras at several branches, replacing the commercial printer, and replacing RFID equipment at Lakeview and Alicia Ashman Libraries.

Budget Information

Total Project Budget **Prior Appropriation**
*Based on Fiscal Years 2015-2021

Budget by Funding Source

Funding Source	2022	2023	2024	2025	2026	2027
GF GO Borrowing	0	0	0	287,000	0	0
Total	\$0	\$0	\$0	\$287,000	\$0	\$0

Insert Funding Source

Budget by Expenditure Type

Expense Type	2022	2023	2024	2025	2026	2027
Machinery and Equipment	0	0	0	287,000	0	0
Total	\$0	\$0	\$0	\$287,000	\$0	\$0

Insert Expense Type

Explain any changes from the 2021 CIP in the proposed funding for this project.

No change.

Explain any changes from the 2021 CIP in the proposed funding for this program.

No change.

Priority & Justification

Citywide Element Effective Government

Strategy Improve accessibility to government agencies and services

Describe how this project advances the Citywide Element:

For an agency that relies heavily on information accessibility and digital inclusion for the public, it is vital to raise the capability of our technology platform. Minor replacements are planned for in the Library's operating budget, but periodic reinvestment of this level raises it to capital project status. Our last such platform upgrade occurred in 2007 for \$250,000.

What is the justification for this project?

Major technology infrastructure requires periodic upgrades to maintain effectiveness and alignment with the evolution of changing technologies. This project includes funds to replace the main commercial printer (purchased 2014) that services the entire MPL system, and the funding includes needed upgrades to AV equipment which is nearing obsolescence.

Racial Equity and Social Justice

We are continuing our efforts to articulate and prioritize racial equity and social justice in the City's budget and operations. Please respond to the following questions and incorporate these responses into your budget narrative to ensure racial equity is included in decision-making.

Describe how Black, Indigenous, and People of Color, people living with lower incomes, and people who are otherwise marginalized (because of gender, age, home language, etc.) would be affected by the proposed budget or budget changes.

Our printed materials assist those who lack stable Internet connections. Flyers, posters, and other printed formats will remain an important form of access for those patrons who are digitally challenged, or require other communication formats to access information. This is particularly important in marginalized neighborhoods that may depend on print materials for cultural and language purposes. The AV upgrades will also be in alignment with City Channel standards and provide an opportunity to explore remote access to City services [1] at our neighborhood libraries, reducing barriers of access to City services and civic engagement.

What City agencies or community partners are affected by, care about, or already working on issues related to this project/program?

The Library partners with City IT on potential remote AV access to City services. Smaller libraries in the South Central Library System help support our printing service as well as partially subsidizing its usage. This encourages climate resiliency by centralizing printing services rather than duplicating them.

Have we asked for their perspectives directly and, if so, how have we incorporated their feedback?

Yes, we work closely with City IT, our fellow libraries, patrons and staff to determine the most effective technology approach.

How will we continue to communicate with them in this process?

We will engage through virtual meetings, site visits and in person conferences.

Have we used any data related to the project/program that details race, non-binary and transgender people, people with disabilities, those experiencing homelessness, or undocumented status?

- Yes
- No
- Some, not all

Is the proposed budget or budget change related to a recommendation from any of the City's teams or initiatives that connect community need with opportunities to advance racial equity, inclusion, and social justice (e.g., NRTs, RESJI, LCET, MAC, WIC, Equitable Workforce Plans)?

- Yes
- No

If so, please identify the respective group and recommendation.

Project Schedule & Location

Can this project be mapped?

- Yes
- No

What is the location of the project?

Reindahl Imagination Center, 1818 Portage Rd, Central Library, 201 W. Mifflin St., Pinney Library, 516 Cottage Grove R...

Is this project on the Project's Portal?

- Yes
- No

2022 Status

Status/Phase	Est Cost	Description
▼		

Insert item

2023 Status

Status/Phase	Est Cost	Description
▼		

Insert item

2024 Status

Status/Phase	Est Cost	Description
▼		

Insert item

2025 Status

Status/Phase	Est Cost	Description
▼	287000	Replace commercial printer, upgrade AV systems at designated libraries while exploring options to provide City services

Insert item

2026 Status

Status/Phase	Est Cost	Description
▼		

Insert item

2027 Status

Status/Phase	Est Cost	Description
▼		

Insert item

Operating Costs

What are the estimated annual operating costs associated with the project?

\$0

Personnel

# of FTEs	Annual Cost	Description
<input type="text"/>	<input type="text"/>	<input type="text"/>

Non-Personnel

<i>Major</i>	<i>Amount</i>	<i>Description</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Insert item

Save

Submit

Notes

Notes:

Save and Close

v1 03/15/2021