

Capital Budget Monitoring Report – March 31, 2021

Date:	May 25, 2021
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

The purpose of this report is to provide the Toronto Public Library Board with the Toronto Public Library (TPL) capital expenditures for the three-month period ended March 31, 2021 and to seek Board endorsement for a future new branch.

As detailed in Attachment 1, capital spending during the first three months of 2021 totalled \$6.427 million or 14.3% of the gross cash flow of \$44.994 million. Capital expenditures are monitored and managed on an ongoing basis to ensure that spending is within the approved budget.

Board endorsement is being sought for a future new branch at the former Mr. Christie's site at Lake Shore Boulevard West and Park Lawn Road, which is included in the Christie's Planning Study.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. receives the information related to the capital expenditures for the three-month period ended March 31, 2021; and
2. endorses a future new library branch to be located within the former Mr. Christie's lands at Lake Shore Boulevard West and Park Lawn Road, which is included in the Christie's Planning Study Area.

FINANCIAL IMPACT

Based on the \$6.427 million actual spending, the 2021 gross capital budget of \$44.994 million is 14.3% spent as of March 31, 2021.

As noted in the [Christie's Planning Study](#), the developer will deliver a 1,300 square meter (14,000 square feet) shell for a new library branch. It is estimated that the cost to complete the branch would be approximately \$6.5 million in today's dollars, and the timing for the branch is outside of the 10-year capital plan.

The Director, Finance and Treasurer has reviewed this financial impact statement and agrees with it.

ISSUE BACKGROUND

TPL's Council-approved [2021 Capital Budget](#) is \$44.994 million gross, which is comprised of \$35.577 million of new cash flows, \$10.746 million of unspent balances carried forward from 2020 and a decrease of \$1.329 million from a technical adjustment to reduce the 2021 cash flow for two projects that were overspent in 2020. Capital expenditure results are usually reported to the Library Board and the City on a quarterly basis, though the City has deferred the first quarter report to include April 30 results.

COMMENTS

March 31, 2021 - Capital Budget Spending

Attachment 1 includes a list of all active projects, providing 2021 year-to-date and life-to-date project expenditure status as well as projected expenditures to the end of the year, and comments for those projects spending ahead or behind schedule. Capital spending during the first three months of 2021 totalled \$6.427 million or 14.3% of the 2021 approved cash-flow of \$44.994 million and is projected to be 100% spent by the end of the year.

The York Woods renovation capital project is spending ahead of schedule and will require an in-year budget adjustment. At its meeting on April 26, 2021, the Board endorsed an increase to the total project cost of the York Woods Renovation project primarily related to site conditions, and the impacts of the Metrolinx Finch West LRT and COVID-19 pandemic. An in-year budget adjustment will be requested as part of the City's month four variance report to increase the overall budget by \$2.066 million, funded by \$0.301 million of development charges and \$1.764 million debt to be

transferred from the Multi-Branch Minor Renovation Program. It is estimated that \$5.954 million or 153% of the 2021 approved cash flow will be spent by year-end.

Christie's Planning Study

The former Mr. Christie's lands is municipally known as 2150 & 2194 Lake Shore Boulevard West and 23 Park Lawn Road, and form a portion of the Christie's Planning Study. At its meeting on May 5, 2021, City Council adopted 13 recommendations as outlined in [PH22.1 Christie's Planning Study - City-Initiated Secondary Plan and Zoning By-law and Urban Design and Streetscape Guidelines - Final Report](#).

Included in the adopted recommendations was Section 37 funding of \$2.0M to be directed towards the renovation of the Mimico Centennial library. Mimico Centennial is currently in TPL's approved 10-year capital budget and plan with design is scheduled to begin in 2027 and construction to start in 2030. The Section 37 funding, to be paid to the City prior to December 31, 2027, will be included in the next capital budget submission.

Also included in the recommendations was the direction for the developer to provide a shell for a library branch of 1,300 square meters, or approximately 14,000 square feet, within this development site with the following conditions:

- 1. the Owner shall design, construct, and convey freehold ownership to the City, prior to the first Condominium Registration of a building in Phase 4, in an acceptable environmental condition, for nominal consideration and at no cost to the City, a minimum 1,300 square metre Public Library located on the ground floor of Phase 4;*
- 2. the Public Library shall be delivered to the and finished to Base Building Condition, with the terms and specifications to be secured in the Section 37 Agreement, including direct access to a loading space, all satisfactory to the City Librarian, Toronto Public Library, Chief Planner and Executive Director, City Planning and the City Solicitor;*
- 3. prior to the removal of the holding provision on Phase 4, the Owner shall provide a letter of credit in the amount sufficient to guarantee 120 percent of the estimated cost of the design, construction and conveyance of the Public Library complying with the specifications and requirements of the Section 37 Agreement, to the satisfaction of the City Librarian, Toronto Public Library, the Chief Planner and Executive Director, City Planning and the City Solicitor; and*
- 4. concurrent with or prior to, the conveyance of the Public Library, the Owner and the City shall enter into, and register on title to, the appropriate lands an Easement and Cost Sharing Agreement for nominal consideration and at no cost to the City, that is in a form satisfactory to the City Solicitor; the Easement and Cost Sharing Agreement shall*

address and/or provide for the integrated support, use, operation, maintenance, repair, replacement and reconstruction of certain shared facilities, and the sharing of costs, in respect thereof, of portions of the subject lands to be owned by the City and the Owner as they pertain to the Public Library.

As more information is available regarding the timing and scope of the project, this will be provided to the Board.

Facilities Master Plan

In 2019, the [Facilities Master Plan](#) (FMP) was approved by the Board. The intention of the FMP is to guide capital investment decisions in library branches including renovation of existing branches as well as potential expansions or net new locations based on estimates of population growth in specific areas of the city. The FMP did recommend the addition of two new branches (Etobicoke Civic Centre and Portlands) based on the information that was available at the time.

The FMP did not specifically indicate the need for a new branch in the area of the Christie site as the Christie site planning study referenced above was not yet finalized and was not included in the study at the time. The FMP is a living document that requires periodic updates to incorporate new information that may impact the capital investment decisions. Recommendation five within the FMP stated that “TPL should employ the use of catchment-level SF/capita data to access net, new branch opportunities which may be presented to the organization”. The Christie Planning Study is exactly this sort of opportunity.

CONTACT

Larry Hughsam; Director, Finance & Treasurer; Tel: 416-397-5946;
Email: lhughsam@tpl.ca

SIGNATURE

Vickery Bowles
City Librarian

ATTACHMENTS

Attachment 1: Capital Budget Monitoring Report for the Period Ended March 31, 2021

Toronto Public Library
2021 Capital Budget Monitoring Report
For the Three Month Period Ended March 31, 2021

ATTACHMENT 1

Project/Sub-Project Name	2021 - Year-to-Date					2021 - Year End				Life To Date				Expected Year of Completion	Comments
	2021 Full Year Budget	Spent		Unspent / (Overspent)		Projected Actuals to Year-end				Budget \$	Actuals \$	Unspent / (Overspent)			
		\$	%	\$	%	\$	% of Budget	On Budget	On Time			\$	%		
		(a)	(b)	(c) = (a) / (b)	(d) = (a) - (b)	(e) = (d) / (a)	(f)	(g)	(h)			(i)	(j)		
1 Albert Campbell Renovation - Construction	4,907,567	2,430,614	49.5%	2,476,953	50.5%	5,863,196	119.5%	Ⓡ	Ⓢ	20,216,353	10,717,314	9,499,039	47.0%	2022	Construction is progressing very well and it is expected that 2021 expenditures will be ahead of schedule.
2 Answerline and Community Space Rental Modernization	743,605	-	0.0%	743,605	100.0%	743,605	100.0%	Ⓢ	Ⓢ	1,400,000	656,396	743,604	53.1%	2021	
3 Bayview-Bessarion Library Relocation	5,170,818	821,138	15.9%	4,349,680	84.1%	5,170,818	100.0%	Ⓢ	Ⓢ	15,322,000	8,072,592	7,249,408	47.3%	2022	
4 Bridlewood Branch Relocation	92,368	2,630	2.8%	89,738	97.2%	92,368	100.0%	Ⓢ	Ⓢ	7,299,000	10,262	7,288,738	99.9%	2023	
5 Dawes Road Reconstruction & Expansion	466,371	68,161	14.6%	398,210	85.4%	466,371	100.0%	Ⓢ	Ⓢ	24,593,045	5,342,790	19,250,255	78.3%	2026	
6 Digital Experiences (Virtual Branch Services)	1,322,510	106,177	8.0%	1,216,333	92.0%	1,322,510	100.0%	Ⓢ	Ⓢ	7,500,000	1,833,667	5,666,333	75.6%	ongoing	
7 Etobicoke New Construction	351,000	-	0.0%	351,000	100.0%	351,000	100.0%	Ⓢ	Ⓢ	1,416,000	-	1,416,000	100.0%	2022	
8 Integrated Payment Solutions	143,799	7,250	5.0%	136,549	95.0%	143,799	100.0%	Ⓢ	Ⓢ	2,250,000	2,113,451	136,549	6.1%	2021	
9 Maryvale Relocation	1,570,888	5,336	0.3%	1,565,552	99.7%	1,015,336	64.6%	Ⓢ	Ⓢ	2,749,000	82,448	2,666,552	97.0%	2022	Construction tender is expected in summer 2021 with construction to commence in early fall.
10 Multi-Branch Minor Renovation Program	8,550,431	490,250	5.7%	8,060,181	94.3%	6,786,431	79.4%	Ⓢ	Ⓢ	46,900,368	18,249,320	28,651,048	61.1%	ongoing	At its meeting on April 26, 2021, the Board endorsed a budget transfer of \$1.764 million of the 2021 cash flow to the York Woods Renovation project. An in-year budget adjustment will be requested as part of the City's month four variance report. As a result, \$6.786 million or 79.4% will be spent by year-end.
11 North York Central Library Phase 2	1,313,365	135,795	10.3%	1,177,570	89.7%	1,313,365	100.0%	Ⓢ	Ⓢ	12,718,000	11,540,431	1,177,569	9.3%	2021	
12 Northern District Renovation - Design	100,000	-	0.0%	100,000	100.0%	-	0.0%	Ⓡ	Ⓡ	251,000	-	251,000	100.0%	2022	Scope and timing of the project is still being investigated
13 Northern District Streetscaping	473,077	-	0.0%	473,077	100.0%	-	0.0%	Ⓡ	Ⓡ	990,000	21,923	968,077	97.8%	2022	Scope and timing of the project is still being investigated
14 Pleasant View Renovation	100,000	-	0.0%	100,000	100.0%	100,000	100.0%	Ⓢ	Ⓢ	635,622	21,923	613,699	96.6%	2022	
15 Richview Building Elements (SOG)	174,610	-	0.0%	174,610	100.0%	174,610	100.0%	Ⓢ	Ⓢ	3,546,017	61,407	3,484,610	98.3%	2024	
16 Service Modernization and Transformation	1,719,847	191,426	11.1%	1,528,421	88.9%	1,719,847	100.0%	Ⓢ	Ⓢ	6,771,000	496,579	6,274,421	92.7%	ongoing	
17 Technology Asset Management Program	6,772,410	290,569	4.3%	6,481,841	95.7%	6,772,410	100.0%	Ⓢ	Ⓢ	25,452,000	4,593,159	20,858,841	82.0%	ongoing	
18 Toronto Reference Library Renovation	3,693,742	290,147	7.9%	3,403,595	92.1%	3,693,742	100.0%	Ⓢ	Ⓢ	10,710,000	346,405	10,363,595	96.8%	ongoing	
19 Weston Renovation	159,000	-	0.0%	159,000	100.0%	30,000	18.9%	Ⓡ	Ⓡ	641,000	-	641,000	100.0%	2022	A Request for Quotation for Architectural Services will be issued in the late May/early June.
20 Wychwood Renovation	3,280,254	771,145	23.5%	2,509,109	76.5%	3,280,254	100.0%	Ⓢ	Ⓢ	15,795,600	10,818,458	4,977,142	31.5%	2022	
21 York Woods Renovation	3,887,953	816,341	21.0%	3,071,612	79.0%	5,953,953	153.1%	Ⓡ	Ⓢ	11,758,000	8,686,388	3,071,612	26.1%	2021	At its meeting on April 26, 2021, the Board endorsed an increase to the total project cost of the York Woods Renovation project. An in-year budget adjustment of \$2.066 million will be requested as part of the City's month four variance report.
Total 2021 Capital Projects Cash Flow Gross	44,993,615	6,426,979	14.3%	38,566,636	85.7%	44,993,615	100.0%	Ⓢ	Ⓢ	218,914,005	83,664,912	135,249,093	61.8%		

On Time
On / Ahead of Schedule
Minor Delays < 6 months
Significant Delays > 6 months

On Budget
Ⓢ >70% of Approved Cash Flow
Ⓢ Between 50% and 70% of Approved Cash Flow
Ⓡ < 50% or >100% of Approved Cash Flow