



2023 Draft Operating and Capital Budget

Tax Supported Programs



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Ottawa Public Library Board

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Ottawa Public Library

2023 Service Area Summary

Ottawa Public Library (OPL) serves a national capital city of more than one million residents. OPL is the largest bilingual (English/French) public library system in North America. OPL offers access to information and services through 33 physical branches, a robust virtual channel (BiblioOttawaLibrary.ca) as well as three bookmobiles (two full-sized and one mini), a home delivery service for customers unable to visit in person, and a vending machine-style lending library service at one location. OPL is the second largest public library system in Ontario, Canada's most populous province.

Vision/Mission/Values

OPL's vision is to build community and transform lives; our mission is to inspire learning, spark curiosity, and connect people; our core values are Community, Inclusion, Integrity, Intellectual Freedom, and Literacy. Notably, intellectual freedom is a cornerstone tenet that underpins the Library's role as a curator of information and a champion of information literacy. OPL supports intellectual curiosity and enquiry as well as the free and open exchange of lawful information and ideas in a democratic society, respecting individuals' rights to privacy and choice. OPL is a shared public service, part of the cultural, educational and community fabric of the nation's capital city.

Services

OPL's Service Delivery Framework includes three service channels: virtual, facility, and mobile, through which OPL delivers five categories of service: collections, expertise, programs, spaces, and tools.

Collections

OPL has a collection of more than 1,851,000 physical and digital items. The collection provides the foundation for literacy, cultivating the joys of reading, learning, exploring and creating for all ages. OPL's collection contains English, French, Indigenous and other world languages. The OPL collection includes multiple formats, both to provide equitable access to individuals with disabilities, and to provide a wide range of digital content such as eBooks, eAudiobooks, streaming (for film, television, music), high-calibre online learning tools, as well as reference and research databases. Of the more than 1.8 million

collections, 72 per cent are books. However, OPL also lends musical instruments (banjo, guitar, keyboard, mandolin, percussion, ukulele, violin), telescopes, access passes to museums and parks, and other items for public use.

Expertise Library staff, including librarians, library technicians, and other experienced employees support information and literacy needs of customers through Reader's Advisory (knowledgeable reading recommendations), assistance with research, support for technologies including eReaders, hardware, and software, creative spaces and resources, as well as through management of cardholder accounts, etc.

Programs

OPL creates cultural, creative and literacy programming that helps customers explore the depth and variety of resources in the collection, and hosts events that connect people, spark curiosity, and meet diverse community needs.

Spaces

OPL provides access to defined areas for customer use such as reading spaces, seating, reference areas, zones for children, teens, and/or seniors. There are also areas where specific collections, tools, or furnishings are made available to customers. OPL provides creative spaces and tools such as a maker space called Imagine Space, and a digitization lab with music editing and VHS conversion stations.

Tools

OPL provides equipment or technology for use on-site. Tools range from everyday essentials (such as photocopying and printing) to new technologies for learning and experimentation. A prime example is the creative technology at OPL's maker space, which includes 3D printing and modelling, laser cutting, audio-video editing, green screen and video gear, hand tools and electronics, a wall-to-wall whiteboard, and more.

City of Ottawa
Ottawa Public Library - Operating Resource Requirement
In Thousands (\$000)

Document 2

	2021	2022		2023	\$ Change over 2022 Budget
	Actual	Forecast	Budget	Estimate	
Expenditures by Program					
Chief Executive Office	1,801	2,371	2,446	3,183	737
Corporate Services	6,305	7,518	7,643	7,318	(325)
Customer Experience	12,661	11,075	12,212	12,524	312
Branch Operations	28,631	32,005	34,245	35,141	896
Non Departmental	1,404	1,539	1,539	2,329	790
Gross Expenditure	50,802	54,508	58,085	60,495	2,410
Recoveries & Allocations	(7)	0	0	0	0
Revenue	(1,708)	(1,805)	(1,750)	(1,750)	0
Net Requirement	49,087	52,703	56,335	58,745	2,410
Expenditures by Type					
Salaries, Wages & Benefits	34,783	39,219	40,549	42,377	1,828
Overtime	74	105	105	107	2
Material & Services	9,838	9,456	11,163	11,104	(59)
Transfers/Grants/Financial Charges	1,404	1,972	1,972	2,332	360
Fleet Costs	169	205	205	205	0
Program Facility Costs	4,296	3,350	3,840	4,014	174
Other Internal Costs	238	201	251	356	105
Gross Expenditures	50,802	54,508	58,085	60,495	2,410
Recoveries & Allocations	(7)	0	0	0	0
Net Expenditure	50,795	54,508	58,085	60,495	2,410
Revenues By Type					
Federal	0	0	0	0	0
Provincial	(1,380)	(1,380)	(1,380)	(1,380)	0
Own Funds	0	0	0	0	0
Fees and Services	(328)	(370)	(370)	(370)	0
Fines	0	0	0	0	0
Other	0	(55)	0	0	0
Total Revenue	(1,708)	(1,805)	(1,750)	(1,750)	0
Net Requirement	49,087	52,703	56,335	58,745	2,410
Full Time Equivalents			472.96	481.96	9.00

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Library Fees							
Express: Adult DVD, Adult Music CDs, Teen Fiction, Children's Fiction	Not returned \$20	Not returned based on item cost	Not returned based on item cost	0.0%	0.0%		
Restocking Fee - Expired Holds	\$1.00 per item hold	\$1.00 per item hold	\$1.00 per item hold	0.0%	0.0%		
Museum pass/Ski Pass (Express)	Not returned \$20	Not returned \$50	Not returned \$50	0.0%	150.0%	01-Apr-23	
Musical Instrument	Not returned based on item cost	Not returned based on item cost	Not returned based on item cost	0.0%	0.0%		
Telescope	Not returned based on item cost	Not returned based on item cost	Not returned based on item cost	0.0%	0.0%		
Pedometer	Not returned based on item cost	Not returned based on item cost	Not returned based on item cost	0.0%	0.0%		

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Library Fees cont'd							
Kill-A-Watt Meter	Not returned based on item cost	Not returned based on item cost	Not returned based on item cost	0.0%	0.0%		
Ready-to-read Backpack	Not returned based on item cost	Not returned based on item cost	Not returned based on item cost	0.0%	0.0%		
Interlibrary Loan	Not returned based on item cost	Not returned based on item cost	Not returned based on item cost	0.0%	0.0%		
Replacement Fee for Lost, Not Returned, or damaged beyond repair items	Based on item cost	Based on item cost	Based on item cost	0.0%	0.0%		
Assistive Listening Devices	Not returned \$1200	Not returned \$1200	Not returned \$1200	0.0%	0.0%		
iPad / Chromebook	Not returned \$500 (ipad), \$500 (Chromebook)	Not returned \$500 (ipad), \$500 (Chromebook)	Not returned \$500 (ipad), \$500 (Chromebook)	0.0%	0.0%		
iPod Shuffle - iCanada (Express)	Not returned \$35	Not returned \$35	Devices removed from collection, no longer circulating	-100.0%	-100.0%	01-Apr-23	
Imagine Space Tools	Not returned \$50- \$3000 depending on item cost	Not returned \$50- \$3000 depending on item cost	Not returned \$50- \$3000 depending on item cost	0.0%	0.0%		
Imagine Space - plastic filament for Makerbot 3D printer	\$0.10 per gram	\$0.10 per gram	\$0.10 per gram	0.0%	0.0%		
Imagine Space - translucent plastic (NEW) filament for Makerbot 3D printer	\$0.15 per gram	\$0.15 per gram	\$0.15 per gram	0.0%	0.0%		
Imagine Space - material for Laser Cutter	\$3 to \$16 per sheet	\$3 to \$16 per sheet	\$3 to \$16 per sheet	0.0%	0.0%		

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Library Fees cont'd							
Imagine Space - material for Button Maker	\$0.25 per button	\$0.25 per button	\$0.25 per button	0.0%	0.0%		
Imagine Space - thread for sewing machines		Thread \$2.00/10,000 stitches (\$2.00 minimum) Backing \$0.50/foot (1 foot minimum)	Thread \$2.00/10,000 stitches (\$2.00 minimum) Backing \$0.50/foot (1 foot minimum)	0.0%	100.0%		
ILL Postage Rates	\$2.00 for CDN Lender; \$25.00 for US Lender	\$2.00 for CDN Lender; \$25.00 for US Lender	No fee for Canadian lender - 90% reciprocal postage provided; \$25.00 for US Lender	-80.0%	-80.0%	01-Apr-23	
Non-Resident fee (4 months +)	\$85 each/\$170 family paid immediately	\$85 each/\$170 family paid immediately	\$90 each/\$180 family paid immediately	5.8%	5.8%	01-Apr-23	
Visitor Fee (3 months or less)	\$10.00 per month, \$25.00 for three months	\$10.00 per month, \$25.00 for three months	\$10.00 per month, \$25.00 for three months	0.0%	0.0%		
Adult Library Card replacement	\$1.00 per card	\$1.00 per card	\$1.00 per card	0.0%	0.0%		
Children/Teen Card replacement	\$1.00 per card	\$1.00 per card	\$1.00 per card	0.0%	0.0%		
Thumb Drives (USB Sticks)	\$5.3097 per key	\$5.3097 per key	\$5.3097 per key	0.0%	0.0%		
Earbuds	\$2.6548 per set	\$2.6548 per set	\$2.6548 per set	0.0%	0.0%		
NSF cheque	\$45.00 per draft	\$45.00 per draft	\$45.00 per draft	0.0%	0.0%		
Printing/Copying	\$0.10 per page	\$0.10 per page	\$0.10 per page	0.0%	0.0%		

	2021 Rate \$	2022 Rate \$	2023 Rate \$	% Change Over 2022	% Change Over 2021	Effective Date	2023 Revenue (\$000)
Room Rentals							
Section							
Main Library Auditorium							
Commercial	\$58.89/hour	\$60.36 / hour or less	\$61.57 / hour or less	2.0%	4.5%	01-Apr-23	
Non-profit	\$30.97/hour	\$31.74 / hour or less	\$32.37 / hour or less	2.0%	4.5%	01-Apr-23	
Nepean Centreponte							
Commercial	\$24.38/hr or less	\$24.98 / hour or less	\$25.48 / hour or less	2.0%	4.5%	01-Apr-23	
Non-profit	\$19.82/hr or less	\$20.31 / hour or less	\$20.72 / hour or less	2.0%	4.5%	01-Apr-23	
Other Library Branches							
Commercial	\$26.86/hr or less	\$27.53 / hour or less	\$28.08 / hour or less	2.0%	4.5%	01-Apr-23	
Non-profit	\$6.68/hr or less	\$6.84 / hour or less	\$6.97 / hour or less	2.0%	4.4%	01-Apr-23	
Beaverbrook							
Small Meeting Room							
Commercial	\$48.27/hour or less	\$49.47 / hour or less	\$50.46 / hour or less	2.0%	4.5%	01-Apr-23	
Private	\$31.73/hour or less	\$32.52 / hour or less	\$33.17 / hour or less	2.0%	4.5%	01-Apr-23	
Non-Profit	\$11.28/hour or less	\$11.56 / hour or less	\$11.79 / hour or less	2.0%	4.5%	01-Apr-23	
Medium Meeting Room							
Commercial	\$60.31/hour or less	\$61.81 / hour or less	\$63.05 / hour or less	2.0%	4.5%	01-Apr-23	
Private	\$39.60/hour or less	\$40.59 / hour or less	\$41.40 / hour or less	2.0%	4.6%	01-Apr-23	
Non-Profit	\$12.35/hour or less	\$14.38 / hour or less	\$14.67 / hour or less	2.0%	18.8%	01-Apr-23	

City Of Ottawa
 2023 Draft Capital Budget
 Ottawa Public Library Board
 Capital Funding Summary
 In Thousands (\$000)

Project Description	Revenues	Gas Tax	Tax Supported/ Dedicated	Develop. Charges	Tax Supported/ Dedicated Debt	Grand Total
Library						
Renewal of City Assets						
910217 Facilities and Branch Improvements 2022	0	0	700	0	0	700
910885 2023 Buildings-Library	0	0	2,200	0	50	2,250
911025 Technology Lifecycle - 2023	0	0	200	0	0	200
Renewal of City Assets Total	0	0	3,100	0	50	3,150
Growth						
904629 Riverside South Library - DC	0	0	230	970	0	1,200
907059 Barrhaven - New Branch Construction	0	0	950	4,050	0	5,000
Growth Total	0	0	1,180	5,020	0	6,200
Service Enhancements						
910886 2023 Accessibility - Library	0	0	310	0	0	310
911083 Technology - Community Access	0	0	250	0	0	250
Service Enhancements Total	0	0	560	0	0	560
Library Total	0	0	4,840	5,020	50	9,910
Grand Total	0	0	4,840	5,020	50	9,910

	2022 Baseline			2023 Adjustments							2023	\$ Change over 2022 Budget
	Forecast	Budget	Adj. to Base Budget	Maintain Services	Provincial Legislated	New Services	Growth	COVID-19	Service Initiatives / Savings	User Fees & Revenues	Estimate	
Expenditures by Program												
Chief Executive Office	2,371	2,446	(430)	187	0	0	980	0	0	0	3,183	737
Corporate Services	7,518	7,643	(350)	25	0	0	0	0	0	0	7,318	(325)
Customer Experience	11,075	12,212	0	312	0	0	0	0	0	0	12,524	312
Branch Operations	32,005	34,245	(40)	886	0	50	0	0	0	0	35,141	896
Non Departmental	1,539	1,539	790	0	0	0	0	0	0	0	2,329	790
Gross Expenditure	54,508	58,085	(30)	1,410	0	50	980	0	0	0	60,495	2,410
Recoveries & Allocations	0	0	0	0	0	0	0	0	0	0	0	0
Revenue	(1,805)	(1,750)	0	0	0	0	0	0	0	0	(1,750)	0
Net Requirement	52,703	56,335	(30)	1,410	0	50	980	0	0	0	58,745	2,410
Expenditures by Type												
Salaries, Wages & Benefits	39,219	40,549	(50)	898	0	0	980	0	0	0	42,377	1,828
Overtime	105	105	0	2	0	0	0	0	0	0	107	2
Material & Services	9,456	11,163	(340)	231	0	50	0	0	0	0	11,104	(59)
Transfers/Grants/Financial Charges	1,972	1,972	360		0	0	0	0	0	0	2,332	360
Fleet Costs	205	205	0	0	0	0	0	0	0	0	205	0
Program Facility Costs	3,350	3,840	0	174	0	0	0	0	0	0	4,014	174
Other Internal Costs	201	251	0	105	0	0	0	0	0	0	356	105
Gross Expenditures	54,508	58,085	(30)	1,410	0	50	980	0	0	0	60,495	2,410
Recoveries & Allocations	0	0	0	0	0	0	0	0	0	0	0	0
Net Expenditure	54,508	58,085	(30)	1,410	0	50	980	0	0	0	60,495	2,410
Percent of 2023 Net Expenditure Budget			-0.1%	2.4%	0.0%	0.1%	1.7%	0.0%	0.0%	0.0%	4.1%	
Revenues By Type												
Federal	0	0	0	0	0	0	0	0	0	0	0	0
Provincial	(1,380)	(1,380)	0	0	0	0	0	0	0	0	(1,380)	0
Own Funds	0	0	0	0	0	0	0	0	0	0	0	0
Fees and Services	(370)	(370)	0	0	0	0	0	0	0	0	(370)	0
Fines	0	0	0	0	0	0	0	0	0	0	0	0
Other	(55)	0	0	0	0	0	0	0	0	0	0	0
Total Revenue	(1,805)	(1,750)	0	0	0	0	0	0	0	0	(1,750)	0
Percent of 2023 Revenue Budget			0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	
Net Requirement	52,703	56,335	(30)	1,410	0	50	980	0	0	0	58,745	2,410
Percent of 2023 Net Requirement Budget			-0.1%	2.5%	0.0%	0.1%	1.7%	0.0%	0.0%	0.0%	4.3%	
Full Time Equivalents (FTEs)		472.96	0.00	0.00	0.00	0.00	9.00	0.00	0.00	0.00	481.96	9.00
Percent of 2023 FTEs			0.0%	0.0%	0.0%	0.0%	1.9%	0.0%	0.0%	0.0%	1.9%	

	Surplus / (Deficit)			
2022 Forecast vs. Budget Variance Explanation	Expense	Revenue	Net	
Revenue loss offset by savings achieved in expenditures for compensation and services as a result of impacts from COVID 19.	3,577	55	3,632	
Total Surplus / (Deficit)	3,577	55	3,632	
	Increase / (Decrease)			
2022 Baseline Adjustment / Explanation	Expense	Revenue	Net 2023 Changes	FTE Impact
Removal of one-time Automated Materials Handling System updates.	(300)	0	(300)	0.00
Removal of Temporary position for automated scheduling.	(50)	0	(50)	0.00
Removal of one-time reduction to capital PAYGO for 2022 capital plan .	770	0	770	0.00
Removal of one-time funding to increase community development and outreach to vulnerable communities.	(40)	0	(40)	0.00
Removal of one-Time Transfer to Library Reserve for future growth funding.	(430)	0	(430)	0.00
One-time decrease to capital PAYGO for 2023 plan.	20	0	20	0.00
Total Adjustments to Base Budget	(30)	0	(30)	0.00
	Increase / (Decrease)			
2023 Pressure Category / Explanation	Expense	Revenue	Net 2023 Changes	FTE Impact
Maintain Services				
All programs include an adjustment for potential 2023 cost of living, increments and benefit adjustments.	900	0	900	0.00
Increase in Facility costs related to inflation on compensation contracts, water and heating increases, security and maintenance contracts.	215	0	215	0.00
One-time funding for Service Delivery Framework development and design.	50	0	50	0.00
Insurance Premiums adjustment.	105	0	105	0.00
One-time Professional Services funding for Corporate Branding.	140	0	140	0.00
Total Maintain Services	1,410	0	1,410	0.00

2023 Pressure Category / Explanation	Increase / (Decrease)			
	Expense	Revenue	Net 2023 Changes	FTE Impact
New Services				
Community Development base funding.	50	0	50	0.00
Total New Services	50	0	50	0.00
	Increase / (Decrease)			
2023 Pressure Category / Explanation	Expense	Revenue	Net 2023 Changes	FTE Impact
Growth				
Resources to support future operations.	980	0	980	9.00
Total Growth	980	0	980	9.00
Total Budget Changes	2,410	0	2,410	9.00

Capital Budget

City of Ottawa
2023 Draft Capital Budget
Ottawa Public Library Board
In Thousands (\$000)

Service Area: Library											
Category	2023 Draft Capital Budget	Revenues	Tax Supported/ Dedicated Reserves	Rate Supported Reserves	Develop. Charges	Gas Tax	Debt				
							Tax/ Dedicated	Rate	Develop. Charges	Gas Tax	Total Debt
Renewal of City Assets	3,150	0	3,100	0	0	0	50	0	0	0	50
Growth	6,200	0	1,180	0	5,020	0	0	0	0	0	0
Regulatory	0	0	0	0	0	0	0	0	0	0	0
Service Enhancements	560	0	560	0	0	0	0	0	0	0	0
Total	9,910	0	4,840	0	5,020	0	50	0	0	0	50

City of Ottawa
2023 Draft Capital Budget
Service Area: Library
In Thousands (\$000)

Program Information				Financial Details																																																	
Buildings-Library			Class of Estimate:		C) Planning																																																
Dept:	Infrastructure & Water Services Department	Category: Renewal of City Assets		Ward: Multiple		Year of Completion: Various																																															
Reduces greenhouse gases?				No		2023 Request		2,250	Projected Yearend Unspent Bal.		0																																										
Builds climate resiliency?				Yes - Minor Contribution		Revenues		0	Debt																																												
<p>The Building and Park programs provide for lifecycle renewal and replacement works to existing building and park assets. Detailed scope of work for specific projects extends to a wide assortment of work, such as roof replacement, building preservation, building mechanical and electrical systems, parks playgrounds and property elements, hard landscaping, arena and pool equipment and unplanned emergency work.</p> <p>Forecasts are based on bulk allocations that will be detailed in future budget submissions. Project cost group summaries are provided following this program summary. When selecting materials and solutions for lifecycle projects, measures are taken to account for increased seasonal variability and extreme weather events where project budget permits. This includes, for example, reflective or metal roofing to build resilience to heat, high winds or heavy snow.</p> <p>Annual programming provides allocations as required for each of the service areas as follows:</p> <table><tr><td>Service Area</td><td>Buildings</td><td>Parks</td></tr><tr><td>By-Law Services</td><td>200</td><td></td></tr><tr><td>Child Care Services</td><td>275</td><td></td></tr><tr><td>Cultural Services</td><td>2,300</td><td></td></tr><tr><td>Fire Services</td><td>2,400</td><td></td></tr><tr><td>General Government</td><td>3,130</td><td></td></tr><tr><td>Public Library</td><td>2,250</td><td></td></tr><tr><td>Long Term Care</td><td>1,675</td><td></td></tr><tr><td>Parks & Recreation Facilities</td><td>28,425</td><td>6,200</td></tr><tr><td>Roads Services</td><td>4,295</td><td></td></tr><tr><td>Social Services</td><td>300</td><td></td></tr><tr><td>Water Services</td><td>100</td><td></td></tr><tr><td>Transit Services</td><td>3,600</td><td></td></tr><tr><td>TOTAL Authority Request</td><td>48,950</td><td>6,200</td></tr></table>						Service Area	Buildings	Parks	By-Law Services	200		Child Care Services	275		Cultural Services	2,300		Fire Services	2,400		General Government	3,130		Public Library	2,250		Long Term Care	1,675		Parks & Recreation Facilities	28,425	6,200	Roads Services	4,295		Social Services	300		Water Services	100		Transit Services	3,600		TOTAL Authority Request	48,950	6,200	Tax Supported/ Dedicated		2,200	Tax Supported/ Dedicated Debt		50
						Service Area	Buildings	Parks																																													
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Develop. Charges		0	Develop. Charges Debt		0																																																
Gas Tax		0	Gas Tax Debt		0																																																
Forecast		2023	2024	2025	2026																																																
Authority		2,250	1,619	1,010	1,030																																																
Spending Plan		1,125	1,485	1,441	1,142																																																
FTEs		0	0	0	0																																																
Operating Impact		0	0	0	0																																																

[illegible]

City of Ottawa
2023 Draft Capital Budget
Service Area: Library
In Thousands (\$000)

Program Information			Financial Details							
Accessibility - Library			Class of Estimate:		C) Planning					
Dept:	Infrastructure & Water Services Department	Category: Service Enhancements	Ward: Multiple		Year of Completion: Various					
Reduces greenhouse gases?			No		2023 Request		310	Projected Yearend Unspent Bal.		0
Builds climate resiliency?			No		Revenues		0	Debt		
The Accessibility program provides for barrier removals to existing building and park assets based on ongoing condition assessments. Detailed scope of work for specific projects extends to a wide assortment of planned and/or emergency works, such as: installation of ramps, elevators, power door operators, signage, handrails in arena stands, removal of barriers in exterior and interior paths of travels, washroom / changeroom / kitchen remedial work, and parks playgrounds.					Tax Supported/ Dedicated		310	Tax Supported/ Dedicated Debt		0
					Rate Supported		0	Rate Supported Debt		0
					Develop. Charges		0	Develop. Charges Debt		0
					Gas Tax		0	Gas Tax Debt		0
					Forecast		2023	2024	2025	2026
Annual programming provides allocations as required for each of the service areas as follows:					Authority		310	149	150	150
					Spending Plan		155	168	182	150
					FTEs		0	0	0	0
					Operating Impact		0	0	0	0
<div><div>Service Area</div><div><div>Child Care</div><div>60</div></div><div><div>Cultural Services</div><div>60</div></div><div><div>General Government</div><div>375</div></div><div><div>Library</div><div>310</div></div><div><div>Long Term Care</div><div>110</div></div><div><div>Parks & Recreation</div><div>1,615</div></div><div><div>Social Services</div><div>60</div></div><div><div>TOTAL Authority Request</div><div>2,590</div></div></div>										

[illegible]

City of Ottawa
2023 Draft Capital Budget
Service Area: Library
In Thousands (\$000)

Project Information			Financial Details					
910217 Facilities and Branch Improvements 2022			Class of Estimate:		Not Applicable			
Dept:	Ottawa Public Library	Category: Renewal of City Assets	Ward: CW		Year of Completion: 2024			
Reduces greenhouse gases?		No	2023 Request		700	Projected Yearend Unspent Bal.		338
Builds climate resiliency?		No	Revenues		0	Debt		
This funding will be utilized to re-configure internal spaces at library facilities to address operational needs, including improved customer flow, wayfinding, and sightlines. The funding will also support requirements to update customer service points, to improve internal and external aesthetics, and to improve functional properties of library service operations.			Tax Supported/ Dedicated		700	Tax Supported/ Dedicated Debt		0
			Rate Supported		0	Rate Supported Debt		0
			Develop. Charges		0	Develop. Charges Debt		0
			Gas Tax		0	Gas Tax Debt		0
			Forecast		2023	2024	2025	2026
			Authority		700	0	220	750
			Spending Plan		700	0	220	750
			FTEs		0	0	0	0
			Operating Impact		0	0	0	0
911025 Technology Lifecycle - 2023			Class of Estimate:		Not Applicable			
Dept:	Ottawa Public Library	Category: Renewal of City Assets	Ward: CW		Year of Completion: 2024			
Reduces greenhouse gases?		No	2023 Request		200	Projected Yearend Unspent Bal.		0
Builds climate resiliency?		No	Revenues		0	Debt		
Radio Frequency Identification (RFID) technology was first deployed at OPL in 2012 and was completed in 2017. In 2023, original equipment will continue to reach lifecycle replacement thresholds. This funding is required to replace RFID checkout units which will have upgraded software, designed to enhance the customer experience.			Tax Supported/ Dedicated		200	Tax Supported/ Dedicated Debt		0
			Rate Supported		0	Rate Supported Debt		0
			Develop. Charges		0	Develop. Charges Debt		0
			Gas Tax		0	Gas Tax Debt		0
			Forecast		2023	2024	2025	2026
			Authority		200	525	450	300
			Spending Plan		200	525	450	300
			FTEs		0	0	0	0
			Operating Impact		0	0	0	0

City of Ottawa
2023 Draft Capital Budget
Service Area: Library
In Thousands (\$000)

Document 2

Project Information			Financial Details										
904629 Riverside South Library - DC			Class of Estimate:		C) Planning								
Dept:	Ottawa Public Library	Category: Growth	Ward: 22		Year of Completion: 2026								
Reduces greenhouse gases?		Yes - Minor Contribution		2023 Request		1,200		Projected Yearend Unspent Bal.		11,461			
Builds climate resiliency?		No		Revenues		0		Debt					
The 2016 Library Facilities Investment and Growth Planning Study identified a 15,000 square foot branch in the Riverside South area. This branch is to be co-located with a community center on City-owned land in the Riverside South community core as defined by the Riverside South Community Design Plan. In addition to previously approved authorities of \$11.5M, in 2022 the OPL Board reaffirmed its committment to the Riverside South project and will invest an additional \$1.2M in capital funding in 2023. This will account for a share of increased construction costs for this OPL growth project.				Tax Supported/ Dedicated		230		Tax Supported/ Dedicated Debt		0			
				Rate Supported		0		Rate Supported Debt		0			
				Develop. Charges		970		Develop. Charges Debt		0			
				Gas Tax		0		Gas Tax Debt		0			
				Forecast		2023		2024		2025		2026	
				Authority		1,200		0		0		0	
				Spending Plan		1,200		0		0		0	
				FTEs		0		0		0		0	
				Operating Impact		0		0		0		0	
907059 Barrhaven - New Branch Construction			Class of Estimate:		C) Planning								
Dept:	Ottawa Public Library	Category: Growth	Ward: 3		Year of Completion: 2028								
Reduces greenhouse gases?		Yes - Minor Contribution		2023 Request		5,000		Projected Yearend Unspent Bal.		0			
Builds climate resiliency?		No		Revenues		0		Debt					
The 2016 Library Facilities Investment and Growth Planning Study identified the need for an additional 10,000 square foot branch in the Barrhaven area. In 2022, the OPL Board approved establishing a library branch to serve the growing Barrhaven community, in conjunction with City's Recreation and Culture team. The new library branch is estimated to be 30,000 square feet, with funding contributions from upper levels of government.				Tax Supported/ Dedicated		950		Tax Supported/ Dedicated Debt		0			
				Rate Supported		0		Rate Supported Debt		0			
				Develop. Charges		4,050		Develop. Charges Debt		0			
				Gas Tax		0		Gas Tax Debt		0			
				Forecast		2023		2024		2025		2026	
				Authority		5,000		1,500		0		0	
				Spending Plan		0		0		2,500		2,500	
				FTEs		0		0		0		0	
				Operating Impact		0		0		0		0	

City of Ottawa
2023 Draft Capital Budget
Service Area: Library
In Thousands (\$000)

Document 2

Project Information			Financial Details			
911083 Technology - Community Access			Class of Estimate:	Not Applicable		
Dept:	Ottawa Public Library	Category: Service Enhancements	Ward: 20	Year of Completion: 2024		
Reduces greenhouse gases?	No			2023 Request	250	Projected Yearend Unspent Bal. 0
Builds climate resiliency?	No			Revenues	0	Debt
This funding will be used to implement a pilot project related to the use of technology to allow for increased community access to the Metcalfe Village branch. The technology is a comprehensive system that can be utilized in a flexible way to make libraries or specific sections of libraries available for community activities, on a self-serve basis, after regular hours of opening.			Tax Supported/ Dedicated	250	Tax Supported/ Dedicated Debt	0
			Rate Supported	0	Rate Supported Debt	0
			Develop. Charges	0	Develop. Charges Debt	0
			Gas Tax	0	Gas Tax Debt	0
			Forecast	2023	2024	2025
			Authority	250	0	0
			Spending Plan	125	125	0
			FTEs	0	0	0
			Operating Impact	0	0	0

City Of Ottawa
2023 Draft Capital Budget
Ottawa Public Library Board
Four Year Forecast Summary
In Thousands (\$000)

Project Description	2023	2024	2025	2026	Total
Library					
Renewal of City Assets					
908212 Lifecycle Vehicle Replc-Alternative 2022	0	0	0	1,000	1,000
908710 Lifecycle Vehicle Replc - Materials 2022	0	0	0	110	110
910217 Facilities and Branch Improvements 2022	700	0	220	750	1,670
910478 Library Materials Transit Bins - 2022	0	0	50	0	50
910885 2023 Buildings-Library	2,250	1,619	1,010	1,030	5,909
911025 Technology Lifecycle - 2023	200	525	450	300	1,475
Renewal of City Assets Total	3,150	2,144	1,730	3,190	10,214
Growth					
904629 Riverside South Library - DC	1,200	0	0	0	1,200
907059 Barrhaven - New Branch Construction	5,000	1,500	0	0	6,500
909498 Library Materials - DC	0	0	2,000	2,000	4,000
Growth Total	6,200	1,500	2,000	2,000	11,700
Service Enhancements					
909500 Creation and Innovation Fund - 2019	0	450	0	500	950
910886 2023 Accessibility - Library	310	149	150	150	759
911065 Branding Strategy and Implementation - S	0	250	0	0	250
911083 Technology - Community Access	250	0	0	0	250
Service Enhancements Total	560	849	150	650	2,209
Library Total	9,910	4,493	3,880	5,840	24,123
Grand Total	9,910	4,493	3,880	5,840	24,123

Project Description	Authority	Expenditures	Unspent Cash Balance	Total Contractual Obligations	Unspent Balance including Contractual Obligations
Library					
904629 Riverside South Library - DC	11,501	40	11,461	1	11,461
905105 Central Library Development	8,165	6,572	1,593	194	1,399
907351 Rosemount Planning/Renewal	2,847	2,906	(59)	23	(81)
908212 Lifecycle Vehicle Replc-Alternative 2022	100	0	100	0	100
908253 Technology Lifecycle	150	96	54	0	54
908254 OPL Facilities/ Growth Studies (DC)	100	45	55	0	55
909008 Automated Employee Scheduling System	225	0	225	0	225
909365 2019 Buildings-Library	810	700	110	6	104
909476 2019 Accessibility - Library	140	140	0	0	0
909487 Centennial Renovations	61	61	0	0	0
909496 Technology Replacements 2019	110	66	44	0	44
909497 East Urban Planning - DC	900	0	900	0	900
909498 Library Materials - DC	1,750	379	1,371	0	1,371
909500 Creation and Innovation Fund - 2019	400	34	366	0	366
909652 Facilities and Branch Inpr. S&S Hub Repl	450	277	173	152	21
909653 Metcalfe Facility - 2020	430	213	217	73	144
909676 2020 Buildings-Library	750	641	109	81	28
909687 2020 Accessibility - Library	60	2	58	2	56
909736 Facilities Master Plan - DC 2020 (\$100K)	100	0	100	0	100
909860 Materials Handling Transit Bins	100	37	63	55	8
910032 2021 Accessibility - Library	60	3	57	19	39
910060 2021 Buildings-Library	2,225	1,262	963	353	610
910216 Technology Lifecycle-Self Checkouts 2021	200	0	200	0	200
910217 Facilities and Branch Improvements 2022	984	609	375	36	338
910218 Carlington Community Branch	200	0	200	0	200
910404 2022 Buildings-Library	1,821	18	1,803	26	1,778
910416 2022 Accessibility - Library	60	0	60	0	60
910477 Technology Lifecycle - 2022	150	0	150	0	150
910478 Library Materials Transit Bins - 2022	100	87	13	0	13
Library Total	34,949	14,186	20,763	1,019	19,744
Grand Total	34,949	14,186	20,763	1,019	19,744