

TOWN OF AVON

\$9,500,000 AVON FREE PUBLIC LIBRARY RENOVATIONS, ADDITIONS AND IMPROVEMENTS PROJECT

August 2009

Dear Avon Residents:

This brochure provides information on proposed renovations, additions and improvements to the Avon Free Public Library Building located at 281 Country Club Road. This brochure includes a report from the Library Renovations & Additions Building Committee that was appointed by the Town Council in November 2007 for this project. A statement as to the estimated tax impact of this project has been prepared by the Board of Finance. Approval of an appropriation and borrowing authorization for the project will require a referendum vote.

The renovations, additions and improvements to the Library will expand it from its present size of 18,000 square feet to a total of 40,000 square feet. The total project cost is \$9,500,000. Of this amount, construction of the building is estimated to cost \$7,500,000. These improvements will allow the Library to expand its print and non-print collections and programs offered to the public that are projected to be needed for the Town's build out population of 21,000. This expansion is also planned to meet the community's needs 20 years into the future. The architect, Tuthill & Wells, and an independent cost estimator have based the cost on current and projected labor and materials costs.

The Town Council has recommended approval of the proposed renovations as outlined in this report. It is anticipated that the Town Council will schedule a Town Meeting and Referendum to be held this fall, possibly on September 21st and October 22nd respectively.

If you have any questions regarding the enclosed material, please contact any member of the Town Council, the Board of Finance, the Library Building Committee, the Town Manager or Town staff and, in particular, Blythe Robinson, Assistant Town Manager and Project Manager, at 409-4377 or brobinson@town.avon.ct.us.



AVON LIBRARY RENOVATIONS, ADDITIONS & RELATED IMPROVEMENTS
REPORT OF THE LIBRARY BUILDING COMMITTEE – AUGUST 10, 2009

The Avon Free Public Library was originally built in 1982, with a renovation conducted in 1997. The 18,000 square foot building is in good condition, but has been undersized to meet the demands by patrons for 10 years, based upon a study to determine if the Library was in conformance with standards set by the State Library. The Library has long been considered a pleasing architectural design, and thus the expansion of the building will incorporate the theme of the current structure into the final design of 40,000 square feet.

The architect retained for this project was selected through a competitive process to design the expansion of this building, and was chosen based upon their significant experience in the design of public libraries. The plans have been completed through the schematic design phase and priced in consultation with construction firms knowledgeable about the building climate in Avon.

What is the scope of this project?

The scope of this project is to complete the design process begun in 2008, followed by advertising the project for bid, and then construction. The \$70,000 earmarked for the project in the FY 07/08 capital budget covered the retention of an architect and the completion of the preliminary schematic design phase. That level of design determined that the Library could be expanded to a size sufficient to meet the Town's needs 20 years into the future with a corresponding expansion of parking spaces and will meet stringent State guidelines. The architect retained an independent construction cost estimator to examine the plans and prepare a construction budget. The construction alone is estimated to cost \$7.5 million to which must be added the cost of design, furniture and equipment, and soft costs such as legal and bonding fees, moving expenses and rent for the Library to relocate elsewhere in Town during construction, and a contingency budget.

The Library building will be expanded from 18,000 square feet to a total of 40,000 square feet. A new addition on the south and west sides of the building will include a basement and two floors, allowing for an expansion of all areas of the building. The existing building will be renovated as necessary. The architect's rendering of the main entrance to the building is shown on page six, and the site layout on page seven. The site around the Library will be reconfigured to accommodate a total of 111 parking spaces (an increase of 52), the addition of a drive up book drop, and landscaping to blend into the surrounding neighborhood.

Why is this project needed?

The Library has outgrown its current space and thus is limited in the amount of materials available to patrons, and the programs it can offer. The book collection must be weeded regularly so that space is available for newly released materials. The reference area is often crowded and at certain times of the day there are not enough public access computer terminals to meet the demand. The Library is not able to keep up with the demand for children's story times, and the community room is often booked and interested users must be turned away. There is no adequate space for teens and related programming, and during peak hours or when a special program is scheduled, the parking lot is full and patrons must park off site.

What programmatic changes are planned with the expansion?

All areas of the Library will be expanded as a result of this project. The collection of print and non-print items will be able to grow over the next 20 years. There will be a portion of the building dedicated to "Young Adult" or Teen programs as well as expansion of the Children's Area. Also planned is additional computer access and capabilities that include more hard-wire work stations and wireless connections for children, teens, and adults. The community room will be expanded by fifty percent, and will be able to be divided so that more than one group can be accommodated simultaneously. Individual conference rooms will be available for smaller group meetings. An expanded Avon History Room will be more accessible to users by being relocated to the first floor. The drive-up book drop will be added to provide convenient access for patrons wishing to return materials 24 hours/day.

Will the Library remain open during construction?

The Library will remain open during construction but in a different location that has yet to be determined. The safety of Library users and their access to the Library is an important consideration. While it is possible to have a portion of the building open during construction, it is difficult to do so due to the amount of noise and disruption from construction and the limited area for parking of both patrons and construction crews. Also, remaining in the building during construction lengthens the time required for construction by several months. For these reasons the Town intends to rent a smaller building in Avon where a portion of the collection can be available to residents throughout the duration of the project. Programs and services will still be available as temporary space allows.

Are there any "green" initiatives planned for this building?

State law now requires that building renovations or new construction such as this meet the requirements of LEED silver certification in order to obtain a building permit and certificate of occupancy. Thus a number of "green" initiatives will be planned for the building. The building committee will work with the architect and the Clean Energy Commission to determine what these will be in the next phases of design.

What is the timing for this project and what happens if the project is delayed?

Should the project be approved at referendum later this fall, it is anticipated that design will take six months to complete, followed by 2 months to put the project out to bid, and then 15 months of construction. If these phases of the project go according to schedule, the Library would be complete in October, 2011. Delaying the project may result in an increase in construction costs and interest rates. Currently interest rates are at or near historic lows, and construction costs, which are depressed, are anticipated to begin increasing again in 2010.

How will the project be funded?

The total project budget of \$9.5 million will be funded from three sources of revenue. The primary source of funding will be the Town issuing bonds and notes to finance \$8.0 million of the cost. The details as to the estimated tax impact of this borrowing are covered on page five. Secondly, based upon the preliminary design, the Library submitted a construction grant application to the State of Connecticut in 2008 and was awarded a \$1.0 million grant for this project. Finally, the Library Board of Trustees is planning a fundraising campaign during which they expect to raise the final \$500,000 needed for the project. The Town Council has indicated to the Building Committee that should fundraising efforts fall short, they will need to make modifications to the project to complete it with the funding that is available.

What impact will this project have on the Town's future operating budget?

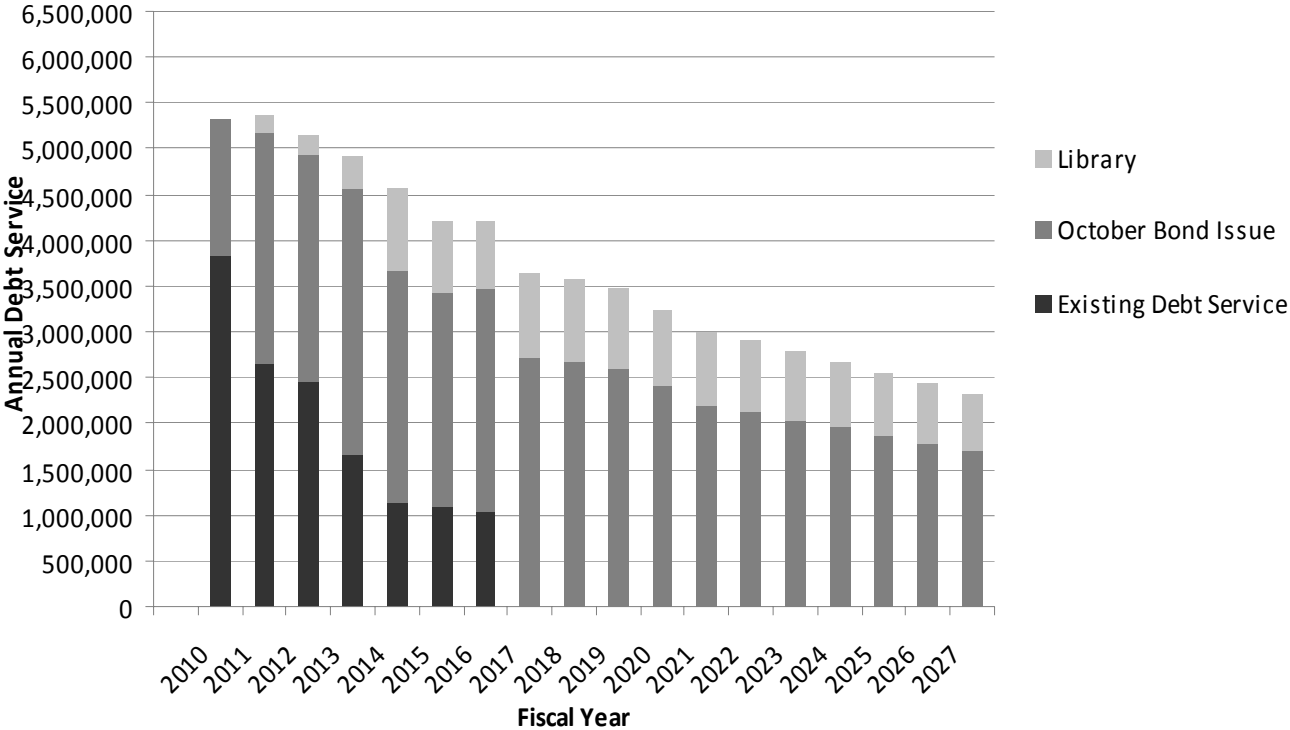
During construction the impact on the Town's budget will be lessened as expenses will be reduced when the Library relocates in Town to a smaller building. When the Library reopens, the budget will be impacted by the need to maintain and staff a building more than twice the size of the current space. The Library anticipates adding 4 new employees (1 full-time and 3 part-time) when the building opens to manage the additional space and programming. The total personnel costs for these new positions are approximately \$82,607 in FY 11/12 (for six months), and \$165,215 in FY 12/13, the first full fiscal year of operation. The impact of new non-personnel costs (utilities, cleaning) above the existing budget is estimated to be \$11,174 in FY 11/12, and \$93,918 in FY 12/13. As utility expenses are already in the budget, the increase in the two years is solely due to the building increasing in size.

<u>LIBRARY BUILDING COMMITTEE</u>	
Diane S. Hornaday, Chair	J. Tad Kuziak
Scott C. Boos	Barbara R. Leonard
Diane L. Carney	Janet C. Stokesbury
David M. Goldsholl	

PROJECTED ANNUAL DEBT SERVICE COSTS

The graph below shows by fiscal year both the estimated principal (\$8,000,000) and interest (\$3,735,425) payments for the proposed Avon Free Public Library renovations, additions and related improvements project debt, as well as existing debt.

Existing Debt Service + October 2009 Bonds + Library



The \$11,805,425 Total Estimated Net Project Cost shown on Page 5 and the \$9,500,000 project cost referenced in the Building Committee’s report differ because: (1) the Total Estimated Project Cost on Page 5 includes estimated interest charges on the bonds to be issued to cover the net cost of the project, and (2) the \$1,500,000 estimated grants and donations are reflected in arriving at the net cost. It is not appropriate, on advice of the Town’s Bond Counsel, to include estimated bond interest costs in the question that would appear on the voting machines if a referendum date is set.

TAX IMPACT

The following is a breakdown of the estimated year-to-year financing schedule of the Library Renovations & Additions project as approved by the Board of Finance. The construction cost estimates were provided by the Town Council based upon estimates developed by the architect. The tax impact for the project was determined by the Board of Finance taking into account certain assumptions as outlined in the footnotes below.

All estimates are based upon the best information available. The actual cost may vary and may not reconcile across or down depending on a number of factors including but not limited to rounding, annual operating budgets, growth in grand list, interest rates for bonded debt, and the scheduling of bond issues.

TOTAL ESTIMATED PROJECT COSTS:

Description:	
Construction Estimate:	\$7,454,713
Add: Project Costs (Architectural fees, special inspections, bonding, legal & contingency fees)	<u>2,045,287</u>
Subtotal:	\$9,500,000
Add: Interest on Debt (1)	+3,735,425
Add: Pre-referendum Cost	+ 70,000
Subtract: State Grant Reimbursement Fundraising	-1,000,000 <u>- 500,000</u>
TOTAL ESTIMATED NET PROJECT COST	\$11,805,425

TAX IMPACT IN DOLLARS

Example:

Estimated Market Value of Home:	\$350,000 (2)
Home Taxable Assessment 70% of Estimated Value	245,000 (3)

Fiscal Year	Cost (4)
2010-11	\$ 17.21
2011-12	\$ 19.36
2012-13	\$ 32.94
2013-14	\$ 83.46
2014-15 (2)	\$ 72.70
2015-16	\$ 66.41
2016-17	\$ 83.06
2017-18	\$ 80.63
2018-19	\$ 78.11
2019-20 (2)	\$ 75.78
2020-21	\$ 72.98
2021-22	\$ 70.12
2022-23	\$ 67.21
2023-24	\$ 64.27
2024-25 (2)	\$ 61.56
2025-26	\$ 58.50
2026-27	\$ 55.42
TOTAL	\$1,059.72

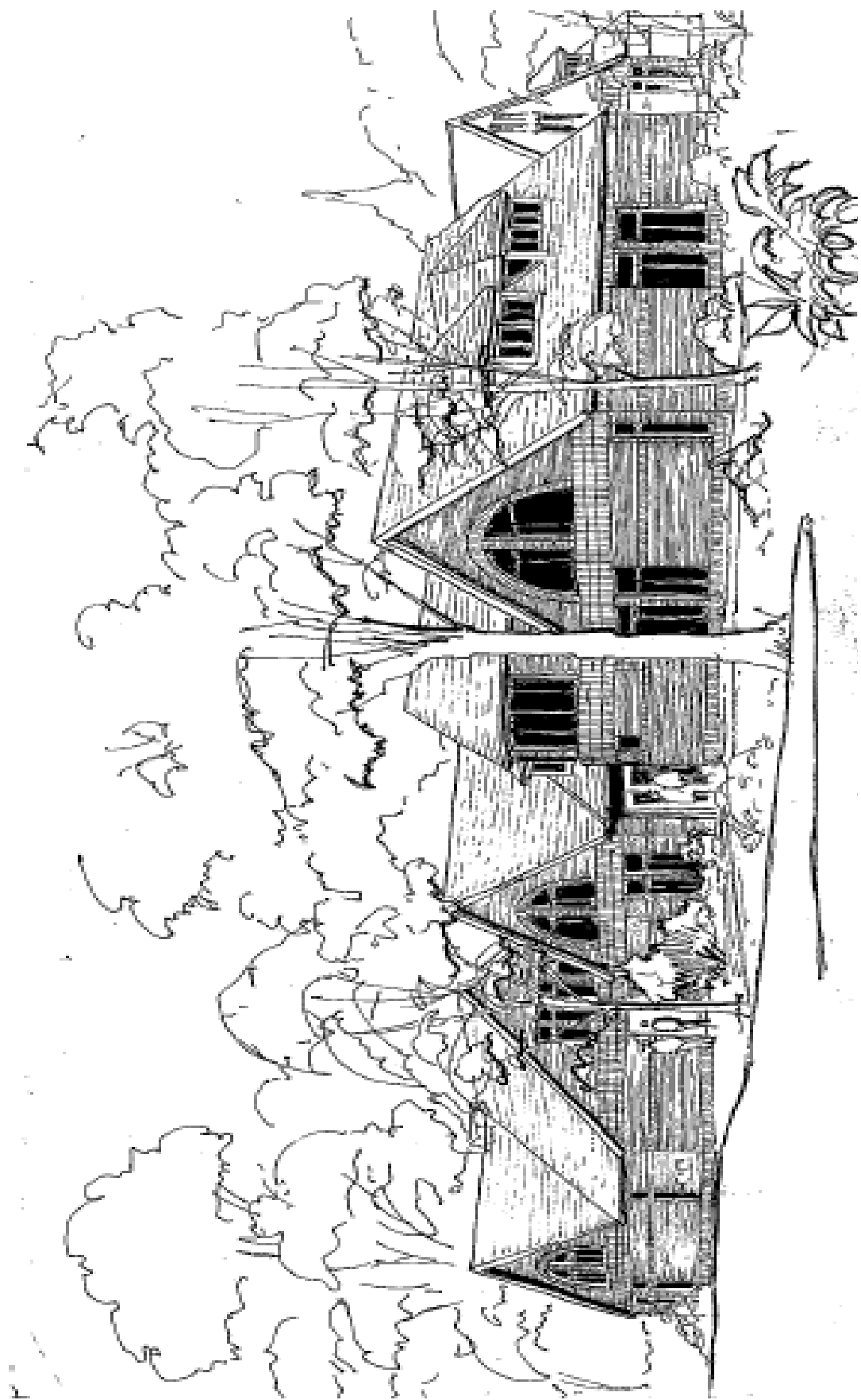
FOOTNOTES

1. Financing Assumptions: Project anticipated to be financed with short-term notes for 2 years and an \$8,000,000 16-year bond issue dated June 2012. Bond interest rate projected to be 4.77%.
2. House Value Assessment adjusted in revaluation years.
3. All property is assessed at a uniform rate of 70% of present true and actual value in the year of the Revaluation, per Title 12, Section 12-623, Subsection 2, of the Connecticut State Statutes.
4. Underlying Assumptions: Grand List estimated at 0.50% increase in non-revaluation years, revaluation years estimated at a 5% to 10% Grand List increase, due to market appreciation, per Assessor. Fluctuations in costs due to debt service structure.

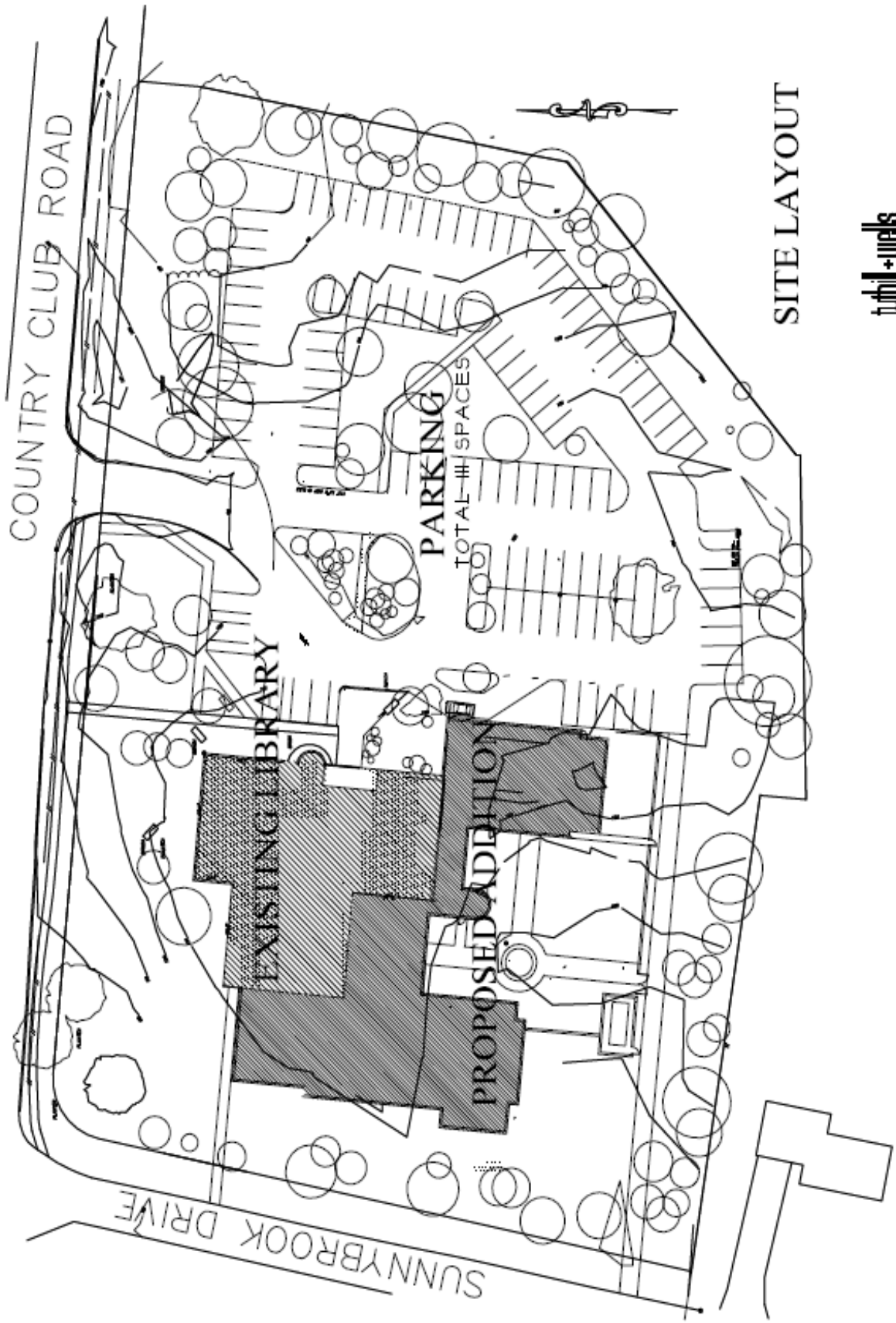
<u>BOARD OF FINANCE</u>	
Thomas F. Harrison, Chair	Thomas A. Gugliotti
Margaret H. Bratton	William R. Hooper, II
Catherine M. Durdan	James E. Speich
Brett F. Eisenlohr	

SAMPLE QUESTION SIMILAR TO WHAT MAY APPEAR ON THE VOTING MACHINES IF A REFERENDUM DATE IS SET:

“Shall the Town of Avon appropriate \$9,500,000 for the Avon Free Public Library Renovations and Additions Project, and provide that the appropriation be funded in part from an estimated \$1,500,000 in grants and donations and that the balance from the proceeds of not to exceed \$8,000,000 in bonds or notes?”



AVON LIBRARY—MAIN ENTRANCE



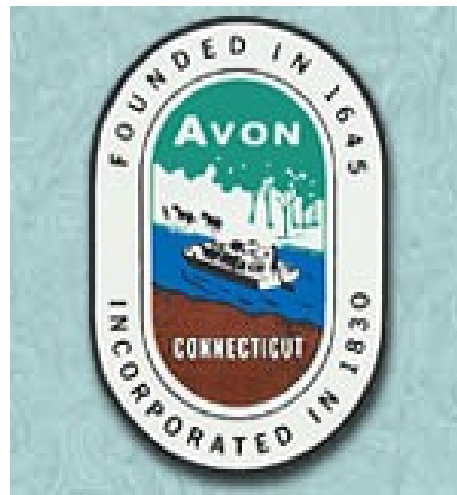
SITE LAYOUT

tubill+wells
ARCHITECTS

**TOWN OF AVON
60 West Main Street
Avon, CT 06001**

**PRESORTED
STANDARD
U.S. POSTAGE
PAID
Permit No. 14
AVON, CT 06001**

**RURAL PATRON OR BOXHOLDER
AVON, CT**



[How do I get more information?](#)

For additional information please contact any Town Council, Board of Finance, Library Building Committee member, Town Manager Philip K. Schenck, Jr., or Assistant Town Manager, Blythe C. Robinson, Project Manager for the renovations, at brobinson@town.avon.ct.us or 409-4377. Information is also available on the Town's website and at the Public Library.

TOWN COUNCIL

John F. Carlson, Chair	David Pena
Pamela V. Samul	Mark W. Zacchio
William J. Shea, II	