



MEMORANDUM

April 10, 2023

TO: Edward Burroughs, III, Chair
Education and Workforce Development (EWD) Committee
THRU: Josh Hamlin
Director of Budget & Policy Analysis
FROM: Arian Albear
Legislative Budget and Policy Analyst
RE: Prince George's County Memorial Library System
Fiscal Year 2024 Budget Review

Budget Overview

The FY 2024 Proposed Budget for the Prince George's County Memorial Library System is \$37,553,400. This is an increase of \$2,025,100, or 5.7%, over the FY 2023 Approved Budget. The difference is driven by an increase in mandated salary requirements, a net increase in VLT revenues to support after-school programming, insurance premiums, fringe benefits, and other small operating line items. These are partially offset by decreases in small operating items such as office automation, advertising, and contracts.

Budget Comparison

Approved Fiscal Year 2023 to Proposed Fiscal Year 2024

Table with 8 columns: Funding Source, FY 2022 Approved, FY 2023 Approved, FY 2023 Estimated, % Change - Est vs App, FY 2024 Proposed, \$ Change, % Change. Rows include County Contribution, State Aid, Interest, Miscellaneous, Fund Balance, and Total.

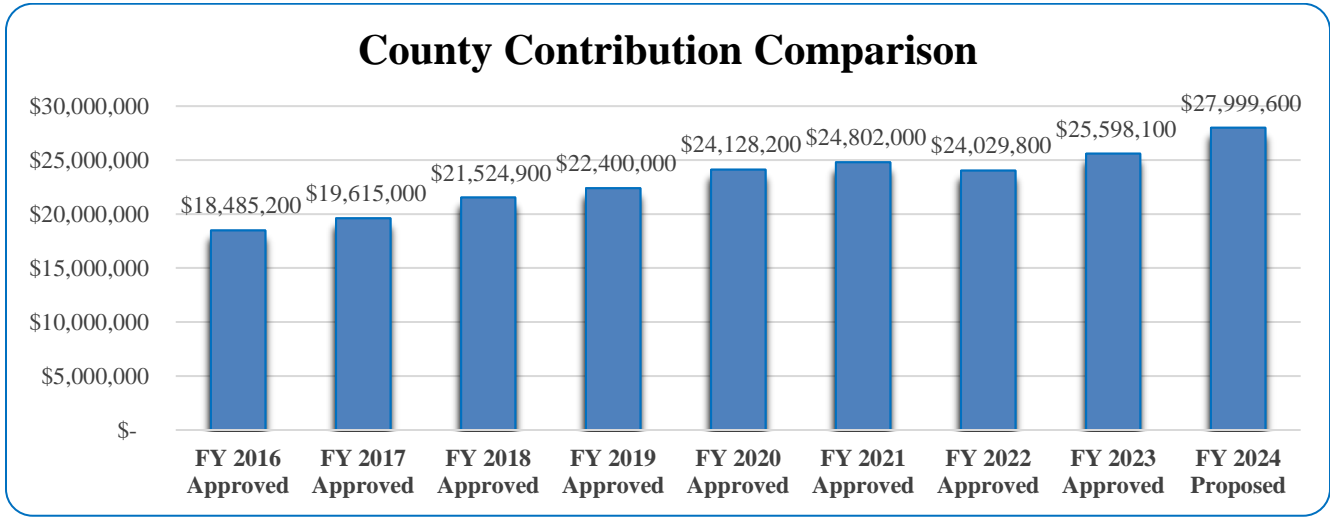
Authorized Staffing

Table with 5 columns: Category, FY 2023 Approved, FY 2024 Proposed, Change Amount, Change Percentage. Rows include Full-Time, Part-Time, and Total.

Budget Comparison – Revenues

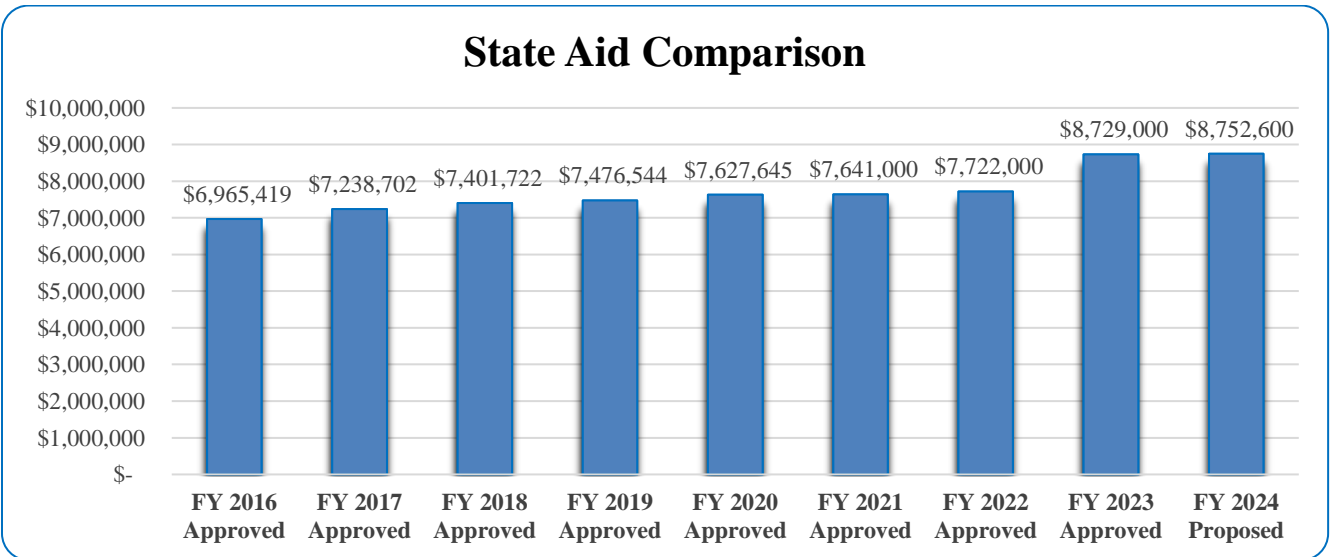
County Contribution

- The proposed FY 2024 County contribution to the Library is \$27,999,600, an increase of \$2,401,500, or 9.4%, over the FY 2023 Approved Budget. The County’s contribution comprises 74.6% of the Library’s total proposed budget.



State Aid

- Proposed State Aid for FY 2024 is \$8,752,600, an increase of \$23,600, or 0.3%, over the FY 2023 Approved Budget. State Aid comprises 23.3% of the Library’s total proposed funding.



- “SB 205 / HB 276 – Education – Libraries – Funding” would extend per capita state funding for public libraries (at a rate of \$19.10/year, per capita) to supplement local contributions. Current funding level for FY 2023 is \$17.50 and current state law will increase the rate by \$0.40/year per capita through FY 2027.

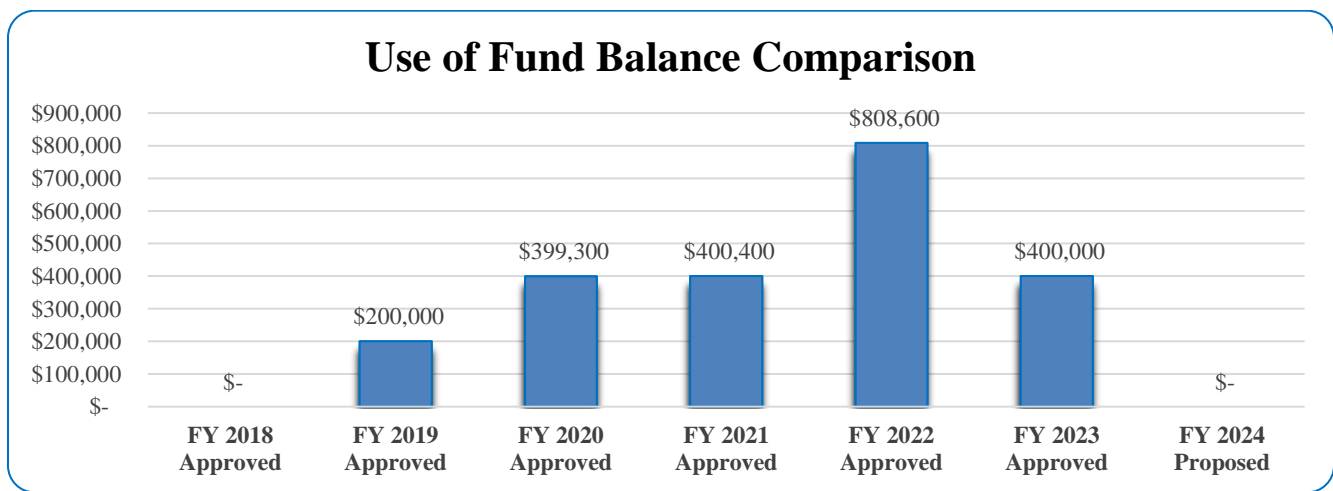
- “SB 300/= / HB 243 – Baltimore City Young Readers Program 0 Expansion and Alterations (Young Readers Program Expansion Act)” would provide support for the establishment or expansion of young readers programs, including \$500,000 in matching funds to Dolly Parton’s Imagination Library affiliates in Maryland.
- “SB 348 / HB 369 – Education – State Library Resource Center – Funding” would increase the per capita funding for the Maryland State Library Resource Center (SLRC), which provides critical information resources and public internet to residents. SLRC also provides staff development training and supports the Library Associate Training Institute (LATI).
- “SB 501 / HB Pending – Libraries – Aging Infrastructure Capital Improvement Grant Program – Established” would provide capital funds to local library systems to address aging infrastructure.

Other Revenues

- Revenue from other funding sources within the FY 2024 Proposed Budget is \$801,200, this is level with the FY 2023 Approved Budget. Other funding sources include revenues generated from interest, detention center costs, and various branch services including the sale of books and materials, copier commissions, printing and account collections, meeting room rentals, passport application fees. Other funding sources, comprise 2.1% of the total proposed budget.
- In FY 2023, the Library received several grants from the Maryland State Library Agency. These are: MSLA Staff Development Grant (training), MSLA E-Rate for Libraries (internet infrastructure), Facilities Master Plan (consultant project for CIP planning), Statewide Statistics Grant (library statistics), and Library Associate Training Institute (LATI) Program (training). The grants totaled \$399,295.

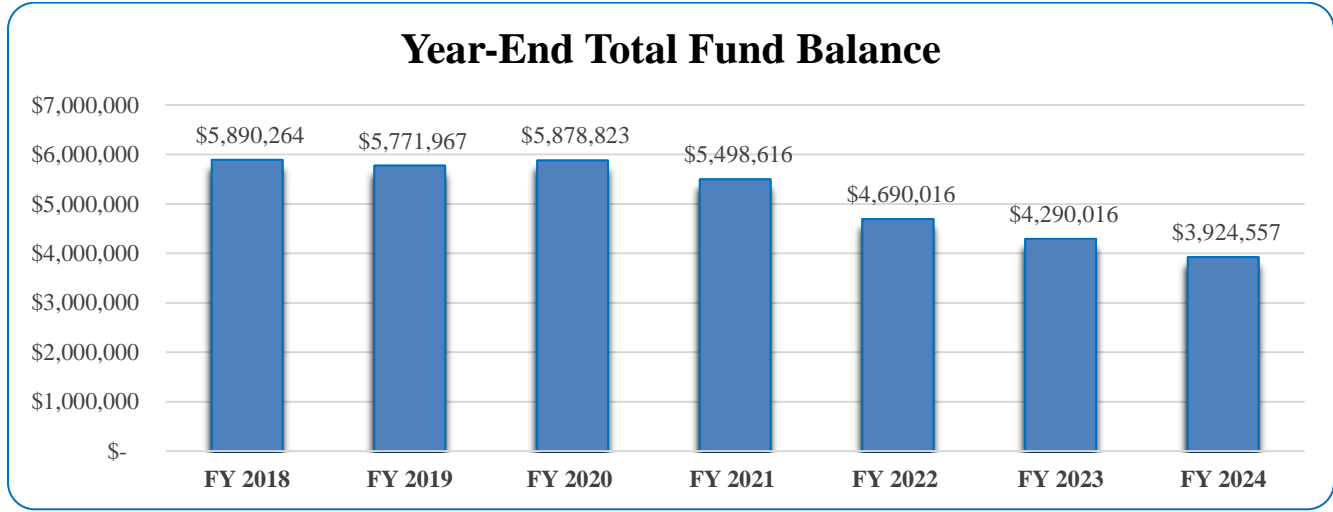
Fund Balance

- The Library does not propose to use any General Fund Balance during FY 2024. This is a decrease from the \$400,000 used in the previous year. The Library’s FY 2024 estimated General Fund Balance is \$3,924,557. Of the total balance, \$843,595 is assigned for emergency capital repairs, \$106,856 is for leave payout, \$500,000 is assigned for legal fees, and \$2,474,106 remains unassigned.



- As a best practice, the Library stated during last year’s budget review that it tries to maintain the following minimum standards:

- Operating Cash Flow: One and one half (preferably two) months operations for daily activities.
- Capital Improvement Program: Enough cash flow to pay for the upfront costs of CIP projects.
- Capital Renewal Reserve: 5% of the previous year’s approved budget.
- Accrued Compensated Leave, non-current: Enough cash flow to pay for Accrued Compensated Leave.



Budget Comparison – Expenditures

Approved Fiscal Year 2023 to Proposed Fiscal Year 2024

Expenditures	FY 2022 Actual	FY 2023 Approved	FY 2023 Estimated	% Change - Est vs App	FY 2024 Proposed	\$ Change	% Change
Compensation	\$ 19,312,389	\$ 21,261,300	\$21,539,500	1.3%	\$ 22,197,600	\$ 936,300	4.4%
Fringe Benefits	4,971,154	5,422,500	5,439,300	0.3%	5,660,400	237,900	4.4%
Operating Expenses	9,588,903	8,744,500	9,249,500	5.8%	9,595,400	850,900	9.7%
Capital Outlay	74,215	100,000	100,000	0.0%	100,000	-	0.0%
Total	\$ 33,946,661	\$ 35,528,300	\$36,328,300	2.3%	\$ 37,553,400	\$ 2,025,100	5.7%

Budget, by Division

Category	FY 2022 Actual	FY 2023 Approved	FY 2023 Estimated	% Change - Est vs App	FY 2024 Proposed	\$ Change	% Change
Public Services	\$24,047,705	\$25,844,700	\$25,622,500	-0.9%	\$26,277,800	\$ 433,100	1.7%
Administration	1,690,920	1,850,300	1,966,400	6.3%	2,301,100	450,800	24.4%
Support Services	5,406,480	5,900,500	5,897,000	-0.1%	6,064,400	163,900	2.8%
Communication & Outreach	1,826,911	1,932,800	2,842,400	0.0%	2,910,100	977,300	50.6%
Total	\$32,972,016	\$35,528,300	\$36,328,300	2.3%	\$37,553,400	\$2,025,100	5.7%

Compensation and Staffing Changes

Category	FY 2023		FY 2024		Change		Change	
	Approved		Proposed		Amount		Percentage	
	FT	PT	FT	PT	FT	PT	FT	PT
Public Services	213	26	217	15	4	-11	1.9%	-42.3%
Administration	11	3	12	3	1	0	9.1%	0.0%
Support Services	65	9	68	11	3	2	4.6%	22.2%
Communication & Outreach	14	0	15	0	1	0	100%	0.0%
Total	303	38	312	29	9	-9	3.0%	-23.7%

- Proposed Compensation for FY 2024 is \$22,197,600, an increase of \$936,300, or 4.4%, over the FY 2023 amount. The increase is due to annualization of FY 2023 and planned FY 2024 salary adjustments. Anticipated compensation costs include funding for 311 of the 312 full-time positions, and all (29) part-time positions.
- The Library noted the following critical issues over the next three (3) years:
 - Concerns regarding recruitment and retention due to local budget constraints.
 - Discontinuation of major grant funding sources for digital equity services.
 - Cybersecurity and aging technology infrastructure.
- As of March 2023, the Library has 43 vacancies, including the CEO and COO for Public Services. This amounts to a 12.6% vacancy rate. The positions most affected by attrition are Circulation Assistant, Library Associate, and Librarian.
- Voluntary resignation remains the primary factor in attrition, followed by retirement. Librarians, Area Managers, and Building and Groundskeeping are the positions most affected by attrition.
- By June 30, 2023, 50 employees will be eligible for retirement – amounting to 15% of total personnel. Of the four sectors, 15% of Public Services employees and 2% of Support Services employees are eligible for retirement.
- The Library has budgeted \$101,249 for overtime expenditures in FY 2024.

Year	Approved Overtime Budget	Overtime Expenditures	Actual vs. Approved Variance (\$)	Actual vs. Approved Variance (%)
FY 2020	\$ 95,400	Actual	\$ 120,400	\$ 25,000 26.2%
FY 2021	\$ 99,300	Actual	\$ 88,900	\$ (10,400) -10.5%
FY 2022	\$ 99,300	Actual	\$ 94,172	\$ (5,128) -5.2%
FY 2023	\$ 89,100	Actual YTD	\$ 80,170	\$ (8,930) -10.0%
	\$ 89,100	Projected	\$ 106,900	\$ 17,800 20.0%
FY 2024	\$ 101,249	Budgeted		

- The Library engages the community through volunteer activities with 47 volunteers in FY 2022 and 86 volunteers expected for FY 2023. Volunteers serve a range of roles as after-school tutors; translation and inter-cultural services; special programs with the public; among many others.

Fiscal Year	FY 2020	FY 2021	FY 2022	FY 2023
Volunteers	45	67	47	86

Fringe Benefits

- The proposed FY 2024 Fringe Benefit expenditure is \$5,660,400, an increase of \$237,900, or 4.4%, over the current year’s approved level of funding due to rising insurance premiums and changes in compensation.

Fringe Benefits - Historical Trend					
	FY 2020 Actual	FY 2021 Actual	FY 2022 Approved	FY 2023 Approved	FY 2024 Proposed
Fringe Benefits	\$ 4,864,460	\$ 4,953,300	\$ 5,039,300	\$ 5,422,500	\$ 5,660,400
As % of Compensation	24.9%	25.2%	25.2%	25.5%	25.5%
Annual % Change	8.8%	1.8%	1.7%	7.6%	4.4%

Operating Expenses

- Proposed funding for FY 2024 Operating Expenditures is \$9,595,400 and is comprised of the following major items:
 - Periodicals \$3,661,800
 - Office Automation \$1,203,300
 - Utilities \$1,001,500
 - Building Repair & Maintenance \$ 896,600
 - General and Administrative Contracts \$ 864,200
 - Insurance Premiums \$ 793,500
- Operating expenses are proposed to increase by \$850,900, or 9.7%, above the current approved level. This includes additional video lottery terminal (VLT) revenues to support after-school programming, risk management requirements and related insurance premiums, and increased costs for other smaller line items. Proposed operating expenditures are comprised of the following major items:

Operating Objects	FY 2022 Actual	FY 2023 Budget	FY 2024 Proposed	FY 2023 - FY2024	
				\$ Change	% Change
Telephone	\$ 358,475	\$ 298,800	\$ 313,800	\$ 15,000	5.0%
Utilities	998,873	913,800	1,001,500	87,700	9.6%
Printing	17,825	14,000	20,000	6,000	42.9%
Periodicals	3,056,919	3,011,800	3,661,800	650,000	21.6%
Office Automation	1,218,294	1,332,500	1,203,300	(129,200)	-9.7%
Training	46,491	101,900	80,300	(21,600)	-21.2%
Advertising	128,062	167,400	147,600	(19,800)	-11.8%
Membership Fees	23,201	26,500	31,200	4,700	17.7%
Mileage Reimbursement	5,627	10,900	12,900	2,000	18.3%
General & Administrative Contracts	942,391	1,094,200	864,200	(230,000)	-21.0%
Other Operating Contracts	60,150	-	-	-	N/A
General Office Supplies	221,578	216,600	209,800	(6,800)	-3.1%
Other Operating Equipment Maintenance	358,785	215,100	207,900	(7,200)	-3.3%
Vehicle Equipment Repair/Maintenance	75,990	55,300	70,300	15,000	27.1%
Gas and Oil	74,834	60,700	60,700	-	0.0%
Equipment Lease	2,761	20,000	20,000	-	0.0%
Building Repair/Maintenance	1,029,148	896,600	896,600	-	0.0%
Insurance Premiums	969,499	308,400	793,500	485,100	157.3%
TOTAL	\$ 9,588,903	\$ 8,744,500	\$ 9,595,400	\$ 850,900	9.7%

- Periodicals increase to capture the \$800,000 for after-school programming & the Books from Birth Program (CR-115-2022)
- Insurance Premiums increase to align with risk management needs.
- FY 2024 cost decreases are primarily to align with current trends and recent activity.
- Further information on Operating Expenses as well as a list of Contracts can be found in the *First Round Budget Review Questions*, as attachments provided to questions 14 and 15.

Capital Outlay

- Capital Outlay expenditures are proposed to remain constant at \$100,000 for FY 2024. The Library anticipates continuing to replace the fleet vehicles.

INFORMATION AND PROGRAMMATIC SECTION

The Prince George's County Memorial Library System helps build relationships that support discovery by providing equal access to opportunities and experiences. The Library administers the policies set forth by the Board of Library Trustees and provides for and delivers library services through four (4) major activities: Public Services, Administration, Support Services, and Communication and Outreach.

- The Library is governed by a Board of Library Trustees (Board) which is the policy making body that guides the development of library services. The Board consists of seven (7) volunteer members appointed by the County Executive. The term of one (1) Board Member has expired.

The current Members are:

1. Angela D. Smith (04/20/2020 - 12/31/2024)
2. Sylvia Bolivar (2016 - 12/31/2026)
3. Arthuree Wright (2016 – 12/31/2022)
4. Brett Crawford (4/1/2020 – 12/31/2024)
5. Patrice Garnette (07/05/2022 – 12/31/2023)
6. Robert Fernandez (07/05/2022 – 12/31/2024)
7. Toni A. Smith (4/1/2020 – 12/31/2024)

- The Library began the search for a new Library CEO in January, 2023.
- The Strategic Focus and Initiatives in FY 2024 include:
 - ❖ Providing information resources with a customer-focused collection of materials in print, electronic, and other formats;
 - ❖ Increasing early childhood literacy skills in children from birth to age five; and
 - ❖ Providing public access to the Internet.
- Some of the Library's notable achievements during FY 2023 include:
 - ❖ Began and conducted the search for a new CEO.
 - ❖ Opened the renovated Surratts-Clinton Branch Library.
 - ❖ Started construction on the Common Labs at Beltsville, Fairmount Heights, Largo-Kettering, and Oxon Hill.
 - ❖ Began construction on the new Baden Branch Library.
 - ❖ Offered digital literacy programs in English, Spanish, Dari, and Pashto to reduce the digital divide.
- The Library's Strategic Framework 2021-2024 can be found by visiting: <https://pgcmls.libnet.info/strategic-plan/strategic-plan>. 2023 is the last phase of the framework: "Phase VIII: Refine and Embrace."

Information Technology (IT) and other Equipment

- The Library noted the following IT Initiatives planned for FY 2023 and 2024:
 - ❖ Public Scanner Upgrades (\$21,000)
 - ❖ Network Switch Upgrades (\$174,917)
 - ❖ Security Assessment (\$55,000)

- IT-Related challenges expected in the near future include increased need for network security upgrades, additional funding for technology and infrastructure, and employee retention.

Climate Change Mitigation

- Solar panels are installed on the roofs of the Laurel and Hyattsville branches. They are also planned for the new Bladensburg Branch. The Hyattsville branch also has a vegetative roof to assist in mitigating stormwater runoff. The Bladensburg branch will be certified LEED when complete.
- Electric vehicle charging stations are operational at the Laurel and New Carrollton branches. Charging stations are preparing for activation in the Hyattsville, Bladensburg, and Surratts-Clinton branches. PEPCO-owned charging stations are found in the Accokeek, Largo-Kettering, and Spaulding branches

Initiatives/Programs

- The Library noted, among its major program successes and achievement, significant advancement in the CIP Program, expansion of access for customers and community partners, and continued COVID-19 pandemic relief efforts.
- The Library's primary programmatic expense is the early literacy ***Ready to Read: Books from Birth Program***, which was officially rolled out during FY 2019 as part of the County's New Born Initiative. The Program enables a child to have a home library of 60 books by the time they reach Kindergarten and encourages parents to read with and to their children. This program accounts for around 80% of the Public Services and Program Budget at \$315,000). The Library continues to express concern over the long-term affordability of the Program as enrollment continues to exceed budget every year since FY 2022. FY 2022 enrollment totals 17,211 with 152,423 books distributed.
- The ***Summer Reading Program*** accounts for 6.4% of the Public Services and Program Budget at \$25,000. The Program saw an enrollment of 3,271, a 30% increase from 2021. 27% of participants were adults and 10% were teens.
- The Library's ***Immigrant Proud*** and English Language Learner (ELL) programs provide services to non-English Speakers. Programs include: Kids Achieve Club, Leamos, Hispanic Heritage Month, English/French/Spanish/ASL Conversation clubs, Spanish and bilingual read-aloud events, and Café a las cuatro community conversations. Kids Achieve Club is designed to assist children who do not speak English in their home, to get homework help. Leamos is a program to teach illiterate Spanish-speaking adults to read in Spanish first and later English. The Library has added hundreds of new Spanish-language titles to the eBook and eAudiobook collection and other online resources for Spanish children's eBooks. The Library has also added "Su biblioteca," a Spanish-language web portal, Spanish-language marketing and communications, a Spanish-language call center, and are piloting WhatsApp messaging for customer chat. There are 48 staff members who are bilingual, out of these 32 speak Spanish, three (3) speak French, one (1) speaks Dari, and one (1) speaks Urdu. Pashto and Dari speaking staff are critical to the New Carrollton area branch. The Library notes that they are unable to meet the needs of speakers of Tagalog, Amharic, Yoruba, Mam, and Russian.

- The *History & Visual Arts Exhibits* engages residents with a number of local and national history events. The three primary events in 2022 were the “In Freedom’s Name” Tour (honored the military services of Black Marylanders), the “Black and Proud+” exhibit (Black and LGBTQ+), and “The Military Women’s Memorial AppreSHEation Tour.”
- In collaboration with PGCPs, the Library provides the following non-exhaustive list of services:
 - ❖ Outreach to individual schools and classrooms to inform students, teachers, and families about library resources available.
 - ❖ Class visits to neighborhood branch libraries.
 - ❖ LINK card access allowing students to use school IDs as library cards to access the collections and internet service.
 - ❖ Engagement with summer and winter reading challenges.
 - ❖ Digital equity and borrowable technology programs, including Chromebooks, and WiFi hotspots.
 - ❖ Programs and services for English Language Learners (ELLs), including Leamos (Spanish-literacy), Kids Achieve Club (tutoring for ELL students grades 1-3), and online language learning resources.
 - ❖ Bilingual tutoring for K-12 students.
 - ❖ Immigrant and citizenship services to support family needs.
 - ❖ Co-location of the Baden Branch Library and Baden Elementary School.
 - ❖ Other special partnerships at the school-branch level.
- In collaboration with PGCC, the Library provides the following non-exhaustive list of services:
 - ❖ Joint cultural and diversity programs with the PGCC Center for Performing Arts.
 - ❖ Joint author events to maximize resources and audiences.
 - ❖ Engaging PGCC students for paid educator training programs.
 - ❖ Financial Empowerment Center @ PGCC - Joint financial literacy programs and promotion of small business and tax preparation services.
 - ❖ Collaboration with History and Humanities departments on various programs.
 - ❖ Consulting with PGCC Library on various subjects.
 - ❖ Referring PGCMLS customers to PGCC adult basic ELL classes.
- The Library noted some barriers to continued program expansion with these agencies include staff turnover and leadership changes at PGCPs and PGCC and leadership changes.
- The Library is developing the Beltsville Career Center, a designated site for career development and support with funding from the Foundation and partnering with Employ Prince George’s (EPG). EPG will also planning regular service hours at Hyattsville and eventually other branches.
- A list of some of the Library’s more impactful strategic partnerships can be found in the *First Round Budget Review Questions*, as an attachment provided to questions 22.

COVID-19 Pandemic

- The COVID-19 pandemic has continued to impact the Library’s operations and programming; however, PGCMLS is begging to return to regular services and hours, where possible. Indoor and in-person programs have resumed along with virtual programs.

- The Library plans to maintain the following services that began as a result of the pandemic:
 - ❖ Consistent and equitable hours across the system
 - ❖ Centralized Call Center
 - ❖ Hybrid programming approach
 - ❖ Telework for qualified employees
 - ❖ Cross-departmental team approach to work
 - ❖ Health and Safety Team

CAPITAL IMPROVEMENT PROGRAM (CIP)

The Memorial Library System is comprised of nineteen (19) branch locations, and one (1) library facility at the County Correctional Center for use by inmates.

- Eight (8) branches are located inside the Beltway: Fairmount Heights, Hyattsville, Bladensburg, Mount Rainier, New Carrollton, Spauldings, Hillcrest Heights, and Glenarden.
- Seven (7) outer branches are in the southern portion of the County: Accokeek, Largo-Kettering, Oxon Hill, Upper Marlboro, Baden, South Bowie, and Surratts-Clinton.
- Four (4) outer branches are in the northern portion of the County: Bowie, Greenbelt, Beltsville, and Laurel.

New libraries are programmed for underserved areas of the County. Existing library facilities are over 25 years old and require regular inspections, comprehensive repairs, and preventive maintenance. Capital needs are identified and prioritized with special attention given to addressing safety issues and to preserving or preventing further deterioration of libraries. Libraries are used heavily and thus require frequent updating and maintenance.

Funding Source:

- General Obligation Bonds – \$13,279,000; or 96.2%
- State – \$519,000; or 3.8%

Capital Improvement Budget Overview

The Library System facility needs are addressed in the FY 2024-2029 Proposed Capital Improvement (CIP) Budget. The Proposed FY 2024 Capital Budget expenditures are \$13,798,000. This is \$2,728,000, or 24.6%, over the Approved FY 2023 Capital Budget of \$11,070,000. Total project costs are \$217,873,000, an increase of \$6,091,000, or 2.9%.

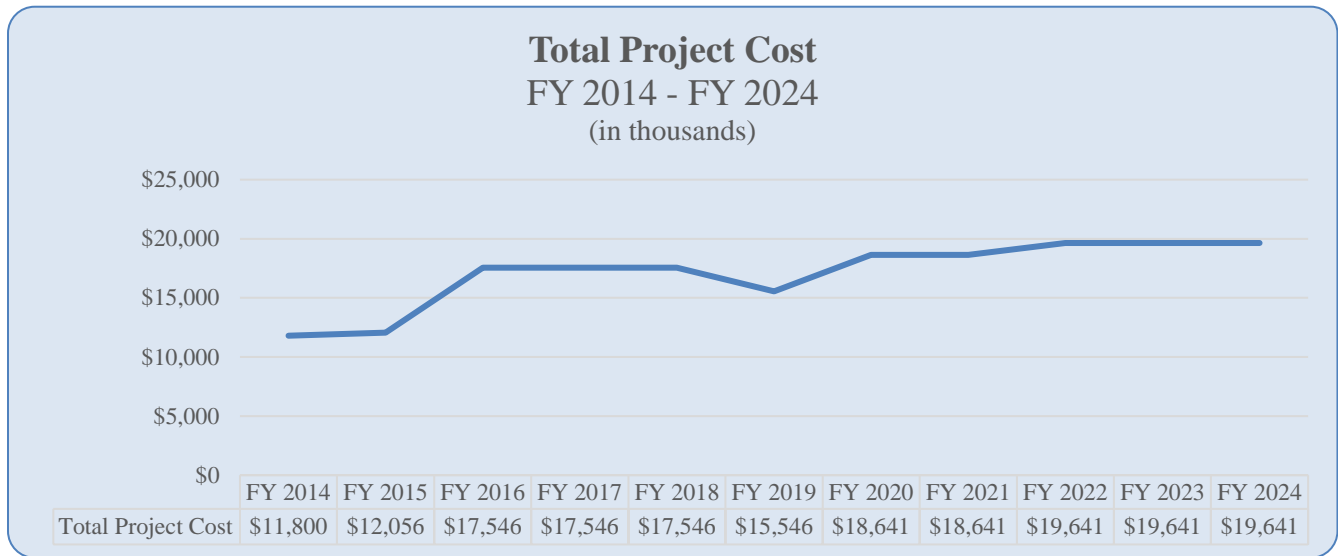
Project Name	Est. Comp.	Approved FY 2023-2028 CIP	Proposed FY 2024-2029 CIP		Change in Fiscal Year Budget	
		Total Approved Project Funding	Estimated Expenditure thru FY23	Proposed FY24 Capital Budget	\$ Change	% Change
Baden Public Library	FY 2024	2,420,000	2,920,000	519,000	(1,901,000)	-79%
Bladensburg Library Replacement	FY 2023	3,450,000	19,641,000	-	(3,450,000)	-100%
Brandywine Library	TBD	-	-	-	-	
Glenn Dale Branch Library	TBD	-	-	-	-	
Hillcrest Heights Branch Library	TBD	-	201,000	-	-	
Hyattsville Branch Replacement	FY 2023	875,000	38,211,000	683,000	(192,000)	-22%
Langley Park Branch	FY 2025	1,050,000	1,938,000	9,116,000	8,066,000	768%
Library Branch Renovations 2	Ongoing	2,600,000	32,274,000	2,600,000	-	0%
Surratts-Clinton Branch Renovation	FY 2024	675,000	13,933,000	880,000	205,000	30%
TOTAL		\$ 11,070,000	\$ 109,118,000	\$ 13,798,000	\$ 2,728,000	24.6%

Project Name	Est. Comp.	Approved FY 2023-2028 Budget	Proposed FY 2024-2029 Budget	Change in Total Project Cost	
		Approved Total Project Cost	Proposed Total Project Cost	\$ Change	% Change
Baden Public Library	FY 2024	\$ 2,920,000	\$ 3,439,000	\$ 519,000	17.8%
Bladensburg Library Replacement	FY 2023	19,641,000	19,641,000	-	0%
Brandywine Library	TBD	21,995,000	21,995,000	-	0%
Glenn Dale Branch Library	TBD	21,553,000	21,910,000	357,000	1.7%
Hillcrest Heights Branch Library	TBD	21,754,000	22,111,000	357,000	1.6%
Hyattsville Branch Replacement	FY 2023	38,211,000	38,894,000	683,000	1.8%
Langley Park Branch	FY 2025	26,501,000	26,501,000	-	0%
Library Branch Renovations 2	Ongoing	45,274,000	48,569,000	3,295,000	7.3%
Surratts-Clinton Branch Renovation	FY 2024	13,933,000	14,813,000	880,000	6.3%
TOTAL		\$ 211,782,000	\$ 217,873,000	\$6,091,000	2.9%

The Memorial Library System has nine (9) renovation and construction projects that are ongoing and/or planned in FY 2024. Five (5) projects have total project cost increases over FY 2023 in addition to the Library Branch Renovations 2, which is an ongoing project. Details and funding requests are discussed below:

- *Baden Public Library (FY 2024 Funding Request: \$519,000)*
 - Project is for renovation of an existing building to become the new Baden Branch library and replace the existing facility located in the Baden Elementary School. Project is warranted to meet the needs of the growing community.
 - \$2,068,000 received in State funding from the Maryland State Library Agency.
 - Project Completion was delayed one year and is now expected in FY 2024.

- *Bladensburg Library Replacement (No FY 2024 Funding Request)*
 - Project is for design and construction of a new approximately 24,000 square foot branch library to replace the existing branch. This will be the first LEED-certified facility in the library system.
 - Construction began in FY 2021 and will conclude in FY 2023. Project is awaiting project closeouts.
 - The “Total Project Cost” provided in past approved budget books is found in the chart below:

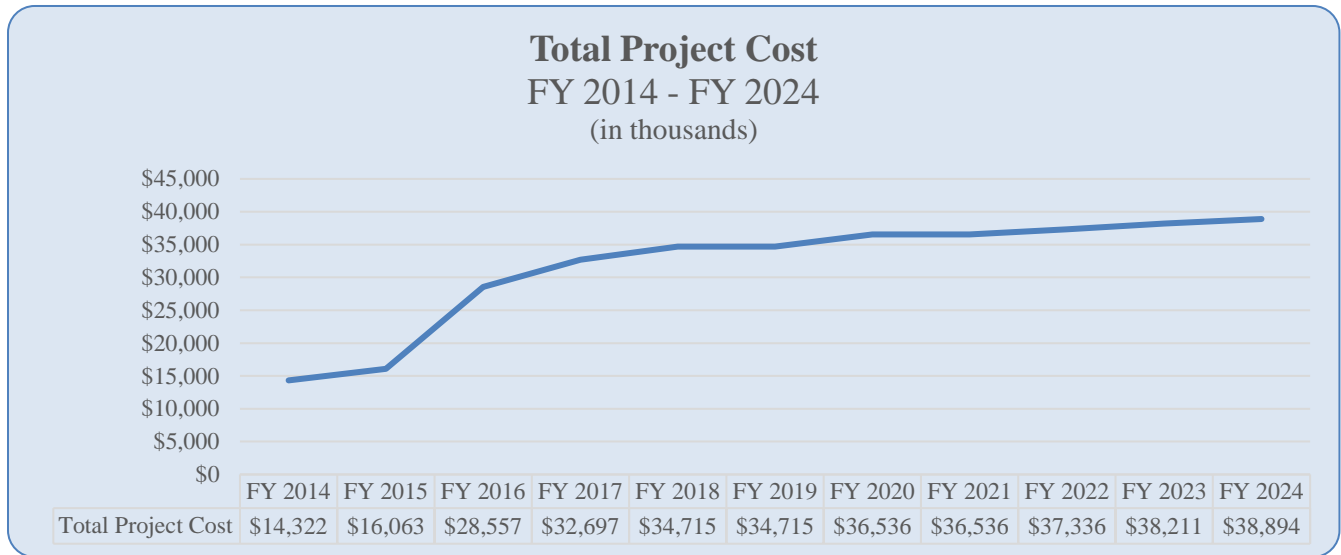


- *Brandywine Library (No FY 2024 Funding Request)*
 - Project for a new 25,000 square feet library in the Brandywine area.
 - Project design and construction schedules have not been set.

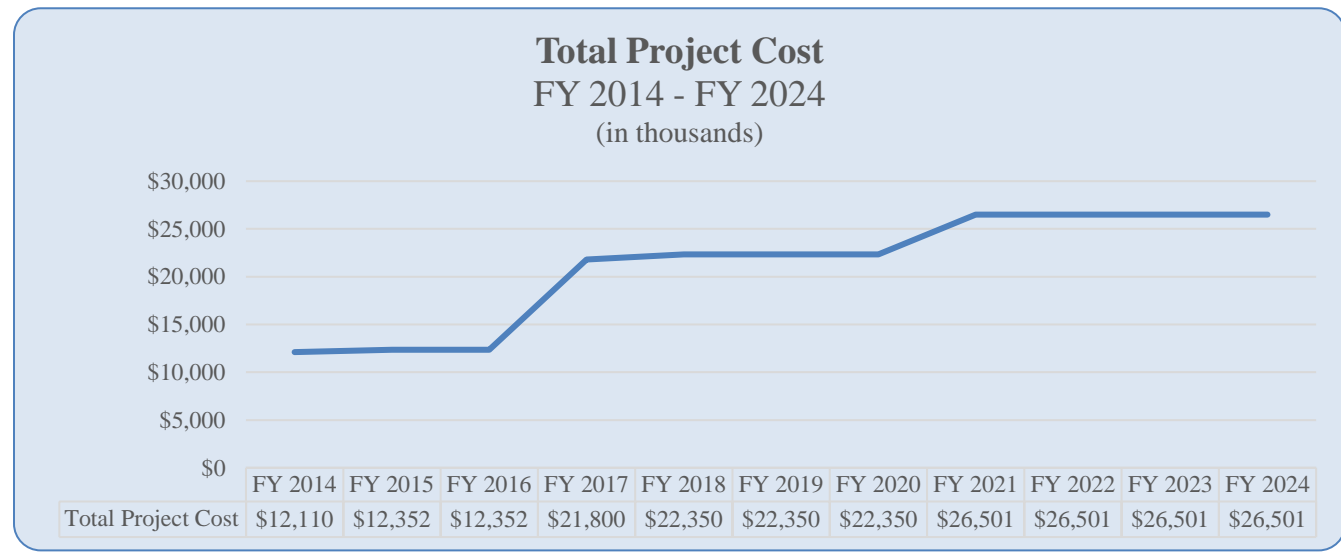
- *Glenn Dale Branch Library (No FY 2024 Funding Request)*
 - Project for a new 25,000 square feet library in the Glenn Dale area.
 - Location not yet determined.
 - Library will be co-located with a M-NCPPC community center or recreation center.
 - Project design and construction schedules have not been set.

- *Hillcrest Heights Branch Replacement (No FY 2024 Funding Request)*
 - Project for a new 25,000 square feet library to replace existing one.
 - Location not yet determined.
 - Project design and construction schedules have not been set.

- *Hyattsville Branch Replacement (FY 2024 Funding Request: \$683,000)*
 - Project consists of building a new one-story, 40,000 square feet facility, with additional study rooms and community meeting space as well as a parking garage. The plan also provides emergency power for a portion of the building to use as a cooling/warming shelter in the event of catastrophic weather.
 - Project was delayed one year and will be completed in FY 2023. FY 2024 funding will be used to close out construction costs and architect fees.
 - The “Total Project Cost” provided in past approved budget books is found in the chart below:



- *Langley Park Branch (FY 2024 Funding Request: \$9,116,000)*
 - Project for the construction of a new 40,000 square feet library in the Langley Park area to include office and meeting space for local community organizations.
 - The location of the project has not been determined.
 - Design completion has been pushed back to FY 2023 and construction to begin in FY 2024 due to priority ranking and funding availability. Project Completion expected in FY 2025.
 - The “Total Project Cost” provided in past approved budget books is found in the chart below:



- *Library Branch Renovations 2 (FY 2024 Funding Request: \$2,600,000)*
 - This project consists of updating and renovating branch libraries including replacing carpeting, roofs, HVAC systems, installing Americans with Disabilities Act (ADA) compliant entrances, fences, walkways, parking lots, and renovating public restrooms.
 - This project also provides a source of funding for unanticipated and/or emergency library renovation projects.
 - FY 2024 funding include HVAC repair and replacement and core and network/fiber infrastructure upgrades at various locations; replacement carpeting for the Beltsville and Glenarden branches;

Restroom renovations for the Beltsville, Hillcrest Heights, and Oxon Hill branches; Window replacement for the Administrative Offices and Largo-Kettering branch; CCTV cameras and environmental controls; Replacement of sliding doors for ADA compliance systemwide.

- Renovations undertaken in FY 2023 are found in the *First Round Budget Review Questions*, # 31.
- o *Surratts-Clinton Branch Renovation (FY 2024 Funding Request: \$880,000)*
 - This project consists of renovating the existing space to create multiple study rooms, a separate teen learning area, and a separate children’s room with interactive learning features.
 - The HVAC, restrooms, ceiling, and furnishings need to be refurbished. The lighting needs to be replaced with a more energy-efficient system. Major exterior re-grading and repair of stormwater piping replacement is also part of the project.
 - Project is delayed two years and is scheduled for completion in FY 2024. FY 2024 funding will be used to close out construction costs and architect fees.
 - The “Total Project Cost” provided in past approved budget books is found in the chart below:

