

# New Glarus Public Library Board of Trustees

## Overview of Village Hall Feasibility Studies

July 29, 2014

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### BACKGROUND

The April 2014 New Glarus Village referendum confirms that the community wants the Village Board to invest up to \$1,040,000 in building a new library. The Library Board, library staff, fundraising committee, Friends of the Library, and more supporters are ready to continue working with the Village Board on the library project to **“Build IT”** .....” *The time has come.*”

The goals for a new library are to:

- Meet the space needs for the library today through at least 2025.
- Be fiscally responsible with building costs, yet invest upfront in energy saving options to reduce operating expenses.
- Provide a facility that represents and supports our Swiss heritage and community.
- Work with a fiscally responsible operating budget to meet current and future service needs.
- Collaborate on opportunities to obtain alternative funding sources.

Under the Wisconsin State Statute 43.52, the New Glarus Public Library (NGPL) is a municipal library; therefore, the Village Board is a key partner in making this project a success. To move the project forward, the Village Board, in collaboration with the Library Board, needs to finalize the location for a new library and define the Village contribution to the building project costs. Once a site, size, and project costs are determined, a preliminary operating budget can be generated. The operating budget will be refined as the design moves forward.

### Space Needs:

New Glarus Public Library projected space requirements are based on State of Wisconsin Department of Public Instruction (DPI) guidelines. Deb Haeffner, Building and Design Consultant for the South Central Library System (SCLS), received input from the Library Board of Trustees, library directors, library staff members, SCLS consultants and Friends of the Library in writing the New Glarus Public Library Program Statement of January 2012. In the NGPL Program Statement the 2025 space needs are summarized on page 3; ***“depending on the level of service provided, a new library between 15,425 and 21,000 is required to meet the 2025 needs of the New Glarus community.”***

### Site Locations:

Glarner Park and the West Side locations meet the site criteria for a new library. These locations were on the April referendum to provide input to the Village Board on selecting a site.

On July 12, the Village Board recommended moving forward with the Village Hall as a potential site for a new library. Current Village Board members and the community may not be aware of the Vierbicher Associates New Glarus Library Expansion Feasibility Study (May 9, 2002) and the Plunkett/Raysich New Glarus Municipal / Library Space Needs & Feasibility Study (August 12, 2004). The Vierbicher study looked at expanding the current library into the community room as an interim step while a building site could be acquired. The Plunkett/Raysich study was a

more extensive study that determined department needs out to 2020, evaluated the existing Village Hall building, identified possible layouts (8 in total), and presented the results to the governing bodies starting in August 2004.

The following is an overview of the Village Hall studies, a summary by the Library Board, and questions for discussion with the Village Board.

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## OVERVIEW OF VILLAGE HALL FEASIBILITY STUDIES

**VIERBICHER STUDY:** The 2002 Vierbicher study does not include a viable option for a new library. It was meant as an interim solution to provide time to acquire a site, raise funds, and construct a new library. Space for programming activities is not included, but is core to the library mission.

- **Cost of Study:** \$3,184 (Paid by library donations and trust funds.)
- **Library Space:** 4,300 ft<sup>2</sup>
- **Statements (quotes) from the study:**
  - “The purpose of the report is to determine the feasibility of expanding the Library within the existing building as an interim step in the process of funding and building a new library.”
  - “The expanded space plus the shared spaces still fall short of the year 2000 space needs of 10,864 SF and the 2020 space needs for 14,000-16,333 square feet.”
  - “The building underwent extensive remodeling in 1983. Some of the building systems and most finishes need to be replaced due to the normal wear of over 18 years.”
  - “The library expansion will require changes to bring the building into compliance.”
- **Construction Costs:**
  - 2002: \$252,250
  - These costs do not include furniture, fixtures & equipment nor do they include possible temporary relocation costs during construction.

**PLUNKETT RAYSICH STUDY:** The Plunkett Raysich study identified eight layouts with four different department configurations. The 2004 Village Hall remodeling costs for the library options (1a, 1b, 4a, 4b) ranged from \$1,958,381 (1a library only) to \$4,162,990 (4a library and police). These costs can be projected to 2014 costs using various building cost indexes such as the RSMeans Historical Cost Index, Turner Building Cost Index, or Engineering News Record Building Cost Index. Using the RSMeans Historical Cost Index, the projected 2014 Village Hall remodeling costs for the library options (1a, 1b, 4a, 4b) ranged from \$2,762,446 (1a library only) to \$5,872,220 (4a library and police). These costs exceed the current new building costs for the west side location and do not take into account the cost for the displaced departments.

The Plunkett Raysich building evaluation identified major issues with the current building. These include the need for a new roof and that the building does not comply with current codes and standards (ADA, energy, HVAC). Many of the configurations identified include a second floor and finished basement that will require an elevator and additional operating expenses. These multiple levels will also require additional staff monitoring, which may impact operating expenses. The basement dampness and water issues are a concern for the library especially in the configurations that store collections in the basement. Finally, since the current Village Hall

footprint is 12,736 ft<sup>2</sup> many of the configurations included expansion into the westside parking lot and the north driveway, which would impact parking and access.

- **Cost of study:** \$20,348 (\$20,000 paid by Town of New Glarus Funds over 2 years, remaining from Library donations and trust funds.)
- **Statements (quotes) from the Powerpoint presentation to the governing bodies:**
  - “Building does not comply with current accessibility standards, energy standards, HVAC standards (‘sick building syndrome’)”
  - “Site will constrain expansion”
  - “Well and generator will control layout”
  - “Expanding the library will trigger a ‘change of use’ and require compliance with current code”
- **Option 1a (Library Only)**
  - **Library Space:** 18,850 ft<sup>2</sup> (basement 1,500, first 13,685, second 3,665).
  - **Statement (quotes) from the study:**
    - “2020 space needs will not fit into this option once the needed spaces such as public restrooms, mechanical rooms, meeting/conference rooms, etc. that are provided by other department are added.”
  - **Construction Costs:**
    - **2004:** \$1,958,381 - \$2,049,358
    - **2014 Projected using RSMMeans Index:** \$2,762,446 - \$2,890,778
- **Option 1b (Library Only):**
  - **Library Space:** 19,930 ft<sup>2</sup> (basement 4,200, first 15,730).
  - **Statements (quotes) from the study:**
    - “2020 space needs will not fit into this option once the needed spaces such as public restrooms, mechanical rooms, meeting/conference rooms, etc. that are provided by other department are added.”
    - “A new basement is utilized for a major collection.”
  - **Construction Costs:**
    - **2004:** \$2,373,715 - \$2,867,929
    - **2014 Projected using RSMMeans Index:** \$3,348,309 - \$4,045,436
- **Option 4a (Library and Police):**
  - **Library Space:** 16,310 ft<sup>2</sup> (basement 675, first 14,810).
  - **Statements (quotes) from the study:**
    - “The 2020 space needs appear to fit this scheme with a slight amount of trimming to account for public toilets and large meeting room.”
  - **Construction Costs:**
    - **2004:** \$2,883,625 - \$4,162,990
    - **2014 Projected using RSMMeans Index:** \$4,067,577 - \$5,872,220
- **Option 4b (Library and Police):**
  - **Library Space:** 18,860 ft<sup>2</sup> (basement 725, first 14,810, second 3,125).
  - **Statements (quotes) from the study:**
    - “The 2020 space needs appear to fit this scheme with a slight amount of trimming to account for public toilets and large meeting room.”
  - **Construction Costs:**
    - **2004:** \$2,758,978 - \$3,078,780
    - **2014 Projected using RSMMeans Index:** \$3,891,752 - \$4,342,858

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## SUMMARY

1. Depending on the level of service provided, a new library between 15,425 and 21,000 is required to meet the 2025 needs of the New Glarus community.
2. Use of Village Hall as a library site is inconsistent with the 2014 referendum questions.
3. The 2002 Vierbicher study was meant as an interim solution.
4. 2004 Village Hall remodeling options, adjusted for inflation, range from \$2.7 - \$5.8 million dollars, which is higher in cost than the current library board proposal.
5. The Plunkett Raysich building evaluation identified major issues with the current building including most importantly:
  - the need for a new roof
  - does not comply with current codes and standards (ADA, energy, HVAC, fire)
  - basement dampness and water issues.
6. The Plunkett Raysich options include multiple levels that will require additional staff monitoring, which may impact operating expenses.
7. The Plunkett Raysich options include expansion into the westside parking lot and the north driveway that would impact parking and access.
8. Expanding the library will trigger a 'change of use' and require compliance with current code. The current Village hall building does not comply with 2014 accessibility standards, energy standards, HVAC standards ('sick building syndrome').
9. The library will need to be relocated during construction. This will result in additional costs for rental, moving twice, and possibly storage. This will be a challenge to house the existing collection while maintaining current services.

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## QUESTIONS FOR THE VILLAGE BOARD

1. What is the meaning of Greg Thoemke's motion at the Village Board meeting on Tuesday July 15, 2014?
2. What is the Village Board's intention for the library space allocation as per the motion on July 15, 2014?
3. What is the timeframe if the Village Board is considering remodeling the Village Hall to house just the library or the library with the police?
4. If the Village Hall is to be remodeled to only house the library or the library with the police, or another combination of departments, what type of financial contribution is the Village Board willing to provide to:
  - Address the current upgrades needs (ex. New roof),
  - Get the building in compliance with codes and standards,
  - Relocate the library/police during construction,
  - Remodel the building,
  - Support the changes in operating expenses for a remodeled facility?
5. What are the floodplain concerns (permits, approval process with DNR, insurance) with remodeling the Village Hall?
6. What is needed to get a decision from the Village Board on site location and their contribution to the library building costs?
7. What are the impacts, such as permits, zoning, DNR approval, and construction plans when "change of use" reclassification occurs while expanding library (A3 occupancy vs. B)?
8. Who would be the owner or custodian of Village Hall if it were to be converted to primarily library space?