

The Corporation of the Town of Whitby
2008

SUMMARY BY DEPARTMENT & DIVISION

	Total Cost	Total Funding	Capital Reserve Fund	Equipment Reserve Fund	Other Reserves & Funds	Development Charges	Grants & Subsidies	Donations	Long Term Financing	Other
WHITBY PUBLIC LIBRARY										
90 Whitby Public Library	332,725	332,725	64,270	50,000	0	218,455	0	0	0	0
Total Whitby Public Library	\$ 332,725	\$ 332,725	\$ 64,270	\$ 50,000	\$ -	\$ 218,455	\$ -	\$ -	\$ -	\$ -

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2008

90 WHITBY PUBLIC LIBRARY

Project Name	Project #	Total Cost	Total Funding	Capital Reserve Fund	Equipment Replacement Reserve Fund	Other Reserves and Reserve Funds	Charges Development	Grants & Subsidies	Donations	Long Term Financing	Other
Brooklin Collection Expansion	90061301	242,725	242,725	24,270			218,455				
Workstation Upgrades	90062401	26,000	26,000		26,000						
WPL Strategic Plan	90080101	20,000	20,000	20,000							
Security Camera for Central Library	90080401	20,000	20,000	20,000							
Server Hardware and Software Upgrades	90090501	15,000	15,000		15,000						
Dell-OPAC Replacements	90100502	9,000	9,000		9,000						
Total		332,725	332,725	64,270	50,000		218,455				
Grand Total		332,725	332,725	64,270	50,000		218,455				

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Capital Project Detail Sheet

Project ID :	90061301
Project Name :	Brooklin Collection Expansion
Department :	90 WHITBY PUBLIC LIBRARY
Service / Program :	90.2 LIBRARY FACILITIES
Flexible:	No

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PROJECT DETAILS

Project Description and Key Features:

Collection expansion to support the new library facility in Brooklin (see related project below).

Project Rationale and Expected Impact:

Increase in library collection will improve user experience and meets anticipated increase in circulation demands.

Impact of Advancement or Deferral (include maximum years project could be deferred if applicable):

This project must precede the opening of the new facility because the acquisition process (including selection, receipt, cataloguing and security) is done within the scope of the staff's regular duties and as such cannot be completed in a compressed time period. The books will be stored offsite until opening (similar to approach to that taken with the Main Branch).

Project Details:

Location:

Additional Project Identifiers (subdivision #, acct #, GIS#):

Planned Start Date:

Planned Completion Date:

Related Project:

7055BC Brooklin Comm Centre/Library

External Approvals Required:

Budget Report Comments:

PROJECT BUDGET

	2008	2009	2010	2011	2012	Future Years
Expenditures						
3000 Unspecified Capital Expenditure	242,725	242,725	242,725			
Total Expenditures	242,725	242,725	242,725			
Financing						
4065 Capital Reserve Fund	24,270	24,270	24,270			
5160 DC - Libraries	218,455	218,455	218,455			
Total Financing	242,725	242,725	242,725			

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Capital Project Detail Sheet

Project ID :	90062401
Project Name :	Workstation Upgrades
Department :	90 WHITBY PUBLIC LIBRARY
Service / Program :	90.1 LIBRARY SERVICES
Flexible:	Yes

PROJECT DETAILS

Project Description and Key Features:

Upgrade 24 staff workstation at the Central branch and Minuet and Asus systems from old Dundas branch (Admin, Reference Workroom, Technical Services) and 6 staff Optiplexes.

Project Rationale and Expected Impact:

Lifecycle replacement. Public internet and staff workstations are replaced every 4 years due to the rapid changes in technology. The workstations come with a 3 year warranty. The workstations are subject to high use and after 4 years require upgrade of hardware as well as upgrade of outdated operating systems.

Impact of Advancement or Deferral (include maximum years project could be deferred if applicable):

If not replaced in accordance with schedule, machines fail regularly.

Project Details:

Location:

Additional Project Identifiers (subdivision #, acct #, GIS#):

Planned Start Date:

Planned Completion Date:

Related Project:

<None>

External Approvals Required:

Budget Report Comments:

PROJECT BUDGET

	2008	2009	2010	2011	2012	Future Years
Expenditures						
3000 Unspecified Capital Expenditure	26,000	80,300	12,500	6,500	26,000	199,100
Total Expenditures	26,000	80,300	12,500	6,500	26,000	199,100
Financing						
4064 Equipment Replacement Reserve Fur	26,000	80,300	12,500	6,500	26,000	199,100
Total Financing	26,000	80,300	12,500	6,500	26,000	199,100

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Capital Project Detail Sheet

Project ID :	90080101
Project Name :	WPL Strategic Plan
Department :	90 WHITBY PUBLIC LIBRARY
Service / Program :	90.1 LIBRARY SERVICES
Flexible:	Yes

PROJECT DETAILS

Project Description and Key Features:

The strategic planning exercise will involve engaging a consultant to help the library undertake an analysis of demographic and community trends, as well as changing trends in library services. This will involve consultation with stakeholders (staff, Council, community organizations and members of the public).

Project Rationale and Expected Operating Impact:

The WPL's last strategic plan "Building for the Future" was completed in 2003 and covered the 5 year period to 2008. The strategic plan will be updated in 2008 and will guide the future strategic directions for the library system. The plan will serve as a key framework for annual service plans.

Impact of Advancement or Deferral (Include maximum years project could be deferred if applicable):

It is critical for the Library Board to identify a clear vision for library service based on stakeholder input, that will fit into the Town of Whitby's master plan, and then to set priorities and monitor the library's achievements over time.

Project Details:

Location:

Additional Project Identifiers (subdivision #, acct #, GIS#):

Planned Start Date:

Planned Completion Date:

Related Project:

<None>

External Approvals Required:

Budget Report Comments:

PROJECT BUDGET

	2008	2009	2010	2011	2012	Future Years
Expenditures						
3000 Unspecified Capital Expenditure	20,000					
Total Expenditures	20,000					
Financing						
4065 Capital Reserve Fund	20,000					
Total Financing	20,000					

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Capital Project Detail Sheet

Project ID :	90080401
Project Name :	Security Camera for Central Library
Department :	90 WHITBY PUBLIC LIBRARY
Service / Program :	90.2 LIBRARY FACILITIES
Flexible:	Yes

PROJECT DETAILS

Project Description and Key Features:

To install 14 AAL Day/Night Cameras and related equipment at the Central Library.

Project Rationale and Expected Operating Impact:

Although very successful, the Central Library, like other downtown buildings, has also attracted some negative behaviour. There have been incidents of vandalism, theft, drug & alcohol use, as well as violence and threats of violence. These cameras will serve as a deterrent to those who may be involved in illegal activities on library property. In the case of a crime that is committed, the cameras will provide forensic evidence for law enforcement.

Impact of Advancement or Deferral (include maximum years project could be deferred if applicable):

Inappropriate behaviours may escalate, increased costs for repairs and replacements due to theft & vandalism.

Project Details:

Location:

Central Library

Additional Project Identifiers (subdivision #, acct #, GIS#):

Planned Start Date:

1st quarter 2008

Planned Completion Date:

1st quarter 2008

Related Project:

<None>

External Approvals Required:

Budget Report Comments:

PROJECT BUDGET

	2008	2009	2010	2011	2012	Future Years
Expenditures						
3000 Unspecified Capital Expenditure	20,000					
Total Expenditures	20,000					
Financing						
4065 Capital Reserve Fund	20,000					
Total Financing	20,000					

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Capital Project Detail Sheet

Project ID :	90090501
Project Name :	Server Hardware and Software Upgrades
Department :	90 WHITBY PUBLIC LIBRARY
Service / Program :	90.1 LIBRARY SERVICES
Flexible:	Yes

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PROJECT DETAILS

Project Description and Key Features:

Replacement of Whitby Main Domain controller server and Microsoft Exchange server.

Project Rationale and Expected Operating Impact:

Lifecycle replacement.

Impact of Advancement or Deferral (Include maximum years project could be deferred if applicable):

Project Details:

Location:

Additional Project Identifiers (subdivision #, acct #, GIS#):

Planned Start Date:

Planned Completion Date:

Related Project:

<None>

External Approvals Required:

Budget Report Comments:

PROJECT BUDGET

	2008	2009	2010	2011	2012	Future Years
Expenditures						
3000 Unspecified Capital Expenditure	15,000	3,200	6,500	3,500		40,200
Total Expenditures	15,000	3,200	6,500	3,500		40,200
Financing						
4064 Equipment Replacement Reserve Fu	15,000	3,200	6,500	3,500		40,200
Total Financing	15,000	3,200	6,500	3,500		40,200

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Capital Project Detail Sheet

Project ID :	90100502
Project Name :	Dell OPAC Replacements
Department :	90 WHITBY PUBLIC LIBRARY
Service / Program :	90.1 LIBRARY SERVICES
Flexible:	Yes

PROJECT DETAILS

Project Description and Key Features:

Replacement of OPAC & internet machines (3 at Brooklin branch and 6 at Rossland branch).

Project Rationale and Expected Operating Impact:

Lifecycle replacement.

Impact of Advancement or Deferral (include maximum years project could be deferred if applicable):

Project Details:

Location:

Additional Project Identifiers (subdivision #, acct #, GIS#):

Planned Start Date:

Planned Completion Date:

Related Project:

<None>

External Approvals Required:

Budget Report Comments:

PROJECT BUDGET

	2008	2009	2010	2011	2012	Future Years
Expenditures						
3000 Unspecified Capital Expenditure	9,000		30,000			119,880
Total Expenditures	9,000		30,000			119,880
Financing						
4064 Equipment Replacement Reserve Fur	9,000		30,000			119,880
Total Financing	9,000		30,000			119,880