



APRIL 16TH, 2025

# Space Needs Assessment

*Northville District Library*

# Table of Contents

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NDL – Current State (What We Have) ..... 3

Benchmarking (What Other Communities Have) ..... 4

NDL – Future State (What We Need) ..... 6

Project Scenarios Summary ..... 8

Assumptions + Clarifications ..... 9

NDL Financial Forecast ..... 10

Funding Overview ..... 11

Next Steps ..... 17

Q+A ..... 18

# NDL – Current State (What We Have)

## Space Program (Current):

	Existing Building
Program Spaces	1,600
Circulation	2,796
Adult Services	3,690
Creative and Tech	502
Study	1,908
Youth Services	2,783
Teen's Services	975
Additional Services	769
Administration/Support	2,723
<b>Total Net SF</b>	<b>17,746</b>
Circulation + Gross Up Factor	9,254
<b>Total Gross SF</b>	<b>27,000</b>

## Notes:

1. Circulation Factor accounts for corridors, stairs and elevators.
2. Gross Up Factor accounts for wall thickness and vertical utility shafts.

## Challenges/Deficiencies:

1. Major demographic shifts.
2. Meeting the needs of an increasingly diverse community.
3. Declining school enrollment.
4. Continuing to remain relevant to different generations.
5. Community concerns regarding development projects and changes to their unique historical identity.
6. Lack of adaptable/flexible space to accommodate evolving community needs.
7. Lack of square footage to accommodate desired services/programs.
8. Lack of dedicated parking spaces to accommodate usage.

Note: the information above has been extracted from the Northville District Library Strategic Plan 2023 – 2025 .

# Benchmarking (What Other Communities Have)

## Peer Set:

Benchmarking begins with identifying peer institutions that are similar to the Library in size, population, finances, and geographic area served. Selection criteria:

- Libraries with one location and no bookmobile
- Libraries serving a similarly sized population within +/- 10% of NDL.
- Libraries with total operating expenditures withing +/- 10% of NDL.

	Total Locations	Service Area Population	Total Expenditures
Northville District Library (MI)	1	34,467	\$2,753,771
Bay Shore-Brightwaters Public Library (NY)**	1	33,058	\$2,960,762
Fort Lee Free Public Library (NJ)	1	32,730	\$2,910,761
Peninsula Public Library (NY)**	1	35,253	\$2,943,142
Teaneck Public Library (NJ)	1	36,833	\$2,845,074

## Notes:

1. Benchmarking information has been extracted from the Northville District Library Benchmarking report developed by The Ivey Group, dated March 18, 2022.
2. The peer set identified by The Ivey Group is similar to NDL in library size, population, finances and geographic area served. However, being located in NY and NJ, funding sources may differ.

# Benchmarking (What Other Communities Have)

## Summary of Findings:

Within the peer set, Ivy Group calculated the mean and median performance for each measure, as well as the Library's comparative ranking among the selected libraries.

NDL ranks last among peers for total expenditures and fourth in total expenditures per capita but remains significantly above the Composite Library. This suggests that the Library and its per set is well funded compared to the Michigan state average and the national average.

	Total Expenditures	Total Expenditures Per Capita
Northville District Library (MI)	\$2,753,771	\$79.90
Bay Shore-Brightwaters Public Library (NY)**	\$2,960,762	\$89.56
Fort Lee Free Public Library (NJ)	\$2,910,761	\$88.93
Peninsula Public Library (NY)**	\$2,943,142	\$83.49
Teaneck Public Library (NJ)	\$2,845,074	\$77.24
Mean	\$2,882,702	\$83.82
Median	\$2,910,761	\$83.49
NDL Rank	5	4
Composite Library	\$1,444,820	\$42.13
State Average	\$1,080,035	\$43.42
National Average	\$1,445,444	\$42.13
Novi Public Library	\$2,894,054	\$52.26

Note: "composite library" is the average of all libraries in the U.S. serving a population between 25,000 and 49,999

# NDL – Future State (What We Need)

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From Strategic Plan 2023-2025

## **Areas of Focus:**

1. Convenience and Access (increase usage)
2. Programs and Collections (expand breadth and depth to meet evolving community needs)
3. Space (optimize use for current and changing needs)
4. Unique Identity (raise public awareness)

## **Resource Highlights:**

1. Increased funding
2. Increased or reassigned staff
3. Space reallocation and/or increase square footage
4. Updated and new technology
5. New equipment
6. More resources for continuing opportunities to stay current with changes in the profession
7. Expanded or enhanced productivity tools

# NDL – Future State (What We Need)

## Space Program (Future):

	Existing Building	Renovate + Expand Existing Facility	New Facility 40,000 SF
Program Spaces	1,600	2,800	3,200
Circulation	2,796	4,180	4,380
Adult Services	3,690	4,000	5,200
Creative and Tech	502	600	650
Study	1,908	5,920	5,220
Youth Services	2,783	5,700	6,300
Teen's Services	975	1,600	2,000
Additional Services	769	1,000	1,200
Administration/Support	2,723	5,462	5,462
<b>Total Net SF</b>	<b>17,746</b>	<b>31,262</b>	<b>33,612</b>
Gross Up Factor	9,254	5,738	6,388
<b>Total Gross SF</b>	<b>27,000</b>	<b>37,000</b>	<b>40,000</b>

### Notes:

1. NDL would like a drive through window incorporated for pickup and drop off.
2. Gross Up Factor accounts for wall thickness and vertical utility shafts.

# Project Scenarios Summary

Scenario	Square Footage	Opinion of Probable Cost	Milestone Schedule
1 – Renovate + Expand Existing Library	Renovation = 27,000 SF Expansion = 10,000 SF Total = 37,000 SF	Land Costs = \$500,000 Hard Costs = \$12.4M Soft Costs = \$6.4M Total Project Cost = \$19.3M	Professional Services Procurement = 2 Months Design Phase = 9 months Bid Phase = 2 Months Construction Phase = 18 Months (Phased) Close Out = 2 Months Total Duration = 33 Months
2 – Purchase, Renovate + Expand an Existing Building	Renovation = 27,000 SF Expansion = 10,000 SF Total = 37,000 SF	Building Purchase = \$2.1M* Hard Costs = \$11.9M Soft Costs = \$6.3M Total Project Cost = \$20.3M	Professional Services Procurement = 2 Months Design Phase = 9 months Bid Phase = 2 Months Construction Phase = 12 Months (Not Phased) Close Out = 2 Months Total Duration = 27 Months
3 – Purchase Vacant Land + Construct a New Building	40,000 SF	Land Costs = \$1.2M** Hard Costs = \$19.4M Soft Costs = \$8.6M Total Project Cost = \$29.2M***	Professional Services Procurement = 2 Months Design Phase = 12 months Bid Phase = 2 Months Construction Phase = 16 Months (Not Phased) Close Out = 2 Months Total Duration = 34 Months
4 – Lease an Existing Building	40,000 SF	\$22/SF \$880,000	Total Duration = 27 Months  <b>This option is not viable as NDL would need to issue debt to pay annual rent obligations.</b>

\* Cost and options for purchasing and renovating an existing building will vary depending on timing and market conditions.

\*\* Cost and options for purchasing land and constructing a new building will vary depending on timing and market conditions.

\*\*\* The total project cost included in the Quinn Evans Space Feasibility Study dated May 21, 2024 for scenario 3 ranged from \$28.7M to \$37.6M.



# Assumptions + Clarifications

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1. Opinion of Probable Cost (OPC) excludes computers, monitors, keyboards, printers, tech devices, etc.
2. Opinion of Probable Cost (OPC) excludes kitchen equipment.
3. Assumes site utilities are in place and have adequate capacity.
4. Assumes building will be constructed of durable and readily available materials, as used in construction of similar facilities.
5. Hard Costs includes materials, labor and contractor fees.
6. Soft Costs include land acquisition, professional services, regulatory, furniture, fixtures and equipment; technology and contingencies.

# NDL Financial Data

	2021 Audited	2022 Audited	2023 Audited	2024 Unaudited Actual	2025 Budget Adopted
NDL Millage Rate	1.1015	1.0981	1.0975	1.0975	1.0926
% Change in Taxable Value YoY (Township)	2.30%	2.00%	6.00%	6.00%	7.00%
% Change in Taxable Value YoY (City)	4.00%	4.00%	7.00%	7.00%	6.00%

Total Revenues	\$3,742,063	\$3,748,207	\$3,514,857	\$3,763,976	\$3,795,326
Total Expenses	\$3,480,901	\$3,568,947	\$3,468,288	\$3,659,398	\$3,726,218
Net Operating Income	\$261,162	\$179,620	\$46,569	\$104,578	\$69,108

# Funding Overview

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1. For NDL to raise the money to afford scenarios provided earlier in this document, NDL will need to issue General Obligation Bonds backed by its existing Library Operating Millage of **1.0926 mills**.
2. After discussions with Plante Moran, NDL's Accounting Consultants, it was determined that NDL may have existing funding available from current operations that could be used for debt service payments for any future issuance of bonds, such as, its fund balance and its endowment fund.
3. For all scenarios, Plante Moran Realpoint ("PMR") assumes NDL has **\$250,000** to contribute annually over the life of the bond backed by its existing millage.
4. PMR has prepared a scenario comparison that compares total bond amount and annual debt service to help NDL better understand their debt capacity.
5. PMR also created a scenario to show what NDL could afford today without increasing its existing operating millage.
6. Please note – PMR is not a licensed bond broker or underwriter, and it is recommended to consult with a licensed broker for more accurate projections related to cost of debt and the most recent Assessed Value for both the City of Northville and Northville Township.

# Funding Overview – Required Debt Service

The below table summarizes the annual debt service required for each of the scenarios mentioned throughout this report. Total construction cost is the estimated cost of construction for each scenario. The principal refers to the original amount of money borrowed and is the base amount required to repay. In all scenarios, this amount is equal to the total construction costs as PMR assumes NDL would utilize General Obligation Bonds to pay for the renovations. The interest refers to the additional cost paid to a lender as a percentage of borrowed money. For all scenarios, PMR assumes a 5% coupon rate that is compounded semiannually.

	Scenario 1 – Renovate + Expand Existing Library	Scenario 2 - Purchase, Renovate + Expand an Existing Building	Scenario 3 - Purchase Vacant Land + Construct New Building
Total Project Cost	\$19,300,000	\$20,300,000	\$29,200,000
Principal	\$19,300,000	\$20,300,000	\$29,200,000
Interest	\$18,165,232	\$19,106,436	\$27,483,150
Total 30 Yr. Bond Amount	\$37,465,232	\$39,406,436	\$56,683,150
Annual Debt Service	\$1,248,841	\$1,313,548	\$1,889,438

## Assumptions:

- 30 Year Bond
- 5.00% Coupon Rate

# Funding Overview – Scenario Comparison – 30 Year

The below table summarizes the funding stack required for each of the scenarios mentioned throughout this report if NDL decides to issue bonds to pay for the renovation costs. Total construction cost is the estimated cost of construction for each scenario. Scenario 0 would be funded completely by NDL's current operating millage and would not require any millage increase. Scenarios 1 – 3 would require an increase to its operating millage, varying for each scenario due to the increase in construction costs. The revenue from annual property taxes plus NDL's contribution from its existing millage would create the funds available to pay the debt service for the expansion.

	No Millage Increase	Millage Increase		
	Scenario 0 - What can NDL afford now?	Scenario 1 – Renovate + Expand Existing Library	Scenario 2 - Purchase, Renovate + Expand an Existing Building	Scenario 3 - Purchase Vacant Land + Construct New Building
<b>Total Project Cost</b>	<b>\$3,863,582</b>	<b>\$19,300,000</b>	<b>\$20,300,000</b>	<b>\$29,200,000</b>
Principal	\$3,863,582	\$19,300,000	\$20,300,000	\$29,200,000
Interest	\$3,636,418	\$18,165,232	\$19,106,436	\$27,483,150
<b>Total 30 Yr. Bond Amount</b>	<b>\$7,500,000</b>	<b>\$37,465,232</b>	<b>\$39,406,436</b>	<b>\$56,683,150</b>
<b>Annual Debt Service</b>	<b>\$250,000</b>	<b>\$1,248,841</b>	<b>\$1,313,548</b>	<b>\$1,889,438</b>
Existing Millage Rate	1.0926	1.0926	1.0926	1.0926
Millage Rate Increase	0.0000	0.3134	0.3337	0.5144
<b>Updated Millage Rate</b>	<b>1.0926</b>	<b>1.4060</b>	<b>1.4263</b>	<b>1.6070</b>
NDL Capital Contribution	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$250,000</b>
New Annual Tax Revenue	\$0	\$998,841	\$1,063,548	\$1,639,438
<b>Total Available Revenue for Debt Service</b>	<b>\$250,000</b>	<b>\$1,248,841</b>	<b>\$1,313,548</b>	<b>\$1,889,438</b>

## Assumptions:

- 30 Year Bond
- 5.00% Coupon Rate
- \$250,000 Annual Capital/Reserve Contribution from NDL's existing operating millage

# Funding Overview – Scenario Comparison – 25 Year

The below table summarizes the funding stack required for each of the scenarios mentioned throughout this report if NDL decides to issue bonds to pay for the renovation costs. Total construction cost is the estimated cost of construction for each scenario. Scenario 0 would be funded completely by NDL's current operating millage and would not require any millage increase. Scenarios 1 – 3 would require an increase to its operating millage, varying for each scenario due to the increase in construction costs. The revenue from annual property taxes plus NDL's contribution from its existing millage would create the funds available to pay the debt service for the expansion.

	No Millage Increase	Millage Increase		
	Scenario 0 - What can NDL afford now?	Scenario 1 – Renovate + Expand Existing Library	Scenario 2 - Purchase, Renovate + Expand an Existing Building	Scenario 3 - Purchase Vacant Land + Construct New Building
<b>Total Project Cost</b>	\$3,545,289	\$19,300,000	\$20,300,000	\$29,200,000
Principal	\$3,545,289	\$19,300,000	\$20,300,000	\$29,200,000
Interest	\$2,704,711	\$14,724,025	\$15,486,928	\$22,276,763
<b>Total 25 Yr. Bond Amount</b>	<b>\$6,250,000</b>	<b>\$34,024,025</b>	<b>\$35,786,928</b>	<b>\$51,476,763</b>
<b>Annual Debt Service</b>	<b>\$250,000</b>	<b>\$1,360,961</b>	<b>\$1,431,477</b>	<b>\$2,059,071</b>
Existing Millage Rate	1.0926	1.0926	1.0926	1.0926
Millage Rate Increase	0.0000	0.3486	0.3707	0.5676
<b>Updated Millage Rate</b>	<b>1.0926</b>	<b>1.4412</b>	<b>1.4633</b>	<b>1.6602</b>
NDL Capital Contribution	\$250,000	\$250,000	\$250,000	\$250,000
New Annual Tax Revenue	\$0	\$1,110,961	\$1,181,477	\$1,809,071
<b>Total Available Revenue for Debt Service</b>	<b>\$250,000</b>	<b>\$1,360,961</b>	<b>\$1,431,477</b>	<b>\$2,059,071</b>

## Assumptions:

- 25 Year Bond
- 5.00% Coupon Rate
- \$250,000 Annual Capital/Reserve Contribution from NDL's existing operating millage

# Funding Overview – Scenario Comparison – 20 Year

The below table summarizes the funding stack required for each of the scenarios mentioned throughout this report if NDL decides to issue bonds to pay for the renovation costs. Total construction cost is the estimated cost of construction for each scenario. Scenario 0 would be funded completely by NDL's current operating millage and would not require any millage increase. Scenarios 1 – 3 would require an increase to its operating millage, varying for each scenario due to the increase in construction costs. The revenue from annual property taxes plus NDL's contribution from its existing millage would create the funds available to pay the debt service for the expansion.

	No Millage Increase	Millage Increase		
	Scenario 0 - What can NDL afford now?	Scenario 1 – Renovate + Expand Existing Library	Scenario 2 - Purchase, Renovate + Expand an Existing Building	Scenario 3 - Purchase Vacant Land + Construct New Building
<b>Total Project Cost</b>	\$3,137,847	\$19,300,000	\$20,300,000	\$29,200,000
Principal	\$3,137,847	\$19,300,000	\$20,300,000	\$29,200,000
Interest	\$1,862,153	\$11,453,572	\$12,047,021	\$17,328,720
<b>Total 20 Yr. Bond Amount</b>	<b>\$5,000,000</b>	<b>\$30,753,572</b>	<b>\$32,347,021</b>	<b>\$46,528,720</b>
<b>Annual Debt Service</b>	<b>\$250,000</b>	<b>\$1,537,679</b>	<b>\$1,617,351</b>	<b>\$2,326,436</b>
Existing Millage Rate	1.0926	1.0926	1.0926	1.0926
Millage Rate Increase	0.0000	0.4040	0.4290	0.6515
<b>Updated Millage Rate</b>	<b>1.0926</b>	<b>1.4966</b>	<b>1.5216</b>	<b>1.7441</b>
NDL Capital Contribution	\$250,000	\$250,000	\$250,000	\$250,000
New Annual Tax Revenue	\$0	\$1,287,679	\$1,367,351	\$2,076,436
<b>Total Available Revenue for Debt Service</b>	<b>\$250,000</b>	<b>\$1,537,679</b>	<b>\$1,617,351</b>	<b>\$2,326,436</b>

## Assumptions:

- 20 Year Bond
- 5.00% Coupon Rate
- \$250,000 Annual Capital/Reserve Contribution from NDL's existing operating millage

# Funding Overview – Scenario Comparison – 15 Year

The below table summarizes the funding stack required for each of the scenarios mentioned throughout this report if NDL decides to issue bonds to pay for the renovation costs. Total construction cost is the estimated cost of construction for each scenario. Scenario 0 would be funded completely by NDL's current operating millage and would not require any millage increase. Scenarios 1 – 3 would require an increase to its operating millage, varying for each scenario due to the increase in construction costs. The revenue from annual property taxes plus NDL's contribution from its existing millage would create the funds available to pay the debt service for the expansion.

	No Millage Increase	Millage Increase		
	Scenario 0 - What can NDL afford now?	Scenario 1 – Renovate + Expand Existing Library	Scenario 2 - Purchase, Renovate + Expand an Existing Building	Scenario 3 - Purchase Vacant Land + Construct New Building
<b>Total Project Cost</b>	\$2,616,287	\$19,300,000	\$20,300,000	\$29,200,000
Principal	\$2,616,287	\$19,300,000	\$20,300,000	\$29,200,000
Interest	\$1,133,713	\$8,363,254	\$8,796,583	\$12,653,213
<b>Total 15 Yr. Bond Amount</b>	<b>\$3,750,000</b>	<b>\$27,663,254</b>	<b>\$29,096,583</b>	<b>\$41,853,213</b>
<b>Annual Debt Service</b>	<b>\$250,000</b>	<b>\$1,844,217</b>	<b>\$1,939,772</b>	<b>\$2,790,214</b>
Existing Millage Rate	1.0926	1.0926	1.0926	1.0926
Millage Rate Increase	0.0000	0.5002	0.5302	0.7970
<b>Updated Millage Rate</b>	<b>1.0926</b>	<b>1.5928</b>	<b>1.6228</b>	<b>1.8896</b>
NDL Capital Contribution	\$250,000	\$250,000	\$250,000	\$250,000
New Annual Tax Revenue	\$0	\$1,594,217	\$1,689,772	\$2,540,214
<b>Total Available Revenue for Debt Service</b>	<b>\$250,000</b>	<b>\$1,844,217</b>	<b>\$1,939,772</b>	<b>\$2,790,214</b>

## Assumptions:

- 15 Year Bond
- 5.00% Coupon Rate
- \$250,000 Annual Capital/Reserve Contribution from NDL's existing operating millage



# Next Steps

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1. Engage with City and Township to discuss construction options.
2. Engage bond counsel and municipal advisor.
3. Preliminary site due diligence.
4. Hold community forums.

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**Q + A**

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# Thank You