



February 13, 2021

**To: Plymouth District Library Board**

**From: Carol Souchock, Plymouth District Library Director**

**Re: Elevator and Other Building Repairs and Upgrades**

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As previously shared the board should consider their options this year on addressing unexpected expenditure reductions and revenue opportunities. This is a great opportunity for the library board to provide direction for this year and for forthcoming years. How would you like to address these opportunities?

Options to consider include **but are not limited to:**

No changes to the budget which will place these unexpected funds into the library's fund balance.  
Making a lump sum payment to MERS with the goal of decreasing the library's outstanding liability.  
Continue to make the VEBA payment to decrease future VEBA liabilities.  
Elevator Safety Upgrade  
Building Safety System Replacement (failing fob system)

## **Funding Sources:**

### **VEBA Funds:**

In the 2021 budget \$67,000 in funding was included in the budget to make a payment on the library's VEBA account. Per our recent actuarial report no payment is required this year.

### **Expected PPT Refund:**

Per the State of Michigan the library is expected to receive \$154,860.84 in funds this year.  
Last year the library received \$132,863.26.

These are funds that the State of Michigan is expected to provide as a reimbursement for revenue lost due to the reduction and elimination of PPT (Personal Property Taxes) from legislation passed in 2015.  
As the state does not guarantee these funds they were not included in the library's 2021 budget.

You can review this year's PPR report at:

[https://www.michigan.gov/taxes/0,4676,7-238-43535\\_72736\\_81317---,00.html](https://www.michigan.gov/taxes/0,4676,7-238-43535_72736_81317---,00.html)

Other Municipalities

2020 PPT Reimbursements – Oct 2020 and Feb 2021

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**Outstanding Projects:**

**Elevator Safety Upgrades:** When power is lost these upgrades will allow the interior car lights to remain on and the car will return to a lower floor, open the doors allowing anyone in the elevator cars to exit safely and prevent anyone from being stuck in the elevator. This work had been approved by the board previously but was not completed due to other priorities over the last year. The cost for both elevator cars is expected to be \$27,000.

**IT Room HVAC Replacement** – will be completed shortly

**RTU Motor Replacement** – will be completed shortly

**Stairway Lighting** – the light fixtures above the public stairs have failed. Design work and the creation of a RFP will be completed shortly. The actual lighting replacement will take place at a future date and needs to be built into a future budget.

**Lighting in High Area Near the Fireplace** – the light fixtures in this area have failed. This work will be completed this month.

**Building Safety System Upgrade (fob system):** Replace the building failing room security system. Expected cost is \$100,000. Can be spread out over several years if necessary.