



April 14, 2025

**MEMORANDUM**

TO: Krystal Oriadha, Chair  
Education and Workforce Development (EWD) Committee

THRU: Joseph R. Hamlin   
Director of Budget & Policy Analysis

FROM: Arian Albear, Director   
Education and Workforce Development Committee

RE: Prince George's County Memorial Library System (PGCMLS)  
Fiscal Year 2026 Budget Review

**Budget Overview**

The FY 2026 Proposed Budget for the Prince George's County Memorial Library System (PGCMLS) is \$37,945,500. **This is an increase of \$409,500, or 1.1%, above the FY 2025 Approved Budget.** The difference is driven by increases in Compensation (due to mandated salary requirements), the lease for the Langley Park Branch rental, and Fringe Benefits associated with the compensation increase (partially offset by a decrease in rate). Decreases in Operating expenditures partially offset the increases listed above.

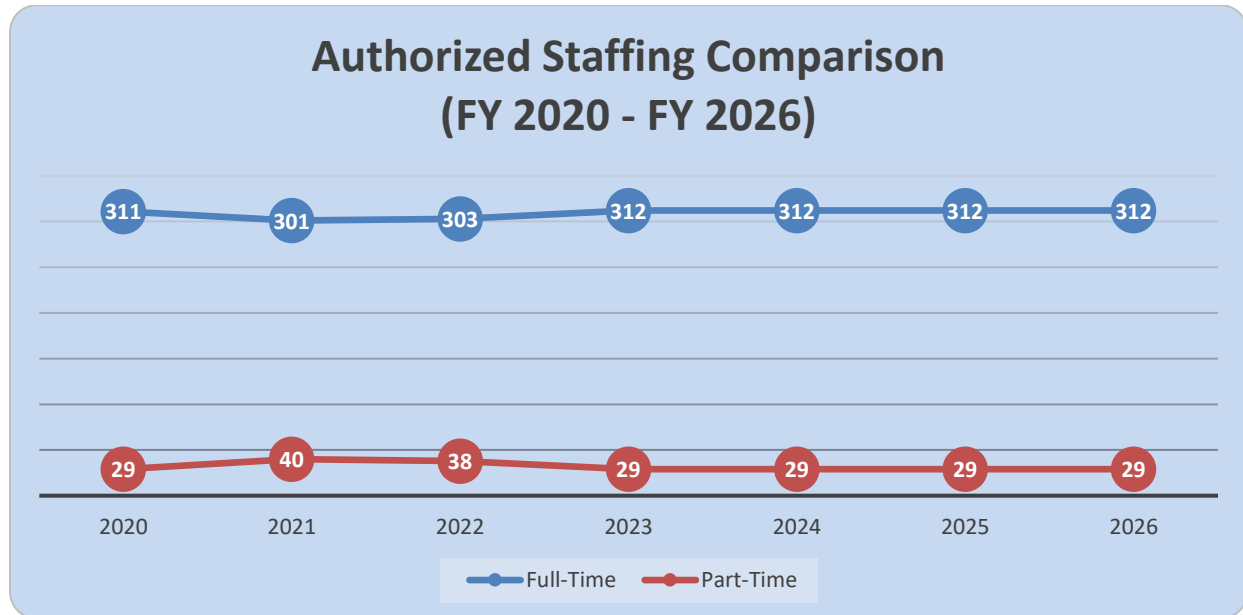
**Budget Comparison**

**Actual Fiscal Year 2024 to Proposed Fiscal Year 2026**

| Funding Source      | FY 2024<br>Actual    | FY 2025<br>Approved  | FY 2025<br>Estimate  | % Change<br>- Est vs App | FY 2026<br>Proposed  | \$<br>Change      | %<br>Change |
|---------------------|----------------------|----------------------|----------------------|--------------------------|----------------------|-------------------|-------------|
| County Contribution | \$ 27,756,700        | \$ 28,042,300        | \$ 28,042,300        | 0%                       | \$ 28,479,300        | \$ 437,000        | 1.6%        |
| State Aid           | 8,752,561            | 8,692,000            | 8,692,000            | 0%                       | 8,837,700            | 145,700           | 1.7%        |
| Interest            | 17,619               | 1,700                | 17,600               | 935%                     | 17,600               | 15,900            | 935.3%      |
| Miscellaneous       | 762,908              | 800,000              | 610,900              | -24%                     | 610,900              | (189,100)         | -23.6%      |
| Fund Balance        | -                    | -                    | -                    | 0%                       | -                    | -                 | 0%          |
| <b>Total</b>        | <b>\$ 37,289,788</b> | <b>\$ 37,536,000</b> | <b>\$ 37,362,800</b> | <b>-0.5%</b>             | <b>\$ 37,945,500</b> | <b>\$ 409,500</b> | <b>1.1%</b> |

## Staffing

The chart below compares authorized staffing levels. There are no proposed changes from FY 2025 to FY 2026. Full-time and part-time authorized staffing has remained relatively constant since at least FY 2020.



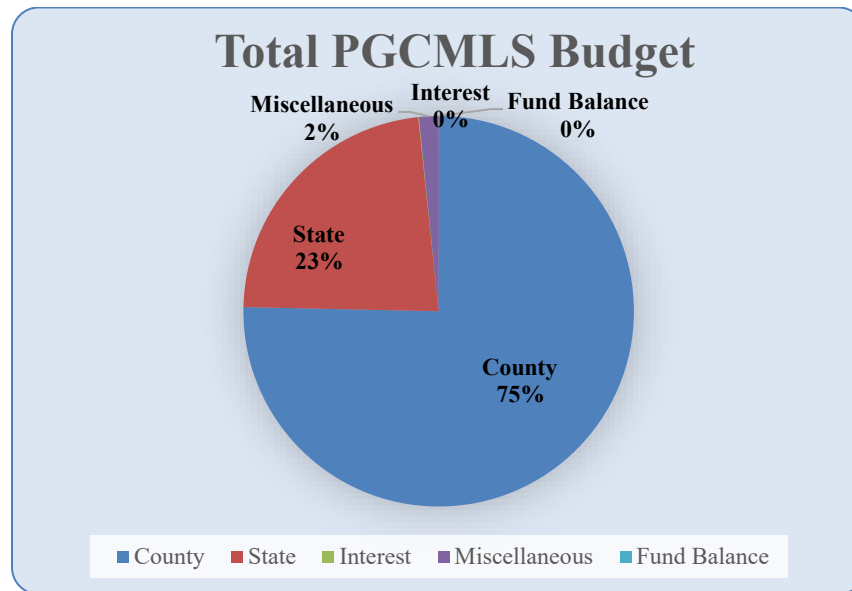
- Full-Time Staff: 282 of the 312 positions are filled, with 25 funded and 5 unfunded vacancies. Part-Time Staff: 23 of the 29 positions are filled, with 6 funded vacancies. A full list of vacancies was provided as an attachment in response to *First-Round Budget Review question #11*.
- For FY 2025, PGCMLS has maintained a general hiring freeze, with new vacancies reviewed on a - case-by-case basis. From the 312 authorized full-time positions and 29 part-time positions, **PGCMLS maintains approximately 28 positions on hold in FY 2025 and will continue into FY 2026.** Unfunded vacancies include the Chief Operating Officer for Communication and Outreach and several librarian positions. **The current vacancy rate is 10.6%.**
- Staffing by division is tracked in the chart below.

| Category                 | FY 2025<br>Approved |           | FY 2026<br>Proposed |           | Change<br>Amount |          | Change<br>Percentage |           |
|--------------------------|---------------------|-----------|---------------------|-----------|------------------|----------|----------------------|-----------|
|                          | FT                  | PT        | FT                  | PT        | FT               | PT       | FT                   | PT        |
| Public Services          | 216                 | 16        | 243                 | 14        | 27               | -2       | 12.5%                | -12.5%    |
| Administration           | 12                  | 2         | 23                  | 4         | 11               | 2        | 91.7%                | 100.0%    |
| Support Services         | 69                  | 11        | 37                  | 11        | -32              | 0        | -46.4%               | 0%        |
| Communication & Outreach | 15                  | 0         | 9                   | 0         | -6               | 0        | -40.0%               | 0%        |
| <b>Total</b>             | <b>312</b>          | <b>29</b> | <b>312</b>          | <b>29</b> | <b>0</b>         | <b>0</b> | <b>0%</b>            | <b>0%</b> |

- The personnel movement within the four divisions reflects organizational changes made by the interim CEO to enhance his ability to engage with personnel. PGCMLS expects to continue adapting to these changes following further review. Changes in reporting structures have no anticipated fiscal impact.

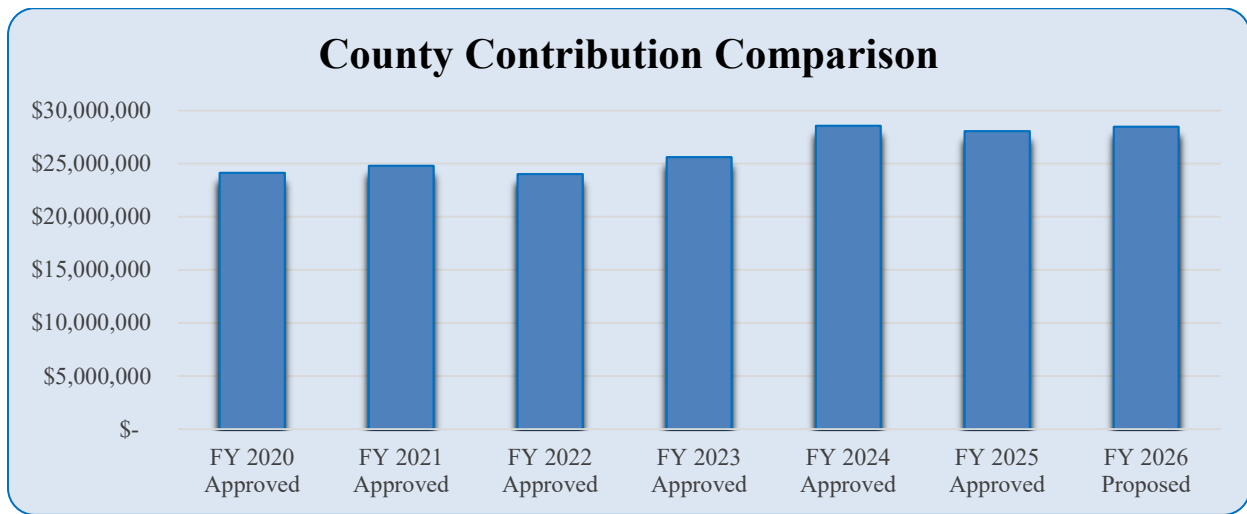
### **Budget Comparison – Revenues**

The graph below shows the PGCMLS revenues, as a percentage of the total budget.



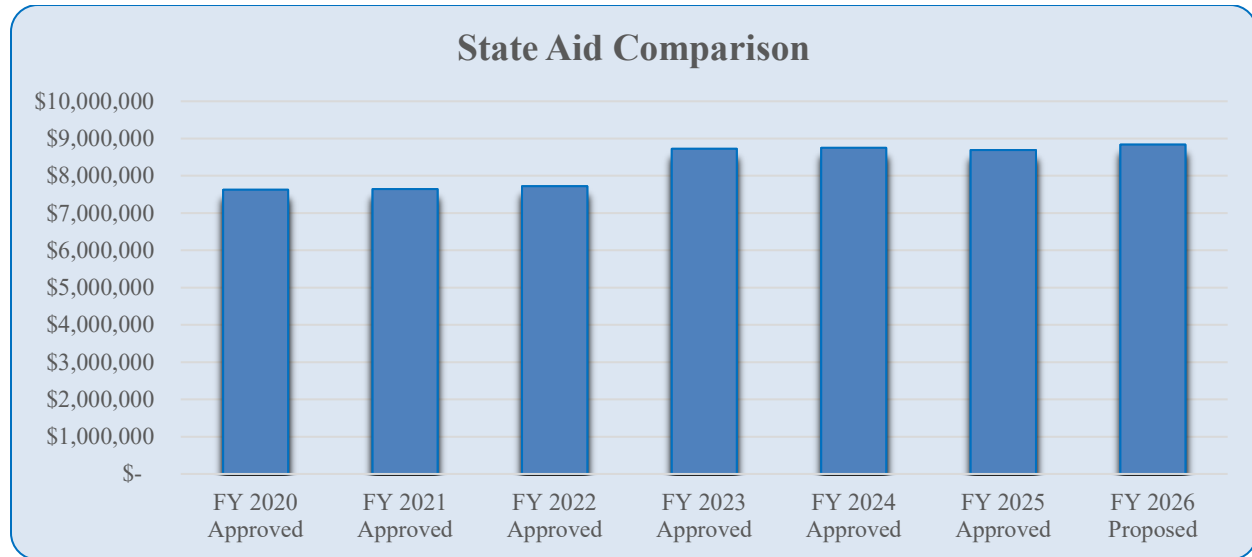
### ***County Contribution***

- **The proposed FY 2026 County contribution to the Library is \$28,479,300, an increase of \$437,000, or 1.6%, above the FY 2025 Approved Budget.** This contribution is below the FY 2024 approved level. The County's contribution comprises 75.3% of the Library's proposed budget.



### ***State Aid***

- The proposed FY 2026 State Aid to the Library is \$8,837,700, **an increase of \$145,700, or 1.7%, above the FY 2025 Approved Budget.** State Aid comprises 23.0% of the Library's total proposed funding.



- If passed, the following legislation may have a positive impact on the Library's operations and budget:
  - HB 597 / SB 515 Public Libraries – State Library Resource Center – Funding.
    - Provides a modest per capita increase in funding for the Maryland State Library Resource Center (SLRC). The Center provides information resources and public internet to residents, interlibrary loans of materials.
- If passed, the following legislation may have a negative impact on the Library's operations and budget:
  - HB 593 / SB 369 Public Libraries – Automated External Defibrillators Program (Raymono A. Russell Act).
    - Requires all public library branches to have an automated external defibrillator (AED) beginning January 1, 2026. Currently, PGCMLS has one at each branch but would need to acquire one for the mobile library.
  - HB 1400 / SB 823 No Taxes on Tips Act
    - Increases the State's minimum wage to \$17 per hour by January 2027, \$18.50 by January 2028, and \$20 by July 2028. This would result in an increase in wages for Page and Clerical Aide positions and may lead to wage compression in lower-grade positions.

### ***Other Revenues***

- Revenue from other funding sources within the FY 2026 Proposed Budget is \$628,500, a decrease of \$173,200 under the FY 2025 Approved Budget. Other funding sources include revenues generated from interest, detention center costs, and various branch services, including selling books and materials,

copier commissions, printing and account collections, meeting room rentals, and passport application fees. Other funding sources comprise 1.7% of the total proposed budget.

- In FY 2025, the Library received several grants:
  - **State:** Maryland State Library Agency (Young Readers Matching Grant \$250,570; Statistics, Tableau, PolicyMap Grant \$106,999; LSTA Staff Development Grant \$45,490; LSTA Strategic Planning Grant \$30,000)
  - **Local:** City of Bowie (\$22,000)
  - **Non-Profit/Private:** Capital One (Equity Grant \$50,000), Urban Libraries Council (Creating Youth Opportunities \$15,000), Racial Justice in Public Libraries (Exemplar Library \$3,500)
  - In FY 2025, PGCMLS received \$523,559 in grant awards. This is much less than the FY 2024 amount of \$3,134,490.

### **Federal Impact on PGCMLS Operations**

#### *Mobile Library Grant*

In 2024, PGCMLS was awarded a three-year U.S. Department of Labor grant to support the development of a mobile library that would foster career readiness for County residents. Grant-funded staff has been hired and a vendor has been selected to provide the vehicle. The potential elimination or funding freeze of this grant could impact planned services, and incurred expenses may not be reimbursed.

#### *Library Services and Technology Act*

Federal funding from this Act through the State supports a major portion of the Library's professional development for staff. On April 3, PGCMLS received notification from the Maryland State Library Agency to hold spending on the grants due to the possibility of a federal freeze. The Library currently has pending invoices awaiting reimbursements.

#### *S.J. Res. 7 and H.J. Res. 33*

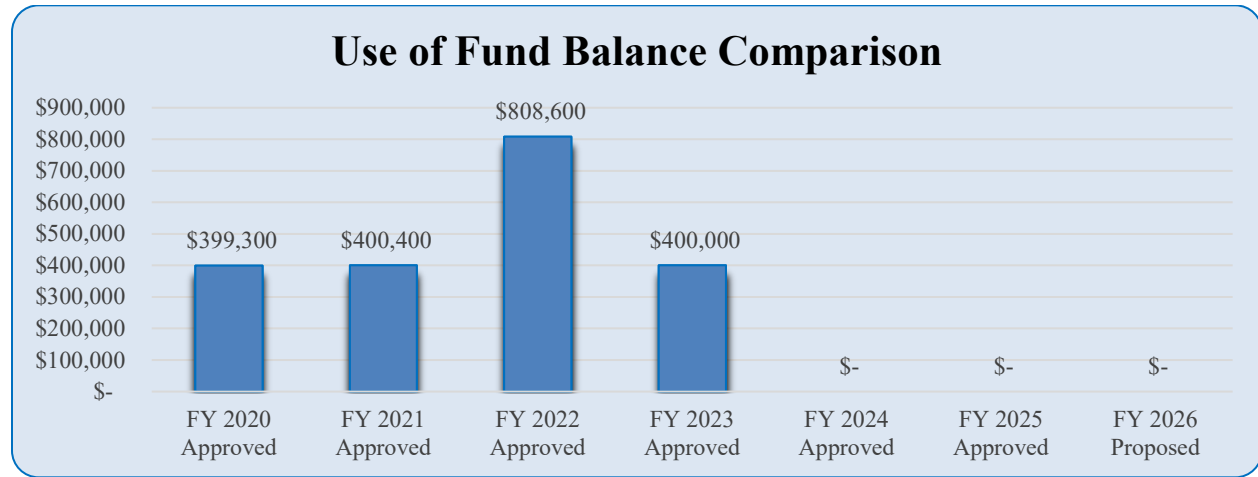
These Resolutions propose to end a new E-rate hotspot lending program for libraries. A Supreme Court decision on the Federal Communications funding mechanism for the Universal Services Fund, which distributes E-rate funding to libraries and schools, is pending.

#### *Diversity Programming*

PGCMLS offers various diversity-focused programs, such as Black History Month and English-language learning, that may affect access to federal funding in the future.

### ***Fund Balance***

- The Library does not propose to use any Fund Balance during FY 2026. This is consistent with the previous year. The Library's FY 2026 estimated General Fund Balance is \$4,068,948.
- From the total balance, \$938,400 is assigned for emergency capital repairs, \$292,066 is assigned for legal fees, \$106,856 is for leave payout, \$437,564 is nonspendable, and \$2,294,062 remains unassigned.



- As a best practice, the Library stated during the FY 2024 budget review that it tries to maintain the following minimum standards:
  - Operating Cash Flow: One and one half (preferably two) months of 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: Enough cash flow to pay for Accrued Compensated Leave.

### **Budget Comparison – Expenditures**

#### **Approved Fiscal Year 2025 to Proposed Fiscal Year 2026**

| Expenditures       | FY 2024 Actual       | FY 2025 Approved     | FY 2025 Estimate    | % Change - Est vs App | FY 2026 Proposed     | \$ Change         | % Change    |
|--------------------|----------------------|----------------------|---------------------|-----------------------|----------------------|-------------------|-------------|
| Compensation       | \$ 22,345,184        | \$ 22,184,900        | \$22,769,200        | 2.6%                  | \$ 23,050,300        | \$ 865,400        | 3.9%        |
| Fringe Benefits    | 5,482,822            | 5,626,100            | 5,626,100           | 0.0%                  | 5,637,100            | 11,000            | 0.2%        |
| Operating Expenses | 9,892,844            | 9,625,000            | 8,917,100           | -7.4%                 | 9,158,100            | (466,900)         | -4.9%       |
| Capital Outlay     | 26,719               | 100,000              | 50,400              | -50%                  | 100,000              | -                 | 0%          |
| <b>Total</b>       | <b>\$ 37,747,569</b> | <b>\$ 37,536,000</b> | <b>\$37,362,800</b> | <b>-0.5%</b>          | <b>\$ 37,945,500</b> | <b>\$ 409,500</b> | <b>1.1%</b> |

## Budget, by Division

| Category                    | FY 2024<br>Actual   | FY 2025<br>Approved | FY 2025<br>Estimate | % Change -<br>Est vs App | FY 2026<br>Proposed | \$<br>Change      | %<br>Change |
|-----------------------------|---------------------|---------------------|---------------------|--------------------------|---------------------|-------------------|-------------|
| Public Services             | \$ 29,820,782       | \$ 26,886,800       | \$ 29,408,300       | 9.4%                     | \$ 29,665,800       | \$ 2,779,000      | 10.3%       |
| Administration              | 3,512,686           | 2,155,900           | 3,553,100           | 64.8%                    | 3,578,600           | 1,422,700         | 66.0%       |
| Support Services            | 3,269,712           | 6,178,700           | 3,331,100           | -46.1%                   | 3,492,400           | (2,686,300)       | -43.5%      |
| Communication &<br>Outreach | 1,144,390           | 2,314,600           | 1,070,300           | 0.0%                     | 1,208,700           | (1,105,900)       | -47.8%      |
| <b>Total</b>                | <b>\$37,747,570</b> | <b>\$37,536,000</b> | <b>\$37,362,800</b> | <b>-0.5%</b>             | <b>\$37,945,500</b> | <b>\$ 409,500</b> | <b>1.1%</b> |

## Compensation and Staffing Changes

- Proposed Compensation for FY 2026 is \$23,050,300, an increase of \$865,400, or 3.9%, over the FY 2025 amount. The increase is due to negotiated salary adjustments. Anticipated compensation costs include funding for 307 of the 312 full-time and all (29) part-time positions. Under agreements with the union, UFCW Local 1994 MCGEO, the Library provided a 2.5% adjustment on July 1, 2024, and a 1% adjustment on February 1, 2025. A 3.5% merit increase was provided for employees with a satisfactory performance evaluation on July 1, 2024. Compensation increases totaled \$1,178,600 in FY 2025. Negotiations for FY 2026 salary adjustments are expected to begin in April 2025.
- The chart below tracks the Library's attrition and reasons over the past several years. Resignations continue to be the primary reason for attrition, with 14 in FY 2024 and 12 in FY 2025 to date. The attrition rate has decreased in recent years.

| ATTRITION COMPARISON  |                   |                   |                |
|-----------------------|-------------------|-------------------|----------------|
| Reason                | FY 2023<br>Actual | FY 2024<br>Actual | FY 2025<br>YTD |
| Resignation           | 37                | 14                | 12             |
| Regular Retirement    | 3                 | 4                 | 1              |
| Disability Retirement | 0                 | 0                 | 1              |
| Termination           | 0                 | 4                 | 5              |
| Other                 | 3                 | 0                 | 0              |
| <b>TOTAL</b>          | <b>43</b>         | <b>22</b>         | <b>19</b>      |
| Attrition Rate        | 16.6%             | 7.5%              | 6.1%           |
| Total Incumbents      | 259               | 294               | 309            |

- By June 30, 2025, 57 employees will be eligible for retirement – 17% of total personnel. Of the four sectors, 23% of Public Services employees, 21% of Support Services employees, and 14% of Administration employees are eligible for retirement. By June 30, 2028, just over one-fifth of Library personnel will be eligible for retirement.
- The Library has budgeted \$160,400 for overtime expenditures in FY 2026. **Library overtime is projected to increase over the budgeted amount, partly due to limited staffing availability.**

| OVERTIME EXPENDITURES |                          |                       |            |                                   |                                  |
|-----------------------|--------------------------|-----------------------|------------|-----------------------------------|----------------------------------|
| 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                | \$ 124,446 | \$ 35,346                         | 39.7%                            |
| FY 2024               | \$ 101,249               | Actual                | \$ 148,000 | \$ 46,751                         | 46.2%                            |
| FY 2025               | \$ 150,037               | Actual YTD            | \$ 112,340 | \$ (37,697)                       | -25.1%                           |
|                       |                          | Projected             | \$ 163,700 | \$ 13,663                         | 9.1%                             |
| FY 2026               | \$ 160,400               | Budgeted              |            |                                   |                                  |

### *Fringe Benefits*

- The proposed FY 2026 Fringe Benefit expenditure is \$5,637,100, an increase of \$11,000, or 0.2%, over the FY 2025 approved level of funding due to an increase in compensation, partially offset by a decrease in the fringe benefit rate from 25.4% to 24.5%.

| Fringe Benefits - Historical Trend |                |                |                |                |                |                  |                  |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|------------------|------------------|
|                                    | FY 2020 Actual | FY 2021 Actual | FY 2022 Actual | FY 2023 Actual | FY 2024 Actual | FY 2025 Approved | FY 2026 Proposed |
| Fringe Benefits                    | \$ 4,846,895   | \$ 4,864,460   | \$ 4,864,460   | \$ 4,933,113   | \$ 5,482,822   | \$ 5,626,100     | \$ 5,637,100     |
| Compensation                       | \$ 19,511,510  | \$ 19,684,200  | \$ 19,511,510  | \$ 21,261,300  | \$ 22,345,184  | \$ 22,184,900    | \$ 23,050,300    |
| As % of Compensation               | 24.8%          | 24.7%          | 24.9%          | 23.2%          | 24.5%          | 25.4%            | 24.5%            |
| Annual % Change                    |                | 0.4%           | 0.0%           | 1.4%           | 11.1%          | 2.6%             | 0.2%             |

### *Operating Expenses*

- Proposed funding for FY 2026 Operating Expenditures is \$9,158,100 and is comprised of the following major items:
  - Periodicals \$2,471,700
  - Utilities \$1,255,400
  - Office Automation \$1,212,200
  - General and Administrative Contracts \$1,117,400
  - Building Repair & Maintenance \$1,043,400
  - Insurance Premiums \$ 776,000
- Operating expenses are proposed to decrease by \$466,900, or 4.9%, below the FY 2025 approved level. Proposed operating expenditures are comprised of the following major items:



| OPERATING EXPENSES                                   |                    |                    |                     |                     |              |
|------------------------------------------------------|--------------------|--------------------|---------------------|---------------------|--------------|
| Operating Objects                                    | FY 2024<br>Actual  | FY 2025<br>Budget  | FY 2026<br>Proposed | FY 2025 - FY2026    |              |
|                                                      |                    |                    |                     | \$<br>Change        | %<br>Change  |
| Telephone                                            | \$ 268,157         | \$ 330,000         | \$ 267,700          | \$ (62,300)         | -18.9%       |
| Utilities                                            | 1,161,173          | 1,400,000          | 1,255,400           | (144,600)           | -10.3%       |
| Printing                                             | 7,964              | 15,000             | 9,000               | (6,000)             | -40.0%       |
| Periodicals                                          | 2,941,018          | 2,971,700          | 2,471,700           | (500,000)           | -16.8%       |
| Office Automation                                    | 1,344,570          | 1,184,000          | 1,212,200           | 28,200              | 2.4%         |
| Training                                             | 59,366             | 50,000             | 59,700              | 9,700               | 19.4%        |
| Advertising                                          | 94,217             | 125,000            | 91,800              | (33,200)            | -26.6%       |
| Membership Fees                                      | 32,074             | 31,200             | 32,600              | 1,400               | 4%           |
| Mileage Reimbursement                                | 13,982             | 12,400             | 13,300              | 900                 | 7.3%         |
| Insurance Premiums                                   | 785,189            | 870,000            | 776,000             | (94,000)            | -10.8%       |
| General & Administrative<br>Contracts                | 1,007,418          | 879,800            | 1,117,400           | 237,600             | 27.0%        |
| General Office Supplies                              | 272,765            | 205,600            | 229,900             | 24,300              | 11.8%        |
| Office and Operating Equipment<br>Repair/Maintenance | 397,041            | 300,000            | 278,900             | (21,100)            | -7.0%        |
| Vehicle Equipment<br>Repair/Maintenance              | 71,034             | 70,300             | 76,800              | 6,500               | 9%           |
| Office/Building Rental                               | -                  | -                  | 156,600             | 156,600             | N/A          |
| Gas and Oil                                          | 54,134             | 70,000             | 54,300              | (15,700)            | -22.4%       |
| Equipment Lease                                      | 5,170              | 10,000             | 11,000              | 1,000               | 10.0%        |
| Building Repair/Maintenance                          | 1,377,571          | 1,100,000          | 1,043,800           | (56,200)            | -5.1%        |
| <b>TOTAL</b>                                         | <b>\$9,892,843</b> | <b>\$9,625,000</b> | <b>\$9,158,100</b>  | <b>\$ (466,900)</b> | <b>-4.9%</b> |

- General & Administrative Contracts increase to align with prior year actuals.
- Training increases to align with prior year actuals.
- Periodicals decrease to partially offset increases in compensation and fringe benefits.
- Utilities decrease to align with prior year actuals.
- Further information on Operating Expenses and a list of Contracts can be found in the First-Round Budget Review Questions, which are attached to questions 19 and 20.

### ***Capital Outlay***

- Capital Outlay expenditures are proposed to remain constant at \$100,000 for FY 2026. The Library anticipates continuing to replace the fleet vehicles.

## **INFORMATION AND PROGRAMMATIC SECTION**

- The Library noted the following critical issues over the next three (3) years:
  - *Staffing*: The ongoing hiring freeze impacts the Library's long-term ability to provide more than basic public services.
  - *Technology*: The costs of improving security and providing the most up-to-date technological materials continue to increase.
  - *Innovation*: As the Library's role as a community resource continues to change and expand, it requires making strategic decisions, including identifying legacy services and aspects of operations that must be reduced or eliminated.

### **Information Technology (IT) and other Equipment**

- The Library noted the following IT Initiatives for FY 2026:
  - ❖ 10 Gig Cisco Switch Upgrades for Branches.
  - ❖ Rubrik Enterprise Edition Upgrade with Identity Recovery.
  - ❖ Public PC Upgrades.
  - ❖ 350 Hotspot data plan.
  - ❖ Public printer upgrades.
  - ❖ LDS upgrades.
- IT-related challenges expected in the near future include funding cybersecurity, IT hardware and software costs, IT modernization/infrastructure upgrades, and digital literacy/equity initiatives.

### **Initiatives/Programs**

#### *Partnership with Prince George's County Public Schools (PGCPS)*

- In collaboration with Prince George's County Public Schools, 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.
  - ❖ Annual training for PGCPS media center specialists on PGCMLS resources.
  - ❖ Class visits to neighborhood branch libraries.
  - ❖ LINK card access allows students to use school IDs as library cards to access the collections and internet service.
  - ❖ Working with all five (5) Judy Centers.
  - ❖ Infants and Toddlers Program staff present regular Play and Grow playgrounds at branches.
  - ❖ Service-learning opportunities for students via Teen Action Groups, VolunTEEN, and volunteer opportunities.
  - ❖ Engagement with summer and winter reading challenges.
  - ❖ Providing summer meals at ten (10) branch locations in 2024.

- ❖ 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.
  - ❖ Live online tutoring for K-12 students via Brainfuse HelpNow.
  - ❖ Special partnerships with individual schools and departments.
  - ❖ Co-location of the Baden Branch Library and Baden Elementary School.
- PGCMLS notes delays in receiving student data from PGCPs to create LINK cards as a barrier to access and expansion.

*Partnership with Prince George's Community College (PGCC)*

- In collaboration with Prince George's Community College, the Library provides the following non-exhaustive list of services:
  - ❖ Coordinating general and English for Speakers of Other Languages (ESOL) class visits to neighborhood libraries.
  - ❖ Offering library tours and providing all students with library cards.
  - ❖ Hosting digital resources workshops at PGCC and library locations to support online skills.
  - ❖ Providing PGCC programs at multiple branches, including Pathways to Education and Free Continuing Education Opportunities: ESL, GED, and Career Online High School Info Sessions.
  - ❖ Having a PGCC table at library festivals and special events.
  - ❖ Partnering on joint heritage programs with PGCC's Truth, Racial Healing, and Transformation Center to promote cultural understanding.
  - ❖ Financial Empowerment Center @ PGCC - Joint financial literacy programs and promotion of small business and tax preparation services.
  - ❖ Digital resources and literacy workshops at PGCC and the library.
  - ❖ Voxy Egen registration (career-focused English language learning) and workshop.
  - ❖ Scholarships and FAFSA information sessions.

*Partnership with Employ Prince George's (EPG)*

- In partnership with Employ Prince George's, the Library has developed The Commons: Lifelab (Beltsville Career Center), a designated site for career development and support with funding from the Foundation and partnering with Employ Prince George's. Co-hosted programs in 2024 included:
  - ❖ Resume Writing & Job Searching Workshop
  - ❖ IC3 Digital Literacy Certification Course
  - ❖ Pathways to Education
  - ❖ Launch Your Tech Career with CompTIA Tech+
- Employ Prince George's also conducted a Reentry Job Fair at the Spauldings Branch Library and a Veterans Resources and Career Fair at the South Bowie Branch Library.

- A Memorandum of Understanding has been established with EPG to facilitate operations of the upcoming Mobile Library, which will include Workforce Development. Both organizations will collaborate to deliver tailored employment search and career services.
- A list of some of the Library's more impactful strategic partnerships can be found in the *First Round Budget Review Questions* in response to question 25.

## **CAPITAL IMPROVEMENT PROGRAM (CIP)**

The Memorial Library System comprises 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) branches are outside the Beltway in the southern part of the County: Accokeek, Largo-Kettering, Oxon Hill, Upper Marlboro, Baden, South Bowie, and Surratts-Clinton.
- Four (4) branches are outside the Beltway in the northern part of the County: Bowie, Greenbelt, Beltsville, and Laurel.

New libraries are programmed for underserved areas of the County. Most 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 preserving or preventing further deterioration of libraries.

### **Funding Source:**

- General Obligation Bonds – \$3,258,000; or 100%

### **Capital Improvement Budget Overview**

The Proposed FY 2026 Capital Budget expenditures are \$3,258,000. This is \$63,000, or 1.9%, over the Approved FY 2025 Capital Budget of \$3,195,000. Total project costs are \$233,593,000, a decrease of \$3,347,000, or 1.4%. The chart below lists the active projects, total approved project funding, amount expended through FY 2025, and the proposed FY 2026 funding.

| Project Name                         | Est. Comp. | Proposed FY 2026-2031 CIP      |                                 | Proposed FY26 Capital Budget | Change in Fiscal Year Budget |               |
|--------------------------------------|------------|--------------------------------|---------------------------------|------------------------------|------------------------------|---------------|
|                                      |            | Total Approved Project Funding | Estimated Expenditure thru FY25 |                              | \$ Change                    | % Change      |
| Bladensburg Library Replacement      | FY 2023    | \$ 19,057,000                  | \$ 19,057,000                   | \$ -                         | \$ (19,057,000)              | -100%         |
| Brandywine Library                   | TBD        | 26,739,000                     | -                               | -                            | \$ -                         | 0%            |
| Glenn Dale Branch Library            | TBD        | 28,016,000                     | -                               | -                            | \$ -                         | 0%            |
| Hillcrest Heights Branch Replacement | TBD        | 28,217,000                     | 201,000                         | -                            | \$ (201,000)                 | 0%            |
| Hyattsville Branch Replacement       | FY 2023    | 38,309,000                     | 38,309,000                      | -                            | \$ (38,309,000)              | -100%         |
| Langley Park Branch                  | FY 2028    | 14,220,000                     | 10,372,000                      | -                            | \$ (10,372,000)              | -100%         |
| Library Renovations 2                | Ongoing    | 63,405,000                     | 38,942,000                      | 3,258,000                    | \$ (35,684,000)              | -92%          |
| Surratts-Clinton Branch Renovation   | FY 2024    | 15,630,000                     | 15,630,000                      | -                            | \$ (15,630,000)              | -100%         |
| <b>TOTAL</b>                         |            | <b>\$ 233,593,000</b>          | <b>\$ 122,511,000</b>           | <b>\$ 3,258,000</b>          | <b>\$ (119,253,000)</b>      | <b>-97.3%</b> |

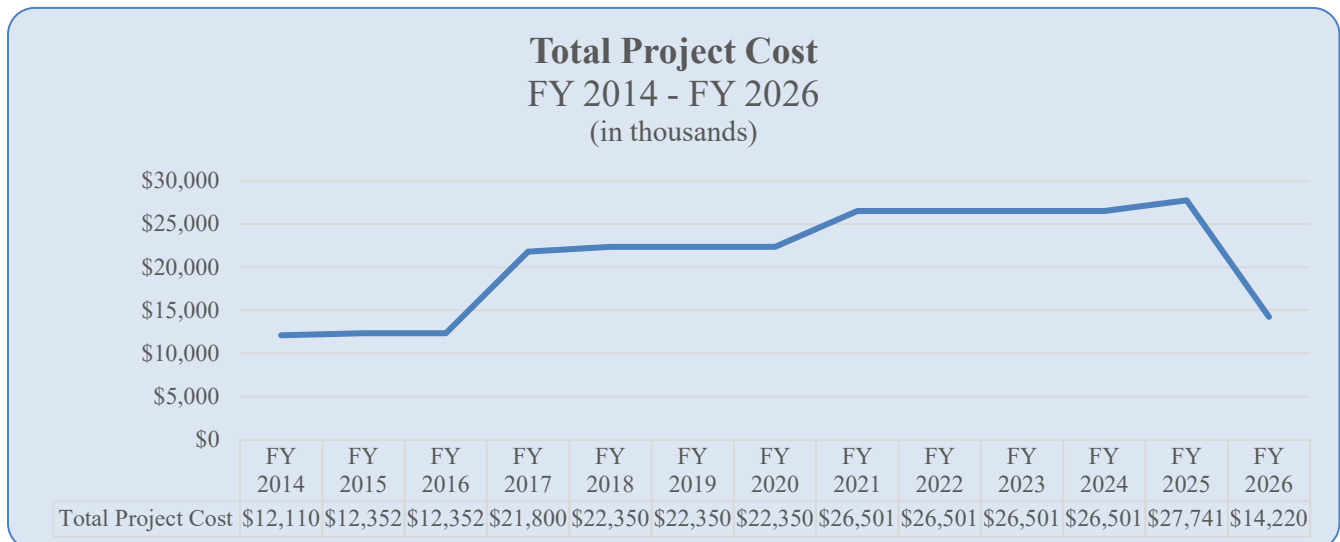
The chart below compares changes in total project costs from the approved FY 2025 CIP budget to the FY 2026 proposed CIP budget.

| Project Name                         | Est. Comp. | Approved FY 2025-2030 Budget | Proposed FY 2026-2031 Budget | Change in Total Project Cost |              |
|--------------------------------------|------------|------------------------------|------------------------------|------------------------------|--------------|
|                                      |            | Approved Total Project Cost  | Proposed Total Project Cost  | \$ Change                    | % Change     |
| Bladensburg Library Replacement      | FY 2023    | \$ 19,641,000                | \$ 19,057,000                | \$ (584,000)                 | -3.0%        |
| Brandywine Library                   | TBD        | 25,960,000                   | 26,739,000                   | 779,000                      | 3.0%         |
| Glenn Dale Branch Library            | TBD        | 27,200,000                   | 28,016,000                   | 816,000                      | 3.0%         |
| Hillcrest Heights Branch Replacement | TBD        | 27,401,000                   | 28,217,000                   | 816,000                      | 3.0%         |
| Hyattsville Branch Replacement       | FY 2023    | 38,644,000                   | 38,309,000                   | -335,000                     | -0.9%        |
| Langley Park Branch                  | FY 2028    | 27,741,000                   | 14,220,000                   | -13,521,000                  | -48.7%       |
| Library Renovations 2                | Ongoing    | 54,769,000                   | 63,405,000                   | 8,636,000                    | 15.8%        |
| Surratts-Clinton Branch Renovation   | FY 2024    | 15,584,000                   | 15,630,000                   | 46,000                       | 0.3%         |
| <b>TOTAL</b>                         |            | <b>\$ 236,940,000</b>        | <b>\$ 233,593,000</b>        | <b>\$ (3,347,000)</b>        | <b>-1.4%</b> |

The Memorial Library System has eight (8) renovation and construction projects that are active and/or planned for FY 2026. All projects have total project cost increases over FY 2024 in addition to the Library Branch Renovations 2, which is an ongoing project. Details and funding requests are discussed below:

- *Bladensburg Library Replacement (No FY 2026 Funding)*
  - Project for a new 24,000-square-foot library.
  - Project cost decreased by \$584,000.
  - **Project was completed in FY 2023 and is still awaiting fiscal closeout.**
- *Brandywine Library (No FY 2026 Funding)*
  - Project for a new 25,000-square-foot library.
  - Project design and construction schedules have not been set.
  - Project cost increased from FY 2025 due to inflation.
- *Glenn Dale Branch Library (No FY 2026 Funding)*
  - Project for a new 25,000-square-foot library.
  - Location not yet determined.
  - Library will be co-located with a M-NCPPC facility.
  - Project design and construction schedules have not been set.

- Project cost increased from FY 2025 due to inflation.
- *Hillcrest Heights Branch Replacement (No FY 2026 Funding)*
  - Project for a new 25,000-square-foot library to replace the existing one.
  - Location not yet determined.
  - Project design and construction schedules have not been set.
  - Project cost increased from FY 2025 due to inflation.
- *Hyattsville Branch Replacement (No FY 2026 Funding)*
  - Project for a new 40,000-square-foot library.
  - Project cost decreased by \$335,000.
  - **Project was completed in FY 2023 and is still awaiting fiscal closeout.**
- *Langley Park Branch (No FY 2026 Funding)*
  - Project to construct a new 25,000-square-foot library to include office and meeting space for local community organizations. The project size has been scaled down from the proposed in the FY 2024 Approved CIP budget book.
  - The location of the project has not been determined.
  - The FY 2026 Operating Budget has \$156,600 to lease space for the branch.
  - Construction is expected to begin in FY 2027 (from 2026). Project Completion is expected in FY 2028.
  - Project cost decreased due to a change in scope from the construction of a new branch to the renovation and buildout of leased space.
  - The “Total Project Cost” provided in past approved budget books is found in the chart below:



- *Library Branch Renovations 2 (FY 2026 Funding: \$3,258,000)*
  - This project includes updating and renovating branch libraries, replacing carpeting, roofs, and HVAC systems, installing Americans with Disabilities Act (ADA) compliant entrances, fences, walkways, and parking lots, and renovating public restrooms.

- This project also provides funding for unanticipated and/or emergency library renovation projects.
  - FY 2026 funding includes HVAC and control systems replacement at three branches; boiler replacement at the Oxon Hill branch; replacement of CCTV cameras at four branches and the Administrative Building; restroom renovations at the Fairmount Heights branch; furniture upgrades at multiple branches; and information technology upgrades at various branches.
  - Renovations undertaken in FY 2025 and planned for FY 2026 are found in the *First-Round Budget Review Questions*, # 33.
- *Surratts-Clinton Branch Renovation (No FY 2026 Funding)*
    - Project for the renovation of the existing branch 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 will be replaced. The lighting and windows will be replaced with more energy-efficient systems. Major exterior re-grading and repair of stormwater piping replacement.
    - Project cost increased by \$46,000.
    - **Project was completed in FY 2024 and is still awaiting fiscal closeout.**