



STAFF REPORT ACTION REQUIRED

10.

Jane / Sheppard Branch Library – Lease Renewal

Date:	May 14, 2007
To:	Toronto Public Library Board
From:	City Librarian

SUMMARY

To obtain Toronto Public Library Board approval for a fifteen-month lease renewal, commencing July 1, 2007, and expiring September 30, 2008, for the premises occupied by the Jane / Sheppard Branch Library.

RECOMMENDATIONS

The City Librarian recommends that the Toronto Public Library Board:

1. approve a gross lease renewal for the Jane / Sheppard Branch Library with Jane Sheppard Mall Inc. for a period of fifteen months, commencing July 1, 2007, and expiring September 30, 2008 for a total (fifteen month) cost of \$139,920 (including Goods and Services Taxes of \$7,920); and
2. authorize and direct staff to take the necessary action to give effect thereto.

FINANCIAL IMPACT

The proposed gross lease renewal for the Jane / Sheppard Branch Library for the remaining six-month period in 2007 starting July 1, 2007 is \$55,968 (including Goods and Services Tax of \$3,168), which represents an increase of \$2,544 or 4.8% when compared to six months of the current lease, which amounts to \$53,424 (including Goods and Services Tax of \$3,024). The lease cost has been provided for in the 2007 operating budget.

DECISION HISTORY

Since October 1989, the Jane / Sheppard Branch Library has occupied rental space at Jane Sheppard Mall at 2721 Jane St. The branch occupies 3,500 square feet at a current total lease cost of \$106,848 per annum (including Goods and Services Tax of \$6,048).

ISSUE BACKGROUND

The proposal to construct a new Jane / Sheppard Branch Library on property owned by the City at 1900 Sheppard Ave. West was approved by Council in 2002 as a joint development project with the City's Shelter, Housing and Support division. As part of the approved funding, the existing branch was to be closed for one year, and the operating savings used towards funding construction of the new branch. At its February 26, 2007 meeting, the Library Board approved a budget transfer to the Jane / Sheppard capital project (funded from surplus funds available in the S. Walter Stewart capital project), which would allow the branch to remain open during construction of the new branch. As the current lease expires on June 30, 2007, a lease renewal has been negotiated.

COMMENTS

Construction of the new branch is expected to start in early fall of 2007, and is expected to last for approximately one year. The City's Facilities & Real Estate Services division were consulted and assisted in this proposed agreement for a fifteen-month gross lease renewal.

CONTACT

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SIGNATURE

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