



City of Payson

# Payson City Public Library: Facility Needs Assessment

14 May 2026

DRAFT

## Introduction

This Feasibility Study, initiated in 2025 by the Payson City Public Library, documents the research, evaluation, and community outreach efforts undertaken to assess the existing facility and explore options for the future of library services in Payson City through the lens of 21st Century library principles.

Developed through a collaborative and community-focused process, the study incorporated input from library staff, the library board, City Council representatives, and public stakeholders. To support this effort, the library engaged Blalock & Partners, a Salt Lake City–based architecture and planning firm with extensive experience in public library planning, programming, and facility assessment.

The assessment confirmed that the existing library facility, while highly valued by the community, is no longer adequately sized or configured to support current operational demands. Despite the physical limitations of the current building, the library has experienced significant increases in circulation rates and a steady stream of critical programming. These trends demonstrate both the library's operational success and the community's continued investment in library services as an essential component of Payson City's quality of life.

Contemporary “21st Century Library” planning principles emphasize flexibility, accessibility, technology integration, adaptability, and community-centered design. This framework informed the Needs Assessment process as the Consultant Team evaluated preliminary space planning concepts and long-term facility needs for the Payson City Public Library. As part of this evaluation, a baseline facility size of approximately 26,000 square feet was studied to support the evolving community needs over time. While smaller scale facilities or renovation scenarios may present lower initial costs, the analysis indicates these options could limit long-term functionality and may require additional expansion or have operational compromises upon opening.

The study also evaluated multiple potential development sites in coordination with library leadership, city representatives, and the Library Board. Five site options were advanced for public review during a March 2026 outreach process. The sites ranged from renovation and expansion of the existing Main Street location to several new construction opportunities on sites with varying characteristics and development potential. Each option was assessed based on site capacity, accessibility, visibility, operational efficiency, community identity, and long-term adaptability.

A key component of the study was the public outreach process, which provided opportunities for residents to review site concepts, participate in budget exercises, discuss library usage patterns, and provide feedback regarding the desired character and functionality of a future library facility. Public input reinforced the community's strong interest in expanded library services and a space with character that reflects Payson's community.

As Payson City continues to address broader community priorities and future growth, the development of a new library facility will require thoughtful consideration of long-term needs. The recommendations presented within this study are grounded in stakeholder and city administration input as well as “best practice” design strategies intended to support a community-focused public library.



## Creating the 21st Century Library

A 21st Century Library seeks to leverage the public library as three distinct community assets: Library as People; Library as Place; Library as Platform.

**LIBRARY AS PEOPLE:** The 21st Century Library is experience-based, versus material-based. In other words, this approach shifts from a book-centric model to a people-focused resource. The public library should reflect the community, the people and their values. It promotes life-long learning, fosters creativity and embraces users of all ages. This library approach brings people together and provides opportunities for people to exchange ideas – it actively engages with the community to support growth.

**LIBRARY AS PLACE:** The public library is viewed as a dependable community anchor, with a civic presence that is welcoming to all and strengthens the community identity. It serves as a physical space for learning, exploring, creating, socializing and connecting. It is recognized as a place of community empowerment by providing a range of services, resources, and materials. The 21st Century Library model also acknowledges the public library as a virtual space, offering free access to digital and electronic content.

**LIBRARY AS PLATFORM:** The new library model, with an experience-based objective, is user-centered. It affords opportunities and access to resources allowing customers to connect with each other. The public library becomes the vehicle encouraging curiosity and exploration, blending both people and place, to craft unique experiences.

The 21st Century Library is a public library planning concept developed within the last 20 years. There have been a broad number of nationally-recognized contributors to this concept, which has resulted in a continued refinement of the ideas and guiding principles. The primary entities and organizations, and some of their relevant publications, include:

- The Aspen Institute: *Rising to the Challenge - Re-Envisioning Public Libraries*
- The Institute of Museum & Library Services (IMLS): *Growing Young Minds – How Museums and Libraries Create Lifelong Learners*
- Harvard Family Research Project: *Public Libraries – A Vital Space for Family Engagement*
- Urban Libraries Council: *Making Cities Stronger – Public Library Contributions to Local Economic Development*

While these are just a few of the resources, the Public Library Association (PLA), a division of the American Library Association (ALA), was actively involved in many of these studies and has endorsed the 21st Century Library concept.



1 EXECUTIVE SUMMARY

2 SCOPE OF WORK

3 COMMUNITY INPUT

4 PROGRAM

5 RECOMMENDATIONS

“

*Future growth in Payson must be supported by **adequate community resources, public facilities,** and **services** in place or planned for at the time of development.*

”

- Imagine Payson General Plan 2020

## Payson City Vision

The Payson City General Plan, adopted in 2020, establishes the City's overall mission, vision, and framework for future growth and identity. It uses a series of planning scenarios informed by public engagement and research across key components of municipal development, including demographics, transportation, open space, land use, and economic development. A central theme throughout the plan is the City's rapid and sustained population growth, which is identified as a primary factor shaping long-term planning decisions.

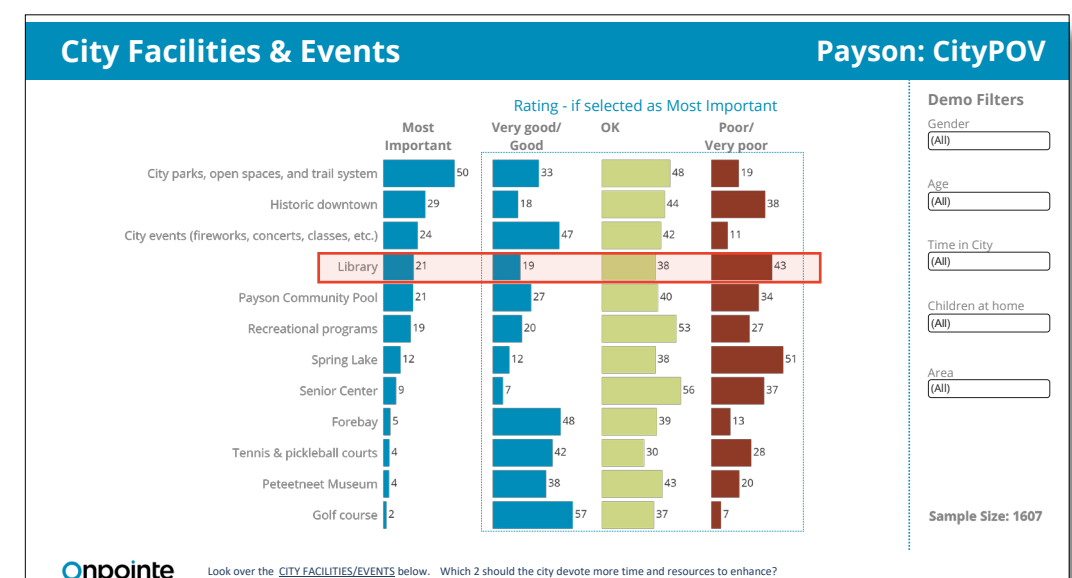
Building on this broader vision, the Payson Library Strategic Plan (beginning in 2023) organizes the library's work into four guiding areas: Illuminate, Innovate, Connect, and Expand. Each area includes annual benchmark goals that support the library's overarching mission of "providing information, ideas, and opportunities for our community."

Together, these strategic priorities reinforce the library's alignment with the City's General Plan. The library's vision, goals, and mission directly support the City's priorities, demonstrating how a thoughtfully planned public library can help respond to community needs while advancing a cohesive municipal vision. This alignment represents an important step in recognizing the library's role as a proactive contributor to addressing the community's needs within the context of continued city growth.

**“ Thoughtful planning will help Payson retain its character and a strong sense of community and civic pride. ”**

- Imagine Payson General Plan 2020

## WHAT CITY FACILITIES/EVENTS SHOULD THE CITY **DEVOTE MORE TIME AND RESOURCES TO ENHANCE?**



In 2022, Payson City conducted a Resident Survey to better understand community satisfaction with civic priorities, quality of life, and municipal amenities and services. The accompanying chart illustrates how residents ranked the library in terms of where the city should focus additional time and resources for improvement and enhancement.

The library ranked among the higher priorities identified in the survey. It is also important to recognize that library services often intersect with other highly ranked community services, including parks and open spaces, city events, senior centers, and recreational programming.

2022 Resident Survey, On-Pointe Insights via Paysonutah.gov <<https://www.paysonutah.gov/communityoutreach/page/2022-resident-survey>>

## Establishing a “Right-sized” Building

Over the past several decades, the role of public libraries has evolved alongside advances in technology and changing community needs. Today’s libraries serve as far more than a place to borrow books and media; they have become a vital “third place” where people gather to access resources, connect socially, learn new skills, and engage with their community. As library services continue to expand, library architecture and spatial planning must also evolve, creating spaces that not only support current needs but remain flexible enough to adapt to future changes.

Recent studies conducted by national organizations such as the Public Library Association, The Aspen Institute, Institute of Museum and Library Services, and Harvard Family Research Project support a people-first approach to modern library planning, rather than a traditional book-centric model. In this framework, books, spaces, technology, and programming are viewed as tools that support broader investments in people, learning, and community well-being.

Payson has experienced significant growth, placing increasing demands on the existing library facility. This study examines the development of a library capable of accommodating both current needs and projected growth over the next 40+ years. Contemporary library planning principles generally recommend between 0.6 and 1.0 square feet per resident, which would suggest a facility ranging from approximately 40,000 to 67,000 square feet. The Consultant Team and Payson team have chosen a conservative footprint of 26,000 square feet to evaluate potential sites and develop preliminary space allocations as a starting point.

With thoughtful planning and careful design execution, this approach will allow the library to remain adaptable over time while creating a welcoming, memorable experience for patrons of all ages.

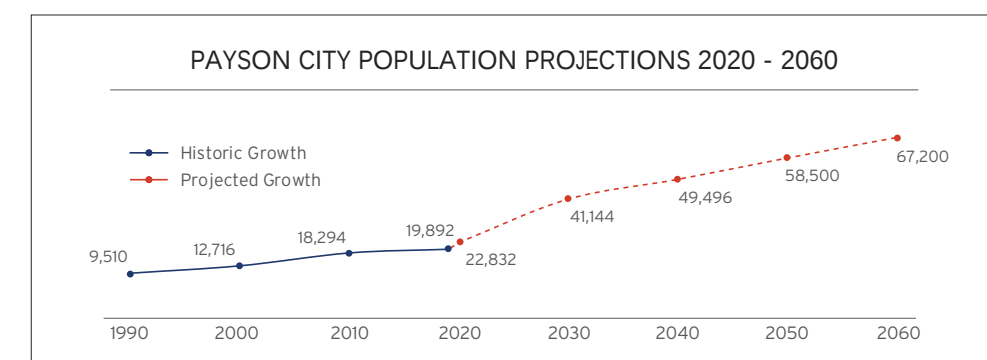
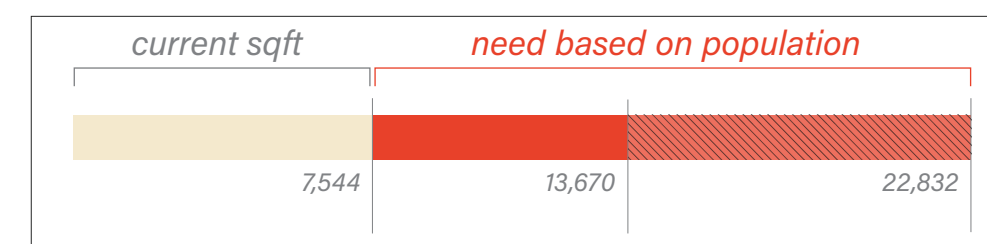
### 20TH CENTURY LIBRARY FORMULA

**5% - 15%** of space devoted to **PEOPLE**  
**60% - 70%** of space devoted to **BOOKS**  
**20% - 25%** of space devoted to **STAFF**

### 21ST CENTURY LIBRARY FORMULA

**60% - 70%** of space devoted to **PEOPLE**  
**15% - 25%** of space devoted to **BOOKS**  
**10% - 20%** of space devoted to **STAFF**

**Current Population:** **22,832**  
**Current SQFT:** **7,544**  
*1.0 SQFT per resident* 22,832 SQFT  
*0.6 SQFT per resident* 13,670 SQFT



**2060 Population:** **67,200**  
*1.0 SQFT per resident* 67,200 SQFT  
*0.6 SQFT per resident* 40,320 SQFT

Bottom: ACS 2017 5 Year Estimates, Utah Governors Office of Management and Budget Municipal 2012 Baseline Population Projections via Imagine Payson General Plan 2020

## Potential Library Sites

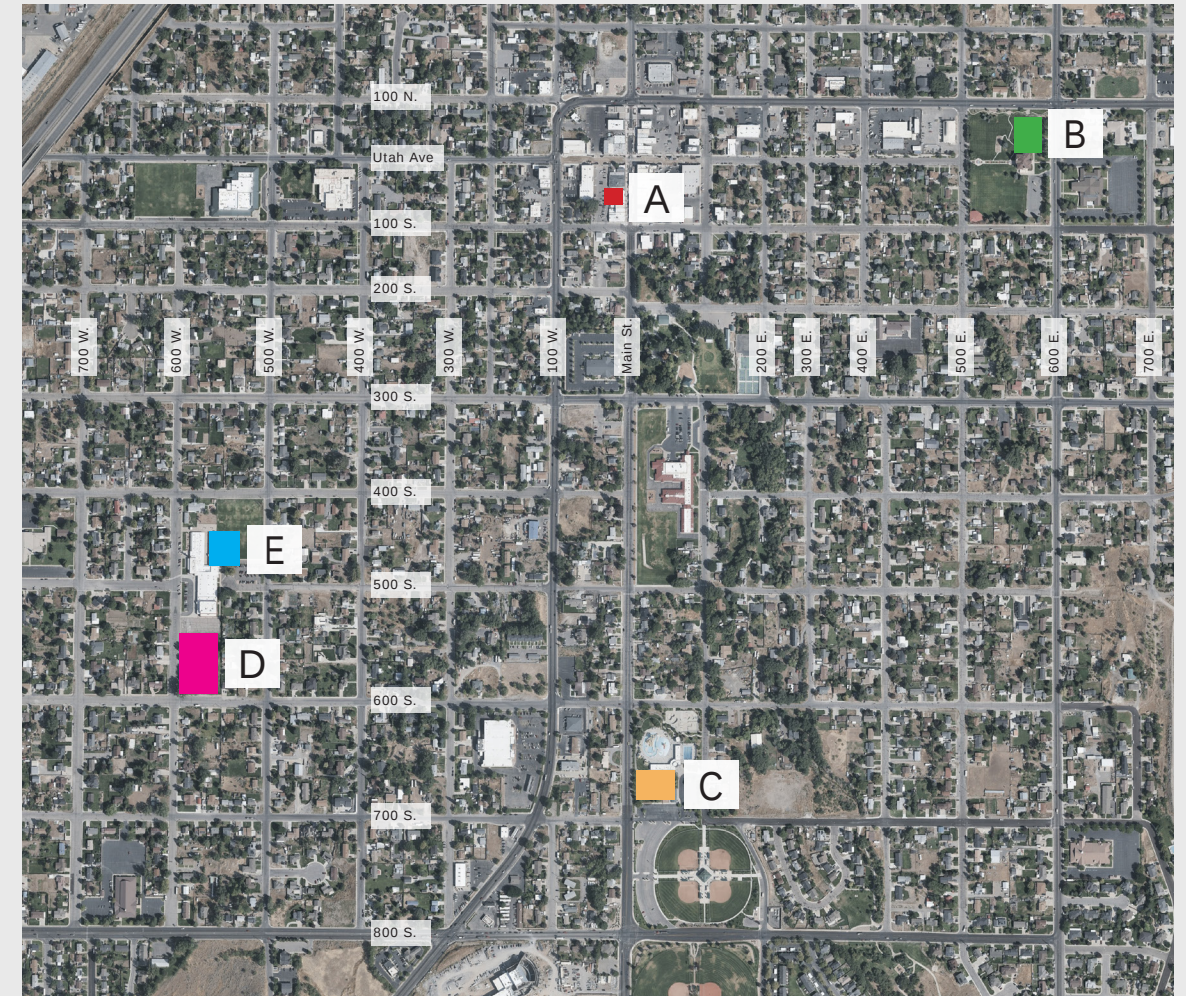
An estimated size of 26,000 square feet was established for the future library size, and was used as a basis for study in the potential sites listed below. This size was reached by reviewing Payson City's population growth projections and using space guidelines published by the American Library Association, Public Library Association, and other industry sources that study library use, trends, and needs.

The sites detailed in this Feasibility Study (noted as sites A-E) are all located within one mile of the existing library location on Main Street. This Feasibility Study evaluated the strengths and challenges posed by each site. The intent of this site study was to examine how a 26,000 sq ft footprint proportionally fits on the site. The particulars of a floorplan, frontage, or program are not implied by the graphics of the site studies.

- A. 66 S. MAIN ST. | Renovation & Expansion of existing library
- B. 100 N. 600 E. | New build adjacent to Peteetneet School building
- C. 655 S. MAIN ST. | New build adjacent to community pool
- D. 600 W. 600 S. | New build adjacent to Wilson Elementary School building
- E. 590 W. 600 S. | Renovation of Wilson Elementary School, Potential addition

A range of potential sites throughout the city were evaluated and through this process, a short list of five sites were identified for further consideration as well as comments from the public at an outreach event hosted by the Payson City Library on March 16th, 2026. Additional sites reviewed but not advanced for public presentation include:

- 439 W. Utah Ave, Renovation and/or New build of city-owned facility
- 225 S. 400 E., Renovation and/or New build
- 200 S. Main St., New build at ("Library Square")
- 300 S. Main St., New build west of Memorial Park Pickleball Courts
- 955 S. Main St., New build adjacent to soccer fields



- A 66 S. MAIN ST. | Renovation & Expansion of existing library
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- D 600 W. 600 S. | New build adjacent to Wilson Elementary School
- E 590 W. 600 S. | Renovation of Wilson Elementary School, Potential addition

## SITE A: 66 MAIN ST. | Renovation & Expansion of existing library

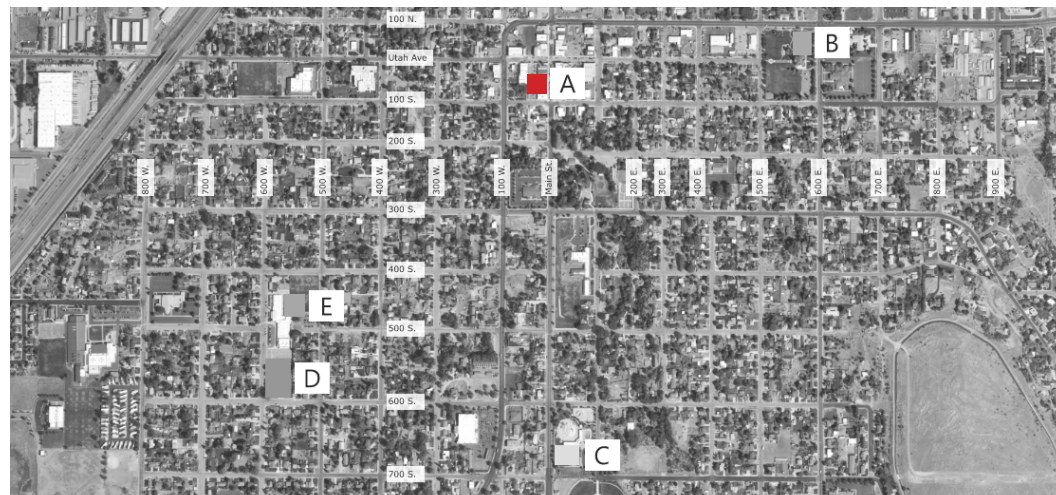
The current library is located at the center of Payson City's Historic Main Street, a two-block stretch of town that is lined with local businesses and restaurants. The current location prompts consideration of how Main Street might evolve in the future, what the city envisions for the character of this key area, and how the library would fit into that context. A "Right-Sized" library of 26,000 square feet would occupy a substantial portion of the historic corridor. While this location holds strong significance to the community, the site and existing building constraints challenge the library's evident need to grow. A significant investment would be required to adapt the buildings on Main Street and the result may still be left with some unavoidable limitations.

### STRENGTHS

1. ACCESS: Proximity to 100 N. & 100 W. main corridor
2. VISIBILITY: Maintain current location on Historic Main Street
3. CITY PLANNING: Aligns with Payson City's Future Land Use designation as a Mixed-Use Center

### CHALLENGES

1. EXISTING BUILDING LIMITATIONS: footprint, code compliance, life safety issues, currently not accessible (ADA), etc.
2. COST: A very large up-front investment, the building would still have significant limitations
3. LOGISTICS: Limited parking
4. AESTHETICS: Limited to Main Street character
5. ZONING: Limited to 2 stories



**A** 66 S. MAIN ST.  
Renovation & Expansion of existing library

## SITE B: 100 N. 600 E. | New build adjacent to Peteetneet School building

The Peteetneet School building and grounds have a longstanding history and cultural significance to Payson City. This site has high visibility, a central location, and a parcel size that can support future expansion. Incorporating the city library into this site would require coordination with the Peteetneet Museum, which operates as a city-owned entity. Key considerations include the need to expand current site parking to accommodate library patrons and staff. Additionally, the city would need to determine the future of the 1970s addition to the original structure: whether to maintain, incorporate, or remove it. The concept evaluated in this feasibility study assumes removal of the addition to allow for construction of a new library on the northeast corner of the lot.

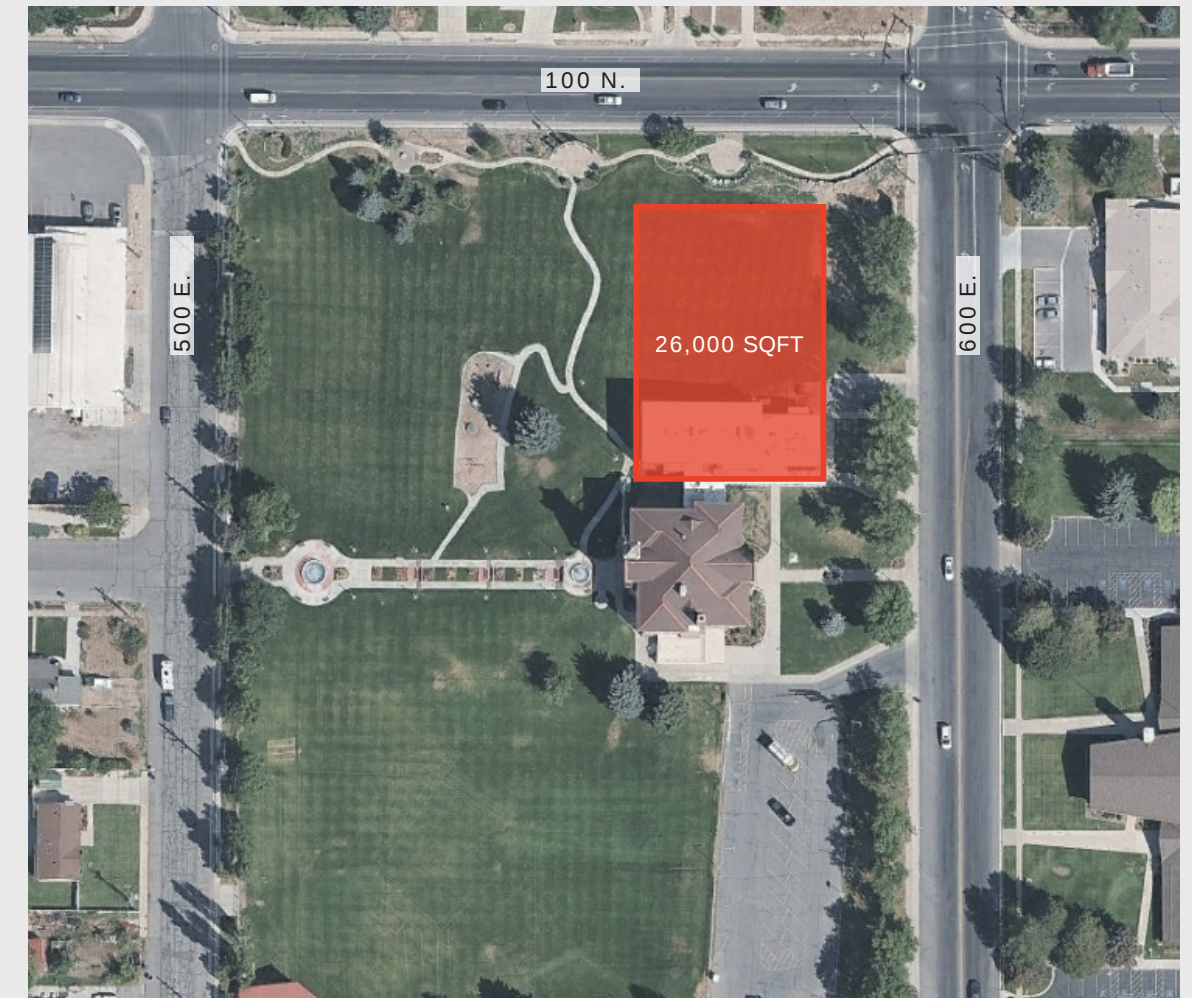
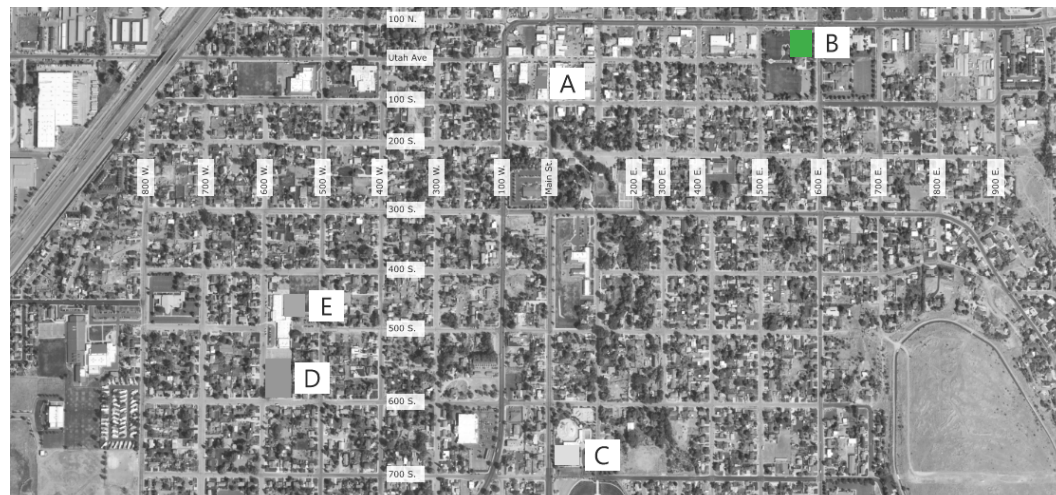
This site offers several compelling advantages for continued development. Its established identity, location, and strong public recognition enhance visibility and support opportunities for complementary use alongside the existing museum. The parcel size is sufficient to accommodate additional facilities, including future expansion.

### STRENGTHS

1. **VISIBILITY & LOCATION:** Adjacent to historic Peteetneet School building
2. **CONNECTIVITY:** Synergizes with nearby community buildings
3. **FLEXIBILITY:** Large lot = future growth & adequate building sizing

### CHALLENGES

1. **LOGISTICS:** Parking is shared with Peteetneet, parking area may need to be expanded to support both buildings
2. **EXISTING BUILDINGS:** Peteetneet Academy & Museum



**B** 100 N. 600 E.  
New build adjacent to Peteetneet School building

## SITE C: 655 S. MAIN ST. | New build adjacent to community pool

Payson City's recreational amenities are located in close proximity to historic Main Street, with the community pool, ballfields, and Site Option C all situated adjacent to one another along Main Street, just south of the two-block historic stretch. Its proximity to recreation, access to an existing parking lot, and location that is consistent with Payson's Future Land Use designation contribute to its overall appeal.

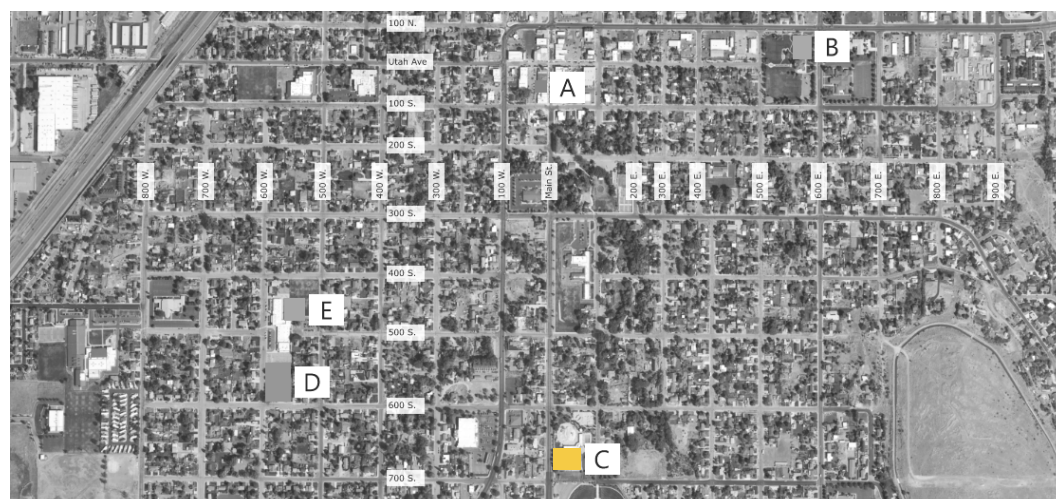
One of the primary constraints of this site is its relatively small lot size. This constraint would limit building footprint and design flexibility, potentially ruling out the ability to include certain program elements entirely such as large indoor or outdoor gathering areas, or a broader mix of functional spaces. Furthermore, future opportunities to expand would be limited, both for the library as well as the pool and parking lot – which would experience increased use from library patrons and staff.

### STRENGTHS

1. ACCESS: Proximity to outdoor space and recreation
2. VISIBILITY: Main Street corridor location, adjacent to the community pool
3. LOGISTICS: Existing parking lot
4. CITY PLANNING: Future Land Use is designated as Mixed-Use Center

### CHALLENGES

1. LOGISTICS: Parking is shared, may be challenging with high seasonal use
2. FLEXIBILITY: Smaller site with limited flexibility or opportunities for expansion



## SITE D: 600 W. 600 S. | New build adjacent to Wilson Elementary School

The Wilson Elementary School building and grounds, recently acquired by Payson City, are in the process of being repurposed to accommodate various city departments and functions. This feasibility study explored two potential library scenarios - developing a field south of the structure (Site D), and converting an existing wing of the building and constructing a new addition (Site E).

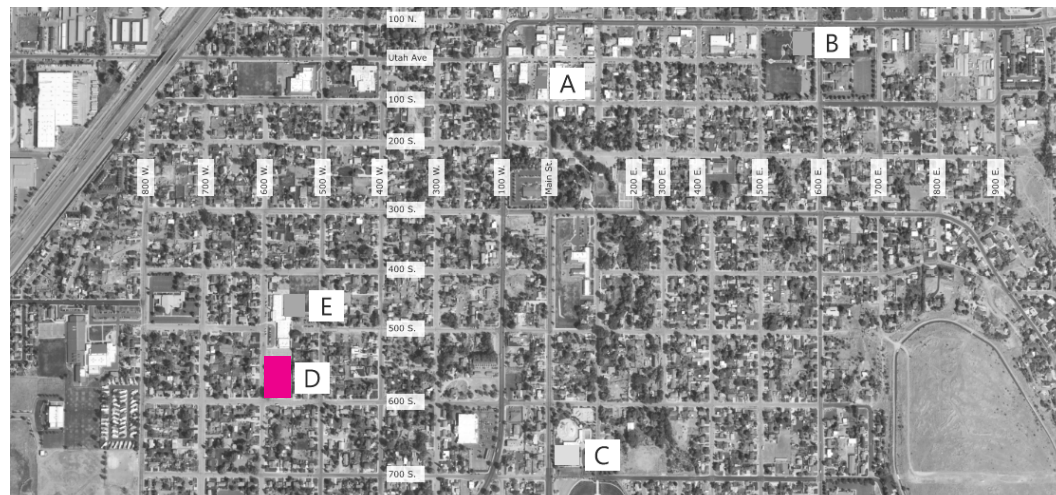
Site D presents relatively minimal limitations on the building of a new library facility. The size of the lot is large, providing design flexibility and future expansion opportunity as well as a new parking lot. The location aligns with the city's Future Land Use designation.

### STRENGTHS

1. FLEXIBILITY: Large lot = future growth & adequate building sizing
2. LOGISTICS: Opportunity for dedicated parking
3. CONNECTIVITY: Synergies with nearby community building
4. CITY PLANNING: Future Land Use is designated as Public Facilities

### CHALLENGES

1. LOGISTICS: Negotiating space / sqft of Wilson Elementary School grounds with other city entities



**D** 600 W. 600 S.  
New build adjacent to Wilson Elementary School

SITE E: 590 W. 600 S. | Renovation of Wilson Elementary School, Potential addition

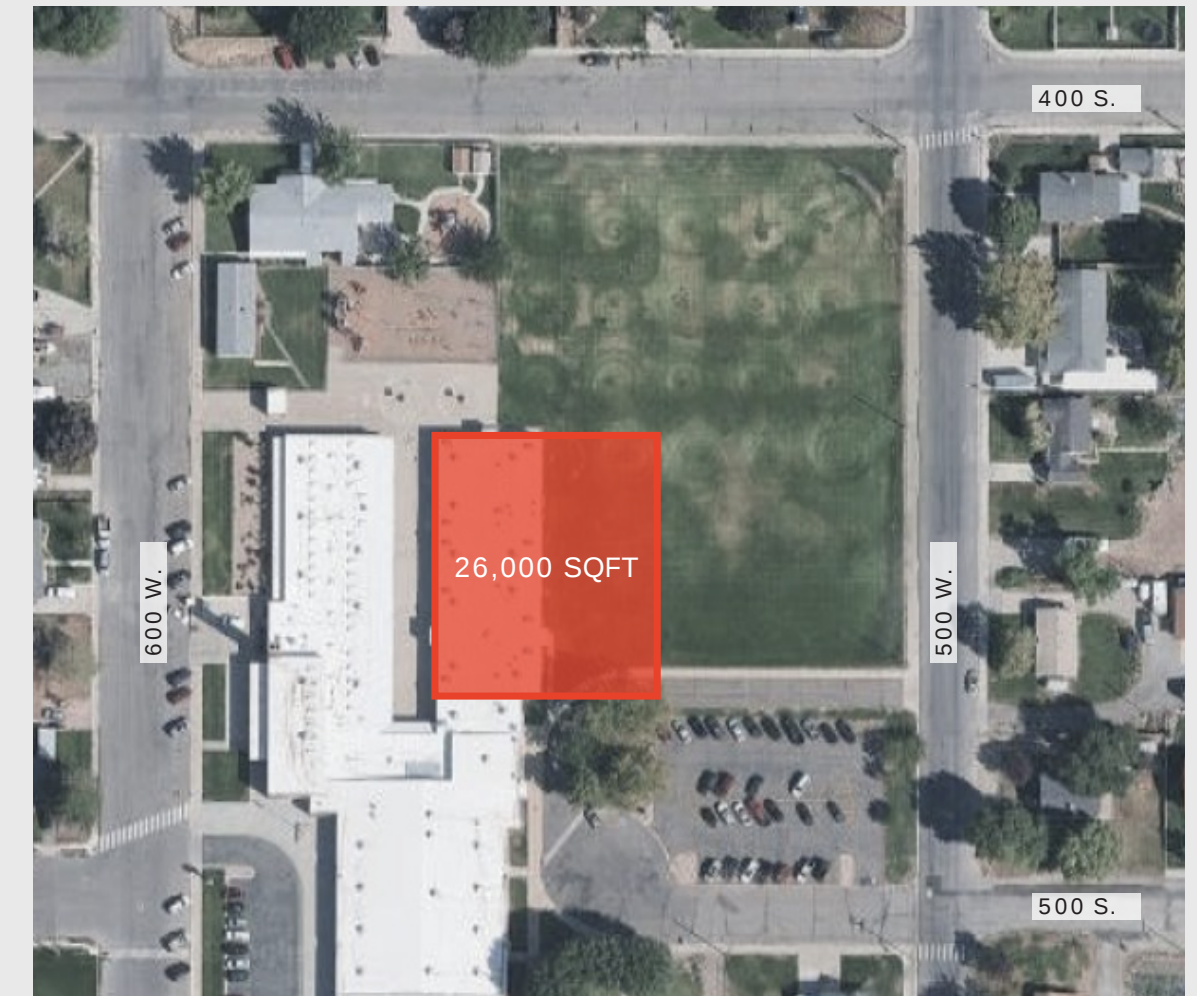
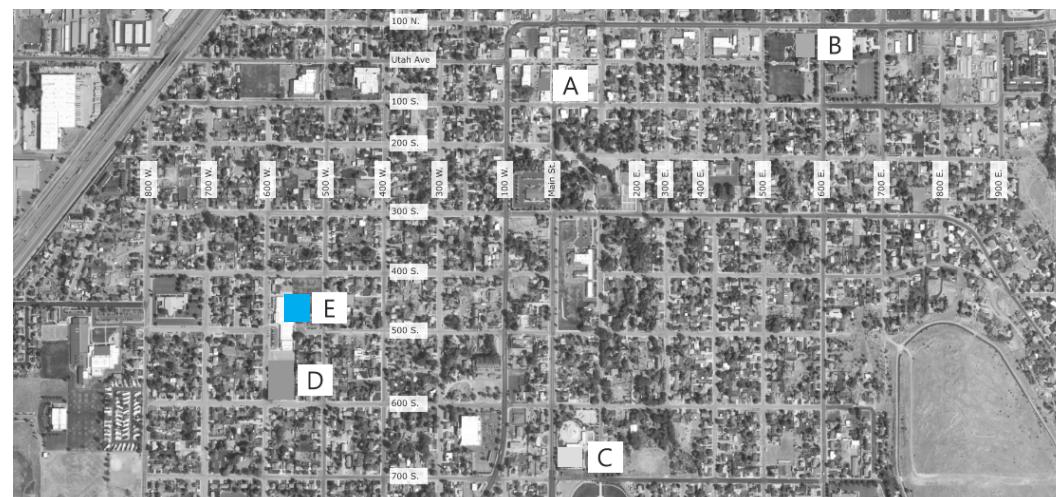
Site Option E includes the renovation of the northeast wing of the Wilson Elementary School building and the addition of a structure on the East side. The primary benefit of this approach is the emphasis on reuse while accommodating the library's need for more space. Utilizing the existing facility offers potential cost and sustainability benefits. However, this option presents constraints similar to the current library location (Site A). Significant investment would be required to bring the building into compliance with current life-safety codes, and to support the full range of library functions. Even with these upgrades, the renovated facility may face inherent limitations typical of existing structures, including challenges related to spatial configuration, flexibility, and the overall character of the building.

#### STRENGTHS

1. **CONNECTIVITY:** Synergizes with nearby community services currently housed in the Wilson Elementary Building
2. **CITY PLANNING:** Future Land Use is designated as Public Facilities. Utilizing existing building

#### CHALLENGES

1. **EXISTING BUILDING LIMITATIONS:** footprint, code compliance, life safety issues, etc.
2. **COST:** A very large up-front investment, and the building would still have significant limitations
3. **LOGISTICS:** Negotiating space / sqft of Wilson Elementary School grounds with other city entities, parking limitations
4. **IDENTITY CHALLENGE:** Civic, limitations with current building aesthetic



**E** 590 W. 600 S.  
Renovation of Wilson Elementary School Wing, potential addition

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“

*We are a hub.  
**Illuminating, innovating, connecting** and  
**expanding** in Payson and beyond.*

”

- Payson Library Strategic Plan, Vision

## Project Description\*

Payson City is issuing this Request for Proposal (RFP) to qualified consultants to conduct a comprehensive feasibility study for a new public library to serve a growing community of 22,000 residents. The study will assess the current facility and level of service, future facility needs, potential locations, design concepts, and operational considerations to guide decision-making for a modern, community-focused library that aligns with current and future needs.

The current library facilities are aging and no longer meet the demands of our community. As the population grows, there is a recognized need for a larger library that offers space conducive to learning, community engagement, technology access, and recreational activities. This feasibility study aims to provide a clear understanding of the options available, costs involved, and potential benefits of building a new library or retrofitting an existing building.

### Project Goals:

- To determine the need for a new library and identify the services and features most valued by the community.
- To assess potential locations for a new library, including site analysis and suitability.
- To evaluate design options that accommodate current needs and future expansion.
- To analyze operational costs, budget, and funding sources for the project.
- To provide recommendations that will support a decision on whether to move forward with a new library or upgrade and utilize an existing building.

\*Text provided by Payson City, Facility Needs Assessment RFP

## Summary of Approach

An initial round of research was conducted at the onset of this project in order to understand Payson City Library's history, the population demographics and future projections, and the city's long- and short-term goals. Among other documents, key in the fact-finding effort were the 2020 Payson City General Plan, which outlined a number of possible growth trajectories for Payson as well as a Future Land Use plan to guide expansion. The Payson Resident Survey conducted in 2022 also provided a wealth of both quantitative and qualitative data regarding the residents' perception of the city's explosive growth and the city amenities most beloved or needing support / funding.

As Payson City research was being conducted, a number of potential sites were also being identified and vetted. At progress points in the process, the research was presented to the Payson City Library Board and the City Council for further feedback and input. Support for an outreach event to gather public opinions was evident throughout the research process. An Open House was held at the Payson City Library on March 16th, 2026, to great success.

The Final Deliverable, containing a summary of research conducted, public outreach & survey results, and recommendation is presented to the City Council on June 2026.

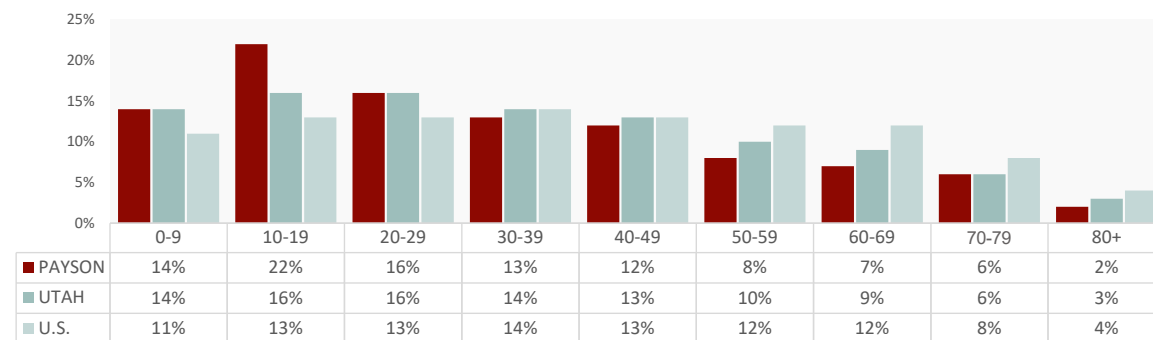
## Demographics Research

An early part of the research process included gathering demographics information on Payson residents. This quantitative analysis of Payson's community is critical in understanding how the library will best serve the current and growing population.

How this data can inform the future of Payson City's library:

- Guide collection growth and development
- Inform space allocation and program planning
- Identify key services to meet the needs of a growing community
- Reinforce the city's mission and vision

### PAYSON CITY POPULATION BY AGE RANGE



#### MEDIAN AGE

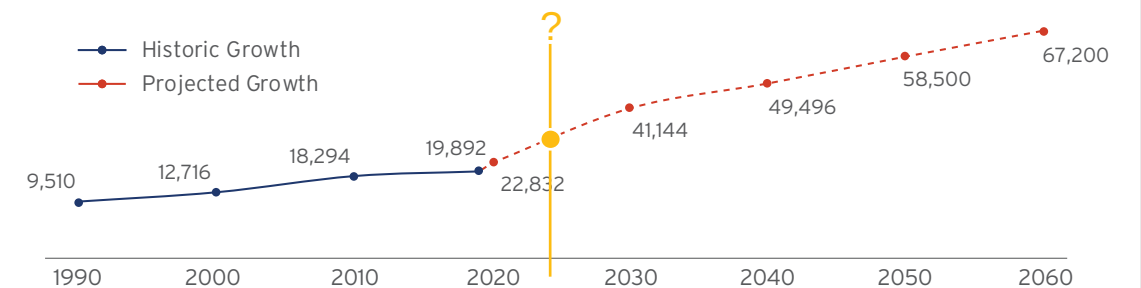
PAYSON: 29.3  
UTAH: 32.3  
U.S.: 39.2

#### AVG HOUSEHOLD SIZE

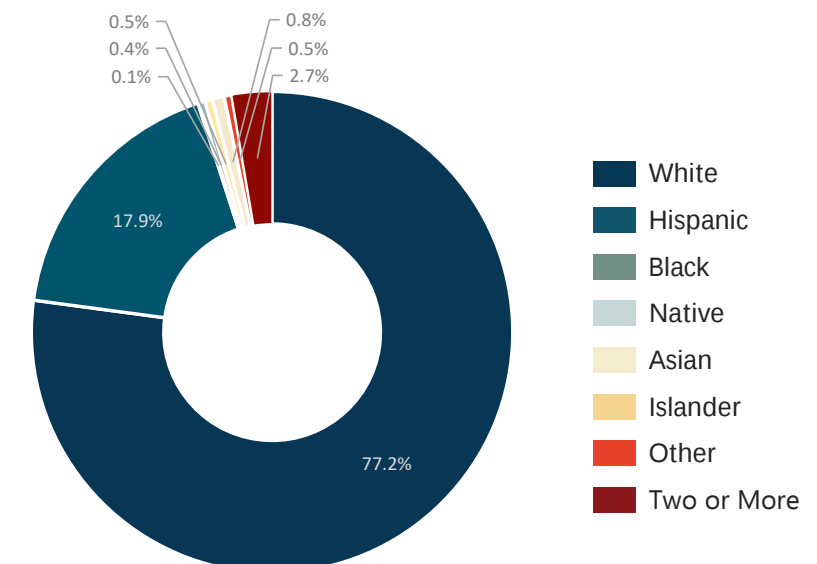
PAYSON: 3.6 people  
UTAH: 3.1 people  
U.S.: 2.5 people

Top: U.S. Census Bureau (2023). American Community Survey 5-year estimates. Retrieved from Census Reporter Profile page for Payson, UT <<http://censusreporter.org/profiles/16000US4958730-payson-ut/>>  
Bottom: Payson, Utah. City Data. <<https://www.city-data.com/city/Payson-Utah.html>>, U.S. Census Bureau, Current Population Survey, Historical Households Tables <<https://www.census.gov/data/tables/time-series/demo/families/households.html>>

### PAYSON CITY POPULATION PROJECTIONS 2020 - 2060



### PAYSON CITY POPULATION RACE & ETHNICITY

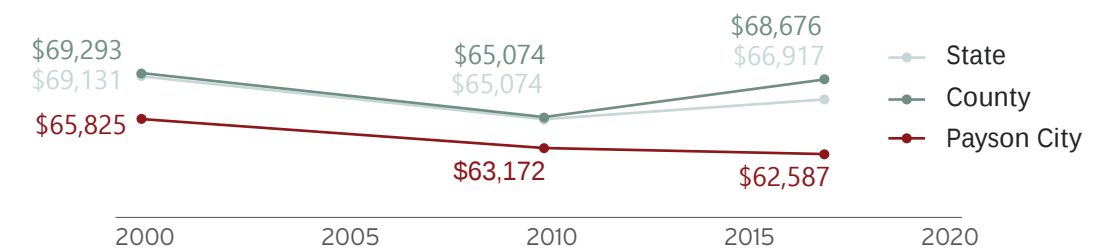


Top: ACS 2017 5 Year Estimates, Utah Governors Office of Management and Budget Municipal 2012 Baseline Population Projections via Imagine Payson General Plan 2020  
Bottom: U.S. Census Bureau (2023). American Community Survey 5-year estimates. Retrieved from Census Reporter Profile page for Payson, UT <<http://censusreporter.org/profiles/16000US4958730-payson-ut/>>

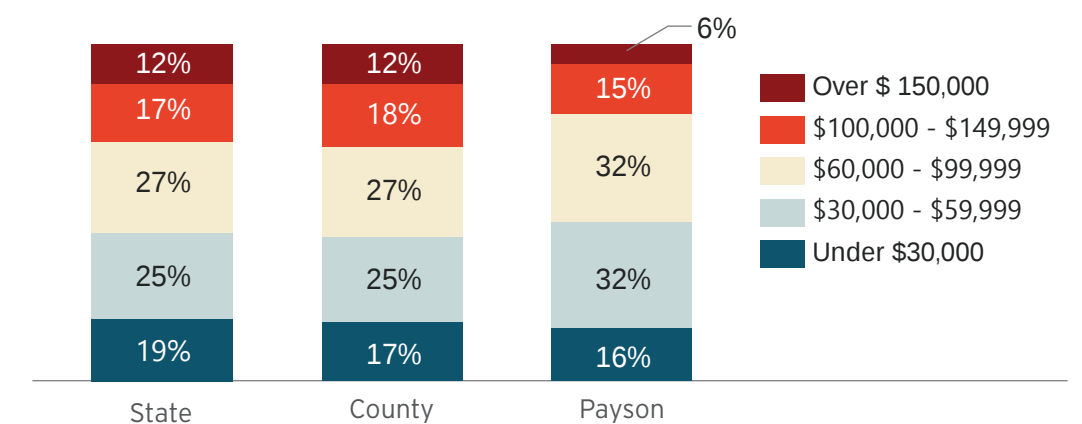
## Key Takeaways:

- Payson City is projected to grow rapidly through 2060, nearly tripling its current population to 67,200 residents.
- 36% of the population is younger than 20 years old, more than half is younger than 30 years old.
- While Payson's largest race & ethnicity demographic is White, a significant portion (nearly 18 %) is Hispanic.
- According to the most recent numbers from the US Census Bureau, Payson's Median Income trend does not follow Utah County and Utah State trends. Following the 2008 Recession, county and state median incomes increased while Payson's slightly decreased.

## MEDIAN INCOME COMPARISON



## MEDIAN HOUSEHOLD INCOME DISTRIBUTION COMPARISON



US Census Bureau, ACS 2017 5 Year Estimates, Census 2000 and 2010 via Imagine Payson General Plan 2020.

Payson City Library Circulation Report

The movement of library materials over time is one of the key components of research conducted as part of this Needs Assessment study. A single-month snapshot of all circulated materials was studied to understand the proportion of circulations by collection and material type.

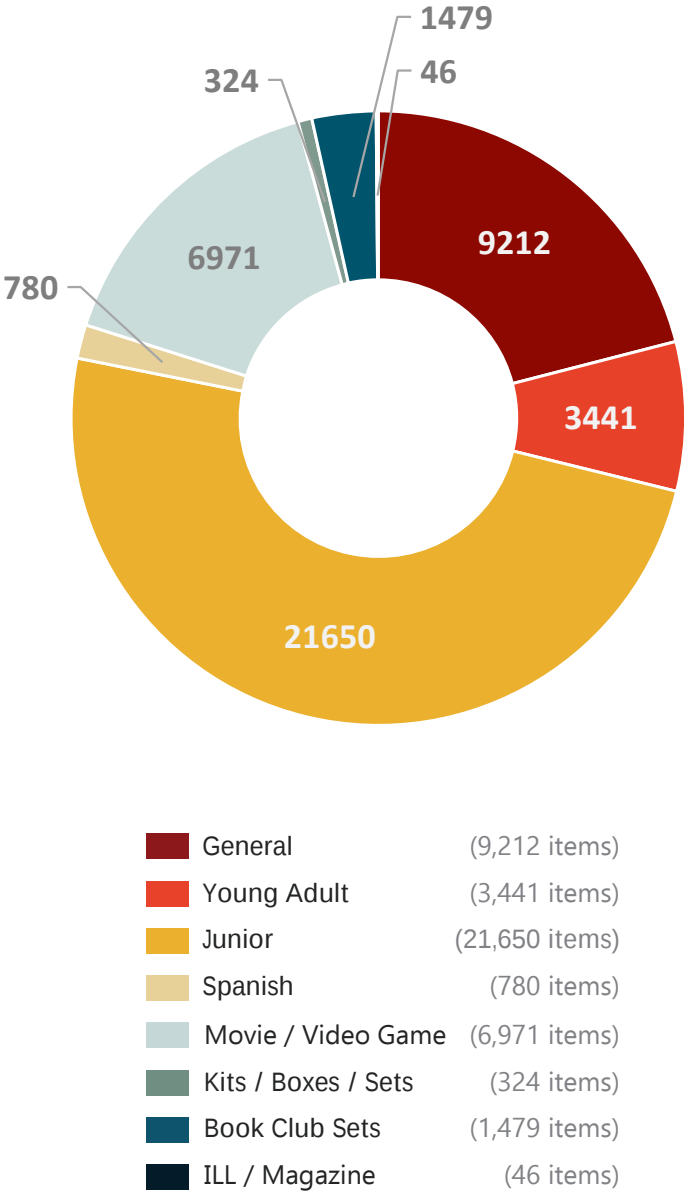
| OCT 2025 CIRCULATION REPORT |               |                |               |
|-----------------------------|---------------|----------------|---------------|
| collection                  | # items       | # circulations | circulation % |
| <b>GENERAL</b>              | <b>9212</b>   | <b>1389</b>    | <b>15.1%</b>  |
| Fiction                     | 5323          | 938            | 17.6%         |
| Non-Fiction                 | 3283          | 402            | 12.2%         |
| Audio                       | 606           | 49             | 8.1%          |
| <b>YOUNG ADULT</b>          | <b>3441</b>   | <b>727</b>     | <b>21.1%</b>  |
| Fiction                     | 2364          | 451            | 19.1%         |
| Audio                       | 258           | 26             | 10.1%         |
| Graphic Novel               | 819           | 250            | 30.5%         |
| <b>JUNIOR</b>               | <b>21650</b>  | <b>8057</b>    | <b>37.2%</b>  |
| Fiction                     | 3676          | 710            | 19.3%         |
| Audio                       | 396           | 25             | 6.3%          |
| Intermediate Fiction        | 2198          | 599            | 27.3%         |
| Intermediate Audio          | 107           | 8              | 7.5%          |
| Graphic Novel               | 1277          | 857            | 67.1%         |
| Kit                         | 239           | 67             | 28.0%         |
| Non-Fiction                 | 4759          | 971            | 20.4%         |
| Picture Book                | 4593          | 1626           | 35.4%         |
| Bins                        | 2248          | 2060           | 91.6%         |
| Easy Reader                 | 1430          | 518            | 36.2%         |
| Board Book                  | 609           | 552            | 90.6%         |
| EZ Phonics                  | 118           | 64             | 54.2%         |
| <b>SPANISH</b>              | <b>780</b>    | <b>112</b>     | <b>14.4%</b>  |
| Español                     | 218           | 8              | 3.7%          |
| Español Junior              | 562           | 104            | 18.5%         |
| <b>MOVIE / VIDEO GAME</b>   | <b>6971</b>   | <b>1825</b>    | <b>26.2%</b>  |
| Movie                       | 5096          | 871            | 17.1%         |
| Junior Movie                | 1541          | 634            | 41.1%         |
| Video Game                  | 334           | 320            | 95.8%         |
| <b>KITS / BOXES / SETS</b>  | <b>324</b>    | <b>256</b>     | <b>79.0%</b>  |
| Community Adv. Kits         | 30            | 7              | 23.3%         |
| Digital Adv. Kits           | 5             | 0              | 0.0%          |
| Discovery Kits              | 123           | 117            | 95.1%         |
| Game Library                | 29            | 13             | 44.8%         |
| Library of Things           | 75            | 94             | 125.3%        |
| Binge Box                   | 18            | 14             | 77.8%         |
| Hotspots                    | 23            | 9              | 39.1%         |
| Chromebooks                 | 4             | 0              | 0.0%          |
| Library Kindle              | 12            | 1              | 8.3%          |
| Book Bundle                 | 5             | 1              | 20.0%         |
| <b>BOOK CLUB SET</b>        | <b>1479</b>   | <b>84</b>      | <b>5.7%</b>   |
| <b>ILL / MAGAZINE</b>       | <b>46</b>     | <b>20</b>      | <b>43.5%</b>  |
| ILL                         | 28            | 10             | 35.7%         |
| Magazine                    | 18            | 10             | 55.6%         |
| <b>TOTAL</b>                | <b>43,903</b> | <b>12,470</b>  | <b>28%</b>    |
|                             | items         | circulation    | circulation % |

The October 2025 Circulation Report (left) provided by the Payson City Library organizes materials into 7 main collections, with subcategories that further identify the types of available materials. For each category, the report includes three key metrics: (1) the total number of items available, (2) the number of circulations (items checked out), and (3) the circulation rate, which represents the percentage of available items that were borrowed.

The October 2025 Collection Distribution chart (right) shows the relative size of each category of available materials. The Junior category accounts for nearly half of the library’s holdings, with 21,650 items available, and when combined with Young Adult collection, these categories reach over 57% of the total inventory.

It is important to note that Payson Library experiences lower circulation activity in December - January and highest activity occurs in the summer months.

OCT 2025 COLLECTION DISTRIBUTION

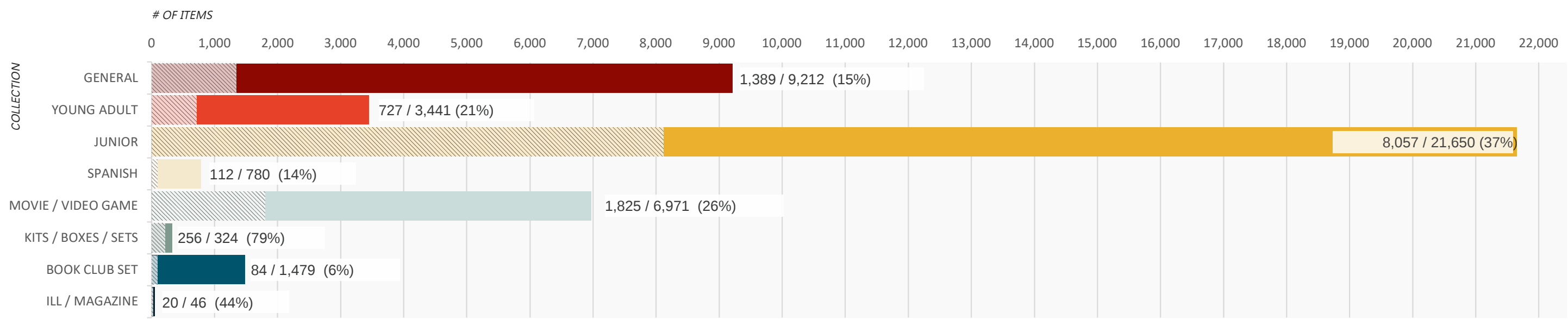


The October 2025 Circulation by Collection graphic (below) denotes the size of each collection and the proportion of each that was circulated that month.

KEY TAKEAWAYS:

- The Junior category comprises over 50% of total available materials, over one-third of this collection was checked out in October 2025.
- The size and movement in the Junior category aligns with the city’s current population demographics.
- The size and movement in the Young Adult category may be misaligned with the city’s current population demographics. Payson’s largest age range category is 10-19 (6% higher than the state average and 9% higher than the U.S. average, see page 38).
- The Spanish language collection is a small portion of the total collection size and received a small number of circulations.

OCT 2025 COLLECTION DISTRIBUTION



circulations / total collection items (circulation rate %)

Payson City Library Circulation Report

To identify trends and changes in the library's material circulation, data from several consecutive years was studied. The Yearly Circulation Report data (below) provided by the Payson City Library lists materials by collection on the left and identifies the quantity of items circulated in that collection by year.

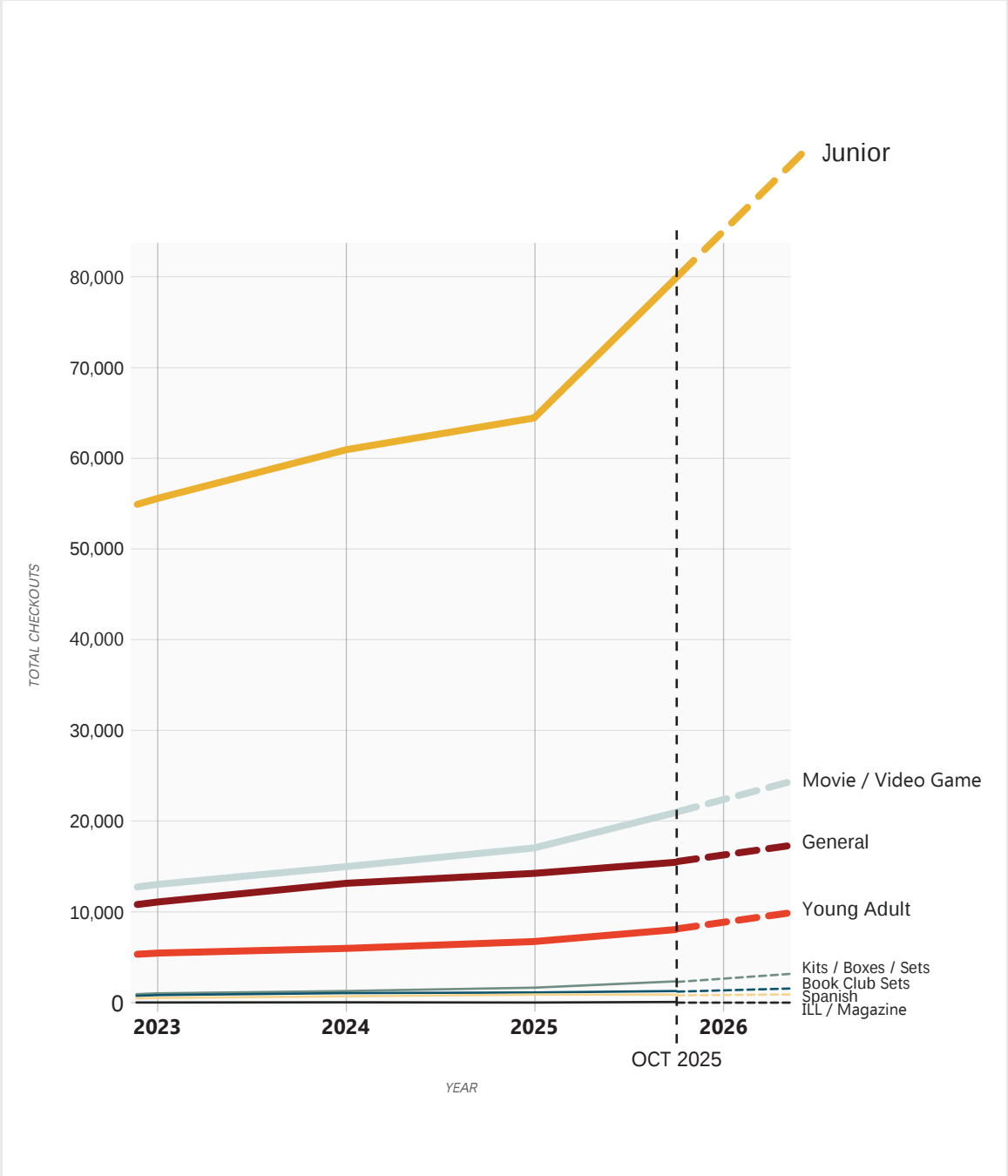
| YEARLY CIRCULATION REPORT |        |        |         |         |
|---------------------------|--------|--------|---------|---------|
| collection                | 2022   | 2023   | 2024    | 2025 *  |
| GENERAL                   | 10,893 | 13,174 | 14,179  | 15,926  |
| Fiction                   | 6,275  | 8,216  | 9,022   | 10,342  |
| Non-Fiction               | 3,862  | 4,281  | 4,596   | 5,009   |
| Audio                     | 756    | 677    | 561     | 575     |
| YOUNG ADULT               | 5,314  | 5,815  | 6,643   | 8,658   |
| Fiction                   | 3,438  | 3,790  | 4,373   | 5,809   |
| Audio                     | 353    | 347    | 382     | 346     |
| Graphic Novel             | 1,523  | 1,678  | 1,888   | 2,503   |
| JUNIOR                    | 55,503 | 60,823 | 64,373  | 80,095  |
| Fiction                   | 6,523  | 6,283  | 6,613   | 8,124   |
| Audio                     | 438    | 342    | 412     | 358     |
| Intermediate Fiction      | 4,572  | 4,889  | 5,376   | 6,572   |
| Intermediate Audio        | 198    | 150    | 120     | 162     |
| Graphic Novel             | 3,454  | 4,016  | 5,014   | 8,009   |
| Kit                       | 629    | 691    | 640     | 816     |
| Non-Fiction               | 8,170  | 8,623  | 8,907   | 9,719   |
| Picture Book              | 11,635 | 13,855 | 11,774  | 13,151  |
| Bins                      | 12,715 | 14,319 | 16,209  | 20,863  |
| Easy Reader               | 4,372  | 4,664  | 4,479   | 5,744   |
| Board Book                | 2,498  | 2,694  | 4,278   | 5,831   |
| EZ Phonics                | 299    | 297    | 551     | 746     |
| SPANISH                   | 468    | 670    | 949     | 903     |
| Español                   | 65     | 80     | 110     | 105     |
| Español Junior            | 403    | 590    | 839     | 798     |
| MOVIE / VIDEO GAME        | 13,000 | 14,916 | 16,990  | 22,202  |
| Movie                     | 7,653  | 7,453  | 8,430   | 11,356  |
| Junior Movie              | 5,229  | 5,911  | 5,770   | 6,754   |
| Video Game                | 118    | 1,552  | 2,790   | 4,092   |
| KITS / BOXES / SETS       | 913    | 1,267  | 1,635   | 2,659   |
| Community Adv. Kits       | 138    | 192    | 186     | 153     |
| Digital Adv. Kits         | 7      | 13     | 11      | 6       |
| Discovery Kits            | 733    | 902    | 1,130   | 1,331   |
| Game Library              |        |        | 14      | 121     |
| Library of Things         |        |        |         | 679     |
| Binge Box                 | 13     | 69     | 115     | 190     |
| Hotspots                  |        | 78     | 154     | 146     |
| Chromebooks               | 6      | 3      | 4       | 0       |
| Library Kindle            | 16     | 10     | 21      | 25      |
| Book Bundle               |        |        |         | 8       |
| BOOK CLUB SET             | 811    | 1,062  | 1,150   | 1,386   |
| ILL / MAGAZINE            | 3      | 8      | 5       | 53      |
| TOTAL                     | 86,905 | 97,735 | 105,924 | 131,882 |
|                           | 2022   | 2023   | 2024    | 2025 *  |

The Yearly Circulation Trends chart (right) graphically depicts the year-over-year changes in circulation rates by collection. The data was provided by Payson City Library in October 2025, indicated with a dashed vertical line. Figures beyond this point represent projections based on growth trends observed from January through October of 2025.

- KEY TAKEAWAYS:
- The Junior collection leads circulation by a wide margin and shows significant growth in 2025, with a 125% of 2024 year-end totals.
  - The high share of Junior circulation aligns with local age demographic patterns
  - Although Movies/Video Games and Young Adult collections are smaller, both categories showed strong growth in 2025, each increasing by approximately 130% of 2024 year-end totals.

\* 2025 data represents January through October

YEARLY CIRCULATION TRENDS



- 1 EXECUTIVE SUMMARY
- 2 SCOPE OF WORK
- 3 COMMUNITY INPUT
- 4 PROGRAM
- 5 RECOMMENDATIONS



## Payson City Library's Open House

On March 16, 2026, the Consultant Team participated in a Public Outreach Open House at the Payson City Library. The event was supported by the library staff, Library Board, and Friends of the Library who supplied tables and chairs, door prizes, pizza galore, and an incredibly enthusiastic team for the 3-hour Open House. Event participants were invited to speak freely regarding the current library and their aspirations for improvements.

Input was gathered in a few ways:

1. A few large-format boards with 5 Potential Site options, each with a list of strengths and challenges. Participants were encouraged to place green (positive) or red (negative) stickers directly onto the boards to indicate their perspective on the proposed location.
2. A "Budget Development" survey requiring participants to budget and "purchase" spaces most important to them. The exercise allowed for a maximum of \$10 to be spent on a list of sixteen potential library amenities, with each amenity costing between one and four dollars.
3. A series of large-format boards including a variety of library space precedent images. These boards, referred to as "Library as..." boards, posed the question, "What do I imagine my library as?" or "What would I like to see in my ideal library?" Responses were tallied by green (positive) and red (negative) stickers placed directly onto the images.
4. A paper survey covering topics such as age groups, household make-up, library usage, and potential monetary commitments to a new facility. Specifically, the survey asked each participant to indicate the amount of a monthly expense they would be comfortable paying as an investment in a new Library. Cost categories were expressed in ranges, from less than \$3, \$4 to \$7, \$8 to \$10, and \$11 or more.

The library Open House event saw 720+ attendees and over the course of three hours, 275 in-person surveys were recorded. An all-inclusive survey was later made available online which brought the total to 375 responses.

*I love our library and I think our librarians do an amazing job. **I always brag about our library whenever it comes up.***

*Payson is growing, but our public spaces haven't kept the pace. **Payson deserves to move forward too.***

*I love that there always seems to be something happening at the library for members of the community. **It's more than just a library - it's a community center.***

- Public Survey open response comments

## About the Data

- Respondents weren't required to answer any questions; they could leave any blank and move on to the next question
- Data is a combination of the online survey, in-person surveys from the Outreach Event, and paper surveys collected after the event until survey close

## Demographics Trends & Big Takeaways

- 75% of total responses were from 21-50 y/o age categories
- The average household has 2 adults and 2-3 children
- In households with children, 71% are elementary school or younger

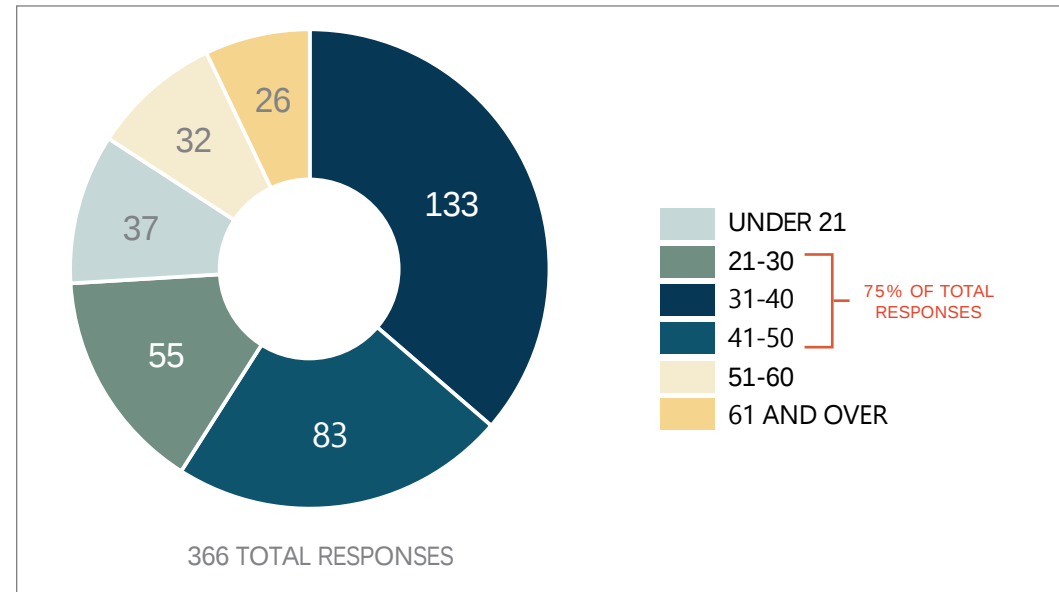


## “Who Is Payson?”

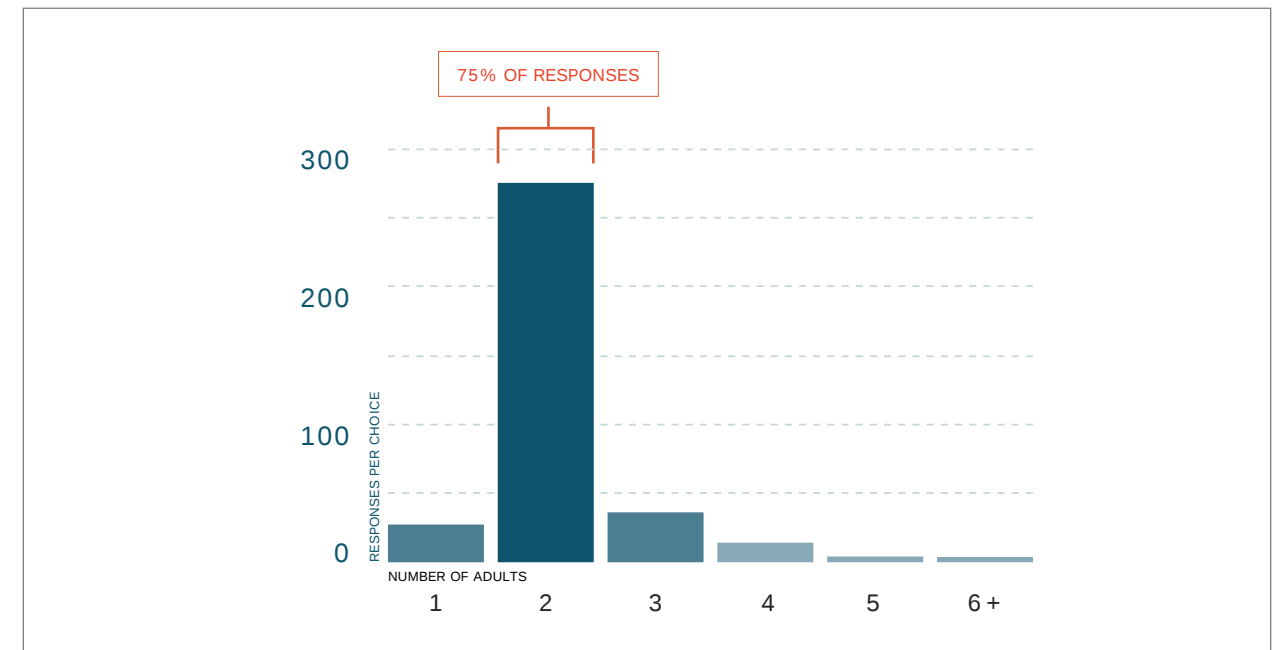
While respondents ranged from teens to retirees, large families to single-resident households, the overall trend shows a family-oriented community with a desire for a variety of programming to support Payson now and as it grows, including:

- Spaces for *children*
- Spaces for *gathering*
- Spaces for *study*
- Spaces for a *growing collection*

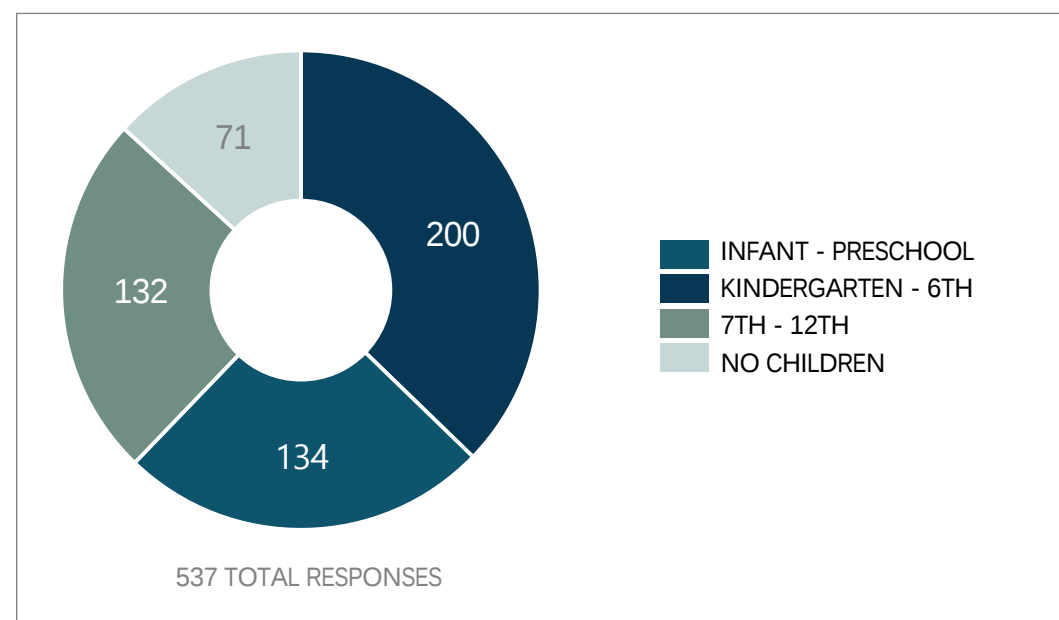
AGE OF RESPONDENT (MARK ONE)



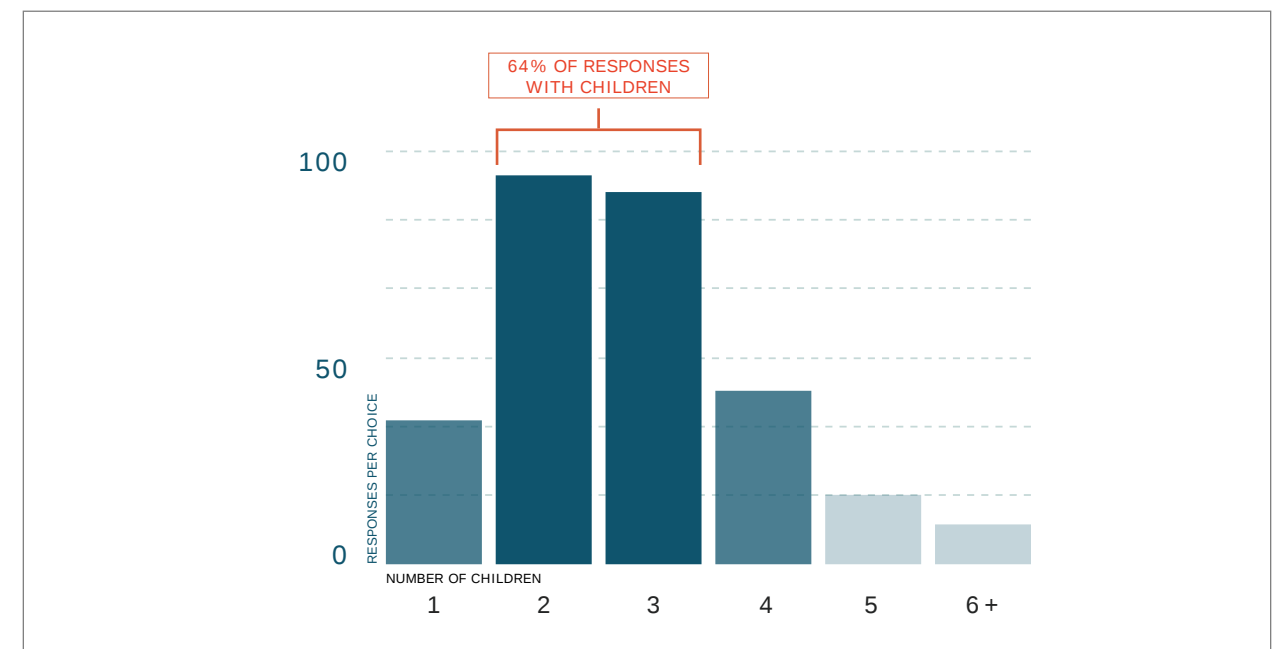
NUMBER OF ADULTS IN HOUSEHOLD (MARK ONE)



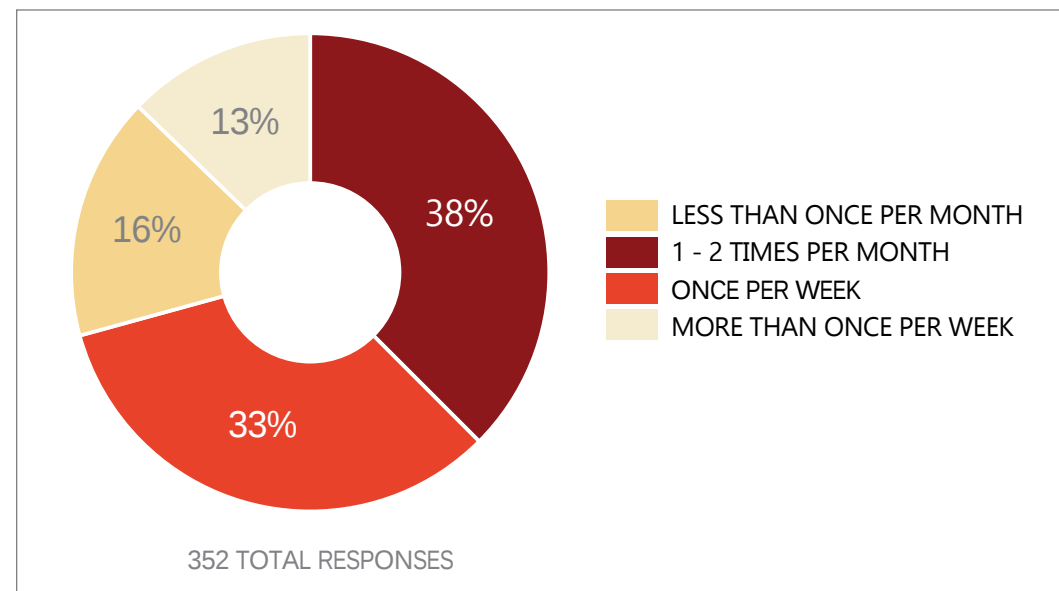
AGE RANGES OF CHILDREN (MARK ALL THAT APPLY)



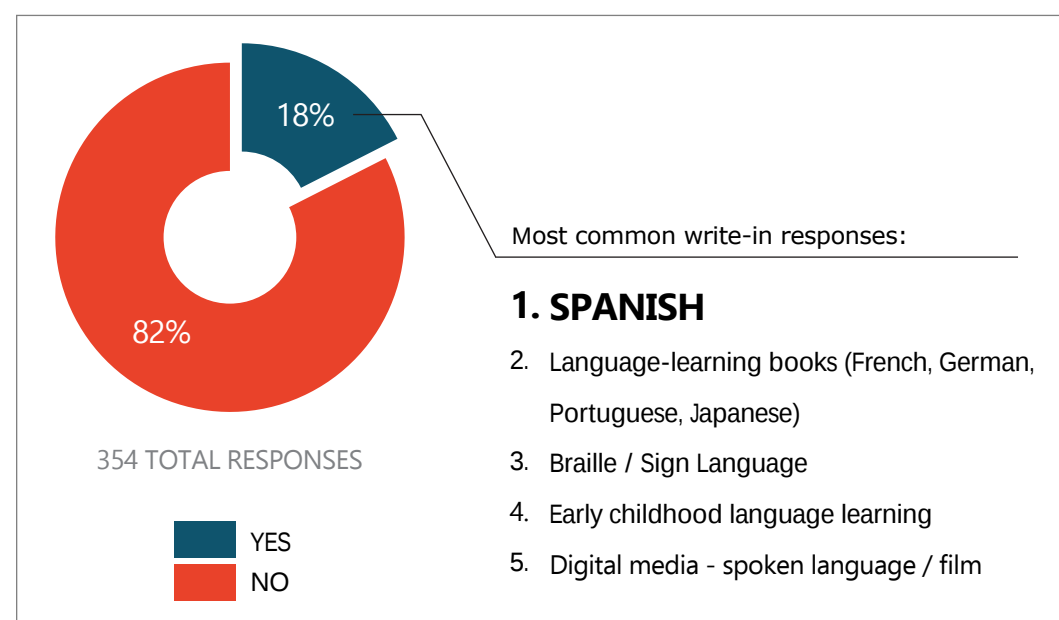
NUMBER OF CHILDREN IN HOUSEHOLD (MARK ONE)



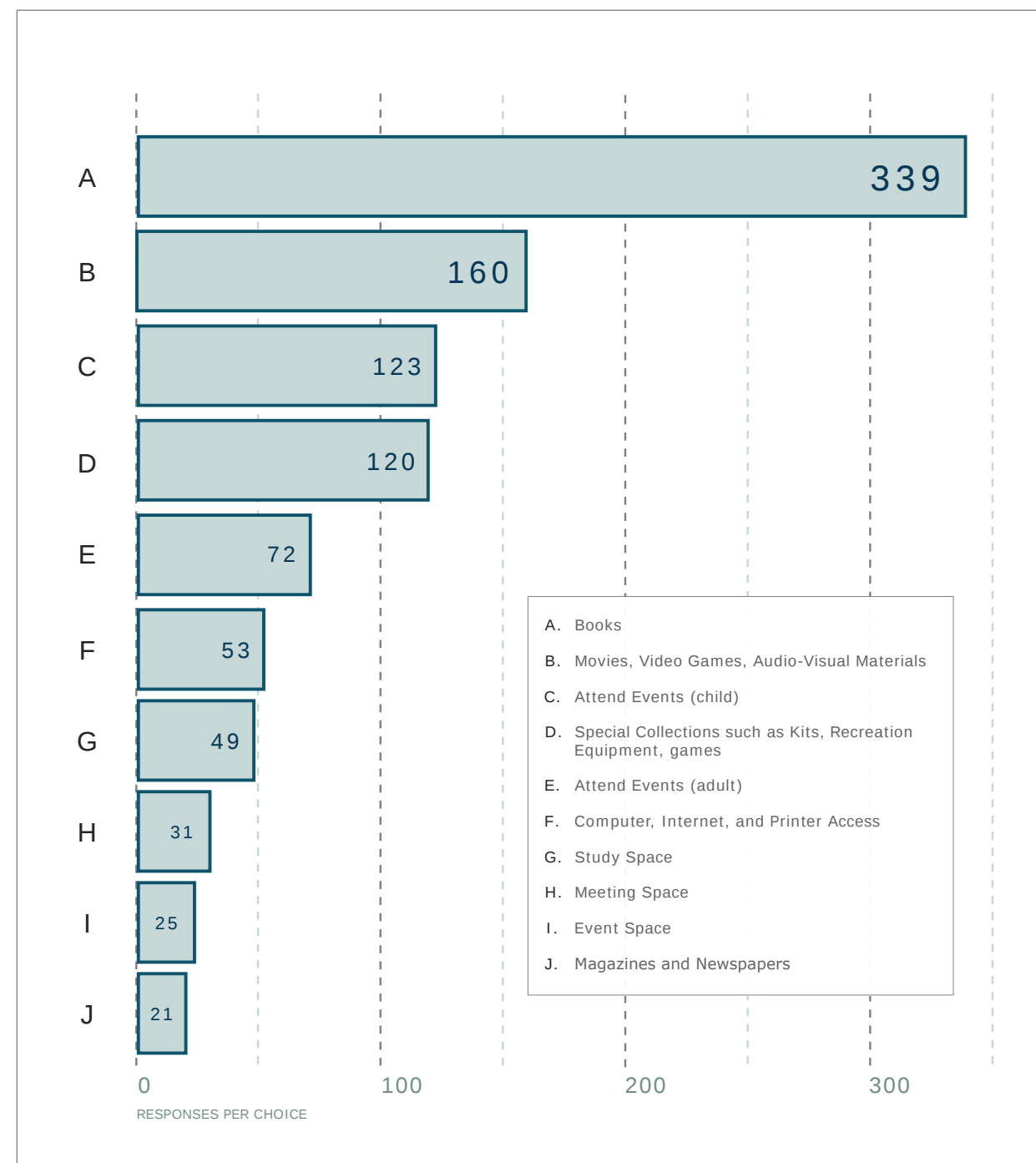
HOW OFTEN DO YOU VISIT THE LIBRARY?



IS THERE ANYONE IN YOUR HOUSEHOLD THAT WOULD BENEFIT FROM A LARGER OR EXPANDED NON-ENGLISH COLLECTION?



WHAT WOULD BRING YOU TO THE LIBRARY MOST FREQUENTLY? (MARK TOP 3)



## RANK THE POTENTIAL LIBRARY AMENITIES (1-10)



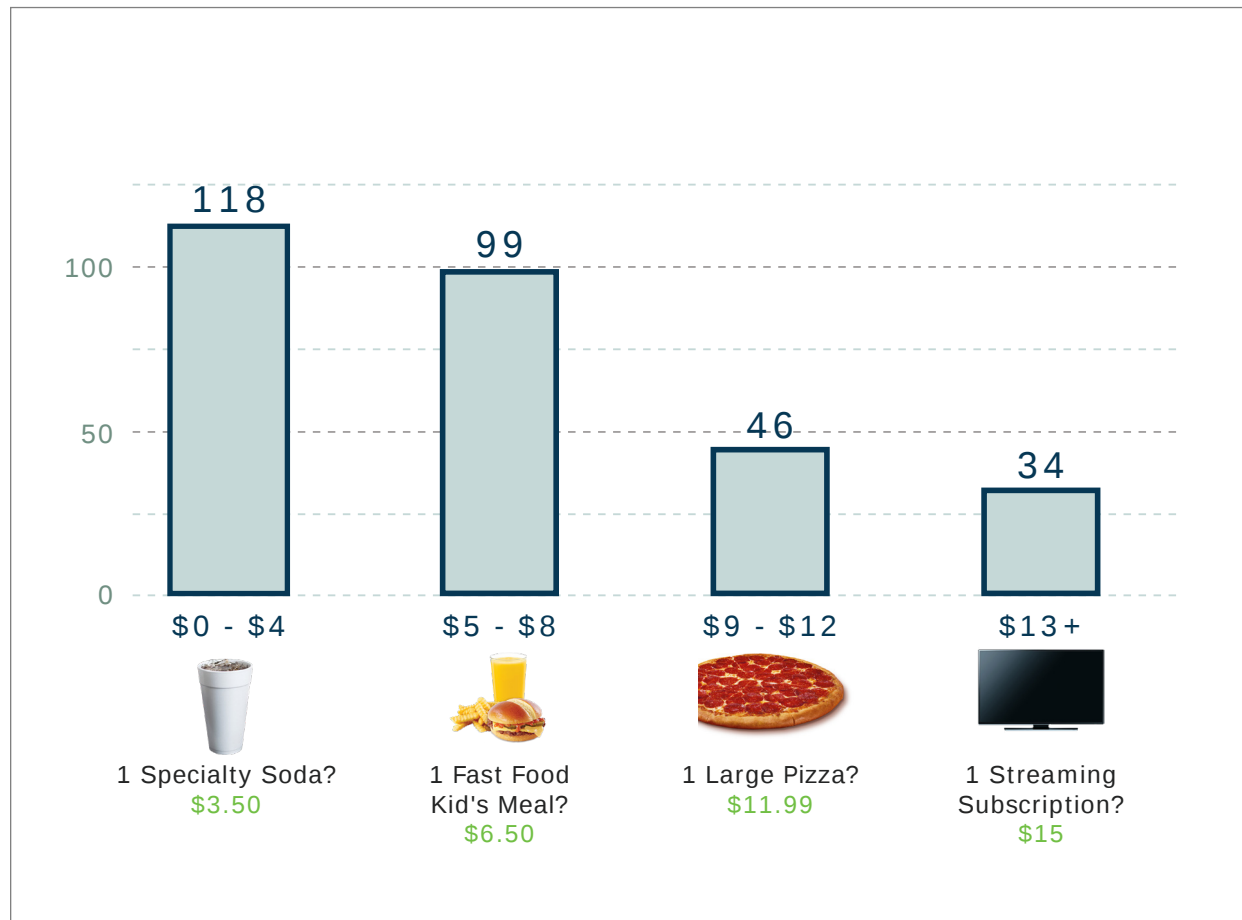
(Above) Participants were asked to rank potential library amenities 1-10 from a provided list of typical modern program types. The graphic above identifies the most and least popular amenities when evaluated against one another.

(Right) A diverse list of 30 adjectives and descriptors were provided to participants, who were asked to select the 5 that represented the feeling, atmosphere, or aesthetic they envision for the library. The word cloud graphic shows which phrases were most often selected, represented as larger, and which phrases were less common, represented as smaller.

## WHICH FIVE WORDS THAT BEST DESCRIBE THE FEELING, ATMOSPHERE, OR AESTHETIC YOU WOULD LIKE THE LIBRARY TO CONVEY?



HOW MUCH WOULD YOU BE WILLING TO SPEND A MONTH TO IMPROVE YOUR  
LIBRARY SERVICES? (PICK ONE)



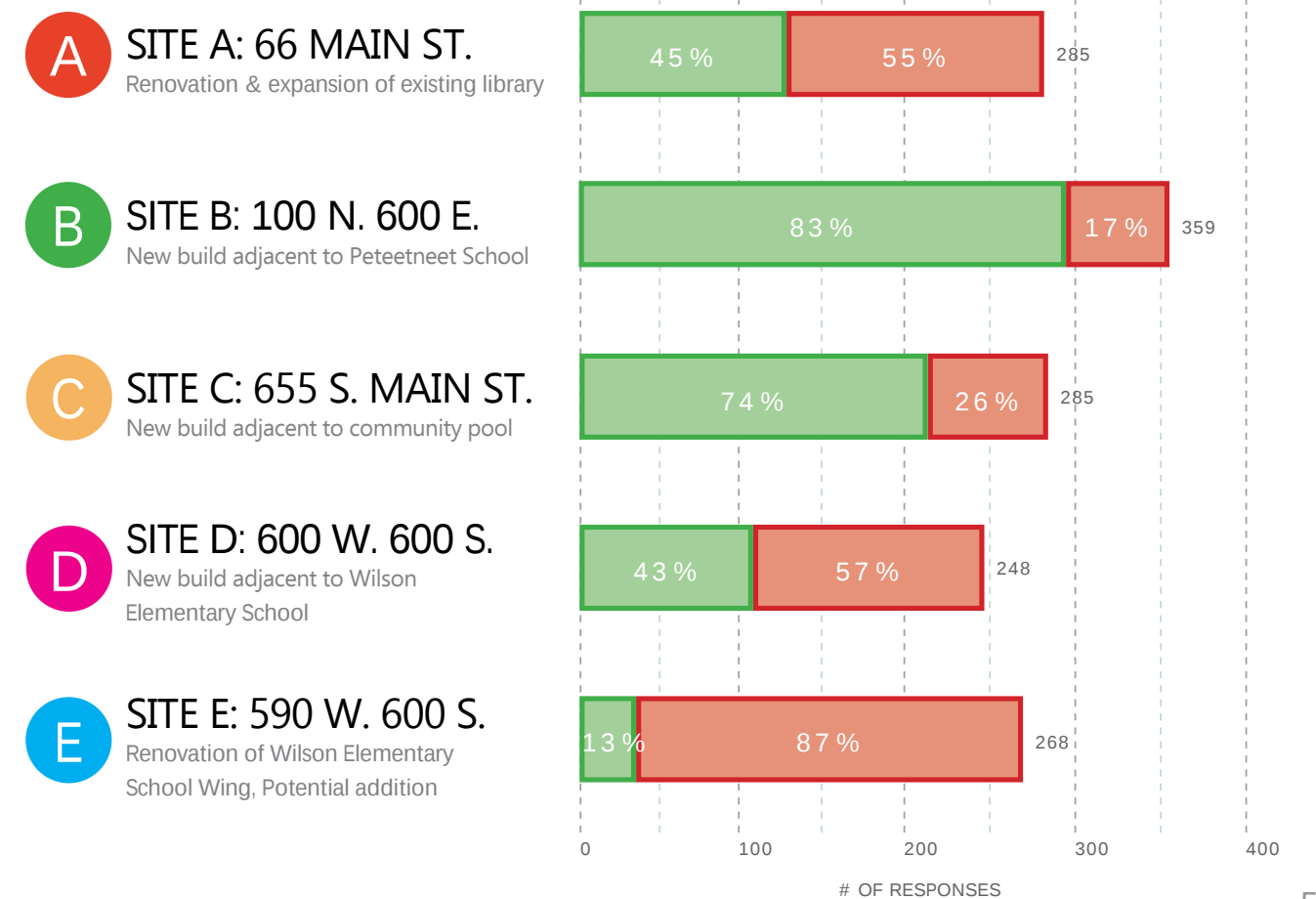
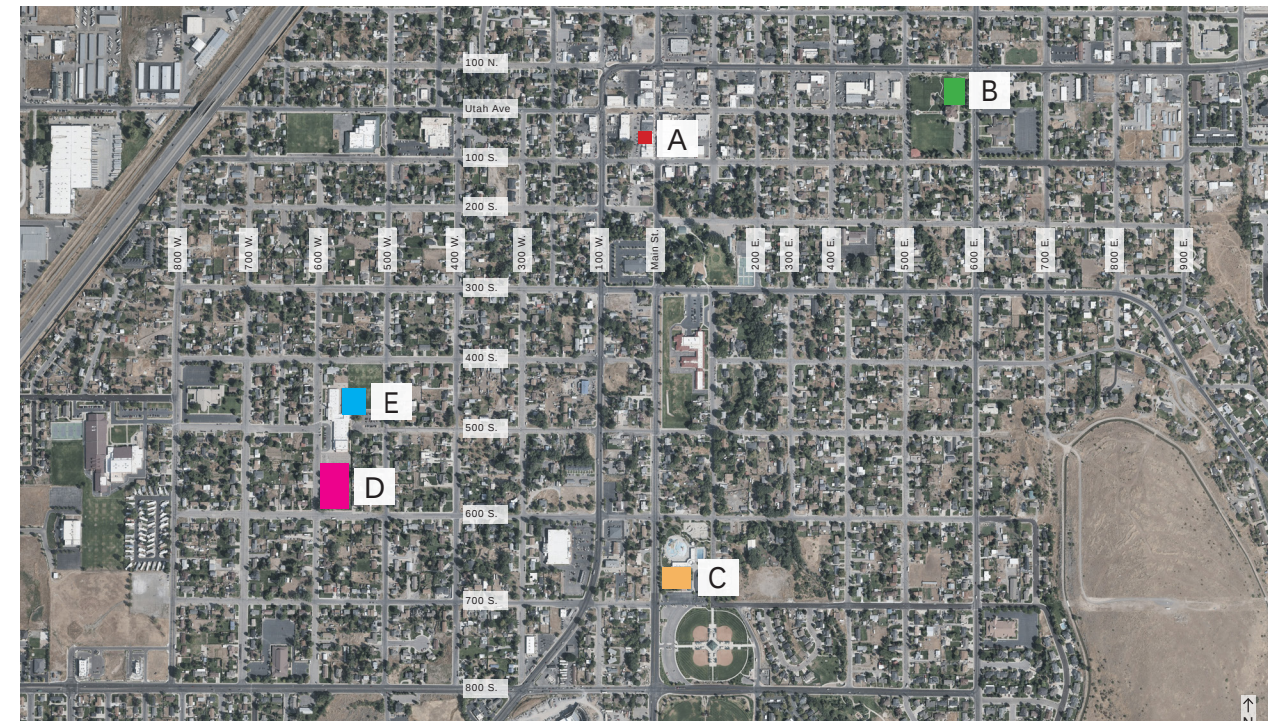
## Ranking Potential Site Options

Several potential sites were examined in the research process and ultimately, 5 were selected to be included in the Public Outreach event.

The consultant team compiled a few large-format boards with the 5 selected site options, each with a list of strengths & challenges. Participants were encouraged to place green (positive) or red (negative) stickers directly onto the boards to indicate their perspective on the proposed location.

Accompanying the boards was a paper (and eventually online) survey that asked participants to share any additional thoughts on the sites.

The graph (right) represents the number of green and red stickers each site received.



WHAT IS MOST IMPORTANT TO YOU ABOUT THE LOCATION OF THE FUTURE LIBRARY?  
(OPEN COMMENT)

MOST OFTEN IN TOP 3

PARKING  
LARGER LIBRARY - MORE SPACE / PROGRAMS  
TRANSPORTATION ACCESS / SAFE WALKABILITY  
  
PROXIMITY TO OTHER AMENITIES  
ACCESSIBILITY  
ACCOMMODATE GROWTH  
LOCATION AT HEART OF TOWN



*I would love to make sure that any future library has **dedicated children's area**. It would also be nice to have a **mix of room sizes**.*

*I'd love to have **more access to large items** like printers, a long arm quilting machine, kayaks, telescopes, microscopes, etc..*

***We love the library so, so much!** You have all done a fabulous job with the space you've been given. **I am thrilled to hear a bigger one is on the way!***

- Public Survey open response comments

## Budget Planning Exercise

Participants were asked to budget and “purchase” spaces most important to them. The exercise allowed for a maximum of \$10 to be spent on a list of sixteen potential library amenities, with each amenity costing between one and four dollars. This exercise was available as a paper survey and an interactive exercise where participants were provided with 10 gumballs to act as their funds, and each jar represented a different type of space or amenity.

“Imagine you’re in charge of selecting which spaces will go into the Library and you only have \$10 to spend on purchasing those spaces. How would you spend your \$10? **Select any combination of items to achieve a TOTAL of \$10 (or less)**”



\$1

- A. Interactive space for children, age 1-7
- B. Interactive space for children, age 8-12
- C. Interactive space for teens, age 13-17
- D. Increased collection size (books + audio/visual)
- E. Drive-up service window
- F. Multiple study rooms (2-6 people)
- G. Outdoor programming space/ create space (10-20 people)
- H. Other

\$2

- I. Indoor dedicated children's programming area
- J. Dedicated public parking
- K. Outdoor event space (50+ people)
- L. Sustainable, energy efficient building
- M. Medium size meeting spaces (10-20 people)

\$3

- N. Digital creative lab / maker space / craft + textile + tools area

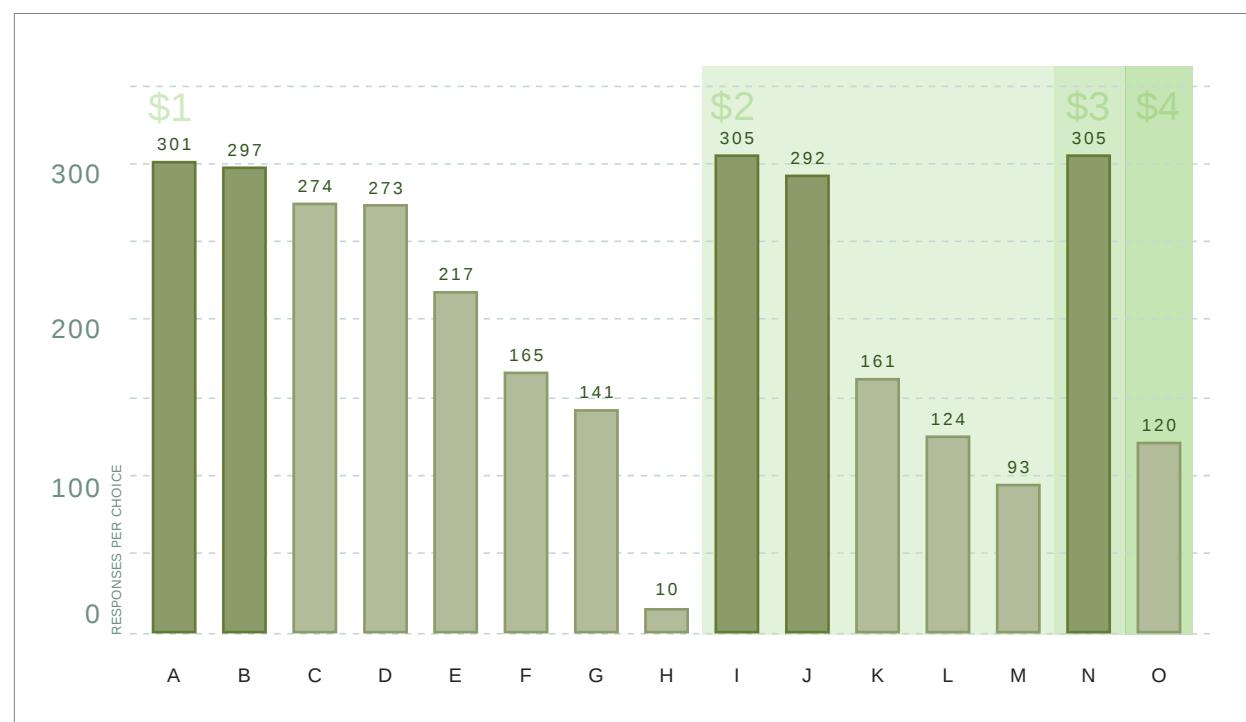
\$4

- O. Large, flexible community gathering space (50+ people)



“Imagine you’re in charge of selecting which spaces will go into the Library and you only have \$10 to spend on purchasing those spaces. How would you spend your \$10? **Select any combination of items to achieve a TOTAL of \$10 (or less)**”

WHICH AMENITIES RECEIVED THE MOST **FUNDING**?



\$1

- A. Interactive space for children, age 1-7
- B. Interactive space for children, age 8-12
- C. Interactive space for teens, age 13-17
- D. Increased collection size (books + audio/visual)
- E. Drive-up service window
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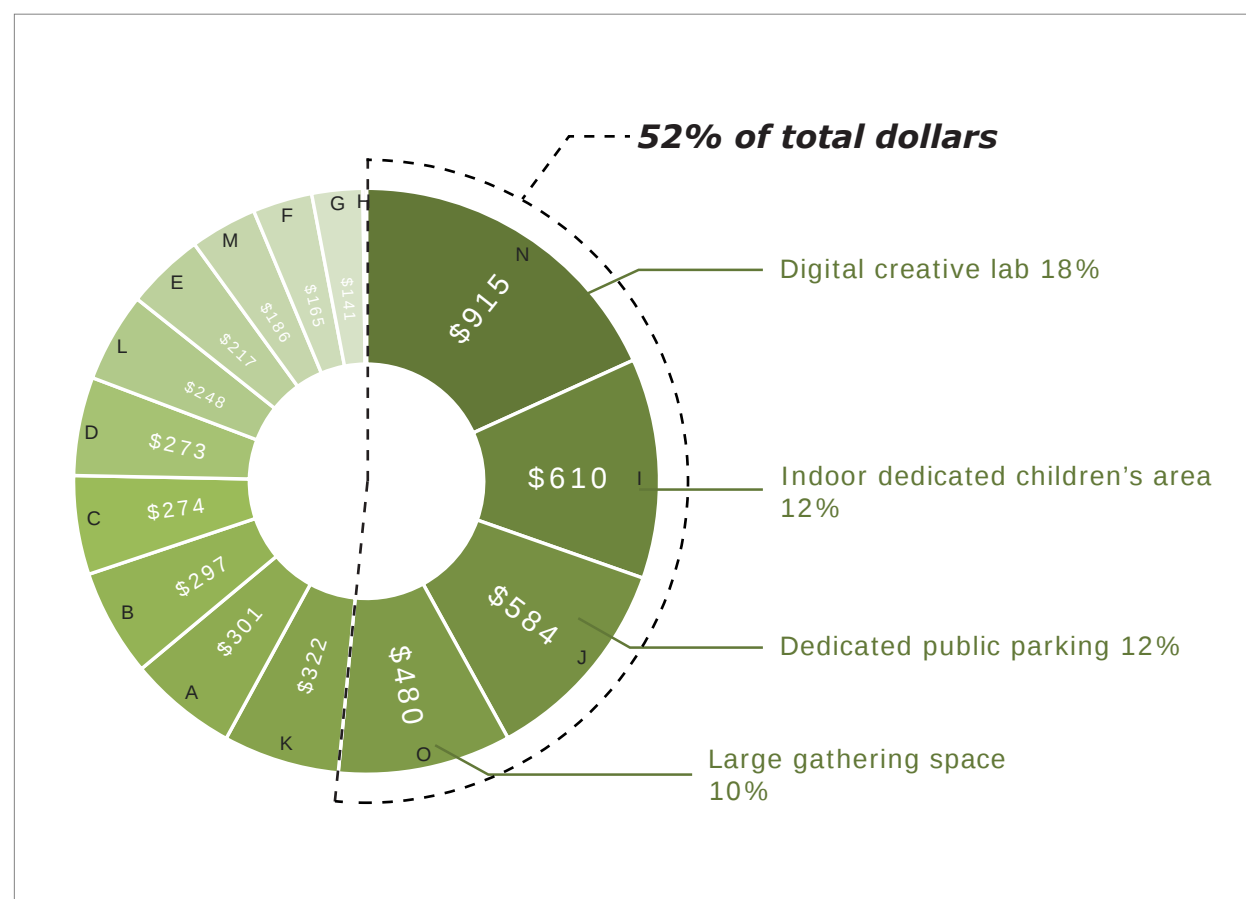
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\$4

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## “LIBRARY AS...” Boards

A series of large-format boards including a variety of library space precedent images. These boards, referred to as “Library as...” boards, posed the question, “What do I imagine my library as?” or “What would I like to see in my ideal library?” Responses were tallied by green (positive) and red (negative) stickers placed directly onto the images.



## RESIDENTS LIKED:

- Designated areas for reading & small gatherings
- Bold or unexpected colors and shapes (curved ceilings, shaped openings)
- Nature-inspired design
- Designed outdoor spaces
- Thoughtful children's spaces



## RESIDENTS DISLIKED:

- Large atriums / gathering spaces with stepped seating
- Exposed overhead structure / mechanical / electrical
- Very large indoor and outdoor spaces



## Public Outreach Results Summary

The enthusiasm and love for the library displayed at the Public Outreach event was reflected in the high number of responses across all activities and surveys, as well as the comments provided in the surveys. Most of the **feedback was overwhelmingly positive** of current library staff, namely producing an excellent service despite the limitations of the current building. The constructive feedback typically regarded size (both of the space and the collection), accessibility limitations, or expressed a **hesitancy to lose the small-town feel of the current location while acknowledging the need for growth**.

The most common request from the public was for dedicated youth spaces and programs. Desired amenities included interactive areas such as craft rooms, maker spaces, gaming stations, and flexible multi-use programming rooms designed for children and teens ages 1–17.

Library patrons also consistently emphasized the importance of access to a larger collection, highlighting the continued value placed on the library's core function. In addition, many respondents expressed interest in expanded library programming and support services, particularly for children and seniors.

Feedback gathered through the Budget Exercise, public survey questionnaire, and in-person conversations during the Public Outreach event showed strong interest in adequate parking for both patrons and staff. While dedicated library parking is a common request, the level of concern expressed by the public was notably high, likely due to the current parking areas being undersized.

To help gauge the level of commitment to these aspirations, participants were asked how much of a monthly cost they would consider making for improved library services. Over 25% of respondents would spend more than \$9 a month while 33% would be comfortable spending \$5-8 a month. These responses represent a willingness on the part of the community to financially support the next phase of the library.

***“ A library is a statement of the values of a community. ”***

- Public Survey open response comments

## 1 EXECUTIVE SUMMARY

## 2 SCOPE OF WORK

## 3 COMMUNITY INPUT

## 4 PROGRAM

## 5 RECOMMENDATIONS

### The 21st Century Library

The public library of today looks drastically different than its predecessors. Historically, libraries have focused solely on providing and protecting the collections, consequently becoming “houses of books” aesthetically and functionally guarded from the outside world. Even libraries completed as recently as 10 to 15 years ago are finding themselves fighting with their own facilities due to lack of planning or lack of investing.

Current examples, however, are an inverse of the old, and invest more area into non-book related spaces. These “people spaces” allow the Library to extend its influence to a broader community and demographic. By providing modern amenities such as gaming stations, meeting rooms, maker spaces, programming rooms, and multi-purpose rooms, public libraries have the ability to be multi-functional for an audience of all ages. It is these inviting, inclusive functions that allow libraries to more positively serve and impact their communities.

## Space Proportion

With 21st Century Library design principles in mind, along with feedback from the Library Board, Director, and the community, the Consultant Team approached proportioning the space according to priorities that were evident throughout this process - that Payson's City Library should provide:

- Spaces for **children**
- Spaces for **gathering**
- Spaces for **study**
- Spaces for a **growing collection**

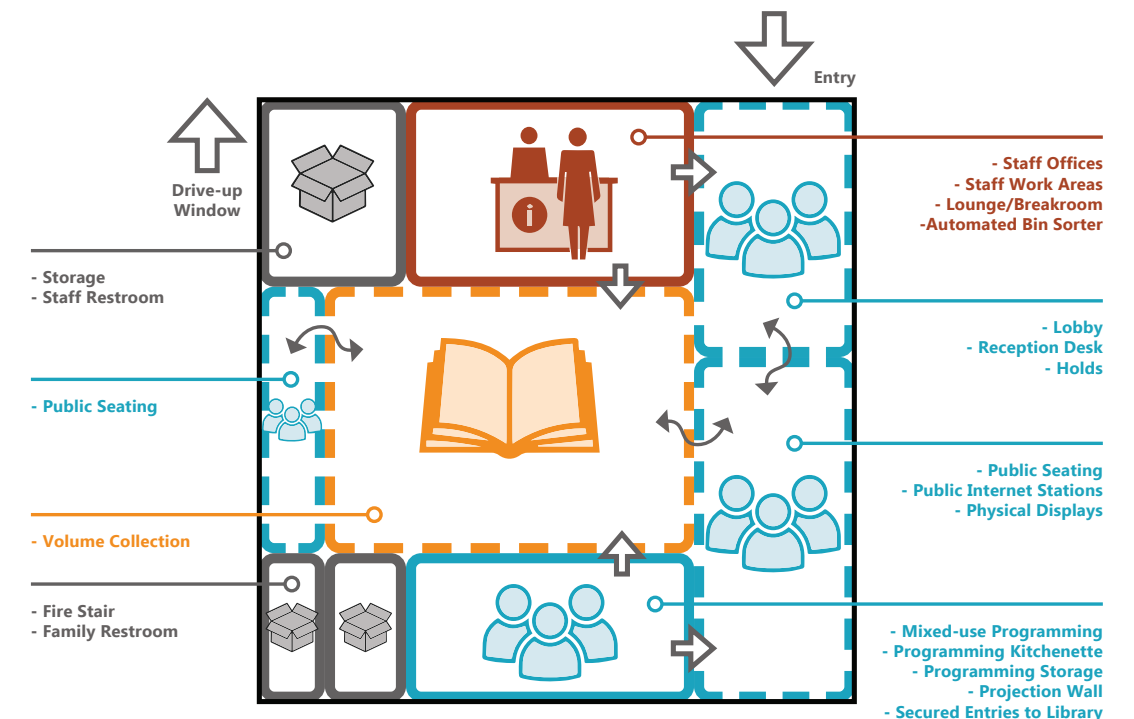
The following space proportioning study uses these foundational priorities to identify program needs and estimating space quantities. This study is conceptual in nature and should not be interpreted as a final design solution. Regardless of the library site or building size ultimately selected, further evaluation and refinement will be needed to incorporate as many 21st-century library principles as possible.

As noted previously, smaller library footprints present greater challenges in creating flexible, multi-use spaces that effectively serve people and programs. The planning and programming process should prioritize adaptability and future expansion.

The initial space planning study uses a mixed-use approach for people-oriented spaces. A right-sized library should be capable of growing and evolving alongside the community it serves, with the architecture supporting that flexibility at every stage.

## STRATEGY FOR PROPORTIONING SPACE

### 21ST CENTURY DESIGN PRINCIPLES



60%



People Space

20%



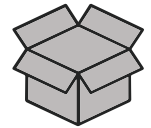
Collection Space

10%



Staff Space

10%



Support Space

Program Study

People Space



Adult Public Space - 120 Net SF  
- Internet / Computer Stations - 120 Net SF

Teen Public Space - 1,090 Net SF  
- Maker Space / STEAM / Craft - 750 Net SF  
- Gaming / Computer Stations - 340 Net SF

Children Public Space - 680 Net SF  
- Children's Programming, Storytime - 340 Net SF  
- Children's Programming, Craft - 340 Net SF

Lobby & Group Study Space - 4,345 Net SF  
- Entry Vestibule - 170 Net SF  
- Lobby - 600 Net SF  
- Open Seating (throughout) - 2,500 Net SF  
- Small Group Study - 440 Net SF  
- Medium Group Study - 360 Net SF  
- Main Conference Room - 225 SF  
- Self Checkout - 50 Net SF

Multi-Purpose Room - 1,200 Net SF

Staff



**Staff Space - 1,880 Net SF**  
- Breakroom - 170 Net SF  
- Work Area - 780 Net SF  
- Storage / Supplies - 360 Net SF  
- Director Office - 170 Net SF  
- Staff Office - 120 Net SF  
- Adult Collection Satellites / Perch - 60 Net SF  
- Children's Collection Satellites / Perch - 60 Net SF  
- Main Desk - 160 Net SF

Building Totals

|                                                                      |        |
|----------------------------------------------------------------------|--------|
| Total Net Square Footage:                                            | 19,415 |
| Grossing / Efficiency Factor (60%):                                  | 7,766  |
| TOTAL BUILDING SIZE:                                                 | 27,181 |
| Outdoor spaces (placeholders)<br>Decks, Terrace, Garden Spaces, etc. | 1,500  |

Collection Space



Adult Collection - 2,660 Net SF  
- Fiction - 1,200 Net SF  
- Non-Fiction - 600 Net SF  
- AV Collection - 440 Net SF  
- Periodicals - 300 Net SF  
- Holds / Reserves - 120 Net SF

Teen Collection - 1,040 Net SF

Pre-Teen Collection - 920 Net SF

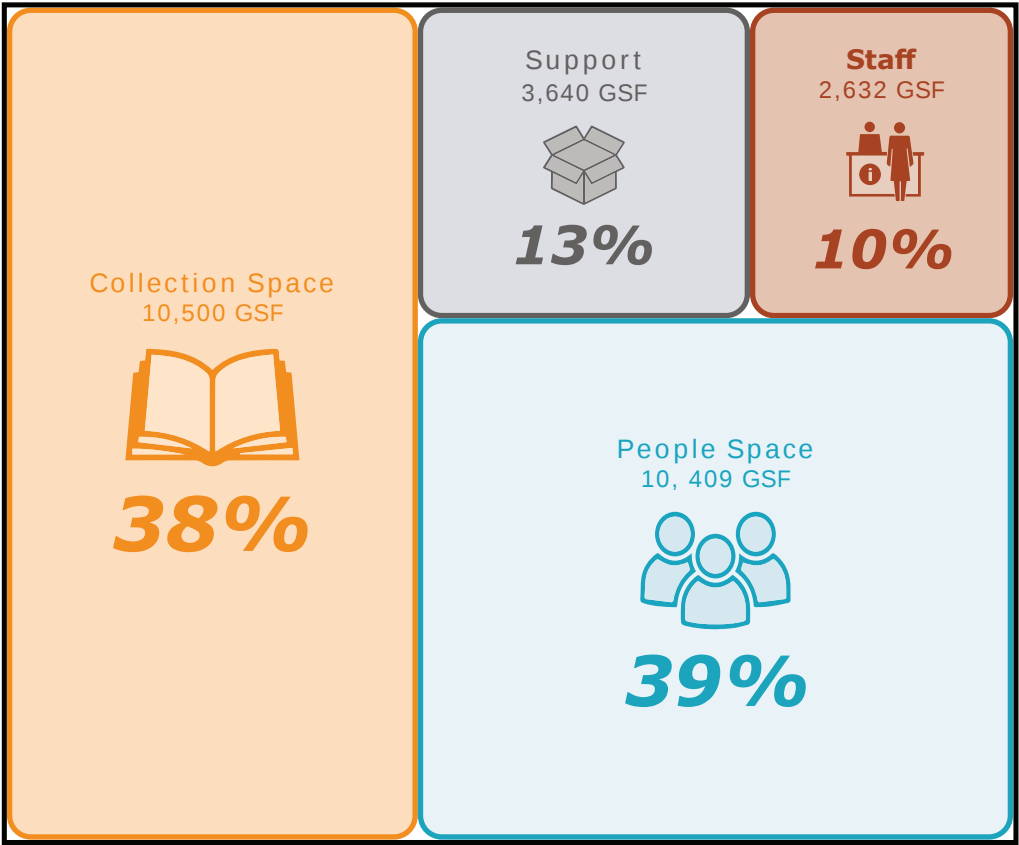
Children Collection - 2,880 Net SF

Support



Building Support Space - 1,340 Net SF  
- Staff Restroom - 70 Net SF  
- 2 Women's Restrooms - 320 Net SF  
- 2 Men's Restrooms - 320 Net SF  
- Family / Children's Restroom - 60 Net SF  
- Mechanical Room - 150 Net SF  
- Electrical Room - 50 Net SF  
- Server / Data / Comm. Room - 50 Net SF  
- Janitor's Closet - 40 Net SF  
- General Building Storage (throughout) - 280 Net SF

Vertical Circulation - 1,260 Net SF  
(if two story)  
- Main Stair - 810 Net SF  
- Secondary Stair - 350 Net SF  
- Elevator - 100 Net SF



**Total 27,181 GSF**

## 1 EXECUTIVE SUMMARY

## 2 SCOPE OF WORK

## 3 COMMUNITY INPUT

## 4 PROGRAM

## 5 RECOMMENDATIONS

## Recommendations

Through this collaborative Needs Assessment process, the Consultant Team recommends the development of a new public library for the residents of Payson City. The assessment identified several key findings supporting this recommendation:

- The physical limitations of the existing Main Street location create challenges for the success of Payson's City Library. The current size and layout restrict opportunities for community programming, collection growth, and efficient staff workflows. Further, the current building poses difficulties for accommodating accessible design. Expansion or remodel of this location would necessitate a substantial investment and may still result in ongoing functional constraints.
- Consistent with broader growth trends in Utah County, Payson City is in a phase of exponential population growth. This is reflected in the City Library's current usage rates and future projections. Accordingly, planning for a new facility should consider both immediate service needs and long-term community growth to ensure the building remains functional and relevant over time.
- Community engagement efforts revealed strong public support for a new library facility. Survey responses indicated a willingness among residents to support modest financial investment toward the project and identified a desire for expanded programming and dedicated spaces, particularly for youth and teens ages 0–19, who represent approximately 36% of the City's population.
- Relocating the Library to a temporary or interim facility during renovation or redevelopment introduces operational uncertainty and additional costs that do not appear financially advantageous when compared with the new facility options evaluated as part of this study.

Based on these findings, the Consultant Team strongly recommends construction of a new public library facility for Payson City. A facility in the range of approximately 26,000 square feet is anticipated to address current operational demands, accommodate future growth, and support 21st Century Library planning principles. Final determination of the building size should balance long-term community value with broader City objectives and available resources.

The proposed library should emphasize adaptable, people-centered spaces that enhance the user experience and strengthen the Library's role as a civic and cultural asset. As a prominent public building, the facility should be planned, designed, and constructed for long-term service to the community over the next 40 years and beyond.

The Consultant Team would like to thank the Payson City  
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community for their time and dedication toward this project.

THANK YOU!

