



REVISED

**CAPITOLA LIBRARY ADVISORY COMMITTEE
REGULAR MEETING AGENDA**

TUESDAY, APRIL 12, 2016

3:30 PM

**COMMUNITY ROOM
420 CAPITOLA AVENUE, CAPITOLA, CA 95010**

1. ROLL CALL

2. PRESENTATIONS

- A. Oath of Office Ceremony for David Kraemer
RECOMMENDED ACTION: Provide oath of office.

3. ADDITIONAL MATERIALS

Additional information submitted to the City after distribution of the agenda packet.

- A. Item 11.B. Communications from the Public regarding the Construction of the Library

4. CHANGES TO AGENDA

5. ORAL COMMUNICATIONS

6. REPORT FROM FRIENDS OF CAPITOLA LIBRARY CHAPTER

7. REPORT FROM LIBRARY COMMISSION

8. REPORT FROM JOINT POWERS BOARD

9. COMMITTEE / STAFF COMMENTS

Library Advisory Members / Staff may comment on matters of a general nature or identify issues for staff response or future committee consideration.

10. CONSENT CALENDAR

All items listed in the "Consent Calendar" will be enacted by one motion in the form listed below. There will be no separate discussion on these items prior to the time the Committee votes on the action unless members of the public or the Committee request specific items to be discussed for separate review. Items pulled for separate discussion will be considered following General Government.

- A. Consider the February 16, 2016, Library Advisory Committee Minutes
RECOMMENDED ACTION: Approve Minutes.

CAPITOLA LIBRARY ADVISORY COMMITTEE REGULAR MEETING AGENDA
April 12, 2016

11. **GENERAL BUSINESS**

General Business items are intended to provide an opportunity for public discussion of each item listed. The following procedure is followed for each Business item: 1) Staff explanation; 2) Committee questions; 3) Public comment; 4) Committee deliberation; 5) Decision.

- A. Overview of the Capitola Branch Library Operations and Challenges
RECOMMENDED ACTION: Receive presentation.
- B. Review Timeline to Construct the Capitola Branch Library
RECOMMENDED ACTION: Receive presentation regarding the timeline for the construction of the Capitola Branch Library and recommend the City retain a Library Construction Project Manager (Project Manager) if the June ballot measure is approved.

12. **ADJOURNMENT**

Adjourned to a Regular Meeting of the Library Advisory Committee to be held on Tuesday, June 14, 2016, at 3:30 p.m. at the Community Room located at 420 Capitola Avenue, Capitola.

Note: The Capitola Library Advisory Committee meets on the Tuesday every other month at 3:30 p.m. in the Community Room located at 420 Capitola Avenue, Capitola.

Agenda and Agenda Packet Materials: The Capitola Library Advisory Committee Agenda is available on the City's website: www.cityofcapitola.org on Friday prior to the Tuesday meeting. If you need additional information please contact the City Clerk at (831) 475-7300.

Any person seeking to challenge a Committee decision made as a result of a proceeding in which, by law, a hearing is required to be given, evidence is required to be taken, and the discretion in the determination of facts is vested in the Committee, shall be required to commence that court action within ninety (90) days following the date on which the decision becomes final as provided in Code of Civil Procedure §1094.6. Please refer to code of Civil Procedure §1094.6 to determine how to calculate when a decision becomes "final." Please be advised that in most instances the decision become "final" upon the Committee's announcement of its decision at the completion of the public hearing. Failure to comply with this 90-day rule will preclude any person from challenging the Committee decision in court.

Americans with Disabilities Act: Disability-related aids or services are available to enable persons with a disability to participate in this meeting consistent with the Federal Americans with Disabilities Act of 1990. Assisted listening devices are available for individuals with hearing impairments at the meeting in the Committee Chambers. Should you require special accommodations to participate in the meeting due to a disability, please contact the City Clerk's office at least 24-hours in advance of the meeting at 831-475-7300. In an effort to accommodate individuals with environmental sensitivities, attendees are requested to refrain from wearing perfumes and other scented products.



CAPITOLA LIBRARY ADVISORY COMMITTEE AGENDA REPORT

MEETING OF APRIL 12, 2016

FROM: City Manager Department
SUBJECT: Oath of Office Ceremony for David Kraemer

RECOMMENDED ACTION: Provide oath of office.

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:

A handwritten signature in blue ink, appearing to be "Sus", is written over a horizontal line.

Susan Sneddon, City Clerk

4/8/2016

Sneddon, Su (ssneddon@ci.capitola.ca.us)

From: dreymerbizvideo2@juno.com
Sent: Sunday, March 06, 2016 7:36 PM
To: Goldstein, Jamie (jgoldstein@ci.capitola.ca.us)
Subject: Library design

Hello Jamie,

I'm looking at the rendering for the new library and wondering why it looks so 1950's style. Was that deliberate? And it's beige! Really? Even the present temporary structure is a deep bluegreen more befitting our identity as a coastal community. Comparing it to the Live Oak branch (really outstanding and unique inside and out) or even SV and it's rather lacking in innovation and style. Hopefully this is not the final and further input will forthcoming.

Another thing, why is it being built where the present one is, which will mean the present one will have to be demolished and there will be no library at all during construction (which would be very sad for all of us) or will the present one be moved to the other end of the parking lot?

Why not build the new one at the other end of the lot, thereby leaving the present one standing and functional during construction?

Thank you for your time.

Diane Reymer
831 462 6595 tel/fax
dreymerbizvideo2@juno.com

"Sometimes you win, sometimes you learn"

4/12/16 CAPITOLA LIBRARY ADVISORY COMMITTEE MEETING
 Sneddon, Su (ssneddon@ci.capitola.ca.us)

From: dreymerbizvideo2@juno.com
 Sent: Friday, April 08, 2016 4:37 PM
 To: Sneddon, Su (ssneddon@ci.capitola.ca.us)
 Subject: Re: Reymer comments re: Capitola Library Design

Pls add the rest my communication with Jamie below:

From: <dreymerbizvideo2@juno.com>
 To: jgoldstein@ci.capitola.ca.us
 Date: Tue, 8 Mar 2016 17:01:37 -0800
 Subject: RE: Library design - other location

I think if people want to browse they'd have to go to another library (as we did before) but, for pick ups of requests, (which is how I do all my library use) having a 'permanent bookmobile' is a good idea but not at City Hall as parking is too difficult. Maybe in the big parking lot? or Nob Hill? or Bay Ave. Sr. Ctr? or Jade St. park?

From: "Goldstein, Jamie (jgoldstein@ci.capitola.ca.us)"
 <jgoldstein@ci.capitola.ca.us>
 To: "dreymerbizvideo2@juno.com" <dreymerbizvideo2@juno.com>
 Date: Wed, 9 Mar 2016 00:51:34 +0000
 Subject: RE: Library design - Thank you

I think the construction project will be significant enough that it is unlikely there is really going to be room for public access onto the site, but I've wondered if maybe we could do something here in front of City Hall. There isn't a ton of room, but I think we could get a portable building next to the Museum that operated like a semi permanent book mobile....?

-----Original Message-----

From: dreymerbizvideo2@juno.com [mailto:dreymerbizvideo2@juno.com]
 Sent: Tuesday, March 08, 2016 3:59 PM
 To: Goldstein, Jamie (jgoldstein@ci.capitola.ca.us)
 Subject: RE: Library design - Thank you

Thank you for your prompt response. It is appreciated...and...as they say...time will tell.

Maybe there would be some way to move the temporary unit over to the other side of the parking area, thus maintaining library service.

Diane Reymer
 831 462 6595 tel/fax
 dreymerbizvideo2@juno.com

From: "Goldstein, Jamie (jgoldstein@ci.capitola.ca.us)"
 <jgoldstein@ci.capitola.ca.us>
 To: "dreymerbizvideo2@juno.com" <dreymerbizvideo2@juno.com>

Date: Tue, 8 Mar 2016 19:28:53 +0000
Subject: RE: Library design

Ms. Reymer -

Thank you for your email. As this point the design is very conceptual.
If the measure passes we will have a public process to get more input on design before anything is finalized.

In terms of the building location, the City has identified the current site as the location for the library. Given the various site constraints, putting the new library toward the front of the lot is the current plan due to the site's topography, visibility, and parking configurations.
That could conceivably still change, but I think moving the building site is less likely.

I am aware of the issue you raise about library services during construction, and we will work with the Library system to continue to provide some level of library services during construction.

I will also forward your comments to the City's library committee

Please let me know if I missed something, or if you have further questions/suggestions.

Jamie Goldstein
City of Capitola
City Manager
831 475-7300



CAPITOLA LIBRARY ADVISORY COMMITTEE AGENDA REPORT

MEETING OF APRIL 12, 2016

FROM: City Manager Department

SUBJECT: Consider the February 16, 2016, Library Advisory Committee Minutes

RECOMMENDED ACTION: Approve Minutes.

DISCUSSION: Attached for the Committee's review and approval are the minutes of the subject meetings.

ATTACHMENTS:

1. Draft February 6, 2016, Library Advisory Committee Minutes

Report Prepared By: Susan Sneddon
City Clerk

Reviewed and Forwarded by:

A handwritten signature in blue ink, appearing to read "Sus", is written over a horizontal line.

Susan Sneddon, City Clerk

4/8/2016

**CAPITOLA LIBRARY ADVISORY COMMITTEE
REGULAR MEETING ACTION MINUTES**

**TUESDAY, FEBRUARY 16, 2016 • 3:30 PM
COMMUNITY ROOM**

1. ROLL CALL

Committee Members Toni Campbell, Barbara Gorson, Ariel Gray, Gayle Ortiz, Lisa Steingrube, Michael Termini, and Jamie Goldstein (Ex Officio) were present. David Kraemer absent.

2. PRESENTATIONS

City Clerk Sneddon gave the oath of office to Committee Members.

3. APPOINTMENT OF CHAIR AND VICE CHAIR

ACTION: Motion by Committee Member Termini, seconded by Committee Member Ortiz to nominate Barbara Gorson as Chair. Motion passed unanimously. Motion by Committee Member Termini, seconded by Committee Member Gorson to nominate Gayle Ortiz as Vice Chair. Motion passed unanimously.

4. ADDITIONAL MATERIALS (None provided)

5. CHANGES TO AGENDA (None provided)

6. ORAL COMMUNICATIONS (None provided)

7. REPORT FROM FRIENDS OF THE CAPITOLA LIBRARY CHAPTER

Chair Gorson provided the Committee with an update of ongoing efforts to form a Friends of the Capitola Library Chapter.

8. REPORT FROM JOINT POWERS BOARD

City Manager Goldstein informed the Committee that the Joint Powers Board was now in place and is in the process of recruiting a new Library Director and recently approved a contract with CENIC Broadband Network Consortium to provide fiber internet to the library system which will result in significantly improved broadband service at a reduced cost.

9. COMMITTEE/STAFF COMMENTS (None provided)

10. CONSENT CALENDAR

A. Receive the City of Capitola Board, Commission, and Committee Guide.

ACTION: Motion by Committee Member Ortiz, seconded by Committee Member Termini to accept the City of Capitola Board, Commission, and Committee Guide. Motion passed unanimously.

11. GENERAL BUSINESS**A. Approve the Library Advisory Committee Agenda Format**

ACTION: Motion by Committee Member Termini, seconded by Committee Member Ortiz to approve the agenda format. Motion passed unanimously.

B. Annual Meeting Schedule for the Library Advisory Committee

ACTION: Motion by Committee Member Campbell, seconded by Committee Member Ortiz to accept the proposed meeting schedule. Motion passed unanimously.

Subsequent motion by Committee Member Campbell, seconded by Committee Member Ortiz to reconsider the item. Motion passed unanimously.

Motion by Committee Member Termini, seconded by Committee Member Ortiz to revise the schedule to meet semi-monthly on the second Tuesday of the month. Motion passed unanimously.

C. Consider the Library Advisory Committee Guidelines

ACTION: Motion by Committee Member Ortiz, seconded by Committee Member Termini to accept the Library Advisory Committee Guidelines. Motion passed unanimously.

D. Receive an Update Regarding the Santa Cruz Libraries Tax Revenue Ballot Measure

ACTION: Motion by Committee Member Termini, seconded by Committee Member Ortiz to accept the update regarding the Santa Cruz Libraries Tax Revenue Ballot Measure. Motion passed unanimously.

E. Receive Report and Discuss the Capitola Branch Library Birthday Event

ACTION: Motion by Committee Member Termini, seconded by Committee Member Campbell to take no action on the Capitola Branch Library Birthday Event which is to be planned by the Friends of the Capitola Library Chapter. Motion passed unanimously.

12. ADJOURNMENT

Barbara Gorson, Chair

ATTEST:

Rich Grunow, Recorder of the Minutes



CAPITOLA LIBRARY ADVISORY COMMITTEE AGENDA REPORT

MEETING OF APRIL 12, 2016

FROM: City Manager Department

SUBJECT: Overview of the Capitola Branch Library Operations and Challenges

RECOMMENDED ACTION: Receive presentation.

DISCUSSION: Interim Library Director Janis O'Driscoll and Capitola Library Branch Manager Melanee Barash will present an overview of the services offered in the existing library, and summary of challenges and opportunities for the future.

Report Prepared By: Jamie Goldstein
City Manager

Reviewed and Forwarded by:

A handwritten signature in blue ink, appearing to read "Susan", is written over a horizontal line.

Susan Sneddon, City Clerk

4/8/2016



CAPITOLA LIBRARY ADVISORY COMMITTEE AGENDA REPORT

MEETING OF APRIL 12, 2016

FROM: City Manager Department

SUBJECT: Review Timeline to Construct the Capitola Branch Library

RECOMMENDED ACTION: Receive presentation regarding the timeline for the construction of the Capitola Branch Library and recommend the City retain a Library Construction Project Manager (Project Manager) if the June ballot measure is approved.

DISCUSSION: The attached timeline was previously presented to the former Library Ad Hoc Committee. Since that time a number of key milestones have been accomplished. The timeline has been updated to reflect the current status of the project, and outline potential strategies depending on the outcome of the June Ballot Measure.

If the June Ballot Measure is successful, staff recommends the City begin the next phase of library development by bringing a Project Manager onto the library team. Bringing a Project Manager onboard at this early design development phase will be important to help efficiently guide the project through the process and to ensure the ultimate project is built within budget.

ATTACHMENTS:

1. Library Timeline 2016 Update

Report Prepared By: Jamie Goldstein
City Manager

Reviewed and Forwarded by:

Susan Sneddon, City Clerk

4/8/2016

Capitola Branch Library – Funded Nov. 2016

