

REVISED



**CAPITOLA LIBRARY ADVISORY COMMITTEE
REGULAR MEETING AGENDA**

TUESDAY, FEBRUARY 14, 2017

3:30 PM

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

1. ROLL CALL

2. APPOINTMENT OF CHAIR AND VICE CHAIR

- A. Appoint a Chair and Vice Chair to the Library Advisory Committee
RECOMMENDED ACTION: Make Appointments.

3. ADDITIONAL MATERIALS

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

- A. Item 6.A. Corrections to the January 26, 2017, Special Meeting Minutes of the Library Advisory Committee.

4. CHANGES TO AGENDA

5. ORAL COMMUNICATION

Oral Communications allows time for members of the Public to address the Committee on any item not on the Agenda. Presentations will be limited to three minutes per speaker. Individuals may not speak more than once during Oral Communication. All speakers must address the entire Committee and will not be permitted to engage in dialogue. A MAXIMUM of 30 MINUTES is set aside for Oral Communications at this time.

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.

CAPITOLA LIBRARY ADVISORY COMMITTEE REGULAR MEETING AGENDA
February 14, 2017

- A. Consider the December 13, 2016, Regular Meeting Minutes and the January 26, 2017 Special Meeting Minutes of the Library Advisory Committee
RECOMMENDED ACTION: Approve Minutes.

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. Update on Library Project
RECOMMENDED ACTION: This is an informational item and no action is required.
- B. Committee Participation in Second Workshop
RECOMMENDED ACTION: Discuss and formalize any potential role of the Library Advisory Committee at the second public workshop to be held on March 8, 2017.

12. ADJOURNMENT

Adjourned to a Regular Meeting of the Library Advisory Committee to be held on Tuesday, April 11, 2017, 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 FEBRUARY 14, 2017

FROM: City Manager Department

SUBJECT: Appoint a Chair and Vice Chair to the Library Advisory Committee

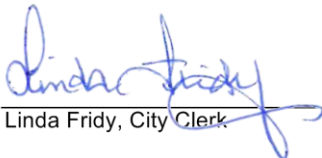
RECOMMENDED ACTION: Make Appointments.

BACKGROUND: In this past first year of the Library Advisory Committee member Barbara Gorson has served as the Chair and member Gayle Ortiz has served as the Vice Chair.

DISCUSSION: This matter is before the Committee to select a Chair and Vice Chair. Pursuant to City's Board, Commission and Committee Guide (Item 11.A.) each advisory body elects a Chair and a Vice Chair annually, generally at the first meeting held in a new calendar year, or as specified in the guidelines. The Chair presides at all advisory body meetings, and the Vice Chair presides the Chair's absence.

Report Prepared By: Michele Deiter
Records Coordinator

Reviewed and Forwarded by:


Linda Fridy, City Clerk

2/10/2017

REVISED
CAPITOLA LIBRARY ADVISORY COMMITTEE
SPECIAL MEETING ACTION MINUTES

THURSDAY, JANUARY 26, 2017 - 2:00 PM
COMMUNITY ROOM

1. ROLL CALL

Committee Members Chair Barbara Gorson, Ariel Gray, Vice Chair Gayle Ortiz, Lisa Steingrube, Steven Walsh, Council Member Michael Termini and City Manager Jamie Goldstein (Ex Officio) were present. Committee Member Toni Campbell was absent.

2. ADDITIONAL MATERIALS (None provided.)

3. CHANGES TO AGENDA (None provided.)

4. ORAL COMMUNICATIONS (None provided.)

5. COMMITTEE/STAFF COMMENTS (None provided.)

6. GENERAL BUSINESS

A. Library Program and Budget Review

Given the state of the economy and rising costs, the following three budget options to proceed with the Capitola Library Project were presented by City Manager Goldstein and Public Works Director Steve Jesberg to the members of the Library Advisory Committee for their review and selection of a preference.

Option 1: Utilize the revised needs assessment and build a 11,700 sf library at a cost of \$13,150,000

Option 2: Utilize the 2011 need assessment and build a 12,800 sf library at a cost of \$14,150,000

Option 3: Utilize the anticipated budget and build a 9,120 sf library at a cost of \$11,150,000

After sincere study and deliberation, the following action was taken.

ACTION: Motion by Vice Chair Ortiz, seconded by Committee Member Steingrube was made to approve Option 1 to be presented to the City Council by a Committee representative at tonight's Regular meeting of the City Council as the Committee's preferred budget option to proceed with for the Capitola Library Project. Vice Chair Ortiz was selected as the Committee representative to make the presentation. **Ayes:** Gorson, Gray, Ortiz, Steingrube, Walsh; **Noes:** None; **AbSustained:** Council Member Termini.

7. ADJOURNMENT

Chair Gorson adjourned the meeting at 3:23 p.m. to the next Regular Meeting of the Library Advisory Committee to be held on Tuesday, February 14, 2017 at 3:30 p.m. in the Community room located at 420 Capitola Avenue, Capitola.

Barbara Gorson, Chair

ATTEST:

Michele Deiter, CMC
Records Coordinator



CAPITOLA LIBRARY ADVISORY COMMITTEE AGENDA REPORT

MEETING OF FEBRUARY 14, 2017

FROM: City Manager Department

SUBJECT: Consider the December 13, 2016, Regular Meeting Minutes and the January 26, 2017 Special Meeting Minutes of the Library Advisory Committee

RECOMMENDED ACTION: Approve Minutes.

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

ATTACHMENTS:

1. December 13, 2016, Library Advisory Minutes-Draft
2. January 26, 2017, Library Advisory Committee Minutes-Draft

Report Prepared By: Michele Deiter
Records Coordinator

Reviewed and Forwarded by:

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

Jamie Goldstein, City Manager

2/8/2017

CAPITOLA LIBRARY ADVISORY COMMITTEE REGULAR MEETING ACTION MINUTES

**TUESDAY, DECEMBER 13, 2016 - 3:30 PM
COMMUNITY ROOM**

1. ROLL CALL

Committee Members Chair Barbara Gorson, Ariel Gray, Vice Chair Gayle Ortiz, Council Member Michael Termini and City Manager Jamie Goldstein (Ex Officio) were present. Committee Members Toni Campbell and Lisa Steingrube were absent.

2. PRESENTATIONS

A. Introduction of the new Chief of Police Terry McManus

City Manager Goldstein introduced and welcomed the City's new Chief of Police.

3. ADDITIONAL MATERIALS (None provided.)

4. CHANGES TO AGENDA (None provided.)

5. ORAL COMMUNICATIONS (None provided.)

6. REPORT FROM FRIENDS OF CAPITOLA LIBRARY CHAPTER

Chair Gorson stated that the last meeting of the Friends of Capitola Library Chapter to be held was canceled.

7. REPORT FROM LIBRARY COMMISSION

Chair Gorson stated that Library Commission had a review of the Strategic Plan Update where key ideas were received among the many inputs regarding the library being a safe place within the community having natural beauty. Also addressed as a priority to consider were traffic, economic disparity, homelessness and environmental issues.

8. REPORT FROM JOINT POWERS BOARD

City Manager Goldstein reported that the standardized policy supporting the needs assessment was to be made more clear overall and that the first draft reviewed went back for revision.

9. COMMITTEE/STAFF COMMENTS (None provided.)

10. CONSENT CALENDAR

A. Consider the November 16, 2016, Regular Meeting Minutes of the Library Advisory Committee

ACTION: Motion by Council Member Termini, seconded by Vice Chair Ortiz to approve the November 16, 2016, Regular Meeting Minutes of the Library Advisory Committee. **Ayes:** Committee Members Chair Gordon, Gray, Vice Chair Ortiz and Council Member Termini; **Noes:** None; **Absent:** Committee Members Campbell and Steingrube.

11. GENERAL BUSINESS

A. Review of the Capitola Library Budget and Timeline Update

Review of the Project Timeline Update was received from Project Manager David Tanza of Bogard Construction and Public Works Director Steve Jesberg.

B. Consider Options for Temporary Services During Construction of the New Capitola Library

ACTION: Motion by Council Member Termini, seconded by Vice Chair Ortiz to approve making a recommendation to the City Council and the Library JPA Board that Temporary Library Services should be in place during the Construction of the New Capitola Library. **Ayes:** Committee Members Chair Gordon, Gray, Vice Chair Ortiz and Council Member Termini; **Noes:** None; **Absent:** Committee Members Campbell and Steingrube.

C. Review Capitola Branch Library Fundraising Strategy Outline

Vice Chair Ortiz stated that a visual is necessary for promotional purposes, so until the Library's design is approved an outline regarding the fundraising strategy is pending.

D. Consider the Designation of a Library Advisory Committee Member to the Library Ad Hoc Design Committee

ACTION: Motion by Council Member Termini, seconded by Committee Member Gray to designate Vice Chair Ortiz as the committee's representative to the Library Ad Hoc Design Committee. **Ayes:** Committee Members Chair Gordon, Gray, Vice Chair Ortiz and Council Member Termini; **Noes:** None; **Absent:** Committee Members Campbell and Steingrube.

E. Consider the 2017 Annual Meeting Schedule for the Library Advisory Committee

ACTION: Motion by Council Member Termini, seconded by Vice Chair Ortiz to approve the 2017 Annual Meeting Schedule for the Library Advisory Committee. **Ayes:** Committee Members Chair Gordon, Gray, Vice Chair Ortiz and Council Member Termini; **Noes:** None; **Absent:** Committee Members Campbell and Steingrube.

11. ADJOURNMENT

Chair Gorson adjourned the meeting at 4:35 p.m. to a Regular Meeting of the Library Advisory Committee to be held on Tuesday, February 14, 2017, at 3:30 p.m. in the Community room located at 420 Capitola Avenue, Capitola.

Barbara Gorson, Chair

ATTEST:

Michele Deiter, CMC
Records Coordinator

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

**THURSDAY, JANUARY 26, 2017 - 2:00 PM
COMMUNITY ROOM**

1. ROLL CALL

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Barbara Gorson, Chair

ATTEST:

Michele Deiter, CMC
Records Coordinator

Attachment: January 26, 2017, Library Advisory Committee Minutes-Draft (1749 : Meeting Minutes)



CAPITOLA LIBRARY ADVISORY COMMITTEE AGENDA REPORT

MEETING OF FEBRUARY 14, 2017

FROM: Public Works Department

SUBJECT: Update on Library Project

RECOMMENDED ACTION: This is an informational item and no action is required.

BACKGROUND: On January 26, 2017, the City Council reviewed the revised needs assessment, library budget, and projected costs for the library project. These items were all reviewed by the LAC at the special meeting earlier that day. The LAC supported the option to build an 11,700-square-foot library at an estimated cost of \$13 million. The City Council supported this recommendation and the architect has proceeded to revise the design based on that size.

DISCUSSION: The revised schematic design drawings are included as Attachment 1. The final floor plan is currently being refined by the architect and library staff. A presentation on the design that was provided at the last Library Design Committee meeting will be provided.

The project schedule currently has the City Council approving a schematic design and authorizing staff to proceed with project entitlement, including CEQA review and permits, on March 23, 2017.

ATTACHMENTS:

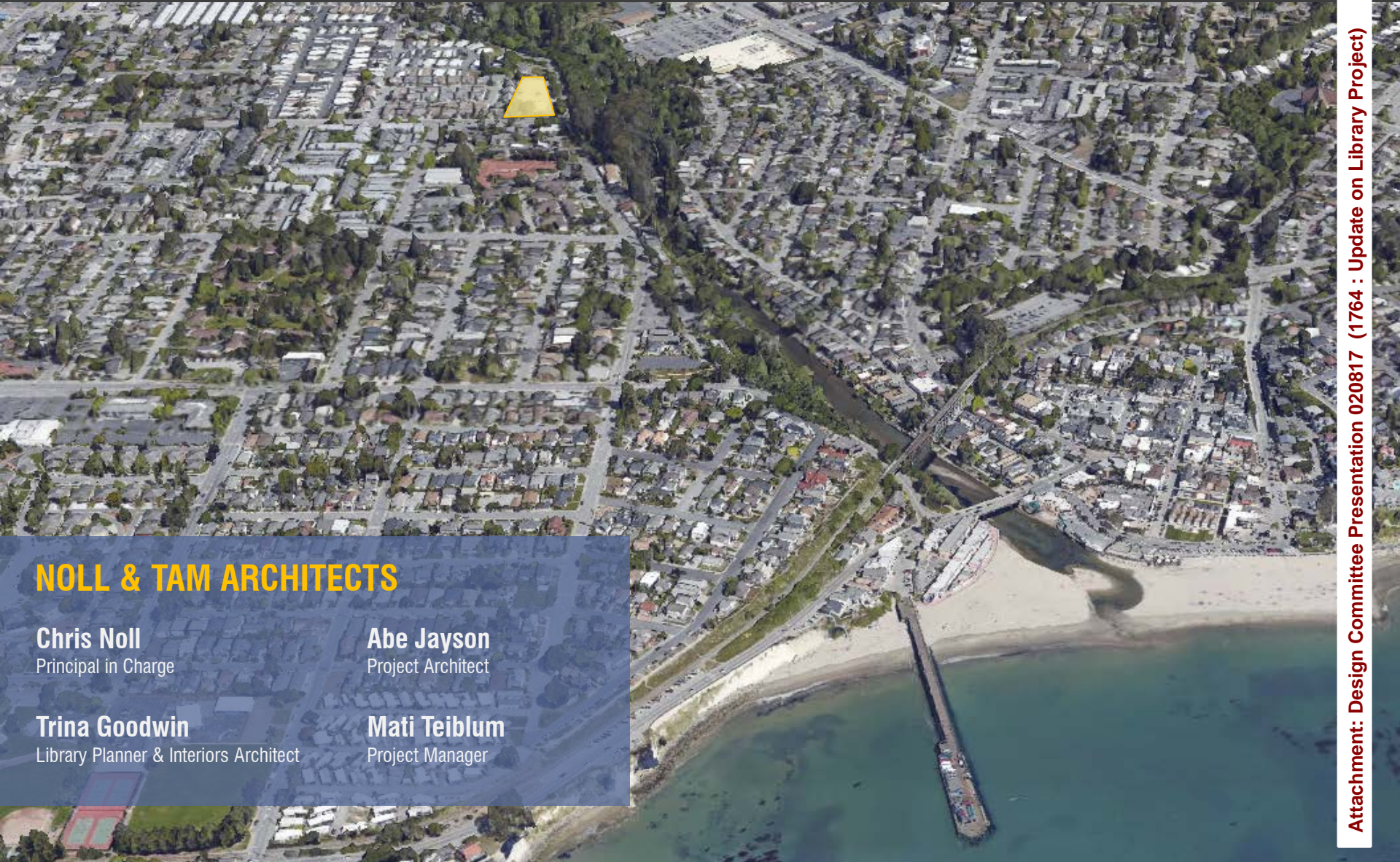
1. Design Committee Presentation 020817

Report Prepared By: Steve Jesberg
Public Works Director

Reviewed and Forwarded by:

Linda Fridy, City Clerk

2/10/2017



NOLL & TAM ARCHITECTS

Chris Noll
Principal in Charge

Abe Jayson
Project Architect

Trina Goodwin
Library Planner & Interiors Architect

Mati Teiblum
Project Manager

Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

PROPOSED SITE PLAN



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

PROPOSED SITE PLAN



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

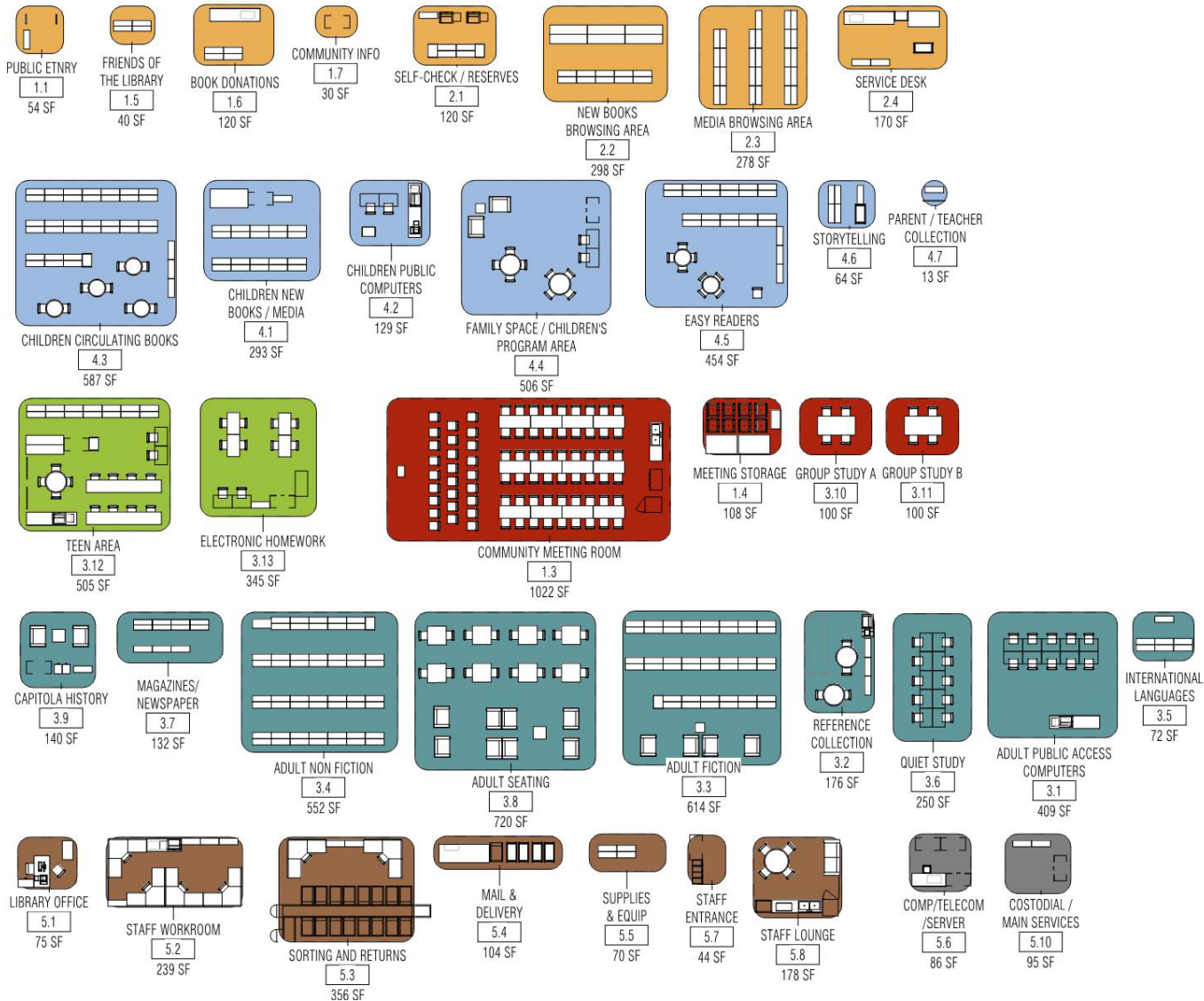
LANDSCAPE DESIGN



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

JONI L. JANECKI
& ASSOCIATES

CORRALS – ORIGINAL PROGRAM



PUBLIC

CHILDREN

YOUNG ADULT / TEEN

MEETING

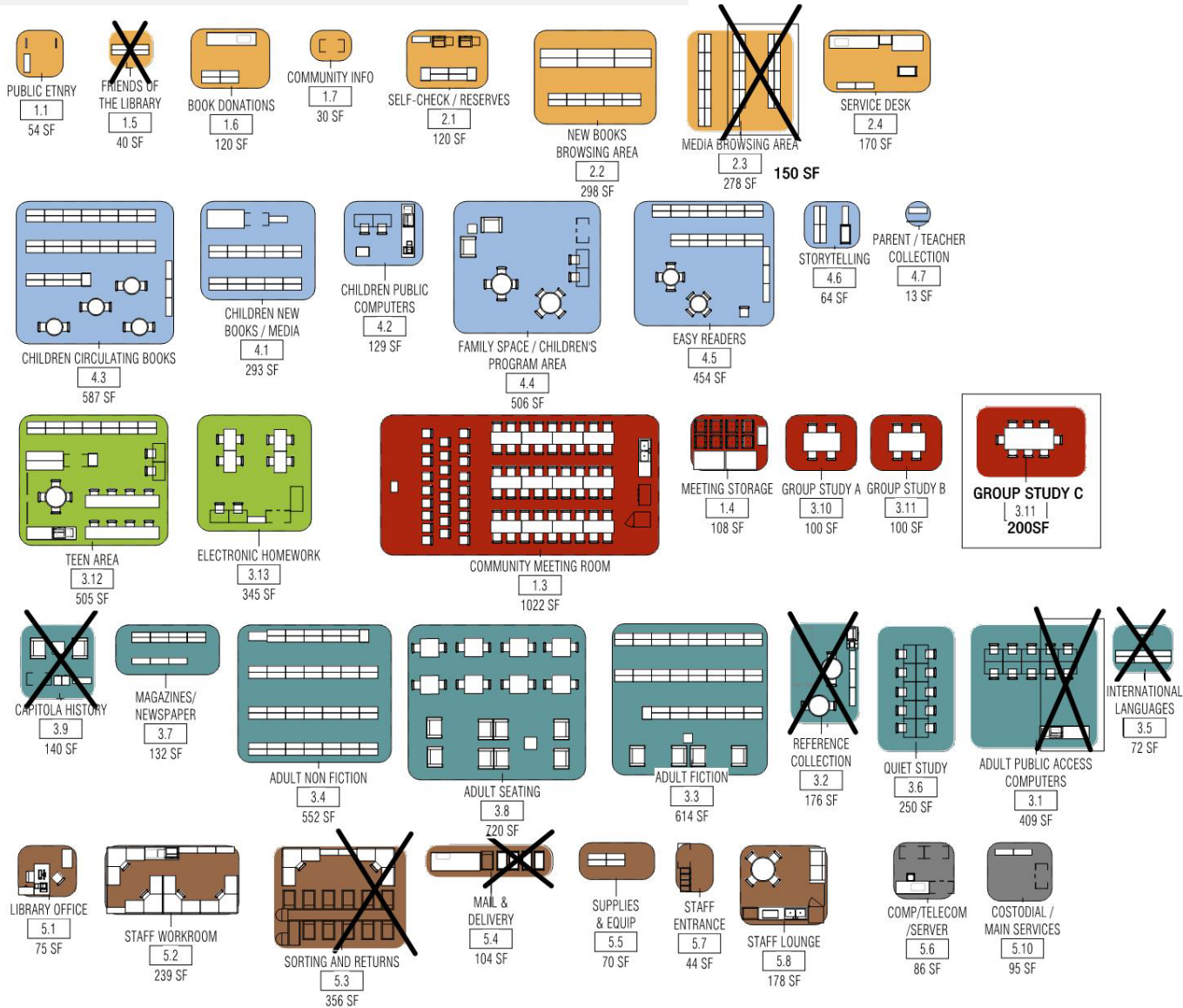
ADULT

STAFF

SUPPORT

Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

CORRALS – REVISED PROGRAM



PUBLIC

CHILDREN

YOUNG ADULT / TEEN

MEETING

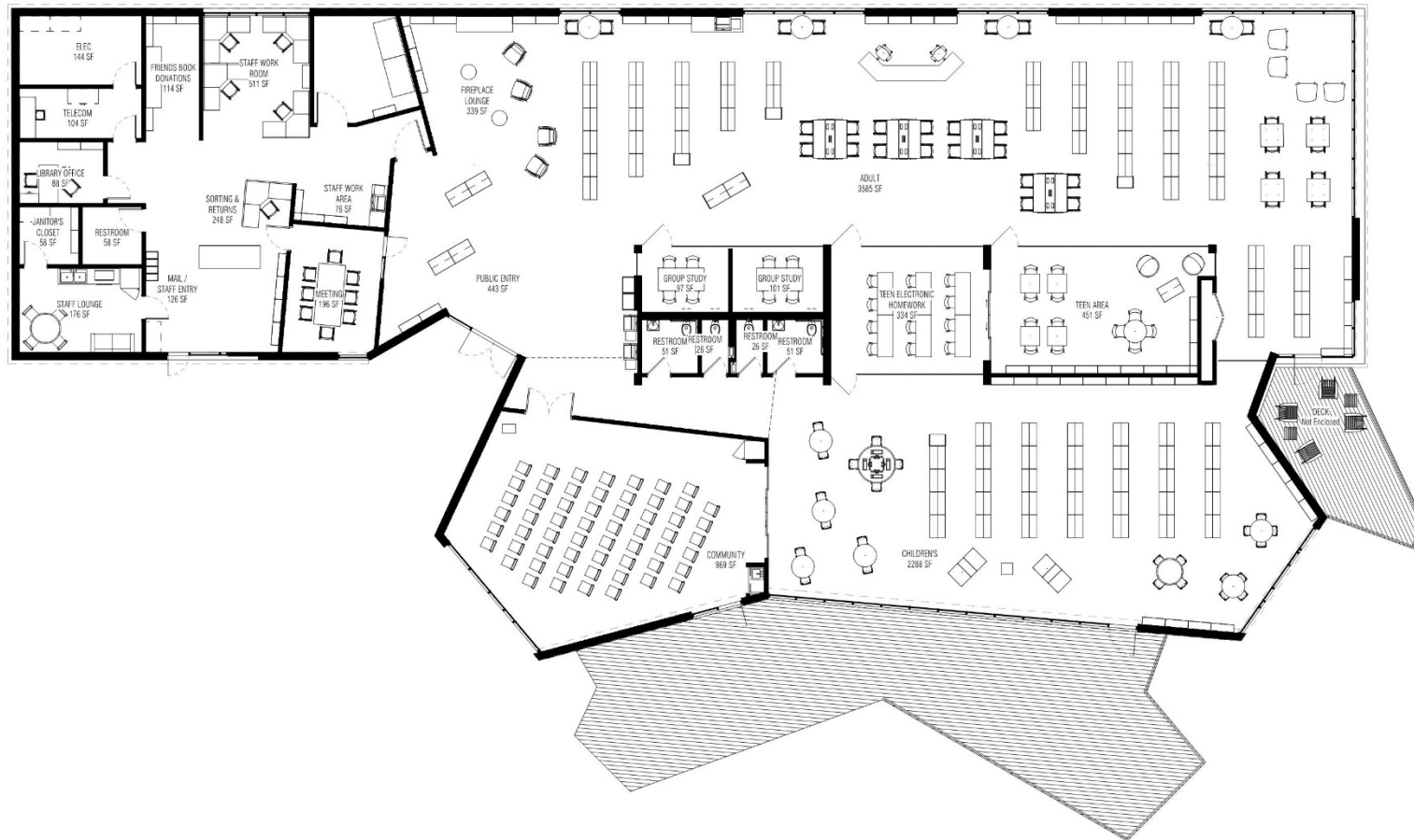
ADULT

STAFF

SUPPORT

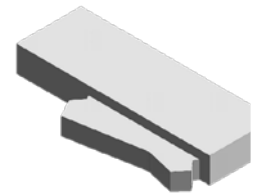
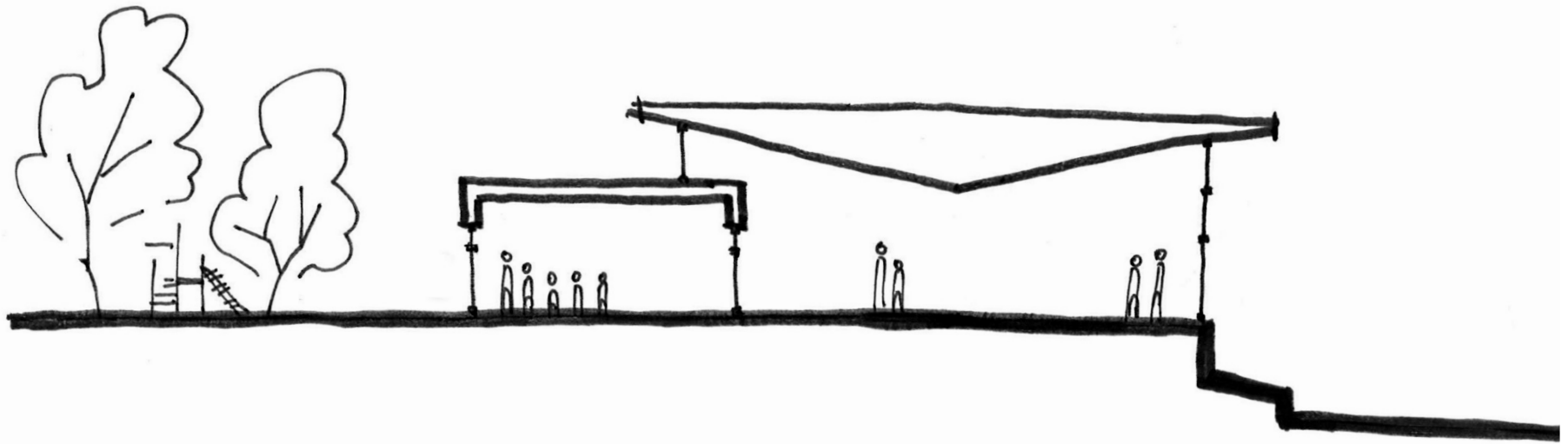
Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

FLOOR PLAN



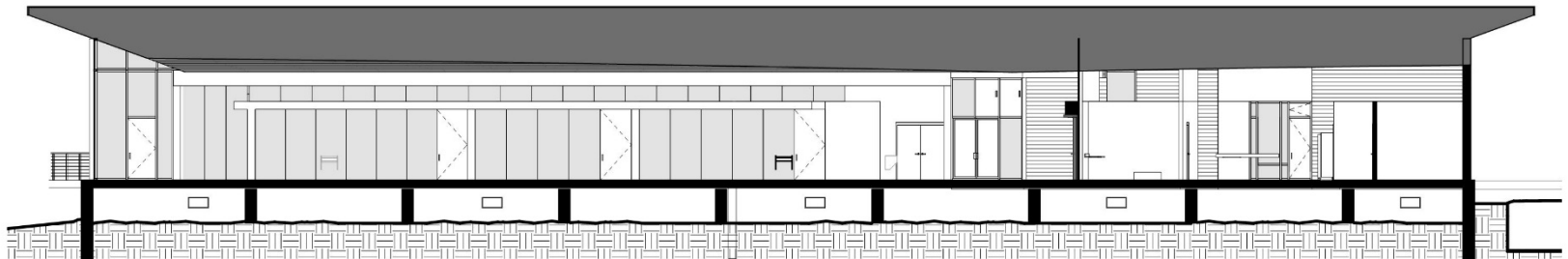
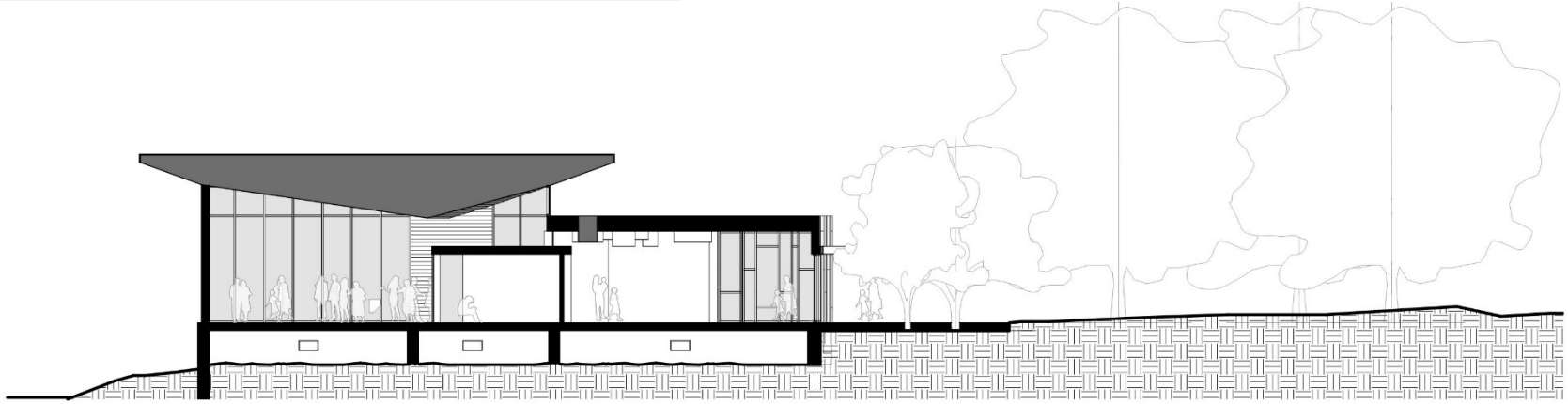
Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

SCHEME C – MARITIME



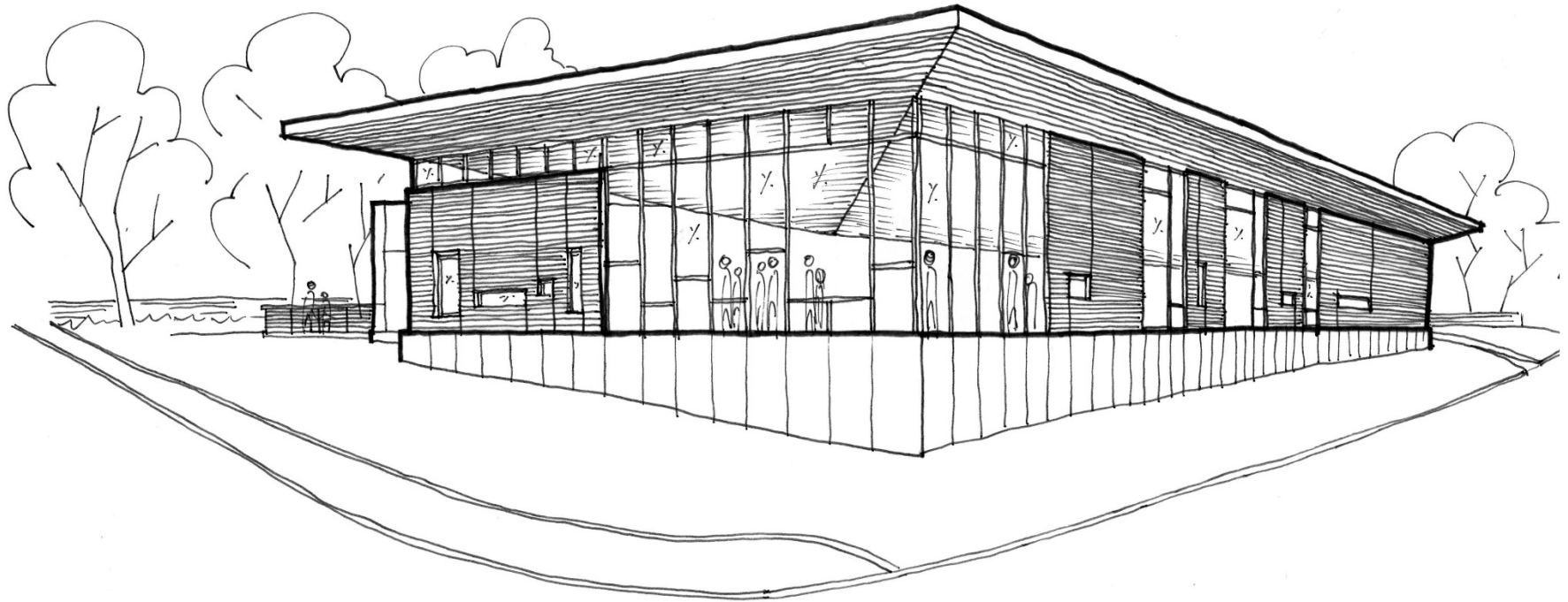
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SECTIONS

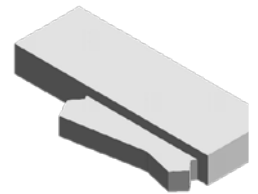


Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

CLARES ST & WHARF RD



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

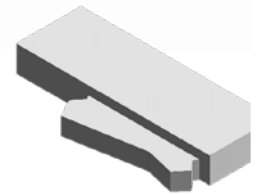
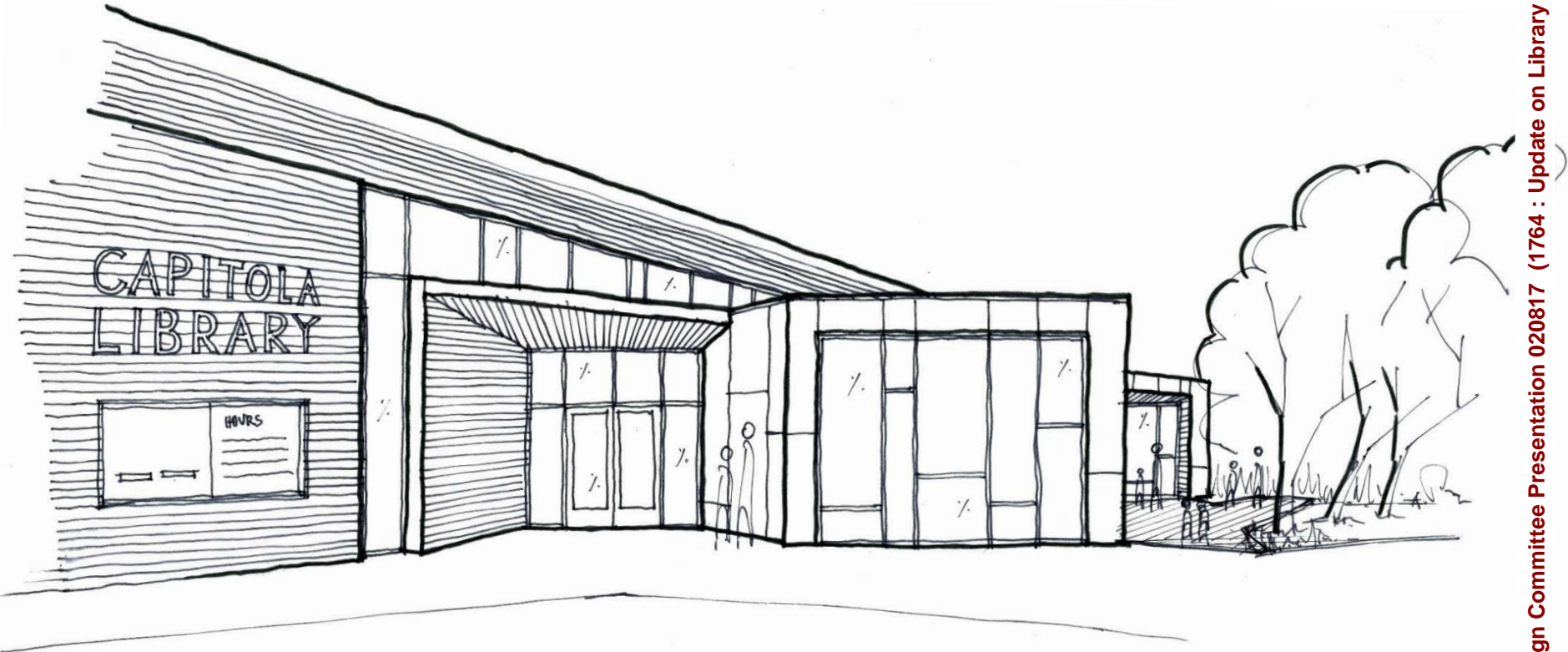


CLARES ST & WHARF RD



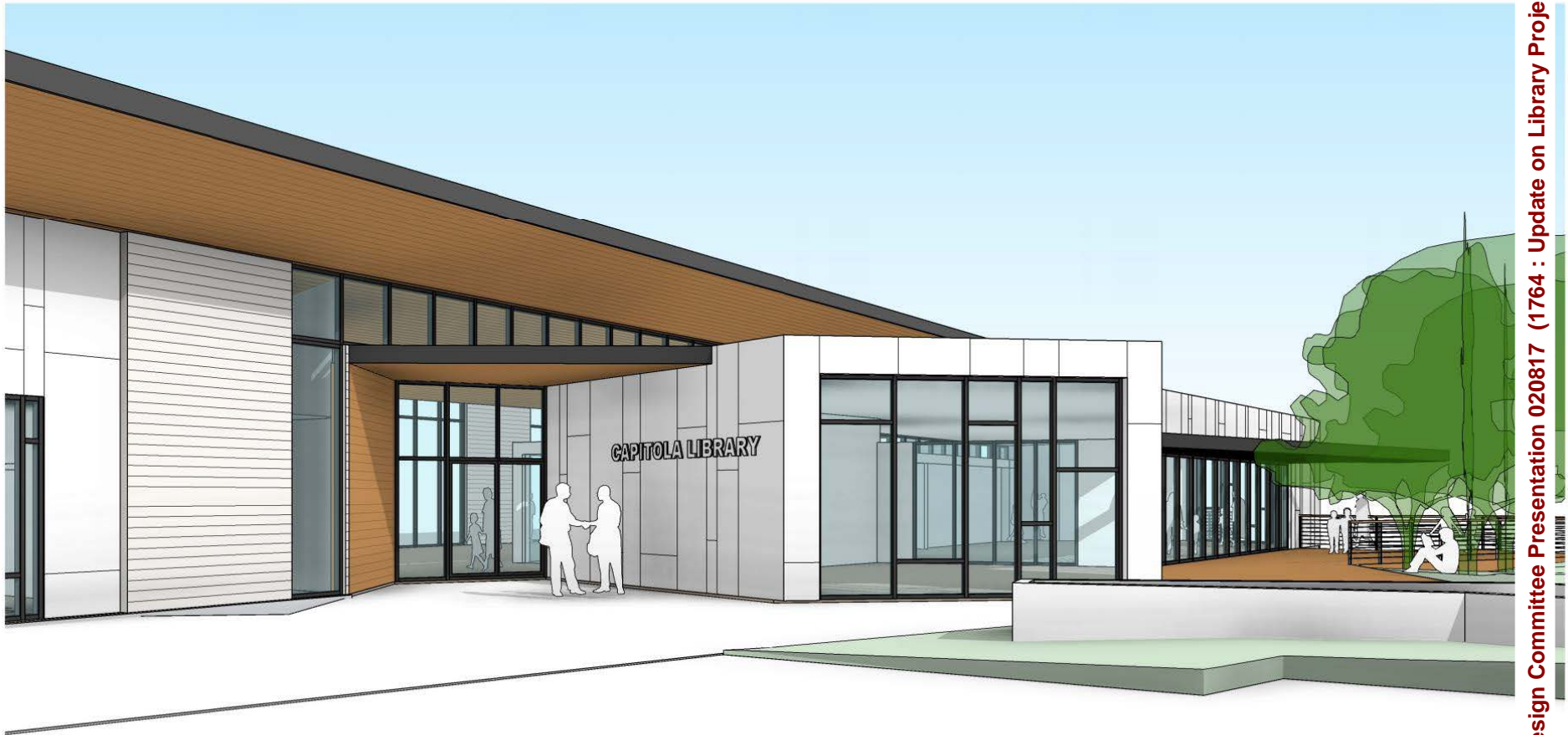
Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

MAIN ENTRANCE



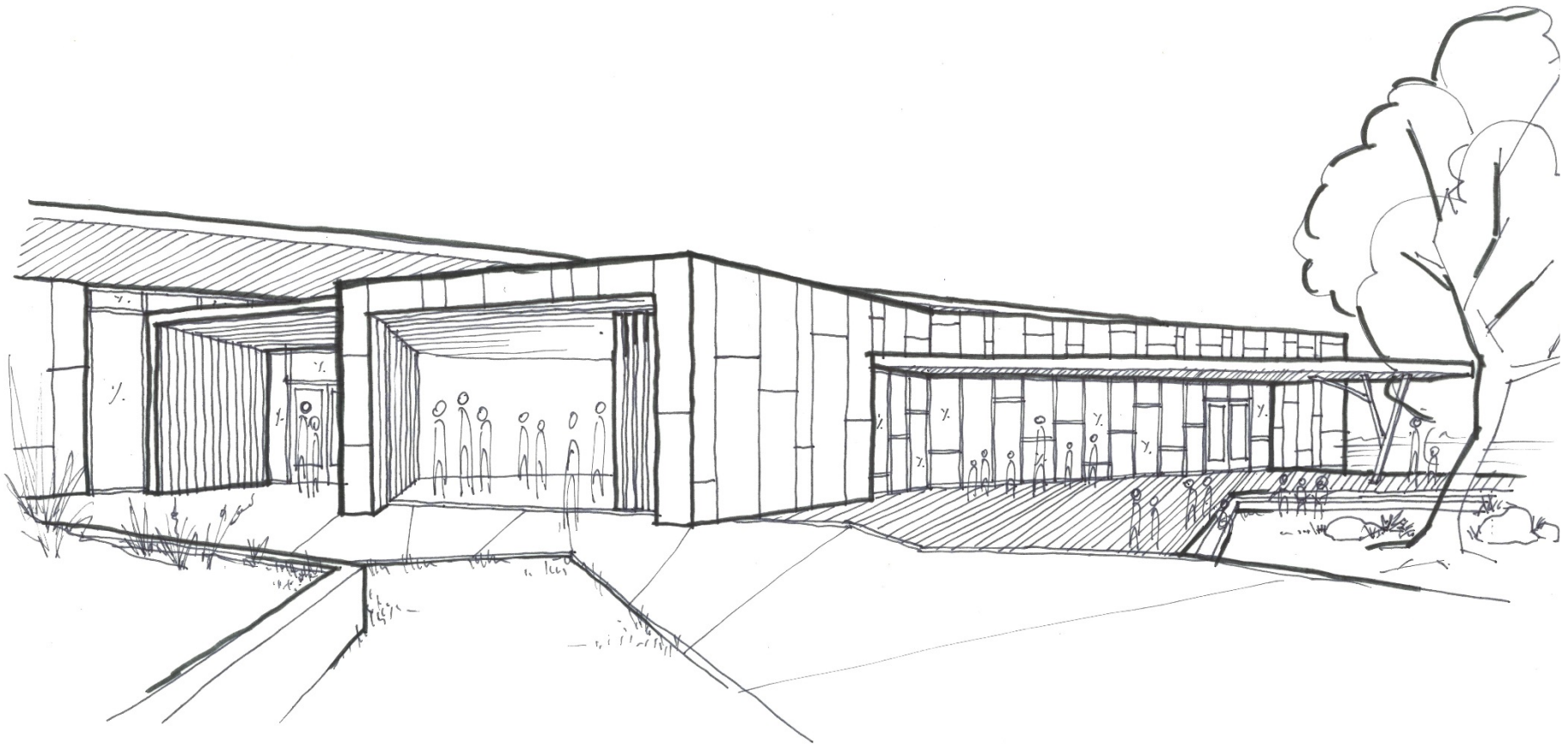
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MAIN ENTRANCE

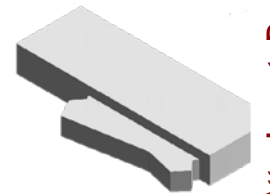


Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

PORCH



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

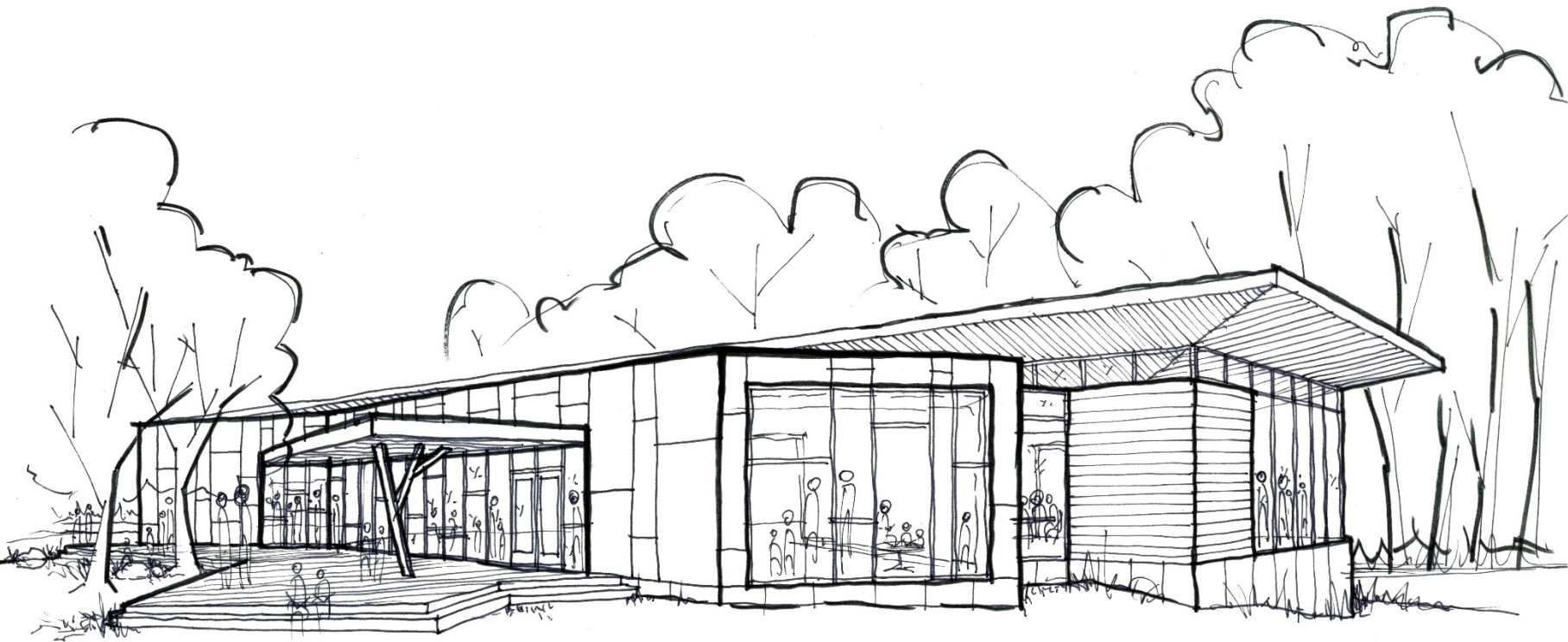


PORCH

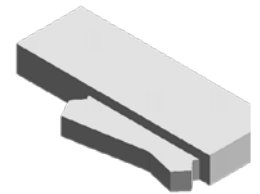


Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

CLARES ST



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)



CLARES ST



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

VIEW TO PUBLIC ENTRY VERSION 1



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

VIEW TO PUBLIC ENTRY VERSION 2



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

SERVICE DESK TO TEEN AREA



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

CHILDREN'S AREA



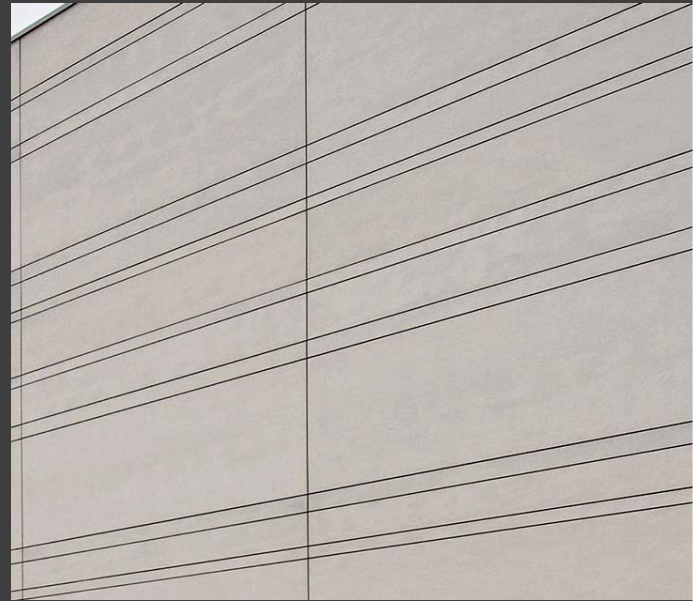
Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

TEEN AREA

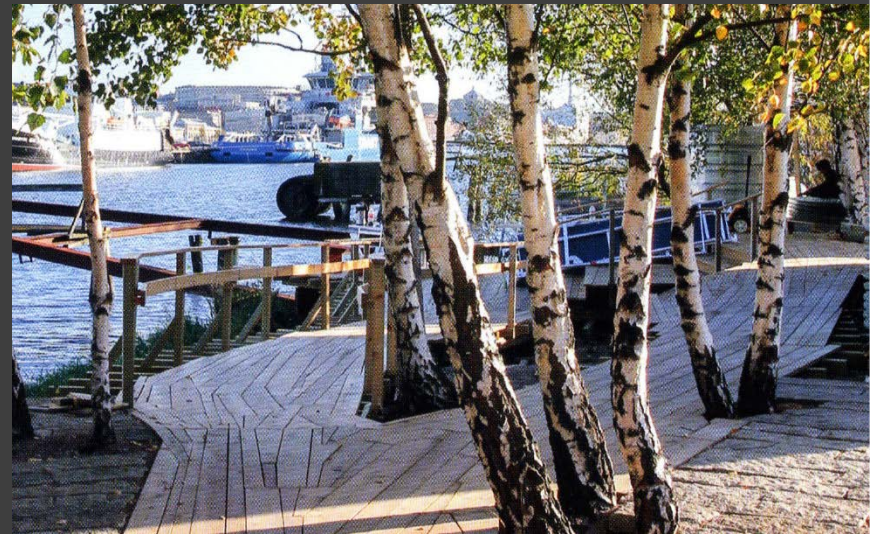


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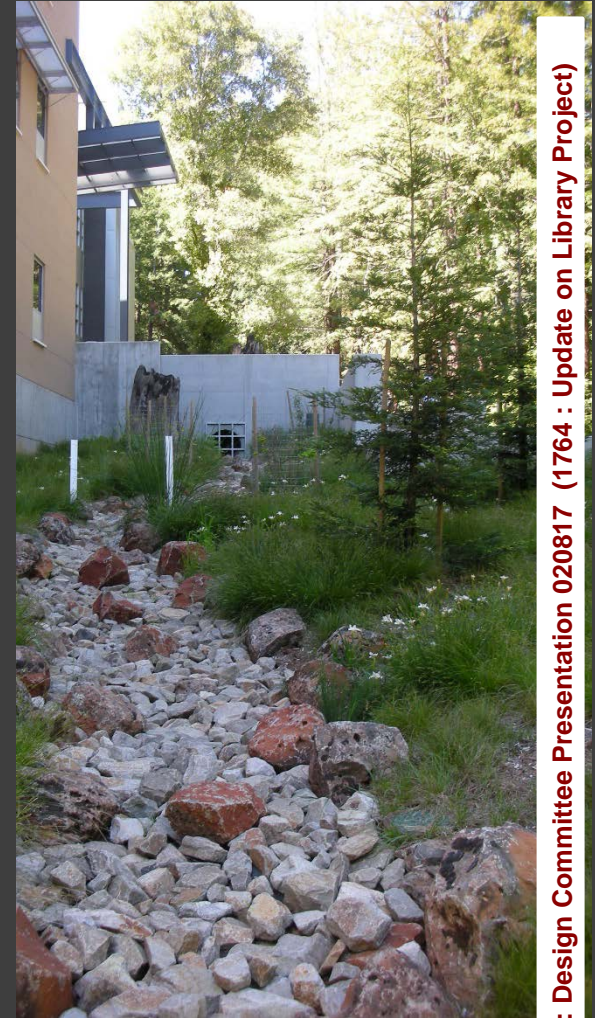
MATERIALS



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

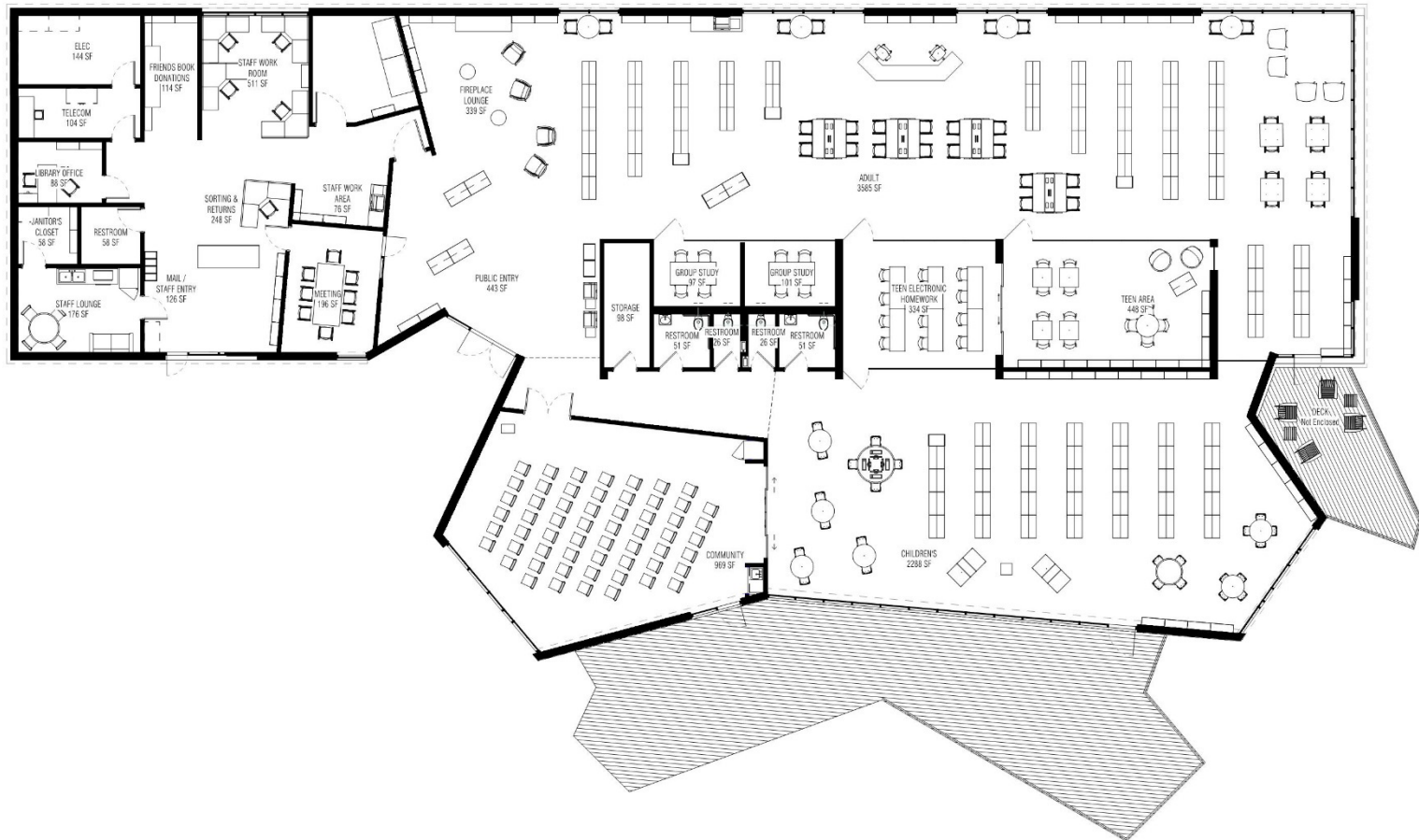


Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

Q&A

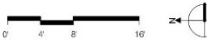
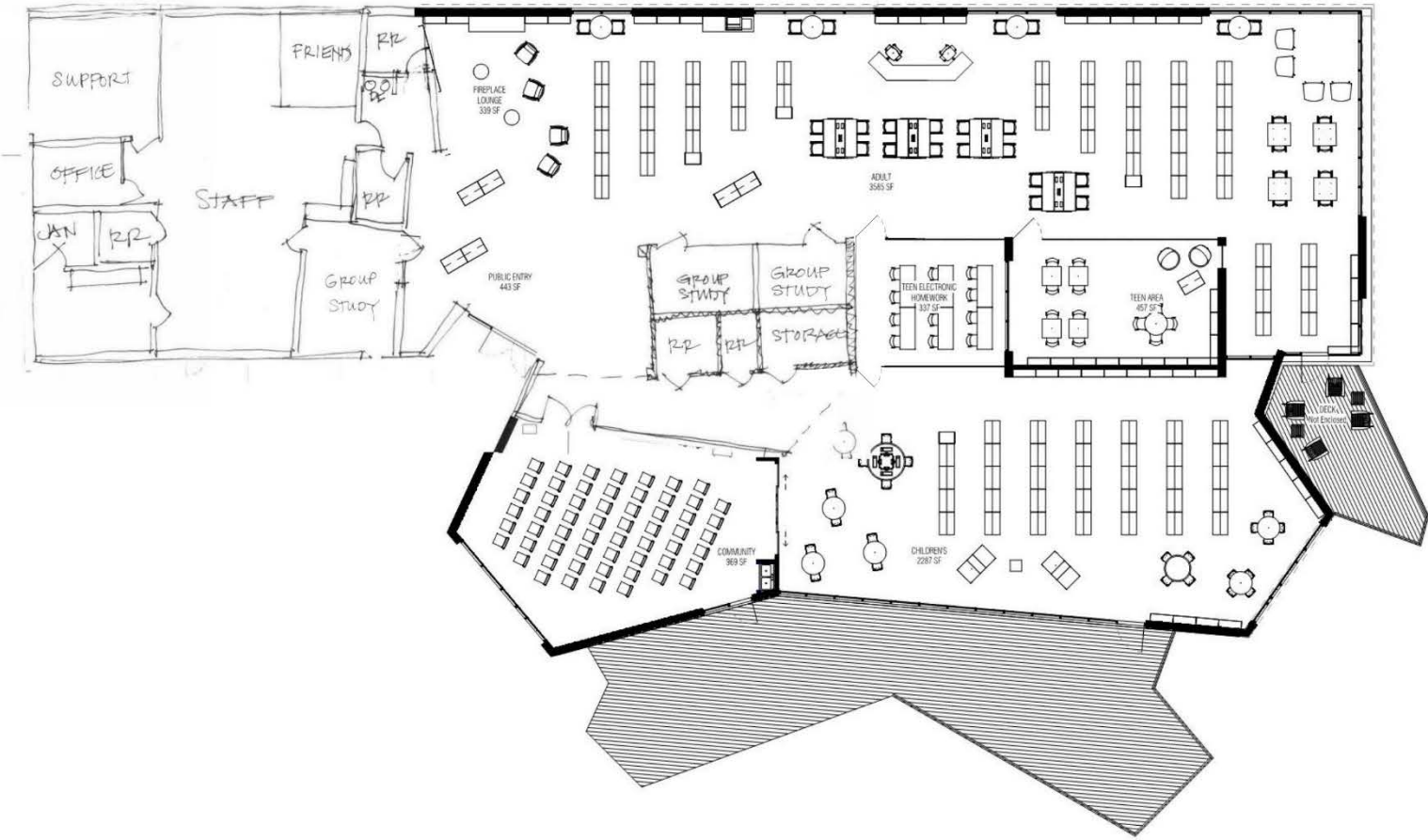
Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

FLOOR PLAN VERSION 2



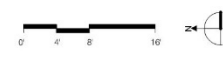
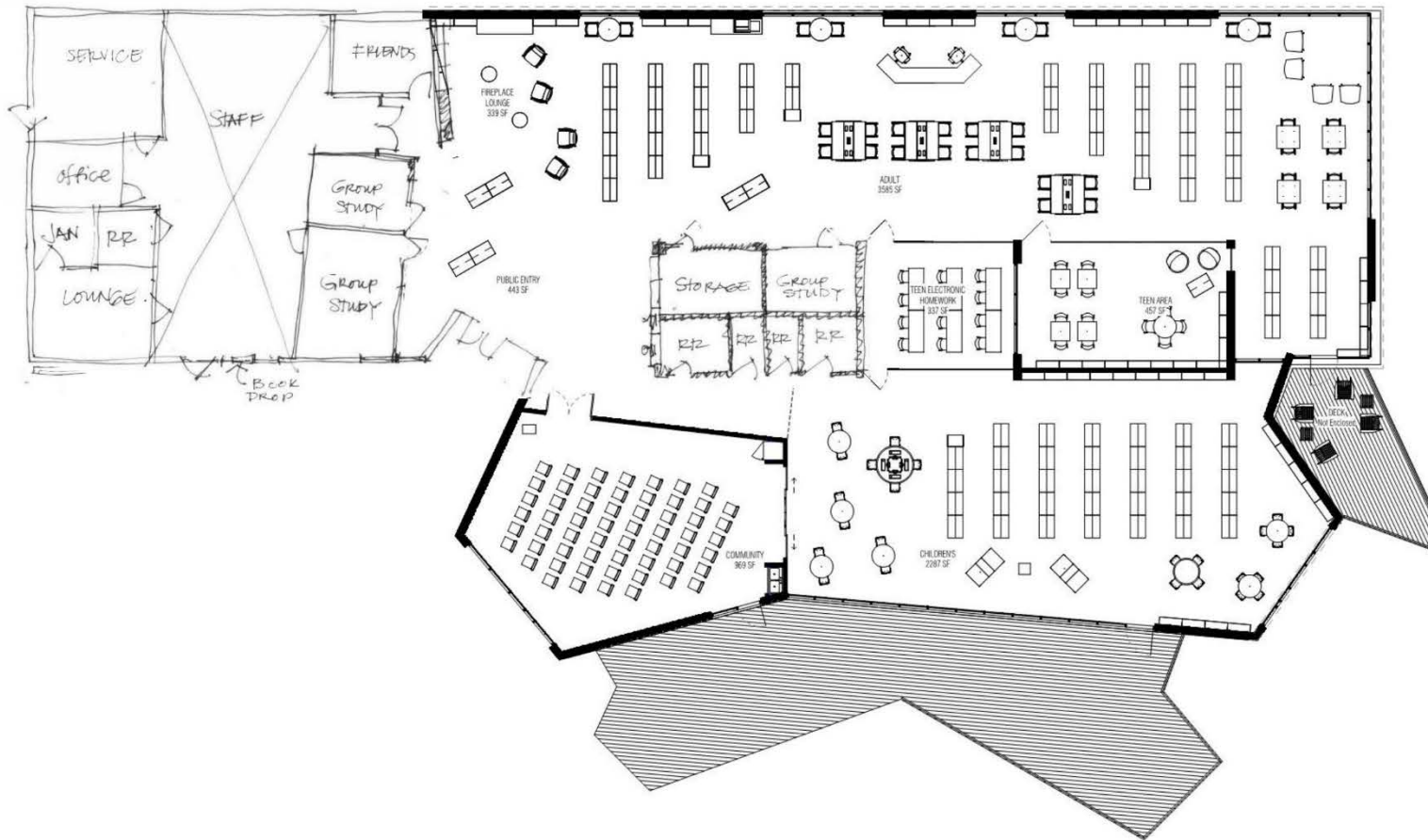
Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

FLOOR PLAN SKETCH VERSION 3



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

FLOOR PLAN SKETCH VERSION 4



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

CIVIL SITE PLAN



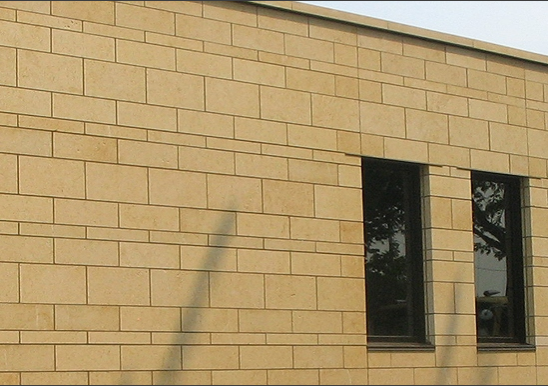
Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

MATERIALS: WOOD



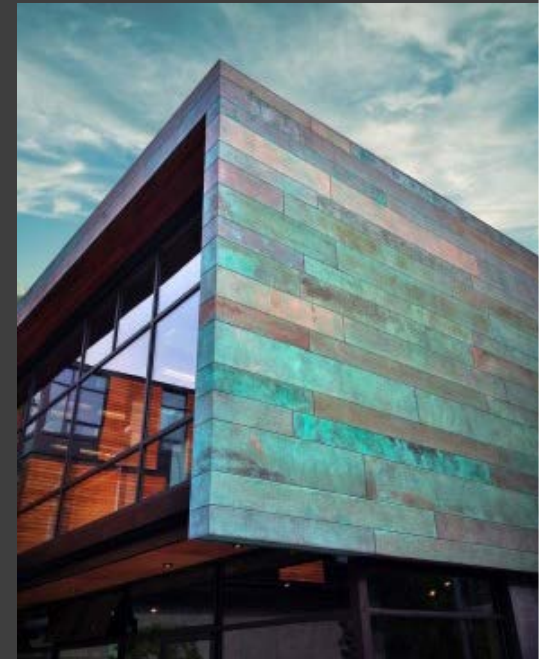
Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

MATERIALS: MASONRY



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)

MATERIALS: METAL



Attachment: Design Committee Presentation 020817 (1764 : Update on Library Project)



CAPITOLA LIBRARY ADVISORY COMMITTEE AGENDA REPORT

MEETING OF FEBRUARY 14, 2017

FROM: Public Works Department

SUBJECT: Committee Participation in Second Workshop

RECOMMENDED ACTION: Discuss and formalize any potential role of the Library Advisory Committee at the second public workshop to be held on March 8, 2017.

BACKGROUND: The City held a public workshop on January 11 to introduce Noll and Tam Architects and update the community regarding design direction.

City staff, in coordination with the Library Design Ad Hoc Committee, has identified March 8, 2017, as the date for the next community workshop.

DISCUSSION: The purpose of this item is to review the goals of the workshop and determine if there is any role for LAC members to fulfill during the workshop.

It is anticipated that Noll and Tam will present the latest site and building plans at this workshop. Between now and the workshop, Noll and Tam will be working extensively with library staff to develop a floorplan that provides good flow and visibility. If the next workshop goes as well as the first one, staff anticipates that there could be overwhelming support for the design efforts to date.

Report Prepared By: Steve Jesberg
Public Works Director

Reviewed and Forwarded by:

Linda Fridy, City Clerk

2/10/2017