



**CITY OF PACIFICA
LIBRARY ADVISORY COMMITTEE**

August 17, 2016

6:30 – 8:00 P.M.

**City Council Chambers
2212 Beach Boulevard - second floor**

1. Call to Order

2. Approval of July 27, 2016 Meeting Minutes

3. Oral Communications

This portion of the agenda is available to the public to address the Committee on any issue within the subject matter jurisdiction of the Committee that is not on the agenda.

4. Work plan and Schedule Review

Review the current work plan and schedule, review upcoming meetings and tasks.

5. Draft Project and Process Goals (discussion)

Review draft of project and process goals developed from LAC #1, these goals will continue to be developed through the schematic design for the new library.

6. Summary of Needs Assessments

As background for the project review, the recommendations and findings from previous studies for the library including the 2011 Pacifica Library Needs Assessment and 2014 Pacifica Library Facility Assessments will be presented.

7. Library Building Program (discussion)

Review the 2012 Building Program prepared by Page and Moris and receive SMCL presentation on proposed program spaces and discuss program updates.

8. Tours of New Library Tours

Discuss the option of the Library Advisory Committee scheduling a guided or self-guided tour of new Bay Area Libraries as background for planning the new Pacifica Library.

9. Project next steps

10. Confirmation of regular meeting dates

11. Committee and staff communications

12. Adjourn

MINUTES

July 27, 2016

**CITY OF PACIFICA
LIBRARY ADVISORY COMMITTEE
PACIFICA COMMUNITY CENTER
540 CRESPI DRIVE**

COMMITTEE PRESENT :

Cindy Abbott (CA);
Rosie Tejada (RT);
Jerry Crow (JC);
Eric Ruchemes (ER);
Trish Sholl (TS);
Tom Clifford (TC);
Caroline Barba (CB);
Julie Finklang (JF)
David Leal (DL);
Anne-Marie Despain (AMD);
Karen Ervin (KE);
Andy Lie (AL);
Vanessa Powers (VP);
Mike O'Neill (MON).

STAFF PRESENT:

Planning Director Wehrmeister
Asst. Planner Smith
David Schnee Group 4 Architects
Andrea Gifford Group 4 Architects
Daheen Lang Group 4 Architects

1. WELCOME AND INTRODUCTIONS

Group 4 conducted an ice breaker with the committee and members of the public.

2. OVERVIEW OF COMMISSION, COMMITTEE HANDBOOK AND BROWN ACT

Director Wehrmeister gave a presentation and directed commissioners to the committee handbook. Items discussed included:

- Role of the committee and available staff;
- Library Advisory Committee (LAC) duties;
- Brown Act relating to actions of public agencies including discussion of what conversations between commission members may violate the Act; and
- The number of committee members required to reach a majority and quorum.

TW confirmed further information would identify numbers needed for a quorum and majority specific to this committee.

3. NOMINATION AND SELECTION OF COMMITTEE CHAIR AND VICE CHAIR

CA was nominated for Committee Chair, the motion was seconded and passed.
RT was nominated for Vice Chair, the motion was seconded and passed.

4. PUBLIC COMMENT

None.

5. UPDATE REGARDING CITY COUNCIL ACTION ON JULY 21, 2016

TW updated the Committee on the bond measure vote for the November election.

6. PROJECT HISTORY AND NEXT STEPS – GROUP 4 PRESENTATION

Group 4 made a presentation on the project history, including: background on Group 4 architects; past projects; how the conceptual design process will evolve; and the project design schedule;

The Committee provided feedback on the presentation with specific requests for inclusion of all previous resources associated with the 10+ years of preparation leading up to this point. ER made reference to the base information contained within the Anderson Brulé Architects needs assessment.

CA noted that a number of documents relating to the library project are available on the current projects section of the City website, adding the need for amalgamation of the existing City libraries is important for financial efficiency.

TS noted that the San Mateo County (SMC) Joint Powers Authority (JPA) identified the need for a single library in 1999.

AMD confirmed the County moved ownership of the library to the City along with maintenance and cost responsibilities, while the County retained responsibility for the operations and programming. Minimum service level hours for libraries exist for the City.

ER highlighted the agreement to move to a single library site was part of previous recommendations and that this process had been ongoing for a number of years.

KE the modernization of the existing library is restricted by both available resources and the constraints of the existing sites.

The committee discussed the project schedule and number of meeting dates. The number of committee meetings would be one per month for the next five months. The committee was reminded of the importance of the community charrette's and the implication of committee meeting dates before and after these events.

Library Advisory Committee Minutes

July 27, 2016

Page 3 of 4

Public participation at both the committee meetings and the charrette's was encouraged with discussion of other possible engagement events such as the Fog fest, local farmers market and other community meet up events.

RT questioned if there may be a conflict of interest in endorsing the bond measure and working on the committee. TW advised that the City Attorney would be consulted for a response.

Group 4 detailed the process of delivery and design including: visualization; strategy; design consideration and operational efficiency. Various elements of the design were also discussed including street presence; public art; landscaping and connections to surroundings.

Group 4 asked for feedback on the approaches discussed in the presentation, any specific opportunities or concerns and the overall process so far.

TC discussed the conflicts that various build design approaches could have, in particular how the library would relate to activities at the beach and the impact of parking demand in the area and at the library itself.

DS highlighted the various opportunities for how the internal spaces of the building could be used and how the project allocated spaces. Walnut Creek and Contra Costa libraries provide examples where spaces that can be separated or used more flexibly for different events.

DL features including telescopes may be one opportunity to take advantage of the surrounding views.

KE open windows for community spaces and a fireplace would add character.

DS there are multiple design interventions that can be used to solve problems, address concerns or minimize issues.

TC integrated solar panels in windows could provide energy, but may be prohibitive in terms of cost.

MOC the library is part of the neighborhood and integrating a community plaza or outdoor space would provide enhanced community access.

CB the local climate should be considered in the design, in particular the incoming wind from the west.

CA enquired about the design process, flexibility of design, design values, comments and engagement.

DS exploration of design will happen largely through community engagement.

TW there is a need to coordinate with the hotel development to ensure consistency.

ER working with the developer on parking is important.

DS will communicate with developer throughout process.

DL lots of other activity is ongoing at Palmetto particularly for design and streetscape. All activity planned and ongoing should be communicated with other City Departments for coordination.

Public Comment - the creation of the existing libraries was at a time when the requirements were different. The proposed library should fully consider the advancement of technology to provide greater opportunities and flexibility in the new building.

MON the process for creating successful public buildings has been established through previous City projects. The construction of a new City middle school was a recent example.

7. SELECTION OF REGULAR MEETING DATES.

CA suggested meeting times and dates to the committee who agreed on:

Second Wednesday of each month at 6.30 – location to be determined. Exception is August. LAC will meet on Wednesday, August 17th (third Wednesday)

8. COMMITTEE AND STAFF COMMUNICATION.

Committee discussed availability of project information on-line.

AMD have project page on the County website where questions can be posted and there is a possibility of posting surveys. In addition, library staff can provide information to the public.

TW the City can use its media accounts to notify the community of LAC meeting dates.

CA it would be useful for committee members to think about outreach ideas.

MEETING ADJOURNED.

Respectfully submitted,

Robert Smith
Assistant Planner

APPROVED:

Planning Director Wehrmeister