

# LIBRARY

## Infrastructure Committee

Main Library – Dowd Learning Studio (1<sup>st</sup> Floor)

Monday, December 12<sup>th</sup>, 2016 – 10:30a.m.

*Trustees:*

Rob Harrington

Leland Park

*Library Staff:*

Frank Blair – Director of Technology & Operations

Dana Eure – Assoc. Director of Lifelong Learning

Angie Myers – Finance Director

Lee Keesler – CEO

Peter Jareo – Associate Director of Operations

Susan Green – Location Manager, Morrison Regional

Jo Ann Rodgers – Location Manager, North County Reg.

David Singleton – Director of Libraries

Donovan Craig, Administrative Support

*County Staff:*

Jay Rhodes, County AFM

Becky Miller, Project Manager, County AFM

Peter Wasmer, Project Manager, County AFM

*Documents:*

Infrastructure Meeting Report – 11/7/16

2017 Infrastructure Committee Schedule

*Absent:*

### MEETING REPORT

Rob Harrington called the meeting to order at 10:35 a.m and proposed an amendment to the November meeting report to ensure the focus of the previous meeting was captured correctly.

Regarding the discussion on the rankings, Mr. Harrington clarified the statements I the November report, which the committee confirmed.

Mr. Harrington asked if the Library had solicited legal consultation to review the process used by the Architect Selection Committee for North County Regional. Frank Blair confirmed that Library legal counsel had reviewed of the current language.

Leland Park motioned and Rob Harrington seconded to approve the amended minutes for the November 2016 meeting.

- **Morrison Renovation and Expansion Project Update**
  - Becky Miller stated that the Barnhill Construction contract had been finalized and the demolition of the interior of the building had commenced.
  - Regular construction update meetings with Barnhill Construction have begun.
  - County Asset and Facilities Management met with County Procurement to prepare the Automated Materials Handling RFQ. Terracon's contract for the roof replacement design is in process.
  - Ms. Miller stated that the library's legal team advised AFM to move forward with HBM - the Morrison Renovation project architect – regarding the interior design as proposed. Ms. Miller suggested that a subcontractor or consultant could be engaged to review the proposed interior design if required.

- **North County Renovation Project Update**
  - Ms. Miller stated that the Program Planner and Architectural/Engineer selection process had ranked McMillian, Pazdan & Smith (MPS) as the top-ranked firm for the North County Renovation Project, and would begin negotiations with MPS on behalf of the CEO, in accordance with the Nov. 14. Board action authorizing the selection of an architect for the project.
  
- **Lease renewals**
  - Peter Jareo reported that the Town of Matthews had contacted the Library to develop a process for sharing expenses for capital repairs to the Library/Town Hall building in Matthews, for which the Town is the landlord and the Library is the tenant. The Town of Matthews and the Library have begun discussions regarding future capital improvement projects and anticipate the library's portion of the project costs to be 46% of the total. Mr. Jareo has requested the Town to provide a schedule of anticipated repairs and their costs over the next decade in order to determine the best way to budget for shared costs.
  - Mr. Blair stated that the current lease with the Town of Matthews is for 50 years, and the Library's initial construction costs were amortized over 17 years (originally 15), with the annual lease scheduled to decrease to \$1/year for the remainder of the term, beginning FY2018. While the lease provides for sharing some capital costs, the scope of those costs, and process for sharing them requires clarification, which may require memorialization in a lease amendment.
  - Lee Keesler asked about the Plaza Midwood lease, Mr. Blair updated the committee regarding the library's requirements for the area and said that discussions with the current landlord have been held, pending the outcome of the upcoming County-led Capital Investment Program (CIP).
  
- **West Blvd Computer Lab**
  - Peter Wasmer outlined the plans for the computer lab expansion which was put out for bid on November 22. The original budget was based on a similar project at Sugar Creek Library. Due to recent growth in demand for construction services, the lowest bid received is greater than the budgeted amount by approximately \$62K.
  - Mr. Jareo indicated that the Library's intent is to expand the current PC resources at West Boulevard, using existing CIP funds, while waiting to determine whether, in the upcoming CIP, there is an opportunity to expand the Library in conjunction with the proposed nearby Community Resource Center.
  - Mr. Harrington asked if current CIP might be able to provide the additional required funding for the project from the current funding source (current CIP) or to provide additional funding. Mr. Blair stated that the sources for funding were either to find funding from alternate budgets within the library or to request additional funding from the current CIP funds for West Blvd. Both Mr. Keesler and Mr. Harrington thought it best to reach out to through AFM to increase the funding request for current CIP. Jay Rhodes recommended that AFM Project Manager, Peter Wasmer provide an executive summary to AFM detailing the request for additional funding.
  
- **Berewick Land Exchange**
  - Mr. Blair provided a map which showed the Library and Pappas properties under discussion for a proposed land swap. While the Pappas property is closer to schools, parks and large residential developments, the site poses certain challenges. While it may be possible to build a two-story library with a footprint as large as 25,000 square feet, parking will be an issue due to the topography of the

land. Additionally there would need to be discussion with the neighboring Berewick Elementary to see if egress could be shared, and provision would have to be made for shared storm water detention with another property owner and/or the developer of the adjacent lot. There is no action required by the committee at this time, however the Library and AFM are in discussion with Pappas properties to negotiate the issues that the site proposes and will continue to work toward a successful outcome.

- Mr. Keesler mentioned that vacant land on Shopton Rd. is the only piece of land that is currently owned by the library and in its name. Mr. Keesler recommended to the committee that the library review their current land banking policy. Mr. Harrington agreed and recommended two topics for further discussion i) acquisition of property and ii) land banking. Another recommendation was to discuss the communication and process between the library and AFM regarding the selection process for land and input from the library regarding location selections. Mr. Harrington clarified that this should be a point of education for the Library Board of Trustees especially regarding the proposed land swap.
- Mr. Blair noted that the current Shopton Rd. land is appraised at \$650K and may carry more value in a land swap, depending on the terms, than selling the lot out right.

- **Infrastructure Committee Meeting Schedule**

Meeting schedule for 2017 was approved.

- **Other Business**

Mr. Blair explained that Library and County staff would conduct a tabletop exercise in the coming week to test the Library's Continuity of Operations Program Planning.

Close

Meeting Adjourned at 12pm

Upcoming

<b>Infrastructure Meeting</b>	<b>January 9, 2017</b>	<b>10:30am – 11:30am</b>
<i>Board of Trustee Meeting</i>	<i>January 23, 2017</i>	<i>12:00pm – 1:30pm</i>
<b>Infrastructure Meeting</b>	<b>February 6, 2017</b>	<b>10:30am – 11:30am</b>