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**Real Estate Committee**

**Main Library – Dowd Learning Studio (1st Floor)**

**Friday, February 9th, 2018 – 10:30a.m.**

*Trustees:*

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| Rob Harrington | Hyong Yi |

*Library Staff:*

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| Frank Blair – Director of Real Estate |  |
| Dana Eure – Assoc. Director of Lifelong Learning | David Singleton – Director of Libraries |
| Peter Jareo – Associate Director of Operations | Donovan Craig – Administrative Support |
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| *County Staff:* | *Documents:* |
| Mark Hahn – Director, AFM  Jay Rhodes – Design & Construction Director, AFM  Becky Miller – Project Manager, AFM Dennis LaCaria – Sr. Assistant to the County Mgr. Charles Snow – Project Manager, AFM | October 2nd, Real Estate Committee Meeting Report  January 9th, Real Estate Committee Meeting Report |
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| *Absent:* Lee Keesler  Bryan Turner  Angie Myers |  |

Meeting Report

Rob Harrington began the meeting at 10:28am and motioned to approve the October 2nd & January 9th, Meeting Reports. The motion was seconded by Hyong Yi and approved.

**6th & Tryon Update**

Frank Blair stated that the next meeting for the 6th and Tryon committee is scheduled for Tuesday the 13th at which time more information will become available regarding the next steps for the preparation of their RFQ’s.

**Main Library Update**

Charles Snow updated the committee noting that space programming phase of the project is almost complete. The final townhall meeting will take place next week, which will culminate the space program planning and Brightspot will provide outcomes to the architects. Mark Hahn mentioned that the neighboring buildings may be interested in exploring opportunities to connect to nearby buildings, both Mecklenburg County and the Foundation For The Carolinas (FFTC) are interested in exploring ways that their buildings on North Tryon could complement a new Main Library. Charles Snow continued stating that the Main Library architects will tour the current FFTC location upon their next visit to explore the space. The Communities Champion workshop will take place next Tuesday, the group consists of community stakeholders and the intent is for those within a particular industry to provide insight and feedback to the Main Library team regarding how their spaces function and how this may benefit the library. Rodgers Builders will provide preliminary preconstruction meetings to assist with the logistics mainly pertaining to the timeline and chronological order of events regarding the building. Mr. Snow anticipates preliminary renderings early this summer.

The Support Services Center project is underway, land has been purchased at the area of North Park Mall, located near Eastway and N Tryon. Mark Hahn mentioned that the County has engaged Clark Nexsen to assist with the validation of the current buildings onsite. Mr. Hahn further stated that buildings near the Billingsley location were also being reviewed by Clark Nexsen. Mr. Harrington asked where the North Carolina room will land, to which Frank Blair stated that back of house operations for the North Carolina room would happen at a different location than where the public would access the materials for North Carolina Room. There is no set location for public access at this time.

Frank Blair noted that Seth Ervin is working on a technology program for the new Public Commons at Main Library. Library and Foundation staff recently visited the Hunt Library at NCSU to review their technology needs and noted changes between opening day and current day. This will help the new Main Library team focus on anticipating new technologies that could be used. Mr. Blair also mentioned that he is reviewing ImaginOn space allocations for opportunities during the renovation of Main Library for support staff distribution. This will assist with temporary housing staff at ImaginOn during the up fit of the support services center and or the new Main Library. Hyong Yi proposed to review all regional locations for the same use. Mr. Blair stated that in 2012 the library did review the regional locations for space reallocation, the outcome was that majority of library spaces are public facing staff spaces which does not work well for support staff. Nevertheless this could be reviewed again, if desired.

**North County Update**

Becky Miller stated that the North County project had fallen slightly behind in schedule however team is expected to meet on February 20th to review the construction documents and submit to LUESA. Many factors have influenced the creation of the Construction Design (CD) documents which has slide the schedule back approximately 4-5weeks. The current Project Manager has taken leave and the principal in charge needed to be updated. The cost estimates require to be updated and Asset and Facility Management is working to assist updating all parties. Mr. Hahn mentioned that the cost estimate will be complete once the CD are 90% complete, currently they are 60% complete and therefore estimates will need to be updated. The cost estimates will then be submitted and advertising will begin in late February with an anticipated construction start will be late May or June. Mr. Hahn anticipates that construction will take approximately 1 year from start to end. Frank Blair noted that the construction period does not necessarily include the time for the Library to move in, and also mentioned the challenges for the library concerning the plans are the ad alternates, which may not be included due to the new cost estimate. It is hopeful that there are funds available from the Morrison renovation to assist with these costs.

**South County Update**

Ms. Miller conveyed that the South County renovation is still in preliminary design. The architects have met with the library leadership for a meet and greet while the first staff programming meetings will commence in March. Community outreach will also begin mid March and public meetings shortly thereafter. The Construction Manager at Risk (CM@R) RFQ will go out once the architects agreement is finalized. Mark Hahn would like to have the CM@R begin at the end of the program planning to assist with cost estimating. Ms. Miller is comfortable with the current timeline and bringing the CM@R in at that time. North County is the only renovation that AFM will not use a CM@R as the total budget was not large enough to warrant the use.

**CRC Update**

Dennis LaCaria stated that they have closed on the first parcel of the Community Resource Center (CRC) on North Tryon. The County is working with the current owners to obtain the remaining parcels. The County is also working to acquire property for the West Boulevard CRC and there are two locations of interest. The West Blvd library would be co-located with the CRC wherever it resides along the West Boulevard corridor. Eastland has also been in talks lately and Mr. LaCaria is hopeful that a Library could be located within a CRC on the east side of Charlotte in future.

**Real Estate Director Report**

* **Support Services Center Site Visit**

County and Library staff recently visited the Support Services Center site on North Tryon at the intersection of Eastway and North Tryon. There is a building on the site with 50K sq.ft. available to the library. Mr. Hahn stated that the building looks to be in good shape. Rob Harrington asked proximity and connectivity to light rail at the location? Mark Hahn stated that it is close to the Old Concord station, and there is a possibility for connectivity. Stakeholders on both sides of the rail would need to look at the feasibility, as the site is also near the future Eastway Recreation Center. Mr. Hahn also mentioned that Clark Nexsen is helping review the master plan for the North Tryon area.

* **South Blvd Lease**

Frank Blair and Dennis LaCaria have visited a possible rental location near the Scaleybark Library. The potential new location is close to the light rail and is just under 20K sq.ft. of space, which might also include retail, such as a coffee shop etc. Mr. Blair noted that the location is much larger and therefore represents an increase in operating costs. Rob Harrington asked about the expected benefits of coffee shop within a library location, if any. Frank Blair said that there are frequent requests for these types of amenities with multiple library locations, although the library is not in the coffee business. David Singleton explained that such a colocation might prove beneficial to the extent that it attracts new and diverse customers. Mr. Hahn remarked that retail space is difficult to manage, as there are many obstacles to overcome between a private and public entity co-locating.

* **Matthews Lease**

Frank Blair stated that the Matthews lease is a 50 year lease where the construction cost was repaid over the first 15 years, with payment for the remaining 35 years being nominal. In 2010, the lease schedule covering the cost of construction was amended to 16 years in order to alleviate the pressure of the economic downturn. Some capital repairs and/or improvement which may be required in future were not specifically listed as joint, or Library, responsibilities and the Town of Matthews is looking for a mechanism to allow cost-sharing of some of these items. It is expected that this would require Board Action, if it were determined that determined this was in the Library’s interest.

* **Requests for renting Library facilities**

Mr. Blair said that ImaginOn is the only location that has a dedicated staff member who manages rental spaces for that facility. Since the Morrison renovation, there has been interest expressed by members of the public in renting the facility or part of it for events. Current policy allows the public to rent the community room within the library, during Library operating hours, however there are rules that prohibit uses that interfere with normal Library operations. Mr. Harrington asked for information to be gathered from event planners to determine the feasibility of renting spaces in the Library apart from the uses currently available.

* **Other Business**

Property acquisition: Frank Blair stated that there are two parcels of land that have been acquired for the intent of library use. One is off Shopton Rd, in southwest Charlotte. This property is owned by the Library, but in the years since acquisition, the use in the area has shifted and there is no longer a desire to place a library on that parcel of land. The other location is in Ballantyne and was acquired by County as part of land aggregation for CMS, Parks and Recreation, and the Library. Rob Harrington inquired as to the status of the Ballantyne property. Mr. Blair stated that the Ballantyne location is still available to the library, and a library on this site is unfunded, thought part of the Library’s FY2019-2023 Capital Improvement Plan. Mark Hahn confirmed that the site is shown as a library on Parks and Rec master plan for the site, though the site has not yet been developed.

An opportunity to acquire land in the Prosperity Village area has arisen, though currently there is no funding for acquiring land and/or land banking

The Library is interested in the Prosperity Village site and there needs to be a discussion between the County and the Library as to how to go about acquiring this land. Mark Hahn recommend treating this as a “land pop-up” availability and justifying it is on the basis that is is the best interest of all to obtain it at this time. Hyong Yi concurred that it would be good to treat this as a one-off opportunity rather than creating an entire policy around this topic as it happens rather infrequently.

Meeting adjourned at 11:43

Upcoming

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| *Board of Trustee Meeting* | *Monday, March 19, 2018 12:00pm - 1:30pm Main Library, Francis Auditorium* |
| **Real Estate Committee Meeting** | **Monday, March 5, 2018 10:30am to 11:30am Main Library - Dowd Learning Studio** |