



**CITY OF PACIFICA  
LIBRARY ADVISORY COMMITTEE**

**April 12, 2017**

**6:30 – 8:00 P.M.**

**City Council Chambers**

**2212 Beach Boulevard - second floor**

- 1. Call to Order**
- 2. Approval of March 8, 2017 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. Summary of City Council Direction provided on March 27, 2017**
- 5. Review Proposed Work Plan and Participation Plan for Developing Library Project Options**
- 6. Committee and staff communications**
- 7. Adjourn**

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**MINUTES**

March 8, 2017

**CITY OF PACIFICA  
LIBRARY ADVISORY COMMITTEE  
PACIFICA CITY COUNCIL CHAMBERS  
2212 BEACH BOULEVARD**

- COMMITTEE PRESENT :** Cindy Abbott (CA);  
Rosie Tejada (RT).  
Eric Ruchames (ER);  
Kellie Samson (KS);  
David Leal (DL);  
Kathy Long (KL);  
Barbara Eikenberry (BE);  
Jerry Crow (JC);
- CITY COUNCIL LIAISONS  
PRESENT:** Deirdre Martin (DMa);  
Sue Vaterlaus (SV);
- COMMITTEE ABSENT :** Vanessa Powers (VP);  
Laverne Villalobos (LV);  
Caroline Barba (CB);  
Chuck Evans (CE);
- CITY STAFF PRESENT:** Planning Director Wehrmeister (TW);  
Asst. City Manager Hines (LH);  
Asst. Planner Smith (RS);  
Exec. Asst. Coffey (SC);
- CONSULTANT TEAM:** Dawn Merkes Group 4 Architects (DM);
- SMCL STAFF:** Julie Finklang (JF).

**1. CALL TO ORDER**

Chair Cindy Abbott called the meeting to order at 6:36PM.

**2. APPROVAL OF January 11, 2017 MEETING MINUTES**

ER moves to approve the minutes; KL seconds; approval of minute's passes unanimously by all members present.

### **3. ORAL COMMUNICATIONS**

No public comment made.

### **4. PROVIDE FEEDBACK TO STAFF REGARDING LIBRARY PROJECT OPTIONS**

TW Introduced the evening agenda and Committee tasks noting that the Library remains a high priority on the City Councils agenda. Staff are requesting the Committee to determine the range of options available to the City Council, and how the Committee wish to direct Staff for the March 27th City Council update presentation. Provided to the Committee are frameworks to aid discussion and objectives which deal with i), Site Analysis; ii), Needs Assessment, iii), Service Options, and iv), Community Engagement.

ER Enquired if there was an update on the hotel project and how that might effect the current library planning.

TW The Developer is still interested in the Beach Boulevard site and is interested in how site specific options for the library develop.

DM Noted that the needs assessment for the library identified the range of services and library size which the City requires.

The Committee was separated into three groups to work through the framework.

CA Added, who owns what and who is responsible for what?

TW Confirmed that the City owns and is responsible for the building maintenance and the County is responsible for providing operations.

SV How many people would you expect per square foot for a new library.

DM The expectation is 0.7 to 0.9 square foot per capita. 35,000 square foot was taken into consideration as a branch library to the County as the community has access to other surrounding City libraries including Millbrae and Belmont, which ultimately reduced the capacity requirements for the Pacifica library.

CA Does the Committee have access to the data that shows when additional hours were cut from the library, what was the saving to the City.

KL Noted that it may have been around 100,000 dollars.

CA Revised the estimate to around 60,000 to 70,000 dollars.

DMA Requested a follow up from the County on other County libraries.

TW A meeting is scheduled with the County to raise the question and a response will be provided to the Committee.

DM There are a number of various service options including such things as red drop boxes, which may provide alternatives for service delivery.

JF There are plans for a mobile library with stops currently under consideration. Stops might include Fairmont shopping center, all schools around the City, stops at the north end of town, and alternative locations in the Fairmont area to the north.

DM Book mobile may be able to create a maker space.

JF A maker space would be a separate option and is currently in the conceptual stage. In relation to the County, Pacifica facilities would be smaller and more mobile, although the details have not been fully worked out as yet.

DL Do we have utilization number to show how each library is performing. If both libraries are open, who is at each library.

JF It is unlikely the figures will get to that level of detail. There are monthly figures available but for more detailed information the data would have to be collected and scrutinized.

DL In certain instances, it maybe good to understand utilization of the site and how it occurs over a period of time.

Individual groups presented the framework responses:

CA (grouped with ER, JF and SC) We heard people want a new library and in terms of options, we were not sure if the City should continue with the current plan. Evaluation of new service models would inform that decision. A full analysis of all available locations would be beneficial. It would be useful to see how to accomplish 35,000 sq. ft. to see how that can be delivered through services or site selection. Is there a possibility for partnerships on certain sites and if there are multiple locations, how should they distribute programming and services. There is a need to revisit community concerns. A fact sheet with broader outreach may be one way to share accurate information. Other options might be attendance at events, groups, fact sheet distribution, design charrettes.

DL (grouped with KL, JC) How can the proposed 35,000 sq. ft. space be used most efficiently. What would it take to keep the Sanchez site open and how would that impact services at an alternate site. Information on the new library didn't dissipate and resonate with the community. If one third of the Sanchez library would be lost to bring the existing library up to code, how would that effect community input. The existing site is a key component of making Palmetto the Main Street of Pacifica and provides an anchor for the area. Economic development and the council goal to develop a new library contribute to the priorities of the General Plan. Factual information regarding the site should be more available. Exploring service options and data to validate community concerns in terms of use and perception of use for available services is important.

KL Other community engagement to allow community to give input and utilizing social media is an important option to spread information.

Ellen Ron (grouped with RT, BE and KS) If there is a need to keep the Sanchez library open then how could this happen. To establish if it should stay open, it would be useful to see how people use it and which section of the community access it. If it becomes a smaller branch library, how would that operate. Is investment in Sanchez economically feasible. People don't want to lose what they already have. What opportunities are there to gain funding from other sources or City sites.

KL A number of different reasons were given in the community to vote no (taxes, flooding, loosing Sanchez), so how can the debate be moved to ensure there are obvious reasons to support the new library.

CA It is important to ensure the community understands what they will get back from a new library.

#### **5. COMMITTEE AND STAFF COMMUNICATIONS.**

TW the above comments will be summarized for the City Council meeting on March 27<sup>th</sup>, 2017.

CA will we have a chance to see the notes prior to the meeting and can we be consulted prior to the City Council meeting.

TW responded affirmatively.

CA If committee members have further comments can you forward these to staff ahead of that meeting.

ER A proposed Senate Bill to reduce the need for a two thirds vote to a 55% vote is being brought forward and our representative is Jerry Hill. Governor Brown has indicated he will veto the plan in previous communications, and although we cannot rely on this bill passing, we should let our representative know it is supported.

MEETING ADJOURNED

Respectfully submitted,

Robert Smith  
Assistant Planner

APPROVED:

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Cindy Abbott  
Library Advisory Committee Chair

