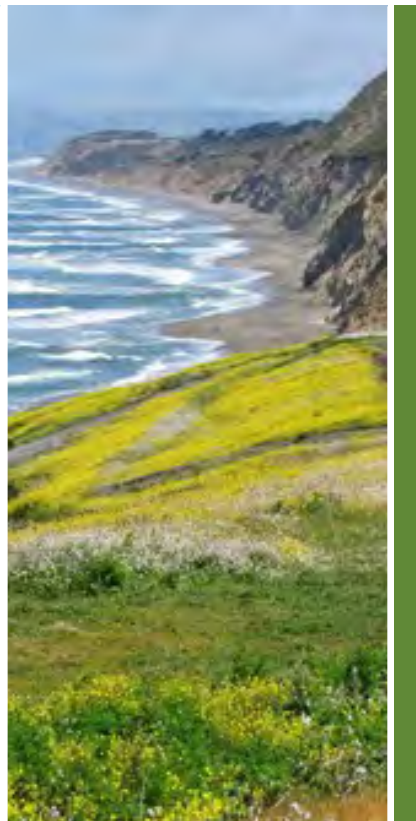


City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Summary Report | January 2018



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HELP IMAGINE



PACIFICA LIBRARIES OPPORTUNITIES

EXECUTIVE SUMMARY AND RECOMMENDATIONS

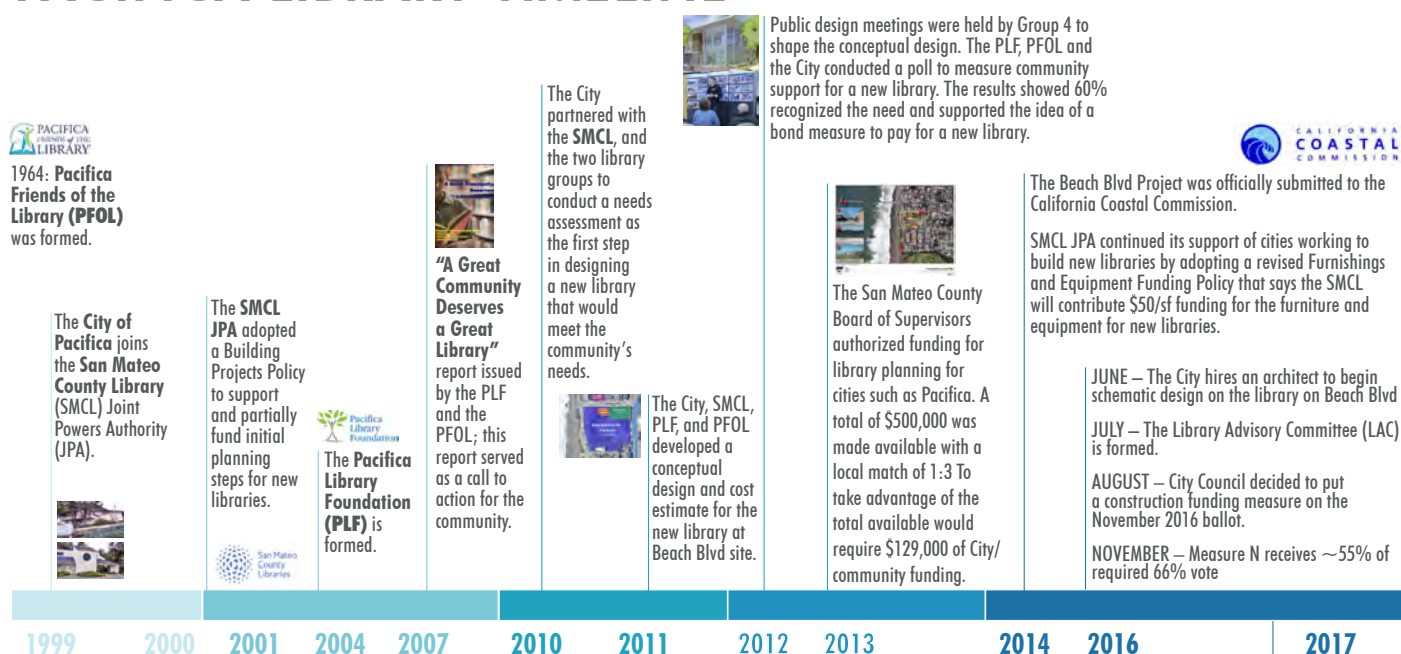
This study was initiated to:

- Confirm current and future needs for library services in Pacifica;
- Evaluate the suitability of Pacifica's existing library facilities to meet these needs;
- Identify the system strategies, site options, and operational scenarios for the future of Pacifica's libraries.

Through broad community outreach, a clear vision has emerged of improved library services and facilities in Pacifica. The community has expressed support for access to **expanded resources**, including a larger and richer collection, and **increased access to services**, including library programming and technology, as well as expanded hours of operations. It envisions the library as a **place for people** – an inviting, comfortable environment with plenty of seating and space for a wide range of activities, from contemplative to collaborative.

The Pacifica community recognizes how hard San Mateo County Libraries (SMCL) staff work to provide excellent service; however, the community also recognizes that current library facilities in Pacifica limit the services that SMCL can provide. Both library locations, Sharp Park and Sanchez, are too small to meet the community's needs and demands for library services; the collection cannot grow, seating is scarce, and there is little space for programs. Sharp Park Library's age, condition, and inaccessibility for persons with disabilities are well documented in other studies. Inadequate space and lack of an independent program room at Sanchez Library limit the services and make it acoustically challenging and distracting for library users.

PACIFICA LIBRARY TIMELINE



MARCH 2017 – CITY COUNCIL DIRECTS LIBRARY ADVISORY COMMITTEE TO:

- 1. Community Input:** Develop a comprehensive public outreach strategy that engages and responds to the community across both geographical and demographic borders.
- 2. Needs Assessment:** Revisit analysis of library service assessment to refine, document, and communicate findings.

3. Site Analysis: Revisit site options and analysis.

4. Service Options: Develop and analyze service model options, explore alternatives to a single location option.

PROJECT BACKGROUND

The City of Pacifica has been working toward building modern library facilities to meet the community's needs for almost two decades. The process began in 1999 when the City of Pacifica joined the newly formed San Mateo County Libraries Joint Powers Authority. Since that time, the Pacifica Library Foundation, the Pacifica Friends of the Library, the SMCL JPA, San Mateo County, and the City of Pacifica have been working together to take the steps needed to make a new library a reality.

Aligned with these efforts, in November 2015 the City Council directed staff to take several actions toward constructing a new Pacifica Public Library culminating with the formation of a Library Advisory Committee (LAC) in July 2016, and placement of a construction funding bond measure on the November 2016 ballot. Despite considerable effort by the Pacifica Library Foundation, Pacifica Friends of the Library and the Yes on N Campaign Committee, Measure N received ~55% of the vote, but required a two-thirds majority to pass.

Notably, the measure maintained its base of community support – even with active opposition in the community. Therefore, in March 2017, City Council directed City staff and the LAC – with assistance from Group 4 Architecture, Research + Planning – to take the following next steps:

- Study options for library facilities, including a dual facility system which would keep a location at the south end of town.
- Develop a comprehensive public outreach strategy that engages and responds to the community.
- Revisit and update the 2011 Library Needs Assessment.
- Engage the community and collect their input on options for library sites.



COMMUNITY PARTICIPATION

This study included various engagement strategies; online surveys, focus groups, open houses, community meetings, and numerous intercept kiosks at community events. The intercept kiosks reached broader representative segments of the community across both geographic and demographic boundaries. Intercept kiosks were located at various destinations and events including IBL Middle School, the Pacifica Farmers Market, the senior lunch program, the Kops & Kids Festival, the 4th of July Celebration at Frontierland Park, Fog Fest, Pacifica's 60th Anniversary Celebration, and Christmas Tree Lighting at Rockaway Beach. Online surveys were also promoted at key intervals of the project.

VISION

The vision for libraries in Pacifica has emerged from extensive community input gathered over the course of many years.

Through all methods of engagement, a majority of Pacifica community members voiced their need for a new library. Community members generously gave their time to share diverse creative, innovative, and thoughtful input and ideas addressing their hopes and goals for Pacifica's libraries. Major themes that emerged include:

- Expanded core resources: collections, technology, seating;
- Increased access to services and programs; and
- Ample space for people to stay and enjoy the library – for all uses, quiet and active.

"[The Pacifica Library should be] a safe place for all to learn and play and appreciate our diverse talents and abilities."

— community member at farmers market

SMCL SYSTEM LIBRARIES – CURRENT FACILITIES AND SERVICES

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA (Existing)	38,551	41,319	0.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
PACIFICA (Recommended)	38,551	41,319	0.7-0.9 SF/RESIDENT	28,900 – 37,190 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	0.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
FOSTER CITY	32,390	35,420	0.7 SF/RESIDENT	23,708 SF
SAN CARLOS	29,449	34,290	0.6 SF/RESIDENT	21,836 SF
BELMONT	26,748	29,990	0.7 SF/RESIDENT	20,230 SF
MILLBRAE	22,898	30,430	0.9 SF/RESIDENT	26,200 SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	0.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BRISBANE	4,541	5,263	1.3 SF/RESIDENT	(2,712 SF existing) 7,000 SF planned
EAST PALO ALTO	29,137	35,423	0.2 SF/RESIDENT	7,680 SF
PORTOLA VALLEY	4,527	5,041	1.2 SF/RESIDENT	6,450 SF
WOODSIDE	5,539	5,957	0.8 SF/RESIDENT	4,800 SF

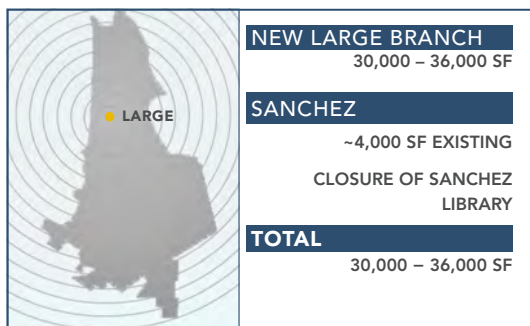
Note:

1– Based on projected population

2– Based on 2013 ABAG projections

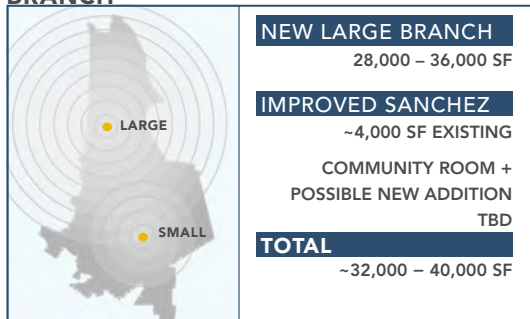
STRATEGY A

1 LIBRARY – 1 LARGE BRANCH



STRATEGY B

2 LIBRARIES – 1 LARGE BRANCH+ 1 SMALL BRANCH



SYSTEM STRATEGIES RECOMMENDATIONS

This study concludes that additional library space is needed in order to serve the needs of Pacificans. This study recommends a target planning range of 0.7 - 0.9 square feet of library space per resident (SF/resident), which results in an estimated total need of 28,900 to 37,000 square feet of library space. Below the 0.7 SF/resident threshold, Pacifica will face substantial compromises to its long-term ability to meet the community's need for library services. This challenge is clearly demonstrated in Pacifica's current library facilities, which today provide a fraction of the services that other San Mateo County communities enjoy. Comparable cities in the SMCL system provide 0.7 - 0.9 SF/resident, while Pacifica currently provides 0.3 SF/resident.

The recommended amount of space will provide Pacifica with the capacity and flexibility to meet the community's vision and needs for library services, as a full service library with adequate seating, collections, spaces dedicated to families, children, and teens, and significantly expanded space for technology and programs.

The LAC, City, and consultant team evaluated both one-library and two-library system strategies to determine the best response to the community's needs. More than two-thirds of community members preferred a dual facility service model that included Sanchez Library. The LAC acknowledges the value of this small location for southern Pacifica, and the strong community desire to keep Sanchez Library open.

Additionally, geographic barriers and other connectivity challenges can limit access to library services. The LAC identified the two-library strategy – consisting of one large full-service branch library in central Pacifica and a renovation of small-branch Sanchez Library – as their preferred strategy. This strategy also considers the possibility of an expansion of Sanchez, to be explored at a future date.

SITE OPTIONS RECOMMENDATIONS

More than 20 options were identified by the community, the LAC, and City staff as potential library sites. Each option was evaluated based on site criteria vetted by both the community and the LAC. The site criteria included accessibility, site capacity, economic impact, synergy/connectivity, and environment. The LAC members evaluated the site options diligently in public meetings and invited community members to provide input on potential library locations.

The evaluation process honed the possible large library locations down to the following recommended site options, arranged from most to least preferred:

- 1.Existing Sharp Park Library (Hilton Way & Palmetto Ave)
- 2.Palmetto & Montecito (SW corner)
- 3.City Hall (Francisco Blvd & Santa Maria Ave)
- 4.Corporation yard (NE corner of Oceana Blvd & Milagra Dr)

For the small branch library, reflecting the community’s feedback and their understanding of the value of a neighborhood branch, the LAC recommends renovating Sanchez Library with the possibility of future expansion and community room addition.

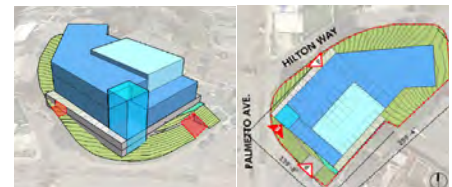
Community input on site options affirmed the LAC’s ranking, showing the majority support for the existing Sharp Park Library site (40%) and Palmetto & Montecito site (35%) for the large location. Sixty-eight percent of the respondents supported utilizing Sanchez Library as a small branch location.



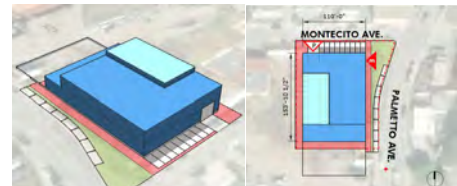
Other identified sites are marked with red dots.

LARGE BRANCH SITES

1 Sharp Park Library



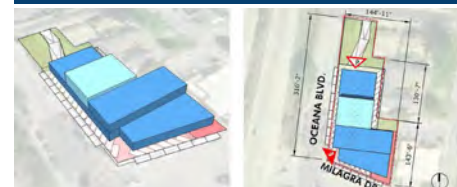
2 PALMETTO AND MONTECITO



3 CITY HALL



4 CORPORATION YARD



SMALL BRANCH SITES

1 Sanchez Library





OPERATIONAL SCENARIOS RECOMMENDATIONS

Operational scenarios were developed to maximize City and SMCL resources in meeting the recommended amount of library space for Pacifica. The scenarios include a full service library model for the large branch and an innovative service model with opportunity for expansion and partnering for the small branch.

The operational scenario for the large library emphasized the significant enhancement of existing core services – the spaces, materials, programs, and staff that Pacificans appreciate and cherish. Each of these core service elements is recommended for considerable expansion – including additional seating, technology, space for children, teens, and families, dedicated space for community programs and a vibrant marketplace showcasing new and popular materials and services.

The operational scenario for the large branch also includes new opportunity for spaces and amenities that Pacifica libraries cannot currently provide due to facility constraints. These spaces and amenities include quiet reading space, group study rooms, community gathering/meeting space, and collaboration/maker space.

For the small branch scenario, recommendations include increasing efficiency and maximizing access to and use of the 4,000 square feet available at Sanchez Library. The primary strategy is to still maintain core library services at both large and small branches. This will ensure that residents throughout Pacifica have excellent access to core services – seating, technology, collection, reading space, along with a multi-use room. Several strategies can maximize the availability of library services at Sanchez Library, including utilizing a different staffing model, providing self-service kiosks or material vending machines, and renovating the facility for more flexible use.

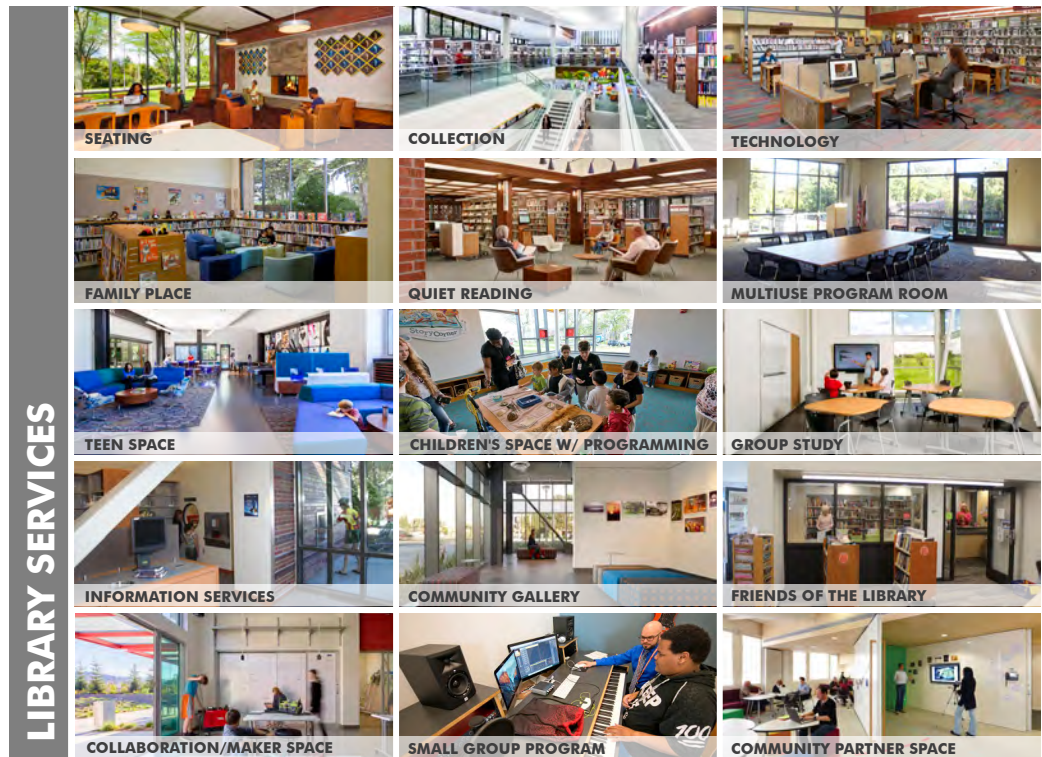
In addition to library services being offered at Sanchez, potential partner organizations such as the Parks, Beaches & Recreation Department (PB&R) could offer recreation programming. As a flexible facility, the library could potentially be available for more hours and meet more of the community's needs.

Based on research and community feedback, the LAC has recommended a unique solution that provides library services for all, complements Pacifica's geographic configuration, and responds to confirmed needs of the city's diverse population.

LARGE BRANCH SCENARIO

LIBRARY SERVICES

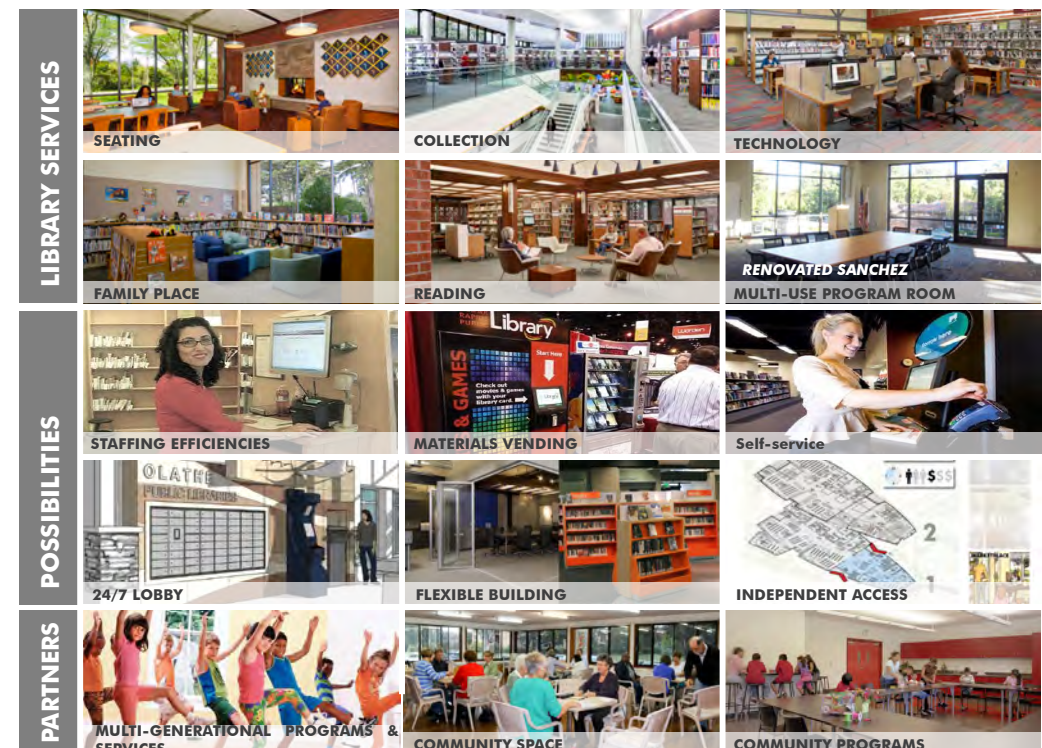
- Seating
- Collection
- Technology
- Family Place
- Quiet Reading
- Multi-use Program Room
- Teen Space
- Children's Space with Programming
- Group Study
- Information Services
- Community Gallery
- Friends of the Library Store (to support Library programming)
- Collaboration/Maker Space
- Small Group Program
- Community Partner Space



SMALL BRANCH SCENARIO

LIBRARY SERVICES

- Seating
- Collection
- Technology
- Family Place
- Reading
- Multi-use Program Room



POSSIBILITIES

- Staffing Efficiencies
- Materials Vending
- Self-service
- 24/7 Lobby
- Flexible Building
- Independent Access

PARTNERS

- Multi-generational Programs & Services (children, teens, adults, & seniors)
- Community Space
- Community Programs



NEXT STEPS

More than 1,000 community members provided feedback in the development of this study, but there is much more engagement to come. It will be important for the City to continue the conversation with community members, leadership, and SMCL about the need and opportunities for improved library facilities in Pacifica. Continuing to build a community-wide awareness of the needs and the vision for providing improved library services to Pacificans is critical for securing support and building momentum for the implementation of the Library Advisory Committees recommendations.

The City Council and the Pacifica community understand the need for library improvements. The Library Advisory Committee's work over the last 18 months provides an excellent foundation for moving forward with the next steps, beginning with City Council's review and input on:

- the preferred system strategy
- the preferred site option(s)
- the preferred operational scenario

Upon review and confirmation of the above, City Council will be able direct staff to further define the preferred system and site strategies, thereby establishing project definition and allowing the development of an implementation and funding plan.

Concurrent with developing the project definition is the ongoing work necessary to evolve the library operations to make funding both the large and small branch scenario feasible. This work will require detailed discussions and analysis with SMCL and the City.



INTRODUCTION

PROJECT BACKGROUND

Libraries have been at the heart of community life in Pacifica for more than half a century. San Mateo County was founded in 1912, and 20 years later in 1932, a branch library opened in Pacifica's San Pedro Building. In 1948, the library moved to a location on Francisco Boulevard. In 1961, the library was displaced by the Highway 1 expansion and relocated to a temporary space on Palmetto Avenue until 1965 when the current Sharp Park Library opened at 104 Hilton Way. Sanchez Library first opened in 1960 in the Linda Mar shopping center, then closed in 1978 due to budget constraints. One year later in 1979, it reopened in the former Pedro Valley School and in 1982, Sanchez Library moved to its current home at 1111 Terra Nova Boulevard.

During the last decades, Pacifica libraries have struggled to keep up with not only the 21st century trends in library services, but also with current building code requirements related to sustainability, fire, accessibility, and life safety. Most importantly, Pacifica libraries are too small to meet the community's needs and demands for core library services; the collection cannot grow, seating is scarce, and there is little space for programs.

The City of Pacifica has been working to improve their library facilities to meet community's diverse needs for almost two decades. The need was identified in the late 1990s when the City of Pacifica joined a number of other cities and San Mateo County to form the San Mateo County Library (SMCL) Joint Powers Authority (JPA). The JPA is comprised of the cities of Atherton, Belmont, Brisbane, East Palo Alto, Foster City, Half Moon Bay, Millbrae, Pacifica, Portola Valley, San Carlos, Woodside, and the unincorporated areas of the county. The goal of improved and more efficient library services for Pacifica was discussed during the original development of the JPA bylaws.



Sharp Park Library

Since the late 1990's, the Pacifica Library Foundation (PLF), the Pacifica Friends of the Library (PFOL), the SMCL JPA, San Mateo County, and the City have been working together to take the steps and plan for improved library services for Pacifica.

Major planning milestones:

- 1999: The City of Pacifica joins the SMCL JPA; the County transfers the ownership of the Sanchez and Sharp Park Library properties to the City.
- 2001: The SMCL JPA adopted a Building Projects Policy to support and partially fund initial planning steps for new libraries.
- 2004: The Pacifica Library Foundation (PLF) is formed specifically to build a new library. The PLF is a grassroots, community-led organization dedicated to improving library services for Pacificans.
- 2007: "A Great Community Deserves a Great Library" report issued by the PLF and the PFOL; this report served as a call to action for the community.
- 2010: The City partnered with the SMCL, PLF, and PFOL to hire Anderson Brulé Architects to conduct a needs assessment as the first step in designing a new library that would meet the community's needs.
- 2011: Group 4 Architecture was hired by the City, SMCL, PLF, and PFOL to develop a conceptual design and cost estimate for the new library on the City-owned property known as the "Beach Blvd Project" (specifically, the City's former wastewater treatment plant on the corner of Palmetto Ave and Montecito Ave).
- 2012: Public design meetings were held by Group 4 to shape the conceptual design. The City began the regulatory processing that included Planning Commission and City Council approvals, and an initial submission to the California Coastal Commission (CCC) for their review.

- 2013: The San Mateo County Board of Supervisors authorized Measure A funding for library planning for Pacifica. The City of Pacifica completed the environmental impact report for the Beach Blvd Project, including the future library site.
- 2014: The Beach Blvd Project was officially submitted to the California Coastal Commission for review and feedback prior to amending the Local Coastal Plan. The CCC provided written and verbal feedback to City staff.

In June, the SMCL JPA continued its support of cities working to build new libraries by adopting a revised Furnishings and Equipment Funding Policy that says the SMCL will contribute \$50/SF funding for the furniture and equipment for new libraries.

- 2016: The City created a Library Advisory Committee (LAC) to assist with the planning for a new library and began the solicitation process for a developer for the overall Beach Boulevard project, and selected Group 4 for the design of the new Pacifica Public Library culminating with anticipation of a construction funding bond measure (Measure N) on the November 2016 ballot.
- The pre-election polling showed majority support in the community for a new library facility but indicated that getting the two-thirds supermajority required to pass a dedicated construction funding tax measure would be difficult. This proved to be accurate as despite considerable efforts by PLF and PFOL, Measure N failed, receiving about 55% of the vote.
- Notably, the measure maintained its base of community support – even with the active opposition in the community. This outcome supports the pre-election polling which showed majority community support for new library facilities. Post-election vote data, online survey responses, and one-on-one anecdotal feedback indicated that the closure of Sanchez Library is a concern for the community.
- 2017: Soon after the bond measure failed, the LAC proposed the “Library Next Steps” annotated below to the City Council.

City Council Direction on Library Planning Process

2017-03-13

WE HEARD WE NEED A NEW LIBRARY ...

“WE WANT TO DEVELOP A PLAN THAT MEETS OUR LIBRARY NEEDS AND HAS OUR COMMUNITY’S SUPPORT.”



LIBRARY ADVISORY COMMITTEE

LIBRARY NEXT STEPS...

1. Community Input:

Develop a comprehensive public outreach strategy that engages and responds to the community across both geographical and demographic borders.

2. Needs Assessment:

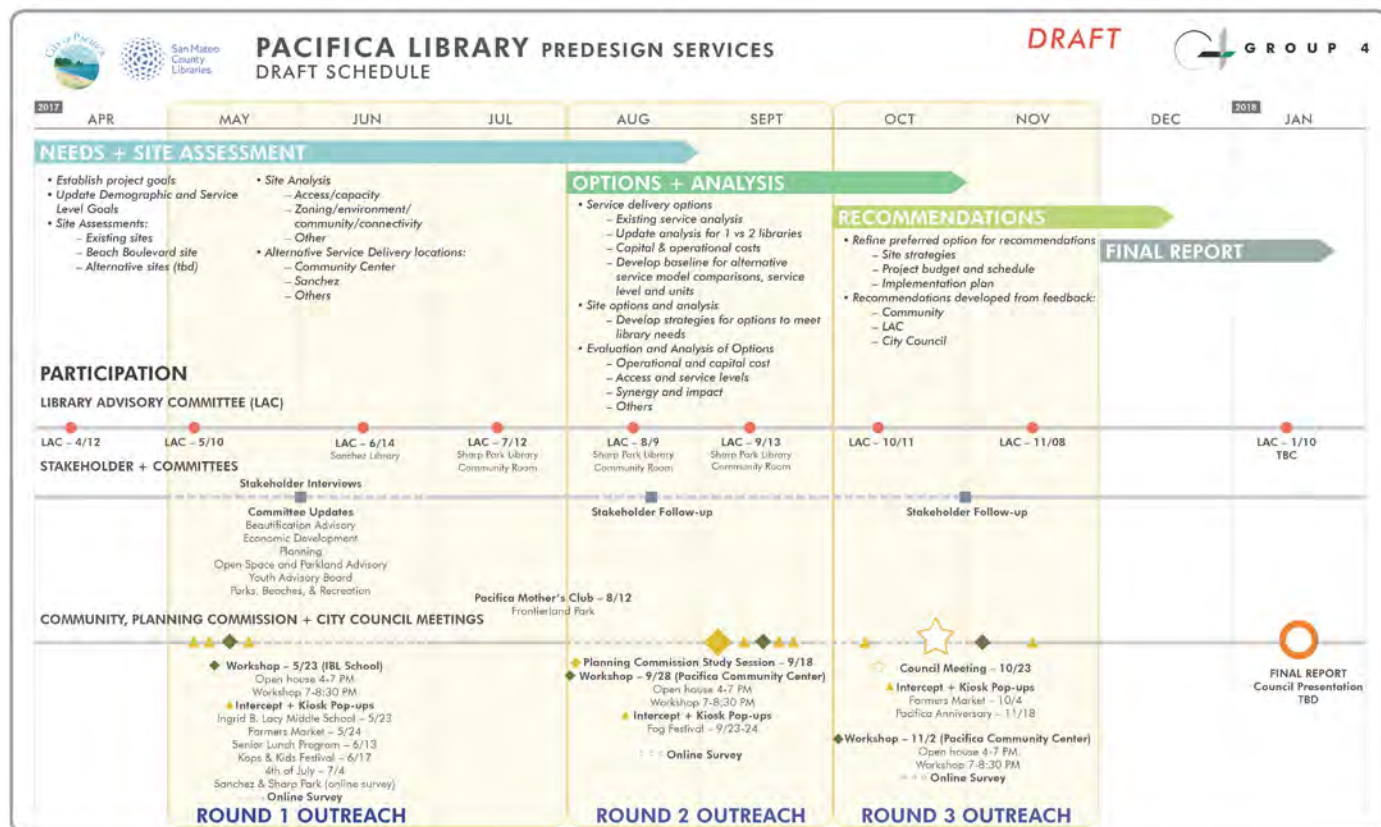
Revisit analysis of library service assessment to refine, document, and communicate findings.

3. Site Analysis:

Revisit site options and analysis.

4. Service Options:

Develop and analyze service model options, explore alternatives to a single branch option.



PROJECT PURPOSE

Acknowledging the majority support by the community for a new library in Pacifica, the City Council directed staff and the LAC to:

- Study options for a dual facility service model, keeping a location at the south end of town.
- Develop a comprehensive public outreach strategy that engages and responds to the community's needs led by the LAC.
- Revisit and reconfirm the 2011 needs assessment findings.
- Re-engage the community on library site locations, evaluating all possible options.

LAC, City staff, SMCL, and Group 4 developed a three-phase work plan to implement Council's direction and met regularly throughout the project to review project progress and provide direction. Tasks completed are summarized below.

Phase 1 – Community Needs and Site Assessment

- Update demographic and service level data
- Revise analysis of existing facilities and library services
- Collect community input on library spaces and activities
- Gather community hopes and goals for the future of Pacifica's libraries
- Identify and evaluate potential library sites
- Conduct focus groups and stakeholder interviews
- Conduct community outreach: open house and workshop; intercept kiosks at five community events; online survey; four LAC meetings



Scotts Valley Library



Carlsbad Dove Library

Phase 2 – Analysis of Library System, Facilities, Operations

- Research and develop system facility strategies (one vs two libraries)
- Develop operational scenarios
- Conduct community outreach: open house and workshop; intercept kiosks at two community events; Planning Commission Study Session; online survey; two LAC meetings

Phase 3 – Recommendations

- Refine recommendations on site options, system facility strategies, and operational scenarios
- Conduct community outreach: open house and workshop; online survey; two LAC meetings
- Present study recommendations to City Council

"More hours, more computers, and space for group projects!"
— community survey respondent



METHODOLOGY

The study was based on working closely with the Library Advisory Committee (LAC) to complete the tasks identified by the City Council including reviewing and confirming needs and facilities assessment, identifying system strategies, site options, and operational scenarios for Pacifica's libraries. The key groups engaged throughout the study include:

City Council

In addition to City Council representation on the LAC, a progress report was provided to the City Council midway through this study.

Library Advisory Committee

The LAC led this project, meeting monthly for its duration, in a public transparent setting. The LAC included representatives from Pacifica City Council, Planning Commission, Pacifica Library Foundation, Pacifica Friends of the Library, Pacifica School District, Parks, Beaches & Recreation Commission, Economic Development Committee, Jefferson Union High School District, and at-large community members representing seniors, families with children, and Pacifica Historical Society.

Project Management Team

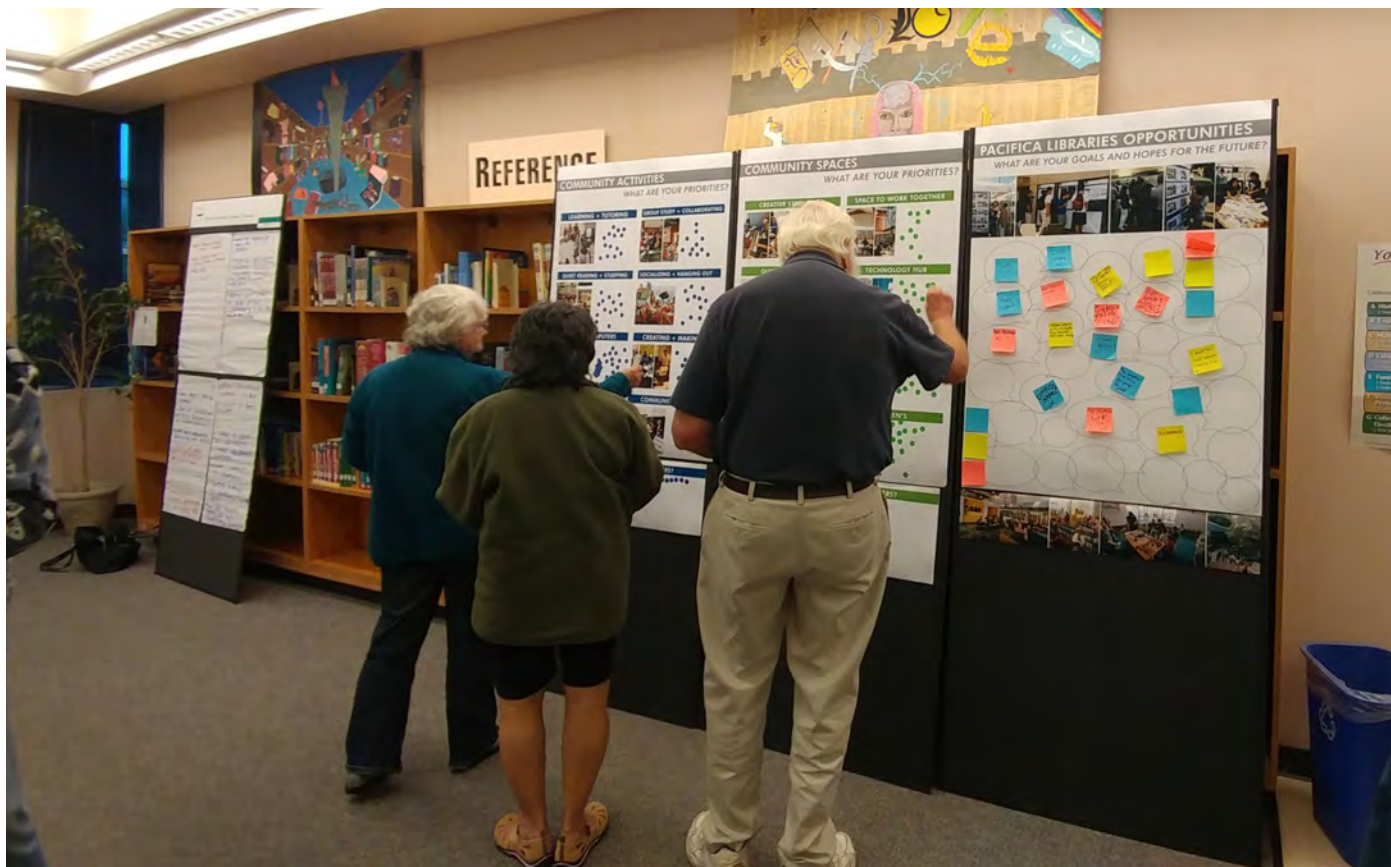
The PMT was composed of Library and City staff, and Group 4 project personnel. The PMT provided the day-to-day direction, project oversight, and support to the LAC. The PMT met regularly to review project progress and coordinate the project tasks and outreach with the LAC.



Community Outreach

The City of Pacifica was committed to broad engagement of focus groups, stakeholders, and the community, in the development of a long-term plan for Pacifica's libraries. During the project community members participated through a variety of methods and events including those listed below.

- **Community Open Houses + Workshops** – Three rounds of community meetings were conducted at key moments in the project to collect input on community needs, site options, system strategies, and operational models. Each round of community meetings included an open house, where community members were welcome to drop by for an informal presentation and to offer input. The community meetings also included a structured presentation and interactive stations where feedback and input were gathered.
- **Intercept Kiosks** – Intercept kiosk events were strategically located at active community venues, such as IBL Middle School, the Pacifica Farmers Market, the senior lunch program, Kops & Kids Festival, 4th of July celebration at Frontierland Park, Fog Fest, Pacifica's 60th Anniversary Celebration, and Christmas Tree Lighting at Rockaway Beach.
- **Online Surveys** – At each round of the project, community members were invited to provide feedback via an online survey available on the City's website hosted on City Hall Listens platform.
- **Digital Outreach** – LAC presentations and background documents of previous studies were added to a project webpage hosted by the City of Pacifica for community's reference. Updates on the project were also posted on Connect with Pacifica newsletter.



Focus Groups

In addition to general community outreach, Group 4 worked closely with focus groups to identify needs specific to them.

- **Seniors** – On June 13, 2017, during the senior lunch program at Pacifica Community Center, seniors learned more about the new library project and provided feedback on their needs and site option preferences for Pacifica libraries.
- **Teens** – On May 23, 2017, hundreds of students in the IBL Middle School shared their thoughts and priorities for various library spaces and activities via interactive boards.
- **Economic Development Committee** – On May 9, 2017, Group 4 presented on re-envisioning library needs in Pacifica and heard back from Economic Development Committee.
- **Planning Commission** – On September 18, 2017, the City and the LAC presented an update on the Library study and Commissioners provided feedback on proposed sites.
- **Pacifica Mothers Club** – On August 12, 2017, input on library needs and priorities were collected at the Mothers Club Bagel and Coffee event.

VISION

21ST CENTURY LIBRARY TRENDS

As part of the planning process, the LAC closely examined trends and best practices that make modern library facilities vibrant and invaluable destinations. In addition to extensive research and engaging discussions with the City, SMCL, and Group 4, the LAC visited recently constructed Mitchell Park library in Palo Alto. The best practices implemented by modern library facilities, as well as lessons learned, established the foundation for the vision and recommendations of this study.

Libraries have evolved significantly over the past few decades, and are not just places to check out books or attend a public meeting. Instead, libraries of the 21st century are a nexus of interaction and engagement. A modern library facility creates an environment that fosters communication and connections between residents to encourage active learning, civic engagement, and a strong sense of place.

Specific best practices for planning and design of libraries include:

1. Efficient Operations

- Streamlined operations to stretch dollars
- Design for optimal functionality
- Creative uses of community resources, staff, and volunteers

2. Flexible Buildings

- Adjust to changing needs and technology
- Multi-use spaces, floors, walls, and furniture

3. Accessible to All

- Multi-generational
- Latest resources and technology in a range of media
- Universally accessible to entire community

4. Collaborative Environment

- Connected to knowledge, ideas, technology, and people
- Knowledge sharing of new media and technology
- Space for formal and informal social interactions
- Access to community networks and activities

5. Foster Creativity

- Outlet for expression
- Spaces and resources for creative skill building
- Complimentary STEM & performing/visual arts programming
- Learning and discovery through doing





*"I wish for a library
available to all"*
— community survey
respondent

6. Vibrant Places and Spaces

- An active and evolving asset
- Welcoming and comfortable for all
- Grounded in the culture and history of the community

7. Celebrating Community

- "Third Place" – space to interact, study, learn and share
- Creating culture and healthy communities
- Showcase the excellence and creativity of the community
- A place to be proud of

8. Community Synergies

- Centralized activities and resources for everyone
- Complementary uses
- Power of partnerships
- Site sharing and optimization

9. Sustainable Design Strategies

- Context specific design solutions
- Passive design strategies for efficient water and energy use
- Designs for longevity



HOPES AND GOALS FOR PACIFICA LIBRARIES



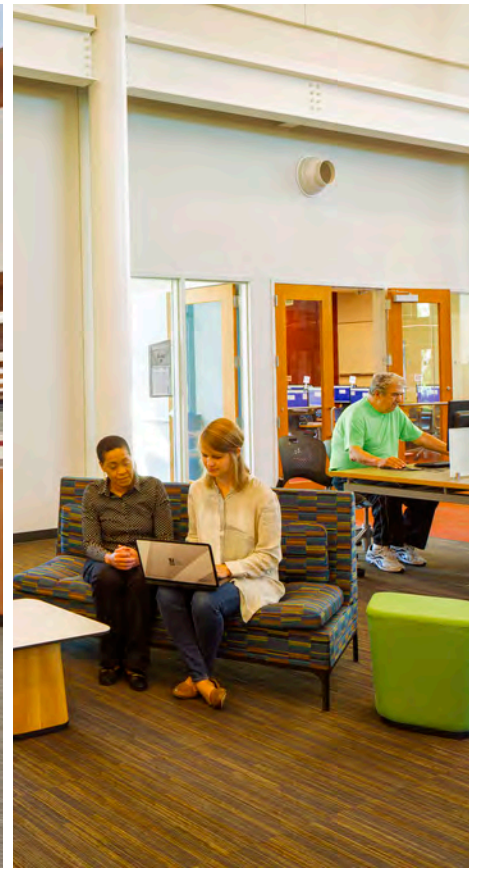
VISION FOR PACIFICA'S LIBRARIES

The vision for libraries in Pacifica has emerged from extensive community input gathered over the course of many years. This study had more than a 1,000 points of engagement, and that input is reflected throughout the LAC recommendations.

Through all methods of engagement, Pacifica community members voiced their need for a new library.

Community members generously gave their time to share creative, diverse, innovative, and thoughtful input and ideas about their hopes and goals for the future of Pacifica libraries. Major themes that emerged include:

- Expanded core library resources;
- Increased access to services and programs; and
- Ample space for people to stay and enjoy the library, for all uses including active and quiet.



EXPANDED CORE LIBRARY RESOURCES

The collection is still very much at the heart of the Pacifica community's love for its library. The community envisions a high quality collection that appeals to all ages and diverse interests, promoting literacy and learning as well as a lifelong love of reading. Community outreach showed, **Books, Movies, and Music** was the highest ranked response to the question "What are your priorities in library spaces?"

The collection is still valued as a core library service, and will continue to be an important resource to Pacifica in the future. The community's vision for libraries includes a **significantly expanded collection**, with a greater quantity and diversity of print materials and physical media (including CDs, DVDs, etc.) as well as growth in digital materials. The library should be able to retain items for as long as they are of community interest and value.

In addition to a larger quantity and selection of materials, the community wants the collection to be **more accessible**, with lower shelf heights and generous aisles. Shelves should have the room to support easy location of specific items. There should also be copious opportunities for face-out display to increase the chance for serendipitous discovery of an intriguing book or DVD or as one community respondent described "...the value of browsing as opposed to merely searching for something in a database and then clicking on it."

Computers and technology are also seen as a core library service by the Pacifica community. **Gaming and Computers** was the top-ranked library activity priority among Pacifica residents – notably by the city's youth – engaged through community workshops, the online survey, and pop-up kiosks at various community locations.

The library also is envisioned as a place for community members to use their own technology, providing "comfortable places to sit and work at a laptop with plenty of electrical outlets available."



INCREASED ACCESS TO SERVICES AND PROGRAMS

The community's enthusiasm for the Pacifica libraries includes a strong desire for increased access to services and programs. One aspect of access is **hours of operation**, which community members identified as an important factor. There is also a desire for more activities and programs for all ages in the library. "**Entertainment and Programs**" was listed as second-highest ranked priority by community respondents. The community also strongly supported **youth programs**. One survey respondent wished for: "...enough distinct spaces for small kids, elementary, middle and high school kids – for everything from story-time weekend to toddler programs."

Enhanced geographic **access to library services** in Pacifica is an important element of the community's vision. Pacifica has unique geographic composition. It has linear configuration along the ocean and is divided into neighborhood pockets due to terrain. In a 2016 survey, some Pacifica residents listed "Closing Sanchez" as one of the reasons for Bond Measure N failure. In the same survey, one respondent mentioned "... Pacifica is a unique city in that we have several areas and not just one downtown. Access from these areas can be limited for certain residents so consolidating our library resources into one location would not be convenient to many."

Linda Mar and Park Pacifica residents cherish their ability to access services at the Sanchez Library. Many community members from other neighborhoods even spontaneously mentioned the importance of maintaining a library presence in the South end of Pacifica to meet those residents' needs. Overall, there is an awareness in the community of the existing potential to increase the library's civic presence and respond to community's need for full service library services.



AMPLE SPACE FOR PEOPLE TO STAY AND ENJOY

Pacifica's libraries are full of books, and there is little space for much of anything else. But many residents can easily envision libraries that are attractive, inviting, comfortable, and spacious enough to support a wide range of services and activities as well as the collection.

In the community survey, respondents used words like "clean, modern, light, friendly, open, and welcoming" to describe their ideal library. Respondents also prioritized improved space for children and teens in the library.

The importance of providing a **variety of comfortable places** to sit was mentioned by many community members. Community members placed a high priority on having more seating choices in a variety of settings, both quiet and active. Flexible space and furnishings that support collaborative work and study are an important part of the community's future library vision.

"A safe place for all to learn and plan and appreciate our diverse talents and abilities"

— community survey respondent



FACILITY AND NEEDS ASSESSMENT

LIBRARY NEEDS ASSESSMENT

The first round of community outreach events focused on community needs and priorities. Participants were asked to rank the library spaces and activities most needed in Pacifica libraries.

For library spaces, overall results show that the community is most interested in spaces for books, movies, music, youth space including teens and children's, and access to outdoor space. Online survey respondents also prioritized books, movies, music, children's space, and rooms for community use as their most valued space in a library.

In terms of the library activities, top teen priorities included gaming & computers, socializing & hanging out, and quiet reading & studying while the adults were more interested in community events, entertainments & programs, and quiet reading & studying. Online survey respondents listed learning and tutoring as their top priority, followed by community events, entertainments & programs, and quiet reading and studying.

BOOKS, MOVIES, MUSIC

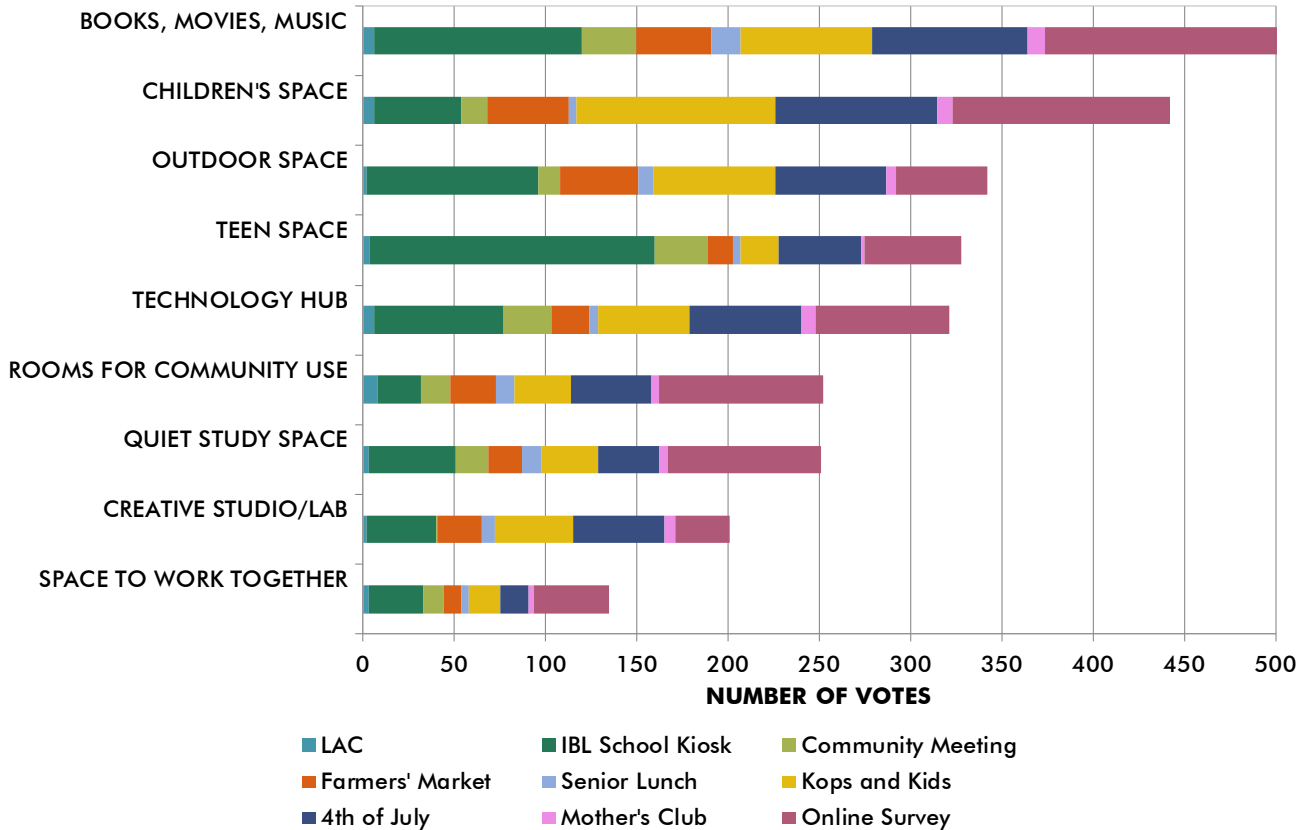


GAMING + COMPUTERS



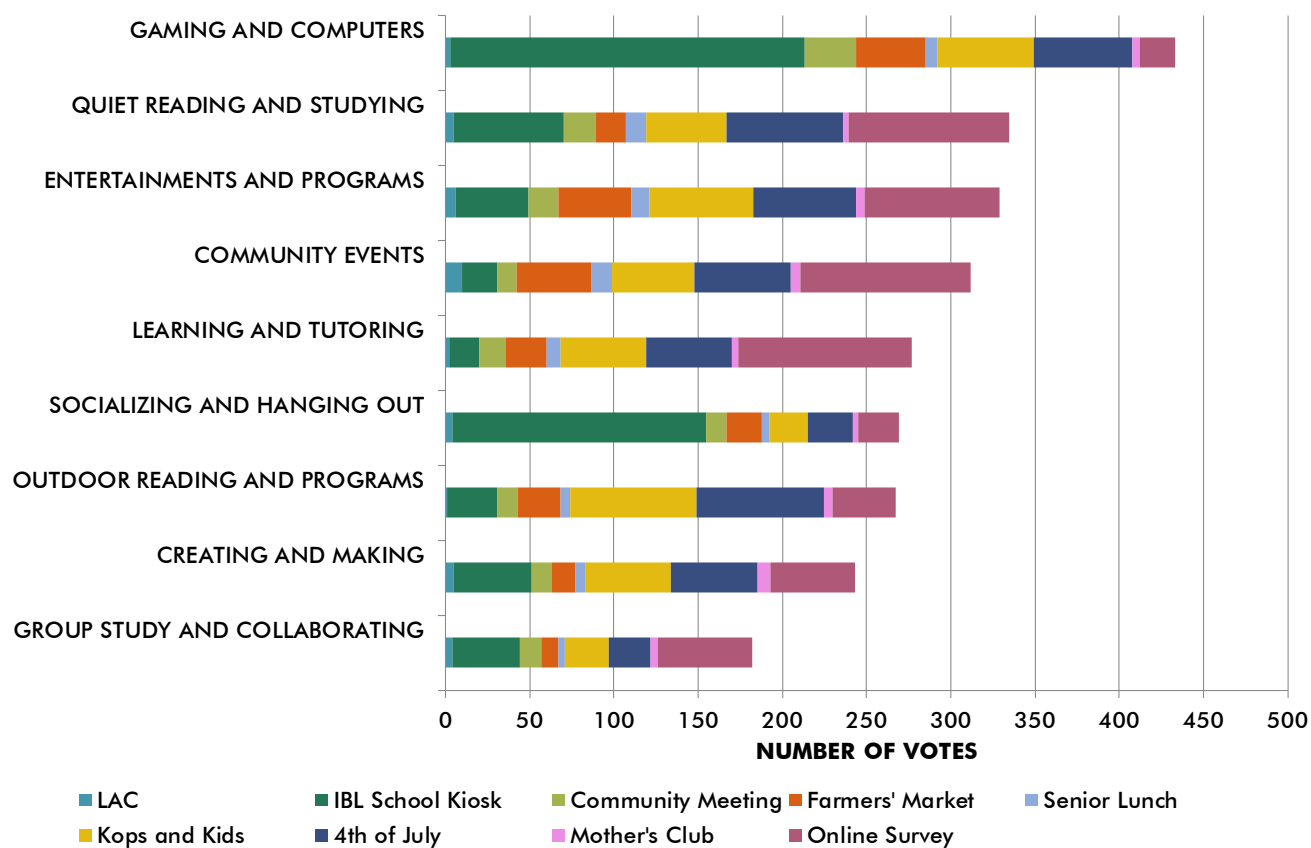
LIBRARY SPACES

Participants were provided with 4 votes



LIBRARY ACTIVITIES

Participants were provided with **4 votes**





SHARP PARK LIBRARY FACILITY ASSESSMENT

Sharp Park Library was built in 1964, and today is centrally located in the Palmetto business and residential district, off Palmetto Avenue and near Pacifica Pier, as well as near a middle school, a high school, and a shopping center. The existing building is roughly 7,300 SF. The library is located off Highway 1 with both Northbound and Southbound access, and is central to both the northern and southern areas of Pacifica. Use patterns show Sharp Park Library being used by patrons from across the city.

The building has served the community for more than half a century and it shows signs of significant wear and tear, with all building systems nearing or beyond their anticipated lifespans. Additionally, exposure to the harsh marine environment has contributed to the failing state of exterior building materials. These conditions are well documented in other studies (see, the 2011 *Pacifica Library Needs Assessment* available on city's website). The community is well aware of the building's technical and spatial shortcomings. Many community members commented on poor acoustics, inadequate space, accessibility challenges, and other barriers to easy and comfortable use.

If Sharp Park Library was to undergo significant renovation, it would be nearly as expensive as building new. All of the facility's building systems (architectural envelope, structure, mechanical, plumbing, electrical, and low voltage) would need to be replaced. The systems do not meet current building codes and have suffered accelerated deterioration. The current site cannot support an expansion, but it can support a new large library. However, the scale of any new building would need to be sensitively developed to fit into the neighborhood context.

COMMUNITY FEEDBACK TRENDS

Likes:

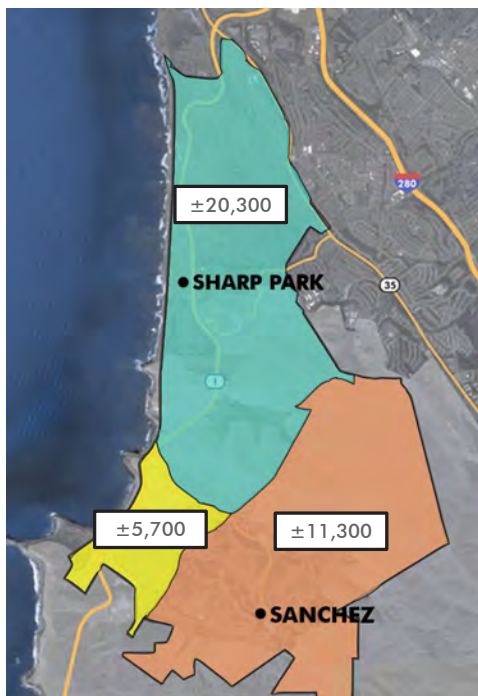
- Location (Convenient for commuters)
- Staff
- Easy to order and pick-up books
- Programs
- New technology (3d printer)
- Children's space and program
- Community room

Dislikes:

- Inadequate space
- Small collection
- No easy access for persons with disabilities
- Noise
- Parking
- Not good for browsing
- Limited hours

SHARP PARK

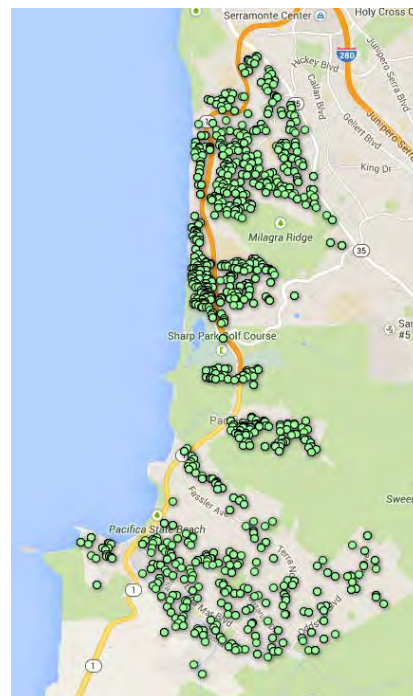
Site Analysis:

POPULATION
DISTRIBUTION:

- Likely to use Sharp Park
- Likely to use Sanchez
- Likely to use either branch

GEOGRAPHIC
LOCATION:

- Open Space
- Populated Areas

USE
PATTERNS:

4169 items out in circulation at time of sampling, shown in relatively even distribution throughout Pacifica

SHARP PARK

Physical Condition Summary:



ACCESSIBILITY

Non-Conforming Parking
Inaccessible Entries
Inaccessible Paths of Travel
Non-Conforming Areas
Inaccessible Exits
Non-Conforming Devices/Hardware

Building is
inaccessible



LIFE-SAFETY

Insufficient Fire Life-Safety
Under-supported Cantilever
Non-Compliant Structure
Excessive Openings in Structural Walls
Under-supported soffits
Unanchored Tall Shelving

Building does not
meet Life-Safety
Standards



BUILDING SYSTEMS

Insufficient Ventilation System
Outdated Lighting Systems
Recently Updated Plumbing

Systems need
upgrades



ARCHITECTURAL

Uneven Floors
Worn Finishes
Poor Acoustics
Damaged/Discontinued Hardware
Underutilized Views

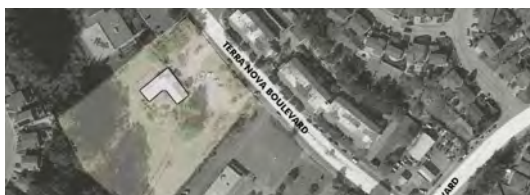
Multiple issues from
deferred
maintenance to
design problems



FUNCTIONALITY

Inadequate Storage
Undersized Spaces for Collections
Inadequate Seating
Inflexible Spaces
Undersized Staff Space

Library is
undersized for
current and future
needs



SANCHEZ LIBRARY FACILITY ASSESSMENT

Sanchez Library in the Park Pacifica neighborhood, is located near an elementary school, a shopping center, a park, and residential areas. It was constructed in 1981. Sanchez Library is distant from Pacifica's largest population centers, such as Manor, Fairmont, Sharp Park, etc. per a comparison of the library's geographic location and 2010 U.S. census tract maps. Use pattern information shows Sanchez Library being used primarily by patrons in immediate proximity to the library.

Sanchez Library is heavily used by seniors and families living in the Linda Mar and Park Pacifica neighborhoods. While the community is proud and passionate about Sanchez Library as a cozy building with a lovely garden, they dislike the library's deficiencies. The community listed limited collection and inadequate space as Sanchez Library's shortcomings. Sanchez Library users also wished for a separate program space to overcome the acoustic challenges during events and programs.

Overall, Sanchez Library building is in fair condition and it can be remodeled to comply with current codes. However, based on remodels of similarly aged buildings, approximately 20-25% of the usable area will be reduced in order to bring the building into compliance with current accessibility requirements.

An addition to the current building, or a new large library building on the current site, could be viable in regards to site capacity, but placing a large library remote from population centers limits community access.

COMMUNITY FEEDBACK TRENDS

Likes:

- Location (Serving seniors and families)
- Outdoor space + garden
- Architecture
- Children's program
- Well organized
- Cozy
- Beautiful view

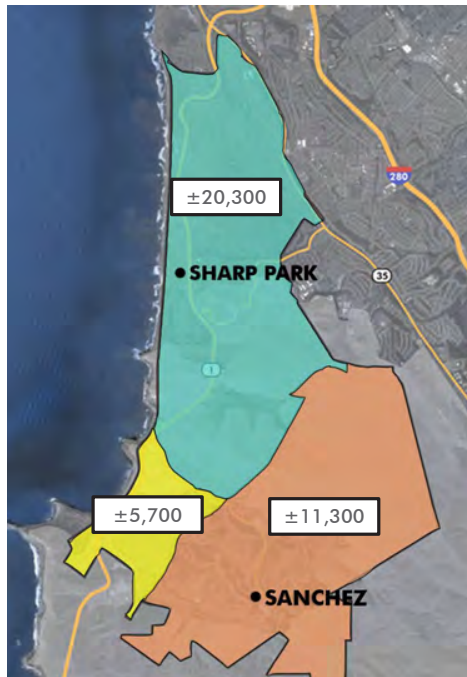
Dislikes:

- Inadequate space
- Small collection
- Inadequate and outdated computers
- Noisy children's space
- Limited hours
- Not a diverse collection
- Traffic and Parking impacts

SANCHEZ

Site Analysis:

POPULATION DISTRIBUTION:



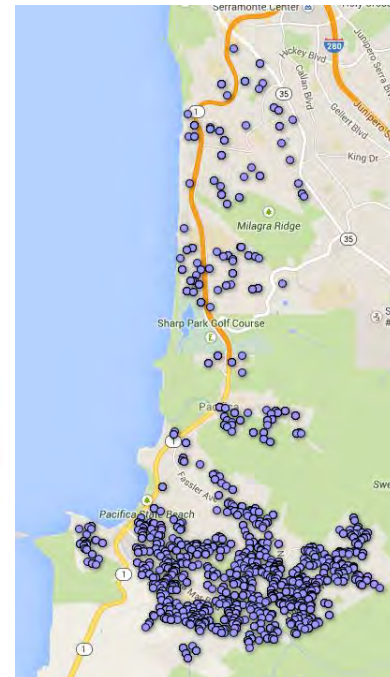
- Likely to use Sharp Park
- Likely to use Sanchez
- Likely to use either branch

GEOGRAPHIC LOCATION:



- Open Space
- Populated Areas

USE PATTERNS:



- Item in Circulation

3836 items circulating at time of sampling

SANCHEZ

Physical Condition Summary:



ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking	Insufficient Fire Life-Safety	Poorly Integrated Telecom Upgrades	Worn Finishes	Inadequate Storage
Non-Conforming Areas	Potential Structural Deficiencies	Recently Updated HVAC	Damaged Window Screen	Undersized Spaces for Collections
Non-Conforming Devices/Hardware	Unanchored Tall Shelving	Recently Updated Plumbing	Damaged Hardware	Inadequate Seating
	Qualifies as a Benchmark Building	Inefficient Lighting Systems	General Good Condition	Inadequate Program Spaces
		Insufficient Air Circulation		Undersized Entry/Service Space
				Undersized Staff Space
<div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;"> <p>Building is mostly accessible</p> </div> <div style="text-align: center;"> <p>Building is considered structurally Life-Safe</p> </div> <div style="text-align: center;"> <p>Some systems require upgrades</p> </div> <div style="text-align: center;"> <p>Finishes need replacement, but the building is in decent condition</p> </div> <div style="text-align: center;"> <p>Library is undersized for current and future needs</p> </div> </div>				

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SMCL SYSTEM LIBRARIES – CURRENT FACILITIES AND SERVICES

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA (Existing)	38,551	41,319	0.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
PACIFICA (Recommended)	38,551	41,319	0.7-0.9 SF/RESIDENT	28,900 – 37,190 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	0.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
FOSTER CITY	32,390	35,420	0.7 SF/RESIDENT	23,708 SF
SAN CARLOS	29,449	34,290	0.6 SF/RESIDENT	21,836 SF
BELMONT	26,748	29,990	0.7 SF/RESIDENT	20,230 SF
MILLBRAE	22,898	30,430	0.9 SF/RESIDENT	26,200 SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	0.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BRISBANE	4,541	5,263	1.3 SF/RESIDENT	(2,712 SF existing) 7,000 SF planned
EAST PALO ALTO	29,137	35,423	0.2 SF/RESIDENT	7,680 SF
PORTOLA VALLEY	4,527	5,041	1.2 SF/RESIDENT	6,450 SF
WOODSIDE	5,539	5,957	0.8 SF/RESIDENT	4,800 SF

Notes:

1. Based on projected population
2. Based on 2013 ABAG projections

SYSTEM FACILITY STRATEGIES

LIBRARY SPACE PLANNING TARGET

The San Mateo County Free Library was originally established by the San Mateo County Board of Supervisors in 1912. The San Mateo County Library Joint Powers Authority (JPA) was formed in 1999. The Library JPA is comprised of the cities of Atherton, Belmont, Brisbane, East Palo Alto, Foster City, Half Moon Bay, Millbrae, Pacifica, Portola Valley, San Carlos, Woodside, and the unincorporated areas of the county. The goals of improved and more efficient library services for Pacifica was discussed during the original development of the JPA bylaws.

Usage data provided by SMCL shows facility sizes and population for each service area in the Library system. It demonstrates how Pacifica's library services fall behind other communities in the system. Pacifica has a deficit in library space compared to SMCL cities of similar population. San Carlos Library, one of the older facilities in the SMCL system, is on the low end with 0.6 square feet per resident (SF/resident), while Millbrae and Half Moon Bay are on the high end at 0.9 SF/resident. Pacifica has a current population of nearly 39,000 and is only providing 0.3 SF/resident and is projected to fall to 0.27 SF/resident by 2040.

Because population size is strongly correlated with the demand for library services, "square feet per resident" is a good benchmark for library space planning purposes. However, there is no universal standard ratio of library space to population that is appropriate for all communities. Rather, target square foot per resident ratios are tailored to each community, taking into account a range of variables including community profile, patterns of mobility, and service needs, as well as the library's organizational characteristics and resources.

	2014 POPULATION	2040 PROJECTED POPULATION	SF/RESIDENT*	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	0.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	0.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	0.9 SF/RESIDENT	37,190 SF

0.7-0.9/SF single facility size = 28,900–37,190 SF

“Pacifica’s children and young adults deserve the same caliber of library as their peers in Half Moon Bay, San Carlos, Belmont, etc.”

— community survey respondent

The recommended target library space planning range for Pacifica is 0.7 to 0.9 SF/resident. Based on this space planning target, it is recommended that Pacifica provide at least 28,900 to 37,190 square feet of library space citywide to meet the library needs of its current and future residents.

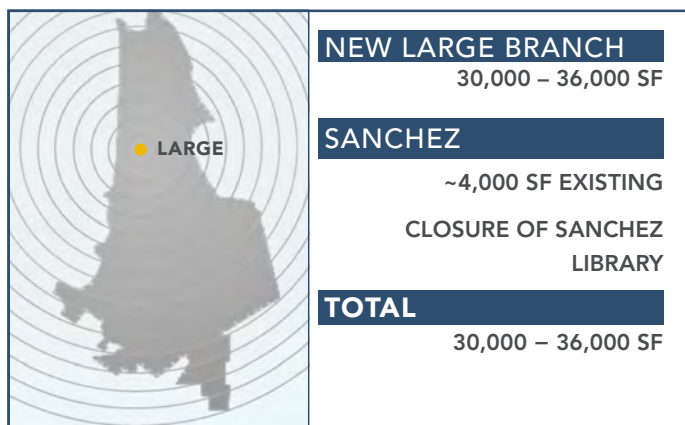
This amount of space will provide Pacifica with the capacity and flexibility to respond to the community’s vision for library service. This space planning range will enable Pacifica to more than double its collection, triple the amount of seating, and significantly expand space for technology and programs. Specific quantities of these service components will be determined when developing a detailed building program in future phases.

Below the 0.7 SF/resident threshold, Pacifica will face more significant compromises to its long-term ability to meet the community’s need for services. This challenge is clearly demonstrated in Pacifica’s current facilities, which today provide less than half the recommended amount of space per resident.

SYSTEM FACILITY STRATEGIES

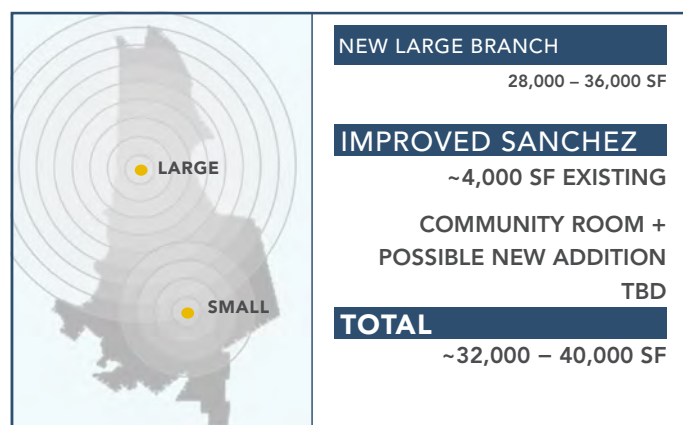
STRATEGY A

1 LIBRARY – 1 LARGE BRANCH



STRATEGY B

2 LIBRARIES – 1 LARGE BRANCH+ 1 SMALL BRANCH



QUANTITY AND LOCATION OF LIBRARIES

Finding the right balance between access and resources is the key challenge for most communities in planning libraries. More libraries can mean increased access to library services, as each new library location can reduce the distance that people must travel to reach a library. On the other hand, two library locations require additional staff and resources to operate and maintain, which – in the absence of an unlimited operating budget and hours – must be reallocated from other uses.

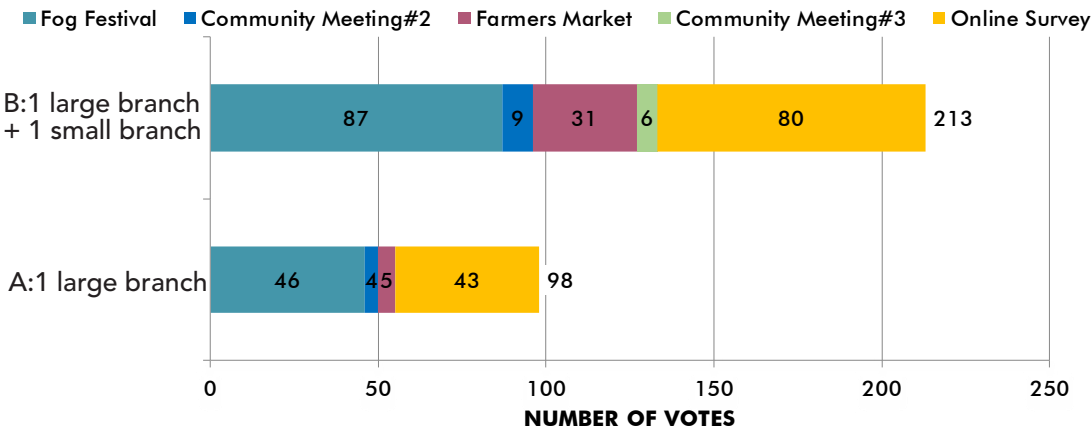
Currently Pacifica receives 60 hours from the JPA which is evenly split between Sharp Park and Sanchez libraries. A well-designed single library would be more efficient to operate and maintain, and would be more available to the community utilizing all 60 operational hours. However, there is significant concern by the community over accessibility, with a single library scenario. Geographic access to library services in Pacifica is an important element of the community's vision. Pacifica has unique geographic composition following the coast with pocket neighborhoods created by the terrain. Having one library will limit the access to library service in certain neighborhoods.

The LAC considered two system facility strategies for applying the recommended library space of 28,900 SF to 37,190 SF:

- **System Facility Strategy A: 1 large branch**
This option offers one centrally located new large branch Library between 30,000 to 36,000 square feet. In this strategy, the Sanchez would be closed as a library.
- **System Facility Strategy B: 1 large branch + 1 small branch**
This option offers one new large branch Library between 28,000 to 36,000 square feet and renovated Sanchez Library as a small branch, totaling up to 40,000, or above the 0.7 - 0.9 SF/resident target range. The possibility of expanding Sanchez Library with an addition could be explored in a future phase.

OUTREACH RESULTS

COMMUNITY INPUT SUMMARY



RECOMMENDATIONS

In rounds two and three of outreach for this project, the community provided input on system facility strategies. This study found that there is strong community support for continuing to operate the Sanchez Library, particularly among residents living in the southeast part of Pacifica. According to community members, the Sanchez Library has an important positive impact on the neighborhood and its continued operation is desired. More than two thirds of participants preferred system facility strategy B, having one large Library with one small renovated Sanchez Library.

Reflecting the community's values and priorities, the LAC identified the dual library strategy as its preferred option.

While there is strong support to keep Sanchez Library open, there is also notable concern among some community members about the operational hours and whether the even distribution of hours is going to be continued when a large new library is built. There are a number of innovative and alternative services that may help leverage resources. The following section explores alternative services in more detail. A feasibility analysis and specific service model recommendations will be important in the next phase of library facility planning for Pacifica.

SITE OPTIONS

There are certain characteristics and criteria for successful library sites that should be kept in mind as appropriate sites are being considered for a new library in Pacifica. Site evaluation criteria were developed by the LAC and vetted with the community to analyze the site alternatives and guide the development of preferred site options.

PREREQUISITES

- **Functionality:** Library facility/ies will prioritize functional design and inherent flexibility to best serve their community now and into the future.
- **Sustainability:** Environmental and operational sustainability will be fundamental to the siting and design of a new library. The building must function efficiently and responsibly to minimize ongoing costs and environmental impact.
- **Best Use:** What is the highest and best use of City owned sites? Is library the most suitable function for this land?

EVALUATION CRITERIA

- **Accessibility:** Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?
- **Site Capacity:** Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?
- **Costs:** What are the total development costs? Costs include land acquisition, site infrastructure (sewer, water, power, roads), site entitlement costs (CEQA, California Coastal Commission), site and building construction costs, and potential relocation costs for existing uses. Analysis of the sites included total development costs as some sites are inherently more expensive than others – for instance, a small site with limited capacity might mean a more expensive project that includes multiple levels of parking.
- **Availability:** Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?
- **Economic Impact:** What potential is there for the new library to act as an economic catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid Pacifica's economic goals? Included in the general discussion of economic impact was the loss of potential revenue to the City should the library be in lieu of other potential revenue generating developments.
- **Synergy/Connectivity:** Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other

COSTS



LAND



INFRASTRUCTURE (Utilities, Highways, Streets, etc.)



ENTITLEMENTS (CEQA, Calif. Coastal Commission..)



SITE DEVELOPMENT



CONSTRUCTION

SYNERGY



COMMUNITY CENTER



SHOPPING DISTRICT



SCHOOL

ACCESSIBILITY/CONNECTIVITY



PEDESTRIAN



BICYCLES



PUBLIC TRANSIT



VEHICLE



PARKING

SITE CAPACITY



BUILDING



PARKING

ENVIRONMENT



EARTHQUAKE, TSUNAMI, SALT FOG, WIND, ...

ECONOMIC OPPORTUNITY



BUSINESS CATALYST

POTENTIAL LIBRARY SITES



CITY OWNED

CITY HALL SITE

Santa Maria Ave. & Francisco Blvd.

PALMETTO & MONTECITO

Palmetto Ave. & Montecito Ave.

Sharp Park Library

Hilton Way & Palmetto Ave.

PARKING LOT

Francisco Blvd. & Salada Ave.

CORP YARD

NE corner of Oceana Blvd. & Milagra Dr.

Sanchez Library

Terra Nova Blvd.

COMMUNITY CENTER

540 Crespi Dr.

SCHOOL DISTRICT

OCEANA HIGH SCHOOL

Oceana Blvd. & Paloma Ave.

ODDSTAD ELEMENTARY SCHOOL

Oddstad Blvd.

PUBLIC AGENCY

Clarendon Rd. & Francisco Blvd.

SHOPPING CENTER

Eureka Dr. & Oceana Blvd.

SOUTH OF GORILLA BBQ

2145 Cabrillo Hwy.

PUBLIC AGENCY

Pacific Ave & Palmetto Ave.

SHOPPING CENTER

Terra Nova Blvd. & Alicante Dr.

SHOPPING CENTER

Coast Hwy. & Linda Mar Blvd.

QUARRY

Cabrillo Hwy. & San Marlo Way

THE "ROCK"

Cabrillo Hwy. & Fassler Ave.

SHOPPING CENTER

Adobe Dr. & Linda Mar Blvd.

PRIVATE SITE

COMMUNITY SUGGESTIONS

SELF STORAGE AT CRESPI DRIVE

SCHOOL DISTRICT HEADQUARTERS

IBL LIBRARY

OTHERS

FAIRWAY PARK

East of Coast Hwy., North of Police

Station and Orchid Farms (NPS)

community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?

- Environment:** Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements? Designing and building structures able to withstand corrosive marine environments is a challenge for most sites in Pacifica.



SITE OPTIONS

The LAC, City staff, and the community identified potential library sites to be considered for the new large branch Library. More than 20 site options were identified and shared with the community for their feedback. Site options were color coded based on their ownerships including City-owned sites, privately owned sites, and sites owned by the School Districts and other public agencies. Additional sites were added to the list as a result of input from the community including Ingrid B. Lacy School library and the privately owned self-storage lot on Crespi Drive.

EVALUATION AND ANALYSIS

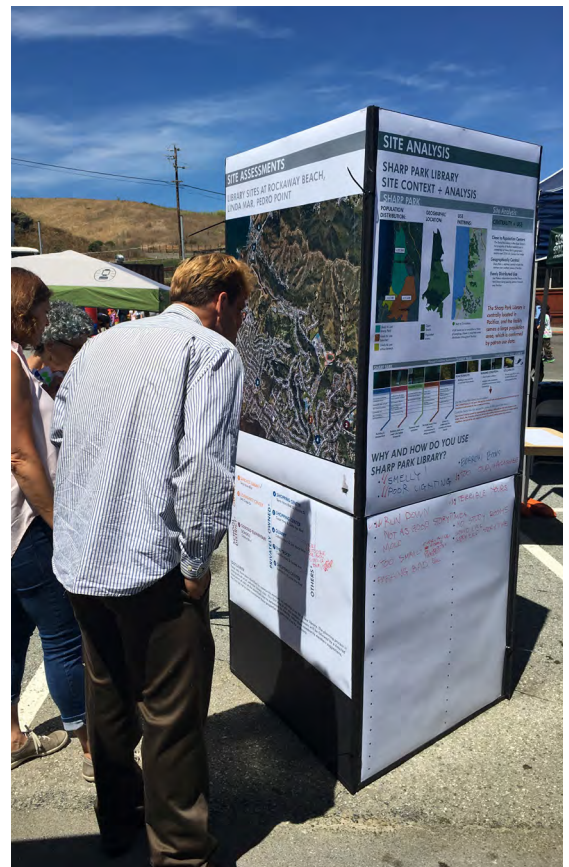
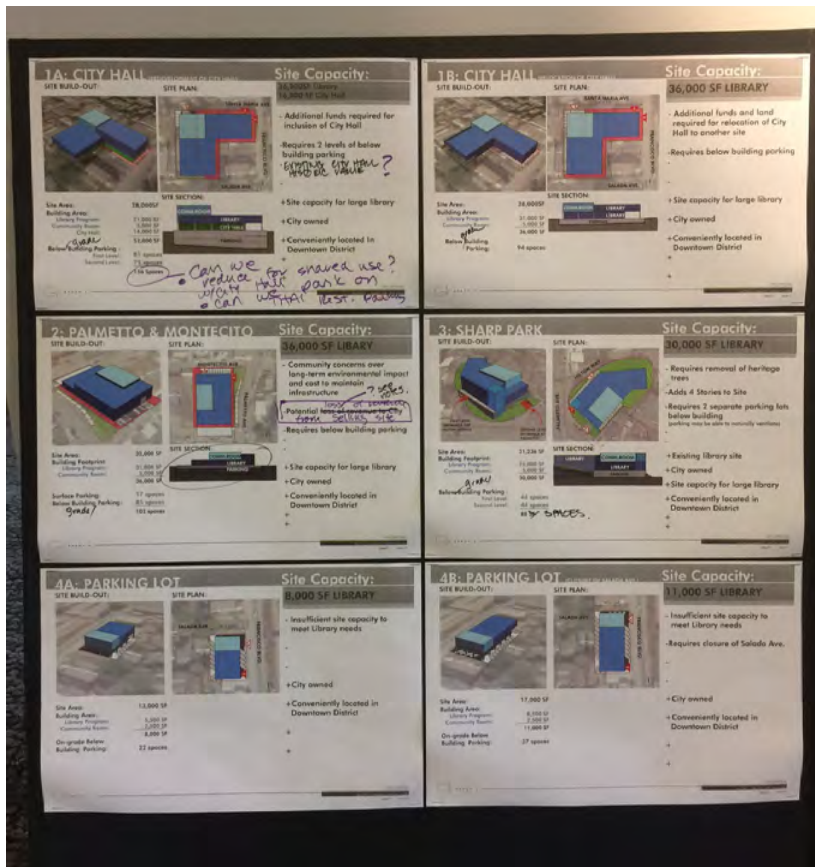
Over the course of several public meetings, LAC members examined site options against their evaluation criteria. After lengthy discussion on the potential library site options, the LAC narrowed down the list of possible sites. Primary reasons why a number of sites were dropped from consideration include the following:

Availability

- **Private Sites.** Private sites were removed from consideration due to the added cost of land acquisition. Considering the relatively large number of available city-owned site options, the LAC did not see pursuing privately-owned sites as necessary.
- **School District Sites.** Initially the LAC was hoping to explore the possibility of partnering with Pacifica's school

"The Library has become the de facto community gathering space for young families."

— community survey respondent



CITY OWNED

CITY HALL SITE
Santa Maria Ave. & Francisco Blvd.

PALMETTO & MONTECITO
Beach Blvd. & Montecito Ave.

SHARP PARK LIBRARY
Hilton Way & Palmetto Ave.

PARKING LOT
Francisco Blvd. & Salada Ave.

CORP YARD
NE corner of Oceana Blvd. & Milagra Dr.

SCHOOL DISTRICT*

OCEANA HS
Oceana Blvd. & Paloma Ave.

Availability

PUBLIC AGENCY
Clarendon Rd. & Francisco Blvd.

SHOPPING CENTER
Eureka Dr. & Oceana Blvd.

SOUTH OF GORILLA BBQ PARKING
2145 Cabrillo Hwy.

PUBLIC AGENCY
Pacific Ave & Palmetto Ave.

FAIRWAY PARK
East of Coast Hwy., North of Police Station and Orchid Farms (NPS)

Accessibility

OTHERS*

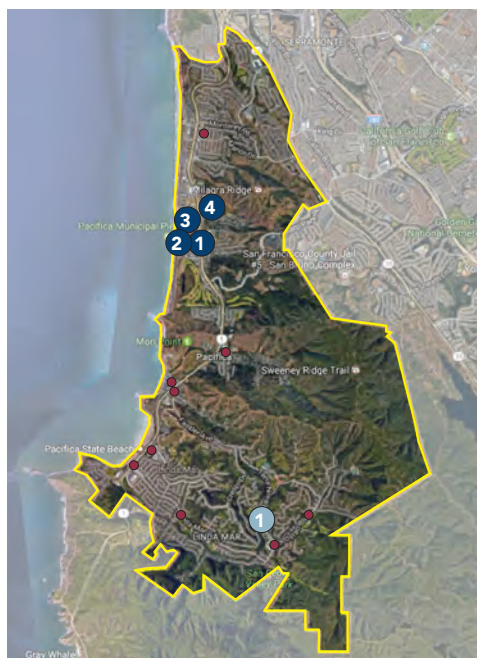
districts for a site for the library project. The LAC looked at Oceana High School, Oddstad Elementary School, and school district headquarters properties. Of the three sites, the only high scoring option was the Oceana High School site. However, the site is not one of the LAC's preferred sites because of the challenge of pursuing a joint development with the school district and relocating of school facilities, and because there were higher scoring site options that the City controlled

Site Capacity

The site capacity of the possible sites needed to be large enough to accommodate a library within the targeted range of 28,000 to 37,000 SF per System Facility Strategies. The *Parking Lot* across from city hall, is a City-Owned site, however, it does not have sufficient site capacity to accommodate the library and parking needed. There is capacity for 22 parking spaces on-grade at this site, which would limit the size of library to 8,000 SF to meet the parking requirements. The conclusion is this site has insufficient capacity to meet library needs. Even if the site was extended to include Salada Ave., with closure of the street, it would not be large enough to accommodate the building and the parking.

Accessibility

The Fairway Park was eliminated from consideration due to its poor accessibility. The site is located on the east side of Highway 1 and is owned by the National Park Service and Caltrans. The



Sites marked with a red dot were sites that the community identified as potential library locations, these sites were evaluated by the City's Library Advisory Committee and considered less desirable based on the established site evaluation criteria.



site has poor access; and would be challenging to get to from the Northbound direction of Highway 1.

Recommendations

Based on the recommended system strategy, and using the evaluation criteria, the LAC developed their recommendations for the preferred site options for the large library and one recommended site for the small library.

Recommended Large Branch Sites, in order of preference (Strategy A or B)

- Sharp Park Library
- Palmetto and Montecito
- City Hall
- Corporation Yard

Recommended Small Branch Site (Strategy B)

- Sanchez Library

Details on each of the recommended site options are included on the following pages.



LARGE LIBRARY SITE

1- SHARP PARK LIBRARY



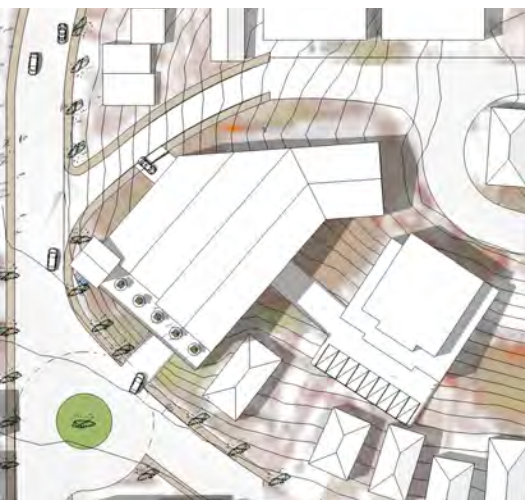
SITE AREA: 31,236 SF
BUILDING AREA:
LIBRARY PROGRAM 25,000 SF
COMMUNITY ROOM: 5,000 SF
30,000 SF

BELOW BUILDING PARKING:
FIRST LEVEL: 43 SPACES
SECOND LEVEL: 40 SPACES
83 SPACES

- PROS:**
- + Existing library site
 - + Site capacity for large library
 - + City owned
 - + Conveniently located in Palmetto district
- CONS:**
- Requires removal of heritage trees
 - Requires 2 separate parking lots below building
- OTHER:**
- Scale of the building will need to be sensitively developed to fit into the neighborhood context

+ GOOD
- POOR

ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	+



LARGE LIBRARY SITE – SHARP PARK LIBRARY

The Sharp Park Library site is a City-owned site, located in the Palmetto Business District on Hilton Way, and, as the location of the current Sharp Park Library, is already zoned for public facility use.

The proposed building would have the first and second stories at approximately the same elevation as the current building. The option would include a 30,000 SF library on two floors, including a 5,000 SF community room. There would be two separate parking levels below the building. The cost of under building parking at the Sharp Park site may be less expensive than underground parking at other sites due to the possibility of daylighting and natural ventilation. There may potentially be heritage trees on site, which would need to be removed or otherwise addressed.

Being located in the Palmetto Business District, the library will be a draw for the community and would bring beneficial impacts to the local economy.

A concern discussed for this site was the importance of sensitively designing the building so that it “fits” in the existing context and scale of the neighboring buildings which are both small residential units and a larger apartment building. An independent project timeline was an advantage discussed for this site - the project being independent of other factors such as the relocation of existing site functions (i.e. for the active corporation yard site).

LARGE LIBRARY SITE

2A- PALMETTO & MONTECITO



BUILDING FOOTPRINT:	17,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF

BELOW BUILDING PARKING:	73 SPACES
SURFACE PARKING:	10 SPACES
	83 SPACES

PROS:
 + Site capacity for large library
 + City owned
 + Conveniently located in Palmetto district

CONS:
 - Community concerns over long-term environmental impact and cost to maintain infrastructure
 - Potential loss of revenue to City
 - Requires below building parking

+ GOOD
 - POOR

ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	-

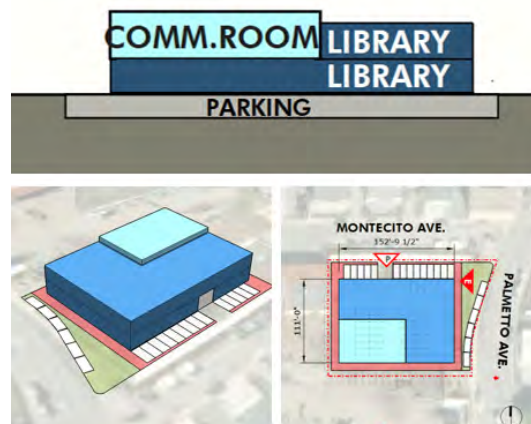
LARGE LIBRARY SITE – PALMETTO AND MONTECITO

The property at the southwest corner of Palmetto and Montecito Avenue is part of Pacifica's former waste water treatment plant, is still owned by the City, and is zoned for public facility use. With a building footprint of 17,000 SF, the site can accommodate a two-story, 30,000 SF library, including a 5,000 SF community room. With a building of this size, the site would require one level of underground parking, with some limited surface parking. Depending on what the City decides to do with the adjacent property, the site for the library could be configured with either the long or short side fronting Palmetto Ave.

Located in the Palmetto Business District, the library would act as an anchor for community activity and district revitalization. Best planning practices for community amenities include location within walking distance to schools, retail, and commercial developments – as at SMCL's 26,000 SF Millbrae Library, which receives over 350,000 visitors a year. Currently the Sharp Park Branch (6,600 SF) is about 25% the size of Millbrae Library, and receives about 25% of Millbrae Library's foot traffic.

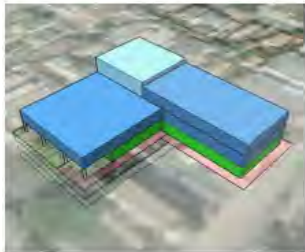
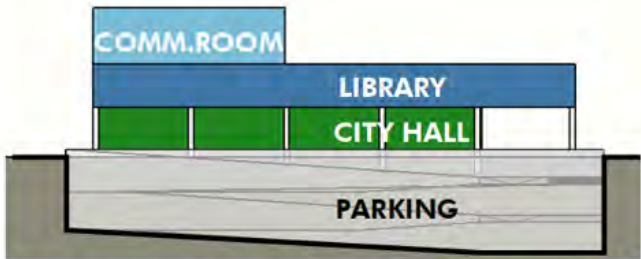
Community concerns regarding this site include environmental and maintenance challenges due to the ocean's proximity and the potential threat of sea level rise. The LAC also considered the potential for increased TOT (Transit Occupancy Tax) resulting from a larger hotel on the Beach Boulevard site, should the new library be located elsewhere.

2B- PALMETTO & MONTECITO



LARGE LIBRARY SITE

3A- CITY HALL SITE AT FRANCISCO & SANTA MARIA



SITE AREA:	28,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF
BELOW BUILDING PARKING:	
FIRST LEVEL:	80 SPACES
SECOND LEVEL:	47 SPACES
	127 SPACES

PROS:
+ Site capacity for large library and City Hall
+ City owned
+ Conveniently located in Palmetto district

+ GOOD
- POOR

CONS:
- Additional funds required for inclusion or moving of City hall
- Traffic impact on Santa Maria and Francisco
- Site constraints require either a large 4 story building if parking is above grade, or more costly underground parking (2 levels)

ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	+

LARGE LIBRARY SITE – CITY HALL SITE

There are three possible options for the existing City Hall site which is located at Francisco and Santa Maria Avenue. The City owns the site, it is zoned for public facility use, and located in the Palmetto Business District.

The three options include:

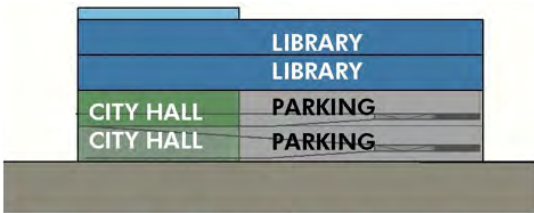
- Combining a new City Hall with a new library, and putting the parking either underground (Option 3A) or putting two levels of parking above grade (Option 3B)
- The third options is to build a new library on the site and to relocate City Hall to another location that is yet to be determined (Option 3C)

In all scenarios, additional funds would be needed to support either the inclusion or relocation of City Hall.

Descriptions of the three options developed for the City Hall site follow:

- Option 3A – a three-story building including a 16,000 SF City Hall on one floor and a two-story 30,000 SF library space, which includes a 5,000 SF community room). The strategy requires two-levels of underground parking.

3B- CITY HALL SITE



3C- CITY HALL SITE AT FRANCISCO & SANTA MARIA



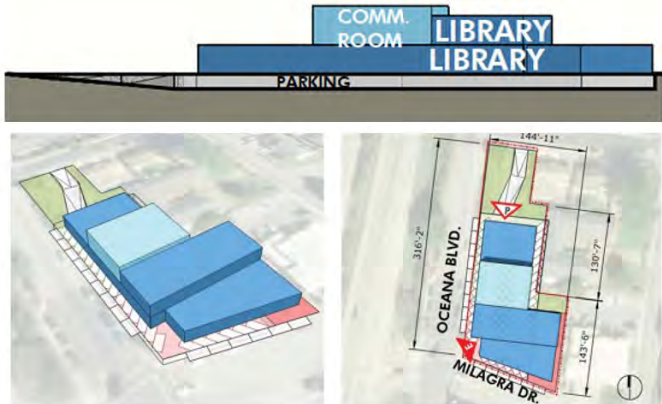
- Option 3B – a large four-story building including a 16,000 SF City Hall on the first two floors, two levels of parking also on the first two floors, and on the top two floors a two-story 30,000 SF library space, which includes a 5,000 SF community room.
- Option 3C – a two-story 30,000 SF library building, including a 5,000 SF community room with either one level of underground parking, or two levels of above ground parking. This option would require City Hall to be relocated to another site yet to be determined.

Being located in the Palmetto Business District, the library will be a draw for the community and would indirectly generate revenue from its economic and synergistic impact. The site access was also considered very good with easy access to Highway 1, and a closer adjacency to both Oceana High School and IBL Middle School than the existing Sharp Park site or the Palmetto and Montecito site.

Significant concerns for this site were in regards to the additional funds that would be required to either include a new City Hall with the Library on this site or to relocate the City Hall off site. In all options, the costs for the project would be significantly more to address the City Hall needs.

LARGE LIBRARY SITE

4- CORPORATION YARD



SITE AREA: 36,444 SF

BUILDING AREA:

LIBRARY PROGRAM: 25,000 SF

COMMUNITY ROOM: 5,000 SF

30,000 SF

BELOW BUILDING PARKING: 68 SPACES

SURFACE PARKING: 15 SPACES

83 SPACES

PROS:

- + Easy Northbound highway access
- + City owned
- + Site capacity for large library

CONS:

- Additional funds required for relocation of Corp yard
- Requires below building parking
- Poor Southbound highway access

+ GOOD

- POOR

ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	-
SYNERGY/CONNECTIVITY	-
ENVIRONMENT	+

LARGE LIBRARY SITE – CORPORATION YARD

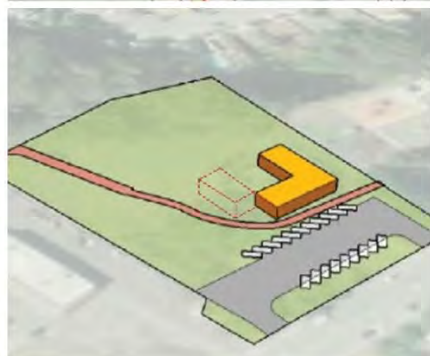
The corporation yard is a City-owned site, located at northeast corner of Oceana Boulevard and Milagra Drive. The parcel is currently zoned Community Commercial District (C-2) and has a height limitation of 36’. The Corporation Yard shares a city block with the city’s Fire Department Headquarters Station and a church.

The Corporation Yard Site Option consists of a two-story, 30,000 SF library, which includes a 5,000 SF community room. This option requires one level of underground parking with a limited number of surface parking spaces. Similar to the City Hall Site Option, the project budget would need to include the relocation costs for the corporation yard to a yet-to-be-determined new location.

The site access from the south, off of Highway 1 is excellent, however access from the north is more challenged, because the freeway exit is on the west side of the highway and requires going through two very busy intersections to get to the east side of the freeway. Also of significant concern is the geographical location of this site, which is close to the north edge of Pacifica and not as centrally located as other site options considered by the LAC.

SMALL LIBRARY SITE

1- SANCHEZ LIBRARY



SITE AREA: 116,000 SF

BUILDING AREA:
 EXISTING: 4,000 SF
 COMMUNITY ROOM + POSSIBLE NEW ADDITION: TBD

SURFACE PARKING:
 EXISTING: 21 SPACES
 FUTURE: TBD

PROS:
 + Site capacity to expand
 + Surface parking
 + City owned
 + Existing library site

CONS:
 - Not centrally located
 - Concerns about improved facility resulting parking and traffic impact

+ GOOD
 - POOR

ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	+

SMALL LIBRARY SITE – SANCHEZ LIBRARY

Located at 1111 Terra Nova Blvd in the Park Pacifica neighborhood, the Sanchez Library site is about 2½ acres in size and has ample room for expansion. As mentioned in the Facility Assessment chapter, the building is in fair condition and can be cost effectively remodeled to comply with current building codes. However, based on recent remodels of similarly aged buildings, approximately 20-25% of the usable area will be reduced in order to bring the building into compliance with accessibility requirements.

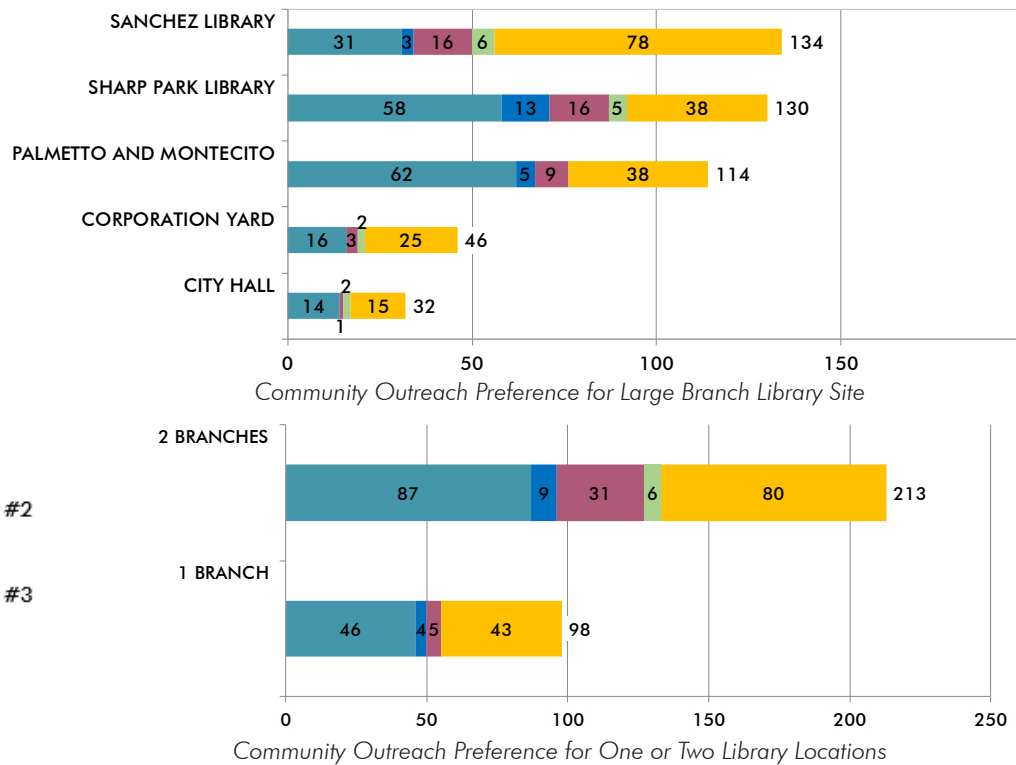
The recommended system strategy recommends renovating Sanchez Library with the possibility of an addition. At the next phase of the project, the City should prepare a detailed analysis of the opportunities for an expansion and addition of a community room for Sanchez Library.

The parcel map for the Sanchez Library site includes a 10' Public Utility Easement that runs across the site, accommodating a large, 54" storm drain. Relocating this storm drain could be cost prohibitive.

In order to maximize the services that a renovated Sanchez Library can provide, and to increase the hours that the facility is open to public, the LAC is recommending an alternative service model, which is discussed in greater detail in the next chapter.



Sanchez Library



COMMUNITY’S PRIORITY FOR LARGE BRANCH LIBRARY SITES

Community outreach results show support for LAC’s recommendation for the large library branch. The majority of respondents, voted for existing Sharp Park Library site (40%), and Palmetto and Montecito site (35%) as their preferred options for the new large branch Library.

COMMUNITY’S PRIORITY FOR SMALL BRANCH LIBRARY SITES

Community outreach results show support for LAC’s recommendation for the small library branch. Of the number of respondents who voted for a two-branch library system 68% of respondents, voted to support the Sanchez Branch.

CHALLENGES OF A TWO BRANCH SYSTEM

The concept of creating one library for Pacifica has been discussed and promoted for nearly twenty years now, dating back to the creation of the San Mateo County Library Joint Powers Agreement. The concept is based on the premise that that the City cannot afford to operate two libraries while maintaining adequate hours of access for the community.

Currently SMCL provides 60 weekly hours of library services to Pacifica. In the recent past the City and the SMCL JPA provided additional funding to supplement these hours so that Sanchez Library was open 31 hours per week and Sharp Park Library was open 41 hours per week. When the City and the SMCL JPA were no longer able to fund these 14 additional hours, a decision was made to evenly split the 60 hours of library service between the two branches, and ensure their schedules complement one another to maximize the hours of operation for the community.

In the many discussions that we had with Pacificans during the outreach for this study, it became apparent that the challenges of funding the operation of two libraries for Pacifica was generally understood. However, these same community participants also understood the need and value of Sanchez Library – the majority of participants supported Sanchez Library remaining open. Residents of Pacifica value the beauty of this coastal community but also understand the challenges that come along with it, such as limited connectivity during high traffic periods. Having two branch libraries that serve residents across the City helps mitigate the isolation that is inherent to the beautiful geography of Pacifica.

The challenge as understood by the LAC is then how to maximize, or leverage the budget for, the operations of libraries in order to support the two-branch system strategy. The approach to addressing this challenge is outlined in the following chapter.

SYSTEM OPERATIONAL SCENARIOS

Pacifica's libraries are operated by the San Mateo County Library Joint Powers Authority (SMCL JPA). As a JPA member, the Pacifica is entitled to receive up to 60 hours of library service. Currently this allotment is split evenly between Sharp Park Library and Sanchez Library. Up until recently, the City and the SMCL JPA were able to fund additional hours, but have not been able to fund these additional hours for some years now. Prominent community concerns for Pacifica library options heard during this study and previous to this study include:

- Splitting of collections, services, and hours between two branches results in a less accessible collection and fewer services and hours of access;
- If we build a new library of significant size, we cannot afford to have it open only 30 hours a week.

Understanding the importance and the value that Sanchez Library has for the adjacent neighborhoods, the LAC tackled the operational challenge of the two system strategy by defining operational scenarios for both the large and small libraries. The goal identified by the LAC for the operational scenarios was to maximize the hours of operation that a new large branch library would have, thus maximizing the community benefit of a new full service library while maintaining the neighborhood branch core library services that are currently provided at Sanchez.

The large branch operational strategy provides a full service library emphasizing significant enhancements to both core library services – collections, seating, technology, and programs, as well as sufficient space all library patrons, young to old – while also supporting newer library services such as more space for people to collaborate, explore, create, work, study, learn, and gather.

The small branch library operational scenario defined by the LAC maintains the current core library services already provided at Sanchez – collections, seating, technology and some library programming – but also recommends providing additional community services and programs. These additional services could potentially be provided by developing a stronger partnership with organizations such as the Pacifica's Parks, Beaches & Recreation department and by renovating the existing facility to support more flexible and innovative uses and services.



Mitchell Park Library

"A large library will give us a place to gather in large and small meeting rooms."

— community survey respondent

LARGE LIBRARY OPERATIONAL SCENARIO

The operational scenario for the large library emphasizes the significant enhancement of existing core services – seating, technology, collection, reading space and multi-use program room. Each of these core service elements is recommended for considerable expansion, including additional seating, technology, a place for families, dedicated space for community programs, and a vibrant marketplace showcasing new and popular materials and services.

The operational scenario for the large library also explores new opportunities for spaces and amenities that Pacifica libraries cannot currently provide due to facility constraints. These opportunities include quiet reading space, group study rooms, community gallery, and collaboration/maker space.

The Large Library Operational Scenario recommends the following services and spaces:

- **Seating** – A large amount of seating, with an increased variety of choices appropriate for reading, work, and collaboration
- **Collection** – Space not only to expand the overall collection size, but also to improve browsability – the ability of customers to see materials and find titles of interest
- **Technology** – Increased access to new technologies from computer stations to 3D printers and more
- **Family Place** – Space that allows family groups to gather and socialize as each family member checks out his or her items
- **Quiet reading** – A seating and study space for adults or teens who desire a quiet place for focused individual work
- **Multi-use program room** – A flexible multi-purpose space that can accommodate large events – needed not just for library programs, but also for a variety of civic and community functions in Pacifica, including short-run performances
- **Teen space** – A vibrant, welcoming space that engages teens with technology, games, collection materials, and cool, comfortable furnishings that support socializing and study
- **Children’s space with programming** – A lively, colorful, and family-friendly area designed to support programs and events for Pacifica’s youngest residents
- **Group study** – Ample well-equipped spaces to support collaboration at all scales, from tutoring pairs to large group work sessions
- **Information services** – A location where customers will be able to easily get help with questions and problems from library staff
- **Community meeting and library programming space with art gallery** – A large, multipurpose, flexible meeting space to accommodate the wide variety of library programs as well as have the capacity to support, in conjunction with the meeting space, a small community gallery for art and rotating exhibits
- **Pacifica Friends of the Library** – A collaborative space dedicated to the PFOL, and support its efforts to generate funding for ongoing library operations through book sales
- **Collaboration/Maker Space** – A flexible, well-equipped space for creative and experiential learning for Pacificans of all ages
- **Small Group Program** – A space intended for small groups: tutoring pairs, students, businesspeople, committees, book discussion groups, and others

LARGE BRANCH SCENARIO

LIBRARY SERVICES



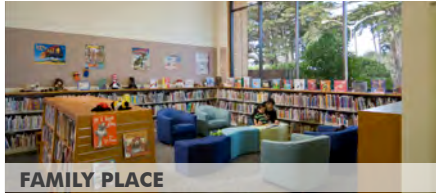
SEATING



COLLECTION



TECHNOLOGY



FAMILY PLACE



QUIET READING



MULTIUSE PROGRAM ROOM



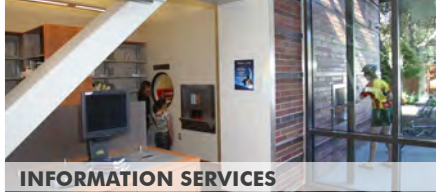
TEEN SPACE



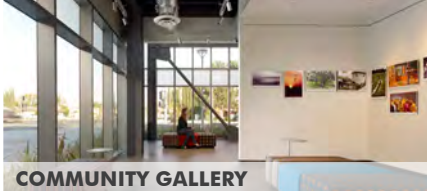
CHILDREN'S SPACE W/ PROGRAMMING



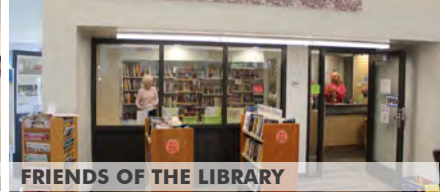
GROUP STUDY



INFORMATION SERVICES



COMMUNITY GALLERY



FRIENDS OF THE LIBRARY



COLLABORATION/MAKER SPACE



SMALL GROUP PROGRAM



COMMUNITY PARTNER SPACE

SMALL BRANCH SCENARIO

For the small branch scenario, innovative operations were considered to increase the efficiency and get the most out of ~4,000 square feet available at Sanchez Library. There are several strategies that can maximize the availability of services in the small branch, including an alternative staffing model and providing self-service kiosks and material vending machines. One of the building wings could be secured off from the rest of the building for use as program space, including outside of regular library hours.

In addition to the core library services offered at Sanchez Library, the LAC thought that additional value could be gained by creating a shared-use facility with partner organizations. This would allow the facility to stay open more hours during the week and respond to multiple community needs.

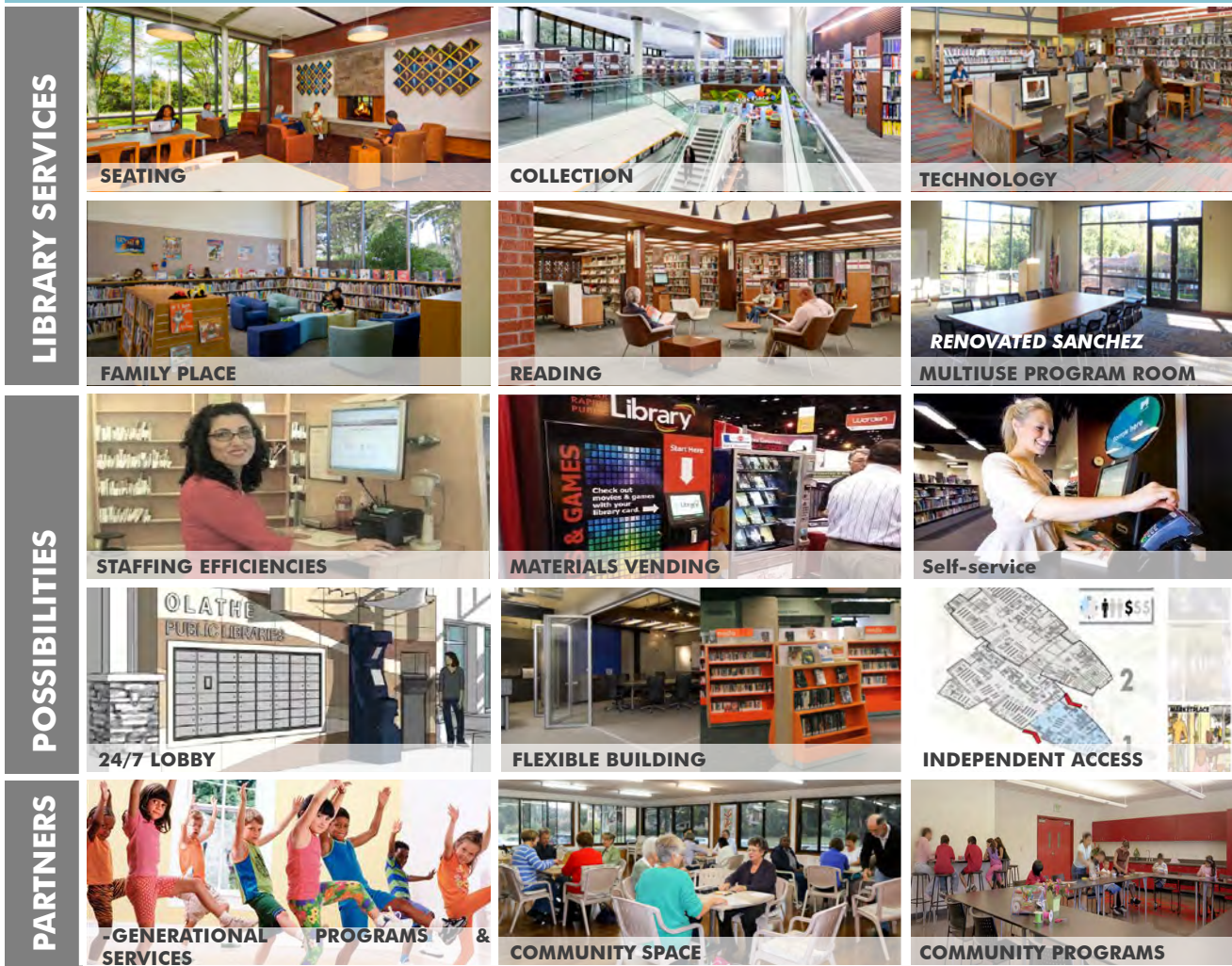
The library services that a renovated Sanchez would offer include seating, collection, technology, family place, and reading spaces, and a multi-use program room.

- **Seating** – A larger amount of seating, with an increased variety of choices appropriate for reading, work, and collaboration
- **Collection** – Space not only to expand the overall collection size, but also to improve browsability – the ability of customers to see materials and find titles of interest
- **Technology** – Increased access to new technologies from computer stations to 3D printers and more
- **Family Place** – Space that allows family groups to gather and socialize as each family member checks out his or her items
- **Quiet reading** – A seating and study space for adults or teens who desire a quiet place for focused individual work
- **Multi-use program room** – A flexible multi-purpose space that can accommodate large events – needed not just for library programs, but also for a variety of civic and community functions in Pacifica, including short-run performances

In addition to core library services, the following innovations could be considered for Sanchez Library to maximize the resource efficiencies:

- **Staffing Efficiencies** – Sanchez Library could be designed to support the vision of sustainable service, which includes freeing staff from repetitive, back-of-house, and behind-the-desk tasks.
- **Material Vending and Self-service** – The libraries will be designed for streamlined workflow, including automated materials check-in and sorting. Customers will easily manage most of their most frequent transactions independently.
- **24/7 Lobby** – The lobby could be secured off from the rest of the building and remain open all-day all-week, offering automated services.
- **Flexible Building** – A flexible building could be achieved with different strategies including using movable partitions and mobile furniture
- **Independent Access** – A portion of the building could be secured off and remain available for different and after hours uses such as program space

SMALL BRANCH SCENARIO



As trusted centers of the community, libraries are in a unique position to attract potential partners, and to provide resources and benefits to organizations with mutual goals. In a time of diminishing funds and increasing demands, partnerships are essential to meeting community needs, and to sustaining an active and engaging environment for customers. The operational scenario for the small branch proposes that the library partner with other organizations such as Parks, Beaches & Recreation. Potential programs that could be offered at Sanchez Library include:

- **Multi Generational Programs and Services** – This will be a flexible multi-purpose space that can accommodate programs and services for children, teens, adults, and seniors
- **Community Space** – Space that provides access to community networks and activities
- **Community Programs** – Various programs offered by the partner organization can be hosted at Sanchez Library

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NEXT STEPS

More than 1,000 community members provided feedback in the development of this study, but there is much more engagement to come. It will be important for the City to continue the conversation with community members, leadership, and SMCL about the need and opportunities for improved library facilities in Pacifica. Continuing to build a community-wide awareness of the needs and the vision for providing improved library services to Pacificans is critical for securing support and building momentum for the implementation of the Library Advisory Committee's recommendations.

The City Council and the Pacifica community understand the need for library improvements. The Library Advisory Committee's work over the last 18 months provides an excellent foundation for moving forward with the next steps, beginning with City Council's review and input on:

- the preferred system strategy
- the preferred site option(s)
- the preferred operational scenario

Upon review and confirmation of the above, City Council will be able to direct staff to further define the preferred system and site strategies, thereby establishing project definition and allowing the development of an implementation and funding plan.

Concurrent with developing the project definition is the ongoing work necessary to evolve the library operations to make funding both the large and small branch scenario feasible. This work will require detailed discussions and analysis with SMCL and the City.

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APPENDIX

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LIST OF PROJECT PARTICIPANTS

This study is the result of the input and collaboration of over one thousand Pacifica community members, along with representatives of City, Library, and private and non-profit organizations. Only a small fraction of participants in this planning process are listed here. The contributions of the countless others whose names are not listed have been no less valuable to the process.

LIBRARY ADVISORY COMMITTEE

- Cindy Abbott, Parks, Beaches & Recreation Commission
- Eric Ruchames, Pacifica Library Foundation
- David Leal, Economic Development Commission
- Caroline Barba, Pacifica Friends of the Library
- Laverne Villalobos, Pacifica School District
- Jerry Crow, At-Large Member – Service Organization + Pacifica Historical Society
- Barbara Eikenberry, At-Large Member – Seniors
- Kathy Long, At-Large Member – Seniors
- Kellie Samson, At-Large Member – Families with Children
- Tom Clifford, Planning Commission
- Sue Vaterlaus, City Council Liaison
- Deirdre Martin, City Council Liaison

PROJECT MANAGEMENT TEAM

- Tina Wehrmeister, City of Pacifica – Planning Director
- Robert Smith, City of Pacifica – Assistant Planner
- Anne-Marie Despain, SMCL – Director of Library Services
- Rachel McDonnell, SMCL – Library Project Manager
- Julie Finklang, SMCL – Pacifica Libraries Branch Manager

ADDITIONAL CITY AND CITY COUNCIL PARTICIPANTS

- Mike O'Neill, Mayor
- John Keener, City Councilmember
- Sue Digre, City Councilmember
- Lorie Tinfow, Past City Manager
- Keith Breskin, Interim City Manager
- Kevin Woodhouse, City Manager
- Lorenzo Hines, Assistant City Manager
- Sarah Coffey, City of Pacifica – Executive Assistant
- Christian Murdock, City of Pacifica – Associate Planner
- Bonny O'Connor, City of Pacifica – Assistant Planner
- Van Ocampo, City of Pacifica – Director of Public Works
- Raymond Donguines, City of Pacifica – Associate Civil Engineer
- Lee Panza, City of Pacifica – Public Works Department
- Ryan Marquez, City of Pacifica – Assistant Civil Engineer
- Anne Stedler, Past City of Pacifica Economic Development Manager
- Brian Martinez, City of Pacifica – Collection System Manager
- Pedro Mendoza, City of Pacifica – Calera Creek Water Recycling Plant Manager
- Frank Fuller, Urban Field Studio
- Jane Lin, Urban Field Studio

CONSULTANT TEAM

Group 4 Architecture, Research + Planning, Inc.

- Dawn Merkes AIA LEED-AP
- Andrea Gifford RA LEED-AP
- Daniel LaRossa RA
- Dorsa Jalalian

LIBRARY ADVISORY COMMITTEE (LAC) MEETING AGENDAS

LAC #1 2017-05-10

1. Call to Order
2. Approval of March 8, 2017, Meeting Minutes
3. Oral Communications
4. Discussion of website construction and public communication
5. Update on upcoming outreach activities
6. May 23rd community meeting preparation and exhibits
7. Committee and staff communication
8. Adjourn

LAC #3 2017-07-12

1. Call to Order
2. Approval of June 14, 2017 Meeting Minutes
3. Oral Communications
4. Project Schedule
5. Library Site Analysis – Committee Worksheet Report Out
6. Discuss Remaining Potential Site
7. Library Site Analysis – Committee Site Recommendations
8. Community Outreach Update
9. Planned Outreach Activities and LAC participation
10. Discussion of website and public communication
11. Committee and staff communications
12. Adjourn

LAC #5 2017-09-13

1. Call to Order
2. Approval of August 9, 2017 Meeting Minutes
3. Oral Communications
4. Site Analysis
5. Library System Strategies
6. Planned Outreach Activities and LAC participation
7. Discussion of website and public communication
8. Committee and staff communications
9. Adjourn

LAC #7 2017-11-08

Call to Order

1. Approval of October 11, 2017 Meeting Minutes
2. Oral Communications
3. Introductory remarks from newly appointed City Manager, Kevin Woodhouse
4. Community Outreach Update
5. Site and System Options
 - Recommended Sites
 - Review Updated Models
 - Recommended System Facility Strategies
 - Confirm Operational Scenarios
6. Summary Report
7. Planned Outreach Activities and LAC participation
8. Discussion of website and public communication

LAC #2 2017-06-14

1. Call to Order
2. Approval of May 10, 2017, Meeting Minutes
3. Oral Communications
4. Update on June 12 City Council discussion regarding the 2212 Beach Blvd.
5. Reporting on outreach input to date
6. Preliminary analysis of potential library sites
7. Preliminary review of updated planning standards & needs assessment
8. Planned Outreach activities and LAC participation
9. Discussion of website and public communication
10. Committee and staff communications
11. Adjourn

LAC #4 2017-08-09

1. Call to Order
2. Approval of July 12, 2017 Meeting Minutes
3. Oral Communications
4. Project Schedule
5. Community Outreach Update
6. Library Site Analysis
7. Library System Strategies
8. Planned Outreach Activities and LAC participation
9. Discussion of website and public communication
10. Committee and staff communications
11. Adjourn

LAC #6 2017-10-11

1. Call to Order
2. Approval of September 13, 2017 Meeting Minutes
3. Oral Communications
4. Update on Community Outreach
5. Site and System Options
 - Preferred Sites (confirm)
 - System Facility Strategies (confirm)
 - System Operational Strategies (discussion)
6. Planned Outreach Activities and LAC participation
7. Appointment of Vice Chair
8. Discussion of website and public communication
9. Committee and staff communications
10. Adjourn

DRAFT

Attachment 1

MINUTES

May 10, 2017

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

COMMITTEE PRESENT:

Cindy Abbott (CA);
Barbara Eikenberry (BE);
David Leal (DL);
Kathy Long (KL);
Vanessa Powers (VP);
Eric Ruchames (ER);
Kellie Samson (KS);
Laverne Villalobos (LV);

**CITY COUNCIL LIAISONS
PRESENT:**

Sue Vaterlaus (SV);

COMMITTEE ABSENT:

Caroline Barba (CB);
Jerry Crow (JC);
Chuck Evans (CE);
Rosie Tejada (RT);
Deirdre Martin (DMa), Council Liaison;

CITY STAFF PRESENT:

City Manager Keith Breskin (KB);
Asst. Planner Smith (RS);
Exec. Asst. Coffey (SC);

CONSULTANT TEAM:

Dawn Merkes Group 4 Architects (DM);
Andrea Gifford (AG);
Dorsa Jalalian (DJ);

SMCL STAFF:

Julie Finklang (JF);
Rachel McDonnell (RM).

1. CALL TO ORDER

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

2. APPROVAL OF March 8, 2017 MEETING MINUTES

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

3. ORAL COMMUNICATIONS

Public Comment: Stan Zeavin introduced himself to the committee, and stated that he wants open dialogue about getting a new library built. He sees several issues in the way, and there is a need to work out compromises on the issues from the side that voted against the bond measure last November. CA noted that the City will be having a series of community outreach meetings, the first of which is on May 23, to get feedback from the public. Stan Zeavin continued that one issue against the new library is the issue of location. He referred to the Moffatt & Nichol report and executive summary on the site location at 2212 Beach Blvd, and stated that three things need to happen to protect the site from flooding: keep the seawall in good shape, renourish the beach (which may cost \$50M - \$100M) and continued renourishment. Zeavin stated that there may be enough money to rebuild the seawall and nourish the beach the first time, but the beach will need renourishment for 15-20 years. He has listened to the Army Corps, read the sediment study and the Moffatt & Nichol report. He noted that Moffatt & Nichol used 5.5 ft for end-of-century sea level rise in the study, but now are using 6.5 ft. Without beach nourishment, waves will break over the seawall. Zeavin concluded that this location can't be used for the library, as it is like playing Russian roulette. DM provided Mr. Zeavin with a postcard noting the dates of upcoming library outreach community meetings.

4. DISCUSSION OF WEBSITE CONSTRUCTION AND PUBLIC COMMUNICATIONS

CA noted the challenge in finding information that is easy to find and accessible on the current City website.

RS informed the Committee that DL made a mock-up of a website dedicated to the Pacifica library project. Staff would like to use the LAC as a forum to discuss and review content for the website, add and remove content to keep it streamlined and relevant, working with DL to be sure information on the site is correct.

CA noted the URL for the website is PacificaLibrary.com

DL started with content and images from the poster/postcard regarding the community outreach meetings on the Library project. The site includes an *events calendar* with the outreach meetings included. The *contacts* section will have an online form to fill out to contact staff by email. DL would like additional content suggestions for the site. A *more info* link will link back to Pacifica's library page.

KS asked if there would be a way for visitors to enter comments if they are not able to make it to the outreach workshop(s). DM replied that an online survey will parallel the content in the outreach meetings.

CA suggested a tab for *Research & Findings* for more information with annotations for each document to summarize what is in each in a few short sentences.

RS said that the intent is to maintain the City webpage, and discuss how both pages can work together. DL observed that on the current City page, all the content is on one page

DRAFT

and makes information hard to find; it would be better to group content under specific headers. CA agreed there is a need to parse out the long list of information/documents to make it more friendly and easier to locate information. DL would like to surface relevant content more at the top pertaining to questions the community is asking; it is important to see events, history, how to contact someone easily on first hitting the page. KL suggested dynamic content, for example highlighting the upcoming May 23 community outreach meeting as a headline. LV suggested creating a vision of some kind to generate excitement; think about a new person moving into Pacifica and asking, "How would you like it if your children/grandchildren could have a new library." DL said that the vision is being designed in the outreach process, identifying services such as 3D printing that the new library can offer. ER expressed the importance of having a link to all the different reports that have been done and a synopsis of the history of the library project, noting that the presentation Lorie Tinfow did for Council gave a really good history and framework of the library planning. DM replied that the timeline incorporates library planning history. ER emphasized that, a summary of the history and what we are doing to move the project forward is important, and feels it has not been successful in getting this information out widely to the public.

ER observed that a lot of people have not been to a modern library, and may ask, "What is a modern library? What do they look like?" He suggested having links to other modern libraries for examples. JF said that we can use images that we already have; Group 4 has done that. KS agreed and suggested using visuals to show possibilities with links to learn more, language like "help imagine" to draw people in, and showing what's next.

BE heard that a lot of objectors to the new library spoke about what is wrong with the libraries we have now; she suggested having some discussion of what is wrong with the existing libraries.

VP emphasized striking a careful balance between providing information, but not overwhelming the community with information; create a page that people want to keep clicking around, annotate things, use sound bites; create a place that people want to be. DL added that the attention span online has decreased, so think about what we can surface on the webpage, avoid links – once the user leaves, they may not return to the page.

JF was concerned about the URL PacificaLibrary.com and confusion with the existing library website; she is concerned about Google search results. Pacifica libraries are San Mateo County libraries, and the actual website is smcl.org. She said one would think that pacificalibrary.org would redirect to smcl.org, but it does not. URL confusion can be an issue. The website mock-up itself looks great, and JF is happy to provide content, if needed. DL responded to the URL concern, mentioning that he could gather multiple URLs to redirect to a single page; URL's cost about \$10-\$15 per year. RS can speak to Planning Director about budgeting for the cost of additional URL's.

CA brought up the conversation at the last meeting about using a communications consultant to figure out the content for the webpage – what information can be pulled from the reports to communicate to the public. RS responded that the planned agenda for the next meeting (June 14) will include discussion about viewpoints from Committee members about goals and expectations for communication about the library project by

the committee. RS feels we have a good start on the webpage from DL, so we do not need an outside consultant for creation of a website. CA would like Committee members to review the content that is on the current City webpage and other sources to identify key pieces and what information to bring into the new website. She would like to add the timeline to the new site. DM suggested formatting the timeline differently for better viewing on a phone, and can work with DL via GoToMeeting to come up with suggestions to translate the timeline with graphics to the website, where clicking on a picture can bring up additional detail. CA wants the timeline to communicate the history of library planning; JF agreed that the visual content is important.

DM added that the Committee will discuss expectations for members' time commitment for public outreach at the June meeting, and suggested attending the May 23 open house and workshop to become familiar with the current outreach with the goal of providing information to the community and bringing community feedback back to the Committee. DL mentioned the Retail 101 series of workshops that the Economic Development Committee (EDC) was involved with, and they had planned to have one member of the EDC attend each session as part of public engagement. DM added that kiosks will be set up for library outreach at the Farmer's Market on May 24 and was working on setting up the kiosks during the day for middle-school students at Ingrid B. Lacey School on May 23. KS volunteered to bring information about the May 23 community meeting to parents at her daughter's school and share in the school newsletter. CA hoped that Committee members could attend the May 23 community workshop.

5. UPDATE ON UPCOMING OUTREACH ACTIVITIES

DM requested that Committee members write on post-its what goals they see for the new library before leaving tonight's meeting. They have planned 6 months of community outreach activities in three phases to inform the community about the library project. At its meeting in March, the Council directed the Library Advisory Committee to get comprehensive community input and investigate different library service models and site options, update the needs assessment and bring recommendations back to Council. AG elaborated that the 1st phase of community outreach will focus on needs and site locations, mentioning that we are not tied to the Beach Blvd site for the project. AG asked members to think about potential sites for the library and will ask for community input. They will inform the community about the existing two library sites in the site and facilities assessment, to discuss what is needed for a viable site. They will ask how community members are using each of the two (2) library sites to understand current use of the libraries; we may not need to duplicate services if there are two (2) locations. Some outreach was done with teens last year for updating the needs assessment, and that outreach will now be brought to the full community, asking what spaces and activities they would like to see in a new library. DM mentioned that outreach will be done at Ingrid B. Lacey Middle School, senior lunch program, Kids & Kops event, Farmer's Market, and an online survey; she asked for input on other ideas for outreach, recognizing that there is a limited budget. JF suggested the City's 4th of July event at Frontierland Park, and DM said she will add that to the outreach list, noting this would be a good location for an intercept kiosk. ER suggested outreach at each library; DM noted that the boards have too large a footprint to set up at the libraries, but they can gather

DRAFT

input at the libraries through a link to the online survey on library computers. JF suggested setting up an iPad near the 3D printer at Sanchez library and making the online survey available on that; they will also be getting flat screen displays installed at both libraries. AG emphasized that there will be a continuous presence online at the libraries. DM mentioned making the Council directives larger on the timeline summary board. DM noted the 1st round of outreach will continue into summer until July, but many people vacation in July so will not have much outreach activity planned in July; the schedule targets looking at sites and system options in August. DM asked if we will have a July LAC meeting.

JF mentioned that the June LAC meeting will be held at Sanchez Library; JF cannot attend the June meeting, so Paula will provide after-hours access to the library at 6:15pm. Since the library closes at 6pm, those setting up should arrive before 6pm.

DM confirmed use of the community room at Sharp Park library for July, August and a further community outreach in September. Additional outreach was done at last night's Economic Development Committee meeting, with additional efforts to promote the community outreach meeting dates, and providing postcards at a special meeting of the Parks, Beaches and Recreation Commission, and offered outreach at a Planning Commission meeting. SC will be coordinating stakeholder/partner meetings via the City Manager's Office. CA introduced Interim City Manager Keith Breskin to the Committee. CA wanted to know about the format of the stakeholder meetings; DM explained that it will include a summary presentation, discussion of site criteria and opening a conversation about possible strategizing or partnering opportunities. DM asked if schools have been approached for partnering on a new library? ER responded that it has been a long time since any such discussion was had with Jefferson Union High School District.

6. MAY 23rd COMMUNITY MEETING PREPARATION AND EXHIBITS

DM presented the exhibit board for site criteria, and explained that evaluation of sites will take place in Phase 2, with different weights and priorities given to each criteria. The board categorized the sites as City-Owned, School District, Public Agencies, Private-Owned with each category color-coded. KS suggested adding a heading at the top of the site assessment board, "What Makes a Good Library?" JF suggested adding public transit and connectivity criteria to the site assessment board. DM also noted environmental considerations as a factor. DL mentioned site capacity, and asked if the library could be used as an emergency evacuation center. DM said that the City has emergency operations center at the police station, schools often function as shelters, the community center can serve as a shelter. JF added that libraries sometimes stay open as a safe space for people, but they are not necessarily used as an evacuation center. DM mentioned some revisions for the sites listed on the board: Adobe shopping center instead of Sun Valley Market and adding Bubble Machine former car wash site. SV suggested Calson's property on Pedro Point; DM and KL thought that the Calson property may be too low in elevation. KS asked about Fairway Park. ER mentioned the Quarry. ER suggested reaching out to school districts and North Coast County Water District before the community outreach meeting so they are not surprised to see their properties as potential library sites mentioned in the community outreach. LV is on the school board, and mentioned the project going forward for workforce housing at the Oddstad school site; the next Joint Articulation meeting will be in September. DM is

aware of the Oddstad workforce housing project. SC will contact stakeholders, but any meetings with stakeholders would likely take place after the May 23 community outreach.

CA observed that the maps on the boards do not show the far north end of Pacifica. DM explained there were no sites suggested in the far north end, but will expand the map to show at least up to Pacific Manor.

DM present the exhibit board on site analysis. JF asked if they say that Sharp Park Library cannot be renovated / remodeled, as the librarians get a lot of questions about why we don't just renovate the existing buildings. DM said that we can remodel, but that 25% of the usable space will be lost to upgrade for accessibility and to meet current codes for ADA compliance; construction cost to remodel would equal or even exceed new construction. DM added that Sharp Park Library is not a construct type that is good for remodeling; the building is crumbling. DL said a remodel means we will get less service at a greater cost; we could emphasize on the website what space would be lost in the renovation scenario. KS suggested an FAQ page on the website that could address anticipated questions. CA suggested adding the year built and square footage for each library on the exhibit board. To the question "Why do you use this library", CA suggested adding "how" to the question; BE agreed.

DM presented the exhibit boards for community activities and community spaces. ER asked if we should display what square footage is suggested for a library in a community our size, and note services that are offered in modern libraries that we do not have; KS agreed. DM wants to be sensitive to not pushing a specific answer in the outreach. KL suggested framing the information such as libraries in a community like Pacifica typically provide these services, programs, activities and spaces, but not necessarily mentioning square footage. AG explained that on these boards, community will be asked to prioritize activities and spaces given dots to place on the boards. DM explained that it will help place emphasis on activities and spaces that the community prioritizes, but not necessarily limit the library to only those spaces. DM invited Committee members to place dots indicating priorities for activities and spaces on the exhibit boards before leaving the meeting.

DM will have sign-in sheets, exit surveys, facilitation pads at each outreach event. They can renew posters at each event and track respondents by event, use of color-coded dots. AG said that the exhibit boards work well as self-service with instructions.

CA asked what the difference between the Open House and Workshop portion of the May 23 meeting was. DM explained that Open House is a drop-in format with each board set up with a greeter to explain or answer questions; an open house format was presented at the Community Center last year and was successful with seniors and parents with kids. The Workshop will have a 20-25 minute introduction, overview of the work plan and then break-out into groups to rotate through each of the 3 stations, ending with volunteers from each group to report key points in conclusion.

DM mentioned outreach postcards noting the community outreach meeting dates were mailed on Tuesday to 12,700 addresses. AG has extra postcards, and encouraged Committee members to take some. DM said that SC can send a PDF of the poster to

DRAFT

Attachment 1

anyone who would like it. CA suggested posting information on the community meeting to NextDoor. ER suggested posting the outreach poster at schools on bulletin boards and at libraries. KS can provide the PDF of the outreach poster to the school weekly newsletter, and suggested bringing information to school open houses. SC sent information to the Tribune to advertise the upcoming May 23 community outreach and future community meeting dates.

7. COMMITTEE AND STAFF COMMUNICATIONS.

RS mentioned that a few members asked about using personal email addresses for Committee information instead of City email addresses. Staff reminded the Committee that the Public Records Act applies to email used for City/Committee related business, and recommended using City email to receive and send emails for City business so that personal email does not become subject to search for public records. Staff has instructions for accessing City email on iPhone, Android or internet available, if needed.

DL mentioned that the Palmetto Streetscape project is moving along, and there are now spray painted markers for curb cuts along Palmetto. Work is anticipated to begin next week or the week of May 22, and concrete work is expected to start in June.

CA reminded Committee members to place the 4 dots for prioritizing library activities and spaces on the exhibit boards before leaving.

MEETING ADJOURNED

Respectfully submitted,

Sarah Coffey
Executive Assistant

APPROVED:

Cindy Abbott
Library Advisory Committee Chair



City of Pacifica

NEW PACIFICA LIBRARY

Library Advisory Committee

April 26, 2016



GROUP 4



San Mateo
County
Libraries



AGENDA

1. Call to Order
2. Approval of March 8, 2017, Meeting Minutes
3. Oral Communications
4. Summary of City Council Direction March 27, 2017
5. Review Proposed Work Plan and Participation Plan
6. Committee and staff communications
7. Adjourn



AGENDA

1. Call to Order
2. Approval of March 8, 2017, Meeting Minutes
3. Oral Communications
4. **Summary of City Council Direction March 27, 2017**
5. Review Proposed Work Plan and Participation Plan
6. Committee and staff communications
7. Adjourn

City Council Direction on Library Planning Process

2017-03-13

WE HEARD WE NEED A NEW LIBRARY ...

"WE WANT TO DEVELOP A PLAN THAT MEETS OUR LIBRARY NEEDS AND HAS OUR COMMUNITY'S SUPPORT."

LIBRARY ADVISORY COMMITTEE LIBRARY NEXT STEPS...



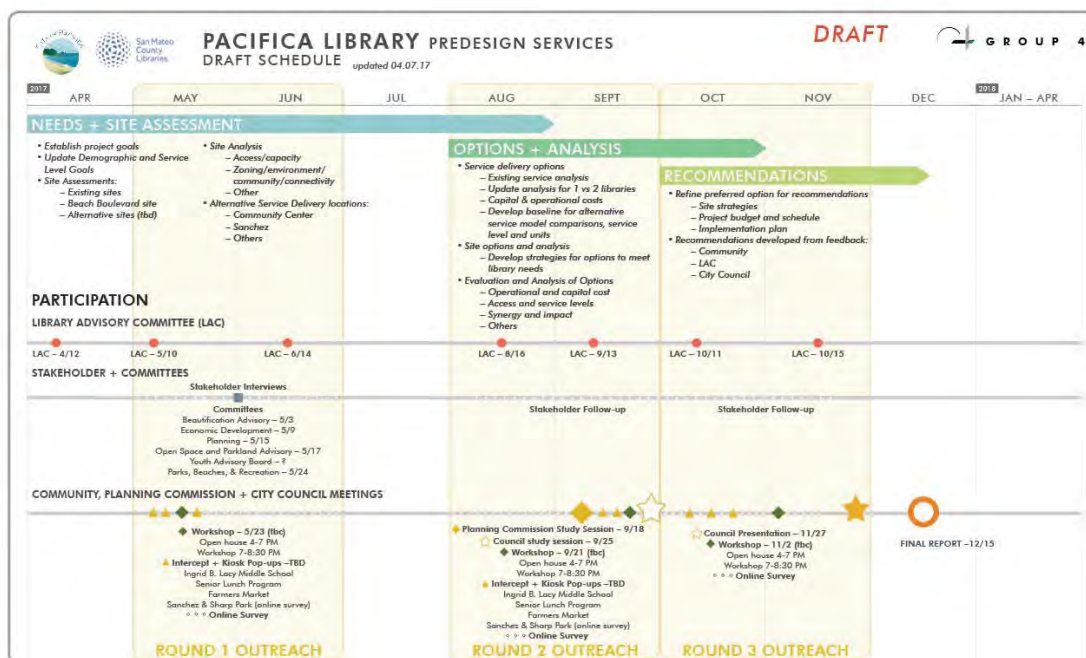
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|-----------------------------|---|
| 1. Community Input: | Develop a comprehensive public outreach strategy that engages and responds to the community across both geographical and demographic borders. |
| 2. Needs Assessment: | Revisit analysis of library service assessment to refine, document, and communicate findings. |
| 3. Site Analysis: | Revisit site options and analysis. |
| 4. Service Options: | Develop and analyze service model options, explore alternatives to a single branch option. |



AGENDA

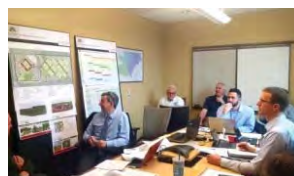
1. Call to Order
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7. Adjourn

Work & Participation Plan



Participation Plan – Components

1. City Council & Planning Commission
2. Library Advisory Committee
3. City Committees (project update delivered in May)
4. Stakeholder Interviews
5. Community Meetings
 - Open House
 - Community Workshops
6. Intercept Kiosks
7. On-line Surveys
8. Technical Meetings (City Staff and Library Staff)
9. Project Communications
(PR Consultant & Project Webpage)



GROUP A

4.12.17

NEW PACIFICA LIBRARY

Participation Plan – Stakeholders

Stakeholder Interviews:

- Pacifica Library Foundation
- Pacifica Friends of Library
- North Coast County Water District
- Recology of the Coast
- Pacifica School District
- Jefferson Union High School District
- Sanchez Art Center
- Pacifica Historical Society
- Pacifica Mother Club
- Pacifica Ocean Discovery Center
- Others?



GROUP A

4.12.17

NEW PACIFICA LIBRARY

Participation Plan – Community Meetings

Community Meetings:

Scheduled for each phase of the work plan to include an open house from 4-7pm, followed by a town hall style workshop 7-8:30pm. Locations to be easily accessible from Highway 1.

- 1) **Needs & Site Assessments**
May 18, 2017 @ IB Lacey Middle School
- 2) **Options & Analysis**
September 21, 2017 @ tbd
- 3) **Recommendations**
November 2, 2017 @ tbd



GROUP

4.12.17

NEW PACIFICA LIBRARY

Participation Plan – Intercept Kiosks & On-Line Survey

Intercept Kiosks

will be used to share and collect information from the community.

Preliminary recommendations for kiosk locations include:

- 1) Pacifica Farmers Market – Round 1 & 2
- 2) Ingrid B. Lacy Middle School – Round 1
- 3) Seniors Lunch Program @ the Community Center – Round 1
- 4) Fog Fest – Round 2 (part of City or Library Booth)
- 5) Touch-A-Truck community family event, 4/29/2017?
- 6) Other?



On-Line Surveys

Concurrent with each round of community outreach will be an on-line survey with the same content and requests for input as the community meetings and intercept kiosks.



GROUP

4.12.17

NEW PACIFICA LIBRARY

Participation Plan – Project Communications

Project Communications:

- Should the City consider engaging a PR specialist to assist with project communications?
- All information from public meetings and intercept kiosks will be made available on both the City and the Library websites.
 - In order to maximize outreach potential, should we include design of project-specific web pages which link to project information and on-line surveys?
- Meeting flyer and poster are being developed to advertise upcoming meeting and input opportunities.

HELP IMAGINE

PACIFICA'S LIBRARY RESOURCES

SHARE YOUR IDEAS AND HELP CREATE THE VISION

JOIN OUR COMMUNITY WORKSHOPS AND HELP DEVELOP IDEAS FOR PACIFICA'S LIBRARY RESOURCES. PARTICIPATE IN ANY OR ALL OF THE EVENTS. YOUR INPUT AND INVOLVEMENT COUNTS!

ROUND 1 MAY 23 – NEEDS
Ingrid B. Lacy Middle School
1427 Palmetto Avenue, Pacifica
4:00 PM – 7:00 PM Open House
7:00 PM – 8:30 PM Workshop

ROUND 2 SEPTEMBER 21 – OPTIONS
Location TBD
4:00 PM – 7:00 PM Open House
7:00 PM – 8:30 PM Workshop

ROUND 3 NOVEMBER 2 – RECOMMENDATIONS
Location TBD
4:00 PM – 7:00 PM Open House
7:00 PM – 8:30 PM Workshop

FOR MORE INFORMATION
650.359.8038
www.cityofpacifica.org
email@email.com

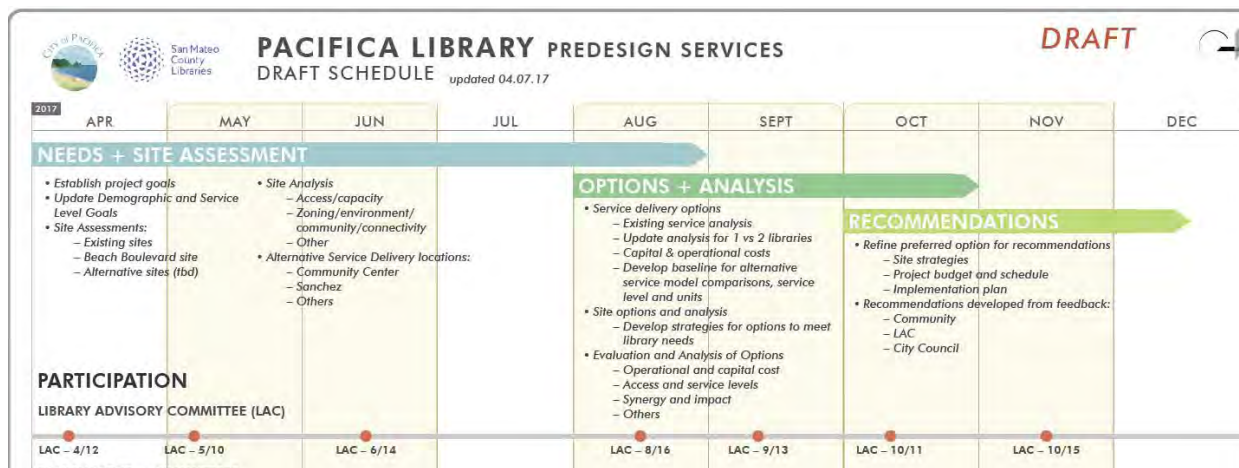


GROUP 4

4.12.17

NEW PACIFICA LIBRARY

Work Plan



GROUP 4

4.12.17

NEW PACIFICA LIBRARY

Sites to consider...others?

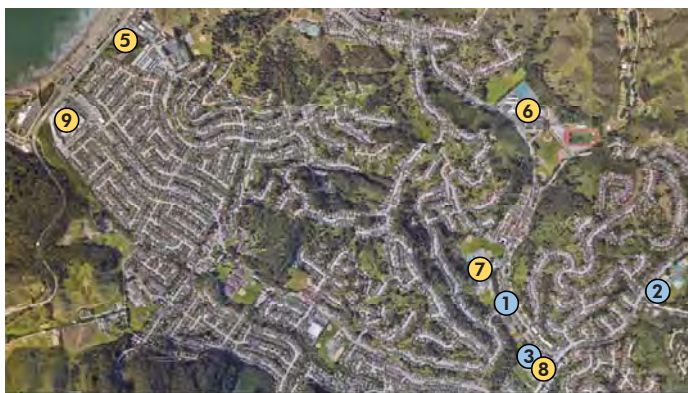


LIBRARY SITES AT NORTH END OF TOWN

- 1 **OCEANA HIGH SCHOOL**
Oceana Blvd & Paloma Ave
- 2 **CITY HALL SITE**
Santa Maria Ave & Francisco Blvd
- 3 **PARK LOT**
North of the Thai Restaurant on Francisco Blvd
- 4 **PALMETTO & MONTECITO**
Corner of Palmetto & Montecito
- 5 **PACIFICA LIBRARY**
Hilton Way
- 6 **PARCEL OFF OF HIGHWAY-1**
East of Highway-1 before Police Station and Orchid Farms
- 7 **OTHER**



Sites to consider...others?



LIBRARY SITES AT SOUTH END OF TOWN

- 1 **SANCHEZ LIBRARY**
Terra Nova Blvd & Alicante Dr
- 2 **SCHOOL DISTRICT HOUSING**
Site next to Oddstad Elementary School
- 3 **RETAIL CENTER**
Terra Nova Blvd & Alicante Dr
- 4 **OTHER**

POTENTIAL ALTERNATIVE LIBRARY SERVICE DELIVERY SITES

- 5 **COMMUNITY CENTER**
Cabrillo Hwy & Crespi Dr
- 6 **TERRA NOVA HIGH SCHOOL**
Terra Nova Blvd
- 7 **ORTEGA SCHOOL**
Terra Nova Blvd
- 8 **RETAIL CENTER**
Oddstad Blvd & Terra Nova Blvd
- 9 **LINDA MAR SHOPPING CENTER**
Cabrillo Hwy & Linda Mar Blvd
- 10 **OTHER**



HELP IMAGINE



PACIFICA LIBRARIES OPTIONS

**SHARE YOUR IDEAS AND
HELP CREATE THE VISION**

**JOIN OUR COMMUNITY WORKSHOPS
AND HELP DEVELOP THE FUTURE OF
PACIFICA'S LIBRARIES. PARTICIPATE IN
ANY OR ALL OF THE EVENTS. YOUR
INPUT AND INVOLVEMENT COUNTS!**

ROUND 1 MAY 23 – OPPORTUNITIES

ROUND 2 SEPTEMBER 28 – OPTIONS

Attend one or both meetings

4:00 PM – 7:00 PM Open House

Informal/drop-in presentation, same content as Workshop.

7:00 PM – 8:30 PM Workshop

Structured meeting, same content as Open House.

ROUND 3 NOVEMBER 2 – RECOMMENDATIONS

Attend one or both meetings

4:00 PM – 7:00 PM Open House

Informal/drop-in presentation, same content as Workshop.

7:00 PM – 8:30 PM Workshop

Structured meeting, same content as Open House.

ALL MEETINGS WILL BE HELD AT

PACIFICA COMMUNITY CENTER

540 Crespi Dr
Pacifica, CA 94044

FOR MORE INFORMATION

 **650.738.7341**

 **[pacificaplanningdept@
ci.pacifica.ca.us](mailto:pacificaplanningdept@ci.pacifica.ca.us)**

 **[http://www.cityofpacifica.
org/library-project](http://www.cityofpacifica.org/library-project)**

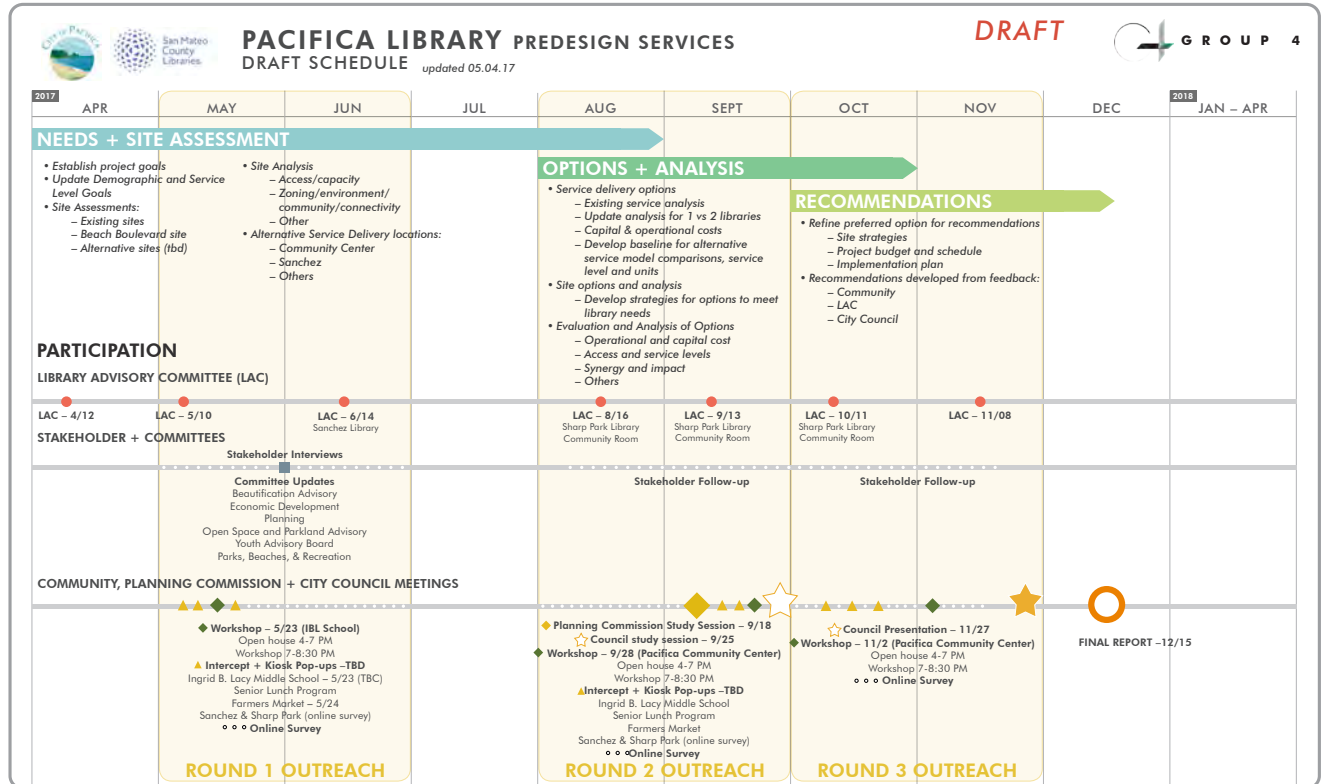
 **[http://www.cityofpacifica.
org/library-survey](http://www.cityofpacifica.org/library-survey)**



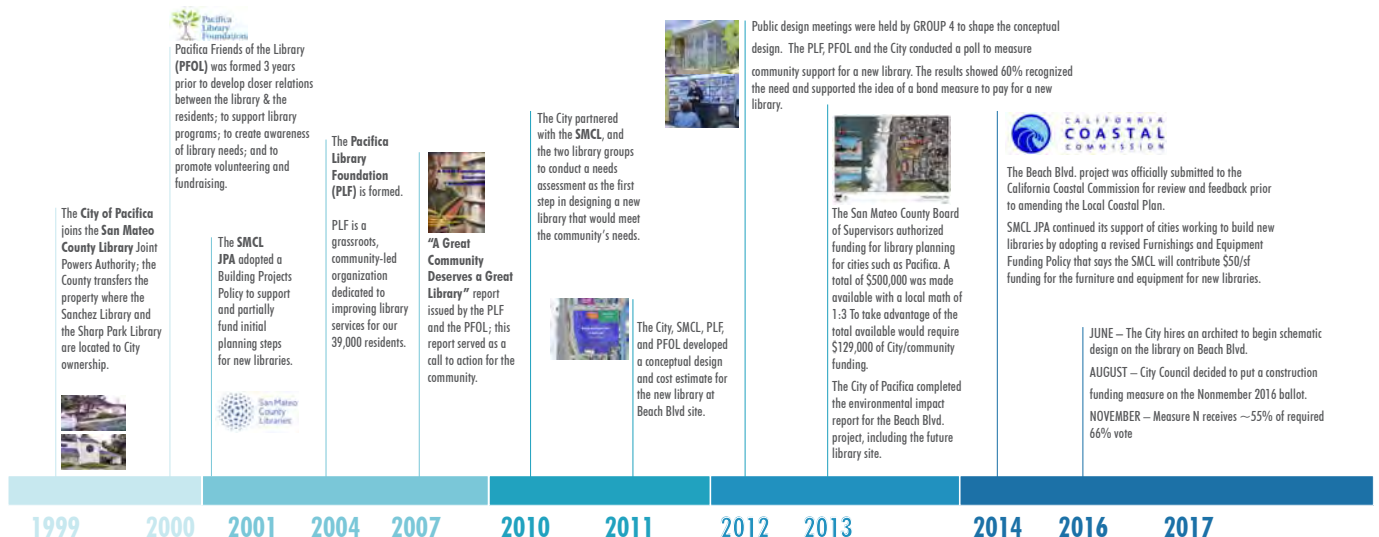


CITY OF PACIFICA

PACIFICA LIBRARIES OPPORTUNITIES



PACIFICA LIBRARY TIMELINE



MARCH - CITY COUNCIL DIRECTS LIBRARY ADVISORY COMMITTEE TO:

- Community Input:** Develop a comprehensive public outreach strategy that engages and responds to the community across both geographical and demographic borders.
- Needs Assessment:** Revisit analysis of library service assessment to refine, document, and communicate findings.
- Site Analysis:** Revisit site options and analysis.
- Service Options:** Develop and analyze service model options, explore alternatives to a single location option.

SITE ANALYSIS

SHARP PARK LIBRARY SITE CONTEXT + ANALYSIS

SHARP PARK

POPULATION DISTRIBUTION:



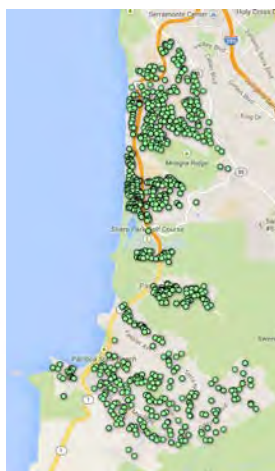
- Likely to use Sharp Park
- Likely to use Sanchez
- Likely to use either branch

GEOGRAPHIC LOCATION:



- Open Space
- Populated Areas

USE PATTERNS:



- Item in Circulation
- 4169 items out in circulation at time of sampling, shown in relatively even distribution throughout Pacifica

Site Analysis:

CENTRALITY + USE

Close to Population Centers

The Sharp Park Library is the closer branch for a majority of Pacifica residents per a comparison of Sharp Park's geographic location and 2010 U.S. Census tract maps

Geographically Central

Sharp Park is relatively central to both the northern and southern areas of Pacifica

Evenly Distributed Use

Use Pattern information shows the Sharp Park library being used by patrons from all over Pacifica

The Sharp Park Library is centrally located in Pacifica, and the facility serves a large population area, which is confirmed by patron use data.

SHARP PARK

Physical Condition Summary:

ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking Inaccessible Entries Inaccessible Paths of Travel Non-Conforming Areas Inaccessible Exits Non-Conforming Devices/Hardware	Insufficient Fire Life-Safety Under-supported Cantilever Non-Compliant Structure Excessive Openings in Structural Walls Under-supported soffits Unanchored Tilt Shelving	Insufficient Ventilation Systems Outdated Lighting Systems Recently Updated Plumbing	Uneven Floors Worn Finishes Poor Acoustics Damaged/Discontinued Hardware Underutilized Views	Inadequate Storage Undersized Spaces for Collections Inadequate Sealing Inflexible Spaces Undersized Staff Space

Building is inaccessible

Building does not meet Life-Safety Standards

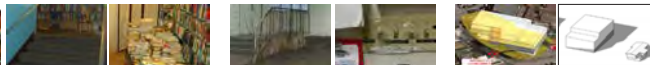
Systems need upgrades

Multiple issues from deferred maintenance to design problems

Library is undersized for current and future needs

SHARP PARK

YEAR BUILT: 1964 AREA: ±7,300 SF



FUNCTIONALITY:

- Building is too small for current and future needs

BUILDING CONDITION:

- Overall poor condition
- Multiple code-compliance problems would require serious renovations

SITE CAPACITY:

- The site could fit a 4 story, 34,000 SF library with underground parking

Can the Sharp Park Library be remodeled?

The 7,300sf library is ~53 years old and has multiple code-compliance issues which would result in renovation costs similar to that of new construction.

Could the Sharp Park Site be used for a new 34,000 square foot library?

The current building cannot be expanded for a new addition. Although the site could support a new larger library, the character of the new library with parking structure would be out of scale with the neighbors, and would be very expensive due to 2-levels of parking below the structure.

WHY AND HOW DO YOU USE SHARP PARK LIBRARY?

•

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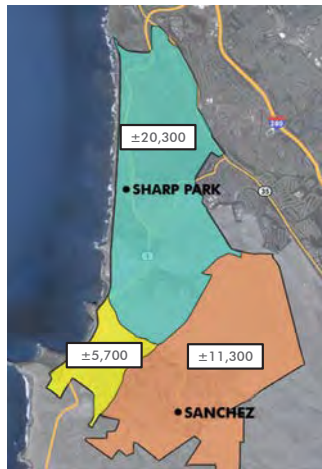
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SITE ANALYSIS

SANCHEZ LIBRARY SITE CONTEXT + ANALYSIS

SANCHEZ

POPULATION DISTRIBUTION:

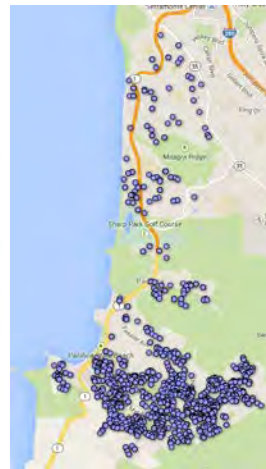


- Likely to use Sharp Park
- Likely to use Sanchez
- Likely to use either branch

GEOGRAPHIC LOCATION:



USE PATTERNS:



- Item in Circulation
- 3836 items circulating at time of sampling

Site Analysis:

CENTRALITY + USE

Far from Population Centers

The Sanchez branch is farther majority of Pacifica residents per a comparison of the library's geographic location and 2010 U.S. Census tract maps

Not Geographically Central

Sanchez Library is located near the southern-most edge of Pacifica

Unevenly Distributed Use

Use Pattern information shows the Sanchez Library being used primarily by patrons in immediate proximity to the library.

The Sanchez Library is far from Pacifica's population centers and is used most heavily by patrons in immediate proximity to the library

SANCHEZ

Physical Condition Summary:

SANCHEZ

YEAR BUILT: 1981 AREA: ±4,500 SF

ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking	Insufficient Fire Life-Safety	Poorly Integrated Telecom Upgrades	Warm Finishes	Inadequate Storage
Non-Conforming Areas	Potential Structural Deficiencies	Recently Updated HVAC	Damaged Window Screen	Undersized Spaces for Collections
Non-Conforming Devices/Hardware	Unanchored Tilt Shelving	Recently Updated Plumbing	Damaged Hardware	Inadequate Seating
	Qualifies as a Benchmark Building	Insufficient Lighting Systems	General Good Condition	Inadequate Program Spaces
		Insufficient Air Circulation		Undersized Entry/Service Space
				Undersized Staff Space

Building is mostly accessible

Building is considered structurally Life-Safe

Some systems require upgrades

Finishes need replacement, but the building is in decent condition

Library is undersized for current and future needs

FUNCTIONALITY:

- Building is too small for current and future needs
- Site is isolated from Pacifica's population centers

BUILDING CONDITION:

- Some upgrades required
- Structurally good condition
- Life-Safe

SITE CAPACITY:

- Site is large enough for a 34,000 SF library and required parking

Can the Sanchez Library be remodeled?

The 4,500 SF library can be remodeled to comply with current codes. However, based on recent remodels of similarly aged buildings, approximately 20-25% of the useable area will be reduced in order to bring the building into compliance with current accessibility requirements. Accessibility improvements that will need to be addressed include: accessible doors, restrooms, paths of travel, aisles, shelves, seating and service desks.

Could the Sanchez Site be used for a new 34,000 square foot library?

An addition to the current building, or a new building on the current site, could be viable in regards to site capacity, but use patterns show that a smaller percentage of the community visits the Sanchez Library, compared to the Sharp Park Library.

WHY AND HOW DO YOU USE SANCHEZ LIBRARY?

-
-
-
-

LIBRARY SPACES

WHAT ARE YOUR PRIORITIES?

CREATIVE STUDIO/LAB



SPACE TO WORK TOGETHER



QUIET STUDY SPACE



TECHNOLOGY HUB



BOOKS, MOVIES, MUSIC



TEEN SPACE



OUTDOOR SPACE



CHILDREN'S



ROOMS FOR COMMUNITY USE



OTHERS?

-
-
-
-
-
-

LIBRARY ACTIVITIES

WHAT ARE YOUR PRIORITIES?

LEARNING + TUTORING



GROUP STUDY + COLLABORATING



QUIET READING + STUDYING



SOCIALIZING + HANGING OUT



GAMING + COMPUTERS



CREATING + MAKING



ENTERTAINMENT + PROGRAMS



COMMUNITY EVENTS



OUTDOOR READING + PROGRAMS

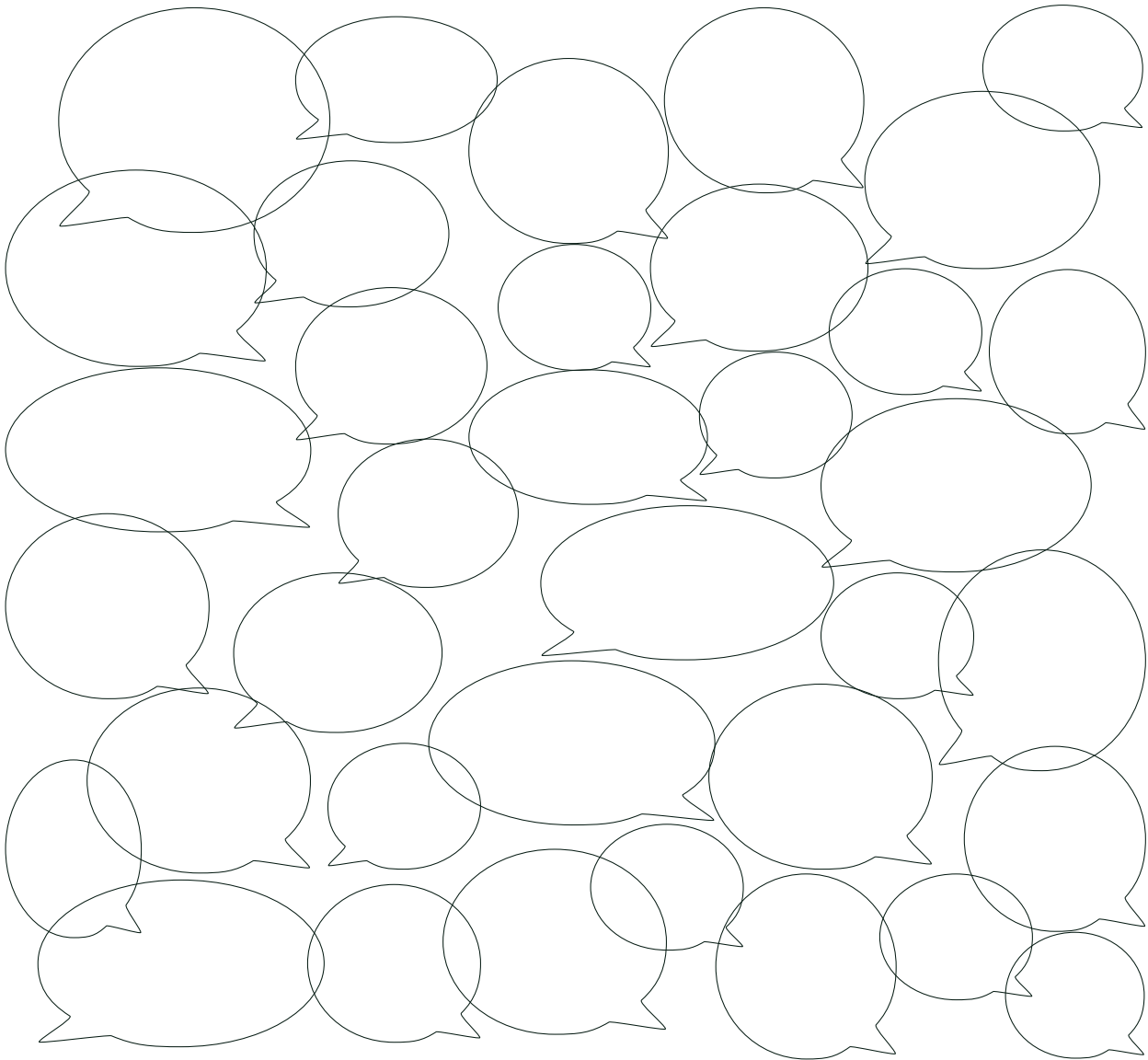


OTHERS?

-
-
-
-
-
-

PACIFICA LIBRARIES OPPORTUNITIES

WHAT ARE YOUR GOALS AND HOPES FOR THE FUTURE?



SITE ASSESSMENTS

WHAT MAKES A GOOD LIBRARY SITE?

1 ACCESSIBILITY/CONNECTIVITY



PEDESTRIAN



BICYCLES



PUBLIC TRANSIT



VEHICLE



PARKING

2 SYNERGY



COMMUNITY CENTER



SHOPPING CENTER



SCHOOL

3 SITE CAPACITY



BUILDING



PARKING

4 ECONOMIC OPPORTUNITY



BUSINESS CATALYST

5 COSTS



LAND



INFRASTRUCTURE
(Utilities, Highways, Streets, etc.)



ENTITLEMENTS
(CEQA, Calif. Coastal Commission..)



SITE DEVELOPMENT



CONSTRUCTION

6 ENVIRONMENT



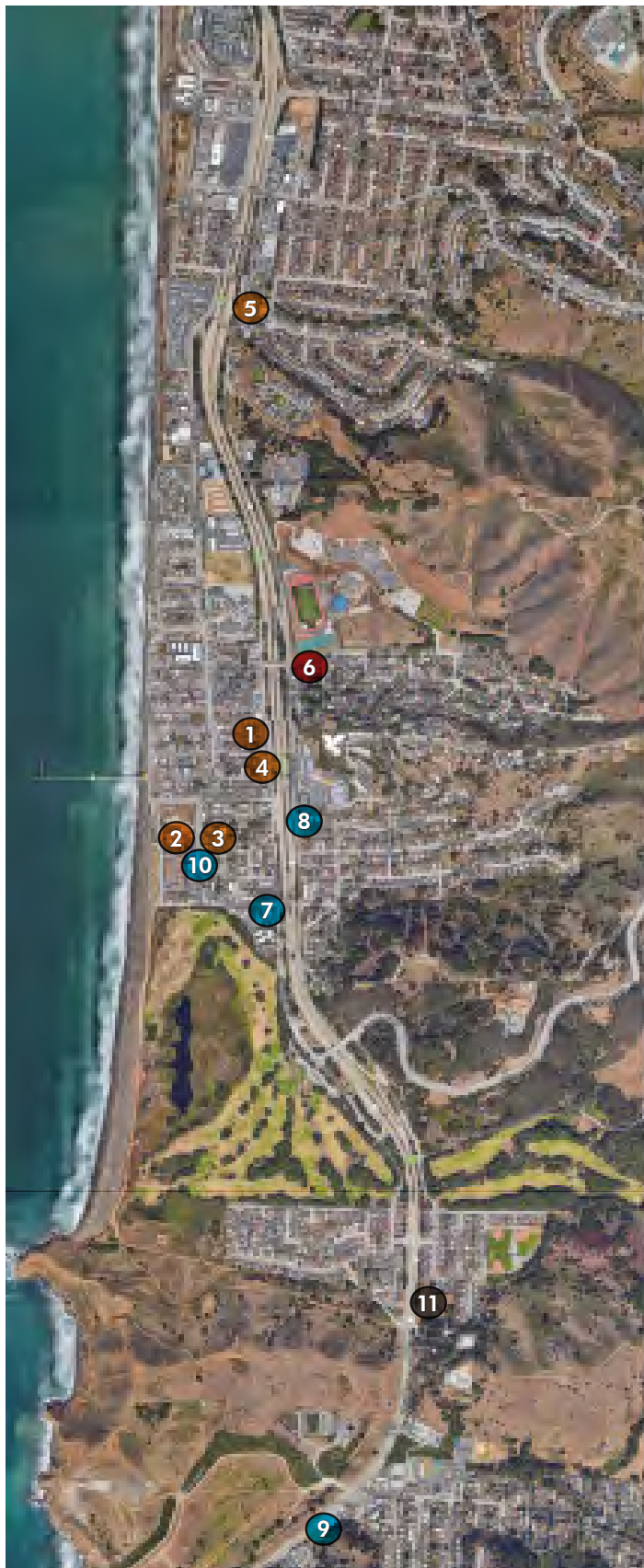
EARTHQUAKE,
TSUNAMI, SALT
FOG, WIND, ...

7 OTHERS

- _____
- _____
- _____
- _____
- _____
- _____

SITE ASSESSMENTS

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK



CITY OWNED

- ① **CITY HALL SITE**
Santa Maria Ave. & Francisco Blvd.
- ② **PALMETTO & MONTECITO**
Beach Blvd. & Montecito Ave.
- ③ **SHARP PARK LIBRARY**
Hilton Way & Palmetto Ave.
- ④ **PARKING LOT**
Francisco Blvd. & Salada Ave.
- ⑤ **CORP YARD**
NE corner of Oceana Blvd. & Milagra Dr.

SCHOOL DISTRICT*

- ⑥ **OCEANA HS**
Oceana Blvd. & Paloma Ave.

PRIVATE SITE*

- ⑦ **PUBLIC AGENCY**
Clarendon Rd. & Francisco Blvd.
- ⑧ **SHOPPING CENTER**
Eureka Dr. & Oceana Blvd.
- ⑨ **SOUTH OF GORILLA BBQ PARKING**
2145 Cabrillo Hwy.
- ⑩ **PUBLIC AGENCY**
Pacific Ave & Palmetto Ave.

OTHERS*

- ⑪ **FAIRWAY PARK**
East of Coast Hwy., North of Police Station and Orchid Farms (NPS)

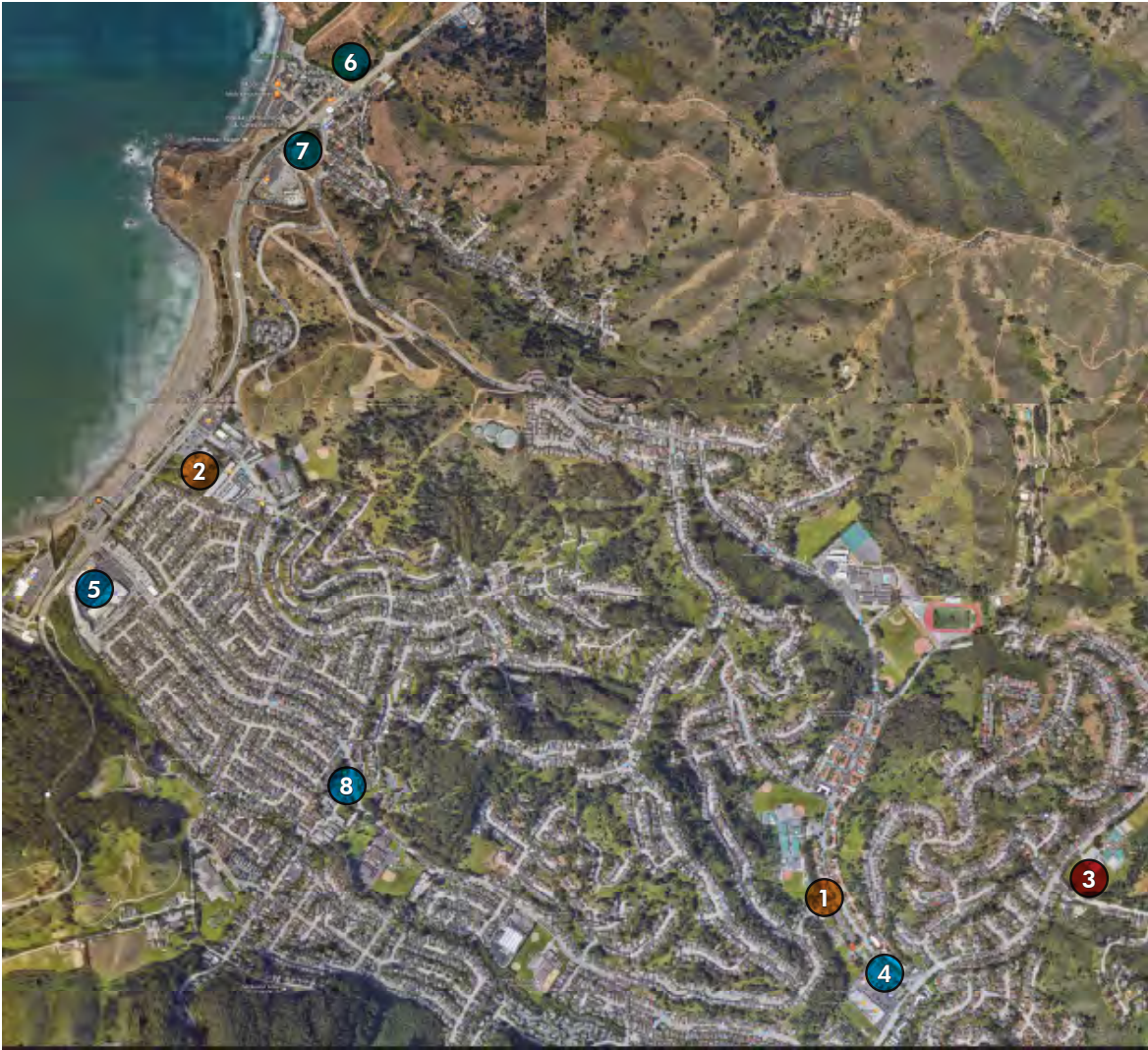


*DISCLAIMER

These sites have been identified by community members as potential sites for a new library. The planning process is looking afresh at all potential library sites. This first step in our site analysis process will be followed by a detailed assessment of each of the identified sites to determine its viability. Other than community members suggestions, the City has not to date considered these properties as potential sites for a library.

SITE ASSESSMENTS

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, PEDRO POINT



CITY OWNED	1 SANCHEZ LIBRARY Terra Nova Blvd.	4 SHOPPING CENTER Terra Nova Blvd. & Alicante Dr.	OTHERS*
	2 COMMUNITY CENTER 540 Crespi Dr.	5 SHOPPING CENTER Coast Hwy. & Linda Mar Blvd.	
SCHOOL DISTRICT*	3 ODDSTAD ELEMENTARY SCHOOL Oddstad Blvd.	6 QUARRY Cabrillo Hwy. & San Marlo Way	
		7 THE "ROCK" Cabrillo Hwy. & Fassler Ave.	
		8 SHOPPING CENTER Adobe Dr. & Linda Mar Blvd.	
		PRIVATELY OWNED*	

***DISCLAIMER**
These sites have been identified by community members as potential sites for a new library. The planning process is looking afresh at all potential library sites. This first step in our site analysis process will be followed by a detailed assessment of each of the identified sites to determine its viability. Other than community members suggestions, the City has not to date considered these properties as potential sites for a library.

MINUTES

June 14, 2017

**CITY OF PACIFICA
LIBRARY ADVISORY COMMITTEE
PACIFICA SANCHEZ LIBRARY
1111 TERRA NOVA BOULEVARD**

COMMITTEE PRESENT:

Cindy Abbott (CA);
Caroline Barba (CB);
Jerry Crow (JC);
Barbara Eikenberry (BE);
David Leal (DL);
Kathy Long (KL);
Vanessa Powers (VP);
Eric Ruchames (ER);

**CITY COUNCIL LIAISONS
PRESENT:**

Deirdre Martin (DMa),
Sue Vaterlaus (SV);

COMMITTEE ABSENT:

Laverne Villalobos (LV);
Kellie Samson (KS);
Rosie Tejada (RT);

CITY STAFF PRESENT:

Planning Director Tina Wehrmeister (TW);
City Manager Keith Breskin (KB);
Asst. Planner Robert Smith (RS);
Exec. Asst. Sarah Coffey (SC);

CONSULTANT TEAM:

Dawn Merkes Group 4 Architects (DM);
Andrea Gifford (AG);
Dorsa Jalalian (DJ);

SMCL STAFF:

Paula Teixeira (PT).

1. CALL TO ORDER

Chair Cindy Abbott called the meeting to order at 6:42PM.

2. APPROVAL OF January 11, 2017 MEETING MINUTES

ER moves to consider minutes under item 7 or 8; CB seconds; minutes will be reviewed under item 8.

3. ORAL COMMUNICATIONS

No public comment made.

4. UPDATE ON JUNE 12 CITY COUNCIL DISCUSSION REGARDING 2212 BEACH BLVD. LIBRARY SITE UPDATE

TW confirmed that the City Council considered removing the Beach Boulevard site from consideration. After public comments, the Council decided to retain the site for consideration.

5. PROVIDE FEEDBACK TO STAFF REGARDING LIBRARY PROJECT OPTIONS

AG gave an overview of the community outreach activities conducted so far. The IBL School event held during the school day registered a large number of responses. The open house and workshop which followed in the evening was attended by 40 people both through the open house and at the evening workshop. The Farmer's Market had 60 participants, and the Senior Lunch generated around 18 responses. The online survey is now active on the City website.

SC the online survey is scheduled to be active soon.

CA confirmed two additional points will be included within the agenda for members of the public to be able to make comments.

CA asked if the City Hall Listens contact list is the same as Connect with Pacifica. SC responded affirmatively and clarified that Connect With Pacifica tends to have a broader contact list and number of respondents.

TW confirmed the survey is the same tool used as after the election.

AG Kops and Kids event this Saturday and the 4th July at Frontierland Park are the upcoming outreach events.

CA how was the presentation given at the Senior Lunch? Was new information presented because feedback from this event suggested participants left with a greater understanding of the issues with the Sharp Park site, particularly accessibility and this was new information to a long time Pacifican.

AG the presentation boards were the same, the event began with a brief introduction, and the seniors came over to the boards after their meals. One difference may have been the smaller group size which gave the opportunity for people to speak with Group 4 and staff and having the time to understand the detail of the presentation boards.

CB the Kops and Kids event is on Saturday, the 17th June.

AG That's correct, the day is correct but the date in our presentation is incorrect. If members would like to attend and contribute to the consultation event they are welcome and this item will be discussed later in the agenda.

TW There is a large amount of in-depth information on the City website. Common questions are being raised at the community events, and it could be useful for the City to produce a list of FAQ's with links for people to read more information.

CA anything that makes it easier for people to access information would be positive.

ER the Library Foundation has an FAQ section which may be helpful.

AG some of the promising responses from outreach include:

Goals and Outreach: Three additional sites have been added to the process as a result of community outreach input: Ingrid B Lacy Library, school district site, self storage on Crespi Drive. These sites have not been added to the boards. A lot of feedback about partnering with school districts has been raised. The results of the surveys have raised some interesting information:

Spaces and Activities: The results are skewed towards responses from the IBL Middle School due to the number of responses from middle schoolers received at this event and this is likely to evolve through the outreach with more respondents from different events. Considering the IBL responses, the top spaces requested were Books, Movies and Music; Youth Programs and Technology Hub and Outdoor spaces.

TW results from the library users would be an interesting result to gather.

AG the library maybe able to set up a survey which is registered by IP address to ensure the questionnaire responses can be listed as being from a particular library.

AG the top activities listed from the consultation include Community Events, Entertainment and Programs, Gaming and Computers. The community is definitely interested in technology.

The Sanchez location and catchment are the main benefits of this library. Retaining this library is important specifically for the garden, views, environment, and building. Issues with the size and collection size, traffic and parking, and hours were all raised.

ER couldn't the City provide access to libraries if they were moved?

AG seniors feedback was that they are satisfied with the proximity of library.

CA senior services could give breakdown of where seniors come from.

PT seniors at the senior lunch get there by driving, transit and walking from the senior accommodation opposite the community center.

AG Sharp Park has issues of access, size and building constraints.

DRAFT

Attachment 1

Library Advisory Committee Minutes
June 14, 2017
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DL interviewing library employees for their views could be an important source of information.

DMA at the community open house there seemed to be a lot fewer than 40 people in attendance.

DM between 18-22 people responded during the intercept survey to capture parents and teachers. The total number of responses ranged to 40 people, over the course of the event but for the workshop there were less people.

DMA there were no more than 10 community members at the workshop outside of committee members and staff.

DM the attendance was very low. The Farmer's Market for comparison had 60 people, which is encouraging given the challenging windy conditions on the day.

Sometimes with controversial projects, you could expect the attendance to be higher. It does vary, that's why we try to complement the responses with the intercept kiosks and go out to different sections of the community.

DMA Thank you for your efforts, we did do a lot of outreach.

KL when interacting with people, many responses are along the lines "been there, done that".

CB a couple of years ago participation was a lot better, maybe people are waiting for the next step in the project.

ER there is probably a fatigue factor, but the important feedback is the ideas that are generated rather than the number of people. One participant suggested two libraries, both of bigger size with more facilities and a parcel tax to pay for it. There is some validity to the acknowledgement of how the City pays for libraries. Part of it is the numbers but another part of it is ideas. We are still catching up to changing interaction at the meetings.

SV interesting comparisons can be made to the retail sector where people don't interact in person anymore and conduct most of their activities online.

DM as a comparison, Millbrae is constructing a new community center and their attendance was 20-30 people at a recent community event. 200 people responded to the online survey.

AG what we have been hearing is the community appreciates the feedback and ability to meet face to face.

JC attending the community workshop I thought at least 30 people were present and they seemed engaged in the subject.

DM community members at the Farmer's Market were engaged in the re-opening of options for sites.

AG community responses suggest people are pleased that all options are being looked at.

CA pushing out FAQ's and being where people are is the best opportunity to get input from people who don't usually interact in the process. Hopefully we can engage in more events and add to the consultation calendar.

DM there may be an opportunity to present to the Council at the July meeting. Working with the library to determine the updated library needs assessment, could be completed in the first part of July.

SV I think a presentation to Council is important.

DL Council meeting is a good way to distribute information to people who watch the meetings at home.

DMA there is an opportunity for the LAC to present the results.

Ellen Ron people congregate at sports events and church services which would be a good intercept point. Relay for Life is another event.

6. PRELIMINARY ANALYSIS OF POTENTIAL LIBRARY SITES

DM the LAC has given feedback on the available sites and assessment criteria. Some criteria are more important than others. Group 4 is in the process of analyzing some sites; it is clear some sites can be eliminated.

The criteria which have been identified for assessing the sites are pre-requisites for site selection and include: *Functional and Sustainable*; *Accessible* – for example if the sites are only accessible from one direction along highway 1, this makes them inappropriate for accessibility; *Capacity* – so the site has the ability to be able to accommodate the required parking and building size. There is a servicing issue in relation to cost when a building is less than 20,000 square feet and required to be constructed over two stories.

CA site visit at the Mitchell Park library was a good example of a library that works well over two levels.

DM *Availability* – this consideration is likely to fall to the City Council for decision making. Where the existing use may have to be superseded and how that use is displaced, for example by eminent domain, which is not a desirable approach; *Synergy / Connectivity* – this criteria is important and came up in many discussions during outreach; for example, locating a library near schools, shopping and/or parks could create synergy; considering placement with schools could be good as long as the library is not so embedded into the school as to hinder public access; *Cost* – buying private sites would be prohibitive. Construction escalation is running at around 6-8%. As part of costs, consider development, infrastructure, entitlement, construction and relocation costs; *Economic Impact* – the library has the ability to be a catalyst for economic activity, bringing a large number of people to the surrounding area; *Environment* – particularly in relations to a site proximity to the ocean.

CA environment would include sea level rise. DM responded affirmatively.

CA likes the idea of breaking out costs into different categories. It is important for all the sites to be retained within the evaluation at this stage to allow community members to view and comment on individual sites.

DM sites can be retained, and it would be beneficial for the analysis to separate out sites into a hierarchy, this would allow a more focused approach for site review and data gathering.

CA thinks the response from Monday's City Council meeting was that the community wanted to be allowed to view all possible development sites.

ER it is important to arrange sites in some form of preference to allow some sites to rise and some sites to be identified as having specific constraints.

DM the intention tonight was to allow a partial analysis of the sites.

ER in relation to longevity, is there a specific lifespan for the building design?

DM most public buildings are planned for a 50 year life span. Lower cost buildings may last only 30 years. Carnegie buildings as an example were planned for a 50 year lifespan, however these buildings were designed to such a high standard that they have been able to be repurposed a number of times, extending the 50 year life span.

AG Sanchez is 36 years old, Sharp Park is over 50 years old.

DM Sanchez is in good shape for its age and not too difficult to retrofit.

CA how would members be able to evaluate cost?

DM for cost, this will be established by Group 4 to feed into the members' review.

CB would the City Hall site be able to accommodate a two-story building incorporating City offices?

DM City offices would be an extra option for the City Hall site.

DL Sharp Park needs updated construction costs on the hand out.

ER what is the City Hall site?

DM the site excludes the Little Brown Church and the remaining 'L' shape is what is being looked at.

CA how do we expeditiously complete this task?

AG it may be preferable to allow members to have time to consider the framework and review the site in detail between now and the next meeting.

DM the top three sections on the evaluation are the most important at this stage in the review. The sites could be ranked down the list and some sites might be discounted outright for specific reasons.

CA invited public comment.

Margaret Goodale: will this review be available to the public?

CA yes at the next meeting at the Sharp Park Library on July 12th.

Stan Zeavin: the length of the building at 50 years life span does not make sense.

DM the expected life of a new library building was a question for the process, although what is being planned is for the building to be constructed to meet a 50 year life span.

Ellen Ron: defining some sites – public agency – should be identified by name.

CA the business names and/or addresses of certain sites have not been included while contact is made with them to establish if they would be comfortable being partner sites.

Ellen Ron: how would you use school sites as partners?

DM based on existing site and partnering we would consider specific evaluation.

ER in some instances the background for site selection is not defined.

Justin Kumar: how are you measuring goals through the process and how they are operationally being recorded?

CA we are working from the City Council's goals setting out the LAC's tasks.

Justin: how will you measure if this process is being successful?

CA we will be discussing the sites at the next meeting.

ER how will we complete the ranking task?

AG the forms can be emailed if you would prefer electronic copies of the evaluation.

CB we are ranking the sites on the sheet.

DM as long as you can give some indication of site preference, and if clarification is required, please let Group 4 know.

In the packets are planning standards and comparisons. The data for library users should be available at the next meeting.

AG these numbers are very preliminary.

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DL other information for walk-in counts may be skewed due to the open days. So when both libraries are available, which library is an individual's preference? This should hopefully provide a like for like comparison.

AG will follow up with San Mateo County to see if this information is available.

Stan: as you may know sea level rise is a concern and I would like a dialogue about specific site criteria. There may be some information that some members may or may not know. There are important issues on each site. When can we have a dialogue about this?

CA turning up to the outreach events is one way to engage. The LAC may also be able to arrange a study session so the public can engage with LAC members in a more open format.

7. PLANNED OUTREACH ACTIVITIES AND LAC PARTICIPATION

AG if you have availability for upcoming outreach events, please confirm attendance on the doodle poll.

DM these events are a great opportunity to gain experience of the community response, comments and questions.

8. DISCUSSION OF WEBSITE AND PUBLIC COMMUNICATIONS

TW we had agreed to maintain the website item on the agenda so we could discuss and provide updates where required through the process.

9. COMMITTEE AND STAFF COMMUNICATION

No additional information to update

CA lets revert back to the May 10th meeting minutes.

KL moved to approve the minutes, BE seconded, all approved.

DMA there is a sea level rise discussion at the Little Brown Church on Friday. How would a study session for this group work?

CA that's something we can leave to staff to arrange.

MEETING ADJOURNED.

Respectfully submitted,

Robert Smith,
Assistant Planner



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Library Advisory Committee

June 14, 2017



AGENDA

1. Call to Order
2. Approval of May 10, 2017, Meeting Minutes
3. Oral Communications
4. Update on June 12 City Council discussion regarding the 2212 Beach Blvd.
5. Reporting on outreach input to date
6. Preliminary analysis of potential library sites
7. Preliminary review of updated planning standards & needs assessment
8. Planned Outreach activities and LAC participation
9. Discussion of website and public communication
10. Committee and staff communications
11. Adjourn



ROUND 1 OUTREACH EVENTS

- 5/10 LAC Meeting 10 PARTICIPANTS
- 5/23 IBL School Kiosk 160 PARTICIPANTS
- 5/23 Community Open House 40 PARTICIPANTS
- 5/23 Community Workshop 01
- 5/24 Farmers Market Kiosk 60 PARTICIPANTS
- 6/12 Online Survey NOW ACTIVATED
- 6/13 Senior Lunch Program 18 PARTICIPANTS
- 6/17 Kops and Kids Festival
- 7/04 4th of July



288 PARTICIPANTS TO DATE



DRAFT

6.14.17

PACIFICA LIBRARIES OPPORTUNITIES

HOPES AND GOALS FOR PACIFICA LIBRARIES



A place that feels spacious & inspirational; not crowded & cramped

I hope to live long enough to be able to visit our new library!

A central place for the community

A facility with a robust children programs

A new awesome library!

Accessible to all!

A platform for knowledgeable community

Library as an economic engine and anchor

More hours!

An iconic building working as a magnet to the community!

Our library should be light & airy.

Available to all means of accessing knowledge!

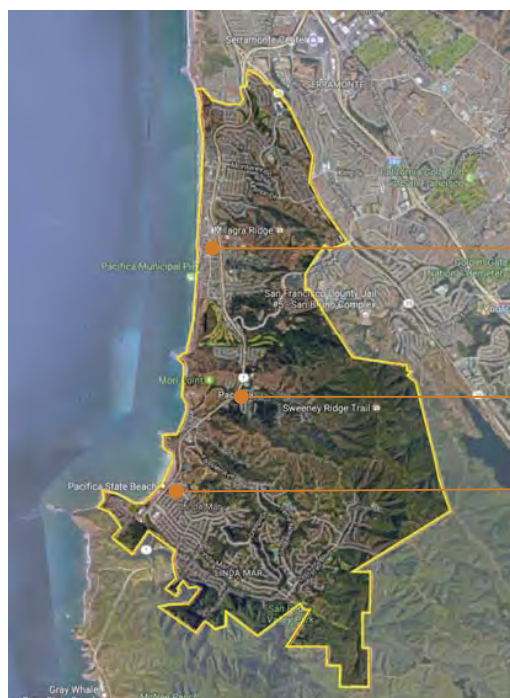


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6.14.17

PACIFICA LIBRARIES OPPORTUNITIES

POTENTIAL LIBRARY SITES



New Library site options brought up by the community include:

IBL Library

School District Headquarter

Self Storage at Crespi Dr.

- CITY OWNED**
 - 1 CITY HALL SITE Santa Maria Ave. & Francisco Blvd.
 - 2 BEACH BLVD SITE Beach Blvd. & Montecito Ave.
 - 3 SHARP PARK LIBRARY Hilton Way & Palmetto Ave.
 - 4 PARKING LOT Francisco Blvd. & Solado Ave.
 - 5 CORP YARD NE corner of Orosco Blvd. & Milagro Dr.
- SCHOOL DISTRICT***
 - 6 OCEANA HS Orosco Blvd. & Paloma Ave.
- PRIVATE SITE***
 - 7 PUBLIC AGENCY Clarendon Rd. & Francisco Blvd.
 - 8 SHOPPING CENTER Runka Dr. & Orosco Blvd.
 - 9 SOUTH OF GORILLA RDQ PARKING 2145 Cabrillo Hwy.
 - 10 PUBLIC AGENCY Pacific Ave & Palmetto Ave.
- OTHERS***
 - 11 FAIRWAY PARK East of Coast Hwy., North of Police Station and Orchard Farms (NPS)



- CITY OWNED**
 - 1 SANCHEZ LIBRARY Santa Maria Blvd.
 - 2 COMMUNITY CENTER 1401 Crespi Dr.
- SCHOOL DISTRICT***
 - 3 OODSTAD ELEMENTARY SCHOOL Orosco Blvd.
- PRIVATELY OWNED***
 - 4 SHOPPING CENTER Santa Maria Blvd. & Alameda
 - 5 SHOPPING CENTER Coast Hwy. & Lincoln Blvd
 - 6 QUARRY Cabrillo Hwy. & San Mar
 - 7 THE "ROCK" Cabrillo Hwy. & Pondera A
 - 8 SHOPPING CENTER Adobe Dr. & Lincoln Mar Bl

SITE COMMENTS INCLUDED:

- Concern was expressed regarding the Beach Blvd. Site due to the potential sea level rise (~5)
- Investigate the opportunity to partner with school districts on using existing library resource



GROUP 4

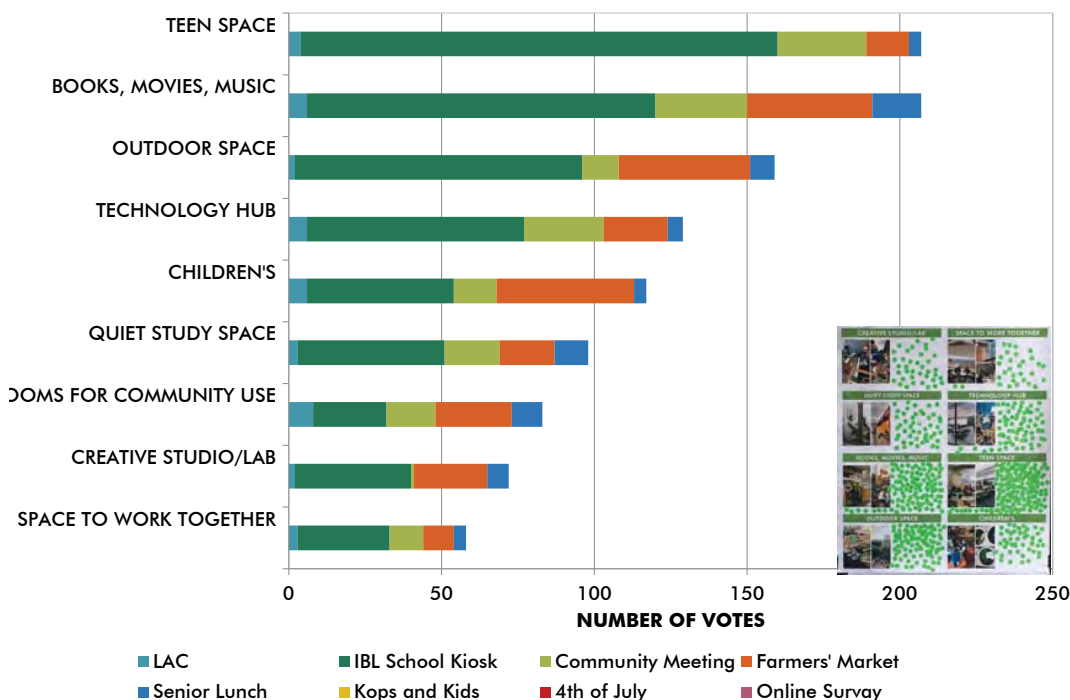
DRAFT

6.14.17

PACIFICA LIBRARIES OPPORTUNITIES

COMMUNITY SPACES

Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED A **TEEN SPACE**; **BOOKS, MOVIES, MUSIC**; AND **OUTDOOR SPACES**.

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN **CHILDREN'S SPACE**; **OUTDOOR SPACE**; AND **BOOKS, MOVIES, MUSIC**.

THE COMMUNITY MEETING YIELDED TOP VOTES FOR **BOOKS, MOVIES, MUSIC**; **TEEN SPACE**; AND **TECHNOLOGY HUB**.

EARLY RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN SPACES FOR **BOOKS, MOVIES, MUSIC**; **YOUTH PROGRAMS** (INCLUDING CHILDREN'S AND TEEN'S); **TECHNOLOGY HUB**; AND ACCESS TO **OUTDOOR SPACES**.



GROUP 4

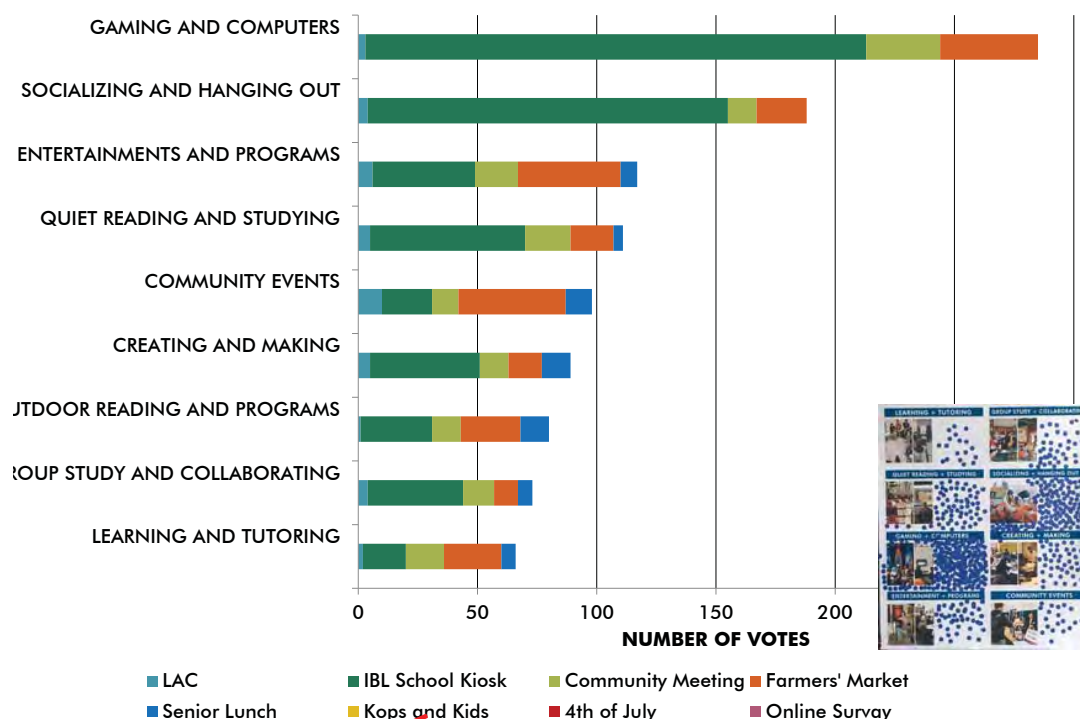
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PACIFICA LIBRARIES OPPORTUNITIES

COMMUNITY ACTIVITIES

Participants were provided with **4 votes**



TOP TEEN PRIORITIES INCLUDED **GAMING AND COMPUTERS, SOCIALIZING AND HANGING OUT, AND QUIET READING AND STUDYING.**

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN **COMMUNITY EVENTS, ENTERTAINMENTS AND PROGRAMS, AND GAMING AND COMPUTERS.**

THE COMMUNITY MEETING YIELDED TOP VOTES FOR **GAMING AND COMPUTERS, ENTERTAINMENT AND PROGRAMS, AND QUIET READING AND STUDYING.**

EARLY RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN **GAMING AND COMPUTERS, ENTERTAINMENT AND PROGRAMS, AND QUIET READING AND STUDYING.**



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

EXISTING LIBRARIES ANALYSIS

LIKES

- Location (Serving seniors and families)
- Outdoor space + garden
- Architecture
- Children's program
- Well organized
- Cozy
- Beautiful view

DISLIKES

- Inadequate space
- Small collection
- Inadequate and outdated computers
- Noisy children's space
- Limited hours
- Not a diverse collection
- Traffic and parking impacts

SANCHEZ LIBRARY

YEAR BUILT: 1981 AREA: 4,500 SF



WHY + HOW DO YOU USE SANCHEZ LIBRARY?

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PACIFICA LIBRARIES OPPORTUNITIES

EXISTING LIBRARIES ANALYSIS

LIKES

- Location (Convenient for commuters)
- Staff
- Easy to order and pick-up books
- Programs
- New technology (3d printer)
- Children's space and program
- Community room

DISLIKES

- Inadequate space
- Small collection
- No easy access for persons with disabilities (Steep)
- Noise
- Parking
- Not good for browsing
- Limited hours

SHARP PARK LIBRARY

YEAR BUILT: 1964 AREA: 7,300 SF



WHY + HOW DO YOU USE SHARP PARK LIBRARY?



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PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

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2. Approval of May 10, 2017, Meeting Minutes
3. Oral Communications
4. Update on June 12 City Council discussion regarding the 2212 Beach Blvd.
5. Reporting on outreach input to date
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9. Discussion of website and public communication
10. Committee and staff communications
11. Adjourn

PACIFICA LIBRARY EVALUATION CRITERIA

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PREREQUISITES

FUNCTIONALITY

Library facility(ies) will prioritize functional design and inherent flexibility to best serve community, support operational efficiency, and organize materials now and well into the future.

SUSTAINABILITY

Sustainability, both environmental and operational, will be fundamental in the location and design of the new library. The building must function efficiently and responsibly to minimize on-going costs and environmental impact.

EVALUATION CRITERIA

ACCESSIBILITY

Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?

SITE CAPACITY

Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?

COSTS

What are the total development costs? Costs include **land acquisition**, **site infrastructure** (sewer, water, power, roads), **site entitlement** costs (CEQA, California Coastal Commission), site and building **construction costs**, and potential **relocation costs** for existing uses.

AVAILABILITY

Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?

ECONOMIC IMPACT

What potential is there for the new library to act as a catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid the economic goals of the City?

SYNERGY/CONNECTIVITY

Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?

ENVIRONMENT

Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements?



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

POOR
FAIR
EXCELLENT



EVALUATION CRITERIA

CITY HALL SITE

BEACH BLVD SITE

SHARP PARK LIBRARY

PARKING LOT

CORP YARD

OCEANA HIGH SCHOOL

SCHOOL DISTRICT HQ

IBL LIBRARY

SANTA MARIA AVE. & FRANCISCO BLVD.

BEACH BLVD. & MONTECITO AVE.

HILTON WAY & PALMETTO AVE.

FRANCISCO BLVD. & SALADA AVE.

NE CORNER OF OCEANA BLVD & MILAGRA DR.

OCEANA BLVD. & PALOMA AVE.

375 REINA DEL MAR

1427 PALMETO AVE

SITE AREA

28,000 SF

18,000-77,000 SF

31,000 SF

13,000 SF

34,500 SF

46,000 SF

81,600/208,000 SF

5,000 SF

ACCESSIBILITY

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SITE CAPACITY

Building
Parking

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COSTS

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Land
Infrastructure
Entitlements
Construction Costs
Relocation Costs

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AVAILABILITY

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ECONOMIC IMPACT

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SYNERGY/CONNECTIVITY

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ENVIRONMENT

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PACIFICA LIBRARIES OPPORTUNITIES

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PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

POOR
FAIR
EXCELLENT



EVALUATION CRITERIA	PUBLIC AGENCY CLARENDON RD. & FRANCISCO BLVD.	SHOPPING CENTER EUREKA DR. & OCEANA BLVD.	SOUTH OF GORILLA BBQ 2145 CABRILLO HWY.	PUBLIC AGENCY PACIFIC AVE. & PALMETTO AVE.	FAIRWAY PARK EAST OF COAST HWY. NORTH OF POLICE STATION
SITE AREA	36,000 SF	19,700/216,000 SF	34,000/118,000 SF	10,000 SF	130,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SITE CAPACITY Building Parking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
COSTS	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$
Land	\$	\$	\$	\$	\$
Infrastructure	\$	\$	\$	\$	\$
Entitlements	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$
AVAILABILITY	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



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PACIFICA LIBRARIES OPPORTUNITI

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

POOR
FAIR
EXCELLENT



EVALUATION CRITERIA	SANCHEZ LIBRARY TERRA NOVA BLVD.	COMMUNITY CENTER 540 CRESPI DR.	ODDSTAD ELEMENTARY SCHOOL ODDSTAD BLVD.
SITE AREA	116,000 SF	204,000 SF	511,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SITE CAPACITY Building Parking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
COSTS	\$	\$\$	\$\$
Land	\$	\$	\$
Infrastructure	\$	\$	\$
Entitlements	\$	\$	\$
Construction Costs	\$	\$	\$
Relocation Costs	\$	\$	\$
AVAILABILITY	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



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PACIFICA LIBRARIES OPPORTUNITI

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div> <div>POOR</div> <div>FAIR</div> <div>EXCELLENT</div> </div> <div> </div>						
EVALUATION CRITERIA	SHOPPING CENTER 1 TERRA NOVA BLVD. & ODDSTAD BLVD.	SHOPPING CENTER 2 COAST HWY. & LINDA MAR BLVD.	QUARRY CABRILLO HWY. & SAN MARLO WAY	THE "ROCK" CABRILLO HWY. & FASSLER AVE	SHOPPING CENTER 3 ADOBE DR. & LINDA MAR BLVD.	SELF STORAGE CRESPI DR.
SITE AREA	93,000/263,000 SF	511,000 SF	426,000 SF	150,000 SF	23,600 SF	42,000/136,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SITE CAPACITY <small>Parking Building</small>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
COSTS	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$
Land	\$	\$	\$	\$	\$	\$
Infrastructure	\$	\$	\$	\$	\$	\$
Entitlements	\$	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$	\$
AVAILABILITY	✓	✓	✓	✓	✓	✓
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



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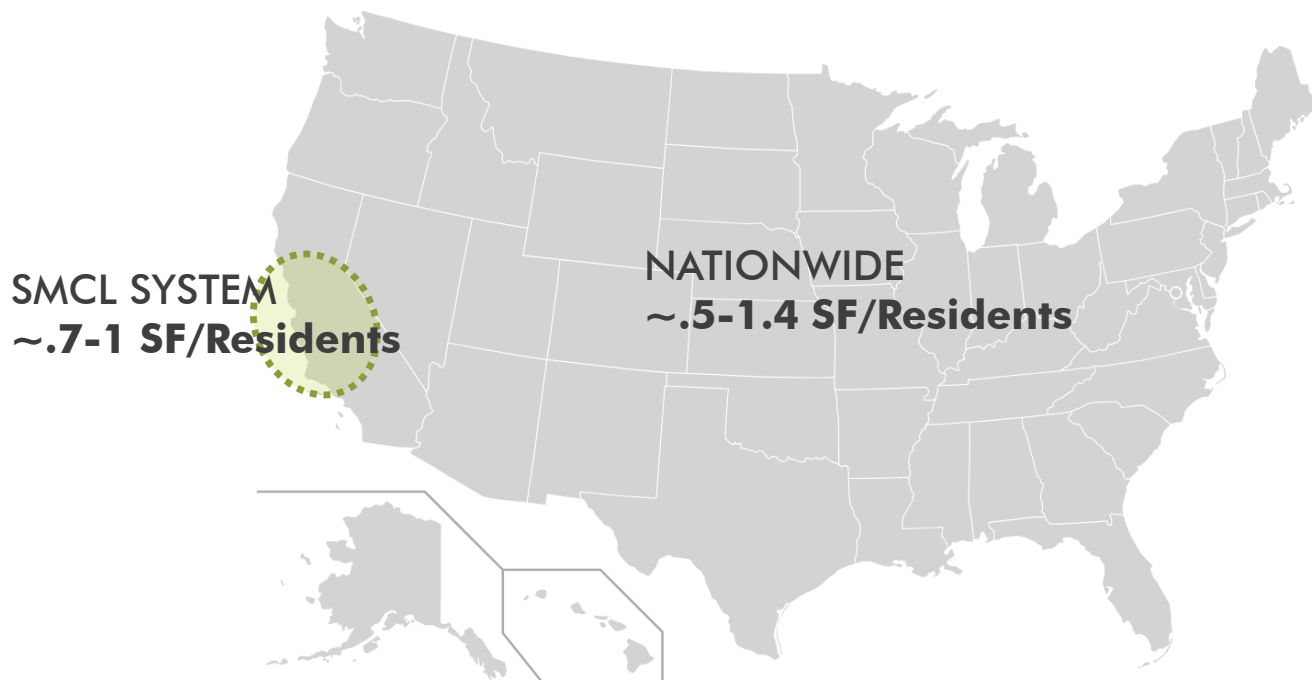
PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

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11. Adjourn

LIBRARY PLANNING STANDARDS



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL SYSTEM LIBRARIES

CITY	2014 POPULATION	2035 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
ATHERTON	7,147	7,600 + unincorporated 16,436 service population	.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BELMONT	27,073	28,600	.7 SF/RESIDENT	20,230 SF
BRISBANE	4,612	7,700	.7-.9 SF/RESIDENT	(2,712 SF existing) 5-7,000 SF planned
EAST PALO ALTO	29,530	43,300	.2 SF/RESIDENT	7,680 SF
FOSTER CITY	32,754	33,600	.7 SF/RESIDENT	23,708 SF
HALF MOON BAY	12,371 + county 25,544 service population	13,900 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
MILLBRAE	22,703	26,700	1 SF/RESIDENT	26,200 SF
PACIFICA	39,088	39,700	.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
PORTOLA VALLEY	4,570	4,500	.9 SF/RESIDENT	4,000 SF
SAN CARLOS	29,803	33,300	.7 SF/RESIDENT	21,836 SF
WOODSIDE	5,531	5,700	.8 SF/RESIDENT	4,800 SF

Note:

1 Based on projected population

2 Based on 2009 ABAG projections



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PACIFICA LIBRARIES OPPORTUNITIES

PROPOSED PACIFICA LIBRARIES

	2014 POPULATION	2035 POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
LOW	39,088	39,700	.7 SF/RESIDENT	27,790 SF
MEDIUM	39,088	39,700	.8 SF/RESIDENT	31,760 SF
HIGH	39,088	39,700	.9 SF/RESIDENT	35,730 SF



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PACIFICA LIBRARIES OPPORTUNITIES

COMMITTEE ABSENT

SMCL SERVICE LEVELS

CITY	2014 POPULATION	CURRENT LIBRARY SIZE	2015-16 PROGRAM ATTENDANCE	2015-16 LIBRARY VISITORS	2015-16 TOTAL CIRCULATION
ATHERTON	7,147	4,790 SF	17,845	73,766	93,991
BELMONT	27,073	20,230 SF	64,558	391,258	460,130
BRISBANE	4,612	2,712 SF	8,285	50,106	63,950
EAST PALO ALTO	29,530	7,680 SF	35,041	161,757	70,760
FOSTER CITY	32,754	23,708 SF	39,168	356,277	747,560
HALF MOON BAY	12,371 + county 25,544 service population	7,825 SF	30,185	170,426	296,222
MILLBRAE	22,703	26,200 SF	37,870	362,739	479,466
PACIFICA	39,088	6,080 + 4,444 = 10,524 SF	21,861	159,460	278,222
PORTOLA VALLEY	4,570	4,000 SF	14,146	119,215	111,967
SAN CARLOS	29,803	21,836 SF	35,243	388,092	520,249
WOODSIDE (closed for 9 month of the year)	5,531	4,800 SF	4,110	13,211	31,630



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PACIFICA LIBRARIES OPPORTUNITIES

CURRENT LIBRARY SERVICE LEVELS

	SHARP PARK	SANCHEZ	TOTAL
CIRCULATION COLLECTION	128,905	132,804	260,989 81,125 BOOKS + MEDIA
PATRON WALK-IN COUNT	95,743 (60%)	63,717 (40%)	159,460
PROGRAMS	406 (53%)	356 (47%)	762
PROGRAM ATTENDANCE	12,976 (60%)	8,885 (40%)	21,861 60 SEATS / 1 ROOM
COMPUTER HOURS/SESSIONS	11,916 (60%)	7,805 (40%)	19,721 21 WORKSTATIONS

CURRENT AND PROPOSED SERVICE LEVELS

	CURRENT LIBRARIES	NEW LIBRARY(IES)	CURRENT BEST PLANNING PRACTICE
POPULATION	39,088	39,700	
COLLECTION	81,125 BOOKS + MEDIA 1.9 VOLUMES PER CAPITA		
	69,600 BOOKS + MEDIA Adjusted for redundancy		
	1.8 VOLUMES PER CAPITA		
SEATING	84 SEATS		
	2 SEATS PER 1,000 PEOPLE		

CURRENT AND PROPOSED SERVICE LEVELS

	CURRENT LIBRARIES	NEW LIBRARY(IES)	CURRENT BEST PLANNING PRACTICE
GROUP STUDY/ COLLABORATION SPACE	0 SEATS / 0 ROOMS		
PUBLIC COMPUTERS	21 WORKSTATIONS		
	0.5 COMPUTERS PER 1,000 PEOPLE		
TEEN SPACE	150 SF (shared with magazine browsing)		
DIGITAL LAB	0 SF		
COMMUNITY MEETING ROOMS	60 SEATS / 1 ROOM		
CHILDREN'S PROGRAMMING (DESIGNATED)	0 SEATS		
SQUARE FEET OF BUILDING SPACE	10,524 SF*		
	0.3 SF PER CAPITA		
SHARP PARK = 6,080 SF			
SANCHEZ = 4,444 SF			



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PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

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DRAFT

MINUTES July 12, 2017

CITY OF PACIFICA LIBRARY ADVISORY COMMITTEE PACIFICA SHARP PARK LIBRARY 104 HILTON WAY, PACIFICA

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

CALL TO ORDER

Chair Cindy Abbott called the meeting to order at 6:37PM.

1. APPROVAL OF June 14, 2017 MEETING MINUTES

BE moved to approve the minutes of the June 14, 2017 meeting as drafted; KL seconds. Approval of minutes passes unanimously by all members present.

2. ORAL COMMUNICATIONS - No public comment made.

3. PROJECT SCHEDULE

TW requested a slide with an update on the Draft Schedule to show meetings scheduled with Planning Commission on 9/18 and report back to City Council on 9/25; will bring updates to Council on library needs assessment and site analysis, system options and final recommendations. The format of those meetings is still being discussed.

JF: Is a library representative needed at those meetings? TW confirmed that a library representative would be helpful. JF will not be available on those dates, but will arrange for a substitute.

DM: At the last LAC meeting, committee was given a preview of the work coming up in August – site recommendation, system strategies, best practices in library design (e.g. square footage, service stacks, etc.). August meeting of the LAC will focus on system strategies and different service options.

DM: Library project kiosk at Kops & Kids and 4th of July events generated a lot of good local interaction. Considering another intercept kiosk for local input – is Fog Fest the best option for local interaction? TW: At the City of Pacifica booth at Fog Fest in the past, local residents primarily stop by as opposed to out-of-towners. JF: Library has tentatively scheduled the Library Lookmobile at the Fog Fest at IBL School on Sunday; the Lookmobile hits the demographic we are interested in for library project feedback. CA: If the library project kiosks are placed as part of the City booth, this may achieve good feedback from local residents. TW: We will take a look at how to incorporate it with other information at the City booth. DM: The kiosk at Farmers Market on 5/24 had lower volume of visits than typical community outreach due to the windy weather. We can look at the City calendar to identify other possible opportunities. The idea of an intercept kiosk at a local market such as Oceana Market had previously been mentioned.

4. LIBRARY SITE ANALYSIS – COMMITTEE WORKSHEET REPORT OUT, NARROW DOWN POTENTIAL SITES

DM: Group 4 summarized information received by committee members on the library site evaluation worksheet. TW: Group 4 provided handout “Pacifica Libraries Opportunities – Consultants Site Analysis Notes” to accompany the discussion. DM: Would like committee to share thoughts that went into ratings of the site criteria. Group 4 has not added in cost of sites yet. Costs may include funds needed to relocate existing operations (e.g. if City Hall site is recommended for new library site). ER suggested having a discussion to identify which sites should “fall off the table” immediately, then spend more time discussing those that have more potential. DM and CA concurred.

Sites – Initial Gauge of Potential:

City Hall – potential

Beach Blvd. – potential. DM: Consider long-term maintenance: (1) cost to replenish beach, (2) maintain sea wall, (3) long-term impact of rising flood zones. Infrastructure maintenance is a bigger, City-wide discussion. Discuss ways to mitigate costs. With this site, there could be an

associated loss of revenue due to other use, e.g. another 40 hotel rooms if hotel site is expanded. Additional information on costs can be developed.

Sharp Park Library – potential, but less-favored. DM: Site may be constrained – 2 levels of parking needed for sufficient parking. Group 4 is still refining the analysis. Existing needs assessment indicated a size of 33,000 sq. ft. for a library for this community, which would be a tight fit at this site.

Parking Lot at Francisco / Salada – potential, less-favored. This is the parking lot next to the Thai restaurant. CB: Could this site include closing off the street? DM: Closing the street could be a creative strategy to increase capacity. CA: This area is not very accessible. Need to discuss traffic flows, as Francisco Blvd. has a lot of construction going on and there is concern with impact on traffic. TW: We will have more discussion and analysis of several options that are expected out of this meeting's discussion.

Corporation Yard – potential. DM: This site looks great. It may require additional funds to relocate the existing Corp Yard.

Oceana High School – potential. DM provided comments on school sites generally. City has not yet heard from school district(s) regarding interest in partnering. The school district building site in Vallemar presents a challenge for site accessibility. IBL library site is too small. CA spoke with Don Horsley, who mentioned that for building on a school site there may be a need to meet additional building requirements. DM: If the library is used as a classroom, then that triggers additional requirements that must be adhered to for state architectural standards. ER: It is premature to discuss details / requirements before talking to the school districts about interest in partnering. CA: Is it viable to take the time to explore sites further with the school district(s)? ER: would eliminate the two Pacifica School District sites, but the Oceana High School site might have potential.

Pacifica School District Office in Vallemar – eliminate.

IBL Library – eliminate.

ER: Would like to see in notes with reasons discussing why sites fell off the list to keep a record for public to see. CA: We will get into a more granular discussion of the sites in the Study Session portion of the meeting.

Public Agency – Clarendon & Francisco (Water District office) – eliminate. DM: Water District was contacted by City, but has not expressed interest.

Shopping Center / Eureka Square – eliminate. DM: City reached out to Eureka Shopping Center realtor and owner regarding availability. There are two approx. 1,000 sq. ft. spaces available in the shopping center. The shopping center will not work if not already discussing redevelopment.

US Bank building / Eureka Square – potential. DM: Staff reached out to US Bank realtor, but have not heard back yet. The bank building (approx. 19,000 sq. ft. space) might be a size on which to do a renovation to accommodate the library.

South of Gorilla BBQ – eliminate. Poor access and/or not enough space.

Public Agency on Pacific & Palmetto (Recology) – eliminate. Poor access and/or not enough space. ER pointed out that it is technically not a public agency.

Fairway Park – eliminate. DM: This is on the east side of Highway 1. Site is owned by National Park Service and Caltrans. Site has poor / limited access; can only get to it from northbound direction. KS: There is an easement for access, but vegetation may need to be taken out. JF: Would there be significant opposition due to increased traffic in the neighborhood? KS doesn't believe there would be much opposition. This is my neighborhood, and would love a library to walk to. People in the neighborhood are used to the traffic flow for the baseball fields that are there. CA: We would need additional study on traffic flows and parking in the area. ER: Would the Federal / State government be interested in use of the site for the library?

Sanchez Library – potential. SV: The location is central to its own neighborhood.

Community Center property – potential. DM: Some concern environmentally due to flood zone, potential wetlands; observations of the site indicate that it is wetter than most others. SV: Are we talking about the Community Center itself? DM: There is some space behind the Community Center, also. CB: Where is the site in relation to the EQ Basin? DM: It could be on the parking lot. We can spend more time exploring strategies if there is interest in the site.

Oddstad School – eliminate. See above discussion regarding school districts.

Terra Nova / Oddstad Blvd. (Shopping Center) – eliminate. DM: Availability of the site is in question; no contact has been made yet with the private property owners. Feels it is premature to reach out to owners. Sanchez Library site has capacity. JF: Why consider a site so close to Sanchez Library when the Sanchez site is viable?

Shopping Center on Linda Mar Blvd / Coast Highway – eliminate. DM: The County recently released a flood map that shows that the whole Linda Mar area is concerning.

Quarry – potential. ER, CB, KL all commented they would like to say “yes” to this potential site, but it is pointless due to local sentiment / opposition to Quarry development.

The “Rock” north of Sea Bowl – eliminate. Inadequate size, topography.

Adobe Shopping Center – eliminate.

Self Storage on Crespi Dr. – eliminate.

**** STUDY SESSION – LIBRARY SITE DISCUSSION ****

CA opens Study Session portion of agenda for open discussion of potential sites for the library, and invites public audience to the table. Going around the table, each committee member or attendee will discuss what thoughts went into evaluating the sites and rating against the site criteria.

5. DISCUSS REMAINING POTENTIAL SITES

ER: Where can we deliver the services we want to deliver? What are the issues? City Hall site is too small and a lot of traffic. We should talk about traffic issues, as that will politically keep coming up. Beach Blvd. – if we don't put the library there, there is a loss of economic advantage as an anchor to the main street. Sharp Park Library site is not viable, but what if we combined this site with the Recology site? Corp Yard is an intriguing possibility, but would this be politically charged due to the need to relocate the existing Corp Yard somewhere? KB recommended assuming there is another location in mind for relocating the Corp Yard in considering the Corp Yard site as a potential library site; do not rule it out due to the need to relocate the existing Corp Yard. ER asked about the sites on the south end of town, and what the thoughts were in considering those. Would that mean closing Sanchez Library? DM: System strategy options will be developed. If there are two libraries, they may not be equal in size. If one library, an alternative service model may be suggested to complement the library at one or more locations.

Ellen Ron: Traffic near Oceana High School is similar to the traffic around the Thai restaurant site; would like to see both of those sites considered. Community Center site is too far south to also keep Sanchez Library open. The Corp Yard is pretty far north for a "central" library, and there are traffic issues in that area. Fairway Park would be more of a central location if looking at a geographically central library. Sharp Park Library site may be viable if looking at a smaller footprint library, and would hate to see this site eliminated.

KL: Looked at the capacity of the sites primarily, then accessibility. Sharp Park Library site has potential if considering a smaller footprint than previously recommended. Beach Blvd. is high on the list of potential sites. The flood zone issue also affects City infrastructure and other sites. Would love to just pick up the Sanchez Library site and put it in the middle of town. Sanchez site is nice, but it is so far south. The Corp Yard is far north. Did not have a position on the Oceana High School site one way or the other.

BE: Focused on capacity and accessibility of the sites primarily. Likes Beach Blvd. Would like to talk about keeping Sanchez Library open and building new library with a smaller footprint.

KS: Looked mainly at accessibility, traffic issues and site capacity. Sharp Park is my main library; rarely visit Sanchez Library. It is hard to look at the sites without personal perspective overshadowing overall community interest, but that is what needs to be done. Feel that Beach Blvd. is a top site for a new library. There are environmental concerns for a lot of sites. Community Center is interesting site. For the Corp Yard, concerned about back up of traffic at the Manor intersection. The evaluation of sites against site criteria on the worksheet and conducting the process was helpful.

Sharon (public attendee): Liked Oceana High School site the best; asked for clarification on exactly where the site is on campus. DM clarified that it is the flat parcel by the tennis courts and design could consider undergrounding parking underneath the tennis courts. Sharon observed that the school is already there, so the area is used to traffic in the area. IBL School is nearby, and the site is centrally located.

VP: Did not want Park Pacifica sites. Consider socioeconomics. Park Pacifica tends to have residents with more money. There are fewer apartments in the area. Politically, we hear more about the Sanchez Library, but need to consider fairness to all residents. If you do not live in that area (Park Pacifica), people do not go there. Likes the Beach Blvd. site. There are enough homes and services in proximity to Beach Blvd. site. The City has a commitment to maintain the sea wall with or without a library at that site. Likes the City Hall site. City Hall could be improved and possibly incorporated into design of new library.

KB: No additional comments.

Stan Zeavin (public attendee): Gives kudos to the committee for a good job in shrinking the list of potential sites. The location at the Senior Center / Community Center creates the same problem of putting a single library in the north end of town. Pacifica is 7 – 9 miles corner to corner. Should target sites north of Fassler. Should keep Sanchez Library; you will not win an election without keeping Sanchez. Regarding the Beach Blvd. site, people do not understand what kind of money we are talking about to mitigate flood risk. Moffatt & Nichols report indicated we need sand nourishment, maintain the sea wall and keep sea level rise (SLR) under 5 feet. The sediment study included Beach Blvd as one of 7 sections evaluated in Pacifica, and indicated a need to nourish the beach a minimum of 5 – 7 times up to year 2050 with a cost estimate of \$60M for sand nourishment. The cost to put in an armored wall would be \$40M. So, the City would need \$100M - \$150M to keep the Beach Blvd. area clear of flood risk. There is 4,000 miles of coastline. The City can probably get funding for partial armoring and the first sand nourishing, but other cities along coastlines in the U.S. will be asking for funding, too. There is a huge liability to building on Beach Blvd. site; it is like playing Russian Roulette. Why would the City put a public building on that site? Strongly emphasized choosing any other location.

SV: Still favors Beach Blvd. site for the library. Attended the sea level rise (SLR) meeting that was held recently at the Little Brown Church, and learned that SLR is estimated at 3mm per year. SLR is not an issue; coastal erosion is the problem. Likes the following 5 sites: Corp Yard, Beach Blvd., Oceana High School, Quarry, Community Center (based on a 1 library model).

Margaret Goodale (public attendee): agreed with comments / cautions made by Stan Zeavin.

CA: Focused on site availability, synergy and economic impact. Beach Blvd. site provides an opportunity to build something vibrant and new along with the Palmetto Streetscape. The idea of the library at this location started with the streetscape vision. Evaluated criteria on the site evaluation worksheet based on each site on the list. Would like to see Economic Impact and Connectivity criteria weighted more. Connectivity implies the site and area are walkable and

Library Advisory Committee Minutes
 July 12, 2017
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bikeable in addition to vehicle access. The Corp Yard site does not have much economic impact potential. The area is not very walkable; it is more of a single, standalone site. Looking at SLR maps, Linda Mar area is under water; there are flooding concerns for the Community Center site. Likes the idea of spending more money to provide the City more of a City Center area; the current City buildings are in bad condition. A City Center area with buildings, public space, offices would create a good synergy. Look at traffic flows and small, one-way streets. Some sites require more study. Sites in the “Back of the Valley” don’t make sense. Likes taking the space of Sanchez Library and considering a public / private partnership for a community-serving use of the site.

JC: Looked at accessibility as the number one criteria, considered average distance from home to the site and driving to the site. The location should fall within the path of normal living patterns. Avoid the penalties of long negotiations and potential price increases that private properties may require. Community Center – consider the friends of “Lake Matilda”; it is a flood zone; the last unbuilt segment is the area behind the Community Center. CA commented that the marshy land near the storage center is privately owned.

CB: Looked first at availability; Economic Impact is also important. Likes the Beach Blvd. site. Would like to see the library somewhere in the Sharp Park area. Likes the idea of building new City Hall with a floor for library services. Did not like the Sharp Park Library site until DM mentioned some possible design options. There is no point in pursuing privately owned sites.

JC commented that there was a vision for a City Hall site with an L-shaped footprint; Karl Baldwin (Pacifica’s first city manager) came up with a plan for a City Hall site, but the City Council did not pursue it.

Ellen Ron clarified that the Beach Blvd. site is not actually on Beach Blvd.; it is on the corner of Palmetto and Montecito.

JF: Focused on one criteria – a site that 2/3 of the community would vote for. Give me any site, and I will make it work as a library staff member. There is no point in looking at sites at the south end of town aside from the Sanchez Library site, which is a great site. Continuing to consider sites where there is existing opposition will not work. The Sharp Park Library site already has an existing library, so that site should work.

ER: I’ve been involved in this process for a long time. There is a lot of resistance to change. Concerned about focusing on sites that are considered non-starters, such as the Quarry, as being a delaying tactic for the purpose of not getting anything done. Cautioned about not getting stuck in false arguments. For Beach Blvd., whether or not a library is considered on the site, the City still needs to figure out how to protect City infrastructure, businesses and residents there. People are adamant about various reasons (Sanchez Library closing, sea level rise, cost) for the library bond not getting enough votes for the super-majority needed, but they have no information to back up those claims.

Ellen Ron: If Civic Center / City Hall area is considered, City can sell Sharp Park Library and Beach Blvd. sites. Big criteria to consider: Is the site already City-owned?

Stan Zeavin: In response to ER comments – It really is about the money needed; there is not enough money to protect the coastline for everyone. Why put a public building in harm's way?

KL: Sites in the Sharp Park area make the most sense for most of the criteria and the ability to add economic impact. We should put most attention on sites with the ability to add economic impact. It is inadequate to consider sites at one end of town or the other due to inconvenience and the potential disenfranchisement of residents at the opposite end of town.

KS: It is important to inform the community about this process of evaluating / discussing potential sites, and the reason for focus on City-owned sites. Educating the public on why we settled on these sites is important in changing perceptions.

Margaret Goodale: This process has been good.

Sharon: Can you summarize the sites that are still being considered? (See Item 5 below.)

DM: Must consider parking together with the library footprint.

JF asked if we can pass a bond measure with a single library site model. CA responded that it is too early to ask that question; wait for a future conversation on how library services can be delivered during the August LAC meeting.

ER: If we are leaving US Bank and Oceana High School sites on the list, can someone reach out to judge interest from the owner / school board?

CA closed the Study Session portion of the meeting and resumed the regular session.

**** STUDY SESSION – CLOSED ****

6. LIBRARY SITE ANALYSIS – COMMITTEE SITE RECOMMENDATIONS

CA listed the sites still being considered:

City Hall
Beach Blvd. / Montecito
Sharp Park Library
Corporation Yard
Oceana High School
US Bank in Eureka Square
Sanchez Library
Parking Lot at Francisco / Salada (added)

(Community Center and Quarry were eliminated upon further discussion during Study Session.)

DM asked whether the committee is keeping the Community Center on the potential site list. JC: The phone company moved out of the building due to dampness. KL: As a librarian, dampness

is a concern. CA asked committee to confirm taking the Community Center off of the potential site list, and the committee confirmed.

DM asked for confirmation of taking the Quarry off of the list; committee confirmed.

KL suggested re-naming the Beach Blvd. site to Palmetto / Montecito to be more accurate to the location.

DM will summarize information from all of the site analysis evaluation worksheets received from committee and will send to SC to distribute consolidated results to the committee.

CA: Maybe not ready to list the sites in tiers; suggested waiting to consider additional analysis / options provided by Group 4.

7. COMMUNITY OUTREACH UPDATE

TW: Group 4 and staff will incorporate several slides into presentation for August meeting to show completed Library Opportunities survey data.

DM thanked the committee members who helped at the intercept kiosks at local events.

JC was impressed with the diligence of the community outreach efforts and the graphics presented on the kiosks.

8. PLANNED OUTREACH ACTIVITIES AND LAC PARTICIPATION

TW: Put meetings for the Planning Commission on 9/18 at 7pm and City Council meeting on 9/25 at 7pm on your calendars for presenting an update on the library project.

CA asked how the online survey is going. TW responded that it is going well, comparable results as we are receiving at the kiosks.

DM observed that it is interesting to see the differences in priorities selected for the activities and spaces; that they do not always correspond.

9. DISCUSSION OF WEBSITE AND PUBLIC COMMUNICATIONS

CA noted that David Leal is not here, but he had been working on the website and there is the outstanding concern that JF brought up about the URL.

No additional public comments made.

10. COMMITTEE AND STAFF COMMUNICATIONS

TW: On the agenda for the next City Council meeting is an item to enter into an easement agreement with 122 Hilton Way that impacts the Sharp Park Library site. It is a floating easement, so the access may move at the City's discretion as long as the property has access.

CA asked if there is an appointment to LAC coming from the Planning Commission to fill the vacancy left by Chuck Evans. TW: We are waiting for the vacancy on the Planning Commission to be filled, and will bring this request up once the Planning Commission vacancy is filled.

CA called for a motion to adjourn. JC motioned to adjourn; KL seconded. Meeting adjourned.

MEETING ADJOURNED.

Respectfully submitted,

Sarah Coffey,
Executive Assistant

APPROVED:

Cindy Abbott
Library Advisory Committee Chair



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Library Advisory Committee

July 12, 2017

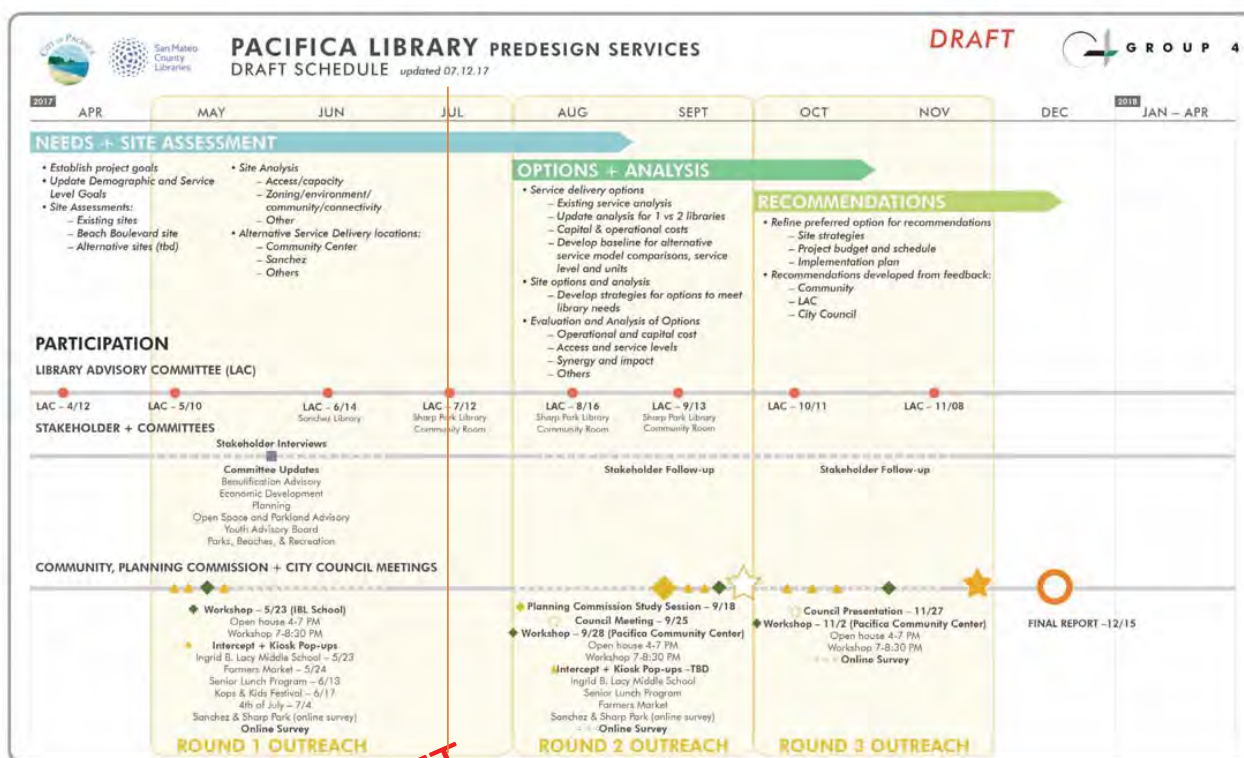


San Mateo
County
Libraries

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Round 2- Planned Outreach Activities and LAC Meetings

Current Draft of Work Plan Round 2:

1. Planning Commission Study Session 9/18
2. City Council 9/25
3. Community Workshop 9/28
4. On-line Survey
5. Intercept Kiosks (TBD)
 - Fog Fest September 23-24
 - Others?

























































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Library Site Analysis – Committee Worksheet Report Out

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

	 CITY OWNED	 SCHOOL DISTRICT	 FEDERAL LAND									
EVALUATION CRITERIA	CITY HALL SITE	Palmetto & SHARP PARK M ¹ PALMETTO & LIBRARY MONTECITO	PARKING LOT	CORP YARD	OCEANA HIGH SCHOOL	SCHOOL DISTRICT HQ	IBL LIBRARY					
1=POOR 2=FAIR 3=EXCELLENT	SANTA MARIA AVE. & FRANCISCO BLVD.	DE MONTECITO AVE.	FILTON WAY & PALMETTO AVE.	FRANCISCO BLVD. & SALADA AVE.	NE CORNER OF OCEANA BLVD & MILAGRA DR.	OCEANA BLVD. & PALOMA AVE.	375 REINA DEL MAR	1427 PALMETO AVE				
SITE AREA	28,000 SF	17,000 SF 17,000 SF	31,000 SF	13,000 SF	34,500 SF	46,000 SF	81,600/ 208,000 SF	5,000 SF				
ACCESSIBILITY												
SITE CAPACITY												
COSTS	\$\$\$	\$\$ ^e	\$	\$\$ ^e	\$\$\$	\$\$\$	\$\$\$	\$				
Land												
Infrastructure												
Extracurriculars	\$	\$		\$	\$	\$	\$	\$				
Construction Costs	\$	\$	\$	\$	\$	\$	\$	\$				
Relocation Costs	\$				\$		\$					
AVAILABILITY						TBD	TBD	TBD				
ECONOMIC IMPACT												
SYNERGY/CONNECTIVITY												
ENVIRONMENT												



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ROUND 1 OUTREACH EVENTS

- 5/10 LAC Meeting 10 PARTICIPANTS
- 5/23 IBL School Kiosk 160 PARTICIPANTS
- 5/23 Community Open House 40 PARTICIPANTS
- 5/23 Community Workshop 01
- 5/24 Farmers Market Kiosk 60 PARTICIPANTS
- 6/12 Online Survey 136 PARTICIPANTS AS OF JULY 10
- 6/13 Senior Lunch Program ~20 PARTICIPANTS
- 6/18 Kops and Kids Festival ~110 PARTICIPANTS
- 7/04 4th of July ~120 PARTICIPANTS

~656 PARTICIPANTS TO DATE



GROUP 4

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

HOPES AND GOALS FOR PACIFICA LIBRARIES



A place that feels spacious & inspirational; not crowded & cramped

I hope to live long enough to be able to visit our new library!

A central place for the community

A facility with a robust children programs

A new awesome library!

Accessible to all!

A platform for knowledgeable community

An iconic building working as a magnet to the community!

Library as an economic engine and anchor

More hours!

Our library should be light & airy.

Available to all means of accessing knowledge!

DRAFT



GROUP 4

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

POTENTIAL LIBRARY SITES



New Library site options brought up by the community include:

IBL Library

School District Headquarter

Self Storage at Crespi Dr.

- CITY OWNED**
- 1 CITY HALL SITE
Santa Maria Ave. & Francisco Blvd.
 - 2 PALMETTO & MONTECITO
Beach Blvd. & Montecito Ave.
 - 3 SHARP PARK LIBRARY
Hilton Way & Palmetto Ave.
 - 4 PARKING LOT
Francisco Blvd. & Solado Ave.
 - 5 CORP YARD
NE corner of Oceano Blvd. & Wilaga Dr.
- SCHOOL DISTRICT***
- 6 OCEANA HS
Oceano Blvd. & Palmetto Ave.
- PRIVATE SITE***
- 7 PUBLIC AGENCY
Clarendon Rd. & Francisco Blvd.
 - 8 SHOPPING CENTER
Eureka Dr. & Oceano Blvd.
 - 9 SOUTH OF GORILLA BBQ
2145 Cabrillo Hwy.
 - 10 PUBLIC AGENCY
Pacific Ave & Palmetto Ave.
- OTHERS***
- 11 FAIRWAY PARK
East of Coast Hwy. North of Police Station and Orchid Farms (NPS)



- CITY OWNED**
- 12 SANCHEZ LIBRARY
Terra Nova Blvd.
 - 13 COMMUNITY CENTER
1401 Central Dr.
- SCHOOL DISTRICT***
- 14 ODDSTAD ELEMENTARY
Oddstad Blvd.
- PRIVATELY OWNED***
- 15 SHOPPING CENTER
Terra Nova Blvd. & Alvarado Dr.
 - 16 SHOPPING CENTER
Coast Hwy. & Linda Mar Blvd.
 - 17 QUARRY
Cabrillo Hwy. & San Marco Way
 - 18 THE "ROCK"
Cabrillo Hwy. & Pacific Ave.
 - 19 SHOPPING CENTER
Adrian Dr. & Linda Mar Blvd.

SITE COMMENTS INCLUDED:

- Concern was expressed regarding the Beach Blvd. Site due to the potential sea level rise (~5).
- Investigate the opportunity to partner with school districts on using existing library resources.



GROUP 4

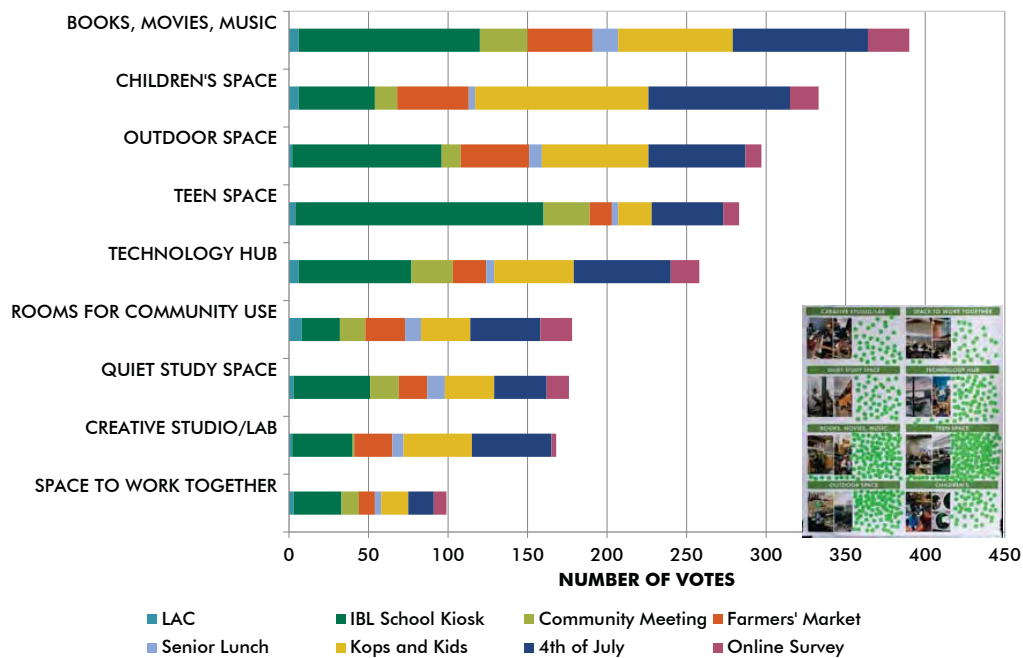
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7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

COMMUNITY SPACES

Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED A TEEN SPACE; BOOKS, MOVIES, MUSIC; AND OUTDOOR SPACES.

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN CHILDREN'S SPACE; OUTDOOR SPACE; AND BOOKS, MOVIES, MUSIC.

THE COMMUNITY MEETING YIELDED TOP VOTES FOR BOOKS, MOVIES, MUSIC; TEEN SPACE; AND TECHNOLOGY HUB.

AT KOPS AND KIDS, PARTICIPANTS PRIORITIZED CHILDREN'S SPACE; BOOKS, MOVIES, MUSIC; AND OUTDOOR SPACE.

EARLY RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN SPACES FOR BOOKS, MOVIES, MUSIC; YOUTH PROGRAMS (INCLUDING CHILDREN'S SPACE AND TEEN'S); TECHNOLOGY HUB; AND ACCESS TO OUTDOOR SPACES.

A CAFE CONCESSION WAS A POPULAR WRITE IN RESPONSE UNDER THE OTHERS CATEGORY.



GROUP 4

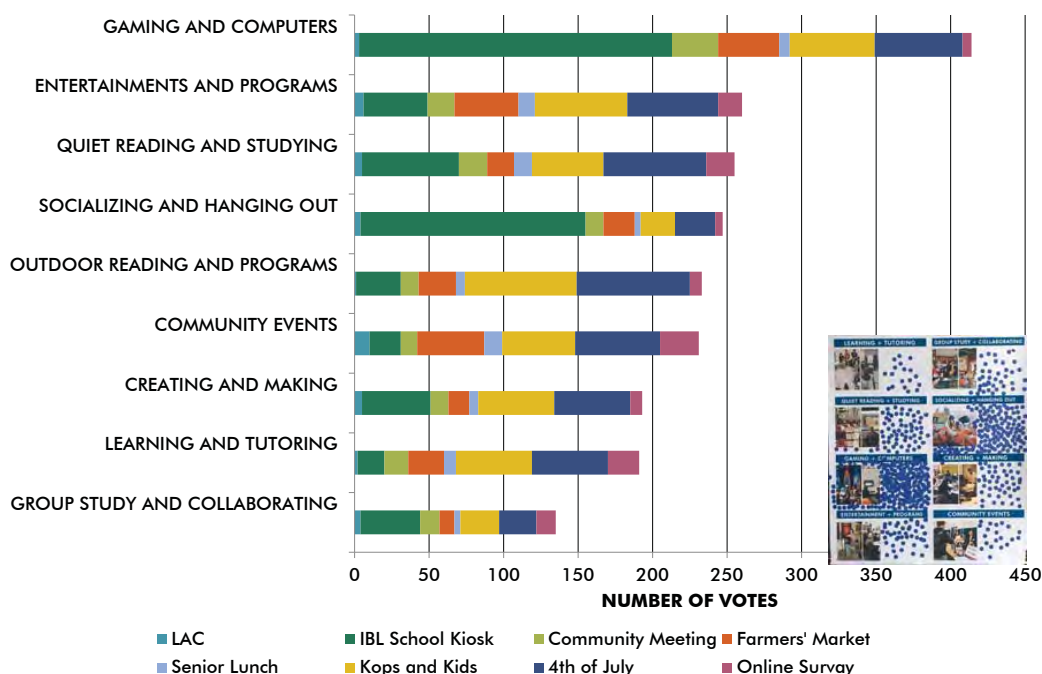
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7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

COMMUNITY ACTIVITIES

Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED **GAMING AND COMPUTERS**, **SOCIALIZING AND HANGING OUT**, AND **QUIET READING AND STUDYING**.

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN **COMMUNITY EVENTS**, **ENTERTAINMENTS AND PROGRAMS**, AND **GAMING AND COMPUTERS**.

THE COMMUNITY MEETING YIELDED TOP VOTES FOR **GAMING AND COMPUTERS**, **ENTERTAINMENT AND PROGRAMS**, AND **QUIET READING AND STUDYING**.

AT KOPS AND KIDS AND 4TH OF JULY, PARTICIPANTS PRIORITIZED **OUTDOOR READING AND PROGRAMS**; **ENTERTAINMENT AND PROGRAMS**; AND **GAMING AND COMPUTERS**.

EARLY RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN **GAMING AND COMPUTERS**, **ENTERTAINMENT AND PROGRAMS**, AND **QUIET READING AND STUDYING**.



GROUP 4

DRAFT

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

ONLINE SURVEY

as of 7/11/2017

Age Group	Percent of Total Responses	Most valued spaces	Least valued spaces	Most valued activities	Least valued activities
Adult (18-60 years old)	66.9%	- Books, Movies, Music (84.6%) - Children's (83.5%)	Creative Studio/Lab (16.5%)	- Community Events (64.0%) - Learning and Tutoring (66.3%)	Gaming and Computers (7.9%)
Senior (60+ years old)	30.9%	- Books, Movies, Music (81.0%) - Rooms for Community Use (64.3%)	Creative Studio/Lab (7.1%)	- Community Events (66.7%) - Quiet Reading + Studying (66.7%)	- Outdoor Reading and Programs (9.5%) - Socializing + Hanging Out (9.5%)
Overall	137 responses	- Books, Movies, Music (83.2%) - Children's (75.9%)	Creative Studio/Lab (13.9%)	- Community Events (65.2%) - Learning and Tutoring (63.0%)	- Gaming and Computers (11.1%) - Socializing + Hanging Out (13.3%)



GROUP 4

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

4th of July



4th of July Celebration at Frontierland Park

~120 PARTICIPANTS



GROUP 4

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

EXISTING LIBRARIES ANALYSIS

LIKES

- Location (Serving seniors and families)
- Outdoor space + garden
- Architecture
- Children's program
- Well organized
- Cozy
- Beautiful view

DISLIKES

- Inadequate space
- Small collection
- Inadequate and outdated computers
- Noisy children's space
- Limited hours
- Not a diverse collection
- Traffic and parking impacts

SANCHEZ LIBRARY

YEAR BUILT: 1981 AREA: 4,500 SF



WHY + HOW DO YOU USE SANCHEZ LIBRARY?



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PACIFICA LIBRARIES OPPORTUNITIES

EXISTING LIBRARIES ANALYSIS

LIKES

- Location (Convenient for commuters)
- Staff
- Easy to order and pick-up books
- Programs
- New technology (3d printer)
- Children's space and program
- Community room

DISLIKES

- Inadequate space
- Small collection
- No easy access for persons with disabilities (Steep)
- Noise
- Parking
- Not good for browsing
- Limited hours

SHARP PARK LIBRARY

YEAR BUILT: 1964 AREA: 7,300 SF



WHY + HOW DO YOU USE SHARP PARK LIBRARY?



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PACIFICA LIBRARIES OPPORTUNITIES



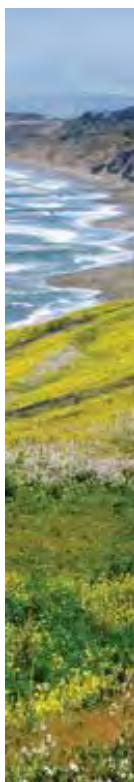
AGENDA

1. Call to Order
2. Approval of June 12, 2017 Meeting Minutes
3. Oral Communications
4. Project Schedule
5. Library Site Analysis — Committee Worksheet Report Out
6. Discuss Remaining Potential Site
7. Library Site Analysis — Committee Site Recommendations
8. Community Outreach Update
9. **Planned Outreach Activities and LAC participation**
10. Discussion of website and public communication
11. Committee and staff communications
12. Adjourn



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City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Consultants Site Analysis Notes

July 12, 2017



PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

EVALUATION CRITERIA	CITY HALL SITE	PALMETTO & MONTECITO	SHARP PARK LIBRARY	PARKING LOT	CORP YARD	OCEANA HIGH SCHOOL	SCHOOL DISTRICT HQ	IBL LIBRARY
1=POOR 2=FAIR 3=EXCELLENT	SANTA MARIA AVE. & FRANCISCO BLVD.	PALMETTO AVE. & MONTECITO AVE.	HILTON WAY & PALMETTO AVE.	FRANCISCO BLVD. & SALADA AVE.	NE CORNER OF OCEANA BLVD & MILAGRA DR.	OCEANA BLVD. & PALOMA AVE.	375 REINA DEL MAR	1427 PALMETO AVE.
SITE AREA	28,000 SF	17,000 SF	31,236 SF	13,000 SF	36,444 SF	82,343 SF	81,600/208,000 SF	5,000 SF
ACCESSIBILITY	2.4	2.8	2.8	2.0	2.2	2.7	1.5	1.7
SITE CAPACITY	2.0	2.9	2.9	2.1	2.2	2.6	2.0	1.0
COSTS	\$\$\$	\$\$	\$\$	\$\$	\$\$	\$\$\$	\$\$\$	\$
Land								
Infrastructure								
Entitlements	\$	\$	\$	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$	\$	\$	\$
AVAILABILITY								
ECONOMIC IMPACT	2.3	3.0	2.7	2.2	1.7	1.5	1.1	1.5
SYNERGY/CONNECTIVITY	2.4	2.9	2.2	2.1	1.7	1.9	1.5	1.9
ENVIRONMENT	2.5	2.2	2.2	2.4	2.9	2.9	2.6	2.3
	2.3	2.9	2.1	2.0	2.2	2.3	1.7	1.7

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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

EVALUATION CRITERIA	CITY HALL SITE	PALMETTO & MONTECITO	SHARP PARK LIBRARY	PARKING LOT	CORP YARD	OCEANA HIGH SCHOOL	SCHOOL DISTRICT HQ	IBL LIBRARY
1=POOR 2=FAIR 3=EXCELLENT	SANTA MARIA AVE. & FRANCISCO BLVD.	BEACH BLVD. & MONTECITO AVE.	HILTON WAY & PALMETTO AVE.	FRANCISCO BLVD. & SALADA AVE.	NE CORNER OF OCEANA BLVD & MILAGRA DR.	OCEANA BLVD. & PALOMA AVE.	375 REINA DEL MAR	1427 PALMETO AVE.
SITE AREA	28,000 SF	17,000 SF	31,000 SF	13,000 SF	36,444 SF	82,343 SF	81,600/208,000 SF	5,000 SF
ACCESSIBILITY								
SITE CAPACITY								
COSTS	\$\$\$	\$\$	\$	\$\$	\$\$	\$\$\$	\$\$\$	\$
Land								
Infrastructure								
Entitlements	\$	\$	\$	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$	\$	\$	\$
AVAILABILITY								
ECONOMIC IMPACT								
SYNERGY/CONNECTIVITY								
ENVIRONMENT								

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PACIFICA LIBRARIES OPPORTUNITIES

- **Beach Boulevard**
 - Community concerns expressed regarding: long term environmental impacts, infrastructure costs to maintain site, and potential loss of City revenues because of lost opportunities
- **Sharp Park Library**
 - Existing library site
 - Site capacity may constrain size of the building
 - City owned

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

<div> <div> <div></div> CITY OWNED <div></div> SCHOOL DISTRICT <div></div> PRIVATE <div></div> FEDERAL LAND </div> </div>						
EVALUATION CRITERIA	CITY HALL SITE	PALMETTO & MONTECITO	SHARP PARK LIBRARY	PARKING LOT	CORP YARD	
1=POOR 2=FAIR 3=EXCELLENT	SANTA MARIA AVE. & FRANCISCO BLVD.	PALMETTO AVE. & MONTECITO AVE.	HILTON WAY & PALMETTO AVE.	FRANCISCO BLVD. & SALADA AVE.	NE CORNER OF OCEANA BLVD & MILAGRA DR.	
SITE AREA	28,000 SF	17,000 SF	31,236 SF	13,000 SF	36,444 SF	
ACCESSIBILITY	2.4	2.8	1.8	2.0	2.2	
SITE CAPACITY	2.0	2.9	1.4	1.1	2.4	
COSTS	\$\$\$	\$\$	\$	\$\$	\$\$\$	
Land						
Infrastructure						
Entitlements						
Construction Costs						
Relocation Costs						
AVAILABILITY						
ECONOMIC IMPACT	2.3	3.0	2.7	2.2	1.7	
SYNERGY/CONNECTIVITY	2.4	2.9	2.2	2.1	1.7	
ENVIRONMENT	2.5	2.2	2.2	2.4	2.9	
	2.3	2.9	2.1	2.0	2.2	

• Parking Lot

- Insufficient Capacity, creative strategy required

• Corp Yard

- ✓ Adequate capacity
- ✓ City owned
- ✓ Easy highway access
- Use of this site may require additional funds to relocate the Corp Yard

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

<div> <div> <div></div> POOR <div></div> FAIR <div></div> EXCELLENT </div> </div>						
EVALUATION CRITERIA	CITY HALL SITE	PALMETTO & MONTECITO	SHARP PARK LIBRARY	PARKING LOT	CORP YARD	
SITE AREA	28,000 SF	17,000 SF	31,236 SF	13,000 SF	36,444 SF	
ACCESSIBILITY						
SITE CAPACITY						
COSTS	\$\$\$	\$\$	\$	\$\$	\$\$\$	
Land						
Infrastructure						
Entitlements						
Construction Costs						
Relocation Costs						
AVAILABILITY						
ECONOMIC IMPACT						
SYNERGY/CONNECTIVITY						
ENVIRONMENT						

• Oceana HS

- Discussion with School District pending

• School District Headquarters

- Challenging access off of Vallemar Blvd.

- Discussion with School District pending

• IBL Library

- Insufficient capacity
- Discussion with School District pending

OCEANIA HS

OCEANA BLVD. & PALOMA AVE.

46,000 SF

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SCHOOL DISTRICT HQ

375 REINA DEL MAR

81,600/88,000 SF

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IBL LIBRARY

1427 PALMETTO AVE

5,000 SF

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PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

<div> <div>POOR</div> <div>FAIR</div> <div>EXCELLENT</div> </div> <div>      </div>					
EVALUATION CRITERIA	PUBLIC AGENCY CLARENDON RD. & FRANCISCO BLVD.	SHOPPING CENTER EUREKA DR. & OCEANA BLVD.	SOUTH OF GORILLA BBQ 2145 CABRILLO HWY.	PUBLIC AGENCY PACIFIC AVE. & PALMETTO AVE.	FAIRWAY PARK EAST OF COAST HWY. NORTH OF POLICE STATION
SITE AREA	36,000 SF	19,700/216,000 SF	34,000/118,000 SF	10,000 SF	130,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
SITE CAPACITY <small>Building Parking</small>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
COSTS	\$\$\$\$	\$\$\$\$	• Poor/limited access	\$\$\$\$	• Poor/limited access
Land	\$	\$	\$	\$	\$
Infrastructure	\$	\$	\$	\$	\$
Entitlements	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$
AVAILABILITY	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	• Expressed no interest	• Some interest from Shopping Center owner	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	• Schedule, capacity, & costs unknown	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>




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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div> <div>POOR</div> <div>FAIR</div> <div>EXCELLENT</div> </div> <div>    </div>			
EVALUATION CRITERIA	SANCHEZ LIBRARY TERRA NOVA BLVD.	COMMUNITY CENTER 540 CRESPI DR.	ODDSTAD ELEMENTARY SCHOOL ODDSTAD BLVD.
SITE AREA	116,000 SF	204,000 SF	511,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SITE CAPACITY <small>Building Parking</small>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
COSTS	\$	• Sanchez Library	\$
Land	\$	✓ Existing library site	\$
Infrastructure	\$	✓ Sufficient capacity	\$
Entitlements	\$	✓ City owned	\$
Construction Costs	\$	✓ Central to the Neighborhood	\$
Relocation Costs	\$	<input type="radio"/>	<input type="radio"/>
AVAILABILITY	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div> <div>POOR</div> <div>FAIR</div> <div>EXCELLENT</div> </div>			
EVALUATION CRITERIA	SANCHEZ LIBRARY	COMMUNITY CENTER	ODDSTAD ELEMENTARY SCHOOL
	TERRA NOVA BLVD.	540 CRESPI DR.	ODDSTAD BLVD.
SITE AREA	116,000 SF	204,000 SF	511,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SITE CAPACITY <small>Building Parking</small>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
COSTS	\$	\$\$	\$
<small>Land</small>			
<small>Infrastructure</small>			
<small>Entitlements</small>			
<small>Construction Costs</small>	\$	\$	\$
<small>Relocation Costs</small>			
AVAILABILITY	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Community Center

- Long term environmental concern
- Significant infrastructure costs

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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div> <div>POOR</div> <div>FAIR</div> <div>EXCELLENT</div> </div>			
EVALUATION CRITERIA	SANCHEZ LIBRARY	COMMUNITY CENTER	ODDSTAD ELEMENTARY SCHOOL
	TERRA NOVA BLVD.	540 CRESPI DR.	ODDSTAD BLVD.
SITE AREA	116,000 SF	204,000 SF	511,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SITE CAPACITY <small>Building Parking</small>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
COSTS	\$	\$	\$
<small>Land</small>			
<small>Infrastructure</small>			
<small>Entitlements</small>			
<small>Construction Costs</small>	\$	\$	\$
<small>Relocation Costs</small>			
AVAILABILITY	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Oddstad Elementary School

- Not as centrally located as existing site
- Not city owned







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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div><div><div>POOR</div><div>FAIR</div><div>EXCELLENT</div></div><div></div></div>						
EVALUATION CRITERIA	SHOPPING CENTER 1	SHOPPING CENTER 2	QUARRY	THE "ROCK"	SHOPPING CENTER 3	SELF STORAGE
	TERRA NOVA BLVD	COAST HWY	CABRILLO HWY & SAN MARLO WAY	CABRILLO HWY & FASSLER AVE	ADOBE DR. & LINDA MAR BLVD.	CRESPI DR.
SITE AREA	8,000/23,000 SF	11,000 SF	424,000 SF	50,000 SF	73,400 SF	42,000/136,000 SF
ACCESSIBILITY						
SITE CAPACITY	Parking Building					
COSTS	Land \$5555	Land \$5555	Land \$5555	Land \$5555	Land \$5555	Land \$5555
	Infrastructure \$	Infrastructure \$	Infrastructure \$	Infrastructure \$	Infrastructure \$	Infrastructure \$
	Exterior \$	Exterior \$	Exterior \$	Exterior \$	Exterior \$	Exterior \$
	Construction Costs \$	Construction Costs \$	Construction Costs \$	Construction Costs \$	Construction Costs \$	Construction Costs \$
	Relocation Costs \$	Relocation Costs \$	Relocation Costs \$	Relocation Costs \$	Relocation Costs \$	Relocation Costs \$
AVAILABILITY	?	?	?	?	?	?
ECONOMIC IMPACT						
SYNERGY/CONNECTIVITY						
ENVIRONMENT						

• Privately Owned Sites

- No current discussion or positioning underway
- Quarry Site has potential to serve community as a "single library" site, however community sentiment concerned about development
- There has been no positioning with property owner

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GROUP 4

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

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MINUTES

August 9, 2017

**CITY OF PACIFICA
LIBRARY ADVISORY COMMITTEE
PACIFICA SHARP PARK LIBRARY
104 HILTON WAY, PACIFICA**

COMMITTEE PRESENT:

Cindy Abbott (CA);
Caroline Barba (CB);
Jerry Crow (JC);
Barbara Eikenberry (BE);
Kathy Long (KL);
Eric Ruchames (ER);
Kellie Samson (KS);

**CITY COUNCIL LIAISONS
PRESENT:**

Deirdre Martin (DMA);
Sue Vaterlaus (SV);

COMMITTEE ABSENT:

David Leal (DL);
Vanessa Powers (VP);
Laverne Villalobos (LV);
Rosie Tejada (RT);

CITY STAFF PRESENT:

Planning Director Tina Wehrmeister (TW);
City Manager Keith Breskin (KB);
Assistant Planner Robert Smith (RS);
Exec. Asst. Sarah Coffey (SC);

CONSULTANT TEAM:

Dawn Merkes Group 4 Architects (DM);
Andrea Gifford (AG);

SMCL STAFF:

Julie Finklang (JF).

CALL TO ORDER

Chair Cindy Abbott called the meeting to order at 6:37PM.

1. APPROVAL OF July 12, 2017 MEETING MINUTES

CB noted a change needed on page 8 of the draft minutes from July 12, 2017 meeting to reference "Item 6" instead of "Item 5" in response to Sharon asking to summarize sites under consideration. CB moved to approve the minutes of the July 12, 2017 meeting with the change noted; KL seconds. Approval of minutes passes unanimously by all members present.

2. ORAL COMMUNICATIONS

Steve Patton introduced himself as the Executive Director of the Pacifica Ocean Discovery Center. CA informed Mr. Patton that the new library location has not yet been decided, and that

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August 9, 2017
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this meeting would focus on system strategies. Mr. Patton: The Pacifica Ocean Discovery Center is interested in the Beach Blvd. site, but there is no antagonism between the Discovery Center and library, even if the library is proposed for the Beach Blvd. location. Think of the two as compatible; marine science can be a big part of a new library. See the website at pacificaoceandiscoverycenter.org and the handout provided for more information. Mr. Patton met with a representative for a potential wealthy donor for the Ocean Discovery Center now that it has renewed its 501(c)(3) status. In 1999, the attempt to get the Beach Blvd. site for the Ocean Discovery Center failed with that City Council and the project was abandoned. Now there are new RFP's and new developments along with a change in atmosphere. The Board is almost back in place, with many former Board members getting involved again. There is a new Facebook page with letters of support from the Marine Mammal Center, Steinhart Aquarium and others.

3. PROJECT SCHEDULE

DM: We are wrapping up the 1st phase of library project community outreach. The next phase will focus on site options and system strategies. A final report with recommendations will be presented to City Council before Christmas. There was an addition to the outreach schedule to add the Bagels in the Park event with the Pacifica Mothers' Club at Frontierland Park this Saturday (August 12) from 10:00am to 1:00pm. The project boards will be set up at that event. It is a nice complement to the outreach already done with seniors and at the middle school earlier. The next Library Advisory Committee meeting on September 13 will be very important, as information presented will be prepared for presenting at the Planning Commission on September 18 before going to the City Council for an update at its September 25 meeting. The next community workshop is scheduled for September 28, and we will also put information online in a survey format. A kiosk is being scheduled for the Fog Fest September 23 – 24 in coordination with the City booth.

JF: Will outreach be done at the next Farmer's Market?

DM: The Farmer's Market may be problematic as it is on the same day as the next Library Advisory Committee Meeting.

CA: What is the format for the study session with the Planning Commission?

TW: The format is still under discussion.

ER: Do you want Library Advisory Committee members to attend the Planning Commission meeting / study session?

TW: Attendance is optional. It will not be a joint study session format; it will only be the Planning Commission. Planning Commission meetings are televised, so those who cannot attend can watch.

4. COMMUNITY OUTREACH UPDATE

DM summarized outreach done to date with a PowerPoint summary of the feedback received from events and the online survey (which is now closed) focused on prioritizing activities and spaces in a new library, how and why the Sanchez and Sharp Park branch libraries are used, and likes / dislikes for each branch. The summary showed 680 participants offering input to-date in Round 1 of the outreach. The primary reason for use of Sanchez library was consistently stated as convenience to the neighborhood where it is located.

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5. LIBRARY SITE ANALYSIS

DM summarized library site analysis considerations to-date, including site pre-requisites, evaluation criteria, summary of ratings of sites from the committee, and sites that were eliminated from further consideration. Per ER suggestion, there will be a document summarizing reasons for eliminating sites from further consideration. CA asked if that summary would be available for the Planning Commission meeting, and DM responded affirmatively. JF asked what entitlements means under the “Costs” criteria; DM clarified that these would be CEQA, Coastal Commission approval, some sites can get MND easier than others. To the sites that remained under consideration by the committee, a site capacity analysis was added to the summary for all City-owned sites, Oceana High School site and U.S. Bank site. CA asked if any further contact had been made regarding the U.S. Bank or Oceana High School sites. DM: Emailed the owner of the bank again, but have not heard back. The high school district has not named a new superintendent yet. DMA: The new superintendent is expected to be appointed at the board meeting next Tuesday (August 15) night. CA asked about opportunities for public / private partnership at the sites.

DM presented site plan / build-out options specific to each site, noting that this is an opportunity for the committee to review and comment on the ideas presented. It will be an iterative process. Options will be presented for small (4,000 – 9,000 sq. ft.), medium (10,000 – 26,000 sq. ft.) or large (27,000 – 36,000 sq. ft.) library.

Summary of site options:

(1A) City Hall (redevelopment of City Hall)

AG presented 2 possible plans for City Hall location. The first option 3-level building with 2 levels of below building parking (156 parking spaces). This option included City Hall on first level, library program on second level and community room on third level. Additional funds would be needed to support a rebuild of City Hall. The site has capacity of building a large 36,000 sq. ft. library. The site is City-owned, so there would be no additional land cost. It is in a convenient downtown location.

ER: For parking, have you included space across the street? AG: No. DM: It did not make sense to add another half-bay of parking when one can easily make the case for a 20% reduction in demand for parking at this location.

CA: Would this plan include City Council Chambers? DM: The 5,000 sq. ft. community room could be used for City Council Chambers.

(1B) City Hall (relocation of City Hall)

AG: The second option presented is a plan for the library at the City Hall site and does not include City Hall services. Would need to consider relocation of City Hall. This option plans 1 level of underground parking.

SV: Are there cost estimates for the plans? DM: No estimates of costs yet. In considering costs, consider construction costs, FF&E range \$1,000 - \$1,100 per sq. ft. Under-building parking can range from \$125,000 - \$150,000 per parking space. On the low-cost end, \$50,000 per parking

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August 9, 2017
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space can now be achieved in some parking structures that cities are now doing. An inefficient design / space could cost up to \$450,000 per space. Underground parking is about ten times the cost of surface parking.

SV: Is there concern about people who might want City Hall recognized as a historical building?
TW: City Hall is not currently listed as a historical building in the municipal code. JC: Believes that it may be listed as historical dating back to David Carmany's time with the city, but agrees that the building condition is beyond feasible to upgrade.

ER: Is the space across the street large enough to consider surface or above-ground parking?
DM: The challenge with that site is that there is not enough width to allow turn-around clearance.

(2) Palmetto & Montecito

AG: This site is a 32,000 sq. ft. site, and can accommodate up to a 36,000 sq. ft. library with parking. Some concern has been voiced about environmental impact and maintenance at this site. The site requires below building parking. There may be a potential loss of revenue associated with the City not selling the land at this site. The site is City-owned and in a convenient downtown location.

ER disputes the potential loss of revenue from sale of the site, noting that the library can generate revenue from economic impact. CA agrees with the synergistic effect of the library on Palmetto. TW: This isn't the only site that has a synergistic impact of locating the library there. It is unfair to only mention the synergy aspect for the Palmetto site; we must consider synergy for other sites as well. ER: Must also consider the difference between one-time revenue versus ongoing revenue. SV: TOT would be ongoing revenue. JF: Extending the hotel TOT gets into a lot of speculation. DM summarized consideration of 3 categories of revenue: (1) sales value, (2) synergy / economic impact, (3) TOT. JF suggested possibly considering meeting rooms as a potential revenue-generator, noting that libraries do not typically generate direct revenue. AG & DM noted the Walnut Creek library model where the City controls scheduling meeting space at the library.

(3) Sharp Park

AG: The plan shown for this site includes 30,000 sq. ft. of library space on 2 levels of building and 2 underground levels of parking with 88 total parking spaces. The site is City-owned and convenient to downtown. There are potential heritage trees on site, which would need to be removed.

DM: The proposed building would have approximately the same elevation as the current building. The site is already zoned for public facilities use. TW pointed out that the zoning makes entitlements easier.

JF asked about the site across the street, and whether it could be used for some type of public parking. TW: The Beach Blvd. hotel project will need to keep the existing free public parking for

DRAFT

beach access, but believes that any parking above what is required for beach access would want to be used for hotel parking.

DM mentioned considering digital signage with sensors that count available parking spaces. The cost of underground parking at the Sharp Park site may be less expensive than underground parking at other sites due to daylighting, ventilation and the plan for 2 separate parking lots in this model.

(4) Parking Lot Across from City Hall

AG: This site does not lend itself to underground parking; the site is not long enough for a ramp to underground parking. There is capacity for 22 parking spaces on-grade at this site, which would limit the library to 8,000 sq. ft. to meet the parking requirements at this site. The conclusion is this site has insufficient capacity to meet library needs. Even if the site was extended into Salada Ave. with closure of the street, it would still be insufficient for underground parking. DM: We looked at whether parking could go under Francisco Blvd., but larger streets usually have utilities underground and this would not be feasible.

CA: Planning Commission and City Council could vote on a parking variance. Climate action considerations could encourage people not to drive to the library and seek other creative ways to get to the library. TW: There would need to be a plan with mitigating factors detailed. DM: Some cities have libraries within close proximity to a bus stop and provide for less parking, but it is not good planning as it limits access to the library. JF: What is the parking requirement? DM: 4 space per 1,000 sq. ft. for the first 10,000 sq. ft. and 2 spaces per 1,000 sq. ft. for additional square footage over 10,000 sq. ft. JF: Is this a City requirement? TW: The City does not have a parking requirement.

DM: ER had a good idea to use the parking lot site in conjunction with the City Hall site. TW: The parking lot site is currently signed for public parking, and is usually pretty empty. ER: That lot was used for the Police Department when it was located in the "Little Brown Church".

(5) Corp Yard

AG: The plan presented for the Corporation Yard site includes a single-level 30,000 sq. ft. library including a community room; this plan would include surface and underground parking. The site is City-owned and has easy highway access. With this site, would need to consider additional costs to relocate the existing Corp Yard.

CB: It has highway access, but is a traffic congested area at the Manor overcrossing. DM: Northbound has easy access from the highway. Location is convenient to Oceana High School. Are there plans for improving the intersection at Manor? TW: There are plans for Manor intersection improvements, but do not have the details at-hand. SV: Details on those plans would be helpful. JF: There are easily 12 – 15 cars backed up at that intersection during busy times. CB: Ingrid B. Lacy and Ocean Shore School areas get backed up during school drop-off and pick-up times. TW: Positive aspect is that the Corp Yard site is near one of the most pedestrian busy areas of town.

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DM: The library and parking at this site is a very efficient design; the design worked out a lot better than initially anticipated. ER asked for clarification on the meaning of below building parking. DM: Below building parking means that it would be underground.

(6) Oceana High School

AG: The Oceana High School site is a large site: 82,000 sq. ft. and can accommodate on-grade parking and a 2-story, large 36,000 sq. ft. library. There is a big cost savings to surface parking. The site is not City-owned, so would need to negotiate with the school district for use of the site. Existing tennis courts could potentially be relocated at additional cost. ER asked if it would just be the tennis courts relocation, and not include the parking lot near the pool. DM answered affirmatively.

(7) Eureka Square / U.S. Bank building

AG: There are 2 options presented for this site – Option 1 plans for reuse of the existing bank building, which is just over 9,000 sq. ft. for a small library with a community room. This small sized library would not meet the community need for a new library; it would be only slightly larger than the existing Sharp Park library. Option 2 for this site would be to plan a new building at the site, and would have the capacity for a 23,000 sq. ft. medium library. The site is not City-owned, and the City would need to negotiate a long-term lease or purchase of the site.

(8) Sanchez Library

AG: The Sanchez site can accommodate up to a 16,000 sq. ft. building for a medium-sized library, or 30,000 sq. ft. to build out the full site. We can either work with the existing building or do a re-build. The site has space for all surface parking. The positives of the site is that it is City-owned and already used as a library, so entitlements would be easy. However, the site is not centrally located.

DM: The site is large enough to include other uses in addition to the library. Plans must consider that there is a large pipe (indicated in orange on the diagram in the presentation) that runs underneath the site, and cannot build over that underground pipe, noting an easement. It could be cost-prohibitive to consider moving the pipe. ER: There is an easement on the Sharp Park library. TW: The easement issue at the Sharp Park library has been resolved; it is a floating easement.

Site Options Wrap-Up

Following discussion of all site options, ER is concerned there would be political push back about adding City Hall to a new library. Would there be different funding streams for construction of the library portion versus City Hall portion? KB: Can draft a bond to fund construction costs for both. ER: Are there different funding requirements for non-City-owned sites?

DM: We will refine the site strategies and combine with system strategy options. The next layer of information will be adding in capital costs and funding strategies.

DRAFT

SMCL Usage Data

SMCL provided refined usage data as was requested at a previous Committee meeting, and is now included in the presentation. Data shows facility sizes and population for each service area in the San Mateo County Library system to compare how Pacifica compares to other communities in the system. Half Moon Bay usage data was from the old library, since a new Half Moon Bay Library is now under construction. Looking at square footage per resident, there is San Carlos on the low-end with 0.6 sf/resident and Brisbane on the high-end at 0.9 sf/resident.

There is a slide showing details on usage data (circulation, walk-in counts, program attendance) from fiscal year 2016-17 for each branch of the Pacifica libraries. JF: Year-by-year comparisons are not reflected here. Interested in seeing how the change in hours (occurred in April 2015) affected usage. Sanchez usage remained stable, but Sharp Park experienced a marked decline in usage.

TW: Is there something else outside of town that may impact usage – for example if there was a new library that opened close to the north end of town. DM: We are still working on getting information on what other libraries Pacificans use and usage data for hours when both Sanchez and Sharp Park branches are open.

6. LIBRARY SYSTEM STRATEGIES

DM introduced the site strategies beginning with the detailed information which has been provided and updated in the needs assessment and provided by the library in relation to the usage data. Four strategies exist for comparison.

CA: supplementary services could be available for all four strategies.

BC: This would not overcome the issues of the 60 hour limit.

DM: There may be a way to redistribute hours or add supplementary hours from the City to the County.

KL: It is a challenge to consider a large library in Sharp Park. It really depends on programming for staffing. If the staffing or hours were different it changes how you think about the sites and without that programming information, it makes decision making very difficult.

DM: we can try to seek data on programming for the options.

KL: there is a strong commitment to retaining Sanchez but effectively presenting strategy one is important.

JF: it is essential for people to understand what they could lose in a two library strategy.

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ER: is there some way to be explicit about the operational costs? DM responded affirmatively. Any costs attached to a Sanchez renovation is set, but costs for a new Sharp Park library is radically different. Which would be difficult to provide for evaluation of comparative sites.

DM: we can provide detailed costs and separation of facilities – such as relocation – there can be order of magnitude however.

DMA: wouldn't Sanchez be sold?

DM: if the City chose to retain Sanchez and explore other community uses at the site, this could be costed. The options can be unlimited for the site.

DMA: the assumption should not include selling Sanchez.

DM: this would be part of strategy two.

TW: only concern for strategy three would be required funds for expansion are not agreed and concrete, therefore its difficult to provide true expectation of cost.

DM: it influences the size of a larger service.

DM: Strategy four would provide too small Sharp Park site.

JF: the right strategy is the one people can vote for.

DMA: the committee's role is to make a recommendation.

ER: we need to wait for the dollar number to establish which strategy is appropriate.

KL: the cost differential is important for evaluation.

DM: programming options may effect evaluation, for example, would an equal size library in strategy four really be appropriate.

KL: practically sharing hours in untenable. Two equal size libraries does not resolve the limited hours and the duplication of collections. It reflects the current, undesirable situation. Option four should be removed. The hours in strategy two and three also do not become a proxy for operational costs.

CA: dislike of Sanchez from the community responses is shown as the library being too small, with limited collections.

BE: opposition to losing Sanchez revolves around the consideration of Sanchez as a main branch.

KL: 60 hours and the collection needs to be reflected in the strategy evaluation. The City budget would have to be used to supplement the costs.

DMA: do you think people would not want a new library based on hours?

DRAFT

KL: the challenge is using the hours as an operational cost. Community does not appreciate that SMCL pays the operating costs.

KB: 35million for a new library and a refurbished Sanchez.

CA: limited hours for the new library at Sharp Park is not ideal.

SC: If you build a new larger library, it would attract more people. A new library will likely increase demand. The phase 2 may not be desirable or may be even needed.

KL: Phase 2 could be contingent on usage patterns. Studies show a large increase in usage with a new library.

JC: we could have greater level of detail with less strategies.

7. PLANNED OUTREACH ACTIVITIES

CA: there is a mother's club community event this weekend.

DM: 10am-1:00pm at Frontierland

8. DISCUSSION OF WEBSITE AND PUBLIC COMMUNICATIONS

CA: The website is in the process of being updated.

TW: FAQs are being drafted.

DM: next LAC can review the FAQ information.

9. COMMITTEE AND STAFF COMMUNICATIONS

CA: Is there a new member representative from the Planning Commission? TW: It is on the agenda for the next Planning Commission meeting.

JF: Bookmobile service soft-launched in Pacifica – on Aug. 4 and Aug 18 in Manor 12 – 2 and Fairmont 3 – 6. Will adjust schedule based on foot-traffic.

CA called for a moment of silence and adjourned the meeting in honor of Thom Ball.

MEETING ADJOURNED.

Respectfully submitted,

Sarah Coffey,
 Executive Assistant

APPROVED:

Cindy Abbott
 Library Advisory Committee Chair



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Library Advisory Committee

August 9, 2017

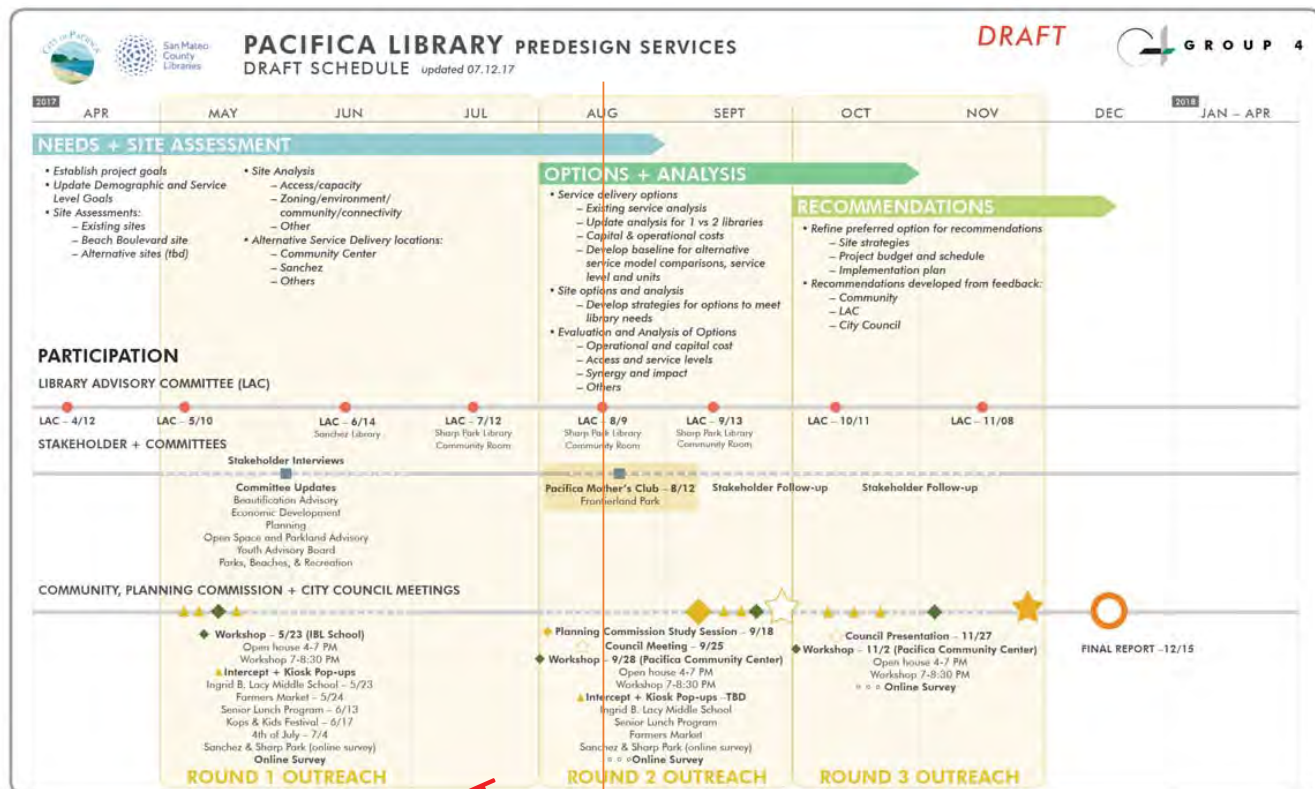


San Mateo
County
Libraries

AGENDA

1. Call to Order
2. Approval of July 12, 2017 Meeting Minutes
3. Oral Communications
4. Project Schedule
5. Community Outreach Update
6. Library Site Analysis
7. Library System Strategies
8. Planned Outreach Activities and LAC participation
9. Discussion of website and public communication
10. Committee and staff communications
11. Adjourn





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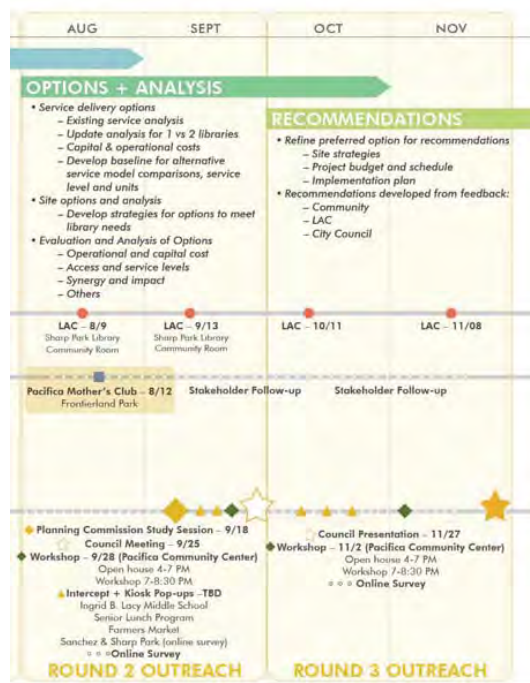
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PACIFICA LIBRARIES OPPORTUNITIES

Round 2- Planned Outreach Activities and LAC Meetings

Current Draft of Work Plan Round 2:

1. Planning Commission Study Session 9/18
2. City Council 9/25
3. Community Workshop 9/28
4. On-line Survey
5. Intercept Kiosks (TBD)
 - Fog Fest September 23-24
 - Others?



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PACIFICA LIBRARIES OPPORTUNITIES



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ROUND 1 OUTREACH EVENTS

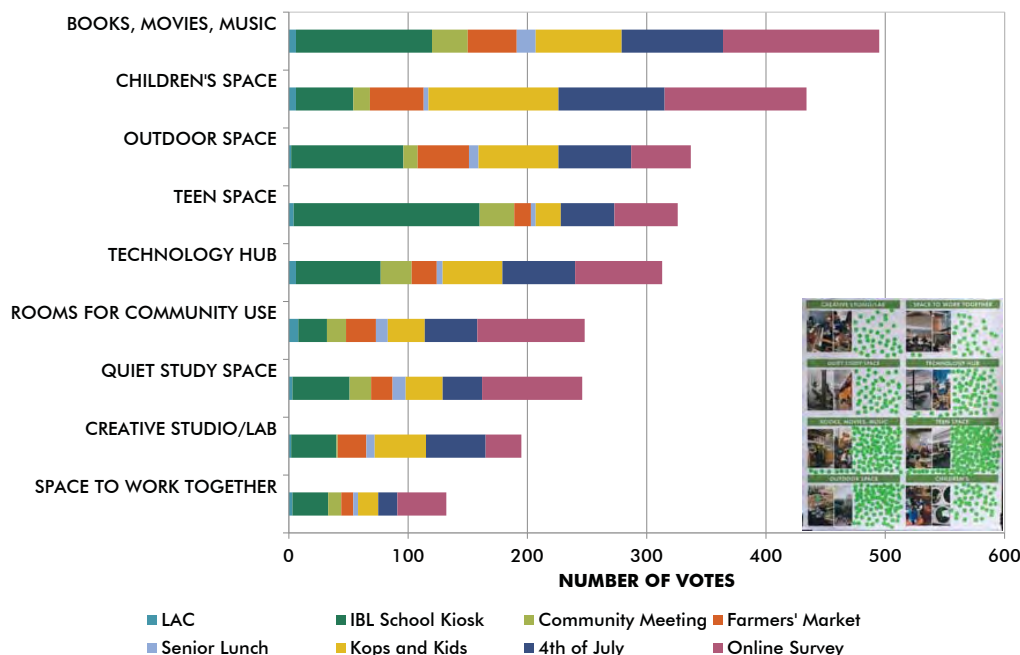
- 5/10 LAC Meeting 10 PARTICIPANTS
- 5/23 IBL School Kiosk 160 PARTICIPANTS
- 5/23 Community Open House 40 PARTICIPANTS
- 5/23 Community Workshop 01
- 5/24 Farmers Market Kiosk 60 PARTICIPANTS
- 6/12 Online Survey 160 PARTICIPANTS
- 6/13 Senior Lunch Program ~20 PARTICIPANTS
- 6/18 Kops and Kids Festival ~110 PARTICIPANTS
- 7/04 4th of July ~120 PARTICIPANTS

~680 PARTICIPANTS TO DATE



LIBRARY SPACES

680 Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED A **TEEN SPACE**; **BOOKS, MOVIES, MUSIC**; AND **OUTDOOR SPACES**.

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN **CHILDREN'S SPACE**; **OUTDOOR SPACE**; AND **BOOKS, MOVIES, MUSIC**.

THE COMMUNITY MEETING YIELDED TOP VOTES FOR **BOOKS, MOVIES, MUSIC**; **TEEN SPACE**; AND **TECHNOLOGY HUB**.

AT KOPS AND KIDS, PARTICIPANTS PRIORITIZED **CHILDREN'S SPACE**; **BOOKS, MOVIES, MUSIC**; AND **OUTDOOR SPACE**.

EARLY RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN SPACES FOR **BOOKS, MOVIES, MUSIC**; **YOUTH PROGRAMS** (INCLUDING CHILDREN'S SPACE AND TEEN'S); **TECHNOLOGY HUB**; AND ACCESS TO **OUTDOOR SPACES**.

A **CAFE CONCESSION** WAS A POPULAR WRITE IN RESPONSE UNDER THE **OTHERS** CATEGORY.



GROUP 4

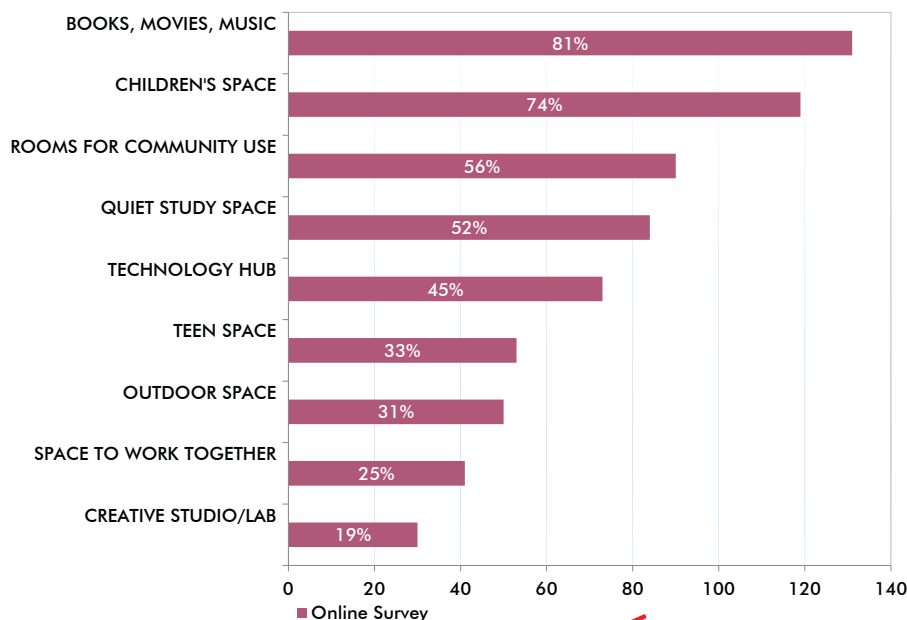
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PACIFICA LIBRARIES OPPORTUNITIES

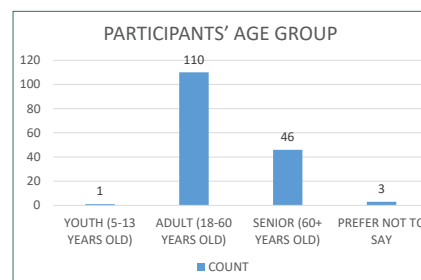
LIBRARY SPACES – ONLINE SURVEY

Online Survey



MOST VALUED SPACES FOR ONLINE SURVEY PARTICIPANTS ARE:
1- BOOKS, MOVIES, AND MUSIC (81.4%)
2- CHILDREN'S (73.9%)

LEAST VALUED SPACES FOR ONLINE SURVEY PARTICIPANTS ARE:
1- CREATIVE STUDIO/ LAB (18.6%)
2- SPACE TO WORK TOGETHER (25.4%)



GROUP 4

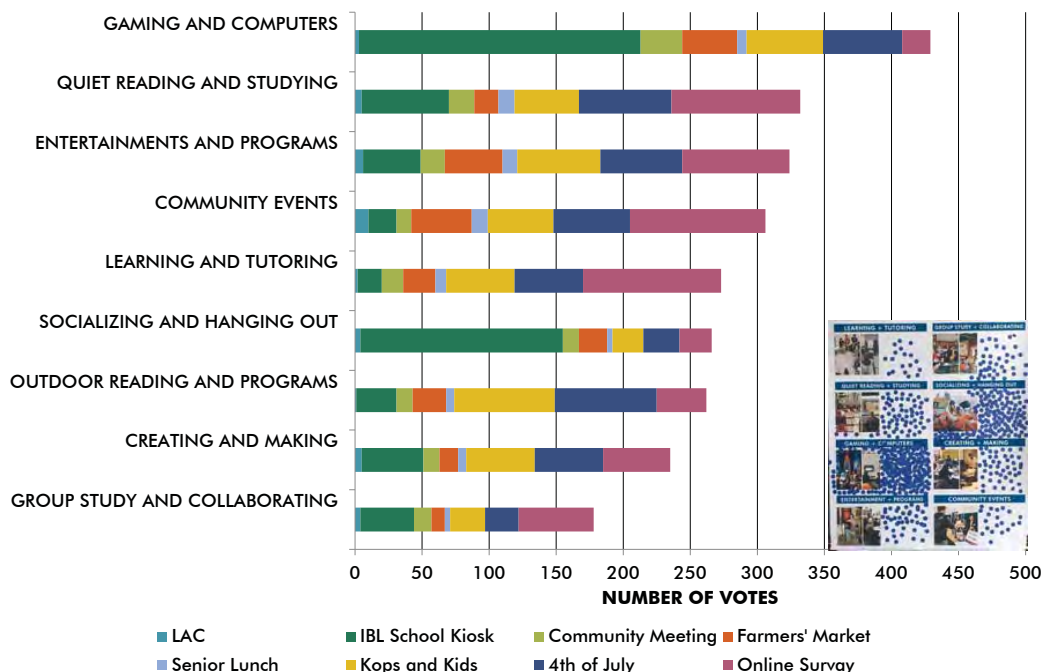
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PACIFICA LIBRARIES OPPORTUNITIES

LIBRARY ACTIVITIES

680 Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED **GAMING & COMPUTERS, SOCIALIZING & HANGING OUT, AND QUIET READING & STUDYING.**

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN **COMMUNITY EVENTS, ENTERTAINMENTS & PROGRAMS, AND GAMING & COMPUTERS.**

THE COMMUNITY MEETING YIELDED TOP VOTES FOR **GAMING & COMPUTERS, ENTERTAINMENT & PROGRAMS, AND QUIET READING & STUDYING.**

AT KOPS AND KIDS AND 4TH OF JULY, PARTICIPANTS PRIORITIZED **OUTDOOR READING & PROGRAMS; ENTERTAINMENT & PROGRAMS; AND GAMING & COMPUTERS.**

EARLY RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN **GAMING & COMPUTERS,, QUIET READING & STUDYING, AND ENTERTAINMENT & PROGRAMS.**



GROUP 4

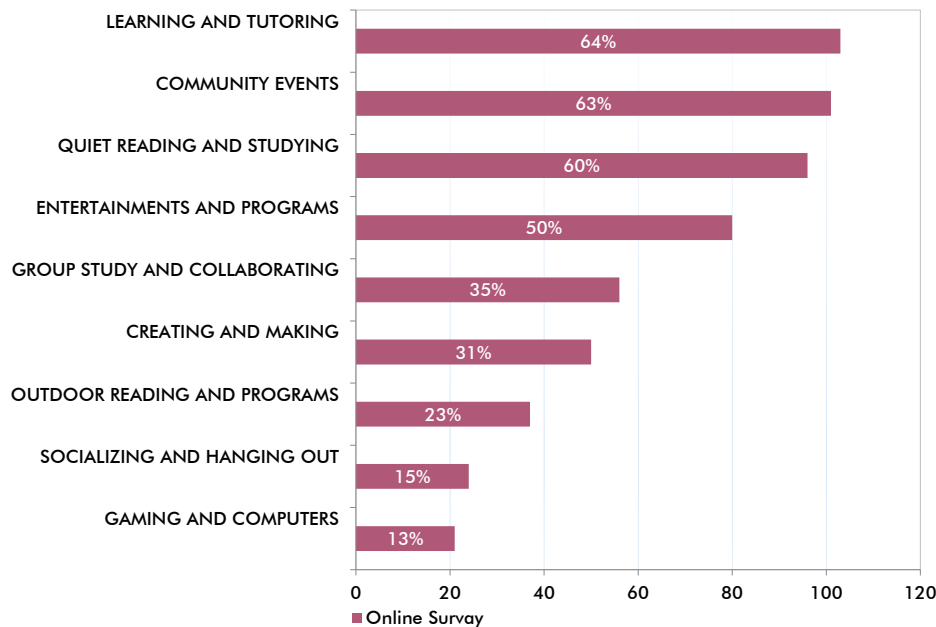
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PACIFICA LIBRARIES OPPORTUNITIES

LIBRARY ACTIVITIES – ONLINE SURVEY

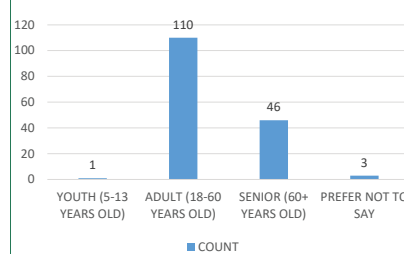
Online Survey



MOST VALUED ACTIVITIES FOR ONLINE SURVEY PARTICIPANTS ARE:
1- LEARNING AND TUTORING (64.8%)
2- COMMUNITY EVENTS (63.5%)

LEAST VALUED ACTIVITIES FOR ONLINE SURVEY PARTICIPANTS ARE:
1- GAMING AND COMPUTERS (13.2%)
2- SOCIALIZING AND HANGING OUT (15.1%)

PARTICIPANTS' AGE GROUP



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES



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PACIFICA LIBRARY EVALUATION CRITERIA

DRAFT

PREREQUISITES

FUNCTIONALITY

Library facility(ies) will prioritize functional design and inherent flexibility to best serve community, support operational efficiency, and organize materials now and well into the future.

SUSTAINABILITY

Sustainability, both environmental and operational, will be fundamental in the location and design of the new library. The building must function efficiently and responsibly to minimize on-going costs and environmental impact.

EVALUATION CRITERIA

ACCESSIBILITY

Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?

SITE CAPACITY

Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?

COSTS

What are the total development costs? Costs include land acquisition, site infrastructure (sewer, water, power, roads), site entitlement costs (CEQA, California Coastal Commission), site and building construction costs, and potential relocation costs for existing uses.

AVAILABILITY

Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?

ECONOMIC IMPACT

What potential is there for the new library to act as a catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid the economic goals of the City?

SYNERGY/CONNECTIVITY

Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?

ENVIRONMENT

Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements?



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

EVALUATION CRITERIA	CITY HALL SITE	PALMETTO & MONTECITO	SHARP PARK LIBRARY	PARKING LOT	CORP YARD	OCEANA HIGH SCHOOL	SCHOOL DISTRICT HQ	IBL LIBRARY
	SANTA MARIA AVE. & FRANCISCO BLVD.	PALMETTO AVE. & MONTECITO AVE.	HILTON WAY & PALMETTO AVE.	FRANCISCO BLVD. & SALADA AVE.	NE CORNER OF OCEANA BLVD & MILAGRA DR.	OCEANA BLVD. & PALOMA AVE.	375 REINA DEL MAR	1427 PALMETTO AVE
1=POOR 2=FAIR 3=EXCELLENT								
SITE AREA	28,000 SF	17,000 SF	31,236 SF	13,000 SF	36,444 SF	82,343 SF	81,600/208,000 SF	5,000 SF
ACCESSIBILITY	2.4	2.8	1.8	2.0	2.2	2.7		1.7
SITE CAPACITY <small>Building Parking</small>	2.0	2.9	1.4	1.1	2.4	2.6		
COSTS	\$\$\$	\$\$e	\$	\$\$e	\$\$\$	\$\$\$	\$\$\$	\$
Land								
Infrastructure								
Entitlements	\$	\$		\$	\$	\$	\$	
Construction Costs	\$	\$	\$	\$	\$	\$	\$	\$
Relocation Costs	\$				\$	e	\$	
AVAILABILITY								
ECONOMIC IMPACT	2.3	3.0	2.7	2.2	1.7	1.5	1.1	1.5
SYNERGY/CONNECTIVITY	2.4	2.9	2.2	2.1	1.7	1.9	1.5	1.9
ENVIRONMENT	2.5	2.2	2.2	2.4	2.9	2.9	2.6	2.3
	2.3	2.9	2.1	2.0	2.2	2.3	1.7	1.7



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

EVALUATION CRITERIA	PUBLIC AGENCY	SHOPPING CENTER (2 SITES)	SOUTH OF GORILLA BBQ	PUBLIC AGENCY	FAIRWAY PARK
	CLARENDON RD. & FRANCISCO BLVD.	EUREKA DR. & OCEANA BLVD.	2145 CABRILLO HWY.	PACIFIC AVE. & PALMETTO AVE.	EAST OF COAST HWY. NORTH OF POLICE STATION
1=POOR 2=FAIR 3=EXCELLENT					
SITE AREA	36,000 SF	19,700/216,000 SF	34,000/118,000 SF	10,000 SF	130,000 SF
ACCESSIBILITY	2.8	2.8		2.8	
SITE CAPACITY <small>Building Parking</small>	2.3	2.7	2.1		2.7
COSTS	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$
Land	\$	\$	\$	\$	\$
Infrastructure					
Entitlements	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$
AVAILABILITY					
ECONOMIC IMPACT	1.8	2.3	1.4	2.4	1.2
SYNERGY/CONNECTIVITY	2.3	2.6	1.4	2.4	1.2
ENVIRONMENT	2.9	2.7	2.4	2.6	2.2
	2.4	2.6	1.7	2.3	1.8



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

EVALUATION CRITERIA	LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT		
	SANCHEZ LIBRARY	COMMUNITY CENTER	ODDSTAD ELEMENTARY SCHOOL
1 = POOR 2 = FAIR 3 = EXCELLENT			
SITE AREA	116,000 SF	204,000 SF	511,000 SF
ACCESSIBILITY	1.9	2.7	2.3
SITE CAPACITY	2.9	2.7	2.3
COSTS	\$	\$	\$
Land			
Infrastructure			
Entitlements			
Construction Costs			
Relocation Costs			
AVAILABILITY			
ECONOMIC IMPACT	1.6	2.2	1.1
SYNERGY/CONNECTIVITY	1.9	2.3	2.7
ENVIRONMENT	2.7	2.3	1.8
	2.2	2.3	1.8



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

EVALUATION CRITERIA	LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT					
	SHOPPING CENTER 1	SHOPPING CENTER 2	QUARRY	THE "ROCK"	SHOPPING CENTER 3	SELF STORAGE
1 = POOR 2 = FAIR 3 = EXCELLENT						
SITE AREA	93,000/263,000 SF	511,000 SF	426,000 SF	150,000 SF	23,600 SF	42,000/136,000 SF
ACCESSIBILITY	1.7	2.1	2.7	1.6	1.7	2.1
SITE CAPACITY	2.6	2.2	3.0	1.6	1.4	2.2
COSTS	\$	\$	\$	\$	\$	\$
Land						
Infrastructure						
Entitlements						
Construction Costs						
Relocation Costs						
AVAILABILITY	?	?	?	?	?	?
ECONOMIC IMPACT	1.9	2.2	2.7	1.2	1.4	1.8
SYNERGY/CONNECTIVITY	2.0	2.4	2.6	1.4	1.2	1.8
ENVIRONMENT	2.9	2.1	1.8	1.7	2.5	2.2
	2.2	2.2	2.5	1.5	1.6	2.0

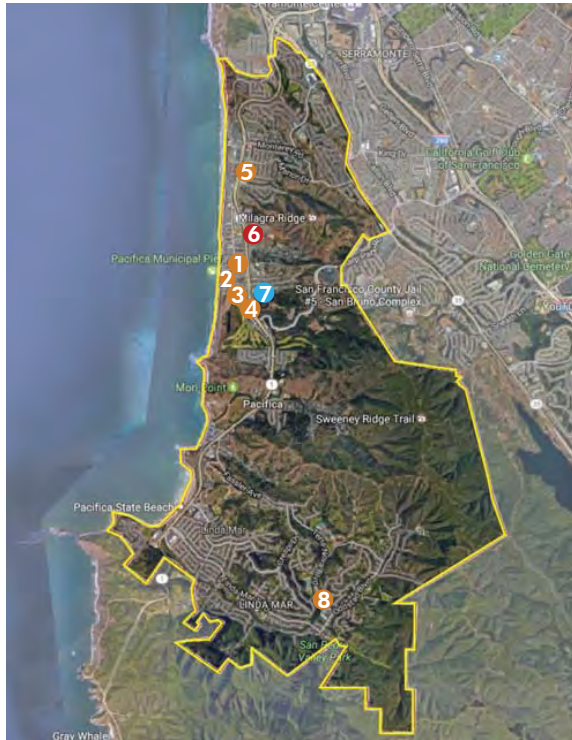


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PACIFICA LIBRARIES OPPORTUNITIES

SITES IDENTIFIED BY COMMITTEE FOR FURTHER STUDY



SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

- CITY OWNED**
 - 1- CITY HALL
 - 2- BEACH BLVD SITE
 - 3- SHARP PARK LIBRARY
 - 4- PARKING LOT
 - 5- CORP YARD
- SCHOOL DISTRICT**
 - 6- OCEANA HIGH SCHOOL
- PRIVATE**
 - 7- SHOPPING CENTER

SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

- CITY OWNED**
 - 8- SANCHEZ LIBRARY



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

1A: CITY HALL (REDEVELOPMENT OF CITY HALL)

SITE BUILD-OUT:



SITE PLAN:



SITE SECTION:



Site Area:	28,000SF
Building Area:	
Library Program:	31,000 SF
Community Room:	5,000 SF
City Hall:	16,000 SF
	52,000 SF
Below Building Parking :	
First Level:	81 spaces
Second Level:	75 spaces
	156 Spaces

Site Capacity:

36,000SF Library
16,000 SF City Hall

- Additional funds required for inclusion of City Hall
- Requires 2 levels of below building parking
-
-
- + Site capacity for large library
- + City owned
- + Conveniently located In Downtown District
- +
- +



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

DRAFT 08.09.17

1B: CITY HALL (RELOCATION OF CITY HALL)

SITE BUILD-OUT:



SITE PLAN:



SITE SECTION:



Site Area:	28,000SF
Building Area:	
Library Program:	31,000 SF
Community Room:	5,000 SF
	<u>36,000 SF</u>
Below Building Parking:	94 spaces

Site Capacity: 36,000 SF LIBRARY

- Additional funds and land required for relocation of City Hall to another site
- Requires below building parking
-
-
- + Site capacity for large library
- + City owned
- + Conveniently located in Downtown District
- +
- +



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

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2: PALMETTO & MONTECITO

SITE BUILD-OUT:



SITE PLAN:



SITE SECTION:



Building Footprint:	17,000 SF
Library Program:	31,000 SF
Community Room:	5,000 SF
	<u>36,000 SF</u>
Surface Parking:	17 spaces
Below Building Parking:	85 spaces
	<u>102 spaces</u>

Site Capacity: 36,000 SF LIBRARY

- Community concerns over long-term environmental impact and cost to maintain infrastructure
- Potential loss of revenue to City
- Requires below building parking
-
-
- + Site capacity for large library
- + City owned
- + Conveniently located in Downtown District
- +
- +



GROUP 4

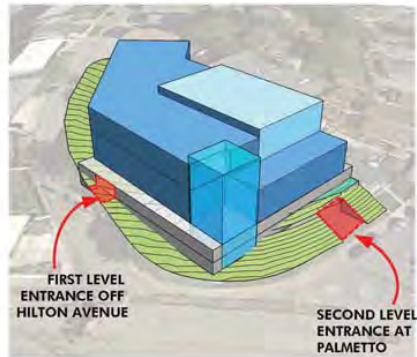
SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

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3: SHARP PARK

SITE BUILD-OUT:



Site Area:	31,236 SF
Building Footprint:	
Library Program:	25,000 SF
Community Room:	5,000 SF
	30,000 SF

Below Building Parking :	
First Level:	44 spaces
Second Level:	44 spaces
	88 SF

SITE PLAN:



SITE SECTION:



Site Capacity: 30,000 SF LIBRARY

- Requires removal of heritage trees
- Adds 4 Stories to Site
- Requires 2 separate parking lots below building (parking may be able to naturally ventilate)
-
-
- + Existing library site
- + City owned
- + Site capacity for large library
- + Conveniently located in Downtown District
- +
- +



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

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4A: PARKING LOT

SITE BUILD-OUT:



Site Area:	13,000 SF
Building Area:	
Library Program:	5,500 SF
Community Room:	2,500 SF
	8,000 SF
On-grade Below Building Parking:	22 spaces

SITE PLAN:



Site Capacity: 8,000 SF LIBRARY

- Insufficient site capacity to meet Library needs
-
-
- + City owned
- + Conveniently located in Downtown District
- +
- +



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

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4B: PARKING LOT (CLOSURE OF SALADA AVE.)

SITE BUILD-OUT:



Site Area:	17,000 SF
Building Area:	
Library Program:	8,500 SF
Community Room:	2,500 SF
	11,000 SF
On-grade Below Building Parking:	37 spaces

SITE PLAN:



Site Capacity: 11,000 SF LIBRARY

- Insufficient site capacity to meet Library needs
- Requires closure of Salada Ave.

- + City owned
- + Conveniently located in Downtown District

+
+



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

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5: CORP YARD

SITE BUILD-OUT:



Site Area:	36,444 SF
Building Area:	
Library Program:	25,000 SF
Community Room:	5,000 SF
	30,000 SF
Surface Parking:	15 spaces
Below Building Parking:	62 spaces
	77 Spaces

SITE PLAN:



SITE SECTION:



Site Capacity: 30,000 SF LIBRARY

- Requires below building parking
- Additional funds required for relocation of Corp Yard

- + Easy highway access
- + City owned
- + Site capacity for large library

+
+



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

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6: OCEANA HIGH SCHOOL

SITE BUILD-OUT:



SITE PLAN:



Site Area:	82,343 SF
Building Area:	
Library Program:	31,000 SF
Community Hall:	5,000 SF
	36,000 SF
Surface Parking:	96 spaces

Site Capacity:

36,000 SF LIBRARY

- Site is not under City control
- Additional funds required for relocation of existing tennis courts
-
-
- + Site capacity for Large Library
- + Surface parking
- +
- +



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

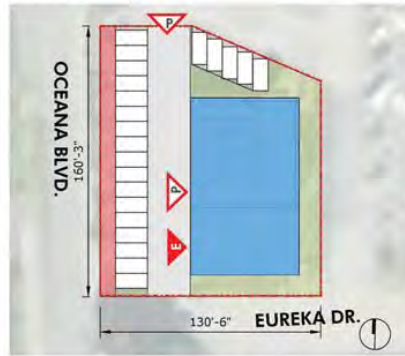
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7A: EUREKA SQUARE (REUSE OF EXISTING BUILDING)

SITE BUILD-OUT:



SITE PLAN:



Site Area:	19,700 SF
Building Area:	
Library Program:	7,650 SF
Community Room:	1,700 SF
	9,350 SF
Surface Parking:	32 spaces

Site Capacity:

9,350 SF LIBRARY

- Insufficient site capacity to meet library needs
- Long-term lease or purchase needs to be negotiated
-
-
- + Central location
- +
- +



GROUP 4

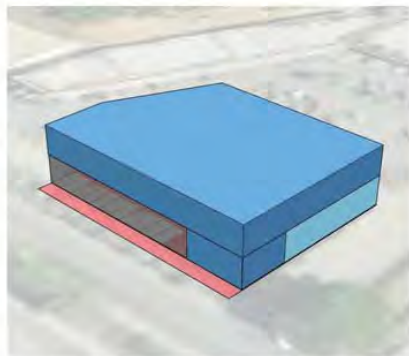
SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

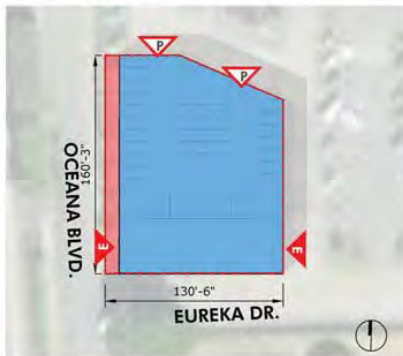
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7B: EUREKA SQUARE (NEW LIBRARY)

SITE BUILD-OUT:



SITE PLAN:



Site Area:	19,700 SF
Building Area:	
Library Program:	19,600 SF
Community Room:	3,400 SF
	<hr/> 23,000 SF

Surface Parking: 38 spaces*

Site Capacity: 23,000 SF LIBRARY

- Long-term lease or purchase needs to be negotiated

-

-

+Central location

+

+

~Site capacity for medium library

* Parking requirement maybe met with shared use agreement with shopping center



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

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8: SANCHEZ LIBRARY

SITE BUILD-OUT:



SITE PLAN:



Site Area:	116,000 SF
Building Area:	
Library Program:	11,500 SF
Community Room:	4,500 SF
	<hr/> 16,000 SF

Surface Parking: 54 spaces

Site Capacity: 16,000+ SF LIBRARY

- Not centrally located

-

-

+Site capacity to expand to a medium sized library

+Existing library site

+City owned

+Surface parking

+

+



GROUP 4

SITE OPTIONS

PACIFICA LIBRARIES OPPORTUNITIES

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AGENDA

1. Call to Order
2. Approval of July 12, 2017 Meeting Minutes
3. Oral Communications
4. Project Schedule
5. Community Outreach Update
6. Library Site Analysis
- 7. Library System Strategies**
8. Planned Outreach Activities and LAC participation
9. Discussion of website and public communication
10. Committee and staff communications
11. Adjourn

SMCL SYSTEM LIBRARIES – FACILITIES & SERVICE AREAS

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA	38,551	41,319	.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
FOSTER CITY	32,390	35,420	.7 SF/RESIDENT	23,708 SF
SAN CARLOS	29,449	34,290	.6 SF/RESIDENT	21,836 SF
BELMONT	26,748	29,990	.7 SF/RESIDENT	20,230 SF
MILLBRAE	22,898	30,430	.9 SF/RESIDENT	26,200 SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BRISBANE	4,541	5,263	1-1.3 SF/RESIDENT	(2,712 SF existing) 5-7,000 SF planned
EAST PALO ALTO	29,137	35,423	.2 SF/RESIDENT	7,680 SF
PORTOLA VALLEY	4,527	5,041	.8 SF/RESIDENT	4,000 SF
WOODSIDE	5,539	5,957	.8 SF/RESIDENT	4,800 SF

Note:

1 Based on projected population

2 Based on 2013 ABAG projections

SMCL SYSTEM LIBRARIES – USAGE DATA

CITY	2015 POPULATION	CURRENT LIBRARY SIZE	2015-16 PROGRAM ATTENDANCE	2015-16 LIBRARY VISITORS	2015-16 TOTAL CIRCULATION
PACIFICA	38,551 (city with highest pop in SMCL)	6,080 + 4,444 = 10,524 SF	21,861 (ranked 7 th in SMCL)	147,681 (ranked 7 th in SMCL)	252,674 (ranked 6 th in SMCL)
HALF MOON BAY	12,051 + county 25,544 service population	7,825 SF	30,185	170,426	296,222
FOSTER CITY	32,390	23,708 SF	39,168	356,277	747,560
SAN CARLOS	29,449	21,836 SF	35,243	388,092	520,249
BELMONT	26,748	20,230 SF	64,558	391,258	460,130
MILLBRAE	22,898	26,200 SF	37,870	362,739	479,466
ATHERTON	6,935	4,790 SF	17,845	73,766	93,991
BRISBANE	4,541	2,712 SF	8,285	50,106	63,950
EAST PALO ALTO	29,137	7,680 SF	35,041	161,757	70,760
PORTOLA VALLEY	4,527	4,000 SF	14,146	119,215	111,967
WOODSIDE (closed for 9 month of the year)	5,539	4,800 SF	4,110	13,211	31,630



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL PACIFICA LIBRARIES – FY 16-17 USAGE DATA

	SHARP PARK	SANCHEZ	TOTAL
CIRCULATION COLLECTION	123,507 (49%)	129,167 (51%)	252,674 81,125 BOOKS + MEDIA
PATRON WALK-IN COUNT TOTAL	88,262 (60%)	59,419 (40%)	147,681 visitors
PATRON WALK-IN COUNT (WHEN BOTH LIBRARIES ARE OPEN AT THE SAME TIME)			
PROGRAMS	403 (53%)	279 (47%)	762 total
YOUTH	187 programs + 133 class visits (62%)	161 programs + 37 class visits (38%)	518 youth total
TEEN	55 programs (100%)	0 programs	55 teen total
ADULT	28 programs (25%)	81 programs (75%)	109 adult total
PROGRAM ATTENDANCE	12,976 (60%)	8,885 (40%)	21,861 total
YOUTH	4,844 programs + 7,223 class visits (60%)	6,627 programs + 1,397 class visits (40%)	20,091 youth total
TEEN	616 programs (100%)	0 programs	616 teen total
ADULT	293 programs (25%)	861 programs (75%)	1,154 adult total
COMPUTER HOURS/SESSIONS	11,916 (60%)	7,805 (40%)	19,721 21 WORKSTATIONS



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARIES- *targeted size?*

OPTION 1: target based on SMCL current range of sf/capita

	2014 POPULATION	2040 POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	.9 SF/RESIDENT	37,190 SF

.7-.9/SF single facility size = 28,900 – 37,190 SF

OPTION 2: Based on 2011 Needs Assessment (ABA)

Previously recommended SF from ABA's Pacifica Library Needs Assessment.	2014 SERVICE POPULATION*	2040 SERVICE POPULATION*	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
TWO BRANCHES	38,551	41,319	.96 SF/RESIDENT	39,700 SF
Branch 1:				21,000 gsf
Branch 2:				18,700 gsf

*updated per current population and current projection



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL PACIFICA LIBRARIES – 1 VS. 2 Libraries

	1 LIBRARY	2 LIBRARIES
COLLECTION	<p>NON REDUNDANT COLLECTION</p> <ul style="list-style-type: none"> • Broader and deeper collection as titles do not need to be duplicated between multiple branches 	<p>REDUNDANT COLLECTIONS</p> <ul style="list-style-type: none"> • 54% of the current collection is unique (1 copy between PAC and SNZ) • 46% of the current collection is duplicated (2 copies, 1 copy @ PAC & 1 copy @ SNZ)
HOURS	60 hours dedicated to a single library	<p>60 hours split between two libraries.</p> <p>When hours were reduced in April 2015, the library saw a decrease in both visitors and items circulated (primarily at the Sharp Park Branch).</p> <ul style="list-style-type: none"> • 13% overall reduction in visitors since FY 14/15 • 10% overall reduction in circulation since FY 14/15
OPERATIONAL COSTS	TBD	TBD



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PACIFICA LIBRARIES OPPORTUNITIES

STRATEGY 1



1 BRANCH — 1 LARGE + SUPPLEMENTAL SERVICES

	PHASE 1	PHASE 2
SIZE		
New Sharp Park	30,000-36,000 SF	
Sanchez	Repurposed	
Supplemental Services	• Book mobile • Remote drop off/pickup	
TOTAL SF	30,000 – 36,000 SF	

OPERATIONAL COSTS (Ongoing Costs)

New Sharp Park	\$ _____	
Supplemental Services	\$ _____	
TOTAL SF		

HOURS

	BASE	SUPPLEMENTAL
New Sharp Park	____ Hrs. ____ Day	____ Hrs. ____ Day
TOTAL HOURS		

KEY:

Large: 27,000-36,000 SF

Medium: 10,000-26,000 SF

Small: 4,000-9,000 SF



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PACIFICA LIBRARIES OPPORTUNITIES

STRATEGY 2



2 BRANCHES — 1 LARGE, 1 SMALL

	PHASE 1	PHASE 2
SIZE		
New Sharp Park	30,000-36,000 SF	
Renovated Sanchez	~4,000 SF	
TOTAL SF	~34,000-40,000 SF	

OPERATIONAL COSTS (Ongoing Costs)

New Sharp Park	\$ _____	\$ _____
Renovated Sanchez	\$ _____	\$ _____
TOTAL SF		

HOURS

	BASE	SUPPLEMENTAL
New Sharp Park	____ Hrs. ____ Day	____ Hrs. ____ Day
Renovated Sanchez	____ Hrs. ____ Day	____ Hrs. ____ Day
TOTAL HOURS		

KEY:

Large: 27,000-36,000 SF

Medium: 10,000-26,000 SF

Small: 4,000-9,000 SF



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PACIFICA LIBRARIES OPPORTUNITIES

STRATEGY 3



2 BRANCHES — 1 LARGE, 1 SMALL

PHASE 1

PHASE 2

SIZE

New Sharp Park	28,000-30,000 SF	
Renovated Sanchez	~4,000 SF	+4,000-8,000 SF
TOTAL SF	~32,000-34,000 SF	~36,000-42,000 SF

OPERATIONAL COSTS (Ongoing Costs)

New Sharp Park	\$ _____	\$ _____
Renovated Sanchez	\$ _____	\$ _____
TOTAL SF		

HOURS

BASE

SUPPLEMENTAL

New Sharp Park	____ Hrs. ____ Day	____ Hrs. ____ Day
Renovated Sanchez	____ Hrs. ____ Day	____ Hrs. ____ Day
TOTAL HOURS		

KEY:

Large: 27,000-36,000 SF

Medium: 10,000-26,000 SF

Small: 4,000-9,000 SF



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PACIFICA LIBRARIES OPPORTUNITIES

STRATEGY 4



2 BRANCHES — 2 MEDIUM

PHASE 1

PHASE 2

SIZE

New Sharp Park	26,000 SF	
Renovated Sanchez	~4,000 SF	+10,000-12,000 SF
TOTAL SF	~30,000 SF	~40,000-42,000 SF

OPERATIONAL COSTS (Ongoing Costs)

New Sharp Park	\$ _____	\$ _____
Renovated Sanchez	\$ _____	\$ _____
TOTAL SF		

HOURS

BASE

SUPPLEMENTAL

New Sharp Park	____ Hrs. ____ Day	____ Hrs. ____ Day
Renovated Sanchez	____ Hrs. ____ Day	____ Hrs. ____ Day
TOTAL HOURS		

KEY:

Large: 27,000-36,000 SF

Medium: 10,000-26,000 SF

Small: 4,000-9,000 SF



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PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

1. Call to Order
2. Approval of July 12, 2017 Meeting Minutes
3. Oral Communications
4. Project Schedule
5. Community Outreach Update
6. Library Site Analysis
7. Library System Strategies
8. **Planned Outreach Activities and LAC participation**
9. **Discussion of website and public communication**
10. **Committee and staff communications**
11. **Adjourn**

DRAFT

MINUTES

September 14, 2017

**CITY OF PACIFICA
LIBRARY ADVISORY COMMITTEE
PACIFICA SHARP PARK LIBRARY
104 HILTON WAY, PACIFICA**

COMMITTEE PRESENT:

Cindy Abbott (CA);
Eric Ruchames (ER);
Caroline Barba (CB);
David Leal (DL);
Jerry Crow (JC);
Kathy Long (KL);
Tom Clifford (TC)

**CITY COUNCIL LIAISONS
PRESENT:**

Deirdre Martin (DMa);

COMMITTEE ABSENT:

Vanessa Powers (VP);
Laverne Villalobos (LV);
Kellie Samson (KS);
Barbara Eikenberry (BE);
Rosie Tejada (RT);
Sue Vaterlaus (SV)

CITY STAFF PRESENT:

Planning Director Tina Wehrmeister (TW);
City Manager Keith Breskin (KB);
Assistant Planner Robert Smith (RS);
Exec. Asst. Sarah Coffey (SC);

CONSULTANT TEAM:

Dawn Merkes, Group 4 Architects (DM);
Dorsa Jalalian (DJ);

SMCL STAFF:

Julie Finklang (JF).
Anne-Marie Despain (AD)

CALL TO ORDER

Chair Cindy Abbott called the meeting to order at 6:32PM and introduced the new Planning Commission liaison Tom Clifford.

1. APPROVAL OF August 9, 2017 MEETING MINUTES

CA during the oral communication at the LAC meeting of August 9th, 2017, it was noted that the Pacifica Ocean Discovery Center has their 501C status, where in fact the application is still being processed.

ER gave a motion to approve the minutes with the noted change, KL seconded, all other members voted in favor with TC abstaining.

2. ORAL COMMUNICATIONS

Celeste Chernicky identified under item 3 of the agenda that public comment should come prior to the final site selection.

Mary Ann Nihart in previous City Council direction we didn't do a good enough job of laying out what the City wanted or needed and hopefully this process can go forward as is. I want members to be aware once a tax is identified relative to sites then it changes the way people think about sites. This is a good opportunity for members to identify sites without external influence.

3. SITE ANALYSIS

CA last month's analysis of individual sites is contained in the meeting minutes.

DM summarized where the LAC left the site analysis at the last meeting. At the end of the last meeting there were 7 sites remaining. Two sites at the end of the last meeting were not dropped but we discussed and consider these two sites to be compromised due to the site size and limitation of parking or circulation. The capacity constraint is therefore limited by parking. Neither site can therefore provide sufficient square footage to meet community need. A number of innovative solutions were explored to try to expand the degree of parking including incorporating part of the neighboring street, building parking out under the street and moving utilities, but no relocation options provided effective solutions.

CA we can provide comments from individual members about the sites but for this site what you are saying is the parking lot site on Francisco Blvd. is restrictive because of an inability to provide parking.

DM elevators for vehicles could be an option for parking stalls but the cost and practicality is not appropriate.

CA Eureka Square is privately owned by the bank and the building is too small.

DM the bank is contained on a small parcel within the larger site, but this small site is too small to provide parking along with the square footage required for the library. We have communicated with the real estate agent about this building and the shopping center more broadly but no response has been received about available space for a library the size that is conceived.

KL the conversation last month clarified the Eureka Square sites were too constrained.

ER it is important to keep records of why sites are being removed so there is a record for anyone not at the meetings.

DM the main evaluation criteria are contained in the back of this meeting's presentation package and a summary will be provided in a final report to show the details of the site evaluations.

CA no opposition from members for removing these sites has been expressed so removing them is appropriate.

DM sites in the north side of town have been narrowed to 5 sites, the Oceana High School still has an unknown in terms of its availability. Sites in the south of town were evaluated and removed at the previous meeting.

Evaluation criteria was presented for comment at the public consultation events, agreed and applied by the LAC.

3-4 systems strategies have been previously discussed which include different square footage and parking numbers. We have tried to identify costs in an order of magnitude. For Oceana High School for example is not clear what the land cost would be, therefore it has been left as a question. Entitlements at sites which have a public facility General Plan and Zoning designation are likely to have lower costs for permitting than other sites with inconsistent General Plan and zoning considerations.

CA is there a timeframe for the CEQA document expiring for Palmetto and Montecito?

TW if this site were to come forward the existing CEQA analysis could be used with minor additions and updates.

TC can you describe what the costs would be in terms of Sharp Park library site and City Hall site in terms of demolition of the buildings and how that has been factored in?

DM demolition is not an excessive cost but the relocation of the facility may be higher cost and is factored into the analysis. City Hall rehousing during construction work would also be factored in, as would the associated cost of relocating and rehousing the Corp Yard.

TC have costs for building at the Sharp Park site included the temporary relocation of the library during construction?

AD in Half Moon Bay the City is leasing a space during construction, Atherton has a mobile space. There are a range of options depending on cost and available opportunities.

DM we are trying to identify costs relative to individual sites. Parking at the Corp Yard for example would require entirely underground parking whereas the Oceana High School site can provide entirely surface parking. For comparison surface parking is roughly \$20,000 per space, where structure parking would be roughly \$50,000 per space and under-building parking \$100 – \$125,000 per space.

Sharp Park is the only site where structure parking might be able to work. The Sharp Park site allows the building to be constructed without the need for mechanical ventilation to the parking area because it is open on two sides.

ER can you define the difference between structure and under-building parking?

DM excavation and mechanical ventilation is required for the under-building parking, which is not required for partially underground or structure parking as in the Sharp Park case.

DRAFT

The mandate for the Council is not necessarily an evaluation of the cost for development, and if further detail was required for the City Council a more detailed cost analysis can be provided.

CB on the Sharp Park site there would be two levels of parking?

DM responded affirmatively.

CA City Hall, parking has been split for the library only?

DM when including City Hall replacement in the design, parking requirements for City Hall is included in the design of the under-building parking.

CA would you include parking for the visitors to the area?

DM we are only required to provide parking related directly to the library, parking provision is not required for visitors to the wider area.

1a - City Hall Option 1

Axonometric design and the associated figures are not final but allow comparisons between sites. City Hall includes temporary City Hall relocation. Differentials are highlighted at the bottom of the slides.

CA can you go through all the site scenarios and then LAC members can discuss?

DM 1b – City Hall Option 2

gets relocated, but we are presently unsure where City Hall would be replaced to, but are identifying that need.

2 – Palmetto and Montecito

some surface parking can be provided and some under building parking with the pro's and con's included on the slides.

3 – Sharp Park

the existing building is currently at the same level as a proposed library, with 2 separate parking levels below. Construction cost is saved in the structure parking rather than under building parking.

4 – Corp Yard

site fits underbuilding parking nicely and level access can be provided to the site.

5 – Oceana High School

surface parking cost is attraction but we haven't been able to contact the High School yet.

TW the appointment of a new superintendent is very recent.

DM we will follow up with the school.

6 – Sanchez

Renovation, updates and strategies for an addition may be appropriate. Figures on site are general for information.

CB is that existing parking lot shown on the diagram currently at the school?

DM just a placeholder to express the potential for parking.

CA Sharp Park library has historically been discounted because of the easement on the site, which we have now been told is floating and has therefore improved the buildability of the site.

DM previous analysis has identified this site as buildable.

TW previously the easement was shown as fixed, but now it has been established as a floating easement.

JF as I understand the easement previously restricted the ability to build under-building parking.

DM not necessarily. Further explanation of the site design can be provided based on the new information.

CA we don't have to come up with one site.

TW so many policy considerations over all of the sites, it is appropriate for the committee to present several sites as recommended by the LAC.

ER need clarification on the process and outcome for this evening's meeting.

TW we are at a point that the LAC can clarify that there are appropriate sites to take to the City Council.

DM preference can be expressed based on the criteria or benefits for specific reasons.

DMA between 6 and 7 options would be a study session format for City Council.

ER grouping the sites into more or less complex. We can't evaluate the City Hall site for relocation, but the sites can be separated easily into groups of more or less viable.

DMA Council's goals for City Hall and the Corp Yard may be affected by these evaluations.

DM some sites have potential as stand-alone library sites, but other sites offer potential for other improvements and accommodations.

CA any other comments or preferences from members?

DL opportunity cost is an important consideration relative to the broader impacts of the library. What is the life expectancy of the other City infrastructure like the City Hall or Corp Yard? If the City can save money by accommodating these facilities that could be useful.

KL sites 2 and 3 are more straightforward as just library sites. The more complex the process, the greater the timeline for implementation. Other City infrastructure could be useful but we have minimal information to be able to determine the impacts at present. Oceana High School does not have enough information for decision making at present.

CB City Hall site is in the tsunami zone and Sharp Park site is not.

JF clarified the tsunami zoning designation.

DMA encourage committee to provide the Council exactly what the LAC wants with a more defined perspective on the sites.

TC the priority site of all sites is the existing Sharp Park site. This maintains the vision of an anchor for the streetscape and encourages movement around this section of the street. The site isn't within the tsunami zone. Can this building be bigger than 30,000 sq. ft. as there is a lot of potential in the Sharp Park site and there are not many drawbacks?

CA Anne-Marie, as the library representative do you have any thoughts?

AD I am unsure of the Corp Yard location.

CA at the junction of Oceana and Milagra.

AD I don't have any significant comments at this time.

JF I agree with AD

CA agree the list is long. As we have not currently connected with Oceana High School, and while the site has some synergy with the school, it doesn't have connections to the wider community and therefore doesn't meet the broader goals for the library. Corp Yard is similar and has a stark environment, does not benefit from the massing of other sites, what is wanted from a site and I would be in favor of removing these two sites.

City Hall is in need of upgrading and it is an interesting concept to think about. Especially its location relative to Palmetto.

I'm not sure if the Oceana High School and Corp Yard should be dropped.

ER two sites here have the benefit of tying in with economic development priorities. There is a great need for the City Hall and Corp Yard to be updated or replaced and this has been raised previously but never moved forward successfully. The Civic Center concept is encouraging but creating it would be challenging.

It would overcomplicate the process and go beyond the LAC purview. Could be fabulous but previously not moved forward. Narrowing the sites to what would work makes the most sense and the LAC can focus more on relevant sites. For the Planning Commission and public meeting, how far can we make decisions to focus input?

TW Planning Commission will be expected to provide input on land use considerations and the focus of the next community meeting will be more insight on the service model.

DM system options and site options are currently the focus but depending on what LAC is focused on at this meeting, it can be reflected in the upcoming community outreach.

TC agree that the library should not be coupled with the City Hall or Corp Yard sites. It's a big decision for the community.

KL sites 2 and 3 are straightforward and focused on a library alone.

CA any information required from staff at this time?

KB if Corp Yard was a vacant site, would that change the LAC thinking?

KL the Corp Yard site has many challenges, particularly traffic and access and there is not broader benefits at that site.

DL accessibility is challenging to the north and there is minimal economic benefit to the Corp Yard site. Investment in Palmetto has broader benefit.

CA any other considerations on these sites from the public?

TW In your pack are letters from the Library Foundation and the Ocean Discovery Center expressing interest in the Palmetto Montecito site. Council has not given direction that this site shouldn't be considered as a library site alone.

CA Ocean Discovery Center were at the previous meeting and expressed their interest.

Mary Ann Nihart Oceana High School has tennis as one of the few team sports at Oceana.

DM the tennis courts would be relocated on the site.

Mary Ann Nihart City Hall is one of few historic buildings in the City. Issues for the economic benefit of the City Hall site are correct. Corp Yard could benefit from a rerouting of the Milagra-Coast Highway on/off ramp but this would be unlikely to change the economic limitations of the site.

The closing of Sanchez and deciding how to deal with duplication of collection is critical. Parking in sites 2 and 3 would get flooding from a tsunami. Issues for residents parking around the library site at Sharp Park would create a difficult sell for the community. I have experience of people parking on my residential property. Resident parking issues may be resolved by closing Hilton Way and not having access from Palmetto.

The Montecito site is above sea level so the environmental concerns are not necessarily justified.

Mark Stechbart I think it should be Palmetto Montecito, and Sharp Park. The Sanchez site is a stretch. City Hall is forcing the library into a residential neighborhood and there is no community

appetite for a better facility for bureaucrats subsequently pushing the Bond measure beyond the community's appetite.

The Corp Yard is remote and relocation would be challenging and expensive. Oceana High School there is no motivation to engage from the school and the tennis courts are currently a benefit to the school. Sanchez is not central and therefore 2-3 alternate sites are important to present.

Ellen Ron is the sketch of Sharp Park building the same as the structural analysis?

DM no, it is based on the 30,000 sq ft footprint. The site analysis on the community board is a 36,000 sq. ft. library.

ER what is most important is having a site that people will vote for and largely it comes down to money. The City would lose money from not selling Sanchez and that is an important consideration as we will retain two sites. I agree that extra buildings would increase the cost. As long as the cost is as low as possible then there is a better chance of getting the vote passed.

Ruben Romero as a father of two small children, a library which is located central to where most of Pacifica families are located is important. I feel Sanchez may offer more to families. That should be part of the consideration. Belmont does a good job of using their library as a tourist attraction.

Carl Schwab the City would not be allowed to build within the tsunami zone.

TW would have to research the specific planning policy for building within a tsunami zone.

Carl Schwab that would eliminate the Palmetto/Montecito site immediately.

TW that relates to the City's own Coastal Land Use Plan. What you are referencing I believe is a statement in a previous California Coastal Commission letter, which was specific to a particular project and not related to this City or the Coastal Zone more broadly.

Celeste Chernicky tying the library project in with the renovation of the City Hall or the Corp Yard is complex. These sites and the Oceana High School site which would make the process more challenging. Does this committee consider systems strategies and the need for a library in the south? Sites 2, 3 and 6 would be on my final list.

CA more public comments will be allowed under the systems strategy discussion. At this point we can't bring questions back to the committee.

The committee has not heard at this point if Sanchez should come off the list. The committee was charged with presenting options which reflect community feedback.

TW the Council's direction in March was to consider the dual service model.

CA committee member Crow has just joined us, and I would like to give him the opportunity to comment.

JC the City Hall site has been discussed previously and the Historic Society are aware of the deterioration of the building. Understanding there are sizable costs in bringing this building into good order, and as a designated site, there are policy provisions that the structure can be removed or demolished if the financial evaluation for refurbishment presents the likely costs as infeasible.

CA anymore comments to respond to the site assessment?

ER would it be appropriate at this time to suggest a motion?

CA I would like to return to the City Hall site as there is a broader need to address City infrastructure concerns and this would meet some of the same opportunities as sites 2 and 3.

KL if you leave City Hall and group sites 2 and 3 as preferred options with the City Hall listed as not a preferred option.

ER we have reduced the sites to 2 and 3 and the next step would be to consider service options and to consider how a large library should be proposed on a site. I would move to recommend that sites 1 and 4 should be placed in a second tier pending discussion on direction. Sites 2 and 3 speak to the provisions currently in place and City Hall moves away from the City's goals. The Committee should work to refine the choices with the other sites in the second tier.

CA there are no time constraints to get to one site today. We were challenged by City Council to be creative and respond to community responses. There have been conversations about the area surrounding City Hall.

TC we should attempt to keep this process clear and move away from a recommendation of City Hall as a preferred site. The Council as part of their decision making will review all the reports and analysis produced through this process to appreciate how these recommended sites have been evaluated and removed and the Council do have the opportunity to add sites back into consideration.

CA Sanchez site is remote, therefore it's identified as a smaller branch site as it can't meet the need for a larger library.

DM we have done a lot of analysis in terms of the Sanchez site.

TC I would like to make a motion that: the committee maintain sites 2 and 3 as preferred sites and retain site 6 as a smaller branch site.

ER I second the motion.

Committee members: CAROLINE BARBA; DAVID LEAL; JERRY CROW; KATHY LONG; voted in agreement.

Committee member: CINDY ABBOT voted to oppose the motion.

ER the intention of sites falling to a second tier is not that they are removed from the process but that more focus can be dedicated to certain sites.

DM for the community meeting it would allow more detailed comments to be presented with two preferred sites which can be brought back to the LAC.

4. LIBRARY SYSTEMS STRATEGIES

DM some of the slides in this part of the presentation have been shown before. The green section of the table is cities which have new libraries with comparable sizes in other parts of San Mateo County. Comparable site ranges give a best practical comparison of 0.7 to 0.9 square feet per resident. Pacifica capacity based on attendance and circulation is significantly lower. Foster City figures for circulation are significantly higher than Pacifica and this is a reasonable comparison, as Foster City has a comparable number of residents (32,390). Circulation figures for comparison between Sharp Park and Sanchez have been requested.

JF the collection is equally distributed between both sites but there is significant duplication between libraries. Sharp Park has higher programming due to the large community room, but book club at Sanchez is popular. The room at Sharp Park encourages programming.

DMA the majority of the programming at Sharp Park is directed towards family and teen groups, whereas the impact of the book club at Sanchez skews the numbers which are actually lower at Sanchez.

DM There is a 60% to 40% split on most activities. Information for the month of August show 7557 patron counts at Sharp Park and 5713 patron counts at Sanchez. Sharp Park on most days has the higher attendance. There are anomalies in the figures, the eclipse for example, which had between 200-250 attendants.

JF musical story time on Friday mornings at Sanchez draws 100 people.

DM to get a good cross section, more results would be required.

DL thank you for the data, it tells us a lot.

DM The building size for the range we previously identified between 0.7 and 0.9 sq ft per resident would result in a range of 29,000 sq ft to 37,000 sq ft of total floor area. When you look at Sanchez and the call for ADA compliance and deferred maintenance, it creates difficulties for functionality, so as a smaller branch library, community room and program space, the floorspace would be rounded to 4,000 sq ft.

Operational cost for the two libraries is important. The JPA are given 60 hours, equally split between the two branches. Is it sensible to continue with the 50/50 split of time between the two libraries. The redundancies created with two libraries is compromised due to the collection split. When hours changed in the past, it led to reductions for Sharp Park hours and subsequent attendance reductions. Sanchez had minimal circulation reductions.

JF it is difficult to speculate on the reasons for the differing numbers of patrons. I would suggest the people using Sharp Park are more likely to use other libraries and the Sanchez patrons are more adept at adjusting to changing times.

AD Sharp Park had more hours, so the reduction was more significant.

DM there are currently four system strategies. Phasing is more appropriately removed, and four strategies are too much so Strategy 4 (phased approach to grow Sanchez to 12,000 square feet) should be removed from consideration. Proposing to remove Strategy 4 is based on feedback from the last meeting.

CA can you explain the difference between strategy 3 and 4?

DM no phasing, in Strategy 1 is still an option, Strategy 2 would keep the Sanchez library to allow smaller range for the second library. Strategy 3 looks at renovation with an addition at Sanchez. Considering the 26,000 sq ft library at Belmont as a best comparison, the addition of the meeting room space would result in an addition of 2,000 to make 28,000 sq ft as a minimum. There are options to explore different ranges so there can be a comparison for size, strategy, numbers and financial analysis.

ER Strategy 4 should be removed. In the campaign there was minimal discussion of Sanchez expansion. The strategy two to retain Sanchez with creative ways to provide the service, with maintenance and upgrade with everything else devoted to the new library. People understand that one site at Sanchez is not appropriate.

DL would keeping Sanchez with upgrades to the existing building also require additions to the building to keep the existing level of service areas?

DM updating merchandising, which would make books more accessible can encourage greater circulation and stock movement. The Woodside library is a good example of how best management practices can support more circulation.

DL It would be appropriate to set two strategies, preference would be for Strategy 1 and 3. Adding space with a community room would be more appropriate. To clarify Strategy 3 was phased.

DM phasing is used a lot in master plans but the committee commented at the last meeting that the community wouldn't necessarily appreciate any phased approach.

TC I support Strategy 2 and 3, and Strategy 4 can be removed due to trust issues. I like Strategy 3 more than Strategy 2. If the strategy is presented properly, people in the area of Sanchez are more likely to vote positively.

KL the question in Strategy 2 and Strategy 3 is the hours, which brings us back to the limit of 60 hours per week. I have an issue with more hours and the cost to residents. Building a new large library which is only open for 30 hours makes no sense. The challenge is to establish how to keep Sanchez and determine programming - specialized to children/seniors potentially with the community room being used separately. Determining how this can be done without eliminating multiple hours at the new facility would be key. Previously the library has had extra hours, paid for by the City. I would struggle to support a new large library with only 30 hours opening per week.

CA does this assume the JPA is the only source of funding for hours? Public-private partnerships could be an opportunity to support additional services and hours at Sanchez. The challenge of the LAC is to find models to find alternative service options at Sanchez.

ER can staff offer alternative ideas?

KB what staff can do for the committee is research alternative options to come back to the Committee for the next meeting.

CA information for the next meeting would be beneficial.

AD there are two tiers for cities where there is an agreement to supplement hours from city funds. Any other hours are paid for by cities entirely. Operation is tied to some libraries closing parts of the libraries to reduce costs. Self-service models can reduce costs. Expanding service is tied to hours. Policy discussion would be required.

ER we are the largest city and therefore the second branch may be justified. If we can propose a new library, retain Sanchez and add to Sanchez that would be the best outcome for the community.

Ellen Ron no need to have hours the same at each library. I am in favor of Strategy 2 due to money. In terms of a Sanchez expansion, would that reduce the size of the main library? Reducing Sanchez story hours is an challenge, but some story hours could be moved to Sharp Park. I would suggest people would follow this program if the location were to change. It would be good to understand how people from Sanchez use the service. How to remain profitable relative to cost.

CA do we need more information and what are the alternative strategies for services in terms of collections, services and offers?

ER possible to get additional cost for Sanchez, maybe a cost per sq ft.

DM new construction with the addition of parking would be about \$1,000 per square foot. Extending Sanchez would be in the range of \$4 million, dependent on the community room and that's including everything, with a construction cost of between \$500-600 per sq. ft.

TC what if covered outdoor space were an option?

DM this would be a significantly smaller cost.

TC weather at Sanchez is much better than Sharp Park and a covered outdoor space would keep costs down.

DMA it's a large site.

CA can this decision be deferred to the next meeting?

DM community response on a large range of square footages may be misleading to the community. This is the last round before a recommendation.

TC would like to remove Strategy 4.

DM if not ready to remove Strategy 4 then maybe not include for the community meeting.

5. PLANNED OUTREACH ACTIVITIES AND LAC PARTICIPATION

TW the presentation to the Planning Commission on Monday September 19th will update them on the process. The City will have a booth and library boards at the Fog Fest. The City Council presentation date is still floating due to the community meeting and the new City Manager appointment.

DM will send out a doodle poll for the LAC participation for the open house.

CA for Fog Fest the LAC is allowed to listen to feedback and conversations about the library and at the Planning Commission can listen to what is being discussed regarding land use considerations at the selected sites.

TW presentation to the Planning Commission will be covered by Staff.

CA any other Consultation opportunities?

ER the next meeting is October 11th.

JF at Sanchez.

6. DISCUSSION OF WEBSITE AND PUBLIC COMMUNICATIONS

TW struggled with the FAQ's due to the current position of the site selection we find ourselves in. The document is focused on public input in the process and how people could get involved.

CA where it is available?

TW it will be available at the Fog Fest and the City website. It will also be used to close out the next community survey in addition to an outcome statement.

CA boards will be at the Fog Fest and will communicate the process which has been taking place the last year.

TW because the committee is still considering details the FAQ's have been difficult to produce.

DM a summary of the round one response will be part of the next community outreach and will include the information and analysis.

TW in the later stages it would be easier to add specific questions to the FAQ's.

CA these FAQ's represent a good starting point.

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KL when people find out I'm on the LAC these are the specific questions they ask.

JF the main question we get is when the building work will start for the new library.

CA any other communications or staff communications.

TW Rosie Tejada submitted resignation with the school board.

SC Rosie Tejada noted as vice chair.

TW media reports on proposition 218 are being reviewed by the City Attorney as we have requested confirmation that the recent decision does not alter the need for a super majority on a voter enacted initiative.

ER would like to thank Interim City Manager Keith Breskin for his support, effort and attendance to help move this project forward.

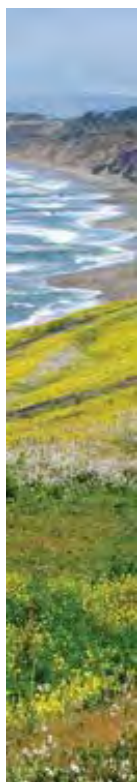
MEETING ADJOURNED.

Respectfully submitted,

Robert Smith,
Assistant Planner

APPROVED:

Cindy Abbott
Library Advisory Committee Chair



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Library Advisory Committee

September 13, 2017



San Mateo
County
Libraries

AGENDA

1. Call to Order
2. Approval of August 9, 2017 Meeting Minutes
3. Oral Communications
4. Site Analysis
5. Library System Strategies
6. Planned Outreach Activities and LAC participation
7. Discussion of website and public communication
8. Committee and staff communications
9. Adjourn








AGENDA

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CAPACITY OVERVIEW LARGE SITES

SITES

		 STRATEGY 1 LARGE = 30,000 - 36,000 SF	 STRATEGY 2 LARGE = 28,000 - 36,000 SF	 STRATEGY 3 LARGE = 28,000 - 32,000 SF	 STRATEGY 4 LARGE = 26,000 SF
1.	 CITY HALL MAXIMUM CAPACITY ~ 36,000 SF	A ✓	✓	✓	✓
2.	 PALMETTO & MONTECITO MAXIMUM CAPACITY ~ 36,000 SF	✓	✓	✓	✓
3.	 SHARP PARK LIBRARY MAXIMUM CAPACITY ~ 30,000 SF	✓ MAXIMUM CAPACITY ~ 30,000 SF	✓ MAXIMUM CAPACITY ~ 30,000 SF	✓ MAXIMUM CAPACITY ~ 30,000 SF	✓
4.	 PARKING LOT* MAXIMUM CAPACITY ~ 11,000 SF	A ✓	✓	✓	✓
5.	 CORP YARD MAXIMUM CAPACITY ~ 30,000 SF	✓ MAXIMUM CAPACITY ~ 30,000 SF	✓ MAXIMUM CAPACITY ~ 30,000 SF	✓ MAXIMUM CAPACITY ~ 30,000 SF	✓
6.	 OCEANA HIGH SCHOOL MAXIMUM CAPACITY ~ 36,000 SF	✓	✓	✓	✓
7.	 EUREKA SQUARE* MAXIMUM CAPACITY ~ 9,350 SF	A ✓	✓	✓	✓
		B ✗	✗	✗	✗

*SITE CAPACITY IS LIMITED BY CONSTRAINT OF ON GRADE PARKING



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PACIFICA LIBRARIES OPPORTUNITIES



SITES									
LARGE	1. CITY HALL MAXIMUM CAPACITY = ~36,000 SF	A	✓	✓	✓	✓	✓	✓	✓
		B	✓	✓	✓	✓	✓	✓	✓
	2. PALMETTO & MONTECITO MAXIMUM CAPACITY = ~36,000 SF		✓	✓	✓	✓	✓	✓	✓
	3. SHARP PARK LIBRARY MAXIMUM CAPACITY = ~30,000 SF		✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF
	4. CORP YARD MAXIMUM CAPACITY = ~30,000 SF		✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF	✓ MAXIMUM CAPACITY ~30,000 SF
SMALL	5. OCEANA HIGH SCHOOL MAXIMUM CAPACITY = ~36,000 SF		✓	✓	✓	✓	✓	✓	✓
	6. SANCHEZ LIBRARY MAXIMUM CAPACITY = 16,000 + SF		✓	✓	✓	✓	✓	✓	✓



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION CRITERIA

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PREREQUISITES

FUNCTIONALITY

Library facility(ies) will prioritize functional design and inherent flexibility to best serve community, support operational efficiency, and organize materials now and well into the future.

SUSTAINABILITY

Sustainability, both environmental and operational, will be fundamental in the location and design of the new library. The building must function efficiently and responsibly to minimize on-going costs and environmental impact.

EVALUATION CRITERIA

ACCESSIBILITY

Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?

SITE CAPACITY

Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?

COSTS

What are the total development costs? Costs include land acquisition, site infrastructure (sewer, water, power, roads), site entitlement costs (CEQA, California Coastal Commission), site and building construction costs, and potential relocation costs for existing uses.

AVAILABILITY

Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?

ECONOMIC IMPACT

What potential is there for the new library to act as a catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid the economic goals of the City?

SYNERGY/CONNECTIVITY

Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?

ENVIRONMENT

Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements?



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PACIFICA LIBRARIES OPPORTUNITIES

SUMMARY

			LAND	INFRASTRUCTURE	ENTITLEMENT	CONSTRUCTION				
						BUILDING		PARKING		
						LIBRARY BUILDING	OTHERS	SURFACE	STRUCTURE	UNDER BUILDING
1. 	CITY HALL MAXIMUM CAPACITY — 36,000 SF	A INCLUDES CITY HALL	✓	✓	TBD	\$\$\$	CITY HALL \$e			\$\$\$+
		B RELOCATES CITY HALL	✓	✓	TBD	\$\$\$	CITY HALL \$e			\$\$\$+ ?
	2. 	PALMETTO & MONTECITO MAXIMUM CAPACITY — 36,000 SF	✓	✓	✓	\$\$\$		\$		\$\$\$
	3. 	SHARP PARK LIBRARY MAXIMUM CAPACITY — 30,000 SF	✓	✓	✓	\$\$\$			\$	
	4. 	CORP YARD MAXIMUM CAPACITY — 30,000 SF	✓	✓	TBD	\$\$\$	CORP YARD \$e			\$\$\$
	5. 	OCEANA HIGH SCHOOL MAXIMUM CAPACITY — 36,000 SF	?	✓	TBD	\$\$\$	TENNIS COURTS \$	\$		
6. 	SANCHEZ LIBRARY 8,000 SF		✓	✓	✓	NEW ADDITION \$	RENOVATION e	\$		

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PACIFICA LIBRARIES OPPORTUNITIES

1A - CITY HALL



EVALUATION CRITERIA

+	GOOD
-	POOR
+	ACCESSIBILITY
+	SITE CAPACITY
+	ECONOMIC IMPACT
+	SYNERGY/CONNECTIVITY
+	ENVIRONMENT

CAPACITY

SITE AREA:	28,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
CITY HALL:	16,000 SF
	46,000 SF

BELOW BUILDING PARKING:	
FIRST LEVEL:	80 SPACES
SECOND LEVEL:	47 SPACES
	127 SPACES

CONS:

- Additional funds required for inclusion of city hall
- Requires 2 levels of below building parking

PROS:

- + Site capacity for large library and City Hall
- + City owned
- + Conveniently located Downtown

CITY HALL SITE WITH NEW LIBRARY + CITY HALL

\$e	CITY HALL	ADDED COST FOR INCLUSION OF NEW CITY HALL + PARKING
\$\$\$	UNDER BUILDING	2 LEVELS OF UNDER BUILDING PARKING
\$	TEMPORARY FACILITIES	ALSO REQUIRES TEMPORARY FACILITIES FOR CITY HALL WHILE UNDER CONSTRUCTION

COSTS

LAND	~
INFRASTRUCTURE	~
ENTITLEMENTS	TBD
CONSTRUCTION	
TEMPORARY FACILITIES	\$
BUILDING	
LIBRARY BUILDING	\$\$\$
CITY HALL	\$e
PARKING	
SURFACE	\$
STRUCTURE	\$
UNDER BUILDING	\$\$\$

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PACIFICA LIBRARIES OPPORTUNITIES

1B - CITY HALL

EVALUATION CRITERIA

+ GOOD
- POOR

ACCESSIBILITY +
SITE CAPACITY +
ECONOMIC IMPACT +
SYNERGY/CONNECTIVITY +
ENVIRONMENT +

CAPACITY

SITE AREA: 28,000 SF
BUILDING AREA:
LIBRARY PROGRAM: 25,000 SF
COMMUNITY ROOM: 5,000 SF
30,000 SF

BELOW BUILDING PARKING: 83 SPACES

CONS:
- Additional funds required for relocation of city hall
- Requires 2 levels of below building parking

PROS:
+ Site capacity for large library
+ City owned
+ Conveniently located Downtown

CITY HALL SITE WITH NEW LIBRARY

\$\$\$ CITY HALL RELOCATION COST TO RELOCATE AND HOUSE CITY HALL
\$\$\$ UNDER BUILDING 1 LEVEL OF UNDER BUILDING PARKING

COSTS

LAND ~
INFRASTRUCTURE ~
ENTITLEMENTS TBD
CONSTRUCTION
BUILDING
LIBRARY BUILDING \$\$\$
CITY HALL RELOCATION \$€?
PARKING
SURFACE \$
STRUCTURE \$\$
UNDER BUILDING \$\$\$

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PACIFICA LIBRARIES OPPORTUNITIES

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2 - PALMETTO & MONTECITO

EVALUATION CRITERIA

+ GOOD
- POOR

ACCESSIBILITY +
SITE CAPACITY +
ECONOMIC IMPACT +
SYNERGY/CONNECTIVITY +
ENVIRONMENT +

CAPACITY

BUILDING FOOTPRINT 17,000 SF
BUILDING AREA:
LIBRARY PROGRAM: 25,000 SF
COMMUNITY ROOM: 5,000 SF
30,000 SF

BELOW BUILDING PARKING: 73 SPACES
SURFACE PARKING: 10 SPACES
83 SPACES

CONS:
- Community concerns over long-term environmental impact and cost to maintain infrastructure
- Potential loss of revenue to City
- Requires below building parking

PROS:
+ Site capacity for large library
+ City owned
+ Conveniently located Downtown

PALMETTO & MONTECITO

\$\$\$ UNDER BUILDING 1 LEVEL OF UNDER BUILDING PARKING

COSTS

LAND ~
INFRASTRUCTURE ~
ENTITLEMENTS ✓
CONSTRUCTION
BUILDING
LIBRARY BUILDING \$\$\$
PARKING
SURFACE \$
STRUCTURE \$\$
UNDER BUILDING \$\$\$

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PACIFICA LIBRARIES OPPORTUNITIES

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3 - SHARP PARK



EVALUATION CRITERIA

+ GOOD
- POOR

ACCESSIBILITY	+
SITE CAPACITY	-
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	+

CAPACITY

SITE AREA:	31,236 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF

BELOW BUILDING PARKING:

FIRST LEVEL:	43 SPACES
SECOND LEVEL:	40 SPACES
	83 SPACES

CONS:

- Requires removal of heritage trees
- Adds 4 stories to site
- Requires 2 separate parking lots below building

PROS:

- + Existing library site
- + Site capacity for large library
- + City owned
- + Conveniently located Downtown

SHARP PARK

\$\$ STRUCTURE	2 LEVELS OF STRUCTURED PARKING
----------------	--------------------------------

COSTS

LAND	~
INFRASTRUCTURE	~
ENTITLEMENTS	✓
CONSTRUCTION	
BUILDING	
LIBRARY BUILDING	\$\$\$
PARKING	
SURFACE	\$
STRUCTURE	\$\$
UNDER BUILDING	\$\$\$

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PACIFICA LIBRARIES OPPORTUNITIES

4 - CORP YARD



EVALUATION CRITERIA

+ GOOD
- POOR

ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	+

CAPACITY

SITE AREA:	36,444 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF

BELOW BUILDING PARKING:	68 SPACES
SURFACE PARKING:	15 SPACES
	83 SPACES

CONS:

- Additional funds required for relocation of Corp yard
- Requires below building parking

PROS:

- + Easy highway access
- + City owned
- + Site capacity for large library

CORPORATION YARD

\$c?	CORP YARD RELOCATION	ADDED COST TO RELOCATE & HOUSE THE CORPORATION YARD
\$\$\$	UNDER BUILDING	1 LEVEL OF UNDER BUILDING PARKING

COSTS

LAND	~
INFRASTRUCTURE	~
ENTITLEMENTS	TBD
CONSTRUCTION	
BUILDING	
LIBRARY BUILDING	\$\$\$
CORP YARD RELOCATION	\$c?
PARKING	
SURFACE	\$
STRUCTURE	\$\$
UNDER BUILDING	\$\$\$

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PACIFICA LIBRARIES OPPORTUNITIES

5 - OCEANA HIGH SCHOOL



EVALUATION CRITERIA

+ GOOD
- POOR

ACCESSIBILITY

SITE CAPACITY

ECONOMIC IMPACT

SYNERGY/CONNECTIVITY

ENVIRONMENT

+

+

+

+

+

CAPACITY

SITE AREA:	82,343 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF
SURFACE PARKING:	83 SPACES

CONS:

- Site is not under City control
- Additional funds required for relocation of existing tennis courts

PROS:

- + Site capacity for large library
- + Surface Parking

OCEANA HIGH SCHOOL

? LAND	UNKNOWN IF SCHOOL DISTRICT IS ABLE TO PARTNER WITH CITY
\$ TENNIS COURTS	NEED TO RELOCATE TENNIS COURTS

COSTS

LAND	?
INFRASTRUCTURE	~
ENTITLEMENTS	TBD
CONSTRUCTION	
BUILDING	
LIBRARY BUILDING	\$\$\$
SITE	
TENNIS COURTS	\$
PARKING	
SURFACE	\$
STRUCTURE	\$\$
UNDER BUILDING	\$\$\$

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PACIFICA LIBRARIES OPPORTUNITIES

6 - SANCHEZ



EVALUATION CRITERIA

+ GOOD
- POOR

ACCESSIBILITY

SITE CAPACITY

ECONOMIC IMPACT

SYNERGY/CONNECTIVITY

ENVIRONMENT

+

+

+

+

+

CAPACITY

SITE AREA:	116,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	11,500 SF
COMMUNITY ROOM:	4,500 SF
	16,000 SF
SURFACE PARKING:	44 SPACES

CONS:

- Not centrally located

PROS:

- + Site capacity to expand to a medium sized library
- + Surface parking
- + City owned
- + Existing library site

SANCHEZ

RENOVATION EXISTING	EXISTING BUILDING RENOVATION FOR ADA & DEFERRED MAINTENANCE
NEW ADDITION	NEW LIBRARY ADDITION

COSTS

LAND	~
INFRASTRUCTURE	~
ENTITLEMENTS	✓
CONSTRUCTION	
BUILDING	
RENOVATION EXISTING	\$
NEW ADDITION	\$
PARKING	
SURFACE	\$
STRUCTURE	\$\$
UNDER BUILDING	\$\$\$

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PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

1. Call to Order
2. Approval of August 9, 2017 Meeting Minutes
3. Oral Communications
4. Site Analysis
5. **Library System Strategies**
6. Planned Outreach Activities and LAC participation
7. Discussion of website and public communication
8. Committee and staff communications
9. Adjourn

SMCL SYSTEM LIBRARIES – FACILITIES & SERVICE AREAS

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA	38,551	41,319	.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
FOSTER CITY	32,390	35,420	.7 SF/RESIDENT	23,708 SF
SAN CARLOS	29,449	34,290	.6 SF/RESIDENT	21,836 SF
BELMONT	26,748	29,990	.7 SF/RESIDENT	20,230 SF
MILLBRAE	22,898	30,430	.9 SF/RESIDENT	26,200 SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BRISBANE	4,541	5,263	1-1.3 SF/RESIDENT	(2,712 SF existing) 5-7,000 SF planned
EAST PALO ALTO	29,137	35,423	.2 SF/RESIDENT	7,680 SF
PORTOLA VALLEY	4,527	5,041	.8 SF/RESIDENT	4,000 SF
WOODSIDE	5,539	5,957	.8 SF/RESIDENT	4,800 SF

Note:

1 Based on projected population

2 Based on 2013 ABAG projections



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

SMCL SYSTEM LIBRARIES – USAGE DATA

CITY	2015 POPULATION	CURRENT LIBRARY SIZE	2015-16 PROGRAM ATTENDANCE	2015-16 LIBRARY VISITORS	2015-16 TOTAL CIRCULATION
PACIFICA	38,551 (city with highest pop in SMCL)	6,080 + 4,444 = 10,524 SF	21,861 (ranked 7 th in SMCL)	147,681 (ranked 7 th in SMCL)	252,674 (ranked 6 th in SMCL)
HALF MOON BAY	12,051 + county 25,544 service population	7,825 SF	30,185	170,426	296,222
FOSTER CITY	32,390	23,708 SF	39,168	356,277	747,560
SAN CARLOS	29,449	21,836 SF	35,243	388,092	520,249
BELMONT	26,748	20,230 SF	64,558	391,258	460,130
MILLBRAE	22,898	26,200 SF	37,870	362,739	479,466
ATHERTON	6,935	4,790 SF	17,845	73,766	93,991
BRISBANE	4,541	2,712 SF	8,285	50,106	63,950
EAST PALO ALTO	29,137	7,680 SF	35,041	161,757	70,760
PORTOLA VALLEY	4,527	4,000 SF	14,146	119,215	111,967
WOODSIDE (closed for 9 month of the year)	5,539	4,800 SF	4,110	13,211	31,630



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL PACIFICA LIBRARIES – FY 16-17 USAGE DATA

	SHARP PARK	SANCHEZ	TOTAL
CIRCULATION COLLECTION	123,507 (49%)	129,167 (51%)	252,674 81,125 BOOKS + MEDIA
PATRON WALK-IN COUNT TOTAL	88,262 (60%)	59,419 (40%)	147,681 visitors
PATRON WALK-IN COUNT (WHEN BOTH LIBRARIES ARE OPEN AT THE SAME TIME)			
PROGRAMS	403 (53%)	279 (47%)	762 total
YOUTH	187 programs + 133 class visits (62%)	161 programs + 37 class visits (38%)	518 youth total
TEEN	55 programs (100%)	0 programs	55 teen total
ADULT	28 programs (25%)	81 programs (75%)	109 adult total
PROGRAM ATTENDANCE	12,976 (60%)	8,885 (40%)	21,861 total
YOUTH	4,844 programs + 7,223 class visits (60%)	6,627 programs + 1,397 class visits (40%)	20,091 youth total
TEEN	616 programs (100%)	0 programs	616 teen total
ADULT	293 programs (25%)	861 programs (75%)	1,154 adult total
COMPUTER HOURS/SESSIONS	11,916 (60%)	7,805 (40%)	19,721 21 WORKSTATIONS



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL PACIFICA LIBRARIES – AUGUST 2017 PATRON COUNTS

	SHARP PARK	SANCHEZ	COMMENTS
1	316	CLOSED	12-8 PM
2	351	243	12-8 PM/10-6 PM
3	455	CLOSED	10-6 PM
4	CLOSED	363	10-5 PM MUSICAL ST
5	420	381	9:30-5 PM/ 123 ANDRES/ MOVIE NIGHT
CLOSED			
7	CLOSED	381	12-8 PM
8	402	CLOSED	12-8 PM
9	326	357	12-8 PM/10-6 PM
10	386	CLOSED	10-6 PM
11	CLOSED	251	10-5 PM MUSICAL ST
12	483	258	9:30-5 PM
CLOSED			
14	CLOSED	429	12-8 PM
15	479	CLOSED	12-8 PM
16	330	280	12-8 PM//10-6 PM
17	431	CLOSED	10-6 PM
18	CLOSED	327	10-5 PM MUSICAL ST
19	435	461	9:30-5 PM
CLOSED			
21	CLOSED	528	ECLIPSE EVENT OPENED EARLY 9:00 AM
22	391	CLOSED	12-8 PM
23	290	301	12-8 PM/10-6 PM
24	368	CLOSED	10-6 PM
25	CLOSED	336	10-5 PM MUSICAL ST
26	489	256	9:30-5 PM
CLOSED			
28	CLOSED	313	12-8 PM
29	439	CLOSED	12-8 PM
30	422	248	12-8 PM/
31	344	CLOSED	10-6 PM
TOTAL	7557	5713	



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARIES- *targeted size?*

Based on SMCL current range of sf/capita

	2014 POPULATION	2040 POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	.9 SF/RESIDENT	37,190 SF

.7-.9/SF single facility size = 28,900 – 37,190 SF

System Strategies that include Sanchez Library

Sanchez Library Strategies	Size
Existing (ADA & Deferred Maintenance)	4,000 SF
New Addition + Community Room	+4,000 SF



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL PACIFICA LIBRARIES – 1 VS. 2 Libraries

	1 LIBRARY	2 LIBRARIES
COLLECTION	NON REDUNDANT COLLECTION <ul style="list-style-type: none"> Broader and deeper collection as titles do not need to be duplicated between multiple branches 	REDUNDANT COLLECTIONS <ul style="list-style-type: none"> 54% of the current collection is unique (1 copy between PAC and SNZ) 46% of the current collection is duplicated (2 copies, 1 copy @ PAC & 1 copy @ SNZ)
HOURS	60 hours dedicated to a single library	60 hours split between two libraries. When hours were reduced in April 2015, the library saw a decrease in both visitors and items circulated (primarily at the Sharp Park Branch). <ul style="list-style-type: none"> 6% overall reduction in visitors since FY 14/15 7% overall reduction in circulation since FY 14/15
OPERATIONAL COSTS	TBD	TBD



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL PACIFICA LIBRARIES – LIBRARY VISITORS

	FY 13-14	FY 14-15	CHANGE	% CHG
SHARP PARK	113,326	108,879	-4,447	-4%
SANCHEZ	63,661	59,982	-3,679	-6%
PACIFICA TOTAL	176,987	168,861	-8,126	-5%
SMCL TOTAL	2,141,236	2,086,843	54,393	3%
	FY 14-15	FY 15-16	CHANGE	% CHG
SHARP PARK	108,879	95,743	-13,136	-12%
SANCHEZ	59,982	63,717	3,735	6%
PACIFICA TOTAL	168,861	159,460	-9,401	-6%
SMCL TOTAL	2,086,843	2,281,657	102,771	5%
	FY 15-16	FY 16-17	CHANGE	% CHG
SHARP PARK	95,743	88,262	-7,481	-8%
SANCHEZ	63,717	59,419	-4,298	-7%
PACIFICA TOTAL	159,460	147,681	-11,779	-7%
SMCL TOTAL	2,281,657	2,162,526	-119,131	-6%



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

SMCL PACIFICA LIBRARIES – ITEMS CIRCULATED

	FY 13-14	FY 14-15	CHANGE	% CHG
SHARP PARK	158,913	149,174	-9,739	-6%
SANCHEZ	134,308	130,439	-1,137	-4%
PACIFICA TOTAL	293,221	279,613	-13,608	-5%
SMCL TOTAL	3,309,955	3,468,980	159,025	5%
	FY 14-15	FY 15-16	CHANGE	% CHG
SHARP PARK	149,174	128,905	-20,269	-14%
SANCHEZ	130,439	132,084	1,645	1%
PACIFICA TOTAL	279,613	260,989	-18,624	-7%
SMCL TOTAL	3,468,980	3,379,055	-89,925	-3%
	FY 15-16	FY 16-17	CHANGE	% CHG
SHARP PARK	128,905	123,507	-5,398	-4%
SANCHEZ	132,084	129,167	-2,917	-2%
PACIFICA TOTAL	260,989	252,674	-8,315	-3%
SMCL TOTAL	3,379,055	3,158,606	-220,449	-7%

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SYSTEM STRATEGIES - SUMMARY



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SYSTEM STRATEGIES - SUMMARY



GROUP A

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PACIFICA LIBRARIES OPPORTUNITIES

STRATEGY 1

1 BRANCH — 1LARGE + SUPPLEMENTAL SERVICES



SIZE

New Sharp Park Sanchez	30,000-36,000 SF Repurposed
TOTAL SF	
30,000 – 36,000 SF	

OPERATIONAL COSTS (Ongoing Costs)

New Sharp Park	\$ TBD
Supplemental Services	\$ TBD
TOTAL SF	

HOURS

	BASE	SUPPLEMENTAL
New Sharp Park	60 Hrs. 7 Day	– Hrs. – Day
TOTAL HOURS		

KEY:
Large: 27,000-36,000 SF Medium: 10,000-26,000 SF Small: 4,000-9,000 SF



GROUP A

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PACIFICA LIBRARIES OPPORTUNITIES

STRATEGY 2

2 BRANCHES — 1 LARGE, 1 SMALL



SIZE

New Sharp Park	30,000-36,000 SF
Renovated Sanchez	~4,000 SF

TOTAL SF ~34,000-40,000 SF

OPERATIONAL COSTS (Ongoing Costs)

New Sharp Park	\$ TBD
Renovated Sanchez	\$ TBD

TOTAL SF

HOURS

	BASE	SUPPLEMENTAL
New Sharp Park	30 Hrs. 4 Day	TBD Hrs. Day
Renovated Sanchez	30 Hrs. 4 Day	TBD Hrs. Day
TOTAL HOURS		

KEY:

Large: 27,000-36,000 SF

Medium: 10,000-26,000 SF

Small: 4,000-9,000 SF



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PACIFICA LIBRARIES OPPORTUNITIES

STRATEGY 3

2 BRANCHES — 1 LARGE, 1 SMALL



SIZE

New Sharp Park	28,000-32,000 SF
Renovated Sanchez	~4,000 SF + 4,000 SF

TOTAL SF ~32,000-36,000 SF

OPERATIONAL COSTS (Ongoing Costs)

New Sharp Park	\$
Renovated Sanchez	\$

TOTAL SF

HOURS

	BASE	SUPPLEMENTAL
New Sharp Park	30 Hrs. 4 Day	TBD Hrs. Day
Renovated Sanchez	30 Hrs. 4 Day	TBD Hrs. Day
TOTAL HOURS		

KEY:

Large: 27,000-36,000 SF

Medium: 10,000-26,000 SF

Small: 4,000-9,000 SF



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PACIFICA LIBRARIES OPPORTUNITIES



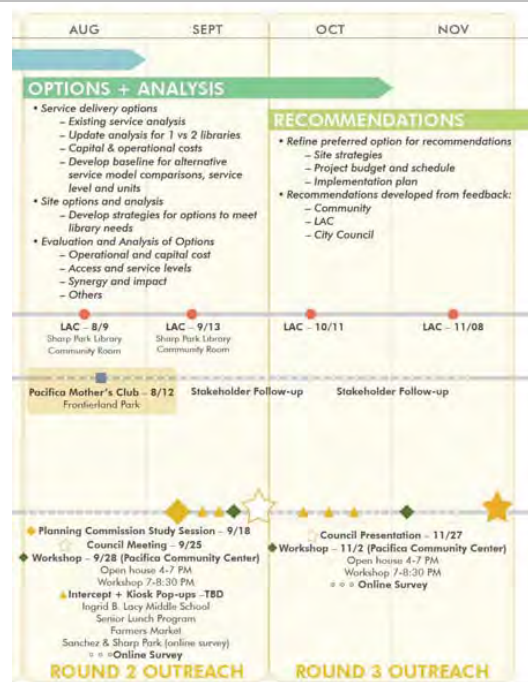
AGENDA

1. Call to Order
2. Approval of August 9, 2017 Meeting Minutes
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9. Adjourn

PLANNED OUTREACH ACTIVITIES AND LAC MEETINGS

Current Draft of Work Plan Round 2:

1. Planning Commission Study Session 9/18
2. Fog Fest 9/23
3. City Council 9/25
4. Community Workshop 9/28
5. Farmers Market 10/4
6. On-line Survey



Pacific Farmers Market

by Diana Salas (You) • 26 minutes ago



Rockaway Beach
Rockaway Beach, Pacifica, CA 94044, USA



All times displayed in America/Los Angeles

Table

Calendar

	Oct	Oct	Oct	Oct
	4 WED	4 WED	4 WED	4 WED
	2:30 PM – 3:30 PM	3:30 PM – 4:30 PM	4:30 PM – 5:30 PM	5:30 PM – 6:30 PM

Be the first to participate!

0

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0

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AGENDA

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Attachment 1

MINUTES

October 11, 2017

**CITY OF PACIFICA
LIBRARY ADVISORY COMMITTEE
PACIFICA SANCHEZ LIBRARY
1111 TERRA NOVA BLVD., PACIFICA**

COMMITTEE PRESENT:	Cindy Abbott (CA); Eric Ruchames (ER); Caroline Barba (CB); Laverne Villalobos (LV); Barbara Eikenberry (BE); Jerry Crow (JC); Kathy Long (KL); Kellie Samson (KS); Tom Clifford (TC)
CITY COUNCIL LIAISONS PRESENT:	Deirdre Martin (DMa);
COMMITTEE ABSENT:	Vanessa Powers (VP); David Leal (DL); Sue Vaterlaus (SV)
CITY STAFF PRESENT:	Planning Director Tina Wehrmeister (TW); Assistant Planner Robert Smith (RS); Exec. Asst. Sarah Coffey (SC);
CONSULTANT TEAM:	Dawn Merkes, Group 4 Architects (DM); Dorsa Jalalian (DJ);
SMCL STAFF:	Julie Finklang (JF).

CALL TO ORDER

Chair Cindy Abbott called the meeting to order at 6:34PM.

1. APPROVAL OF September 13, 2017 MEETING MINUTES

TC moved to approve the minutes as drafted; BE seconded, all other members voted in favor.

2. ORAL COMMUNICATIONS

Ellen Ron praised CA, TW and RS for their presentation at the Planning Commission meeting held on Sept. 18, 2017 for the Planning Commission to provide input / direction on land use planning for library site selection consideration in making recommendations to the City Council.

3. SITE ANALYSIS

DM noted that October is the last phase of the outreach process to suggest site options. Tonight's meeting will focus on operational strategies and scenarios.

DM summarized outreach efforts focused on site options and system strategies: 9/23 at Fog Fest with boards and kiosks (good community engagement), 9/28 community open house / workshop (very low turnout), 10/4 Farmers' Market (low turnout), upcoming: 10/23 update to City Council and the 11/2 community open house / workshop. The online survey has been doing well: 93 participants as of 10/3, and will remain active until 11/1. DM summarized the input from the survey to date: Sharp Park site supported by most (115), with Palmetto / Montecito second (107) and the Corp Yard and City Hall sites falling far behind (35 and 27, respectively). 182 responded supporting 2 library branches; 90 supported a single library model. People commented that they need to know operational hours. TW: People concerned about building a new large library and not using all 60 operational hours there, but there is also significant concern about losing Sanchez.

JF asked about a placeholder she had calendared for 11/27, and what would happen on that date. DM: 11/27 was a placeholder, but not confirmed for possible final recommendations from LAC to City Council. TW: Staff will be bringing the new City Manager up to speed on the library planning background and what the LAC has been working on, so the update will be to City Council on the progress the LAC is making on the planning and the good work that has been done to date; the item would be on the consent calendar. CB: So it would not be a formal presentation.

DM summarized the feedback from the 9/18 Planning Commission meeting: 6 commissioners supported the Sharp Park site; 3 commissioners supported Palmetto / Montecito, with 2 opposed to that site and 1 seeing it as a distant 2nd. CA: The Planning Commissioners had no significant concerns about land use constraints on any of the sites left on the list. TC (the Planning Commissioner representative to LAC) confirmed that understanding. CA: Commissioners expressed concerns about parking and asked about possibly using the flat City lot next to the Thai restaurant. Prior Planning Commission meetings noted that was considered for overflow parking for allowing the new building going up on Francisco. TC: That lot has not been allocated for parking, but was taken into consideration for allowing variances for the new building on Francisco.

DM: Council update on 10/23 will present preferred site options (confirm with LAC at tonight's meeting) and it would be nice to have a recommendation on system strategy. DM clarified that Tier 1 = preferred sites: Sharp Park and Palmetto / Montecito with Sanchez Library as a 2nd site. DMa: On Preferred Sites slide, need to spell out that there are two large library sites in conjunction with Sanchez; it does not come across clearly whether there are 2 or 3 options presented on this slide. DM: Perhaps look at 2 system facility strategies slide first to clarify. DMa: Also spell out that we are talking about a new large library for the north end of Pacifica. CA: I'm not sure that we really are talking about a north library. Sharp Park is more of a central location. Suggested showing the system facility strategy slide before the Preferred and Alternate Sites slides. KL agrees and noted to clarify that the preferred sites are for both Strategy A (single library) and Strategy B (2 libraries). ER: Can we talk about a "main library" and a "branch library" to clarify in a simple way? DM: Maybe say main branch and neighborhood branch. Main branch connotes a system central library, though, which is not really the case in this system. JF: Right – SMCL has neighborhood libraries; there is no main library.

CA: As far as sites, has anything been taken off the list? DMA: There should be a 3rd option for preferred sites when recommendations are brought to Council because one site is the same as what went to the ballot previously. BE: Do we bump up one of the alternate sites? TW: We could leave all 4 potential sites for a large branch on the list and provide information to Council that 2 may have added complexity. DM: Was the distinction that the Corp Yard site is too far north? CB: Economic impact / synergy is not as great at the Corp Yard site. CA: We could list sites in order of preference. CB: The City Hall site may be more attractive due to the ADA lawsuit. ER: Once Councilman is opposed to having the library in Sharp Park. If we don't give Council an option elsewhere, we may be shooting ourselves in the foot. We could list pros / cons for each site. If we provide too narrow of choices, we may run into road blocks. Council is asking for LAC's best opinion. TC: LAC can strongly suggest our preferred site as a group, then list other options with pluses and minuses.

KL: Suggests to rearrange slides to show Sanchez on its own slide. CA: Should we then list sites in order of preference: (1) Sharp Park, (2) Palmetto / Montecito, (3) City Hall, (4) Corp Yard. JC: Is there worry about cost of Sharp Park site? TW: That is a common question. DM: All other sites have underground parking, which requires mechanical ventilation systems. Sharp Park could have under-building parking (above-ground) and be less expensive due to natural ventilation and day-lighting. JF: Do you have enough information to order the list of sites in order of cost? DM: We previously talked about elements that go into cost. We can do a more detailed cost analysis of the top 2 sites for 30,000 sq. ft. size. We can present a relative order of magnitude for cost. TW: clarified that cost is not expected to be an outlier for any of the sites still under consideration. ER: Maybe we don't consider the cost under pros / cons, then. Does parking need to be underground on all sites? DM: Only the Oceana tennis courts has sufficient capacity for all surface parking. ER: Is there a reason you can't have daylighted parking on 1st level? Is there a height limit? DM: All models are 2 stories. There are height restrictions in zoning requirements. TW: It is always at 35-ft. limit. ER: How would Sharp Park site be able to stay within this requirement? DM: Sharp Park is designated as a community facility site already, and has no height limit. TW: The Corp Yard has different zoning; it used to be a car dealership, and is not designated as a community facility site. ER: Can zoning be changed? TW: Yes. DM: Also consider street presence, which may undermine a ground floor level with non-retail or people-serving space. We will reorder the slides based on feedback to list the larger sites in order of LAC preference. KL: suggest to add facility system strategy A and B with descriptions. Ellen Ron: Whether system strategy A or B is chosen, it does not change the options for the large library sites. DM: We will make a matrix. Ellen: What was voted on was one library, not two; that may change how people look at the sites. CA: Does the choice of system strategy change the size of libraries? TW: Does it make sense in talking to the community to start with system strategies first? LAC consensus was yes.

4. LIBRARY SYSTEMS STRATEGIES

DM discussed operational strategies. Looking at total operational hours in the SMCL system, Sanchez and Sharp Park were at the low end for hours; Belmont, San Carlos, Millbrae and Foster City were at the high end. JF noted that Brisbane, Portola Valley and Woodside served smaller communities, so the JPA allocated only 40 hours to those with additional hours being funded from property tax revenues. DM: Some are planning to increase above 60 hours. JF: Pacifica has the largest population, so this can highlight the inequality in hours. DM: We can add back in the population to show with the hours. ER: On this slide, should reference Sanchez and Sharp Park as Pacifica – Sanchez and Pacifica – Sharp Park. JF: Half Moon Bay is in a

temporary facility, but the new building will be open 60 hours. East Palo Alto operates in a county building, so they are more constrained by hours. JC: Is there a rule of thumb for cost per operational hour? JF: No. There is some discussion about changing the calculation of hours and relating it to cost of operation. DM: Review the Service Options Based on Facility Strategies slide. The first option is a facility strategy with 1 branch with 60 hours. KL: Can we take out the reference to “North”? DM will do that. Should the terms main branch and neighborhood branch be used? JF: OK, but Anne-Marie may disagree with the term “main branch.” ER: We are not talking about County strategy in this context, but Pacifica strategy. DM: Facility Strategy 2 shows options for a model with 2 branches. Option A: 60 hours total with a full-service branch using 30-60 hours and Sanchez using 0-30 hours. Option B: Alternate Service Model would be a different staffing model at Sanchez, possibly with less library staff. Anne-Marie said that this is not something that the JPA is doing yet at all, but could be explored by the City and JPA working together. There are some constraints for minimum staffing, security, etc. JF: When talking about staff reduction, clarify that it does not mean laying off staff. Comments heard from community expressed that some would not vote for a single library model if library staff would lose jobs. DM: We could also talk about extra hours, for example, one branch with 40 hours and the other with 30 hours. Option C is a new idea that has started to be discussed where in addition to library services being offered at Sanchez, it could be a shared-use facility and partner with Parks, Beaches & Recreation staff to offer recreation programming. One of the wings could be secured off from the other portion for use as program space. Bookshelves could be on casters and mobile to move things around and make a more flexible program space. Options B & C do not need to be exclusive of each other. TC: Would people see it as a reduction of service because the library portion of the building would be smaller if a portion of the building was sectioned off for program space?

▪ Draft Strategy Options

DM: See the summary sheets with the 3 scenarios showing services that could be offered in each scenario. ER: Is there the option of adding more space to Sanchez in the renovation process? DM: You could get restroom and program space with addition of 2,000 sq. ft. ER: This way it would be a site of innovation, rather than seen as a reduction in library service. TC: If we are not adding space to Sanchez, then we are giving the community less in library services. If there is an addition, then you will be getting more if you vote for it. DM: We are just introducing the options to the LAC at this time, and not ready to get into the details on these options yet in community discussions. KL: What I heard from the community was that they want Sanchez, but not necessarily at the same level of service. TW: I don’t think we heard enough from the community on that aspect. DM: Heard that people seem to plan around Sanchez hours, which is also seen in the use statistics for Sanchez. KL: Sanchez gets crowded for specific programming. JF: For specific programming and after school hours, Sanchez is full but not crowded. Is the service list accurate on the slides? We don’t have a quiet reading space at the libraries now; maybe just say “reading space” and take out the word “quiet”. Why are we including a renovated Sanchez in the current model? What is the “Family Place”? DM: The Family Place is the little children’s space and little teen space, but there is not a full space for each. Ellen Ron suggested saying Children’s Space and Teen Corner / Area. CA: For Sanchez scenarios 2a and 2b, is the only difference in the number of hours? DM: 2b will look at a different staffing model. CA: This page is confusing. What are the key things it is trying to tell? TW: The different scenarios are for transparency – showing that if we have joint use and the building is open longer, but the library services are separate. ER: We are equating hours and services, but they are not the same. You can be there for a PB&R program and pick up a book

Library Advisory Committee Minutes
October 11, 2017
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on hold at the same time. Talking with Anne-Marie about how library services are changing. There is a changing vision about what you do at the library that is not tied to hours. DM: Talking about how buildings are designed for shared use, Half Moon Bay is not as concerned with security of book collections. Seeking input from LAC about what models and services would be good to explore. It would take about 18 – 24 months to come up with cost of service models, and would be done at the next level of planning. The benefit of shared use is two-fold, as PB&R is also short on programming space. DMa: We can use the Sanchez space more creatively. For example, the YAB is looking for more space. DM: Shared use could mean that the building is staffed so is secured and supervised, but self-service for library. TC: As an employer, I watch for ways to automate things and then we just need someone to supervise. We can look at augmenting with automation and making things do-it-yourself for the client. DMa: On the Library Options Scenarios slide, take out the days and hours since they are all TBD. CA: Have a grid instead of repeating words. Hours can't be decided until you know what will be there. DMa: Noted that while PB&R is in the space, it would not be counted toward library hours. Would there be a scenario where this happens? DM: There could be book lockers, vending machines for browsing, study space, collaborative space, meeting space. The library does not charge for time that library staff is not there. DMa: What is the definition for one hour for the JPA? DM: It is defined as one operational hour. JF: Per MOU's, a minimum of 2 staff in the building is required for security reasons. In practice, it tends to be 3 people so one can take a break and not violate labor law. First step from the JPA perspective would be to decide by the City / Council to explore alternative staffing further. The MOU is silent on the unstaffed model, and the union would need to meet and confer to figure out if they would agree to modify the MOU and what impact it would have. ER: Can the 3rd person be a PB&R staff person? Is the third person only ½ hr? How do you optimally employ the staff? DM: It is important to test these operation scenarios to see how they resonate with people. KL: We could give a few potential pictures and note that it is not an exhaustive list. Show the potential for collaboration with PB&R and joint programming. A collaboration could attract both library and PB&R programming. ER: This advisory group could be useful in these discussions about changing service models and we could be a sounding board before the ideas are taken out to the broader community. Ellen Ron advised staying away from the term "neighborhood library"; it is a large library and a small library. The slide is very confusing if you don't have someone to explain it. The scenarios are linked, but separate and show hours vs. service models. CA: Maybe combine scenario 2b and 2c into a broader service model. DM: Maybe the alternate service/shared option is the only option. Why are we sticking with traditional library hours?

5. PLANNED OUTREACH ACTIVITIES AND LAC PARTICIPATION

TW: A written update on the library planning progress will be presented to Council on 10/23. The next community outreach meeting is scheduled for 11/2.

CA: Is there anything we can do to get more turn out for the community meeting? JF: Advertise that parking is free. DM: The Community Center is not a convenient location. Maybe tie the community outreach into other meetings / events. JF: Should we move the location / date? DM: It has already been advertised. We are getting good results from the ipad kiosk and the online survey. TW: There are plans to have a library project table at the City's 60th Anniversary Open House at the Community Center on 11/18.

6. DISCUSSION OF WEBSITE AND PUBLIC COMMUNICATIONS

CA: Any follow up conversation on the website? TW: No.

CB: Are the presentations from LAC meetings online?

SC: We will get caught up on uploading all of the presentations and formatting the site so they are easier to find / access.

7. COMMITTEE AND STAFF COMMUNICATIONS

CA: Have we selected a Vice Chair? TW: Staff wrote a letter to the High School district requesting a replacement for Rosie Tejada.

CA called for nominations for Vice Chair. CB nominates Eric Ruchames; LV seconds. ER asked for any other nominations, but will accept the nomination. No other nominees were named. CA called for a vote to name Eric Ruchames as Vice Chair. Vote is unanimous to approve Eric Ruchames as Vice Chair.

TW distributed a letter from Anna Boothe with her thoughts on the library project.

TC: All Planning Commissioners were impressed with the presentation on the library project planning to the Commission on 9/18. TC thanked TW, RS and CA for presenting.

ER asked about the new City Manager. Should we invite him to the LAC for an introduction?

TW: City Manager Kevin Woodhouse intends to visit each Committee / Commission at least once in the next couple months for a formal introduction, and then will visit as-needed. This Committee will have a formal introduction.

MEETING ADJOURNED 8:11pm.

Respectfully submitted,

Sarah Coffey
Executive Assistant

APPROVED:

Cindy Abbott
Library Advisory Committee Chair



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Library Advisory Committee

October 11, 2017

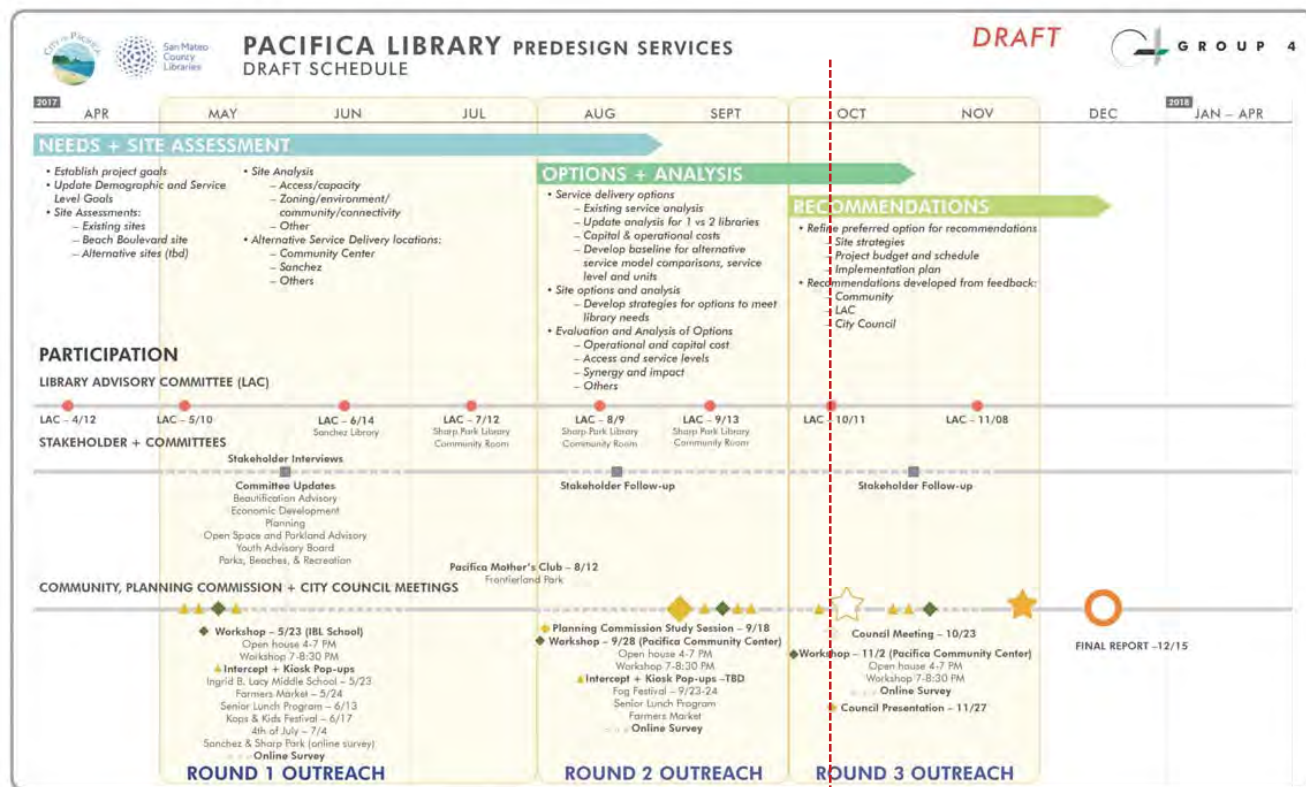


San Mateo
County
Libraries

AGENDA

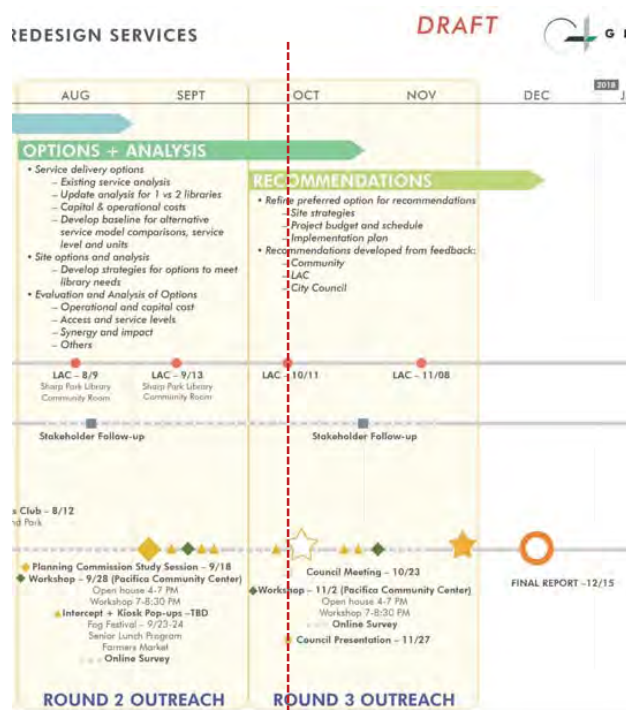
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UPDATE ON COMMUNITY OUTREACH

1. Planning Commission Study Session 9/18
2. Fog Fest 9/23
3. Community Workshop 9/28
4. Farmers Market 10/4
5. Council Meeting 10/23
6. Community Workshop + Open House 11/2



PLANNING COMMISSION NOTES

CITY OF PACIFICA PLANNING COMMISSION

COUNCIL CHAMBERS

SEPTEMBER 18, 2017 - 7:00 PM

Chair: Nibbelin

Commissioners: Stegink, Cooper, Gordon, Campbell, Clifford

- Six (6) Commissioners supported the Existing Sharp Park Library Site as a viable site
- Three (3) Commissioners supported the Palmetto/Montecito site, two (2) Commissioners opposed the site , and one (1) Commissioner saw it as a "very" distant 2nd
- No other site had more than two (2) Commissioners support



10.11.17

PACIFICA LIBRARIES OPPORTUNITIES

ROUND 1

- 5/10 LAC Meeting ~10 PARTICIPANTS
- 5/23 IBL School Kiosk ~160 PARTICIPANTS
- 5/23 Community Open House ~40 PARTICIPANTS
- 5/23 Community Workshop 01 ~60 PARTICIPANTS
- 5/24 Farmers Market Kiosk ~60 PARTICIPANTS
- 6/12 Online Survey ~161 PARTICIPANTS
- 6/13 Senior Lunch Program ~20 PARTICIPANTS
- 6/18 Kops and Kids Festival ~110 PARTICIPANTS
- 7/04 4th of July ~120 PARTICIPANTS
- 8/12 Pacifica Mothers Club ~20 PARTICIPANTS

~700 PARTICIPANTS

ROUND 2

- 9/23 Fog Festival 120 PARTICIPANTS (+27 via iPad Kiosk)
- 9/28 Community Meeting ~15 PARTICIPANTS
- 10/4 Farmers Market ~36 PARTICIPANTS
- Ongoing Online Survey ~93 PARTICIPANTS As of October 3, 2017

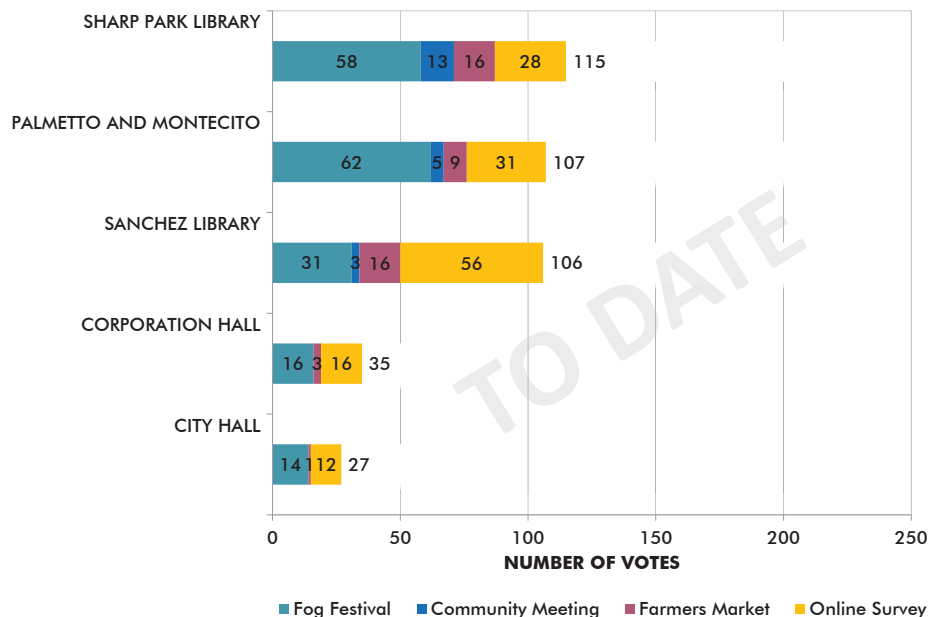
~271 PARTICIPANTS- TO DATE



10.11.17

PACIFICA LIBRARIES OPPORTUNITIES

SITE OPTIONS



RESULTS SHOW SUPPORT FOR LAC'S RECOMMENDATIONS FOR PREFERRED OPTIONS FOR LARGE NORTH BRANCH AND SANCHEZ SITE.

OTHER COMMENTS

- What will happen to the existing trees on the current site?
- How is pedestrian and vehicular access accommodated on the existing site?
- How is parking accommodated on all of the sites?

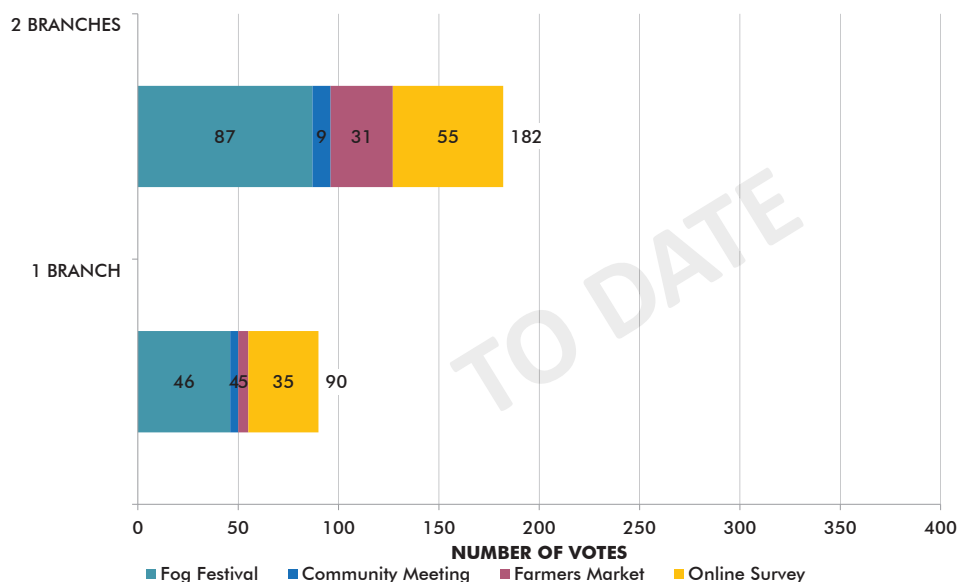


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PACIFICA LIBRARIES OPPORTUNITIES

SYSTEM STRATEGIES



RESULTS SHOW THAT MORE THAN 2/3 OF RESPONDANTS PREFER HAVING 2 LIBRARY BRANCHES IN PACIFICA.

OTHER COMMENTS

- How would the hours split in strategy 2?
- What are the operational strategies?



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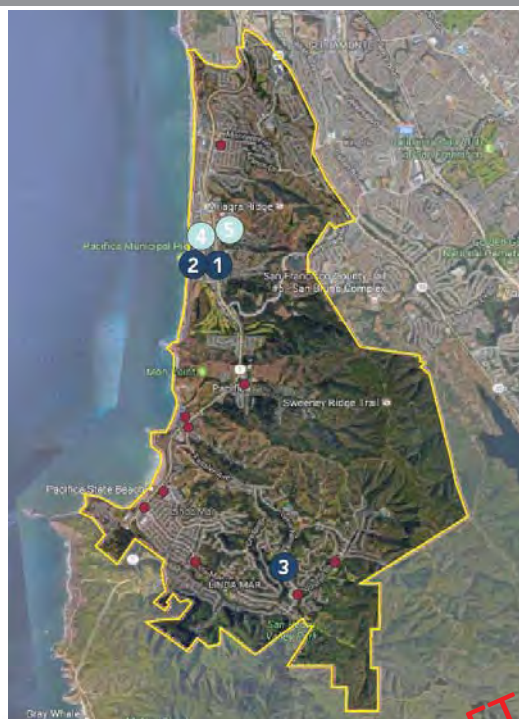
PACIFICA LIBRARIES OPPORTUNITIES



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PREFERRED SITES



COMMUNITY INPUT TO DATE:



115 VOTES

COMMENTS:



107 VOTES

COMMENTS:



106 VOTES

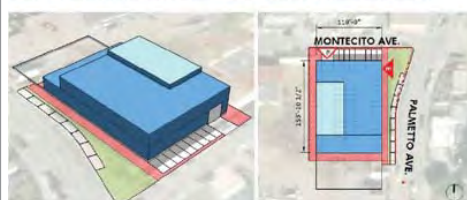
COMMENTS:

Large Sites

1 SHARP PARK LIBRARY



2 PALMETTO AND MONTECITO



Small Site

3 SANCHEZ LIBRARY

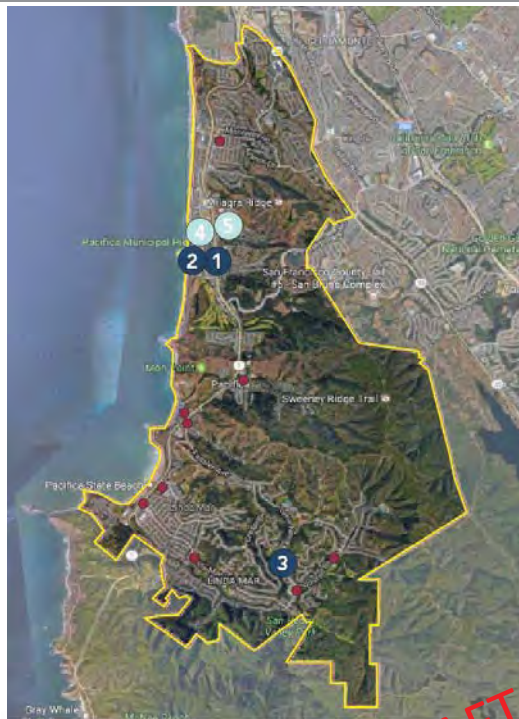


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PACIFICA LIBRARIES OPPORTUNITIES

ALTERNATE SITES



COMMUNITY INPUT TO DATE:



27 VOTES

COMMENTS:



35 VOTES

COMMENTS:

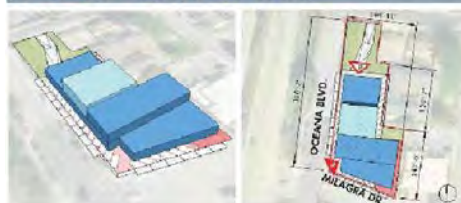
Large Sites

4 CITY HALL



* Options for this site: 1) combine a new City Hall with a new Library or 2) a new Library and relocation of City Hall

5 CORPORATION YARD



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PACIFICA LIBRARIES OPPORTUNITIES

SYSTEM FACILITY STRATEGIES

1 BRANCH – 1 LARGE



NEW SHARP PARK

30,000 – 36,000 SF

SANCHEZ

REPURPOSED

TOTAL

30,000 – 36,000 SF

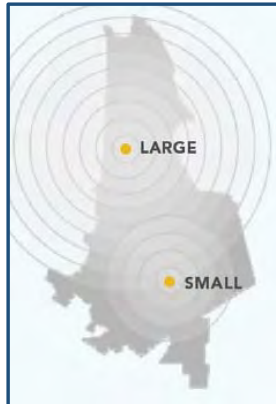
COMMUNITY INPUT TO DATE:

90 VOTES



COMMENTS:

2 BRANCHES – 1 LARGE + 1 SMALL



NEW SHARP PARK

28,000 – 36,000 SF

SANCHEZ

TBD

TOTAL

32,000 – 40,000 SF

COMMUNITY INPUT TO DATE:

182 VOTES



COMMENTS:

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PACIFICA LIBRARIES OPPORTUNITIES

CURRENT PACIFICA LIBRARY OPERATIONS

SHARP PARK

DAYS	HOURS
Monday:	Closed
Tuesday:	12:00 PM – 8:00 PM
Wednesday:	12:00 PM – 8:00 PM
Thursday:	10:00 AM – 5:00 PM
Friday:	Closed
Saturday:	10:00 AM – 5:00 PM
Sunday:	Closed

30 HOURS

SANCHEZ

DAYS	HOURS
Monday:	12:00 PM – 8:00 PM
Tuesday:	Closed
Wednesday:	10:00 AM – 6:00 PM
Thursday:	Closed
Friday:	10:00 AM – 5:00 PM
Saturday:	10:00 AM – 5:00 PM
Sunday:	Closed

30 HOURS



10.11.17

PACIFICA LIBRARIES OPPORTUNITIES

SAN MATEO COUNTY LIBRARIES – LOCATIONS & HOURS (current)

LIBRARY	TOTAL HOURS
Sanchez	30
Sharp Park	30
Brisbane	43
Portola Valley	44
Woodside	44
East Palo Alto	55
Half Moon Bay	56
Atherton	57
Millbrae	60
Belmont	60
San Carlos	60
Foster City	60



10.11.17

PACIFICA LIBRARIES OPPORTUNITIES

SERVICE OPTIONS BASED ON FACILITY STRATEGIES

1. **FACILITY STRATEGY 1:** 1-Large North Full Service Branch 60 hours

2. **FACILITY STRATEGY 2:** 2-Branch System, 1-Large North Branch and 1-Small Sanchez Branch

Option a – **60** hours total

- i. North Full Service Branch: 30-60 hours
- ii. Sanchez Current Service Model: 0-30 hours

Option b – **60+** hours total (+hours *tbd*)

Alternate service model = reduced/different staffing model for Sanchez = more hours

*This is dependent on the City and JPA working together to explore the possibility of providing an alternative

- i. North Full Service Branch: 30-60 hours
- ii. Sanchez: 0-30 hours

Option c – **60** hours total (library services) + *tbd* hours for recreation services

Operations of Sanchez would be a partnership between the Library and Parks, Beaches, and Recreation (PB&R).

Operations would be shared so that in addition to library services PB&R would provide recreation programming at Sanchez.

- i. North Full Service Branch: 30-60 hours
- ii. Sanchez: 0-30 hours Library Service +
- iii. Recreation Services: Hours *tbd*

It should also be noted that Service Option b & c are not exclusive of each other, these two options could also be explored in conjunction with each other. These scenarios will take time to develop and the exact details and possibilities will not be clear until additional work on the operational plan is completed.



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PACIFICA LIBRARIES OPPORTUNITIES



LIBRARY OPERATION SCENARIOS

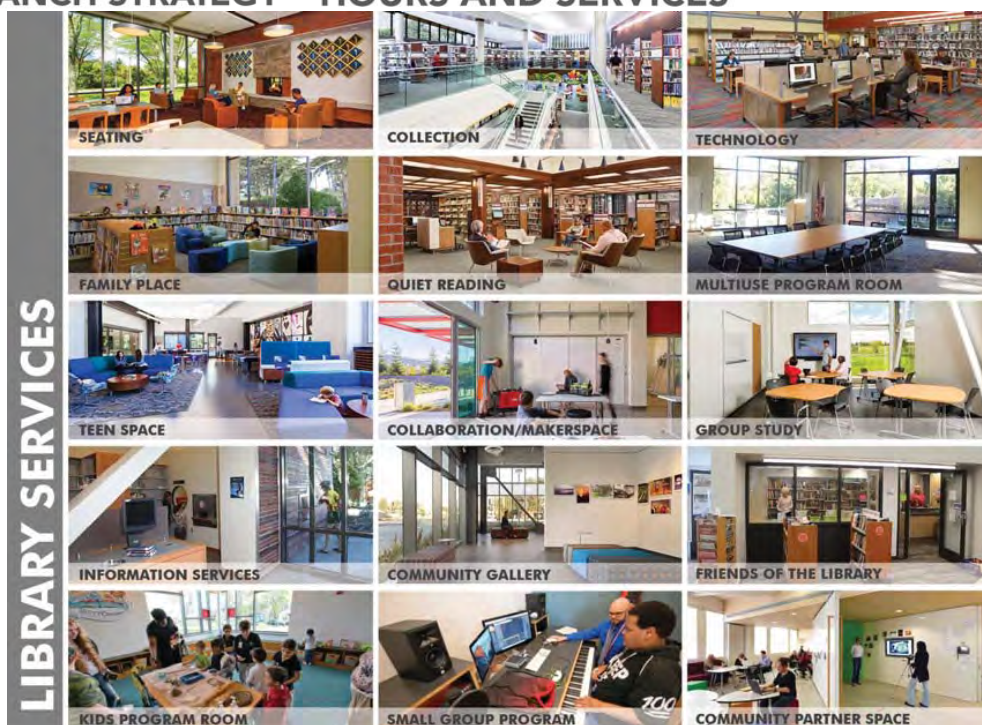
1 LARGE BRANCH STRATEGY – HOURS AND SERVICES

NEW SHARP PARK

DAYS HOURS

Monday:	TBD
Tuesday:	TBD
Wednesday:	TBD
Thursday:	TBD
Friday:	TBD
Saturday:	TBD
Sunday:	TBD

60 HOURS



10.11.17

PACIFICA LIBRARIES OPPORTUNITIES



LIBRARY OPERATION SCENARIOS

2 BRANCH STRATEGY

1 LARGE NORTH + 1 SMALL (SANCHEZ)

NEW SHARP PARK LARGE

DAYS	HOURS
Monday – Friday:	TBD
Saturday – Sunday:	TBD

30 – 60 HOURS TBD

SERVICES

- Seating
- Community Gallery
- Information Services
- Collection
- Friends of the Library
- Quiet Reading
- Group Study
- Small Group Program
- Technology
- Family Place
- Kid's Program Room
- Teen Space
- Collaboration/Maker space
- Multiuse Program Room
- Community Partner Space

SANCHEZ – SMALL

OPERATIONS SCENARIO 2a: CURRENT MODEL

DAYS	HOURS
Monday – Friday:	TBD
Saturday – Sunday:	TBD

0 – 30 HOURS TBD

SERVICES

- Seating
- Collection
- Quiet Reading
- Multiuse Program Room
(Renovated Sanchez)
- Technology
- Family Place

SCENARIO 2b: ALTERNATE SERVICE MODEL

DAYS	HOURS
Monday – Friday:	TBD
Saturday – Sunday:	TBD

? HOURS TBD

SERVICES

- Seating
- Collection
- Quiet Reading
- Multiuse Program Room
(Renovated Sanchez)
- Technology
- Family Place

SCENARIO 2c: SHARED WITH PB&R

DAYS	HOURS
Monday – Friday:	TBD
Saturday – Sunday:	TBD

? HOURS TBD

SERVICES

- LIBRARY
- Seating
- Collection (TBD)
- Quiet Reading (TBD)
- Flexible Program Room
(Renovated Sanchez)
- Technology (TBD)
- Family Place (TBD)

PB&R

- Kids Programming
- Senior Programming
- Flexible Community Program Space



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PACIFICA LIBRARIES OPPORTUNITIES



2 BRANCH STRATEGY – SANCHEZ

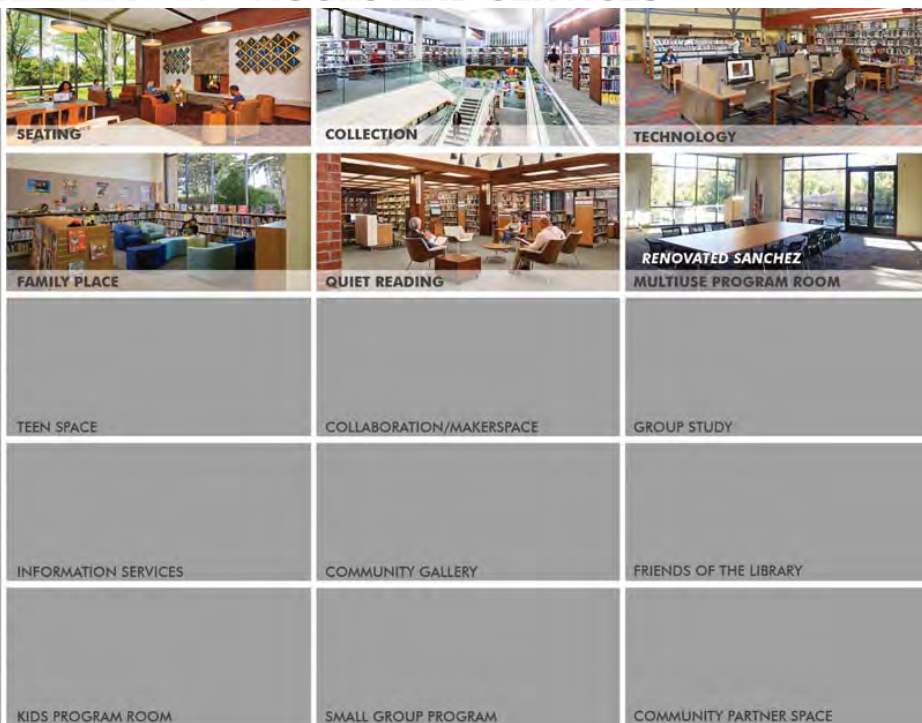
OPERATIONS SCENARIO #2a – HOURS AND SERVICES

CURRENT MODEL

DAYS	HOURS
Monday:	12 PM – 8 PM
Tuesday:	Closed
Wednesday:	10 AM – 6 PM
Thursday:	Closed
Friday:	10 AM – 5 PM
Saturday:	10 AM – 5 PM
Sunday:	Closed

30 HOURS

LIBRARY SERVICES



10.11.17

PACIFICA LIBRARIES OPPORTUNITIES



2 BRANCH STRATEGY – SANCHEZ

OPERATIONS SCENARIO #2b – HOURS AND SERVICES

ALTERNATE STAFFING SERVICE MODEL

DAYS	HOURS
Monday:	TBD
Tuesday:	TBD
Wednesday:	TBD
Thursday:	TBD
Friday:	TBD
Saturday:	TBD
Sunday:	TBD

? HOURS

LIBRARY SERVICES	SEATING	COLLECTION	TECHNOLOGY
	FAMILY PLACE	QUIET READING	RENOVATED SANCHEZ MULTIUSE PROGRAM ROOM
	TEEN SPACE	COLLABORATION/MAKERSPACE	GROUP STUDY
	INFORMATION SERVICES	COMMUNITY GALLERY	FRIENDS OF THE LIBRARY
	KIDS PROGRAM ROOM	SMALL GROUP PROGRAM	COMMUNITY PARTNER SPACE



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PACIFICA LIBRARIES OPPORTUNITIES



2 BRANCH STRATEGY – SANCHEZ

OPERATIONS SCENARIO #2c – HOURS AND SERVICES

SHARED FACILITY WITH PB&R

DAYS	HOURS
Monday:	TBD
Tuesday:	TBD
Wednesday:	TBD
Thursday:	TBD
Friday:	TBD
Saturday:	TBD
Sunday:	TBD

? HOURS

LIBRARY SERVICES	SEATING	COLLECTION (TBD)	TECHNOLOGY (TBD)
	FAMILY PLACE (TBD)	QUIET READING (TBD)	RENOVATED SANCHEZ MULTIUSE PROGRAM ROOM
	TEEN SPACE	COLLABORATION/MAKERSPACE	GROUP STUDY
	INFORMATION SERVICES	COMMUNITY GALLERY	FRIENDS OF THE LIBRARY
PB&R	KIDS PROGRAM	SENIORS PROGRAMS	COMMUNITY PROGRAM SPACE



10.11.17

PACIFICA LIBRARIES OPPORTUNITIES



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PLANNED OUTREACH ACTIVITIES AND LAC PARTICIPATION

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DRAFT

MINUTES

November 8, 2017

**CITY OF PACIFICA
LIBRARY ADVISORY COMMITTEE
PACIFICA SANCHEZ LIBRARY
1111 TERRA NOVA BLVD., PACIFICA**

COMMITTEE PRESENT: Cindy Abbott (CA);
Caroline Barba (CB);
Tom Clifford (TC);
Jerry Crow (JC);
Barbara Eikenberry (BE);
David Leal (DL);
Kathy Long (KL);
Eric Ruchames (ER)

**CITY COUNCIL LIAISONS
PRESENT:** Sue Vaterlaus (SV)

COMMITTEE ABSENT: Vanessa Powers (VP);
Kellie Samson (KS);
Laverne Villalobos (LV);
Deirdre Martin (DMa)

CITY STAFF PRESENT: City Manager Kevin Woodhouse (KW);
Planning Director Tina Wehrmeister (TW);
Exec. Asst. Sarah Coffey (SC);

CONSULTANT TEAM: Dawn Merkes, Group 4 Architects (DM);
Dorsa Jalalian (DJ);

SMCL STAFF: Julie Finklang (JF).

CALL TO ORDER

Chair Cindy Abbott called the meeting to order at 6:35 PM.

1. APPROVAL OF October 11, 2017 MEETING MINUTES

JC moved to approve the October 11, 2017 minutes as drafted; KL seconded. DL and SV abstained, as they were not present at the October meeting. All other members voted in favor.

2. ORAL COMMUNICATIONS - None

3. INTRODUCTORY REMARKS FROM CITY MANAGER KEVIN WOODHOUSE

TW introduced recently appointed City Manager Kevin Woodhouse.

KW: is now about 4 ½ weeks into the job, and making the rounds to attend each Committee / Commission meeting to introduce himself. Thank you to your volunteer work on the Committee. Committee / Commission work is important work particularly to small cities like Pacifica. KW shared some background on his experience: has been in local government for 27 years, starting as an intern in Mountain View and working into the position of Deputy City Manager after graduating from Stanford. Then moved on to Midpeninsula Regional Open Space District as General Manager for 4 years, overseeing aspects such as programs for rangers, docents, natural resources and human resources. Has always enjoyed visiting Pacifica, and sees Pacifica as a coastal backyard. He is happy to be here. Also, wanted to recognize that Council Member Sue Vaterlaus is in attendance at the LAC meeting. SV replied that she is one of the designated Council liaisons to the Library Advisory Committee along with Council Member Deirdre Martin.

CA: Council Member Martin is not present tonight, as she had her baby on 11/5.

4. COMMUNITY OUTREACH UPDATE

DM: Wrapping up on soliciting community feedback for final report with recommendations to City Council. Next outreach event will be on 11/18 at the Pacifica 60th Anniversary Open House at the Community Center. Will summarize work to-date on site options, system strategies and operational strategies to have available at the City table. DM summarized community outreach feedback to-date: Round 1 had about 700 participants; Round 2 had about 319 participants. There were 8 participants last week at the community meeting (Open House / Workshop). Will do an online survey following the community meeting. Round 1 survey focused on library spaces and activities. Results from Round 1 showed good cross-fertilization between spaces and activities, and complemented each other nicely; results showed that all the spaces of a 21st-century library are wanted in Pacifica. The Sanchez Library building is in relatively good shape. The Sharp Park Library building's existing condition is structurally questionable. Community feedback showed that building systems and accessibility were negatives / dislikes; community "likes" for Sharp Park mentioned location, programs and staff.

CA mentioned the dislikes about Sanchez Library regarding traffic and parking issues. These areas should be considered when adding additional services. DM agreed that the small parking lot is impacted, and there is not enough parking at times; she will clarify this comment on the slide. TW noted that traffic may refer to Sanchez not being as accessible on public transit stops.

DM summarized community feedback on site options. Sanchez Library received 134 votes supporting it for the small branch. Sharp Park Library site received the most in support (130) for the large branch site, followed by Palmetto / Montecito (114), the Corporation Yard (46) and City Hall site (32). The two-branch model received about 2/3 in support as compared to about 1/3 supporting a single-library model; this was not a surprise, as residents value Sanchez Library and don't want to see it close.

CA: Of the 8 people that attended the community meeting on 11/2, were any new?

CB: There were 3 new people, but they had been tracking the library project information.

5. SITE AND SYSTEM OPTIONS

DM: Showed a presentation slide summarizing the site evaluation criteria and slides to confirm site recommendations from the LAC. Site recommendations for the large branch are the same for the single-branch and 2-branch strategies. DM updated slides for 3 of the sites. DM met with the City Manager to provide information on the library project, and following that refined the model for the **Sharp Park** library site strategy for the building and parking, including access to the site. There are new images on the slide that show access points including an access point from Hilton Way. There would be 2 levels of parking. TW: The Sharp Park site is harder for people to visualize as compared to the other sites, so images were added to help visualize the Sharp Park site layout. DM: This site would make use of vertical circulation with the 2 floors of parking with an entrance into the library from the parking floors to act as a vertical lobby. ER: Is the rendering of images to scale, including the surrounding buildings? DM: Yes.

DM: There are 2 options for the **Palmetto / Montecito** site. The RFP for the Beach Blvd. hotel project oriented the library the other direction, but the library could work oriented in either direction. The advantage of option 2b is that it can be built up and over the pump house on the site, which goes down 3 levels, so this doesn't create dead space with the pump house on the site.

DM: The **City Hall site** is already zoned for public facilities use, so there is additional flexibility on the height of the building. TW: The height does need to be relatable to the surrounding neighborhood. DM: Option 3b for the City Hall site plans for above-grade parking, which is significantly less expensive than underground parking. This option plans for the library portion above the City Hall portion of the building. ER: Is there no community room? DM: There is a placeholder on the image for a community room. CA: Is there a concern with too much parking? What is the thought behind not having the library space on the ground floor? DM: The library is planned for the upper floors because the bigger floor plate for the library allows for more efficient operation.

DL: Is the Sharp Park library site zoned for public facilities use? What about the Corporation Yard? TW: Yes, both are zoned for public facilities use already.

ER: Can City Hall be located elsewhere? DM: We can provide an option 3c to show only the library at the City Hall site, with City Hall relocated. ER: There may be a political issue in tying the library together with City Hall. TC agrees. CB: Then where would City Hall be relocated?

DM: The Corporation Yard site is shown with the same model as seen before with parking below building and a 2-story library above. KL: finds it odd that easy highway access is listed under the list of Pros. It is easy to get off the highway northbound, but not as easy coming from the other direction. DM: To get back on the highway, need to cross the Manor intersection. KL: Manor intersection is horrible all the time. ER: Is Caltrans changing that to an onramp to mitigate the congestion at that intersection? TW: There is a Public Works project, but not certain of the status.

DM: For the Sanchez Library site, there is plenty of space to add a program / community room and additional parking.

DM reviewed recommended system strategies. A summary slide shows a comparison of current facilities and services, showing that Pacifica's per capita library space is on the small side in comparison to other cities in the system. The slide shows projected 2040 population for Pacifica for per capita comparisons. The recommendation for library size to serve Pacifica is within the range of 0.7 – 0.9 sq. ft. per capita, which would be 28,000 – 36,000 sq. ft. range. This range is then mapped to 2 system facility strategies: Strategy A – single branch or Strategy B – 2 branches (1 large and 1 small). The slide detailing the large branch operational scenario was revised to work for both Strategy A and Strategy B, showing a full-service, contemporary library. The small branch operational scenario encompasses the library services now at Sanchez. The multi-use program space is not at Sanchez now and would be an addition. The multi-use program space could be secured off from the other library space with glass doors. Movable shelves and tables can be used to make spaces flexible. There are many innovative ideas to leverage staffing efficiencies, self-service / materials vending, flexible building design, a 24/7 lobby, independent access. Shared use by additional partners, such as Parks, Beaches & Recreation (PB&R) could offer multi-generational programs and additional community programs at Sanchez.

CA: Are these innovative ideas being done today? JF: Not yet in San Mateo County library system. CA: Has this been discussed? JF: Cannot confirm what has yet been discussed; there are a lot of moving pieces to consider such as the JPA agreement, MOU's and there is not an existing model to reference in this system. CB: Why would we need to build an additional 4,000 sq. ft.? DM: We had talked about renovating and addition of a program room. CA: This would ensure that the community doesn't feel a bait-and-switch ending up with something less than what is at Sanchez now. TC previously mentioned possible discontent. KL & JF asked if any others were aware of other service models used outside of the SMCL system. CB mentioned that the Redwood Shores library rents space for weddings, etc. JF mentioned a small self-service branch that is unstaffed in Livermore. DM: Contra Costa County has vending machines in use. The City of Olathe, KS - client has independent access within the recreation center. DM said that Anne-Marie, Rachel and Julie understood the issue Pacifica has and they are open to looking into what can be done in an innovative way to allow for partnering and mixed use of the library space. CA: Does every city in the JPA need to approve a change to the JPA agreement? JF: Need to research the by-laws / requirements.

DM: We want to confirm that your thoughts on these operational scenarios are captured and seem appropriate for Pacifica.

CA: Is the only partner that we came up with PB&R?

DM: There could be other partners, community groups such as 4-H that could make use of independent access.

TC: The slide covered the possible facility and operational scenarios well and did a good job tying it all together. CA & KL also agree the slides are clearer now on the facility and system strategies and how they work together.

JF: Now the City Council would need to direct further exploration of innovative operational scenarios? DM: Yes, that is my understanding.

ER: The sites are numbered 1, 2, 3, 4 then Sanchez. Does that reflect the priorities for site preference? TW: The numbering is a hold-over from all sites, but may not be necessary. ER: The numbers imply a ranking. DM: We will remove the numbers from the slides.

CA opened the floor to **Public Comment**:

Ellen Ron: On the Sharp Park site images, those parking lots are separate? DM: We may be able to reconfigure Hilton Way and Hilton Lane to get extra square footage on the site, then we would be able to connect the parking lots.

Ellen Ron: Could the rest of the site be sold if we don't make Sanchez larger? Does the square footage range of 28,000 – 36,000 square feet include the community room(s)? May recommend separating out the community room square footage to address some concern with the size of the building. DM: We did that on some models. Things change and evolve quickly in the library realm. May wait to consider this when it comes time to update the building program (which is part of the conceptual design phase) in approx. 2 years. CA: In community outreach, we consistently heard that the community room is important. DM: With not breaking it out, the 30,000 sq. ft. library would include a community room. CA thinks it may be beneficial to break out the community room. KL: People will anchor on the community room. In the future, it may be a challenge. Recommend including the community room, but could later break it out. ER: Are we talking about the community space. Up to now we have had a community room – the large room at Sharp Park. KW: In the community input process, has the community space been discussed? What is the expected use of the community space? Do we have a definition? TC: The community space would be used for City Council and Planning Commission meetings. Where will we have those meetings when the current Council Chambers is gone? DM: Rental of the community room was also discussed. Walnut Creek library has community / program space, a technology room, large conference room and meeting space that are all rentable and provide revenue to the City. CA: Community has said that it is important to have a large meeting space / community room. TW: The space can be designed for flexibility of use, for example the dais can be hidden while the room is not being used for City Council or Planning Commission meetings. DM mentioned another city (Mountain View?) having a mixed-use meeting space for City Council meetings, where the dais can be hidden / closed off. KW: It was Cupertino where the dais can be closed off when the space is not being used for City Council meetings. TC: The meeting space is a selling point. JF: Currently, the City owns the library building and land, but SMCL manages the use of space. In the existing model, the community room space is free and open to all subject to availability. There is currently an unmet need for free meeting space. SV: How big is the rentable space in the Community Center now? JF: From the City website, the multi-use large room at the Community Center is 50 ft. x 50 ft., so 2,500 sq. ft. KL: Remembers the whale talk held at the large room in the Community Center; it was not big enough for the crowd that attended. Some were in the hallway, and others left due to not enough space. ER: There are also a lot of programs that the library runs all over the county, but Pacifica misses out on because our libraries do not have the space for them.

CA: Recommends that the facility strategies include square footage notations.

6. SUMMARY REPORT

DM: We aim to finish a draft report with LAC recommendations to City Council by the first week of December. Suggest forming an ad-hoc editing committee to review and finalize the final report.

TW: The final report will be a bound report with a cover that Group 4 will help prepare, and will be the final phase in the work that the LAC was tasked with from the City Council direction received at the 3/27/2017 City Council meeting. The ad-hoc committee would review for edits

and provide feedback on the report document. We could hold an optional LAC meeting on January 10 for final review of the report before presenting to the City Council.

TC asked how the ad-hoc committee would fit in with the Brown Act. TW: If the members meeting are kept below a quorum, there would be no issue with a Brown Act violation. Can vote at this meeting to select who will participate in the ad-hoc committee. CA: Why not everyone? TW: If we are getting feedback from everyone electronically while drafting the report, that could be a Brown Act violation for an electronic meeting. TW: Would there be enough time to have a draft report ready for the December LAC meeting? DM: We will be refining the slides, and the information from the slides will comprise about 90% of the report. KL: believes LAC is OK with the substance of the report based on the review of slides. An ad-hoc editing committee makes sense, and then the final draft can be ready for review by the full committee at the regular January 10 LAC meeting. LAC members agreed. CA: Are we looking for 3 people for the ad-hoc committee? DL: Can we have up to 6 to keep it below a quorum? KL asked DM how many is preferred. TW: The ad-hoc meetings will likely be daytime meetings, and those participating should be comfortable with reading a draft on the fly, depending on what constraints there may be with electronic sharing of the draft document.

KL, ER, CA are interested. TC can't meet during the day.

TW: There will be no regular LAC meeting in December. The next full meeting will be Jan. 10.

CA: Can we plan for up to 1 week or 5 days to get the report to review before the January meeting?

7. PLANNED OUTREACH ACTIVITIES AND LAC PARTICIPATION

TW: Nov. 18 will be the City's 60th Anniversary Open House event at the Community Center. Community groups will have tables at the event to promote information about their groups. The City will have a table at the event with information, and information on the library project planning will be included. City staff will work the table, as there are specific space constraints. LAC members are welcome to stop by and visit the City table. CA: Will there be a survey for community feedback? TW: We will have summary information that also shows where to find more details.

8. DISCUSSION OF WEBSITE AND PUBLIC COMMUNICATIONS

CA: The website is now up-to-date with presentations from each of the LAC meetings.

9. COMMITTEE AND STAFF COMMUNICATIONS

TW announced the Robert Smith and his wife welcomed their first baby (a boy) on Halloween.

CB: The Pacifica Friends of the Library book sales will be on Dec. 8 – 9 and the Sharp Park Library community room. They will be setting up on Dec. 7 – any one is welcome to help set up.

JF: Next Thursday, Nov. 16 at 6pm there will be a Home For All presentation at the Sharp Park Library. This is a countywide program to develop an action plan to address housing needs. Pacifica Conflict Resolution Center will facilitate the discussion. The library will be serving Goodfellas pizza at this event.

Motion to adjourn the meeting by TC; seconded by KL.

Library Advisory Committee Minutes
November 8, 2017
Page 7 of 7

MEETING ADJOURNED 7:49pm.

Respectfully submitted,

Sarah Coffey
Executive Assistant

APPROVED:

Cindy Abbott
Library Advisory Committee Chair



City of Pacifica **DRAFT**

PACIFICA LIBRARIES OPPORTUNITIES

Library Advisory Committee

November 8, 2017



GROUP 4



San Mateo
County
Libraries

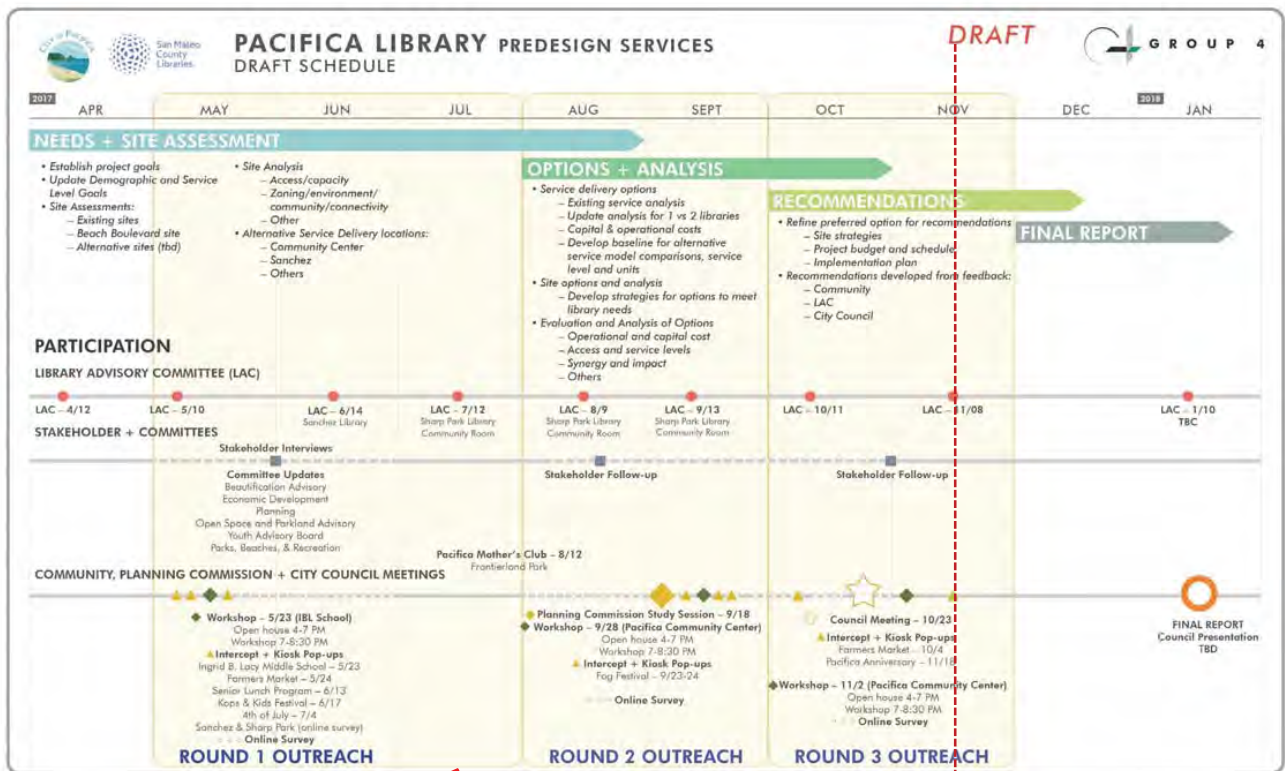


AGENDA

Call to Order

1. Approval of October 11, 2017 Meeting Minutes
2. Oral Communications
3. Introductory remarks from newly appointed City Manager, Kevin Woodhouse
4. Community Outreach Update
5. Site and System Options
 - Recommended Sites
 - Review Updated Models
 - Recommended System Facility Strategies
 - Confirm Operational Scenarios
6. Summary Report
7. Planned Outreach Activities and LAC participation
8. Discussion of website and public communication
9. Committee and staff communications

Adjourn



UPDATE ON COMMUNITY OUTREACH/ LAC PARTICIPATION

1. Planning Commission Study Session 9/18
2. Fog Fest 9/23
3. Community Workshop 9/28
4. Farmers Market 10/4
5. Council Meeting 10/23
6. Community Workshop + Open House 11/2
7. Pacifica Anniversary 11/18
8. Online Survey



ROUND 1	• 5/10 LAC Meeting	~10 PARTICIPANTS
	• 5/23 IBL School Kiosk	~160 PARTICIPANTS
	• 5/23 Community Open House	~40 PARTICIPANTS
	• 5/23 Community Workshop 01	
	• 5/24 Farmers Market Kiosk	~60 PARTICIPANTS
	• 6/12 Online Survey	~161 PARTICIPANTS
	• 6/13 Senior Lunch Program	~20 PARTICIPANTS
	• 6/18 Kops and Kids Festival	~110 PARTICIPANTS
	• 7/04 4th of July	~120 PARTICIPANTS
	• 8/12 Pacifica Mothers Club	~20 PARTICIPANTS
~700 PARTICIPANTS		
ROUND 2	• 9/23 Fog Festival	~120 PARTICIPANTS (+27 via iPad Kiosk)
	• 9/28 Community Open House	~15 PARTICIPANTS
	• 9/28 Community Workshop 02	
	• 10/4 Farmers Market	~36 PARTICIPANTS
	• Ongoing Online Survey	~148 PARTICIPANTS As of October 31, 2017
	~319 PARTICIPANTS- TO DATE	
ROUND 3	• 11/2 Community Open House	~8 PARTICIPANTS
	• 11/2 Community Workshop 03	
	• 11/18 Pacifica Anniversary	~xx PARTICIPANTS

~1027 PARTICIPANTS TO DATE



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11.08.17

PACIFICA LIBRARIES OPPORTUNITIES

ROUND 1 COMMUNITY INPUT

POTENTIAL LIBRARY SITES



- CITY OWNED**
 - 1. SANCHEZ LIBRARY: Terra Nova Blvd.
 - 2. COMMUNITY CENTER: 540 Crespi Dr.
- SCHOOL DISTRICT***
 - 3. ODDSTAD ELEMENTARY SCHOOL: Oddstad Blvd.
- PRIVATELY OWNED***
 - 4. SHOPPING CENTER: Terra Nova Blvd. & Alicante Dr.
 - 5. SHOPPING CENTER: Coast Hwy. & Linda Mar Blvd.
 - 6. QUARRY: Cabrillo Hwy. & San Marco Way
 - 7. THE "ROCK": Cabrillo Hwy. & Passler Ave.
 - 8. SHOPPING CENTER: Adeline Dr. & Linda Mar Blvd.
- CITY OWNED**
 - 9. CITY HALL SITE: Santa Maria Ave. & Francisco Blvd.
 - 10. PALMETTO & MONTECITO: Beach Blvd. & Montecito Ave.
- SCHOOL DISTRICT***
 - 11. SHARP PARK LIBRARY: Hilson Way & Palmetto Ave.
- PRIVATE SITE***
 - 12. PARKING LOT: Francisco Blvd. & Solano Ave.
 - 13. CORP YARD: NE corner of Oceana Blvd. & Millage Dr.
- OTHERS***
 - 14. OCEANA HS: Oceana Blvd. & Palmetto Ave.
 - 15. PUBLIC AGENCY: Cleverdon Rd. & Francisco Blvd.
 - 16. SHOPPING CENTER: Eureka Dr. & Oceana Blvd.
 - 17. SOUTH OF GORILLA BBQ: 2145 Cabrillo Hwy.
 - 18. PUBLIC AGENCY: Pacific Ave. & Palmetto Ave.
 - 19. FAIRWAY PARK: East of Coast Hwy. North of Police Station and Orchid Farms (NPS)

- CITY OWNED**
 - 1. CITY HALL SITE: Santa Maria Ave. & Francisco Blvd.
 - 2. PALMETTO & MONTECITO: Beach Blvd. & Montecito Ave.
- SCHOOL DISTRICT***
 - 3. SHARP PARK LIBRARY: Hilson Way & Palmetto Ave.
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IBL Library

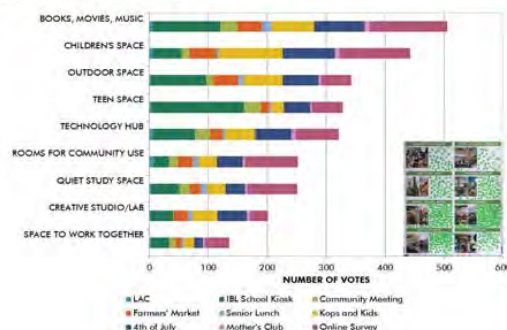
School District Headquarter

Self Storage at Crespi Dr.

DRAFT

LIBRARY SPACES

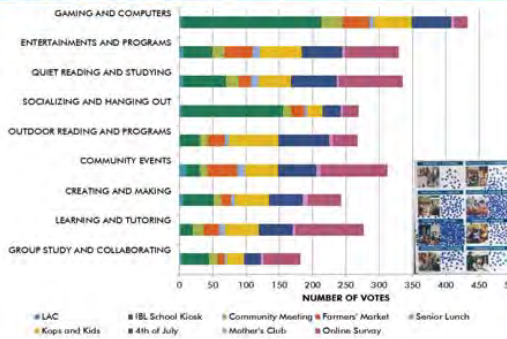
Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED A TEEN SPACE, BOOKS, MOVIES, MUSIC, AND OUTDOOR SPACES. AT THE FARMERS MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN CHILDREN'S SPACE, OUTDOOR SPACE, AND BOOKS, MOVIES, MUSIC. THE COMMUNITY MEETING YIELDED TOP VOTES FOR BOOKS, MOVIES, MUSIC, TEEN SPACE, AND TECHNOLOGY HUB. AT KOPS AND KIDS, PARTICIPANTS PRIORITIZED CHILDREN'S SPACE, BOOKS, MOVIES, MUSIC, AND OUTDOOR SPACE. RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN SPACES FOR BOOKS, MOVIES, MUSIC, YOUTH PROGRAMS (INCLUDING CHILDREN'S SPACE AND TEEN'S), AND ACCESS TO OUTDOOR SPACES. A GOLF CONCESSION WAS A POPULAR WRITE IN RESPONSE UNDER THE OTHERS CATEGORY.

LIBRARY ACTIVITIES

Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED GAMING AND COMPUTERS, SOCIALIZING AND HANGING OUT, AND QUIET READING AND STUDYING. AT THE FARMERS MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN COMMUNITY EVENTS, ENTERTAINMENTS AND PROGRAMS, AND GAMING AND COMPUTERS. THE COMMUNITY MEETING YIELDED TOP VOTES FOR GAMING AND COMPUTERS, ENTERTAINMENT AND PROGRAMS, AND QUIET READING AND STUDYING. AT KOPS AND KIDS AND 4TH OF JULY, PARTICIPANTS PRIORITIZED OUTDOOR READING AND PROGRAMS, ENTERTAINMENT AND PROGRAMS, AND GAMING AND COMPUTERS. RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN GAMING AND COMPUTERS, ENTERTAINMENT AND PROGRAMS, AND QUIET READING AND STUDYING.



11.08.17

PACIFICA LIBRARIES OPPORTUNITIES

EXISTING LIBRARIES ANALYSIS



SANCHEZ LIBRARY

YEAR BUILT: 1981 AREA: ~4,000 SF

ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking	Insufficient Fire Life-Safety	Poorly Integrated Telecom Upgrades	Worn Finishes	Inadequate Storage
Non-Conforming Areas	Potential Structural Deficiencies	Recently Updated HVAC	Damaged Window Screen	Undersized Spaces for Collections
Non-Conforming Devices/Hardware	Unanchored Tall Shelving	Recently Updated Plumbing	Damaged Hardware	Inadequate Seating
	Qualifies as a Benchmark Building	Inefficient Lighting Systems	General Good Condition	Inadequate Program Spaces
		Insufficient Air Circulation		Undersized Entry/Service Space
				Undersized Staff Space
Building is mostly accessible	Building is considered structurally Life-Safe	Some systems require upgrades	Finishes need replacement, but the building is in decent condition	Library is undersized for current and future needs



GROUP 4

11.08.17

PACIFICA LIBRARIES OPPORTUNITIES

COMMUNITY'S INPUT

WHY + HOW DO YOU USE SANCHEZ LIBRARY?

LIKES

- Location (Serving seniors and families)
- Outdoor space + garden
- Architecture
- Children's program
- Well organized
- Cozy
- Beautiful view

DISLIKES

- Inadequate space
- Small collection
- Inadequate and outdated computers
- Noisy children's space
- Limited hours
- Not a diverse collection
- Traffic and parking impacts

EXISTING LIBRARIES ANALYSIS



SHARP PARK LIBRARY

YEAR BUILT: 1964 AREA: ~7,300 SF

ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking	Insufficient Fire Life-Safety	Insufficient Ventilation System	Uneven Floors	Inadequate Storage
Inaccessible Entries	Under-supported Cantilever	Outdated Lighting Systems	Worn Finishes	Undersized Spaces for Collections
Inaccessible Paths of Travel	Non-Compliant Structure	Recently Updated Plumbing	Poor Acoustics	Inadequate Seating
Non-Conforming Areas	Excessive Openings in Structural Walls		Damaged/Discontinued Hardware	Inflexible Spaces
Inaccessible Exits	Under-supported soffits		Underutilized Views	Undersized Staff Space
Non-Conforming Devices/Hardware	Unanchored Tall Shelving			
Building is inaccessible	Building does not meet Life-Safety Standards	Systems need upgrades	Multiple issues from deferred maintenance to design problems	Library is undersized for current and future needs



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

COMMUNITY'S INPUT

WHY + HOW DO YOU USE SHARP PARK LIBRARY?

LIKES

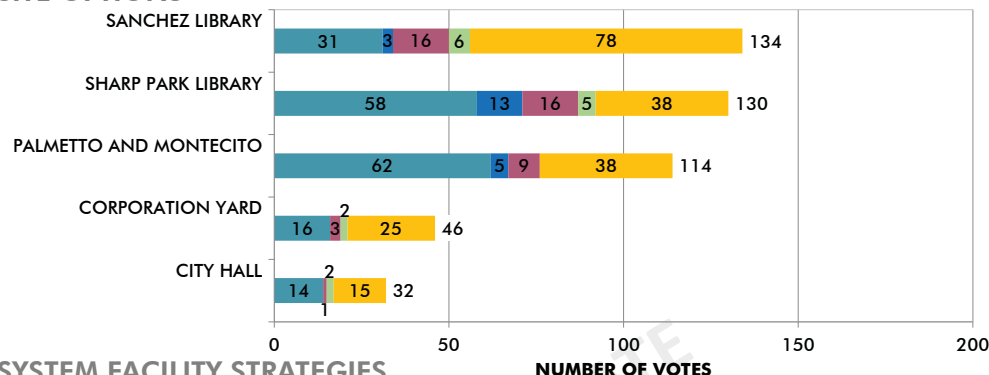
- Location (Convenient for commuters)
- Staff
- Easy to order and pick-up books
- Programs
- New technology (3d printer)
- Children's space and program
- Community room

DISLIKES

- Inadequate space
- Small collection
- No easy access for persons with disabilities
- Noise
- Parking
- Not good for browsing
- Limited hours

ROUND 2&3 COMMUNITY INPUT – IN PROGRESS

SITE OPTIONS



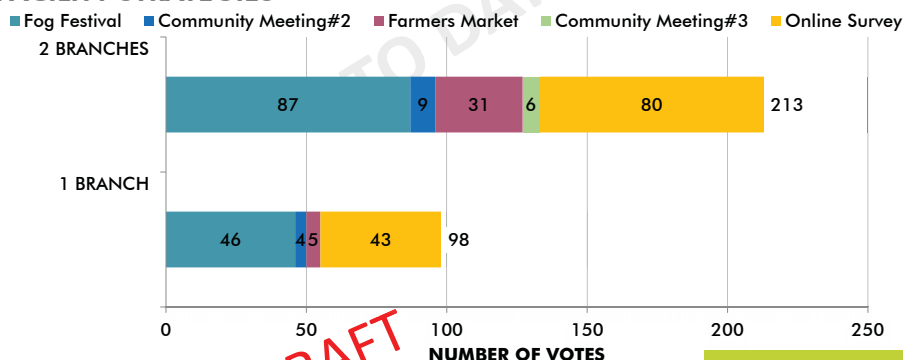
RESULTS SHOW SUPPORT FOR **SHARP PARK LIBRARY** AND **PALMETTO AND MONTECITO** FOR LARGE NORTH BRANCH AND SANCHEZ SITE.

RESULTS SHOW THAT **MORE THAN 2/3 OF** RESPONDANTS PREFER HAVING **2 LIBRARY BRANCHES** IN PACIFICA.

OTHER COMMENTS

- What will happen to the existing trees on the current site?
- How is pedestrian and vehicular access accommodated on the existing site?
- How is parking accommodated on all of the sites?
- How would the hours split in strategy 2?
- What are the operational strategies?

SYSTEM FACILITY STRATEGIES



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PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

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Adjourn

RECOMMENDED SITES PER LIBRARY ADVISORY COMMITTEE



LIBRARY SITE OPTIONS AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

CITY OWNED	SANCHEZ LIBRARY Terra Nova Blvd.
	COMMUNITY CENTER 540 Crespi Dr.
SCHOOL DISTRICT*	ODDSTAD ELEMENTARY SCHOOL Oddstad Blvd.
PRIVATELY OWNED*	SHOPPING CENTER Terra Nova Blvd. & Alicante Dr.
	SHOPPING CENTER Coast Hwy. & Linda Mar Blvd.
	QUARRY Cabrillo Hwy. & San Maria Way
	THE "ROCK" Cabrillo Hwy. & Foster Ave.
OTHERS*	SHOPPING CENTER Adobe Dr. & Linda Mar Blvd.

LIBRARY SITE OPTIONS AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

CITY OWNED	CITY HALL SITE Santa Maria Ave. & Francisco Blvd.
	PALMETTO & MONTECITO Beach Blvd. & Montecito Ave.
CITY OWNED	SHARP PARK LIBRARY Hilton Way & Palmetto Ave.
	PARKING LOT Francisco Blvd. & Solado Ave.
CITY OWNED	CORP YARD NE corner of Oceana Blvd. & Milagra Dr.
	OCEANA HS Oceana Blvd. & Paloma Ave.
SCHOOL DISTRICT*	PUBLIC AGENCY Clarendon Rd. & Francisco Blvd.
PRIVATE SITE*	SHOPPING CENTER Eureka Dr. & Oceana Blvd.
	SOUTH OF GORILLA BBQ PARKING 2145 Cabrillo Hwy.
	PUBLIC AGENCY Pacific Ave. & Palmetto Ave.
	FAIRWAY PARK East of Coast Hwy., North of Police Station and Orchid Farms (NPS)
OTHERS*	



GROUP

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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION CRITERIA

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PREREQUISITES

FUNCTIONALITY

Library facility(ies) will prioritize functional design and inherent flexibility to best serve community, support operational efficiency, and organize materials now and well into the future.

SUSTAINABILITY

Sustainability, both environmental and operational, will be fundamental in the location and design of the new library. The building must function efficiently and responsibly to minimize on-going costs and environmental impact.

EVALUATION CRITERIA

ACCESSIBILITY

Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?

SITE CAPACITY

Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?

COSTS

What are the total development costs? Costs include land acquisition, site infrastructure (sewer, water, power, roads), site entitlement costs (CEQA, California Coastal Commission), site and building construction costs, and potential relocation costs for existing uses.

AVAILABILITY

Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?

ECONOMIC IMPACT

What potential is there for the new library to act as a catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid the economic goals of the City?

SYNERGY/CONNECTIVITY

Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?

ENVIRONMENT

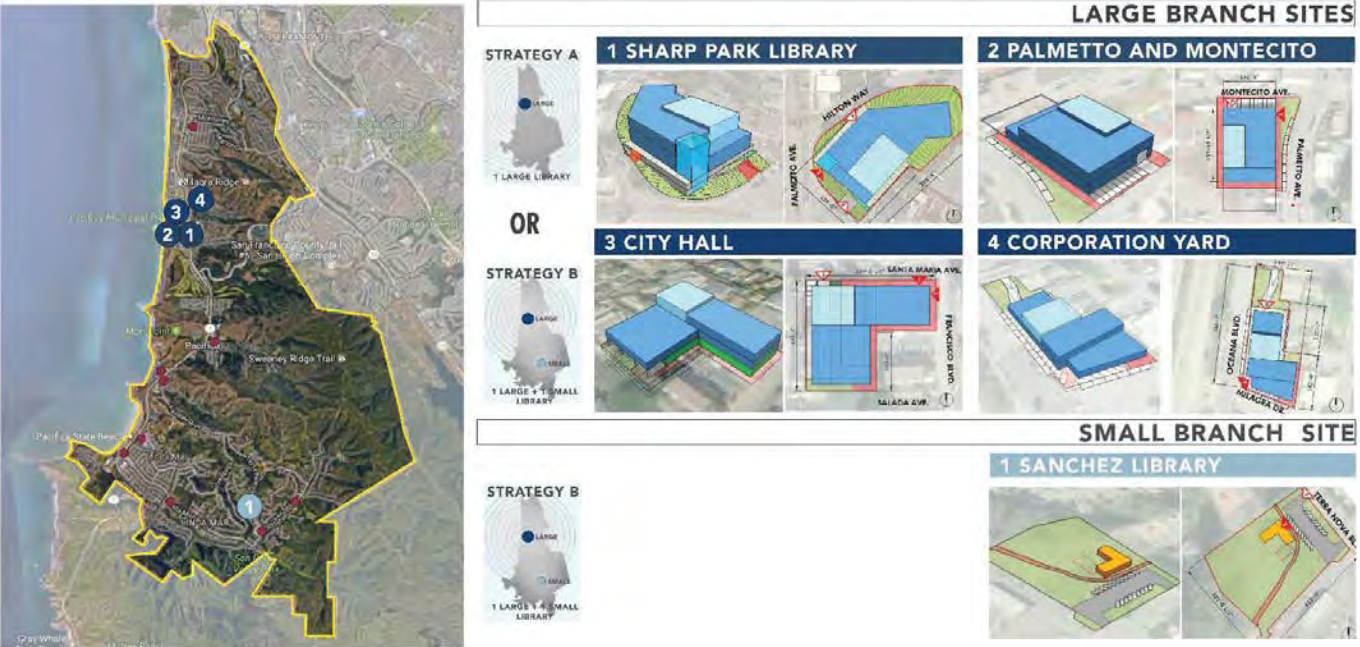
Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements?



GROUP

11.08.17

PACIFICA LIBRARIES OPPORTUNITIES



LARGE LIBRARY SITE

1- SHARP PARK LIBRARY



LARGE LIBRARY SITE



1- SHARP PARK LIBRARY



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PACIFICA LIBRARIES OPPORTUNITIES

LARGE LIBRARY SITE

2A- PALMETTO & MONTECITO



BUILDING FOOTPRINT:	17,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF

BELOW BUILDING PARKING:	73 SPACES
SURFACE PARKING:	10 SPACES
	83 SPACES

PROS:

- + Site capacity for large library
- + City owned
- + Conveniently located in Palmetto district

CONS:

- Community concerns over long-term environmental impact and cost to maintain infrastructure
- Potential loss of revenue to City
- Requires below building parking

+ GOOD
- POOR

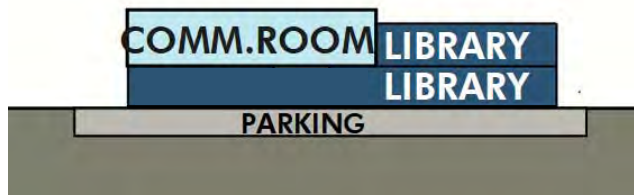
ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	-

11.08.17

PACIFICA LIBRARIES OPPORTUNITIES

LARGE LIBRARY SITE

2B- PALMETTO & MONTECITO



BUILDING FOOTPRINT: 17,000 SF
BUILDING AREA:
 LIBRARY PROGRAM: 25,000 SF
 COMMUNITY ROOM: 5,000 SF
30,000 SF

BELOW BUILDING PARKING: 73 SPACES
SURFACE PARKING: 10 SPACES
83 SPACES

PROS:
 + Site capacity for large library
 + City owned
 + Conveniently located in Palmetto district

CONS:
 - Community concerns over long-term environmental impact and cost to maintain infrastructure
 - Potential loss of revenue to City
 - Requires below building parking

+ GOOD
 - POOR

ACCESSIBILITY +
SITE CAPACITY +
ECONOMIC IMPACT +
SYNERGY/CONNECTIVITY +
ENVIRONMENT -



GROUP 4

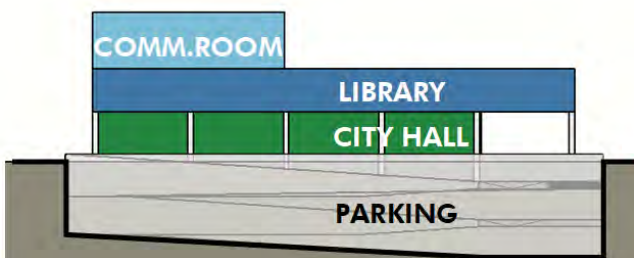
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PACIFICA LIBRARIES OPPORTUNITIES

LARGE LIBRARY SITE

3A- CITY HALL SITE AT FRANCISCO & SANTA MARIA



SITE AREA: 28,000 SF
BUILDING AREA:
 LIBRARY PROGRAM: 25,000 SF
 COMMUNITY ROOM: 5,000 SF
30,000 SF

BELOW BUILDING PARKING:
 FIRST LEVEL: 80 SPACES
 SECOND LEVEL: 47 SPACES
127 SPACES

PROS:
 + Site capacity for large library and City Hall
 + City owned
 + Conveniently located in Palmetto district

CONS:
 - Additional funds required for inclusion or moving of City hall
 - Traffic impact on Santa Maria
 - Site constraints require either a large 4 story building if parking is above grade, or more costly underground parking (2 levels)

+ GOOD
 - POOR

ACCESSIBILITY +
SITE CAPACITY +
ECONOMIC IMPACT +
SYNERGY/CONNECTIVITY +
ENVIRONMENT +



GROUP 4

DRAFT

11.08.17

PACIFICA LIBRARIES OPPORTUNITIES

LARGE LIBRARY SITE

3B- CITY HALL SITE AT FRANCISCO & SANTA MARIA



SITE AREA: 28,000 SF
BUILDING AREA:
LIBRARY PROGRAM: 25,000 SF
COMMUNITY ROOM: 5,000 SF
30,000 SF

BELOW BUILDING PARKING:
FIRST LEVEL: 67 SPACES
SECOND LEVEL: 53 SPACES
120 SPACES

PROS:
+ Site capacity for large library and City Hall
+ City owned
+ Conveniently located in Palmetto district

CONS:
- Additional funds required for inclusion or moving of City hall
- Traffic impact on Santa Maria
- Site constraints require either a large 4 story building if parking is above grade, or more costly underground parking (2 levels)

+ GOOD	
- POOR	
ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	+



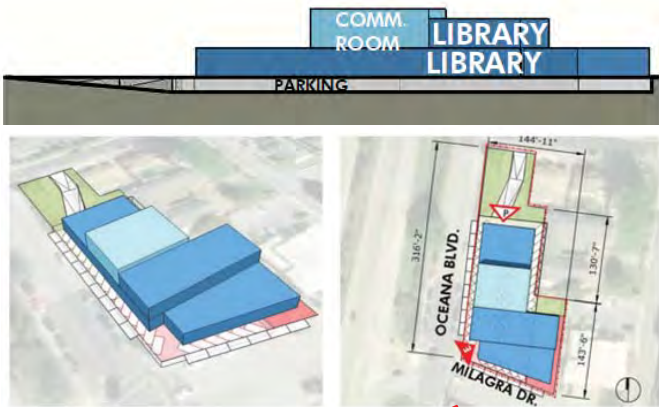
GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

LARGE LIBRARY SITE

4- CORPORATION YARD



SITE AREA: 36,444 SF
BUILDING AREA:
LIBRARY PROGRAM: 25,000 SF
COMMUNITY ROOM: 5,000 SF
30,000 SF

BELOW BUILDING PARKING:
FIRST LEVEL: 68 SPACES
SECOND LEVEL: 15 SPACES
83 SPACES

PROS:
+ Easy highway access
+ City owned
+ Site capacity for large library

CONS:
- Additional funds required for relocation of Corp yard
- Requires below building parking

+ GOOD	
- POOR	
ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	-
SYNERGY/CONNECTIVITY	-
ENVIRONMENT	+



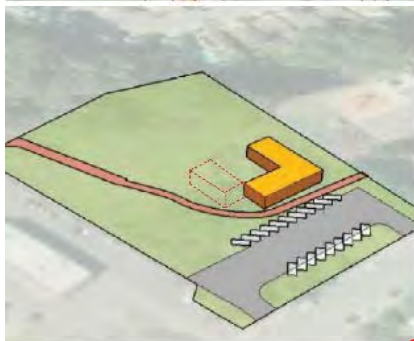
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PACIFICA LIBRARIES OPPORTUNITIES

SMALL LIBRARY SITE

1- SANCHEZ LIBRARY



SITE AREA: 116,000 SF

BUILDING AREA:

EXISTING: 4,000 SF
COMMUNITY ROOM +
POSSIBLE NEW ADDITION: TBD

SURFACE PARKING:

EXISTING: 21 SPACES
FUTURE: TBD

PROS:

+ Site capacity to expand
+ Surface parking
+ City owned
+ Existing library site

CONS:

- Not centrally located

+ GOOD

- POOR

ACCESSIBILITY +

SITE CAPACITY +

ECONOMIC IMPACT +

SYNERGY/CONNECTIVITY +

ENVIRONMENT +



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

SMCL SYSTEM LIBRARIES – CURRENT FACILITIES AND SERVICES

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA	38,551	41,319	.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
FOSTER CITY	32,390	35,420	.7 SF/RESIDENT	23,708 SF
SAN CARLOS	29,449	34,290	.6 SF/RESIDENT	21,836 SF
BELMONT	26,748	29,990	.7 SF/RESIDENT	20,230 SF
MILLBRAE	22,898	30,430	.9 SF/RESIDENT	26,200 SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BRISBANE	4,541	5,263	1-1.3 SF/RESIDENT	(2,712 SF existing) 5-7,000 SF planned
EAST PALO ALTO	29,137	35,423	.2 SF/RESIDENT	7,680 SF
PORTOLA VALLEY	4,527	5,041	.8 SF/RESIDENT	4,000 SF
WOODSIDE	5,539	5,957	.8 SF/RESIDENT	4,800 SF

Note:

1 Based on projected population

2 Based on 2013 ABAG projections



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PACIFICA LIBRARIES OPPORTUNITIES

SYSTEM FACILITY STRATEGY

PACIFICA LIBRARIES- *targeted size*

	2014 POPULATION	2040 PROJECTED POPULATION	SF/RESIDENT*	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	.9 SF/RESIDENT	37,190 SF

*Based on 2040 projected population

.7-.9/SF single facility size = 28,900 – 37,190 SF

System Strategies that include Sanchez Library

Sanchez Library Strategies	Size
Existing (ADA & Deferred Maintenance)	4,000 SF
Community Room + Possible New Addition	TBD



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL SYSTEM LIBRARIES – RECOMMENDATION FOR PACIFICA

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA	38,551	41,319	.7-.9 SF/RESIDENT	28,900 – 37,190 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
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Note:

1 Based on projected population

2 Based on 2013 ABAG projections



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PACIFICA LIBRARIES OPPORTUNITIES

RECOMMENDED SYSTEM FACILITY STRATEGIES



STRATEGY A 1 LIBRARY — 1 LARCH BRANCH

SIZE

New Sharp Park	30,000-36,000 SF
Sanchez	~4,000 SF EXISTING TO BE RE-PURPOSED
TOTAL	30,000 – 36,000 SF



STRATEGY B 1 BRANCH — 1LARGE + 1 SMALL

SIZE

New Sharp Park	28,000-36,000 SF
Improved Sanchez	~4,000 SF EXISTING COMMUNITY ROOM + POSSIBLE NEW ADDITION TBD
TOTAL	~32,000 – 40,000 SF



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PACIFICA LIBRARIES OPPORTUNITIES

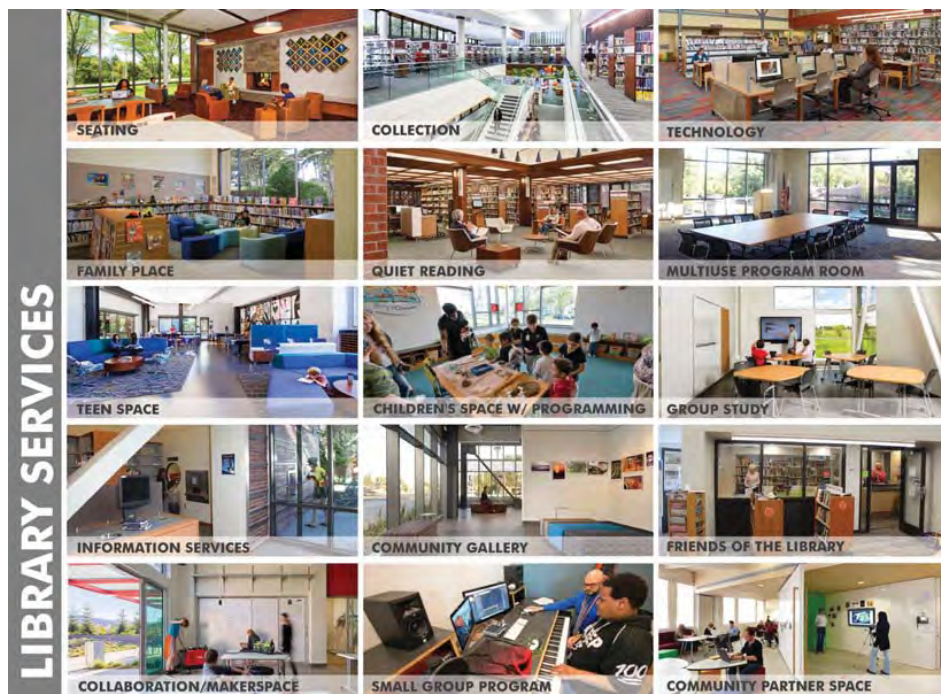
CONFIRM SYSTEM OPERATIONAL SCENARIOS — LARGE BRANCH SCENARIO

LIBRARY SERVICES

- Seating
- Collection
- Technology
- Family Place
- Quiet Reading
- Multiuse Program Room
- Teen Space
- Children's Space w/ Programming
- Group Study
- Information Services
- Community Gallery
- Friends of the Library
- Collaboration/Maker space
- Small Group Program
- Community Partner Space

OTHER...

- _____
- _____
- _____
- _____



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PACIFICA LIBRARIES OPPORTUNITIES

CONFIRM SYSTEM OPERATIONAL SCENARIOS – SMALL BRANCH SCENARIO

LIBRARY SERVICES

- Seating
- Collection
- Technology
- Family Place
- Reading
- Multi-use Program Room

INNOVATIONS

- Staffing Efficiencies
- Materials Vending
- Self Service
- 24/7 Lobby
- Flexible Building
- Independent Access

PARTNERS (Parks, Beaches, & Recreation)

- Multi-generational Programs & Services (children, teens, adults, & seniors)
- Community Space
- Community Programs

OTHER...

- _____
- _____



GROUP

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PACIFICA LIBRARIES OPPORTUNITIES

AGENDA

Call to Order

1. Approval of October 11, 2017 Meeting Minutes
2. Oral Communications
3. Introductory remarks from newly appointed City Manager, Kevin Woodhouse
4. Community Outreach Update
5. Site and System Options
 - Recommended Sites
 - Review Updated Models
 - Recommended System Facility Strategies
 - Confirm Operational Scenarios
6. Summary Report
7. Planned Outreach Activities and LAC participation
8. Discussion of website and public communication
9. Committee and staff communications

Adjourn



SUMMARY REPORT



December

- Ad Hoc Editing Committee – finalize summary report

January

- January 10, 2018 LAC – review final Draft
- Council Presentation- TBD



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PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

Call to Order

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Adjourn

**GROUP 4**

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WILLIAM LIM
ARCHITECT

TERESA ROM
ARCHITECT

TECHNICAL MEETING

PACIFICA LIBRARY

MEETING ON

10 May 2017

at Pacifica Planning Department

MINUTES**INVITED ATTENDEES**

Name	Initials	Attended	Company or Organization
Tina Wehrmeister	TW	X	City of Pacifica, Planning Director
Rob Smith	RS	X	City of Pacifica, Assistant Planner
Julie Finklang	JF	X	San Mateo County Library
Rachael McDonnell	RMD	X	San Mateo County Library
Dawn Merkes	DM	X	Group 4 Architecture Research + Planning
Andrea Gifford	AG	X	Group 4 Architecture Research + Planning
Dorsa Jalalian	DJ	X	Group 4 Architecture Research + Planning

DISTRIBUTION

Attendees

PURPOSE

- Project Updates

SCHEDULE

Technical Meeting	5/10/17 3:30-5:30 PM	Pacifica Planning Department
LAC Meeting	5/10/17 6:30-8:30 PM	Pacifica Council Chamber
Community Meeting	5/23/17 4:00-8:00 PM	IBL School Library

MINUTES

1. Review of Chambers Meeting
 - a. Positive community response on outreach approach
 - b. Recommend including a sign-in sheet
 - c. Recommend posting a link connecting Chambers website to project page on City website
2. Review of Outreach and Materials
 - a. City is updating website project page for legibility and connection to social media. Website review to be added to LAC Agenda
 - b. Upcoming LAC Meetings
 - i. Confirmed: June meeting scheduled for Sanchez Library; August, September, October meeting scheduled for Sharp Park Community Room
 - ii. July meeting – LAC to review/approve cancelation
 - iii. Recommend meeting promotion during outreach; invite public
 - c. Communications
 - i. Consultant needed for website/social media? Can City meet needs with an information management plan? Definition of project ambassador/liaison to be confirmed by LAC.



- ii. Recommend LAC members participate in a certain number of community outreach activities or promote efforts online
 - iii. Recommend adding a committee goal session for public outreach to June meeting
 - d. Outreach Stations
 - i. Next outreach round to capture community preference for sites
 - ii. Recommend improving association of site criteria on both site assessment boards
 - iii. Revise site analysis language to be more objective
 - iv. Review site titles, remove private site names
 - v. Library usage figures to be updated upon receipt of new data from SMCL
 - vi. Board 8 category updates
 - 1. Working Together – from Collaboratives
 - 2. Books, Music, and Movies – from Collection and Media
 - 3. Rooms for Community Use – from Program and Community Rooms
 - 4. Add Creative Studio
 - 5. Add Community Events
- 3. Possible Alternative Service Delivery
 - a. School/summer school programs – focus on learning activities
 - b. Bookmobile – visiting Fairmount and Community Center, provided parking
 - c. Pop Up Libraries – imagination playground van, small collection of books; currently active at Senior Center; can issue cards, place holds, check out items
 - d. Vehicles focusing on early literacy and maker space
 - e. Book bikes – outfitted with shelving units
 - f. Free libraries – one is currently located at the Resource Center
 - g. Vending machine – one at Millbrae not successful; no other machines or lockers in County system
 - h. Hold pick-up at IBL – currently used by teachers
- 4. Operational Options
 - a. Services possibly provided by 1 main library, 2 branches, 1+ alternative service delivery methods
 - b. Issue of serving both halves of city without duplicating services
 - c. Sanchez use: technology; laptop checkout/take home technology; story time; after school programs; DVDs; community programs (active book club)
- 5. Next Meeting
 - a. Early June, once data is collected to discuss other operational options and alternative service delivery.



These minutes were prepared on 23 May 2017.

Discussion of this meeting has been recorded as understood by the recorder noted below. If there are any omissions or corrections, please contact this office within 5 days. Unless notified to the contrary, these notes are assumed to be accurate.

GROUP 4 ARCHITECTURE, RESEARCH + PLANNING, INC.

Dorsa Jalalian

END



GROUP 4

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DANIEL LAROSSA
ARCHITECT

WILLIAM LIM
ARCHITECT

TERESA ROM
ARCHITECT

PMT MEETING PACIFICA LIBRARY

MEETING ON

29 June 2017
at Pacifica City Hall

MINUTES

INVITED ATTENDEES

Name	Initials	Attended	Company or Organization
Tina Wehrmeister	TW	X	City of Pacifica, Planning Director
Rachel McDonnell	RMD	X	San Mateo County Library
Dawn Merkes	DM	X	Group 4 Architecture Research + Planning
Dorsa Jalalian	DJ	X	Group 4 Architecture Research + Planning

MINUTES

1. Review of draft agenda for 2017 07 12 LAC

- i. Library site analysis- format
 - a. Review committee's initial site analysis and narrow down potential sites
 - b. Open study session with community
 - c. Close study session and finalize committee's recommendations
- ii. July 10 City Council study session- discussion
 - a. TW said that this was a placeholder based on preliminary discussions with the City Manager and may come off the agenda. TW to confirm.
- iii. Discussion of long-term schedule
 - a. Review the project schedule
 1. Upcoming meetings
 - a. Planning Commission study session
 - b. City Council study session
 - c. Community meeting
 2. Intercept kiosks
 3. City Council and Planning Commission study sessions
- iv. Update on community outreach
 - a. DM confirmed that an update on the outreach to date and the online survey would be presented.
- v. General comments
 - a. TW will be including a time limit for each item on the agenda. DM agreed.
 - b. TW/DM discussed including the Pacifica Beach Coalition representatives on the stakeholder's interview list to understand their perspective on sea level rise for sites near the ocean.
 - c. DJ to send community workshop and open house sign in sheets to TW.



- d. G4 to add a notation to the summary of outreach that intercept survey participants are queried if they are a resident.

2. Updates on site options

- i. Property owners
 - a. Eureka shopping center spaces are almost entirely rented. The City will probably not want to consider displacing viable businesses.
 - b. North Coast County Water has not followed up with the City since their initial correspondence, lack of response may indicate that they are not interested in entering into discussion with the City regarding their site.
 - c. G4 to follow-up with other site owners
- ii. Review of site option matrix
 - a. For the South sites, Sanchez remains the most viable option due to currently owned by the City, the capacity and it is an existing use.
 - b. TW mentioned the City's corporation yard needs to be relocated. TW will discuss the option of developing capacity analysis for the corporation yard at the sewer treatment plant site with the City Manager.
 - c. The Recology site does not have the necessary capacity.
 - d. G4 to revisit the City's parking lot option with consideration of closing the adjacent street.
 - e. G4 will develop further details on the shortlisted site options.
- iii. **System strategies** (Rachel McDonnell RMD joined the meeting via phone).
 - a. System Strategy slides
 - 1. DM reviewed the system strategies and the basis of the options
 - a. ABA needs assessment recommendation of more square footage needed for Pacifica libraries if there are two full-service branches.
 - 2. TW asked about the best time to start finance and funding discussion. DM replied the discussion should start now along with the site strategy analysis to develop a viable funding strategy for the recommendations.
 - 3. TW suggested sorting the service levels table by communities with comparable population, having Pacifica on top
- iv. Updates from SMCL
 - a. RMD to gather data on the number of Pacifica residents using other San Mateo County libraries.
 - b. RMD to request data on gate count for the days both libraries are open in Pacifica



- c. DM followed up on library survey kiosk. RMD confirmed there is only one device available which is currently in use at Millbrae. Kiosk to be set up in Pacifica when Millbrae was done. DM to follow up with dates of Millbrae kiosk coming down and send the dates to RMD. DJ to email the questions to RMD.
- d. RMD asked about a deadline to respond the inquiries mentioned above. DM responded ten days before the LAC meeting in August.
- e. Next Steps
- f. RMD to schedule a meeting in July when Anne-Marie returns, to discuss system strategies in more detail.

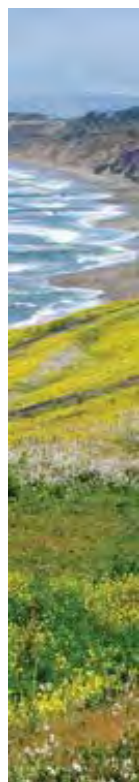
These minutes were prepared on 6 July 2017.

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GROUP 4 ARCHITECTURE, RESEARCH + PLANNING, INC.

Dorsa Jalalian

END



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Technical Meeting

June 29, 2017



San Mateo
County
Libraries

AGENDA

1. **Reporting on outreach input to date**
2. Preliminary analysis of potential library sites
3. Preliminary review of updated planning standards & needs assessment
4. Adjourn



ROUND 1 OUTREACH EVENTS

- 5/10 LAC Meeting 10 PARTICIPANTS
- 5/23 IBL School Kiosk 160 PARTICIPANTS
- 5/23 Community Open House 40 PARTICIPANTS
- 5/23 Community Workshop 01
- 5/24 Farmers Market Kiosk 60 PARTICIPANTS
- 6/12 Online Survey NOW ACTIVATED
- 6/13 Senior Lunch Program ~20 PARTICIPANTS
- 6/18 Kops and Kids Festival ~120 PARTICIPANTS
- 7/04 4th of July

~410 PARTICIPANTS TO DATE



6.29.17

PACIFICA LIBRARIES OPPORTUNITIES

HOPES AND GOALS FOR PACIFICA LIBRARIES



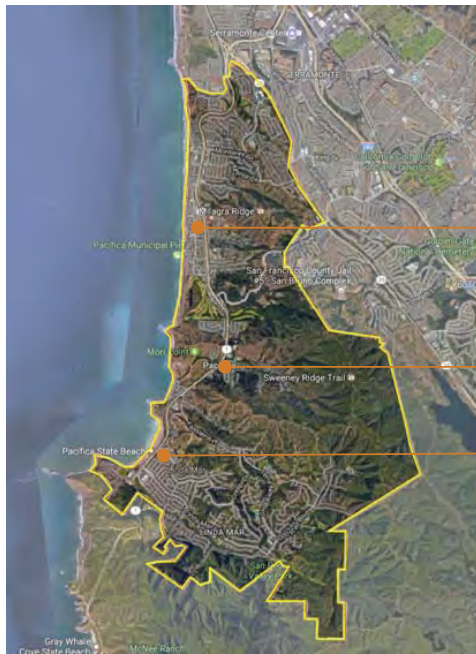
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6.29.17

PACIFICA LIBRARIES OPPORTUNITIES

POTENTIAL LIBRARY SITES



New Library site options brought up by the community include:

IBL Library

School District Headquarter

Self Storage at Crespi Dr.

- CITY OWNED**
 - 1 CITY HALL SITE
Santa Maria Ave. & Francisco Blvd.
 - 2 BEACH BLVD SITE
Beach Blvd. & Montecito Ave.
 - 3 SHARP PARK LIBRARY
Hilton Way & Palmetto Ave.
 - 4 PARKING LOT
Francisco Blvd. & Solador Ave.
 - 5 CORP YARD
NE corner of Oceana Blvd. & Millagra Dr.
- SCHOOL DISTRICT***
 - 6 OCEANA HS
Oceana Blvd. & Palmetto Ave.
- PRIVATE SITE***
 - 7 PUBLIC AGENCY
Clarendon Rd. & Francisco Blvd.
 - 8 SHOPPING CENTER
Eureka Dr. & Oceana Blvd.
 - 9 SOUTH OF GORILLA BBQ
2145 Cabrillo Hwy.
 - 10 PUBLIC AGENCY
Pacific Ave & Palmetto Ave.
- OTHERS***
 - 11 FAIRWAY PARK
East of Coast Hwy. North of Police Station and Ordeal Farms (HPS)



- CITY OWNED**
 - 12 SANCHEZ LIBRARY
Santa Maria Blvd.
 - 13 COMMUNITY CENTER
14th Street Dr.
- SCHOOL DISTRICT***
 - 14 ODDSTAD ELEMENTARY SCHOOL
Oakland Blvd.
- PRIVATELY OWNED***
 - 15 SHOPPING CENTER
Santa Maria Blvd. & Alvarado Dr.
 - 16 SHOPPING CENTER
Coast Hwy. & Linda Mar Blvd.
 - 17 QUARRY
Cabrillo Hwy. & Santa Maria Hwy.
 - 18 THE "ROCK"
Cabrillo Hwy. & Pacific Ave.
 - 19 SHOPPING CENTER
Adelle Dr. & Linda Mar Blvd.

SITE COMMENTS INCLUDED:

- Concern was expressed regarding the Beach Blvd. Site due to the potential sea level rise (~5).
- Investigate the opportunity to partner with school districts on using existing library resources.



GROUP 4

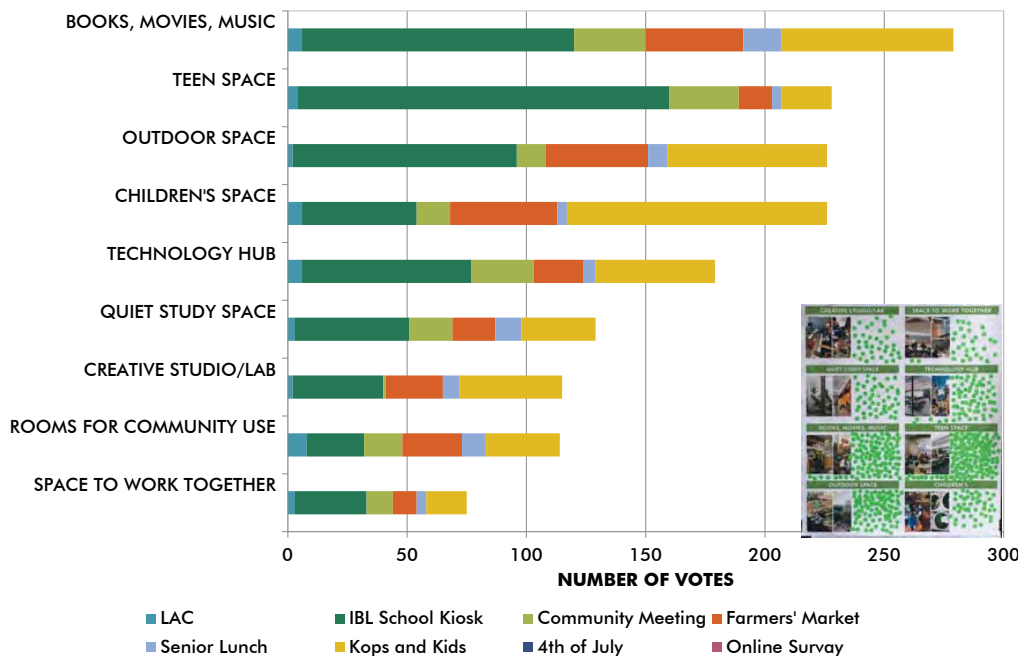
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PACIFICA LIBRARIES OPPORTUNITIES

COMMUNITY SPACES

Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED A TEEN SPACE; BOOKS, MOVIES, MUSIC; AND OUTDOOR SPACES.

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN CHILDREN'S SPACE; OUTDOOR SPACE; AND BOOKS, MOVIES, MUSIC.

THE COMMUNITY MEETING YIELDED TOP VOTES FOR BOOKS, MOVIES, MUSIC; TEEN SPACE; AND TECHNOLOGY HUB.

AT KOPS AND KIDS, PARTICIPANTS PRIORITIZED CHILDREN'S SPACE; BOOKS, MOVIES, MUSIC; AND OUTDOOR SPACE.

EARLY RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN SPACES FOR BOOKS, MOVIES, MUSIC; YOUTH PROGRAMS (INCLUDING CHILDREN'S SPACE AND TEEN'S); TECHNOLOGY HUB; AND ACCESS TO OUTDOOR SPACES.

A CAFE CONCESSION WAS A POPULAR WRITE IN RESPONSE UNDER THE OTHERS CATEGORY.



GROUP 4

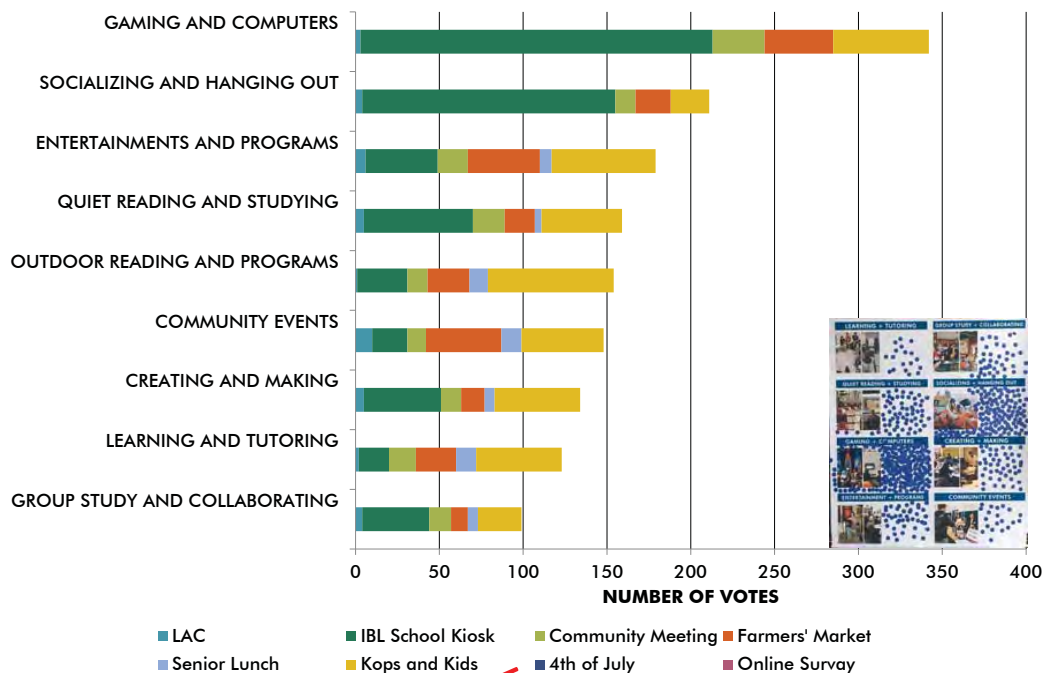
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PACIFICA LIBRARIES OPPORTUNITIES

COMMUNITY ACTIVITIES

Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED **GAMING AND COMPUTERS**, **SOCIALIZING AND HANGING OUT**, AND **QUIET READING AND STUDYING**.

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN **COMMUNITY EVENTS**, **ENTERTAINMENTS AND PROGRAMS**, AND **GAMING AND COMPUTERS**.

THE COMMUNITY MEETING YIELDED TOP VOTES FOR **GAMING AND COMPUTERS**, **ENTERTAINMENT AND PROGRAMS**, AND **QUIET READING AND STUDYING**.

AT KOPS AND KIDS, PARTICIPANTS PRIORITIZED **OUTDOOR READING AND PROGRAMS**; **ENTERTAINMENT AND PROGRAMS**; AND **GAMING AND COMPUTERS**.

EARLY RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN **GAMING AND COMPUTERS**, **ENTERTAINMENT AND PROGRAMS**, AND **QUIET READING AND STUDYING**.



GROUP A

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6.29.17

PACIFICA LIBRARIES OPPORTUNITIES

EXISTING LIBRARIES ANALYSIS

LIKES

- Location (Serving seniors and families)
- Outdoor space + garden
- Architecture
- Children's program
- Well organized
- Cozy
- Beautiful view

DISLIKES

- Inadequate space
- Small collection
- Inadequate and outdated computers
- Noisy children's space
- Limited hours
- Not a diverse collection
- Traffic and parking impacts

SANCHEZ LIBRARY

YEAR BUILT: 1981 AREA: 4,500 SF



WHY + HOW DO YOU USE SANCHEZ LIBRARY?



GROUP A

DRAFT

6.29.17

PACIFICA LIBRARIES OPPORTUNITIES

EXISTING LIBRARIES ANALYSIS

LIKES

- Location (Convenient for commuters)
- Staff
- Easy to order and pick-up books
- Programs
- New technology (3d printer)
- Children’s space and program
- Community room

DISLIKES

- Inadequate space
- Small collection
- No easy access for persons with disabilities (Steep)
- Noise
- Parking
- Not good for browsing
- Limited hours

SHARP PARK LIBRARY

YEAR BUILT: 1964 AREA: 7,300 SF



WHY + HOW DO YOU USE SHARP PARK LIBRARY?



GROUP

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6.29.17

PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

1. Reporting on outreach input to date
2. Preliminary analysis of potential library sites
3. Preliminary review of updated planning standards & needs assessment
4. Adjourn

PACIFICA LIBRARY EVALUATION CRITERIA

DRAFT

PREREQUISITES

FUNCTIONALITY

Library facility(ies) will prioritize functional design and inherent flexibility to best serve community, support operational efficiency, and organize materials now and well into the future.

SUSTAINABILITY

Sustainability, both environmental and operational, will be fundamental in the location and design of the new library. The building must function efficiently and responsibly to minimize on-going costs and environmental impact.

EVALUATION CRITERIA

ACCESSIBILITY

Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?

SITE CAPACITY

Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?

COSTS

What are the total development costs? Costs include land acquisition, site infrastructure (sewer, water, power, roads), site entitlement costs (CEQA, California Coastal Commission), site and building construction costs, and potential relocation costs for existing uses.

AVAILABILITY

Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?

ECONOMIC IMPACT

What potential is there for the new library to act as a catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid the economic goals of the City?

SYNERGY/CONNECTIVITY

Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?

ENVIRONMENT

Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements?



GROUP 4

6.29.17

PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

	CITY OWNED	SCHOOL DISTRICT	PRIVATE	FEDERAL LAND						
EVALUATION CRITERIA	CITY HALL SITE	BEACH BLVD SITE	SHARP PARK LIBRARY	PARKING LOT	CORP YARD	OCEANA HIGH SCHOOL	SCHOOL DISTRICT HQ	IBL LIBRARY		
	SANTA MARIA AVE. & FRANCISCO BLVD.	BEACH BLVD. & MONTECITO AVE.	HILTON WAY & PALMETTO AVE.	FRANCISCO BLVD. & SALADA AVE.	NE CORNER OF OCEANA BLVD & MILAGRA DR.	OCEANA BLVD. & PALOMA AVE.	375 REINA DEL MAR	1427 PALMETTO AVE		
SITE AREA	28,000 SF	18,000-77,000 SF	31,000 SF	13,000 SF	34,500 SF	46,000 SF	81,600/208,000 SF	5,000 SF		
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	1	<input type="radio"/>		
SITE CAPACITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>		
COSTS	\$\$\$	\$\$	\$	\$\$	\$\$\$	\$\$\$	\$\$\$	\$		
Land										
Infrastructure										
Entitlements	\$	\$		\$	\$	\$	\$	\$		
Construction Costs	\$	\$	\$	\$	\$	\$	\$	\$		
Relocation Costs	\$				\$					
AVAILABILITY						TBD	TBD	TBD		
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		



GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

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PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

<div> <div></div> CITY OWNED <div></div> SCHOOL DISTRICT <div></div> PRIVATE <div></div> FEDERAL LAND </div>					
    					
EVALUATION CRITERIA 1 = POOR 2 = FAIR 3 = EXCELLENT	PUBLIC AGENCY CLARENDON RD. & FRANCISCO BLVD.	SHOPPING CENTER (2 SITES) EUREKA DR. & OCEANA BLVD.	SOUTH OF GORILLA BBQ 2145 CABRILLO HWY.	PUBLIC AGENCY PACIFIC AVE. & PALMETTO AVE.	FAIRWAY PARK EAST OF COAST HWY. NORTH OF POLICE STATION
SITE AREA	36,000 SF	19,700/216,000 SF	34,000/118,000 SF	10,000 SF	130,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	1	<input type="radio"/>	1
SITE CAPACITY <small>Building Parking</small>	<input type="radio"/>	?	<input type="radio"/>	X	<input type="radio"/>
COSTS	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$
Land	\$	\$	\$	\$	\$
Infrastructure	\$	\$	\$	\$	\$
Entitlements	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$
AVAILABILITY	TBD	TBD	TBD	TBD	TBD
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div> <div></div> CITY OWNED <div></div> SCHOOL DISTRICT <div></div> PRIVATE <div></div> FEDERAL LAND </div>			
  			
EVALUATION CRITERIA 1 = POOR 2 = FAIR 3 = EXCELLENT	SANCHEZ LIBRARY TERRA NOVA BLVD.	COMMUNITY CENTER 540 CRESPI DR.	ODDSTAD ELEMENTARY SCHOOL ODDSTAD BLVD.
SITE AREA	116,000 SF	204,000 SF	511,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SITE CAPACITY <small>Building Parking</small>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
COSTS	\$	\$\$	\$\$
Land			
Infrastructure			
Entitlements		\$	\$
Construction Costs	\$	\$	\$
Relocation Costs			
AVAILABILITY			TBD
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

● CITY OWNED
● SCHOOL DISTRICT
● PRIVATE
● FEDERAL LAND



EVALUATION CRITERIA	SHOPPING CENTER 1	SHOPPING CENTER 2	QUARRY	THE "ROCK"	SHOPPING CENTER 3	SELF STORAGE
	TERRA NOVA BLVD. & ODDSTAD BLVD.	COAST HWY. & LINDA MAR BLVD.	CABRILLO HWY. & SAN MARLO WAY	CABRILLO HWY. & FASSLER AVE	ADOBE DR. & LINDA MAR BLVD.	CRESPI DR.
1 = POOR 2 = FAIR 3 = EXCELLENT						
SITE AREA	93,000/263,000 SF	511,000 SF	426,000 SF	150,000 SF	23,600 SF	42,000/136,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SITE CAPACITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
COSTS	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$
Land	\$	\$	\$	\$	\$	\$
Infrastructure	\$	\$	\$	\$	\$	\$
Entitlements	\$	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$	\$
AVAILABILITY	TBD	TBD	TBD	TBD	TBD	TBD
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



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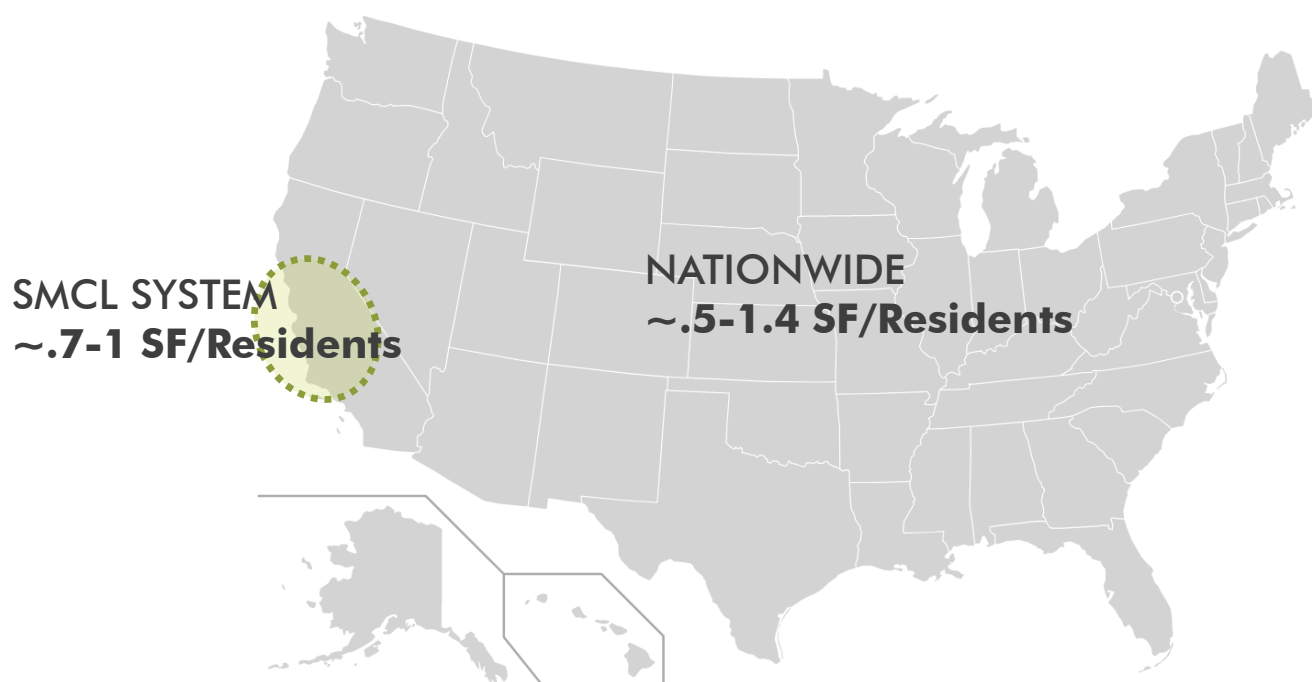
PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

1. Reporting on outreach input to date
2. Preliminary analysis of potential library sites
3. Preliminary review of updated planning standards & needs assessment
4. Adjourn

LIBRARY PLANNING STANDARDS



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL SYSTEM LIBRARIES

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BELMONT	26,748	29,990	.7 SF/RESIDENT	20,230 SF
BRISBANE	4,541	5,263	1-1.3 SF/RESIDENT	(2,712 SF existing) 5-7,000 SF planned
EAST PALO ALTO	29,137	35,423	.2 SF/RESIDENT	7,680 SF
FOSTER CITY	32,390	35,420	.7 SF/RESIDENT	23,708 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
MILLBRAE	22,898	30,430	.9 SF/RESIDENT	26,200 SF
PACIFICA	38,551	41,319	.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
PORTOLA VALLEY	4,527	5,041	.8 SF/RESIDENT	4,000 SF
SAN CARLOS	29,449	34,290	.6 SF/RESIDENT	21,836 SF
WOODSIDE	5,539	5,957	.8 SF/RESIDENT	4,800 SF

Note:

1 Based on projected population

2 Based on 2013 ABAG projections



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PACIFICA LIBRARIES OPPORTUNITIES

SMCL SERVICE LEVELS

CITY	2015 POPULATION	CURRENT LIBRARY SIZE	2015-16 PROGRAM ATTENDANCE	2015-16 LIBRARY VISITORS	2015-16 TOTAL CIRCULATION
ATHERTON	6,935	4,790 SF	17,845	73,766	93,991
BELMONT	26,748	20,230 SF	64,558	391,258	460,130
BRISBANE	4,541	2,712 SF	8,285	50,106	63,950
EAST PALO ALTO	29,137	7,680 SF	35,041	161,757	70,760
FOSTER CITY	32,390	23,708 SF	39,168	356,277	747,560
HALF MOON BAY	12,051 + county 25,544 service population	7,825 SF	30,185	170,426	296,222
MILLBRAE	22,898	26,200 SF	37,870	362,739	479,466
PACIFICA	38,551	6,080 + 4,444 = 10,524 SF	21,861	159,460	278,222
PORTOLA VALLEY	4,527	4,000 SF	14,146	119,215	111,967
SAN CARLOS	29,449	21,836 SF	35,243	388,092	520,249
WOODSIDE (closed for 9 month of the year)	5,539	4,800 SF	4,110	13,211	31,630

CURRENT LIBRARY SERVICE LEVELS

	SHARP PARK	SANCHEZ	TOTAL
CIRCULATION COLLECTION	137,521	140,701	278,222 81,125 BOOKS + MEDIA
PATRON WALK-IN COUNT TOTAL	95,743 (60%)	63,717 (40%)	159,460
PATRON WALK-IN COUNT WHEN BOTH LIBRARIES ARE OPEN AT THE SAME TIME			
PROGRAMS	406 (53%)	356 (47%)	762
PROGRAM ATTENDANCE	12,976 (60%)	8,885 (40%)	21,861 60 SEATS / 1 ROOM
COMPUTER HOURS/SESSIONS	11,916 (60%)	7,805 (40%)	19,721 21 WORKSTATIONS

PACIFICA LIBRARIES- *targeted size?*

Option 1: target based on SMCL current range of sf/capita

	2014 POPULATION	2035 POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	.9 SF/RESIDENT	37,190 SF

Option 2: Based on ABA 2011 Needs Assessment

Previously recommended SF from ABA's Pacifica Library Needs Assessment.	2010 SERVICE POPULATION	2030 SERVICE POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
TWO BRANCHES	42,254	45,496	.96 SF/RESIDENT	43,750 SF
Branch 1:				23,000 gsf
Branch 2:				20,750 gsf



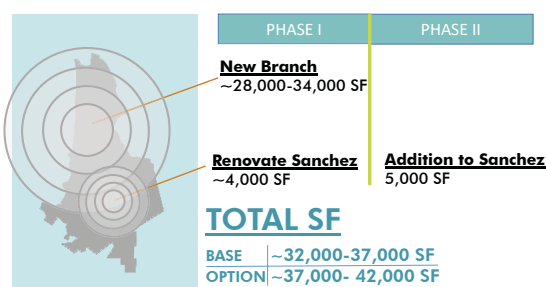
GROUP 4

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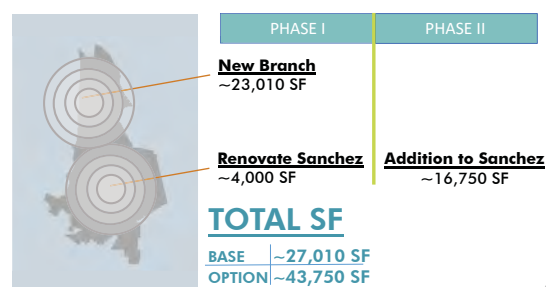
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PACIFICA LIBRARIES OPPORTUNITIES

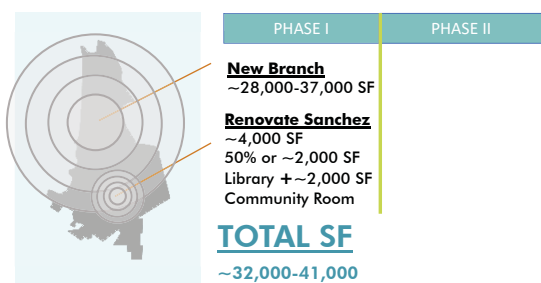
SYSTEM STRATEGIES



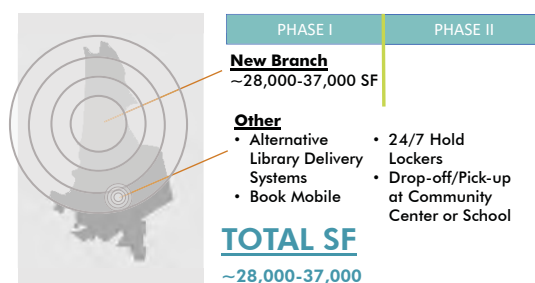
STRATEGY 1



STRATEGY 2



STRATEGY 3



STRATEGY 4



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PACIFICA LIBRARIES OPPORTUNITIES

CURRENT AND PROPOSED SERVICE LEVELS

	CURRENT LIBRARIES	NEW LIBRARY(IES)	CURRENT BEST PLANNING PRACTICE
POPULATION	38,551	39,700	
COLLECTION	81,125 BOOKS + MEDIA 2.1 VOLUMES PER CAPITA		
	69,600 BOOKS + MEDIA Adjusted for redundancy 1.8 VOLUMES PER CAPITA		
SEATING	84 SEATS 2 SEATS PER 1,000 PEOPLE		

CURRENT AND PROPOSED SERVICE LEVELS

	CURRENT LIBRARIES	NEW LIBRARY(IES)	CURRENT BEST PLANNING PRACTICE
GROUP STUDY/ COLLABORATION SPACE	0 SEATS / 0 ROOMS		
PUBLIC COMPUTERS	21 WORKSTATIONS 0.5 COMPUTERS PER 1,000 PEOPLE		
TEEN SPACE	150 SF (shared with magazine browsing)		
DIGITAL LAB	0 SF		
COMMUNITY MEETING ROOMS	60 SEATS / 1 ROOM		
CHILDREN'S PROGRAMMING (DESIGNATED)	0 SEATS		
SQUARE FEET OF BUILDING SPACE	10,524 SF*		
	0.3 SF PER CAPITA		
SHARP PARK = 6,080 SF SANCHEZ = 4,444 SF			



AGENDA

1. Reporting on outreach input to date
2. Preliminary analysis of potential library sites
3. Preliminary review of updated planning standards & needs assessment
4. Adjourn



GROUP 4

ARCHITECTURE
RESEARCH +
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ARCHITECT

JILL EYRES
ARCHITECT

DANIEL LAROSSA
ARCHITECT

WILLIAM LIM
ARCHITECT

TERESA ROM
ARCHITECT

TECHNICAL MEETING PACIFICA LIBRARY

MEETING ON

12 July 2017
At San Mateo County Library

INVITED ATTENDEES

Name	Initials	Attended	Company or Organization
Tina Wehrmeister	TW	X	City of Pacifica, Planning Director
Julie Finklang	JF	X	San Mateo County Library
Rachel McDonnell	RMD	X	San Mateo County Library
Anne-Marie Despain	AD	X	San Mateo County Library
Dawn Merkes	DM	X	Group 4 Architecture Research + Planning
Dorsa Jalalian	DJ	X	Group 4 Architecture Research + Planning

MINUTES

1. Stakeholder meeting

- i. G4 shared with the committee the main points from the stakeholder meeting with Stan Zeavin and Margaret Goodale.
 - a. The Stakeholders shared concern over the Beach Blvd site's vulnerability to flooding over the next 50-100 years.
 - b. The Stakeholders voiced concern about the Beach Blvd site and the long-term cost of replenishing the beach and maintaining the sea wall.
 - c. The Stakeholders also discussed the Sharp Park site viability
- ii. AD to follow-up with Stan Zeavin and Margaret Goodale to discuss the library site size and system strategies.

2. Preliminary review of updated planning standards & needs assessment

- i. DM reviewed the system strategies and the different site options with the committee.
- ii. G4 reviewed the Service levels table with the committee.
 - a. It was agreed that the table should be sorted by communities with comparable populations and Pacifica's information should be on top.
 - b. TW expressed concern over how the Service Level table showed low library usage of Pacificans. She felt this misrepresents the need for a new library.
 1. DM responded to TW's concern explaining that many Pacifica residents are using other San Mateo County libraries- reinforcing the need for the City's own library. G4 will coordinate with SMCL and incorporate this information into the table.
 - c. AD suggested fading out some of the information on the table for better communication

MINUTES



3. SMCL to gather data on gate count for the days both libraries are open in Pacifica.
4. AD Suggested adding a slide on hours and operation.

These minutes were prepared on 6 July 2017.

Discussion of this meeting has been recorded as understood by the recorder noted below. If there are any omissions or corrections, please contact this office within 5 days. Unless notified to the contrary, these notes are assumed to be accurate.

GROUP 4 ARCHITECTURE, RESEARCH + PLANNING, INC.

Dorsa Jalalian

END



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Technical Meeting

July 12, 2017



San Mateo
County
Libraries



AGENDA

1. **Preliminary analysis of potential library sites**
2. Preliminary review of updated planning standards & needs assessment
3. Adjourn

PACIFICA LIBRARY EVALUATION CRITERIA

DRAFT

PREREQUISITES

FUNCTIONALITY

Library facility(ies) will prioritize functional design and inherent flexibility to best serve community, support operational efficiency, and organize materials now and well into the future.

SUSTAINABILITY

Sustainability, both environmental and operational, will be fundamental in the location and design of the new library. The building must function efficiently and responsibly to minimize on-going costs and environmental impact.

EVALUATION CRITERIA

ACCESSIBILITY

Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?

SITE CAPACITY

Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?

COSTS

What are the total development costs? Costs include land acquisition, site infrastructure (sewer, water, power, roads), site entitlement costs (CEQA, California Coastal Commission), site and building construction costs, and potential relocation costs for existing uses.

AVAILABILITY

Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?

ECONOMIC IMPACT

What potential is there for the new library to act as a catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid the economic goals of the City?

SYNERGY/CONNECTIVITY

Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?

ENVIRONMENT

Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements?



GROUP 4

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

	CITY HALL SITE	BEACH BLVD SITE	SHARP PARK LIBRARY	PARKING LOT	CORP YARD	OCEANA HIGH SCHOOL	SCHOOL DISTRICT HQ	IBL LIBRARY
	SANTA MARIA AVE. & FRANCISCO BLVD.	BEACH BLVD. & MONTECITO AVE.	HILTON WAY & PALMETTO AVE.	FRANCISCO BLVD. & SALADA AVE.	NE CORNER OF OCEANA BLVD & MILAGRA DR.	OCEANA BLVD. & PALOMA AVE.	375 REINA DEL MAR	1427 PALMETTO AVE
SITE AREA	28,000 SF	18,000-77,000 SF	31,000 SF	13,000 SF	34,500 SF	46,000 SF	81,600/208,000 SF	5,000 SF
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>
SITE CAPACITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
COSTS	\$\$\$	\$\$	\$	\$\$	\$\$\$	\$\$\$	\$\$\$	\$
Land								
Infrastructure								
Entitlements	\$	\$		\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$	\$	\$	\$
Relocation Costs	\$				\$		\$	
AVAILABILITY						TBD	TBD	TBD
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>



GROUP 4

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

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PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

<div> <div> <div></div> CITY OWNED <div></div> SCHOOL DISTRICT <div></div> PRIVATE <div></div> FEDERAL LAND </div> <div> </div> </div>						
EVALUATION CRITERIA	PUBLIC AGENCY	SHOPPING CENTER (2 SITES)	SOUTH OF GORILLA BBQ	PUBLIC AGENCY	FAIRWAY PARK	
1 = POOR 2 = FAIR 3 = EXCELLENT	CLARENDON RD. & FRANCISCO BLVD.	EUREKA DR. & OCEANA BLVD.	2145 CABRILLO HWY.	PACIFIC AVE. & PALMETTO AVE.	EAST OF COAST HWY. NORTH OF POLICE STATION	
SITE AREA	36,000 SF	19,700/216,000 SF	34,000/118,000 SF	10,000 SF	130,000 SF	
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/> 1	<input type="radio"/>	<input checked="" type="radio"/> 1	
SITE CAPACITY	<input type="radio"/> Building <input type="radio"/> Parking	<input checked="" type="radio"/> ?	<input type="radio"/>	<input checked="" type="radio"/> X	<input type="radio"/>	
COSTS	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	
Land	\$	\$	\$	\$	\$	
Infrastructure			\$		\$	
Entitlements	\$	\$	\$	\$	\$	
Construction Costs	\$	\$	\$	\$	\$	
Relocation Costs	\$	\$		\$	\$	
AVAILABILITY	TBD	TBD	TBD	TBD	TBD	
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	



GROUP A

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7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div> <div> <div></div> CITY OWNED <div></div> SCHOOL DISTRICT <div></div> PRIVATE <div></div> FEDERAL LAND </div> <div> </div> </div>				
EVALUATION CRITERIA	SANCHEZ LIBRARY	COMMUNITY CENTER	ODDSTAD ELEMENTARY SCHOOL	
1 = POOR 2 = FAIR 3 = EXCELLENT	TERRA NOVA BLVD.	540 CRESPI DR.	ODDSTAD BLVD.	
SITE AREA	116,000 SF	204,000 SF	511,000 SF	
ACCESSIBILITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
SITE CAPACITY	<input type="radio"/> Building <input type="radio"/> Parking	<input type="radio"/>	<input type="radio"/>	
COSTS	\$	\$\$	\$\$	
Land				
Infrastructure				
Entitlements		\$	\$	
Construction Costs	\$	\$	\$	
Relocation Costs				
AVAILABILITY			TBD	
ECONOMIC IMPACT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
SYNERGY/CONNECTIVITY	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
ENVIRONMENT	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	



GROUP A

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7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARY EVALUATION MATRIX

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

CITY OWNED

SCHOOL DISTRICT

PRIVATE

FEDERAL LAND



EVALUATION CRITERIA	SHOPPING CENTER 1	SHOPPING CENTER 2	QUARRY	THE "ROCK"	SHOPPING CENTER 3	SELF STORAGE
1 = POOR 2 = FAIR 3 = EXCELLENT	TERRA NOVA BLVD. & ODDSTAD BLVD.	COAST HWY & LINDA MAR BLVD.	CABRILLO HWY. & SAN MARLO WAY	CABRILLO HWY. & FASSLER AVE	ADOBE DR. & LINDA MAR BLVD.	CRESPI DR.
SITE AREA	93,000/263,000 SF	511,000 SF	426,000 SF	150,000 SF	23,600 SF	42,000/136,000 SF
ACCESSIBILITY						
SITE CAPACITY						
COSTS	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$
Land	\$	\$	\$	\$	\$	\$
Infrastructure	\$	\$	\$	\$	\$	\$
Entitlements	\$	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$	\$
AVAILABILITY	TBD	TBD	TBD	TBD	TBD	TBD
ECONOMIC IMPACT						
SYNERGY/CONNECTIVITY						
ENVIRONMENT						

GROUP

7.12.17

PACIFICA LIBRARIES OPPORTUNITIES

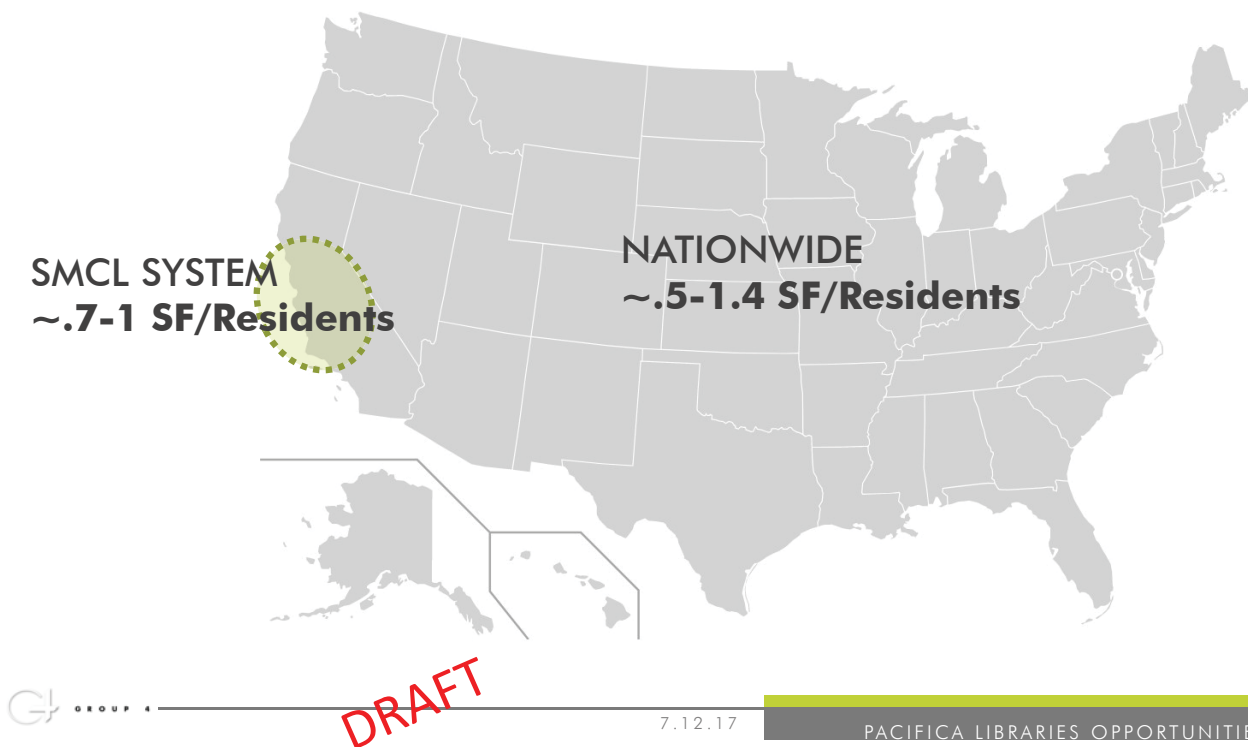
DRAFT



AGENDA

1. Preliminary analysis of potential library sites
2. Preliminary review of updated planning standards & needs assessment
3. Adjourn

LIBRARY PLANNING STANDARDS



SMCL SYSTEM LIBRARIES

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BELMONT	26,748	29,990	.7 SF/RESIDENT	20,230 SF
BRISBANE	4,541	5,263	1-1.3 SF/RESIDENT	(2,712 SF existing) 5-7,000 SF planned
EAST PALO ALTO	29,137	35,423	.2 SF/RESIDENT	7,680 SF
FOSTER CITY	32,390	35,420	.7 SF/RESIDENT	23,708 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
MILLBRAE	22,898	30,430	.9 SF/RESIDENT	26,200 SF
PACIFICA	38,551	41,319	.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
PORTOLA VALLEY	4,527	5,041	.8 SF/RESIDENT	4,000 SF
SAN CARLOS	29,449	34,290	.6 SF/RESIDENT	21,836 SF
WOODSIDE	5,539	5,957	.8 SF/RESIDENT	4,800 SF

Note:

¹ Based on projected population² Based on 2013 ABAG projections

SMCL SERVICE LEVELS

CITY	2015 POPULATION	CURRENT LIBRARY SIZE	2015-16 PROGRAM ATTENDANCE	2015-16 LIBRARY VISITORS	2015-16 TOTAL CIRCULATION
ATHERTON	6,935	4,790 SF	17,845	73,766	93,991
BELMONT	26,748	20,230 SF	64,558	391,258	460,130
BRISBANE	4,541	2,712 SF	8,285	50,106	63,950
EAST PALO ALTO	29,137	7,680 SF	35,041	161,757	70,760
FOSTER CITY	32,390	23,708 SF	39,168	356,277	747,560
HALF MOON BAY	12,051 + county 25,544 service population	7,825 SF	30,185	170,426	296,222
MILLBRAE	22,898	26,200 SF	37,870	362,739	479,466
PACIFICA	38,551	6,080 + 4,444 = 10,524 SF	21,861	159,460	278,222
PORTOLA VALLEY	4,527	4,000 SF	14,146	119,215	111,967
SAN CARLOS	29,449	21,836 SF	35,243	388,092	520,249
WOODSIDE (closed for 9 month of the year)	5,539	4,800 SF	4,110	13,211	31,630



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PACIFICA LIBRARIES OPPORTUNITIES

CURRENT LIBRARY SERVICE LEVELS

	SHARP PARK	SANCHEZ	TOTAL
CIRCULATION COLLECTION	137,521	140,701	278,222 81,125 BOOKS + MEDIA
PATRON WALK-IN COUNT TOTAL	95,743 (60%)	63,717 (40%)	159,460
PATRON WALK-IN COUNT WHEN BOTH LIBRARIES ARE OPEN AT THE SAME TIME			
PROGRAMS	406 (53%)	356 (47%)	762
PROGRAM ATTENDANCE	12,976 (60%)	8,885 (40%)	21,861 60 SEATS / 1 ROOM
COMPUTER HOURS/SESSIONS	11,916 (60%)	7,805 (40%)	19,721 21 WORKSTATIONS



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PACIFICA LIBRARIES OPPORTUNITIES

PACIFICA LIBRARIES- *targeted size?*

Option 1: target based on SMCL current range of sf/capita

	2014 POPULATION	2035 POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	.9 SF/RESIDENT	37,190 SF

Option 2: Based on ABA 2011 Needs Assessment

Previously recommended SF from ABA's Pacifica Library Needs Assessment.	2010 SERVICE POPULATION	2030 SERVICE POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
TWO BRANCHES	42,254	45,496	.96 SF/RESIDENT	43,750 SF
Branch 1:				23,000 gsf
Branch 2:				20,750 gsf



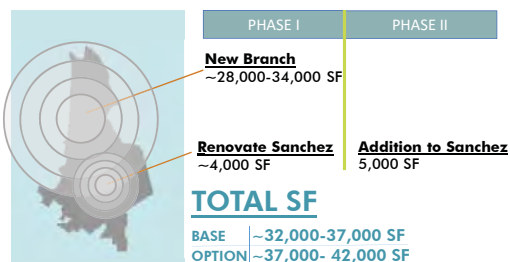
GROUP 4

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PACIFICA LIBRARIES OPPORTUNITIES

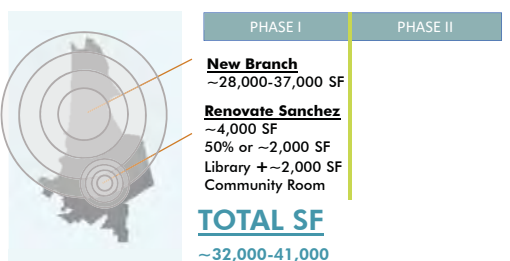
SYSTEM STRATEGIES



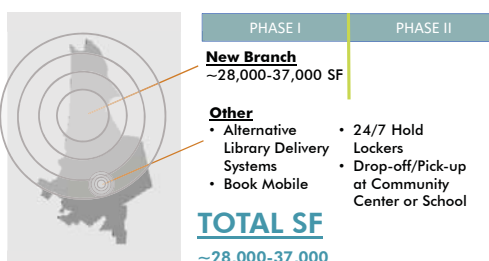
STRATEGY 1



STRATEGY 2



STRATEGY 3



STRATEGY 4



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PACIFICA LIBRARIES OPPORTUNITIES

CURRENT AND PROPOSED SERVICE LEVELS

	CURRENT LIBRARIES	NEW LIBRARY(IES)	CURRENT BEST PLANNING PRACTICE
POPULATION	38,551	39,700	
COLLECTION	81,125 BOOKS + MEDIA		
	2.1 VOLUMES PER CAPITA		
	69,600 BOOKS + MEDIA Adjusted for redundancy		
	1.8 VOLUMES PER CAPITA		
SEATING	84 SEATS		
	2 SEATS PER 1,000 PEOPLE		



GROUP

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PACIFICA LIBRARIES OPPORTUNITIES

CURRENT AND PROPOSED SERVICE LEVELS

	CURRENT LIBRARIES	NEW LIBRARY(IES)	CURRENT BEST PLANNING PRACTICE
GROUP STUDY/ COLLABORATION SPACE	0 SEATS / 0 ROOMS		
PUBLIC COMPUTERS	21 WORKSTATIONS		
	0.5 COMPUTERS PER 1,000 PEOPLE		
TEEN SPACE	150 SF (shared with magazine browsing)		
DIGITAL LAB	0 SF		
COMMUNITY MEETING ROOMS	60 SEATS / 1 ROOM		
CHILDREN'S PROGRAMMING (DESIGNATED)	0 SEATS		
SQUARE FEET OF BUILDING SPACE	10,524 SF*		
	0.3 SF PER CAPITA		
SHARP PARK = 6,080 SF SANCHEZ = 4,444 SF			



GROUP

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PACIFICA LIBRARIES OPPORTUNITIES



AGENDA

1. Preliminary analysis of potential library sites
2. Preliminary review of updated planning standards & needs assessment
3. Adjourn

**GROUP 4**

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ARCHITECT

TECHNICAL MEETING

PACIFICA LIBRARY

MEETING ON

11 September 2017

At San Mateo County Library

INVITED ATTENDEES

Name	Initials	Attended	Company or Organization
Tina Wehrmeister	TW	X	City of Pacifica, Planning Director
Julie Finklang	JF	X	San Mateo County Library
Rachel McDonnell	RMD	X	San Mateo County Library
Anne-Marie Despain	AD	X	San Mateo County Library
Dawn Merkes	DM	X	Group 4 Architecture Research + Planning
Dorsa Jalalian	DJ	X	Group 4 Architecture Research + Planning

MINUTES**1. Site Options**

- i. In “availability” section, use question mark or “TBD”

2. System Strategies

- i. SMCL system libraries
 - a. Table should be sorted by communities with comparable populations
 - b. Pacifica’s information should be on top.
- ii. Usage data
 - a. New data on door counts is ready by August. JF to send updates.
- iii. 1 library vs. 2 libraries
 - a. When hours were reduced in April 2015, the library saw a decrease in both visitors and items circulated, primarily at the Sharp Park Branch.
 - b. Prior to April 2015, Sharp park received more extra hours. When Reduced hours implemented, Sharp park lost more hours, which explains the more dramatic decrease in Sharp Park’s visitors and circulation.
 - c. Extra hours were paid by the JPA and the City.
- iv. Proposed system strategies.
 - a. Having four strategies is too complex and hard to get input on.
 - b. Strategy 4 to be eliminated due to the small library square footage.
 - c. Phasing to be eliminated. TW confirms, noting that any future phasing is part of master planning discussion.
 - d. Remove operational cost from system strategy slides.

3. Operational Scenarios

- i. Kathy Long from LAC has asked if we can use different staffing model to get more hours. AD answered that JPA calculations is based on unit

MINUTES



hours and not cost. There is no current discussion on changing the way it is calculated.

These minutes were prepared on 20 September 2017.

Discussion of this meeting has been recorded as understood by the recorder noted below. If there are any omissions or corrections, please contact this office within 5 days. Unless notified to the contrary, these notes are assumed to be accurate.

GROUP 4 ARCHITECTURE, RESEARCH + PLANNING, INC.

Dorsa Jalalian

END

COMMUNITY WORKSHOP AGENDAS

COMMUNITY WORKSHOP #1 2017-05-23

1. Welcome & Introductions
2. Project Overview and Best Practices
 - Break Out Stations
3. Report Back
4. Next Steps

COMMUNITY WORKSHOP #2 2017-09-28

1. Project Background
2. Community Outreach Results
3. Site and System Options
 - System Facility Strategies
 - Site Analysis
 - Preferred Sites

Group Discussions

- System Facility Strategies
 - Preferred Sites
4. Report Back
 5. Next Steps

COMMUNITY WORKSHOP #3 2017-011-02

1. Project Background
2. Community Outreach Results
3. Recommendations
 - System Facility Strategies
 - Site Options
 - System Operational Scenarios
4. Group Discussion
5. Report Back
6. Next Steps



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Community Workshop #1

May 23rd , 2017



AGENDA

1. Welcome & Introductions
2. Project Overview and Best Practices
 - Break Out Stations
3. Report Back
4. Next Steps



AGENDA

1. Welcome & Introductions
2. Project Overview and Best Practices
 - Break Out Stations
3. Report Back
4. Next Steps

GROUP 4 TEAM

- ☒ **PROVEN TEAM**
 unrivaled experience in joint-use library and community center design
- ☒ **EFFECTIVE ENGAGEMENT**
 - community + stakeholder buy-in
 - unique and responsive program + operations
 - fully integrated technical expertise
- ☒ **DESIGN EXCELLENCE**
 reflecting and celebrating Pacifica's character and sense of place
- ☒ **PRINCIPAL COMMITMENT**
 responsive, extraordinary effort



GROUP 4 RELEVANT EXPERIENCE



Mitchell Park Library + Community Center



Walnut Creek Library



Milpitas Library



Walnut Creek Library



GROUP 4

5.22.17

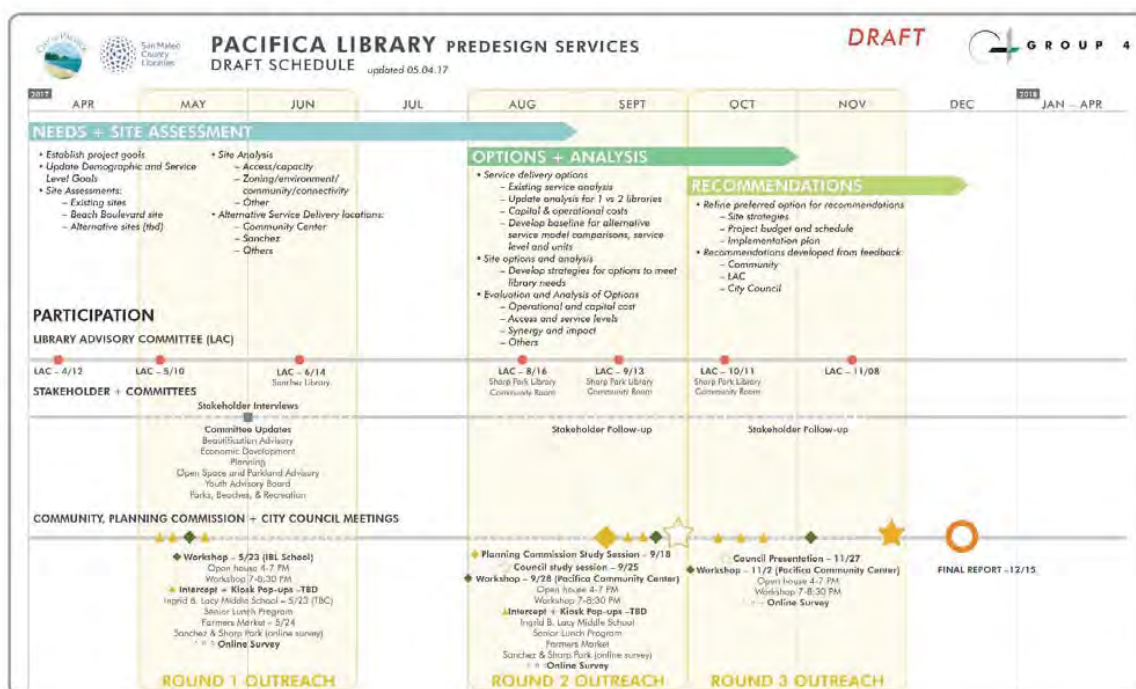
NEW PACIFICA LIBRARY



AGENDA

1. Welcome & Introductions
2. Project Overview and Best Practices
 - Break Out Stations
3. Report Back
4. Next Steps

PROJECT WORKPLAN



GROUP 4

5.22.17

NEW PACIFICA LIBRARY

COMMUNITY MEETINGS + OUTREACH

ROUND 1 - NEEDS

- 5/23: Open House + Workshop
- Ongoing May – July: Intercept + Kiosk Pop-Ups, Online Survey

ROUND 2 – OPTIONS

- 9/28: Open House + Workshop
- Ongoing August – September: Intercept + Kiosk Pop-Ups, Online Survey

ROUND 3 – RECOMMENDATIONS

- 11/2: Open House + Workshop
- Ongoing October – November: Intercept + Kiosk Pop-Ups, Online Survey

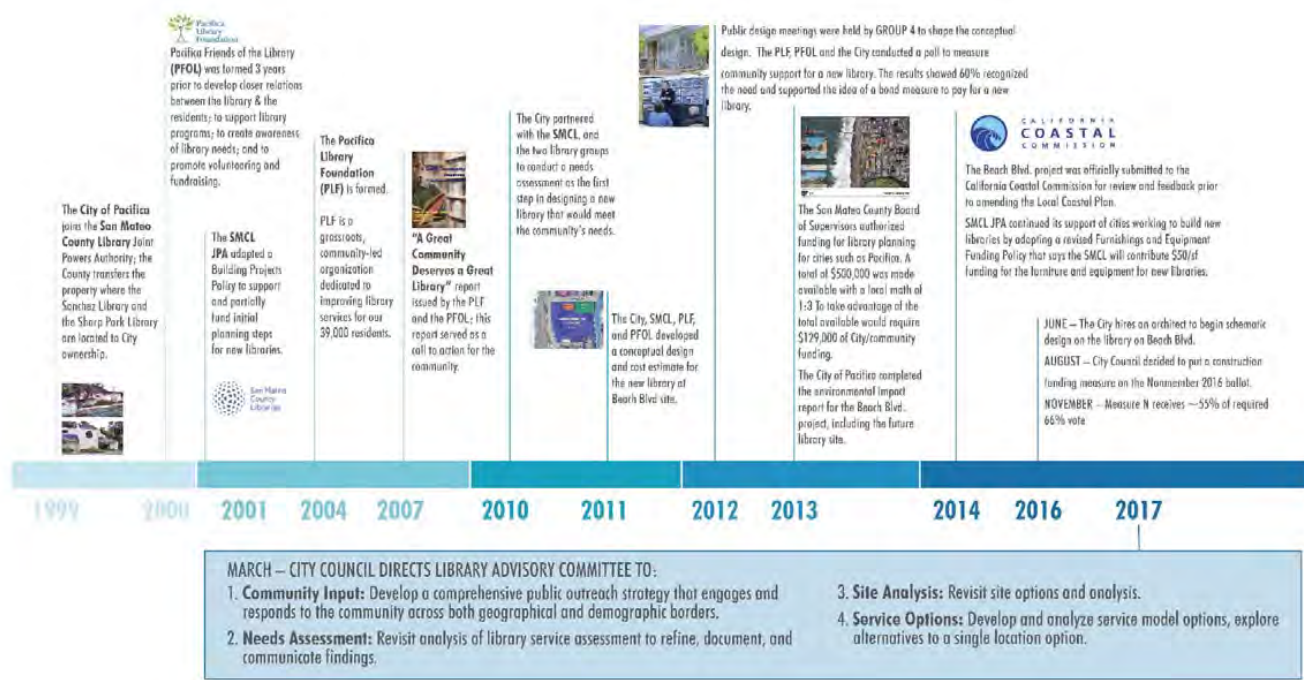


GROUP 4

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NEW PACIFICA LIBRARY

PACIFICA LIBRARY TIMELINE

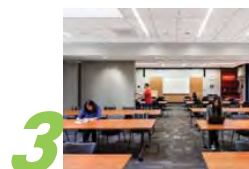


GROUP 4

5.22.17

NEW PACIFICA LIBRARY

TOP 9 BEST PRACTICES FOR PLANNING + DESIGN OF LIBRARIES



GROUP 4

5.22.17

NEW PACIFICA LIBRARY

1

COMMUNITY SYNERGIES

- Centralized activities and resources for everyone
- Complimentary uses
- Power of partnerships
- Sharing and optimizing the site



GROUP 4

5.22.17

NEW PACIFICA LIBRARY

2

EFFICIENT OPERATIONS

- Streamlined operations to stretch dollars
- Design for optimal functionality
- Creative uses of community resources, staff and volunteers



GROUP 4

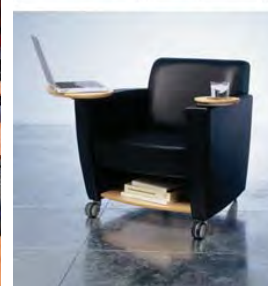
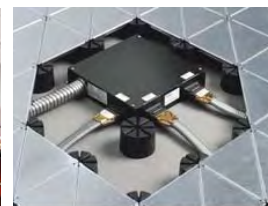
5.22.17

NEW PACIFICA LIBRARY

3

FLEXIBLE BUILDINGS

- Adjust to changing needs and technology – addresses bleeding edge and trailing edge
- Multi-use spaces, floors, walls and furniture



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NEW PACIFICA LIBRARY

4

ACCESSIBLE TO ALL

- Multigenerational
- Latest resources and technology in a range of media
- Universally accessible to entire community



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NEW PACIFICA LIBRARY

5

COLLABORATIVE ENVIRONMENT

- Connected to knowledge, ideas, technology and people
- Knowledge sharing of new media and technology
- Space for formal and informal social interactions
- Access to community networks and activities



GROUP 4

5.22.17

NEW PACIFICA LIBRARY

6

FOSTER CREATIVITY

- Outlet for expression
- Spaces and resources for creative skill building
- Complimentary STEM & performing/visual arts programming
- Learning and discovery through doing



GROUP 4

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NEW PACIFICA LIBRARY

7

VIBRANT PLACES AND SPACES

- An active and evolving asset
- Welcoming and comfortable for all
- Grounded in the culture and history of the community



5.22.17

NEW PACIFICA LIBRARY

8

CELEBRATING COMMUNITY

- “Third Place” – space to interact, study, learn and share
- Creating culture and healthy communities
- Showcase the excellence and creativity of the community
- A place to be proud of



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NEW PACIFICA LIBRARY

9

SUSTAINABLE DESIGN STRATEGIES

- Context specific design solutions
- Passive design strategies for efficient water and energy use
- Designs for longevity



GROUP 4

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NEW PACIFICA LIBRARY

QUESTIONS?



GROUP 4

5.22.17

NEW PACIFICA LIBRARY

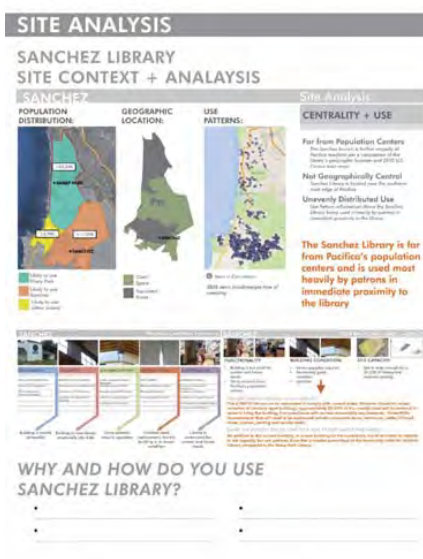
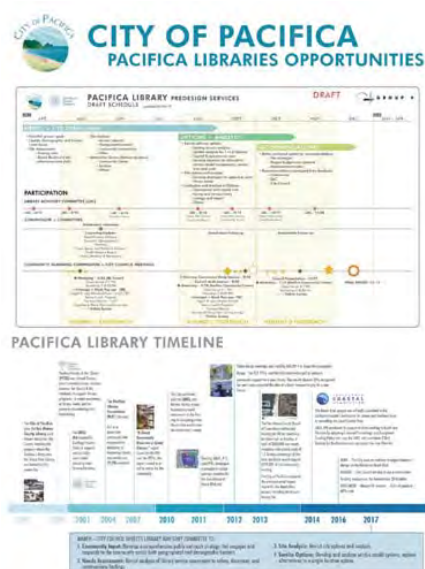


AGENDA

1. Welcome & Introductions
2. Project Overview and Best Practices
 - Break Out Stations
 - ✓ Background + Site Analysis
 - ✓ Site Assessments
 - ✓ Facility Needs + Opportunities
3. Report Back
4. Next Steps

STATION 1

- ✓ Background + Site Analysis



STATION 2

✓ Site Assessments

SITE ASSESSMENTS

WHAT MAKES A GOOD LIBRARY SITE?

1 ACCESSIBILITY/CONNECTIVITY

2 SYNERGY

3 SITE CAPACITY

4 ECONOMIC OPPORTUNITIES

5 COSTS

6 ENVIRONMENT

7 UTILITIES

SITE ASSESMENTS

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

CITY OWNED

SCHOOL DISTRICT

PRIVATE SITE

OTHERS

SITE ASSESSMENTS

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, PEDRO POINT



GROUP 4

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NEW PACIFICA LIBRARY

STATION 3

✓ Facility Needs + Opportunities

COMMUNITY SPACES

WHAT ARE YOUR PRIORITIES?

CREATIVE STUDIO/LAB

SPACE TO WORK TOGETHER

QUIET STUDY SPACE

TECHNOLOGY HUB

BOOKS, MOVIES, MUSIC

TEEN SPACE

OUTDOOR SPACE

CHILDREN'S

COMMUNITY ACTIVITIES

WHAT ARE YOUR PRIORITIES?

LEARNING + TUTORING

GROUP STUDY + COLLABORATING

QUIET READING + STUDYING

SOCIALIZING + HANGING OUT

GAMING + COMPUTERS

CREATING + MAKING

ENTERTAINMENT + PROGRAMS

COMMUNITY EVENTS

PACIFICA LIBRARIES OPPORTUNITIES

WHAT ARE YOUR GOALS AND HOPES FOR THE FUTURE?



GROUP 4

5.22.17

NEW PACIFICA LIBRARY



AGENDA

1. Welcome & Introductions
2. Project Overview and Best Practices
 - Break Out Stations
 - ✓ Background + Site Analysis
 - ✓ Site Assessments
 - ✓ Facility Needs + Opportunities
3. Report Back
4. Next Steps

STATION 1 - *REPORT BACK*

- ✓ Background + Site Analysis

STATION 2 - *REPORT BACK*

- ✓ Site Assessments

STATION 3 - *REPORT BACK*

- ✓ Facility Needs+ Opportunities



QUESTIONS?



GROUP 4

5.22.17

NEW PACIFICA LIBRARY



AGENDA

1. Welcome & Introductions
2. Project Overview and Best Practices
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3. Report Back
4. Next Steps

COMMUNITY MEETINGS + OUTREACH

ROUND 1 - NEEDS

- 5/23: Open House + Workshop
- Ongoing May – July: Intercept + Kiosk Pop-Ups, Online Survey

ROUND 2 – OPTIONS

- 9/28: Open House + Workshop
- Ongoing August – September: Intercept + Kiosk Pop-Ups, Online Survey

ROUND 3 – RECOMMENDATIONS

- 11/2: Open House + Workshop
- Ongoing October – November: Intercept + Kiosk Pop-Ups, Online Survey



5.22.17

NEW PACIFICA LIBRARY

THANK YOU!

UPCOMING COMMUNITY MEETINGS + OUTREACH

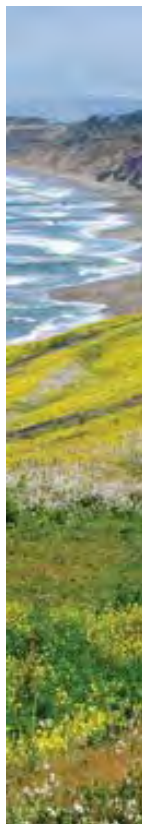
- Ongoing – Intercept + Kiosk Pop-ups
 - 5/24 – Farmers' Market
 - 6/17 – Kops & Kids @ Sea Bowl Parking Lot
 - 7/4 – 4th of July @ Frontier Park
 - TBD – Senior Lunch Program
- Ongoing - Online Survey

More information visit
cityofpacific.org/library-project



5.22.17

NEW PACIFICA LIBRARY



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Community Workshop #2

September 28th , 2017



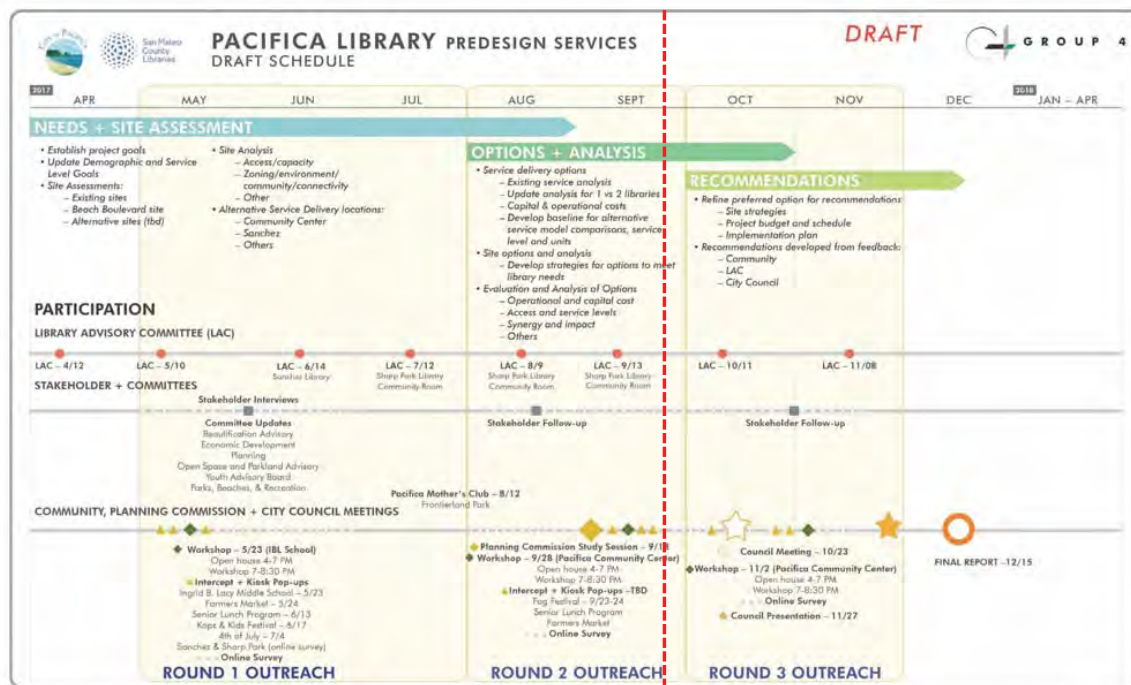
AGENDA

1. Project Background
2. Community Outreach Results
3. Site and System Options
 - System Facility Strategies
 - Site Analysis
 - Preferred Sites

Group Discussions

- System Facility Strategies
 - Preferred Sites
4. Report Back
 5. Next Steps

PROJECT WORK PLAN



GROUP 4

9.28.17

NEW PACIFICA LIBRARY



AGENDA

1. Project Background
2. Community Outreach Results
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 - System Facility Strategies
 - Preferred Sites
4. Report Back
5. Next Steps

ROUND 1 OUTREACH EVENTS

- 5/10 LAC Meeting 10 PARTICIPANTS
- 5/23 IBL School Kiosk 160 PARTICIPANTS
- 5/23 Community Open House 40 PARTICIPANTS
- 5/23 Community Workshop 01
- 5/24 Farmers Market Kiosk 60 PARTICIPANTS
- 6/12 Online Survey 161 PARTICIPANTS
- 6/13 Senior Lunch Program ~20 PARTICIPANTS
- 6/18 Kops and Kids Festival ~110 PARTICIPANTS
- 7/04 4th of July ~120 PARTICIPANTS
- 8/12 Pacifica Mothers Club ~20 PARTICIPANTS

~700 PARTICIPANTS TO DATE



GROUP 4

9.28.17

NEW PACIFICA LIBRARY

HOPES AND GOALS FOR PACIFICA LIBRARIES



A place that feels spacious & inspirational; not crowded & cramped

I hope to live long enough to be able to visit our new library!

A central place for the community

A facility with a robust children programs

A new awesome library!

Accessible to all!

A platform for knowledgeable community

Library as an economic engine and anchor

An iconic building working as a magnet to the community!

More hours!

Our library should be light & airy.

Available to all means of accessing knowledge!

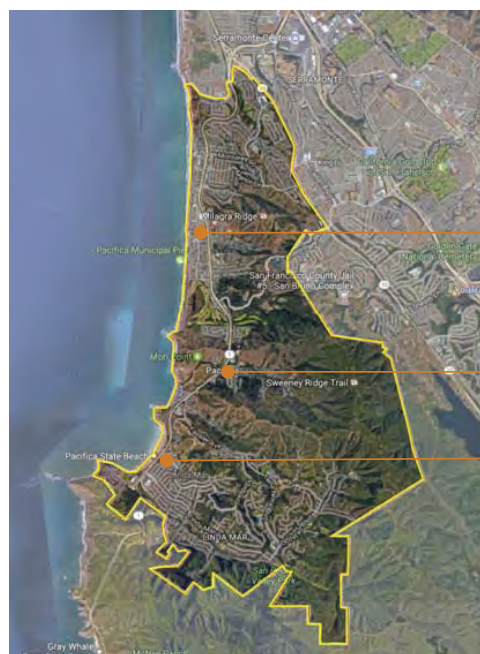


GROUP 4

9.28.17

NEW PACIFICA LIBRARY

POTENTIAL LIBRARY SITES



New Library site options brought up by the community include:

IBL Library

School District Headquarter

Self Storage at Crespi Dr.

- CITY OWNED**
- 1. CITY HALL SITE
Santa Anita Ave. & Francisco Blvd.
 - 2. PALMETTO & MONTECITO
Beach Blvd. & Montecito Ave.
 - 3. SHARP PARK LIBRARY
Hilgon Way & Palmetto Ave.
 - 4. PARKING LOT
Francisco Blvd. & Solarte Ave.
 - 5. CORP YARD
NE corner of Ocean Blvd. & Allagato Dr.
- SCHOOL DISTRICT***
- 6. OCEANA HS
Oceana Blvd. & Palmetto Ave.
- PRIVATE SITE***
- 7. PUBLIC AGENCY
Coronado Rd. & Francisco Blvd.
 - 8. SHOPPING CENTER
Zanker Dr. & Ocean Blvd.
 - 9. SOUTH OF GORILLA BBQ
PARKING
2145 California Hwy.
 - 10. PUBLIC AGENCY
Pacific Ave. & Palmetto Ave.
 - 11. FAIRWAY PARK
East of Coast Hwy. North of Police Station and Orchard Farms (PFS)
- OTHERS***



- CITY OWNED**
- 12. LANCHES LIBRARY
Terra Nova Blvd.
 - 13. COMMUNITY CENTRE
440 Orange Dr.
- SCHOOL DISTRICT***
- 14. ODDSTAD ELEMENTARY
School
Oddstad Blvd.
- PRIVATELY OWNED***
- 15. SHOPPING CENTER
Terra Nova Blvd. & Alvarado Dr.
 - 16. SHOPPING CENTER
Coast Hwy. & Linda Mar Blvd.
 - 17. SQUARE
California Hwy. & San Martin Way
 - 18. THE "ROCK"
California Hwy. & Ponderosa Ave.
 - 19. SHOPPING CENTER
Archie Dr. & Linda Mar Blvd.

SITE COMMENTS INCLUDED:

- Concern was expressed regarding the Beach Blvd. Site due to the potential sea level rise (~5).
- Investigate the opportunity to partner with school districts on using existing library resources.



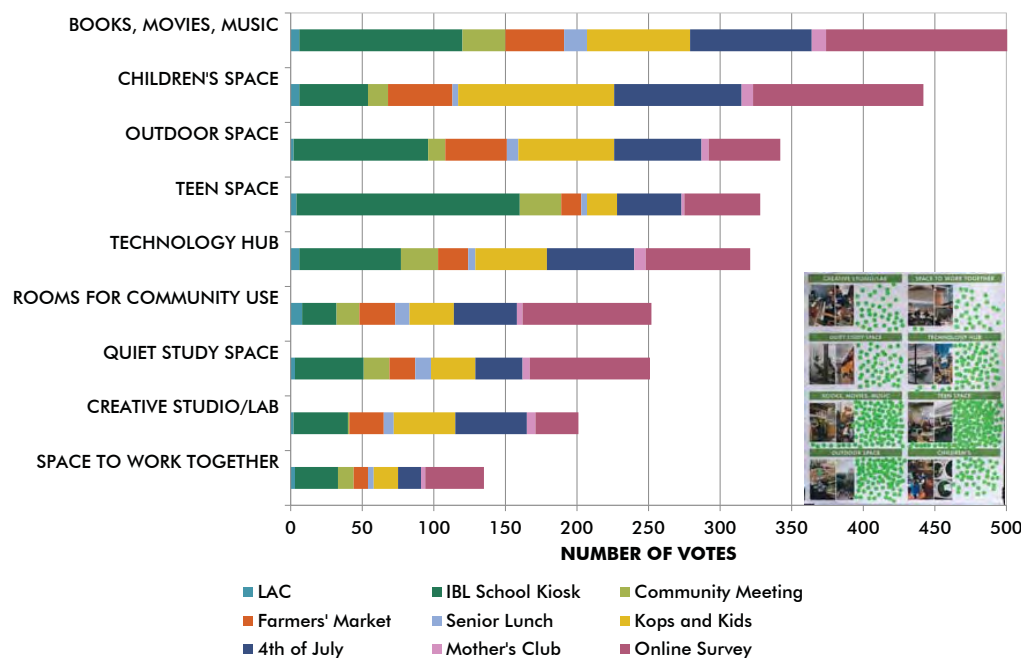
GROUP A

9.28.17

NEW PACIFICA LIBRARY

COMMUNITY SPACES

Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED A TEEN SPACE; BOOKS, MOVIES, MUSIC; AND OUTDOOR SPACES.

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN CHILDREN'S SPACE; OUTDOOR SPACE; AND BOOKS, MOVIES, MUSIC.

THE COMMUNITY MEETING YIELDED TOP VOTES FOR BOOKS, MOVIES, MUSIC; TEEN SPACE; AND TECHNOLOGY HUB.

AT KOPS AND KIDS, PARTICIPANTS PRIORITIZED CHILDREN'S SPACE; BOOKS, MOVIES, MUSIC; AND OUTDOOR SPACE.

RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN SPACES FOR BOOKS, MOVIES, MUSIC; YOUTH PROGRAMS (INCLUDING CHILDREN'S SPACE AND TEEN'S); AND ACCESS TO OUTDOOR SPACES.

A CAFE CONCESSION WAS A POPULAR WRITE IN RESPONSE UNDER THE OTHERS CATEGORY.



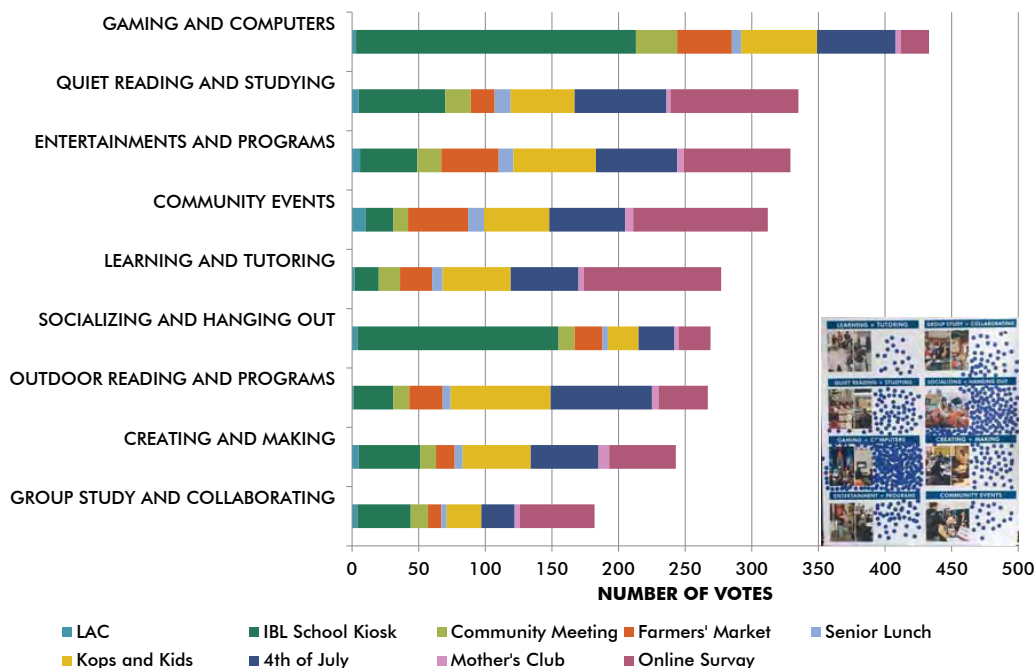
GROUP A

9.28.17

NEW PACIFICA LIBRARY

COMMUNITY ACTIVITIES

Participants were provided with 4 votes



TOP TEEN PRIORITIES INCLUDED **GAMING AND COMPUTERS, SOCIALIZING AND HANGING OUT, AND QUIET READING AND STUDYING.**

AT THE FARMER'S MARKET, COMMUNITY MEMBERS WERE MOST INTERESTED IN **COMMUNITY EVENTS, ENTERTAINMENTS AND PROGRAMS, AND GAMING AND COMPUTERS.**

THE COMMUNITY MEETING YIELDED TOP VOTES FOR **GAMING AND COMPUTERS, ENTERTAINMENT AND PROGRAMS, AND QUIET READING AND STUDYING.**

AT KOPS AND KIDS AND 4TH OF JULY, PARTICIPANTS PRIORITIZED **OUTDOOR READING AND PROGRAMS; ENTERTAINMENT AND PROGRAMS; AND GAMING AND COMPUTERS.**

RESULTS SHOW THAT THE COMMUNITY IS MOST INTERESTED IN **GAMING AND COMPUTERS, ENTERTAINMENT AND PROGRAMS, AND QUIET READING AND STUDYING.**



GROUP

9.28.17

NEW PACIFICA LIBRARY

EXISTING LIBRARIES ANALYSIS

LIKES

- Location (Serving seniors and families)
- Outdoor space + garden
- Architecture
- Children's program
- Well organized
- Cozy
- Beautiful view

DISLIKES

- Inadequate space
- Small collection
- Inadequate and outdated computers
- Noisy children's space
- Limited hours
- Not a diverse collection
- Traffic and parking impacts

SANCHEZ LIBRARY

YEAR BUILT: 1981 AREA: 4,500 SF



WHY + HOW DO YOU USE SANCHEZ LIBRARY?



GROUP

9.28.17

NEW PACIFICA LIBRARY

EXISTING LIBRARIES ANALYSIS

LIKES

- Location (Convenient for commuters)
- Staff
- Easy to order and pick-up books
- Programs
- New technology (3d printer)
- Children's space and program
- Community room

DISLIKES

- Inadequate space
- Small collection
- No easy access for persons with disabilities (Steep)
- Noise
- Parking
- Not good for browsing
- Limited hours

SHARP PARK LIBRARY

YEAR BUILT: 1964 AREA: 7,300 SF



WHY + HOW DO YOU USE SHARP PARK LIBRARY?



GROUP A

9.28.17

NEW PACIFICA LIBRARY

QUESTIONS?



GROUP A

9.28.17

NEW PACIFICA LIBRARY



AGENDA

1. Project Background
2. Community Outreach Results
3. Site and System Options
 - System Facility Strategies
 - Site Analysis
 - Preferred Sites
- Group Discussions
 - System Facility Strategies
 - Preferred Sites
4. Report Back
5. Next Steps

SMCL SYSTEM LIBRARIES – FACILITIES & SERVICE AREAS

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA	38,551	41,319	.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
FOSTER CITY	32,390	35,420	.7 SF/RESIDENT	23,708 SF
SAN CARLOS	29,449	34,290	.6 SF/RESIDENT	21,836 SF
BELMONT	26,748	29,990	.7 SF/RESIDENT	20,230 SF
MILLBRAE	22,898	30,430	.9 SF/RESIDENT	26,200 SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BRISBANE	4,541	5,263	1-1.3 SF/RESIDENT	(2,712 SF existing) 5-7,000 SF planned
EAST PALO ALTO	29,137	35,423	.2 SF/RESIDENT	7,680 SF
PORTOLA VALLEY	4,527	5,041	.8 SF/RESIDENT	4,000 SF
WOODSIDE	5,539	5,957	.8 SF/RESIDENT	4,800 SF

Note:

1 Based on projected population

2 Based on 2013 ABAG projections

SMCL SYSTEM LIBRARIES – USAGE DATA

CITY	2015 POPULATION	CURRENT LIBRARY SIZE	2015-16 PROGRAM ATTENDANCE	2015-16 LIBRARY VISITORS	2015-16 TOTAL CIRCULATION
PACIFICA	38,551 (city with highest pop in SMCL)	6,080 + 4,444 = 10,524 SF	21,861 (ranked 7 th in SMCL)	147,681 (ranked 7 th in SMCL)	252,674 (ranked 6 th in SMCL)
HALF MOON BAY	12,051 + county 25,544 service population	7,825 SF	30,185	170,426	296,222
FOSTER CITY	32,390	23,708 SF	39,168	356,277	747,560
SAN CARLOS	29,449	21,836 SF	35,243	388,092	520,249
BELMONT	26,748	20,230 SF	64,558	391,258	460,130
MILLBRAE	22,898	26,200 SF	37,870	362,739	479,466
ATHERTON	6,935	4,790 SF	17,845	73,766	93,991
BRISBANE	4,541	2,712 SF	8,285	50,106	63,950
EAST PALO ALTO	29,137	7,680 SF	35,041	161,757	70,760
PORTOLA VALLEY	4,527	4,000 SF	14,146	119,215	111,967
WOODSIDE (closed for 9 month of the year)	5,539	4,800 SF	4,110	13,211	31,630



GROUP

DRAFT

9.28.17

NEW PACIFICA LIBRARY

SYSTEM STRATEGIES

PACIFICA LIBRARIES- targeted size?

Based on SMCL current range of sf/capita

	2014 POPULATION	2040 POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	.9 SF/RESIDENT	37,190 SF

.7-.9/SF single facility size = 28,900 – 37,190 SF

System Strategies that include Sanchez Library

Sanchez Library Strategies	Size
Existing (ADA & Deferred Maintenance)	4,000 SF
New Addition + Community Room	+4,000 SF



GROUP

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9.28.17

NEW PACIFICA LIBRARY

SYSTEM STRATEGIES

SMCL PACIFICA LIBRARIES – 1 VS. 2 Libraries

	1 LIBRARY	2 LIBRARIES
COLLECTION	NON REDUNDANT COLLECTION <ul style="list-style-type: none"> • Broader and deeper collection as titles do not need to be duplicated between multiple branches 	REDUNDANT COLLECTIONS <ul style="list-style-type: none"> • 54% of the current collection is unique (1 copy between PAC and SNZ) • 46% of the current collection is duplicated (2 copies, 1 copy @ PAC & 1 copy @ SNZ)
HOURS	60 hours dedicated to a single library	60 hours split between two libraries. When hours were reduced in April 2015, the library saw a decrease in both visitors and items circulated (primarily at the Sharp Park Branch). <ul style="list-style-type: none"> • 6% overall reduction in visitors FY 14/15 to FY 15/16 • 7% overall reduction in circulation FY 14/15 to FY 15/16
OPERATIONAL COSTS	TBD	TBD



GROUP A

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9.28.17

NEW PACIFICA LIBRARY

SYSTEM FACILITY STRATEGIES



STRATEGY 1

1 BRANCH — 1 LARGE

SIZE

New Sharp Park	30,000-36,000 SF
Sanchez	Repurposed
TOTAL	30,000 – 36,000 SF



GROUP A

DRAFT

9.28.17

NEW PACIFICA LIBRARY

SYSTEM FACILITY STRATEGIES



STRATEGY 2

1 BRANCH — 1 LARGE + 1 SMALL

SIZE

New Sharp Park	28,000-36,000 SF
Improved Sanchez	4,000 Existing

TOTAL 32,000 – 40,000 SF



GROUP A

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9.28.17

NEW PACIFICA LIBRARY

PACIFICA LIBRARY EVALUATION CRITERIA

DRAFT

PREREQUISITES

FUNCTIONALITY	Library facility(ies) will prioritize functional design and inherent flexibility to best serve community, support operational efficiency, and organize materials now and well into the future.
SUSTAINABILITY	Sustainability, both environmental and operational, will be fundamental in the location and design of the new library. The building must function efficiently and responsibly to minimize on-going costs and environmental impact.

EVALUATION CRITERIA

ACCESSIBILITY	Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?
SITE CAPACITY	Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?
COSTS	What are the total development costs? Costs include land acquisition, site infrastructure (sewer, water, power, roads), site entitlement costs (CEQA, California Coastal Commission), site and building construction costs, and potential relocation costs for existing uses.
AVAILABILITY	Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?
ECONOMIC IMPACT	What potential is there for the new library to act as a catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid the economic goals of the City?
SYNERGY/CONNECTIVITY	Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?
ENVIRONMENT	Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements?



GROUP A

9.28.17

NEW PACIFICA LIBRARY

SITE ANALYSIS

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

<div><div></div><div>CITY OWNED</div></div> <div><div></div><div>SCHOOL DISTRICT</div></div> <div><div></div><div>PRIVATE</div></div> <div><div></div><div>FEDERAL LAND</div></div>									
EVALUATION CRITERIA	CITY HALL SITE	PALMETTO & MONTECITO	SHARP PARK LIBRARY	PARKING LOT	CORP YARD	OCEANA HIGH SCHOOL	SCHOOL DISTRICT HQ	IBL LIBRARY	
1=POOR 2=FAIR 3=EXCELLENT	SANTA MARIA AVE. & FRANCISCO BLVD.	PALMETTO AVE. & MONTECITO AVE.	HILTON WAY & PALMETTO AVE.	FRANCISCO BLVD. & SALADA AVE.	NE CORNER OF OCEANA BLVD & MILAGRA DR.	OCEANA BLVD. & PALOMA AVE.	375 REINA DEL MAR	1477 PALMETTO AVE	
SITE AREA	28,000 SF	17,000 SF	31,236 SF	13,000 SF	36,444 SF	82,343 SF	81,600/208,000 SF	5,000 SF	
ACCESSIBILITY	2.4	2.8	1.8	2.0	2.2	2.7	X	1.7	
SITE CAPACITY	2.0	2.9	1.4	X	2.4	2.6	X	X	
COSTS	\$\$\$	\$	\$	X	\$\$\$	\$\$\$	\$\$\$	X	
Land									
Infrastructure									
Entitlements	\$			\$	\$	\$	\$	\$	
Construction Costs	\$	\$	\$	\$	\$	\$	\$	\$	
Relocation Costs	\$				\$	X	\$		
AVAILABILITY						X			
ECONOMIC IMPACT	2.3	3.0	2.7	2.2	1.7	1.5	1.1	1.5	
SYNERGY/CONNECTIVITY	2.4	2.9	2.2	2.1	1.7	1.9	1.5	1.9	
ENVIRONMENT	2.5	2.2	2.2	2.4	2.9	2.9	2.6	2.3	
	2.3	2.9	2.1	2.0	2.2	2.3	1.7	1.7	



GROUP 4

9.28.17

NEW PACIFICA LIBRARY

SITE ANALYSIS

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

EVALUATION CRITERIA	LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK				
	PUBLIC AGENCY	SHOPPING CENTER (2 SITES)	SOUTH OF GORILLA BBQ	PUBLIC AGENCY	FAIRWAY PARK
	CLARENDON RD. & FRANCISCO BLVD.	EUREKA DR. & OCEANA BLVD.	2145 CABRILLO HWY	PACIFIC AVE. & PALMETTO AVE.	EAST OF COAST HWY NORTH OF POLICE STATION
SITE AREA	36,000 SF	19,700/216,000 SF	34,000/118,000 SF	10,000 SF	130,000 SF
ACCESSIBILITY	2.8	2.8	X	2.8	X
SITE CAPACITY	2.3	2.7	X	X	2.7
COSTS	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$	\$\$\$\$
Land	\$	\$	\$	\$	\$
Infrastructure					
Entitlements	\$	\$	\$	\$	\$
Construction Costs	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$
AVAILABILITY	X	X			
ECONOMIC IMPACT	2.8	2.3	1.4	2.4	1.2
SYNERGY/CONNECTIVITY	2.3	2.6	1.4	2.4	1.2
ENVIRONMENT	2.9	2.7	2.4	2.6	2.2
	2.4	2.6	1.7	2.3	1.8



GROUP 4

9.28.17

NEW PACIFICA LIBRARY

SITE ANALYSIS

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div> <div> <div></div> CITY OWNED <div></div> SCHOOL DISTRICT <div></div> PRIVATE <div></div> FEDERAL LAND </div> </div>			
<div> <div> <div></div> <div></div> <div></div> </div> </div>			
EVALUATION CRITERIA	SANCHEZ LIBRARY	COMMUNITY CENTER	ODDSTAD ELEMENTARY SCHOOL
1=POOR 2=FAIR 3=EXCELLENT	TERRA NOVA BLVD.	540 CRESPI DR.	ODDSTAD BLVD.
SITE AREA	116,000 SF	204,000 SF	511,000 SF
ACCESSIBILITY	1.9	2.7	<div>X</div>
SITE CAPACITY	2.9	2.7	<div>X</div>
COSTS	\$	\$	\$
Land			
Infrastructure			
Entitlements			
Construction Costs	\$	\$	\$
Relocation Costs			
AVAILABILITY			
ECONOMIC IMPACT	1.6	<div>X</div>	<div>X</div>
SYNERGY/CONNECTIVITY	1.9	<div>X</div>	<div>X</div>
ENVIRONMENT	2.7	2.3	2.7
	2.2	2.3	1.8



GROUP A

9.28.17

NEW PACIFICA LIBRARY

SITE ANALYSIS

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

<div> <div> <div></div> CITY OWNED <div></div> SCHOOL DISTRICT <div></div> PRIVATE <div></div> FEDERAL LAND </div> </div>						
<div> <div> <div></div> <div></div> <div></div> </div> </div>						
EVALUATION CRITERIA	SHOPPING CENTER 1	SHOPPING CENTER 2	QUARRY	THE "ROCK"	SHOPPING CENTER 3	SELF STORAGE
1=POOR 2=FAIR 3=EXCELLENT	TERRA NOVA BLVD. & ODDSTAD BLVD.	COAST HWY. & LINDA MAR BLVD.	CABRILLO HWY. & SAN MARLO WAY	CABRILLO HWY. & FASSLER AVE	ADOBE DR. & LINDA MAR BLVD.	CRESPI DR.
SITE AREA	93,000/263,000 SF	511,000 SF	426,000 SF	150,000 SF	23,600 SF	42,000/136,000 SF
ACCESSIBILITY	1.7	2.1	2.7	1.6	1.7	2.1
SITE CAPACITY	2.6	2.2	3.0	1.6	1.4	2.2
COSTS	<div>X</div>	<div>X</div>	<div>X</div>	<div>X</div>	<div>X</div>	<div>X</div>
Land						
Infrastructure						
Entitlements						
Construction Costs	\$	\$	\$	\$	\$	\$
Relocation Costs	\$	\$	\$	\$	\$	\$
AVAILABILITY	<div>?</div>	<div>?</div>	<div>?</div>	<div>?</div>	<div>?</div>	<div>?</div>
ECONOMIC IMPACT	1.7	2.2	2.7	1.2	1.4	1.8
SYNERGY/CONNECTIVITY	2.0	2.4	2.6	1.4	1.2	1.8
ENVIRONMENT	2.9	2.1	1.8	1.7	2.5	2.2
	2.2	2.2	2.5	1.5	1.6	2.0







GROUP A

9.28.17

NEW PACIFICA LIBRARY

PREFERRED SITES PER LIBRARY ADVISORY COMMITTEE

	PREFERRED SITE			ALTERNATE SITE	
	LARGE	SMALL			
<div><div><div></div><div></div><div></div><div></div></div><div><div>CITY OWNED</div><div>SCHOOL DISTRICT</div><div>PRIVATE</div><div>FEDERAL LAND</div></div></div> <div></div>					
EVALUATION CRITERIA	BEACH BLVD SITE	SHARP PARK LIBRARY	SANCHEZ LIBRARY	CITY HALL SITE	CORP YARD
	PALMETTO AVE. & MONTECITO AVE.	HILTON WAY & PALMETTO AVE.	TERRA NOVA BLVD	SANTA MARIA AVE. & FRANCISCO BLVD.	NE CORNER OF OCEANA BLVD & MILAGRA DR.
SITE AREA	17,000 SF	31,236 SF	116,000	28,000 SF	36,444 SF
ACCESSIBILITY	2.8	1.8	1.9	2.4	2.2
SITE CAPACITY	2.9	1.4	2.9	2.0	2.4
COSTS	\$	\$	\$	\$\$\$	\$\$\$
Land					
Infrastructure					
Entitlements				\$	\$
Construction Costs	\$	\$	\$	\$	\$
Relocation Costs				\$	\$
AVAILABILITY					
ECONOMIC IMPACT	3.0	2.7	1.6	2.3	1.7
SYNERGY/CONNECTIVITY	2.9	2.2	1.9	2.4	1.7
ENVIRONMENT	2.2	2.2	2.7	2.5	2.9
	2.9	2.1	2.2	2.3	2.2

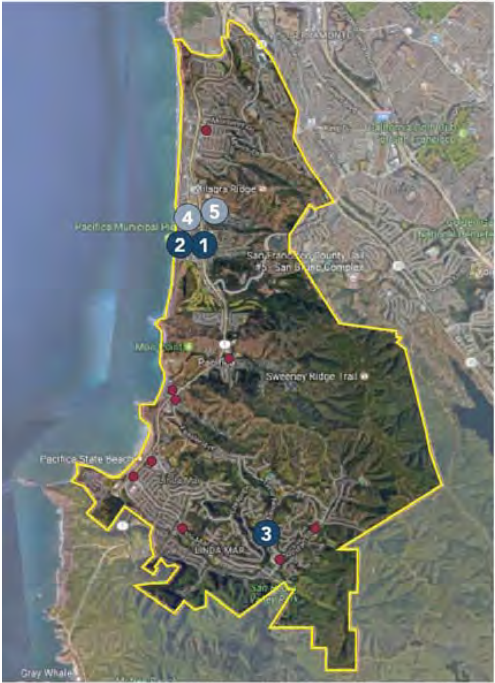


GROUP A

9.28.17

NEW PACIFICA LIBRARY

PREFERRED SITES PER LIBRARY ADVISORY COMMITTEE



PREFERRED LARGE LIBRARY SITES

- 1 SHARP PARK LIBRARY
Hilton Way & Palmetto Avenue
- 2 PALMETTO & MONTECITO

PREFERRED SMALL LIBRARY SITES

- 3 SANCHEZ LIBRARY
Terra Nova Boulevard

ALTERNATE LARGE SITES

- 4 CITY HALL SITE
Santa Maria Avenue & Francisco Boulevard
- 5 CORPORATION YARD
Oceana Boulevard & Milagra Drive

Sites marked with a red dot were sites that the community identified as potential library locations, these sites were evaluated by the City's Library Advisory Committee and considered less desirable based on the established site evaluation criteria.



GROUP A

9.28.17

NEW PACIFICA LIBRARY

QUESTIONS?



GROUP 4

9.28.17

NEW PACIFICA LIBRARY

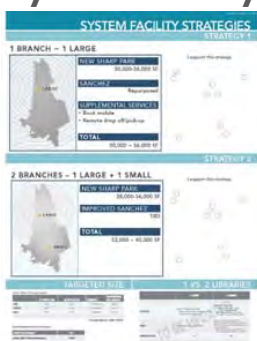


AGENDA

1. Project Background
2. Community Outreach Results
3. Site and System Options
 - System Facility Strategies
 - Site Analysis
 - Preferred Sites
- Group Discussions**
 - System Facility Strategies
 - Preferred Sites
4. Report Back
5. Next Steps

STATION 1 - 20 Minute Discussion

✓ System Facility Strategies



STATION 2 - 20 Minute Discussion

✓ Preferred Sites



GROUP 4

9.28.17

NEW PACIFICA LIBRARY

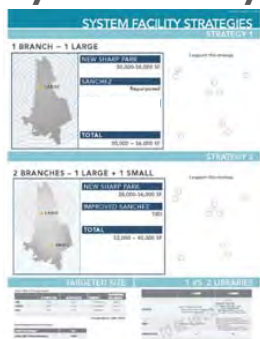


AGENDA

1. Project Background
2. Community Outreach Results
3. Site and System Options
 - System Facility Strategies
 - Site Analysis
 - Preferred Sites
- Group Discussions
 - System Facility Strategies
 - Preferred Sites
4. Report Back
5. Next Steps

STATION 1 – **REPORT BACK**

✓ System Facility Strategies



STATION 2 – **REPORT BACK**

✓ Preferred Sites



GROUP 4

9.28.17

NEW PACIFICA LIBRARY

QUESTIONS?



GROUP 4

9.28.17

NEW PACIFICA LIBRARY



AGENDA

1. Project Background
2. Community Outreach Results
3. Site and System Options
 - System Facility Strategies
 - Site Analysis
 - Preferred Sites
- Group Discussions
 - System Facility Strategies
 - Preferred Sites
4. Report Back
5. Next Steps

COMMUNITY MEETINGS + OUTREACH

UPCOMING COMMUNITY MEETINGS + OUTREACH

- Ongoing – Intercept + Kiosk Pop-ups
 - 9/23,24 – Fog Fest
 - 10/4 – Farmers' Market
 - TBD – Senior Lunch Program
- Ongoing - Online Survey

ROUND 3 – RECOMMENDATIONS

- 11/2: Open House + Workshop
- Ongoing October – November: Intercept + Kiosk Pop-Ups, Online Survey

THANK YOU!

For More Information Visit:
cityofpacificca.org/library-project



GROUP 4

9.28.17

NEW PACIFICA LIBRARY



City of Pacifica

PACIFICA LIBRARIES OPPORTUNITIES

Community Workshop #3

November 2nd, 2017



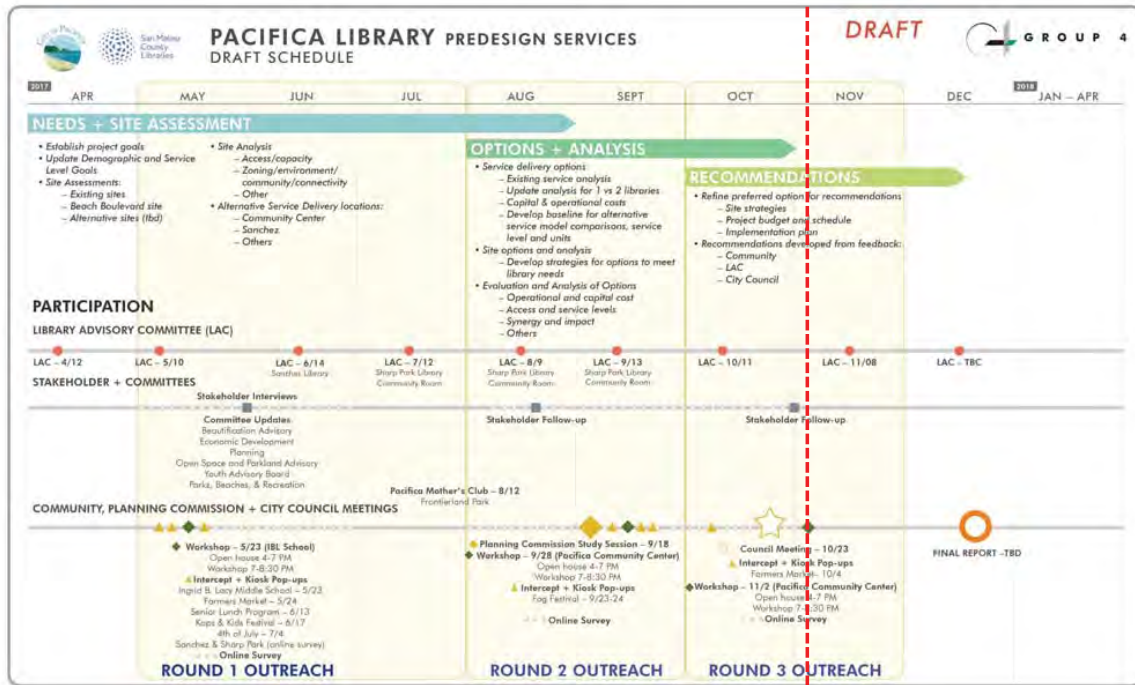
San Mateo
County
Libraries

AGENDA

1. Project Background
2. Community Outreach Results
3. Recommendations
 - System Facility Strategies
 - Site Options
 - System Operational Scenarios
4. Group Discussion
5. Report Back
6. Next Steps



PROJECT WORKPLAN



GROUP 4

9.28.17

NEW PACIFICA LIBRARY



AGENDA

1. Project Background
2. Community Outreach Results
3. Recommendations
 - System Facility Strategies
 - Site Options
 - System Operational Scenarios
4. Group Discussion
5. Report Back
6. Next Steps

ROUND 1	• 5/10 LAC Meeting	~10 PARTICIPANTS
	• 5/23 IBL School Kiosk	~160 PARTICIPANTS
	• 5/23 Community Open House	~40 PARTICIPANTS
	• 5/23 Community Workshop 01	
	• 5/24 Farmers Market Kiosk	~60 PARTICIPANTS
	• 6/12 Online Survey	~161 PARTICIPANTS
	• 6/13 Senior Lunch Program	~20 PARTICIPANTS
	• 6/18 Kops and Kids Festival	~110 PARTICIPANTS
	• 7/04 4th of July	~120 PARTICIPANTS
	• 8/12 Pacifica Mothers Club	~20 PARTICIPANTS
		~700 PARTICIPANTS

ROUND 2	• 9/23 Fog Festival	~120 PARTICIPANTS (+27 via iPad Kiosk)
	• 9/28 Community Meeting	~15 PARTICIPANTS
	• 10/4 Farmers Market	~36 PARTICIPANTS
	• Ongoing Online Survey	~148 PARTICIPANTS As of October 31, 2017
		~319 PARTICIPANTS- TO DATE



9.28.17

NEW PACIFICA LIBRARY

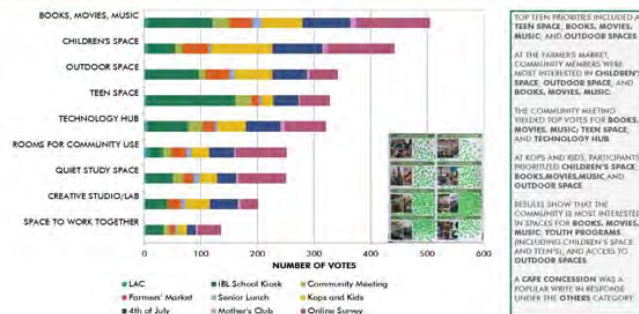
ROUND 1 COMMUNITY INPUT

POTENTIAL LIBRARY SITES



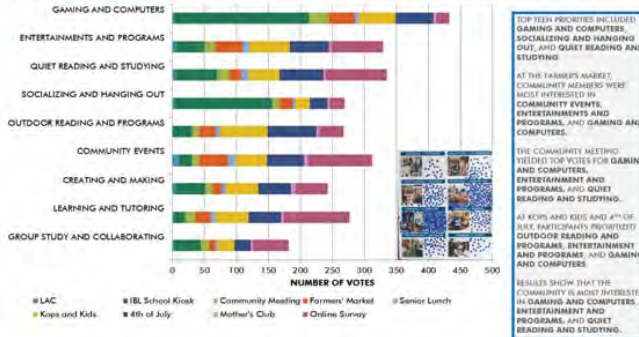
LIBRARY SPACES

Participants were provided with 4 votes



LIBRARY ACTIVITIES

Participants were provided with 4 votes



9.28.17

NEW PACIFICA LIBRARY

EXISTING LIBRARIES ANALYSIS



SANCHEZ LIBRARY

YEAR BUILT: 1981 AREA: ~4,000 SF



ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking	Insufficient Fire Life-Safety	Poorly Integrated Telecom Upgrades	Worn Finishes	Inadequate Storage
Non-Conforming Areas	Potential Structural Deficiencies	Recently Updated HVAC	Damaged Window Screen	Undersized Spaces for Collections
Non-Conforming Devices/Hardware	Unanchored Tall Shelving	Recently Updated Plumbing	Damaged Hardware	Inadequate Seating
	Qualifies as a Benchmark Building	Inefficient Lighting Systems	General Good Condition	Inadequate Program Spaces
		Insufficient Air Circulation		Undersized Entry/Service Space
				Undersized Staff Space
Building is mostly accessible	Building is considered structurally Life-Safe	Some systems require upgrades	Finishes need replacement, but the building is in decent condition	Library is undersized for current and future needs

COMMUNITY'S INPUT

WHY + HOW DO YOU USE SANCHEZ LIBRARY?

LIKES

- Location (Serving seniors and families)
- Outdoor space + garden
- Architecture
- Children's program
- Well organized
- Cozy
- Beautiful view

DISLIKES

- Inadequate space
- Small collection
- Inadequate and outdated computers
- Noisy children's space
- Limited hours
- Not a diverse collection
- Traffic and parking impacts



9.28.17

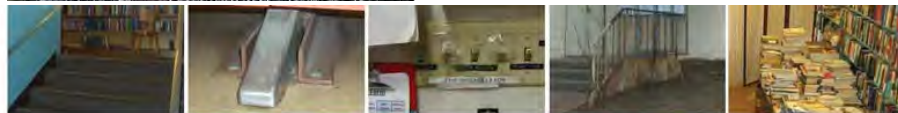
NEW PACIFICA LIBRARY

EXISTING LIBRARIES ANALYSIS



SHARP PARK LIBRARY

YEAR BUILT: 1964 AREA: ~7,300 SF



ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking	Insufficient Fire Life-Safety	Insufficient Ventilation System	Uneven Floors	Inadequate Storage
Inaccessible Entries	Under-supported Cantilever	Outdated Lighting Systems	Worn Finishes	Undersized Spaces for Collections
Inaccessible Paths of Travel	Non-Compliant Structure	Recently Updated Plumbing	Poor Acoustics	Inadequate Seating
Non-Conforming Areas	Excessive Openings in Structural Walls		Damaged/Discontinued Hardware	Inflexible Spaces
Inaccessible Exits	Under-supported soffits		Underutilized Views	Undersized Staff Space
Non-Conforming Devices/Hardware	Unanchored Tall Shelving			
Building is inaccessible	Building does not meet Life-Safety Standards	Systems need upgrades	Multiple issues from deferred maintenance to design problems	Library is undersized for current and future needs

COMMUNITY'S INPUT

WHY + HOW DO YOU USE SHARP PARK LIBRARY?

LIKES

- Location (Convenient for commuters)
- Staff
- Easy to order and pick-up books
- Programs
- New technology (3d printer)
- Children's space and program
- Community room

DISLIKES

- Inadequate space
- Small collection
- No easy access for persons with disabilities
- Noise
- Parking
- Not good for browsing
- Limited hours

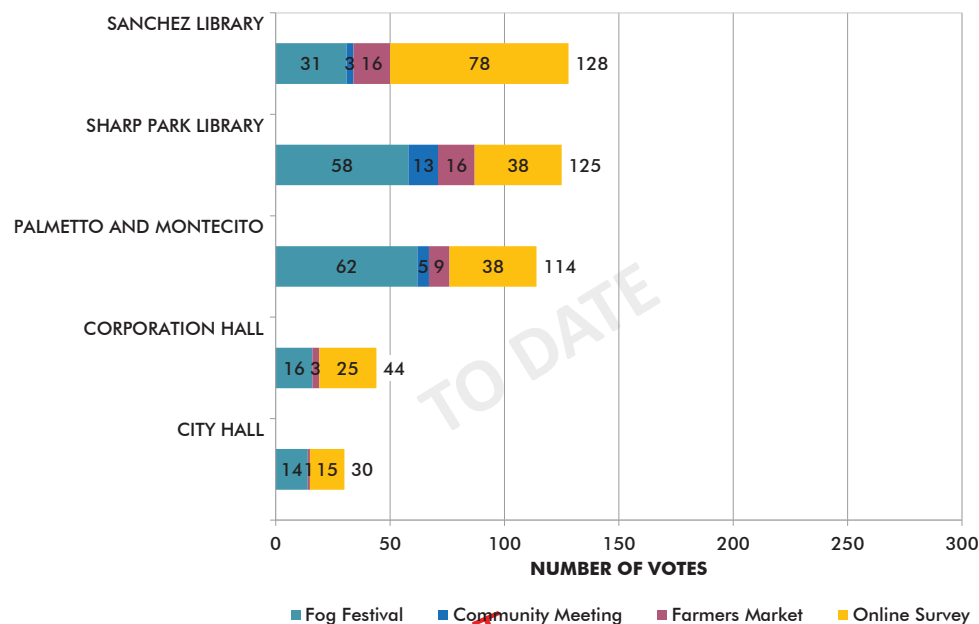


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NEW PACIFICA LIBRARY

ROUND 2 COMMUNITY INPUT – IN PROCESS

SITE OPTIONS



RESULTS SHOW SUPPORT FOR **SHARP PARK LIBRARY** AND **PALMETTO AND MONTECITO** FOR LARGE NORTH BRANCH AND SANCHEZ SITE.

OTHER COMMENTS

- What will happen to the existing trees on the current site?
- How is pedestrian and vehicular access accommodated on the existing site?
- How is parking accommodated on all of the sites?



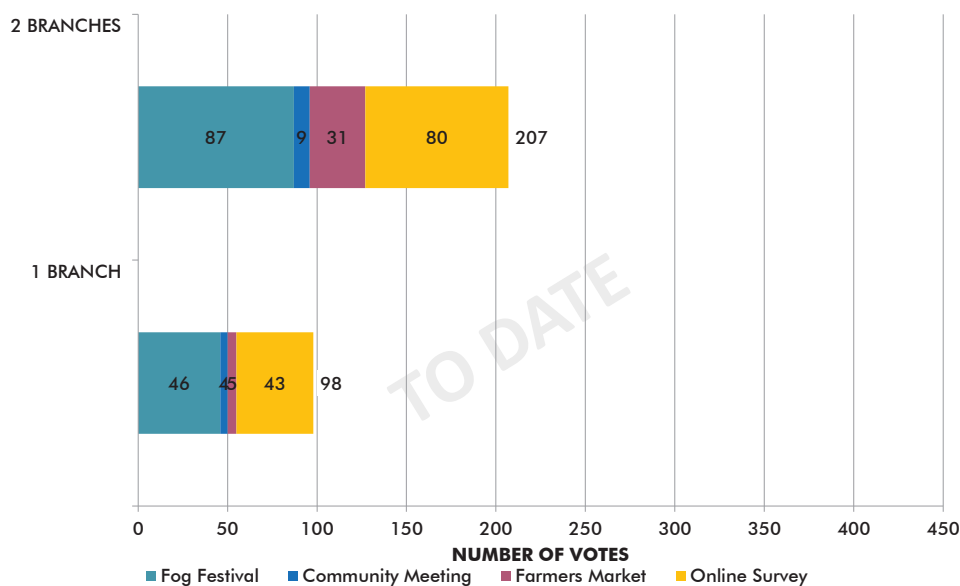
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NEW PACIFICA LIBRARY

ROUND 2 COMMUNITY INPUT – IN PROCESS

SYSTEM FACILITY STRATEGIES



RESULTS SHOW THAT **MORE THAN 2/3 OF** RESPONDANTS PREFER HAVING **2 LIBRARY BRANCHES** IN PACIFICA.

OTHER COMMENTS

- How would the hours split in strategy 2?
- What are the operational strategies?



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NEW PACIFICA LIBRARY

QUESTIONS?



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NEW PACIFICA LIBRARY



AGENDA

1. Project Background
2. Community Outreach Results
3. Recommendations
 - System Facility Strategies
 - Site Options
 - System Operational Scenarios
4. Group Discussion
5. Report Back
6. Next Steps

SMCL SYSTEM LIBRARIES – CURRENT FACILITIES AND SERVICES

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA	38,551	41,319	.3 SF/RESIDENT	6,080 + 4,444 = 10,524 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
FOSTER CITY	32,390	35,420	.7 SF/RESIDENT	23,708 SF
SAN CARLOS	29,449	34,290	.6 SF/RESIDENT	21,836 SF
BELMONT	26,748	29,990	.7 SF/RESIDENT	20,230 SF
MILLBRAE	22,898	30,430	.9 SF/RESIDENT	26,200 SF
ATHERTON	6,935	7,716 + unincorporated 16,436 service population	.7 SF/RESIDENT	(4,790 SF existing) 11,000 SF planned
BRISBANE	4,541	5,263	1-1.3 SF/RESIDENT	(2,712 SF existing) 5-7,000 SF planned
EAST PALO ALTO	29,137	35,423	.2 SF/RESIDENT	7,680 SF
PORTOLA VALLEY	4,527	5,041	.8 SF/RESIDENT	4,000 SF
WOODSIDE	5,539	5,957	.8 SF/RESIDENT	4,800 SF

Note:

1 Based on projected population

2 Based on 2013 ABAG projections



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NEW PACIFICA LIBRARY

SYSTEM FACILITY STRATEGY PACIFICA LIBRARIES- *targeted size*

	2014 POPULATION	2040 PROJECTED POPULATION	SF/RESIDENT*	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	.9 SF/RESIDENT	37,190 SF

*Based on 2040 projected population

.7-.9/SF single facility size = 28,900 – 37,190 SF

System Strategies that include Sanchez Library

Sanchez Library Strategies	Size
Existing (ADA & Deferred Maintenance)	4,000 SF
Community Room + Possible New Addition	TBD



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NEW PACIFICA LIBRARY

SMCL SYSTEM LIBRARIES – RECOMMENDATION FOR PACIFICA

CITY	2015 POPULATION	2040 PROJECTED POPULATION ²	SF/RESIDENT ¹	EXISTING OR PLANNED LIBRARY SF
PACIFICA	38,551	41,319	.7-.9 SF/RESIDENT	28,900 – 37,190 SF
HALF MOON BAY	12,051 + county 25,544 service population	13,108 + county 25,544 service population	.9 SF/RESIDENT	(7,825 SF existing) 22,000 SF planned
FOSTER CITY	32,390	35,420	.7 SF/RESIDENT	23,708 SF
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Note:

1 Based on projected population

2 Based on 2013 ABAG projections



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NEW PACIFICA LIBRARY

SYSTEM FACILITY STRATEGY

SMCL PACIFICA LIBRARIES – 1 VS. 2 Libraries

	1 LIBRARY	2 LIBRARIES
COLLECTION	NON REDUNDANT COLLECTION <ul style="list-style-type: none"> Broader and deeper collection as titles do not need to be duplicated between multiple branches 	REDUNDANT COLLECTIONS <ul style="list-style-type: none"> 54% of the current collection is unique (1 copy between PAC and SNZ) 46% of the current collection is duplicated (2 copies, 1 copy @ PAC & 1 copy @ SNZ)
HOURS	60 hours dedicated to a single library	60 hours split between two libraries. When hours were reduced in April 2015, the library saw a decrease in both visitors and items circulated (primarily at the Sharp Park Branch). <ul style="list-style-type: none"> 6% overall reduction in visitors FY 14/15 to FY 15/16 7% overall reduction in circulation FY 14/15 to FY 15/16
OPERATIONAL COSTS	TBD	TBD



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NEW PACIFICA LIBRARY

SYSTEM FACILITY STRATEGY



STRATEGY A

1 LIBRARY — 1 LARCH BRANCH

SIZE

New Sharp Park	30,000-36,000 SF
Sanchez	~4,000 SF EXISTING TO BE RE-PURPOSED
TOTAL	30,000 – 36,000 SF

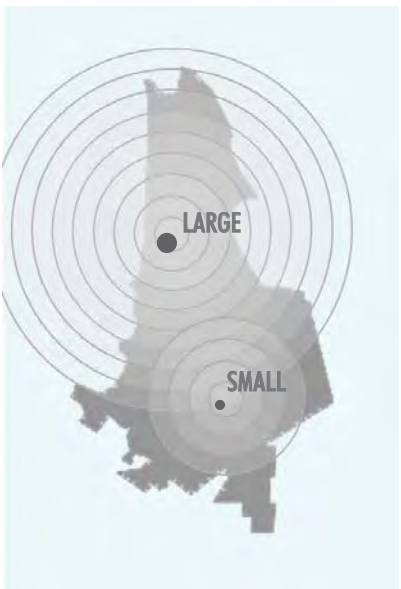


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NEW PACIFICA LIBRARY

SYSTEM FACILITY STRATEGY



STRATEGY 2

1 BRANCH — 1LARGE + 1 SMALL

SIZE

New Sharp Park	28,000-36,000 SF
Improved Sanchez	~4,000 SF EXISTING COMMUNITY ROOM + POSSIBLE NEW ADDITION TBD
TOTAL	~32,000 – 40,000 SF



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NEW PACIFICA LIBRARY

PACIFICA LIBRARY EVALUATION CRITERIA

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PREREQUISITES

FUNCTIONALITY

Library facility(ies) will prioritize functional design and inherent flexibility to best serve community, support operational efficiency, and organize materials now and well into the future.

SUSTAINABILITY

Sustainability, both environmental and operational, will be fundamental in the location and design of the new library. The building must function efficiently and responsibly to minimize on-going costs and environmental impact.

EVALUATION CRITERIA

ACCESSIBILITY

Is the site easy to get to, not only by car but by alternative modes of transportation? Is it located near local and regional transit? Is the circulation into and out of the site efficient, disruptive, or dangerous?

SITE CAPACITY

Does the site have the capacity to accommodate the building and parking being planned? Is there an opportunity to develop shared parking in order to conserve resources?

COSTS

What are the total development costs? Costs include land acquisition, site infrastructure (sewer, water, power, roads), site entitlement costs (CEQA, California Coastal Commission), site and building construction costs, and potential relocation costs for existing uses.

AVAILABILITY

Is the land available to be developed or used for a library without negatively impacting existing uses or businesses?

ECONOMIC IMPACT

What potential is there for the new library to act as a catalyst, promoting new growth or invigorating the existing neighborhood? How can the library aid the economic goals of the City?

SYNERGY/CONNECTIVITY

Is there opportunity for the library to enhance the community and be a dynamic amenity for residents? Does the site have good connectivity to other community services, such as schools, shopping, or parks? Does it have civic presence? Is it located in a high traffic area? Does the community know where it is?

ENVIRONMENT

Are there extraordinary environmental risks associated with the site (seismic, tsunami, tidal, wind, fog) that will impact the construction costs, longevity, operations, or maintenance costs for the building or site improvements?



GROUP

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NEW PACIFICA LIBRARY

RECOMMENDED SITES PER LIBRARY ADVISORY COMMITTEE



LIBRARY SITE OPTIONS AT ROCKAWAY BEACH, LINDA MAR, AND PEDRO POINT

- CITY OWNED**
 - 1 **SANCHEZ LIBRARY**
Terra Nova Blvd.
 - 2 **COMMUNITY CENTER**
540 Crespi Dr.
- SCHOOL DISTRICT***
 - 3 **ODDSTAD ELEMENTARY SCHOOL**
Oddstad Blvd.
- PRIVATELY OWNED***
 - 4 **SHOPPING CENTER**
Terra Nova Blvd. & Alicante Dr.
 - 5 **SHOPPING CENTER**
Coast Hwy. & Linda Mar Blvd.
 - 6 **QUARRY**
Cabrillo Hwy. & San Maria Way
 - 7 **THE "ROCK"**
Cabrillo Hwy. & Fossler Ave.
 - 8 **SHOPPING CENTER**
Adobe Dr. & Linda Mar Blvd.
- OTHERS***

LIBRARY SITE OPTIONS AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK

- CITY OWNED**
 - 1 **CITY HALL SITE**
Santa Maria Ave. & Francisco Blvd.
 - 2 **PALMETTO & MONTECITO**
Beach Blvd. & Montecito Ave.
 - 3 **SHARP PARK LIBRARY**
Hilton Way & Palmetto Ave.
 - 4 **PARKING LOT**
Francisco Blvd. & Salada Ave.
 - 5 **CORP YARD**
NE corner of Oceana Blvd. & Milagra Dr.
- SCHOOL DISTRICT***
 - 6 **OCEANA HS**
Oceana Blvd. & Paloma Ave.
- PRIVATE SITE***
 - 7 **PUBLIC AGENCY**
Clarendon Rd. & Francisco Blvd.
 - 8 **SHOPPING CENTER**
Eureka Dr. & Oceana Blvd.
 - 9 **SOUTH OF GORILLA BBQ PARKING**
2145 Cabrillo Hwy.
 - 10 **PUBLIC AGENCY**
Pacific Ave. & Palmetto Ave.
- OTHERS***
 - 11 **FAIRWAY PARK**
East of Coast Hwy., North of Police Station and Orchid Farms (NPS)

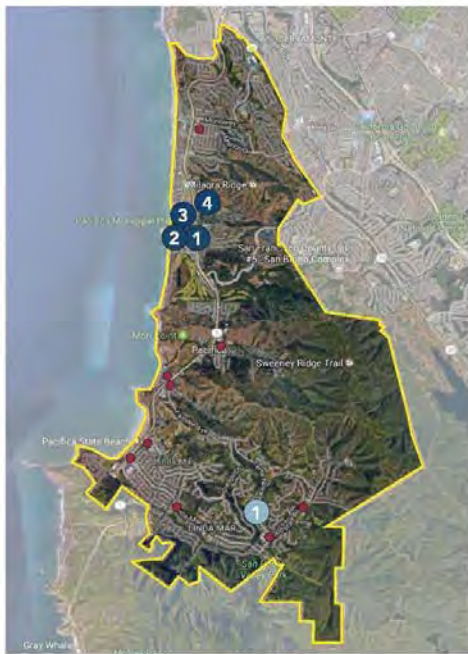


GROUP

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NEW PACIFICA LIBRARY

RECOMMENDED SITES PER LIBRARY ADVISORY COMMITTEE



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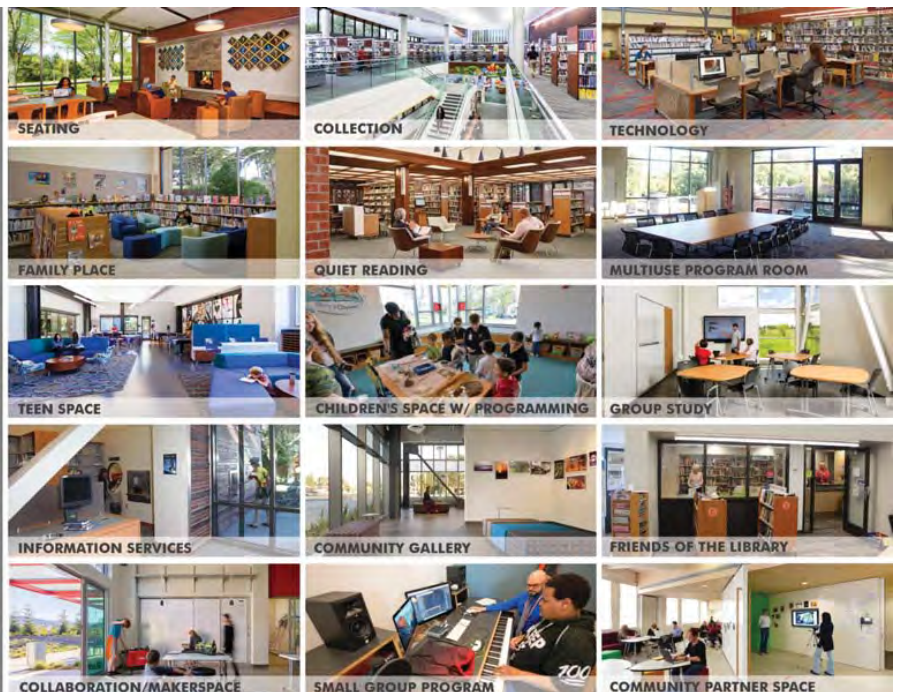
NEW PACIFICA LIBRARY

SYSTEM OPERATIONAL SCENARIOS – LARGE BRANCH SCENARIO

LIBRARY SERVICES

- Seating
- Collection
- Technology
- Family Place
- Quiet Reading
- Multiuse Program Room
- Teen Space
- Children's Space w/ Programming
- Group Study
- Information Services
- Community Gallery
- Friends of the Library
- Collaboration/Maker space
- Small Group Program
- Community Partner Space

LIBRARY SERVICES



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NEW PACIFICA LIBRARY

SYSTEM OPERATIONAL SCENARIOS – SMALL BRANCH SCENARIO

LIBRARY SERVICES

- Seating
- Collection
- Technology
- Family Place
- Reading
- Multi-use Program Room

INNOVATIONS

- Staffing Efficiencies
- Materials Vending
- Self Service
- 24/7 Lobby
- Flexible Building
- Independent Access

PARTNERS (Parks, Beaches, & Recreation)

- Multi-generational Programs & Services (children, teens, adults, & seniors)
- Community Space
- Community Programs



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NEW PACIFICA LIBRARY

QUESTIONS?



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NEW PACIFICA LIBRARY



AGENDA

1. Project Background
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 - System Facility Strategies
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6. Next Steps

STATION 1 - 20 Minute Discussion

- ✓ System Facility Strategies + Site Options



STATION 2 - 20 Minute Discussion

- ✓ System Operational Scenarios





AGENDA

1. Project Background
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 - Site Options
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4. Group Discussion
5. Report Back
6. Next Steps

STATION 1 - **REPORT BACK**

- ✓ System Facility Strategies + Site Options



STATION 2 - **REPORT BACK**

- ✓ System Operational Scenarios



QUESTIONS?



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NEW PACIFICA LIBRARY



AGENDA

1. Project Background
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COMMUNITY MEETINGS + OUTREACH

ROUND 3 – RECOMMENDATIONS

- 11/2: Open House + Workshop
- 11/18: Pacifica Anniversary
- Ongoing November: Intercept + Kiosk Pop-Ups, Online Survey



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NEW PACIFICA LIBRARY

THANK YOU!

For More Information Visit:
cityofpacificac.org/library-project



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NEW PACIFICA LIBRARY

HELP IMAGINE



PACIFICA LIBRARIES OPTIONS

**SHARE YOUR IDEAS AND
HELP CREATE THE VISION**

**JOIN OUR COMMUNITY WORKSHOPS
AND HELP DEVELOP THE FUTURE OF
PACIFICA'S LIBRARIES. PARTICIPATE IN
ANY OR ALL OF THE EVENTS. YOUR
INPUT AND INVOLVEMENT COUNTS!**

ROUND 1 MAY 23 – OPPORTUNITIES

ALL MEETINGS WILL BE HELD AT

PACIFICA COMMUNITY CENTER

540 Crespi Dr
Pacifica, CA 94044

ROUND 2 SEPTEMBER 28 – OPTIONS

Attend one or both meetings

4:00 PM – 7:00 PM Open House

Informal/drop-in presentation, same content as Workshop.

7:00 PM – 8:30 PM Workshop

Structured meeting, same content as Open House.

FOR MORE INFORMATION

 **650.738.7341**

 **[pacificaplanningdept@
ci.pacifica.ca.us](mailto:pacificaplanningdept@ci.pacifica.ca.us)**

 **[http://www.cityofpacifica.
org/library-project](http://www.cityofpacifica.org/library-project)**

 **[http://www.cityofpacifica.
org/library-survey](http://www.cityofpacifica.org/library-survey)**

ROUND 3 NOVEMBER 2 – RECOMMENDATIONS

Attend one or both meetings

4:00 PM – 7:00 PM Open House

Informal/drop-in presentation, same content as Workshop.

7:00 PM – 8:30 PM Workshop

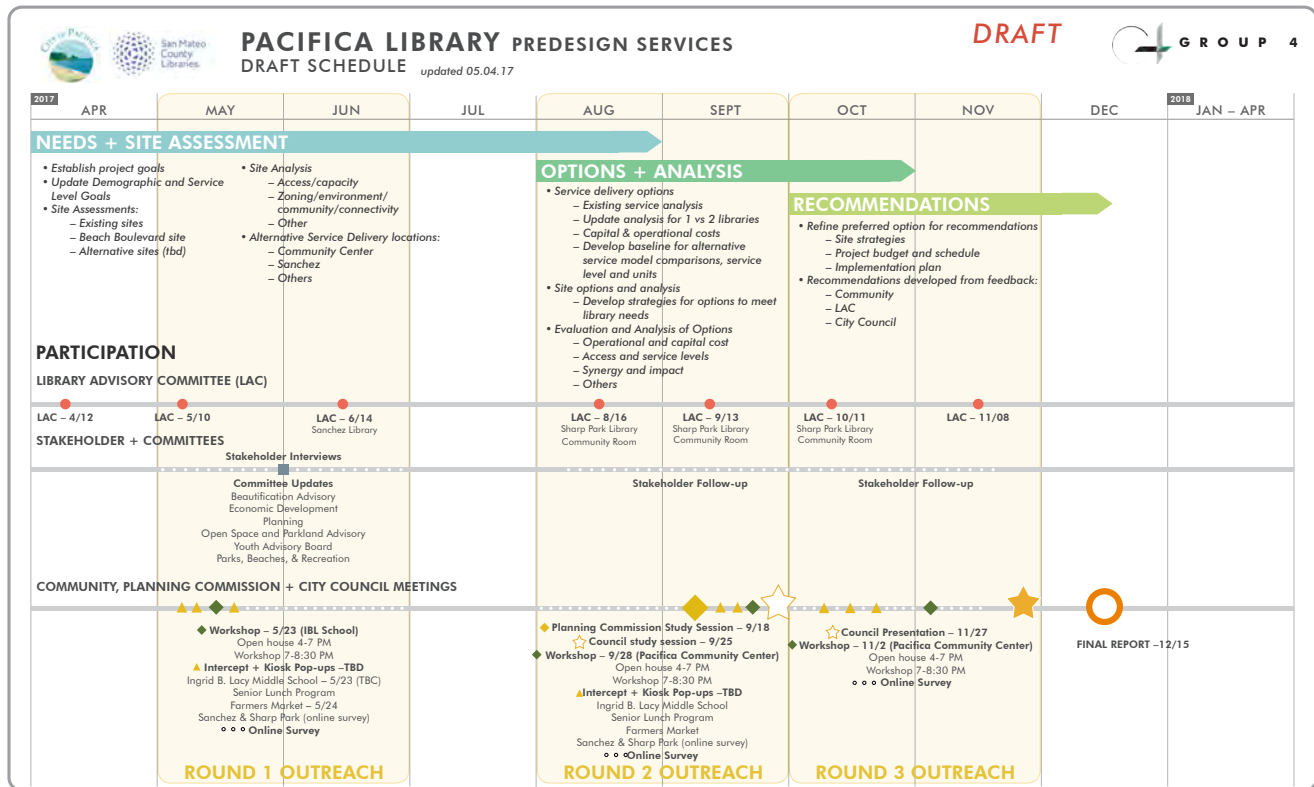
Structured meeting, same content as Open House.



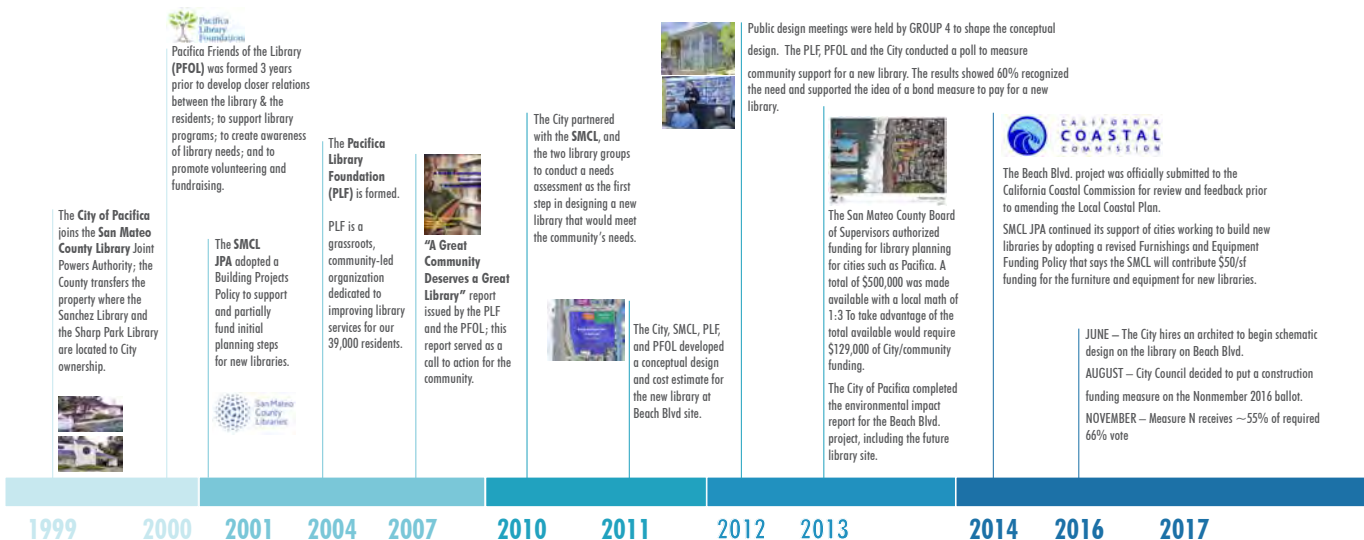


CITY OF PACIFICA

PACIFICA LIBRARIES OPPORTUNITIES



PACIFICA LIBRARY TIMELINE

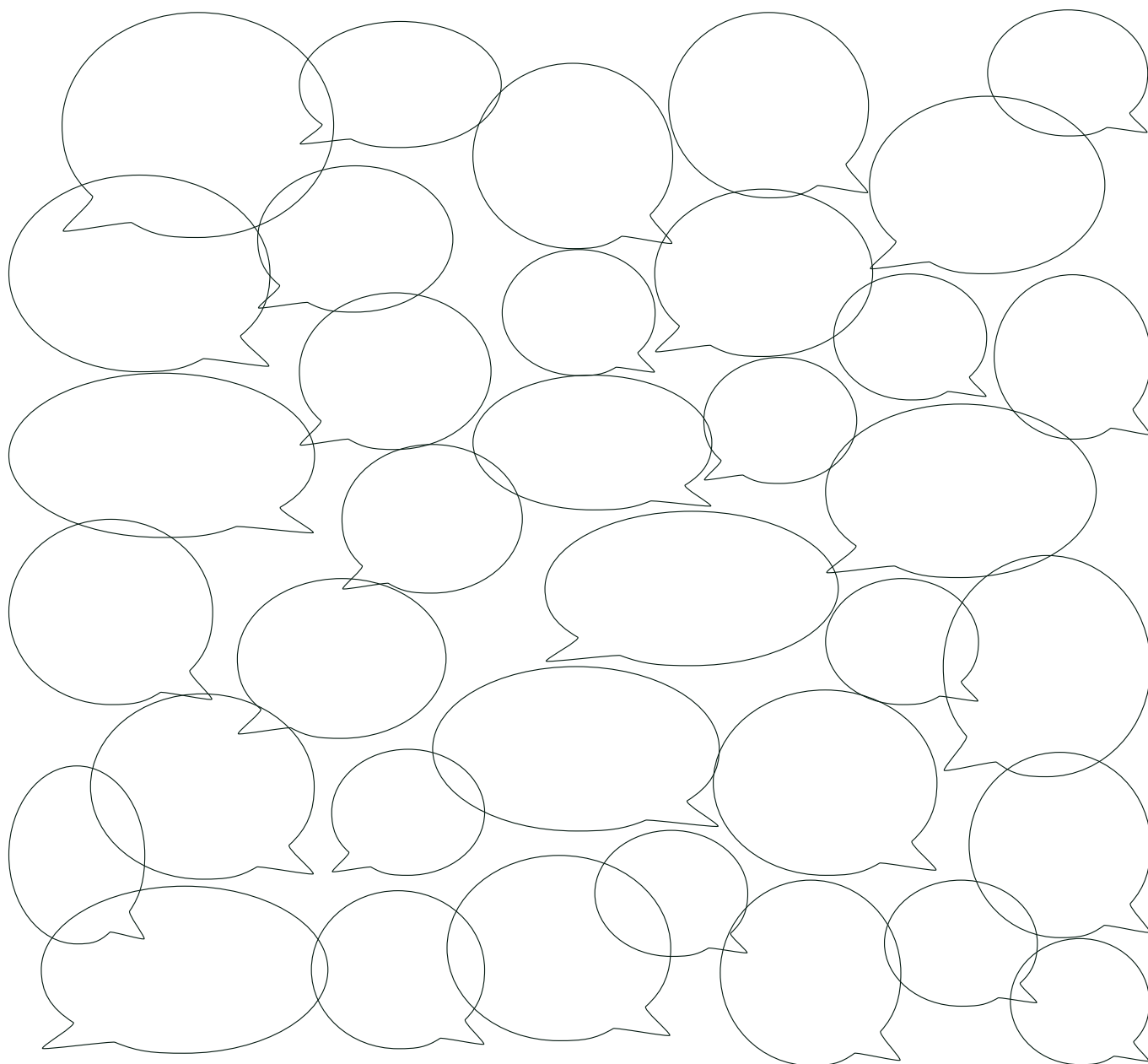
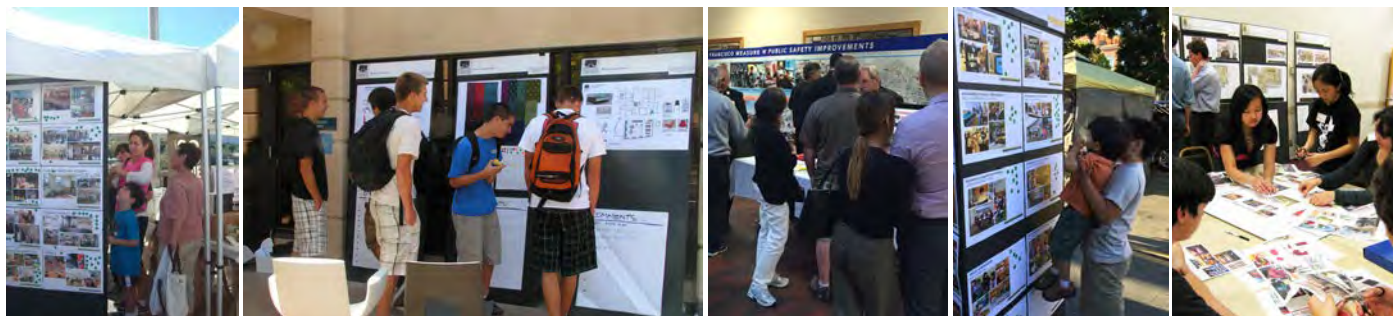


MARCH - CITY COUNCIL DIRECTS LIBRARY ADVISORY COMMITTEE TO:

- Community Input:** Develop a comprehensive public outreach strategy that engages and responds to the community across both geographical and demographic borders.
- Needs Assessment:** Revisit analysis of library service assessment to refine, document, and communicate findings.
- Site Analysis:** Revisit site options and analysis.
- Service Options:** Develop and analyze service model options, explore alternatives to a single location option.

PACIFICA LIBRARIES OPPORTUNITIES

WHAT ARE YOUR GOALS AND HOPES FOR THE FUTURE?



LIBRARY ACTIVITIES

WHAT ARE YOUR PRIORITIES?

LEARNING + TUTORING



GROUP STUDY + COLLABORATING



QUIET READING + STUDYING



SOCIALIZING + HANGING OUT



GAMING + COMPUTERS



CREATING + MAKING



ENTERTAINMENT + PROGRAMS



COMMUNITY EVENTS



OUTDOOR READING + PROGRAMS



OTHERS?

- _____
- _____
- _____
- _____

LIBRARY SPACES

WHAT ARE YOUR PRIORITIES?

CREATIVE STUDIO/LAB



SPACE TO WORK TOGETHER



QUIET STUDY SPACE



TECHNOLOGY HUB



BOOKS, MOVIES, MUSIC



TEEN SPACE



OUTDOOR SPACE



CHILDREN'S



ROOMS FOR COMMUNITY USE

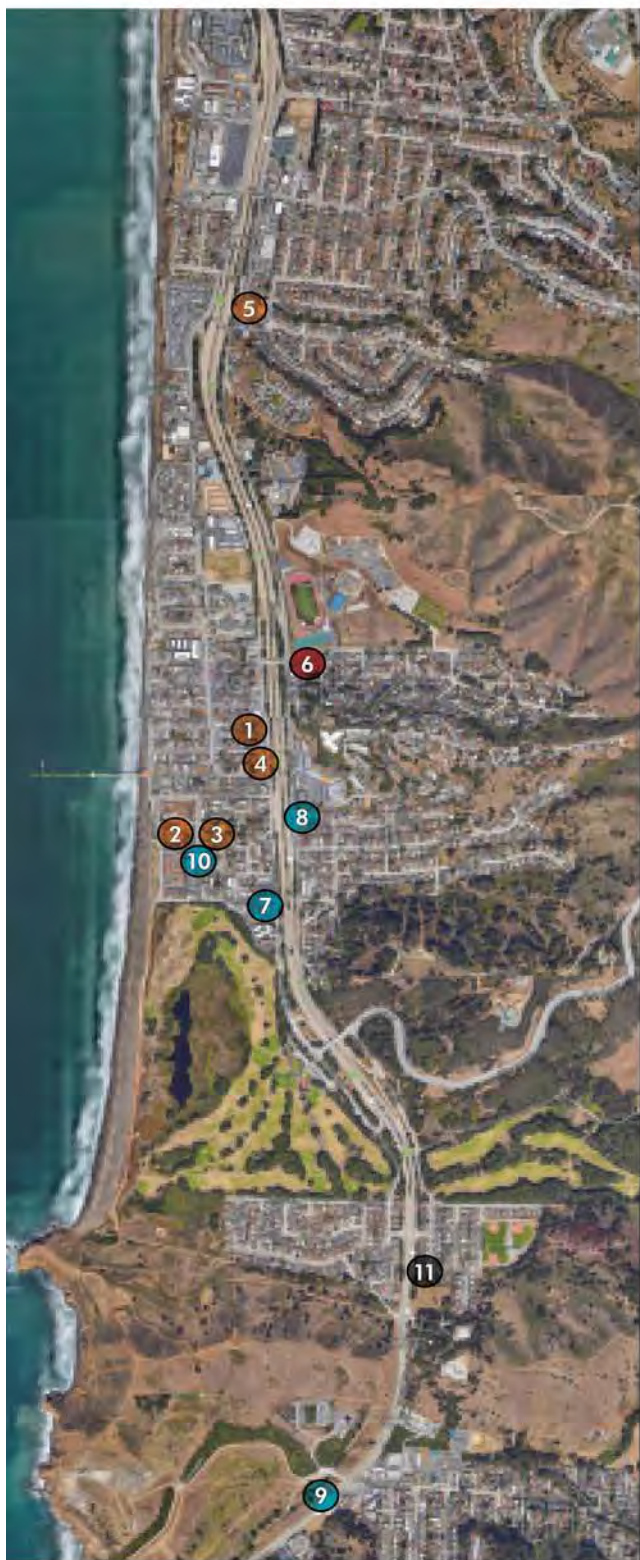


OTHERS?

-
-
-
-

SITE ASSESMENTS

LIBRARY SITES AT SHARP PARK, MANOR DISTRICT, AND FAIRWAY PARK



CITY OWNED

- 1 **CITY HALL SITE**
Santa Maria Ave. & Francisco Blvd.
- 2 **PALMETTO & MONTECITO**
Beach Blvd. & Montecito Ave.
- 3 **SHARP PARK LIBRARY**
Hilton Way & Palmetto Ave.
- 4 **PARKING LOT**
Francisco Blvd. & Salada Ave.
- 5 **CORP YARD**
NE corner of Oceana Blvd. & Milagra Dr.

SCHOOL DISTRICT*

- 6 **OCEANA HS**
Oceana Blvd. & Paloma Ave.

PRIVATE SITE*

- 7 **PUBLIC AGENCY**
Clarendon Rd. & Francisco Blvd.
- 8 **SHOPPING CENTER**
Eureka Dr. & Oceana Blvd.
- 9 **SOUTH OF GORILLA BBQ PARKING**
2145 Cabrillo Hwy.
- 10 **PUBLIC AGENCY**
Pacific Ave & Palmetto Ave.

OTHERS*

- 11 **FAIRWAY PARK**
East of Coast Hwy., North of Police Station and Orchid Farms (NPS)

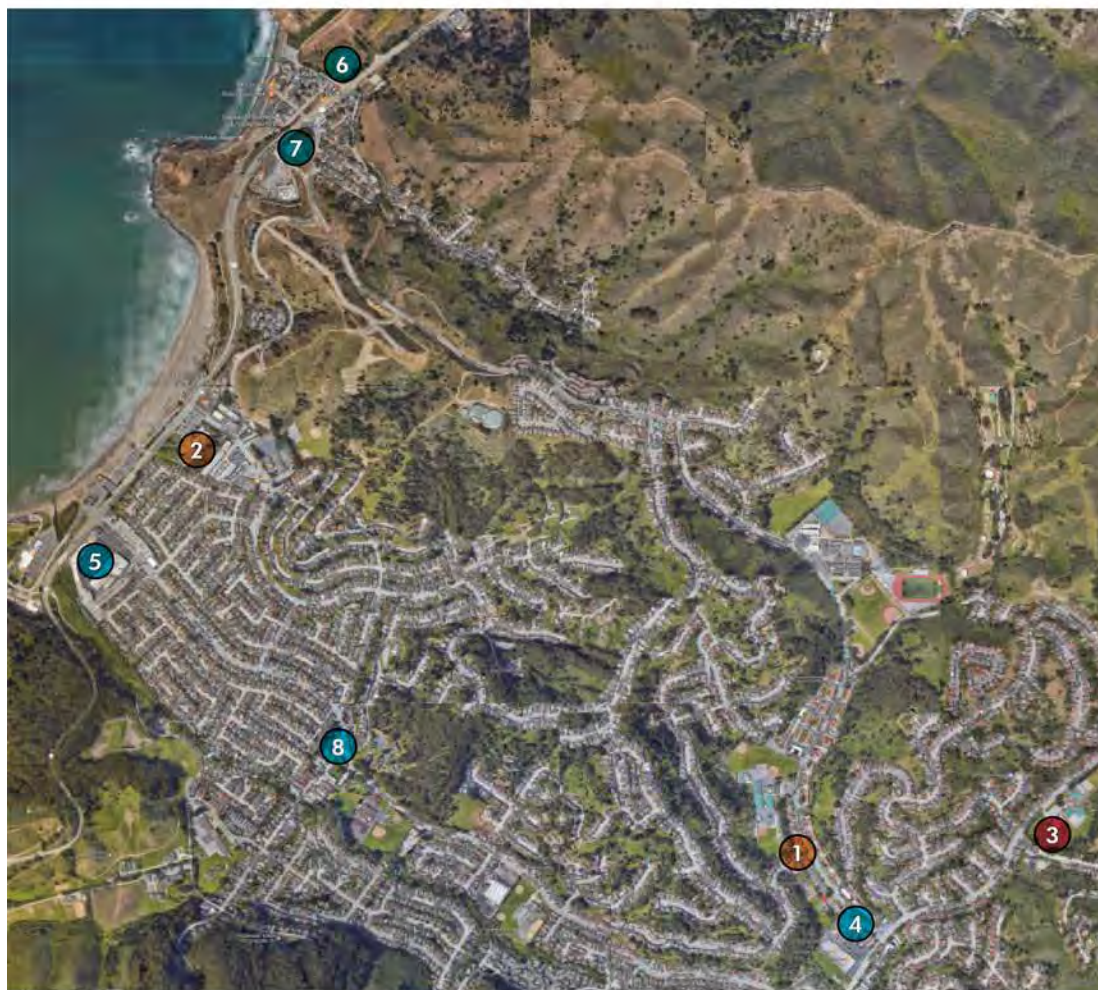


*DISCLAIMER

These sites have been identified by community members as potential sites for a new library. The planning process is looking afresh at all potential library sites. This first step in our site analysis process will be followed by a detailed assessment of each of the identified sites to determine its viability. Other than community members suggestions, the City has not to date considered these properties as potential sites for a library.

SITE ASSESSMENTS

LIBRARY SITES AT ROCKAWAY BEACH, LINDA MAR, PEDRO POINT



CITY OWNED

SCHOOL DISTRICT*

1 **SANCHEZ LIBRARY**
Terra Nova Blvd.

2 **COMMUNITY CENTER**
540 Crespi Dr.

3 **ODDSTAD ELEMENTARY SCHOOL**
Oddstad Blvd.

PRIVATELY OWNED*

4 **SHOPPING CENTER**
Terra Nova Blvd. & Alicante Dr.

5 **SHOPPING CENTER**
Coast Hwy. & Linda Mar Blvd.

6 **QUARRY**
Cabrillo Hwy. & San Marlo Way

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Cabrillo Hwy. & Fassler Ave.

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OTHERS*

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These sites have been identified by community members as potential sites for a new library. The planning process is looking afresh at all potential library sites. This first step in our site analysis process will be followed by a detailed assessment of each of the identified sites to determine its viability. Other than community members suggestions, the City has not to date considered these properties as potential sites for a library.

SITE ANALYSIS

SHARP PARK LIBRARY SITE CONTEXT + ANALYSIS

SHARP PARK

POPULATION DISTRIBUTION:



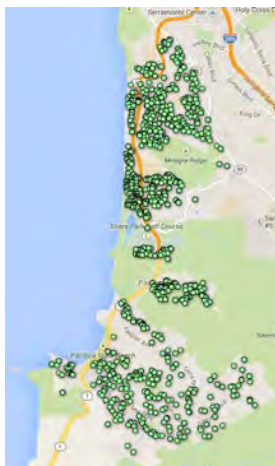
Likely to use
Sharp Park
 Likely to use
Sanchez
 Likely to use
either branch

GEOGRAPHIC LOCATION:



Open
Space
 Populated
Areas

USE PATTERNS:



4169 items out in circulation at time of sampling, shown in relatively even distribution throughout Pacifica

Site Analysis:

CENTRALITY + USE

Close to Population Centers

The Sharp Park Library is the closer branch for a majority of Pacifica residents per a comparison of Sharp Park's geographic location and 2010 U.S. Census tract maps

Geographically Central

Sharp Park is relatively central to both the northern and southern areas of Pacifica

Evenly Distributed Use

Use Pattern information shows the Sharp Park library being used by patrons from all over Pacifica

The Sharp Park Library is centrally located in Pacifica, and the facility serves a large population area, which is confirmed by patron use data.

SHARP PARK

Physical Condition Summary:

SHARP PARK

YEAR BUILT: 1964 AREA: ±7,300 SF

ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking Inaccessible Entries Inaccessible Paths of Travel Non-Conforming Areas Inaccessible Exits Non-Conforming Devices/Hardware	Insufficient Fire Life-Safety Under-supported Cantilever Non-Compliant Structure Excessive Openings in Structural Walls Under-supported soffits Unanchored Tilt Shelving	Insufficient Ventilation System Outdated Lighting System Recently Updated Plumbing	Uneven Floors Worn Finishes Poor Acoustics Damaged/Discontinued Hardware Underutilized Views	Inadequate Storage Underutilized Spaces for Collections Inadequate Seating Inflexible Spaces Undersized Staff Space

Building is inaccessible

Building does not meet Life-Safety Standards

Systems need upgrades

Multiple issues from deferred maintenance to design problems

Library is undersized for current and future needs

FUNCTIONALITY:

- Building is too small for current and future needs

BUILDING CONDITION:

- Overall poor condition
- Multiple code-compliance problems would require serious renovations

SITE CAPACITY:

- The site could fit a 4 story, 34,000 SF library with underground parking

Can the Sharp Park Library be remodeled?

The 7,300sf library is ~53 years old and has multiple code-compliance issues which would result in renovation costs similar to that of new construction.

Could the Sharp Park Site be used for a new 34,000 square foot library?

The current building cannot be expanded for an addition. Although the site could support a new larger library, the character of the new library with parking structure would be out of scale with the neighbors, and would be very expensive due to 2-levels of parking below the structure.

WHY AND HOW DO YOU USE SHARP PARK LIBRARY?

•

•

•

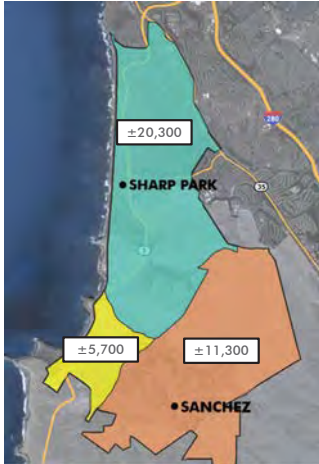
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SITE ANALYSIS

SANCHEZ LIBRARY SITE CONTEXT + ANALYSIS

SANCHEZ

POPULATION DISTRIBUTION:

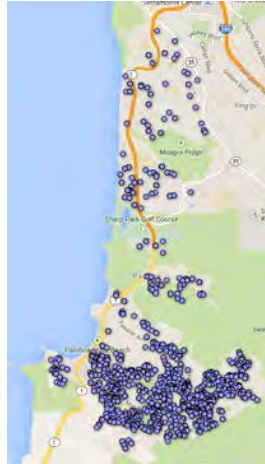


- Likely to use Sharp Park
- Likely to use Sanchez
- Likely to use either branch

GEOGRAPHIC LOCATION:



USE PATTERNS:



- Item in Circulation
- 3836 items circulating at time of sampling

Site Analysis:

CENTRALITY + USE

Far from Population Centers

The Sanchez branch is farther majority of Pacifica residents per a comparison of the library's geographic location and 2010 U.S. Census tract maps

Not Geographically Central

Sanchez Library is located near the southern-most edge of Pacifica

Unevenly Distributed Use

Use Pattern information shows the Sanchez Library being used primarily by patrons in immediate proximity to the library.

The Sanchez Library is far from Pacifica's population centers and is used most heavily by patrons in immediate proximity to the library

SANCHEZ

Physical Condition Summary:

SANCHEZ

YEAR BUILT: 1981 AREA: ±4,500 SF

ACCESSIBILITY	LIFE-SAFETY	BUILDING SYSTEMS	ARCHITECTURAL	FUNCTIONALITY
Non-Conforming Parking	Insufficient Fire Life-Safety	Poorly Integrated Telecom Upgrades	Worn Finishes	Inadequate Storage
Non-Conforming Areas	Potential Structural Deficiencies	Recently Updated HVAC	Damaged Window Screen	Undersized Spaces for Collections
Non-Conforming Devices/Hardware	Unanchored Tall Shelving	Recently Updated Plumbing	Damaged Hardware	Inadequate Seating
	Qualifies as a Benchmark Building	Inefficient Lighting Systems	General Good Condition	Inadequate Program Spaces
		Insufficient Air Circulation		Undersized Entry/Service Space
				Undersized Staff Space

Building is mostly accessible

Building is considered structurally Life-Safe

Some systems require upgrades

Finishes need replacement, but the building is in decent condition

Library is undersized for current and future needs

FUNCTIONALITY:	BUILDING CONDITION:	SITE CAPACITY:
<ul style="list-style-type: none">Building is too small for current and future needsSite is isolated from Pacifica's population centers	<ul style="list-style-type: none">Some upgrades requiredStructurally good conditionLife-Safe	<ul style="list-style-type: none">Site is large enough for a 34,000 SF library and required parking

Can the Sanchez Library be remodeled?

The 4,500 SF library can be remodeled to comply with current codes. However, based on recent remodels of similarly aged buildings, approximately 20-25% of the useable area will be reduced in order to bring the building into compliance with current accessibility requirements. Accessibility improvements that will need to be addressed include: accessible doors, restrooms, paths of travel, aisles, shelves, seating and service desks.

Could the Sanchez Site be used for a new 34,000 square foot library?

An addition to the current building, or a new building on the current site, could be viable in regards to site capacity, but use patterns show that a smaller percentage of the community visits the Sanchez Library, compared to the Sharp Park Library.

WHY AND HOW DO YOU USE SANCHEZ LIBRARY?

-
-
-
-

SITE ASSESSMENTS

WHAT MAKES A GOOD LIBRARY SITE?

1 ACCESSIBILITY/CONNECTIVITY



PEDESTRIAN



BICYCLES



PUBLIC TRANSIT



VEHICLE



PARKING

2 SYNERGY



COMMUNITY CENTER



SHOPPING CENTER



SCHOOL

3 SITE CAPACITY



BUILDING



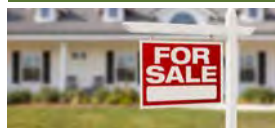
PARKING

4 ECONOMIC OPPORTUNITY



BUSINESS CATALYST

5 COSTS



LAND



INFRASTRUCTURE
(Utilities, Highways, Streets, etc.)



ENTITLEMENTS
(CEQA, Calif. Coastal Commission..)



SITE DEVELOPMENT



CONSTRUCTION

6 ENVIRONMENT



EARTHQUAKE,
TSUNAMI, SALT
FOG, WIND, ...

7 OTHERS

-
-
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-
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HELP IMAGINE



PACIFICA LIBRARIES OPTIONS

**SHARE YOUR IDEAS AND
HELP CREATE THE VISION**

JOIN OUR COMMUNITY WORKSHOPS
AND HELP DEVELOP THE FUTURE OF
PACIFICA'S LIBRARIES. PARTICIPATE IN
ANY OR ALL OF THE EVENTS. YOUR
INPUT AND INVOLVEMENT COUNTS!

ROUND 2 SEPTEMBER 28 – OPTIONS

Attend one or both meetings

4:00 PM – 7:00 PM Open House

Informal/drop-in presentation, same content as Workshop.

7:00 PM – 8:30 PM Workshop

Structured meeting, same content as Open House.

ROUND 3 NOVEMBER 2 – RECOMMENDATIONS

Attend one or both meetings

4:00 PM – 7:00 PM Open House

Informal/drop-in presentation, same content as Workshop.

7:00 PM – 8:30 PM Workshop

Structured meeting, same content as Open House.

FOR MORE INFORMATION



650.738.7341



[pacificaplanningdept@
ci.pacifica.ca.us](mailto:pacificaplanningdept@ci.pacifica.ca.us)



[http://www.cityofpacifica.org/
library-project](http://www.cityofpacifica.org/library-project)



[http://www.cityofpacifica.org/
library-survey](http://www.cityofpacifica.org/library-survey)

**ALL MEETINGS WILL BE HELD AT
PACIFICA COMMUNITY CENTER**

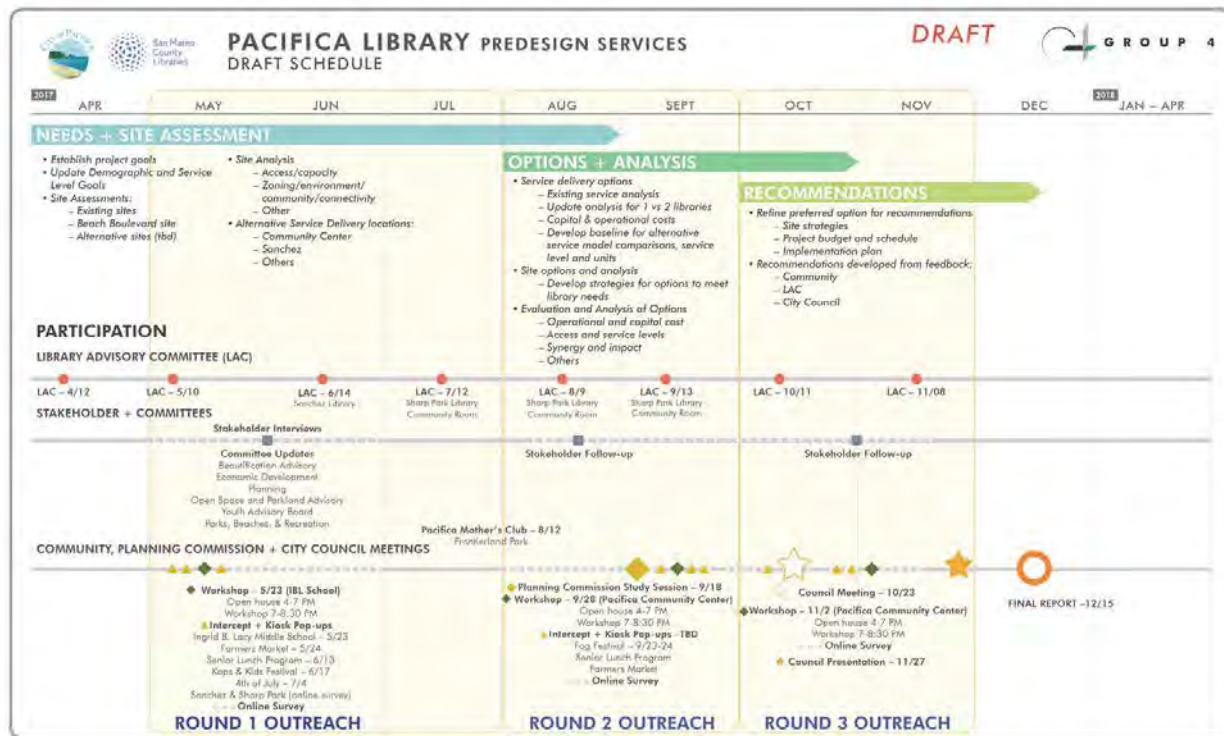
540 Crespi Dr
Pacifica, CA 94044



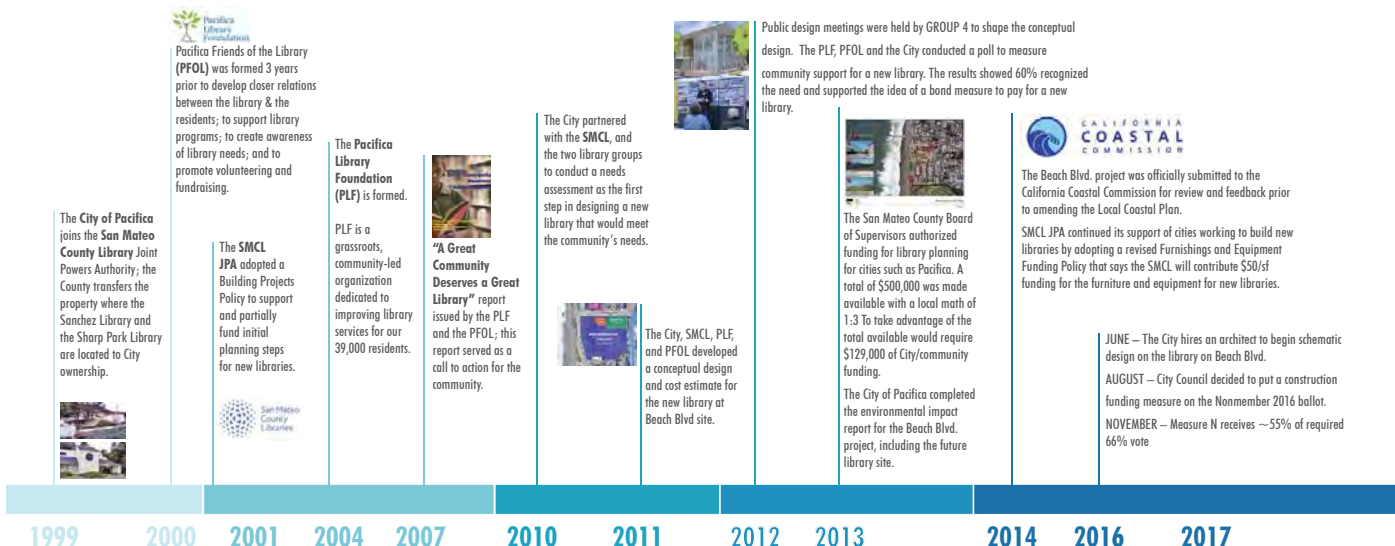


PACIFICA LIBRARIES OPPORTUNITIES

PROJECT SCHEDULE



PACIFICA TIMELINE



MARCH – CITY COUNCIL DIRECTS LIBRARY ADVISORY COMMITTEE TO:

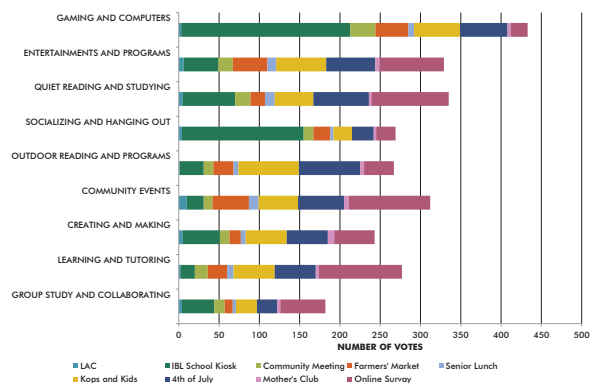
- Community Input:** Develop a comprehensive public outreach strategy that engages and responds to the community across both geographical and demographic borders.
- Needs Assessment:** Revisit analysis of library service assessment to refine, document, and communicate findings.

- Site Analysis:** Revisit site options and analysis.
- Service Options:** Develop and analyze service model options, explore alternatives to a single location option.

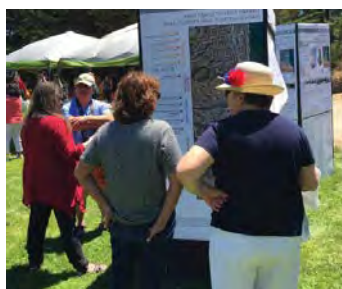
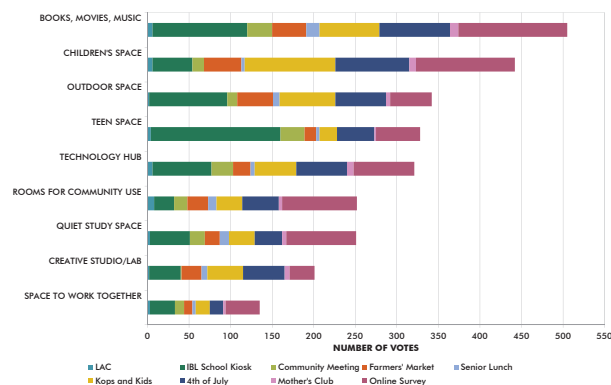
OUTREACH RESULTS

COMMUNITY INPUT SUMMARY

LIBRARY ACTIVITIES



LIBRARY SPACES



COMMUNITY FEEDBACK

SANCHEZ LIBRARY



LIKES

- Location (Serving seniors and families)
- Outdoor space + garden
- Architecture
- Children's program
- Well organized
- Cozy
- Beautiful view

DISLIKES

- Inadequate space
- Small collection
- Inadequate and outdated computers
- Noisy children's space
- Limited hours
- Not a diverse collection
- Traffic and parking impacts

SHARP PARK LIBRARY



LIKES

- Location (Convenient for commuters)
- Staff
- Easy to order and pick-up books
- Programs
- New technology (3d printer)
- Children's space and program
- Community room

DISLIKES

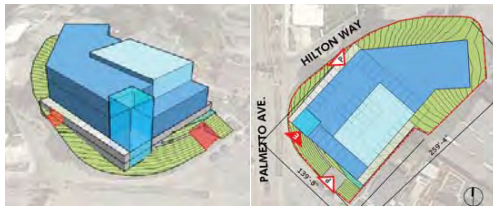
- Inadequate space
- Small collection
- No easy access for persons with disabilities (Steep)
- Noise
- Parking
- Not good for browsing
- Limited hours

SITE ANALYSIS

PREFERRED SITE OPTIONS

PREFERRED LARGE

1 SHARP PARK LIBRARY



EVALUATION CRITERIA

ACCESSIBILITY	+	
SITE CAPACITY	-	
ECONOMIC IMPACT	+	
SYNERGY/CONNECTIVITY	+	
ENVIRONMENT	+	+ GOOD - POOR

CAPACITY	
SITE AREA:	31,236 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	<u>30,000 SF</u>
BELOW BUILDING PARKING:	
FIRST LEVEL:	43 SPACES
SECOND LEVEL:	40 SPACES
	<u>83 SPACES</u>

PROS + CONS

- CONS:**
- Requires removal of heritage trees
 - Adds 4 stories to site
 - Requires 2 separate parking lots below building
- PROS:**
- + Existing library site
 - + Site capacity for large library
 - + City owned
 - + Conveniently located Downtown

I SUPPORT THIS SITE:

2 PALMETTO AND MONTECITO



EVALUATION CRITERIA

ACCESSIBILITY	+	
SITE CAPACITY	+	
ECONOMIC IMPACT	+	
SYNERGY/CONNECTIVITY	+	
ENVIRONMENT	+	+ GOOD - POOR

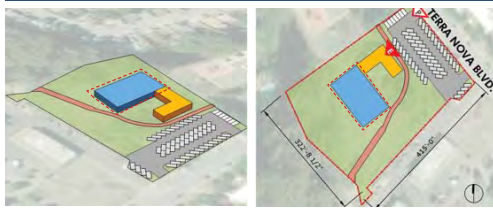
CAPACITY	
BUILDING FOOTPRINT:	17,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	<u>30,000 SF</u>
BELOW BUILDING PARKING:	
FIRST LEVEL:	73 SPACES
SECOND LEVEL:	10 SPACES
	<u>83 SPACES</u>

PROS + CONS

- CONS:**
- Community concerns over long-term environmental impact and cost to maintain infrastructure
 - Potential loss of revenue to City
 - Requires below building parking
- PROS:**
- + Site capacity for large library
 - + City owned
 - + Conveniently located Downtown

I SUPPORT THIS SITE:

3 SANCHEZ LIBRARY



EVALUATION CRITERIA

ACCESSIBILITY	+	
SITE CAPACITY	-	
ECONOMIC IMPACT	+	
SYNERGY/CONNECTIVITY	+	
ENVIRONMENT	+	+ GOOD - POOR

CAPACITY	
SITE AREA:	116,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	11,500 SF
COMMUNITY ROOM:	4,500 SF
	<u>16,000 SF</u>
SURFACE PARKING:	44 SPACES

PROS + CONS

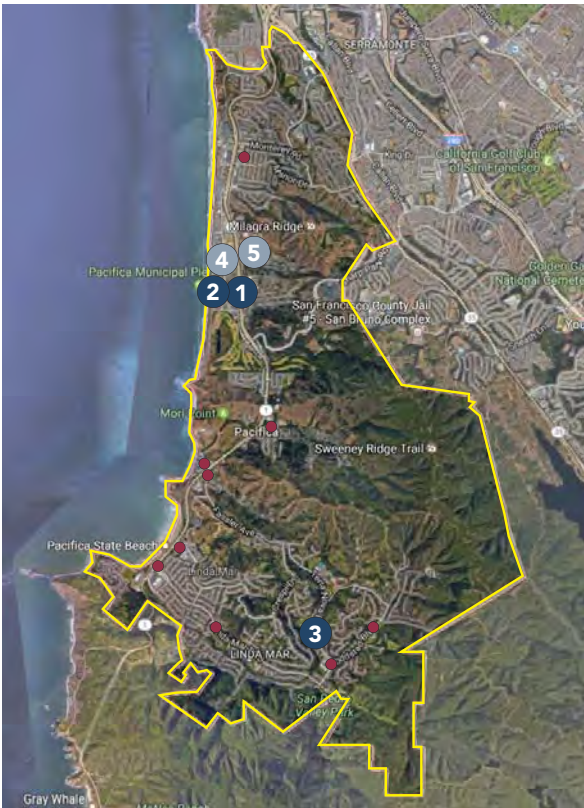
- CONS:**
- Not centrally located
- PROS:**
- + Site capacity to expand to a medium sized library
 - + Surface parking
 - + City owned
 - + Existing library site

I SUPPORT THIS SITE:

PREFERRED SMALL

SITE ANALYSIS

ALTERNATE SITE OPTIONS



Sites marked with a red dot were sites that the community identified as potential library locations, these sites were evaluated by the City's Library Advisory Committee and considered less desirable based on the established site evaluation criteria.

4 CITY HALL

EVALUATION CRITERIA

ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	+ GOOD - POOR

CAPACITY

SITE AREA:	28,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
CITY HALL:	16,000 SF
	46,000 SF
BELOW BUILDING PARKING:	
FIRST LEVEL:	80 SPACES
SECOND LEVEL:	47 SPACES
	127 SPACES

PROS + CONS

CONS:

- Additional funds required for inclusion of city hall
- Requires 2 levels of below building parking

PROS:

- + Site capacity for large library and City Hall
- + City owned
- + Conveniently located Downtown

I SUPPORT THIS SITE:

* Options for this site: 1) combine a new City Hall with a new Library or 2) a new Library and relocation of City Hall

5 CORPORATION YARD

EVALUATION CRITERIA

ACCESSIBILITY	+
SITE CAPACITY	+
ECONOMIC IMPACT	+
SYNERGY/CONNECTIVITY	+
ENVIRONMENT	+ GOOD - POOR

CAPACITY

SITE AREA:	36,444 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF
BELOW BUILDING PARKING:	68 SPACES
SURFACE PARKING:	15 SPACES
	83 SPACES

PROS + CONS

CONS:

- Additional funds required for relocation of Corp yard
- Requires below building parking

PROS:

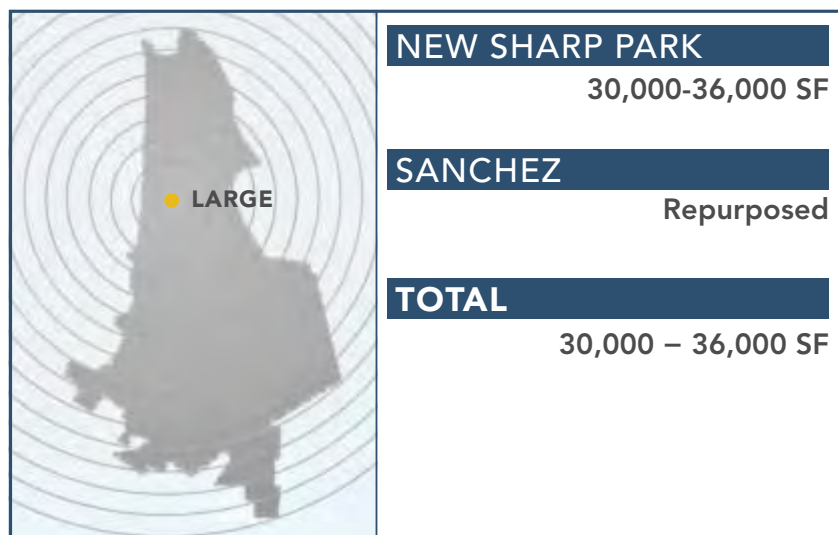
- + Easy highway access
- + City owned
- + Site capacity for large library

I SUPPORT THIS SITE:

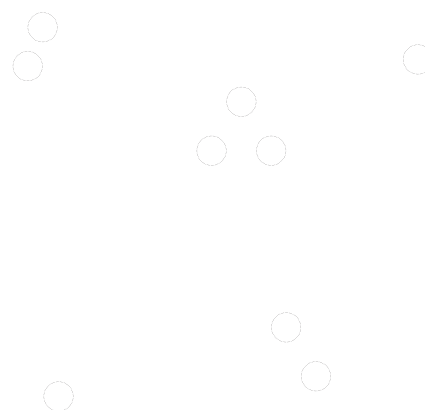
SYSTEM FACILITY STRATEGIES

STRATEGY 1

1 BRANCH – 1 LARGE

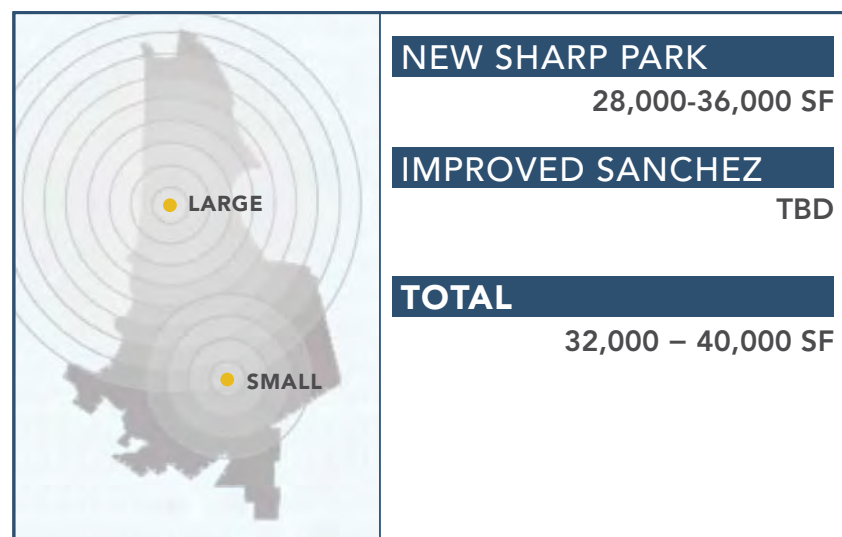


I support this strategy

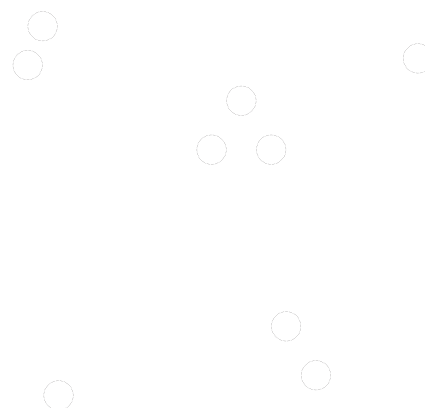


STRATEGY 2

2 BRANCHES – 1 LARGE + 1 SMALL



I support this strategy



TARGETED SIZE

Based on SMCL current range of sf/capita

	2014 POPULATION	2040 POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	.7 SF/RESIDENT	28,900 SF
MEDIUM	38,551	41,319	.8 SF/RESIDENT	33,050 SF
HIGH	38,551	41,319	.9 SF/RESIDENT	37,190 SF

.7-.9/SF single facility size = 28,900 – 37,190 SF

System Strategies that include Sanchez Library

Sanchez Library Strategies	Size
Existing (ADA & Deferred Maintenance)	4,000 SF
New Addition + Community Room	+4,000 SF

1 VS. 2 LIBRARIES

	1 LIBRARY	2 LIBRARIES
COLLECTION	NON REDUNDANT COLLECTION • Broader and deeper collection as titles do not need to be duplicated between multiple branches	REDUNDANT COLLECTIONS • 54% of the current collection is unique (1 copy between PAC and SNZ) • 46% of the current collection is duplicated (2 copies, 1 copy @ PAC & 1 copy @ SNZ)
HOURS	60 hours dedicated to a single library	60 hours split between two libraries. When hours were reduced in April 2015, the library saw a decrease in both visitors and items circulated (primarily at the Sharp Park Branch). • 6% overall reduction in visitors FY 14/15 to FY 15/16 • 7% overall reduction in circulation FY 14/15 to FY 15/16
OPERATIONAL COSTS	TBD	TBD

HELP IMAGINE



PACIFICA LIBRARIES OPTIONS

**SHARE YOUR IDEAS AND
HELP CREATE THE VISION**

**JOIN OUR COMMUNITY WORKSHOPS
AND HELP DEVELOP THE FUTURE OF
PACIFICA'S LIBRARIES. PARTICIPATE IN
ANY OR ALL OF THE EVENTS. YOUR
INPUT AND INVOLVEMENT COUNTS!**

ROUND 3

NOVEMBER 2 – RECOMMENDATIONS

Attend one or both meetings

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FOR MORE INFORMATION



650.738.7341



[pacificaplanningdept@
ci.pacifica.ca.us](mailto:pacificaplanningdept@ci.pacifica.ca.us)



[http://www.cityofpacifica.org/
library-project](http://www.cityofpacifica.org/library-project)

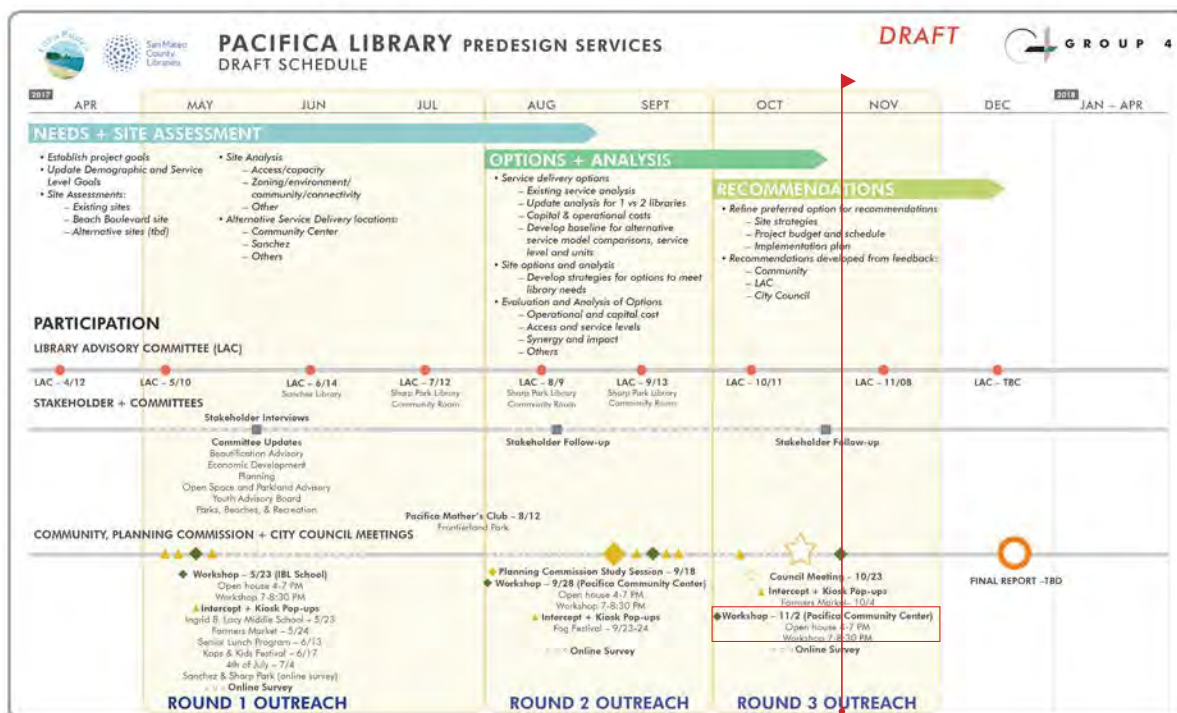
**LOCATION:
PACIFICA COMMUNITY CENTER**

540 Crespi Dr
Pacifica, CA 94044

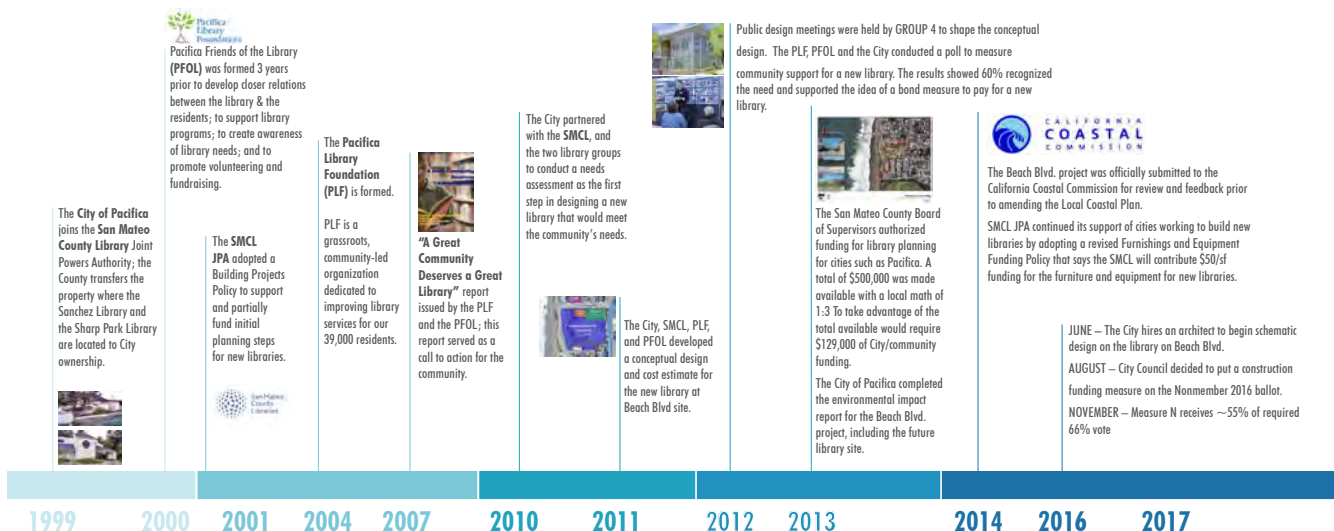


PACIFICA LIBRARIES OPPORTUNITIES

PROJECT SCHEDULE



PACIFICA TIMELINE



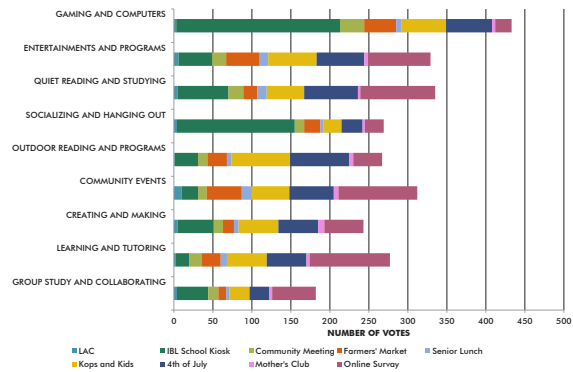
MARCH - CITY COUNCIL DIRECTS LIBRARY ADVISORY COMMITTEE TO:

- Community Input:** Develop a comprehensive public outreach strategy that engages and responds to the community across both geographical and demographic borders.
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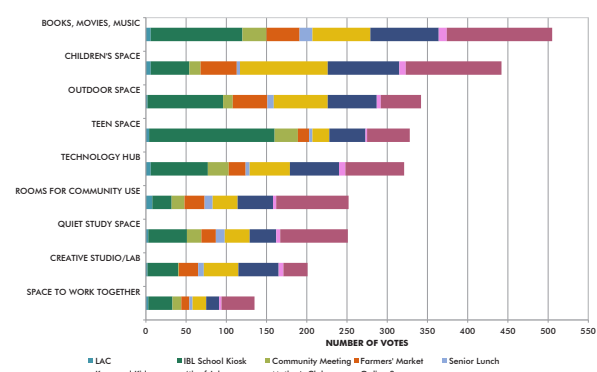
OUTREACH RESULTS

COMMUNITY INPUT SUMMARY

LIBRARY ACTIVITIES

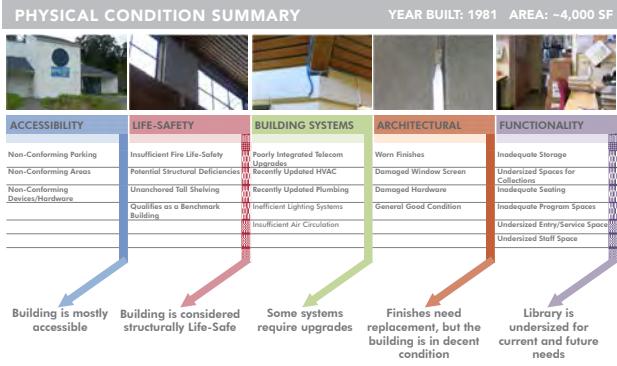


LIBRARY SPACES

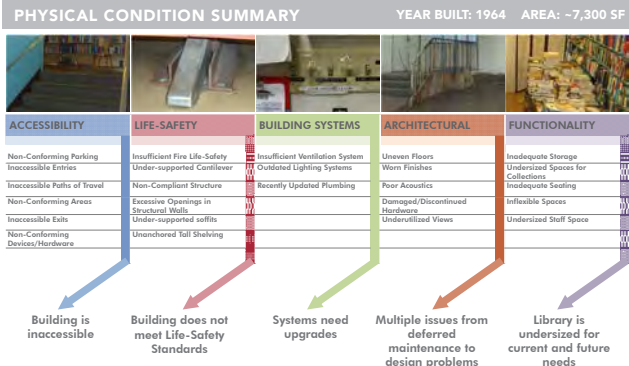


EXISTING LIBRARIES

SANCHEZ LIBRARY



SHARP PARK LIBRARY



SYSTEM FACILITY STRATEGIES

STRATEGY 1

A. 1 LIBRARY – 1 LARGE BRANCH



NEW SHARP PARK

30,000-36,000 SF

SANCHEZ

~4,000 SF EXISTING
TO BE RE-PURPOSED

TOTAL

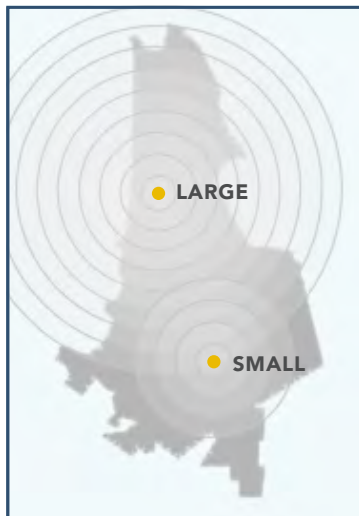
30,000 – 36,000 SF

Comments on this strategy

-
-
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-

STRATEGY 2

B. 2 LIBRARIES – 1 LARGE BRANCH+ 1 SMALL BRANCH



NEW SHARP PARK

28,000-36,000 SF

IMPROVED SANCHEZ

~4,000 SF EXISTING
COMMUNITY ROOM + POSSIBLE
NEW ADDITION TBD

TOTAL

32,000 – 40,000 SF

Comments on this strategy

-
-
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TARGETED SIZE

Based on SMCL current range of sf/capita

	2014 POPULATION	2040 POPULATION	SF/RESIDENT	SF OF PROPOSED NEW LIBRARIES
LOW	38,551	41,319	7 SF/RESIDENT	28,900 SF
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HIGH	38,551	41,319	9 SF/RESIDENT	37,190 SF

7-9 SF/Single facility size = 28,900 – 37,190 SF

System Strategies that include Sanchez Library

Sanchez Library Strategies	Size
Existing (ADA & Deferred Maintenance)	4,000 SF
Community Room + Possible New Addition	TBD

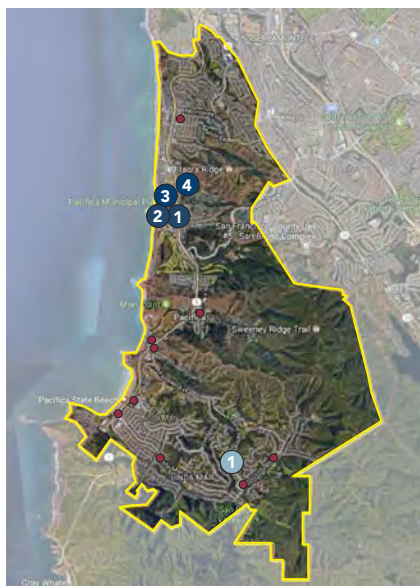
1 VS. 2 LIBRARIES

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COLLECTION	NON REDUNDANT COLLECTION <ul style="list-style-type: none"> Broader and deeper collection as titles do not need to be duplicated between multiple branches 	REDUNDANT COLLECTIONS <ul style="list-style-type: none"> 54% of the current collection is unique (1 copy between PAC and SNZ) 46% of the current collection is duplicated (2 copies, 1 copy @ PAC & 1 copy @ SNZ)
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OPERATIONAL COSTS	TBD	TBD

SITE OPTIONS

RECOMMENDED BY LIBRARY ADVISORY COMMITTEE

Sites marked with a red dot were sites that the community identified as potential library locations, these sites were evaluated by the City's Library Advisory Committee and considered less desirable based on the established site evaluation criteria.



STRATEGY A
1 LARGE LIBRARY
OR
STRATEGY B
1 LARGE + 1 SMALL LIBRARY
STRATEGY B
1 LARGE + 1 SMALL LIBRARY

1 SHARP PARK LIBRARY

2 PALMETTO AND MONTECITO

4 CORPORATION YARD

3 CITY HALL

1 SANCHEZ LIBRARY

LARGE BRANCH

1 SHARP PARK LIBRARY



EVALUATION CRITERIA

ACCESSIBILITY	+	
SITE CAPACITY	+	
ECONOMIC IMPACT	+	
SYNERGY/CONNECTIVITY	+	
ENVIRONMENT	+	+ GOOD - POOR

CAPACITY

SITE AREA:	31,236 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF
BELOW BUILDING PARKING:	
FIRST LEVEL:	43 SPACES
SECOND LEVEL:	40 SPACES
	83 SPACES

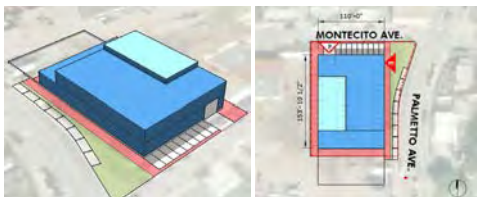
PROS + CONS

- PROS:**
- + Existing library site
 - + Site capacity for large library
 - + City owned
 - + Conveniently located in Palmetto district
- CONS:**
- Requires removal of heritage trees
 - Requires 2 separate parking lots below building
- OTHER:**
- Scale of the building will need to be sensitively developed to fit into the neighborhood context

COMMENTS ON THIS SITE:

•	•
•	•
•	•

2 PALMETTO AND MONTECITO



EVALUATION CRITERIA

ACCESSIBILITY	+	
SITE CAPACITY	+	
ECONOMIC IMPACT	+	
SYNERGY/CONNECTIVITY	+	
ENVIRONMENT	-	+ GOOD - POOR

CAPACITY

BUILDING FOOTPRINT:	17,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF
BELOW BUILDING PARKING:	
FIRST LEVEL:	73 SPACES
SECOND LEVEL:	10 SPACES
	83 SPACES

PROS + CONS

- PROS:**
- + Site capacity for large library
 - + City owned
 - + Conveniently located in Palmetto district
- CONS:**
- Community concerns over long-term environmental impact and cost to maintain infrastructure
 - Potential loss of revenue to City
 - Requires below building parking

COMMENTS ON THIS SITE:

•	•
•	•
•	•

SITE OPTIONS

RECOMMENDED BY LIBRARY ADVISORY COMMITTEE

LARGE BRANCH

3 CITY HALL



EVALUATION CRITERIA

ACCESSIBILITY	+	
SITE CAPACITY	+	
ECONOMIC IMPACT	+	
SYNERGY/CONNECTIVITY	+	
ENVIRONMENT	+	+ GOOD - POOR

CAPACITY

SITE AREA:	28,000 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
CITY HALL:	16,000 SF
	46,000 SF

ABOVE GRADE PARKING:

FIRST LEVEL:	80 SPACES
SECOND LEVEL:	47 SPACES
	127 SPACES

PROS + CONS

- PROS:**
- + Site capacity for large library and City Hall
 - + City owned
 - + Conveniently located in Palmetto district
- CONS:**
- Additional funds required for inclusion or moving of city hall
 - Traffic impact on Santa Maria
 - Site constraints require either a large 4 story building if parking is above grade, or more costly underground parking (2 levels)

COMMENTS ON THIS SITE:

•	•
•	•
•	•

4 CORPORATION YARD



EVALUATION CRITERIA

ACCESSIBILITY	+	
SITE CAPACITY	+	
ECONOMIC IMPACT	-	
SYNERGY/CONNECTIVITY	-	
ENVIRONMENT	+	+ GOOD - POOR

CAPACITY

SITE AREA:	36,444 SF
BUILDING AREA:	
LIBRARY PROGRAM:	25,000 SF
COMMUNITY ROOM:	5,000 SF
	30,000 SF

BELOW BUILDING

PARKING:	68 SPACES
SURFACE PARKING:	15 SPACES
	83 SPACES

PROS + CONS

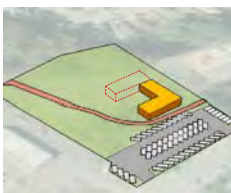
- PROS:**
- + Easy highway access
 - + City owned
 - + Site capacity for large library
- CONS:**
- Additional funds required for relocation of Corp yard
 - Requires below building parking

COMMENTS ON THIS SITE:

•	•
•	•
•	•

SMALL BRANCH

1 SANCHEZ LIBRARY



EVALUATION CRITERIA

ACCESSIBILITY	+	
SITE CAPACITY	+	
ECONOMIC IMPACT	+	
SYNERGY/CONNECTIVITY	+	
ENVIRONMENT	+	+ GOOD - POOR

CAPACITY

SITE AREA:	116,000 SF
BUILDING AREA:	
EXISTING:	4,000 SF
COMMUNITY ROOM + POSSIBLE NEW ADDITION:	TBD

SURFACE PARKING:

EXISTING:	21 SPACES
FUTURE:	TBD

PROS + CONS

- PROS:**
- + Site capacity to expand
 - + Surface parking
 - + City owned
 - + Existing library site
- CONS:**
- Not centrally located

COMMENTS ON THIS SITE:

•	•
•	•
•	•

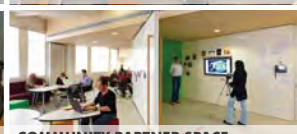
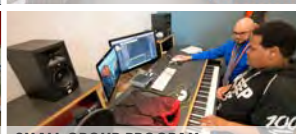
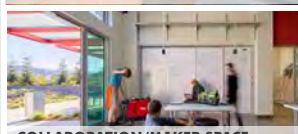
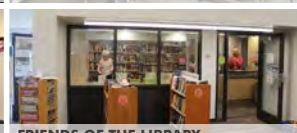
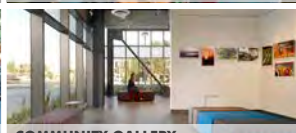
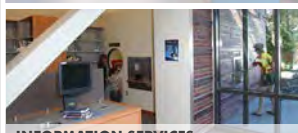
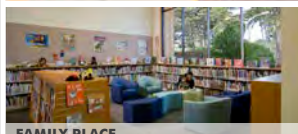
SYSTEM OPERATIONAL SCENARIOS

LARGE BRANCH SCENARIO

LIBRARY SERVICES

- Seating
- Collection
- Technology
- Family Place
- Quiet Reading
- Multi-use Program Room
- Teen Space
- Children's Space with Programming
- Group Study
- Information Services
- Community Gallery
- Friends of the Library
- Collaboration/Maker Space
- Small Group Program
- Community Partner Space

LIBRARY SERVICES



OTHER...

[illegible]

OTHER...

[illegible][illegible]

- Multi-generational Programs & Services (children, teens, adults, & seniors)
- Community Space
- Community Programs

[illegible]

OTHER...

- [illegible]

- [illegible]

**FIRST RESTATED JOINT POWERS AGREEMENT BETWEEN THE COUNTY
OF SAN MATEO AND THE CITIES OF ATHERTON, BELMONT, BRISBANE,
EAST PALO ALTO, FOSTER CITY, HALF MOON BAY, MILLBRAE,
PACIFICA, PORTOLA VALLEY, SAN CARLOS, AND WOODSIDE,
RELATING TO LIBRARY SERVICES**

This is an agreement between the County of San Mateo and the cities of Atherton, Belmont, Brisbane, East Palo Alto, Foster City, Half Moon Bay, Millbrae, Pacifica, Portola Valley, San Carlos, and Woodside (hereinafter “Parties”), relating to the joint exercise of powers over library services throughout the San Mateo County Library System.

WHEREAS, the San Mateo County Free Library System (hereinafter the “Library System”), has authority to provide library services within its jurisdiction, and is governed by the San Mateo County Board of Supervisors; and

WHEREAS, the Parties have independent authority to provide library services within their jurisdictions; and

WHEREAS, the provision of Library services to the residents of the unincorporated area of the County and to the residents of the other Parties is enhanced and made more efficient by a coordinated program among the public entities who comprise the Library System; and

WHEREAS, the Joint Powers Law (Government Code ' 6500 et. seq.) permits public entities, after receiving the prior consent of their respective legislative bodies, to jointly exercise powers common to the contracting parties, including the power to provide for library services; and

WHEREAS, a Joint Powers Agreement between the parties was approved in 1999, and in November 2003 the Library Joint Powers Governing Board (“Governing

Board”) recommended that certain changes be made in the original Joint Powers Agreement to clarify the authority of the Governing Board and to make other changes to the nature of the agreement between the parties, as defined in the Joint Powers Agreement; and

WHEREAS, this First Restated Joint Powers Agreement replaces the Joint Powers Agreement approved in 1999.

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES AND COVENANTS CONTAINED HEREIN, the Parties to this agreement agree as follows:

I. Establishment of Library Joint Powers Authority; Purpose of Agreement

A. Joint Powers Authority Created

The Parties to this Agreement, with the consent of their respective legislative bodies, acting on or before May 30, 2004, hereby join together for the purpose of providing extended library services within their communities and establishing a Library Joint Powers Authority (hereinafter “Library JPA”) to exercise the powers described herein. The Library JPA shall be an entity which is separate from the parties to this Agreement and shall be responsible for the administration of this Agreement. Except as otherwise provided herein, the debts, liabilities and obligations of the Library JPA shall be the debts, liabilities and obligations of the entity and not the debts, liabilities, and obligations of the parties to this Agreement. This Agreement replaces the JPA Agreement approved in 1999. Any debts, liabilities, and obligations assumed by the

1 Parties under the 1999 JPA Agreement remain in full force and effect to the extent they
2 are not inconsistent with the terms and conditions of this Agreement.

3 **B. Purpose and Functions of the Library JPA**

- 4 1. Provide policy direction and governance for the Library System.
- 5 2. Carry out the functions required by this Agreement.
- 6 3. Approve the budget and disposition of revenues for Library
7 System Services.
- 8 4. Approve and oversee the services and programs of the Library System.

9 Subject to the limitations related to the status of the Library System as designated
10 in I.C. below, and subject to the parameters of this Agreement and the agreement for
11 County employees to serve as Library staff, it is the intent of the Parties that the Library
12 JPA shall have full and complete discretion for Library operations and policy.

13 **C. Library JPA Operating Rules and Restrictions - Designation**

14 The Library JPA shall operate under and be governed by the rules and regulations
15 and legal restrictions and requirements applicable to the San Mateo County Free Public
16 Library as established under State Education Code Section 19400.

17 **D. Additional Parties**

18 Additional cities may become Parties to this Agreement on such terms and
19 conditions as may be approved by a majority of the total membership of the Library Joint
20 Powers Governing Board (hereinafter “the Governing Board”). One condition to
21 participation shall be that all Parties and their residents shall have reciprocal access to
22 library facilities, materials and services of all other Parties.

23

1 **E. Terms of Agreement; Termination and Withdrawal**

2 1. This Joint Powers Agreement shall commence upon (1) the date it has
3 been executed by the County and all of those cities which have acted to approve the
4 agreement within the timeframe stipulated in Section I.A., or (2) the date the Staff
5 Services Agreement referred to in Section IV.A., below, is executed by the Governing
6 Board and County, whichever date is later. The Agreement shall continue, uninterrupted,
7 until two-thirds of the members vote to terminate the Agreement, in which case, the
8 Agreement shall terminate on June 30 of the following fiscal year. An individual Party
9 may withdraw from this Agreement upon the giving of written notice by July 1st of its
10 intent to withdraw from the Library JPA effective July 1st of the following fiscal year.
11 For purposes of this JPA, the fiscal year shall run from July 1st of one calendar year to
12 June 30th of the following calendar year. The withdrawal of any Party from this
13 Agreement shall in no way affect the rights and obligations of the remaining Parties. If a
14 Party withdraws from this Agreement, such Party shall not be entitled to the return of any
15 funds contributed to the Library JPA. Such Party shall take on the obligation to provide
16 all library services to its residents. In this eventuality the County shall pay to the
17 withdrawing agency all subsequent library property tax proceeds collected in the
18 withdrawing Party's jurisdiction. At the time of the withdrawal, the Parties may agree
19 to allow the withdrawing party to retain books and other library materials, furniture and
20 equipment obtained by the JPA, on the condition that such property and materials will be
21 used for public library purposes and available to all residents of San Mateo County at no
22 charge.

2. In the event a Party fails to make any required contribution as set forth in a budget approved in accordance with Section VI of this Agreement or otherwise fails to approve the budget adopted by the Governing Board, the Party shall not receive services to be paid for by that Party's required contribution.

F. Disposition of Property Upon Termination

Upon termination of this Agreement, any surplus money on hand shall be returned in proportion to the contributions made by the Parties who are still active members at the time of termination. Upon termination, title to all property, including facilities, buildings, materials and equipment owned by a Party upon execution of this Agreement shall remain in the ownership of that Party. All property acquired by the Library JPA during the term of this Agreement shall become the property of the Library System. However, if any Party agrees to ensure that such property and materials will be used for public library purposes and available to all residents of San Mateo County at no charge, then said property and materials shall remain where they are housed at termination.

II. Library Policies

All policies relating to the provision of library services, including hours, organization, staffing levels and type, and other services, shall be determined by the Governing Board, unless specifically delegated to the Operations Committee. Current policies with respect to the Library System shall continue in full force and effect until changed by the Governing Board, or Operations Committee if so delegated by the Governing Board. In addition, the Library System remains subject to State law with respect to libraries, including Education Code section 19146 which vests power to select materials in the County Librarian.

1 **III. Governing Board of Library JPA**

2 **A. Creation of Governing Board; Composition**

3 There is hereby created the Governing Board which shall administer this
4 Agreement. The Governing Board shall be comprised of one representative from each
5 Party, selected by the Party from the elected legislative body of that Party. Each Party
6 may designate one alternative representative who will be a member of that Party's
7 legislative body. The selection process and length of tenure for each Governing Board
8 representative and any alternate shall be determined by the governing body of each Party.
9 Governing Board representatives shall serve without compensation. The policies of the
10 Library System shall be directed by the Governing Board, provided that policies
11 regarding the terms and conditions of employment shall be within the province of the
12 County so long as the County provides the services set forth in any Staff Services
13 Agreement entered into by and between the Library JPA and the Governing Board, as
14 described in Section IV.A., below.

15 **B. Actions of the Governing Board**

16 Actions of the Governing Board shall be taken only if a quorum is in attendance,
17 and shall be effective upon approval of a majority of the members present. A quorum is
18 one more member than half of the total membership. The Governing Board shall select a
19 Chair and Vice-Chair and shall meet at least annually to consider and approve the
20 operating and capital budget of the Library JPA for the next fiscal year and to elect
21 officers. The Board may also hold other special meetings as convened by the Chair.

1 **C. Powers of Governing Board**

2 1. The Library JPA, through its Governing Board, may acquire, purchase,
3 lease, own or dispose of property and equipment, and make and enter into contracts, as
4 may be required to meet the purposes of this Agreement. It may employ agents and
5 employees, operate public works improvements and facilities, sue and be sued in its own
6 name, incur debt, and invest surplus funds.

7 2. The Governing Board is responsible for establishing policies for the
8 Library JPA in accordance with this Agreement, within the limits of the approved annual
9 budget. The Governing Board shall create, adopt and maintain by-laws and related
10 policies to provide for the conduct of its business.

11 3. The Governing Board shall submit an annual budget for Library Services
12 to the County Board of Supervisors for its approval.

13 4. The Governing Board may delegate any or all of these powers, except the
14 power to sue and be sued and approval of an annual budget, to the Operations Committee
15 or County Library Director for purposes of program development and implementation or
16 policy formulation.

17 **D. Operations Committee**

18 Subject to the direction of the Governing Board, the Operations Committee shall
19 be responsible for administration and oversight of the day to day operations of the
20 Library System, working through the County Library Director. The Operations
21 Committee will be comprised of the Chief Executive Officer of each city which is a
22 Party, or his/her designee, and the representative designated by the County ("County
23 Representative"). Operations Committee Members will serve without consideration of

1 terms or tenure and without additional compensation. The Operations Committee will
2 meet at least quarterly, but may meet more often, upon the call of its Chair, as needed.
3 Actions of the Operations Committee shall be taken only if a quorum is in attendance,
4 and shall be effective upon approval of a majority of the members present. A quorum is
5 one more member than half of the total membership.

6 **E. Notice of Meetings**

7 Notice of the time and place of all regular meetings shall be given in accordance
8 with the Ralph M. Brown Act and shall be posted in all community libraries in the
9 Library System. The Library Director and Governing Board Chair shall be responsible
10 for the preparation and posting of the Board's agenda in compliance with the Brown Act.
11 The Library Director and the Operations Committee Chair shall be responsible for the
12 preparation and posting of the agenda for the Operations Committee in compliance with
13 the Brown Act.

14 **F. Bylaws**

15 The Governing Board shall adopt bylaws necessary to the smooth and successful
16 implementation, administration, and operation of the Library JPA. The bylaws shall
17 become operative upon approval by a majority vote of the Governing Board. The
18 Governing Board may amend the bylaws by a majority vote of the Governing Board.

19 **G. Personnel Committee**

20 1. The Personnel Committee shall consist of: the Governing Board Chair and
21 Vice-Chair; the County Board of Supervisors' member of the Governing Board (if such
22 member is not serving as Chair or Vice-Chair); the County Representative; and the Chair
23 of the Operations Committee (or Vice-Chair if the County Representative is serving as

1 Chair of the Operations Committee).

2 2. The Personnel Committee shall perform the following functions:

3 a. Serve as a forum for dispute resolution resulting from the Staff
4 Services Agreement, or other matters involving services provided
5 to the Library JPA by County staff.

6 b. With input from the full Governing Board, conduct performance
7 reviews of the Library Director and make recommendations to the
8 County as the final authority.

9 c. Initiate and conduct a recruitment and selection process for Library
10 Director, in consultation with the Governing Board. The Personnel
11 Committee will present a list of up to three qualified candidates
12 with a recommendation to the County Representative for final
13 selection and appointment.

14 **IV. Employees**

15 **A. Staff Services Agreement**

16 1. The Library JPA shall contract with the County to provide a Library
17 Director, and may contract with the County to provide other staff services. Such staff
18 shall be subject to the County's labor agreements and personnel rules. All costs of such
19 services shall be paid for from Library JPA funds. The County will consult with the
20 Governing Board regarding any personnel rule changes which impact Library staff. The
21 Library JPA also may contract with any other Party or may employ its own personnel for
22 additional personnel services deemed necessary, provided that any such additional
23 personnel services do not conflict with the Staff Services Agreement, or interfere with the

obligations of the County, the Library Director or Library staff employed by County arising out of the employment relationship.

2. The Staff Services Agreement with the County shall describe the County's responsibilities for the administration of the policies adopted by the Library JPA Governing Board. The agreement shall also describe the Library Director's administrative responsibilities with the County.

3. Provided the Governing Board complies with the notice provisions for termination contained in the Staff Services Agreement, the Library JPA may arrange for staffing services from other sources, or may become the direct employer of Library Services staff. The Governing Board and the County may mutually agree to change, instead of terminating, the Staff Services Agreement.

B. Library Director

1. The Library Director shall be appointed and employed by the County of San Mateo. Unless otherwise designated by the Governing Board and approved by the County Representative, the Library Director shall have the duties and responsibilities of County Librarian as provided for in State law.

2. The terms of employment shall be determined by the County and shall be contained in a position classification.

3. Under the direction of the Governing Board, the Library Director determines the scope and nature of library services and needed plans for the expansion and modification of library services. The Library Director reports to the County on administrative matters in accordance with the Staff Services Agreement.

1 **V. Support Services**

2 **A. General Support Services**

3 1. The Governing Board may contract to provide other administrative
4 services such as legal, purchasing, payroll, budget and other support services to the
5 Library JPA with the costs of these services paid for from Library JPA funds; provided
6 that the Governing Board may not contract for payroll services or other employee related
7 support services (including, by way of example, classification, compensation,
8 employment benefits, labor negotiations, performance, discipline and workers
9 compensation or assignment matters) provided to any employees covered by the Staff
10 Services Agreement.

11 2. Subject to Agreement with the County, the Governing Board may add
12 other administrative services to the Staff Services Agreement.

13 **B. Treasurer**

14 1. The County Treasurer shall perform the statutory duties required by the
15 Government code for the Library JPA.

16 **C. Controller/Auditor**

17 1. The County Auditor/Controller shall perform the statutory duties required
18 by the Government Code for the Library JPA.

19 2. The Governing Board has the authority to contract for accounting services
20 or to perform them with its own employees.

21 3. The Governing Board has the authority to contract for auditing services.
22 The County shall retain the authority to conduct its own audits of the Library JPA at no
23 cost to the Library JPA.

1 **D. Legal Counsel**

2 The Library JPA shall employ its own Counsel or designate one of its members
3 to provide legal services, with the consent of that member.

4 **VI. Financial Provisions**

5 **A. Annual Budget**

6 1. The Governing Board shall adopt and submit annually to the County
7 Board of Supervisors a budget containing the estimates in detail of the amount of money
8 necessary for the Library Services for the ensuing year, together with an estimate of all
9 revenues other than tax revenues which are anticipated. The Governing Board's proposed
10 budget shall be submitted in a format acceptable to the County and on a schedule as
11 established by the County Manager. The Board of Supervisors, acting on the
12 recommendation of the Governing Board, shall adopt by July 1st of each year an annual
13 operating budget for the Library JPA setting forth anticipated expenses, financing sources
14 and proposed service levels necessary to carry out the purposes of this Agreement.

15 2. The estimate of total expenditures, as finally fixed and adopted by the
16 Board of Supervisors, constitutes the appropriation for the Library Services for the period
17 for which the budget is intended to apply. The Governing Board shall have authority to
18 expend funds within the appropriations for the Library Services as defined in this section,
19 except that the monies specified in the Governing Board's budget for salaries and
20 employee benefits, fixed asset purchases or capital expenditures shall not be exceeded
21 without a transfer or other appropriate augmentation of said budget category as
22 authorized by standard County policies and procedures. The fiscal year for the Library
23 JPA shall be from July 1st of each calendar year to June 30th of the following calendar

1 year. Immediately after approving the annual budget, the Governing Board shall refer the
2 budget to the governing bodies of the Parties for the purposes of securing from them any
3 necessary contributions and/or appropriations as set forth in the budget. Each Party shall
4 deposit its monetary contribution as specified in the adopted budget with the Library JPA
5 Treasurer on or before August 1st of each fiscal year, or at any other schedule approved
6 by the Governing Board and the Party. If a Party fails to pay its annual contribution, it
7 shall not receive services to be paid for by that contribution. Any individual Party may
8 enhance Library services at particular libraries with additional funds contributed by that
9 Party.

10 **B. Revenues**

11 1. The Parties to this agreement hereby reconfirm existing Library System
12 revenue sources and commit to their continuance at their current proportion to the extent
13 permitted by general law. These revenue sources include:

- 14 a. San Mateo County Free Public Library Property Tax
- 15 b. Motor Vehicle in Lieu tax distributed to libraries
- 16 c. Public Library Fund
- 17 d. State and Federal Library Services Act funds
- 18 e. Interest
- 19 f. Other monies which may be appropriated by the State Legislature
20 for the specific benefit of county public libraries

21 2. The Governing Board is authorized to apply directly for grants and
22 donations. All such revenues shall be deposited and accounted for by the Library JPA
23 Treasurer.

1 **C. Library Funds**

2 The revenue derived from taxes or other monies allocated to the County free
3 public library shall be deposited with the County Treasurer as required by State Law and
4 shall be paid out for the purposes authorized in this Agreement. Other monies acquired
5 by gift, devise, bequest, or otherwise by or for Library Services, to the Library JPA, shall
6 be paid into either the County Treasury or other fund maintained by the Library JPA, and
7 shall be paid out for the purposes authorized in this Agreement.

8 **D. Allocation of Property Tax Dollars**

9 Notwithstanding any other provision of this Agreement, for each fiscal year the
10 library service revenue allocated to libraries in each city shall not be less than the
11 estimated library property tax revenue attributable to property located in that city. It shall
12 be the responsibility of the Governing Board to develop a budget which guarantees this
13 provision. In the event that the allocated library service revenue exceeds the amount
14 required to maintain the minimum library service for each city as described in this
15 Agreement, such excess funds shall be spent on library related activities within that city
16 (hereinafter, "Donor City") including, but not limited to, facility maintenance, facility
17 remodeling or expansion, increased service hours, or increased book purchases, as
18 mutually agreed by the Library JPA and the city council of the affected Donor City.

19 **E. Minimum Service Levels**

20 1. The Parties to this agreement agree to minimum service levels as follows,
21 provided revenues are maintained at the 2003-2004 fiscal year level:

22 a. For Parties of less than 10,000 in population, base library service shall be
23 40 hours per week and for Parties of over 10,000 in population, base

1 library service shall be 60 hours per week. The County has agreed to
2 contribute \$275,000 in General Fund monies to support Library operations
3 in 2003-2004. Starting in fiscal year 2004-05, the County may reduce this
4 contribution at its discretion. However, such support shall not be reduced
5 by more than \$91,667 per year; provided that, if the County elects to forgo
6 some or all of the reduction allowed in a given year, the County may add
7 the reduction it elected to forgo to any reduction allowed in a subsequent
8 year.

9 b. Unincorporated area residents are currently served at libraries located in
10 and maintained by City members and operated by the Library JPA or by a
11 City itself. Since the County does not have a discrete library branch it has
12 been the practice of the Governing Board to allocate Library property tax
13 monies collected in the unincorporated areas to fund access agreements
14 with Redwood City and Daly City and to insure minimum service levels at
15 all San Mateo County Library branches. All Parties to this Library JPA
16 recognize that the discretion the Governing Board has with respect to the
17 unincorporated area tax revenues is crucial to the continued functioning of
18 the Library Services and the provision of minimum services to all
19 members.

20 c. The County may from time to time request that the level of service to a
21 particular unincorporated area be examined to insure adequate and
22 comparable service. When such a request is made, Library staff or an
23 independent library consultant working with the Library staff, shall

1 prepare a report, with input from community representatives and other
2 stakeholders identified by the County, objectively comparing service
3 levels on a system wide basis in comparable city areas with that provided
4 to the subject unincorporated areas. The analysis shall take into
5 consideration such factors as community needs, hours of service,
6 collection materials and accessibility, as well as relative population
7 density. To the extent that the unincorporated service level is
8 demonstrably less than that provided to similar incorporated areas on a
9 system-wide basis, the Governing Board shall have an obligation to
10 complete a study of this service deficiency within 12 months, and bring
11 service to a level comparable with other similarly situated areas in
12 member city jurisdictions, within the subsequent 12 months.

13 2. Bookmobile service will continue on the 2003-04 schedule, with minor
14 adjustments to be made by the Library Director as he/she deems appropriate, and with
15 major changes to be approved by the Governing Board.

16 3. Administrative, collection and technical services support will be provided
17 appropriate to each branch's public service hours. Administration and other central
18 services, regional services, access agreement payments to other libraries, collection
19 replacement, and a base service level of 40 or 60 hours per Party will be funded with
20 Library System revenues, subject to the property tax restriction identified in VI (D).

21 4. Each Party may supplement revenues to provide for enhanced services at
22 individual library facilities, but no Party shall be required to make a revenue contribution
23 for additional services beyond the minimum service levels provided for in this agreement.

1 5. In the event that library revenues are not sufficient to provide minimum
2 service levels, the Governing Board shall reduce services as necessary. Service
3 reductions will be implemented with consideration to maintaining services to all areas
4 and populations, while maintaining the revenue allocations specified in Section VI (D).

5 6. Each city has the right to use its allocated library services revenues for
6 facility maintenance costs or library patron services. The service levels defined in this
7 agreement for each city are based on the assumption of responsibility for library facility
8 maintenance and repair as described in Section VII (B). However, notwithstanding the
9 provisions of Section VII (B), each city may elect to accept a reduction in the level of
10 service to which it would otherwise be entitled in return for a corresponding reduction in
11 its obligation for maintenance and repair costs. Such election by a city must be
12 accompanied by a resolution duly adopted by the City Council of said city.

13 **F. Half Moon Bay Facility**

14 In the event the City of Half Moon Bay decides to either replace or significantly
15 remodel and expand the Half Moon Bay Library, the County agrees to contribute 50% of
16 the costs associated with any such replacement or remodeling in recognition that
17 approximately 50% of the population served by the Half Moon Bay Library comes from
18 unincorporated areas. If there is a significant change in the unincorporated area
19 population either by annexation to the City of Half Moon Bay or incorporation of a new
20 city, then the County contribution to the remodel or expansion of the Half Moon Bay
21 Library will be renegotiated by the County and the City of Half Moon Bay. Any budget
22 for such facility construction must be mutually agreed to by the County Board of

Supervisors and the Half Moon Bay City Council prior to the County making this contribution.

G. Library Administration Building

1. The Tower Road building is owned by the County and is dedicated for the use of the Library JPA. The building operations costs shall be paid from Library JPA funding sources.

2. The Governing Board may investigate and implement building operations and maintenance arrangements independent of the County, in which case the building charges would be adjusted accordingly.

H. Waiver of Property Tax Allocation Fee

The County agrees that it shall waive the imposition of the Property Tax Allocation Fee for Library property tax revenue collected from the unincorporated areas, estimated at \$43,000 in FY 2003-04. The County may reduce this contribution at its discretion; however, this contribution shall not be reduced by more than \$14,333 per year, provided that, if the County elects to forgo some or all of a reduction allowed in a given year, the County may add the reduction it elected to forgo to any reduction allowed in a subsequent year.

VII. Property

A. The materials in the Library collection and all furniture and equipment used for Library services shall be and remain the property of the Library System on termination of this Agreement except as otherwise provided in Section I (E). Insurance for this material is the responsibility of the Library JPA.

B. Maintenance, repair and all capital improvements to new and existing city

1 library facilities shall be the responsibility of the facility owner, or pursuant to an
2 agreement approved by the Governing Board and the facility owner.

3 **VIII. Insurance Provisions**

4 **A.** The County shall add the Library JPA to its existing excess liability
5 insurance coverage and shall maintain such coverage in full force and effect during the
6 life of the Agreement. Coverage and limits shall be equivalent to that provided to
7 Agencies and Departments of the County.

8 **B.** Unless the parties determine otherwise, County shall provide for the
9 defense of any claims or litigation within the self-insured retention limits set forth in
10 subsection A.

11 **C.** Any out of pocket expense or loss, by way of judgment or settlement,
12 arising out of the operation of this Agreement, within the limits of the County's self-
13 insured retention shall be paid from the Library JPA funds, including, but not limited to,
14 all costs of defense, including attorneys' fees. Any additional costs incurred by County
15 in adding the Library JPA to its excess liability insurance coverage shall be borne by the
16 Library JPA.

17 **IX. Notices**

18 The Library Director shall file all notices with the Secretary of State as required
19 by Government Code Section 6503.5 and shall be responsible for any other notices
20 required by law.

21 **X. Amendments**

22 This Agreement may be amended by a 2/3rds vote of the Parties to this
23 Agreement. In the event there is a change in law affecting a material term of this

1 Agreement, the Parties agree to engage in good faith negotiations on a successor
2 agreement within 45 days being notified of the change in law.

3 **XI. Authorization and Execution**

4 By the execution of this Agreement, each Party hereby authorizes its respective
5 Chief Elected Official to execute such documents as may be necessary to carry out the
6 terms of this Agreement. This Agreement may be signed in counterparts, each of which
7 shall be deemed an original, and all of which constitute one and the same agreement.

BYLAWS

FOR

THE SAN MATEO COUNTY LIBRARY JOINT POWERS AUTHORITY

The County of San Mateo and certain cities within the County of San Mateo have entered into a Joint Powers Agreement establishing the Library Joint Powers Authority (hereinafter referred to as the "Library JPA"). The Library JPA hereby adopts the following Bylaws for the purpose of providing for the orderly conduct of its affairs.

ARTICLE I.

NAME.

The name of the separate entity established by the Joint Powers Agreement is the "San Mateo County Library Joint Powers Authority" and may be referred to as the "Library JPA." The Library JPA is charged with the governance of the San Mateo County Free Public Library system pursuant to the Joint Powers Agreement.

ARTICLE II.

PURPOSES.

The Library JPA shall have the purposes established by the Joint Powers Agreement. In addition, the JPA shall::

- A. Authorize the submission of applications for federal, state, local, and private grants and approve acceptance of such grants as are received, and allow for the delegation of this responsibility to the Library Director.
- B. Advise the County concerning the job performance of the Library Director and concerning any issues regarding the Staff and Services Agreement between the Library JPA and the County.
- C. Act in an advisory capacity to each City Council and the Board of Supervisors in all matters pertaining to public library services and the services of the library system.
- D. Make appointments to advisory boards and other groups with which the Library JPA is affiliated including the Peninsula Library System Advisory Board.
- E. Consult with support groups and citizens on the development and delivery of library services.
- F. Accept contributions, or authorize the Library Director to accept contributions, of money or

1 property to the Library system and make appropriations in accordance with any limitations
2 imposed by the contributors on the appropriate distribution and use of such gifts, and the
3 Library JPA budget.
4

5 ARTICLE III.

6 MEMBERS; GOVERNING BOARD.

7 Governing Board membership shall be as established by the Joint Powers Agreement.

8 A. If both the member and the alternate as described in the JPA will be absent, the City
9 Council or Board of Supervisors may designate a substitute for that meeting and notify the
10 Library JPA, in written notice to the Library Director, of the designation.

11 B. Members are expected to attend all meetings of the Board. A member, or designated
12 representative, who is unable to attend a given meeting, shall give advance notice of his/her
13 inability to attend to the Board Chair or to the Library Director.

14 C. If any member, or designated representative, fails to attend three consecutive meetings, the
15 Chair will notify the City Council or Board of Supervisors to encourage future participation.

16 D. The Governing Board may appoint such committees as may be necessary from time to
17 time. The Governing Board shall appoint a Personnel Committee in accordance with the
18 Library JPA.

19 E. Members of the Governing Board and the designated representatives shall comply with
20 State and Federal conflict of interest laws and regulations.
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22 ARTICLE IV.

23 OFFICERS.

24 A. The Governing Board will elect a Chair and Vice Chair annually not later than June.
25 Voting shall be public. The Chair and Vice Chair shall be voting members of the Governing
26 Board. New officers shall assume office the first day (July 1) of the next Fiscal Year.

27 B. It shall be the duty of the Governing Board Chair to preside at the meetings of the
28 Governing Board, call special meetings when necessary and to perform other duties as
29 ordinarily pertain to the office of Chair. The Chair shall set the agenda in conjunction with
30 the Library Director and the Operations Committee Chair.

31 C. The Vice Chair shall have all the powers and duties of the Chair in his or her absence.

32 D. The term of office for the Chair and Vice Chair shall commence as stated in paragraph A
33 above, and run for a period of one year. No person shall hold the same office for more than
34 two consecutive terms.

- 1 E. Nomination for officers shall be made from the floor. Nominations shall be made by voting
- 2 members of the Governing Board only. Nominations and election of the Chair shall precede
- 3 nominations and election of the Vice Chair.
- 4 F. A special election shall be called by the Governing Board if the Chair and/or Vice Chair is
- 5 unable to serve a full term of office. The newly elected member shall serve the remaining term
- 6 of that office and this remaining term shall be considered a term in determining consecutive
- 7 terms.
- 8 G. All officers shall serve without compensation.
- 9 H. The Chair or Vice Chair may be removed from office at any time by majority vote of the
- 10 Governing Board.

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ARTICLE V.

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OPERATIONS COMMITTEE; OFFICERS.

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A. The Operations Committee shall be responsible for advising the Library Director and Library Governing Board on budget and operational issues of the library system.

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B. The Operations Committee shall elect a Chair and Vice Chair from among its members annually.

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C. It shall be the duty of the Chair to preside at the meetings of the Operations Committee, call special meetings and set the agenda in conjunction with the Library Director.

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D. The Vice Chair shall have all the powers and duties of the Chair in his or her absence.

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E. The term of office for the Chair and Vice Chair shall commence on July 1 and be for a period of one year. No person shall hold the same office for more than two consecutive terms.

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F. Nomination for officers shall be from the floor. Nominations shall be made by members of the Operations Committee only. Nominations and election of the Chair shall precede nominations and election of the Vice Chair.

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G. The Operations Committee may appoint such other committees as may be necessary from time to time.

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ARTICLE VI.

MEETINGS.

A. The Governing Board shall establish by resolution the date, time and place for regular Library JPA meetings. The Governing Board may call for or set special meetings as deemed necessary.

ARTICLE VII.

CONDUCT OF BUSINESS.

A. Except as otherwise provided in these bylaws, or by a majority vote of those present, Roberts Rules of Order, Revised, shall constitute the parliamentary authority for the Library JPA Governing Board and Operations Committee.

B. For all meetings, the Governing Board and Operations Committee may use a consent calendar containing items generally non-controversial in nature. Any Governing Board or Operations Committee member, staff or member of the public may request that an item be taken from the consent calendar and voted on separately.

C. The Governing Board agenda order of business may be revised by the Chair with the concurrence of the Board.

D. The public shall have an opportunity to speak on any Governing Board agenda item. The Chair, with the concurrence of the Board, may set parameters for the nature and length of any comments.

E. Action may be taken on items not appearing on the posted agenda only in compliance with provisions of the Ralph M. Brown Act.

F. The Library Director shall prepare or cause to be prepared such reports, studies and recommendations as may be requested by the Board to assist in the conduct of business, including financial reports.

G. The Library Director shall be responsible for the maintenance of proper records and files pertaining to Board business.

ARTICLE VIII.

ADOPTION OF BUDGET; PROCEDURES.

A. The budget for the Library JPA will be adopted annually by the Governing Board. Preliminary study sessions or special meetings will be established by the Chair as needed. Governing Board members may request the Chair to call such sessions or meetings. A preliminary budget shall be prepared by the Library Director and reviewed and approved by the Operations Committee and presented to the Governing Board for approval prior to July 1 each year. A revised final budget shall be prepared and presented to the Governing Board for approval prior to October 15 each year.

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ARTICLE IX.

ADOPTION AND AMENDMENT OF BYLAWS.

- A. These Bylaws shall become effective upon an affirmative vote of a majority of the Governing Board.
- B. The Bylaws may be amended by a majority vote of the Governing Board. Proposed amendments shall be proposed in writing and distributed to all members at least five (5) days prior to the meeting at which they are to be considered. The Governing Board shall vote on the proposed amendment at the soonest practicable regular meeting date.

ARTICLE X.

CONFLICT BETWEEN BYLAWS AND JOINT POWERS AGREEMENT

- A. In the event of a conflict between these Bylaws and the Joint Powers Agreement, the latter shall prevail.

