

**CITY OF LODI
INFORMAL INFORMATIONAL MEETING
"SHIRTSLEEVE" SESSION
CARNEGIE FORUM, 305 WEST PINE STREET
TUESDAY, OCTOBER 23, 2001**

An Informal Informational Meeting ("Shirtsleeve" Session) of the Lodi City Council was held Tuesday, October 23, 2001 commencing at 7:02 a.m.

A. ROLL CALL

Present: Council Members – Hitchcock, Howard, Land, Pennino and Mayor Nakanishi

Absent: Council Members – None

Also Present: City Manager Flynn, City Attorney Hays, and City Clerk Blackston

B. CITY COUNCIL CALENDAR UPDATE

City Clerk Blackston reviewed the weekly calendar (filed).

C. TOPIC(S)

C-1 "Library Facilities Master Plan"

Library Services Director Martinez reported that the Library Board appropriated \$50,000 from the private sector trust fund, and in June Council approved a \$60,000 expenditure from impact fees toward the library facilities master plan. Ms. Martinez introduced members of the project team: Troy Ainsworth, Associate with Fletcher Farr Ayotte; Bjorn Clouten, Project Coordinator; Larry Wenell of Wenell Mattheis and Bowe; and Dallas Shaffer, Library Programmer.

Troy Ainsworth stated that the project initiation and needs assessment phase took place from June through August. During this time a number of public meetings were held, the library programmer spoke to staff, and a written survey was conducted, from which project goals were derived. The library space needs assessment took place from mid-August to the end of September and the development alternatives phase will take place from the end of September through December.

Larry Wenell reported that a group of local engineers have done an initial evaluation of the existing library building, which included architecture, structure, mechanical, electrical, data communications, and Americans with Disabilities Act (ADA) compliance. He stated that architecturally the building is pleasing to the eye and well maintained. From a site standpoint there is limited ability to expand the facility. Water runoff from the roof and parking lot goes to a cistern in the basement and is pumped out into the gutter on Pleasant Avenue. The main electrical service is located in the basement, which has flooded on a few occasions. The building is structurally sound and comes close to meeting current earthquake resistance codes. The bearing capacity of the roof can support additional mechanical equipment. The mechanical system needs upgrading in equipment and controls. Electrically there is a major capacity; however, it needs to be expanded as does the data communication system. There are ADA non-compliance issues, which could be resolved during remodeling.

Mayor Pro Tempore Pennino asked that Council be given a copy of the study and survey.

Bjorn Clouten reviewed the space planning guidelines (filed). The guideline was based on a 1% population growth, which would amount to 71,500 in 2021. He commented that the library plays an important role as a formal learning support center for the City. He displayed a space allocation diagram and reviewed conceptual development options.

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In reply to Council Member Howard, Mr. Ainsworth stated that options for increasing space include a main library with a branch or satellite. He noted that the neighborhood on the east side is under served by library services. The recommended option from the feedback received was to go forward with a new or remodeled main library and a temporary branch.

Mayor Pro Tempore Pennino pointed out that 30% to 40% of the Lodi library customers are from surrounding areas. He suggested that funding from the county be sought.

Mr. Ainsworth explained that to accommodate the greater Lodi area, they increased the per capita book volume to three. In answer to Mayor Pro Tempore Pennino's inquiry regarding the Internet, Mr. Ainsworth stated that it has had a major impact on how librarians do their work and how people access information. The circulation of hard materials has decreased, but people still come to the library for reference questions and things they cannot find on the Internet. If the current library were remodeled, extensive electrical work would need to be done to bring power to remote sources.

Ms. Martinez added that the Internet has not decreased the space needs of libraries. Customer questions have become more complicated and the public needs to be taught how to extract the information. She stated that it is hoped the library could serve as a community center.

Mayor Pro Tempore Pennino felt that the City already has sufficient community center space at Hutchins Street Square and more is anticipated at the Indoor Sports Center. He favored using the existing library site and suggested looking at the overall master plan for the civic center and walking paths of the area from Lockeford to Pine Streets. He recommended that drawings for a remodeled library proceed so that funding can be sought.

Council Member Land spoke in favor of the main library being expanded at its current location in the downtown area.

Council Member Hitchcock preferred that the library focus on traditional services, rather than ancillary uses such as conference space and a technology center. She noted that there might be room at Hutchins Street Square for additional library space. She agreed that there is a need for library services on the east side, particularly at the Blakely Park area and noted that a bookmobile is a good way to bring books to areas that need them.

City Manager Flynn commented that some cities have been putting library branches in their fire stations.

Mayor Pro Tempore Pennino suggested that the library consider the possibility of having books at the Boys and Girls Club facility and conducting story telling there once or twice a week.

Mayor Nakanishi stated that he would prefer keeping the main library in its current location and have a branch on the east side. He asked that the California Room at the library also have a section regarding Lodi and to include video tapes of the town hall meetings. He requested a report from Ms. Martinez regarding how the library eliminates access to pornographic material on the Internet to children.

Ms. Martinez introduced members of the Library Board who were present. She commented that the California Room at the Library currently includes information regarding Lodi.

PUBLIC COMMENTS:

- Myrna Wetzel commented that the Library heating unit is not functioning properly and the temperature is often below what is comfortable for patrons.

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At the request of Mayor Nakanishi, Public Works Director Prima outlined the program and list of speakers for the upcoming City Council "Town Hall" meeting.

D. COMMENTS BY THE PUBLIC ON NON-AGENDA ITEMS

None.

E. ADJOURNMENT

No action was taken by the City Council. The meeting was adjourned at 8:05 a.m.

ATTEST:

Susan J. Blackston
City Clerk

Mayor's & Council Member's Weekly Calendar

WEEK OF OCTOBER 23, 2001

Tuesday, October 23, 2001

- 7:00 a.m. Shirtsleeve Session
1. Library Facilities Master Plan
- 10:00 a.m. Nakanishi. Read to 2nd Grade class at Reese Elementary School, Mrs. Hennecke's class (Room 21). Check in with office first.
- 10:30 a.m. Ribbon cutting for Flying J Travel Plaza and Restaurant, 15100 Thornton Road, Lodi. Open House from 11:00 - 12:00 noon.
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Wednesday, October 24, 2001

Thursday, October 25, 2001

- 7:30 - 8:30 a.m. Kaiser Permanente major press conference and breakfast with Dr. Robert Pearl to unveil Kaiser's capital expansion in San Joaquin and Stanislaus Counties, Kaiser's Offices, Conference Rooms A, B, and C, Stockton.
- 4:00 - 6:00 p.m. Open House for the Center for Positive Prevention Alternatives, Inc., (CPPA) new Manteca location, 965 E. Yosemite Avenue, Suite 5.
- 4:00 - 7:00 p.m. Nakanishi. Women's Center 25th Anniversary Celebration, 620 N. San Joaquin Street, Stockton.
- 5:30 - 7:00 p.m. Ribbon Cutting for Phenix Print & Image, 1213 Lockeford Avenue, Lodi.
- 7:00 p.m. City Council Special Town Hall meeting
1. Discussion regarding water issues
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Friday, October 26, 2001

- 6:00 p.m. Congressman Pombo's Celebrate America, Phillips Farms.
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Saturday, October 27, 2001

Sunday, October 28, 2001

Monday, October 29, 2001

Disclaimer: This calendar contains only information that was provided to the City Clerk's office

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Discussion Outline

Prepared by: Troy Ainsworth Date: 10/22/01
Project Name: Lodi Public Library
Master Facilities Plan
Project Number: 24-19-00
Meeting Date: 10/23/01
Meeting Time: 7:00 – 8:00 AM - City Council Update
Meeting Location: Carnegie Forum

1. Project Overview and Schedule
2. Community Needs Assessment
 - A. Public "Town Hall" Meetings
 - B. Focus Groups
 - C. Written Survey
3. Existing Library Site/Facility Review and Analysis
4. Library Space Needs Document
 - A. Population projections
 - B. Library collections "standards"
 - C. Local influences
 - D. Library staff input
5. Conceptual Development Options
 - A. Main Library w/ Branch (es) Option
 - B. Main Library w/ "Temporary" Branch Option
 - Existing Site
 - New Site
 - C. Selected preferred development alternative
6. Next Steps
 - A. Potential site (s) analysis and review
 - B. Draft design concept and cost estimate
 - C. Final design concept and cost estimate

Lodi Public Library
Space Planning Guidelines

Population 2021	71,500
City of Lodi figure, assumes 1% annual growth	

Item	Guideline
Books	3.0 volumes/capita
Media - videos, audios, CD's, software, etc.	10% of books
Magazine and newspaper subscriptions	7/1,000 population
Seating	
General Seating (80% table/20% lounge)	5 seats/1,000 pop
Group Study/Homework Rooms - Seats	12-24 seats/facility
Tutoring/Study Rooms - Seats	8-12 seats/facility
Public Technology Stations	
General Access	1 station/1,000 pop
Technology Training	8-12 stations/facility
Meeting Spaces	
Storytelling Space - Floor Seats	45 seats/facility
Meeting Room Seats	80-150 seats/facility
Conference Room Seats	12-24 seats/facility

Library Space Needed	
Total Square Feet Needed 2021	57,000
Current Square Feet 2001	28,000
Additional Square Feet Needed 2021	29,000

LODI PUBLIC LIBRARY MASTER FACILITIES PLAN GOALS

- Define community needs for library services
 - Inform community regarding possibilities for future library services
 - Raise public awareness of library needs
 - Develop a rigorous planning methodology
 - Demonstrate planning is underway for the future
 - Affirm current library vision, goals and mission statements
 - Evaluate options for location(s) for new library(s)
 - Evaluate relationship between downtown commercial core and possible sites for new library(s)
 - Investigate feasibility of locating new library in the city's redevelopment area
 - Define funding strategies
 - Implement master plan
- Library should be inviting and comfortable
 - Library should be a good place to work for staff
 - Spaces for parents with small children
 - Library as a community center
 - People living among books
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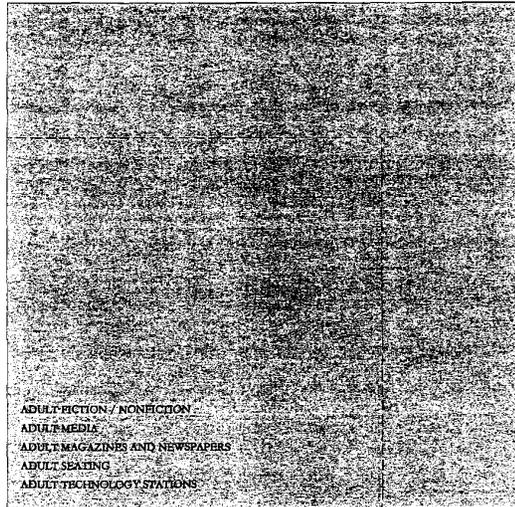
PROJECT SCHEDULE

Lodi Public Library Master Facilities Plan

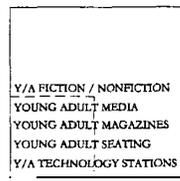
Task Name	June	July	August	September	October	November	December
Project Initiation and Community Needs Assessment	Project Initiation and Community Needs Assessment						
Kick-off Meeting to Establish Goals and Approach	○						
Conduct User Group Surveys	[Bar]						
Existing Library Facilities Analysis and Site Review	[Bar]						
Review Library Operational Data	[Bar]						
Public Meeting #1 "Town Hall Meeting"		☆					
Community Focus Groups		○	○				
Needs Analysis and Library Program Development	Needs Analysis and Library Program Development						
Develop Draft Space Needs Document			[Bar]				
Review Draft of Library Space Needs Document				◇			
Public Meeting #2 "Town Hall Meeting"				☆			
Revise Space Needs Document				[Bar]			
Present Final Space Needs Document					◇		
Development Alternatives	Development Alternatives						
Develop Conceptual Design Development Strategies					[Bar]		
Review Conceptual Design Alternatives						◇	
Revise Concept Design						[Bar]	
Present Final Draft Concepts, Designs, and Cost Estimates							◇
Select Preferred Concept Design							◇
Prepare Final Master Plan Report							[Bar]
Public Meeting #3 Open House							☆
Present Final Master Plan							○



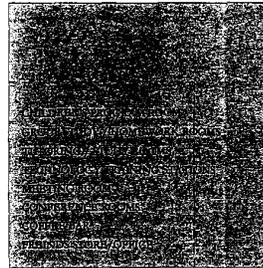
SPACE ALLOCATION DIAGRAM



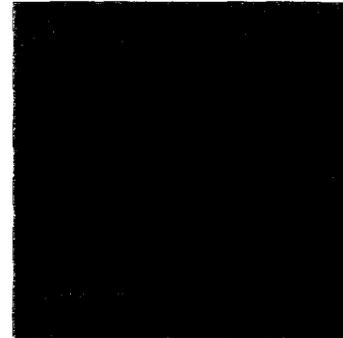
ADULT
PROPOSED: 20,160 S.F.
EXISTING: 10,708 ± S.F.



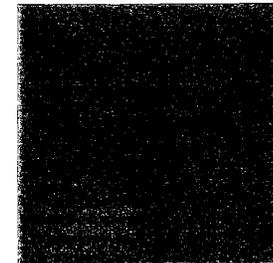
YOUNG ADULT
PROPOSED: 2,084 S.F.
EXISTING: 484 ± S.F.



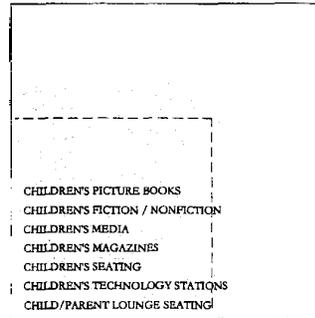
MEETING ROOMS
PROPOSED: 5,070 S.F.
EXISTING: 2,517 ± S.F.



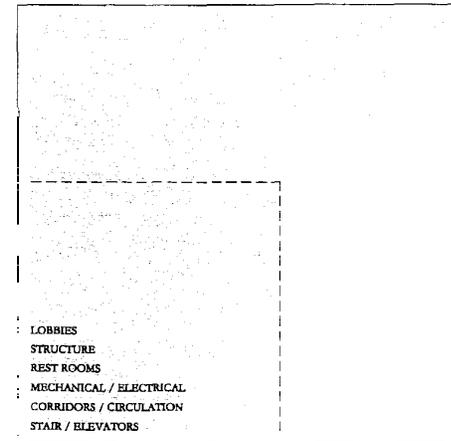
STAFF WORK AREAS
PROPOSED: 8,215 S.F.
EXISTING: 4,053 ± S.F.



SERVICE DESKS
PROPOSED: 4,929 S.F.
EXISTING: 1,101 ± S.F.



CHILDREN'S
PROPOSED: 7,581 S.F.
EXISTING: 2,916 ± S.F.



SUPPORT SPACE
PROPOSED: 13,800 S.F.
EXISTING: 4,901 ± S.F.

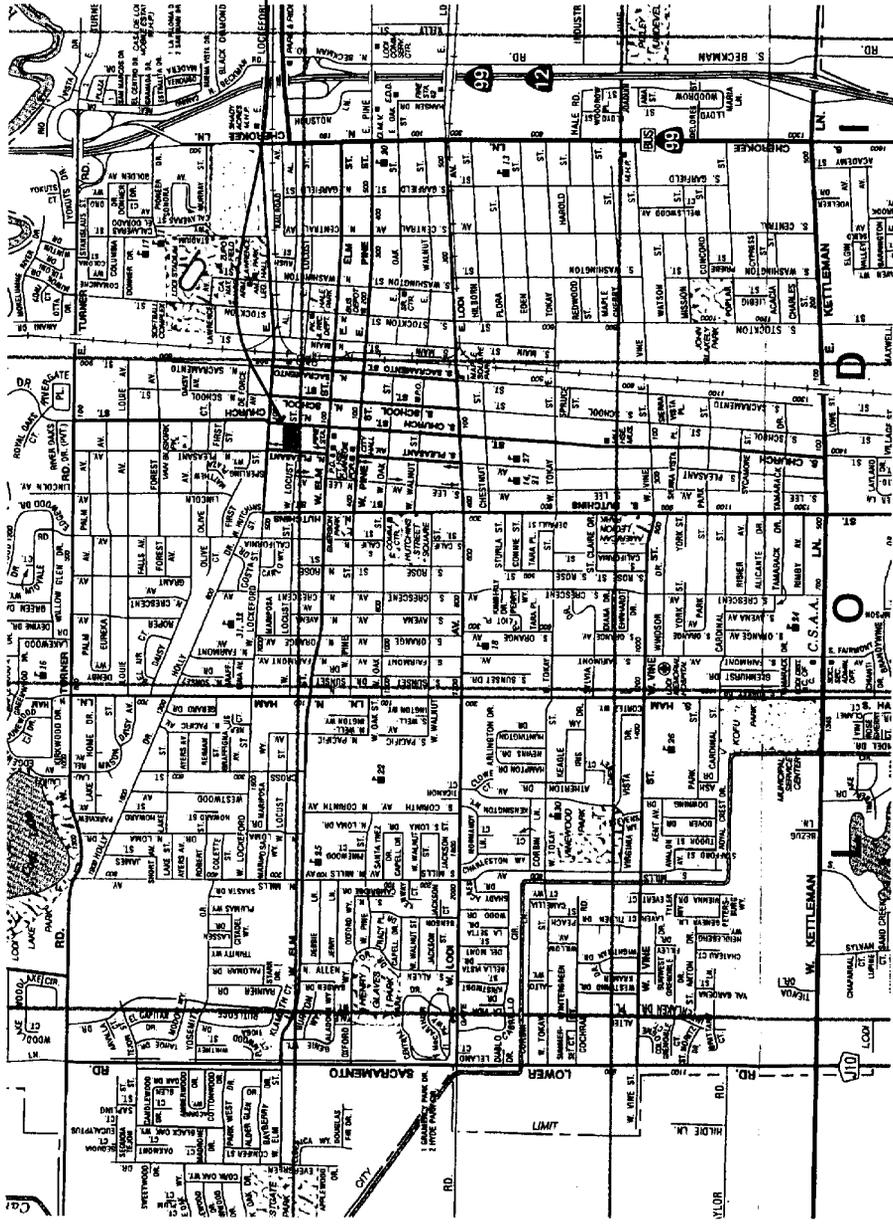
PROPOSED TOTAL: 59,802 S.F.

EXISTING TOTAL: 28,260 S.F.

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SCALE 3/32" = 1'-0"



CITY MAP



Lodi Public Library Master Facilities Plan



October 23, 2001



Fletcher, Farris, Ayotte, PC
ARCHITECTURE PLANNING INTERIORS
FFA