



REPORT TO COUNCIL City of Sacramento

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915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org

Consent
January 23, 2007

Honorable Mayor and
Members of the City Council

Title: Sacramento Public Library Authority Facility Master Plan 2007-2025

Location/Council District: All

Recommendation: Adopt **Resolution** approving the Sacramento Public Library Authority Facility Master Plan 2007-2025.

Contact: Anne Marie Gold, Library Director, 264-2830

Presenters: N/A

Department: Sacramento Public Library Authority

Division: Library Administration

Organization No: 1101

Description/Analysis

Issue: A Facility Master Plan has been in development by the Sacramento Public Library Authority over the past two years. At its meeting on August 31, 2006 the Library Authority Board unanimously adopted the draft of the plan and directed staff to review the plan with all cities and the County.

The Library held 24 community forums in September and October throughout the service area. Over 150 people attended the forums and provided excellent input into the recommendations. The draft development recommendations were also reviewed with staff from the city. At its meeting on October 10, 2006 the Council received a presentation on the draft of the plan and provided feedback. In general, there was strong support for the overall direction of the recommendations, with some specific issues raised in some communities. At its meeting on November 30, 2006 the Authority Board approved the final version of the plan and directed staff to seek approval or endorsement of the plan from the cities that the Library Authority serves, as well as the County.

There were some recommended changes for libraries in the City of Sacramento in the Plan as a result of the input from the community meetings, the meetings with staff and the Council meeting:

65th & Folsom

Area served increased to include more of Tahoe Park and southeast Sacramento so recommended size increased from 25,000 sf to 30,000 sf

McClatchy

Clarification of intent to expand renovation/expansion to include second floor.

Martin Luther King, Jr.

Development recommendation changed from Relocation to Expansion.

Natomas Joint Vision

Population projection reduced from 180,000 to 73,000 to reflect more current planning estimates. Development recommendations changed as follows:

	2015	2025
Draft Plan	30,000 sf NEW	30,000 sf NEW 30,000 sf NEW
Final Plan	20,000 sf NEW	20,000 sf NEW

The plan includes extensive background on data and trends affecting library facility development, including benchmarking and analysis of current facilities. Planning standards are included as well as guiding principles and qualitative design guidelines. Detailed development strategies, with recommended phasing and capital cost projections, are included, with specific recommendations for current and future facilities in the City of Sacramento.

Library Authority staff have worked with City of Sacramento Planning Department staff to review the development projections to insure that they reflect current City data and expectations and integrate with the General Plan Update Vision and Guiding Principles.

The key issues addressed by the plan include:

- Development of a substantive new model for library facility development including a new service delivery model and planning standards
- Identification of future development strategies specific to each service area, based on the planning standards

Policy Considerations: Under the terms of the Joint Powers Agreement forming the Library Authority, the City of Sacramento is responsible for capital development, as well as maintenance and repair, for all library facilities within City boundaries. The Agreement also requires the Library Director to develop a plan that includes library facilities and that such plan be submitted to the City for review and comment. As such, an overall plan for development of library facilities is a policy issue for the City.

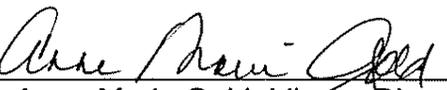
Environmental Considerations: This report has no environmental considerations. However, subsequent development of capital library projects as recommended in the plan may have environmental considerations.

Rationale for Recommendation: The plan has undergone significant review and inclusion of feedback from the Council, City staff and community members. As noted under Policy Considerations, the Joint Powers Agreement requires the City to review and comment on any such plan, as well charging the City with responsibility for library capital development.

Financial Considerations: This report has no fiscal considerations. Future implementation of the recommendations in the final version of the Facility Master Plan will have financial considerations.

Emerging Small Business Development (ESBD): No good or services are being purchased under this report.

Respectfully Submitted by: 
Anne Marie Gold, Library Director

Approved by: 
Anne Marie Gold, Library Director

Recommendation Approved:

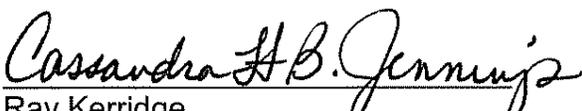

for Ray Kerridge
City Manager

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ATTACHMENT 1

Background Information:

The City of Sacramento is a signatory to the Joint Powers Agreement forming the Sacramento Public Library Authority.

According to the existing agreement, the individual local jurisdictions are responsible for establishment of the facilities needed for provision of library services and the Authority is responsible for all operation of those facilities, except physical maintenance of the facilities. Specifically:

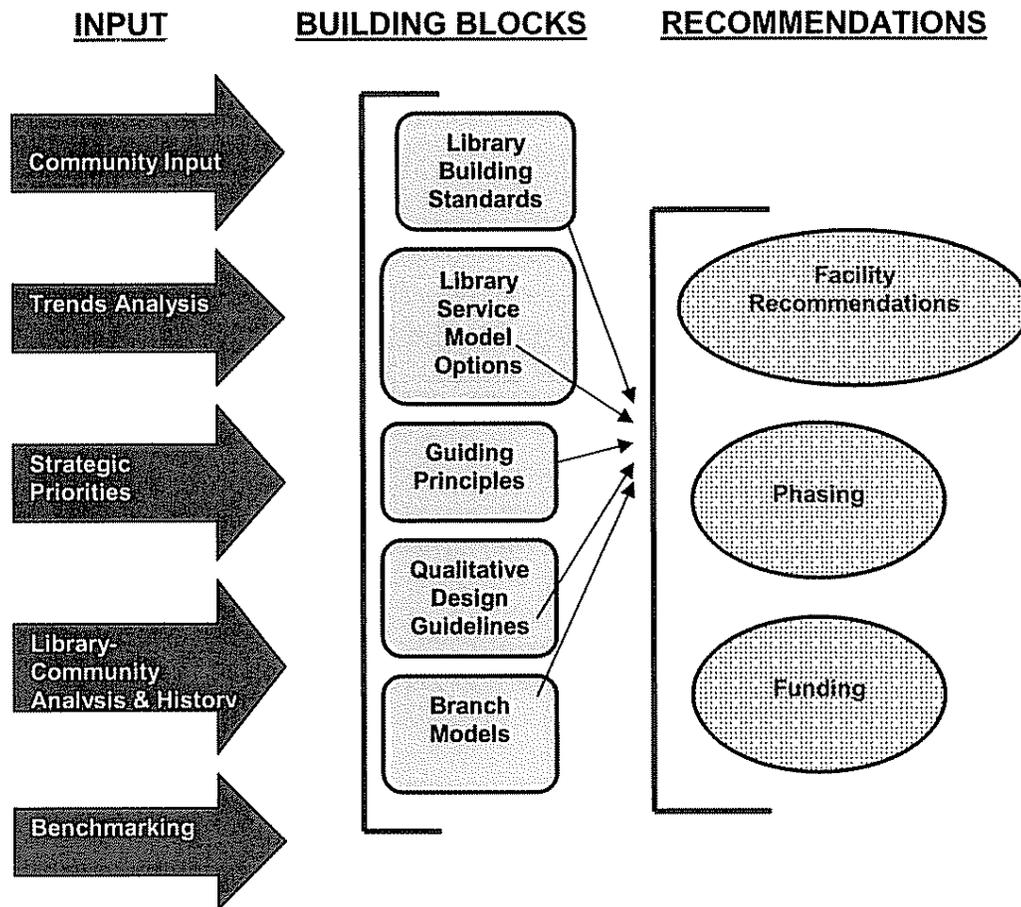
Agreement Section 20 (a) "All permanent and leased library facilities existing now or in the future shall be provided by the PARTY in which they are located, at no cost to Authority. Each PARTY is responsible for performing, at its sole cost, maintenance of all facilities within its jurisdiction, excepting only custodial and landscaping services performed by the Authority as part of the daily operation of each facility..."

Agreement Section 20 (b) "The Library Director shall develop and update on a regular basis a Library Master Plan for library facilities and services within the entire service area of the Authority that will be submitted to the PARTIES for review and comment...."

Agreement Section 20 (c) "Any PARTY may construct or renovate library facilities to be operated by the Authority within the Library Master Plan, provided the facilities meet the standards established by the Authority.

The Facility Master Plan represents a significant new direction for the Library Authority as it proposes a new model for library services as well as specific planning standards. The resulting development strategies incorporate both of these elements.

The master planning process included three major phases as outlined below.



The key recommendations in the plan include:

1. A change from incrementally based facility development to standards based development.

In prior plans, library facility developed was projected in an incremental manner, with an assumption that as population increased the library facility would transition through the phases below as follows:

Library type	Population served	Square Footage
Neighborhood library	<50,000	4,000 – 6,000 sf
Community library	50,000 – 70,000	6,000 – 20,000 sf
Regional library	>70,000	20,000 – 30,000 sf

The new standards based planning uses a variety of inputs and a range of standards to define library capital needs, with the assumption that library facility development will focus on future development needs.

Sacramento Public Library Facility Planning Standards

Standard	Threshold	Target	Prime
Volumes per Capita	1.75	2.15	2.75
Technology Stations per 1,000	.75	1.00	1.25
Reader Seats per 1,000	3.00	4.00	5.00
Meeting Room Seats per 1,000	2.00	3.00	5.00
Square Feet per Capita	.40	.50	.60

As communities begin the development process for new facilities, they would select among the Threshold, Target and Prime standards to tailor their specific facility to their community.

- 2. Specific guidelines for facility development, including:
 - a. Full service branches ranging from 15,000 – 35,000 sf that would provide the full range of library services to customers in one building. Generic models for full services branches, based on Target standards, would include:

Square Foot Model	Volumes	Reader Seats	Meeting Room Seats	Public Use Computers	Group Study Rooms
15,000	68,000	122	120	30	1
20,000	85,000	160	120	52	2
25,000	105,000	204	155	56	4
35,000	151,000	288	236	77	5

- b. Focused service facilities designed to address a specific purpose in a specific setting that would extend services beyond a full service branch. Focused service facilities would be limited in size, ranging from 50 sf to 2,500 sf, depending on the appropriate response to the specific need.

The specific recommendations for the City of Sacramento are as follows:

Library	Facility Data		Proposed Improvements			
	Size (sf)	Last Bldg Upgrade	Recommendation	2025 Size (sf)	2007-2015	2015-2025
65th & Folsom			New	30,000	•	
Belle Cooleedge	12,000	1991	Expansion	25,000		•
Central Library - Nbhd	15,000	1991	Renovation	20,000	•	
Colonial Heights	12,211	1989	Expansion	20,000		•
Del Paso Heights	5,425	1972	Relocation	20,000		•
E.K. McClatchy	2,557	1940	Renovation	4,690	•	
Martin Luther King, Jr.	15,078	1999	Expansion	30,000		•
McKinley	4,681	1995	Renovation	4,681	•	
N Sac - Hagginwood	4,000	1995	Relocation	15,000	•	
North Natomas	23,000	---	Underway (New)	23,000	•	
Pocket Library			Underway (New)	15,000	•	
South Natomas	13,615	2001	Expansion	20,000		•
Valley Hi-North Laguna	20,000	---	Underway(Relocation)	20,000	•	
CITY TOTAL	127,567			247,371		

Generic cost models have been included with the plan. However, project specific costs will be developed at the point of project initiation.

RESOLUTION NO. XXX

Adopted by the Sacramento City Council

SACRAMENTO PUBLIC LIBRARY AUTHORITY FACILITY MASTER PLAN

A RESOLUTION ADOPTING THE SACRAMENTO PUBLIC LIBRARY AUTHORITY FACILITY MASTER PLAN

A. WHEREAS, the Sacramento Public Library Authority has developed a comprehensive Facility Master Plan that will guide capital development for libraries in the next 20 years, and

B. WHEREAS, under the terms of the Joint Powers Agreement forming the Sacramento Public Library Authority, the City of Sacramento is responsible for capital development, as well as maintenance and repair, for all library facilities within City boundaries, and

C. WHEREAS, The Joint Powers Agreement also requires the Library Director to develop a plan that includes library facilities and that such plan be submitted to the City for review and comment, and

D. WHEREAS, the Sacramento City Council provided feedback on the draft of the plan at its meeting on October 10, 2006, and

E. WHEREAS, extensive community input on the plan was provided, and

F. WHEREAS, the Sacramento Public Library Authority Board approved revisions to the plan at its meeting on November 30, 2006 and directed staff to request approval or endorsement of the plan;

BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

Section 1. NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE SACRAMENTO CITY COUNCIL, that the Council approves the Sacramento Public Library Authority Facility Master Plan 2007-2025.

Attachment 1

Sacramento Public Library Authority Facility Master Plan

This document is available on the City of Sacramento's website at:
http://www.cityofsacramento.org/webtech/streaming_video/live_council_meetings.htm
under *Future and Archived Meetings*.